

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of County Coordinator

April 20, 2016

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, April 20, 2016 pursuant to adjournment with the following Board Members present: Kim Smith, Dennis McNally, Les Nielsen Kathi Ellis, and Gene Anderson.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the agenda as amended: Addition of committee reports the first meeting of each month, post library board vacancy, and Declaration for the Emergency Medical Services week.

Action #2 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the April 6, 2016 minutes of the Kanabec County Board of Commissioners as corrected: Les Nielsen absent at beginning of meeting and show he came in at 9:10. Resolution #7 correct education and experience to add high school diploma plus five years of experience. Resolution #9 with a bond to cover repairs to the road.

Action #3 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to recess the board meeting at 9:05am to a time immediately following the Human Service Board.

The Kanabec County **Human Service Board** met at **9:05am** on Wednesday, April 20, 2016 pursuant to adjournment with the following Board Members present: Les Nielsen, Kim Smith, Dennis McNally, Kathi Ellis, and Gene Anderson. Health & Human Service Director Wendy Thompson presented the Human Services agenda.

Action #HS4 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the Human Service Board agenda as presented.

Action #HS5 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the payment of 158 claims totaling \$284,081.90 on Welfare Funds.

Action #HS6 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to adjourn the Human Service Board at 10:02am and to meet in regular session on Wednesday, May 18, 2016 at 9:05am.

The Board of Commissioners meeting reconvened.

Health and Human Services Director Wendy Thompson gave the board an update on the Kanabec-Pine Community Health Board. Information only, no action taken.

Action #7 – It was moved by Dennis McNally, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

Resolution #7 – 04/20/16

WHEREAS Brandon Besser requested permission from the County Board to temporarily lift road restrictions for agricultural use, and

WHEREAS the County Board would like to develop a pilot program for temporary road restriction exemptions;

BE IT RESOLVED to deny Mr. Besser special permission, and

BE IT FURTHER RESOLVED to refer the development of a pilot program to the public works committee.

County Auditor Treasurer Denise Cooper met with the County Board to discuss matters concerning a liquor license.

Action #8 – Kim Smith introduced the following resolution and moved its adoption:

Resolution #8 – 04/20/16

Liquor License

WHEREAS the Kanabec County Auditor/Treasurer has recommended the following application for on-sale and Sunday liquor license, and

WHEREAS the application was complete, included all necessary documentation, appear in accordance with County Policies and the facility owners are in good standing with the County;

BE IT RESOLVED to approve the following license application:

LIQUOR LICENSE

KANABEC COUNTY BOARD – April 20, 2016

Establishment	LIQUOR
Cory & DeAnn LaLanne dba Eagles Cove Resort LLC	On/Sun

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

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

whereupon the resolution was declared duly passed and adopted.

Steve Hass with Hass Construction met with the County Board to discuss matters concerning and aggregate substitute for his gravel pit. The Board referred the matter to the Public Works Director to review and make a recommendation to the board at a later date.

10:40am - The Chairperson then called for public comment three times. None responded.

10:41am - The Chairperson closed public comment.

County Assessor Karen McClellan met with the County Board to discuss matters concerning a software maintenance contract renewal.

Action #9 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve a three year contract with CPS Technology Solutions for Tax and CAMA software maintenance for the Assessor’s Office at a cost of \$4,529.16.

Public Works Director Helen Pieper met with the County Board to discuss matters concerning the Transit Department.

Action #10 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve a lease agreement between Kanabec County and the Minnesota Assistance for Veterans to lease space at the Timber Trails Milaca Facility beginning May 1, 2016 and ending on April 30, 2017.

Action #11 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the purchase of a 2016 Ford Transit Connect Wagon at a cost of \$21,235.43 plus an additional \$1,000.00 for a dashboard camera to be paid from the Veteran Services and Vehicle Pool Budgets.

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

Resolution #12 - 04/20/16
Operations Supervisor Evaluation

WHEREAS the board did by Action #12-04/20/16 refer the position of Operations Supervisor 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 “Operations Supervisor”

position, which results in Pay Range 11:

Category	Rank	Points
Qualifications	Q53	90
Decisions	D24	52
Problem Solving	P14	55
Relationships	R18	64
Effort A	Ea9	5
Effort B	Eb10	8
Hazards	H17	13
Environment	N9	10
TOTAL POINTS		297

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

Resolution #13 - 04/20/16

WHEREAS there is a new position of an Operations Supervisor, and

WHEREAS the board desires to fill this position;

BE IT RESOLVED that the County Board authorizes the Transit Director and the County Personnel Director to hire an Operations Supervisor to fill the position at Step A, Range 11 of the pay plan which is \$20.31 per hour or the rate set by 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 the Transit Director and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

City of Quamba Mayor Gordon Gullixson met with the County Board to discuss matters concerning ditch improvement. The Board referred the matter to the Public Works Director to review.

Deputy Auditor Roberta Anderson met with the County Board to discuss matters concerning informal land sales.

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

Resolution #14 - 04/20/16

Tax Forfeiture Parcel

WHEREAS the following bids were received for tax forfeited parcel #22.06320.00 legally described as Lots 16 & 17, Block 10, Lake Park Addition, Sec 11 Twp 39 Range 24

Bidder	Bid Amount
Judith May Olson	\$3,200.00

WHEREAS the highest bid was submitted by Judith May Olson in the amount of \$3,200.00,

BE IT RESOLVED that the Kanabec County Board of Commissioners accept the high bid of \$3,200.00 submitted by Judith May Olson.

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

Resolution #15 – 04/20/16

WHEREAS the County Auditor/Treasurer is requesting the County Board to approve a cancellation of tax forfeiture on a parcel due to an error in the service of the notice of expiration of exemption;

BE IT RESOLVED to approve an Application for Cancellation of Forfeiture for parcel number 03.02705.10. Legal description: Pt NW1/4 of SE1/4 Com at SE cor then W along S line 697’ to POB, E along S line 330’, Nly to pt that is 360’ N of S line & 359’ W of E line, then Wly & par to S line 338”, Sly to POB Sec 36 Twp 38 Range 24 2.76 acres.

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

Resolution #16 – 04/20/16

WHEREAS the Auditor/Treasurer has presented the Kanabec County Board of Commissioners with a recommended list of parcels to be included in a tax forfeited property sale;

Twp	Parcel	Legal Description	Acres	Minimum Bid
Brunswick	03.00845.00	Pt NE ¼ of SE ¼	1.55	\$25,000.00
Brunswick	03.01530.30	Pt N ½ of NE ¼ of SE ¼	8.0	\$25,000.00
Brunswick	03.02675.10	Pt SW ¼ of SW ¼	2.0	\$13,900.00
Brunswick	03.02905.00	Countryside Terrace, Lot 5 Blk 4	n/a	\$32,500.00

Comfort	04.00665.00	Pt SE ¼ of NW ¼	1.06	\$14,000.00
Haybrook	07.00240.00	NW ¼ of NW ¼	51.6	\$85,000.00
Haybrook	07.00890.00	S ½ of NE ¼, E ½ of SE ¼	80.0 80.0	\$98,000.00 \$108,000.00
Haybrook	07.01270.00	SW ¼ of NE ¼ & NW ¼ of SE ¼ SE ¼ of NE ¼ & NE ¼ of SE ¼	80.0 80.0	\$108,000.00 \$105,000.00
Kroschel	11.00315.00	S ½ of SW ¼	80.0	\$70,000.00
South Fork	14.00035.00	S ½ of SE ¼ of NE ¼ & N ½ of NE ¼ of SE ¼ ex 1.28 ac hwy r/w	38.72	\$185,000.00
Peace	12.02300.00	Lots 6 & 12, Blk 4 ex hwy, Plan of Warman	n/a	\$5,000.00
Peace	12.03715.00	Lot 23, Block 4, Blackberry Acres	5.10	\$10,000.00
Whited	15.00045.60	Pt N ½ of E Fr ½ of E Fr ½, E 330' therof	5.0	\$10,000.00
Whited	15.02620.00	Wildlife Acres II, Lot 5 Block 3	5.0	\$25,000.00
Mora	22.01500.00	Pt Lot 9, Aud Subd # 6	n/a	\$90,000.00
Mora	22.07595.00 & 22.07600.00	Fox Run Second Addn	n/a	\$24,000.00
Mora	22.07605.00 & 22.07600.00	Fox Run Second Addn	n/a	\$24,000.00
Mora	22.07615.00 & 22.07620.00	Fox Run Second Addn	n/a	\$24,000.00
Mora	22.07625.00 & 22.07630.00	Fox Run Second Addn	n/a	\$24,000.00
Mora	22.07635.00 & 22.07640.00	Fox Run Second Addn	n/a	\$24,000.00
Mora	22.07645.00 & 22.07650.00	Fox Run Second Addn	n/a	\$24,000.00
Mora	22.07655.00 & 22.07660.00	Fox Run Second Addn	n/a	\$24,000.00
Mora	22.07665.00 & 22.07670.00	Fox Run Second Addn	n/a	\$24,000.00
Mora	22.07675.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07680.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07685.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07690.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07710.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07715.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07730.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07740.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07745.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07750.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07755.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07760.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07765.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07770.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07775.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07780.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07785.00	Fox Run Second Addn	n/a	\$20,000.00

Mora	22.07790.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07795.00	Fox Run Second Addn	n/a	\$20,000.00
Mora	22.07800.00	915 Nelson Ave	n/a	\$10,000.00
Mora	22.07825.00	Outlot A, Fox Run Second Addn	46.9	\$100,000.00
Kanabec	23.00710.00	State Subd, Lot 15 & E ½ of Lot 16	n/a	\$7,500.00
Whited	24.00205.00	Plat of Quamba, E 70' of Lots 2 & 3, Blk 1	n/a	\$5,000.00

BE IT FURTHER RESOLVED to set the public auction date of June 8, 2016 at 10:00am in the Meeting Room of the Kanabec County Jail.

County Sheriff Brian Smith met with the County Board to discuss matters concerning the Sheriff's Office.

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

Resolution #17 – 04/20/16
Grant Agreement

BE IT RESOLVED to approve and authorize the Chairperson to sign the State of Minnesota Annual County Boat and Water Safety Grant Agreement, grant #107017 in the amount of \$3,503 for the Fiscal year 2016 with grant ending June 30, 2017.

Action #18 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the purchase of 2 Ford Interceptors at a cost of \$60,000 to be paid from the Sheriffs budget.

Action #19 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #19 – 04/20/16

WHEREAS there is a vacancy in the position of a Full Time Correctional Officer/Dispatcher, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the County Sheriff and the County Personnel Director to hire a full time Correctional Officer/Dispatcher to refill the vacant position at Step A, Range 7 of the pay plan which is \$15.62 or the rate set by 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 and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Action #20 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Consuladated Communications	1,006.48
Consuladated Communications	68.55
Dearborn National Life Ins	575.31
East Central Energy	165.18
Health Partners	4,922.35
Johnson/Samuel V	51.00
McKinnis & Doom P.A.	2,202.50
Midcontinent Communications	1,763.02
Minnesota Dept of Finance	6,338.50
Minnesota Dept of Finance	16.50
Minnesota Dept of Health	807.50
Minnesota Energy Resouces Corp	5,607.01
Mora Municipal Utilities	15,173.84
Network Billing Systems LLC	213.88
Office Of Enterprise Technology	1,300.00
Penny MacLoan Services	374.64
Tessneer Law Office	782.00
Verizon Wireless	630.27
Verizon Wireless	<u>2,146.55</u>
Total	44,145.08

Action #21 – It was moved by Les Nielsen , seconded by Kim Smith and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

VENDOR	AMOUNT
Advance Correctional Healthcare	13,978.52
Akkerman-Inglebrand Funeral Home	400.00
Alkire, Alyce	837.00
Anoka County Corrections	6,931.00
Auto Air & Accessories	23.80

A'viands LLC	9,669.97
Bachman, Fran	282.38
Baldwin, Gilbert	639.29
Barker, Bob	30.97
Bernicks	134.40
Bowman, Theresia	130.36
Brenny, Laurell	405.96
Card Servies	154.91
Century Link	107.67
Christianson, Craig	595.08
CLIFTON LARSON ALLEN LLP	500.00
Cordes, Jill	25.00
Cragun's	249.73
Curtis, Michael	758.79
D & T Ventures	225.00
East Central Exterminating	240.00
East Central Exterminating	120.00
Enterprise	2,805.96
Enterprise	4,642.04
Enterprise	952.60
Enterprise	2,631.41
Enterprise	3,808.05
ETS Health	5,190.00
Faust, Patrick	932.70
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
First Light Health System	2,397.90
Fore Chiropractic & Wellness	150.00
Fratzke, Mary	122.04
Garcia, Timothy	195.00
Glen's Tire	361.00
Granite City Jobbing Co	867.27
Granite Elictronics	220.00
Greg Hensel, Hubbard County	170.00
Handyman's Inc	281.28
Handyman's Inc	533.82
Handyman's Inc	43.92
Hayford Ford	5,248.63
Hoefert, Robert	1,296.39
Hohn's Auto Body & Glass	219.25
Hood, Barb	265.10
IAEMD	50.00
Indianhead Specialty	12.95
Industial Health Servies Network Inc	42.40

Innovated Office Solutions	626.49
Innovated Office Solutions	32.25
Itsavvy	1,544.22
Itsavvy	514.74
Itsavvy	2,360.32
Itsavvy	514.74
Itsavvy	498.68
Johnson's Hardware & Rental	355.29
Kanabec Co Hwy Dept	363.69
Kanabec County Highway Dept	102.67
Kanabec Publications	179.00
Kanabec Publications	85.00
Kanabec Publications	14.99
Kanabec Publications	518.83
Kanabec Publications	1,224.99
Kanabec Publications	120.00
Kanabec Publications	450.00
Kanabec-Pine Community Health	26,098.59
Kastenbauer, Paul	136.54
KEEPRS	890.20
KEEPRS	225.00
Kennedy Jr, Kerry	229.50
KJ Design	1,254.00
Landreville, Willard	122.58
League of Minnesota Cities	182.13
Lerrssen, Jennifer	521.49
Magaard, Andrew	78.84
Mankato City Center Hotel	294.72
Manthie, Mark	102.60
Manthie, Scott	924.54
Manthie, Wendy	558.66
MCCC	133.24
Mehlhop, Ron	135.00
Mid-American Research Chemical	161.59
MidCo	73.48
Mille Lacs Disposal	20.00
Minn Dept of Transportation	2,341.21
Minnesota Organization on Fetal Alcohol Syndrome	10.00
Minnesota State Auditor	1,365.00
Minnesota UI	624.90
Mora Psychological Services	600.00
Mora Unclaimed Freight	26.45
Mower County Environmental Services	45.00
Nelson, Ansel	531.53

Nelson, Jerald	33.48
Nelson, Ronette	359.24
Nelson, Wanda	378.00
Newgard, Jean	443.34
Oak Gallery	12.79
O'Donovan, Barbara	360.72
Office Depot	14.18
Office Depot	50.44
Office Depot	64.92
Office Depot	18.20
Office Depot	40.93
Office Depot	156.45
O'Reilly Auto Parts	3.49
Oslin Lumber	57.38
Owens Auto Parts	39.05
Owens Auto Parts	33.42
Payne, Elisabeth	66.96
Quality Disposal Systems	192.89
Regents of the University of MN	93.00
Reid, Greg	263.52
Revize LLC	7,000.00
Roberts, Rodney	248.40
Rogers, Pearl	553.53
RS EDEN	338.50
RS Eden	166.30
Sabrina Ranweiler	113.94
Sczepanski, Brandon	103.19
Sczepanski, Brandon	56.70
SelectAccount	362.92
SHI International Corp	120.00
Smith, Larry	397.69
State of Minnesota	270.00
State of Minnesota - BCA	1,090.00
Stellar Services	1,026.44
Strandberg, Richard	314.28
Strelow, David	171.72
Swanson, Jeremy	213.41
SWIFT	77.88
Thomson-Reuters-West	638.85
Thomson-Reuters-West	283.38
Thomson-Reuters-West	225.00
Tinker & Larson Inc	1,317.13
ULINE	114.13
VanDall, Camille	782.36

Visser, Maurice	858.10
Watson Comapany	174.78
Wickeham, Teresa	99.36
Wiitala, David	903.42
Zamora, Ray	581.46
Total	<u>145,352.54</u>

Road and Bridge Fund

Vendor	Amount
Central McGowan	213.10
Compas Minerals America	15,800.40
Federated Coops	356.89
Fleetmatics	559.00
Gopher State One-Call	21.75
Joe Heggerenes	181.12
Kanabec Publications	145.00
Lakes StatesTree Service Inc	6,758.00
Marco	188.00
Rinke Noonan Law Firm	149.00
SHI International Corp	324.00
Uline	1,137.98
Zimmer Grain & Feed	20.00
Total:	<u>25,854.24</u>

Action #22 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve an agreement between East Central Solid Waste and Kanabec County for household hazardous waste reimbursement.

Action #23 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #23 – 04/20/16

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, firefighters, educators, administrators, emergency nurses, emergency physicians, and others; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, The Kanabec County Board of Commissioners in recognition of this event do hereby proclaim the week of May 15-21, 2016, as

EMERGENCY MEDICAL SERVICES WEEK

With the theme, EMS STRONG: Called to Care, I encourage the community to observe this week with appropriate programs, ceremonies and activities.

Future Agenda Items: Land sales, Ordinance #5, and Ordinance #11.

Action #24 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to adjourn at 12:25 p.m. and to meet again in regular session on Wednesday, May 4, 2016 at 9:00am.

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

Attest: _____
Board Clerk