

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of County Coordinator

January 25, 2017

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, January 25, 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 Kathi Ellis, seconded by Dennis McNally and carried unanimously to approve the agenda as amended: Add 4-H request, add resolution for Community Health Board, and add discussion about tax forfeited land sales.

Action #2 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the January 3, 2017 minutes of the Kanabec County Board of Commissioners as corrected: Delete “in all respects” from resolution #9n.

Action #3 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to recess the board meeting at 9:09am to a time immediately following the Human Services Board.

The Kanabec County **Human Services Board** met at **9:09am** on Wednesday, January 25, 2017 pursuant to adjournment with the following Board Members present: Gene Anderson, Kim Smith, Dennis McNally, Les Nielsen, and Kathi Ellis. Interim Human Services Director Chuck Hurd presented the Human Services agenda.

Action #HS4– It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the Human Service Board agenda as presented.

Action #HS5 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #HS5 – 1/25/17

WHEREAS, the Region 7E Adult Mental Health Initiative has funds available to provide regional adult mental health outpatient medication management and client outreach services through management of the Region 7E’s website, and

WHEREAS, Isanti County, as fiscal agent for the Regional Adult Mental Health Initiative (AMHI) is also the contracting entity and wishes to contract with Kanabec County,

through its Family Services Agency to provide said medication management services and management of the Region 7E website, and

WHEREAS, Kanabec County Family Services is willing and able to provide said medication management services and manage the Region 7E website.

THEREFORE BE IT RESOLVED that the Kanabec County Family Services Board approves entering into an agreement with Isanti County, on behalf of the Region 7E Adult Mental Health Initiative for regional adult mental health outpatient medication management and client outreach services through management of the Region 7E mental health website for the period January 1, 2017 through December 31, 2017.

Action #HS6 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution # HS6 - 1/25/17

WHEREAS, South Country Health Alliance (SCHA) desires to delegate care coordination services to Kanabec County, and

WHEREAS, the care coordination services are intended to be provided by a team member to foster communication among SCHA members, providers, staff and other organizations, and

WHEREAS Kanabec County desires to provide the delegated services in accordance with SCHA policies and procedures and in compliance with applicable federal and state laws and regulations and National Committee for Quality Assurance accreditation standards, and

THEREFORE BE IT RESOLVED to approve a Delegation Agreement between South Country Health Alliance and Kanabec County for the time period January 1, 2017 through December 31, 2017.

Action #HS7- It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the payment of 129 claims totaling \$331,976.96 on Welfare Funds.

Action #HS8– It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to adjourn Human Services Board at 9:26am and to meet in regular session on Wednesday, February 22, 2017 at 9:05am.

The Board of Commissioners meeting reconvened.

Action #9 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Ann Lake Twp	4,286.09
Arthur Twp	1,890.75
Bina & Guptil LLC	2,945.25
Braham Public Schools	12,804.88
Brunswick Twp	5,541.16
Century Link	109.67
Chamberlain Oil	768.98
City of Grasston	351.12
City of Milaca	31.34
City of Mora	13,673.16
City of Ogilvie - Clerk	3,170.59
City of Quamba	1,226.27
Comfort Twp	4,549.45
Consolidated Communications	1,069.61
Dearborn National	544.30
Dex Media East Inc	54.50
E C Riders	14,145.30
East Cent. Reg Dev Commission	631.95
East Central Energy	878.23
East Central Energy	174.70
East Central Energy	298.46
East Cent. Reg Dev Commission	47.50
East Central School District	4,767.90
Ford Twp	2,222.00
Grass Lake Twp	4,861.81
Haybrook Twp	4,394.71
Health Partners	5,254.24
Hillman Twp	1,273.83
Hinckley - Finlayson Schools	4,068.59
Isle Public Schools	6,701.60
Kanabec County	15,564.01
Kanabec County Auditor - Treas	3,729.53
Kanabec Twp	2,547.40
Knife Lake Twp	1,863.10
Kroschel Twp	2,786.83
Midcontinent Communications	733.03
Midcontinent Communications	414.20
Milaca Public Schools	1,209.54
MN Dept of Finance	4,897.50

MN Dept of Finance	18.00
MN Dept of Health	1,615.00
MN Energy Resources Corp	984.49
MN Energy Resources Corp	8,100.34
Mora Municipal Utilities	1,231.96
Mora Municipal Utilities	14,521.48
Mora Public Schools	63,965.90
Network Billing Systems LLC	219.03
Office of MN.IT Services	1,300.00
Oglivie Public Schools	36,914.66
Peace Twp	1,966.70
Pine City Public Schools	6.32
Pomroy Twp	1,757.20
Quality Disposal	122.22
Quality Disposal	22.50
Southfork Twp	1,557.99
Sun Life Financial	3,282.34
Tessneer Law Office	1,023.00
Totalfunds by Hasler	2,000.00
Verizon Wireless	2,575.99
Verizon Wireless	315.13
Whited Twp	1,433.69

Total 281,417.02

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

Revenue Fund

VENDOR	AMOUNT
ACE Hardware	65.96
Advanced Correctional Healthcare	12,667.10
Akkerman-Ingebrand Funeral Home	400.00
ALICE Training Institute	595.00
Alkire, Alyce	1,453.29
AMC/SWAA	100.00
Anoka County Corrections	2,868.00
Anoka County Juvenile Center - Secure	199.00
Association of MN Counties	9,401.00
Auto Value	19.98

Auto Value	27.98
Auto Value Mora	135.42
A'Viands LLC	19,342.15
Bachman, Fran	101.26
Bathgate, John	150.00
Bergren, Carol	81.00
Bob Barker	501.29
Braham Motor Service Inc	64.89
Brenny, Laurell	840.90
Bureau of Criminal Apprehension	120.00
CareerTrack	79.00
Chapman's Auto Repair	45.90
Children's Hospitals and Clinics of MN-MCRC	500.00
Christianson, Craig	1,375.77
Christopherson, Pat	165.29
Clifton Larson Allen LLP	11,300.00
Coborn's	21.50
Coborn's	17.13
Connolly, Kelly	81.00
Curtis, Michael	1,701.50
D&T Ventures	225.00
Dresser Methven Funeral Homes	350.00
E911 IES	105.24
East Central Exterminating	120.00
ECM Publishers	185.25
Emerson Network Power	8,599.59
Faust, Patrick	845.89
FBG Service Corporation	584.80
FBG Service Corporation	6,410.24
FirstLight Health System	773.00
Fresonke, Lew	90.00
Fritz, William	675.00
G & N Enterprises	771.10
Garcia, Timothy	585.00
Gillette, Cara	43.20
Glen's Tire	3,354.78
Glen's Tire	713.35
Glen's Tire	336.60
Grainger	125.78
Granite City Armored Car	359.28

Granite City Jobbing	1,272.92
Granite City Jobbing	948.56
Granite City Jobbing	599.80
Granite Electronics	645.00
Handyman's Inc	81.00
Handyman's Inc	105.12
Hennepin County Medical Ctr	892.00
Hoefert, Robert	1,754.78
Hoglund Bus & Truck Company	52.00
Hood, Barb	498.64
Horizon Towing	382.07
Hunter, Robb	31.57
Indianhead Specialty	77.66
Industrial Health Services Network Inc	361.20
Information Systems Corp	11,571.00
Initiative Foundation	1,500.00
Innovative Office Solutions	118.68
Innovative Office Solutions	62.77
IT SAVVY	234.08
IT SAVVY	48.94
IT SAVVY	93.20
Johnsons Hardware	38.45
Kanabec Co Hwy Dept	27.50
Kanabec Co Hwy Dept	921.64
Kanabec Co Hwy Dept	3,664.73
Kanabec Co Hwy Dept	146.16
Kanabec County Recorder	20.00
Kanabec County Sheriff's Office	10.00
Kanabec County Sheriff's Office	10.00
Kanabec Publications	32.88
Kanabec Publications	15.48
Kanabec Publications	447.21
Kanabec Publications Inc	64.00
Kanabec Publications Inc	62.75
Kanabec-Pine Community Health	1,346.88
KEEPRS	1,240.88
KEEPRS	56.55
Kennedy, Kerry Jr	143.38
Landreville, Willard	50.00
Landreville, Willard	596.15

Lane, David	34.66
Lerrssen, Jennifer	660.38
M&I Lockbox: MCCC	205.45
M&I Lockbox: MCCC	25,846.40
MACA	508.00
MACAI	75.00
MACVSO	150.00
Magaard, Robert	23.65
Manthie, Mark	39.96
Manthie, Scott	921.79
Manthie, Wendy	1,139.45
Marco	1,051.80
Marco	1,282.05
Marco	1,537.54
Marco Technologies	525.38
Marco Technologies LLC	705.60
Marco Technologies LLC	216.30
Marco Technologies LLC	95.46
Marco, Inc	1,480.05
Marco, Inc	556.80
Marco, Inc	391.60
Marco, Inc	486.00
Marohn, Brenda	11.88
Mastercare Outdoors	240.00
McGaw, Susan	13.50
McGee M.D., Michael B.	3,000.00
MCHRMA	100.00
Mille Lacs County Community & Veterans Services	200.00
Mille Lacs Disposal Inc	20.00
Minnesota UI	408.12
MN COUNTIES INSURANCE TRUST	73,441.00
MN COUNTIES INSURANCE TRUST	1,358.00
MN COUNTIES INSURANCE TRUST	98,543.00
MN COUNTIES INSURANCE TRUST	84,960.00
MN COUNTIES INSURANCE TRUST	34,155.00
MN COUNTIES INSURANCE TRUST	24,756.00
MN Dept of Finance	13,644.00
MN Dept of Revenue	700.00
MN Monitoring, Inc.	318.00
MN Monitoring, Inc.	434.00

MN Sheriffs' Association	5,331.00
Mora Motor Vehicle Inc	17.00
Mora Motor Vehicle Inc	17.00
Mora Psychological Services	750.00
Mora Unclaimed Freight	611.86
MRA Trusight	1,450.00
NACO	450.00
NACORF	200.00
Nelson, Ansel	652.64
Nelson, Jerald	91.84
Nelson, Ronette	756.42
Newgard, Jean	599.65
Newgard, Terry	651.08
North Memorial Professional Education	478.00
North TH 65 Corridor Coalition	500.00
Northern Technology Initiative	1,000.00
Northland Securities Inc	2,500.00
Novus Glass	280.00
Oak Gallery	36.99
O'Donovan, Barbara	809.29
Office Depot	21.58
Office Depot	396.39
Office Depot	72.39
Office Depot	31.08
Office Depot	92.23
Office Depot	113.14
Onamia Service Center	3,983.14
Onamia Service Center	314.71
Owens Auto Parts	9.99
Pakor Inc	43.17
Petersen, Kevin	43.75
Pieper, Helen	117.72
Psychological Service Associates	1,200.00
Public Safety Training Consultants	399.00
Quality Disposal	342.42
Quality Disposal Systems	159.09
Ramsey County	4,200.00
Ratwik, Roszak & Maloney, PA	1,309.00
Recorder's Office	20.00
Reid, Greg	75.62

Reliance Telephone, Inc	700.00
Resource Training & Solutions	250.00
Ricks Home Furnishings	199.95
RJ Mechanical	93,900.00
RJ Mechanical	1,442.00
Roberts, Rodney	549.52
Rogers, Pearl	598.61
RS Eden	85.76
RS Eden	242.90
Rupp, Anderson, Squires & Waldspurger, PA	751.34
Sawatsky, Caleb	127.17
Stahlke's	380.00
Star Tribune	857.20
State of MN - BCA	865.00
Stellar Services	786.92
Summit Companies	680.00
Summit Companies	520.00
Telin Transportation	199.98
Thompson-Reuters-West	231.75
Thompson-Reuters-West	297.55
Thompson-Reuters-West	638.85
Tinker & Larson Inc	302.95
Tinker & Larson Inc	37.00
Touch and Go	47.59
Troupe Advertising	190.00
Troupe Advertising	190.00
ULINE	160.42
UltraMax	1,451.00
Uniforms Unlimited	207.00
US Bank	356,327.50
VanDall, Camille	981.01
Varidesk LLC	495.00
Visser, Maurice	937.65
Wiitala, David	1,000.83
Zamora, Ray	571.54

Total	991,467.04
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Road & Bridge Fund

Vendor	Amount
A and E Cleaning Services	950.00
Ace	296.17
Ameripride	532.41
Auto Value	1,338.18
Berndt, Steve	13.98
Boyer Truck	1,169.57
Broehl, David	235.00
Central McGowan	21.47
Compass Minerals	60,335.46
Cramsie Jon	235.00
Dooley, Mark	7.03
Earl Andersen Safety Signs	699.50
Federated Co-ops	14,996.25
Firstlab	0.81
Fleetmatics	599.00
Force America Distributing LLC	638.79
Frontier Precision	109.00
Glens Tire	75.63
Gopher State One-Call	104.05
Gramentz, Chad	479.04
J.J. Keller	364.07
Johnson Hardware	33.65
Kadlec, Shelley	210.00
Little Falls Machine, Inc	703.53
Magnuson, Dale	25.96
Maney International, Inc.	66.08
Marco	616.20
Mattson Electric of Mora	3,325.00
Mille Lacs County Public Works	708.66
MCEA	450.00
Minnesota Energy	1,017.21
Office Depot	181.66
Olson Power & Equipment	799.94
Olslin Lumber	42.40
Oxygen Service	186.56
Owens Auto Parts	525.98
Pomp's Tire	1,824.20
Powerplan	517.77
Premier Outdoor Services	7,040.00
Rinke Noonan	500.00
Safety-Kleen	387.85
Swaatzky, Fred	25.96
State of MN Department of Public Safety	85.00

State of MN Department of Transportation	2,729.21
3M	130.00
Towmaster	318.10
USDA	1,751.37
Westling, Nathan	13.29
Widseth Smith Nolting	5,031.72
Wulfekuhle, Rod	10.74
Zahl-Petroleum	88.50
Total	<u>112,546.95</u>

Action #11 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to recess the board meeting at 9:35am to a time immediately following the Community Health Board.

The Kanabec County **Community Health Board** met at **9:35am** on Wednesday, January 25, 2017 pursuant to adjournment with the following Board Members present: Gene Anderson, Kim Smith, Dennis McNally, Les Nielsen, and Kathi Ellis. Interim Public Health Director Kathy Burski presented the Community Health Board agenda.

Action #CH12– It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the Community Health Board agenda as presented.

Action #CH13- It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #CH13 - 1/25/17
Occupational, Speech and Physical Therapy Contract FLHS

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 2017;

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 2017.

Action #CH14- It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #CH14 - 1/25/17
Occupational and Physical Therapy Contract Health Dimensions

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 2017;

BE IT RESOLVED to approve an agreement between Kanabec County Community Health and Health Dimensions Rehabilitation Inc. for Occupational and Physical Therapy for the Home Health Program clients for the year 2017.

Action #CH15- It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #CH15 – 1/25/17

Memorandum of Understanding for 1/1-2/28/17 MIECHV program resolution

WHEREAS, Kanabec-Pine Community Health dissolved on December 31, 2016, and

WHEREAS, both counties agreed to continue the Maternal Infant and Early Childhood Home Visiting (MIECHV) program through February 28, 2017 together, and

WHEREAS, a Memorandum of Understanding is necessary to describe the responsibilities of each party.

THEREFORE BE IT RESOLVED, the Kanabec County Community Health Board approves its Community Health department entering into a Memorandum of Agreement with Pine County Public Health as the fiscal agent for the MIECHV program through February 28, 2017.

Action #CH16- It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

Resolution #CH16 1/25/17

Resolution for BAA and IPS Agreements

WHEREAS, Kanabec County Community Health contracts with the Minnesota Department of Human Services (DHS) to provide the Child and Teen Checkup program, and

WHEREAS, in the process of providing the Child and Teen Checkup program through a contract with DHS, both entities will be sharing private information; therefore will need agreements regulating the respective duties and responsibilities regarding the exchange of information that is both regulated and not regulated by the Health Insurance Portability and Accountability Act.

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves the Community Health agency entering into the Information Privacy and Security Agreement (IPSA) (non-HIPAA information) and Business Associate Agreement (BAA) (HIPAA covered information) with DHS effective upon full execution of the Agreements until either party terminates either Agreement.

Action #CH17 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the payment of 79 claims totaling \$136,193.74 on Kanabec County Community Health Funds.

Action #CH18– It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to adjourn Community Health Board at 9:44am and to meet in regular session on Wednesday, February 8, 2017 at 9:05am.

The Board of Commissioners meeting reconvened.

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

Resolution #19 – 1/25/17
Memorandum of Understanding resolution

WHEREAS, Kanabec-Pine Community Health dissolved on December 31, 2016, and

WHEREAS, a Memorandum of Understanding is necessary to define the parameters to conclude the separation of the entity.

THEREFORE BE IT RESOLVED, Kanabec County Community Health Board agrees to the parameters outlined in the Memorandum of Understanding effective January 1, 2017.

County Assessor Tina Diedrich – Von Eschen met with the County Board to discuss matters concerning her office.

Chairperson Les Nielsen administered an Oath of Office to County Assessor Tina Diedrich-Von Eschen.

Discussion was held with County Assessor Tina Diedrich – Von Eschen concerning gravel tax, abatements, and the board of equalization. Information only, no action was taken.

Deputy Auditor Roberta Anderson met with the County Board to discuss matters concerning an easement.

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

Resolution #20 – 1/25/17

WHEREAS, Rodney & Judy Oslin have requested an easement crossing tax forfeit parcel #13.00805.00; and

WHEREAS, the County Board has stipulated that this easement shall be surveyed and said easement should cross the East 33 feet of the SE1/4 in Section 16, Township 41, Range 22 from County Rd 3 to the SE corner of the E1/2 of NE1/4 of said section, and then continue W along the south line of said E1/2 of NE1/4 to the SE corner of W1/2 of NE1/4 and said easement there terminating. The exact legal description of this easement shall be drafted by the surveyor;

BE IT RESOLVED, the cost of the easement shall be a shared cost between the county and Rodney & Judy Oslin.

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

Discussion was held concerning the 5-year highway construction plan. Information only, no action was taken.

10:35am - The Chairperson then called for public comment. Those that responded included:

Tom Olson	Concerns with quality of care at First Light.
Mary Enfield	Concerns with Sheriff's Office.

10:50am - The Chairperson closed public comment.

Action #21- It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #21 – 1-25-17

Advertise for Bids 2017 Construction Projects

WHEREAS the Kanabec County Board of Commissioners wish to proceed with the following projects:

<u>Road</u>	<u>Type</u>	<u>Length</u>	<u>From</u>	<u>To</u>
3	Base and Bituminous	4.0 mi.	CSAH 15	TH 65
5	Resurface	3.5 mi.	CSAH 1	TH 23
6	Concrete Rehab	0.5 mi.	Lake St.	Maple St.
6	Microsurfacing	6.0 mi.	TH 47	Mora

3	Microsurfacing	3.0 mi.	TH 47	CSAH 15
8	Br. 33506 Deck Overlay	2.5 Mi. South of CSAH 3		
	Equipment Rental			
	Gravel Crushing			

BE IT RESOLVED to authorize the County Engineer, upon final plans, specifications, and proposal, to advertise for bids for said projects.

Action #22- It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

Resolution #22 – 1-25-17
Plow Cutting Edge Inventory

WHEREAS the following quotes were received for cutting edge materials:

H&L Mesabi	\$43,439.23
Kris Engineering	\$40,578.34 (incomplete quote)

WHEREAS the lowest responsive quote of \$43,439.23 was submitted by H&L Mesabi, and

THEREFORE BE IT RESOLVED to accept the quote of \$43,439.23 by H&L Mesabi for cutting edges.

Action #23- It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #23 – 1-25-17

WHEREAS the following complete rebuild quotes were received:

RDO Equipment	\$91,358.49
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WHEREAS the lowest responsive quote of \$91,358.49 was submitted by RDO Equipment, and

THEREFORE BE IT RESOLVED to accept the quote of \$91,358.49 by RDO Equipment.

Discussion was held concerning the CSAH 3 Project. Information only, no action was taken.

Action#24 – Gene Anderson introduced the following resolution and moved its adoption:

Resolution #24 – 1/25/17

WHEREAS, the Public Works Director has recommended promoting Tom Roeschlein to a CADD Technician position;

BE IT HEREBY RESOLVED that the County Board hereby approves promoting Tom Roeschlein to the position of CADD Technician effective January 21, 2017.

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

IN FAVOR THEREOF: Kim Smith, Dennis McNally, Gene Anderson

OPPOSED: Kathi Ellis, Les Nielsen

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

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

Action #25 – It was moved by Gene Anderson, seconded by Kathi Ellis and carried unanimously to approve the upgrade to the Transit Department radio system at a cost of \$9,656.86.

Action #26 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the application for a Commuter Challenge grant through MN/DOT for the Transit Department.

The Minnesota Geological Society gave a presentation on their website. Information only, no action was taken.

Chief Deputy Kevin Braiedy met with the County Board to discuss matters concerning the Sheriff's Office.

Action #27- It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #27- 01/25/17

P.S.A.P Administrator/Emergency Management Director Evaluation

WHEREAS the board did by Action #16-01/03/17 refer the position of P.S.A.P Administrator/Emergency Management Director to the pay plan consultant for review, and

WHEREAS the board has been presented with the results of that study;

BE IT RESOLVED to accept the following ranking for the “P.S.A.P Administrator/Emergency Management Director” position, which results in Pay Range 15:

Category	Rank	Points
Qualifications	Q46	100
Decisions	D39	93
Problem Solving	P18	74
Relationships	R24	106
Effort A	Ea9	5
Effort B	Eb11	12
Hazards	H17	13
Environment	N13	13
TOTAL POINTS		416

Action #28 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #28 - 01/25/17

WHEREAS there is a new position of an Full Time P.S.A.P Administrator/Emergency Management Director, and

WHEREAS the board desires to fill this position;

BE IT RESOLVED that the County Board authorizes the County Sheriff and the County Personnel Director to hire a full time P.S.A.P Administrator/Emergency Management Director to refill the vacant position at Step A, Range 15 of the pay plan which is \$28.04 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 the Count Sheriff and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Action #29 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #29 - 01/25/17

WHEREAS there is a vacancy in the position of an Full Time Correctional Officer/Dispatcher, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the County Sheriff and the County Personnel Director to hire a full time Correctional Officer/Dispatcher to refill the vacant position at Step A, Range 9 of the pay plan which is \$18.17 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 the County Sheriff and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Orrin Haugen met with the County Board to discuss matters concerning expanding his business on Ann Lake. Commissioners McNally and Ellis with work with the Haugens and Attorney Scott Anderson to figure out what can be done to the property within the Shoreland Ordinance.

Action #30 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #30 – 1/26/17

BE IT RESOLVED to re-appoint Diane Weepie to the Insurance Committee for a three year term commencing immediately and expiring January 7, 2020, and

BE IT FURTHER RESOLVED to re-appoint Cassandra Dahlberg to the Insurance Committee for a three year term commencing immediately and expiring January 7, 2020, and

BE IT FURTHER RESOLVED to re-appoint Justin Frisch to the Insurance Committee for a three year term commencing immediately and expiring January 7, 2020, and

BE IT FURTHER RESOLVED to appoint Susan Coon to the Insurance Committee for a three year term commencing immediately and expiring January 7, 2020, and

BE IT FURTHER RESOLVED to appoint Kelly Connolly to the Insurance Committee for a three year term commencing immediately and expiring January 7, 2020, and

BE IT FURTHER RESOLVED to appoint Sharon Wiltrout to the Insurance Committee for a three year term commencing immediately and expiring January 7, 2020, and

BE IT FURTHER RESOLVED to appoint Lisa Blowers to the Insurance Committee for a three year term commencing immediately and expiring January 7, 2020, and

BE IT FURTHER RESOLVED to appoint Tammy Owens to the Insurance Committee for a three year term commencing immediately and expiring January 7, 2020.

Action #31 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #31 – 1/25/17

Certified County Levy/Budget for 2017

WHEREAS the Kanabec County Board of Commissioners has adopted the 2017 budget and tax levy, and

WHEREAS the 2017 Budget needs to reflect updates to the Revenue and Welfare funds.

BE IT THEREFORE RESOLVED by the Kanabec County Board of Commissioners that the County Auditor/Treasurer is authorized to revise the 2017 budget to reflect updates to the Community Health, Welfare and Revenue funds. THESE UPDATES DO NOT AFFECT 2017’s Tax Levy.

FUND	PROPOSED BUDGET	PROPOSED LEVY
<i>a.</i> Revenue Fund	\$12,797,095	\$5,262,959
<i>b.</i> Welfare Fund	\$5,703,149	\$1,957,063
<i>c.</i> Road & Bridge Fund	\$5,942,991	\$2,169,100
<i>d.</i> Community Health Fund	\$3,071,631	\$320,000
<i>e.</i> Railroad Authority Fund	\$2,785	\$2,785
<i>f.</i> Debt Service – Tax Capacity based	\$1,350,462	\$1,169,622
<i>g.</i> SUB-TOTALS (<i>total of a. through f.</i>)	\$28,868,113	\$10,881,529
h.+ Debt Service For Market Based Referendum Levy		\$178,740
hh.+ EDA Levy		\$140,000
i. TOTAL FINAL PAYABLE Y2017 LEVY (total h+i)		\$11,200,269

BE IT FURTHER RESOLVED that \$1,169,622 of the debt service tax capacity based and all of the market value based of \$178,740 are dedicated to debt service.

BE IT FURTHER RESOLVED that the budget reflects revenue of \$1,035,424 in County Program Aid.

Action #32 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

Resolution #32 - 01/25/17

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 the retainer fee of \$3,000, the amount paid since 2005, will remain the same for 2016;

THEREFORE BE IT RESOLVED to approve renewing a retainer with Scott Anderson of Rupp, Anderson, Squires and Waldspurger, P.A. for calendar year 2017 at a cost of \$3,000 paid from wetland funds and authorize the chairperson and coordinator to sign the agreement.

The board discussed tax forfeited land sales and a request from 4-H. Information only, no action was taken.

Action #33 - It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following Snake River Watershed Claims: Kanabec SWCD - \$659.23 and MCIT - \$1,397.00.

Future Agenda Items: Gravel tax administration.

Action #34 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #34 – 1/26/17

BE IT RESOLVED to close at the meeting at 1:12pm 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.

Action #35 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to re-open the meeting at 1:25pm.

Action # – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to adjourn at 1:30pm. and to meet again in regular session on Wednesday, February 8, 2017 at 9:00am.

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

Attest: _____
Board Clerk