

PROCEEDINGS OF THE COUNTY BOARD

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

August 24, 2011

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, August 24, 2011 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Kevin Troupe, Gene Anderson and Les Nielsen.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Kathi Ellis, seconded by Kim Smith, and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to approve the August 10, 2011 minutes of the Kanabec County Board of Commissioners as presented.

Action #3 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following paid bills:

Vendor	Amount
Ann Lake Twp	3,245.55
Arthur Twp	425.97
Atchinson, Nicholas	450.00
Braham Public Schools	1,379.82
Brunswick Twp	3.83
Centennial Homes	2.60
Centerpoint Energy	97.00
City of Milaca	29.28
Comfort Twp	561.80
East Cent Reg Dev Comm	53.39
East Central Energy	79.61
East Central Schools	234.67
EZ Excavating	17,500.00
Ford Twp	1,265.89
Frontier	205.00
Grass Lake Twp	1,252.29
Great America Leasing	999.00
Guptil, Mackenzie	1,309.00
Haybrook Twp	532.26

Hillman Twp	117.08
Hinckley-Finlayson Schools	283.46
Hoyles, Alex	35.00
Jabe, Zachariah	35.00
Jones, Lisa	467.50
Kanabec Co Auditor-HRA	17,587.50
Kanabec Co Auditor-HRA	11,561.08
Kanabec Twp	764.84
Knife Lake Twp	707.91
Kroschel Twp	1,102.03
Lewis, Konrad	81.00
MN Dept of Finance	4,163.50
MN Energy Resources Corp	1,009.74
MN Laborers Health & Welfare	502.50
Mora Municipal Utilities	16,444.13
Mora Municipal Utilities	735.19
Mora Public Schools	2,129.69
Office of Enterprise Technology	600.00
Ogilvie Public Schools	4,165.97
Peace Twp	249.21
Pomroy Twp	185.21
Southfork Twp	123.71
TDS Metrocom	388.15
US Cable	840.65
Verizon Wireless	948.29
Verizon Wireless	365.29
Whited Twp	151.93
Windstream Northstar	142.98
Wynn Law Firm	127.50
Total	<u>95,643.00</u>

Action #4 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the purchase of a Motorola two-way radio and a Cosco hand truck using reward points accumulated from use of the County credit card.

Action #5 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to recess the board meeting at 9:05am to a time immediately following the Human Services Board.

The Kanabec County **Human Services Board** met at **9:05am** on Wednesday, August 24, 2011 pursuant to public notice with the following Board Members present: Kathi Ellis, Les Nielsen,

Kim Smith, Gene Anderson and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Human Service Board agenda.

Action #HS6 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the Human Service Board Agenda as presented.

Action #HS7 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve payment of 187 claims totaling \$158,980.37 on Welfare Funds.

Action #HS8 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to adjourn the Human Service Board at 10:02am to meet again in regular session on Wednesday, September 28, 2011 at 9:05am.

The meeting of the Kanabec County Board of Commissioners resumed.

Paul Hoppe representing the SWCD met with the Board to discuss the 2012 Budget. No formal action was taken.

County Sheriff Steve Schulz met with the Board to discuss the 2012 budget.

Action #9 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #9 – 08/24/11
Grant Agreement

BE IT RESOLVED to approve and authorize the Chairperson to sign the State of Minnesota Federal Boating Safety supplemental equipment Grant Agreement, for the Fiscal year 2012 with grant ending December 15, 2011. State Accounting Information #30291.

10:33am - The Chairperson then called for public comment. Those that responded include:

Lowell Strombeck	Questions regarding a culvert located at the County.
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10:46am - The Chairperson closed public comment.

Dale Hawkins representing the Ogilvie Museum met with the Board to discuss the 2012 budget.

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

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

Resolution #10 – 08/24/11
SAP 33-601-007 & SAP 33-617-009
Final Payment

WHEREAS Project SAP 33-601-007 and SAP 33-617-009 on CSAH No. 1 from CSAH No. 17 to CSAH No. 11 and CSAH No. 17 from CSAH No. 1 to TH No. 23 has in all things been completed and the County Board being fully advised in the premises,

BE IT RESOLVED that we do hereby accept said completed project for and on behalf of the County of Kanabec and authorize final payment to Knife River Corporation in the amount of \$124,454.93.

Action #11 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the claims on the funds indicated:

Revenue Fund

VENDOR	AMOUNT
Ailabouni, Melly & Souheil	4,258.35
Allina OCC	30.00
Anoka Co Juvenile Center	558.00
Area III TSA	8,700.00
Area III TSA	14,415.00
Auto Value	118.62
A'viands	4,458.80
Bachman Printing	261.19
Bernicks	47.88
Byrant, Donna	3,096.03
Colburn, Judy	330.78
Consulting Radiologists	31.00
Dalco	85.97
Deaton's Mailing	485.21
Deyta	90.00
Don's Auto & Towing	102.56
Downtown Barber	6.52
E. Weinberg	1,064.48
East Central Exterminating	256.80
East Central Regional Juvenile Center	416.00
Electronic Engineering	112.70
ERA Laboratories	1,821.75

ERA Laboratories	637.50
Everett Smith Lawn Care	149.63
Faust, Patrick	589.22
Federated Coop	17.50
Galls	2,309.47
Gerhardson, Alex	192.36
Grainger	106.82
Grainger	315.60
Granite Electronics	363.40
Health Dimensions	4,480.58
Health Partners	3,361.82
Hoefert, Bob	1,247.61
Hohn's Auto Body	1,740.60
Hohn's Auto Body	82.06
Holiday Credit Office	404.97
Holiday Credit Office	7,069.02
Holiday Credit Office	944.06
Holiday Credit Office	159.39
Holiday Credit Office	58.82
Holiday Credit Office	157.01
Holiday Credit Office	132.64
Holiday Credit Office	7,056.92
Hood, Barb	268.62
Hood, Bill	994.46
Hy Tech Auto	309.49
Hy Tech Auto	34.68
Ivans	60.92
Jeff's Machine & Welding	30.03
Johnson's Auto Transport	50.00
Juettner Marketing	1,250.00
Kanabec Co Hwy Dept	140.46
Kanabec Co Hwy Dept	35.45
Kanabec Co Hwy Dept	185.69
Kanabec Co Hwy Dept	95.25
Kanabec Co Hwy Dept	208.38
Kanabec Co Recorder	20.00
Kanabec SWCD	4,760.00
Keeps	372.94
Kochs Hardware	58.10
Landreville, Willard	673.85
LarsonAllen	3,000.00
Laska, Millie	549.41
Leerssen, Jennifer	597.75

Majeski, Annette	302.15
MAPCZA	175.00
Martin, Bill	200.00
Matthew Bender	289.12
McFadden, Barb	55.50
MCIT	892.00
Milaca Auto & Equipment	154.81
Mille Lacs SWCD	1,295.00
MN DNR	5,250.00
MN Sheriff's Assn	115.00
Nelson, Gary	447.18
Nelson, Jerry	436.60
Nelson, Linda	447.53
Nelson, Ronette	395.50
Newgard, Jean	204.24
Northland Fire Protection	3,181.70
Oak Gallery	11.12
Obrycki, Chaz	144.81
Office Depot	239.87
Pieper, Rollie	509.21
Reliance Telephone	2,400.00
Ringler, Jennie	16.65
Rogers, Pearl	298.97
RS Eden	118.80
S&T	9.63
SimplexGrinnell	1,833.00
SpeeDee Delivery	107.37
SpeeDee Delivery	39.21
Stellar Services	558.80
Struffert, Delores	90.60
Tadych, Sy	851.99
The Hartford	1,624.13
West Payment Center	1,699.00
Westconsc Credit Union	2,670.20
Wolbert, Maryls	181.20
Zamora, Ray	729.27
Ziegler Inc	5,529.17
Total	<u>119,524.45</u>

Environmental Services Director Teresa Wickeham met with the Board to discuss matters concerning the Environmental Services department.

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

Resolution #12 – 08/24/11
Evaluation Result

WHEREAS the Board has evaluated the past year’s job performance of Environmental Services Director Teresa Wickeham, and

WHEREAS the Personnel Committee has discussed its findings with Wickeham;

BE IT RESOLVED that the Board finds her performance to be satisfactory.

Action #13 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to approve the National Resources Block Grant agreement between Kanabec County and the Kanabec County SWCD effective January 1, 2009 through June 30, 2011.

Action #14 – It was moved by Kim Smith seconded by Kathi Ellis and carried unanimously to approve the amended Grant 96000000338 agreement between Kanabec County and the Commissioner of Public Safety that extends the original contract to be effective through September 30, 2011.

Action #15 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #15 – 08/24/11
Highway Accountant

WHEREAS the board did by Action #16 07/13/11 refer the position of Accountant to the pay plan consultant for further review, and

WHEREAS the board has been presented with the results of that study;

BE IT RESOLVED to accept the following ranking for the “Accountant” position, which results in Pay Range 9:

Category	Rank	Points
Qualifications	q45	91
Decisions	d23	43
Problem Solving	p10	41
Relationships	r13	48
Effort A	ea5	4
Effort B	eb11	12
Hazards	h2	5
Environment	N4	5

TOTAL POINTS	249
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and,

BE IT FURTHER RESOLVED that this change is effective January 1, 2012.

Action #16 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #16 – 08/24/11
Clean Up Day Claim

WHEREAS the board did authorize by Resolution #17-01/26/11 the expenditure of up to \$5,000 in SCORE funds in support of the a Kanabec County Clean-Up Day to be held on Saturday, May 14, 2011, and

WHEREAS the board has received a report of the Clean Up Day and a request for support payment;

BE IT RESOLVED to authorize payment of \$2,741.03 in SCORE funds to “Kanabec County 4-H Clean Up Day.”

The Commissioners gave reports on the committees in which they participate.

Action #17 – It was moved by Kathi Ellis, and seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #17 – 08/24/11

A Resolution to set the Maximum Levy and Proposed Budget for 2012

BE IT RESOLVED by the Kanabec County Board of Commissioners that the following proposed year 2012 levies and proposed budget be adopted:

FUND	PROPOSED BUDGET	PROPOSED LEVY
<i>a.</i> Revenue Fund	11,890,889	6,070,205
<i>b.</i> Welfare Fund	5,190,468	2,314,914
<i>c.</i> Road & Bridge Fund	5,024,515	2,343,064
<i>d.</i> Building Fund (<i>not including market value levy</i>)	936,462	918,632

<i>e.</i> Railroad Authority Fund	1,446	1,446
<i>f.</i> SUB-TOTALS (<i>total of a. through e.</i>)	23,043,780	11,648,261
<i>g.</i> - Y2012 Program Aid		772,966
<i>h.</i> - Y2012 MV Ag Credit		219,507
<i>i.</i> Sub-Total (<i>total of f - g - h</i>)		10,655,788
<i>j.</i> + Debt Service for Market Based Referendum Levy		178,740
<i>k.</i> TOTAL FINAL PAYABLE Y2012 LEVY (<i>total: i + j</i>)=		10,834,528

BE IT FURTHER RESOLVED that \$886,643 of the “Building Fund” line and all of the “Debt Service Fund” line at \$178,740 are dedicated to debt service.

BE IT THEREFORE RESOLVED the Board of Commissioners will be discussing the 2012 levy and budget at the December 7, 2011 regular meeting at 6:45pm, and

BE IT FURTHER RESOLVED that the public will be allowed to speak prior to passage of the 2012 certified levy and budget.

Action #18 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to adjourn at 12:50pm and meet in regular session on Wednesday, September 14, 2011 at 9:00am.

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

Attest: _____
Board Clerk