

PROCEEDINGS OF THE COUNTY BOARD

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

December 12, 2007

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, December 12, 2007 pursuant to adjournment with the following Board Members present: Kim Smith, Jerry Nelson, Kathi Ellis, Kevin Troupe and Les Nielsen.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to approve the agenda with the addition of union negotiations.

Action #2 - It was moved by Jerry Nelson, seconded by Kevin Troupe, and carried unanimously to approve the minutes of the December 5, 2007 board meeting as presented.

Action #3 - It was moved by Les Nielsen, seconded by Kevin Troupe, and carried unanimously to approve the minutes of the December 6, 2007 Truth-in-Taxation Hearing.

Action #4 - It was moved by Les Nielsen, seconded by Jerry Nelson, 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, December 12, 2007 pursuant to adjournment with the following Board Members present: Kathi Ellis, Les Nielsen, Jerry Nelson, Kim Smith, and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Human Services agenda. Items discussed included the budget, staffing, finances, and other agency business. Also present was Social Service Supervisor Chuck Hurd.

Action #HS5 - It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to approve the agenda of the Human Service Board with the addition of a Detox Service Agreement.

Action #HS6 - It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to approve an application for an Adult Rehabilitative Mental Health Service recertification.

Action #HS7 – Kevin Troupe moved to approve a Day Care Licensing Policy as follows:

This policy is to be effective January 1, 2008.

1. Kanabec County Family Services will charge a license fee of \$50.00 per year for Day Care license or \$90.00 for a two-year license if paid at the time of application.
2. Kanabec County Family Services will charge a background study fee of \$100.00 in the year a license is applied. In non-renewal years, Kanabec County Family Services will charge \$50.00 per background check requested not to exceed \$100.00 in the non-renewing year. No fee will be required for an existing household juvenile turning 13 during the non-renewal year.
3. Kanabec County Family Services will waive the fee for licensing and background checks in its entirety if 30% (18 hours) per week of advertised child care is provided during nonstandard hours. Definition of non standard hours would be hours outside of Monday thru Friday 6 am to 6 pm.
4. Kanabec County Family Services is willing to enter into a payment plan that would include a signed installment agreement on an individual basis.

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

IN FAVOR THEREOF: Jerry Nelson, Kathi Ellis, Kevin Troupe, Kim Smith
OPPOSED: Les Nielsen
ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

Action #HS8 - It was moved by Jerry Nelson, seconded by Kim Smith, and carried unanimously to approve 137 claims totaling \$129,351.70 on the Welfare Fund.

Action #HS9 – Les Nielsen introduced the following resolution and moved its adoption:

Resolution HS9 – 12/12/07

WHEREAS Kanabec County social services operates under Chapter 402 as a Human Service Board, and

WHEREAS Chapter 402 requires establishment of an Advisory Committee pursuant to §402.03;

BE IT RESOLVED to establish a Human Service Board Advisory Committee consisting of the following three positions:

1. a representative of those persons receiving services provided by the human services board
2. a provider or employee of providers of services related to human services and must include representatives of private providers if such providers exist in the county
3. a representative of citizens of the county.

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

IN FAVOR THEREOF: Kevin Troupe, Jerry Nelson, Kim Smith, Les Nilsen
OPPOSED: Jerry Nelson
ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

Action #HS10 - It was moved by Kevin Troupe, seconded by Jerry Nelson, and carried unanimously to approve a **Consent Agenda** including all of the following actions:

Resolution HS10a – 12/12/07

WHEREAS the Family Services Agency does contract for psychological services pursuant to M.S. §245.461 through 245.486 and M.S. §245.487 through 245.488, the Minnesota Comprehensive Adult Mental Health Act and Minnesota Comprehensive Children's Mental Health Act, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2008;

BE IT RESOLVED to approve an agreement for psychological services for the year 2008, not to exceed \$133,120.00 with Beth Good for the time period January 1, 2008 to December 31, 2008.

Resolution HS10b – 12/12/07

WHEREAS the Family Services Agency does contract for psychological services pursuant to M.S. §245.461 through 245.486 and M.S. §245.487 through 245.488, the Minnesota Comprehensive Adult Mental Health Act and Minnesota Comprehensive Children's Mental Health Act, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2008;

BE IT RESOLVED to approve an agreement for psychological services for the year 2008, not to exceed \$33,150.00 with Susan D. Blom for the time period January 1, 2008 to December 31, 2008.

Resolution HS10c – 12/12/07

WHEREAS the Family Services Agency does contract for psychological services pursuant to M.S. §245.461 through 245.486 and M.S. §245.487 through 245.488, the Minnesota Comprehensive Adult Mental Health Act and Minnesota Comprehensive Children’s Mental Health Act, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2008;

BE IT RESOLVED to approve an agreement for psychological services for the year 2008, not to exceed \$26,928.00 with Linda M. Walinski for the time period January 1, 2008 to December 31, 2008.

Resolution HS10d – 12/12/07

WHEREAS the Family Services Agency does contract for psychological services pursuant to M.S. §245.461 through 245.486 and M.S. §245.487 through 245.488, the Minnesota Comprehensive Adult Mental Health Act and Minnesota Comprehensive Children’s Mental Health Act, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2008;

BE IT RESOLVED to approve an agreement for psychological services for the year 2008, not to exceed \$15,444.00 with Rob Linninger for the time period January 1, 2008 to December 31, 2008.

Resolution HS10e – 12/12/07

WHEREAS the Family Services Agency does contract for psychological services pursuant to M.S. §245.461 through 245.486 and M.S. §245.487 through 245.488, the Minnesota Comprehensive Adult Mental Health Act and Minnesota Comprehensive Children’s Mental Health Act, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2008;

BE IT RESOLVED to approve an agreement for psychological services for the year 2008, not to exceed \$33,619.20 with Marcy Stoeckel for the time period January 1, 2008 to December 31, 2008.

Resolution HS10f – 12/12/07

WHEREAS the Family Services Agency does contract for after hour crisis line services, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2008;

BE IT RESOLVED to approve an agreement for after hour crisis line services for the year 2008, not to exceed \$3,136.00 with Cambridge Medical Unit.

Action #HS11 – It was moved by Jerry Nelson, seconded by Kim Smith, and carried unanimously to approve an agreement between Kanabec County and Central Minnesota Mental Health Center, 1321 Thirteenth St, N. St. Cloud, MN 56303 for Detoxification Services.

Action #HS12 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve a 2008 Aware Provider Service Agreement for the Select Behavioral Health Network between Kanabec County and Blue Cross & Blue Shield of Minnesota.

Action #HS13 - It was moved by Kevin Troupe, seconded by Jerry Nelson, and carried unanimously to adjourn the Human Service Board at 10:16am.

The meeting of the Kanabec County Board of Commissioners resumed.

10:16am – Larry Bryant with American Legion Post 201 met with the County Board to discuss a charitable gambling renewal.

Action #14 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

Resolution 14 – 12/12/07

WHEREAS the Kanabec County Board of Commissioners has been presented with a request for lawful gambling within Kanabec County, and

WHEREAS the application was complete, included all necessary documentation, appears in accordance with County Policies and the applicant and facility owners are in good standing with the County;

BE IT RESOLVED to approve the Premises Permit Application for the American Legion Post #201 for charitable gambling to be held at Springbrook Golf Course, 2276 200th Ave, Mora, MN 55051.

10:20am – Hospital Administrator Randy Ulseth met with the County Board to discuss appointments:

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

Resolution 15 – 12/12/07

WHEREAS the terms of two Hospital Board members expire on January 3, 2008, and

WHEREAS the Hospital Board did pass a motion on October 16, 2007 recommending the reappointment Karen Kirschner and Robert Jensen, and

WHEREAS both Kirschner and Jensen are serving their first full terms and are eligible for reappointment;

BE IT RESOLVED to reappoint Karen Kirschner and Robert Jensen to three-year terms commencing immediately and expiring January 3, 2011.

Action #16 – Kim Smith introduced the following resolution and moved its adoption:

Resolution 16 – 12/12/07

BE IT RESOLVED to authorize acceptance of a CVSO Enhancement Grant from the State of Minnesota, Department of Veterans Affairs.

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

IN FAVOR THEREOF: Kevin Troupe, Jerry Nelson, Les Nielsen, Kim Smith

OPPOSED: Kathi Ellis

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

10:38am – County Attorney Amy Brosnahan met with the County Board to discuss matters concerning her office.

Action #17 – It was moved by Kim Smith, seconded by Les Nielsen, and carried unanimously to approve a Retainer Agreement for Criminal Prosecution Services between the City of Mora and the County of Kanabec for the period January 1, 2008 through December 31, 2008 for a sum of \$28,502.00.

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

10:57am – County Sheriff Steve Schulz and Chief Deputy Sheriff Robert Jensen met with the County Board to discuss matters concerning the Sheriff's Office.

Action #18 – It was moved by Les Nielsen, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

Resolution 18 – 12/12/07

WHEREAS the Sheriff has requested approval to purchase a squad car for use as a Deputy Patrol Vehicle, and

WHEREAS following are state contract prices for police vehicles:

Ford Crown Victoria	\$20,739.00
Chevrolet Impala	\$18,541.15

WHEREAS the Sheriff has this amount available in his budget, and

WHEREAS the Chevrolet Impala is the low bid;

BE IT RESOLVED to accept the low bid of \$18,541.15 for the Chevrolet Police Impala.

11:08am - The Chairperson then called for public comment three times. None responded.

11:10am - The Chairperson closed public comment.

Action #19 – It was moved by Kevin Troupe, seconded by Kim Smith, and carried unanimously to approve a **Consent Agenda** including all of the following actions:

Resolution 19a – 12/12/07

Diesel Fuel

WHEREAS, the following quotes were received for diesel fuel:

Federated Coop	\$2.8100
Town & Country Oil:	\$2.8421

WHEREAS, the quote of \$2.81 per gallon provided by Federated Coop was the low quote.

BE IT RESOLVED to accept the low quote of \$2.81 provided by Federated Coop.

Resolution 19b – 12/12/07

Gasoline

WHEREAS, the following quotes were received for unleaded gasoline:

Federated Coop	\$2.5700
Town & Country Oil	\$2.6006

WHEREAS, the quote of \$2.57 per gallon provided by Federated Coop was the low quote.

BE IT RESOLVED to accept the low quote of \$2.57 provided by Federated Coop.

Resolution 19c – 12/12/07

Intoximeter

WHEREAS the Sheriff has requested approval to purchase an Intoximeter for use in a Deputy Patrol Vehicle, and

WHEREAS this is a needed and budgeted item;

BE IT RESOLVED to approve the purchase of an Intoximeter at a cost of \$624.09.

Resolution 19d – 12/12/07

Radio Purchase

WHEREAS the Sheriff has requested approval to purchase an radio for use in a Deputy Patrol Vehicle, and

WHEREAS this is a needed item to meet upcoming FCC regulations and is a budgeted item;

BE IT RESOLVED to approve the purchase of a Kenwood TK790 squad car radio at a cost of \$1,600.00.

Resolution 19e – 12/12/07

Clean-Up Day Claims

WHEREAS the board did authorize financial support of the Kanabec County Clean-Up Day by Resolution #9-02/21/07, and

WHEREAS a successful Clean-Up Day was held;

BE IT RESOLVED to authorize a payment of \$3,550.24 to “Kanabec County 4-H Clean Up Day” to be drawn on Surcharge Funds.

Action #20 - It was moved by Les Nielsen, seconded by Kim Smith, and carried unanimously to approve the following resolution:

Resolution 20 – 12/12/07

Architect's Claim

WHEREAS the board has received a claim from Klein McCarthy for payment for worked performed on a proposed jail as follows:

Professional Services(Oct)	\$129,349.00
Professional Services(Nov)	\$ 77,781.41
Reimbursables (Oct)	\$ 8,226.65
Reimbursables (Nov)	<u>\$ 3,335.00</u>
TOTAL	= \$218,692.06

WHEREAS the billing appears consistent with work performed and the documentation is in order;

BE IT RESOLVED to authorize payment of \$218,692.06 on the Building Fund to Klein McCarthy Architects.

Action #21 – It was moved by Jerry Nelson, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

Resolution 21 – 12/12/07

WHEREAS the term of office for County Coroner expires January 7, 2008, and

WHEREAS Minnesota Statute §390.005 requires that the county board appoint a Coroner, and

WHEREAS the County Sheriff recommends reappointment of Dr. Michael McGee;

BE IT RESOLVED to appoint Dr. Michael McGee as Kanabec County Coroner effective January 8, 2008 for a term ending January 5, 2009.

11:27am – County Engineer Greg Nikodym met with the County Board to discuss matters concerning the Highway Department.

Action #22 – It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution 22 – 12/12/07 Guardrail

WHEREAS the following bids were received for the installation of guard rails on five (5) bridges in Kanabec County:

<u>Bidder</u>	<u>Amount</u>
H & R Construction	\$108,893.35
Global Specialty Contractors	\$132,270.20

WHEREAS the County Engineer has reviewed the bids and recommends accepting the low bid of \$108,893.35 submitted by H & R Construction, Inc.

BE IT RESOLVED that the Kanabec County Board of Commissioners accepts the low bid of \$108,893.35 submitted by H & R Construction, Inc.

Action #23 – It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution 23 – 12/12/07 Appraisals

WHEREAS Roy Tokle completed appraisals for the acquisition of right-of-way along CSAH No. 11 from TH No. 23 to CSAH No. 19 and,

WHEREAS the Kanabec County Board of Commissioners wish to proceed with project SP 33-611-21

BE IT RESOLVED to accept the appraisals prepared by Roy Tokle for acquisition of right-of-way on CSAH No. 11 and,

BE IT FURTHER RESOLVED that the County Engineer is directed to make offers to the necessary property owners along CSAH No. 11 between TH No. 23 and CSAH No. 19 to proceed with project SP 33-611-21

Action #24 – It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution 24 – 12/12/07

Employee Order

WHEREAS the Personnel Policy for Non-Union Employees in the Kanabec County Highway Department has been updated and reviewed, and

WHEREAS the Kanabec County Board of Commissioners recommend approval of the Personnel Policy for 2008.

NOW THEREFORE BE IT RESOLVED that the Chairperson of the Kanabec County Board of Commissioners is authorized to sign the 2008 Personnel Policy for Non-Union Employees employed by the Kanabec County Highway Department.

Action #25 – It was moved by Jerry Nelson, seconded by Kim Smith, and carried unanimously to approve the following resolution:

Resolution 25 – 12/12/07

Maintenance Agreement City of Mora

WHEREAS the City of Mora has provided routine maintenance on portions of CSAH No. 6 and CSAH No. 27 within the Mora City limits during 2007, and

WHEREAS this has been in the best interests of both units of government, and

BE IT RESOLVED that the Kanabec County Board of Commissioners approve the Maintenance Agreement with the City of Mora for 2008, and

BE IT ALSO RESOLVED that the Chairperson is direct to sign the agreement.

Action #26 – It was moved by Kim Smith, seconded by Les Nielsen, and carried unanimously to adjourn at 12:41pm to meet in regular session on Wednesday, December 19, 2007 at 6:30pm.

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

Attest: _____
Alan B. Peterson, Kanabec County Coordinator