

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of County Coordinator

December 18, 2013

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, December 18, 2013 pursuant to adjournment with the following Board Members present: Kim Smith, Les Nielsen, Kevin Troupe, Kathi Ellis and Gene Anderson.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to approve the agenda as amended: Add PTO Policy and union negotiations.

Action #2 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve the December 4, 2013 minutes of the Kanabec County Board of Commissioners as corrected: Correct the adjournment time on the Public Health Board.

Action #3 – Kim Smith introduced the following resolution and moved its adoption:

Resolution #3 - 12/18/13

WHEREAS, Minnesota Statute 375.055 requires that the County Commissioners' compensation be set by resolution in the year preceding the action;

BE IT HEREBY RESOLVED to set the annual wage for the year 2014 for Kanabec County Commissioners set at \$20,402.00.

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: Kim Smith, Kevin Troupe, Kathi Ellis, Les Nielsen
OPPOSED: Gene Anderson
ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

Action #4 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following paid claims:

Vendor

Amount

Ann Lake Twp	5,675.55
Arthur Twp	8,614.89
Bina & Guptil LLC	1,618.40
Braham Public Schools	42,023.87
Brunswick Twp	15,627.45
City of Braham	100.49
City of Grasston	1,598.74
City of Milaca	40.32
City of Mora	12,136.73
City of Ogilvie	1,441.59
City of Quamba	3,060.75
Comfort Twp	15,712.38
East Cent Reg Dev Comm	1,788.39
East Central School District	5,320.55
Ford Twp	6,891.08
Grass Lake Twp	20,426.52
Haybrook Twp	3,476.94
Herschberger, Ervin	100.00
Hillman Twp	5,501.66
Hinckley-Finlayson Schools	11,164.61
Isle Public Schools	5,291.79
Kanabec County	17,596.48
Kanabec Twp	8,154.34
Knife Lake Twp	6,852.23
Kroschel Twp	3,941.32
Midcontinent Communications	1,439.51
Milaca Public Schools	3,291.08
MN Dept of Finance	5,905.00
Mora Municipal Utilities	14,274.13
Mora Public Schools	104,375.18
Ogilvie Public Schools	89,606.07
Peace Twp	6,509.14
Pine City Public Schools	76.73
Pomroy Twp	11,702.73
Southfork Twp	11,454.28
Verizon Wireless	2,706.34
Whited Twp	6,842.00
Wynn Law Firm	42.50
Total	<u>462,381.76</u>

Action #5 – It was moved by Kevin Troupe, seconded by Gene Anderson and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

VENDOR	AMOUNT
Abilty	530.06
Ace Hardware	51.21
Ace Hardware	4.80
Advanced Correctional Healthcare	12,696.97
Alkire, Alyce	169.38
Allina Health Systems	340.00
Amundson, Pauline	481.00
Anderson, Karen	61.60
Auto Value	282.13
A'viands, LLC	14,279.32
Bachman, Fran	48.59
Berry Co	172.93
Billings, Margaret	297.19
Bisset, Patricia	25.00
Bob Barker	135.34
Braham Motor Service	294.48
Braham Police Dept	385.65
Byrant, Donna	1,444.80
Byrant, Donna	275.20
Byrant, Donna	1,282.50
CADCA	300.00
CDW Government	417.21
CDW Government	861.07
Christianson, Craig	562.01
Christopherson, Pat	498.07
City of Mora	35,858.64
Coborns	30.44
Coborns	70.85
Coborns	56.12
Coborns Pharmacy	782.09
Colburn, Judy	80.80
Craguns	324.00
Creative Forms & Concepts	265.08
Curtis, Michael	1,389.11
D&T Ventures	500.00
Dandelion Floral	166.62
Dex Media East	40.00
Deyta, LLC	90.00
Druar, Dan	173.40
East Central Energy	88.81

East Central Exterminating	256.80
East Central Regional Juvenile Center	3,262.00
East Central Solid Waste Commission	44.41
ECM Publishers	1,099.80
Elert & Assc	2,175.00
Ellis, Kathi	157.30
Fairview Diagnostic Lab	95.00
Faust, Patrick	287.02
First Light Health Systems	3,610.00
Friday, Jenny	29.38
GHA	72.44
Glen's Tire	304.42
Glen's Tire	1,869.97
Gorham Oien	187.50
Grainger	399.37
Grainger	54.61
Granite City Jobbing	79.05
Granite Electronics	298.18
Handymans Inc	120.19
Handymans Inc	547.67
Handymans Inc	86.44
Hinckley News	10.50
Hoefert, Bob	1,628.49
Hood, Barb	255.78
Hood, Bill	371.52
Horizon Towing	128.25
Indianhead Specialty	188.70
Industrial Health Services Network	44.40
Isanti Co Court Services	150.00
Isanti Co Family Services	5,466.26
Isanti Co Heartland Express	1,503.94
Isanti Co Sheriff's Office	7,170.94
Isanti PD	5,525.71
ITSavvy, LLC	118.65
JOBSHQ	398.40
Kanabec Co Hwy Dept	4,050.37
Kanabec Co Hwy Dept	25.23
Kanabec Co Hwy Dept	69.28
Kanabec Co Hwy Dept	255.10
Kanabec Co Public Health	32,988.06
Kanabec Co Public Health Hospice	552.50
Kanabec Co Soil & Water	3,638.00
Kanabec Publications	587.88

Kanabec Publications	208.40
Kanabec Publications	10.58
Kanabec Publications	222.50
Kanabec/Pine CHS	19,200.42
Keeps	232.42
Kennedy, Jr. Kerry	55.37
Kochs Hardware	465.16
LaCrosse, Mark	190.69
Landreville, Willard	1,042.60
Lerrssen, Jennifer	664.44
Lindberg, Jodi	20.00
Maack, Heather	21.19
Maack, Heather	73.45
MACO	720.00
MACO	360.00
Manthie, Mark	171.25
Marco	712.80
Matthew Bender Co	144.74
McClellan, Karen	8.53
McFadden, Barb	83.62
McIntosh, Bob	350.00
Mehlhop, Ron	199.36
MidContinent	59.79
Mille Lacs Disposal	20.00
MN County Attorney's Assn	2,085.00
MN County Attorney's Assn	195.00
MN Elevator	876.00
MN Home Care Assn	1,533.78
MN Monitoring	645.00
MN Monitoring	420.00
Monroe, Cindi	348.05
Moore Medical	153.20
Mora Chevrolet Buick	828.31
MRA Trusight	600.00
Nelson, Ansel	715.90
Nelson, Jerry	51.81
Nelson, Ronette	380.91
Newgard, Jean	268.38
Nielsen, Les	149.16
Nordstrom, Chris	28.04
Nurse Family Partnership	1,770.00
Obrycki, Chaz	115.56
Office Depot	129.74

Office Depot	34.15
Owens Auto Parts	270.42
Owens Auto Parts	216.61
Pieper, Rollie	636.61
Pine Co Health & Human Services	11,205.23
Quality Disposal	215.10
Raudabaugh, Carey	69.50
Regents of the University of MN	13,272.89
Reliance Telephone	1,400.00
Reliance Telephone	200.00
Ringler, Jennie	13.56
Rogers, Pearl	634.97
RS Eden	490.95
Ryan, Rosemarie	830.00
S&T	310.49
S&T	163.07
S&T	175.86
SelectAccount	290.97
Sheriff of Monroe Co WI	120.00
Sheriff of Pine Co	2,476.05
Shopko	32.00
Shopko	152.81
SimplexGrinnell	628.13
Smith, Brian	112.89
Smith, Kim	621.50
Southern Computer Warehouse	85.91
Stearns DHIA Central Lab	40.00
Stellar Services	556.78
Stellar Services	294.78
Swanson, Jeremy	409.17
Tadych, Marge	362.56
Thomson Reuters-West	257.04
Tiger Direct	61.02
Tinker & Larson	36.05
Tinker & Larson	596.90
Tomlinson, Kathy	300.00
Trane U.S. Inc	162.46
Troupe, Kevin	268.38
Turner, Virginia	33.80
Turner, Virginia	20.34
U of MN	1,155.00
UHL Co	276.55
UltraMax	369.00

Wergin, Richard	50.00
White, Ellen	56.66
Wickeham, Teresa	82.49
Wiitala, David	832.30
World Medical Government Solutions	112.18
Wynn Law Firm	131.75
Zamora, Ray	1,218.90
Zaudtke, Wayne	140.00
Total	<u>234,991.91</u>

Road & Bridge Fund

Vendor	Amount
Astleford International	400.00
Beaudry Oil & Propane	23,916.37
Boyer Trucks	61.77
David Broehl	200.00
Central McGowan, Inc	80.69
Commissioner of Transportation	1,300.00
Commissioner of Transportation	75.00
Mark Dooley	200.00
Federated Co-op	38.63
H & R Construction	18,756.00
Kanabec Co Hwy-Petty Cash	12.45
Midway Iron & Metal Inc	4,157.70
Minnesota Elevator Inc	441.00
MN Dept of Labor & Industry	20.00
North American Salt Co	3,467.31
Pomp's Tire Service, Inc	1,049.17
SageQuest	597.43
Scott's Lawn & Landscapes	3,250.00
Verizon	37.54
Total	<u>58,061.06</u>

Action #6 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

Resolution #6 – 12/18/13

Signature Authorization

WHEREAS the county board did, by Resolution #4-02/28/01, establish authorized signatures for county business, and

WHEREAS the board does wish to update this resolution to reflect current staffing;

BE IT RESOLVED to amend Kanabec County Board of Commissioners Resolution #3 -

05/28/08 as follows:

1. that checks, drafts and other withdrawal orders and any and all other directions and instructions of any character with respect to funds of this county now or hereafter with the Greater Minnesota Credit Union may be signed by any two of the following:

- a. Auditor-Treasurer Denise M. Cooper

- b. Deputy Finance Kelly Connolly

and said credit union is hereby fully authorized to pay and charge to such account or accounts any checks, drafts and other withdrawal orders so signed, and to honor any directions or instruments so signed, whether or not payable to the individual order of or deposited to the individual account of or inuring to the individual benefit of any of the foregoing officers or persons.

2. that any two of the following:

- a. Auditor-Treasurer Denise M. Cooper

- b. Deputy Finance Kelly Connolly

hereby is or are authorized, for and on behalf of this county, at any time or from time to time to borrow money from said credit union in such amounts, for such times, at such rate or rates of interest and upon such terms as he or they may see fit; to execute and deliver notes or other evidences of indebtedness of this county therefor, and extensions and renewals thereof: to sell, assign, transfer, mortgage, pledge or otherwise hypothecate to said credit union any bills receivable, accounts, contracts, warehouse receipts, bills of lading, stocks, bonds, chattels, real estate or other property of this county as security; to give guaranties and other undertakings to said credit union; to discount with said credit union bills receivable of this county and to authorize modifications and extensions with respect thereto and to waive demand, presentment, protest and notice of dishonor; and to do, authorize and agree to any and all other things at any time or from time to time in connection with any of the foregoing as he or they may deem appropriate

Action #7 – It was moved by Kevin Troupe, seconded by Gene Anderson and carried unanimously to recess the board meeting at 9:06am to a time immediately following the Human Service Board.

The Kanabec County **Human Service Board** met at **9:06am** on Wednesday, December 18, 2013 pursuant to adjournment with the following Board Members present: Gene Anderson, Kevin Troupe, Kim Smith, Les Nielsen, and Kathi Ellis. Health & Human Service Director Wendy Thompson presented the Human Services agenda.

Action #HS8 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve the Human Service Board agenda as amended: add interagency fees.

Action #HS9 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #HS9 - 12/18/13

Psychiatric Services Contract – Dr. John Luehr

WHEREAS, the Family Services Agency does contract for psychiatric services, and

WHEREAS, such a contract has been presented to the Kanabec County Board of Commissioners for the year 2014;

THEREFORE BE IT RESOLVED to approve an agreement for psychiatric services for the year 2014 with Dr. John Luehr for 2 hours per month at \$225 per hour to commence January 1, 2014 through December 31, 2014.

Action #HS10 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #HS10 - 12/18/13

Psychological Services Revised Contract Resolution

WHEREAS, the Family Services Agency does contract for psychiatric evaluations and counseling services, and

WHEREAS, such a contract has been presented to the Kanabec County Board of Commissioners for a period beginning January 1, 2014 and ending December 31, 2014, and

WHEREAS, the revision of the Contractor’s hours is contingent upon a contract with Mille Lacs county to provide psychiatric services.

THEREFORE BE IT RESOLVED to approve a revised agreement for psychiatric services for the period beginning January 1, 2014 and ending December 31, 2014 with Karissa Ignaszewski contingent upon a psychiatric services contract with Mille Lacs County.

Action #HS11 – It was moved by Kevin Troupe, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #HS11 - 12/18/13

Mille Lacs County Psychiatric Services Resolution

WHEREAS, Minn. Stat. §§245.461 through 245.486 and Minn. Stat. §§245.487 through 245.488 establishes the Minnesota Comprehensive Adult Mental Health Act and the Minnesota Comprehensive Children’s Mental Health Act, respectively; and

WHEREAS, Mille Lacs County Community and Veterans Services wishes to secure the provision of Psychiatric Services from Kanabec County Family Services, and

WHEREAS, Kanabec County Family Services is suitably qualified and desires to provide Psychiatric services for Mille Lacs County; and

NOW, THEREFORE BE IT RESOLVED that the Kanabec County Human Services Board approves Kanabec County Family Services entering into an agreement for Psychiatric Services to commence January 1, 2014 through December 31, 2014 with Mille Lacs County.

Action #HS12 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #HS12 - 12/18/13

Revised Burial Policy Resolution

WHEREAS, under Minnesota Statutes, the County is required to provide for the final disposition of indigent persons; and

WHEREAS, policies pertaining to burials are at the discretion of the County Board, to the extent that they do not conflict with special provisions in state law or regulations for MFIP burials, and

WHEREAS, the local funeral homes are requesting a rate increase to move closer to other regional businesses providing these same services, and

WHEREAS, the Health and Human Services Director is recommending revising the Direct Cremation rate from \$1290 to \$1550 and the Immediate Burial rate from \$2100 to \$2500.

THEREFORE BE IT RESOLVED that the Kanabec County Family Services Board approves these revised rates in the Kanabec County Burial Policy and note that in the future requests for revisions need to be received by the County no later than July for budgeting purposes.

Action #HS13 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #HS13 - 12/18/13

IV D Cooperative Agreement Resolution

WHEREAS, the IV-D Agency is responsible for administering the Child Support Enforcement Program under Title IV-D of the Social Security Act; and

WHEREAS, the County Attorney and Kanabec County Sheriff wish to enter into this cooperative agreement to set forth their respective responsibilities in providing services necessary to the operation of the Child Support Enforcement program.

THEREFORE BE IT RESOLVED to approve the Kanabec County Health and Human Services Director signing an agreement with the Minnesota Department of Human Services, Kanabec County Attorney and Kanabec County Sheriff to provide necessary services to operate the Child Support Enforcement system under Title IV-D of the Social Security Act commencing on January 1, 2014 through December 31, 2014 including revisions to the rates for services provided by the County Attorney's office : Attorney from \$60.00 to \$90.00 per hour and Legal Secretary from \$22.04 to \$25.00 per hour.

Action #HS14 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

Resolution #HS14 – 12/18/13

MNsure Agreement Resolution

WHEREAS, under Minnesota Statutes, section 471.59 Subdivision 10, the State is empowered to engage such assistance as deemed necessary; and

WHEREAS, under 45 C.F.R., part 155, the State is authorized to establish an insurance exchange that assists individuals in determining insurance eligibility and insurance options; and

WHEREAS, the State is in need of Navigators and In-Person Assisters to aid Minnesotans in completing MNsure applications, answering questions about the process for both individuals and small business eligibility, and the options pursuant to 45 C.F.R. § 155.205 – 155.220 and Minnesota Statutes, section 62V.05, subdivision 4; and

WHEREAS, Kanabec County, dba Kanabec County Family Services has the resources to facilitate the enrollment in health plans offered in MNsure at the community level by utilizing in-person assisters and certified application counselors.

THEREFORE BE IT RESOLVED to approve the Health and Human Services Director to sign the MNsure Agreement with the State of Minnesota for in-person assister services through December 31, 2014.

Action #HS15 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #HS15 – 12/18/13

Interagency Fees Resolution

WHEREAS, the revenue streams for the Health and Community Based Services are changing with the implementation of MN Choices; and

WHEREAS, both Public Health and Family Services provides assessments for Health and Community Based Services; and

WHEREAS, Public Health is willing and able to provide administrative support for the M Choices program across both the Family Services and Public Health agencies;

THEREFOR BE IT RESOLVED to approve Kanabec County Public Health to provide the administrative support for the MN Choices program and collect an interagency fee at an annual rate of \$40,000.00

Action #HS16 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve payment of 126 claims totaling \$234,836.41 on Welfare Funds.

Action #HS17 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to adjourn the Human Service Board at 9:40am.

The Board of Commissioners meeting continued.

Veteran Service Officer Lowell Sedlacek met with the County Board to discuss matters concerning the Kanabec County Emergency Operation Plan.

Action #18 – it was moved by Kevin Troupe, seconded by Gene Anderson and carried unanimously to approve the 2013 Emergency Operation Plan.

Action #19 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to recess the board meeting at 9:45am to a time immediately following the Public Health Board.

The Kanabec County **Public Health Board** met at **9:45am** on Wednesday, December 18, 2013 pursuant to public notice with the following Board Members present: Les Nielsen, Kim Smith, Kevin Troupe, Kathi Ellis and Gene Anderson. Health & Human Service Director Wendy Thompson presented the Health Board agenda.

Action #PH20 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve the Public Health Board Agenda as presented.

Action #PH21 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

Resolution #PH21 – 12/18/13

Equipment Resolution

WHEREAS, Kanabec County Public Health has the need to replace a copier/printer; and

WHEREAS, Kanabec County Public Health has funds available in an equipment account to be used for such a purchase.

THEREFORE the Health and Human Services Director recommends purchasing a laser copier/printer for Kanabec County Public Health

THEREFORE BE IT RESOLVED the Kanabec County Board approves the Health & Human Services Director and I.S. Department to purchase a copier/printer for Kanabec County Public Health.

Action #PH22 – It was moved by Kevin Troupe, seconded by Les Nielsen and carried unanimously to recess the Public Health Board at 10:00am.

The Board of Commissioners meeting continued.

10:00am – A Public Hearing was held to discuss an EDA enabling resolution. Those that spoke included:

Jim Evenson	Clayton Berg
Karen Amundson	Doyle Jelsing
Ron Peterson	Beth Thorp
Bob Engberg	Pat O'Brien
Lee Strenstrom	Fred Sawatzky

Action #23 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to adjourn the Public Hearing at 10:40am.

10:40am - The Chairperson then called for public comment three times. None responded.

10:42am - The Chairperson closed public comment.

10:42am – The 2014 Budget and Levy public hearing was continued from the December 4, 2013 county board meeting. No comments were made the Public Hearing was adjourned at 10:43pm by Chairperson Ellis.

Action #24 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve a **Consent Agenda** including all of the following actions:

Resolution #24a – 12/18/13

Certified County Levy for 2014

WHEREAS the Kanabec County Board of Commissioners has duly considered the budget for general county government purposes for the year 2014 and the matter of providing funds to enable the County to meet its responsibilities, and

WHEREAS the Kanabec County Board of Commissioners must levy taxes to provide funds to enable the county to meet its responsibilities and obligations in the year 2014:

BE IT THEREFORE RESOLVED by the Kanabec County Board of Commissioners that the County Auditor/Treasurer is authorized and directed to levy taxes in accordance with the law on the taxable property in the County of Kanabec for taxes due and to become payable in the year 2014 shall be in the following amounts for the following funds so stated:

FUND	PROPOSED BUDGET	PROPOSED LEVY
<i>a.</i> Revenue Fund	13,713,081	6,434,442
<i>b.</i> Welfare Fund	5,363,408	1,918,442
<i>c.</i> Road & Bridge Fund	8,663,458	2,345,000
<i>d.</i> Railroad Authority Fund	1,446	1,446
<i>e.</i> Debt Service – Tax Capacity based (<i>not including market value levy</i>) “ <i>Building Fund</i> ”	846,869	844,469
<i>f.</i> SUB-TOTALS (<i>total of a. through e.</i>)	28,588,262	11,543,799
<i>g.</i> - County Program Aid Y2014		1,004,585
<i>h.</i> Sub Total (total of f-g)		10,539,214
<i>i.</i> + Deb Service For Market Based Referendum Levy		178,740
<i>j.</i> TOTAL FINAL PAYABLE Y2014 LEVY (total h+i)		10,717,954

Resolution #24b – 12/18/13

County Budget for 2014

WHEREAS the Kanabec County Board of Commissioners has duly considered the budget for general county government purposes for the year 2014 and the matter of providing funds to enable the county to meet its responsibilities;

BE IT THEREFORE RESOLVED that the budget for general government purposes in total and for the individual departments listed for the year 2014 be and hereby is approved as follows;

2014 BUDGET SUMMARY 8/05/13	2013 NET	Expend.	Receipts	from Fund Balance	NET 2014 BUDGET
Assessor	204,051	300,423	87,850	0	212,573
Attorney	492,458	646,870	97,400		549,470
Auditor/Treasurer					
Office	417,001	452,852	25,900		426,952
Elections	29,925	46,000	15,800		30,200
Mainframe Expenses	83,410	135,813	4,500	0	131,313
Auditor/Treasurer Total	530,336	634,665	46,200	0	588,465
Commissioners	167,678	176,120	2,500	0	173,620
Coordinator					
Maintenance	488,505	538,698	41,804		496,894
Coordinator (Office)	275,227	271,029	24,075		246,954
County Coordinator Total	763,732	809,727	65,879	0	743,848
Court Administrator	43,000	40,000	0		40,000
Culture & Recreation	8,750	8,750	0		8,750
E Central Reg Library	153,404	153,404			153,404
Environmental Services					
Office	20,121	142,705	138,012		4,693
Water Plan	0	18,064	18,064		0
Wetlands	0	41,568	41,568		0
Shorelands	0	8,180	8,180		0
ISTS	0	18,941	18,941		0
Env. Services Total	20,121	229,458	224,765		4,693
Extension	64,035	63,928	50		63,878
Information Systems	239,380	269,551	37,700		231,851
Law Library	0	15,000	15,000		0
Probation					
Office	279,593	451,416	151,939		299,477
Probation Fees	0	12,500	14,500		-2,000
Probation Total	279,593	463,916	166,439	0	297,477
Public Health Service	249,301	3,158,840	2,897,757		261,083
Recorder	37,626	152,411	111,000		41,411
Sanitation	0	88,718	88,718		0
Sheriff					
Law Enforcement	1,070,143	1,862,992	781,600	0	1,081,392
Boat & Water	7,156	24,557	17,401	0	7,156
Snowmobile	1,125	4,402	4,402		0
ATV	0	5,545	5,545	0	0
Reserves	100	100	0	0	100
Coroner	40,000	40,000	0	0	40,000
Jail	2,293,751	2,545,812	214,500	0	2,331,312
E-911 System	1,536	41,775	87,300		-45,525
Sheriff's Total	3,413,811	4,525,183	1,110,748	0	3,414,435

Surveyor	10,000	10,000		0	10,000
Transit	-50,000	1,565,230	1,566,103		-873
Unallocated	-1,280,887	328,347	1,749,115	0	-1,420,768
Vet's Ser, Emer Manage	56,057	72,540	16,000	0	56,540
Revenue Fund Totals	5,402,446	13,713,081	8,283,224	0	5,429,857
Road & Bridge Fund	2,328,000	8,663,458	8,529,000	134,458	2,345,000
Welfare Fund	1,927,930	5,363,408	3,224,829	220,137	1,918,442
Railroad Authority	1,446	1,446		0	1,446
Building Fund	0	0	0	0	0
Bond Fund	1,058,132	1,025,609	2,400		1,023,209
TOTALS:	10,717,954	28,767,002	20,039,453	354,595	10,717,954

NET LEVY = \$ 10,717,954.00

NET LEVY \$ = 10,717,954.00

County Recorder Rhonda Olson met with the County Board to discuss matters concerning her office.

Action #25 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #25 - 12/18/13

WHEREAS, the County Recorder has expenses incurred during daily operations and

WHEREAS, these expenses involve copier expenses and time expended and

WHEREAS, MS 357.18 covers some fees and fee amounts to be charged by the County Recorder's office and

WHEREAS, any other fees, not mentioned in statute need the approval of the Kanabec County Board of Commissioners

THEREFORE BE IT RESOLVED, the Kanabec County Board of Commissioners accepts the recommendation of the Kanabec County Recorder to follow this fee schedule:

Copies	\$.50
Fax Charge	\$5.00 plus \$.50 per page
E-mail charge	\$5.00
Genealogy research fee	\$20.00/hr.

Action #26 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #26 – 12/18/13

WHEREAS, the County Recorder’s office is the keeper of records and

WHEREAS, various entities would like the County Recorder’s office to do their abstracting and title work for them and

WHEREAS, the office has the Landshark program available, by subscription and

WHEREAS, doing title work could leave Kanabec County open to litigation

THEREFORE BE IT RESOLVED that the Kanabec County Recorder’s office will not do tract checks or any title searches.

Action #27 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #27 – 12/18/13

WHEREAS, MS 508A.01 to 508A.85 provides an alternative to registration under chapter 508 and are intended for uncontested titles; and

WHEREAS, this form of registration is to provide an initial voluntary procedure for registration of certain possessory estate in and with certainty under a certificate of possessory title (CPT) at reasonable cost and speed and without the necessity for the initial adjudication required by Chapter 508; and

WHEREAS, the County Recorder and Registrar of Titles for Kanabec County, along with the Kanabec County examiner of Titles see the benefit to the Kanabec County taxpayers of establishing this procedure and recommend to the Kanabec County Board of Commissioners to authorize this CPT process outlined in MS508A in Kanabec County;

THEREFORE BE IT RESOLVED, the Kanabec County Board of Commissioners accepts the recommendation of the County Recorder and Registrar of Titles, along with the examiner of Titles and hereby authorizes the possessory title to real estate process (CPT) in Kanabec County. Lands to be registered in accordance with the provisions and in the manner provided in MS 508A.01 to 508A.85 and amendments thereto.

FirstLight Health Systems Administrator Randy Ulseth met with the County Board to discuss board appointments.

Action #28 – It was moved by Les Nielsen, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

Resolution #28 – 12/18/13

BE IT RESOLVED to appoint Amy Anderson to the Hospital Board for a three year term commencing January 8, 2014 and expiring on January 3, 2017; and

BE IT FURTHER RESOLVED to appoint Becky Steffan to the Hospital Board for a three year term commencing January 8, 2014 and expiring on January 3, 2017.

Property & Tax Supervisor Karen McClellan met with the County Board to discuss matters concerning the Assessor's Office.

Action #29 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #29 – 12/18/13

WHEREAS the Kanabec County Assessor's office is changing web hosting companies at the end of 2013; and

WHEREAS the web hosting companies offers a variety of subscription plans for vendors and the public;

WHEREAS the Assessor's Office would like to offer the public and vendors the following subscriptions:

Yearly Website Subscription fee:	\$250.00
Monthly Website Subscription fee:	\$25.00
Daily Website Subscription fee:	\$5.00

BE IT RESOLVED to approve the recommended website fees effective January 1, 2014.

Transit Director Helen Pieper met with the County Board to discuss matters concerning the Transit department.

Action #30 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #30 – 12/18/13

Rental Agreement

WHEREAS, Kanabec County will be doing business as Timber Trails Public Transit, in 2014, and

WHEREAS, Timber Trails Public Transit currently leases the building located at 202 North Hill Ave. in Ogilvie to store buses and dispatch rides, and

WHEREAS, Kanabec County – Timber Trails Public Transit would like to continue to lease the building in 2013 to store buses and dispatch rides.

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners approve a Lease Agreement effective January 1, 2014 through December 31, 2014 with Donald and Rosemary Ryan at 379 – 230th Ave. Ogilvie, MN 56358. The total lease amount will be \$4,980.00 (\$830.00 per month).

THEREFORE BE IT FURTHER RESOLVED that approval of this resolution is contingent on approval of the lease agreement by the state.

Action #31 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to promote David Strelow and Daniel Niedzielski from part time to full time effective December 28, 2013.

Action #32 – It was moved by Les Nielsen, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

Resolution #32 – 12/18/13

WHEREAS there is a vacancy in the position of a Part Time Transit Dispatcher, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the Transit Director and the County Personnel Director to hire a Part Time Transit Dispatcher to refill the vacant position at Step A, Range 5 of the pay plan which is \$13.49 per hour or the rate set by rule for internal promotion, and

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

Jail Administrator Joanne Nelson met with the County Board to discuss matters concerning the Jail.

Action #33 – It was moved by Kevin Troupe, seconded by Kim Smith and carried

unanimously to approve the following resolution:

Resolution #33 - 12/18/13

WHEREAS there is a vacancy in the position of a Full Time Jailer/Dispatcher, 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 hire a Full Time Jailer/Dispatcher to refill the vacant position at Step A, Range 7 of the pay plan which is \$15.16 per hour or the rate set by rule for 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 Steve Schulz and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Public Works Director Chad Gramentz met with the County Board to discuss matters concerning his department.

Action #34 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #34 - 12/18/13

City of Mora Maintenance Agreement

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 2013, and

WHEREAS this has been in the best interest of both units of government;

BE IT RESOLVED that the Kanabec County Board of Commissioners approve the Maintenance Agreement with the City of Mora for 2013; and

BE IT FURTHER RESOLVED that the Chairperson is directed to sign the agreement.

Action #35 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #35 - 12/18/13

SP 088-070-029, Chevrons - Final Payment

WHEREAS Project SP 088-070-029 has in all things been completed and in accordance with the contract 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 A&H Contracting in the amount of \$8,689.50

Action #36 – It was moved Kevin Troupe, seconded by Kim Smith and carried unanimously to approve the 2014 Highway Department Non-Union personnel policy.

Action #37 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #37 – 12/18/13

WHEREAS, the County Attorney has submitted her resignation from the position of Kanabec County Attorney effective 12/24/2013; and

WHEREAS, the Kanabec County Board of Commissioners appreciates the work Amy Brosnahan has executed on behalf of the citizens of Kanabec County;

THEREFORE BE IT RESOLVED, that the Kanabec County Board of Commissioners accepts the County Attorney's resignation effective 12/24/2013.

Action #38 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #38 – 12/18/13

WHEREAS the Kanabec County Board of Commissioners has considered the formation of a County wide Economic Development Authority, and

WHEREAS the Board has taken into consideration the concerns of Kanabec County citizens, and

WHEREAS the preference by the Board is to establish an Economic Advisory Council without levy authority to be evaluated after 12 months;

NOW, THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners will solicit applicants to fill the Economic Advisory Council and come to a determination as to how many positions there should be at their January 7, 2014 meeting.

Action #39 – It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to approve an updated Leave of Absence – P114 policy effective January 1, 2014.

Action #40 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #40 – 12/18/13

BE IT RESOLVED to close the meeting at 12:50 p.m. pursuant to Minnesota Statute §13D.03 to consider strategy for labor negotiations, including negotiation strategies or developments and discussion and review of labor negotiation proposals, conducted pursuant to sections §179A.01 to §179A.25.

Those present during the closed portion of the meeting included Commissioners Kevin Troupe, Les Nielsen, Kathi Ellis, Gene Anderson and Kim Smith. Also present were County Coordinator & Personnel Director Patrick Christopherson.

Action #41 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to re-open the meeting at 1:15 p.m.

Action #42 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to adjourn at 1:15pm.

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

Attest: _____
Board Clerk