

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

May 8, 2019

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, April 24, 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 Gene Anderson, seconded by Craig Smith and carried unanimously to approve the agenda with the following addition: Add holding ponds and computer security under other matters.

Action #2 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the April 24, 2019 minutes as presented.

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

<u>Vendor</u>	<u>Amount</u>
E C Riders	9,155.15
Mora Municipal Utilities	12,572.95
Quality Disposal	22.50
Spire Credit Union	9,524.76
Verizon Wireless	210.06
East Central Energy	302.23
Mora Municipal Utilities	1,212.67
MNPEIP	150,020.56
Sun Life Financial	3,702.85
The Hartford Priority Accounts	2,059.99
Kanabec County Auditor HRA	7,836.00
11 Claims Totaling:	<u><u>196,619.72</u></u>

Action #4 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #4a– 5/8/19

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 Mora Education Foundation for a raffle event to be held at Fish Lake Resort, 674 Fish Lake Drive, Mora, MN 55051 on August 21, 2019.

Resolution #4b – 5/8/19

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 February 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:

ECE (service to connect aerator)	42.75
Gene Carda	100.00
2 Claims Totaling:	\$142.75

Resolution #4c – 5/8/19

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	\$2,284.79
Quality Disposal	\$3,379.60
Arthur Township	\$400.00
Total	\$6,064.39

Action #5 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to recess the board meeting at 9:04am to a time immediately following the Public Health Board.

The Kanabec County Public Health Board met at 9:04am on Wednesday, May 8, 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 Agenda.

Action #PH6 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to approve the Public Health Agenda with the following addition: CMCOA contract amendment.

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

Resolution #PH7 – 5/8/19
Teen Mental Health First Aide Pilot Program Resolution

WHEREAS, Kanabec County Community Health has an opportunity to apply for an evidence based training pilot program related to mental illness and substance use disorders and suicide prevention aimed at students in grades 10-12, and

WHEREAS, the subject matter coincides with the Regional Text4Life Suicide Prevention Coordinator/SACK Coalition Coordinator’s duties, and

WHEREAS, mental health was identified as a top priority for the Kanabec County Community Health Assessment.

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves Kanabec County Community Health Director applying for the TMHFA pilot program and entering into an agreement for said program upon approval from the National Council for Behavioral Health and approval of any Agreement by the County Attorney.

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

Resolution #PH8 – 5/8/19

Contract Year 2020-2021 Public Transit Participation Grant Program (5311 – Operating)

RESOLVED that the Kanabec County enters into an Agreement with the State of Minnesota to provide public transit service in Kanabec County

FURTHER RESOLVED that the Kanabec County agrees to provide a local share of 15 percent of the total operating cost and 20 percent of the total capital costs.

FURTHER RESOLVED that the Kanabec County agrees to provide 100 percent of the local share necessary for expenses that exceed funds available from the State.

FURTHER RESOLVED that the Kanabec County authorizes the Transit Director and/or Director/CHS Administrator to execute the aforementioned Agreement and any amendments thereto.

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

Resolution #PH9 – 5/8/19

Central Minnesota Council on Aging (CMCOA) grant Amendment Resolution

WHEREAS, Kanabec County Community Health has been a recipient of Title III grant funding from the Central Minnesota Council on Aging for the Senior Health Promotion Clinic for many years; and

WHEREAS, Central Minnesota Council on Aging (CMCOA) has presented an Amendment to the original Contract which requires the agency to request a cost share for services provided under the Title III grant funding, from clients and to submit a sliding fee scale to CMCOA.

THEREFORE BE IT RESOLVED to approve the Community Health Administrator to sign the Amendment to the original contract dated 11/19/2018 with Central Minnesota Council on Aging requiring a cost share to be paid by clients.

Action #PH10 – It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to approve the payment of 115 claims totaling \$46,179.41 on Community Health Funds.

Action #PH11 – It was moved by Craig Smith, seconded by Gene Anderson and carried unanimously to adjourn Public Health Board at 9:34am and to meet again in regular session on June 12, 2019 at 6:35pm.

The Board of Commissioners reconvened.

Regional Extension Director, Susanne Hinrichs met with the County Board to discuss adding a part time Agriculture Educator (shared with Pine County) in the 2020 budget cycle. Terry Salmela and Nathan Winter also spoke in support of and Ag Educator in Kanabec County. Information only, no action was taken.

CMJTS CEO, Barb Chaffee and her staff met with the County Board to give the Central Minnesota Jobs and Training Services 2019 Annual Report. Information only, no action was taken.

10:26am – The Chairperson called for public comment. Those that responded included:

Sharon Smith	Comments regarding the organization of the planning commission and the method of voting used by County Commissioners.
Chad Barnick	Comments not supporting an Ag Educator in Kanabec County.
June Heike	Comments supporting an Ag Educator in Kanabec County.
Dan Schmol	Comments supporting an Ag Educator in Kanabec County.
Valerie Prax	Comments supporting an Ag Educator in Kanabec County.
Phil Shroeder	Comments regarding members of the Planning Commission.

10:35am – The Chairperson closed public comment.

Commissioner McNally led a discussion regarding holding ponds. Information only, no action was taken.

Action #12 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

Vendor	Amount
A & E Cleaning Services	550.00
Ace Hardware	201.77
Anne Carlson Law Office	102.00
Anne Carlson Law Office	42.50
Anne Carlson Law Office	59.50
Anne Carlson Law Office	544.00
Anne Carlson Law Office	85.00
Arcand, Elizabeth	83.52
Auto Value	83.82
Bachman, Fran	243.60
Bina & Guptil Law Firm	277.50
Bina & Guptil Law Firm	3,238.50
Bina & Guptil Law Firm	612.00
Bluebird Window Cleaning	1,600.00
Bob Barker	353.03
Braham Motor Service	37.65
Central MN Council on Aging	1,520.00
Children's Hospital & Clinics	1,000.00

Clark Co Sheriff's Office	275.00
Curtis, Michael	1,478.18
CW Technology	1,142.40
Dala Business Women	42.25
DataWorks Plus	58.00
East Central Exterminating	240.00
Emergency Automotive Technologies	1,388.08
Feine, Jeff	366.73
G&N Enterprises	1,985.20
Galls	75.86
Galls	989.90
Gerhardson, Alex	47.99
Grainger	160.47
Granite City Jobbing	915.10
Hoefert, Bob	960.60
Holiday Credit Office	390.75
Holiday Credit Office	5,705.14
Holiday Credit Office	240.95
Holiday Credit Office	54.95
Holiday Credit Office	321.45
Johnson, Sam	136.00
Juettner Marketing	480.00
Kanabec Co Ag Society	240.00
Kanabec Co Ag Society	120.00
Kanabec Co Community Health	170.00
Kanabec Co Recorder	2,514.86
Kanabec Publications	393.75
Kanabec Publications	475.00
Kanabec Publications	585.00
Kanabec SWCD	2,246.51
Kev's Depot	924.48
MACATFO	30.00
Manthie, Scott	984.84
MCCC	360.00
MCCC	90.00
MCCC	4,550.00
McKinnis & Doom, PA	119.00
McKinnis & Doom, PA	144.50
McKinnis & Doom, PA	59.50
MN Pollution Control Agency	42,919.14
MN State Board of Assessors	300.00
NARTEC Inc	373.34
Nelson, Ronette	475.96

Office Depot	54.42
Office Depot	78.28
Office Depot	161.49
Office Depot	42.99
Olson, Jessica	87.00
Priority Dispatch	365.00
Quality Disposal	190.00
Quality Disposal	380.01
Quill	90.97
Ramsey County	1,607.00
Reliance Telephone	1,442.00
RELX Inc	187.41
Rock Co Planning & Zoning	55.00
Sirchie	108.27
Stellar Services	436.07
Summit Food Service Mgmt	25,531.98
Sunshine Printing	179.00
Swift	47.41
Tinker & Larson	95.00
Tinker & Larson	488.27
Van Alst, Lillian	140.36
Van Hale, LaRae	209.96
Visser, Maurice	600.46
Wickeham, Teresa	60.67
Zamora, Raymond	722.10
Zauhar, Debora	6,703.92
87 Claims Totaling:	<u><u>126,230.31</u></u>

Road & Bridge Fund

Vendor	Amount
A and E Cleaning Services	1,100.00
Ace Hardware	418.90
American Door Works	435.28
Amerpride	707.60
Auto Value	2,322.23
Beaudry Oil & Propane	18,304.00
Blum Sand and Gravel	114.64
Boyer Trucks	454.79
Emergency Automotive Technologies	166.80
Federated Co-ops	15.35
Forterra	4,831.88
Frontier Precision	95.00
Glens Tire	981.08

Gopher State One-Call	45.90
Groninga, Tanner	277.95
Johnson Hardware	41.07
Kanabec Publications	256.49
Kris Engineering	37,488.04
Marco, Inc	188.00
Mille Lacs County Public Works	3,007.68
MN Petroleum Marketers Association	460.00
Newman Traffic Signs	42.72
Nuss Truck	1,799.12
Office Depot	74.38
Owens Auto Parts	333.73
Oxygen Service	49.13
Power Plan	2,124.40
Premier Outdoor Services	1,700.00
Quality Disposal Systems	160.00
Terpstra, Trent	184.44
30 Claims Totaling:	78,180.60

Commissioner McNally led a discussion regarding computer security. Information only, no action was taken.

County Auditor, Denise Snyder met with the County Board to discuss the South Country Health Alliance Capital Contribution.

Action #13 – Gene Anderson introduced the following resolution and moved its adoption:

Resolution #13 – 5/8/19

BE IT RESOLVED to pay the remaining South Country Health Alliance Capital Contribution in the amount of \$100,000 and \$63,066 from the Vehicle Pool Fund and the Transit Fund respectively.

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

IN FAVOR THEREOF: Gene Anderson, Kathi Ellis, Dennis McNally, Craig Smith
OPPOSED: Les Nielsen
ABSTAIN:

whereupon the resolution was declared duly passed and adopted.

County Recorder, Lisa Holcomb and Veteran Service Officer, Erica Bliss met with the County Board to request the approval of a new job description.

Action #14 – It was moved by Gene Anderson, seconded by Les Nielsen and carried

unanimously to approve the following resolution:

Resolution #14 – 5/8/19

Approve Job Description and Refer for Evaluation

WHEREAS County Policy P-117 calls for an evaluation of all county job classifications, and

WHEREAS the position of Deputy Recorder/Veteran Services Administrative Assistant is a newly created position, and

WHEREAS the County Recorder and Veteran Service Officer has submitted a job description and physical analysis, and

WHEREAS the board has examined and evaluated the information;

BE IT RESOLVED to approve the job description, and

BE IT FURTHER RESOLVED that it is the decision of the Board that the Deputy Recorder/Veteran Services Administrative Assistant job description be sent to the salary consultant for review.

10:58am - Assistant County Attorney, Steve Cundy arrived in the absence of County Attorney, Barbara McFadden for the Planning Advisory Committee Member Removal Hearing.

11:00am – A Public Hearing was held regarding a Planning Advisory Committee Member Removal. Those that spoke included: Dave Etter, Gene Anderson, Kathi Ellis, Dennis McNally, Craig Smith, Les Nielsen, and Steve Cundy.

Action #15 - The Chairperson called for a vote to continue Dave Etter's service on the Planning Commission. Upon a vote being taken thereon, the following voted:

IN FAVOR THEREOF: Kathi Ellis, Craig Smith, Les Nielsen

OPPOSED: Gene Anderson, Dennis McNally

ABSTAIN: None

whereupon the motion failed per Resolution No. 102299 – 11/10/71.

11:20am – Steve Cundy left the meeting.

11:22am – The Board took at five minute break.

11:30am – Steve Cundy was called back to the meeting to help interpret Resolution No. 102299 – 11/10/71.

Action #16 – It was moved by Gene Anderson, seconded by Dennis McNally and carried

unanimously to rescind Action #15.

Action #17 - The Chairperson called for a vote to remove Dave Etter from the Planning Commission. Upon a vote being taken thereon, the following voted:

IN FAVOR THEREOF: Gene Anderson, Dennis McNally
OPPOSED: Kathi Ellis, Craig Smith, Les Nielsen
ABSTAIN: None

whereupon the motion failed per Resolution No. 102299 – 11/10/71.

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

Chad Gramentz led a discussion regarding the repair of a motor grader.

Action #18 – Craig Smith introduced a motion to not repair the fourth motor grader and to go forward with three motor graders in the fleet. Motion failed for lack of a second.

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

Resolution #19 – 5/8/19 **County Engineer Reappointment**

WHEREAS the County Engineer’s term does expire May 30, 2019, and

WHEREAS the County Board of each Minnesota County is required to appoint and employ a County Engineer, and

WHEREAS Chad T. Gramentz has met all the qualifications of appointment as specified in M.S. §163.07, and

BE IT RESOLVED to confirm that the board does reappoint Chad T. Gramentz as County Engineer for a four-year term commencing May 31, 2019 and ending May 30, 2023.

Environmental Services Director, Teresa Wickeham met with the County Board to discuss the Minnesota Clean Water Partnership Project Implementation Loan Agreement.

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

Resolution #20 – 5/8/19 **Snake River Watershed Resource Protection Project**

BE IT RESOLVED by the Kanabec County Board of Commissioners that, as Loan Sponsor, on May 8, 2019 the Board passed Resolution No. to enter into the Minnesota Clean Water Partnership Project Implementation Loan Agreement along with the Snake River Watershed Management Board, as Project Sponsor, and the Minnesota Pollution Control Agency to conduct the Snake River Watershed Resource Protection Project.

BE IT FURTHER RESOLVED by the Kanabec County Board of Commissioners that Teresa Wickeham, Environmental Services Supervisor was authorized on May 8, 2019, by resolution of the Board, to serve as Project Representative and represent the County in all matters which, according to the conditions of the Minnesota Clean Water Partnership Project Implementation Loan Agreement, do not specifically require action by the Board.

BE IT FURTHER RESOLVED by the Kanabec County Board of Commissioners that Teresa Wickeham, Environmental Services Supervisor was authorized on May 8, 2019, by resolution to execute loan disbursement requests for the above referenced project to the Minnesota Pollution Control Agency on behalf of the Board.

BE IT FURTHER RESOLVED by the Kanabec County Board of Commissioners that the County Board Chair, Kathi Ellis, be authorized to execute the Minnesota Clean Water Partnership Project Implementation Loan Agreement Amendment No. 1 for the above referenced Project on behalf of the Board, as Loan Sponsor. This is retroactive to and amends the previous Resolution No.2 dated July 6, 2016, with respect to the SRF0249 Clean Water Partnership Project Implementation Loan Agreement.

WHEREUPON the above resolution was adopted at regular meeting of the Kanabec County Board of Commissioners this 8th day of May, 2019.

Future Agenda Items: Planning Commission Discussion, PTO, Asset Use

Action #21 – It was moved by Gene Anderson, seconded by Craig Smith and carried unanimously to adjourn the meeting at 12:20pm and to meet again in regular session on May 22, 2019 at 9:00am.

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

Attest: _____
Board Clerk