

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

January 2, 2018

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, January 2, 2018 pursuant to adjournment with the following Board Members present: Kim Smith, Gene Anderson, and Dennis McNally. Absent: Les Nielsen, Kathi Ellis. Others Present: Board Clerk Patrick Christopherson, and Recording Secretary Kelsey Johnson.

The Board Clerk led the assembly in the Pledge of Allegiance.

The meeting was called to order by the Board Clerk.

Nominations for Board Chairperson for 2018 were called for.

Action #1 – It was moved by Kim Smith and seconded by Gene Anderson to nominate Kathi Ellis for Chairperson.

The Board Clerk called for nominations for Chairperson three times with no further nominations.

Action #2 – The clerk closed nominations for Chairperson and called for a vote for nominee Kathi Ellis. The motion **carried** with all in favor.

Commissioner Ellis was declared Board Chairperson for 2018.

Nominations for Board Vice-Chairperson for 2018 were called for.

Action #3 – It was moved by Gene Anderson and seconded by Kim Smith to nominate Dennis McNally for Vice-Chairperson.

The Board Clerk called for nominations for Vice-Chairperson three times with no further nominations.

Action #4 – The Board Clerk closed nominations for Vice-Chairperson and called for a vote for nominee Dennis McNally. The motion **carried** with all in favor.

Commissioner McNally was declared Vice-Chairperson for 2018. The gavel was handed over to Vice-Chairperson McNally as acting chair.

Action #5 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the agenda with the following correction: Delete closed session.

Action #6 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the December 20, 2017 minutes of the Kanabec County Board of Commissioners as presented.

Action #7 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #7 – 01/02/18

Meeting Dates

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 2, 2018, regular meetings of the Kanabec County Board of Commissioners shall be held in the County Courthouse in the City of Mora, Minnesota on the second and fourth Wednesday of each month with the following exceptions:

- a. the December meetings will be Wednesday December 5 and Wednesday, December 19
- and,

BE IT FURTHER RESOLVED that all meetings with the exception of the March 28, June 27, September 26, and December 5 meeting shall commence at 9:00am, and

BE IT FURTHER RESOLVED that the meetings on March 28, June 27, September 26, and December 5 shall commence at 6:30pm and end by 9:30pm except that the Chairperson may extend the meeting to 9:45pm to conclude business, and

BE IT FURTHER RESOLVED, that if any such regularly scheduled meeting of the County Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

BE IT FURTHER RESOLVED, Special Meetings may be called by posting notice of the meeting on the county's principal bulletin board and with 72 hours notice to each person who has filed a written request for such meetings, and

BE IT FURTHER RESOLVED, Emergency Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Action #8 – 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 #8a - 01/02/18

Human Service Board Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 2, 2018, regular meetings of the Kanabec County Human Service Board shall be held in the County Courthouse in the City of Mora, Minnesota on the fourth Wednesday of each month with the following exception:

a. the December meeting will be Wednesday, December 19

and,

BE IT FURTHER RESOLVED that the meetings shall be held commencing at 9:05am, with the exception of the March 28, June 27, September 26 meetings and

BE IT FURTHER RESOLVED, that if any such regularly scheduled meeting of the Human Service Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

BE IT FURTHER RESOLVED, Special Meetings may be called by posting notice of the meeting on the county's principal bulletin board and with 72 hours notice to each person who has filed a written request for such meetings, and

BE IT FURTHER RESOLVED, Emergency Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Resolution #8b - 01/02/18

Public Health Board Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 2, 2018, regular meetings of the Kanabec County Community Health Board shall be held in the County Courthouse in the City of Mora, Minnesota on the second Wednesday of each month with the following exceptions:

a. the December meeting will be Wednesday, December 5

and,

BE IT FURTHER RESOLVED that the meetings shall be held commencing at 9:05am, with the exception of the December 5 meeting and

BE IT FURTHER RESOLVED, that if any such regularly scheduled meeting of the Community Health Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

BE IT FURTHER RESOLVED, Special Meetings may be called by posting notice of the meeting on the county's principal bulletin board and with 72 hours notice to each person who has filed a written request for such meetings, and

BE IT FURTHER RESOLVED, Emergency Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

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

Resolution #9 - 01/02/18

Official Newspaper

BE IT RESOLVED by the Kanabec County Board of Commissioners that the offer submitted by the Kanabec County Times for all legal publications during the year 2018 is hereby accepted, and

BE IT FURTHER RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the publication of the official proceedings and public notices and that the Kanabec County Times is hereby designated as the official newspaper for the publication of the 2017 Financial Statement, and

BE IT FURTHER RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the newspaper in which the notice and list of Real Estate Taxes remaining delinquent on the first Monday in January, 2018, shall be published.

BE IT FURTHER RESOLVED that a condition of this resolution is that the Kanabec County Times agree to post all the notices on its Web site at no additional cost pursuant to Minnesota Statute \$331A.02, Subd 5 and that the notice must remain on the Web site during the notice's full publication period.

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

Resolution #HRA10- 01/02/18

Housing and Redevelopment Authority Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 2, 2018, regular meetings of the Kanabec Housing and Redevelopment Board shall be held in the County Courthouse in the City of Mora, Minnesota, and

BE IT FURTHER RESOLVED meetings shall be held as necessary with proper notice commencing at a time the Board of Commissioners of the Authority determines. Future monthly meetings may also be scheduled when deemed necessary, and

BE IT FURTHER RESOLVED, Special Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

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

Resolution #HRA11 – 01/02/18

Appointment of HRA Officers

RESOLUTION APPOINTING OFFICERS OF THE HOUSING AND REDEVELOPMENT OF KANABEC COUNTY, MINNESOTA

BE IT RESOLVED by the Kanabec County Housing and Redevelopment Authority (the “Authority”) of Kanabec County, Minnesota, as follows:

APPOINTMENT OF OFFICERS: The following are appointed to hold the HRA offices set forth opposite their respective names:

Chair: Kathi Ellis

Vice-Chair: Dennis McNally

Secretary* Patrick Christopherson, County Coordinator

*The Auditor-Treasurer will be appointed by the Secretary to disburse funds and to assist the Secretary.

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

Resolution #HRA12 – 01/02/18

Official Newspaper

BE IT RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the publication of the official proceedings and public notices of the Kanabec County Housing and Redevelopment Authority, and

BE IT FURTHER RESOLVED that a condition of this resolution is that the Kanabec County Times agree to post all the notices on its Web site at no additional cost pursuant to Minnesota Statute §331A.02, Subd 5 and that the notice must remain on the Web site during the notice's full publication period.

Action #13 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #HRA13 – 01/02/18
Official Depository Bank

BE IT RESOLVED that First Citizens Bank is hereby designated as the official depository bank of the Kanabec County Housing and Redevelopment Authority.

Action #14 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve using the federal mileage reimbursement rate of \$0.545 per mile for the Housing and Redevelopment Authority’s mileage reimbursements.

Action #15 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #15a – 01/02/18

WHEREAS, Minnesota Statutes requires counties to establish the minimum salaries that will be paid to certain elected officials within the county, and

WHEREAS, said minimum salaries must be set at the January meeting in the year that individuals may file for elected offices within the county,

NOW THEREFORE BE IT RESOLVED by the Kanabec County Board of Commissioners, that the minimum annual salary for the following elected positions shall be set as follows:

County Attorney	\$102,668	M.S. 388.18
County Auditor/Treasurer	\$88,004	M.S. 384.151
County Recorder	\$64,688	M.S. 386.015
County Sheriff	\$95,056	M.S. 387.20

Resolution #15b – 01/02/18

WHEREAS the Kanabec County Board of Commissioners has considered the matter of the wage for year 2018 for the County Auditor/Treasurer, and

WHEREAS the board has reviewed the experience, qualifications and performance of the County Auditor/Treasurer;

BE IT RESOLVED to set the Y2018 annual wage of County Auditor/Treasurer Denise Snyder at \$107,806.40, which will be accomplished in the following manner with pay distribution based on 40 hours per week at: January 1, 2018 = \$51.83 per hour

Resolution #15c – 01/02/18

WHEREAS the Kanabec County Board of Commissioners has considered the matter of the wage for year 2018 for the County Sheriff, and

WHEREAS the board has reviewed the experience, qualifications and performance of the County Sheriff;

BE IT RESOLVED to set the Y2018 annual wage of County Sheriff Brian Smith at \$116,438.40, which will be accomplished in the following manner with pay distribution based on 40 hours per week at: January 1, 2018 = \$55.98 per hour

Resolution #15d – 01/02/18

WHEREAS the Kanabec County Board of Commissioners has considered the matter of the wage for year 2018 for the County Recorder, and

WHEREAS the board has reviewed the experience, qualifications and performance of the County Recorder;

BE IT RESOLVED to set the Y2018 annual wage of County Recorder Rhonda Olson at \$79,248.00 which will be accomplished in the following manner with pay distribution based on 40 hours per week at: January 1, 2018 = \$38.10 per hour

Resolution #15e – 01/02/18

WHEREAS the Kanabec County Board of Commissioners has considered the matter of the wage for year 2018 for the County Attorney, and

WHEREAS the board has reviewed the experience, qualifications and performance of the County Attorney;

BE IT RESOLVED to set the Y2018 annual wage of County Attorney Barb McFadden at \$125,756.80 which will be accomplished in the following manner with pay distribution based on 40 hours per week at: January 1, 2018 = \$60.46 per hour

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

Resolution #16 – 01/02/18

WHEREAS Kanabec County has received an Order from the 10th Judicial District setting wages for Probation Officers, and

WHEREAS the State Legislature has mandated that the Probation Agents wages must be comparable to similar state employees of local wage scales, county pay plans or the impact on a county's pay equity status, and

WHEREAS the state has mandated an increase on January 1, 2018 and July 1, 2018;

BE IT RESOLVED to approve the following wage rates effective January 1, 2018:

Todd Eustice	\$43.66 per hour
Lucas J. Athey	\$37.92 per hour
Andrew Magaard	\$23.23 per hour
Elisabeth Payne	\$24.01 per hour

BE IT FURTHER RESOLVED to approve the following wage rates effective July 1, 2018:

Todd W. Eustice	\$44.53 per hour
Lucas J. Athey	\$38.68 per hour
Andrew Magaard	\$23.69 per hour
Elisabeth Payne	\$24.49 per hour

Action #17 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #17 – 01/02/18

WHEREAS, Minnesota Statute 375.055 requires that the County Commissioners' compensation be set by resolution in the year preceding the action;

BE IT HEREBY RESOLVED to set the annual wage for the year 2018 for Kanabec County Commissioners set at \$22,695.40.

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

Resolution #18 – 01/01/18

BE IT RESOLVED to appoint the following AMC Committee Delegates for 2018:

Environment & Natural Resources Policy Committee	Theresa Wickeham
General Government Policy Committee	Patrick Christopherson
Health & Human Services Policy Committee	Kathy Burski
Public Safety Policy Committee	Brian Smith
Transportation & Infrastructure Policy Committee	Chad Gramentz

BE IT FURTHER RESOLOVED to appoint the following AMC Voting Delegates for 2018:

1. Kathi Ellis
2. Patrick Christopherson
3. Dennis McNally
4. Kim Smith
5. Les Nielsen
6. Gene Anderson

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

Resolution #19 – 01/02/18

BE IT RESOLVED to appoint Gene Anderson to the Advisory Board to Snake River Water Management Board for a three year term commencing immediately and expiring January 5, 2021.

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

Resolution #20 – 01/02/18

BE IT RESOLVED to re-appoint Wayne Zaudtke to the Advisory Board to Snake River Water Management Board for a three year term commencing immediately and expiring January 5, 2021.

Action #21 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #21 – 01/02/18

BE IT RESOLVED to re-appoint Gene Carda to the Board of Adjustment for a three year term commencing immediately and expiring January 5, 2021.

Action #22 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #22 – 01/02/18

BE IT RESOLVED to appoint Les Nielsen to the Central Minnesota Jobs & Training for a three year term commencing immediately and expiring January 5, 2021.

Action #23 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #23 – 01/02/18

BE IT RESOLVED to re-appoint Dennis McNally as an alternate to the E-911 Committee for a three year term commencing immediately and expiring January 5, 2021.

Action #24 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #24 – 01/02/18

BE IT RESOLVED to re-appoint Kathi Ellis to the East Central Regional Development Commission for a three year term commencing immediately and expiring January 5, 2021.

Action #25 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #25 – 01/02/18

BE IT RESOLVED to re-appoint Kim Smith as an alternate to the Emergency Medical Service Board for a two year term commencing immediately and expiring January 7, 2020.

Action #26 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #26 – 01/02/18

BE IT RESOLVED to re-appoint Paula Weber to the Extension Committee for a three year term commencing immediately and expiring January 5, 2021.

Action #27 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #27 – 01/02/18

BE IT RESOLVED to re-appoint Jean Mattson to the Extension Committee for a three year term commencing immediately and expiring January 5, 2021.

Action #28 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #28 – 01/02/18

BE IT RESOLVED to re-appoint Terry Samela to the Extension Committee for a three year term commencing immediately and expiring January 5, 2021.

Action #29 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #29 – 01/02/18

BE IT RESOLVED to re-appoint Kim Smith to the Extension Committee for a three year term commencing immediately and expiring January 5, 2021.

Action #30 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #30 – 01/02/18

BE IT RESOLVED to re-appoint Teri Heggerness to the Hospital Board for a three year term commencing immediately and expiring January 5, 2021.

Action #31 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #31 – 01/02/18

BE IT RESOLVED to re-appoint Dr. Jack Schwinghammer to the Hospital Board for a three year term commencing immediately and expiring January 5, 2021.

Action #32 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #32 – 01/02/18

BE IT RESOLVED to re-appoint Gene Anderson to the Housing Redevelopment Authority Board for a one year term commencing immediately and expiring January 8, 2019, and

BE IT FURTHER RESOLVED to re-appoint Kathi Ellis to the Housing Redevelopment Authority Board for a one year term commencing immediately and expiring January 8, 2019, and

BE IT FURTHER RESOLVED to re-appoint Dennis McNally to the Housing Redevelopment Authority Board for a one year term commencing immediately and expiring January 8, 2019, and

BE IT FURTHER RESOLVED to re-appoint Kim Smith to the Housing Redevelopment Authority Board for a one year term commencing immediately and expiring January 8, 2019, and

BE IT FURTHER RESOLVED to re-appoint Les Nielsen to the Housing Redevelopment Authority Board for a one year term commencing immediately and expiring January 8, 2019.

Action #33 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #33 – 01/02/18

BE IT RESOLVED to re-appoint Kim Smith to the Insurance Committee for a three year term commencing immediately and expiring January 5, 2021, and

BE IT FURTHER RESOLVED to re-appoint Gene Anderson as an alternate to the Insurance Committee for a three year term commencing immediately and expiring January 5, 2021, and

BE IT FURTHER RESOLVED to re-appoint Todd Eustice to the Insurance Committee for a three year term commencing immediately and expiring January 5, 2021, and

BE IT FURTHER RESOLVED to re-appoint Kate Mestnik to the Insurance Committee for a three year term commencing immediately and expiring January 5, 2021.

Action #34 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #34 – 01/02/18

BE IT RESOLVED to re-appoint Todd Eustice to the Juvenile Detention Center Advisory Board for a three year term commencing immediately and expiring January 5, 2021.

Action #35 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #35 – 01/02/18

BE IT RESOLVED to re-appoint Leona Dressel to the Personnel Board of Appeals for a three year term commencing immediately and expiring January 5, 2021.

Action #36 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #36 – 01/02/18

BE IT RESOLVED to re-appoint Dennis McNally to the Planning Commission for a one year term commencing immediately and expiring January 5, 2021, and

BE IT FURTHER RESOLVED to re-appoint Chad Gramentz to the Planning Commission for a three year term commencing immediately and expiring January 5, 2021.

Action #37 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #37 – 01/02/18

BE IT RESOLVED to re-appoint Dennis McNally to the Railroad Authority Board for a one year term commencing immediately and expiring January 8, 2019, and

BE IT FUTHER RESOLVED to re-appoint Gene Anderson to the Railroad Authority Board for a one year term commencing immediately and expiring January 8, 2019, and

BE IT FUTHER RESOLVED to re-appoint Les Nielsen to the Railroad Authority Board for a one year term commencing immediately and expiring January 8, 2019, and

BE IT FUTHER RESOLVED to re-appoint Kathi Ellis to the Railroad Authority Board for a one year term commencing immediately and expiring January 8, 2019, and

BE IT FUTHER RESOLVED to re-appoint Kim Smith to the Railroad Authority Board for a one year term commencing immediately and expiring January 8, 2019.

Action #38 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #38 – 01/02/18

BE IT RESOLVED to re-appoint Bruce Anderson to the Railroad Authority Advisory Committee for a three year term commencing immediately and expiring January 5, 2021, and

BE IT FURTHER RESOLVED to re-appoint Mike Papenhausen to the Railroad Authority Advisory Committee for a three year term commencing immediately and expiring January 5, 2021.

Action #39 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #39 – 01/02/18

BE IT RESOLVED to re-appoint Dennis McNally to the Regional Radio Board for a three year term commencing immediately and expiring January 5, 2021, and

BE IT FURTHER RESOLVED to re-appoint Brian Smith to the Regional Radio Board for a three year term commencing immediately and expiring January 5, 2021.

Action #40 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #40 – 01/02/18

BE IT RESOLVED to re-appoint Robin Etter to the Safety Committee for a three year term commencing immediately and expiring January 5, 2021, and

BE IT FURTHER RESOLVED to re-appoint Kathy Burski to the Safety Committee for a three year term commencing immediately and expiring January 5, 2021.

Action #41 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #41 – 01/02/18

BE IT RESOLVED to re-appoint Kathi Ellis to the Southern Minnesota County based Purchasing Committee for a three year term commencing immediately and expiring January 5, 2021, and

BE IT FURTHER RESOLVED to re-appoint Dennis McNally as an alternate to the Southern Minnesota County based Purchasing Committee for a three year term commencing immediately and expiring January 5, 2021.

Action#42 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #42 – 01/02/18

BE IT RESOLVED to re-appoint Gene Anderson as an alternate to the Timber Trails Advisory Board for a three year term commencing immediately and expiring January 5, 2021.

Action#43 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #43 – 01/02/18

BE IT RESOLVED to re-appoint Chad Gramentz to the Water Plan Committee for a three year term commencing immediately and expiring January 5, 2021, AND

BE IT FURTHER RESOLVED to re-appoint Gene Anderson to the Water Plan Committee for a three year term commencing immediately and expiring January 5, 2021.

Future agenda items: January 10th: Set a date for Ordinance 5 Public Hearing. January 24th: Dog Ordinance Public Hearing.

Action #44 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to adjourn the meeting at 10:05am and to meet again in regular session on January 10, 2018 at 9:00am.

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

Attest: _____
Board Clerk