

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of the County Coordinator

**July 11, 2018**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, July 11, 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 Kim Smith, seconded by Les Nielsen and carried unanimously to approve the agenda with the following correction: add budget hearing dates, goals, and objectives.

Action #2 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the June 27, 2018 minutes with the following correction: Add end time for closed session.

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

<u>Vendor</u>	<u>Amount</u>
Holiday Credit Office	10,270.99
Minnesota Department of Finance	5,341.50
Mora Municipal Utilities	19,078.72
East Central Energy	311.53
Mora Municipal Utilities	958.54
Minnesota Department of Finance	36.00
Minnesota Department of Health	1,402.50
The Hartford Priority Accounts	1,928.81
CW Technology	879.40
East Central Energy	124.00
Kanabec County Auditor HRA	51,516.00
Verizon Wireless	1,050.42
Verizon Wireless	35.01
MNPIEP	144,261.44
Sun Life Financial	3,406.10

15 Claims Totaling: 240,600.96

*Action #4* – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to recess the board meeting to a time immediately following the Public Health Board.

The Kanabec County Public Health Board met at 9:05am on Wednesday, July 11, 2018 pursuant to adjournment with the following Board Members present: Gene Anderson, Kim Smith, Les Nielsen Dennis McNally, and Kathi Ellis. Public Health Director, Kathy Burski presented the Public Health Agenda.

*Action #PH5*– It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the Public Health Agenda as presented.

*Action #PH6* – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

**Resolution #PH6 – 7/11/18**  
**LPN to RN Resolution**

**WHEREAS** a Licensed Practical Nurse in the Adult health area has completed her Registered Nursing (RN) degree, and

**WHEREAS** she is now a Registered Nurse, and

**WHEREAS** the Community Health Director is requesting to move the Nurse to a Registered Nurse position in order to fully utilize the scope of practice she is licensed to provide within Public health.

**THEREFORE BE IT RESOLVED** that the Kanabec County Community Health Board authorizes the Public Health Director and the County Personnel Director to promote Camille Neumen from an LPN to a Registered Nurse at Step A Range 13 at \$24.92 per hour effective July 7, 2018.

*Action #PH7* – Les Nielsen introduced the following resolution and moved its adoption:

**Resolution #PH7 – 7/11/18**  
**DiamondView Participation Agreement Resolution**

**WHEREAS** Kanabec County Community Health is in need of a health information exchange system, and

**WHEREAS** South Country Health Alliance has been certified by the State of Minnesota as a health information organization to offer health information exchange services to third parties through its multi-participant Diamond View health information exchange solution, and

**WHEREAS** the Community Health Director is recommending participating in South Country health Alliance’s DiamondView health information exchange.

**THEREFORE BE IT RESOLVED** to approve Kanabec County Community Health participating in the DiamondView health information exchange through the Participation Agreement, commencing upon final signature and effective for two years.

The motion for the adoption of the foregoing Resolution was duly seconded by Kim Smith and upon a vote being taken thereon, the following voted:

**IN FAVOR THEREOF:** Les Nielsen, Kim Smith, Gene Anderson

**OPPOSED:**

**ABSTAIN:** Dennis McNally, Kathi Ellis

whereupon the resolution was declared duly passed and adopted.

Action #PH8 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the payment of 112 claims totaling \$50,396.77 on Public Health Funds.

Action #PH9 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to adjourn Public Health Board at 9:20am and to meet again on Wednesday August 8, 2018 at 9:05am.

The Board of Commissioners reconvened.

Action #10 – It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to pay the following claims on the funds indicated:

<u>Vendor</u>	<u>Revenue</u>	<u>Amount</u>
Ace Hardware		160.74
Association of MN Counties		35
Auto Value		19.98
Auto Value		20.94
Bachman, Fran		401.13
Billings Service Inc		398.9
City of Milaca		27.4
CORE Professional Services PA		800
Craguns Resort & Conference Center		570.87
CreativEdge Designs LLC		126
Curtis, Michael		1,302.59

CW Technology	65
CW Technology	1,422.00
D&T Ventures	225
East Central Exterminating	240
Eckdahl, Ashley	96.47
ECM Publishers	174
ECM Publishers	324.7
Emergency Automotive Technologies	437.5
Etter, Dave	86.45
Eustice, Todd	219.63
G & N Enterprises	2,440.90
Glen's Tire	183.8
Hoefert, Robert	836.24
Hohn's Auto Body & Glass	2,919.76
Horizon Towing	299.25
Hunter, Robb	115.54
Hviding, Wendy	56.68
Initiative Foundation	1,600.00
Innovative Office Solutions LLC	89.45
IT Savvy LLC	697.2
Jones, Tom	82.63
Kadelac Excavating	44,787.04
Kanabec County Community Health	2,392.80
Kanabec County Community Health	1,914.24
Kanabec County Highway Department	29.92
Kanabec County Highway Department	104.96
Kanabec County Highway Department	3,549.81
Kanabec Publications	164.87
Kanabec Soil & Water	148
Kanabec SWCD Legacy	4,944.59
KEEPRS	408.96
KEEPRS	56
LexisNexis	187.41
Manthie, Scott	1,406.10
Manthie, Wendy	783.81
Marco, Inc	486
Marco	134.68
Mattson Electric of Mora	1,095.00
MCCC, MI 33	90
M&I Lockbox: MCCC	13,770.75
McKinnis & Doom PA	127.5

Midcontinent Communications	814.5
Minnesota Department of Finance	22,217.37
Mora Chevrolet Buick	137.94
Mora Municipal Utilities	1,152.81
Nelson, Jerald	471.39
Nelson, Ronette	115.09
Northland Business Systems	871.3
Northland Business Systems	435.64
Novus Glass	50
Nummela, Randy	76.09
Oak Gallery	15.19
Office Depot	50.52
Office Depot	109.12
Parallel Technologies Inc	3,240.00
Payne, Elisabeth	323.73
Quality Disposal	380.01
Quality Disposal Systems	22.5
RJ Mechanical	1,443.00
RJ Mechanical	999
Sea Change LLC	6,665.76
Spire Credit Union VISA	6656.46
State of MN Bureau of Criminal Apprehension	120
Steinmetz, Heidi	174
Stellar Services	521.32
Strelow, David	26.71
Summit Companies	230
Summit Food Service Management	4,978.76
Veolia Environmental Services	4,809.56
Verizon Wireless	3377.66
Visser, Maurice	740.16
Voge, Dale	89.17
Zamora, Ray	580.52
<b>112 Claims Totaling:</b>	<b><u>154,953.47</u></b>

**Road & Bridge**

<u>Vendor</u>	<u>Amount</u>
A and E Cleaning Services	1,050.00
Ace	60.95
Ameripride	495.30
Auto Value	1,278.30
Blum Sand and Gravel	224.48

Braham Motor Service, Inc	644.21
Citi Lites	70.00
Glens Tire	747.50
Gopher State One-Call	41.85
Knife River Corporation	119,833.37
Marco	188.00
MN Dept of Transportation	383.69
Owens Auto Parts	868.18
Pomp's Tire Service	7,068.00
Power Plan (RDO)	4,180.83
Quality Disposal	160.00
Sanitary Systems	140.00
Traffic Marking Service	147,636.30
Ziegler	1,500.00
<b>19 Claims Totaling:</b>	<b><u>286,570.96</u></b>

The board held a discussion regarding Supreme Court Fair Share Fees. Information only, no action was taken.

County Assessor, Tina Diedrich-Von Eschen and County Auditor, Denise Snyder met with the County Board to discuss office positions in their departments.

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

### **Resolution #11 – 7/11/18**

Approve Job Descriptions and Refer for Evaluation

**WHEREAS** County Policy P-106 calls for an evaluation of all county job classifications, and

**WHEREAS** the Assessor has submitted two updated job descriptions and physical analysis, and

**WHEREAS** the board has examined and evaluated the information;

**BE IT RESOLVED** to approve the job descriptions, and

**BE IT FURTHER RESOLVED** that it is the decision of the Board that the Assessor Property Tax Specialist and Assessor Clerk II job descriptions be sent to the salary consultant for review.

Sam Steigen met with the County Board to discuss matters concerning adjoining property in Grasston. The board will get back to him next week.

**10:17am** – The County Board took a five minute break.

**10:29am** – The Chairperson called for public comment three times. None responded.

**10:30am** – The Chairperson closed public comment.

Action #12 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve holding a public hearing to draft the Water Plan on July 25<sup>th</sup> at 9:30am.

The board will hold work sessions for the 2019 budget on the following dates: August 1<sup>st</sup> from 9-12, August 15<sup>th</sup> from 9-12, and tentatively August 29<sup>th</sup> from 9-12.

Jason Kadelac from Quality Disposal met with the County Board to discuss procedures regarding recycling collection and appropriation of recycling costs. Information only, no action was taken.

Action #13 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to adjourn the meeting at 11:20am and to meet again in regular session on July 25, 2018 at 9:00am.

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

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