

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

January 3, 2017

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, January 3, 2017 pursuant to adjournment with the following Board Members present: Kim Smith, Gene Anderson, Les Nielsen, Dennis McNally, and Kathi Ellis

The Board Clerk led the assembly in the Pledge of Allegiance.

The meeting was called to order by the Board Clerk.

Nominations for Board Chairperson for 2017 were called for.

Action #1 – It was moved by Gene Anderson, seconded by Kim Smith to nominate Les Nielsen for Chairperson.

The Board Clerk called for nominations for Chairperson three times with no further nominations.

Action #2 - The clerk closed nominations for Chairperson and called for a vote for nominee Les Nielsen. The motion **carried** with all in favor.

Commissioner Nielsen was declared Board Chairperson for 2017. The gavel was handed over to Chairperson Nielsen.

Nominations for Board Vice-Chairperson for 2017 were called for.

Action #3 - It was moved by Gene Anderson and seconded by Kathi Ellis to nominate Kim Smith for Vice-Chairperson.

The Chairperson called for nominations for Vice-Chairperson three times with no further nominations.

Action #4 - The Chairperson closed nominations for Vice-Chairperson and called for a vote for nominee Kim Smith. The motion **carried** with all in favor.

Action #5 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the agenda as amended: Add CHS board discussion and delete closed session.

Action #6 – It was moved by Dennis McNally, seconded by Gene Anderson and carried unanimously to approve the December 21, 2016 minutes of the Kanabec County Board of Commissioners as corrected: correction Action #13 to show Les Nilsen voting against action.

Action #7 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #7 – 01/03/17
Meeting Dates

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 3, 2017, regular meetings of the Kanabec County Board of Commissioners shall be held in the County Courthouse in the City of Mora, Minnesota on the second and fourth Wednesday of each month with the following exceptions:

a. the December meetings will be Wednesday December 6 and Wednesday, December 20

BE IT FURTHER RESOLVED that all meetings with the exception of the March 22, June 28, September 27, and December 6 meeting shall commence at 9:00am, and

BE IT FURTHER RESOLVED that the meetings on March 22, June 28, September 27, and December 6 shall commence at 6:30pm and end by 9:30pm except that the Chairperson may extend the meeting to 9:45pm to conclude business, and

BE IT FURTHER RESOLVED, that if any such regularly scheduled meeting of the County Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

BE IT FURTHER RESOLVED, Special Meetings may be called by posting notice of the meeting on the county's principal bulletin board and with 72 hours notice to each person who has filed a written request for such meetings, and

BE IT FURTHER RESOLVED, Emergency Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Action #8 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to approve a **Consent Agenda** including all of the following actions:

Resolution #8a - 01/03/17
Human Service Board Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 31, 2017, regular meetings of the Kanabec County Human Service Board shall be held in the County Courthouse in the City of Mora, Minnesota on the fourth Wednesday of each month except that the December meeting will be on the third Wednesday, .

BE IT FURTHER RESOLVED that the meetings shall be held commencing at 9:05am, with the exception of the March 22, June 28, September 27 meetings, and

BE IT FURTHER RESOLVED that the meetings on March 22, June 28, and September 27 meetings shall commence at 6:35pm, and

BE IT FURTHER RESOLVED, that if any such regularly scheduled meeting of the Human Service Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

BE IT FURTHER RESOLVED, Special Meetings may be called by posting notice of the meeting on the county's principal bulletin board and with 72 hours notice to each person who has filed a written request for such meetings, and

BE IT FURTHER RESOLVED, Emergency Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Resolution #8b - 01/03/17

Public Health Board Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 31, 2017, regular meetings of the Kanabec County Community Health Board shall be held in the County Courthouse in the City of Mora, Minnesota on the second Wednesday of each month.

BE IT FURTHER RESOLVED that the meetings shall be held commencing at 9:05am, with the exception of the December 6 meeting shall commence at 6:35pm, and

BE IT FURTHER RESOLVED, that if any such regularly scheduled meeting of the Community Health Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

BE IT FURTHER RESOLVED, Special Meetings may be called by posting notice of the meeting on the county's principal bulletin board and with 72 hours notice to each person who has filed a written request for such meetings, and

BE IT FURTHER RESOLVED, Emergency Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Action #9 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve a **Consent Agenda** including all of the following actions:

Resolution #9a – 12/21/16

BE IT RESOLVED to re-appoint Nick Solomon to the Board of Adjustment for a three year term commencing immediately and expiring January 7, 2020.

Resolution #9b – 12/21/16

BE IT RESOLVED to re-appoint Ellen Ryan to the Community Health Services Advisory Committee for a three year term commencing immediately and expiring January 7, 2020.

Resolution #9c – 12/21/16

BE IT RESOLVED to re-appoint Chad Gramentz to as the County Ditch Inspector for a three year term commencing immediately and expiring January 7, 2020.

Resolution #9d – 12/21/16

BE IT RESOLVED to re-appoint Robert Jensen to the East Central Regional Library Board for a three year term commencing immediately and expiring January 7, 2020.

Resolution #9e – 12/21/16

BE IT RESOLVED to re-appoint Commissioner Les Nielsen to the Emergency Medical Service Board for a three year term commencing immediately and expiring January 8, 2019.

Resolution #9f – 12/21/16

BE IT RESOLVED to re-appoint Becky Steffan to the Hospital Board for a three year term commencing immediately and expiring January 7, 2020, and

BE IT FURTHER RESOLVED to re-appoint Amy Anderson to the Hospital Board for a three year term commencing immediately and expiring January 7, 2020, and

BE IT FURTHER RESOLVED to re-appoint Commissioner Kathi Ellis to the Hospital Board for a three year term commencing immediately and expiring January 7, 2020.

Resolution #9g - 12/21/16

BE IT RESOLVED to re-appoint Commissioner Les Nielsen to the Juvenile Detention Center Advisory Board for a three year term commencing immediately and expiring January 7, 2020.

Resolution #9h - 12/21/16

BE IT RESOLVED to re-appoint Todd Eustice to the Operations Sub Committee to the Juvenile Detention Center Advisory Board for a three year term commencing immediately and expiring January 7, 2020.

Resolution #9i - 12/21/16

BE IT RESOLVED to re-appoint Commissioner Gene Anderson to the Law Library for a three year term commencing immediately and expiring January 7, 2020.

Resolution #9j - 12/21/16

BE IT RESOLVED to appoint Heidi Steinmetz as to the North TH 65 Corridor Coalition for a three year term commencing immediately and expiring January 7, 2020.

BE IT RESOLVED to appoint Commissioner Dennis McNally as an alternate to the North TH 65 Corridor Coalition for a three year term commencing immediately and expiring January 7, 2020.

Resolution #9k - 12/21/16

BE IT RESOLVED to re-appoint Dale Voge to the Planning Commission for a three year term commencing immediately and expiring January 7, 2020, and

BE IT FURTHER RESOLVED to re-appoint Randy Nummela to the Planning Commission for a three year term commencing immediately and expiring January 7, 2020.

Resolution #9L - 12/21/16

BE IT RESOLVED to reappoint the following to a one year term commencing immediately and expiring January 2, 2018 on the Railroad Authority Board:

- Dennis McNally
- Gene Anderson
- Les Nielsen
- Kathi Ellis
- Kim Smith

Resolution #9m – 12/21/16

BE IT RESOLVED to appoint Chris Bergwick to the Safety Committee for a three year term commencing immediately and expiring January 7, 2020, and

BE IT RESOLVED to re-appoint Lynette Storrar to the Safety Committee for a three year term commencing immediately and expiring January 7, 2020, and

BE IT FURTHER RESOLVED to re-appoint Jim Gilles to the Safety Committee for a three year term commencing immediately and expiring January 7, 2020.

Resolution #9n – 12/21/16

Veteran Service Officer

WHEREAS the term of County Veteran Service Officers is four years as described in Minnesota Statute §197.60, and

WHEREAS the term of Veteran Service Officer Lowell Sedlacek expires January 17, 2017, and

WHEREAS the Kanabec County Board of Commissioners is satisfied with the performance of Sedlacek, and

WHEREAS Sedlacek’s supervisor has recommended reappointment;

BE IT RESOLVED to reappoint Lowell Sedlacek to a new four year term as Kanabec County Veteran Service Officer commencing January 17, 2017 and expiring January 16, 2021.

Resolution #9o – 12/21/16

BE IT RESOLVED to appoint Paul Hoppe to the Water Plan for a three year term commencing immediately and expiring January 7, 2020, and

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

Resolution #10 - 01/03/17

Official Newspaper

BE IT RESOLVED by the Kanabec County Board of Commissioners that the offer submitted by the Kanabec County Times for all legal publications during the year 2017 is hereby accepted, and

BE IT FURTHER RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the publication of the official proceedings and public notices and that the Kanabec County Times is hereby designated as the official newspaper for the publication of the 2016 Financial Statement, and

BE IT FURTHER RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the newspaper in which the notice and list of Real Estate Taxes remaining delinquent on the first Monday in January, 2017, shall be published.

BE IT FURTHER RESOLVED that a condition of this resolution is that the Kanabec County Times agree to post all the notices on its Web site at no additional cost pursuant to Minnesota Statute §331A.02, Subd 5 and that the notice must remain on the Web site during the notice's full publication period.

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

Resolution #HRA11 - 01/03/17

Housing and Redevelopment Authority Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 31, 2017, regular meetings of the Kanabec Housing and Redevelopment Board shall be held in the County Courthouse in the City of Mora, Minnesota, and

BE IT FURTHER RESOLVED meetings shall be held as necessary with proper notice commencing at a time the Board of Commissioners of the Authority determines. Future monthly meetings may also be scheduled when deemed necessary, and

BE IT FURTHER RESOLVED, Special Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to

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

Resolution #HRA12 – 01/03/17

Appointment of HRA Officers

RESOLUTION APPOINTING OFFICERS OF THE HOUSING AND

REDEVELOPMENT OF KANABEC COUNTY, MINNESOTA

BE IT RESOLVED by the Kanabec County Housing and Redevelopment Authority (the “Authority”) of Kanabec County, Minnesota, as follows:

APPOINTMENT OF OFFICERS: The following are appointed to hold the HRA offices set forth opposite their respective names:

Chair: Les Nielsen

Vice-Chair: Kim Smith

Secretary* Patrick Christopherson, County Coordinator

*The Auditor-Treasurer will be appointed by the Secretary to disburse funds and to assist the Secretary.

Action #13 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #HRA13 – 01/03/17

Official Newspaper

BE IT RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the publication of the official proceedings and public notices of the Kanabec County Housing and Redevelopment Authority, and

BE IT FURTHER RESOLVED that a condition of this resolution is that the Kanabec County Times agree to post all the notices on its Web site at no additional cost pursuant to Minnesota Statute §331A.02, Subd 5 and that the notice must remain on the Web site during the notice's full publication period.

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

Resolution #HRA14 – 01/03/17

Official Depository Bank

BE IT RESOLVED that First Citizens Bank is hereby designated as the official depository bank of the Kanabec County Housing and Redevelopment Authority.

Action #HRA15 - It was moved by Gene Anderson seconded by Dennis McNally, and carried unanimously to approve using the federal mileage reimbursement rate of \$0.535 per mile for the Housing and Redevelopment Authority's mileage reimbursements.

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

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

Resolution #16 - 01/03/17

WHEREAS County Policy P-117 calls for an evaluation of all county job classifications, and

WHEREAS the position of P.S.A.P. Administrator/Emergency Manager Director is a newly created position, and

WHEREAS the County Sheriff has submitted a job description, and

WHEREAS the board has examined and evaluated the information;

BE IT RESOLVED to approve the job description, and

BE IT FURTHER RESOLVED that it is the decision of the Board that the P.S.A.P. Administrator/Emergency Manager Director job description be sent to the salary consultant for review.

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

Resolution #17 - 01/03/17

WHEREAS, Kanabec-Pine Community Health will be dissolving their Joint Powers Agreement as of December 31, 2016 per notice from Pine County, and

WHEREAS, the Kanabec County Board of Commissioners supports the continuation of a separate Community Health Board to govern the new Kanabec County Community Health.

WHEREAS, according to MN Statutes 145A.03 (a) that the governing body of a county must undertake the responsibilities of a community health board by establishing or joining a community health board and assigning to it the powers and duties specified under section 145A.04 as follows:

145A.04 POWERS AND DUTIES OF COMMUNITY HEALTH BOARD

Subdivision 1. Jurisdiction; enforcement.

(a) A community health board has the general responsibility for development and maintenance of a system of community health services under local administration and within a system of state guidelines and standards.

(b) Under the general supervision of the commissioner, the community health board shall recommend the enforcement of laws, regulations, and ordinances pertaining to the powers and duties within its jurisdictional area. In the case of a multicounty or city community health board, the joint powers agreement under section 145A.03, subdivision 2, or delegation agreement under section 145A.07 shall clearly specify enforcement authorities.

(c) A member of a community health board may not withdraw from a joint powers community health board during the first two calendar years following the effective date of the initial joint powers agreement. The withdrawing member must notify the commissioner and the other parties to the agreement at least one year before the beginning of the calendar year in which withdrawal takes effect.

(d) The withdrawal of a county or city from a community health board does not affect the eligibility for the local public health grant of any remaining county or city for one calendar year following the effective date of withdrawal.

(e) The local public health grant for a county or city that chooses to withdraw from a multicounty community health board shall be reduced by the amount of the local partnership incentive.

Subd. 1a. Duties. Consistent with the guidelines and standards established under section 145A.06, the community health board shall:

(1) identify local public health priorities and implement activities to address the priorities and the areas of public health responsibility, which include:

(i) assuring an adequate local public health infrastructure by maintaining the basic foundational capacities to a well-functioning public health system that includes data analysis and utilization; health planning; partnership development and community mobilization; policy development, analysis, and decision support; communication; and public health research, evaluation, and quality improvement;

(ii) promoting healthy communities and healthy behavior through activities that improve health in a population, such as investing in healthy families; engaging communities to change policies, systems, or environments to promote positive health or prevent adverse health; providing information and education about healthy communities or population health status; and addressing issues of health equity, health disparities, and the social determinants to health;

(iii) preventing the spread of communicable disease by preventing diseases that are caused by infectious agents through detecting acute infectious diseases, ensuring the reporting of infectious diseases, preventing the transmission of infectious diseases, and implementing control measures during infectious disease outbreaks;

(iv) protecting against environmental health hazards by addressing aspects of the environment that pose risks to human health, such as monitoring air and water quality; developing policies and programs to reduce exposure to environmental health risks and promote healthy environments; and identifying and mitigating environmental risks such as food and waterborne diseases, radiation, occupational health hazards, and public health nuisances;

(v) preparing and responding to emergencies by engaging in activities that prepare public health departments to respond to events and incidents and assist communities in recovery, such as providing leadership for public health preparedness activities with a community; developing, exercising, and periodically reviewing response plans for public health threats; and developing and maintaining a system of public health workforce readiness, deployment, and response; and

(vi) assuring health services by engaging in activities such as assessing the availability of health-related services and health care providers in local communities, identifying gaps and barriers in services; convening community partners to improve community health systems; and providing services identified as priorities by the local assessment and planning process; and

(2) submit to the commissioner of health, at least every five years, a community health assessment and community health improvement plan, which shall be developed with input from the community and take into consideration the statewide outcomes, the areas of responsibility, and essential public health services;

(3) implement a performance management process in order to achieve desired outcomes; and

(4) annually report to the commissioner on a set of performance measures and be prepared to provide documentation of ability to meet the performance measures.

Subd. 2. Appointment of community health service (CHS) administrator. A community health board must appoint, employ, or contract with a CHS administrator to act on its behalf. The board shall notify the commissioner of the CHS administrator's contact information and submit a copy of the resolution authorizing the CHS administrator to act as an agent on the board's behalf. The resolution must specify the types of action or actions that the CHS administrator is authorized to take on behalf of the board.

Subd. 2a. Appointment of medical consultant. The community health board shall appoint, employ, or contract with a medical consultant to ensure appropriate medical advice and direction for the community health board and assist the board and its staff in the coordination of community health services with local medical care and other health services.

Subd. 3. Employment; employees.
(a) A community health board may employ persons as necessary to carry out its duties.
(b) Except where prohibited by law, employees of the community health board may act as its agents.

(c) Persons employed by a county, city, or the state whose functions and duties are assumed by a community health board shall become employees of the board without loss in benefits, salaries, or rights.

Subd. 4. Acquisition of property; request for and acceptance of funds; collection of fees.

(a) A community health board may acquire and hold in the name of the county or city the lands, buildings, and equipment necessary for the purposes of sections 145A.03 to 145A.131. It may do so by any lawful means, including gifts, purchase, lease, or transfer of custodial control.

(b) A community health board may accept gifts, grants, and subsidies from any lawful source, apply for and accept state and federal funds, and request and accept local tax funds.

(c) A community health board may establish and collect reasonable fees for performing its duties and providing community health services.

(d) With the exception of licensing and inspection activities, access to community health services provided by or on contract with the community health board must not be denied to an individual or family because of inability to pay.

Subd. 5. Contracts.

To improve efficiency, quality, and effectiveness, avoid unnecessary duplication, and gain cost advantages, a community health board may contract to provide, receive, or ensure provision of services.

Subd. 6. Investigation; reporting and control of communicable diseases. A community health board shall make investigations, or coordinate with any county board or city council within its jurisdiction to make investigations and reports and obey instructions on the control of communicable diseases as the commissioner may direct under section [144.12](#), [145A.06, subdivision 2](#), or [145A.07](#). Community health boards must cooperate so far as practicable to act together to prevent and control epidemic diseases.

Subd. 6a. Minnesota Responds Medical Reserve Corps; planning. A community health board receiving funding for emergency preparedness or pandemic influenza planning from the state or from the United States Department of Health and Human Services shall participate in planning for emergency use of volunteer health professionals through the Minnesota Responds Medical Reserve Corps program of the Department of Health. A community health board shall collaborate on volunteer planning with other public and private partners, including but not limited to local or regional health care providers, emergency medical services, hospitals, tribal governments, state and local emergency management, and local disaster relief organizations.

Subd. 6b. Minnesota Responds Medical Reserve Corps; agreements. A community health board, county, or city participating in the Minnesota Responds Medical Reserve Corps program may enter into written mutual aid agreements for deployment of its paid employees and its Minnesota Responds Medical Reserve Corps volunteers with other community health boards, other political subdivisions within the state, or with tribal governments within the state. A community health board may also enter into agreements with the Indian Health Services of the United States Department of Health and Human Services, and with community health boards, political subdivisions, and tribal governments in bordering states and Canadian provinces.

Subd. 6c. **Minnesota Responds Medical Reserve Corps; when mobilized.** When a community health board, county, or city finds that the prevention, mitigation, response to, or recovery from an actual or threatened public health event or emergency exceeds its local capacity, it shall use available mutual aid agreements. If the event or emergency exceeds mutual aid capacities, a community health board, county, or city may request the commissioner of health to mobilize Minnesota Responds Medical Reserve Corps volunteers from outside the jurisdiction of the community health board, county, or city.

Subd. 6d. **Minnesota Responds Medical Reserve Corps; liability coverage.** A Minnesota Responds Medical Reserve Corps volunteer responding to a request for training or assistance at the call of a community health board, county, or city must be deemed an employee of the jurisdiction for purposes of workers' compensation, tort claim defense, and indemnification.

Subd. 7. **Entry for inspection.** To enforce public health laws, ordinances or rules, a member or agent of a community health board, county, or city may enter a building, conveyance, or place where contagion, infection, filth, or other source or cause of preventable disease exists or is reasonably suspected.

Subd. 8. **Removal and abatement of public health nuisances.**

(a) If a threat to the public health such as a public health nuisance, source of filth, or cause of sickness is found on any property, the community health board, county, city, or its agent shall order the owner or occupant of the property to remove or abate the threat within a time specified in the notice but not longer than ten days. Action to recover costs of enforcement under this subdivision must be taken as prescribed in section 145A.08.

(b) Notice for abatement or removal must be served on the owner, occupant, or agent of the property in one of the following ways:

(1) by registered or certified mail;

(2) by an officer authorized to serve a warrant; or

(3) by a person aged 18 years or older who is not reasonably believed to be a party to any action arising from the notice.

(c) If the owner of the property is unknown or absent and has no known representative upon whom notice can be served, the community health board, county, or city, or its agent, shall post a written or printed notice on the property stating that, unless the threat to the public health is abated or removed within a period 145A.04 or other applicable state or local law.

(d) If the owner, occupant, or agent fails or neglects to comply with the requirement of the notice provided under paragraphs (b) and (c), then the community health board, county, city, or a designated agent of the board, county, or city shall remove or abate the nuisance, source of filth, or cause of sickness described in the notice from the property.

Subd. 9. **Injunctive relief.** In addition to any other remedy provided by law, the community health board, county, or city may bring an action in the court of appropriate jurisdiction to enjoin a violation of statute, rule, or ordinance that the board has power to enforce, or to enjoin as a public health nuisance any activity or failure to act that adversely affects the public health.

Subd. 10. **Hindrance of enforcement prohibited; penalty.** It is a misdemeanor to deliberately hinder a member of a community health board, county or city, or its agent from

entering a building, conveyance, or place where contagion, infection, filth, or other source or cause of preventable disease exists or is reasonably suspected, or otherwise to interfere with the performance of the duties of the responsible jurisdiction.

Subd. 11. **Neglect of enforcement prohibited;** penalty. It is a misdemeanor for a member or agent of a community health board, county, or city to refuse or neglect to perform a duty imposed on an applicable jurisdiction by statute or ordinance.

Subd. 12. **Other powers and duties established by law.** This section does not limit powers and duties of a community health board, county, or city prescribed in other sections.

Subd. 13. **Recommended legislation.** The community health board may recommend local ordinances pertaining to community health services to any county board or city council within its jurisdiction and advise the commissioner on matters relating to public health that require assistance from the state, or that may be of more than local interest.

Subd. 14. **Equal access to services.** The community health board must ensure that community health services are accessible to all persons on the basis of need. No one shall be denied services because of race, color, sex, age, language, religion, nationality, inability to pay, political persuasion, or place of residence.

Subd. 15. State and local advisory committees.

(a) A state community health services advisory committee is established to advise, consult with, and make recommendations to the commissioner on the development, maintenance, funding, and evaluation of local public health services. Each community health board may appoint a member to serve on the committee. The committee must meet at least quarterly, and special meetings may be called by the committee chair or a majority of the members. Members or their alternates may be reimbursed for travel and other necessary expenses while engaged in their official duties.

(b) Notwithstanding section 15.059, the State Community Health Services Advisory Committee does not expire.

(c) The city boards or county boards that have established or are members of a community health board may appoint a community health advisory committee to advise, consult with, and make recommendations to the community health board on the duties under subdivision 1a.

BE IT HEREBY RESOLVED, pursuant to MN Statutes Chapter 145A that the Kanabec County Board of Commissioners approves the creation of the Kanabec County Community Health Board, and

BE IT FURTHER RESOLVED, pursuant to MN Statutes Chapter 145A.04 the Kanabec County Board of Commissioners hereby assumes the powers and duties of the community health board through December 31, 2017 for matters related to services in 2017, and

BE IT FURTHER RESOLVED, as of January 1, 2017 the new community health board shall be comprised of two county commissioners and three community members, at least one of

which shall be a consumer, all of whom shall be appointed by the county board of commissioners, and will assume the powers and duties of the community health board at that time, and

BE IT FURTHER RESOLVED, the name of the newly formed community health entity shall be Kanabec County Community Health, and

BE IT FURTHER RESOLVED, the Kanabec County Board of Commissioners approves the use of the enterprise fund as the accounting system for Kanabec County Community Health, and

BE IT FURTHER RESOLVED, the Kanabec County Board of Commissioners will determine the annual appropriation for the Kanabec County Community Health Board at the time of its annual budget process.

BE IT FURTHER RESOLVED, the Kanabec County Board of Commissioners by virtue of its authority under Minnesota Statutes, Chapter 145, by this Resolution adopted at a scheduled meeting held on January 3, 2017, hereby appoints and authorizes Interim Public Health Director Kathy Burski to act as an agent of the Board and to sign and execute on behalf of the Board contracts for funding under any of the grants administered by the Commissioner of Health.

NOW THEREFORE BE IT RESOLVED, as of 1/1/2017 the Kanabec County Board of Commissioners authorizes the creation of the official Kanabec County Community Health Board.

Action #18 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #18 - 01/03/17

WHEREAS, the Director of Health & Human Services submitted a request for retirement, and

WHEREAS, the Kanabec County Board did accept the request for retirement, and

WHEREAS, to facilitate continued operations within Health & Human Services

BE IT HEREBY RESOLVED, to appoint Chuck Hurd as interim Director of Human Services, and

BE IT FURTHER RESOLVED, to appoint Kathy Burski as interim Director of Public Health, and

BE IT FURTHER RESOLVED, the appointments are retroactively effective October 4, 2016 until the Health & Human Service Director position is filled, and

BE IT FURTHER RESOLVED, the above named individuals have authority to conduct day-to-day operations of Health & Human Services.

Action #19 – Kathi Ellis introduced the following resolution and moved its adoption:

Resolution #19 – 01/03/17

WHEREAS Kathy Burski has been appointed as Interim Director for Public Health, and

WHEREAS Chuck Hurd has been appointed as Interim Director for Family Services,
and

WHEREAS the County Board would like to compensate Kathy and Chuck for their additional duties during this time;

BE IT RESOLVED that the compensation for these additional duties shall be \$2.50 per hour effective January 7, 2017, and

BE IT FURTHER RESOLVED that the extra compensation will end when the new Director begins employment.

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: Kathi Ellis, Gene Anderson, Kim Smith

OPPOSED: Dennis McNally, Les Nielsen

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

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

Resolution #20

Drug Free Communities Continuation Grant Resolution

WHEREAS, Kanabec County Public Health received a Drug Free Communities Grant (DFC) from the Department of Human Services Substance Abuse and Mental Health Services Administration Center for Substance Abuse Prevention for years 6-10 effective 9/30/20015; and

WHEREAS, each year Kanabec County Public Health must complete a continuation application for the next year, and

WHEREAS, Kanabec County Public Health wishes to continue to provide support to the Substance Abuse Coalition of Kanabec County through the DFC Grant,

THEREFORE BE IT RESOLVED to approve the completion of the DFC Continuation Application by Public Health.

Action #21 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #21 – 01/03/17

BE IT RESOLVED to approve the following:

The Community Health Board (“Board”) by virtue of its authority under Minnesota Statutes, Chapter 145A, in accordance with the Board’s articles and bylaws, and by this Resolution of the Board adopted at a scheduled meeting held on January XX, 2017, hereby appoints and authorizes the following person(s) to act on the Board’s behalf and bind the Board for the following purposes(s):

- A. To serve as the Board’s agent in communicating with the Commissioner of Health between Board meetings, including receiving information from the Commissioner and disseminating that information to the Board, as well as providing information to the Commissioner on the Board’s behalf (Minn. Stat. 145A.04, Subd.2)

Name: Kathy Burski, Interim Director
Address: Kanabec County Community Health
905 E. Forest Ave., Suite #127
Mora, MN 55051
Phone: 320-679-6330

- B. To sign and submit to the Commissioner the prepared List of Local Issues and Priorities, and activity reports submitted according to Minn. Stat. 145A.

Name: Kathy Burski, Interim Director
Address: Kanabec County Community Health
905 E. Forest Ave., Suite #127
Mora, MN 55051
Phone: 320-679-6330

- C. To sign and submit to the Commissioner the Board’s annual budget, revisions to the budget, and expenditure reports submitted according to Minn. Stat 145A.10, Subd. 6 and 8.

Name: Kathy Burski, Interim Director
Address: Kanabec County Community Health
905 E. Forest Ave., Suite #127
Mora, MN 55051
Phone: 320-679-6330

- D. To sign and submit on behalf of the Board the application for formula Maternal and Child Health funds which are administered by the Commissioner of Health (Minn. Stat Sec 145.882, Subd. 3, 4, and 7).

Name: Kathy Burski, Interim Director
Address: Kanabec County Community Health
905 E. Forest Ave., Suite #127
Mora, MN 55051
Phone: 320-679-6330

- E. To sign and execute on behalf of the Board contracts for funding under any of the following grants administered by the Commissioner of Health:

- Supplemental Food Program for Women, Infants, and Children (WIC)
- Family Planning (Minn. Stat. Sec. 145.925)
- Migrant Health (Minn. Stat. 145A.14, Subd.1)
- Indian Health (Minn. Stat. 145A.14, Subd. 2)
- Child Teen Check-Up Contract
- Home visiting
- Refugee Health
- Public Health Preparedness and Response to Bioterrorism
- Statewide Health Improvement Program
- Early Hearing Detection & Intervention Grant
- Other Community Health Board Grants and Contracts

(NOTE: Under Minn. Stat 145A.03, Subd. 4, The Chair of the Community Health Board or the Vice chair in the Chair's absence must sign contracts or authorize an agent to sign on behalf of the Board. If the Chair of the Community Health Board will be signing all contracts, no other agent need be authorized by resolution to sign contracts. If you want to appoint different agents for individual grants, please list them separately by grant.)

Name: Kathy Burski, Interim Director
Address: Kanabec County Community Health
905 E. Forest Ave., Suite #127
Mora, MN 55051
Phone: 320-679-6330

The resolution authorized the above-referenced appointees to act on behalf of and bind the Board to the extent and for the purposes indicated in this resolution.

Action #22 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve a Consent Agenda including all of the following:

Resolution #22a – 01/03/17

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 December 17, 2016, and

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

BE IT RESOLVED to pay the following claims: Kim Schloemer \$49.00

Resolution #22b – 01/03/17

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	\$3,000.88
Arthur Township	\$400.00
Total	\$3,400.88

Action #23 – Dennis McNally introduced the following resolution and moved its adoption:

BE IT RESOLVED to pay the following paid claims:

<u>Vendor</u>	<u>Amount</u>
A & E Cleaning Services	500.00
Alkire, Alyce	831.51
Bachman, Francis	85.46
Brenny, Laurel	820.40
Centerpoint Energy	29.01
Christianson, Craig	956.34
City of Quamba	9,814.30
City of Quamba	1,324.95
Curtis, Michael	1,201.16
CW Technology	630.80
East Central Energy	853.84

East Central Energy	130.06
Faust, Patrick	615.74
Health Partners	5,442.00
Hoefert, Robert	1,519.15
Holiday Credit Office	6,620.52
Hood, Barbara	358.56
Kanabec County Auditor HRA	412.00
Kanabec County Auditor HRA	52,152.00
Kennedy, Kerry	481.68
Landreville, Willard	467.94
Leerssen, Jennifer	601.03
Manthie, Mark	85.86
Manthie, Scott	1,080.68
Manthie, Wendy	705.24
Mehlhop, Ron	75.68
MNPEIP	130,532.18
Nelson, Ansel	868.82
Nelson, Jerry	112.32
Nelson, Ronette	424.32
Newgard, Jean	481.68
Newgard, Terry	583.73
O'Donovan, Barbara	530.28
Reid, Gregory	159.84
Roberts, Rodney	503.57
Rogers, Pearl	619.92
Spire Credit Union	3,615.51
The Hartford Priority Accounts	3,404.01
Totalfunds By Hasler	5,230.76
VanDall, Camille	955.80
Verizon Wireless	570.86
Visser, Maurice	552.13
Wiitala, David	711.72
Zamora, Raymond	570.24
Total	<u>238,223.60</u>

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, Les Nielsen
OPPOSED: Dennis McNally
ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

Action #24 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

VENDOR	AMOUNT
Bond Trust Services Corp	491,625.00
Community Education - Princeton Schools	720.00
Creative Forms & Concepts Inc	463.24
Granite City Jobbing Company	67.32
Kanabec County Highway Dept	3,605.86
Kanabec County Sheriff's Office	10.00
Kanabec Publications	170.00
Kanabec-Pine Community Health	23,839.85
Koch's Hardware	32.99
Lincoln Marketing Inc	499.00
MailFinance	1,686.42
Marco, Inc	486.00
MCCC M&I33	25.00
McFadden, Barbara	22.25
Meta13	5,000.00
Minnesota Bankers Association	295.00
Minnesota Monitoring, Inc	98.00
Minnesota Monitoring, Inc	195.00
MN Counties Intergovt Trust	10,220.00
Nelson, Roland	70.00
Office Depot	184.65
PD's Embroidery	45.00
Public Finance Seminar c/o Ehlers	285.00
Rum River Automotive	463.75
Stenstrom Collision & Detail	2,107.83
US Bank	621,403.75
Van Wert County Veterans Service Office	30.00
Total	1,163,650.91

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

10:34am - The Chairperson closed public comment.

Action #25 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #25 – 01/03/17

WHEREAS Kanabec County has received an Order from the 10th Judicial District setting wages for Probation Officers, and

WHEREAS the State Legislature has mandated that the Probation Agents wages must be comparable to similar state employees of local wage scales, county pay plans or the impact on a county's pay equity status, and

WHEREAS the state has mandated an increase on January 1, 2017;

BE IT RESOLVED to approve the following wage rates effective January 1, 2017:

Todd Eustice	\$41.74 per hour
Lucas J. Athey	\$35.91 per hour
Andrew Magaard	\$21.98 per hour
Elisabeth Payne	\$22.76 per hour

The board discussed the welfare fund. Consensus was to discuss management of welfare fund in accordance with annual budgeting process.

Action #26 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve an On-Call Policy for child protection Social Workers effective January 1, 2017.

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

Resolution #27 – 01/03/17

BE IT RESOLVED, That the County of Kanabec act as sponsoring agency for a Safe Routes to School (SRTS) Project within the City of Mora and acknowledges herewith that is willing to be the project sponsor knowing full well that such sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED, That Kanabec County is hereby authorized to act as agent on behalf of this applicant.

Agreement to Maintain Facility

WHEREAS, The Federal Highway Administration (FHWA) required that states agree to design, construct, operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right-of-way acquired without prior

approval from the FHWA: and

WHEREAS, Transportation enhancement projects received federal funding from the reauthorization of the Surface Transportation Program (STP) of the Moving Ahead for Progress in the 21st Century in 2012; and

WHEREAS, The Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with SRTS funds, this requirement should be applied to the project sponsor, and

WHEREAS, the county of Kanabec is the project sponsor for the Safe Routes to School project within the City of Mora.

THEREFORE BE IT RESOLVED, that the Project Sponsor hereby agrees to assume full responsibility for the design, construction, operation and maintenance of property and facilities related to the aforementioned transportation enhancement project.

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

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

Resolution #28 – 01/03/17

WHEREAS there is a vacancy in the position of an Health & Human Service Director, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the County Personnel Director to hire a Health & Human Service Director to refill the vacant position at Range 22 of the pay plan which is \$91,832 to \$112,507 annually or the rate set by internal promotion, 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 d the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Future agenda items: Gravel tax, Assessor oath, Chad Gramentz for county road 3 discussion.

Action #29 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to adjourn at 11:57 a.m. and to meet again in regular session on Wednesday, January 25, 2017 at 9:00am.

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

Attest: _____
Board Clerk