

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of the County Coordinator

**May 9, 2018**

The Kanabec County Board of Commissioners met at 9:00 am on Wednesday, May 9, 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 Dennis McNally and carried unanimously to approve the agenda with the following corrections: Add - gambling approval, gambling date change, EDA discussion, Shopko settlement.

Action #2 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to approve the April 25, 2018 minutes as presented.

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

<b>Vendor</b>	<b>Amount</b>
Anne Carlson Law Office PLLC	1,581.00
City of Milaca	35.46
Holiday Credit Office	8,682.53
McKinnis & Doom P.A.	784.00
Minnesota Department of Finance	4,539.50
Mora Municipal Utilities	13,997.03
Quality Disposal	596.90
Spire Credit Union	10,094.53
Verizon Wireless	752.49
East Central Energy	316.84
Mora Municipal Utilities	1,250.19
Verizon Wireless	35.01
Knoll/Daniel & Marsha	1,834.00
The Hartford Priority Accounts	1,927.15
CW Technology	1,069.40
East Central Energy	115.00
Kanabec County Auditor HRA	7,200.00

Verizon Wireless	291.41
MPIEP	142,038.64
Sun Life Financial	3,414.58
<b>20 Claims Totaling:</b>	<b><u>200,555.66</u></b>

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

The Kanabec County Human Services Board met at 9:05am on Wednesday, May 9, 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 with the following correction: Add Tri-CAP Vehicle Purchase Resolution.

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

## **Resolution #PH6 – 5/9/18**

### Dementia Grant Resolution

**WHEREAS**, recently the Community Health Director was asked to pursue funding related to dementia services and education, and

**WHEREAS**, a grant opportunity has risen to perform one or more of the focus categories: increase awareness, promote early identification, increase cognitive testing and connect family and friends who are caregivers, and

**WHEREAS**, the term of the contract would commence on August 1, 2018 through July 31, 2019 with the possibility of a one year extension, and

**WHEREAS**, the maximum grant award is \$150,000 and requires a 20% match; a grant request of less than \$50,000 does not require a match.

**THEREFORE BE IT RESOLVED**, the Kanabec County Community Health Board approves the Community Health Director applying for Dementia Grant funds and accepting said funds upon approval of the grant, and

**BE IT FURTHER RESOLVED**, the Community Health Board approves the Community Health Director signing a contract for said funds upon grant approval and County Attorney approval of the contract.

Action #PH7– It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

## **Resolution #PH7 – 5/9/2018**

Minnesota Department of Human Services  
Mental Health Grant Program Resolution

**WHEREAS**, the Minnesota Department of Human Services (DHS) Mental Health Division has approved Kanabec County Community Health’s application for the Innovative Mental Health grant, and

**WHEREAS**, DHS has provided a contract which has been reviewed and approved by the County Attorney.

**THEREFORE BE IT RESOLVED** the Kanabec County Community Health Board approves the Community Health Director entering into a contract on behalf of Kanabec County with the Minnesota Department of Human Services for mental health innovative services and signing said contract.

Action #PH8 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

## **Resolution #PH8 - 5/9/18**

TRY Transportation Coordinator

**WHEREAS** the Kanabec County Board of Commissioners approved hiring a Transportation Coordinator for the Easter Seals Grant working with the Transportation Resources for You (TRY) committee, and

**WHEREAS** the position was posted and applications were received. After reviewing the applications and conducting interviews the Transit Director and Community Health Director have selected a candidate whose qualifications closely match the requirements of the position;

**THEREFORE BE IT RESOLVED** to offer the position of Transportation Coordinator to Ashley Eckdahl at a pay rate of \$32.50 per hour – up to a maximum of \$27,000, and

**BE IT FURTHER RESOLVED** that this position is a part time, temporary position and will end on December 31, 2018 when the Easter Seals grant ends.

Action #PH9 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

## **Resolution #PH9 – 5/9/18**

Transit Driver Resolution

**WHEREAS**, the Kanabec County Community Health Board approved the purchase of a MobilityTrans 2016 Ford Transit bus at the April 11 Board meeting, and

**WHEREAS**, two permanent, part-time bus drivers are needed to provide service with said bus;

**THEREFORE BE IT RESOLVED**, the Kanabec County Community Health Board approves the Community Health Director and the Personnel Director to hire two permanent, part-time bus drivers for the County Transit bus service at a Step A, Range 5 of the pay plan which is \$15.20 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, and

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

*Action #PH10* – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

### **Resolution #PH10 – 5/9/18**

**WHEREAS** Kanabec County – Timber Trails Public Transit operates a transit system; and

**WHEREAS** Kanabec County – Timber Trails Public Transit desires to purchase, through the State of Minnesota Cooperative Procurement Process, two vehicles to be used in the transit system in Mille Lacs County, and

**WHEREAS** the vehicle cost is allocated 20% local share and 80% State/Federal share of the “contract amount”, and

**WHEREAS** Mille Lacs County has agreed to pay the 20% match, and

**WHEREAS** Tri-CAP staff has reviewed the vehicle options offered by approved multiple contracting vendors, and

**WHEREAS** the Tri-CAP staff recommends purchasing two vehicles from North Central Bus & Equipment for the reason of fleet consistency and service availability (e.g. cost, fleet consistency, service availability, and/or past vendor performance, etc.);

**NOW, THEREFORE, BE IT RESOLVED** that the Kanabec County Board of Commissioners hereby authorizes the purchase of two new transit buses from North Central bus & Equipment in the approximate amount of \$80,749 each (approximately \$161,498 total).

Action #PH11 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the payment of 96 claims totaling \$74,753.42 on Community Health Funds.

Action #PH12 - It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to adjourn Public Health Board at 9:33am.

The Board of Commissioners reconvened.

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

<b>Vendor</b>	<b>Revenue Fund</b>	<b>Amount</b>
ACE Hardware		15.20
Advanced Correctional Healthcare		22,792.85
Assured Security		212.00
Auto Value Mora		182.97
Bachman, Fran		97.75
BlueStar Graphics		62.00
Braham Motor Service Inc		1,807.38
Central MN Council on Aging		1,520.00
Christianson, Kelly		115.54
City of Minneapolis		204.00
Curtis, Michael		1,604.69
East Central Exterminating		120.00
East Central Exterminating		240.00
ECM Publishers		174.00
Electric Motor Service, Inc		130.29
Etter, Dave		86.45
Faust, Patrick		266.51
FirstLight Health System		110.00
FirstLight Health System		339.00
G&N Enterprises		3,232.10
Glen's Tire		103.80
Gopher		206.61
Grainger		408.80
Granite City Jobbing		5,969.07
Hallin, Ronald		88.08

Handyman's Inc	100.62
Handyman's Inc	182.16
Hennepin County Medical Center	318.00
Hoefert, Robert	896.29
Hoglund Bus & Truck Company	363.82
Horizon Towing	188.10
IAEMD	50.00
ITSAVVY	142.63
ITSAVVY	205.86
Jones, Tom	82.63
Kanabec County Agricultural Society	240.00
Kanabec County Highway Department	31.39
Kanabec County Highway Department	157.99
Kanabec County Highway Department	3,514.25
Kanabec County Soil and Water	30,631.00
Kanabec County Soil and Water	5,000.00
Kanabec Publications	84.34
KEEPRS	618.93
Kempe, John	130.80
Lerrssen, Jennifer	304.66
RELX Inc. DBA LexisNexis	87.41
MACPZA	80.00
Manthie, Scott	1,202.82
Manthie, Wendy	1,008.89
Marco	134.68
M&I Lockbox: MCCC	174.09
McClellan, Karen	119.36
McFadden, Barbara	43.60
Mehlhop, Ron	314.57
Mikes Lawn Service Inc	200.00
MN Association of Townships	25.00
MN Dept of Employment & Economic Development	4,202.00
MN State Auditor	1,265.00
Nelson, Ansel	100.36
Nelson, Ronette	77.58
Nummela, Randy	76.09
O'Brien, Pat	89.72
Office Depot	55.00
Office Depot	45.87
Pacific Dunes Psychological Services	5,137.50
PROPHOENIX CORPORATION	50,114.17
Ramsey County	1,400.00
Rolstad, Roxanne	75.00

Rupp, Anderson, Squirews & Waldspurger, PA	750.00
Steinmetz, Heidi	53.00
Stellar Services	426.44
Streichers	1,279.92
Summit Food Service Management	10,111.58
Visser, Maurice	896.54
Wilder, Dan	15.00
Zamora, Ray	869.47
<b>76 Claims Totaling:</b>	<b><u>163,763.22</u></b>

**Road & Bridge**

<u>Vendor</u>	<u>Amount</u>
Ace	200.40
Ameripride	503.29
Auto Value	2,211.96
Bjorklund Companies	245.85
Frontier Precision	857.01
Kanabec Publications	1,018.22
Marco	188.00
MN Petroleum Marketers Association	460.00
Nuss Truck Equipment	5,468.25
Oak Gallery	46.79
Office Depot	113.23
Oslin Lumber	14.88
Owens Auto Parts	631.94
Power Plan (RDO)	83.50
Quality Disposal	160.00
Roeschlein, Tom	219.95
SHI International	215.00
Terpstra, Trent	161.32
Ziegler Inc.	23,000.00
<b>19 Claims Totaling:</b>	<b><u>35,799.59</u></b>

*Action #14* – 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 #14a – 5/9/18**  
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	\$2,487.40
Waste Management	\$3,660.87
Total	\$6,148.27

### **Resolution #14b – 5/9/18**

#### KLID Claims

**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 April 21, 2018 and

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

**BE IT RESOLVED** to pay the following claims:

Central Minnesota Aquatics - \$8,500.00

Kim Schloemer - \$28.00

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

### **Resolution #15 – 05/09/18**

**WHEREAS** there is a newly created position of an Administrative Intern, and

**WHEREAS** the board desires to fill this vacant position;

**BE IT RESOLVED** that the County Board authorizes the County Auditor/Treasurer and the County Personnel Director to hire a part time temporary Administrative Intern to fill the position at \$9.65 per hour, and

**BE IT FURTHER RESOLVED** that the hours of work for this position be limited to those budgeted.

Action #16 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

## **Resolution #16 – 5/9/18**

### **EMS Week Proclamation**

To designate the Week of May 20 - 26, 2018, as Emergency Medical Services Week

**WHEREAS**, emergency medical services is a vital public service; and

**WHEREAS**, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

**WHEREAS**, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

**WHEREAS**, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

**WHEREAS**, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

**WHEREAS**, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

**WHEREAS**, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

**THEREFORE**, The Kanabec County Board of Commissioners, in recognition of this event do hereby proclaim the week of May 20-26, 2018, as “**EMERGENCY MEDICAL SERVICES WEEK**”. With the theme, **EMS Strong: Stronger Together**, I encourage the community to observe this week with appropriate programs, ceremonies and activities.

County Coordinator, Patrick Christopherson gave the Coordinator’s report.

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

## **Resolution #17 - 5/9/18**

**WHEREAS** the Minnesota Snowmobile Trails Assistance Program provides grants to local units of government for the maintenance of recreational trails pursuant to Minnesota Statutes Chapter 84.83, and

**WHEREAS** the county is the sponsor for such grant funds and the work performed by the trail club, and

**WHEREAS** a grant of this type in the amount of approximately \$31,434 is available for the Snake River Trail;

**BE IT RESOLVED** to approve a “Minnesota Snowmobile Trails Assistance Program Snowmobile FY 2019 Maintenance and Grooming Grant Agreement.”

*Action #18* – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve a consent agenda including all of the following actions:

### **Resolution #18a – 5/9/18**

**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 Autism Society of Minnesota for a raffle event to be held at Ogilvie Raceway, 1539 MN-23 Ogilvie, MN 56358 on June 29, 2018.

### **Resolution 18b – 5/9/18**

**WHEREAS** the Knife Lake Sportsmen’s Club planned a Crappie Fishing Contest/Raffle on Knife Lake Saturday, May 5, 2018, and

**WHEREAS** the club received County approval on March 23, 2018, and

**WHEREAS** due to the unexpected cool spring, there may still be ice on the lake which makes it necessary to postpone the contest, 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 Knife Lake Sportsmen’s Club for a raffle event to be held at Captain Dan’s Crows Nest, 2743 Highway 65

Mora, MN 55051 on May 19, 2018.

Action #19 – Dennis McNally introduced the following resolution and moved its adoption:

## **Resolution #19 – 5/9/18**

**WHEREAS**, The Board of Commissioners has been presented a settlement recommendation regarding the Shopko assessment/valuation and,

**WHEREAS**, this settlement has agreed upon for the 2016 tax year,

**THEREFORE BE IT RESOLVED**, The Kanabec County Board of Commissioners accepts the settlement with Shopko based upon the Assessor and Attorney's recommendations.

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

**IN FAVOR THEREOF:** Dennis McNally Kim Smith, Kathi Ellis, Gene Anderson

**OPPOSED:** Les Nielsen

**ABSTAIN:**

whereupon the resolution was declared duly passed and adopted.

**10:28am** – The Chairperson called for public comment three times. None responded.

**10:29am** – The Chairperson closed public comment.

Action #20– The Chairperson adjourned the meeting at 10:35am. The County Board will meet again in regular session on Wednesday, May 23, 2018 at 9:00am.

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

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