

PROCEEDINGS OF THE COUNTY BOARD

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

December 9, 2009

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, December 9, 2009 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Roger Crawford, 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 amended.

Action #2 – it was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve the December 2, 2009 minutes of the Kanabec County Board of Commissioners as corrected: Action #PH7 – motion was seconded by Kim Smith not Kevin Troupe.

Action #3 – It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve the following resolution:

Resolution #3 – 12/09/09

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 Knife Lake Sportsmen Club for a bingo and raffle event to be held at Captain Dan’s Crow Nest, 2743 Hwy 65 N Mora, MN 55051 on January 23, 2010.

Action #4 – It was moved y Kevin Troupe, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #4 - 12/09/2009

Transit Claims

WHEREAS the Transit uses volunteer drivers for many public purposes, and

WHEREAS these drivers are reimbursed for incurred expenses in accordance with County Policy and public law, and

WHEREAS the Transit Department Manager recommends approval of these claims;

BE IT RESOLVED to approve the following driver expense claims for reimbursement, all of which are properly documented:

	AMOUNT
Annette Majeski	\$ 546.70
Barb Maul	\$ 241.37
Betty Geisthardt	\$ 112.40
Bev Gustafson	\$ 183.31
Bill Hood	\$ 525.67
Bob Hoefert	\$1,268.33
Charlyne Grant	\$ 173.78
Gary Nelson	\$ 528.10
Jean Newgard	\$ 291.79
Jennifer Leerssen	\$ 870.19
Jerald Nelson	\$ 308.55
Joy Morrell	\$ 320.10
Judy Colburn	\$ 894.30
Karen Luberda	\$ 319.36
Ken Dery	\$ 145.20
Linda Nelson	\$ 419.75
Marlys Wolbert	\$ 34.10
Mary Lou Moriarity	\$ 375.67
Millie Laska	\$ 702.35
Ray Zamora	\$ 653.36
Roger Homan	\$ 52.25
Rollie Pieper	\$1,053.65
Ronette Nelson	\$ 397.98
Sy Tadych	\$ 879.30
Ted Lindgren	\$ 470.50
Terrie Reed	\$ 45.65
Willard Landreville	\$ 611.16
Total for Volunteer Drivers	\$12,424.87

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

Action #5 – It was moved by Les Nielsen, seconded by Kevin Troupe 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 9, 2009 pursuant to adjournment with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, Roger Crawford, and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Human Services agenda. Items discussed included the budget, staffing, finances, and other agency business.

Action #HS6 - It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve the agenda of the Human Service Board as presented.

Action #HS7 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve overtime pay for Financial Workers who have exceeded their 40 hours of comp time.

Action #HS8 – It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to approve the purchase of 12 headsets and one scanner not to exceed \$3,096.00 from NewEgg.

Action #HS9 – It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to approve the purchase of 2 laptops from regional grant dollars not to exceed \$1,398.00 from TigerDirect.

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

Resolution #HS10 - 12/09/2009

WHEREAS Communities Investing in Families provides needed services targeted income eligible families in Kanabec County. These programs are all focused on promoting and sustaining economic stability for families, and

WHEREAS Communities Investing in Families is in need of additional funding, and

WHEREAS The MFIP Consolidated Fund needs to be spent by December 31st or the money will be retained by the state; Communities Investing in Families qualifies for MFIP Funds;

BE IT RESOLVED to authorize the Family Service Agency to pay a claim of \$12,000.00 to Communities Investing in Families for their programs.

BE IT FURTHER RESOLVED to authorize the Family Service Agency to pay CIF for income eligible clients for remainder of the consolidated fund if Lakes and Pines is not eligible to receive the remainder for fuel assistance for MFIP clients.

Action #HS11 – It was moved by Les Nielsen, seconded by Kevin Troupe and carried unanimously to approve the 2010-2011 IV-D Cooperative Agreement with the Minnesota Department of Human Services and the Kanabec County Offices of Human Services, County Sheriff, and County Attorney for administering the Child Support Enforcement Program and to authorize Health & Human Services Director Wendy Thompson to sign the agreement.

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

Resolution #HS12 - 12/09/2009

WHEREAS the Kanabec County Family Service Agency, pursuant to Minnesota Rules, 9505.0065 Sub Part 5, item D must provide transportation service for eligible clients, and

WHEREAS, the County, has chosen to contract for services to arrange and provide transportation for eligible clients, and

WHEREAS Timber Trails Public Transit, Inc represents that it is duly qualified and willing to perform the services;

BE IT RESOLVED to approve a volunteer transportation program between Kanabec County Family Services and Timber Trails Public Transit, Inc for the time period January 1, 2010 through December 31 2010.

BE IT FURTHER RESOLVED this contract is contingent upon approval from the County Attorney.

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

Resolution #HS13 - 12/09/2009

WHEREAS the Family Service Agency refers clients for assessment and detoxification;

BE IT RESOLVED to approve an agreement with Central Minnesota Mental Health Center at 1321 13th Street North St. Cloud, MN 56303-2613 for Detoxification services for the time period January 1, 2010 through December 31, 2010.

Action #HS14 – It was moved by Roger Crawford, seconded by Kim Smith and carried unanimously to recess the Human Service Board at 10:10am to meet again on Wednesday, December 16, 2009 at 6:45pm.

The meeting of the Kanabec County Board of Commissioners resumed.

Veteran's Service Office/Emergency Management Director Lowell Sedlacek met with the County Board to discuss matters concerning his office.

Action #15 – It was moved by Les Nielsen, seconded by Kevin Troupe and carried unanimously to approve the Emergency Operating Plan and to director the Chairperson to sign the plan review sheet.

Action #16 – It was moved by Les Nielsen, seconded by Roger Crawford and carried unanimously to accept a \$250 donation from the Vietnam Veteran's of America for gift cards for food to give to veterans and their families.

Action #17 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #17 - 12/09/2009

WHEREAS, the Kanabec County Board of Commissioners have determined that it is in the best interest of Kanabec County to dispose of the Incident Command Vehicle a 2000 Ford Coachmen motor home; and

WHEREAS, Lake County, Minnesota has agreed to accept said vehicle for their Incident Command Program,

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners agree to transfer the title and equipment of said vehicle to Lake County.

10:30am - The Chairperson then called for public comment three times. None responded.

10:31am – The Chairperson closed public comment.

Commissioners continued to give reports of the activities of the Boards and Committees in which they participate.

County Sheriff Steve Schulz met with the County Board to discuss matters concerning the Sheriff's Office.

Action #18 – Kim Smith introduced the following resolution and moved its adoption:

Resolution #18 - 12/09/2009

WHEREAS the City of Mora has disbanded their Police Department effective February 1, 2010; and

WHEREAS the City of Mora has negotiated a contract with the Kanabec County Sheriff's Office to provide police services to the city,

BE IT RESOLVED that the Kanabec County Board of Commissioners approve the negotiated contract for police services with Kanabec County effective February 1, 2010, and

BE IT FURTHER RESOLVED that the Chairperson of the County Board is authorized to sign said contract on behalf of Kanabec County.

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: Roger Crawford

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

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

Resolution #19 - 12/09/09

ORDER OF THE BOARD

WHEREAS the County Sheriff has identified a need for a second Sergeant position with the county taking over the City of Mora Law Enforcement on February 1, 2010, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes County Sheriff Steve Schulz and the County Personnel Director to hire a full-time Sergeant at 40 hours per week to refill the vacant position at Step A, Range 13 of the pay plan which is \$21.51 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.

Action #20 – It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #20 – 12/09/09
ORDER OF THE BOARD

WHEREAS the County Sheriff has identified a need for additional Deputy Sheriff positions with the county taking over the City of Mora Law Enforcement on February 1, 2010, and

WHEREAS the board desires to refill this vacant positions;

BE IT RESOLVED that the County Board authorizes County Sheriff Steve Schulz and the County Personnel Director to hire 4 FT Deputy Sheriff's at 40 hours per week to refill the vacant position at Step A, Range 11 of the pay plan which is \$19.14 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.

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.

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

Resolution #21 – 12/09/09
ORDER OF THE BOARD

WHEREAS the County Sheriff has identified a need for an additional Law Enforcement Assistant position with the county taking over the City of Mora Law Enforcement on February 1, 2010, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED to use the existing Law Enforcement Assistant applicant list, and

BE IT RESOLVED that the County Board authorizes County Sheriff Steve Schulz and the County Personnel Director to hire a FT Law Enforcement Assistant at 40 hours per week 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.

County Engineer Greg Nikodym met with the County Board to discuss matters concerning the Highway Department.

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

Resolution #22 – 12/09/09

Partial Payment SP 33-090-01

WHEREAS A & K Contracting has completed work on project SP 33-090-01, Spring Lake Trail, from TH 65 to Maple Ave in accordance with plans and specifications,

BE IT RESOLVED to authorize partial payment to the amount of \$62,022.74 to A & K Contracting.

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

Action #23 – It was moved by Les Nielsen, seconded by Roger Crawford and carried unanimously to approve the purchase of a 2010 Grand Caravan SE at a cost of \$20,582.91 from Elk River Ford. Cost includes equipment, extra key, tax, and license.

Information Systems Director Jessie Kehn met with the County Board to discuss matters concerning the Information Systems Department.

Action #24 – It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve the promotion of Computer Technician Dale Pancake to Network Specialist effective January 2, 2010.

Action #25 – The meeting was adjourned by Chairperson Kathi Ellis at 12:10pm to meet again in regular session on Wednesday, December 16, 2009 at 6:30pm.

Signed _____

Chairperson of the Kanabec County Board of Commissioners,

Kanabec County, Minnesota

Attest: _____
Board Clerk