

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of County Coordinator

April, 6, 2016

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, April 6, 2016 pursuant to adjournment with the following Board Members present: Kim Smith, Dennis McNally, Kathi Ellis, and Gene Anderson. Absent: Les Nielsen.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the agenda as amended: Add Operation Supervisor job description and posting, and add veterans bus funding.

Action #2 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to approve the March 16, 2016 minutes of the Kanabec County Board of Commissioners as corrected: add Public Works Director Chad Gramentz to address public comment.

Commissioner Les Nielsen arrived at 9:10.

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

<u>Vendor</u>	<u>Amount</u>
Bina & Guptil	1,238.16
Consolidated Communications	1,073.43
Core Professional Services	800.00
Dearborn National Life Ins	649.61
East Central Energy	863.25
East Central Energy	212.00
East Central Energy	288.37
Holiday Credit Office	6,339.69
Kanabec Co Auditor-HRA	103.00
Kanabec Co Court Admin	312.00
Kanabec Co Court Admin	57.00
Kanabec County Auditor-HRA	50,058.00
Midcontinent Communications	659.59
Mn Energy Resources Corp	8,181.91
Mora Municipal Utilities	1,242.92

Resource Training & Solutions	1,378.50
Spire Credit Union	2,486.72
Spire Credit Union	1,072.41
Sun Life Financial	3,305.94
Tessneer Law Office	1,190.00
The Hartford	1,759.95
Totalfunds by Hasler	3,880.21
Verizon Wireless	<u>630.27</u>
Total	87,782.93

Action #4 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

VENDOR	AMOUNT
ACE Hardware	98.41
ACE Hardware	45.01
ACE Hardware	7.98
ACE Hardware	96.97
Advanced Correctional Healthcare	704.52
Ahner-Nystul, Barb	164.54
Alkire, Alyce	1,446.44
Anderson, Laura	129.71
Anoka County Corrections	3,346.00
Association of MN Counties	250.00
Auto Value Mora	1,040.66
Auto Value Mora	64.48
A'viands	14,484.79
Baldwin, Gilbert	458.71
BCA Criminal Training & Education	175.00
Bernicks	103.45
Bond Trust Services Corp	450.00
Bond Trust Services Corp	301,191.25
Bowman, Theresia	76.28
Brenny, Laurell	1,050.72
Bureau of Criminal Apprehension	120.00
CareerTrack	99.00
Centerpoint Energy	36.00
Christianson, Craig	1,215.14
CIMA	471.08
City of Milaca	35.34

Cragun's	249.73
Creative Forms & Concepts Inc	730.97
Curtis, Michael	755.73
CW Technology	2,123.25
CW Technology	563.60
CW Technology	65.00
Digital Ally	4,025.00
Digital Ally	8,782.56
DKN Construction	305.00
Don's Auto & Towing	195.00
ECM Publishers	199.50
Election Systems & Software Inc	28.45
Election Systems & Software Inc	894.29
Erbstoesser, Arnold	32.94
Eustice, Todd W	165.10
Faust, Patrick	926.10
Fratzke, Mary	76.14
Fresonke, Lew	120.00
Fritz, William	600.00
G & N Enterprises	515.35
Glens Tire	469.99
Grainger	155.69
Granite City Jobbing Co	82.25
Granite Electronics	486.75
Hoefert, Robert	2,414.34
Hoglund Bus & Truck Company	26.05
Hoglund Bus & Truck Company	401.59
Hood, Barb	417.27
Ideal Systems Solutions	1,749.00
Innovative Office Solutions	651.00
Jones, Willis	351.39
Kanabec County	928.60
Kanabec County Auditor-Treasurer	3,988.00
Kanabec County Auditor-Treasurer	14.00
Kanabec County Auditor-Treasurer	503.00
Kanabec County Highway Dept	6,263.09
Kanabec County Highway Dept	11.97
Kanabec County Highway Dept	262.07
Kanabec County Highway Dept	334.08
Kanabec County Jail	28,085.43
Kanabec Publications	1,261.10
Kanabec Publications	1,341.60
Kanabec Publications Inc	96.00

Kanabec-Pine Community Health	11,428.10
Kanabec-Pine Community Health	1,683.60
Kennedy, Kerry Jr	636.12
Kramersmeier, Wallace	75.00
Lane, Dave	24.84
Lerrssen, Jennifer	841.96
Lucy, Jean	36.00
Magaard, Robert	11.98
MailFinance	1,686.42
Manthie, Jessi	11.88
Manthie, Mark	66.42
Manthie, Scott	1,628.10
Manthie, Wendy	889.49
Marco	165.00
Marco, Inc	486.00
Marco, Inc	486.00
Marohn, Brenda	18.36
Matthew Bender Lexis Nexis	147.43
Mattson Electric	14,566.25
MCCC	14,239.30
McFadden, Barbara	184.09
McGee, Michael B M.D.	500.00
MEI Total Elevator Solutions	375.00
Midwest Radar & Equipment	640.00
Milaca Chiropractic Center	150.00
Mille Lacs County Sheriff's Office	64.30
MRA Trusight	2,746.25
Mulvaney, Dave	61.56
Nelson, Ansel	1,194.55
Nelson, Jerald	28.62
Nelson, Joanne	298.38
Nelson, Ronette	453.79
Nelson, Wanda	490.06
Newgard, Jean	178.20
Niedzielski, Dan	23.76
Norhtstar	157.37
O'Donovan, Barbara	206.28
Office Depot	62.09
Office Depot	593.46
Office Depot	8.19
Office Depot	115.91
Office Depot	59.47
Pictometry International Corp	14,726.25

Pieper, Helen	643.19
Precision Frame & Alignment Inc	25.00
Printing Services	78.00
Priority Dispatch	518.00
Quality Disposal	382.45
Quality Disposal	18.66
Ranweiler, Sabrina	439.02
Regents of the University of MN	17,220.24
Reid, Greg	300.24
Reliance Telephone, Inc	1,350.00
RJ Mechanical	2,858.45
Roberts, Rodney	603.18
Rogers, Pearl	810.37
RS Eden	152.00
RS EDEN	183.50
RUM RIVER PROMOTIONS	248.28
Sedlacek, Lowell	209.45
SelectAccount	348.15
SHI	2,012.00
SHI International Corp	188.00
SHI International Corp	570.00
SHI International Corp	4,894.63
SHI International Corp	376.00
Smith, Larry	606.42
Steller Services	2,685.11
Strandberg, Richard	1,012.74
Striechers	689.97
Struffert, Delores	129.59
Swanson, Jeremy	58.32
The Printer Ink Warehouse	107.06
Thomson-Reuters-West	863.85
Thomson-Reuters-West	53.50
Turner, Virginia	37.23
Ultra Plumbing	262.41
VanDall, Camille	991.85
Verion Wireless	280.16
Visser, Maurice	960.08
Wickerham, Teresa	102.60
Wiitala, David	1,072.98
Wynn, Heather M	21.60
Zamora, Ray	1,325.70
Total	<u>517,145.26</u>

Road and Bridge Fund

Vendor	Amount
Ace Hardware	216.24
Aggregate & Ready Mix Assoc of MN	300.00
Ameripride	556.73
Auto Value	3,963.69
Compass Minerals America	12,122.94
Emergency Automotive Technologies	365.42
First Lab	292.75
Fluegge's Ag, Inc	43.00
Force America Distributing, LLC	221.78
Gale-Tec Engineering, Inc	12,510.00
Glens Tire	169.00
IT Savvy LLC	1,378.67
Kanabec Co Hwy Dept-Petty Cash	12.50
Kanabec Publications, Inc	244.27
Steve Kline	350.00
Kroschel Land Surveyors, Inc	150.00
Landwehr Construction	33,475.62
Maney International Inc	601.95
Marco	1,103.28
MN Assoc of Drainage Inspectors	25.00
Mora Unclaimed Freight	41.94
Malcolm & Anna Norgaard	2,000.00
Northern Safety Co, Inc	242.38
Northern States Supply	32.53
Oak Gallery	23.58
Office Depot	331.98
Oslin Lumber	26.56
Owens Auto Parts	832.91
Power Plan	704.72
Preferred Cleaning	1,150.00
Productivity Plus Account	667.62
Quality Disposal	150.68
RDO Trust #80-5800	5,985.00
SHI International Corp	242.00
Towmaster	847.42
Verizon	37.52
Widseth Smith Nolting & Assoc Inc	5,642.55
Ziegler Inc	1,810.00
Total:	88,872.23

Action #5 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve a Consent Agenda including all of the following actions:

Resolution # 5a – 03/02/16
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:

Quality Disposal	\$2,253.54
East Central Sanitation	\$1,256.84
Arthur Township	\$400.00
Total	\$3,910.38

Resolution # 5b – 03/02/16
KLID CLAIMS

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

WHEREAS the request was accompanied by invoices and verification in the Knife Lake Improvement District board minutes of March 19, 2016, and

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

BE IT RESOLVED to pay the following claims:

Kim Schloemer \$514.00
Kanabec Publications \$46.19
Kanabec Publications \$88.78

Health and Human Services Director Wendy Thompson and Kathy Burski met with the County Board to discuss matters concerning a Hazard Mitigation Plan. No action taken.

Action #6 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #6 – 04/06/16

WHEREAS, Kanabec County has a need to retain professional services to obtain computer programming and technical assistance for the maintenance and support of financial systems to be used in the fiscal management of the Health agency, and

WHEREAS, the Kanabec County Health and Human Services Director recommends that Kanabec County continues the enterprise fund utilizing the IFS Financial System beginning January 1, 2017.

WHEREAS, such an agreement with Minnesota Counties Computer Cooperative (MnCCC) and TriMin has been presented to the Kanabec-Pine Community Health Board for 2016 through 2018, and

THEREFORE BE IT RESOLVED to approve amending the party in the agreement from Kanabec-Pine Community Health to Kanabec County with MnCCC for computer programming, technical assistance and related services to support and maintain the systems and systems components effective January 1, 2017 through December 31, 2018.

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

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

Resolution #7 – 04/06/16

WHEREAS the Timber Trails Transit Office has prepared a job description for the position of Operations Supervisor in the Transit Office, and

WHEREAS the board has reviewed the job description and would like to change the education and experience requirements to include the addition of high school diploma plus five years of experience in lieu of bachelors degree and two years experience.

WHEREAS county policy requires each position to be evaluated for its fit into the pay plan;

BE IT RESOLVED to approve the job description as corrected of the Operations Supervisor with corrections and direct the County Coordinator to submit the job description and questionnaire to the pay consultant for review.

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

Resolution #8 – 04/06/16

BE IT RESOLVED to appoint Allan Ambrose to the Water Plan Committee for a three year term commencing immediately and expiring January 8, 2019.

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

10:31am - The Chairperson then called for public comment. Those that responded included:

Brandon Besser	Regarding road restrictions
Dave Vandervegt	Info on liquor license

10:50am - The Chairperson closed public comment.

Deputy Auditor Roberta Anderson met with the County Board to discuss matters concerning a tax forfeiture. Tabled until next meeting.

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

Action #9 – Kathi Ellis introduced the following resolution and moved its adoption:

Resolution #9 – 04/06/16

WHEREAS the Kanabec County Board has Road restrictions per policy in place, and

WHEREAS the Kanabec County Board has been requested to allow for a Road restriction exemption, and

WHEREAS the Board has granted an option that temporarily allows for Agricultural use with Bonding in place to cover repairs to the road;

NOW, THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners has granted a temporary Road Restriction exemption to Brandon Besser with the aforementioned requirements in place.

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

IN FAVOR THEREOF: Kathi Ellis and Les Nielsen

OPPOSED: Gene Anderson, Kim Smith, and Dennis McNally

ABSTAIN: None

whereupon the resolution failed.

Action #10 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

Resolution #10 – 04/06/16
SAP 033-603-026 Construction Bids

WHEREAS the following bids were received on April 5, 2016:

SAP 033-603-026, Reconstruction of CSAH 3 from CSAH 15 to TH 65

Midwest Contracting, LLC	\$1,334,213.25
Minnerath Construction, Inc.	\$1,372,042.65
Northern Lines Contracting, Inc.	\$1,628,769.55
Thielen Excavating, LLC	\$1,629,405.25
Hammerlund Construction, Inc.	\$1,649,000.00
Marvin Tretter, Inc.	\$1,759,185.40
R.C. Haybeck Excavating, LLC	\$1,749,098.85
Gladen Construction, Inc.	\$1,841,220.30
R.L. Larson Excavating, Inc.	\$1,867,898.05
Kern & Tabery, Inc.	\$1,888,656.50
Ulland Brothers, Inc.	\$1,918,000.00
Landwehr Construction, Inc.	\$2,264,880.08

WHEREAS Midwest Contracting, LLC is disqualified due to an incomplete bid form, and

WHEREAS the lowest responsible bid for SAP 033-603-026 was \$1,372,042.65 submitted by Minnerath Construction, Inc., and

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners accepts the bid of \$1,372,042.65 submitted by Minnerath Construction, Inc. for reconstruction on CSAH 3, and

BE IT FURTHER RESOLVED that the Chairperson and County Coordinator are authorized to sign contracts for these projects.

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

Resolution #11 – 04/06/16
Equipment Rental Bids

WHEREAS bids were received and opened on March 31, 2016 for equipment rental rates and services, and

WHEREAS long term equipment rental quotes were received and presented before the board, and

WHEREAS Kanabec County may require various equipment and services throughout the year;

THEREFORE BE IT RESOLVED to accept all bids and quotes as submitted, and

BE IT FURTHER RESOLVED that the Public Works Director is directed to utilize the bids as necessary based on the availability of the lowest responsible bid.

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

Resolution #12 – 04/06/16
SP 033-611-022 MnDOT Agency Agreement

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. 1002917”, a copy of which said agreement was before the County Board and which is made a part hereof by reference.

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

Resolution #13 – 04/06/16
Highway Easements on Tax-Forfeited Land

WHEREAS, Minnesota Statute 284.04, subd 4, authorizes the County Auditor to grant easements for highway purposes on tax-forfeited land at the price, terms, and period prescribed by the County Board, and

WHEREAS the County Board wishes to secure necessary highway easements for future construction on tax-forfeited land abutting county roads, and

THEREFORE BE IT RESOLVED that all highway easements granted to Kanabec County by the County Auditor on tax-forfeited land are at no fee, no terms, and that the period be permanent.

Future Agenda Items-Discussion on Ordinance #5

Action #14 – Chairperson Anderson closed the meeting at 12:20 pm pursuant to the Open Meeting Law, MN Statute §13D.05, subd. 2 to discuss matters related to discuss employee data that is not public under the Minnesota Government Data Practices Act.

Action #15 — It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to reopen the meeting at 12:40 pm.

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

Resolution #16 – 04/06/16

BE IT RESOLVED to close at the meeting at 12:40 pm pursuant to Minnesota Statute §13D.03 to consider strategy for labor negotiations, including negotiation strategies or developments and discussion and review of labor negotiation proposals, conducted pursuant to sections §179A.01 to §179A.25.

Those present during the closed portion of the meeting include Commissioners Dennis McNally, Gene Anderson, Les Nielsen, Kathi Ellis and Kim Smith. Also present were County Coordinator & Personnel Director Patrick Christopherson and County Attorney Barb McFadden.

Action #17 — It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to reopen the meeting at 12:42 pm.

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

Resolution #18 – 04/06/16

WHEREAS the negotiating team has presented the Board with a proposed 2016-2017 bargaining unit agreement between Kanabec County and the International Union of Operating Engineers Local No. 49, and

WHEREAS the Union has indicated acceptance by signature of the Union Business Agent;

BE IT RESOLVED to approve a 2016-2017 bargaining unit agreement between Kanabec County and the International Union of Operating Engineers Local No.49.

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

Resolution #19 – 04/05/16

WHEREAS Kanabec County has an Emergency Medical Benefit in place to cover Family Emergencies/Short Term disability, and

WHEREAS the Board of Commissioners have been presented with two requests for special use with respects to the “5 consecutive days use” requirement, and

WHEREAS both requests have to do with caring for an immediate family member;

NOW, THEREFORE BE IT RESOLVED, to allow for these one time exceptions to the EMB Policy.

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

Resolution #20 – 04/05/16

Evaluation Result

WHEREAS the board has evaluated the past year’s job performance of Public Works Director Chad Gramentz, and

WHEREAS the board has discussed its findings with Gramentz;

BE IT RESOLVED that the board finds his performance to be satisfactory and approves his step movement from 20E to 20F.

Action #21 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to adjourn at 12:47 p.m. and to meet again in regular session on Wednesday, April 20, 2016 at 9:00am.

Signed _____

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

Attest: _____
Board Clerk