

PROCEEDINGS OF THE COUNTY BOARD

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

August 18, 2004

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, August 18, 2004 pursuant to adjournment with the following Board Members present: Stan Cooper, Jerry Nelson, Kathi Ellis, Les Nielsen, and Dennis McNally.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Dennis McNally, seconded by Jerry Nelson, and carried unanimously to approve the agenda and optional agenda with the following additions: wage adjustments.

Action #2 - It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to approve the August 11, 2004 minutes of the Kanabec County Board of Commissioners as presented.

Action #3 – It was moved by Jerry Nelson, seconded by Stan Cooper, 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, August 18, 2004 pursuant to public notice with the following Board Members present: Kathi Ellis, Stan Cooper, Jerry Nelson, Les Nielsen, and Dennis McNally. Phil Peterson, Family Service Agency Director, presented the Human Services agenda. Also present was Fiscal Supervisor Terry Price. Items discussed included the budget, staffing, finances and other agency business.

Action #HS4 - It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to approve the agenda of the Human Service Board.

Action #HS5 - It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to approve a Host County Purchase of Service Agreement between Kanabec County Family Service Agency and Industries, Inc.

Action #HS6 - It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution HS6 - 08/18/04

WHEREAS Kanabec County may make application for a Children's Mental Health Combined Grant-Mental Health Screening Allocation, and

WHEREAS the county board has the option to accept the money in both the Family Service Agency and Probation (Court Services), or in the Family Service Agency alone, or in Probation alone, and

WHEREAS it appears that the most effective service delivery method would be to accept 100% of the funds into the Family Service Agency;

BE IT RESOLVED to authorize the Family Service Agency Director to apply for a Children's Mental Health Combined Grant-Mental Health Screening Allocation with 100% of the funds into the Family Service Agency.

Action #HS7 - It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to approve payment of 128 claims totaling \$207,423.49 on Welfare Funds.

Action #HS8 - It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to recess the Human Service Board at 9:55am to meet again in regular session on Wednesday, September 15, 2004 at 9:05am.

The meeting of the Kanabec County Board of Commissioners resumed.

Action #9 – It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to recess the board meeting at 10:02am to a time immediately following the Public Health Board.

The Kanabec County **Public Health Board** met at **10:03am** on Wednesday, August 18, 2004 pursuant to public notice with the following Board Members present: Kathi Ellis, Stan Cooper, Jerry Nelson, Les Nielsen, and Dennis McNally. Wendy Thompson, Public Health Director, presented the Health Board agenda. Items discussed included agency finances, contracts, staffing and other agency business.

Action #PH10 - It was moved by Jerry Nelson, seconded by Stan Cooper, and carried unanimously to approve the Public Health Board Agenda

The board discussed the Y2005 proposed budget at length.

Action #PH11 – It was moved by Jerry Nelson, seconded by Dennis McNally, and carried unanimously to adjourn the Public Health Board at 11:08am to meet again in regular session on Wednesday, September 15, 2004 at 10:05am.

The meeting of the Kanabec County Board of Commissioners resumed.

11:08am - The Chairperson then called for public comment. Those who responded included:

Bob Swetz	Questions about where would host fee proceeds go if collected.
Bob Strom	Praise for Community Centers in cities outside Kanabec County. We could use them.

11:20am - The Chairperson closed public comment.

Each commissioner gave a report of the activities of the Boards and Committees in which they participate.

11:40am - Information Systems Director Jessie Ruckle met with the County Board to discuss matters concerning her office.

Action #12 - It was moved by Jerry Nelson, seconded by Stan Cooper, and carried unanimously to approve the following resolution:

Resolution 12 - 08/18/04

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

BE IT RESOLVED to close the meeting at 11:59am pursuant to the Open Meeting Law, MN Statute §13D.05, subd. 3 to evaluate the performance of Information Systems Director Jessie Ruckle.

Action #13 - It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to reopen the meeting at 12:14pm.

Action #14 - Jerry Nelson introduced the following resolution and moved its adoption:

Resolution 14 - 08/18/04

WHEREAS the board has evaluated the past year's job performance of Information Systems Director, Jessie Ruckle;

BE IT RESOLVED that the board finds her performance to be satisfactory, and

BE IT FURTHER RESOLVED to authorize the request to advance in pay from 16-A at \$22.00 per hour to G16A at \$23.03 per hour effective at the beginning of the pay period including August 28, 2004.

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

IN FAVOR THEREOF: Jerry Nelson, Les Nielsen, Kathi Ellis, Stan Cooper
OPPOSED: Dennis McNally
ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

12:20pm - Rex Lindberg and others met with the County Board to discuss matters concerning the History Centers Y2005 budget request. No action was taken at this time.

12:32pm - Court Administrator Rosemary Nelson met with the County Board to discuss matters concerning her office.

Action #15 - Stan Cooper introduced the following resolution and moved its adoption:

Resolution 15 - 08/18/04

WHEREAS the board has evaluated the past year's job performance of Court Administrator Rosemary Nelson;

BE IT RESOLVED that the board finds her performance to be satisfactory, and

BE IT FURTHER RESOLVED to authorize the request to advance in pay from G16A at \$23.03 per hour to G16B at \$23.89 per hour effective at the beginning of the pay period including May 24, 2004.

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: Jerry Nelson, Les Nielsen, Kathi Ellis, Stan Cooper
OPPOSED: Dennis McNally
ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

The board took a 7-minute break at 12:41pm and returned at 12:48pm.

12:49pm - County Assessor Sue Kondratowicz met with the County Board to discuss her proposed Y2005 budget. The board took the matter under advisement.

1:05pm - Property Tax Specialist Karen McClellan met with the County Board to discuss the proposed Y2005 AS400 budget. The board took the matter under advisement.

1:12pm - Barbara Chaffee, Executive Director of Central Minnesota Jobs & Training, met with the County Board to present an update of CMJT's services. Also present were Regional Manager Angela Theisen and Regional Manager Twylla Wozniak. No action was taken at this time.

1:27pm - Don Schmeltzer and Bob Mayo met with the County Board to discuss matters concerning their concerns over the possible filling of a wetland and alleged expansion of a mobile home park. The matter was referred to Environmental Services Director Teresa Bearce for further information.

2:15pm - Environmental Services Director Teresa Bearce met with the County Board to discuss matters concerning her Y2005 budget proposals and claim approvals.

Action #16 - It was moved by Stan Cooper, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

Resolution 16 - 08/18/04

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 claims totaling \$140.00 on Water Plan Funds for surface water testing to East Central Water Testing.

Action #17 - It was moved by Dennis McNally, seconded by Les Nielsen, and carried unanimously to approve payment of a claim of \$150.00 to MACPZA for conference registration for the Environmental Services Director.

Action #18 - It was moved by Dennis McNally, seconded by Stan Cooper, and carried unanimously to approve the following resolution:

Resolution 18 - 08/18/04

BE IT RESOLVED to accept the August 10, 2004 version of a Host Fee Agreement as presented by the East Central Solid Waste Commission.

2:40pm - County Attorney Joe Loren met with the County Board to discuss his proposed Y2005 budget. The board took the matter under advisement.

Action #19 - It was moved by Les Nielsen, seconded by Dennis McNally, and carried unanimously to recess the meeting at 3:24pm to meet in continued session on Wednesday, August 25, 2004 at 8:00am.

The Kanabec County Board of Commissioners met at 8:00am on Wednesday, August 25, 2004 pursuant to recess with the following Board Members present: Stan Cooper, Kathi Ellis, Jerry Nelson, Les Nielsen, and Dennis McNally.

The board discussed matters concerning a budget for 2005.

8:55am - County Sheriff Steve Schulz, Jail Administrator Joanne Nelson and Chief Deputy Robert Jensen met with the County Board to discuss the Sheriff's 2005 budget proposal.

9:55am - The board took a five-minute break and resumed business at 10:00am.

The board continued 2005 budget discussions.

Action #20 - It was moved by Jerry Nelson, seconded by Stan Cooper, and carried unanimously to adjourn at 11:22am to meet in regular session on Wednesday, August 25, 2004 at 6:30pm.

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

Attest: _____
Kanabec County Coordinator