

# PROCEEDINGS OF THE COUNTY BOARD

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

**February 24, 2010**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, February 24, 2010 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Kevin Troupe, Roger Crawford, and Les Nielsen.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to approve the agenda as amended. Add: Retainer Agreement, Rise Lease, and County Coordinator/Assessor position.

Action #2 – It was moved by Kathi Ellis, seconded by Roger Crawford and carried unanimously to approve the February 17, 2010 minutes of the County Board of Commissioners meeting as presented.

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

## **Resolution #3 - 2/24/2010**

### 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:

	<b>AMOUNT</b>
Annette Majeski	\$ 675.50
Barb Peterson	\$ 111.00
Betty Geisthardt	\$ 368.86
Bev Gustafson	\$ 209.50
Bill Hood	\$ 747.86

Bob Hoefert	\$1,285.43
Gary Nelson	\$ 662.22
Jean Newgard	\$ 47.50
Jennifer Leerssen	\$1,570.10
Jerald Nelson	\$ 601.50
Joy Morrell	\$ 207.50
Judy Colburn	\$ 172.00
Karen Luberda	\$ 217.00
Linda Nelson	\$ 327.19
Marge Tadych	\$ 82.50
Marlys Wolbert	\$ 92.00
Mary Lou Moriarity	\$ 417.45
Millie Laska	\$ 625.82
Ray Zamora	\$ 872.50
Rollie Pieper	\$ 913.58
Ronette Nelson	\$ 413.00
Sy Tadych	\$ 942.50
Ted Lindgren	\$ 708.26
Willard Landreville	\$ 775.02
<b>Total for Volunteer Drivers</b>	<b>\$13,045.79</b>

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

**Resolution #4 - 2/24/2010**

**BE IT RESOLVED** to appoint Tom Ladwig to the Railroad Authority Advisory Committee for a three year term commencing immediately and expiring January 8, 2013.

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

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

**Resolution #5 – 02/24/10**

**WHEREAS** the following quotes were received for diesel fuel:

Federated Coop..... \$2.21  
Eggens Direct Service..... \$2.15

**WHEREAS** the quote of \$2.15 per gallon provided by Eggens was the lowest quote;

**BE IT RESOLVED** to accept the low quote provided by Eggens.

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

### **Resolution #6 – 02/24/10**

**WHEREAS** the Kanabec County Board of Commissioners wishes to obtain costs for the furnishings of seasonal supplies and equipment

**BE IT RESOLVED** that the County Engineer is directed to advertise for bids for equipment rental and supplies

Action #7 – It was moved by Kevin Troupe, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

### **Resolution #7 – 02/24/10**

**WHEREAS** the Kanabec County Board of Commissioners want to proceed with the construction of project SP 33-612-12, Mill and Overlay of CSAH No.12 from CSAH No. 4 to TH No. 23, and

**WHEREAS** Plans, Specifications, and Proposals have been prepared for this project, and

**WHEREAS** Federal funding in the amount of \$561,784 is available for this project

**BE IT RESOLVED** to authorize the County Engineer to advertise for bids for project SP 33-612-12

Action #8 – It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve the following resolution:

### **Resolution #8 – 02/24/10**

**WHEREAS** the Kanabec County Board of Commissioners want to proceed with the construction of the following bituminous projects:

Road	Location
CSAH 23	Pine Co. Line to TH 107
CSAH 27	TH 65 to Hersey Ave
CR 41	CR 43 to TH 107
CR 66	CSAH 17 to Grasston City Limits
CR 70	TH 65 to CSAH 11
CR 76	CR 75 to CSAH 8

**WHEREAS** plans, Specifications, and Proposals have been prepared for this work

**BE IT RESOLVED** to authorize the County Engineer to advertise for bids for these bituminous projects.

*Action #9* – It was moved by Kevin Troupe, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

### **Resolution #9 – 02/24/10**

**WHEREAS**, The Kanabec County Board of Commissioners wish to replace Bridge No. L2549 on CSAH No. 4, and

**WHEREAS** The County Engineer recommends entering into an agreement with Erickson Engineering for the design and hydraulic analysis to replace Bridge No. L2549

**BE IT RESOLVED** that the County Engineer and the Chairperson are directed to sign the agreement with Erickson Engineering

**BE IT FURTHER RESOLVED** that the cost of the work will not exceed \$12,000.

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

*Action #10* – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

### **Resolution #10 – 02/24/10**

**WHEREAS** the Sheriff's Office emergency dispatch center uses software that enables them to geographically locate callers, and

**WHEREAS** this system requires regular maintenance and map updates, and

**WHEREAS** Geo-Comm provides a service contract to meet these requirements,  
and

**WHEREAS** this service contract may be paid with E911 funds;

**BE IT RESOLVED** to approve an annual renewal of a service contract Geo-Comm at a cost of \$3,500.00 paid from E911 funds.

Action #11 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following claims to be paid from the jail project fund:

Brinkman Companies \$2,500.00

Pauly Jail Building Company \$226.35

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

### **Resolution #12 – 02/24/10**

**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 March 28, 2010.

Janelle Troupe with East Central Solid Waste Commission met with the County Board to discuss Kanabec County's host fee reserve fund.

Assistant County Attorney Barb McFadden met with the County Board to discuss a retainer agreement.

Action #13 – It was moved by Kathi Ellis, seconded by Kevin Troupe and carried unanimously to approve and sign a retainer agreement with Gregory J. Wiley, Attorney at Law for the performance of legal work including investigation, consultation, and providing legal recommendations.

Action #14 – It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve a lease agreement with Rise, Inc for space in the Public Service Building for a period of January 1, 2010 through December 31, 2010.

Action #15 – It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to appoint Commissioners Kathi Ellis and Les Nielsen to a committee to finalize details with Dan Weber about the County Coordinator position.

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

Bob Strom	Reviewed the current status of the Hwy 65 road project.
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**10:36am** - The Chairperson closed public comment.

Action #16 – It was moved by Roger Crawford, seconded by Kim Smith and carried unanimously to recess the meeting at 11:10am to 1:00pm at the same location.

**1:00pm** - The meeting of the Kanabec County Board of Commissioners resumed. Present: Kathi Ellis, Kevin Troupe, Kim Smith, and Roger Crawford.

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

### **Resolution #17 – 02/24/10**

**BE IT HEREBY RESOLVED** that Dan Weber be appointed as the Kanabec County Coordinator effective March 1, 2010, and

**BE IT FURTHER RESOLVED** that Dan Weber will continue to serve as the Kanabec County Assessor, and

**BE IT FURTHER RESOLVED** that the Kanabec County Board of Commissioners approves a job description called County Coordinator/Assessor combining the duties of County Coordinator and County Assessor and that job description evaluation at a Grade 20,

**BE IT FURTHER RESOLVED** that Dan Weber’s wage be established in the range of Grade 20 at \$78,652 annually for a period of six months, and

**BE IT FURTHER RESOLVED** that after successful completion of a six month probationary period the wage shall be adjusted to \$80,179.

Action #18 – It was moved by Kathi Ellis, seconded by Roger Crawford and carried unanimously to approve the following resolution:

## **Resolution #18 – 02/24/10**

**BE IT HEREBY RESOLVED** that the Kanabec County Board of Commissioners appoint Operations Supervisor Karen McClellan as Interim Supervisor of the County Assessor's Office for a period of six months effective March 1, 2010,

**BE IT FUTHER RESOLVED** that the additional duties for this position shall be clearly stated as an addendum to her current job description, and

**BE IT FUTHER RESOLVED** that the compensation for these additional duties shall be \$3.00 per hour.

Action #19 – It was moved by Kathi Ellis, seconded by Roger Crawford and carried unanimously to approve spending up to \$25.00 for a gift certificate for Kanabec Hospital Personnel Director Kim Carlson for assisting with the hiring process of the County Coordinator.

Action #20 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to adjourn at 1:20pm and to meet again in regular session on Wednesday, March 10, 2010 at 9:00am.

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

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

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

Board Clerk