

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of County Coordinator

**August 3, 2016**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, August 3, 2016 pursuant to adjournment with the following Board Members present: Dennis McNally, Les Nielsen, Kathi Ellis and Gene Anderson. Absent Kim Smith

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the agenda as amended: Add minimum wage increase, Kick Cancer to the Curb date change, CMEMS appointment, Jail/dispatch vacancy.

Action #2 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution,

## **Resolution #2 – 08/03/16**

**BE IT RESOLVED** BY Kanabec County that the County enter into a Grant contract with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following program: County Veterans Service Office Operational Enhancement Grant Program. The grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in Minnesota Laws 2015 Chapter 77, Article 1, Section 37, Subdivision 2. This Grant should not be used to supplant or replace other funding.

**BE IT FURTHER RESOLVED** by the Kanabec County board that Lowell Sedlacek, the VSO, be authorized to execute the Grant Contract for the above-mentioned Program on behalf of the County.

Action #3 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to approve the July 20, 2016 minutes of the Kanabec County Board of Commissioners as corrected. Action #18 - specify the bus is for Timber Trails. Delete Future agenda items.

The County Board discussed the special meeting held on July 13, 2016 and the minutes do need approval.

Action #4 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following paid claims with the exception of two transactions from the Spire Credit Union:

<u>Vendor</u>	<u>Amount</u>
Bina & Guptil	2,786.58
Centerpoint Energy	35.76
East Central Energy	986.05
Holiday Credit Office	8,128.34
Johnson, Samuel V.	603.50
Kanabec Auditor-Treas	3,618.79
Resource Training & Solutions	2,622.50
Spire Credit Union	3,012.52
Total	<u>21,794.04</u>

Action #5 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to approve all paid claims after further investigation.

County Assessor Karen McClellan met with the County Board to discuss matters concerning her department.

Action #6 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the MnCCC Joint Powers Agreement renewal.

Action #7 – It was moved by Dennis McNally, seconded by Kathi Ellis and carried unanimously to approve the following claims on the funds indicated:

### **Revenue Fund**

<b>VENDOR</b>	<b>AMOUNT</b>
A Z Friendly Languages INC	62.50
A'viands LLC	19,272.42
A1 Rescue Towing & Recovery	125.00
Ace Hardware	63.81
Advance Correctional Healthcare	13,818.83
Ahner-Nystul, Barbara	78.84
Alkire, Alyce	1,268.71
Auto Value	87.99
BCA State of MN	660.00
Bachman, Fran	117.48
Baldwin, Gilbert	407.27
Best Western	242.80

Blowers, Lisa	173.88
BlueStar Graphics	400.00
Brenny, Laurell	1,038.02
Central Heating & Air Conditioning	465.00
Century Link	109.67
Coborn's	71.16
Coborn's	69.93
Christianson, Craig	895.34
Cragun's	326.44
Curtis, Michael	976.95
CW Technology	560.80
DKN Construction	210.68
Don's Auto & Towing	96.19
East Central Regional Library	70,782.00
East Central Energy	209.00
East Central Exterminating	240.00
East Central Solid Waste Commission	25.00
Election Systems & Software Inc	483.25
Emergency Automotive Technologies	138.60
Emergency Automotive Technologies	600.60
Espresso Partners	124.00
Fairview Health Services	41.00
Faust, Patrick	1,236.06
Galls	151.35
Hallin, Ronald E	47.95
Helmin Construction	131,445.18
Hoefert, Robett	1,362.80
Hood, Barb	354.67
Horizon Towing	734.76
Innovative Office Solutions	286.46
Jones, Tom	41.48
Kanabec Publications	43.20
Kanabec Publications	5.00
Kanabec Publications	42.00
Kanabec Publications	14.79
Kanabec Publications	27.00
Kennedy, Kerry Jr	252.72
Kanabec Soil & Water Cons.	2,675.67
KEEPRS	1,230.08
KEEPRS	153.97
Landreville, Willard	544.30
Lerrssen, Jennifer	341.28
Manthie, Mark	65.34

Manthie, Scott	1,020.60
Manthie, Wendy	780.98
MCCC	113.82
McGee MD, Michael B	1,500.00
Mid-American Research Chemical	166.33
Mehlhop, Ron	203.04
MidCo	29.14
Minnesota Sheriffs' Association	770.00
Moore Medical	755.40
Mora Bakery	19.80
Mora Chevrolet Buick	149.65
Mora Unclaimed Freight	15.88
Nelson, Ansel	693.86
Nelson, Jerald	116.10
Nelson, Ronette	416.48
Nelson, Wanda	389.39
Newgard, Jean	131.22
Nummela, Randy	41.48
O'Donovan, Barbara	389.88
O'Brien, Pat	49.58
Office Depot	201.51
Office Depot	164.88
Office Depot	12.05
Office Depot	51.29
Onamia Service Center	902.15
PD's Embroidery	20.00
Peterson, Kevin	298.08
Preferred Cleaning	475.00
Quality Disposal Systems	182.23
Reliance Telephone, Inc	1,800.00
Rick's Home Furnishings	624.95
Ringler, Jennie	23.76
Roberts, Rodney	565.52
Rogers, Pearl	665.43
RS Eden	38.00
Rupp, Anderson, Squires & Waldspurger, PA	750.00
Sea Change LLC	2,994.34
SelectAccount	362.92
Shopko	37.15
Steller Services	1,093.96
State of Minnesota	270.00
Strelow, David	35.10
Swanson, Jeremy	433.19

Teal's Market	73.33
Thompson-Reuters-West	863.85
Tinker & Larson Inc	894.36
Tinker & Larson Inc	536.00
Totalfunds By Haster	2,000.00
Tvedt, Jerry T	45.80
Voge, Dale	51.20
VanDall, Camille	1,328.79
Visser, Maurice	588.02
Wickeham, Teresa	189.54
Wiitala, David	812.16
Wynn, Heather M	54.54
Zamora, Ray	938.94
<b>Total</b>	<b>283,429.89</b>

### **Road and Bridge**

<b>Vendor</b>	<b>Amount</b>
Ace Hardware	581.47
Ameripride	608.32
Auto Value	1,319.89
BlueTarp Financial, Inc.	142.94
Citi Lites	187.50
Frontier Precision	523.19
Gopher State One Call	67.50
Kanabec County Court Administration	16.00
Kline, Steven	11,726.78
Med Compass	510.00
Mora Municipal	1,047.15
Northern Saftey & Industrial	290.03
Nuss Truck & Equipment	3,506.57
Office Depot	123.78
Olson Power & Equipment	600.39
Oslin Lumber	73.58
Oxtgen Service Company	152.06
Power Plan	845.15
Preferred Cleaning	1,000.00
Premier Outdoor Services, LLC	6,932.00
Quality Disposal	148.89
Sharrow Lifting Products	131.69
Swanston Equipment Corporation	708.57
USDA	339.17
Verizon	75.08

Widseth Smith Nolting	5,205.50
Ziegler Cat	5,250.00
Total:	<u>42,113.20</u>

Action #8 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve a Consent Agenda including all of the following actions:

**Resolution #8a – 08/03/16**  
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 claims on SCORE Funds:

East Central Sanitation	\$1,347.09
Arthur Township	\$400.00
Total	<u>\$1,747.09</u>

**Resolution #8b – 08/03/16**  
KLID CLAIMS

**WHEREAS** the Kanabec County Board of Commissioners have been presented with a request to pay claims on Knife Lake Improvement District funds, and

**WHEREAS** the request was accompanied by invoices and verification in the Knife Lake Improvement District board minutes of June 18, 2016, and

**WHEREAS** the Knife Lake Improvement District has sufficient funds on hand to cover these claims;

**BE IT RESOLVED** to pay the following claims:

Kim Schloemer	\$148.45
Dan Crowell	\$200.31

The County Board discussed the 30 day notice the County Attorney gave to the owner of a dock illegally placed on public land and if seized the dock will not become the property of Knife Lake

Improvement District as written in the Knife Lake Improvement District meeting minutes.

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

The County Board discussed Recovering Hope file storage, Pat Christopherson will request a written plan from Recovering Hope for procedures.

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

Marc Johnson	Update on Broadband/ Century Link partnership
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**10:41am** - The Chairperson closed public comment.

Deputy Auditor Roberta Anderson met with the County Board to discuss matters concerning the sale of foreclosed properties. Tentative sale will be held after the general election.

County Auditor Treasurer Denise Snyder met with the County Board to discuss matters concerning her department.

The County Auditor Treasurer's Office has requested two Commissioners to fulfill the Kanabec County's Canvassing Board Requirement. Commissioners Kathi Ellis, and Gene Anderson will cover the primary. Commissions Dennis McNally and Kim Smith will cover the general election.

County Board discussed a resolution for Ballot Question in November regarding elected officials becoming appointed. Tabled for further questions.

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

## **Resolution #9 – 08/03/16**

**WHEREAS** there is a vacancy in the position of a Full Time Deputy Sheriff, and

**WHEREAS** the board desires to refill this vacant position;

**BE IT RESOLVED** that the County Board authorizes County Sheriff and the County Personnel Director to advertise for Full Time and Part Time Deputies to establish an eligibility list at Step A, Range 11 of the pay plan which is \$22.31 (\$20.31 per hour + a \$2.00 market adjustment) or the rate set by internal promotion, and

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

**BE IT FURTHER RESOLVED** to authorize County Sheriff and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Action #10 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #10 – 08/03/16**

**WHEREAS** there is a vacancy on the Central Minnesota Emergency Medical Services Advisory committee for Kanabec County, and

**WHEREAS** June Juday has expressed an interest in this position;

**NOW, THEREFORE BE IT RESOLVED** to appoint June Juday to the CMEMS Advisory Committee.

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

### **Resolution #11 – 08/03/16**

#### **2016 Homemaker Payscale**

**WHEREAS** the State of Minnesota’s minimum wage has increased to \$9.50 per hour effective August 1, 2016, and

**WHEREAS** the starting wage for a Homemaker with Kanabec County is currently \$9.00, and

**WHEREAS** Kanabec County needs to be in compliance as of August 1, 2016. And,

**WHEREAS** the past pay scale has adopted an aggregate step increase of 3.5% each step, and the new scale reflects that increase.

**NOW, THEREFORE BE IT RESOLVED**, that the new pay scale per the new minimum wage is adopted for the Homemaker position.

#### **2016 Homemaker Pay Scale**

<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
\$9.50	\$9.83	\$10.17	\$10.32	\$10.69	\$11.06	\$11.44

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

## **Resolution #12 – 08/03/16**

**WHEREAS** there is a vacancy in the position of a Full Time Correctional Officer/Dispatcher, and

**WHEREAS** the board desires to refill this vacant position;

**BE IT RESOLVED** that the County Board authorizes the County Sheriff and the County Personnel Director to hire a full time Correctional Officer/Dispatcher to refill the vacant position at Step A, Range 7 of the pay plan which is \$16.09 per or the rate set by internal promotion, and

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

**BE IT FURTHER RESOLVED** to authorize County Sheriff and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Future Agenda items: Tax forfeited land and ballot question.

Action #13 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to adjourn at 11:23 p.m. and to meet again in regular session on Wednesday, August 17, 2016 at 9:00am.

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

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