

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

December 18, 2002

The Kanabec County Board of Commissioners met at 2:00pm on Wednesday, December 18, 2002 pursuant to adjournment with the following Board Members present: Kathi Ellis, Stan Cooper, Dave Ulstrom, Dennis Schulz and Dennis McNally.

It was moved by Dennis McNally, and seconded by Dennis Schulz, and carried unanimously to approve the agenda as presented.

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. Staff member Chuck Hurd was also present.

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

Resolution 1 - 12/18/02

WHEREAS the Family Service Agency does contract for mental health services, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS the proposed contract contains no cost increase over calendar year 2002, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement to provide mental health services in accordance with the Comprehensive Mental Health Act for the year 2003, not to exceed \$64,140.00, with Country Services, Inc., 641 Park Ave E, Big Lake, MN 55309, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 2 - 12/18/02

WHEREAS the Family Service Agency does contract for mental health services, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS the proposed contract contains no cost increase over calendar year 2002, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement to provide outpatient psychiatric nurse services pursuant to M.S. §373.01, 373.02 and 256.E08 for the year 2003, not to exceed \$33,280.00, with Neth Good, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 3 - 12/18/02

WHEREAS the Family Service Agency does contract for mental health services, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS the proposed contract contains no cost increase over calendar year 2002, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement to provide mental health services in accordance with the Comprehensive Mental Health Act for the year 2003, not to exceed \$26,400.00, with Dr. Susan D. Blom, 825 South Ashland, Cambridge, MN 55008, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 4 - 12/18/02

WHEREAS the Family Service Agency does contract for mental health services, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS the proposed contract contains no cost increase over calendar year 2002, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement to provide mental health services in accordance with the Comprehensive Children Mental Health Act for the year 2003, not to exceed \$26,400.00, with Linda M. Walinski, 133 Second Ave SW, Cambridge, MN 55008, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 5 - 12/18/02

WHEREAS the Family Service Agency does contract for mental health services, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS the proposed contract contains no cost increase over calendar year 2002, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement to provide mental health services in accordance with the Comprehensive Adult Mental Health Act for the year 2003, not to exceed \$15,444.00, with Rob Lininger, Ph.D., 133 Second Ave SW, Cambridge, MN 55008, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 6 - 12/18/02

WHEREAS the Family Service Agency does contract for mental health services, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS the proposed contract contains no cost increase over calendar year 2002, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement to provide mental health services in accordance with the Comprehensive Adult Mental Health Act for the year 2003, not to exceed \$32,000.00, with Marcy Stoeckel, 133 Second Ave SW, Cambridge, MN 55008, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

It was moved by Stan Cooper, seconded by Dennis Schulz, and carried unanimously to approve payment of 149 claims totaling \$203,044.61.

10:05am – 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 Dennis Schulz, seconded by Kathi Ellis, and carried unanimously to approve the following resolution:

Resolution 7 - 12/18/02

WHEREAS the Public Health Service does contract for health care-related services, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement for Occupational, Speech and Physical Therapy services for the year 2003 with Kanabec Hospital, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 8 - 12/18/02

WHEREAS the Public Health Service does contract for health care-related Waivered Services, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement for In-House Respite services for waived services clients for the period January 1, 2003 through June 30, 2003 with Kanabec Hospital, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 9 - 12/18/02

WHEREAS the Public Health Service does contract for health care-related Waivered Services, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement for In-House Respite services for waivered services clients for the period January 1, 2003 through June 30, 2003 with Villa Health Care Center, 110 North Seventh Street, Mora, MN 55051, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 10 - 12/18/02

WHEREAS the Public Health Service does contract for health care-related Waivered Services, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement for Assisted Living services for waivered services clients for the period January 1, 2003 through June 30, 2003 with Villa Health Care Center, 110 North Seventh Street, Mora, MN 55051, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

It was moved by Dennis Schulz, seconded by Dennis McNally, and carried unanimously to approve the following resolution:

Resolution 11 - 12/18/02

WHEREAS the Public Health Service does contract for health care-related Waivered Services, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement for Adult Day Care services for waivered services clients for the period January 1, 2003 through June 30, 2003 with Industries, Inc, 500 South Walnut Street, Mora, MN 55051, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 12 - 12/18/02

WHEREAS the Public Health Service does contract for certain services under the Hospice program, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement for durable medical equipment for Hospice clients for the period January 1, 2003 through December 31, 2003 with Aitkin Medical Supply, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 13 - 12/18/02

WHEREAS the Public Health Service does contract for certain services under the Hospice program, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement for pharmacy services for Hospice clients for the period January 1, 2003 through December 31, 2003 with Coburn's Pharmacy, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 14 - 12/18/02

WHEREAS the Public Health Service does contract for certain services under the Hospice program, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement for Occupational, Speech and Physical Therapy services for Hospice clients for the period January 1, 2003 through December 31, 2003 with Kanabec Hospital, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 15 - 12/18/02

WHEREAS the Public Health Service does contract for certain services under the Hospice program, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement for Dietary Counseling services for Hospice clients for the period January 1, 2003 through December 31, 2003 with Kanabec Hospital, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

It was moved by Dennis McNally, seconded by Dennis Schulz, and carried unanimously to approve the following resolution:

Resolution 16 - 12/18/02

WHEREAS the Public Health Service does contract for certain services under the Hospice program, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement for in-patient and respite care services for Hospice clients for the period January 1, 2003 through December 31, 2003 with Kanabec Hospital, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 17 - 12/18/02

WHEREAS the Public Health Service does contract for certain services under the Hospice program, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve an agreement for residential and respite care services for Hospice clients for the period January 1, 2003 through December 31, 2003 with Villa Health Care, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 18 - 12/18/02

WHEREAS the Public Health Service does contract for certain services under the Hospice program, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve a Hospice Rebate Agreement for the period January 1, 2003 through December 31, 2003 with Purdue, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 19 - 12/18/02

WHEREAS the Public Health Service does contract for health care-related services, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve a contract for calendar year 2003 between Kanabec County Public Health and Kanabec County Sheriff=s Department for Jail Nursing Services, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 20 - 12/18/02

WHEREAS the Public Health Service does contract for health care-related services, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve a transportation contract for MA clients for calendar year 2003 between Kanabec County Public Health and Kanabec County Family Services, and

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

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

Resolution 21 - 12/18/02

WHEREAS the Public Health Service does contract for health care-related services, and

WHEREAS such a contract has been presented to the Kanabec County Board of Commissioners for 2003, and

WHEREAS contracts of this type may be subject to regulation under the Health Insurance Portability and Accounting Act;

BE IT RESOLVED to approve a Family Service Aide contract for calendar year 2003 between Kanabec County Public Health and Kanabec County Family Services.

BE IT FURTHER RESOLVED that this approval is contingent upon review and adjustment necessary to satisfy the Health Insurance Portability and Accounting Act.

It was moved by Dennis Schulz, seconded by Kathi Ellis, and carried unanimously to authorize Public Health Service Director Wendy Thompson to spend up to \$2,000 to purchase a broadcast FAX with Health Alert Network funds.

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

Resolution 22 - 12/18/02

WHEREAS Public Health Services Nurses are periodically required to be on-call for Hospice duties, and

WHEREAS additional on-call responsibilities have been incurred with bioterrorism preparedness;

BE IT RESOLVED to increase the on-call amount from \$100.00 per week to \$200.00 per week, and

BE IT FURTHER RESOLVED that the additional \$100.00 will be paid from a Bioterrorism Preparedness Grant and should grant funds end the additional \$100.00 paid by this resolution also ends.

It was moved by Dennis McNally, seconded by Kathi Ellis, and carried unanimously to approve the December 11, 2002 minutes of the Kanabec County Board of Commissioners as corrected: Resolution 5--show Cooper as making the motion and McNally the second, Resolution 9--correct expiration date to January 7, 2003.

11:05am - County Engineer Greg Nikodym met with the County Board to discuss matters concerning the Highway Department.

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

Resolution 23 - 12/18/02

WHEREAS the county board has been presented with a request to pay Right-of-Way claims on SAP 33-608-13, the reconstruction of County Road 8 from CSAH 19 to CSAH 11;

BE IT RESOLVED to pay the following Right-of-Way claims:

Thomas & Deanna Felger \$1,317.20

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

Resolution 24 - 12/18/02

BE IT RESOLVED to direct County Engineer Greg Nikodym to install flashing warning lights on "Stop Ahead" signs on county roads meeting the following conditions:

- a. the Average Annual Daily Traffic (AADT) on the minor leg equals or exceeds 250 vehicles per day, and
- b. the AADT on the major leg equals or exceeds 500 vehicles per day

and,

BE IT FURTHER RESOLVED that the counts are based on the 1998 traffic counts.

11:30am - County Assessor Sue Kondratowicz met with the County Board to discuss matters concerning her office.

It was moved by Dennis Schulz, seconded by Dennis McNally, and carried unanimously to approve the following resolution:

Resolution 25 - 12/18/02

WHEREAS the County Assessor has found clerical errors made on the data for certain properties in Kanabec County, and

WHEREAS the County Assessor and County Auditor have indicated their approval of the correction of the errors as indicated by their signatures below,

BE IT RESOLVED that the County Board accept the recommendations of the County Assessor and the County Auditor and exercise the County Board's authority under Minnesota Statute 375.192, Subd. 2 to approve the correction of the clerical errors as listed on the following page.

Parcel Number	Name	Land	Bldg	Class	Reason
03.02675.10	Dean Ristow		-75,900		Bldg value moved: missed deletion
04.00560.00	E. Central Livestock		-91,700		Data entry missed for destroyed bldg
06.00745.00	R & J Willmert		-8,900		M.H. value entered twice in error
06.01430.20	Melody Whitfield		-45,200		M.H. moved out of Co: data entry missed
10.01280.00	Dale Greenwald		+35,700		Bldg value on wrong parcel
10.01285.00	Dale Greenwald		-35,700		Bldg value on wrong parcel
21.00385.10	Jodi Hill			204-0	Chg from exempt: Sold before 7/1/02
21.00385.20	Grasston Baptist			915-0	Exe removed during split process in error
22.02660.00	Ruth Chatas			253-1	Entry for partial B & B missed
22.06095.00	Volunteers of America			931-0	Qualified for exempt prior to 7/1/02
22.00110.10	Klapmeier Investments	+600			Omitted Property
22.00380.10	Jeanette Jenks	+17,300			Omitted Property

11:45am - The Chairperson invited public comment from the audience. Those that responded included:

Robert Swetz	Assessor's comments about reasons for tax and valuation changes.
Bob Strom	Questioned proposed wage increases for employees.

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

Resolution 26 - 12/18/02

WHEREAS the Kanabec County Board of Commissioners did by Resolution 1-7/17/02 direct the County Coordinator to prepare a Request for Proposal for a jail facilities planning consultant and submit the RFP to the county board for approval, and

WHEREAS the RFP was prepared, evaluated by the Sheriff's Department, reviewed by the County Attorney and is now before the board for consideration;

BE IT RESOLVED to approve and authorize the release of a "Request for Qualifications & Proposal to Conduct a Study and design a Master Plan for the Kanabec County Law Enforcement Center Jail."

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

12:15pm - Chief Deputy Sheriff Steve Schulz met with the County Board to discuss matters concerning the Sheriff's Department.

Stan Cooper introduced the following resolution and its adoption:

Resolution 27 - 12/18/02

BE IT RESOLVED to approve the attendance of Sheriff-elect Schulz at a new Sheriff's school in February at a total cost of \$1,250 including meals, lodging, registration and supplies.

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, Dave Ulstrom, Kathi Ellis, Stan Cooper

OPPOSED: None

ABSTAIN: Dennis Schulz

whereupon the resolution was declared duly passed and adopted.

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

Resolution 28a - 12/18/02

WHEREAS there is one immediate vacancy and an additional anticipated vacancy in the position of Deputy Sheriff, and

WHEREAS the board desires to refill these vacancies;

BE IT RESOLVED that the County Board authorizes the County Personnel Director to recruit candidates to create a list from which to fill these vacancies, and

BE IT RESOLVED that the County Board authorizes the County Sheriff and the County Personnel Director to hire one Deputy Sheriff to refill the vacant position at the entry step of the pay plan which is \$14.11 per hour (\$14.46 in 2003), and

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

12:35pm - Environmental Services Director Harry Weaver met with the County Board to discuss Water Plan issues.

It was moved by Dennis McNally, seconded by Dennis Schulz, and carried unanimously to approve payment of the following claims on Water Plan Funds:

\$259.00	Midwest Analytical	Well Baby Testing
\$70.00	Dan & Gloria Hair	Project reimbursement (Lewis Lake Septic)
\$3,393.00	Snake River Watershed	Project reimbursement (ERA Labs)
\$1,535.13	Kanabec SWCD	Project reimbursement (Water Quality Education)
\$62.90	Kanabec SWCD	Project reimbursement (Postage-mailing samples)

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

Resolution 286 - 12/18/02

WHEREAS the Kanabec County Board of Commissioners have been presented with requests from Kanabec County Soil & Water Conservation for approval of projects and funding under the county Water Plan, and

WHEREAS the requests include a recommendation from the Environmental Services Director for approval;

BE IT RESOLVED to approve reimbursement to Kanabec County Soil & Water Conservation of up to \$500.00 to develop a manure management plan with property owner Joel Kennedy, 2523 Pheasant Street, Mora, MN 55051, and

BE IT FURTHER RESOLVED to approve reimbursement to Kanabec County Soil & Water Conservation of up to \$500.00 to develop a manure management plan with property owner Phillip Brooke, 2544 - 120th Ave, Braham, MN 55006, and

BE IT FURTHER RESOLVED to approve reimbursement to Kanabec County Soil & Water Conservation of up to \$500.00 to develop a manure management plan with property owner Jeff Gryskiewicz, 3169 - 310th Ave, Brook Park, MN 55007.

BE IT FURTHER RESOLVED that all payments pursuant to this resolution require documentation of completed work and approval by the Kanabec County Board of Commissioners.

12:55pm - Hospital Administrator Randy Ulseth met with the County Board to discuss matters concerning the Kanabec Hospital.

It was moved by Stan Cooper to approve the following resolution:

Resolution 29 – 12/18/02

WHEREAS bids for Bid Package 2.1, Landscaping, on the Kanabec Hospital Clinic building project were received as follows:

Northland Landscaping	\$19,546.00
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and,

WHEREAS the Hospital Clinic Building Committee recommends accepting the bid of Northland Landscaping, and

WHEREAS it is generally in the best interests of the county to receive more than one bid and the work in Bid Package 2.1, Landscaping will not be performed for many months;

BE IT RESOLVED to reject the single bid and rebid the Bid Package 2.1, Landscaping in two or three months.

Motion failed for lack of a second.

Dennis Schulz introduced the following resolution and its adoption:

Resolution 30 – 12/18/02

WHEREAS bids for Bid Package 2.1, Landscaping, on the Kanabec Hospital Clinic building project were received as follows:

Northland Landscaping	\$19,546.00
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and,

WHEREAS the Hospital Clinic Building Committee recommends accepting the bid of Northland Landscaping, and

BE IT RESOLVED to approve the recommendation of the Hospital Clinic Building Committee and accept the bid of Northland Landscaping Bid Package 2.1, Landscaping, on the Kanabec Hospital Clinic building project.

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, Dennis Schulz, Dave Ulstrom, Kathi Ellis

OPPOSED: Stan Cooper

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

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

Resolution 31 – 12/18/02

WHEREAS bids for Bid Package 3.5, Steel Erection, on the Kanabec Hospital Clinic building project were received as follows:

Mid Central Steel Erection	\$3,094
Western Steel Erection	\$7,523
K and H	\$8,500

and,

WHEREAS the Hospital Clinic Building Committee recommends accepting the bid of Mid Central Steel Erection, and

BE IT RESOLVED to approve the recommendation of the Hospital Clinic Building Committee and accept the bid of Mid Central Steel Erection for Bid Package 3.5, Steel Erection, on the Kanabec Hospital Clinic building project.

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

Resolution 32 – 12/18/02

WHEREAS bids for Bid Package 3.12, Plaster, on the Kanabec Hospital Clinic building project were received as follows:

Sparten Construction	\$ 8,648
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Commercial Drywall \$11,400

and,

WHEREAS the Hospital Clinic Building Committee recommends accepting the bid of Sparten Construction, and

BE IT RESOLVED to approve the recommendation of the Hospital Clinic Building Committee and accept the bid of Sparten Construction for Bid Package 3.12, Plaster, on the Kanabec Hospital Clinic building project.

Kathi Ellis introduced the following resolution and its adoption:

Resolution 33 – 12/18/02

BE IT RESOLVED to approve the following revised language to the By-Laws of the Kanabec Hospital Board:

ARTICLE III HOSPITAL BOARD

Section 1. Operating Standards. In carrying out its purposes, the Hospital shall act to assure that services are provided with safety, dignity and privacy to patients and personnel; with respect for the psychological, social, spiritual and physical beliefs and needs of patients and their families; in a way that fosters self-respect, mutual respect and personal and professional development of employees and medical staff; and that the Hospital will be operated in a fiscally-responsible manner through constant attention to efficient and economical operation and by actively seeking funds for hospital programs and facilities. The Hospital shall also develop and maintain the ability to address conflicting values and ethical dilemmas as well as complaints and disputes among patients, families, medical staff, employees, the institution and the community.

Section 2. Powers. The Hospital shall have those powers described in Minnesota Statutes, Sections 376.009-376.08, 144.581 and 317A.161 (or the corresponding provisions of any future statutes relating to the powers of the Hospital), and all explicit and implied powers necessary to carry out the purposes of the Hospital.

Section 3. Composition. The Kanabec Hospital Board shall be composed of nine (9) members, each of whom shall be a bona fide resident and property holder of the County of Kanabec. The membership shall be two (2) duly elected Commissioners of the County of Kanabec and seven (7) members appointed from the community at large pursuant to Minnesota Statute §376.06. One of the appointed members will be an active member of the Medical Staff. The Kanabec Hospital Administrator and the Chief of Medical Staff shall serve in an ex officio capacity only and shall not be entitled to vote.

Section 4. Appointment of County Commissioners: Terms. Kanabec County Board of Commissioners will appoint two (2) members to the Kanabec Hospital Board. When a vacancy occurs, the Kanabec County Board of Commissioners will appoint a new member to the Kanabec Hospital Board. The Kanabec County Commissioners on the Hospital Board shall serve three (3) year terms and not more than three (3) consecutive terms.

Section 5. Appointment of Community-At-Large Members: Terms. Kanabec Hospital Board members appointed from the community-at-large shall be recommended for appointment by the

Nominating Committee. When a vacancy occurs, public notices will be published stating that any resident and property holder in Kanabec County interested in serving on the Hospital Board must complete and submit an official application to the Nominating Committee. The Nominating Committee will recommend one candidate for each open community-at-large position on the Board. The Kanabec County Board of Commissioners will appoint from the slate recommended by the Nominating Committee. The community-at-large Hospital Board members shall serve three (3) year terms. A community-at-large member shall not serve more than three (3) consecutive terms. Completion of an unexpired term shall not be considered in applying this provision. The County Board may reappoint a community-at-large member for a second and/or third term. Terms shall expire on January 1 of the appropriate year. If reappointment is not made, the Nominating Committee shall recommend a candidate for appointment by the County Board to fill the vacancy.

Section 6. Education. Each board member will be expected to receive eight (8) hours of Continuing Education every two years, relating to the health care industry. Board members will be asked to review with the entire board what they have learned at the sessions.

Section 7. Termination: Vacancies. Termination as a Kanabec County Commissioner, death, resignation, a failure to reside or own property in Kanabec County, or a failure to be re-appointed, or removal as a community-at-large member shall constitute termination of membership on the Kanabec Hospital Board and committees of the Hospital Board. Furthermore, any Kanabec Hospital Board member with two (2) consecutive unexcused absences from official Board meetings or not meeting the education requirements of Section 6, Article III, may be removed by the Kanabec Hospital Board. In the event of a vacancy, the County Board shall fill the vacancy. If the position being filled was vacated before the end of a term, the new Board member will fill the unexpired portion of the term.

Section 8. Authority and Power. The Kanabec Hospital Board is empowered to take any action which, in the reasonable exercise of its discretion, is necessary for the furtherance of the purposes for which the Hospital exists, such powers to include, but not be restricted to, approval of operating and capital budgets, establishment of Hospital and Medical Staff policy, rules and regulations, approval of organization and personnel policies, hire and employ a chief executive officer, establish and collect fees for services and facilities provided and approve and pay bills and debts of the hospital.

Section 9. Reservation of Rights: Kanabec County. The Kanabec County Board of Commissioners retains and reserves the power to lease or let unto a responsible hospital association, the Kanabec Hospital grounds and buildings or to sell same. The authority to purchase and construct any hospital buildings, or to pay therefore, shall be governed by Minnesota Statute § 376.06. Nothing in these bylaws shall be construed as in any manner limiting the authority granted the Hospital Board by Minnesota Statutes § 376.06.

Section 10. Compensation of Directors. The Kanabec Hospital Board members may be compensated and reimbursed for expenses as authorized in Minnesota Statute §376.06.

Section 7. Nominating Committee

- (a) **Purpose.** The Nominating Committee shall nominate persons for Hospital Board community-at-large positions as set forth in Article III, Section 4.
- (b) **Membership.** The membership of the Nominating Committee shall consist of seven (7) members: one appointed by each of the five (5) County Commissioners, the President of the Medical Staff and the President of the Hospital Auxiliary. The individual County Commissioner appointees on the Nominating Committee shall be appointed each time the committee is convened.
- (c) **Meetings.** Meetings shall be held when called by the committee chair or the Chair of the Hospital Board.

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

IN FAVOR THEREOF: Dennis McNally, Dennis Schulz, Dave Ulstrom, Kathi Ellis
OPPOSED: Stan Cooper
ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

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

Resolution 34 - 12/18/02

WHEREAS there is a vacancy in the position of Assistant County Attorney, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes County Attorney Joe Loren and the County Personnel Director to hire an Assistant County Attorney to refill the vacant position at Step A, Range 9 of the pay plan which is \$20.63 per hour, and

BE IT FURTHER RESOLVED that the appointment may be made from the existing candidate list created in 2002, and

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

It was moved by Dennis Schulz, seconded by Dennis McNally, and carried unanimously to approve payment of a claim of \$300.00 for registration of two commissioners at the Newly Elected Officials Conference.

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

Resolution 35 - 12/18/02

WHEREAS the Kanabec County Board of Commissioners has duly considered the budget for general county government purposes for the year 2003 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 2003;

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 2003 shall be in the following amounts for the following funds so stated:

Revenue Fund	\$3,862,089
Welfare Fund	\$1,735,830
Water Plan Fund	\$2,588
Road & Bridge Fund	\$1,450,250
Building Fund	\$378,000
Debt Service Fund	\$176,838
GROSS LEVY	\$7,605,595
HACA	\$1,286,668
NET LEVY	\$6,318,927

BE IT FURTHER RESOLVED that the “Building Fund” line at \$378,000 and “Debt Service Fund” line at \$176,838 are dedicated to debt service.

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

Resolution 36 - 12/18/02

WHEREAS the Kanabec County Board of Commissioners has duly considered the budget for general county government purposes for the year 2003 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 2003 be and hereby is approved as follows:

Item	Expend.	Receipts	NET
Assessor	272,813	53,800	219,013
AS-400 Expenses	69,398	1,000	68,398

Attorney	328,458	34,960	293,498
Auditor/Treasurer	305,325	11,500	293,825
Elections	400	0	400
Commissioners	162,568	12,225	150,343
Coordinator			
Building & Grounds	324,663	18,774	305,889
Coordinator/Personnel	115,018	10	115,008
Vehicle Pool	10,900	5,900	5,000
Coroner	25,000	0	25,000
Court Administrator	281,851	153,500	128,351
Culture & Recreation	8,600	0	8,600
E Central Regional Library	115,526	0	115,526
Environmental Services	127,116	71,348	55,768
Extension	68,132	2,000	66,132
Information Systems	136,264	6,200	130,064
Law Library	14,000	14,000	0
Probation	310,412	108,800	201,612
Public Health Service	1,714,142	1,546,140	168,002
Recorder	111,112	104,500	6,612
Sanitation	194,875	203,375	-8,500
Sheriff			
Law Enforcement	674,512	144,000	530,512
Jail	1,223,322	43,000	1,180,322
Snowmobile	3,829	3,420	409
Boat & Water	7,820	3,400	4,420
E-911 System	43,000	43,000	0
Reserves	1,000	0	1,000
Surveyor	6,500	0	6,500
Unallocated	251,544	504,704	-253,160
Vet's Ser, Emer Manage.	51,665	13,620	38,045
Wetland Fund	20,000	20,000	0
Revenue Fund TOTALS	6,979,765	3,123,176	3,856,589
Welfare Fund	4,249,134	2,513,304	1,735,830
Water Plan Fund	37,500	34,912	2,588
Technology Fund	5,500	0	5,500
Road & Bridge Fund	4,622,250	3,172,000	1,450,250
Building Fund	392,000	14,000	378,000
Debt Service Fund	176,838	0	176,838
TOTALS:	16,462,987	8,857,392	7,605,595

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

Resolution 37 - 12/18/02
ORDER OF THE BOARD

BE IT RESOLVED to approve the following wage scale for non-union employees and elected officials:

2003 Wage Schedule

	A	B	C	D	E	F	G	H	I	J	K
1	6.18	6.29	6.40	6.52	6.62	6.72	6.85	6.96	7.05	7.15	7.28
2	6.84	7.00	7.14	7.33	7.46	7.62	7.77	7.92	8.06	8.22	8.38
3	7.80	8.01	8.20	8.39	8.61	8.79	9.01	9.18	9.39	9.57	9.79
4	9.01	9.23	9.44	9.69	9.90	10.13	10.35	10.59	10.81	11.04	11.25
5	10.28	10.57	10.84	11.14	11.43	11.70	11.99	12.29	12.57	12.85	13.14
6	11.87	12.19	12.52	12.85	13.17	13.51	13.82	14.16	14.50	14.83	15.16
7	13.51	13.94	14.35	14.77	15.17	15.58	16.00	16.42	16.83	17.25	17.66
8	16.41	16.81	17.21	17.62	18.04	18.48	18.93	19.38	19.84	20.33	20.81
9	21.15	21.50	21.86	22.23	22.60	22.98	23.37	23.77	24.16	24.57	24.98
10	26.66	27.10	27.55	28.02	28.48	28.96	29.45	29.93	30.42	30.93	31.45

It was moved by Dennis Schulz to approve the following resolution:

Resolution 38 - 12/18/02
ORDER OF THE BOARD

BE IT RESOLVED to set the wage of County Commissioners at \$18,233 for the calendar year 2003.

Chairperson Ulstrom stepped down from the chair and handed the meeting over to Vice-Chairperson McNally.

The motion for the adoption of the foregoing Resolution was duly seconded by Dave Ulstrom and upon a vote being taken thereon all voted in favor whereupon the resolution was declared duly passed and adopted.

Commissioner Ulstrom resumed the chair of the meeting.

Chairperson Ulstrom adjourned the meeting at 2:35pm to meet in regular session on Monday, December 23, 2002 at 6:30pm.

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

Attest: _____
Kanabec County Coordinator