

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of County Coordinator

**June 28, 2017**

The Kanabec County Board of Commissioners met at 6:30pm on Wednesday, June 28, 2017 pursuant to adjournment with the following Board Members present: Les Nielsen, Kim Smith, Dennis McNally, Gene Anderson, and Kathi Ellis. Others present: County Attorney Barbara McFadden, Board Clerk Patrick Christopherson, and Recording Secretary Kelsey Johnson.

The Chairman led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the agenda as amended: Add interim policy discussion, Courthouse Security Grant approval, and approval of final payment for KCP 16-02.

Action #2 – It was moved by Dennis McNally, seconded by Gene Anderson and carried unanimously to approve the June 14, 2017 minutes as amended: Gene arrived at 9:10, and correct the spelling of “Ogilvie” under bills.

Action #3 – It was moved by Dennis McNally, seconded by Kathi Ellis and carried unanimously to recess the board meeting at 6:31pm to a time immediately following the Family Services Board.

The Kanabec County **Family Services Board** met at **6:31pm** on Wednesday, June 28, 2017 pursuant to adjournment with the following Board Members present: Les Nielsen, Gene Anderson, Kim Smith, Dennis McNally, and Kathi Ellis. Interim Family Services Director Chuck Hurd presented the Family Services agenda.

Action #FS4 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the Family Services agenda as presented.

Social Services Supervisor, Kristen Struss met with the County Board to discuss the progress of the on call program. Information only, no action was taken.

Action #FS5 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the following resolution:

## **Resolution #FS5 - 6/28/17**

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

**WHEREAS** the position of Accounting Technician is a newly created position;

**BE IT RESOLVED** that it is the decision of the Board that the Accounting Technician job description be sent to the salary consultant for review.

*Action #FS6* – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the payment of 70 claims totaling \$101,782.82 on Welfare Funds.

*Action #FS7* – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to adjourn Family Services Board at 6:47pm and to meet again in regular session on Wednesday, July 26, 2017 at 9:05am.

The Board of Commissioners meeting reconvened.

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

<u>Vendor</u>	<u>Amount</u>
City of Mora	2,660.60
Consolidated Communications	991.89
Dearborn National Life Insurance	605.40
East Central Energy	767.22
East Central Reg Dev Commission	14.70
Health Partners	5,883.48
Midcontinent Communications	1,197.83
Minnesota Energy Resources Corp.	3,322.80
Mora Public Schools	1,758.01
Post Board	450.00
Smith, Andrew	100.00
Tessner Law Office	204.00
Totalfunds by Hasler	4,032.00
Verizon Wireless	2,761.68
<b>Total:</b>	<b><u>24,749.61</u></b>

*Action #9* – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve a consent agenda including all of the following actions:

### **Resolution #9a – 6/28/17**

**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 June 17, 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:

Kanabec Publications - \$8.23  
Ray Ludowese (P.O. Box Renewal) - \$88.00  
Kim Schloemer - \$165.00

### **Resolution #9b – 6/28/17**

**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 Kick Cancer to the Curb for a raffle event to be held at Ogilvie Raceway, 1539 MN-23 Ogilvie, MN 56358 on a date yet to be determined.

*Action #10* - It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the following claims on the funds indicated:

<b>Revenue Fund</b>	
<b>VENDOR</b>	<b>AMOUNT</b>
Accurate Controls Inc	200.88
Ace Hardware	28.56
Advanced Correctional Healthcare	278.81
Anoka County Corrections	735.00
Ashworth Appliance & Electronics	29.99
Association of MN Emergency Managers (AMEM)	65.00
Bachman, Fran	69.59
Bernicks	201.60
Bob Barker	554.47
Bond Trust Services Corp	5,377.50
Brenny, Laurell	330.63
Centerpoint Energy	68.00
C & D Auto	1,443.74
Chapman's Auto Repair	686.11

Christopherson, Pat	110.07
Curtis, Michael	1,237.11
Dresser Methven Funeral Homes	700.00
ECM Publishers, Inc.	859.80
Galls	150.05
Government Management Group	3,675.00
Handyman's Inc	47.04
Handyman's Inc	314.46
Helmin Construction	21,697.19
Helmin Construction	9,298.79
Hennepin County Medical Center	100.00
Hirsch, Autumn	161.87
Hoefert, Robert	274.16
Hoglund Bus & Truck Company	733.82
Holcomb, Lisa	150.00
Johnson, Aaron - Snake River Watershed	123.06
Kanabec County Soil & Water	30,361.00
Kanabec County Soil & Water	288.00
KEEPRS	323.95
Kempe, John	201.32
Landreville, Willard	259.72
Lerrssen, Jennifer	300.14
MailFinance	1,686.42
Masog, Scott	40.00
Manthie, Scott	975.84
Manthie, Wendy	923.25
Marco Technologies LLC	325.20
MHSRC/Range	260.00
M & I Lockbox: MCCC	80.00
M & I Lockbox: MCCC	80.00
McClellan, Karen	155.81
MN Counties Intergovernmental Trust	1,000.00
Marco Technologies LLC	134.68
Metropolitan Regional Arts Council	1,500.00
Mid-American Research Chemical	223.83
MN Monitoring, Inc.	546.00
MN Monitoring, Inc.	186.00
MN Sheriffs' Association	185.00
Mora Chevrolet	763.68
MRA Trusight	165.00
Nelson, Ansel	694.46
Nelson, Ronette	609.70
O'Donovan, Barbara	372.36

Office Depot	104.95
Office Depot	(7.42)
Olson, Rhonda	889.88
Pautsch, Kim	245.59
Peterson Company LTD	1,200.00
Prime Mechanical Insulation, Inc.	3,680.00
Professional Services Marketing, LLC	2,333.00
Ramsey County	1,400.00
Ratwick, Rosak & Maloney, PA	2,590.51
Regents of the University of MN	17,607.75
Reid, Greg	48.69
Reliance Telephone, Inc	1,100.00
RS Eden	145.80
Sedlacek, Lowell	273.16
SelectAccount	698.95
Stellar Services	1,209.25
Itasca County Sheriff	431.76
Summit Food Service Management	10,186.87
Thompson-Reuters-West	231.75
Uline	167.20
Uline	58.58
UHL Company	2,729.40
Veolia Environmental Services	3,994.53
Visser, Maurice	707.27
Wickeham, Teresa	57.24
Zamora, Ray	614.18
<b>Total</b>	<b><u><u>145,042.55</u></u></b>

### Road & Bridge

<u>Vendor</u>	<u>Amount</u>
3M	32.00
Beaudry	11,085.13
Citi Lites	40.00
Conduent	8,500.00
Frontier Precision	144.00
Kanabec Publications	176.40
Marco	238.30
Office Depot	64.96
Westling, Nathan	32.05
Widseth Smith Nolting	2,516.00
Ziegler Inc	11,500.00
<b>Total:</b>	<b><u><u>34,328.84</u></u></b>

Commissioner Dennis McNally led a discussion concerning an interim no net gain of state lands policy. Discussion only, no action was taken.

Deanna Pomije from Kanabec Soil and Water Conservation District (SWCD) met with the County Board to discuss the Local Water Resources Riparian Protection (“Other Watercourses”) Buffer Law Implementation. Discussion only, no action was taken.

County Coordinator, Patrick Christopherson led a discussion concerning the 2018 budget. The board agreed to conduct a budget hearing on 7/12/17 to set goals, objectives, and dates. Discussion only, no action was taken.

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

### **Resolution #11 – 6/28/17**

**WHEREAS**, on March 22, 2017 the Kanabec County Board of Commissioners signed Resolution #8 approving application for funds to the Safe and Secure Courthouse Initiative Grant Program from District Court of Kanabec County, and Kanabec County on behalf of justice partners and stakeholders, and

**WHEREAS**, a partial award of that grant in the amount of \$16,181.00 has been offered to Kanabec County in response to application, and

**WHEREAS**, the Kanabec County Board of Commissioners agree to match funds granted through the Safe and Secure Courthouse Initiative for the reduced amount, and agree to proceed with the grant agreement;

**THEREFORE BE IT RESOLVED**, the Chairman, Les Nielsen, is authorized to sign the grant agreement and the County Board of Commissioners hereby commits to match - with funds, or in kind services, and abide by any requirements in the grant agreement.

**7:30pm** – The Chairperson called for public comment. Those that responded included:

Joel Eck	Compliments regarding the presentation of “Chasing the Dragon”
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**7:33pm** – The Chairperson closed public comment.

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

### **Resolution #12 – 6/28/17**

**WHEREAS** there is a vacancy in the position of Jail Administrator, and

**WHEREAS** the County Sheriff would like to fill this vacant position with an interim administrator until the position is filled;

**BE IT RESOLVED** to appoint Chris Bergwick as Interim Jail Administrator at Step B, Range 17 of the pay plan which is \$32.47 per hour effective June 24, 2017 until such time a regular Jail Administrator is hired at which time Bergwick will return to his current position of Jail Sergeant.

Action #13 – It was moved by Gene Anderson, seconded by Kathi Ellis and carried unanimously to increase ACH Jail Nurse hours from 25 to 32 hours for the remainder of 2017.

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

**Resolution #14 – 6/28/17**  
**KCP 16-02 Public Works/Public Service Parking Lot**  
**Final Payment**

**WHEREAS** Project KCP 16-02 has in all things been completed and in accordance with the contract and the County Board being fully advised in the premises,

**BE IT RESOLVED** that we do hereby accept said completed project for and on behalf of the County of Kanabec and authorize final payment to Helmin Construction in the amount of \$30,995.98.

Commissioner Kathi Ellis led a discussion concerning the percentage of funds reinvested within the county as a result of one time gambling permits. Discussion only, no action was taken.

Action #15 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

**Resolution #15 – 6/28/17**

**WHEREAS** there is a vacancy in the position of a Full Time Veteran Service Officer,  
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 Full Time Veteran Service Officer to refill the vacant position at Step A, Range 12 of the pay plan which is \$21.31 per hour, and

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

The County Board held a discussion concerning a memo from the County Assessor. Follow up discussion with the Assessor is schedule for the 7/12/17 County Board meeting.

Transit Director, Helen Pieper met with the County Board to discuss matters concerning her department. Information only, no action was taken.

The County Board held a discussion concerning a property acquisition on Ann Lake. Information only, no action was taken.

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

The Chairperson adjourned the meeting at 8:50pm. The County Board will meet again in regular session on Wednesday, July 12, 2017 at 9:00am.

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

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