

PROCEEDINGS OF THE COUNTY BOARD

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

April 9, 2008

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, April 9, 2008 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Jerry Nelson, Kevin Troupe and Les Nielsen.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Jerry Nelson, seconded by Kim Smith, and carried unanimously to approve the agenda with the addition of the following:

- 4H Assistant
- CMJT Joint Powers Agreement
- Signs

Action #2 – It was moved by Les Nielsen, seconded by Kim Smith, and carried unanimously to approve the March 26, 2008 minutes of the Kanabec County Board of Commissioners as presented.

Action #3 –It was moved by Jerry Nelson, seconded by Kim Smith, and carried unanimously to recess the board meeting at 9:06am to a time immediately following the Public Health Board.

The Kanabec County **Public Health Board** met at **9:06am** on Wednesday, April 9, 2008 pursuant to adjournment with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, Jerry Nelson and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Health Board agenda. Items discussed included agency finances, contracts, staffing and other agency business.

Action #PH6 - It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to approve the Public Health Board Agenda with the addition of the following:

- Legislative Update
- Mini bus

Action #PH7 - It was moved by Kevin Troupe, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution #PH7 – 04/09/08
ORDER OF THE BOARD

WHEREAS there is a vacancy in the position of Nursing Supervisor, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes Health & Human Service Director Wendy Thompson and the County Personnel Director to hire a full-time Nursing Supervisor at 40 hours per week to refill the vacant position at Step A, Range 16 of the pay plan which is \$24.62 per hour + a \$2.00 market adjustment 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.

Action #PH8 - It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

Resolution #PH8 – 04/09/08
Grant Application

WHEREAS the Health & Human Service Director wishes to apply for a grant to focus in the area of childhood obesity in partnership with the Mora and Ogilvie afterschool care programs;

BE IT RESOLVED to authorize the Health & Human Service Director to apply for a Community Action Grant of up to \$10,000 funded by the Midwest Affiliate of the American Heart Association.

Action #PH9 – Kim Smith introduced the following resolution and moved its adoption:

Resolution #PH9 – 04/09/08
Travel Approval

WHEREAS the Health & Human Service Director has requested approval for herself and two staff people to attend training in Bozeman, Montana, and

WHEREAS County Policy #P-108 requires the following for out-of-state travel:

1. Out of state travel is appropriate when the time and cost of such travel are outweighed by the benefit to Kanabec County.
2. Expenses are limited to reasonable and proper.
3. All out of state travel requires prior county board approval.

and,

WHEREAS the training is mandated by, and paid for by, the Alcohol, Tobacco and Other Drug Grant;

BE IT RESOLVED to authorize three employees to attend training in Bozeman, Montana as follows:

Registration, 3 at \$530 each	= \$1,590.00
Travel, 3 at \$469 each	= \$1,407.00
Lodging	= \$1,319.88

BE IT RESOLVED that all costs will be paid from Alcohol, Tobacco and Other Drug Grant Funds.

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

IN FAVOR THEREOF: Kevin Troupe, Jerry Nelson, Kathi Ellis, Kim Smith
OPPOSED: Les Nielsen
ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

Action #PH10 – It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to adjourn the Public Health Board at 9:56am to meet in regular session on Wednesday, May 14, 2008 at 9:05am.

The meeting of the Kanabec County Board of Commissioners resumed.

Action #10 – 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 #10a – 04/09/08

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, 2008 claims on SCORE Funds:

Quality Disposal		\$3,800.00
------------------	--	------------

Knife Lake Sanitation	\$800.00
Arthur Township	\$400.00
TOTAL	\$4,800.00

Resolution #10b – 04/09/08

Water Plan Claims

WHEREAS the board has been presented with a claim to be drawn on Water Plan Funds, and

WHEREAS the Environmental Services Director has verified that this claim falls within the budget of the Water Plan and is an action item of the Water Plan Committee;

BE IT RESOLVED to approve payment of a claim of \$35.00 to East Central Water Testing.

Resolution #10c – 04/09/08

Abatements

WHEREAS the County Assessor has found clerical errors made on the data for a property in Kanabec County, and

WHEREAS the County Assessor and County Auditor have indicated their approval of the correction of the errors as indicated by their signatures below;

BE IT RESOLVED that the County Board accept the recommendations of the County Assessor and the County Auditor and exercise the County Board's authority under Minnesota Statute 375.192, Subd. 2 to approve the correction of the clerical errors as follows:

Name	Parcel Number	Reason for Abatement/Addition	Original Taxes	New Taxes	Amount of Change
Douglas & Randi Yankowiak	02.00255.00	Green acre 2008	\$86.00	\$14.00	\$72.00
Douglas & Randi Yankowiak	02.00255.00	Green acre 2007	\$76.00	\$14.00	\$62.00
Linda Alden	07.00510.00	Homestead - Clerical	\$1,724.00	\$1,498.00	\$226.00
County of Kanabec	22.02815.00	Exempt	\$6,086.00	\$4,648.00	\$1,438.00
State of Minnesota	03.00760.00	Exempt	\$1,480.00	\$0.00	\$1,480.00
City of Mora	02.00035.00	Wrong District - Property was Annexed	\$1,114.00	\$0.00	\$1,114.00
City of Mora	02.00040.10	Wrong District - Property was Annexed	\$1,482.00	\$0.00	\$1,482.00

City of Mora	22.00001.00	Corrected District for Annex	\$0.00	\$2,924.00	\$2,924.00
Andrew Kelling	22.07155.00	Wrong model valued	\$1,830.00	\$1,632.00	\$198.00
Total Changes			\$13,878.00	\$10,730.00	\$3,148.00

Resolution #10c – 04/09/08

Abatements

WHEREAS the County Assessor has a disaster credit for a property in Kanabec County, and

WHEREAS the County Assessor and County Auditor have indicated their approval of the abatement as indicated by their signatures below,

BE IT RESOLVED that the County Board accept the recommendations of the County Assessor and the County Auditor and exercise the County Board’s authority under Minnesota Statute 375.192, Subd. 2 to approve the disaster credit correction as follows:

Abatements/Additions for April 9, 2008					
Name	Parcel Number	Reason for Abatement/ Addition	Original Taxes	New Taxes	Amount of Change
Wesley Arends	09.00610.00	Disaster Credit Abatement 2007 33%	\$1,694.00	\$1,439.10	\$254.90
Wesley Arends	09.00610.00	Disaster Credit Abatement 2008 25%	\$1,752.00	\$1,552.82	\$199.18

Action #11 – It was moved by Les Nielsen, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

Resolution #11 – 04/09/08

CMJT Joint Powers

WHEREAS Kanabec County has been a participating county in Central Minnesota Jobs and Training since its inception in January of 1994, and

WHEREAS Central Minnesota Jobs and Training continues to serve the participating counties in all the capacities enumerated in the joint powers agreement document which follows;

BE IT RESOLVED to approve the following joint powers agreement:

Minnesota Workforce Center System

JOINT POWERS AGREEMENT

Under the Workforce Investment Act of 1998

THIS AGREEMENT, made and entered into this ____ day of _____, 2008, by and between the Board of Commissioners of the following counties of the State of Minnesota: Chisago, Isanti, Kanabec, Kandiyohi, McLeod, Meeker, Mille Lacs, Pine, Renville, Wright, and Sherburne (hereinafter referred to as participating County Boards) is as follows:

WHEREAS, Minnesota Statutes, Section 471.59 provides that two or more governmental units may by Agreement jointly exercise any power common to the contracting Parties; and

WHEREAS, the United States Department of Labor has made available funds for the training of unemployed/underemployed workers and youth, and,

WHEREAS, Block Grant Funds will be distributed by the State of Minnesota through its Department of Employment and Economic Development to support administration and provision of the Workforce Investment Act of 1998, and

WHEREAS, the participating County Boards desire to develop and approve the planning, coordination, and administration of training programs for unemployed/underemployed workers and youth under the Workforce Investment Act of 1998, and

WHEREAS, Central Minnesota Jobs and Training Services, Inc., serves as the Local Workforce Council (Workforce Investment Board), which through Minnesota Statutes, chapter 268 meets the requirements of the Workforce Investment Act to implement and oversee the administration of the Workforce Service Area, and

WHEREAS, the participating counties desire to avoid duplication of job training and employment services and create a unified service delivery system serving both job seekers and employers, and

WHEREAS, the United States Department of Labor has made available funds for the job training and retention of "hard to serve" Temporary Assistance for Needy Families recipients and associated non-custodial parents, and

WHEREAS, Block Grant Funds will be distributed by the State of Minnesota through its Department of Employment and Economic Development to support administration and provision of the Welfare-to-Work Program, and

WHEREAS, the participating County Boards desire to develop and approve the planning, coordination, and administration of job training and retention programs for the "hard to serve" Temporary Assistance for Needy Families recipients.

NOW THEREFORE, in consideration of the covenants and mutual agreements contained herein, and pursuant to the fore-going, the participating counties do hereby establish a Workforce Investment/WorkForce Center Systems Joint Powers Board (the "Joint Powers Board") having the composition, powers, and duties provided in this agreement as follows:

I. WORKFORCE INVESTMENT/WORKFORCE CENTER SYSTEM JOINT POWERS BOARD

A. Composition

The Joint Powers Board shall have the following composition:

One County Commissioner appointed by the County Board from each of its eleven counties. Each respective County Board shall make the appointments on an annual basis in January of each year. Each County Board may appoint an Alternate County Commissioner to the Joint Powers Board.

B. Powers

The Joint Powers Board shall possess all the powers and duties assigned by law, the Minnesota WorkForce Center System Non-Financial Agreement, and Minnesota Statutes 116J and 471.59 to:

1. Monitor the Joint Powers Agreement and its purpose of existence to the advantage of each county, the Act for which it was formed, and to exercise all powers, which may be necessary to enable it to perform and carry out its duties and responsibilities for the Minnesota WorkForce Center System.
2. Appoint or reappoint representatives to serve on the Central Minnesota Jobs & Training Services Board/Workforce Council (or the "Council"). It is desired that the members so appointed/reappointed will provide the following geographic distribution:
 - a. Representatives of Business:
 - 3 from the 4 counties, development region 6E:
 - 3 from the 2 counties, development region 7W:
 - 4 from the 5 counties, development region 7E:

The Representatives of Business shall be selected by the Joint Powers Board from nominations made by general-purpose business organizations. Representatives of Business must constitute a majority of the members.

b. One member representing each of the following categories. Members shall be selected in such a manner that at least one representative is from each of the three regions and no region has more than four representatives. The Joint Powers Board shall select membership from nominations submitted by all agencies/organizations in each respective membership category.

1. education entities
2. labor organizations (at least two members)
3. community-based organization (combined membership of labor organizations and community-based organizations must equal at least 15% of the members)
4. economic development agencies
5. rehabilitation agencies
6. public employment services
7. public assistance agencies

8. such other individuals or representatives of entities as the Joint Powers Board may determine to be appropriate

c. Three members of the Joint Powers Board who have been elected as its officers (the Chair, Vice-Chair, and Secretary). The three Joint Powers Board officers shall attend Council meetings with one vote shared among the three members.

d. Every effort will be made to see that each county in the Workforce Service Area have fair representation on the Council.

3. Enter into contracts necessary for the exercise of its duties and responsibilities to govern the Joint Powers Board. The Board may take such action as is necessary to enforce such contracts to the extent available in equity or at law. Contracts let and purchases made pursuant to this Agreement shall conform to the requirements applicable to contracts required by law (i.e. fiscal management, personnel management).

4. Obtain liability, property and auto insurance and may obtain such other insurance it deems necessary to indemnify the Board and its members for actions of the Board and its members arising out of this Agreement.

C. Operating Procedures

1. The Joint Powers Board shall elect from its membership a Chair, Vice-Chair, and Secretary for the conduct of its affairs, who shall serve a 2-year term. One officer shall be from each of the three regions.

2. Each county shall have one vote in the determination of all issues.

3. Times and places of regular and special meetings shall be fixed by the Joint Powers Board.

4. All meetings of the Joint Powers Board shall be conducted in a manner consistent with the Minnesota Open Meeting Law. Minnesota Statutes Section 471.705.

5. The Joint Powers Board shall work with the Council as required by law and the Minnesota WorkForce Center Non-Financial Agreement in the development and delivery of Workforce Investment Programs, WorkForce Centers and Welfare-to-Work Programs. The Joint Powers Board and the Council may jointly consider the establishment of advisory groups and/or task forces. These advisory groups may be formed on a regional or area wide basis in order to obtain more local input on the development and delivery of effective Workforce Investment Programs, WorkForce Centers, and Welfare-to-Work Programs. The membership of such groups will be determined by mutual agreement between the Council and the Joint Powers Board.

6. The books and records, including minutes and the original fully executed Agreement, of the Board shall be subject to the provisions of Minn. Stat. Ch. 13. They shall be maintained at the headquarters of the Joint Powers Board.

Records accounts and reports shall be maintained by the Secretary/Treasurer.

7. The Joint Powers Board will ensure strict accountability for all funds of the organization and will require reports on all receipts and disbursements made to, or on behalf of the Joint Powers Board.

II. AMENDMENT

This Agreement may be amended only by the agreement of all participating counties by resolution of their County Boards of Commissioners. Notice of any proposed amendment must be provided to all participating county Boards of Commissioners at least 30 days prior to the effective date of the proposed amendment.

III. TERMINATION

Any one participating county board may withdraw from this Agreement only on notice of an intention to withdraw delivered to the other participating county boards and the Commissioner of the Department of Employment and Economic Development not less than 60 days before the effective date of the withdrawal. The participating counties may terminate this agreement upon majority vote of all parties to the agreement.

If funding for this project terminates prematurely, this contract shall be null and void 60 days after the effective date of such action.

IV. DISPOSAL OF SURPLUS FUNDS OR PROPERTY UPON TERMINATION

Upon termination of this Agreement, unexpended funds and property shall be disposed of in accordance with applicable law.

V. INDEMNIFICATION AND HOLD HARMLESS

A. Applicability

The Joint Powers Board shall be considered a separate and distinct public entity to which the Parties have transferred all responsibility and control for actions taken pursuant to this Agreement. The Joint Powers Board shall comply with all laws and rules that govern a public entity in the State of Minnesota and shall be entitled to the protections of M.S. 466.

B. Indemnification and Hold Harmless

The Joint Powers Board shall fully defend, indemnify and hold harmless the Parties against all claims, losses, liability, suits, judgments, costs and expenses by reason of the action or inaction of the Board and/or employees and/or agents of the Joint Powers Board. This Agreement to indemnify and hold harmless does not constitute a waiver by any participant of limitations on liability provided under Minnesota Statutes, Section 466.04.

To the full extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes, Section 471.59, subd. 1a(a); provided further that for purposes of that statute, each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Party.

The Parties of this Agreement are not liable for the acts or omissions of the other participants to this Agreement except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other Parties.

VI. EFFECTIVE TIME

This Agreement is effective for the time period beginning April 1, 2008, for youth services, and July 1, 2008, for adult services through June 30, 2010. The prior version of this Agreement dated July 1, 2006, will remain effective until this Agreement is signed by June 30, 2008.

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

Resolution #12 – 04/09/08
4-H Summer Assistant

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

WHEREAS the board did budget for this position in 2008, 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.

10:00am – Douglas Olson, Gambling Manager for the Hinckley-Pine City Flames Snowmobile Club met with the County Board to discuss matters concerning charitable gambling.

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

Resolution #13 – 04/09/08
Gambling

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 Hinckley-Pine City Flames Snowmobile Club for charitable gambling to be held at Stello's Trackside, 1067 Hwy 107 N, Braham, MN 55006.

10:10am – Emergency Management Director/Veteran Service Officer Lowell Sedlacek met with the County Board to discuss matters concerning his office.

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

Resolution #14 – 04/09/08
Computer parts

WHEREAS the Veteran Service Officer has received grant funds intended to assist in the operation of his office;

BE IT RESOLVED to authorize purchase of the following from the Veteran Service Operational Improvement Grant:

- (1) Computer at \$348.95
 - (2) 19" flat screen monitors at \$200 each
 - (1) Virtual Veterans computer software
\$760 worth of training
-

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

Resolution #15 – 04/09/08
Printer/Copier/Fax

WHEREAS Emergency Management Director Lowell Sedlacek is in the process of outfitting an Incident Management Vehicle, and

WHEREAS funds for this purpose are available in the 2006 HSEM regional grant, and

WHEREAS quotes for B&W LaserJet printer-fax-copiers were received as follows (tax included):

Marco	HP LaserJet M2727nf	\$429.00
S&T Office	BRT MFC8870DW	\$637.94
Tiger Direct	HP LaserJet M2727nf	\$422.71

BE IT RESOLVED to approve the recommendation of the Emergency Management Director and accept the quote of \$422.71 for an HP Model M2727nf from Tiger Direct paid from 2006 HSEM regional grant funds due to local service and value.

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

Resolution 16, 04/09/08
LED Signs

WHEREAS Emergency Management Director Lowell Sedlacek is in the process of outfitting an Incident Command Vehicle, and

WHEREAS funds for this purpose are available in the 2006 HSEM regional grant, and

WHEREAS quotes for LED signs for front & rear messages & warning were received as follows (tax included):

Qty 2	Office Depot,	USS 3526	\$199.99 each	\$398.98
Qty 2	S&T Office Products, Part #	USS 3526,	\$233.24 each	\$466.47
Qty 2	Neon Design a Sign	LEDNEX-500RG2	\$225.00 each	\$450.00

BE IT RESOLVED to approve the recommendation of the Emergency Management Director and accept the low quote of \$398.98 for two US Stamp & Sign Model 3526 LED signs paid from 2006 HSEM regional grant funds.

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

Resolution 17, 04/09/08
Cellular Repeater

WHEREAS Emergency Management Director Lowell Sedlacek is in the process of outfitting an Incident Command Vehicle, and

WHEREAS funds for this purpose are available in the 2006 HSEM regional grant, and

WHEREAS quotes for Cellular Phone Repeater were received as follows (tax included):

Qty 1	Cell Antenna	CAE50 Gemini	\$399.99 each	\$399.99
Qty 1	Repeater Store,	Wilson 801247	\$330.00 each	\$330.00
Qty 1	The Twister Group	Digital DA4000sbr	\$392.12 each	\$392.12

BE IT RESOLVED to approve the recommendation of the Emergency Management Director and accept the low quote of \$330.00 for a Wilson 801247 Cellular Phone repeater system paid from 2006 HSEM regional grant funds.

Action #18 – It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution 18, 04/09/08

Wireless Satellite Internet and Phone

WHEREAS Emergency Management Director Lowell Sedlacek is in the process of outfitting an Incident Command Vehicle, and

WHEREAS funds for this purpose are available in the 2006 HSEM regional grant, and

WHEREAS quotes for Wireless Satellite Internet & Phone were received as follows (tax included):

Qty 1	Mobile Satellite, 1.5M/512 x 36	\$ 22104	Hdwe\$10,195	\$32,299.00
Qty 1	Satellite Technologies, 2M/768 x 36	\$ 9884	Hdwe\$13,490	\$23,373.80
Qty 1	Ground Control, 1.5M/512 x 36	\$ 15804	Hdwe\$10,398	\$26,202.00

BE IT RESOLVED to approve the recommendation of the Emergency Management Director and accept the low quote of \$ 23,373.80 from Satellite Technologies paid from 2006 HSEM regional grant funds.

Action #19 – It was moved by Jerry Nelson, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

Resolution 19, 04/09/08

WhiteBoard Capture device

WHEREAS Emergency Management Director Lowell Sedlacek is in the process of outfitting an Incident Command Vehicle, and

WHEREAS funds for this purpose are available in the 2006 HSEM regional grant, and

WHEREAS quotes for Whiteboard Capture system were received as follows (tax included):

Qty 1	Office Depot,	Quartet 538373	\$714.99
Qty 1	Creative Engine	Mimio Interactive & Capture	\$799.00
Qty 2	Touchboards	eBeam 45025566 System3	\$674.00

BE IT RESOLVED to approve the recommendation of the Emergency Management Director and accept the low quote of \$674.00 for an eBeam whiteboard capture device to record critical documents paid from 2006 HSEM regional grant funds.

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

Resolution 20, 04/09/08

Telescopic Tower for Antennas

WHEREAS Emergency Management Director Lowell Sedlacek is in the process of outfitting an Incident Command Vehicle, and

WHEREAS funds for this purpose are available in the 2006 HSEM regional grant, and

WHEREAS quotes for Telescopic Antenna Towers were received as follows (tax included):

Qty 2	Wonder Pole,	8' collapsed 40' extended	\$250.00 each	\$ 500.00
Qty 1	Floatograph Technologies,	10' collapsed 40' extended		\$9,900.00
Qty 1	Solid Signal,	44' tower shipped in 8' sections		\$ 999.00

BE IT RESOLVED to approve the recommendation of the Emergency Management Director and accept the low quote of \$ 500.00 for 2 wonderPoles paid from 2006 HSEM regional grant funds.

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

Resolution 21, 04/09/08

Maintenance agreement

WHEREAS Emergency Management Director Lowell Sedlacek is in the process of outfitting an Incident Command Vehicle, and

WHEREAS funds for this purpose are available in the 2006 HSEM regional grant, and

WHEREAS a maintenance agreement is required for this purpose,

BE IT RESOLVED to approve the recommendation of the Emergency Management Director to approve a maintenance agreement of \$7500.00 paid from 2006 HSEM regional grant funds.

Action #22 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

Resolution 22, 04/09/08

Incident Command Vehicle Equipment

WHEREAS Emergency Management Director Lowell Sedlacek is in the process of outfitting an Incident Command Vehicle, and

WHEREAS funds for this purpose are available in the 2006 HSEM regional grant, and

WHEREAS much incidental equipment is required for this purpose;

BE IT RESOLVED to authorize Emergency Management Director Lowell Sedlacek to purchase incidental equipment for the Incident Command Vehicle including the following:

- Programming and Installation of Radios
- Color backup camera, w/sensors & monitor
- Battery Jump Starter
- Custom map case - glass & aluminum
- Cameras for scene security
- dvr player/recorder
- Color ledger printer
- Scene Lighting
- Portable sink for outdoor restroom
- Porta Potty for outdoor restroom
- Portable Toilet enclosure
- RAM type laptop table mount
- Amateur Radio equipment
- Garmin Nuvi 350 GPS navigator
- Heavy duty rechargeable Flashlights
- Deep cycle batteries to run radios

BE IT FURTHER RESOLVED that all purchases will comply with grant requirements will be paid from 2006 HSEM regional grant funds, and

BE IT FURTHER RESOLVED that any individual purchase exceeding \$500.00 requires board approval.

10:39am - The Chairperson then called for public comment. Those who responded included:

Bob Strom	Can the county pull back gravel from the ditches?
-----------	---

10:43pm - The Chairperson closed public comment

Action #23 – It was moved by Kevin Troupe, seconded by Les Nielsen, and carried unanimously to approve payment of the following paid claims:

Anderson Legal	297.50
Assurant Employee Benefits	1,056.62
City of Mora	50.00
Dixon, Staci	25.21
East Central Energy	49.84
GMCU	10,434.98
Grote, Don	62.22
Hinckley News	6.86
Holiday Credit Office	6,691.57
Humana Dental	3,854.36
Kanabec Co A/T	484.25
Kanabec Co Auditor	24,300.00
Kanabec Co Auditor	380.00
Kanabec Co Court Administrator	55.00
Kanabec Co Public Health	77,469.66
Ledin & Hofstad	178.50
Ledin & Hofstad	263.50
McNally, Jeanne	96.16
MN Dept of Finance	5,064.50
MN Energy Resources	13,143.35
MN Energy Resources	176.72
MN Energy Resources	84.61
MN Mutual Life Ins	358.70
Montbriand, Ed	116.36
Mora Municipal Utilities	1,987.89
Mora Municipal Utilities	8,883.12
Morgan, Barb	156.76
Northstar Access	1,151.59
Office of Enterprise Technology	600.00

Pine Co Health & Human Services	119,592.13
Riley, Jayson	21.82
Rural Cellular Corp	1,400.67
Schulz, Steve	549.00
Sheriff, St Louis Co	299,999.13
TDS Metrocom	331.96
Techam, Marie	67.60
Treasurer, Kanabec Co	79,785.00
Troupe, Kevin	16.16
Total	<u>659,243.30</u>

Action #24 – It was moved by Kim Smith, seconded by Les Nielsen, and carried unanimously to approve payment of the following claims:

Revenue Fund

Ace Hardware	30.34
Ace Hardware	73.78
Ace Hardware	117.82
ADA	947.00
Akkerman Ingebrand Funeral Home	600.00
Alcanter, Lori	381.79
AmeriPride	338.30
AmeriPride	46.27
Anderson, Karen	332.29
Andres, Christine	142.92
Armstrong, Becci	24.24
Arrowwood Resort	307.24
Arrowwood Resort	307.24
Ashworth Appliance	27.67
Auto Value	469.16
Auto Value	17.12
Baudville	31.55
Bernhardt, Maria	244.43
Biever, Laurie	233.31
BLI Lighting	90.59
Bob Barker	325.59
Briggs	223.38
Brosnahan, Amy	69.56
Bryant, Gary	1,597.50
Bureau of Criminal Apprehension	120.00
Burski, Kathy	147.21
Cassman, Deb	240.38
CDW	394.05

CDW	394.05
CIMA	243.72
Circuit Works	250.00
City of St Paul	150.00
CLIA Laboratory Program	150.00
Coborns	61.50
Coborns Long Term Care Pharmacy	564.82
Coborns Pharmacy	23.06
Coborns Pharmacy	1,786.40
Commissioner of Education	20.00
Coon, Susan	25.50
CPS Technology	456.57
CPS Technology	2,300.00
CTC	7.01
D&T Ventures	500.00
D&T Ventures	551.25
Dept of Public Safety	270.00
Don's Towing	117.15
Downtown Deli	381.54
Downtown Deli	13.95
Dudek, Allison	68.58
East Central Exterminating	101.20
East Central Regional Juvenile Center	11,542.00
EBSC	1,325.00
EcoWater	83.39
Elfstrum, Brenda	401.48
Employers Assoc	130.00
Erbstoesser, Arnie	599.96
Five County Mental Health	638.75
Five County Mental Health	606.25
Frederickson, Reese	55.00
Fresonke, Lew	157.50
Friday, Jenny	97.97
Galls	889.18
Garcia, Tim	135.00
Glen's Tire	39.82
Grace Lutheran Church	75.00
Grainger	11.23
Granite City Armored Car	350.04
Granite Electronics	26.04
Granite Electronics	26.04
Gunderson Motors	683.10
Gustafson, Bev	580.14

Handi Medical Supply	220.42
Hannu, Joann	265.64
Harff, Shirley	117.17
Hebeisen, Rose	673.69
Hennepin Co Medical Center	150.00
Hillyard Inc	35.97
Hohn's Auto Body	3,580.80
Horizon Towing	260.34
Hospice MN	250.00
Howard, Carey	209.58
Image Office Service	68.71
Independence Medical	253.77
Indianhead Specialty	53.14
Ivans	70.39
Jims Locksmithing	20.44
Johnson, Wallace	155.54
Johnsons Hardware	91.64
Johnsons Hardware	28.74
Jones, Clare	75.75
Kanabec Co Hwy Dept	52.00
Kanabec Co Hwy Dept	524.06
Kanabec Co IS Dept	1,046.85
Kanabec Co IS Dept	330.96
Kanabec Co IS Dept	348.95
Kanabec Co IS Dept	661.92
Kanabec Co IS Dept	348.95
Kanabec Co IS Dept	1,341.83
Kanabec Co IS Dept	337.01
Kanabec Co IS Dept	2,053.73
Kanabec Co Public Health	498.50
Kanabec Hospital	9.25
Kanabec Hospital	1,610.91
Kanabec Hospital	2,090.00
Kanabec Hospital	4,373.00
Kanabec Publications	4.14
Kanabec Publications	1,544.40
Kanabec Publications	179.53
Kanabec Publications	689.99
Kanabec Publications	111.83
Keefe Supply Co	299.28
KEEPRS	682.77
Laska, Millie	995.56
Lindberg, Jodi	5.33

MAAO	115.00
Majeski, Annette	185.35
Marco	49.00
Marco	26.63
Martin, Bill	12.12
Matthew Bender	219.45
Maul, Barb	64.64
Maul, Barb	47.47
MCCC	1,705.00
MCCC	4,406.16
McGee, Michael, MD	400.00
MCIT	116.00
Miklesh, Jolene	14.65
MN Public Health Assoc	50.00
MN Safety Council	25.00
MN Sheriff's Assoc	111.87
Moore Medical	150.16
Moore Medical	105.02
Moore Medical	221.90
Mora Police Dept	1,852.00
Mora Psychological Services	380.00
Mora Schools	10,697.00
Mora Schools	250.00
Morrell, Joy	775.64
National Medical Services	138.00
Nelsons	243.14
Northland Inn	247.82
Novis Glass	239.63
Nummela, Pat	74.74
NWA/TCM	620.00
NWA/TCM	310.00
Oak Gallery	45.89
Oak Gallery	19.00
Odyssey Group	100.00
Office Depot	139.64
Office Depot	194.84
Office Depot	35.52
Office Depot	118.80
Office Depot	15.77
Office Depot	240.26
Office Depot	45.99
Ogilvie Schools	11,842.42
Option Care	1,337.16

Orange Tree Employment Screening	54.00
Orange Tree Employment Screening	6.00
O'Reilly, Molly	191.61
Osterdyk, Sue	87.37
Ostrom, Donna	28.50
Otte Dairy Delivery	306.00
Owens Auto Parts	6.18
Owens Auto Parts	42.70
Pedersen, Jerry	43.43
PEI	80.00
Peterson, Walter	99.99
Pine Co Sheriff	50.00
Pine Lake Communications	66.56
Postmaster	175.00
Priority Dispatch	1,669.00
PSS-Mpls	451.32
Quality Disposal	489.55
Quill	61.10
Raiche, Nancy	177.77
Ramsey Co	1,400.00
Reed, Terrie	361.08
Regions Hospital	265.00
Reliance Telephone	134.37
Retail Acquisition & Development	348.33
Richard, Lila	372.75
Ringler, Jennie	234.83
Rosburg, Diane	276.74
RS Eden	33.75
S&T	1,030.45
Sandberg, Bev	141.91
Sandstone Distributing	26.00
Sandstone Distributing	39.94
Schewe, Bob	47.99
Schmidt, Barb	356.04
Schroeder, Janelle	103.03
Schulz, Daniel	90.00
Scofield, Becca	157.06
Scooter Software	30.00
Sedlacek, Lowell	114.14
Sherburne Co Aud/Treas	1,182.48
Sheriff Youth Programs	4,558.07
Sheriff, Isanti Co	28,079.42
Sheriff, Kanabec Co	1,852.00

Skramstad, Linda	275.73
Smith, Kim	296.94
Stahlke's	60.00
Stearns-Benton Child Protection Team	100.00
Strandberg, Richard	244.74
Sunshine Printing	149.05
Swanson, Lori	14.65
Tamarac Medical	10.00
Tim's Tower 2000	1,454.24
Tomlinson, Kathy	170.00
Trane Parts	89.84
Tvedt, Joell	662.89
Twin City Hardware	402.78
Uhlhorn, Don	340.00
Ultramax	553.00
Viking Electric Supply	420.92
Vogel, Darla	379.26
Voight, Jackie	3.03
Watson Co	793.94
Watson Co	728.53
Weber, Dan	6.00
West Payment Center	389.80
West Payment Center	1,082.04
Wild Things Pizza	114.25
Zamora, Ray	1,529.14
	<hr/>
	<u>155,073.31</u>

Road & Bridge

Ace Hardware	143.73
Allina OCC Med, NW 5685	55.00
Ameripride	549.62
Arrow Tank & Engineering Co.	349.32
Auto Value Mora	2,844.87
Boyer Ford Trucks	1,298.46
Braham Motor Service	277.00
Brock White Company	538.16
Central- McGowan, Inc.	50.61
Commissioner of Transportation	227.52
Federated Co-ops Inc.	143.36
Glen's Tire	174.20
Gopher State One-Call	7.25
Image Tech Services	101.53
Jim's Machine & Welding	110.38

Kanabec Court Administrator	55.00
Kanabec County Sheriff	5,000.00
Kanabec County Treasurer	348.95
KCR Construction	420.00
Lakes Gas Company	76.79
Mattson Electric	592.66
Minnesota Asphalt Pavement Association	125.00
Northern States Supply, Inc.	91.65
Office Depot	100.97
Oslin Lumber	134.96
Owens Auto Parts (NAPA)	785.31
Oxygen Service Company	193.56
Pine Lake Communications	952.00
Power Plan	1,639.04
Quality Disposal Systems, Inc.	125.69
Richards, Lila, The Cleaning Agent	910.58
SNG Sharpening Service	120.00
Stearns County Highway Dept.	12.00
University of Minnesota	255.00
Vista Safety Program	116.00
Wheeler Lumber LLC	1,765.30
Total:	20,691.47

10:50am – County Engineer Greg Nikodym met with the County Board to discuss matters concerning the Highway Department.

Action #25 – It was moved by Kim Smith, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

Resolution 25, 04/09/08

Copier

WHEREAS the Kanabec County Highway Department requires the replacement of its copier/printer, and

WHEREAS the County Highway Department has reviewed the options and benefits of the following two (2) models; and

Supplier	Make	Model
Marco	Sharp	MX 3501N
Metro Sales	Ricoh	MP C3000

WHEREAS the County Highway Department has determined that the Sharp MX 3501N unit best meets its needs, and

WHEREAS the County Highway Department did include funds for this purchase in the 2007 budget;

NOW THEREFORE BE IT RESOLVED to authorize the County Engineer to purchase one (1) Sharp Model MX 3501N copier/printer from Marco for the price of \$11,527.00

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

Resolution 26, 04/09/08
ORDER OF THE BOARD
Seasonal Workers

WHEREAS the County Highway Department budget includes funds for the hiring of seasonal employees, and

WHEREAS the County Engineer has requested approval to hire two (2) seasonal employees to perform seasonal maintenance work on county highways, and

WHEREAS the Board desires to fill these seasonal positions;

BE IT RESOLVED that the County Board authorizes County Engineer, Greg Nikodym, and the County Personnel Director to hire two (2) full-time, seasonal workers for the 2008 season, and

BE IT FURTHER RESOLVED that the rate of pay will be set at the time of hire by the County Engineer and Personnel Director at \$10.27, \$10.89, \$11.55 or \$12.24 per hour, depending on qualifications.

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

Action #27 – It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution 27, 04/09/08

WHEREAS the Personnel Director has presented the board with a regular annual performance evaluation for a Kanabec County Department Head;

BE IT RESOLVED to close the meeting at 10:55am am pursuant to the Open Meeting Law, Minnesota Statute §13D.05, subd. 3 to evaluate the performance of County Engineer Greg Nikodym.

Action #28 – It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to reopen the meeting at 11:15am.

Action #29 – It was moved by Les Nielsen, seconded by Kim Smith, and carried unanimously to approve the following resolution:

Resolution 29, 04/09/08

WHEREAS the board has evaluated the past year's job performance of County Engineer Greg Nikodym, and

WHEREAS the board has discussed its findings with Nikodym;

BE IT RESOLVED that the board finds his performance to be satisfactory.

11:10am – Chief Deputy Sheriff Robert Jensen and Jail Administrator Joanne Nelson met with the County Board to discuss matters concerning the Sheriff's Office.

Action #30 – It was moved by Kevin Troupe, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution 30, 04/09/08

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 Investigator is on the rotation schedule for 2008, and

WHEREAS the County Coordinator 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 Investigator job are sufficient to warrant further review by the salary consultant.

Action #31 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the following consent agenda:

Resolution 31a, 04/09/08

Purchase Approval

WHEREAS the Sheriff's Office has requested approval to purchase various items for use by Deputy Sheriffs, and

WHEREAS these are budgeted items;

BE IT RESOLVED to authorize the purchase of the following:

- a. LIFEPAK 1000 defibrillator at a cost of \$2,404.00
 - b. HT1250 VHF 128 portable radio at a cost of \$958.77
 - c. MDE-2Martel Digital Interceptor in car camera at a cost of \$2,900.00
-

Resolution 31b, 04/09/08

Auction

WHEREAS the Sheriff's Office has requested approval to dispose certain vehicles;

BE IT RESOLVED to authorize the Sheriff to dispose of the following vehicles at auction:

- 1997 Ford Taurus
- 1999 Ford Crown Victoria
- 2002 Dodge Van

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

Resolution 32, 04/09/08

Approve Job Description and Refer for Reevaluation

WHEREAS the Sheriff's Office did include a Jail Sergeant position in the 2008 budget, and

WHEREAS the Jail Administrator has prepared a job description and position questionnaire, and

WHEREAS the Sheriff has requested an evaluation of the Jail Sergeant position;

BE IT RESOLVED to direct the Personnel Director to submit the Jail Sergeant position to the Pay Plan Consultant for review.

Action #33 – It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to approve the purchase of computer module that would connect the medical dispatch software to the dispatch CAD system at a cost of \$2,500.00 purchased from E911 funds.

11:55am – Auditor/Treasurer Denise Cooper met with the County Board to discuss matters concerning a TIF District.

Action #34 – It was moved by Jerry Nelson, seconded by Kim Smith, and carried unanimously to approve the following resolution:

Resolution 34, 04/09/08

RESOLUTION WAIVING THE THIRTY~DAY NOTIFICATION PERIOD PURSUANT TO MINNESOTA STATUTES, SECTION 469.175, SUBDIVISION 2.

WHEREAS, the City Council of the City of Mora (the "City") is considering the establishment of Tax Increment Financing District No. 1-14 (the "TIF" District"); and

WHEREAS, Minnesota Statutes, Section 469.175, Subd. 2 requires that the County Board be provided notice of the establishment of the TIF District, a copy of the proposed tax increment financing plan ("TIF Plan") and the estimate fiscal and economic implications of the proposed establishment of the TIF District at least thirty days before the public hearing required by Minnesota Statutes, Section 469.175, Subd. 3; and

WHEREAS, the County Board of Commissioners for Kanabec County has received a copy of the proposed TIF Plan, including estimates of the fiscal and economic implications of the TIF District to be established by the City; and

WHEREAS, the City has requested a waiver of the County Board's thirty-day comment period provided by Minnesota Statutes, Section 469.175, Subd. 2; and

WHEREAS, the County Board desires to waive the thirty-day notification requirement in order to expedite the City's establishment of the TIF District; and

WHEREAS, the County Board has reviewed the TIF Plan and the fiscal impacts of the TIF District;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY BOARD OF KANABEC COUNTY AS FOLLOWS:

1. The County Board agrees to waive the 30-day comment period on the TIF Plan by providing a comment on the TIF Plan, as provided in Minnesota Statutes, Section 469.175, Subd. 2.
2. The County Board's comment on the TIF Plan is this:

While the board is waiving the 30 day notice to cooperate with the City of Mora, we disagree with the practice of using TIF on good, productive land. TIF was intended to be used for blighted property. We believe this intention has been lost.

Action #35 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to adjourn at 12:28pm to meet in regular session on Wednesday, April 16, 2008 at 9:00am.

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

Attest: _____
Alan B. Peterson, Kanabec County Coordinator