

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

April 25, 2018

The Kanabec County Board of Commissioners met at 9:00 am on Wednesday, April 25, 2018 pursuant to adjournment with the following Board Members present: Gene Anderson, Kathi Ellis, Dennis McNally, Kim Smith, and Les Nielsen. Absent: None. Others Present: County Attorney, Barbara McFadden, Board Clerk Patrick Christopherson, and Recording Secretary Kelsey Johnson.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the agenda with the following correction: add Knife Lake Property Discussion at 10:15am.

Action #2 – It was moved by Dennis McNally, seconded by Gene Anderson and carried unanimously to approve the April 11, 2018 minutes as presented.

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

<u>Vendor</u>	<u>Amount</u>
Centerpoint Energy	98.00
Consolidated Communications	998.02
Further (formally Select Account)	697.60
Mille Lacs Disposal Inc	20.00
Totalfunds By Hasler	7,820.00
East Central Energy	1,078.24
Kanabec County Aud-Treas	4,168.43
Midcontinent Communications	356.97
Minnesota Energy Resources Corp	7,065.39
Minnesota Ui	8,896.98
Verizon Wireless	3,201.28
MN Department of Finance	435.00
Dearborn National Life Insurance Co	608.15
Health Partners	6,185.97
14 Claims Totaling:	<u><u>41,630.03</u></u>

Action #4 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #4a – 4/25/18

JANUARY 2018 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	\$848.00
Waste Management	\$3,898.02
Total	\$4,746.02

Resolution #4b – 4/25/18

February 2018 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	\$747.00
Waste Management	\$3,287.70
Total	\$4,034.70

Action #5 – It was moved by Kim Smith, seconded by Les Nielsen 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, April 25, 2018 pursuant to adjournment with the following Board Members present: Gene Anderson, Kim Smith, Les Nielsen Dennis McNally, and Kathi Ellis. Human Services Director, Chuck Hurd presented the Human Services Agenda.

Action #HS6 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the Human Services Agenda as presented.

Administrative Assistant, Renee Petersen gave a presentation regarding Continuous Improvement Team Meetings. Information only, no action was taken.

Action #HS7– It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #HS7 - 4/25/18
Grant-Funded Social Worker Resolution

WHEREAS the Human Service Director has received a grant to fund a Social Worker, and

WHEREAS the board desires to fill this vacant position;

BE IT RESOLVED that the County Board authorizes the Human Service Director and the County Personnel Director to hire a Full Time Social Worker to fill the position at Step A, Range 13 of the pay plan which is \$24.92 per hour 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 based on the grant funding, and

BE IT FURTHER RESOLVED to authorize the Human Service Director and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Action #HS8 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the payment of 127 claims totaling \$222,935.95 on Welfare Funds.

Action #HS9 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to adjourn Human Services Board at 9:21am.

The Board of Commissioners reconvened.

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

Vendor	Revenue Fund	Amount
Anderson, Jeff		32.64
Anderson, Jeff		53.62
Anoka County JC - Secure		7,887.00

Ardner, Greg	47.03
Axon Enterprise Inc.	8,847.00
Bachman, Fran	32.70
Bob Barker	482.65
Card Services	217.32
Chapman's Auto Repair	93.29
Coborn's Pharmacy	23.90
Consulting Radiologists LTD	62.08
Curtis, Michael	1,100.63
ECM Publishers, Inc.	394.70
Ehlers & Associates, Inc.	290.00
Election Systems & Software Inc	3,932.50
ETS Health	66.50
Eustice, Todd	263.23
Fairview Health Services dba	109.00
Faust, Patrick	269.78
FirstLight Health System	2,160.32
Galls	91.51
Gerhardson, Alex	251.06
Glen's Tire	1,046.16
Glen's Tire	504.76
Glen's Tire	172.60
Hirsch, Autumn	11.49
Hoefert, Robert	799.96
Hviding, Wendy	30.52
Hy Tech Auto of Princeton	776.18
Imperial Fastener Co, Inc	1,530.00
Industrial health Services Network, Inc	44.90
Innovative Office Solutions LLC	89.83
IT Savvy LLC	56.71
Johnson's Hardware & Rental	33.96
Kanabec County Auditor-Treasurer	792.96
Kanabec County Auditor-Treasurer	1,364.00
Kanabec County Community Health	1,824.96
Kanabec County Highway Department	18.90
Kanabec County Highway Department	108.65
Kanabec County Highway Department	3,609.54
Kanabec Publications	80.00
Kanabec Publications	585.00
Kanabec Publications	242.82
Kastenbauer, Paul	164.34
KEEPRS	986.51
KEEPRS	598.14

Koch's Hardware	12.99
Lerrssen, Jennifer	636.81
Lexis Nexis	164.00
Manthie, Scott	974.46
Manthie, Wendy	803.88
Marco, Inc.	486.00
Mehlhop	408.58
Mid-American Research Chemical	160.54
MN Dept of Revenue Property Tax	250.00
Minnesota Monitoring, Inc	377.00
MN Dept of Transportation	3,121.60
MNCITLA	250.00
Mora Municipal Utilities	1,200.00
Mora Unclaimed Freight	56.41
MRA	206.25
Nelson, Ansel	111.18
Nelson, Ronette	534.67
Northland Trust Services Inc	102,712.50
Novus Glass	43.40
Novus Glass	50.00
Novus Glass	235.00
Oak Gallery	28.97
Office Depot	149.99
Office Depot	22.19
Office Depot	5.10
Office Depot	5.21
Office Depot	149.74
Office of MN.IT Services	3,444.80
Old Republic Network LLC	435.05
Onamia Service Center	2,562.95
Payne, Elisabeth	333.54
Quill	13.88
Ratwik, Roszak & Maloney, PA	2,748.71
Regents of The University of MN	50.00
Reliance Telephone Inc	500.00
RS Eden	96.75
Michael, Ryan	91.32
St. Louis County	368.43
State of MN - BCA	785.00
Stellar Services	658.88
Stenstrom Collision & Detail	200.00
Streichers	263.92
Summit Food Service Management	10,377.80

Terhaar, Cheryl	40.33
Thompson-Reuters-West	238.70
ULINE	88.93
UPS	3.24
Visser, Maurice	961.70
Zamora, Ray	696.80
	180,298.55

Road & Bridge Fund

Vendor	Amount
A1 Rescue Towing & Recovery	532.00
Berndt, Steve	186.81
Force America Distributing	432.24
FS Solutions	52.20
Kanabec Publications	52.00
Little Falls Machine	1,084.72
MN Energy Resources	839.73
Premier Outdoor Services	7,060.00
TR Systems LLC	7,995.00
Walk-N-Roll	169.48
Williams, Arlan, Elaine, and Robert	4,395.00
Williams, Robert	8,464.00
Zarnoth Brush Works	1,957.40
13 Claims Totaling:	33,220.58

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

Resolution #11 - 4/25/18

WHEREAS there is a vacancy on the Insurance Committee due to a recent retirement of an employee, and

WHEREAS this employee was an employee representative for the Local 320 union, and

WHEREAS Local 320 union member Roberta Anderson has expressed interest in filling the vacancy;

BE IT RESOLVED to appoint Roberta Anderson to the Insurance Committee to fill the vacant position commencing immediately and expiring on January 7, 2020.

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

Resolution #12 - 4/25/18

County Transportation Driver Evaluation

WHEREAS the board did by Resolution #CH7 - 02/14/18 refer the position of County Transportation Driver to the pay plan consultant for review, and

WHEREAS the board has been presented with the results of that study;

BE IT RESOLVED to accept the following ranking for the “County Transportation Driver” position, which results in Pay Range 5:

Category	Rank	Points
Qualifications	q21	43
Decisions	d9	29
Problem Solving	p5	23
Relationships	r8	36
Effort A	ea10	8
Effort B	eb8	12
Hazards	h18	25
Environment	n10	18
TOTAL POINTS		194

The board held a discussion regarding a property on Knife Lake. Environmental Services will be contacted to find out what will be needed to split the property. Information only, no action was taken.

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

Deputy Auditor Tax, Roberta Anderson met with the County Board to discuss a request for tax forfeited land.

Action #12 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve a request from the City of Grasston to acquire tax forfeited parcels #21.00310.00 and 21.00315.00 by conditional use deed.

The Board approved Roberta Anderson’s request to change the date of the Tax Forfeited Land Sale from May 31, 2018 to June 7, 2018. Information only, no action was taken.

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

Rob Schloemer from Knife Lake Improvement District met with the County Board to discuss an erosion problem on Knife Lake. The Board Chair will write a letter of response to property owner, Eugene Rosnow.

10:34am – The Chairperson called for public comment. Those that responded include:

Rich Anderson	Thanked the Commissioners for approving the sale of land to the Conservation Fund.
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10:36am – The Chairperson closed public comment.

10:37am – The County Board took a five minute break.

The County Board discussed a letter from Isanti County Pheasants Forever Chapter 334 regarding the date change of their gambling event due to inclement weather. Information only, no action was taken.

Public Works Director, 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 the following resolution:

Resolution #13 – 4/25/18 **Equipment Rental Bids**

WHEREAS bids were received and opened on April 9, 2018 for equipment rental rates and services, and

WHEREAS long term equipment rental quotes were received and presented before the board, and

WHEREAS Kanabec County may require various equipment and services throughout the year;

THEREFORE BE IT RESOLVED to accept all bids and quotes as submitted, and

BE IT FURTHER RESOLVED that the Public Works Director is directed to utilize the bids as necessary based on the availability of the lowest responsible bid.

Action #14 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #14 – 4/25/18

BE IT RESOLVED to appoint Barbara McFadden to the Extension Committee for a three year term commencing immediately and expiring January 5, 2021.

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

Resolution #15 – 4/25/18
Evaluation Result

WHEREAS the board has evaluated the past year’s job performance of Public Works Director Chad Gramentz, and

WHEREAS the board has discussed its findings with Gramentz;

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

Action #16 - It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to proceed with the quote from RTVision for Timecard Basic. The initial cost of \$50,240 will be expensed from the Coordinator’s Human Resource Budget. Assignment of offset funds will occur during the 2019 budget process.

Action #17 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to adjourn the meeting at 11:48am and to meet again in regular session on Wednesday, May 9, 2018 at 9:00am.

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

Attest: _____
Board Clerk