

# PROCEEDINGS OF THE COUNTY BOARD

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

**August 18, 2010**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, August 18, 2010 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Kevin Troupe, Roger Crawford and Les Nielsen.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Roger Crawford, seconded by Kevin Troupe, and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the August 11, 2010 minutes of the Kanabec County Board of Commissioners as presented.

Action #3 – It was moved by Kathi Ellis, seconded by Roger Crawford, and carried unanimously to recess the board meeting at 9:03am to a time immediately following the Human Service Board.

Action #4 – The Kanabec County **Human Service Board** met at **9:03am** on Wednesday, August 18, 2010 pursuant to adjournment with the following Board Members present: Kathi Ellis, Les Nielsen, Roger Crawford, Kim Smith, and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Human Services agenda.

Action #HS5 - It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the Human Service Board agenda as presented.

Action #HS6 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

## **Resolution #HS6 - 08/18/10**

Imaging Project Resolution

**WHEREAS**, Kanabec County Family Services has the need to scan their files into an electronic system, and

**WHEREAS**, the Kanabec County Public Health agency has intermittent, part-time Home Health Aides available to assist with these duties, and

**WHEREAS**, Family Services has \$12,236.43 available in unpaid wages in the budget;

**THEREFORE BE IT RESOLVED** to approve the Family Services Agency to utilize the unpaid wages of \$12,236.43 to continue the scanning project using the Home Health Aides in either scanning or answering phones, etc so the Family Services Support Staff may scan.

Action #HS7 – It was moved by Kevin Troupe, seconded by Kim Smith, and carried unanimously to approve payment of 122 claims totaling \$162,115.65 from the Welfare Fund.

Action #8 – It was moved by Roger Crawford, seconded by Kevin Troupe and carried unanimously to adjourn the Human Service Board at 9:32am to meet again on Wednesday, September 15, 2010 at 9:05am.

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The meeting of the Kanabec County Board of Commissioners resumed.

Action #9 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to recess the board meeting at 9:33am to a time immediately following the Public Health Board.

Health and Human Services Director Wendy Thompson gave an update of the Public Health Emergency Response Funding.

Action #10 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to adjourn the Public Health Board at 9:38am to meet again on Wednesday, September 8, 2010 at 9:05am.

Health & Human Services Director Wendy Thompson met with the County Board to discuss the Child Support Officer job description.

Action #11 – It was moved by Roger Crawford, seconded by Kathi Ellis, and carried unanimously to approve the following resolution:

### Resolution #11 – 08/18/10

#### 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 Child Support Officer is on the rotation schedule for 2010, 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 Child Support Officer job are sufficient to warrant further review by the salary consultant.

Lowell Strombeck met with the County Board to discuss a culvert problem on his property. No action was taken at this time.

Veteran's Service Officer/Emergency Management Director Lowell Sedlacek met with the County Board to discuss an Operational Improvement grant.

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

**Resolution #12 – 08/18/10**  
Operational Grant Contract

**BE IT RESOLVED** by Kanabec County that the County enter into the attached Grant Contract with the Minnesota Department of Veterans affairs (MDVA) to conduct the following Program: County Veterans Service Office Operation Improvement Grant Program. This grant must be used to enhance the operations of the County Veterans Service Office under Minn. Stat. §197.608 Subd. 4(a), and should not be used to supplant or replace other funding.

**BE IT FURTHER RESOLVED**, by Kanabec County that Lowell Sedlacek, the County Veterans Service Officer, be authorized to execute the attached Grant Contract for the above mentioned Program on behalf of the County.

**WHEREUPON** the above resolution was adopted at a regular meeting of the County Board this 18<sup>th</sup> day of August, 2010.

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

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

**Resolution #13 – 08/18/2010**  
Creating a Prioritized Bridge Replacement List

**WHEREAS**, Kanabec County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, supplied by local citizenry, local units of government, and the regional development commission; and

**WHEREAS**, Kanabec County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five (5) years;

**NOW THEREFORE BE IT RESOLVED**, that the following deficient bridges are high priority and Kanabec County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available,

Old Bridge Number	Road Number or Name	Total Project Cost	Township or State Bridge Funds	Federal Funds	Local or State Aid Funds	Proposed Construction Year
L2549	CSAH 4	170,000	State	NA	SA	2011
92378	CSAH 19	170,000	State	NA	SA	2012
4896	CR 74	170,000	State	NA	Local	2012
NA	Quarter St	96,000	Township	NA	Local	2011

**BE IT FURHTER RESOLVED** Kanabec County does hereby request authorization to replace, rehabilitate, or remove such bridges, and

**BE IT FURTHER RESOLVED** Kanabec County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

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

Dennis McNally	Asked if anything was going on with updating the Solid Waste Ordinance.
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**10:45am** - The Chairperson closed public comment.

Commissioners gave reports of the activities of the Boards and Committees in which they participate.

Jail Administrator Joanne Nelson met with the County Board to discuss matters concerning jail contracts. No action was taken at this time.

Action #14 – It was moved by Kim Smith, seconded by Kathi Ellis, and carried unanimously to adjourn at 11:34am and to meet again in regular session on Wednesday, August 25, 2010 at 9:00am.

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

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