

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of County Coordinator

March 22, 2017

The Kanabec County Board of Commissioners met at 6:30pm on Wednesday, March 22, 2017 pursuant to adjournment with the following Board Members present: Gene Anderson, Kim Smith, Dennis McNally, Kathi Ellis, and Les Nielsen. Others present: Board Clerk Patrick Christopherson, Recording Secretary Kelsey Johnson, and County Attorney Barb McFadden.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the agenda as amended: Delete: Steve Hass – Shredded Tire Request, Bob Ally – Ogilvie Legion, and closed session. Add: Planning Commission resignation letter, Quamba Special Assessment on Railroad Authority Parcel 24.00017.00, Vasaloppet request, Lease of Kroschel Township property, and Ordinance 5 update.

Action #2 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the March 8, 2017 minutes of the Kanabec County Board of Commissioners as amended: Add Valerie Prax to Action #18.

Action #3 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to recess the board meeting at 6:33pm to a time immediately following the Human Services Board.

The Kanabec County **Human Services Board** met at **6:33pm** on Wednesday, March 22, 2017 pursuant to adjournment with the following Board Members present: Gene Anderson, Kim Smith, Dennis McNally, Kathi Ellis, and Les Nielsen. Interim Human Services Director Chuck Hurd presented the Human Services agenda.

Action #HS4– It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the Community Health agenda as amended: Add updates on hospital bill and employee satisfaction survey.

Action #HS5 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution # HS5 – 3/22/17
Temporary Eligibility Worker Resolution

WHEREAS, there is a temporary shortage of Eligibility Workers due to employees currently out on a leave, and

WHEREAS, in the past the agency has used temporary financial workers from other counties to assist with the workload.

THEREFORE BE IT RESOLVED the Kanabec County Human Services Board authorizes the Family Service Director Chuck Hurd and the County Personnel Director to hire part time temporary Financial Workers to fill in the Financial area for a maximum of a six month period effective immediately and expiring on October 1, 2017.

Action #HS6 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the payment of 125 claims totaling \$269,187.30 on Welfare Funds.

County Coordinator Pat Christopherson led a discussion concerning the results of the Kanabec County Health and Human Services Employment Satisfaction Survey.

Action #HS7 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to adjourn Human Services Board at 6:59pm and to meet in regular session on Wednesday, April 26, 2017 at 9:05am.

The Board of Commissioners meeting reconvened.

Court Administrator Sharon Schubert met with the County Board to discuss matters concerning Courthouse Security.

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

Resolution #8 – 3/22/17

WHEREAS, the Kanabec County Board of Commissioners was presented with a request for resolution under 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, the Kanabec County Board of Commissioners has supported ongoing improvements to courthouse security to ensure safety for residents and the public, and

WHEREAS, the Kanabec County Board of Commissioners agree to match funds granted through the Safe and Secure Courthouse Initiative:

THEREFORE BE IT RESOLVED, the Chairman, Les Nielsen, is authorized to sign the application for grant, and the County Board of Commissioners hereby commits to match with funds, or in kind services, as listed in the application, for an amount not to exceed \$51,000.

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

Action # 9 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #9 – 3/22/17

Waiving Kanabec County’s jurisdiction to carry out compliance provisions of Minnesota Statutes 103B.101, subdivision 12a and 103F.48.

WHEREAS, during the 2015 First Special Session, the 89th Legislature adopted Chapter 4, creating the water quality buffer initiative; and

WHEREAS, Chapter 4 permits a county to opt in as the enforcement authority of the water quality buffer initiative for its jurisdiction; and

WHEREAS, during the 2016 Regular Session, the state legislature passed House File 848 appropriating and distributing riparian protection aid to counties having affirmed jurisdiction to carry out the provisions of Minnesota Statutes 103F.48; and

WHEREAS, House File 848 was vetoed by the Governor, resulting in no financial assistance to counties, making the water quality buffer initiative an unfunded state mandate; and

WHEREAS, Minnesota counties are already overwhelmed by unfunded mandates dictated by the state, which collectively cost counties millions, burdening property tax payers through inflated county budgets and levies; now, therefore,

BE IT RESOLVED, Kanabec County, waives its jurisdiction to carry out the compliance provisions of Minnesota Statutes 103B.101, subdivision 12a and 103F.48.

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

Resolution #10 – 3/22/17

WHEREAS equipment funds were included in the 2017 budget for the purchase of pickups, and

WHEREAS State Contract pricing provided by Nelson Auto in Fergus Falls, MN for 2017 heavy duty pickups is as follows:

GMC 2500 6.6L Diesel Dbl Cab 4x4	\$34,555.50 + tax
Dodge Ram 2500 6.7L Diesel Crew Cab 4x4	\$35,345.97 + tax

WHEREAS the Public Works Director requests to purchase one (1) 2017 GMC 2500 6.6L Diesel Dbl Cab 4x4 pickup for the public works fleet, and

THEREFORE BE IT RESOLVED to authorize the Public Works Director to purchase one (1) 2017 GMC 2500 6.6L Diesel Dbl Cab 4x4 pickup at state contract pricing of \$34,555.50 + tax from Nelson Auto.

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

Resolution #3 - 3-22-17
Approval to Fill Maintenance Technician Position

WHEREAS, there is a pending vacancy in the position of Maintenance Technician due to retirement, and

WHEREAS, the board desires to refill this vacant position, and

WHEREAS, the Public Works Director requests to fill the position prior to vacancy for training purposes, and

BE IT RESOLVED, that the County Board authorizes the Public Works Director and the County Personnel Director to hire a Maintenance Technician to fill the position at Range 9, Step A of the pay plan which is \$18.67 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 Public Works Director and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Action #12 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve a requirement for a \$10,000 surety bond for utility permit applications.

7:29pm - The Chairperson then called for public comment three times. None responded.

7:29pm - The Chairperson closed public comment.

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

Kanabec County History Center Director Wendy Quinn met with the County Board to discuss funding. Information only, no action was taken.

Action #13 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Bina & Guptil LLC	548.25
Dearborn National Life Ins. Co.	558.31
E C Riders	7,858.50
East Central Energy	171.62
East Central Energy	86.45
Health Partners	5,361.30
Kanabec County Aud/Treas	4,014.28
Midcontinent Communications	1,382.89
MN Dept. of Finance	5,255.00
MN Energy Resources Corp	4,232.75
Mora Municipal Utilities	16,040.52
Network Billing Systems LLC	431.58
Office of MN.IT Services	1,300.00
Verizon Wireless	2,710.15
Total	<u>49,951.60</u>

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

Revenue Fund

VENDOR	AMOUNT
A1 Rescue Towing & Recovery	125.00
A'viands LLC	10,334.25
Accurate Controls Inc	2,838.10
Advanced Correctional Healthcare	13,617.13
American Solutions for Business	1,929.80
Anderholm, Julie	500.00
Anoka County Corrections	3,430.00
AP Technology LLC	910.00
Applied Concepts Inc.	354.00
Bachman, Fran	156.22
Bathgate, John	675.00
Bond Trust Services Corp	450.00
Brenny, Laurell	1,018.76
Brownells, Inc	97.38
Coborn's	52.33

Chapman's Auto Repair	278.36
Christianson, Craig	744.91
Colors by Craig	600.00
Curtis, Michael	692.47
Dex Media East Inc	54.50
Digital Ally	4,025.00
Dorsey & Whitney LLP	1,750.00
Dresser Methven Funeral Homes	700.00
East Central Exterminating	240.00
Election Systems & Software Inc	857.83
ETS Health	2,522.00
Fairview Health Services	750.00
Fairview Health Services	109.00
Fairview Health Services	82.00
Fairview Health Services	228.00
Faust, Patrick	897.46
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
Ferguson Safety Products	391.02
Fore Chiropractic & Wellness	90.00
Franklin Outdoor Advertising	250.00
Fresonke, Lew	320.00
Fritz, William	575.00
Galls	465.45
Glen's Tire	202.00
Government Forms & Supplies	128.14
Grainger	128.76
The Grand Event Center	575.00
Granite City Jobbing Co	669.84
Granite Electronics	10.75
Handyman's Inc	53.52
Hayford Ford	156.18
Hennepin County Medical Ctr	299.00
Hoefert, Robert	890.44
Holiday Inn & Suites	391.76
Hood, Barb	215.79
Industrial Health Services Network Inc	89.80
ITsavvy	607.96
ITsavvy	549.90
JHF John Henry Foster	244.10
Kanabec County Community Health	1,564.16
Kanabec Publications Inc	119.00

Kanabec Publications Inc	29.16
KEEPRS	985.20
Kennedy, Kerry Jr	466.14
Knoll, Danielle	438.00
Landreville, Willard	368.59
Landreville, Willard	125.00
League of MN Cities	310.71
Lerrssen, Jennifer	343.62
MacTek Systems Inc	6,334.00
MailFinance	1,686.42
Marco Business Products	4,315.00
Manthie, Mark	84.53
Manthie, Scott	935.72
Manthie, Wendy	652.70
Marco, Inc	486.00
Marco, Inc	134.68
Mattson Electric	2,476.64
Ron Mehlhop	305.65
MEI Total Elevator Solutions	1,536.86
Menards	41.93
Menards	181.46
Mille Lacs Disposal Inc	20.00
MN Dept of Transportation	300.00
Minnesota Monitoring, Inc.	210.00
Minnesota Monitoring, Inc.	168.00
Minnesota Sheriffs' Association	200.00
Mora Motor Vehicle Inc	47.50
Nelson, Ansel	1,194.13
Nelson, Jerald	44.94
Nelson, Ronette	415.14
Newgard, Jean	552.32
Newgard, Terry	522.43
North Central Bus & Equipment	75,166.00
Northland Business Systems	445.69
O'Donovan, Barbara	156.76
Oak Gallery	33.03
Office Depot	63.44
Office Depot	61.93
Office Depot	50.74
Office Depot	158.97
Office Depot	50.26
Office Depot	94.34

Oslin Lumber	86.39
Onamia Service Center	3,106.01
Petersen, Kevin	178.23
Printeez & Promotion	195.00
Quality Disposal Systems	190.00
Quality Disposal Systems	22.50
RJ Mechanical	1,252.81
R.R. Brink Locking Systems, Inc.	1,095.00
Ramsey County	1,400.00
Ratwik, Roszak & Maloney, PA	289.00
Reliance Telephone, Inc.	1,000.00
Reid, Greg	112.35
Roberts, Rodney	559.95
Rogers, Pearl	786.45
RS Eden	335.45
RS Eden	76.00
Rum River Automotive	25.53
SelectAccount	679.25
Steinmetz, Heidi	125.00
Stellar Services	959.90
Sterling Solutions, Inc	500.00
Streichers	3,884.99
Streichers	1,270.00
Swank Motion Pictures	495.00
Thompson-Reuters-West	658.02
Thompson-Reuters-West	231.75
Thompson-Reuters-West	58.50
Tinker & Larson Inc	1,144.00
Tinker & Larson Inc	207.00
Totalfunds By Hasler	4,000.00
Camille VanDall	802.31
Maurice Visser	897.10
Voretex Optics	935.94
Western Alliance Bank	239,135.00
Wiitala, David	1,022.39
Zamora, Ray	794.48
Total	<u><u>437,707.04</u></u>

Road & Bridge Fund

Vendor	Amount
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Central McGowan	65.94
Compass Minerals	16422.58
Little Falls Machine, Inc.	315.37
Maney International, Inc.	1,267.99
Marco, Inc	188
Mattson Electric of Mora, LLC	4,715.39
MN Energy	1038
Northern States Supply	16.49
Office Depot	137.91
Oxygen Service Co	193.58
Regents of the UMN	505.00
State of MN Dept of Transportation	410.10
Xerox	<u>5,530.02</u>
Total	<u>30806.37</u>

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

Resolution #15 – 3/22/17

WHEREAS Kanabec County has long supported the principle of equitable pay relationships, and

WHEREAS Kanabec County is required to submit a Pay Equity Report for the data in place as of December 31, 2016;

BE IT RESOLVED that the Kanabec County Board of Commissioners authorizes the Chairperson to sign the Pay Equity Report and direct the Personnel Director to submit the report and all necessary supporting data to Cindy Gmach, State Pay Equity Coordinator.

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

Resolution #16 – 3/22/17

WHEREAS The Kanabec County Board of Commissioners have been presented with a request to revisit certain aspects of Ordinance #5, and

WHEREAS In order to comply procedurally, the Board of Commissioners has chosen to remand the discussion to the Planning Commission for its review specific to commercial and residential districts as well as use of public shore lands and to update redistricting definitions;

NOW THEREFORE BE IT RESOLVED That the Kanabec County Board of Commissioners remands the review of Ordinance #5 to the County Planning Commission.

Action #17 - It was moved by Gene Anderson, seconded by Kathi Ellis and carried unanimously to accept Jerry Tvedt's letter of resignation from the Planning Commission.

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

Resolution #18 – 3/22/17

WHEREAS there is a vacancy in the position of a Full Time Assistant County Attorney, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the County Attorney and the County Personnel Director to hire a full time Assistant County Attorney to refill the vacant position at Step A, Range 18 of the pay plan which is \$33.71 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 Attorney and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Action #19 – It was moved by Dennis McNally, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #19 – 3/22/17

WHEREAS there is a vacancy in the position of a Full Time Nursing Supervisor, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the Interim Public Health Director and the County Personnel Director to hire a full time Nursing Supervisor to refill the vacant position at Step A, Range 15 of the pay plan which is \$28.80 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 Interim Public Health Director and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

The County Board held a discussion concerning County Road 26. A request was made for the Coordinator to meet with the County Attorney, Environmental Services, and the Sheriff regarding this matter.

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

Resolution #20 – 3/22/17

WHEREAS, the County Railroad Authority has been assessed a sewer hookup by the city of Quamba, and

WHEREAS, the city of Quamba performed a sewer hookup project and assessed benefited parcels beginning in 2013, and

WHEREAS, the assessment is beneficial to Railroad Authority Parcel 24.00017.00;

THEREFORE BE IT RESOLVED, to pay the City of Quamba in full for the years 2018-2032 for special assessment Q13SEWER in the amount of \$1,275.43.

The County Board held a discussion concerning the lease of parcel 11.00245.00 in Kroschel Township. Information only, no action was taken.

Future agenda items: Bob Alley – Ogilvie Legion. Vasaloppet – Art Display Request.

Action #21 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to adjourn at 9:00pm and to meet again in regular session on Wednesday, April 12, 2017 at 9:00am.

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

Attest: _____
Board Clerk