

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota }  
County of Kanabec }  
Office of the County Coordinator

**April 11, 2012**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, April 11, 2012 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Gene Anderson, Les Nielsen and Kevin Troupe.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Kevin Troupe, seconded by Gene Anderson, and carried unanimously to approve the agenda as amended: Delete Barb Chaffee appointment, move District Judge Stoney Hiljus from 10:20am to 10:00am, add Dispatch Sergeant Jeff Anderson.

Action #2 – It was moved by Kathi Ellis, seconded by Les Nielsen, and carried unanimously to approve the March 28, 2012 minutes of the Count Board of Commissioners as presented.

Action #3 – It was moved by Kevin Troupe, seconded by Kathi Ellis and carried unanimously to approve the following paid claims:

<b>Vendor</b>	<b>Amount</b>
Centerpoint Energy	70.00
City of Milaca	29.28
East Central Energy	356.97
EC Riders	8,391.30
Five County Mental Health	1,680.00
Midcontinent Communications	808.30
MN Dept of Finance	4,404.50
MN Dept of Finance	3.00
MN Dept of Finance	680.00
Mora Municipal Utilities	12,204.86
Mora Municipal Utilities	1,385.77
Rudquist, Barb	748.00
Wynn Law Firm	284.75
Total	<u>31,046.73</u>

Action #4 – It was moved by Kevin Troupe, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

## **Resolution #4 – 04/11/12**

**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 Permit for the Snake River Chapter of MN Deer Hunters for a raffle event to be held at Fish Lake Resort, 674 Fish Lake Dr, Mora, MN 55051 on June 11, 2012.

Action #5 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the following resolution:

## **Resolution #5 – 04/11/12**

**WHEREAS** the county has employed a 4-H Summer Assistant in past years, and

**WHEREAS** the board did budget for this position in 2012, and

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

**BE IT RESOLVED** that the County Board authorizes the County Personnel Director to hire a 4-H Summer Assistant to refill the vacant position at \$8.20 per hour, or \$8.50 per hour if the person has prior experience as a Kanabec County 4-H Summer Assistant, and

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

Assistant County Attorney Barb McFadden met with the County Board to discuss matters concerning property tax objections.

Action #6 – It was moved by Kathi Ellis, seconded by Les Nielsen, and carried unanimously to approve and sign two (2) settlement of property tax objections.

Action #7 – It was moved by Gene Anderson, seconded by Kevin Troupe, and carried unanimously to recess the board meeting at 9:05am to a time immediately following the Public Health Board.

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The Kanabec County **Public Health Board** met at **9:05am** on Wednesday, April 11, 2012 pursuant to public notice with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, Gene Anderson and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Health Board agenda. Also present was Health Educator Lori Swanson.

Action #PH8 – It was moved by Kathi Ellis, seconded by Gene Anderson, and carried unanimously to approve the Public Health Board Agenda as presented.

Health Educator Lori Swanson gave the board a presentation about SACK which is a drug free communities action plan.

Action #PH9 – It was moved by Kevin Troupe, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

### **Resolution #PH9 – 04/11/12**

**WHEREAS**, Kanabec County Public Health has been a recipient of Title III grant funding from the Central Minnesota Council on Aging for the Public Health Nurse Clinic and Transportation Program for seniors; and

**WHEREAS**, Central Minnesota Council on Aging will be sending out the request for the Title III grants in the near future; and

**WHEREAS**, the Health and Human Services Director recommends applying for the grant for seniors being served through these programs;

**THEREFORE BE IT RESOLVED** to approve Kanabec County Public Health to apply for the grant for Title III funds.

Action #10 – It was moved by Gene Anderson, seconded by Kevin Troupe, and carried unanimously to adjourn the Public Health Board at 10:00am to meet in regular session on Wednesday, May 9, 2012 at 9:05am.

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The Board of Commissioners meeting continued.

Tenth District Judge Stoney Hiljus met with the County Board to introduce himself to the board.

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

### **Revenue Fund**

<b>VENDOR</b>	<b>AMOUNT</b>
A'viands	13,316.63
Ace Hardware	25.63
Ace Hardware	30.97
Ace Hardware	79.93
Ace Hardware	33.68
Ahner-Nystul, Barb	13.88
Aitkin Medical	992.99
Akkerman-Ingebrand Funeral Home	300.00
AmeriPride	441.61
AmeriPride	39.62
Amherst H. Wilder Foundation	13,018.00
Anderson, Karen	362.98
Andres, Christine	200.48
Anoka Co Juvenile Center	2,232.00
Arrowwood Resort	482.14
Bartz CPA, Jere	800.00
Bear Graphics	275.60
Beneze, Patricia	53.88
Bernhardt, Maria	413.48
Biever, Laurie	210.91
Bork, Laura	24.98
Braham Motor Service	165.25
Byrant, Donna	2,671.87
Byrant, Donna	424.16
Cassman, Deb	179.82
Coborns	277.55
Coborns Pharmacy	575.62
Colburn, Judy	300.26
D&T Ventures	500.00
D&T Ventures	578.81
Dandelion Floral	161.08
Dex Media East Inc	24.61
Deyta, LLC	90.00
Druar, Dan	640.22
East Central Exterminating	122.90
East Central Regional Juvenile Center	5,126.00
ECM Publishers	137.40
Elfstrum, Brenda	616.06
Faust, Patrick	508.94
Felland, Becky	184.82
Filibeck, Karla	198.09

Flascher, Joe	414.04
Fresonke, Lew	165.00
Friday, Jenny	35.52
Galls	144.79
Garage Door Store	285.00
Garcia, Timothy	247.50
Geisthardt, Betty	167.54
George T. Hall	191.52
Glen's Tire	14.00
Glen's Tire	671.58
Glen's Tire	173.81
Grainger	425.13
Granite City Jobbing	1,029.86
Granite City Jobbing	24.67
Granite Electronics	515.94
Hawkins, Dorothy	1,069.51
Hoefert, Bob	1,752.51
Hood, Barb	670.47
Hood, Bill	764.75
Horizon Towing	240.47
Image Office Service	76.79
Indianhead Specialty Co	21.27
Jebsen, Michelle	189.26
Johnsons Hardware	127.93
Johnsons Hardware	22.41
Kanabec Co Ag Society	300.00
Kanabec Publications	3,581.72
Kanabec Publications	387.78
Kanabec Publications	101.53
Kanabec Publications	81.23
Kastenbauer, Paul	367.30
Kochs Hardware	66.06
Kramersmeier, Wallace	460.00
Landreville, Willard	718.16
Lane, Dave	36.63
Leaf's Towing	251.14
Leerssen, Jennifer	641.36
Luberda, Karen	13.88
Majeski, Annette	100.69
Marohn, Brenda	14.43
Mattson Electric	265.44
MCCC	83.85
McGee MD, Michael	500.00

McIntosh, Bob	910.00
McKesson Medical Surgical	186.60
Medical Disposal Systems	154.39
Medtox Diagnostics	413.55
MidContinent	60.29
Mille Lacs Disposal	20.00
MN Home Care Assn	422.00
MN Monitoring	558.00
MN Sheriff's Assn	75.00
MN State Board of Assessors	190.00
MN County Attorneys Assn	125.00
Moore Medical	251.01
Mora Chevrolet Buick	749.83
Mora Civic Center	300.00
Nelson, Ansel	732.06
Nelson, Jerry	179.66
Nelson, Linda	427.93
Nelson, Ronette	694.86
Office Depot	29.90
Office Depot	1,488.56
Office Depot	261.32
Office Depot	79.63
Olson, Autumn	102.12
Osterdyk, Dorothy	160.96
Osterdyk, Sue	9.99
Owens Auto Parts	219.78
Pap, Harly	329.23
Pedersen, Jerry	14.43
Perlick, Lisa	1,160.00
Petersen, Renee	37.75
Phoenix Supply	973.81
Pieper, Helen	419.11
Pieper, Rollie	1,249.66
Priority Dispatch	444.00
Quality Disposal	317.09
Quality Disposal	232.27
Quill	297.11
Quill	25.38
CenturyLink	150.00
Raiche, Nancy	155.96
Raudabaugh, Carey	22.20
Regents of the University of MN	13,142.25
Reliance Telephone	400.00

Ringler, Jennie	78.81
Reed, Terrie	26.09
Rittenour, Michelle	502.83
Rogers, Pearl	459.98
Rosburg, Diane	235.32
Ryan, Rosemarie	830.00
S&T	91.21
S&T	349.56
Shopko	8.99
SimplexGrinnell	134.90
Sirchie	53.55
Skramstad, Linda	253.64
Southern Computer Warehouse	1,174.80
Sprint	224.75
State of MN BCA	355.00
Stellar Services	796.45
Streichers	481.96
Struffert, Delores	54.41
Teal's Market	13.75
Thompson, Wendy	540.57
Uniform Unlimited	99.93
US Bank	236,678.75
Vogel, Darla	164.28
Wergin, Richard	435.00
Zamora, Ray	997.89
Total	<u>337,460.43</u>

### **Road & Bridge Fund**

<b>Vendor</b>	<b>Amount</b>
Ace Hardware	451.81
Ameripride	481.83
Arnold's Equipment, Inc.	185.18
Auto Value Mora	2,016.22
Boyer Trucks	221.77
Chamberlain Oil Co.	192.70
George DeJong	155.00
Dept of Transportation	1,317.44
Dultmeier Sales	42.56
Federated Co-ops, Inc.	13,018.55
Glens Tire	1,350.56
Gopher State One-Call	2.90
Hampton Inn & Suites	314.47
Kanabec Co. Hwy Dept-Petty Cash	31.39
Kanabec Publications, Inc.	101.60

Konrad Material Sales, LLC	480.94
Lacal Equipment, Inc.	108.58
Dale Magnuson	34.97
Mille Lacs Co. Public Works	528.00
Bob Neubauer	164.94
Newman Signs	152.65
Northern States Supply, Inc	147.86
Nuss Truck & Equipment	1,481.52
Office Depot	121.72
Owen's Auto Parts	285.07
Oxygen Supply Co	302.53
Pomp's Tire Service, Inc	1,756.98
Power Plan	1,373.47
Quality Disposal Systems, Inc.	133.53
Richards, Lila, The Cleaning Agent	837.90
SageQuest	505.52
Safety Kleen Systems, Inc	333.93
University of Minnesota	205.00
Nathan Westling	154.95
Total:	28,994.04

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

## **Resolution #12 – 04/11/12**

**WHEREAS** an Employee in the Transits Department has requested a personal leave that will exceed 30 days, and

**WHEREAS** County Policy P-114 does state that leaves beyond 30 days require approval of the County Board;

**BE IT RESOVLED** that the Kanabec County Board of Commissioners hereby grants a personal leave of up to three months beginning February 20, 2012 and ending May 20, 2012.

Board took a 5 minute break.

**10:30am** - The Chairperson then called for public comment. Those that responded included:

Bob Swetz – Wanted to know why he is being taxed on deck.

**10:35am** - The Chairperson closed public comment.

Public Works Director Chad Gramentz met with the County Board to discuss the Public Works Department.

Action #13 – It was moved by Kathi Ellis, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

### **Resolution #13 – 04/11/12**

Agency Agreement CSAH 4 SP 033-604-018

**BE IT RESOLVED**, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of Kanabec County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

**BE IT FURTHER RESOLVED**, the Chairperson and the Coordinator are hereby authorized and directed for and on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in “Minnesota Department of Transportation Agency Agreement No. 00900”, a copy of which said agreement was before the County Board and which is made a part hereof by reference.

Action #14 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to approve the following resolution:

### **Resolution #14 – 04/11/12**

Agency Agreement CSAH 12 SP 033-612-013

**BE IT RESOLVED**, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of Kanabec County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

**BE IT FURTHER RESOLVED**, the Chairperson and the Coordinator are hereby authorized and directed for and on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in “Minnesota Department of Transportation Agency Agreement No. 00899”, a copy of which said agreement was before the County Board and which is made a part hereof by reference.

Action #15 – It was moved by Kevin Troupe, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

### **Resolution #15 – 04/11/12**

Advertise for Bids – Bituminous Overlays

**WHEREAS** the Kanabec County Board of Commissioners wish to proceed with the following bituminous projects:

2012 Construction Projects

<u>Road</u>	<u>Type</u>	<u>Length</u>	<u>From</u>	<u>To</u>
CSAH 4	Overlay	4	CSAH 10	TH 47
CSAH 4	Overlay	2	W Co. Line	CSAH 10
CSAH 7	Overlay	4	TH 65	TH 70
CSAH 12	Overlay	4.64	TH 23	CSAH 6
CSAH 24	Overlay	2.5	TH 65 (south)	E 2.5 Miles

**WHEREAS** plans, specifications, and proposals have been prepared for this work

**BE IT RESOLVED** to authorize the County Engineer to advertise for bids for these projects.

Timber Trails Transit Director Helen Pieper met with the County Board to discuss matters concerning the Transit Department.

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

**Resolution #16 – 04/11/12**

Public Transportation – Capital Purchase Agreement

**BE IT RESOLVED** that Kanabec County enter into an Agreement with the State of Minnesota to purchase a replacement Class 400 bus to be used in providing public transportation service in Kanabec and Mille Lacs Counties.

**BE IT FURTHER RESOLVED** that Kanabec County agrees to provide a local share of 20% of the total capital costs.

**BE IT FURTHER RESOLVED** that the Kanabec County Board of Commissioners authorizes the Health and Human Services Director and the Transit Director to execute the aforementioned Agreement and any amendments thereto.

Robert Lanoue with the Paradise Theater met with the County Board to discuss matters concerning theater equipment. No action was taken at this time.

Kelly Osterdyk and Paul Hoppe with the Kanabec Soil & Water Conservation District met with the County Board to present the Soil & Water Conservation District annual report. No action was taken.

County Auditor/Treasurer Denise Cooper met with the County Board to discuss redistricting. Redistricting will not need to be done because the county's population has not changed enough to warrant it.

Action #17 – It was moved by Kevin Troupe, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #17 – 04/11/12**

**WHEREAS** the Kanabec County has received a grant from the State of Minnesota in the amount of \$8,004.00 for the purchase of mobile radios for squad cars, and

**WHEREAS** the cost of the radios is \$11,143.80 from Motorola Solutions;

**BE IT RESOLVED** to approve the purchase and payment of four radios from Motorola Solutions at a cost of \$11,143.80 using the grant funds from the State of Minnesota, and

**BE IT FURTHER RESOLVED** to pay the remaining amount due from forfeiture funds.

Action #18 – It was moved by Kathi Ellis, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

### **Resolution #18 – 04/11/12**

Approve Job Description and Refer for Reevaluation

**WHEREAS** County Policy P-117, III.A. calls for a reevaluation of all county job classifications on a five year rotation, and

**WHEREAS** the position of Law Enforcement Assistant is on the rotation schedule for 2011, and

**WHEREAS** the County Sheriff has submitted an updated job description and position questionnaire, and

**WHEREAS** the board has examined and evaluated the updated information, and

**WHEREAS** the board finds that the updates do constitute changes in the actual duties of the job;

**BE IT RESOLVED** to approve the revised job description, and

**BE IT FURTHER RESOLVED** that it is the decision of the board that the changes in the Law Enforcement Assistant job are sufficient to warrant further review by the salary consultant.

Action #19 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to adjourn at 11:15am and to meet again in regular session on Wednesday, April 15, 2012 at 9:00am.

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

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