

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of County Coordinator

**November 8, 2017**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, November 8, 2017 pursuant to adjournment with the following Board Members present: Les Nielsen, Kim Smith, Gene Anderson, Dennis McNally, and Kathi Ellis. Others present: Board Clerk Patrick Christopherson, County Attorney Barbara McFadden, and Recording Secretary Kelsey Johnson.

The Vice 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 with the following additions: County Attorney MnCCC Agreement. Dog Ordinance Discussion.

Action #2 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the October 25, 2017 minutes as presented.

Action #3 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
A G Excavating LLC	13,125.00
Ann Lake Twp	28,503.75
Arthur Twp	43,447.85
Bina & Guptil	484.50
Braham Public Schools	43,952.47
Braham Public Schools	43,952.47
Brunswick Twp	51,992.99
City of Braham	7,581.85
City of Grasston	7,383.93
City of Mora	429,829.79
City of Ogilvie - clerk	41,320.01
City of Quamba	29,386.34
City of Sandstone	1,509.09
Comfort Twp	53,315.80
Comm of Finance - Treas Div	199.22
CW Technology	816.60
East Cent. Regional Dev Commission	9,128.14

East Central Energy	287.91
East Central Energy	98.00
East Central School District	17,407.01
East Central School District	17,407.02
Ford Twp	32,939.38
Grass Lake Twp	26,287.72
Haybrook Twp	21,975.55
Health Partners	5,581.83
Hillman Twp	21,237.87
Hinckley - Finlayson Schools	15,384.05
Hinckley-Finlayson Schools	15,384.04
Holiday Credit Office	8,057.99
Isle Public Schools	16,489.38
Isle Public Schools	16,489.39
Kanabec County	127,560.71
Kanabec County	127,560.72
Kanabec County Auditor HRA	212.00
Kanabec Twp	27,005.90
Kastenbauer, Valerie	300.00
Knife Lake Twp	32,510.51
Kroschel Twp	18,462.57
Marco Inc	134.68
McCarthy, Timothy III	200.00
Midcontinent Communications	148.91
Milaca Public Schools	3,270.81
Milaca Public Schools	3,270.81
MNPEIP	138,800.64
Mora Municipal Utilities	18,193.90
Mora Public Schools	559,407.68
Mora Public Schools	559,407.68
Nosbush, Nathan	200.00
Ogilvie Public Schools	158,896.37
Ogilvie Public Schools	158,896.37
Peace Twp	48,392.37
Pine City Public Schools ISD 578	201.66
Pine City Public Schools ISD 578	201.67
Pomroy Twp	26,543.48
Quality Disposal	22.50
Schroeder, Daniel	150.00
Southfork Twp	16,466.20
Spire Credit Union	5,081.89
Strom, Nicholas	150.00
Sun Life Financial	3,034.28

Verizon Wireless	910.34
Verizon Wireless	2,684.59
Whited Twp	26,016.60
<b>63 claims totaling</b>	<b><u>3,085,252.78</u></b>

Action #4 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to recess the board meeting at 9:05am to a time immediately following the Community Health Board.

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

Action #CH5– It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the Community Health Board agenda as presented.

Action #CH6 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

### **Resolution #CH6 - 11/8/17**

Pre-designated Substitute Home Care Administrator Resolution

**WHEREAS**, the Centers for Medicare and Medicaid (CMS) has come out with new Conditions of Participation for Home Health agencies, and

**WHEREAS**, *Section 484.105 Organization and Administration of Services* requires that the governing body pre-designates a qualified individual to assume the responsibilities of the administrator to fill in when the administrator is unavailable, and

**WHEREAS**, the Community Health Administrator is recommending appointing Ashley Berg as the pre-designated Substitute Home Care Administrator, as she meets the qualifications required.

**THEREFORE BE IT RESOLVED** the Kanabec County Community Health Board appoints Ashley Berg as the pre-designated substitute Home Care Administrator effective immediately until further notice.

Action #CH7 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve a consent agenda including all of the following actions:

### **Resolution #CH7a 11/8/17**

Juettner Marketing for SACK Support Resolution

**WHEREAS**, Kanabec County Community Health has allocated and encumbered funds for the purpose of providing a comprehensive drug prevention program through funding from the Drug Free Communities Grant to serve Kanabec County youth, and

**WHEREAS**, Juettner Marketing is willing and able to provide website support and community marketing services to assist in meeting the deliverables of the Drug Free Communities Grant.

**THEREFORE BE IT RESOLVED** the Kanabec County Community Health Board approves a Memorandum of Agreement with Juettner Marketing for website support and community marketing services for the purpose of reducing the use of tobacco, marijuana, and other drugs among youth in Kanabec County for the period September 30, 2017 through September 29, 2018.

## **Resolution #CH7b 11/8/17**

Statewide Health Improvement Program (SHIP) contracts Resolution

**WHEREAS**, Kanabec County Community Health has allocated and encumbered funds for the purpose of reducing obesity and reducing tobacco use and exposure through increasing healthy eating, increased activity, and managing chronic disease through the Statewide Health Improvement Program (SHIP) grant, and

**WHEREAS**, as the fiscal agent for the grant, Kanabec County Community Health requests contracts for the purpose of providing staffing to implement the chosen strategies and carrying out the work plans, assisting with evaluation of the strategies, data reporting, and other duties as needed, and

**WHEREAS**, Isanti, Mille Lacs and Pine counties have qualified staff and are willing and able to provide these services.

**THEREFORE**, the Kanabec County Community Health Administrator requests contracts with Isanti, Mille Lacs and Pine counties to fulfill the duties of the SHIP grant.

**NOW THEREFORE BE IT RESOLVED** that the Kanabec County Community Health Board approves contracting with Isanti County Public Health, Mille Lacs County Community Health Board and Pine County Public Health to provide staffing to carry out the chosen strategies of the Statewide Health Improvement Program grant through October 31, 2018.

## **Resolution #CH7c 11/8/17**

Sheriff's Office Memorandum of Agreement Resolution

**WHEREAS**, Kanabec County Community Health has allocated and encumbered funds for the purpose of providing a comprehensive drug prevention program through funding from the

Drug Free Communities Grant to serve Kanabec County residents, including youth and young adults, and

**WHEREAS**, the Kanabec County Sheriff is willing and able to provide services to assist in meeting the deliverables of the Drug Free Communities Grant.

**THEREFORE BE IT RESOLVED** the Kanabec County Community Health Board approves the Community Health Administrator signing a Memorandum of Agreement with the Kanabec County Sheriff's Office for services to promote the SACK coalition and to assist in reducing the use of tobacco, marijuana, and other drugs among youth in Kanabec County for the period September 30, 2017 through September 29, 2018.

## **Resolution #CH7d 11/8/17**

Occupational, Speech and Physical Therapy Contract Resolution

**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 2018.

## **Resolution #CH7e 11/8/17**

Health Dimensions Rehabilitation for OT, PT, ST Contract Resolution

**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 2018;

**BE IT RESOLVED** to approve an agreement between Kanabec County Community Health and Health Dimensions Rehabilitation for Occupational, Speech and Physical Therapy for the Home Health Program clients for the year 2018.

## **Resolution #CH7f 11/8/17**

Infant Mental Health Consultant Agreement Resolution

**WHEREAS**, Kanabec County Community Health is responsible for ensuring that the terms of the Maternal Infant Early Childhood Family Home Visiting Grant contract (hereinafter "MIECHV") are met, and

**WHEREAS**, the Mental Health Consultant desires to function in the role of Infant Mental Health Consultant to Kanabec County Community Health for the Evidence-Based Family Home Visiting Program.

**THEREFORE BE IT RESOLVED** to approve an agreement between Kanabec County Community Health and Julie Hanenburg of Lighthouse Child and Family Services for Infant Mental Health Consulting for the year 2018 and for the Community Health Administrator to sign said agreement.

## **Resolution #CH7g 11/8/17**

### Medical Consultant Resolution

**WHEREAS**, The Kanabec County Community Health Board has the responsibility to and shall ensure responsible medical consultation and direction by employing or contracting with a practicing licensed physician pursuant to Minnesota Statute 145A.04, subdivision 3, and ,

**WHEREAS**, Randall Bostrom, M.D. represents that he is a practicing licensed physician and is duly qualified and willing to perform the services and duties set forth herein.

**THEREFORE BE IT RESOLVED** that the Kanabec County Community Health Board approves a contract with Randall Bostrom, M.D. for Medical Consultant services for the period January 1, 2017 through December 31, 2017.

*Action #CH8* – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the payment of 107 claims totaling \$1,196,582.44 on Community Health Funds.

*Action #CH9* – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to adjourn Community Health Board at 9:20am and to meet again in regular session on Wednesday, December 6, 2017 at 6:35pm.

The Board of Commissioners meeting reconvened.

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

<b>Revenue Fund</b>	
<b>VENDOR</b>	<b>AMOUNT</b>
A1 Rescue Towing & Recovery	125.00
Ace Hardware	38.89
Ace Hardware	19.99
Ace Hardware	5.50
Advanced Correctional Healthcare	1,833.38
Anderson, Jeff	338.12
Auto Value	12.99

Auto Value Mora	219.33
Bachman, Fran	58.85
Billings Service Inc	20.00
Carrot-TOP Industries Inc	245.29
Chapman's Auto Repair	69.11
Charity Allen	200.00
Colors by Craig	450.00
Country Inns & Suites - Duluth North	129.00
Curtis, Michael	1,574.58
ECM Publishers	113.62
Environmental Systems Research Institute	4,488.00
Ehlers & Associates, Inc.	1,500.00
FirstLight Health System	65.20
Franklin Outdoor Advertising	750.00
Gopher	62.94
Grainger	141.04
The Grand Event Center	121.50
Granite City Jobbing Company	121.34
Granite City Jobbing Company	514.08
Griffin, Zachary	159.95
Handyman's Inc	298.68
Hoefert, Robert	937.24
Holcomb, Lisa	74.90
InTone Imaging	634.97
Kanabec County Community Health	1,694.72
Kanabec Publications	240.00
Kanabec Soil & Water Cons.	1,288.78
KEEPRS	1,047.22
Landreville, Willard	304.85
League of MN Cities	300.00
Lerrssen, Jennifer	632.00
LHB, Inc	4,140.00
LHB, Inc	4,860.00
Manthie, Scott	1,542.94
Manthie, Wendy	1,316.82
Marohn, Brenda	13.91
Mehlhop, Ron	100.13
Miller, Kelly	107.63
Minnesota Monitoring, Inc.	270.00
Minnesota Pollution Control Agency	54,340.19
Minnesota State Board of Assessors	55.00
MNIT	1,300.00
Mora Psychological Services	750.00

Nelson, Ansel	700.47
Nelson, Rollin	35.00
Nelson, Ronette	777.19
Northstar	173.56
Oak Gallery	15.78
Office Depot	6.92
Office Depot	123.56
Office Depot	43.85
Office Depot	22.99
Office Depot	31.10
Office Depot	18.99
Onamia Service Center	2,143.20
Payne, Elisabeth	218.27
Premier Outdoor Services, LLC	320.63
Quality Disposal	380.01
Quality Disposal	190.00
Quill	48.94
Rum River Automotive	372.19
Stellar Services	605.75
Sawatsky, Caleb	118.97
Summit Food Service Management	9,963.42
Thomas, Billy	14.98
UHL Company	1,091.76
VanGorden, Dylan	131.95
Visser, Maurice	833.41
Wickeham, Teresa	80.27
Zamora, Ray	860.82
77 claims totaling	<u><u>108,951.66</u></u>

<b>R&amp;B Fund</b>	
<b>Vendor</b>	<b>Amount</b>
Interstate Improvement	54,458.75
A and E Cleaning	1,100.00
Ace	147.60
Ameripride	639.16
Auto Value	3,453.33
Blum	224.90
Boyer Trucks	17.33
Braun Intertec	2,549.05
Cargill	24,696.87
Central Specialties	2,000.00
Citi Lites	230.00
Dultmeier	217.06
Fahrner Asphalt	19,999.80



Federated Co-op	218.58
Fleetmatics	521.74
Glens Tire	830.16
Gopher State One-Call	44.55
Granite City Jobbing	954.25
IT Savvy	1,429.88
Kanabec Publications	300.00
Knife River Corporation	6,942.70
Kubat, Richard Jr.	867.00
Maney International	2,569.30
Mora Utilities	784.49
Newman Traffic Signs	75.62
Nuss Truck Equipment	2,328.06
Office Depot	66.33
Olson Power & Equipment	198.22
Owens Auto Parts	982.26
Power Plan	1,044.77
Quality Disposal	160.00
Ringler, Jeremy	235.00
Roeschlein, Tom	60.01
Rydberg & Sons Inc	11,286.00
State of MN Dept of Labor and Industry	120.00
State of MN Dept of Transportation	3,560.84
Ziegler Inc	6,500.00
<b>37 claims totaling</b>	<b><u>151,813.61</u></b>

Timber Trails A and E Cleaning 550.00

Action #11 – 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 #11a – 11/8/17**  
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 | \$3,898.90

Waste Management	\$1,422.94
Arthur Township	\$400.00
Total	\$5,321.84

## **Resolution #11b – 11/8/2017**

**WHEREAS** the Kanabec County Board of Commissioners has been presented with a request for lawful gambling within Kanabec County, and

**WHEREAS** the application was complete, included all necessary documentation, appears in accordance with County Policies and the applicant and facility owners are in good standing with the County;

**BE IT RESOLVED** to approve the Application for Exempt Permit for the Vasaloppet for a raffle event to be held at Fish Lake Resort, 674 Fish Lake Drive Mora, MN 550051 on January 13, 2018.

## **Resolution #11c – 11/8/2017**

KLID Bills

**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 October 21, 2017, and

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

**BE IT RESOLVED** to pay the following claims: Candy Lowe \$120.00

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

## **Resolution #12 – 11/8/17**

County Coroner

**WHEREAS** the term of office for County Coroner expires January 2, 2018, and

**WHEREAS** Minnesota Statute §390.005 requires that the county board appoint a Coroner, and

**WHEREAS** the County Sheriff recommends reappointment of Dr. Michael McGee;

**BE IT RESOLVED** to appoint Dr. Michael McGee as Kanabec County Coroner

effective January 3, 2018 for a term ending January 1, 2019.

Deputy Auditor Roberta Anderson met with the County Board to discuss matters concerning the upcoming tax forfeited land sale. By consensus minimum prices were discussed and suggested for properties.

County Engineer Chad Gramentz met with the County Board to discuss matters concerning his department.

*Action #13* – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve hiring Jay Munson, an experienced Assistant Engineer, at a Range 16, Step G of the pay plan which is \$36.77 per hour and starting at second tier PTO.

Jim Boster met with the County Board to discuss matters concerning his farmland.

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

**Resolution #14 - 11/8/17**  
**Right-Of-Way Condemnation**  
**SAP 033-611-023**

**WHEREAS** the Kanabec County Highway Department proposes to reconstruct and improve a portion of CSAH No. 11 located between TH No. 65 and TH No. 70, a distance of 1.8 miles; and

**WHEREAS** the improvement consists of reconstruction and resurfacing said roadway as herein determined necessary to provide for the safety of the traveling public, and

**WHEREAS** permanent highway easements over certain lands are required to provide for said construction as set forth in the plans for said project, which identify the parcels by number, description, and owners, and

**WHEREAS** the Kanabec County Board of Commissioners desires to begin construction of the Project, and

**WHEREAS** Kanabec County has authority to acquire the right-of-way for said highway by eminent domain pursuant to Minnesota Statutes Section 162.02, Subd. 5, and

**WHEREAS** Kanabec County has the right to acquire the right-of-way prior to the filing of an award by the court appointed commissioners, pursuant to Minnesota Statutes Section 117.042, and

**WHEREAS** Kanabec County has approved appraisals of the properties to be taken, and

**NOW THEREFORE BE IT RESOLVED** that the Kanabec County Board of Commissioners hereby authorizes the acquisition of the New Right of Way that cannot be successfully acquired through negotiation by eminent domain and to take title and possession of that land prior to the filing of an award by the court appointed commissioners, pursuant to Minnesota Statutes Section 162.02, Subd. 5 and 117.042; and

**BE IF FUTHER RESOLVED** that the Kanabec County Attorney is requesting to file the necessary Petition therefore, and to prosecute such action to a successful conclusion or until it is abandoned, dismissed, or terminated by the County or the Court, and

**BE IT FURTHER RESOLVED** that if furtherance of the implementation of the Quick Take provision of the Minnesota Statutes, the County Auditor is hereby authorized and directed to deposit with the Court Administrator the sum of money equaling the filing fee plus the approved appraisal of the properties to be taken, represented by the following table:

Parcel #	Parcel Owner	Amount
2	Irving Stewart, Emma Stewart, Peter C. Stewart, Rebecca Stewart	\$5,810
3	Robert A. Williams, Elaine Williams, Arlan D Williams	\$4,395
4	Robert A. Williams	\$523
6	Robert A. Williams	\$143
7	John V & Deborah L LaRocca	\$1,697
12	Robert A. Williams	\$1,278
13	Robert A. Williams	\$197
14	Robert A. Williams	\$1,323
15	Larry Shafer	\$2,453
16	James D & Kari L Strandlund	\$884
17	Delores L Fluegge et al	\$4,245
19	James B & Shirley A Boster	\$4,265
	Total:	\$27,213
	Filing Fee:	\$297

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

**Resolution #15 – 11/8/17**  
Aerial Photography

**WHEREAS** Kanabec County wishes to continue its aerial photography program to increase efficiencies for County departments and the Public, and

**WHEREAS** Pictometry International Corp has provided a proposal for professional aerial photography services in coordination with Kanabec County's membership in the Minnesota Counties Computer Cooperative, and

**WHEREAS** said proposal includes descriptions, prices, and payment terms, and has been presented before the Board, and

**WHEREAS** the fee for aerial photography in 2018 is \$53,497.75, payable in three equal installments over three years, and

**WHEREAS** proposal includes aerial photography services in 2021 for \$53,497.75 at Kanabec County's option, and

**THEREFORE BE IT RESOLVED** to accept the proposal for aerial photography services by Pictometry International Corp for \$53,497.75, and

**BE IT FURTHER RESOLVED** to purchase said services through the Minnesota Counties Computer Cooperative, and

**BE IT FURTHER RESOLVED** to pay the first installment of \$17,832.58 with the Land and Technology fund, and

**BE IT FURTHER RESOLVED** to authorize the Board Chairperson to sign the agreement.

**10:41am** – The Chairperson called for public comment three times. None responded.

**10:41am** – The Chairperson closed public comment.

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

Patrick Christopherson gave the County Coordinator's Report. Discussion of dog ordinance will appear on the 11/22/17 agenda.

The County Commissioners gave reports on the activities of the boards and committees in which they participate.

Action #16 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve a Docutech Support Agreement with MCCC for support and other services at a cost of \$1,357.58.

Action #21 – The Chairperson adjourned the meeting at 11:23am. The Kanabec County Board of Commissioners will meet again on Wednesday November 22, 2017 at 9:00am.

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

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