

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

August 20, 2003

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, August 20, 2003 pursuant to adjournment with the following Board Members present: Kathi Ellis, Stan Cooper, Jerry Nelson, Les Nielsen, and Dennis McNally.

The Chairperson led the assembly in the Pledge of Allegiance.

It was moved by Kathi Ellis, seconded by Les Nielsen, and carried unanimously to approve the meeting agenda as amended.

It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to approve the August 13, 2003 minutes of the Kanabec County Board of Commissioners as corrected: show Commissioner Cooper as opposed to Resolution #2.

9:05am - The Board convened as the **Human Services Board**. Phil Peterson, Family Service Agency Director, presented the Human Services agenda. Items discussed included the budget, staffing, finances and other agency business.

It was moved by Kathi Ellis, seconded by Les Nielsen, and carried unanimously to approve payment of claims to 136 vendors totaling \$139,953.93 on Welfare Funds.

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

Resolution 1 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services pursuant to Minnesota Statutes §373.01, 373.02, 256B.092, 256.501 & 256E.08 with Volunteers of America located at 105 Villa Drive, 323 Walnut Avenue and 521 Bean Avenue, Mora, MN 55051 for the time period July 1, 2003 through June 30, 2004.

It was moved by Kathi Ellis, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution 2 - 08/20/03

BE IT RESOLVED to approve a Host County Purchase of Service Agreement for day training and habilitation, extended employment, job placement and transportation pursuant to 373.01, 373.02 and 256E.08 with Industries, Inc., 500 South Walnut, Mora, MN 55051 55051 for the time period July 1, 2003 through June 30, 2004.

Les Nielsen introduced the following resolution and moved its adoption:

Resolution 3 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services pursuant to Minnesota Statutes §373.01, 373.02, 256B.092, 256.501 & 256E.08 with Brighter Day Residence, Inc., 620 North Wood Street, Mora, MN 55051 for the time period July 1, 2003 through June 30, 2004.

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: Dennis McNally, Les Nielsen, Kathi Ellis, Stan Cooper

OPPOSED: None

ABSTAIN: Jerry Nelson

whereupon the resolution was declared duly passed and adopted.

Stan Cooper introduced the following resolution and moved its adoption:

Resolution 4 - 08/20/03

BE IT RESOLVED to approve a host contract for semi-independent Living Services pursuant to Minnesota Statutes §246.57 with Brighter Day Residence, Inc., 620 North Wood Street, Mora, MN 55051 for the time period July 1, 2003 through June 30, 2004.

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: Dennis McNally, Les Nielsen, Kathi Ellis, Stan Cooper

OPPOSED: None

ABSTAIN: Jerry Nelson

whereupon the resolution was declared duly passed and adopted.

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

Resolution 5 - 08/20/03

WHEREAS the Kanabec County Board of Commissioners did enact a Daycare Fee Policy effective August 1, 2003 by board Resolution **3 - 7/16/03**, and

WHEREAS subsequent feedback shows that the daycare providers may have been better served by having more notice of the fees due;

BE IT RESOLVED to make a first year exception on fees due and accept fees due on August 1, 2003 until December 31, 2003 without penalty, and

BE IT FURTHER RESOLVED that fees in subsequent years will be due no later than August 1st.

The Family Service Agency Director presented his Y2004 budget request. The board took the matter under advisement.

10:09am - The Board convened as the **Public Health Board**. Wendy Thompson, Public Health Director, presented the Health Board agenda. Items discussed included agency finances, contracts, staffing, equipment needs, and other agency business.

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

Resolution 6 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and Kanabec Hospital for In-House Respite for the time period July 1, 2003 through June 30, 2004.

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

Resolution 7 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and Villa Health Care for In-House Respite for the time period July 1, 2003 through June 30, 2004.

It was moved by Jerry Nelson, seconded by Kathi Ellis, and carried unanimously to approve the following resolution:

Resolution 8 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and Villa Health Care for Assisted Living Care for the time period July 1, 2003 through June 30, 2004.

It was moved by Kathi Ellis, seconded by Stan Cooper, and carried unanimously to approve the following resolution:

Resolution 9 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and Industries, Inc. for Adult Day Care for the time period July 1, 2003 through June 30, 2004.

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

Resolution 10 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and Alliance Health Care for patient care services for the time period July 1, 2003 through June 30, 2004.

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

Resolution 11 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and Brighter Day Residence, Inc. for patient care services for the time period July 1, 2003 through June 30, 2004.

It was moved by Jerry Nelson, seconded by Kathi Ellis, and carried unanimously to approve the following resolution:

Resolution 12 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and Intrepid USA for patient care services for the time period July 1, 2003 through June 30, 2004.

It was moved by Kathi Ellis, seconded by Stan Cooper, and carried unanimously to approve the following resolution:

Resolution 13 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and North Country Home Care for patient care services for the time period July 1, 2003 through June 30, 2004.

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

Resolution 14 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and Sunrise Health Services for patient care services for the time period July 1, 2003 through June 30, 2004.

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

Resolution 15 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and Beverly Gustafson for Foster Care services for the time period July 1, 2003 through June 30, 2004.

It was moved by Jerry Nelson, seconded by Kathi Ellis, and carried unanimously to approve the following resolution:

Resolution 16 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and Callymarie Hanson for Foster Care services for the time period July 1, 2003 through June 30, 2004.

It was moved by Kathi Ellis, seconded by Stan Cooper, and carried unanimously to approve the following resolution:

Resolution 17 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and Happy Haven for Foster Care services for the time period July 1, 2003 through June 30, 2004.

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

Resolution 18 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and Stephen and Linda Nord for Foster Care services for the time period July 1, 2003 through June 30, 2004.

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

Resolution 19 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and Richard Saby for Foster Care services for the time period July 1, 2003 through June 30, 2004.

It was moved by Jerry Nelson, seconded by Kathi Ellis, and carried unanimously to approve the following resolution:

Resolution 20 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and Schoumaker Adult Foster Care for Foster Care services for the time period July 1, 2003 through June 30, 2004.

It was moved by Kathi Ellis, seconded by Stan Cooper, and carried unanimously to approve the following resolution:

Resolution 21 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and Arnold Spiczka for Foster Care services for the time period July 1, 2003 through June 30, 2004.

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

Resolution 22 - 08/20/03

BE IT RESOLVED to approve a Purchase of Service contract for waived services clients pursuant to Minnesota Statute between Kanabec County Public Health and Jerry Stenstrom for Foster Care services for the time period July 1, 2003 through June 30, 2004.

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

Resolution 23 - 08/20/03

BE IT RESOLVED to approve a Memorandum of Agreement between Kanabec County Public Health and Mora Schools to provide "Postponing Sexual Involvement" Curriculum to 13 to 17 year olds for the time period September 1, 2003 through June 1, 2004.

It was moved by Jerry Nelson, seconded by Kathi Ellis, and carried unanimously to approve the following resolution:

Resolution 24 - 08/20/03

BE IT RESOLVED to approve a Memorandum of Agreement between Kanabec County Public Health and Ogilvie Schools to provide "Postponing Sexual Involvement" Curriculum to 13 to 17 year olds for the time period September 1, 2003 through June 1, 2004.

It was moved by Kathi Ellis, seconded by Stan Cooper, and carried unanimously to approve the following resolution:

Resolution 25 - 08/20/03

BE IT RESOLVED to approve a Memorandum of Agreement between Kanabec County Public Health and Ogilvie Schools for School Nursing Services for the time period September 1, 2003 through June 1, 2004.

The Public Health Director presented her Y2004 budget request. The board took the matter under advisement.

It was moved by Kathi Ellis, seconded by Les Nielsen, and carried unanimously to authorize Public Health Service Director Wendy Thompson to participate in a Tobacco Free Communities Program Competitive Grant.

11:05am - PUBLIC HEARING: Amendment to County Ordinance #6.

The board clerk read aloud the Public Hearing Notice.

The Chairperson invited comments from the public.

County Attorney Joe Loren noted that the numbering in the amendment required correction to 6.10 and 6.20.

After all comments were heard, it was moved by Stan Cooper, seconded by Les Nielsen, and carried unanimously to close the Public Hearing.

It was moved by Kathi Ellis, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution 26 - 08/20/03

WHEREAS upgrading failing septic systems is beneficial to the environment and in the best interests of the Citizens of Kanabec County, and

WHEREAS a low interest loan program to replace failing septic systems would facilitate upgrades;

BE IT RESOLVED that the Kanabec County Board of Commissioners hereby ordains the following addition to Kanabec County Ordinance #6, "Sewage and Wastewater Treatment Ordinance;"

6.10 **WHEREAS**, the Minnesota Legislature has responded to the needs of Counties for a procedure to help individuals correct failing individual sewage treatment systems (ISTS) by passing M.A. 115.57 to allow governmental agencies to lend their own funds or state funds for the site evaluation, design, installation and/or replacement of ISTS; and

6.20 **WHEREAS**, M.A.115.57 (also known as Section 4 of Chapter 427 of the Laws of Minnesota for 1996) required that municipalities, including counties, should provide for the operation of this program by ordinance;

6.30 **NOW THEREFORE**, Be it ordained that the Kanabec County ISTS Loan Program will be operated in accordance with all the rules and regulations of M.A. 115.57 as supplemented by rules to be established by the Kanabec County Board of Commissioners.

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

Resolution 27 - 08/20/03

WHEREAS the board has approved an amendment to County Ordinance #6 which permits low interest loans for septic system upgrades, and

WHEREAS rules for an orderly use of this program are necessary;

BE IT RESOLVED to approve the following rules for use of a low interest loans for septic system upgrades to the extent that funding dedicated to that purpose are available:

- 1) A fee of \$125.00 must accompany each loan application.
- 2) Property taxes on the property must be up to date.
- 3) Value of the property has to be more that the cost of the septic system.
- 4) Property must have an existing prohibited, or nonconforming septic system. Specifically, this includes the following type of failed systems:

- discharge to surface
- tiled to drainage or road ditch
- discharge to cesspool , seepage pit or dry well
- less than 2 foot separation to seasonally saturated soil
- lack of a system
- does not meet setback to existing well

5) Ineligible activities:

- a. Refinancing a previously installed system
- b. Septic for a new home
- c. Multiple dwellings greater than 2 units
- d. Project started before loan approval with the exception of a preliminary site evaluation

6) Other Requirements:

- a. The system must serve a residential, non-commercial property located in Kanabec County
- b. Applicant must be a property owner
- c. Amount of loan shall be limited to not more than the total cost of designing and installing a conforming septic system. Applicant may borrow less money than the total cost of designing and installing a conforming septic system.
- d. The cost of the system may not exceed the reasonable cost of similarly designed systems.
- e. Construction must occur within one year of loan approval date.
- f. Loan terms: If the loan amount is less than or equal to \$5,000 the term of the loan would be 5 years. If loan amount is greater than \$5,000, the landowner would have the option to choose either a 5 or 10 year repayment schedule.

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

Resolution 28 - 08/20/03

WHEREAS the Snake River Watershed Management Board has requested the Kanabec County participate in a Minnesota Clean Water Partnership Project designed to provide low interest loans for people with septic system problems, and

WHEREAS failing septic systems are a problem in Kanabec County;

BE IT RESOLVED by the Kanabec County Board of Commissioners, that it hereby designates Snake River Watershed Management Board, Jason C. Neuman as Project Representative for the implementation of the Snake River Watershed Management Clean Water Partnership Project for Kanabec County, and

BE IT FURTHER RESOLVED the Project Representative shall have the authority to represent the Kanabec County Board of Commissioners in all Project matters that do not specifically require action by the Kanabec County Board of Commissioners, and

BE IT FURTHER RESOLVED by the Kanabec County Board of Commissioners that, as Loan Sponsor, the Kanabec County Board of Commissioners enters into the attached Minnesota Clean Water Partnership Project Implementation Loan Agreement along with the Snake River Watershed Management Board, as Project Sponsor, and the Minnesota Pollution Control Agency to conduct the implementation of the Snake River Watershed Management Clean Water Partnership Project, and

BE IT FURTHER RESOLVED by the Kanabec County Board of Commissioners to authorized and direct Chairperson Dennis McNally to execute a Minnesota Clean Water Partnership Project Implementation Loan Agreement for the above referenced Project on behalf of the Board as Loan Sponsor, and

BE IT FURTHER RESOLVED by the Kanabec County Board of Commissioners that Environmental Services Director Teresa Bearce and Auditor/Treasurer Denise Cooper be authorized to execute loan disbursement requests for the above referenced project to the Minnesota Pollution Control Agency on behalf of the Board.

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

11:32am - Information Systems Director Jessie Isham met with the County Board to discuss matters concerning computer purchases and budgets.

Stan Cooper introduced the following resolution and moved its adoption:

Resolution 29 - 08/20/03

WHEREAS a number of county PCs are experiencing difficulties in operation or are inadequate for the work needed, and

WHEREAS at least 6 to 10 PCs will require replacement in 2003, and

WHEREAS each of these PCs is either encountering problems or is one of the unreliable CFIs with an uncertain future, and

WHEREAS the County Board has caused a Capital Equipment Note to be issued for just this type of purpose, and

BE IT RESOLVED to authorize Information Systems Director Jessie Isham to purchase six (6) PCs at \$619.00 from Capital Equipment Note proceeds, and

BE IT FURTHER RESOLVED to direct Information Systems Director Jessie Isham to use these six PCs to replace those PCs budgeted on a case-by-case, as-needed basis with due caution for emergency use reserve.

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.

Isham stepped aside for the scheduled public comment period.

11:45am - The Chairperson then called for public comment. Those who responded included:

Lucy Schultz	- Concerns over contractor operating without a Conditional Use Permit
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Isham returned to the podium to present her Y2004 budget request. The board took the matter under advisement.

12:28pm - Assistant County Engineer Dave Blum met with the County Board to discuss matters concerning the Highway Department and his request for an increase in his wages.

It was moved by Les Nielsen, seconded by Stan Cooper, and carried unanimously to accept a paving bid from Bauerly Bros., Inc in the amount of \$899,578.25.

The matter of a wage increase was discussed and deferred for future study.

1:00pm - Court Administrator Lu Ann Blegen met the with the county board to present her Y2004 budget request. The board took the matter under advisement.

1:20pm - Connie Marcyes met the with the county board to present their request for consideration in the Y2004 budget. The board took the matter under advisement.

1:30pm - Chief Deputy Robert Jensen and Jail Administrator Joanne Nelson met the with the county board to present the Y2004 Sheriff's Office budget request. The board took the matter under advisement.

2:21pm - Kanabec County Soil & Water Conservation District Administrator Kelly Osterdyk along with board members Herman Jackson, Paul Larson and Ralph Wahlstrom met

the with the county board to present their Y2004 budget request. The board took the matter under advisement.

3:00pm - Karen McClellan with the Assessor's Office met the with the county board to present the AS-400 portion of the Assessor's Y2004 budget request. The board took the matter under advisement.

It was moved by Kathi Ellis, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution 30 - 08/20/03

WHEREAS the board approved the reclassification of the Deputy Auditor B position, and

WHEREAS the bargaining unit has agreed to this reclassification;

BE IT RESOLVED to approve, and authorize the Chairperson to sign, a Letter of Agreement with Teamsters Local 320 for the reclassification of the Deputy Auditor B position on the Gmach Plan from Level 6 to Level 7.

It was moved by Kathi Ellis, seconded by Les Nielsen, and carried unanimously to send a letter to the Matt Kramer at the Minnesota Department of Employment and Economic Security in support of retaining the Mora office.

It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to approve a claim of \$150.00 to MACPZA for Environmental Services training registration.

It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to adjourn at 4:00pm to meet in regular session on Wednesday, August 27, 2003 at 6:30pm.

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

Attest: _____
Kanabec County Coordinator