

# PROCEEDINGS OF THE COUNTY BOARD

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

**December 2, 2009**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, December 2, 2009 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, and Roger Crawford. Absent: Commissioners 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 Roger Crawford, and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Kim Smith, seconded by Roger Crawford, and carried unanimously to approve the November 24, 2009 minutes of the Kanabec County Board of Commissioners as presented.

Action #3 – It was moved by Roger Crawford, seconded by Roger Crawford, and carried unanimously to approve a **Consent Agenda** including all of the following actions:

## **Resolution #3a – 12/2/09**

Sheriff's Office – NE Regional Radio Board

**WHEREAS** the NE Regional Radio Board required the Kanabec County Sheriff's Office to budget \$10,000 as grant match funds in 2009, to be eligible for radio equipment grant funds, and

**WHEREAS** the NE Regional Radio Board has had some participating entities drop out of the program, leaving additional funds available to distribute and extending the program until 2011, and

**WHEREAS** the Kanabec County Sheriff's Office has not purchased qualifying radio equipment in 2009, and

**WHEREAS** it would be in the best interest of the Kanabec County Sheriff's Office to purchase radio equipment in the future to take advantage of declining costs of qualifying equipment.

**BE IT RESOLVED** to approve the transfer of \$10,000.00 from the Sheriff's Office Law Enforcement 2009 budget (01.201.201.0000.6850) to a dedicated reserve fund for the Sheriff's Office Equipment Grant (01.201.201.2780.6480) for future qualifying radio equipment purchases.

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## **Resolution #3b – 12/2/09**

### SCORE CLAIMS

**WHEREAS** the board has been presented with claims for recycling efforts to be paid from SCORE Funds, and

**WHEREAS** these claims have been reviewed, tabulated and approved by the Kanabec County Solid Waste Officer, and

**WHEREAS** SCORE Funds appear adequate for the purpose;

**BE IT RESOLVED** to approve payment of the following October, 2009 claims on SCORE Funds:

Quality Disposal	\$2,815.40
Knife Lake Sanitation	\$1,448.80
Arthur Township	\$400.00
TOTAL	\$4,664.20

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## **Resolution #3c – 12/2/09**

### KNIFE LAKE IMPROVEMENT DISTRICT CLAIMS

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

**WHEREAS** the request was accompanied by an invoices and verification in the Knife Lake Improvement District Board minutes of November 14, 2009, and

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

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

Kassie Norby	\$59.37
Kanabec Publications	\$122.39
Rob & Kim Schloemer	\$400.00
ERA Laboratories	\$183.00
Terry Wells	\$17.28
Gene Carda Excavating	\$147.70
Dan Crowell	\$299.20

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## **Resolution #3d – 12/2/09**

GAMBLING APPROVAL

**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 Application for Permit for the Ann Lake Watershed Alliance for a raffle event to be held at Ann Lake Bar & Grill, 1434 Ann Lake Rd Ogilvie, MN 56358 on January 30, 2010.

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*Action #4* – It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve the following resolution:

**Resolution #4 - 12/02/09**

County Coroner

**WHEREAS** the term of office for County Coroner expires January 4, 2010, 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 5, 2010 for a term ending January 3, 2011.

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*Action #5* – It was moved by Roger Crawford, seconded by Kim Smith and carried unanimously to approve the following resolution:

**Resolution #5 - 12/02/09**

County Surveyor

**WHEREAS** there is a vacancy in the position of County Surveyor due to expiration of the term of Ernie Rud, and

**WHEREAS** Ernie Rud continues to perform in a satisfactory manner;

**BE IT RESOLVED** to reappoint Ernie Rud as County Surveyor for a three-year term commencing immediately and expiring January 7, 2013.

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Action #6 - It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to recess the board meeting at 9:04am to a time immediately following the Public Health Board.

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The Kanabec County **Public Health Board** met at **9:04am** on Wednesday, December 2, 2009 pursuant to public notice with the following Board Members present: Kathi Ellis, Kim Smith, and Roger Crawford. Absent: Commissioners Kevin Troupe and Les Nielsen. Health & Human Service Director Wendy Thompson presented the Health Board agenda. Items discussed included agency finances, contracts, staffing and other agency business.

Action #PH7 - It was moved by Roger Crawford, seconded by Kim Smith, and carried unanimously to approve the Public Health Board agenda as presented.

Action #PH8 – It was moved by Roger Crawford, seconded by Kim Smith and carried unanimously to approve the following resolution:

**Resolution #PH8 – 12/02/09**  
In-patient and Respite Care Services Contract

**WHEREAS** Public Health does contract for services in support of the Hospice Program, and

**WHEREAS** such a contract has been presented to the Kanabec County Board of Commissioners for 2010;

**BE IT RESOLVED** to approve an agreement between Kanabec County Public Health and Allina Medical Clinic for in-patient and respite care services for Hospice clients for the year 2010.

Action #PH9 - It was moved by Kim Smith, seconded by Roger Crawford, and carried unanimously to adjourn the Public Health Board at 9:30am.

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The meeting of the Kanabec County Board of Commissioners resumed.

Action #10 – It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Ann Lake Twp	22,245.08
Arthur Twp	69,531.42
Assurant Employee Benefits	1,442.86

Braham Public Schools	39,343.79
Brunswick Twp	46,205.27
Centerpoint Energy	91.00
Chamberlain Oil Co	574.57
City of Braham	616.28
City of Grasston	6,042.12
City of Milaca	28.03
City of Mora	354,674.30
City of Ogilvie	30,057.35
City of Quamba	11,457.88
Comfort Twp	36,701.49
Comm of Finance	311.05
East Central Energy	44,677.07
East Central Energy	94.86
East Central Reg Dev Comm	7,148.91
East Central School District	15,559.68
Ford Twp	29,678.10
Frontier	603.47
Frontier	370.72
GMCU	4,226.00
Grass Lake Twp	33,350.76
Haybrook Twp	16,760.85
Hillman Twp	23,525.35
Hinckley-Finlayson Schools	12,999.61
Isle Public Schools	11,594.86
Kanabec County	294,105.96
Kanabec Twp	17,429.90
Knife Lake Twp	40,673.55
Kroschel Twp	11,352.40
Milaca Public Schools	2,320.80
MN Dept of Finance	5,152.50
MN Energy Resources	3,451.13
Mora Municipal Utilities	12,934.90
Mora Public Schools	349,975.23
Northstar Access	866.50
Ogilvie Public Schools	189,169.72
Peace Twp	37,466.07
Pomroy Twp	24,595.08
Rudquist, Barbara	442.00
Southfork Twp	19,532.50
TDS Metrocom	421.93
Verizon	826.52
Whited Twp	16,641.91

TOTAL

1,847,271.33

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

**Revenue Fund**

<b>VENDOR</b>	<b>AMOUNT</b>
AAA MN/IA	59.95
Akkerman's Repair	158.40
Akkerman's Repair	75.27
Allina Hospitals & Clinics	11.73
Allina Hospitals & Clinics	258.75
Anoka Non-Secure Program	730.80
Area III TSA	6,120.00
Bearce, Teresa	46.20
Bernicks	41.16
BLI	285.16
Bread & Honey Pantry	80.16
Bryant, Gary	1,603.13
Cardiac Science	21.93
City of Mora	1,647.06
Coborns Long Term Care Pharmacy	62.63
CPS	304.60
Craguns Resort	156.31
Crown Marketing	47.91
Crown Marketing	23.95
Crown Marketing	23.95
Dalco	235.47
East Central Regional Juvenile Center	3,570.00
ERA Labs	889.25
Erbstoesser, Arnie	40.07
Eustice, Todd	218.90
Eustice, Todd	23.00
Frontier Communications	435.28
Glen's Tire	459.82
Gorham Oien Mechanical	291.00
Harper Brooms	76.09
Hennepin County Medical Center	125.00
Hilton Garden Inn	143.16
Hoglund Bus	686.43
Horizon Towing	192.38

Hoskins, Bob	95.00
HumanaDental	3,420.25
Indianhead Specialty	21.50
Ivans	60.92
Johnsons Hardware	114.51
July Business Services	1,317.00
Juricich, LaVell	35.00
Kanabec Co Hwy Dept	21.48
Kanabec Co Hwy Dept	102.97
Kanabec Co IS	1,300.99
Kanabec Co IS	70.00
Kanabec Co Public Health	5,640.90
Kanabec Co SWCD	14,453.50
Kanabec Co SWCD	5,000.00
Kanabec Hospital	253.59
Kanabec Publications	62.35
Kanabec Publications	140.00
Kanabec Publications	38.70
Kanabec Publications	28.60
Keepsr	89.93
Kientop, Sheila	12.65
Knutson, Dr. James	153.00
Lewis, Gwen	26.09
MACO	265.00
MACO	265.00
MACO	35.00
Marco	1,218.38
Martin, Bill	27.50
MatthewBender	416.34
Mattson Electric	399.80
MN Human Services	48.44
MN Supreme Court	317.00
Mora Bakery	27.30
MPROA	200.00
Niskanen, Oelle	50.00
North Homes	2,024.20
Novus Glass	133.59
Oak Gallery	12.07
Office Depot	198.37
Office Depot	98.22
Office Depot	23.60
Office Depot	12.61
Office Depot	142.68

Office Depot	2,902.73
Office Depot	76.10
Office Depot	94.47
Office Depot	3.46
Office Depot	186.65
Office Depot	38.47
Ostrom, Donna Deputy Register	11.25
Pamida	36.87
Pautsch, Kim	23.10
Pedersen, Jerry	36.30
Playscapes	1,063.44
Quality Disposal	455.56
Raiche, Nancy	26.63
Ramsey County	4,200.00
Ratwik, Roszak & Maloney, PA	2,032.94
Regions Hospital	342.00
Richards, Lila	395.44
Ricks Bobcat Works	5,062.50
Ringler, Jennie	25.90
Ryan, Ellen	50.00
S&T	5,030.61
S&T	439.02
Salmonson, Stef	42.66
Sheriff, Isanti Co	7,235.96
Sheriff, Pine Co	14,685.63
Sheriff, Pine Co	3,502.63
SmileMakers	110.00
Sprint	210.17
Stemig, Michelle	337.12
Sunshine Printing	149.57
Techdepot	1,750.59
TigerDirect	74.90
Trimin	1,144.65
UHL	4,933.88
Uniform Unlimited	27.79
Watson Co	168.00
West Payment Center	206.80
West Payment Center	1,180.50
Widmer, Bethany	85.25
Woods, Danna	59.99
TOTAL	<u>115,958.46</u>

## Road & Bridge Fund

Vendor	Amount
Allina OCC Med, NW 5685	27.50
Bentley Systems, Inc.	3,942.65
CDW Government, Inc.	131.96
Chamberlain Oil	35.91
Commissioner of Transportation MS 215	1,012.96
Construction Bulletin	199.00
Erickson Engineering	490.00
First Lab	39.00
Glens Tire	1,736.23
Granite City Jobbing Co.	157.47
Hass Construction	500.00
North American Salt Company	13,879.49
Northern States Supply, Inc.	125.81
Northwest Laxers, Inc.	105.19
Office Depot	35.81
Oslin Lumber	387.84
Oxygen Service Company	22.26
Pomp's Tire Service, Inc.	5,368.69
Quality Disposal Systems, Inc.	134.53
Richards, Lila, The Cleaning Agent	837.90
Zep Sales & Service	304.36
Total:	29,474.56

**9:35am** – Transit Director Helen Pieper and Health & Human Services Director Wendy Thompson met with the County Board to discuss matters concerning public transit.

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

### **Resolution #12 - 12/02/09**

**WHEREAS**, Kanabec County desires a reserve fund to be dedicated to the Timber Trails Transportation Program within the general revenue fund

**WHEREAS**, the Volunteer Driver Fiscal Agency Agreement with Timber Trails Public Transit specifies

If the Volunteer Driver Program generates revenue in excess of expenses, the FISCAL AGENT will deposit excess into a reserve account to be used at the discretion of the Transportation Board of Directors.

**WHEREAS**, the Public transportation Fiscal Agency Agreement with Timber Trails Public Transit specifies

If a public transit system generates operating revenue in excess of the local share amount, the FISCAL AGENT will deposit excess into a reserve account to be used for approved

operating expenses that are not covered by the MN Department of Transportation or for part of the local share of approved capital expenses of the transit system. The FISCAL AGENT will report this revenue and the expenses charged against it to the MN Department of Transportation on the Request for Funds form prescribed by the MN Department of Transportation. The FISCAL AGENT will set aside up to five (5) percent of gross salaries with revenue in excess of the local share amount not to exceed a total of \$50,000 to cover any worker's compensation claims that may arise related to the provision of the Public Transportation Program.

**BE IT RESOLVED**, the County Board authorizes the Kanabec County Auditor/Treasurer to set up a dedicated reserve fund for the Timber Trails Transportation Program within the general revenue fund

**BE IT FURTHER RESOLVED**, to authorize the Auditor/Treasurer to transfer \$18,967.00 of 2009 property taxes to the dedicated reserve as well as the other Transportation Program revenues over expenditures at the end of CY 2009.

**BE IT FURTHER RESOLVED**, to keep records of the portion of the reserve that is Public Transit Program and the portion that is for the Volunteer Driver Program.

Action #13 – It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve the purchase of four mobile data terminals at a cost of \$52,878 from Shah Software, Inc. This price includes installation and agreement.

Action #14 – It was moved by Roger Crawford, seconded by Kim Smith and carried unanimously to approve the purchase of the following items plus tax and shipping to be paid from transit funds:

Item	Cost	Vendor
(2) 19" LCD monitors	\$290.26	CDWG
Toshiba laptop	\$698.74	Techdepot
(2) Large flat screen TVs	\$2,559.98	CDWG
(2) Graphics cards	\$42.99	Newegg

Action #15 – It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve the purchase and installation of a outdoor sign for the Timber Trails Public Transit Milaca location at a cost of \$1,200.00 from Colors by Craig.

Action #16 – It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve the purchase of overhead storage for the Transit Director's office at a cost of \$602.00 from S&T Office Products.

Action #17 – It was moved by Roger Crawford, seconded by Kim Smith and carried unanimously to approve the purchase of storage shelving for the Timber Trails Public Transit Milaca location at a cost of \$890.00 from Global Industrial.

Action #18 – It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve the purchase of outdoor benches to be placed in strategic locations in the cities of Mora, Ogilvie, and Milaca at a cost of up to \$6,000.00 from Global Industrial.

**10:15am** – Assistant County Attorney Barb McFadden met with the County Board to discuss stipulation of easement and Interim County Coordinator contract.

Action #19 – It was moved by Roger Crawford, seconded by Kim Smith and carried unanimously to approve the following resolution:

### **Resolution #19 - 12/02/09**

**WHEREAS** Diana and James Dahl has brought an application to register land to correct a legal description, and

**WHEREAS** in the process it was determined that an access easement needed to be granted to the State of Minnesota for access to the DNR parcel adjoining the Dahls' property,

**WHEREAS** the proposed easement to the State of Minnesota does not interfere with the county's interest in CSAH 14 and the right of way access.

**BE IT RESOLVED** to approve the stipulation for easement and consent to easement subordinating to the state's easement except that the subordination does not include the southeasterly 50.0 feet of the easement (that part of the easement lying within the current right-of-way of County State Aide Highway No. 14).

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Action #20 – It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve a Professional Services Agreement with Jerry Tvedt for services with Kanabec County for Interim County Coordinator/Personnel Director.

**10:25am** – Board took a 5 minute break

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

Charlie Strickland Jr.	Issues with Ogilvie City Police contract.
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**10:44am** - The Chairperson closed public comment.

**10:45am** – Chief Deputy Robert Jensen met with the County Board to discuss the City Police Contract. No action was taken at this time.

**11:15am** – Environmental Services Director Teresa Bearce met with the County Board to discuss Ordinance #6, Subsurface Sewage Treatment.

Action #21 – It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve the following resolution:

**Resolution #21 - 12/02/09**

**WHEREAS** the board has been presented with an approved revision of the Kanabec County Subsurface Sewage Treatment Ordinance, Ordinance #6, and

**WHEREAS** the Minnesota Pollution Control Agency has updated the ISTS Rule 7080; and

**WHEREAS** the new rules must be adopted by all counties before February 4, 2010.

**BE IT RESOLVED** to hold a Public Hearing at 7:00pm on Wednesday, January 27, 2010 at a regular board meeting of the Kanabec County Board of Commissioners for the purpose of adopting the revised Ordinance #6.

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**11:30am** – Information Systems Jessie Kehn met with the County Board to discuss matters concerning the Information Systems Department. No action was taken at this time.

Board discussed 2010 budget at length.

Action #22 – The meeting was adjourned by Chairperson Kathi Ellis at 1:15pm to meet again in regular session on Wednesday, December 9, 2009 at 9:00am.

*Signed* \_\_\_\_\_

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

*Attest:* \_\_\_\_\_

Board Clerk