

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

September 26, 2018

The Kanabec County Board of Commissioners met at 6:30pm on Wednesday, September 26, 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: 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 Gene Anderson and carried unanimously to approve the September 12, 2018 minutes with the following corrections: Change “Isanti County Animal Control” to “On Line Retrievers”.

6:35pm – A Public Hearing was held to discuss approving an application to the Minnesota Department of Employment and Economic Development for a grant under the Minnesota Investment Fund Program. Those that spoke included:

Doyle Jelsing
Heidi Steinmetz
Derek Carlson

Action #2 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #2 – 10/2/18

APPROVING AN APPLICATION TO THE MINNESOTA DEPARTMENT
OF EMPLOYMENT AND ECONOMIC DEVELOPMENT FOR A GRANT
UNDER THE MINNESOTA INVESTMENT FUND PROGRAM

BE IT RESOLVED that Kanabec County, Minnesota acts as the legal sponsor for the project contained in the Minnesota Investment Fund Application to be submitted on or about October 2018 and that the Kanabec County Economic Development Director is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of Kanabec County, Minnesota.

BE IT FURTHER RESOLVED that Kanabec County, Minnesota has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to administer the proposed project.

BE IT FURTHER RESOLVED that Kanabec County, Minnesota has not violated any Federal, State, or local laws pertaining to fraud, bribery, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the State, Kanabec County, Minnesota may enter into a Grant Contract with the State of Minnesota for the approved project, and that Kanabec County, Minnesota certifies that it will comply with all applicable laws, statutes, regulations and rules as stated in the Grant Contract and described in the Project Compliance Certification of the Application.

AS APPLICABLE, BE IT FURTHER RESOLVED that Kanabec County, Minnesota has obtained credit reports and credit information on NorthStar Pontoons and Derek Carlson. Upon review by Kanabec County, Minnesota and the Kanabec County Attorney, no adverse findings or concerns regarding, but not limited to, tax liens, judgments, court actions, and filings with state, federal and other regulatory agencies were identified. Failure to disclose any such adverse information could result in revocation or other legal action.

NOW, THEREFORE BE IT RESOLVED that the Kanabec County Economic Development Director, or her successor in office, is hereby authorized to execute the Grant Contract and amendments, thereto, as are necessary to implement the project on behalf of Kanabec County, Minnesota.

I CERTIFY THAT the above resolution was adopted by the Board of Commissioners of Kanabec County, Minnesota on September 26, 2018.

Action #3 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to adjourn the Public Hearing at 6:45pm.

Action #4 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to recess the board meeting to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 6:45pm on Wednesday, September 26, 2018 pursuant to adjournment with the following Board Members present: Gene Anderson, Kim Smith, Les Nielsen, Dennis McNally, and Kathi Ellis. Family Services Director, Chuck Hurd presented the Family Services Agenda.

Financial Supervisor, Tim Dahlberg met with the County Board to give a presentation on MNSure. Information only, no action was taken.

Action #FS5- It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the payment of 74 claims totaling \$172,036.60 on Welfare Funds.

Action #FS6 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to adjourn Family Services Board at 7:10pm and to meet again on Wednesday, October 24, 2018 at 9:05am.

County Auditor/Treasurer, Denise Snyder met with the County Board to discuss matters concerning her department.

Action #7 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve hiring election judges for 2018 elections. Not to exceed 120 hours total or \$1,800.

Action #8 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #8 – 9/26/18
County Recorder’s Change Fund

WHEREAS the County Recorder’s Office is often required to make change for charges for services and recording fees; and

WHEREAS it is the consensus of the County Recorder and the County Auditor-Treasurer that a change fund of \$200.00 is needed in the County Recorders office.

BE IT RESOLVED to approve the establishment of a \$200.00 change fund for the County Recorder’s Office.

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

Resolution #9 – 9/26/18
GMG Agreement

WHEREAS Kanabec County annually has an audit performed for all county programs that receive federal funding and supported by county support services paid from County appropriated funds to identify those county support services performed that the federal government will pay a fair share for these support services, and

WHEREAS this audit produces a Federal reimbursement to the Revenue Fund, and

WHEREAS the Kanabec County Board of Commissioners wishes to contract for the preparation of an indirect cost allocation plan to continue to receive Federal reimbursement, and

WHEREAS Government Management Group currently prepares cost allocation plans for over 30 Minnesota Counties and they have worked well with Kanabec County in the past, and

WHEREAS the Government Management Group is the lowest responsible cost provider found;

BE IT RESOLVED to approve an agreement with Government Management Group for the preparation of indirect cost allocation plans for the following years and rates:

2018 plan year at a cost of \$3,700
2019 plan year at a cost of \$3,700
2020 plan year at a cost of \$3,700

BE IT FURTHER RESOLVED to authorize Auditor/Treasurer Denise Snyder to sign the agreement on behalf of the county board.

The County Board held a discussion on setting a date for a public hearing regarding Shoreland Ordinance #5.

Action #10 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #10 – 9/26/18

BE IT RESOLVED that the Kanabec County Board of Commissioners will conduct a public hearing on December 5, 2018 at 7:00 p.m. in the Commissioner’s Board Room of the Kanabec County Courthouse concerning proposed changes to Shoreland Ordinance #5.

Action #11 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the following paid claims:

Vendor	Amount
Consolidated Communications	998.08
Further	713.75
Kanabec County Auditor HRA	51,496.00
Kanabec County Aud/Treas	6,811.12
Minnesota Dept of Finance	5,538.00
Minnesota Energy Resources Corp	4,186.89
East Central Energy	176.75
Dearborn National Life Insurance	300.00
Kanabec County Auditor HRA	6,000.00
Midcontinent Communications	356.80
Office of MN.IT Services	1,300.00
Verizon Wireless	3,166.35
Dearborn National Life Insurance	243.63
Health Partners	6,163.84
14 Claims Totaling:	87,451.21

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

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

Resolution #12 – 9/26/18

AMENDMENT NUMBER SIX
TO THE FOOD SERVICE MANAGEMENT AGREEMENT
BETWEEN KANABEC COUNTY, MINNESOTA AND SUMMIT FOOD SERVICE, LLC

This Amendment Number Six is made by and between Kanabec County, (hereinafter referred to as “Client”), whose address is 18 North Vine Street, Mora, Minnesota 55051, and A’viands, LLC now known as Summit Food Service, LLC (hereinafter referred to as “Summit”), whose address is 1751 County Road B West, Suite 300, Roseville, Minnesota 55113.

WHEREAS, A’viands and Client have entered into that certain Food Service Management Agreement, as amended (hereinafter referred to as the “Agreement”), effective upon occupancy on January 12, 2010; and

WHEREAS, both parties now desire to amend said Agreement upon the terms and conditions stated herein.

NOW, THEREFORE, the parties, intending to be legally bound hereby, mutually agree hereto that the Agreement is hereby modified as follows:

1. Section 1: Terms of the Agreement:

As of October 1, 2018, Prices shall be amended as follows:

<u>Inmate Meal Count Range</u>	<u>Base Price</u>
Less than 33	To be negotiated
34-39	\$6.550
40-45	\$5.821
46-51	\$5.153
52-57	\$4.651
58-63	\$4.279
64-70	\$4.016
71-76	\$3.561

BE IT FURTHER RESOLVED that this Amendment Number Six shall be effective as of October 1, 2018. All other terms and conditions of the original Agreement (as modified from time to time) shall remain in full force and effect unless otherwise amended as provided in the Agreement.

Action #13 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #13a – 9/26/18

SCORE CLAIMS - JULY

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	\$2,361.00
Waste Management	\$4,996.35
Arthur Township	\$400.00
Total	\$7,757.35

Resolution #13b – 9/26/18

SCORE CLAIMS - AUGUST

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	\$5,438.60
Waste Management	\$3,355.18
Arthur Township	\$400.00
Total	\$9,193.78

Resolution #13c – 9/26/18

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 September 15, 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:

Kanabec Publications - \$25.63
Pat Carlson, Secretarial Duties - \$255.00
Kanabec County - \$35.17

Action #14 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

Vendor	Amount
1st Choice Document Destruction	102.00
1st Choice Document Destruction	66.00
1st Choice Document Destruction	6.00
1st Choice Document Destruction	72.27
1st Choice Document Destruction	18.00
1st Choice Document Destruction	36.00
1st Choice Document Destruction	30.98
A and E Cleaning Services	1,080.00
Arrowhead Region Emergency Management Assn	60.00
Bachman, Fran	94.83
Beaudry Oil	218.71
Billings Service Inc	37.00
Bliss, Erica	155.87
Bond Trust Services Corp	8,073.75
Coborn's Card Services	109.79
Centerpoint Energy	108.00
Chapman's Auto Repair	93.82
City of Mora	364.65
Crawford, Roger	600.00
Curtis, Michael	871.01
D&T Ventures	225.00
East Central Solid Waste Commission	81.29
East Central Solid Waste Commission	61.61
Eustice, Todd	274.13
Fairview Health Services dba	41.00
Faust, Patrick	167.32
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
GPS 45:93	100.00
Granite City Jobbing Company	171.34

Granite City Jobbing Company	829.39
Granity Electronics	415.80
Griffin, Seth	262.30
Harvey, RandiAnn	255.00
Hoefert, Robert	823.01
Horizon Towing	502.32
Hy Tech Auto of Princeton	56.23
Indianhead Specialty Co	24.30
Industrial Health Services Network Inc	44.90
Innovative Office Solutions LLC	483.07
Johnson's Hardware & Rental	8.48
Kanabec County Community Health	2,392.80
Kanabec County Highway Department	39.99
Kanabec Publications	26.73
Kanabec Publications	50.69
Kanabec Publications	140.00
KEEPRS	156.34
KEEPRS	104.98
MailFinance	1,686.42
Maitland, Brad	647.96
Manthie, Scott	813.14
Manthie, Wendy	886.36
Mattson Electric	1,256.34
Mattson Electric	535.86
MCCC	10,000.00
McFadden, Barbara	96.36
McGee, Michael	500.00
McKinnis & Doom PA	68.00
McKinnis & Doom PA	110.50
Medical Disposal Systems	199.05
Mid-American Research Chemical	550.54
Mille Lacs Disposal Inc.	20.00
Moffat, Jeffery	689.38
Mora Unclaimed Freight	46.51
Mora Chevrolet Buick	166.93
MRA	1,137.50
Nelson, Jerald	19.08
Nelson, Ronette	367.97
Oak Gallery	10.39
Office Depot	51.35
Office Depot	41.58
Office Depot	100.70
Office Depot	118.93
Office Depot	224.41

Office Depot	13.61
Owens Auto Parts	7.59
PD's Embroidery	42.48
Project Lifesaver Inc	53.30
Quill	115.99
Quinn, Heather	687.00
Ratwik, Roszak & Maloney, PA	140.00
RS Eden	5.00
RS Eden	6.30
RS Eden	689.27
Rupp, Anderson, Squires & Waldspurger, PA	1,484.23
Sea Change LLC	5,884.60
Shimaka, Phena	180.00
Shopko Stores Operating Co, LLC	1,114.97
Shopko Stores Operation Co, LLC #605	6,832.00
Shopko Stores Operation Co, LLC #605	611.36
St. Louis County Auditor	3,044.83
Stearns DHIA Central Lab	88.00
Stellar Services	518.54
Streichers	247.82
Stones Throw Gold Course	165.00
Summit Food Services Management	9,875.70
Terhaar, Cheryl	260.40
Thomson-Reuters-West	916.46
Tinker & Larson Inc	941.98
Tinker & Larson Inc	394.39
Totalfunds	4,999.00
Visser, Maurice	110.03
Watch Guard	38,775.00
Wickeham, Teresa	51.94
Winthrop EDA	500.00
Zamora, Ray	465.43
Ziegler Inc.	804.06

107 Claims Totaling: 127,303.28

Road & Bridge Fund

Vendor	Amount
Beaudry Oil & Propane	17,782.20
Brock White Company	774.00
Citi Lites	52.50
City of Mora	2,238.72
Dooley, Mark	134.97
Emergency Automotive Technologies	49.99

Federated Co-op	103.52
FleetPride	417.04
FS Solutions	52.20
Gempler's	182.74
Hancock Concrete Products	15,672.78
J. A. Smith	450.00
Maney International Inc	376.03
MN Energy Resources	54.38
Nuss Truck	4,441.18
Office Depot	78.57
Ostrom's Auto Parts	160.00
Oxygen Service	48.22
Rittenour, Ed	250.00
RTVision Inc	1,000.00
Wiarcom, Inc	618.45
Ziegler Inc.	1,500.00
22 Claims Totaling:	<u>46,437.49</u>

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

Resolution #15 - 9/26/18

WHEREAS the Kanabec County Board of Commissioners have been presented with a request to authorize signing checks on behalf of the County Health system by the CEO, and

WHEREAS the request authorizes the First Light CFO and CEO to be signers on behalf of the County Health System,

WHEREAS FirstLight Health Systems currently uses the Kanabec County Treasurer accounts for their accounts payable,

WHEREAS FirstLight Health Systems will create and utilize their own administered bank accounts and will use and sign on accounts in the name of First Light Health Systems for their accounts payable,

WHEREAS FirstLight will not be using Kanabec County Treasurer accounts and will no longer need the signature of the Kanabec County Auditor-Treasurer for accounts payable,

BE IT RESOLVED that the Kanabec County Board of Commissioners authorizes the First Light CEO and CFO to sign checks on behalf of the County Health System on accounts created by First Light Health Systems and not Kanabec County Treasurer accounts.

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

Resolution #16 – 9/26/18

WHEREAS the County Veterans Service Office Operational Enhancement Grant Program was approved by the County Board on September 20, 2018, and

WHEREAS grant money must be used to provide outreach to the county’s veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, and

BE IT RESOLVED to approve the Veterans Operational Grant.

7:30pm – The Chairperson called for public comment. Those that responded included:

Jeff Hamme	Comments regarding Shoreland Ordinance #5
Walt Smith	Comments regarding Shoreland Ordinance #5
Tim Anderson	Comments regarding Shoreland Ordinance #5
Bob Mayo	Comments regarding Shoreland Ordinance #5

7:47pm – The Chairperson closed public comment.

Public Works Director, Chad Gramentz met with the County Board to discuss matters concerning his department.

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

Resolution #17 – 9/26/18

Snow Removal

WHEREAS the following quotes were received for 2018/2019 snow removal:

Company	<u>\$/Snow Event</u>
Scott’s Lawn & Landscapes	\$970
Premier Outdoor Services	\$820

WHEREAS the low quote of \$820/event was submitted by Premier Outdoor Services, and

THEREFORE BE IT RESOLVED to accept the quote of Premier Outdoor Services as presented and authorize the Coordinator and Chairperson to sign the contract.

Action #18 – 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 #18a – 09/26/18
HEALTH INSURANCE RENEWAL

WHEREAS the county offers health insurance to its employees, and

WHEREAS the current contract with Minnesota Public Employees Insurance Program expires December 31, 2018, and

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the county Health Insurance, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the Health Insurance Contract with Minnesota Public Employees Insurance Program at the following rates:

PLAN	Proposed Rates	
	Single	Family
\$250 Deductible	\$772.88	\$2,063.44
\$700 Deductible	\$694.04	\$1,852.92
\$2,000 Deductible	\$528.02	\$1,409.58

Resolution #18b - 09/26/18
LTD INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the county long term disability coverage, and

WHEREAS the proposed rates are unchanged from the current contract, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the Long Term Disability Insurance Contract with The Hartford.

Resolution #18c - 09/26/18

DENTAL INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the county Dental Insurance, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to approve an agreement with Health Partners for employee voluntary dental insurance for the January 1, 2019 through December 31, 2019 contract year.

Resolution #18d– 09/26/18

SHORT TERM DISABILITY INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the county short term disability coverage, and

WHEREAS the proposed rates are unchanged from the current contract, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the Short Term Disability Insurance Contract with Dearborn National.

Action #19 – Kim Smith introduced the following resolution and moved its adoption:

Resolution #19 – 09/26/18

LIFE INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the county life insurance coverage, and

WHEREAS the proposed rates are unchanged from the current contract, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the Life Insurance Contract with Sunlife Financial.

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: Gene Anderson, Kathi Ellis, Kim Smith, Les Nielsen
OPPOSED: Dennis McNally

ABSTAIN:

whereupon the resolution was declared duly passed and adopted.

Action #20 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #20 – 9/26/18

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

WHEREAS, Kanabec County – Timber Trails Public Transit no longer needs Unit #7 in the fleet due to the arrival of new buses; and

WHEREAS, MN/DOT has approved the disposal Unit #7.

NOW, THEREFORE, BE IT RESOLVED that Kanabec County Board of Commissioners hereby authorizes the disposal and sale of Unit #7 at Public Auction.

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

Resolution #21 – 9/26/18

A Resolution to set the Maximum Levy and Proposed Preliminary Budget for 2019

BE IT RESOLVED by the Kanabec County Board of Commissioners that the following proposed year 2019 levies and proposed budget be adopted:

FUND	PROPOSED BUDGET	PROPOSED LEVY
<i>a.</i> Revenue Fund	12,977,808	5,512,565
<i>b.</i> Welfare Fund	6,059,693	2,203,954
<i>c.</i> Community Health	3,185,101	341,525
<i>d.</i> Road & Bridge Fund	6,321,562	2,085,090
<i>e.</i> Railroad Authority Fund	\$1,993.00	\$1,593.00
<i>f.</i> Debt Service – Tax Capacity based (<i>not including market value levy</i>) “ <i>Building Fund</i> ”	\$1,540,586.00	\$1,358,521
<i>g.</i> SUB-TOTALS (<i>total of a. through f.</i>)	30,086,743	11,503,248

i. + Debt Service For Market Based Referendum Levy	\$178,740
ii. + EDA Levy	\$139,768
j. TOTAL PRELIMINARY PAYABLE Y2019 LEVY (total=f+i+ii)	\$11,821,756

BE IT FURTHER RESOLVED that \$1,358,521 of the debt service tax capacity based and all of the market value based of \$178,740 are dedicated to debt service.

BE IT FURTHER RESOLVED that the budget reflects revenue of \$1,098,443 in County Program Aid.

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

BE IT RESOLVED to close at the meeting at 8:38pm pursuant to Minnesota Statute §13D.03 to consider strategy for labor negotiations, including negotiation strategies or developments and discussion and review of labor negotiation proposals, conducted pursuant to sections §179A.01 to §179A.25.

Those present during the closed portion of the meeting include Commissioners Dennis McNally Gene Anderson, Les Nielsen, Kathi Ellis and Kim Smith. Also present were County Coordinator & Personnel Director Patrick Christopherson.

Action #23 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to re-open the meeting at 8:55pm.

Action #24 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to adjourn the meeting at 8:59pm and to meet again in regular session on Wednesday, October 10, 2018 at 9:00am.

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

Attest: _____ Board Clerk