

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of County Coordinator

October 25, 2017

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, October 25, 2017 pursuant to adjournment with the following Board Members present: Kim Smith, Gene Anderson, Dennis McNally, and Kathi Ellis. Absent: Les Nielsen. 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 Dennis McNally, seconded by Gene Anderson and carried unanimously to approve the agenda with the following additions: Discuss October minutes of the Hospital Board, how the budget relates to fund balances, and Pokegama Lake gambling request.

Action #2 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the October 11, 2017 minutes as presented.

Action #3 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to recess the board meeting at 9:05am to a time immediately following the Human Services Board.

The Kanabec County **Human Services Board** met at **9:05am** on Wednesday, October 25, 2017 pursuant to adjournment with the following Board Members present: Gene Anderson, Kim Smith, Dennis McNally, and Kathi Ellis. Absent: Les Nielsen. Interim Community Health Director Chuck Hurd presented the Human Services Board agenda.

Action #HS4 – It was moved by Gene Anderson, seconded by Kathi Ellis and carried unanimously to approve the Human Services Board agenda with the following addition: Employee survey results.

Child Support Supervisor, Rose Linder met with the county board to discuss fee policies and procedures. Discussion only, no action was taken.

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

Resolution #HS5 – 10/25/17
Central MN Jobs and Training Agreement,

Budget and Work Plan Resolution

WHEREAS, Kanabec County Family Services has contracted with Central Minnesota Jobs and Training (CMJTS) for employment and training services for cash and assistance clientele, and

WHEREAS, Central Minnesota Jobs and Training has submitted an annual budget and work plan for 2018; and

WHEREAS, the Kanabec County Interim Human Services Director is recommending approving contracting with Central Minnesota Jobs and Training in 2018 for employment and training services and approving the budget and work plan they have submitted;

THEREFORE BE IT RESOLVED the Kanabec County Human Services Board approves contracting with Central Minnesota Jobs and Training for employment and training services and approves the 2018 budget and work plan submitted.

Action #HS6 – It was moved by Dennis McNally, seconded by Kathi Ellis and carried unanimously to approve the payment of 113 claims totaling \$226,772.27 on welfare funds.

Action #HS7 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to adjourn Human Services Board at 9:30am and to meet again in regular session on Wednesday, November 22, 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 language changes to Ordinance #23.

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

| <u>Vendor</u> | <u>Amount</u> |
|------------------------------------|----------------------|
| Consolidated Communications | 936.28 |
| Consolidated Communications | 63.77 |
| Deaborn National Life Insurance Co | 595.06 |
| East Central Energy | 1,101.06 |
| EZ Excavating | 14,289.96 |
| Friel, Tammy | 101.01 |
| Kanabec County Aud/Treas | 4,420.10 |
| Midcontinent Communications | 206.78 |
| Minnesota UI | 2,093.00 |
| MN Dept of Finance | 1,650.00 |
| MN Energy Resources Corp | 4,039.89 |
| SelectAccount | 682.65 |

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|-------------------------------|------------------|
| Tessneer Law Office | 391.00 |
| The Harford Priority Accounts | 1,694.06 |
| TotalFunds by Hasler | 3,000.00 |
| Verizon Wireless | 923.06 |
| | <u>36,187.68</u> |

Action #10 – It was moved by Dennis McNally, 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 |
| Advanced Correctional Healthcare | 17.20 |
| A and E Cleaning Services | 500.00 |
| Akkerman-Ingebrand Funeral Home | 400.00 |
| Ambrose, Laura | 21.48 |
| Anoka County Corrections | 2,205.00 |
| Bachman, Fran | 23.54 |
| Bob Barker | 81.29 |
| Beaudry Oil & Propane | 1,002.10 |
| Bliss, Erica | 27.82 |
| Blowers, Lisa | 199.02 |
| Brownells, Inc | 18.32 |
| Centerpoint Energy | 84.00 |
| City of Mora | 26.00 |
| City of Mora | 1,464.75 |
| Clifton Larson Allen LLP | 1,400.00 |
| Consulting Radiologists LTD | 22.65 |
| Curtis, Michael | 1,437.26 |
| CW Technology | 130.00 |
| D&T Venture | 225.00 |
| E. Weinberg Supply & Equipment | 1,770.17 |
| E. Weinberg | 108.00 |
| East Central Exterminating | 240.00 |
| East Central Exterminating | 120.00 |
| East Central Solid Waste Commission | 18.38 |
| Eustice, Todd | 299.05 |
| Fairview Health Services | 232.00 |
| FBG Service Corporation | 584.80 |
| FBG Service Corporation | 6,410.24 |
| FirstLight Health System | 4,721.04 |
| G & N Enterprises | 274.40 |
| Garcia Clinical Laboratory | 112.00 |

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| Glen's Tire | 150.15 |
| Granite City Jobbing | 297.31 |
| Granite City Jobbing | 327.99 |
| Granite City Jobbing | 96.21 |
| Granite Electronics | 280.21 |
| Haasken Dental | 390.00 |
| Handyman's Inc | 102.72 |
| Hennepin County Medical Center | 93.75 |
| Hilton Hotels & Resorts | 294.84 |
| Hoefert, Robert | 997.04 |
| Horizon Towing | 259.17 |
| Industrial Health Services Network Inc | 44.90 |
| ITSavvy | 771.67 |
| ITSavvy | 110.87 |
| ITSavvy | 649.90 |
| ITSavvy | 245.29 |
| Kanabec County Highway Dept | 445.72 |
| Kanabec County Highway Dept | 3,755.51 |
| Kanabec County Highway Dept | 137.49 |
| Kanabec County Records Office | 40.00 |
| Kanabec Publications | 829.93 |
| KEEPRS | 1,111.75 |
| Keller, Michael | 650.00 |
| Landreville, Willard | 507.57 |
| Lerrssen, Jennifer | 358.63 |
| M & I Lockbox: MCCC | 132.90 |
| Manthie, Scott | 1,232.64 |
| Manthie, Wendy | 534.47 |
| Marco, Inc | 162.18 |
| Mattson Electric | 1,235.45 |
| Meta13 | 400.00 |
| Mille Lacs Disposal Inc | 20.00 |
| Mille Lacs Messenger | 171.17 |
| Minnesota County Attorneys Association | 325.00 |
| MN Dept of Labor & Industry | 50.00 |
| Minnesota Monitoring Inc | 214.50 |
| MN Sheriffs' Association | 145.00 |
| MN Sheriffs' Association | 230.00 |
| Mobilex USA | 240.00 |
| Mora Marine | 75.00 |
| MRA | 1,196.25 |
| Nelson, Ansel | 700.75 |
| Nelson, Ronette | 393.23 |

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|---------------------------------|--------------------------|
| Northland Trust Services Inc | 326,507.50 |
| O'Reilly Auto Parts | 40.84 |
| Office Depot | 45.72 |
| Office Depot | 84.97 |
| Office Depot | 104.07 |
| Office Depot | 56.77 |
| Office Furniture Solutions | 4,192.00 |
| Prophoenix Corporation | 475.00 |
| Ramsey County | 2,820.00 |
| Ratwik, Roszak & Maloney, PA | 48.00 |
| RJ Mechanical | 429.36 |
| RS Eden | 28.35 |
| Secretary of State | 120.00 |
| SHI International | 384.00 |
| SHI International | 192.00 |
| Shopko Stores Operating Co, LLC | 57.37 |
| State of Minnesota | 270.00 |
| State of Minnesota - BCA | 430.00 |
| MN BCA | 120.00 |
| Stellar Services | 586.48 |
| Summit Companies | 990.00 |
| Summit Companies | 995.00 |
| Summit Companies | 704.00 |
| Summit Companies | 880.00 |
| Summit Food Service Management | 10,325.90 |
| SWIFT | 139.31 |
| Thomson Retuers - West | 624.86 |
| Thomson Retuers - West | 231.75 |
| Thomson Retuers - West | 658.02 |
| Tinker & Larson Inc | 48.50 |
| Tinker & Larson Inc | 1,431.55 |
| UHL Company | 1,196.67 |
| UHL Company | 598.33 |
| UltraMax | 1,236.00 |
| Visser, Maurice | 910.31 |
| Wickeham, Teresa | 414.94 |
| Zamora, Ray | 402.86 |
| | <u><u>403,488.10</u></u> |

R&B Fund

| <u>Vendor</u> | <u>Amount</u> |
|----------------------|---------------|
| Tri-City Paving Inc. | 1,528,857.68 |
| Beaudry | 14,957.43 |

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|------------------------------------|----------------------------|
| Blum | 988.18 |
| Boyer Trucks | 876.84 |
| Braun Intertec | 3,197.65 |
| Brock White | 2,192.25 |
| Cargill | 2,639.15 |
| Citi Lites | 40.00 |
| E-Z Exacavating | 22,385.50 |
| Jeff's Machine | 35.00 |
| Johnson Hardware | 99.95 |
| Kent, Gary | 1,750.00 |
| Lynch, James | 5,209.00 |
| Maney International | 220.39 |
| Marco | 188.00 |
| MN Energy Resources | 51.16 |
| MN Fall Expo | 375.00 |
| M-R Sign | 811.30 |
| Northern States Supply | 79.05 |
| Nuss Truck Equipment | 1,723.82 |
| Oslin Lumber | 3,094.45 |
| Sanitary Systems | 164.64 |
| State of MN Dept of Transportation | 1,036.46 |
| Summit Companies | 450.00 |
| Total | <u>1,591,422.90</u> |

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

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

Resolution #11 – 10/25/2017

BE IT RESOLVED, that the Kanabec County Board of Commissioners hereby supports the creation of a law enforcement mutual aid agreement between Minnesota Counties in District 2

BE IT FUTHER RESOLVED, that Kanabec County supports the intent to make equipment, personnel and other resources available to political subdivisions from other political subdivisions

BE IT FURTHER RESOLVED, that Kanabec County Board Chair Les Nielson and Kanabec County Sheriff Brian Smith are hereby authorized to act on behalf of Kanabec County to execute the Law Enforcement Mutual Aid Agreement for District 2 Minnesota.

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

Resolution #12 – 10/25/17

WHEREAS Code Red is a mass notification software program that can be used via hardline phones and internet to mass notify citizens, visitors, staff and public officials of natural or man-made catastrophes in much faster and more efficient manner than anything we have in place currently, and

WHEREAS 911 funds can be used for this purchase and are currently available, and

WHEREAS Code Red has comparable pricing to its competitors and is used by every neighboring county on our borders;

BE IT RESOLVED to authorize the purchase and installation of Code Red mass notification software in the Kanabec County PSAP.

The County Board held a discussion regarding a potential pet ordinance. Discussion only, no action was taken.

10:30am – The Vice Chairperson called for public comment three times. None responded.

10:30am – The Chairperson closed public comment.

Action #13 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the Crime Victim Services Prosecutorial 2018 Grant Agreement with the Minnesota Department of Public Safety to fund the Victim Advocate position in the County Attorney’s Office.

Action #14 – It was moved by Gene Anderson, seconded by Kathi Ellis and carried unanimously to approve and sign FY 2018-2019 NRBF Agreement in the amount of \$107,128 for Wetland, Waterplan, Shoreland.

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

RESOLUTION #15 – 10/25/17

ESTABLISHING THE KANABEC COUNTY EDA 2018 PROPERTY TAX LEVY “AREA OF OPERATION”

WHEREAS, The Kanabec County Economic Development Authority (EDA), a public body corporate and a political subdivision organized under Minnesota Statutes, Sections 469.001 to 469.047 and 469.090 to 469.1082, pursuant to the authority granted in Minnesota Statutes, Section 469.033, Subdivision 6, is authorized to levy a special benefit tax within the EDA’s area of operation subject to the consent by resolution of the County of Kanabec (the County);

WHEREAS, Minnesota Statute, Section 469.1082, Subdivision 5, defines the area of operation of the EDA to be all cities and townships within the County that have adopted resolutions electing to participate in the EDA;

WHEREAS, the Cities of Braham, Grasston, Mora, Ogilvie and Quamba and the Townships of Ann Lake, Arthur, Comfort, Ford, Grass Lake, Haybrook, Hillman, Kanabec, Knife Lake, Pomroy, Southfork and Whited adopted resolutions electing to participate in the EDA;

WHEREAS, the aforementioned cities and townships, define the EDA's area of operation;

WHEREAS, Minnesota Statute, Section 469.1082, Subdivision 5, allows for cities and townships to adopt resolutions electing to withdraw from participating in the EDA;

WHEREAS, Kanabec County Townships Brunswick, Kroschel and Peace elected to withdraw from participating in the EDA;

NOW, THEREFORE, BE IT RESOLVED BY the Board of Commissioners of Kanabec County, Minnesota as follows:

1. The property taxpayers of Kanabec County Cities of Braham, Grasston, Mora, Ogilvie and Quamba and the Townships of Ann Lake, Arthur, Comfort, Ford, Grass Lake, Haybrook, Hillman, Kanabec, Knife Lake, Pomroy, Southfork and Whited are subject to the EDA property tax levy for payable year 2018.
2. The property taxpayers of Kanabec County Townships Brunswick, Kroschel and Peace are not subject to the EDA property tax levy for payable year 2018.

County Coordinator, Patrick Christopherson gave the Coordinator's Report.

Action #16 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to amend the September 27, 2017 County Board Minutes, to reflect the TNT meeting to occur on 12/6 instead of 12/7.

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

Resolution #17 – 10/25/17

BE IT RESOLVED to appoint Karen Rasmusson as to the East Central Regional Library Board for a three year term commencing immediately and expiring January 7, 2020.

Gene Anderson lead a discussion regarding the October 2017 Hospital Board Minutes. Information only, no action was taken.

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

Resolution #18 – 10/25/17

WHEREAS the Personnel Director has presented the board with an annual performance evaluation for a Kanabec County Department Head;

BE IT RESOLVED to close the meeting at 11:05am pursuant to the Open Meeting Law, Minnesota Statute §13D.05, subd. 3 to evaluate the performance of County Coordinator Pat Christopherson.

Action #19 – It was moved by Gene Anderson, seconded by Kathi Ellis and carried unanimously to open the meeting at 11:25am.

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

Resolution # 20 – 10/25/17

Evaluation Result

WHEREAS the board has evaluated the past six month's job performance of County Coordinator Pat Christopherson, and

WHEREAS the board has discussed its findings with Christopherson;

BE IT RESOLVED that the board finds his performance to be satisfactory.

Action #21 – It was moved by Dennis McNally, seconded by Kathi Ellis and carried unanimously to adjourn the meeting at 11:27am and to meet again on Wednesday November 8, 2017 at 9:00am.

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

Attest: _____
Board Clerk