

# PROCEEDINGS OF THE COUNTY BOARD

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

**April 14, 2010**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, April 14, 2010 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Kevin Troupe, and Roger Crawford and Les Nielsen.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the agenda as amended. Add: Fish Lake Improvement Association gambling approval and Kanabec County Rail Authority to the Consent Agenda to discuss special assessments.

Action #2 – It was moved by Kathi Ellis, seconded by Roger Crawford and carried unanimously to approve the March 24, 2010 minutes of the Kanabec County Board of Commissioners as presented.

Action #3 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve a **Consent Agenda** including all of the following actions:

## **Resolution #3a – 4/14/2010**

### Transit Claims

**WHEREAS** the Transit uses volunteer drivers for many public purposes, and

**WHEREAS** these drivers are reimbursed for incurred expenses in accordance with County Policy and public law, and

**WHEREAS** the Transit Department Manager recommends approval of these claims;

**BE IT RESOLVED** to approve the following driver expense claims for reimbursement, all of which are properly documented:

	<b>AMOUNT</b>
Annette Majeski	\$ 670.00
Barb Peterson	\$ 49.10
Betty Geisthardt	\$ 354.82
Bev Gustafson	\$ 78.00

Bill Hood	\$ 749.30
Bob Hoefert	\$1,153.81
Delores Struffert	\$ 79.99
Gary Nelson	\$ 963.65
Jean Newgard	\$ 625.52
Jennifer Leerssen	\$ 925.00
Jerald Nelson	\$ 519.00
Joy Morrell	\$1,014.00
Judy Colburn	\$ 243.00
Karen Luberda	\$ 483.50
Linda Nelson	\$ 576.36
Marge Tadych	\$ 10.00
Mary Lou Moriarity	\$ 454.64
Millie Laska	\$ 674.29
Ray Zamora	\$1,025.50
Rollie Pieper	\$ 887.44
Ronette Nelson	\$ 506.89
Sy Tadych	\$ 874.00
Ted Lindgren	\$ 648.71
Willard Landreville	\$ 513.20
<b>Total for Volunteer Drivers</b>	<b>\$14,079.72</b>

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## **Resolution #3b – 04/14/10**

### 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 February, 2010 claims on SCORE Funds:

Quality Disposal	\$2,396.66
Arthur Township	\$400.00
East Central Solid Waste	\$62.82
<b>TOTAL</b>	<b>\$3,259.48</b>

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**Resolution #3c – 04/14/10**  
KLID CLAIMS

**WHEREAS** the Kanabec County Board of Commissioners have been presented with a request to pay a claim on Knife Lake Improvement District funds, and

**WHEREAS** the request was accompanied by an invoices and verification in the Knife Lake Improvement District Board minutes of March 13, 2010, and

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

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

East Central Energy	\$75.00
East Central Energy	\$75.00
Kanabec Co Treasurer	\$680.00
Kanabec Co Treasurer	\$682.00
Kassie Norby	\$106.75
Minnesota Shoreline Restoration	\$750.00
Minnesota Shoreline Restoration	\$10,000.00

Action #4 – It was moved by Roger Crawford, seconded by Kevin Troupe and carried unanimously to approve the following paid bills:

<b><u>Vendor</u></b>	<b><u>Amount</u></b>
AMC	225.00
Assurant Employee Benefits	1,511.29
Bina Law Office	76.50
Centerpoint Energy	61.00
Chamberlain Oil Co	1,589.89
City of Milaca	24.28
East Central Energy	83.64
EC Riders	8,300.00
Erickson Mediation Institute	211.00
Frontier	651.34
Frontier Communications	641.43
Great America Leasing	1,592.24
Health Partners	3,532.40
Hinckley News	8.75
Jones, Lisa	1,211.25
Kanabec Co Aud/Treas	360.00
Kanabec Co Auditor	32,130.00

Kanabec Co Public Health	94,294.86
Kanabec Publications	10.75
McNally, Jeanne	68.00
MN Dept of Finance	4,773.50
MN Energy Resources	7,513.58
MN Mutual Life Ins	344.05
Mora Municipal Utilities	12,950.72
Mora Psychological Services	2,218.75
Nicholas, Carin	35.00
Northstar Access	647.80
Office of Enterprise Technology	600.00
Pine Co Health & Human Services	157,604.12
Resource Training & Solutions	88,113.50
Root, Rachael	35.00
Sprint	216.06
Sprint	216.06
State of MN	36.00
Synergy Graphics	69.61
TDS Metrocom	361.07
Tessneer Law Office	450.50
Treasurer, Kanabec Co	10,807.00
Troupe, Kevin	9.50
Verizon	943.80
Verizon	400.27
West Group	89.79
TOTAL	<u>435,019.30</u>

Action #5 – It was moved by Kathi Ellis, seconded by Roger Crawford 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 14, 2010 pursuant to public notice with the following Board Members present: Kathi Ellis, Kim Smith, Roger Crawford and Kevin Troupe and Les Nielsen. Health & Human Service Director Wendy Thompson presented the Health Board agenda.

Action #6 – It was moved by Roger Crawford, seconded by Kathi Ellis and carried unanimously to approve the Public Health Board Agenda as presented.

Action #7 – It was moved by Roger Crawford seconded by Kevin Troupe and carried unanimously to approve the following resolution:

## **Resolution HS#7 – 04/14/10**

**WHEREAS**, there are funds available under the Teenage Pregnancy Prevention: Replication of Evidence-based Programs grant from the Office of Adolescent Health through the Office of Public Health and Science, U.S. Department of Health and Human Services, and

**WHEREAS**, funding is available for two broad program types: curriculum-based programs that seek to educate young people about topics such as responsible behavior, relationships, and pregnancy prevention and youth development programs that seek to reduce teenage pregnancy and other risky behaviors through a broad range of approaches, and

**WHEREAS**, Kanabec County Public Health would like to continue the excellent work and programming that is currently found effective in both the Mora and Ogilvie school districts through the Reconnecting Youth and CASASTART programs and enhancing the pregnancy prevention curriculums that are in the schools by ensuring they are evidence-based and are provided with fidelity, and

**WHEREAS**, the Health and Human Services director is requesting permission to apply for this grant,

**THEREFORE BE IT RESOLVED** to approve Kanabec County Public Health applying for the Teenage Pregnancy Prevention; Replication of Evidence-based Programs grant.

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

## **Resolution HS#8 – 04/14/10**

### **User Agreement for Participation in CHIC/MIIC**

**WHEREAS**, the Kanabec County Public Health Department utilizes the Minnesota Immunization Information Connection (MIIC), which is a program among health care providers, parents, public health agencies and schools aimed at preventing disease through immunization, and

**WHEREAS**, the Public Health Agency through the Community Health Information Collaborative (CHIC) uses the MIIC program to register it's clients who receive immunizations through the Agency; and

**WHEREAS**, the Minnesota Immunization Information Connection (MIIC) requires all participants to sign a User Agreement every three years to comply with their User Participation Policy, Section 5.05, User Agreements;

**THEREFORE BE IT RESOLVED** that the Kanabec County Board of Commissioners approve a User Agreement with the Community Health Information Collaborative (CHIC) and approve the Health and Human Services Director to sign such agreement.

*Action #9* – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

**Resolution HS#9 - 04/14/10**

Statewide Health Improvement Program  
Memorandum of Agreement between  
Kanabec County Public Health and Ogilvie Public Schools

**WHEREAS** Kanabec County Public Health is the lead agency for the Kanabec/Pine Community Health Services Statewide Health Improvement Program, and

**WHEREAS** Kanabec County Public Health has allocated and encumbered funds for the purpose of providing Statewide Health Improvement Program interventions to residents of Kanabec and Pine counties, and

**WHEREAS**, Ogilvie Public Schools agrees to ensure that the tasks outlined in the School Nutrition intervention work plan are accomplished in Ogilvie Public Schools.

**NOW THEREFORE BE IT RESOLVED** to approve this Memorandum of Agreement between Kanabec County Public Health and Ogilvie Public Schools for provision of the Statewide Health Improvement Program.

*Action #10* – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve the following consent agenda including all of the following actions:

**Resolution HS#10a - 04/14/10**

**WHEREAS** Kanabec County Public Health is the lead agency for the Kanabec/Pine Community Health Services Statewide Health Improvement Program, and

**WHEREAS** Kanabec County Public Health has allocated and encumbered funds for the purpose of providing Statewide Health Improvement Program interventions to residents of Kanabec and Pine counties, and

**WHEREAS**, Pine Technical College agrees to ensure that the tasks outlined in the Tobacco Cessation # C-T-S5 intervention and work plan are accomplished at Pine Technical College.

**NOW THEREFORE BE IT RESOLVED** to approve this Memorandum of Agreement between Kanabec County Public Health and Pine Technical College for provision of the Statewide Health Improvement Program.

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## **Resolution HS#10b - 04/14/10**

**WHEREAS** Kanabec County Public Health is the lead agency for the Kanabec/Pine Community Health Services Statewide Health Improvement Program, and

**WHEREAS** Kanabec County Public Health has allocated and encumbered funds for the purpose of providing Statewide Health Improvement Program interventions to residents of Kanabec and Pine counties, and

**WHEREAS**, Pine County Health and Human Services agrees to ensure that the tasks outlined in the Worksite Wellness, # C-HWHB-W1, Breastfeeding, # C-N-H1 and Smoke-free Parks, # C-T-C4 interventions/ work plans are accomplished in Pine County.

**NOW THEREFORE BE IT RESOLVED** to approve this Memorandum of Agreement between Kanabec County Public Health and Pine County Health and Human Services for provision of the Statewide Health Improvement Program.

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## **Resolution #HS10c - 04/14/10**

**WHEREAS** Kanabec County Public Health is the lead agency for the Kanabec/Pine Community Health Services Statewide Health Improvement Program, and

**WHEREAS** Kanabec County Public Health has allocated and encumbered funds for the purpose of providing Statewide Health Improvement Program interventions to residents of Kanabec and Pine counties, and

**WHEREAS**, Ogilvie Public Schools agrees to ensure that the tasks outlined in the School Nutrition intervention work plan are accomplished in Ogilvie Public Schools.

**NOW THEREFORE BE IT RESOLVED** to approve this Memorandum of Agreement between Kanabec County Public Health and Ogilvie Public Schools for provision of the Statewide Health Improvement Program.

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## **Resolution #HS10d - 04/14/10**

**WHEREAS** Kanabec County Public Health is the lead agency for the Kanabec/Pine Community Health Services Statewide Health Improvement Program, and

**WHEREAS** Kanabec County Public Health has allocated and encumbered funds for the purpose of providing Statewide Health Improvement Program interventions to residents of Kanabec and Pine counties, and

**WHEREAS**, Mora Public Schools agrees to ensure that the tasks outlined in the School Nutrition intervention work plan are accomplished in Mora Public Schools.

**NOW THEREFORE BE IT RESOLVED** to approve this Memorandum of Agreement between Kanabec County Public Health and Mora Public Schools for provision of the Statewide Health Improvement Program.

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## **Resolution #HS10e - 04/14/10**

**WHEREAS** Kanabec County Public Health is the lead agency for the Kanabec/Pine Community Health Services Statewide Health Improvement Program (S.H.I.P.), and

**WHEREAS**, the Kanabec County Public Health has allocated and encumbered funds for the purpose of providing Statewide Health Improvement Program (S.H.I.P.) interventions to residents of Kanabec and Pine counties.

**WHEREAS**, the Kanabec Hospital agrees to ensure that the tasks outlined in the Statewide Health Improvement Program (S.H.I.P.) Healthcare intervention # C-HWHB-H3 work plan are accomplished.

**BE IT RESOLVED** to approve this Memorandum of Agreement between Kanabec County Public Health and Kanabec Hospital for provision of the Statewide Health Improvement Program.

*Action #11* – It was moved by Kathie Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

## **Resolution HS#11 – 04/14/10**

Waivered Service Contract – Visiting Angels

**WHEREAS**, pursuant to the Children and Community Services Act, Minnesota Statutes Chapter 256.0112, the Lead County has identified certain populations within the

County who are eligible for specific home and community-based waiver services or other services, and

**WHEREAS**, federal and state funds are available for the purchase of Title 19 home and community based services through the State of Minnesota pursuant to U.S. Code, Title 42, sections 1396 through 1396P, and Minnesota Statutes, Chapters 245B and 256B now in force or as hereafter enacted or amended, and

**WHEREAS**, the Public Health Director recommends the Visiting Angels as a service provider, and

**THEREFORE BE IT RESOLVED** to approve a Purchase of Service contract for Waivered Services for the time period May 1, 2010 through June 30, 2010 with Visiting Angels, 200 3<sup>rd</sup> Avenue NE, Suite 100, Cambridge, Minnesota, 55008.

*Action #12* – It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve the following resolution:

### **Resolution HS#12 – 04/14/10**

#### **Purchase of Service Contract - Hospice Medical Director**

**WHEREAS**, the County is authorized to contract for services to improve efficiency and the quality and effectiveness of services, and

**WHEREAS**, CFR 418.102 (A) requires that a Hospice designate a physician as a Medical Director; the Medical Director must be a doctor of medicine or osteopathy who is an employee or under contract with the Hospice, and

**WHEREAS**, the Clinic assures that Terry Johnson, M.D. is duly qualified and licensed according to the professional standards of the State Board to practice as a Licensed Physician,

**THEREFORE BE IT RESOLVED** to approve a Hospice Medical Director Contract with Allina Medical Clinic, 331 South Highway 65, Mora, Minnesota, 55051 for the time period April 1, 2010 through March 31, 2011.

*Action #12* – It was moved by Roger Crawford, seconded by Kathi Ellis and carried unanimously to adjourn the Public Health Board at 9:55am to meet in regular session on Wednesday, May 12, 2010 at 9:05am.

The meeting of the Kanabec County Board of Commissioners resumed.

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

### **Resolution #13 – 4/14/2010**

**WHEREAS** a Financial Worker in the Human Services Department has used the 12 week Family Medical Leave Act leave ending January 9, 2010, and

**WHEREAS** the County currently has a doctor's slip saying the employee can not return to work because of a physical ailment, mental illness, injury or chemical dependency and

**WHEREAS** the employee has requested an extended leave over and beyond the FMLA leave,

**WHEREAS** the request for extended leave has been approved by the department head,

**BE IT HEREBY RESOLVED** that the Kanabec County Board of Commissioners hereby grants a six month extension to the original leave of absence beginning January 10, 2010 and ending July 10, 2010.

Action #14 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

### **Resolution #14 – 4/14/10** **Fish Lake Improvement Association**

**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 Premises Permit Application for the Fish Lake Improvement Association for charitable gambling to be held at Eagle Cove Resort located at 764 Fish Lake Drive in Mora.

County Coordinator Dan Weber met with the board to discuss a property owned by the Kanabec County Rail Authority. No formal action was taken at this time.

Steve Mork representing the Mora HRA met with the board to discuss support for a senior housing project.

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

**Resolution #15 – 4/14/10**  
Mora HRA Senior Housing

**WHEREAS** the Mora HRA has received a \$425,000 Small City Development Program Grant, and

**WHEREAS** the Mora HRA has initiated construction of phase II and is positioning itself to finance and commence development plans for a qualified senior housing project, and

**WHEREAS** the county through resolution has supported the grant application and development plan,

**THEREFORE BE IT RESOLVED** the County Coordinator in conjunction with the Mora HRA develop feasibility plans to utilize the federal small city grant funds provided for the purpose of developing a qualified senior housing complex in Mora, MN.

**10:45am** - The Chairperson then called for public comment three times. None responded.

**10:50am** - The Chairperson closed public comment.

Assistant County Attorney Barb McFadden met with the board to discuss the Wellness Committee. No formal action was taken at this time.

Environmental Services Director Teresa Bearce met with the board to discuss the 2010 SSTS NRBG Agreement.

Action #16 – It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve the following resolution:

**Resolution #16 – 04/14/10**  
2010 Natural Resource Block Grant

**WHEREAS** the 2010 Natural Resources Block Grant application has been in all ways completed;

**BE IT RESOLVED** to accept a 2010 Natural Resources Block Grant, and

**BE IT FURTHER RESOLVED** to authorize the Chairperson to sign a “Kanabec County 2010 Allocation and Contribution Plan Statement” and a “State of Minnesota Board of Water and Soil Resources 2010 Natural Resources Block Grant Agreement.”

Maintenance Supervisor Bill Martin met with the County Board to discuss matters concerning the maintenance Department.

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

**Resolution #17 – 04/14/10**  
Maintenance Technician Vacancy

**WHEREAS** there is a vacancy in the position of Maintenance Tech, and

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

**BE IT RESOLVED** that the County Board authorizes Building Maintenance Supervisor Bill Martin and the County Personnel Director to hire a FT Maintenance Tech at 40 hours per week to refill the vacant position at Step A, Range 8 of the pay plan which is \$16.08 per hour or the rate set by rule for internal promotion, and

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

**BE IT FURTHER RESOLVED** to authorize Bldg Maintenance Supervisor Bill Martin and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Jail Administrator Joanne Nelson met with the board to discuss matters concerning the Sheriff's office.

Action #18 – Kim Smith introduced the following resolution and moved its adoption:

**Resolution #18 – 04/14/10**  
Out of State Travel

**WHEREAS** the Rural Recovery Grant stipulates that standardized training is required, and

**BE IT HEREBY RESOLVED** that the Kanabec County Board of Commissioners approve out of state travel for Trisha Gravning and Joanne Nelson to Glendale, Arizona for the required training June 15<sup>th</sup>, 16<sup>th</sup> & 17<sup>th</sup>, 2010 training.

**BE IT FURTHER RESOLVED** that this training is to be paid using funds from the Rural Recovery Grant not to exceed \$2,100.

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

**IN FAVOR THEREOF:** Roger Crawford, Kathi Ellis, Kevin Troupe, Kim Smith

**OPPOSED:** Les Nielsen

**ABSTAIN:** None

whereupon the resolution was declared duly passed and adopted.

Action #19 – It was moved by Kevin Troupe, seconded by Kathi Ellis and carried unanimously that the Kanabec County Board of Commissioners approves the purchase of a Time Synchronization router at a cost of \$695.00 from 9-1-1 funds.

Action #20 - It was moved by Roger Crawford, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

## **Resolution #20 – 04/14/10**

### Great American Leasing

**WHEREAS** the county pays a monthly fee for leased analog phone cards,  
and

**WHEREAS** these are important services in doing the work of the county, and

**WHEREAS** the monthly billing cycle for regular bills means we are frequently late in making payments which threatens continued connection to these services, and

**WHEREAS** the current billing amounts are \$251.87 each month, and

**WHEREAS** these are budgeted items approved by the board, and

**WHEREAS** paying these claims with the weekly bills would correct the timing problem;

**BE IT RESOLVED** to approve payment of Great America Leasing Corporation vendors for leased analog phone cards each month prior to Board approval until further notice.

Action #21 - It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

**Resolution #21 – 04/14/10**  
Jail Claims

**WHEREAS** the board has received claims for miscellaneous expenses for the jail project;

**BE IT RESOLVED** to approve payment of the following claims on Jail Bond Funds:

Menards	\$68.00
General Parts	\$88.00

Action #22 - It was moved by Kathi Ellis, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

**Resolution #22 – 04/14/10**  
PT Jailer/Dispatcher

**WHEREAS** there is a vacancy in the position of PT Jailer/Dispatcher, and

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

**BE IT RESOLVED** that the County Board authorizes County Sheriff Steve Schulz and the County Personnel Director to hire a Part-Time Jailer/Dispatch at varying hours per week to fill the vacant position at Step A, Range 7 of the pay plan which is \$15.16 per hour or the rate set by rule for 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 County Sheriff Steve Schulz and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

County Engineer Greg Nikodym met with the County board to discuss matters concerning the Highway Department.

Action #23 - It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

**Resolution #23 – 04/14/10**  
Bituminous Overlays

**WHEREAS** the following bids were received and opened on April 8, 2010 for bituminous overlays on CR 41, CR 66, CR 70, CR 76, and CSAH 27, and

Contractor	Bid Amount
Central Specialties	\$1,005,135.35
Hardrives	\$888,304.03
KGM Contractors	\$1,053,202.25
Knife River Corp	\$840,455.89
Mark Sand & Gravel	\$1,167,261.03
Tri-City Paving	\$949,111.06

**WHEREAS** the lowest responsible bid was submitted by Knife River Corp in the amount of \$840,455.89

**BE IT RESOLVED** that the Kanabec County Board of Commissioners accept the low bid of \$840,455.89 submitted by Knife River Corp.

**BE IT FURTHER RESOLVED** that the chairperson is authorized to sign a contract for this work

Action #24 - It was moved by Kevin Troupe, seconded by Roger Crawford and carried unanimously to approve the following resolution:

**Resolution #24 – 04/14/10**  
Lawn Care Service

**WHEREAS** the following proposals were received and opened on April 9, 2010 for lawn care services, and

	<b>Dave's Lawn and Snow</b>	<b>Mike's Lawn Service</b>	<b>Scott's Lawn and Landscape</b>
<b>Mowing &amp; Trimming</b>			
Courthouse & Jail	\$125.00	\$150.00	\$145.00

PBS & Hwy	\$125.00	\$85.00	\$105.00
<b>Total</b>	\$250.00	\$235.00	\$250.00
<b>Fertilizer &amp; Weed Control</b>			
Courthouse & Jail	\$535.00	\$459.22	\$459.22
PSB & Hwy	\$1000.00	\$210.00	\$210.00
<b>Total</b>	\$1535.00	\$669.22	\$669.22
<b>Shrub &amp; Trimming</b>			
	2x included in mowing	\$100.00/ time	2x included in mowing

**WHEREAS**, the Kanabec County Board of Commissioners wish to contract for these services.

**BE IT RESOLVED** to accept the low bid submitted by Mike's Lawn Service for lawn care services during 2010.

**BE IT FURTHER RESOLVED** that the County Engineer is directed to prepare a contract and the Chairperson of the County Board is authorized to sign said contract for these services.

Action #25 – It was moved by Roger Crawford, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

### **Resolution #25 – 04/14/2010**

#### Dust Control

**WHEREAS** the State of Minnesota has reduced the County Program Aid and Market Value Credit that was due to Kanabec County, and

**WHEREAS** this loss of funding has resulted in additional budget cuts to County Departments,

**BE IT RESOLVED** that effective immediately the Kanabec County Highway Department will no longer provide two (2) bags of calcium chloride or similar dust control chemicals to property owners living on gravel county roads.

Action #26 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

### **Resolution #26 – 04/14/2010**

Hinckley/Pine City Snowmobile Club

**WHEREAS** the Hinckley/Pine City Flames Snowmobile Club has requested permission to have Grant in Aid snowmobile trails located on Kanabec County highway right-of-way, and

**WHEREAS** the specific locations requested are as follows:

Road	From	To
CSAH No. 1	CSAH No. 5	Pine County Line
CSAH No. 3	CSAH No. 20	Pine County Line
CSAH No. 20	CSAH No. 3	CR No. 83
CR No. 83	CSAH No. 23	Pine County Line

**BE IT RESOLVED** that the Kanabec County Board of Commissioners grants the Hinckley/Pine City Flames Snowmobile Club permission to use the above described right-of-way for snowmobile trail use from December 1, through April 1<sup>st</sup> each season.

**BE IT FURTHER RESOLVED** that this does not authorize 2-way nighttime operation of snowmobiles in Kanabec County highway right-of-way.

Chief Deputy Robert Jenson met with the County Board to discuss matters concerning the Sheriff’s office.

*Action #27* – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

**Resolution #27 – 04/14/2010**

PT Deputy

**WHEREAS** there is a vacancy in the position of PT Deputy, and

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

**BE IT RESOLVED** that the County Board authorizes County Sheriff Steve Schulz and the County Personnel Director to hire a Part-Time Deputy at varying hours per week to fill the vacant position at Step A, Range 11 of the pay plan which is \$19.14 per hour or the rate set by rule for 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 County Sheriff Steve Schulz and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Dispatch Sergeant Jeff Anderson and Jail Administrator Joanne Nelson met with the County Board to discuss matters concerning the Sheriff's office.

Action #28 – It was moved by Kathi Ellis, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

### **Resolution #28 – 04/14/2010**

#### **RESOLUTION ADOPTING A PLAN FOR PUBLIC SAFETY COMMUNICATION WITHIN KANABEC COUNTY**

**WHEREAS**, it is a basic responsibility of the County to provide for the health and welfare of its citizens; and

**WHEREAS**, the Federal Communications Commission (FCC) has issued regulations which require the replacement of wideband Land Mobile Radio (LMR) systems operating in the Very High Frequency (VHF) and Ultra High Frequency (UHF) spectrum by January 1, 2013; and

**WHEREAS**, public safety agencies throughout the country, including public safety agencies within Kanabec County, have relied upon wideband LMR systems to provide vital public safety communications for law enforcement, fire, emergency medical services, public works, disaster response and other vital government services; and

**WHEREAS**, the County has worked with the North East Minnesota Regional Radio Board (NERRB), of which it is a participating member, to complete a comprehensive assessment of public safety communication within the County; and

**WHEREAS**, the County has been presented with a public safety communication assessment (hereinafter "Assessment") conducted by Federal Engineering, which included an assessment of the alternatives that exist for the County to replace the public safety communication infrastructure within the County.

**NOW, THEREFORE, BE IT RESOLVED** the Kanabec County Board of Commissioners hereby accepts the Assessment as an accurate assessment of public safety communication needs within the County and of the alternatives that reasonably exist to replace the public safety communication infrastructure within the County, and

**BE IT FURTHER RESOLVED**, that the Kanabec County Board of Commissioners believes the Allied Radio Matrix for Emergency Response (ARMER) participation alternative specified in the Assessment is the most appropriate and best

option for the County to replace the public safety communication infrastructure within the county, and

**BE IT FURTHER RESOLVED**, that the Kanabec County Board of Commissioners urges all public safety service providers within the County to join together and seek grant funding opportunities to fund ARMER participation within the County, and

**BE IT FURTHER RESOLVED**, that the Kanabec County Coordinator (hereinafter “Coordinator”) and Dispatch Sergeant are instructed to develop a participation plan (hereinafter “Plan”) for the migration of and participation of all county and local governments and public safety agencies located and operating within the County to the ARMER public safety communication system, and

**BE IT FURTHER RESOLVED**, that the Plan developed by the Coordinator and Dispatch Sergeant shall include and provide for a proposed budget for the integration of public safety agencies to the ARMER public safety communication system, proposals for local enhancements or improvements required for county participation and a proposed plan for equipment and services necessary to complete the integration of public safety agencies to the ARMER public safety communication system, and

**BE IT FURTHER RESOLVED**, following adoption by the Kanabec County Board of the Plan herein required the Assessment providing the basis of this action shall be submitted to the NERRB with a recommendation that the Assessment be incorporated into the NERRB regional public safety communication plan and that the Coordinator and Dispatch Sergeant are authorized to submit the Assessment and the Plan to the NERRB, to the Minnesota Departments of Transportation and Public Safety and to the Statewide Radio Board, as may be necessary to gain final approval for the County participation in the ARMER public safety communication system as provided for in the Plan.

Action #29 – Kathi Ellis introduced a motion to pay the following claims on the funds indicated:

Revenue Fund	
VENDOR	AMOUNT
Ace Hardware	48.36
Ace Hardware	17.54
Ahrner-Nystul, Barb	117.86
Akkerman-Ingebrand Funeral Home	300.00
Akkerman's Repair	384.27
Akkerman's Repair	75.27
Akkerman's Repair	29.87
Allina Hospitals & Clinics	186.30
Allina OCC Med	502.00
American Institutional Supply	337.83

American Solutions for Business	1,376.92
AmeriPride	50.69
AmeriPride	407.04
Amundson, Pauline	65.00
Anderson Brothers Garage	36.00
Anderson, Jeff	51.63
Anderson, Karen	219.00
Andres, Christine	207.00
Animal Humane Society	6,800.00
Armstrong, Becci	31.50
Arrowwod Resort	240.48
Ashworth Appliance	52.72
Auto Value	436.81
A'viands LLC	17,167.40
Basacker, Rhonda	65.00
BCA-MN	120.00
Bearce, Teresa	183.50
Bemis, Jim	50.00
Bernhardt, Maria	153.00
Biever, Laurie	58.50
Billings Service	71.51
Bork, Laura	134.50
Braham Motor Service	24.40
Braiedy, Kevin	129.99
Briggs	512.50
Bryant, Gary	1,603.13
Bryant, Gary	848.32
Burke Engineering	76.60
Burski, Kathy	42.00
Cadotte, Britta	15.00
Cambridge Medical Center	872.34
Cassman, Deb	197.50
CDW	374.83
Children's Hospitals	500.00
Christianson, Glenda	47.50
Coborns	141.36
Coborns Pharmacy	37.57
Coborns Pharmacy	31.47
Consulting Radiologists	122.00
CPS Technology	304.60
Crawford, Julie	131.00
CTC	2.53
D&T Ventures	578.81

D&T Ventures	500.00
Dandelion Floral	34.96
Dekraker, Bill	450.00
Don's Auto	80.00
E. Weinberg Supply	876.38
E.L. Reinhardt Co	199.88
East Central Exterminating	254.80
East Central Exterminating	112.21
East Central Regional Juvenile Center	24,848.28
East Central Water Testing	40.00
ECM	549.60
Election Systems & Software	855.75
Elfstrum, Brenda	307.50
Elwell, Carolyn	64.96
Emergency Automotive Technologies	254.51
Employers Assn	140.00
ESRI Inc	405.50
Fahning, Rebecca	40.00
Felger, Karen	52.77
Florida Micro	196.54
Fluegge, Joan	26.46
Frank Madden & Assoc	45.47
Fresonke, Lew	110.00
Friday, Jenny	14.00
Galls	44.83
Garcia, Timothy	247.50
GeoComm	871.77
Glen's Tire	32.02
Grainger	117.36
Grainger	55.63
Granite City Jobbing	505.72
Granite City Jobbing	27.42
Granite Electronics	1,622.28
GreatAmerica Leasing	281.57
Haller, Robert	250.00
Hasler	1,154.26
Hass Construction	21.38
Heins, Arleen	181.39
Herbst, Lance	120.26
Hohn's Auto Body	535.95
Howard, Carey	171.00
Image Office Service	71.21
Indianhead Specialty	82.30

Ivans	60.92
Jebsen, Michelle	163.00
Johnsons Hardware	348.29
Johnsons Hardware	47.53
July Business Services	300.00
Kanabec Co IS	355.67
Kanabec Co IS	17.60
Kanabec Co IS	44.99
Kanabec Co IS	42.74
Kanabec Co IS	265.94
Kanabec Co IS	446.29
Kanabec Co IS	892.38
Kanabec Co Public Health	3,564.50
Kanabec Co Public Health	999.36
Kanabec Co Public Health	6,370.22
Kanabec County	1,984.96
Kanabec Hospital	1,425.00
Kanabec Hospital	2,470.00
Kanabec Hospital	240.20
Kanabec Publications	1,086.80
Kanabec Publications	2.55
Kanabec Publications	2,844.45
Kanabec Publications	464.91
Kanabec Publications	257.19
Kanabec Publications	43.20
Kanabec Publications	332.15
Keefe Supply Company	760.46
Keeps	76.14
Kehn, Jessie	42.74
Koch's Hardware Hank	247.47
LakeDale Link	1,836.00
Larson Allen	100.00
Law Enforcement Training	180.00
Maack, Heather	35.00
MACO	35.00
Marco	1,033.57
Martin, Bill	39.00
MatthewBender	93.21
Mattson Electric	751.54
McCann, Marie	16.00
MCCC	13,377.80
McGee, Michael MD	500.00
McIntosh, Bob	375.00

MCIT	123.00
Metro Sales	223.78
Metro Sales	223.78
Metro Sales	59.61
Midwest Medical Services	30.00
Mike Nelson's Auto Glass	247.09
Mike Nelson's Auto Glass	422.65
Mike's Heating & Air Conditioning	450.00
Milaca Auto	388.00
Mille Lacs Disposal	20.00
Mille Lacs Messenger	289.00
MN County Recorder's Assn	200.00
MN Human Services	2.85
MN Prevention Resource Center	80.00
MN Sheriff's Assn	70.00
MN State Board of Assessors	274.50
Moore Medical	385.13
Mora Bakery	93.60
Mora Psychological Services	650.00
Mora Schools	11,067.91
Mora Schools	200.00
National 4-H Council	46.80
Nelsons Market	217.93
Niskanen, Noelle	55.00
Northland Business Systems	1,789.55
Northland Fire Protection	476.25
Novus Glass	50.00
Nummela, Pat	75.50
Oak Gallery	29.97
Oak Gallery	11.44
Office Depot	84.26
Office Depot	29.52
Office Depot	112.88
Office Depot	206.77
Office Depot	32.23
Office Depot	58.23
Office Depot	26.62
Office Depot	58.60
Office Depot	256.97
Ogilvie Collision	967.64
Ogilvie Schools	8,801.68
Olson, Cindy, Court Reporter	56.00
Olstad, Connie	300.00

O'Reilly, Molly	31.00
Osterdyk, Sue	32.50
Ostrom, Donna	88.00
Ostrom, Donna	51.00
Owens Auto Parts	19.35
Pamida	69.30
Pamida	7.12
Pan O Gold Baking	16.20
Pauly Jail Bldg Co	875.00
PD's Embroidery	4,380.00
PD's Embroidery	40.00
PD's Embroidery	17.00
PD's Embroidery	20.00
Pedersen, Jerry	40.00
Petersen, Renee	18.00
Pieper, Helen	303.45
Pine Co Public Health	60.00
Prority Dispatch	444.00
PSS-MPLS	439.06
Quality Disposal	327.91
Quality Disposal	178.49
Quill	714.45
Raiche, Nancy	124.00
Ramsey County	1,400.00
Reed, Terrie	93.00
Regents of the University of MN	12,168.75
Regions Hospital	74.00
Reliance Telephone	1,500.00
Richards, Lila	316.35
Ringler, Jennie	41.00
Rittenour, Michelle	20.50
Rosburg, Diane	87.00
RS Eden	203.06
RS Eden	7.50
Ryan, Ellen	55.00
S&T	176.56
S&T	90.26
S&T	485.00
S&T	319.32
Sandberg, Bev	154.50
Schmidt, Barb	440.32
Schultz, Stefani	102.50
Sheriff, Chisago County	33.30

Sheriff, Kanabec Co	678.00
Sheriff, Pine Co	65.00
Skramstad, Linda	157.00
Smith, Brian	175.98
Smith, Brian	697.71
SOTA	280.00
Specialty Outfitters	60.00
Stanley, Phyllis	100.00
State of MN	270.00
State of MN BCA	150.00
Stericycle	117.96
Strandlund Refrigeration	1,283.00
Streichers	65.98
Streichers	173.98
Sunshine Printing	247.58
System Designs	500.00
Teal's Market	89.92
Tech Sales Co	178.48
The Lamar Companies	1,216.00
The Montana Institute	3,000.00
TigerDirect	281.20
Troupe Advertising	200.00
Tvedt, Joell	867.43
Twin City Test and Balance	760.00
U, Inc	44.00
US Bank	229,032.50
US Cable	58.04
Viking Electric	218.39
Vogel, Darla	162.00
Voight, Jackie	170.00
Waschenbecker, Diana	27.00
Weber, Dan	232.21
Wergin, Richard	200.00
West Payment Center	598.00
West Payment Center	173.02
West Payment Center	468.00
Wheelchairs Plus	150.00
Whitbred, Joy	178.78
Woods, Danna	67.00
TOTAL	<u>416,696.79</u>

## Road & Bridge Fund

<b>Vendor</b>	<b>Amount</b>
Ace Hardware	197.83
Allina OCC Med, NW 5685	27.50
Ameripride	751.19
Auto Value Mora	794.95
Brock White Company LLC	44.22
Cemstone Products Co.	167.79
Central McGowan, Inc.	57.71
Commissioner of Transportation	410.71
Dave's Lawn & Snow	490.05
Deery American Corporation	20,466.98
Earl F. Andersen, Inc.	14,042.52
Federated Co-ops Inc.	49.30
Glens Tire	174.34
Gopher State Onc Call	1.45
Granite City Jobbing Co.	99.97
J. R. Oil Co.	150.00
Jerry's Sport Shop	99.90
Kanabec County Highway - Petty Cash	60.55
Kanabec Publications, Inc.	1,089.65
KCR Construction	635.00
Mattson Electric of Mora, LLC	412.75
Mille Lacs County Public Works	124.39
Minesota Asphalt Pavement Assn.	950.00
Northern States Supply, Inc.	70.93
Office Depot	185.58
Oslin Lumber	591.45
Owen's Auto Parts	117.22
Oxygen Service Co., Inc.	193.61
Pomp's Tire Service, Inc.	2,328.28
Power Plan	751.26
Quality Disposal Systems, Inc.	142.49
Reed Business Information	2,686.32
Richards, Lila, The Cleaning Agent	942.64
State of Minnesota, MN State Patrol, CMV Section	36.00
Vista Safety Program	355.07
Zep Sales & Service	415.42
Ziegler Inc.	112.43
Total:	50,227.45

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

**IN FAVOR THEREOF:** Roger Crawford, Kathi Ellis, Kim Smith, Les Nielsen  
**OPPOSED:** None  
**ABSTAIN:** Kevin Troupe

whereupon the resolution was declared duly passed and adopted.

County Coordinator Dan Weber met with the County Board to discuss department head evaluations.

Action #30 - It was moved by Kathi Ellis, seconded by Roger Crawford and carried unanimously that the Kanabec County Board of Commissioners approves the modifications to the form used for department head evaluations.

Auditor/Treasurer Denise Cooper met with the County Board to discuss matters concerning the Auditor/Treasurer's office.

Action #31 – It was moved by Roger Crawford, seconded by Kathi Ellis and carried unanimously that the Kanabec County Board of Commissioners approves the purchase of a M100 Tabulator and Ballot Box at a cost not to exceed \$5,000.

Action #32 – It was moved by Kim Smith and seconded by Kevin Troupe and carried unanimously to approve the following resolution:

### **Resolution #32 – 04/14/2010**

#### **Dedicated Funds**

**WHEREAS** the county maintains funds dedicated for specific public purposes, and

**WHEREAS** the Auditor/Treasurer prepared a report for the board showing the fund Balances:

**BE IT RESOLVED** to accept the following report of Kanabec County Dedicated Fund Balances as of December 31, 2009:

### **KANABEC COUNTY DEDICATED FUNDS 2009**

(Auditor\Dedicated\DF2009.xls)

<b>FUND</b>	<b>12/31/09</b>
911 EMERGENCY	321,251
CWP SEPTIC LOANS	64,852
FORFEITURE FUNDS - ATTORNEY	17,613
FORFEITURE FUNDS - SHERIFF	73,311
FUTURE CAPITAL EQUIPMENT *	67,416
FUTURE CAPITAL IMPROVEMENTS **	57,375
GRAVEL TAX PIT RESTORATION	0
LAND OFFICE TECH EQUIPMENT	166,249
LAW LIBRARY	14,634

LEGAL FEE FUND ORD 27	0
PROBATION CORRECTIONAL FEES	35,812
PUBLIC HEALTH COPIER	3,533
RECORDER'S EQUIPMENT	66,274
RETIREE ACCRUED SICK PAY	19,342
RURAL ADDRESSING	491
SCORE	82,137
SHERIFF EQUIP GRANT	10,000
SHERIFFS RESERVE UNIT	8,029
SHORELAND GRANT	4,660
SOLID WASTE	16,959
SOLID WASTE SURCHARGES	1,795,115
VEHICLE POOL	27,448
WATER PLAN GRANT	24,168
WETLAND GRANT	28,599
TOTAL	2,905,267

Action #33 – It was moved by Kim Smith and seconded by Roger Crawford and carried unanimously to approve the following resolution:

### **Resolution #33 – 04/14/2010**

#### Donations

**WHEREAS** certain county departments received donation in 2009, and

**WHEREAS** the County Auditor/Treasurer has monitored and tabulated all donations received;

**BE IT RESOLVED** to accept the following donations for the calendar year 2009:

#### **KANABEC COUNTY DONATIONS 2009**

SHERIFF	ATV	\$500.00	
	Boat & Water	\$3,000.00	
	Designated Donations	\$1,400.00	
	Reserves	\$4,985.00	
	Snowmobile	\$500.00	
Total Sheriff Donations			\$10,385.00
VA/EM	Veterans	\$250.00	
Total VA/EM Donations			\$250.00

PUBLIC HEALTH	Hospice	\$39,474.15
	Senior Clinic	\$2,245.00
Total Public Health Donations		\$41,719.15
Total Donations to County in 2009		<u>\$52,354.15</u>
AGENCY FUNDS	PUBLIC TRANSIT Mini	
	Bus	\$31,436.54
	PUBLIC TRANSIT Transit	\$30,000.00
	KLID	\$16,450.00
Total Donations to Agency Funds 2009		<u>\$77,886.54</u>

Action #34 – It was moved by Roger Crawford and seconded by Kevin Troupe and carried unanimously to approve the following resolution:

**Resolution #34 – 04/14/2010**  
Change Funds

**WHEREAS** certain county departments use change funds to facilitate customer transactions, and

**WHEREAS** the County Auditor/Treasurer has monitored all change funds;

**BE IT RESOLVED** to acknowledge the following county change funds:

Auditor-Treasurer	Cash drawer	\$500.00
Drivers-License	Cash drawer	\$100.00
Highway	Cash drawer	\$75.00
		<u>\$675.00</u>

Action #35 – It was moved by Kim Smith and seconded by Kathi Ellis and carried unanimously to approve the following resolution:

**Resolution #35 – 04/14/2010**  
Electronic Funds Transfer

**WHEREAS** County Policy A-109 requires that:

A list of routine electronic fund transfer vendors, transaction descriptions and EFT frequencies, will be submitted to the County Board on an annual basis.

and,

**WHEREAS** the Auditor/Treasurer has submitted such a list for board review;

**BE IT RESOLVED** to acknowledge the following Electronic Fund Transfer user list:

**KANABEC COUNTY - ROUTINE EFTS  
2010**

	<u>County</u>	
EBSC	Medical Reimbursement & HRA account claims	bi-weekly
County	Direct deposit payroll	bi-weekly
MNDOR	State payroll, sales & use, state general taxes	bi-weekly, quarterly, monthly
EFTP	Federal payroll taxes	bi-weekly
MSRS	State Deferred Compensation plan, SO Union	bi-weekly
IRS	Recorders fees	anytime
USDA	Recorders fees	anytime
State of MN	Medicare payment PH	anytime
	<u>Hospital</u>	
Cerdian	Flex/medical reimbursement claims	weekly
Delta Dental	Dental premiums	monthly
ADPNY	Deferred comp deposits	bi-weekly
MNDOR	State payroll, sales & use taxes	bi-weekly, quarterly, monthly
EFTP	Federal payroll taxes	bi-weekly
State of MN	Medicare payments	daily
MSRS	State Deferred Compensation plan	bi-weekly
Health Insurance	Self Funded	weekly

Action #36 –It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously that the Kanabec County Board of Commissioners approves the receipt of penalties into the Sheriffs Forfeiture fund.

County Program Aid and Market Value Credit un-allocations were discussed. No formal action was taken at this time.

Action #37 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to adjourn at 12:25pm and to meet again in regular session on Wednesday, April 21, 2010 at 9:00am.

*Signed* \_\_\_\_\_

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

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