

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of the County Coordinator

**July 10, 2019**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, July 10, 2019 pursuant to adjournment with the following Board Members present: Gene Anderson, Kathi Ellis, Dennis McNally, Craig Smith, and Les Nielsen. Others Present: County Coordinator Kris McNally 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 Gene Anderson and carried unanimously to approve the agenda with the following changes: Add Roberta Anderson at 11:00am. Add sales tax study discussion under other business.

Action #2 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the June 26, 2019 minutes as presented.

Action #3 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to recess the board meeting at 9:06am to a time immediately following the Public Health Board.

The Kanabec County Public Health Board met at 9:06am on Wednesday, July 10, 2019 pursuant to adjournment with the following Board Members present: Gene Anderson, Kathi Ellis, Dennis McNally, Craig Smith, and Les Nielsen. Public Health Director, Kathy Burski presented the Public Health Board Agenda.

Action #PH4 – It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to approve the Public Health Board Agenda with the following change: Add Head Start contract and resolution.

Action #PH5 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

## **Resolution #PH5 – 7/10/19**

New Services/Super Rural Transportation Service Resolution

**WHEREAS**, citizens living outside of the current transit service area have expressed the need for transportation, and

**WHEREAS**, the Kanabec County Board of Commissioners has the desire to serve the entirety of Kanabec County, and

**WHEREAS**, MNDOT has funding available to serve the super rural areas; the funds would cover 85% of operations and the County would provide the vehicles, and

**WHEREAS**, the Community Health and Transit Directors are requesting permission to apply for the New Services funding from MNDot and to accept said funding and enter into a contract with MNDot upon approval of the grant application in order to provide service to the super rural areas of the county.

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

### **Resolution #PH6 – 7/10/19**

Text Messaging Suicide Prevention Response Coordinator Resolution

**WHEREAS**, Carlton County Public Health is the fiscal agent for the Text Messaging Suicide Prevention Response grant, and

**WHEREAS**, Carlton County is need of a Coordinator to oversee the grant efforts in the five county region, and

**WHEREAS**, Kanabec County Community Health is willing and able to provide a person to fulfill the duties of the Coordinator position, and

**WHEREAS**, the Kanabec County Community Health Director is recommending that the Agreement for the Coordinator position be approved.

**THEREFORE BE IT RESOLVED** the Kanabec County Community Health Board approves the Kanabec County Community Health Director signing an Agreement with Carlton County Public Health to provide a Coordinator for the Text Messaging Suicide Prevention Response grant in northeastern Minnesota to commence July 1, 2019 and conclude June 30, 2020.

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

### **Resolution #PH7 – 7/10/19**

Lakes and Pines Nursing Services Agreement Resolution

**WHEREAS**, Lakes and Pines, C.A.C., Inc. has allocated and encumbered funds to provide nursing services for its Head Start program, and

**WHEREAS**, Lakes and Pines is in need of a nurse to provide those services to its Head Start program temporarily, and

**WHEREAS**, Kanabec County Community Health is willing and able to temporarily provide nursing services for the Head Start program, and

**WHEREAS**, the Kanabec County Community Health Director is recommending that the Agreement for nursing services with Lakes and Pines C.A.C., Inc. be approved;

**THEREFORE BE IT RESOLVED** the Kanabec County Community Health Board approves the Kanabec County Community Health Director signing a Working Agreement with Lakes and Pines, C.A.C. Inc. to provide nursing services temporarily for the Head Start Program commencing July 1, 2019 and concluding December 31, 2019.

Action #PH8 – It was moved by Gene Anderson, seconded by Craig Smith and carried unanimously to approve the payment of 98 claims totaling \$83,851.64 on Community Health Funds.

Action #PH9– It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to adjourn Public Health Board at 9:30am and to meet again in regular session on August, 14 2019 at 9:05am.

The Board of Commissioners reconvened.

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

<u>Vendor</u>	<u>Amount</u>
East Central Energy	1,518.31
East Central Energy	82.92
Further	702.25
Holiday Credit Office	6,530.14
MNPEIP	147,693.48
Mora Municipal Utilities	983.41
Mora Municipal Utilities	10,256.09
Quality Disposal	24.15
Sun Life Financial	3,701.49
Verizon Wireless	210.10
Verizon Wireless	765.05
<b>11 Claims Totaling:</b>	<b><u><u>\$172,467.39</u></u></b>

Action #11 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following claims on the funds indicated:

**Revenue Fund**

<u>Vendor</u>	<u>Amount</u>
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A and E Cleaing Services	525.00
Auto Value Mora	18.95
Association of MN Counties	35.00
Association of MN Counties	35.00
Association of MN Counties	35.00
Area 3 SWCD TSA	3,400.20
Advanced Correctional Healthcare	16,742.73
Bureau of Criminal Apprehension	120.00
Bernicks	353.25
Bachman, Fran	66.70
Bina & Guptil Law Firm	5,074.50
Brock White Company LLC	331.80
Bliss, Erica	61.43
Braham Motor Service Inc	101.36
C & D Auto	842.07
Crestline	421.22
Cruz, John	1,192.50
Curtis, Michael	1,672.06
CW Technology	1,130.40
D&T Ventures	225.00
East Central Exterminating	240.00
East Central Regional Library	76,759.00
ECM Publishers	261.00
Galls	409.58
Galls	760.72
Gertken, Adam	144.29
Glen's Tire	181.75
Glen's Tire	590.55
Glen's Tire	75.15
Government Forms & Supplies	330.48
Granite City Jobbing Co	104.23
Helm, Alan	6,296.25
Hippen, Scott	10,023.75
Hoefert, Robert	1,032.61
Horizon Towing	267.19
Ingebrand Funeral Home	400.00
IT SAVVY LLC	698.90
Kanabec Publications	99.99
Kanabec Publications	105.00
Kanabec Publications	433.63
Kanabec County Highway Department	8,960.83
Kanabec Publications	187.94
Larson, Jerry & Mary	4,770.14

League of Minnesota Cities	276.00
RELX Inc. DBA LexisNexis	187.41
MailFinance	1,686.42
Manthie, Wendy	945.98
Minnesota Dept of Finance	5,046.00
Minnesota Dept of Finance	150.00
Minnesota Dept of Finance	21.00
Minnesota Dept of Health	892.50
MCCC BIN # 135033	60.00
MCCC BIN # 135033	12,732.75
McKinnis & Doom	59.50
McKinnis & Doom	68.00
McKinnis & Doom	144.50
McKinnis & Doom	1,198.50
MN Counties Intergovernmental Trust	110.00
MN Counties Intergovernmental Trust	110.00
MN Counties Intergovernmental Trust	110.00
Nelson, Ronette	612.38
Nobel Medical Inc	314.03
Office Depot	51.51
Olmsted County Sheriff's Office	85.00
P-D's Embroidery	50.00
Persson, Blake	20,835.75
Petersen, Renee	27.84
Pine SWCD	2,308.20
Ploub, Jasmine	52.13
Prairie Restorations	20,072.10
Quality Disposal Systems	190.00
Ramsey County	2,187.58
Reliance Telephone Inc	100.00
SHI	271.00
Sorenson, James	34.50
State of Minnesota	270.00
Steinmetz, Heidi	130.00
Stellar Services	553.76
Strelow, David	22.62
Summit Food Service Management	10,486.69
Tinker & Larson Inc	634.15
Van Alst, Lillian	1,134.48
Visser, Maurice	872.72
Zamora, Ray	465.74

**84 Claims Totaling: \$ 231,077.89**

## Road & Bridge Fund

<u>Vendor</u>	<u>Amount</u>
Ace Hardware	98.86
Amerpride	452.71
Assured Security Inc	418.00
Auto Value	1,427.99
Contech Engineered Solutions	33,512.89
DKN Construction	2,735.00
Emergency Automotive Technologies	381.83
Federated Co-ops	1,046.01
Glens Tire	240.95
Gopher State One-Call	56.70
Granite City Jobbing	149.31
Kanabec Publications	88.06
Kroshel Land Surveyors	2,040.00
Marco, Inc	188.00
Med Compass	595.00
Midwest Machinery	3,085.94
MN Dept of Transportation	354.03
Newman Traffic Signs	300.88
Nuss Truck	547.46
Olson Power & Equipment	71.08
Owens Auto Parts	162.26
Power Plan	1,376.14
Quality Disposal Systems	160.00
S.W. Asphalt	7,458.00
Westling, Nathan	8.99
<b>25 Claims Totaling:</b>	<b><u>\$ 56,956.09</u></b>

*Action #12* – It was moved by Gene Anderson, seconded by Craig Smith and carried unanimously to approve a consent agenda including all of the following actions:

### **Resolution #12a – 7/10/19**

#### 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:

Waste Management	\$3,555.42
Quality Disposal	\$6,009.80
Arthur Township	\$400.00
<b>Total</b>	<b>\$9,965.22</b>

## **Resolution #12b – 7/10/19**

### 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 unapproved board minutes of June 15, 2019 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, Inc.	\$5,100.00
<b>Total</b>	<b>\$5,100.00</b>

Kris McNally led a discussion regarding a potential Extension Educator position for the 2020 budget. The Board expressed consensus to deny the budget request for an Extension Educator in 2020.

Kris McNally led a discussion regarding a potential sales tax study. Information only, no action was taken.

Raymond Johnson met with the County Board to discuss matters concerning his property in Pomroy Township. Information only, no action was taken.

County Auditor/Treasurer, Denise Snyder met with the County Board to discuss the Tax Forfeited Land Sale Process. Information only, no action was taken.

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

Rhonda Olson	Security concerns regarding FirstLight.
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**10:36am** – The Chairperson closed public comment.

Human Resource Specialist, Kim Christenson met with the County Board to discuss Probation job descriptions and wage scale.

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

### **Resolution #13a - 07/10/19**

#### Probation Corrections Agent Evaluation

**WHEREAS** the board did by Resolution #16 – 06/12/19 refer the position of Probation Corrections Agent 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 “Probation Corrections Agent” position, which results in Pay Range 12:

<b>Category</b>	<b>Rank</b>	<b>Points</b>
Qualifications	q53	90
Decisions	d30	52
Problem Solving	p14	55
Relationships	r18	64
Effort A	ea5	4
Effort B	eb11	12
Hazards	h15	30
Environment	n14	22
<b>TOTAL POINTS</b>		<b>329</b>

**BE IT FURTHER RESOLVED** that this change will be effective July 1, 2019.

### **Resolution #13b - 07/10/19**

#### Probation Senior Agent Evaluation

**WHEREAS** the board did by Resolution #16 – 06/12/19 refer the position of Probation Senior Agent 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 “Probation Senior Agent” position, which results in Pay Range 14:

<b>Category</b>	<b>Rank</b>	<b>Points</b>
Qualifications	q56	120
Decisions	d31	63
Problem Solving	p14	55
Relationships	r18	64
Effort A	ea5	4
Effort B	eb11	12
Hazards	h15	30
Environment	n14	22

<b>TOTAL POINTS</b>	<b>370</b>
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**BE IT FURTHER RESOLVED** that this change will be effective July 1, 2019.

Roberta Anderson met with the County Board to discuss a repurchase application.

*Action #14* – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to approve a request from Elaine Carlson to repurchase PID #21.00625.00.

Future Agenda Items: Hospital funding, administrative fines, sales and wheelage tax, board of appeals and equalization training.

*Action #19* – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to adjourn the meeting at 11:32am and to meet again in regular session on July 10, 2019 at 9:00am.

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

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