

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of County Coordinator

**January 5, 2016**

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, January 5, 2016 pursuant to adjournment with the following Board Members present: Gene Anderson, Kim Smith, Dennis McNally, Les Nielsen and Kathi Ellis.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the agenda as amended: Add County Sheriff Brian Smith.

Nominations for Board Chairperson for 2016 were called for.

Action #2 – It was moved by Kim Smith, seconded by Dennis McNally to nominate Gene Anderson for Chairperson.

The Board Clerk called for nominations for Chairperson three times with no further nominations.

Action #3 - The clerk closed nominations for Chairperson and called for a vote for nominee Gene Anderson. The motion **carried** with all in favor.

Commissioner Anderson was declared Board Chairperson for 2016. The gavel was handed over to Chairperson Anderson.

Nominations for Board Vice-Chairperson for 2016 were called for.

Action #4 - It was moved by Dennis McNally and seconded by Kim Smith to nominate Les Nielsen for Vice-Chairperson.

The Chairperson called for nominations for Vice-Chairperson three times with no further nominations.

Action #5 - The Chairperson closed nominations for Vice-Chairperson and called for a vote for nominee Les Nielsen. The motion **carried** with all in favor.

Action #6 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the December 16, 2015 minutes of the Kanabec County Board of Commissioners as corrected: Action #13 - change to show Dennis McNally opposed. Change wording on public comment, and Action #18 – change to show Dennis McNally opposed.

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

## **Resolution #7 – 01/05/16**

### Meeting Dates

**BE IT HEREBY RESOLVED** by the Kanabec County Board of Commissioners that from and after January 5, 2016, regular meetings of the Kanabec County Board of Commissioners shall be held in the County Courthouse in the City of Mora, Minnesota on the first and third Wednesday of each month with the following exceptions:

**BE IT FURTHER RESOLVED** that all meetings with the exception of the March 2, June 15, September 7, and December 7 meeting shall commence at 9:00am, and

**BE IT FURTHER RESOLVED** that the meetings on March 2, June 15, September 7, and December 7 shall commence at 6:30pm and end by 9:30pm except that the Chairperson may extend the meeting to 9:45pm to conclude business, and

**BE IT FURTHER RESOLVED**, that if any such regularly scheduled meeting of the County Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

**BE IT FURTHER RESOLVED**, Special Meetings may be called by posting notice of the meeting on the county's principal bulletin board and with 72 hours notice to each person who has filed a written request for such meetings, and

**BE IT FURTHER RESOLVED**, Emergency Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Action #8 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following resolution:

## **Resolution #8 - 01/05/16**

### Human Service Board Meetings

**BE IT HEREBY RESOLVED** by the Kanabec County Board of Commissioners that from and after January 31, 2016, regular meetings of the Kanabec County Human Service Board shall be held in the County Courthouse in the City of Mora, Minnesota on the third Wednesday of each month, and

**BE IT FURTHER RESOLVED** that the meetings shall be held commencing at 9:05am with the exception of the June 15 which will commence at 6:35 pm , and

**BE IT FURTHER RESOLVED**, that if any such regularly scheduled meeting of the Human Service Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

**BE IT FURTHER RESOLVED**, Special Meetings may be called by posting notice of the meeting on the county's principal bulletin board and with 72 hours notice to each person who has filed a written request for such meetings, and

**BE IT FURTHER RESOLVED**, Emergency Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Action #9 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following resolution:

### **Resolution #9 – 01/05/16**

**BE IT RESOLVED** to re-appoint Commissioner Gene Anderson to the Central Minnesota Council on Aging Board for a three year term commencing immediately and expiring January 8, 2019.

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

### **Resolution #10 – 01/05/16**

**BE IT RESOLVED** to re-appoint Commissioner Kathi Ellis to the Children's Justice Initiative board for a three year term commencing immediately and expiring January 8, 2019.

Action #11 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #11 – 01/05/16**

**BE IT RESOLVED** to re-appoint County Coordinator Pat Christopherson to the City/County Airport Zoning board for a three year term commencing immediately and expiring January 8, 2019.

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

### **Resolution #12 – 01/05/16**

**BE IT RESOLVED** to appoint Jeanne McNally to the Community Health Services Advisory Committee for a three year term commencing immediately and expiring January 8, 2019.

Action #13 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #13 – 01/05/16**

**BE IT RESOLVED** to re-appoint Commissioner Kim Smith to the E-911 Committee for a three year term commencing immediately and expiring January 8, 2019.

Action #14 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

### **Resolution #14 – 01/05/16**

**BE IT RESOLVED** to re-appoint Commissioner Gene Anderson to the East Central Regional Library board for a three year term commencing immediately and expiring January 8, 2019.

Action #15 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

### **Resolution #15 – 01/05/16**

**BE IT RESOLVED** to appoint Commissioner Dennis McNally to the East Central Solid Waste Commission for a three year term commencing immediately and expiring January 8, 2019, and

**BE IT FURTHER RESOLVED** to appoint Commissioner Les Nielsen as an alternate to the East Central Solid Waste Commission for a three year term commencing immediately and expiring January 8, 2019.

Action #16 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #16 – 01/05/16**

**BE IT RESOLVED** to re-appoint Rose Linder to the FEMA Board for a three year term commencing immediately and expiring January 8, 2019.

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

### **Resolution #17 – 01/05/16**

**BE IT RESOLVED** to re-appoint Paul Kent to the Hospital Board for a three year term commencing immediately and expiring January 8, 2019, and

**BE IT RESOLVED** to re-appoint Dr. Peter Donner to the Hospital Board for a three year term commencing immediately and expiring January 8, 2019, and

**BE IT RESOLVED** to re-appoint Commissioner Kim Smith to the Hospital Board for a three year term commencing immediately and expiring January 8, 2019.

Action #18 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following resolution:

### **Resolution #18 – 01/05/16**

**BE IT RESOLVED** to appoint Dan Wilder to the Emergency Medical Service Board Advisory Committee for a three year term commencing immediately and expiring January 8, 2019.

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

### **Resolution #19 – 01/05/16**

**BE IT RESOLVED** to re-appoint Jesse Stegeman as an alternate to the Insurance Committee for a three year term commencing immediately and expiring January 8, 2019.

Action #20 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

## **Resolution #20 – 01/05/16**

**BE IT RESOLVED** to re-appoint Commissioner Kim Smith to the Kanabec/Pine Community Health Services Board for a one year term commencing immediately and expiring January 3, 2017, and

**BE IT FURTHER RESOLVED** to re-appoint Commissioner Kathi Ellis to the Kanabec/Pine Community Health Services Board for a one year term commencing immediately and expiring January 3, 2017.

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

## **Resolution #21 – 01/05/16**

**BE IT RESOLVED** to re-appoint Commissioner Gene Anderson to the Lakes and Pines Community Action Council for a three year term commencing immediately and expiring January 8, 2019.

*Action #22* – It was moved by Dennis McNally, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

## **Resolution #22 – 01/05/16**

**BE IT RESOLVED** to re-appoint Commissioner Kathi Ellis to the Outlook Health Services Board for a three year term commencing immediately and expiring January 8, 2019.

*Action #23* – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following resolution:

## **Resolution #23 – 01/05/16**

**BE IT RESOLVED** to appoint Tom Jones to the Planning Commission for a three year term commencing immediately and expiring January 8, 2019, and

**BE IT FURTHER RESOLVED** to appoint Jerry Tvedt to the Planning Commission for a three year term commencing immediately and expiring January 8, 2019, and

**BE IT FURTHER RESOLVED** to appoint Ron Hallin to the Planning Commission for a three year term commencing immediately and expiring January 8, 2019, and

**BE IT FURTHER RESOLVED** to re-appoint Pat O'Brian as the Board of Adjustment representative to the Planning Commission for a three year term commencing immediately and expiring January 8, 2019.

Action #24 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #24 – 01/05/16**

**BE IT RESOLVED** to reappoint the following to a one year term commencing immediately and expiring January 3, 2017 on the Railroad Authority Board:

- Dennis McNally
- Gene Anderson
- Les Nielsen
- Kathi Ellis
- Kim Smith

Action #25 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

### **Resolution #25 – 01/05/16**

**BE IT RESOLVED** to re-appoint Lanny Stegeman to the Railroad Authority Advisory Committee for a three year term commencing immediately and expiring January 8, 2019, and

**BE IT FUTHER RESOLVED** to re-appoint Gordon Gullixson to the Railroad Authority Advisory Committee for a three year term commencing immediately and expiring January 8, 2019.

Action #26 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

### **Resolution #26 – 01/05/16**

**BE IT RESOLVED** to appoint Dave Mulvaney to the Safety Committee for a three year term commencing immediately and expiring January 8, 2019.

Action #27 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following resolution:

## **Resolution #27 – 01/05/16**

**BE IT RESOLVED** to re-appoint Commissioner Kim Smith to the Snake River Watershed Board for a three year term commencing immediately and expiring January 8, 2019.

*Action #28* – It was moved by Dennis McNally, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

## **Resolution #28 – 01/05/16**

**BE IT RESOLVED** to re-appoint Commissioner Les Nielsen to the Substance Abuse Coalition for a three year term commencing immediately and expiring January 8, 2019.

*Action #29* – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to approve the following resolution:

## **Resolution #29 – 01/05/16**

**BE IT RESOLVED** to re-appoint Commissioner Kim Smith to the Timber Trails Advisory Board for a three year term commencing immediately and expiring January 8, 2019.

*Action #30* – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

## **Resolution #30 - 01/05/16**

### **Official Newspaper**

**BE IT RESOLVED** by the Kanabec County Board of Commissioners that the offer submitted by the Kanabec County Times for all legal publications during the year 2016 is hereby accepted, and

**BE IT FURTHER RESOLVED** that the Kanabec County Times is hereby designated as the official newspaper for the publication of the official proceedings and public notices and that the Kanabec County Times is hereby designated as the official newspaper for the publication of the 2015 Financial Statement, and

**BE IT FURTHER RESOLVED** that the Kanabec County Times is hereby designated as the official newspaper for the newspaper in which the notice and list of Real Estate Taxes remaining delinquent on the first Monday in January, 2016, shall be published.

**BE IT FURTHER RESOLVED** that a condition of this resolution is that the Kanabec County Times agree to post all the notices on its Web site at no additional cost pursuant to Minnesota Statute §331A.02, Subd 5 and that the notice must remain on the Web site during the

notice's full publication period.

Action #31 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve a Consent Agenda including all of the following actions:

### **Resolution #HRA31a - 01/05/16**

Housing and Redevelopment Authority Meetings

**BE IT HEREBY RESOLVED** by the Kanabec County Board of Commissioners that from and after January 31, 2016, regular meetings of the Kanabec Housing and Redevelopment Board shall be held in the County Courthouse in the City of Mora, Minnesota, and

**BE IT FURTHER RESOLVED** meetings shall be held as necessary with proper notice commencing at a time the Board of Commissioners of the Authority determines. Future monthly meetings may also be scheduled when deemed necessary, and

**BE IT FURTHER RESOLVED**, Special Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

### **Resolution #HRA31b - 01/05/16**

Resolution Appointing Officers of the Housing and Redevelopment of Kanabec County, Minnesota

**BE IT RESOLVED** by the Kanabec County Housing and Redevelopment Authority (the “Authority”) of Kanabec County, Minnesota, as follows:

**APPOINTMENT OF OFFICERS:** The following are appointed to hold the HRA offices set forth opposite their respective names:

Chair: Gene Anderson

Vice-Chair: Les Nielsen

\*Secretary: Patrick Christopherson, County Coordinator

\*The Auditor-Treasurer will be appointed by the Secretary to disburse funds and to assist the Secretary.

### **Resolution #HRA31c - 01/05/16**

Official Newspaper

**BE IT RESOLVED** that the Kanabec County Times is hereby designated as the official newspaper for the publication of the official proceedings and public notices of the Kanabec

County Housing and Redevelopment Authority, and

**BE IT FURTHER RESOLVED** that a condition of this resolution is that the Kanabec County Times agree to post all the notices on its Web site at no additional cost pursuant to Minnesota Statute §331A.02, Subd 5 and that the notice must remain on the Web site during the notice's full publication period.

### **Resolution #HRA31d - 01/05/16**

Official Depository Bank

**BE IT RESOLVED** that Kanabec State Bank is hereby designated as the official depository bank of the Kanabec County Housing and Redevelopment Authority.

### **Resolution #HRA31e - 01/05/16**

Mileage Reimbursement

**BE IT RESOLVED** to use the federal mileage reimbursement rate of \$0.54 per mile for the Housing and Redevelopment Authority's mileage reimbursements.

Commissioners gave reports on the activities of the Boards and Committees in which they participate.

Action #32 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

### **Resolution #32 - 01/05/16**

**WHEREAS** the Assessor's Office and Auditor/Treasurer's Office has prepared a job description for the position of Property Tax Specialist in the Assessor/AT Offices, and

**WHEREAS** the board has reviewed the job description and would like to change the education to High School Diploma plus 2 years of college, and

**WHEREAS** county policy requires each position to be evaluated for its fit into the pay plan;

**BE IT RESOLVED** to approve the job description of the Property Tax Specialist with corrections and direct the County Coordinator to submit the job description and questionnaire to the pay consultant for review.

Action #33 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #33 – 01/05/16**

**WHEREAS** The Kanabec County Board of Commissioners has been presented a contract from MRA to re-evaluate the current job pointing system and wage scale, and

**WHEREAS** the procedure and cost structure are acceptable to the Board;

**NOW, THEREFORE BE IT RESOLVED** That Kanabec County agrees to the contract terms presented by MRA.

Action #34 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #34 – 01/05/16**

**WHEREAS**, Minnesota Statute 375.055 requires that the County Commissioners' compensation be set by resolution in the year preceding the action;

**BE IT RESOLVED** to rescind Resolution #22 – 12/16/15, and

**BE IT FURTHER RESOLVED** to set the annual wage for the year 2016 for Kanabec County Commissioners set at \$21,107.00.

Action #35 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to recess at 11:32am and to meet in continued session on Wednesday, January 20, 2016 at 9:00am in the Board Room (Room #164) of the Kanabec County Courthouse. Items for next agenda: Gravel Tax Discussion per Commissioner McNally.

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, January 20, 2016 in the Board Room of the Courthouse pursuant to recess with the following Board Members present: Kim Smith, Gene Anderson, Kathi Ellis, Dennis McNally and Les Nielsen. Also present were Coordinator Patrick Christopherson and Assistant County Attorney Barb McFadden.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #36 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the agenda as presented.

Action #37 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve a Consent Agenda including as of the following actions:

**Resolution #37a – 01/05/16**  
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 claims on SCORE Funds:

East Central Sanitation	\$1,196.45
Quality Disposal	\$5,122.12
Arthur Township	\$400.00
Total	\$6,718.57

**Resolution #37b – 01/05/16**  
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 claims on SCORE Funds:

East Central Sanitation	\$1,262.87
Quality Disposal	\$2,752.01
Arthur Township	\$400.00
Total	\$4,414.88

**Resolution #37c – 01/05/16**

**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 Exempt Permit for MAYRA for a raffle event to be held at Knife Lake, Mora, MN 55051 on February 27, 2016.

Action #38 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #38 – 01/05/16**

**WHEREAS** there will be vacancies in the positions of Full Time and Part Time Deputies in the near future, and

**WHEREAS** the County Sheriff like to advertise and establish an eligibility list to be ready when these positions become vacant;

**BE IT RESOLVED** that the County Board authorizes County Sheriff and the County Personnel Director to advertise for Full Time and Part Time Deputies to establish an eligibility list at Step A, Range 11 of the pay plan which is \$22.31 (\$20.31 per hour + a \$2.00 market adjustment) or the rate set by 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 and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Action #39 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Alkire, Alyce	1,336.88
Brenny, Laurel	702.30
Centerpoint Energy	68.00
Century Link	111.19
Christianson, Craig	1,212.43
City of Milaca	35.34
City of Mora	41,176.89

Curtis, Michael	1,049.74
D&M Excavating	47.50
East Central Energy	174.14
East Central Energy	86.68
East Central Energy	191.00
East Central Energy	221.57
East Central Energy	861.31
East Central Reg Dev	47.50
Faust, Patrick	779.94
Grinette Co Clerk of Court	2.50
Health Partners	4,922.35
Hoefert, Robert	2,616.98
Holiday Credit Office	7,223.37
Kanabec County Auditor-HRA	2,030.35
Kanabec County Auditor-HRA	927.00
Kanabec County Auditor-HRA	6,500.00
Kanabec County Auditor-HRA	50,573.00
Kanabec County Auditor-HRA	6,180.00
Kennedy, Kerry	1,312.23
Leerssen, Jennifer	667.10
Linkert, Danielle	9.53
Manthie, Scott	904.17
Manthie, Wendy	898.93
McKinnis & Doom, PA	3,918.50
Mehlhop, Ron	160.33
Midcontinent Communications	858.22
Mille Lacs Disposal	20.00
MN Dept of Finance	6,103.00
MN Dept of Finance	16.50
MN Energy Resources Corp	6,132.36
Mora Municipal Utilities	15,356.81
Nelson, Ansel	824.47
Nelson, Ronette	1,081.74
Nelson, Wanda	553.60
Network Billing Systems	213.88
Newgard, Jean	749.33
Office of Enterprise Technology	1,300.00
Quality Disposal	10.98
Resource Training & Solutions	4,331.97
Roberts, Rodney	149.15
Rogers, Pearl	1,035.11

Spire Credit Union	4,302.95
Struffert, Delores	243.49
Sun Life Financial	3,232.80
Swanson, Jeremy	454.42
Tessneer Law Office	841.50
The Hartford	1,498.52
VanDall, Camille	1,220.35
Verizon Wireless	2,534.80
Verizon Wireless	630.18
Visser, Maurice	1,037.73
Wiitala, David	1,328.58
Zamora, Ray	998.13
Total	<u>194,009.32</u>

Action #40 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following claims on the funds indicated:

### **Revenue Fund**

<b>VENDOR</b>	<b>AMOUNT</b>
Ace Hardware	292.71
Ace Hardware	13.95
Advanced Correctional Healthcare	15,038.03
Ahner-Nystul, Barb	47.15
Alkire, Alyce	803.43
AMC	8,024.00
AMC	350.00
Ashworth Appliance	1,509.98
Auto Value	53.40
Auto Value	454.59
Auto Value	88.48
Auto Value	57.58
Auto Value	20.43
A'viands, LLC	18,921.60
A'viands, LLC	31.50
Bachman, Fran	111.24
Billings Service Inc	252.28
Bob Barker	374.84
Bond Trust Services Corp	488,065.00
Braham Motor Service	287.37
Braham Police Dept	1,746.49
Brenny, Laurell	590.56

Bureau of Criminal Apprehension	120.00
Cambridge Police Dept	4,445.43
Carda, Gene	60.53
Cellular Experts Aitkin-Verizon	128.20
Central Lakes OFS	240.75
Christianson, Craig	799.31
City of Mora	661.50
Clifton Larson Allen LLP	20,000.00
Coborns	73.14
Coborns Pharmacy	4.00
Commissioner of Revenue	25.00
Curtis, Michael	973.67
CW Technology	187.00
CW Technology	562.40
D&T Ventures	225.00
Dex Media	103.48
Digital Ally	4,025.00
DKN Construction	6,710.00
Dresser Methven Funeral Home	350.00
DVS Renewal	211.00
E911 IES	105.24
East Central Exterminating	480.00
East Central Exterminating	120.00
East Central Solid Waste Comm	23.08
East Central Solid Waste Comm	12.79
ECM Publishers	89.10
EG Rud and Sons	2,500.00
Fairview Diagnostic Lab	70.00
Fastenal	194.71
Faust, Patrick	374.10
FBG	8,585.24
FBG	1,580.80
FirstLight Health Systems	1,207.50
FirstLight Health Systems	56.11
Fresonke, Lew	150.00
Fritz, William	950.00
Galls	98.05
Garcia, Tim	345.00
Glen's Tire	626.52
Glen's Tire	516.12
Glen's Tire	765.18
Granite City Armored Car	359.28
Granite City Jobbing	1,000.32

Granite Electronics	3,232.97
Hassken Dental	297.00
Hennepin Co Medical Center	300.00
Hoefert, Bob	1,425.96
Hoglund Bus & Truck Co	123.59
Hoglund Bus & Truck Co	34.80
Industrial Health Services	179.00
Information Systems Corp	11,571.00
Innovative Office Solutions	118.60
Innovative Office Solutions	21.86
Innovative Office Solutions	32.24
Isanti Co Sheriff's Office	3,922.68
Isanti Police Dept	3,890.44
Jones, Willie	311.94
Kanabec Co Environmental Services	77,466.00
Kanabec Co Hwy Dept	3,543.76
Kanabec Co Hwy Dept	131.73
Kanabec Co Hwy Dept	24.88
Kanabec Co IS	4,200.00
Kanabec Co Sheriff's Office	606.57
Kanabec County SWCD	9,518.34
Kanabec Publications	604.83
Kanabec-Pine Community Health	150.65
Kanabec-Pine Community Health	1,564.40
Keepsrs	2,436.46
Keepsrs	95.29
Kennedy Jr, Kerry	712.58
Kenol, Quila	182.16
Koch's Hardware	18.88
Lerrssen, Jennifer	284.71
LexisNexis Matthew Bender	379.31
LexisNexis Matthew Bender	258.10
MACVSO	150.00
Manthie, Mark	19.98
Manthie, Scott	1,117.51
Manthie, Wendy	860.80
Marco Technologies	3,998.00
Marco Technologies	635.31
Marco Technologies	734.41
Marco Technologies	1,145.86
Marco Technologies	572.92
Marco Technologies	54.95
Marco Technologies	21.13

Marco Technologies	128.45
Marco, Inc	486.00
Marco, Inc	486.00
Marohn, Brenda	16.10
Mastercare Outdoors	300.00
Mattson Electric	65.50
MCCC	21,022.20
MCCC	4,687.00
MCCC	219.43
MCCC	1,400.58
MCCC	1,085.00
MCCC	1,085.00
MCCC	5,950.88
MCCC	9,300.00
McClellan, Karen	20.00
McClellan, Karen	40.37
McGee MD, Michael	2,500.00
McGee MD, Michael	3,000.00
MCHRMA	100.00
MCIT	1,558.00
MCIT	105,493.00
MCIT	74,145.00
MCIT	47,794.00
MCIT	24,995.00
MCIT	19,486.00
MCIT	19,486.00
MCIT	96,112.00
MidContinent	73.48
Mike Nelson's Auto Glass	45.00
Milaca Chiropractic	150.00
Mille Lacs Co Public Works	734.77
Mille Lacs Co Vet Services	120.00
MN Co Attorneys Assn	38.00
MN Dept of Health	1,487.50
MN Dept of Human Rights	150.00
MN Dept of Human Rights	67.56
MN Monitoring	642.00
MN Unemployment	5,478.30
Mora Motor Vehicle	32.00
Mora Motor Vehicle	12.00
Mora Motor Vehicle	18.00
Mora Motor Vehicle	16.00
Mora Motor Vehicle	128.00

Mora Unclaimed Freight	49.07
MRA Trusight	1,400.00
NACO	450.00
Nelson, Ansel	597.26
Nelson, Ronette	500.18
Nelson, Wanda	157.42
Newgard, Jean	141.32
Northland Securities	2,500.00
NorthStar	158.37
Novus Glass	40.00
Oak Gallery	23.92
O'Brien, Pat	50.53
Office Depot	131.36
Office Depot	12.15
Office Depot	3.31
Office Depot	13.32
Office Depot	79.06
Office Depot	109.52
Office Depot	108.08
Office Depot	125.12
Ogilvie Public Schools	917.25
Oslin Lumber	17.06
Owens Auto Parts	51.00
Owens Auto Parts	9.72
Owens Auto Parts	27.18
Pakor Inc	291.84
Payne, Liz	61.56
Payne, Liz	88.69
Pieper, Helen	269.10
Pizza Hut	109.01
Printeez & Promotion	368.00
PTS of America	2,169.80
Quality Disposal	186.68
Quality Disposal	730.19
Quill	50.18
Ramsey County	5,600.00
Reed, Terrie	139.44
Regents of the University of MN	13,674.84
Regions Hospital	596.00
Reliance Telephone	8,230.00
Resource Training & Solutions	250.00
Rinke Noonan Lawn Firm	95.00
RJ Mechanical	1,729.50

Roberts, Rodney	134.59
Rogers, Pearl	470.58
RS Eden	253.97
Sedlacek, Lowell	184.44
Shopko	2,299.79
Shopko	35.65
Shopko	195.66
Short Elliott Hendrickson Inc	2,700.00
SimplexGrinnell	2,073.47
Snake River Watershed	133,152.50
State of MN	270.00
Stellar Services	1,030.13
Strelow, David	23.76
Swanson, Jeremy	136.57
Thompson-Reuters-West	315.00
Thompson-Reuters-West	283.38
Tinker & Larson	633.11
Tinker & Larson	40.00
Tinker & Larson	1,295.33
Touch & Go	93.31
Uline	44.74
US Bank	354,587.50
US Bank	611,816.25
VanDall, Camille	636.88
Veit Disposal Systems	14,840.00
Visser, Maurice	775.15
Watson Co	115.56
Western Alliance Bank	236,605.00
Wiitala, David	885.26
Wynn, Heather	80.50
Zamora, Ray	570.82
Total	<u>2,593,245.81</u>

### **Road & Bridge Fund**

<b>Vendor</b>	<b>Total</b>
Ace Hardware	631.72
Ameripride	512.79
Auto Value Mora	1,684.53
Central McGowan, Inc	156.97
Compass Minerals America	8,033.23
Crawford's Equipment, Inc	3,063.98
D & M Oil, LLC	11,601.14

DKN Construction	2,256.00
Mark Dooley	210.00
Federated Co-ops	12.50
Fleetmatics USA, LLC	559.00
FleetPride	508.76
Force America Distributing	88.11
Glens Tire	9.50
Gopher State One-Call	11.70
ID Sign Solutions, LLC	56,829.56
Jeff's Machine & Welding, LLC	307.59
Kanabec Co Hwy-Petty Cash	10.25
Lakes Gas	77.50
Marco	396.00
Mattson Electric of Mora, LLC	9,015.90
Mille Lacs Public Works	676.13
MN Co Engineers Association	350.00
Mimbach Fleet Supply	979.94
Mora, City of	694.58
Mora Chevrolet Buick	755.65
Mora Motor Vehicle, Inc	448.00
Northern Safety Co, Inc	329.26
Office Depot	130.01
Owens Auto Parts	284.54
Pomp's Tire Service	282.94
Power Plan	442.22
Preferred Cleaning	1,100.00
Premier Outdoor Services, LLC	4,720.00
Quality Disposal Systems, Inc.	149.79
Regents of University of MN	185.00
Tom Roeschlein	35.01
Fred Sawatzky	9.06
SHI International Corp	763.00
Swanston Equipment Corp	743.31
Timmer Implement, Inc	1,261.48
Tri-City Paving, Inc	226,641.48
Tri-City Paving, Inc	20,842.05
Verizon	37.52
USDA	2,499.13
Nate Westling	50.00
Widseth Smith Nolting & Assoc	12,739.06
Xerox/ACS	5,368.95
Zahl Petroleum Maintenance Co	1,477.36

Total

379,972.20

Action #41 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to recess the board meeting at 9:11am to a time immediately following the Human Service Board.

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The Kanabec County **Human Service Board** met at **9:11am** on Wednesday, January 20, 2016 pursuant to adjournment with the following Board Members present: Les Nielsen, Kim Smith, Dennis McNally, Gene Anderson, and Kathi Ellis. Health & Human Service Director Wendy Thompson presented the Human Services agenda.

Action #HS42 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the Human Service Board agenda as presented.

Action #HS43 – It was moved by Kim Smith, seconded Kathi Ellis and carried unanimously to approve the following resolution:

### **Resolution #HS43 - 01/05/2016**

#### Adult Mental Health Grant Agreement Resolution

**WHEREAS**, Kanabec County Family Service’s Adult Mental Health grant plan has been approved by the Minnesota Department of Human Services, and

**WHEREAS**, the Family Services Director has submitted the Adult Mental Health grant agreement for this Board’s approval;

**THEREFORE BE IT RESOLVED** to approve an agreement between the State of Minnesota, Department of Human Services and Kanabec County through its Family Services agency for Adult Mental Health Services which include the Adult Mental Health Initiative (AMHI), Housing with Supports, Project for Assistance in Transition from Homelessness (PATH) and Community Support Services (CSP) for year 2016.

Action #HS44 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the payment of 141 claims totaling \$290,229.18 on Welfare Funds.

Action #HS45 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to adjourn the Human Service Board at 10:14am and to meet in regular session on Wednesday, February 17, 2016 at 9:05am.

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The Board of Commissioners meeting reconvened.

Transit Director Helen Pieper met with the County Board to discuss matters concerning the Transit Department.

Action #46 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the promote two Part Time Bus Drivers, Robert Magaard and Jessi Manthie, to Full Time status (35-40 per week) effective January 23, 2016.

**10:36am** - The Chairperson then called for public comment three times. None responded.

**10:37am** - The Chairperson closed public comment.

Action #47 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve holding a public hearing at an evening meeting to discuss gravel tax.

Action #48 – It was moved by Dennis McNally, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

### **Resolution #48 - 01/05/2016**

SAP 033-619-013, SAP 033-604-019 Box Culvert Final Payment

**WHEREAS** Project SAP 033-619-013 and SAP 033-604-019 has in all things been completed and in accordance with the contract and the County Board being fully advised in the premises,

**BE IT RESOLVED** that we do hereby accept said completed project for and on behalf of the County of Kanabec and authorize final payment to Landwehr Construction in the amount of \$80,202.99.

Action #49 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

### **Resolution #49 - 01/05/2016**

Sign Person

**WHEREAS** there is a vacancy in the position of a Sign Person, and

**WHEREAS** the board desires to refill this vacant position, and

**THEREFORE BE IT RESOLVED** that the County Board authorizes the Public Works Director and the County Personnel Director to hire a full time Sign Person to refill the vacant position at Step A, Range 9 of the pay plan which is \$17.55 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 the Public Works Director and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

*Action #50* – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the following resolution:

## **Resolution #50 - 01/05/2016**

CSAH 2 Geotechnical Services

**WHEREAS** a portion of County State Aid Highway No. 2, approximately 1.85 miles west of Minnesota Trunk Highway No. 65, frequently experiences pavement failure due to subgrade settlement, and

**WHEREAS** said pavement failures result in high maintenance costs and present road safety issues, and

**WHEREAS** the Public Works Director recommends a detailed geotechnical evaluation be conducted in order to determine a permanent solution to the pavement failures, and

**WHEREAS** Gale-Tec Engineering Inc. has provided qualifications and a proposal to conduct the necessary field and laboratory tests and produce a report with geotechnical recommendations, and

**WHEREAS** said proposal was presented before the Board of Commissioners;

**THEREFORE BE IT RESOLVED** to accept the proposal by Gale-Tec Engineering Inc. for geotechnical services for County State Aid Highway No. 2 for an estimated fee of \$13,680.

*Action #51* – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

## **Resolution #51 - 01/05/2016**

**WHEREAS** Kanabec County has received an Order from the 10<sup>th</sup> Judicial District setting wages for Probation Officers, and

**WHEREAS** the State Legislature has mandated that the Probation Agents wages must be comparable to similar state employees of local wage scales, county pay plans or the impact on a county's pay equity status, and

**WHEREAS** the state has mandated an increase on January 1, 2016 and July 1, 2016;

**BE IT RESOLVED** to approve the following wage rates effective January 1, 2016:

Lucas J. Athey	\$33.77 per hour
Andrew Magaard	\$20.76 per hour
Elisabeth Payne	\$21.44 per hour

**BE IT FURTHER RESOLVED** to approve the following wage rates effective July 1, 2016:

Todd W. Eustice	\$41.74 per hour
Lucas J. Athey	\$34.61 per hour
Andrew Magaard	\$21.28 per hour
Elisabeth Payne	\$21.98 per hour

Action #52 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

### **Resolution #52 - 01/05/16**

HR Specialist Evaluation

**WHEREAS** the board did by Action #19a-12/16/15 refer the position of HR Specialist to the pay plan consultant for review, and

**WHEREAS** the board has been presented with the results of that study;

**BE IT RESOLVED** to accept the following ranking for the “HR Specialist” position, which results in Pay Range 10:

<b>Category</b>	<b>Rank</b>	<b>Points</b>
Qualifications	Q46	100
Decisions	D24	52
Problem Solving	P10	41
Relationships	R13	48
Effort A	Ea5	4
Effort B	Eb14	12
Hazards	H17	13
Environment	N5	8
<b>TOTAL POINTS</b>		<b>278</b>

Action #53 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #53 - 01/05/2016**

Equal Pay Resolution

**WHEREAS**, Kanabec County is applying for a Regional Prevention Coordinator grant, and

**WHEREAS**, the grant application requires the County to certify they are in compliance with:

- Title VII of the Civil Rights Act of 1964
- the Equal Pay Act of 1963
- the Minnesota Human Rights Act
- the Minnesota Equal Pay Act for Equal Work Law
- the average compensation for female employees is not consistently below the average compensation for male employees, taking into account mitigating factors within each of the major job categories report
- make retention and promotion decisions without regard to gender, nor do we limit employees based on gender to certain job classifications
- promptly correct wage and benefit disparities
- evaluate wages and benefits to ensure compliance with the above identified laws

**THEREFORE BE IT RESOLVED** the Kanabec County Board of Commissioners is certifying that Kanabec County is in compliance with the above acts, laws and compensation requirements.

*Action #54* – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #54 - 01/05/16**

**WHEREAS** Kanabec County wishes to continue to retain legal services for specialized land and environmental issues, and

**WHEREAS** Scott Anderson, of Rupp, Anderson, Squires and Waldspurger, P.A. has previously provided these services in a cost effective manner, and

**WHEREAS** the retainer fee of \$3,000, the amount paid since 2005, will remain the same for 2016;

**THEREFORE BE IT RESOLVED** to approve renewing a retainer with Scott Anderson of Rupp, Anderson, Squires and Waldspurger, P.A. for calendar year 2016 at a cost of \$3,000 paid from wetland funds and authorize the chairperson and coordinator to sign the agreement.

*Action #55* – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

### **Resolution #55 - 01/05/16**

**BE IT RESOLVED** to close the meeting at 11:38 a.m. pursuant to Minnesota Statute §13D.03 to consider strategy for labor negotiations, including negotiation strategies or

developments and discussion and review of labor negotiation proposals, conducted pursuant to sections §179A.01 to §179A.25.

Those present during the closed portion of the meeting include Commissioners Gene Anderson, Kathi Ellis, Les Nielsen, Dennis McNally, and Kim Smith. Also present was County Coordinator & Personnel Director Patrick Christopherson.

Action #56 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to re-open the meeting at 11:53 a.m.

Action #57 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve a Letter of Agreement with Resource Training & Solutions for workplace wellness programs.

Action #58 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

### **Resolution #58 – 01/05/16**

**WHEREAS** the negotiating team has presented the Board with a proposed 2016-2017 bargaining unit agreement between Kanabec County and the Minnesota Teamsters Public and Law Enforcement Employees Union, Local 320, and

**WHEREAS** the Union has indicated acceptance by signature of the Union Business Agent;

**BE IT RESOLVED** to approve a 2016-2017 bargaining unit agreement between Kanabec County and the Minnesota Teamsters Public and Law Enforcement Employees Union, Local 320.

Action #59 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to adjourn at 11:55 a.m. and to meet again in regular session on Wednesday, February 3, 2016 at 9:00am.

Signed \_\_\_\_\_  
Chairperson of the Kanabec County Board of Commissioners,  
Kanabec County, Minnesota

Attest: \_\_\_\_\_  
Board Clerk