

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

December 26, 2001

The Kanabec County Board of Commissioners met at 6:30pm on Wednesday, December 26, 2001 pursuant to adjournment with the following Board Members present: Dennis Schulz, Stan Cooper, Kathi Ellis, Dennis McNally and Dave Ulstrom.

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

6:32pm - 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 McNally, seconded by Kathi Ellis, and carried unanimously to approve a contract for calendar year 2002 for In-Patient Services and Respite Care for Hospice Clients with the Kanabec County Hospital, Mora, MN.

It was moved by Dave Ulstrom, seconded by Dennis Schulz, and carried unanimously to approve a contract for calendar year 2002 for In-Patient Services and Respite Care for Hospice Clients with Villa Health Care Center, Mora, MN.

It was moved by Kathi Ellis, seconded by Dennis McNally, and carried unanimously to approve a contract for calendar year 2002 for Dietary Counseling for Hospice Clients with Villa Health Care Center, Mora, MN.

It was moved by Dennis Schulz, seconded by Kathi Ellis, and carried unanimously to approve a contract for calendar year 2002 for Occupational and Physical Therapy for Hospice Clients with the Kanabec County Hospital, Mora, MN.

It was moved by Dave Ulstrom, seconded by Dennis McNally, and carried unanimously to approve a contract for Occupational and Speech Therapy for calendar year 2002 for Hospice Clients with Health Dimensions Rehabilitation, Cambridge, MN.

It was moved by Dennis Schulz, seconded by Dave Ulstrom, and carried unanimously to approve a Pharmacy services contract for calendar year 2002 for Hospice Clients with Coburn's Pharmacy, Mora, MN.

It was moved by Kathi Ellis, seconded by Dennis Schulz, and carried unanimously to approve a contract for calendar year 2002 for Durable Medical Equipment for Hospice Clients with Aitkin Medical Supply, Aitkin, MN.

It was moved by Dennis McNally, seconded by Dave Ulstrom, and carried unanimously to approve a contract for calendar year 2002 with the Kanabec County Hospital for Occupational & Physical Therapy for Home Care Clients.

It was moved by Dennis Schulz, seconded by Kathi Ellis, and carried unanimously to approve a contract for calendar year 2002 between Kanabec County Public Health and Kanabec County Family Services permitting Public Health to be the Lead Agency for an Alternative Care Program.

It was moved by Dennis McNally, seconded by Dave Ulstrom, and carried unanimously to approve an in-house Respite Care contract for calendar year 2002 with the Kanabec County Hospital.

It was moved by Dave Ulstrom, seconded by Dennis Schulz, and carried unanimously to approve an in-house Respite Care contract for calendar year 2002 with Villa Health Care Center, Mora, MN.

It was moved by Kathi Ellis, seconded by Dave Ulstrom, and carried unanimously to approve a transportation contract for MA clients for calendar year 2002 between Kanabec County Public Health and Kanabec County Family Services.

It was moved by Dave Ulstrom, seconded by Dennis Schulz, and carried unanimously to approve a Family Service Aide contract for calendar year 2002 between Kanabec County Public Health and Kanabec County Family Services.

It was moved by Dennis McNally, seconded by Dave Ulstrom, and carried unanimously to to approve a contract for calendar year 2002 between Kanabec County Public Health and Kanabec County Sheriff=s Department for Jail Nursing Services.

It was moved by Dennis Schulz, seconded by Dennis McNally, and carried unanimously to extend a Nursing Services contract with Serenity Manor until January 31, 2002.

Kathi Ellis introduced a resolution to authorize Public Health to purchase an additional 20 pedometers at a cost of \$15.00 each; the motion was duly seconded by Dennis Schulz and upon a vote being taken thereon, the following voted:

IN FAVOR THEREOF: Dennis Schulz, Dave Ulstrom, Kathi Ellis, Stan Cooper

OPPOSED: Dennis McNally

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

7:30pm – County Engineer Greg Nikodym met with the County Board to discuss matters concerning the Highway Department.

It was moved by Dennis McNally, seconded by Dave Ulstrom, and carried unanimously to approve a Non-Union Employee Order covering non-union employees in Road & Bridge for the year 2002.

It was moved by Dave Ulstrom, seconded by Dennis Schulz, and carried unanimously to approve a Kanabec County Highway Department safety policy titled “Personal Protective Equipment.”

It was moved by Dennis McNally, seconded by Dave Ulstrom, and carried unanimously to approve Wetland Fund transfers as follows:

to Road & Bridge Fund	\$5,447.65
to Environmental Services	\$1,345.02

It was moved by Kathi Ellis, seconded by Dennis Schulz, and carried unanimously to approve Water Plan Fund transfers as follows:

to Road & Bridge Fund	\$8,337.12
to Environmental Services	\$8,600.69

It was moved by Dennis McNally, seconded by Kathi Ellis, and carried unanimously to approve payment of a claim of \$150.00 to Kanabec County Soil & Water Conservation for inspections on the Lewis Lake Septic Program.

Dennis Schulz introduced the following resolution and its adoption:

Resolution 1 – 12/26/01

BE IT RESOLVED to approve an agreement with the City of Mora for maintaining county roads in the City in the year 2002, and

BE IT FURTHER RESOLVED that this approval is contingent upon the City agreeing to a total contract cost for the year at \$6,500.00.

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 Schulz, Dave Ulstrom, Kathi Ellis

OPPOSED: Dennis McNally, Stan Cooper

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

8:00pm – Court Administrator Lu Ann Blegen met with the County Board to discuss matters concerning her department.

It was moved by Dave Ulstrom, seconded by Kathi Ellis, and carried unanimously to authorize the Court Administrator to attend a Minnesota Association of Court Administrator’s Conference at a cost of \$342.26.

It was moved by Dave Ulstrom, seconded by Dennis Schulz, and carried unanimously to approve the December 19, 2001 minutes of the Kanabec County Board of Commissioners as corrected: show Kathi Ellis as proposing Resolution 1-12/19/01 and Dennis McNally seconding the resolution.

It was moved by Dennis Schulz, seconded by Dave Ulstrom, and carried unanimously to approve payment of the following claims on the funds indicated:

Revenue Fund

VENDOR	AMOUNT
A&A Enterprises	262.58
Ace Hardware	12.11
Ace Hardware	21.39
AmeriPride	268.42
Amoco Oil Co	56.01
Andy Garwell, Locksmith	75.60
Ashworth Audio	21.58
Bick, Ed	200.00
Blaisdell, Ernie	251.85
Blaisdell, Ernie	16.13
Braham Motor Service	70.00
Briggs Corp	439.95
Budget Lighting	47.35
CDW Government	108.48
CDW Government	2,164.25
CDW Government	36.00
Chader Business Equip	716.65
Chader Business Equip	294.31
Champ Software	968.61
Cooper, Stan	536.13
Cooper, Stan	163.66
Cougarville Garage	1,807.15
Dan Torgeson's Septic Service	80.00
Dustin, Jill	126.94
East Central Regional Juvenile Center	5,652.50
Ecowater Systems	28.12
Eli Research Inc	197.00
Ellis, Kathi	194.03
Ellis, Kathi	185.73
Federated Coop	307.90
Federated Coop	72.67
Federated Coop	39.20
Franklin Covey	138.26
Gall's Inc	314.43
Gilbertson, Harlan	125.00
Gunderson Motors	46.27

Hillyard	50.13
Holiday	379.92
Homen, Jeff	88.98
Hruby, Mark	100.00
Jeeva, Ashref	100.00
Johnstone, Ludmila	340.00
Kanabec Co Hwy Dept	147.81
Kanabec Co Hwy Dept	102.21
Kanabec Co Hwy Dept	189.20
Kanabec Co Hwy Dept	446.85
Kanabec Co Hwy Dept	21.39
Kanabec Co Nursing Service	355.79
Kanabec Coop Assoc	42.00
Kanabec Hospital	339.00
Kanabec Hospital	414.75
Kanabec Publications	101.18
Kanabec Publications	539.58
KEEPRS, Inc	131.95
Klumpp, Jr. WM	166.45
Knudson, Larry	93.12
Loren, Norman	185.27
Marsuz LLC dba Freddie's	99.09
Mattson Electric	60.00
MB McGee, MD	400.00
McClellan, Karen	99.19
McClellan, Tom	80.70
MCN	89.95
McLeod USA	6,491.16
McLeod USA	5,925.00
McNally, Dennis	298.08
Midwest Medical	199.20
Miller, Mark	39.33
Minnesota Co Attorney Assoc	180.00
Minnesota Co Attorney Assoc	95.00
Minnesota Taxpayers Assoc	125.00
MN Nurses Assoc	150.00
Mora Unclaimed Freight	95.82
Munsterteiger, Arylis	53.80
Nagel, Dorothy	10.00
National Bushing & Parts	111.38
National Bushing & Parts	57.08
Nichols, Ryan	7.00
Northern Door & Hardware	6.96
Northern Wood	63.90
Northland Communications	1,348.69
Office Depot	34.90
Office Depot	47.70

Office Depot	401.57
Office Depot	103.72
Office Depot	55.34
Office Depot	2.52
Office Depot	94.96
Office Max	237.53
Oslin Lumber	27.90
Park Nicollet Health Source	52.93
Pautsch, Kim	32.43
Photo Express Plus	22.12
Pine Lake Communications	516.53
Quality Disposal	362.98
Ramsey County	1,000.00
RS Eden	26.25
Rurual Cellular Corp	61.23
S&T Office Products	164.06
S&T Office Products	15.98
S&T Office Products	137.37
Sawatzky, Mark	91.05
Schafer, Karen	30.71
Schulz, Dennis	90.80
Sheriff, Benton Co	8,287.20
State of MN, Info Tech Division	22.70
Stericycle, Inc	53.00
Streicher's	670.35
Stringer Business Systems	68.55
Superior Ford	20,877.00
Superior Ford	20,877.00
TM Johnson Bros, Inc	2,821.00
Treasurer, Sherburne Co	1,080.00
Treasurer, Sherburne Co	7,268.52
Treasurer, State of MN	30.00
True Value Hardware	29.17
True Value Hardware	8.51
Ulstrom, Dave	223.64
Ulstrom, Dave	92.46
University of MN	33.13
University of MN	130.00
University of MN	5.00
Viking Office Products	726.43
Voge, Dale	29.66
Washington Co Govt Center	600.00
Watson Co	369.50
West Group	2,086.19
West Group	454.77
West Group	194.90
WM Cross	444.67

107,562.10

Road & Bridge Fund

Ace Hardware	437.52
Ameripride	390.40
Aspen Equipment Co.	179.37
Bauerly Bros., Inc.	10,599.20
Boyer Ford Trucks	85.62
Commissioner of Transportation	160.42
Chamberlain Oil Company	21.66
Crysteel Truck Equipment	269.28
Federated Coops Inc.	110.55
H & L Mesabi	4,149.04
National Bushing & Parts Co.	673.24
Northern Safety Co., Inc.	74.52
Northstar Repro Products	240.73
Oslin Lumber	577.17
Pete's Auto Supply	909.27
Quality Disposal Systems	99.23
RDO Financial Services Co.	98.06
S & T Office Products, Inc.	40.44
Viking Industrial Center	273.53
Ziegler, Inc.	34.38
Total:	<u>19,423.63</u>

It was moved by Kathi Ellis, seconded by Dave Ulstrom, and carried unanimously to approve payment of a claim of \$13,106.25 to the Road & Bridge Fund paid on the Building Fund for courthouse parking lot construction.

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

Resolution 2 - 12/26/01

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

WHEREAS the request was accompanied by invoices and verification in the Knife Lake Improvement District Board minutes of October 27, 2001, and

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

BE IT RESOLVED to pay the following claims on Knife Lake Improvement District funds:

ERA Laboratories \$140.00
Kanabec Publications \$ 34.99
East Central Energy \$285.43

It was moved by Dennis McNally, seconded by Dave Ulstrom, and carried unanimously to appoint a committee to investigate the structure of Kanabec County Probation; the committee members are to include:

Commissioner Dave Ulstrom
County Coordinator Alan B. Peterson
Family Service Agency Director Phil Peterson
Probation Agent Todd Eustice
Judge Timothy Bloomquist or designee

8:30pm – County Assessor Sue Kondratowicz met with the County Board.

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

Resolution 3 – 12/26/01

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

Parcel	Name	Reason
13.01220.00	Garnet Enterprises	Data entry error
11.01200.00	Dorothy Schroeder	Data entry error
09.01145.00	Jerome Black	Data entry error
01.00980.00	David Ambrose	Data entry error
01.00195.00	James Anderson	Data entry error
22.00200.00	Sherman Lumber	Data entry error

10.01370.00	Scott Anderson	Data entry error
04.02755.00	Wayne Launderville	Data entry error
12.00865.00	Joyce Ostman	Data entry error

Dennis Schulz introduced the following resolution and its adoption:

Resolution 4 – 12/26/01

WHEREAS the Kanabec County Board of Commissioners has duly considered the budget for general county government purposes for the year 2002 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 2002;

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 2002 shall be in the following amounts for the following funds so stated:

Revenue Fund	\$3,580,048
Welfare Fund	\$1,625,715
Water Plan Fund	\$2,588
Technology Fund	\$5,000
Maintenance Fund	\$6,000
Road & Bridge Fund	\$1,350,000
Building Fund	\$375,718
Debt Service Fund	\$176,838
GROSS LEVY	\$7,121,907
HACA	\$1,255,025
NET LEVY	\$5,866,882

BE IT FURTHER RESOLVED that the “Building Fund” line at \$375,718 and “Debt Service Fund” line at \$176,838 are dedicated to debt service.

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 Schulz, Dave Ulstrom, Kathi Ellis

OPPOSED: Dennis McNally, Stan Cooper

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

Dave Ulstrom introduced the following resolution and its adoption:

Resolution 5 - 12/26/01

WHEREAS the Kanabec County Board of Commissioners has duly considered the budget for general county government purposes for the year 2002 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 2002 be and hereby is approved as follows:

Item	Y2002		
	Expend.	Receipts	NET
REVENUE FUND:			
Assessor	264,132	36,131	228,001
AS-400 Expenses	78,470	1,000	77,470
Attorney	310,383	36,800	273,583
Auditor/Treasurer	271,940	8,500	263,440
Elections	11,900	600	11,300
Commissioners	155,022	11,343	143,679
Cons of Nat. Resources	0	0	0
Coordinator	104,132	10	104,122
Building & Grounds	306,599	17,274	289,325
Coroner	13,000	0	13,000
Court Administrator	256,763	152,350	104,413
Culture & Recreation	6,500	0	6,500
E Central Regional Library	103,182	0	103,182
Environmental Services	117,530	70,348	47,182
Extension	66,290	1,800	64,490
Information Systems	115,945	4,700	111,245
Law Library	12,000	12,000	0
Probation	268,295	77,930	190,365
Public Health Service	1,653,450	1,485,520	167,930

Recorder	105,401	101,100	4,301
Sanitation	218,350	209,750	8,600
Sheriff			
Patrol/Investigation	706,337	144,754	561,583
Jail	1,085,816	54,500	1,031,316
Snowmobile	3,829	0	3,829
Boat & Water	7,620	4,000	3,620
E-911 System	45,150	37,100	8,050
Surveyor	6,300	0	6,300
Unallocated	248,448	535,610	-287,162
Vehicle Replacement Fund	5,000	0	5,000
Vet's Ser, Emer Manage.	48,342	12,958	35,384
Wetland Fund	20,000	20,000	0
Revenue Fund TOTALS	6,616,126	3,036,078	3,580,048
Welfare Fund	3,887,906	2,262,191	1,625,715
Water Plan Fund	37,500	34,912	2,588
Technology Fund	5,000	0	5000
Maintenance Fund	6,000	0	6000
Road & Bridge Fund	3,858,100	2,508,100	1,350,000
Building Fund	390,718	15,000	375,718
Debt Service Fund	176,838	0	176,838
TOTALS:	14,978,188	7,856,281	7,121,907

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 Schulz, Dave Ulstrom, Kathi Ellis
OPPOSED: Dennis McNally, Stan Cooper
ABSTAIN:

whereupon the resolution was declared duly passed and adopted.

Dave Ulstrom introduced the following resolution and its adoption:

Resolution 6 - 12/26/01

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

2002 Wage Schedule

	A	B	C	D	E	F	G	H	I	J	K	
1	6.03	6.14	6.24	6.36	6.46	6.56	6.68	6.79	6.88	6.98	7.10	1
2	6.67	6.83	6.97	7.15	7.28	7.43	7.58	7.73	7.86	8.02	8.18	2
3	7.61	7.81	8.00	8.19	8.40	8.58	8.79	8.96	9.16	9.34	9.55	3
4	8.79	9.00	9.21	9.45	9.66	9.88	10.10	10.33	10.55	10.77	10.98	4
5	10.03	10.31	10.58	10.87	11.15	11.41	11.70	11.99	12.26	12.54	12.82	5
6	11.58	11.89	12.21	12.54	12.85	13.18	13.48	13.81	14.15	14.47	14.79	6
7	13.18	13.60	14.00	14.41	14.80	15.20	15.61	16.02	16.42	16.83	17.23	7
8	16.01	16.40	16.79	17.19	17.60	18.03	18.47	18.91	19.36	19.83	20.30	8
9	20.63	20.98	21.33	21.69	22.05	22.42	22.80	23.19	23.57	23.97	24.37	9
10	26.01	26.44	26.88	27.34	27.79	28.25	28.73	29.20	29.68	30.18	30.68	10

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

IN FAVOR THEREOF: Dennis McNally, Dave Ulstrom, Kathi Ellis

OPPOSED: None

ABSTAIN: Dennis Schulz, Stan Cooper

whereupon the resolution was declared duly passed and adopted.

It was moved by Dave Ulstrom, seconded by Kathi Ellis, and carried unanimously to set the wage for the County Assessor at \$28.02 per hour for the year 2002.

It was moved by Kathi Ellis, seconded by Dennis Schulz, and carried unanimously to set the County Commissioner's wage at \$17,539.00 for the year 2002.

It was moved by Dave Ulstrom, seconded by Dennis Schulz, and carried unanimously to change the work hours per week for the following positions from 35 to 37½ effective December 31, 2001:

DEPARTMENT	POSITION
Court Administration	Court Administrator
Court Administration	Deputy Court Administrator A
Court Administration	Deputy Court Administrator B
Court Administration	Deputy Court Administrator C
Environmental Services	Environmental Services Technician
Environmental Services	Environmental Services Director
County Coordinator	Secretary
County Coordinator	County Coordinator/Personnel Director

9:45pm – The Chairperson extended the meeting.

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

Resolution 7 - 12/26/01

BE IT RESOLVED to reappoint the following employees and elected official to the Job Evaluation Committee to fill the balance of a two-year term commencing immediately and expiring May 31, 2003: Denise Cooper, Rose Linder and Fred Swatzky.

The meeting was adjourned pursuant to standing board resolution at 10:00pm.

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

Attest: _____
Kanabec County Coordinator