

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

July 13, 2005

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, July 13, 2005 pursuant to adjournment with the following Board Members present: Stan Cooper, Kathi Ellis, Jerry Nelson, Les Nielsen, and Dennis McNally.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Dennis McNally, seconded by Kathi Ellis, and carried unanimously to approve the agenda with the following additions:

1. East Central Regional Library Budget
2. Evaluation Method

9:03am - County Engineer Greg Nikodym met with the County Board to discuss matters concerning the Highway Department.

Action #2 - It was moved by Dennis McNally, seconded by Les Nielsen, and carried unanimously to approve payment of a claim totaling \$88,182.50 to Visser Scraper Service for work completed on SAP 33-624-03: construction of CSAH #24 from the intersection of 310th Avenue & Mahogany Street to TH 65.

Action #3 - It was moved by Les Nielsen, seconded by Kathi Ellis, and carried unanimously to approve payment of a claim totaling \$191,036.26 to Bauerly Companies for work completed on SP 33-604-15: the reconstruction of County State Aid Highway 4 from a point 265 feet west of CSAH 12 and then west to T.H. #47.

Action #4 - It was moved by Kathi Ellis, seconded by Les Nielsen, and carried unanimously to approve payment of a claim totaling \$37,396.14 to Tri-City Paving for work completed on SAP 33-604-16: the reconstruction of County State Aid Highway 4 from CSAH 12 to CSAH 16.

Action #5 - It was moved by Les Nielsen, seconded by Dennis McNally, and carried unanimously to approve a final payment totaling \$111,755.66 to Bauerly Bros for paving projects on SAP 33-617-08, SAP 33-606-20 and CR. No. 69.

Action #6 - It was moved by Dennis McNally, seconded by Kathi Ellis, and carried unanimously to authorize the county engineer to accept bids for the sale of used light fixtures.

Action #7 - It was moved by Les Nielsen, seconded by Dennis McNally, and carried unanimously to authorize the county engineer to prepare bid documents for paving C.R. 48.

Action #8 - It was moved by Kathi Ellis, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution #8 - 07/13/05

WHEREAS quotes for unleaded gasoline were received as follows:

Federated Cooperative	\$1.860/Gallon
Town & Country Oil	\$1.789Gallon

BE IT RESOLVED to approve the recommendation of the County Engineer and accept the low quote of \$1.789 per gallon from Town & Country Oil.

Action #9 - It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

Resolution #9 - 07/13/05

WHEREAS quotes for diesel fuel were received as follows:

Federated Cooperative	\$1.990/Gallon
Town & Country Oil	\$2.039/Gallon

BE IT RESOLVED to approve the recommendation of the County Engineer and accept the low quote of \$1.990 per gallon from Town & Country Oil.

9:30am - Environmental Services Director Teresa Bearce met with the County Board to discuss matters concerning a water plan project and Ordinance #4. Also present was Kelly Osterdyk with Kanabec Soil & Water.

Action #10 - Jerry Nelson introduced the following resolution and moved its adoption:

Resolution 10 - 07/13/05

WHEREAS the board has been presented with a request for assistance with a shoreline preservation project by Jan Pohlen on the Snake River near the Village of Grasston, and

WHEREAS the Water Plan Committee has approved this project, and

WHEREAS the board has had the opportunity to examine the merits of the project;

BE IT RESOLVED to authorize up to \$200.00 in Water Plan Funds for technical assistance by Kanabec Soil & Water, and

BE IT FURTHER RESOLVED to authorize up to \$500.00 in Water Plan Funds for project assistance to Jan Pohlen.

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: Jerry Nelson, Les Nielsen, Kathi Ellis, Stan Cooper

OPPOSED: Dennis McNally

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

Action #11 - It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution 11 – 07/13/05

WHEREAS the board has considered a revision to the Kanabec County Subdivision Platting Ordinance, and

WHEREAS the proposed change would correct a portion of Section 7.30 to show appeals of exemption certificate actions going to the Board of Adjustment instead of the Planning Commission;

BE IT RESOLVED to hold a Public Hearing at 10:00am on Wednesday, August 10, 2005 at a regular board meeting of the Kanabec County Board of Commissioners for the purpose of receiving public input on a proposed change to the Kanabec County Subdivision Platting Ordinance.

Action #12 - It was moved by Jerry Nelson, seconded by Kathi Ellis, and carried unanimously to approve the June 22, 2005 minutes of the Kanabec County Board of Commissioners as corrected:

- a. Action #11, in the second WHEREAS, correct the word ‘situates’ to ‘situated.’
- b. Action #12, show the payment amount of \$37,815.98
- c. Action #13, show the payment amount of \$16,245.06
- d. Action #12, show the payment amount of \$28,960.82
- e. The discussion item after Resolution #15 starting with “Keith Visser,” add the

following after the word 'performed': "and his concerns and displeasure about the decision making process."

Action #13 - It was moved by Kathi Ellis, seconded by Jerry Nelson, and carried unanimously to approve a **Consent Agenda** including all of the following actions:

Resolution 13a – 07/13/05

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 May, 2005 claims on SCORE Funds:

Quality Disposal	\$3,226.12
Brian Milbradt	\$25.00
Jared Milbradt	\$25.00
East Central Solid Waste	\$347.85
Arthur Township	\$400.00
TOTAL	\$4,023.97

Resolution 13b – 07/13/05

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 June 23, 2005, and

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

BE IT RESOLVED to pay the following claims:

Kanabec Publications	\$36.27
Ernie Rud	\$148.00
MN Shoreline Restoration	\$6,100.00
ERA Laboratories	\$140.00
ERA Laboratories	\$112.00

Total	\$6,536.27
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10:00am - County Recorder Rhonda Olson met with the County Board to present her proposed Y2006 budget. The board took the matter under advisement.

10:14am - County Assessor Dan Weber met with the County Board to discuss matters concerning his office.

Action #14 - It was moved by Kathi Ellis, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution 14 – 07/13/05

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 follows:

Abatements/Additions for July 13, 2005

<u>Name</u>	<u>Parcel Number</u>	<u>Reason for Abatement/Addition</u>	<u>Amount of Change</u>
Wilbert Marcotte	22.90050.01	MH removed in Dec. should not have been taxed	(\$32.00)
Scott & Rebecca Kvan	22.99019.02	Hstd pulled incorrectly	(\$168.00)
Total Changes			(\$200.00)

Action #15 - It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution 15 – 07/13/05

WHEREAS the board has received a request for reevaluation of an existing Job Class pursuant to County Policy P-117 (11-19-03), Section II, and

WHEREAS the board has determined that this job has so substantially changed as to require a reevaluation;

BE IT RESOLVED to direct that the position of Data Processing Assistant/Clerk II in the Assessor's Office be submitted to the pay consultant for review.

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

Anderson Legal	397.50
Anderson Legal	405.00
Ann Lake Twp	19,127.97
Aquila	1,752.47
Arthur Twp	86,734.43
Arthur Twp	8,543.09
Braham Public Schools	34,168.88
Brown Law Office	532.50
Brunswick Twp	42,073.10
Cardinal Distribution	50.26
Cardinal Distribution	314.04
City of Braham	117.46
City of Grasston	4,685.52
City of Mora	308,596.20
City of Mora	2,646.78
City of Mora	1,571.11
City of Ogilvie-Clerk	34,034.64
City of Ogilvie-Clerk	20.00
City of Quamba	7,464.35
Comfort Twp	41,508.46
Comm of Finance-Treas Div	267.27
Cook Co Emergency Mgmt	474.93
Danielson, Brent	100.00
East Cent Reg Dev Comm	8,359.41
East Cent Reg Dev Comm	13.22
East Central MN Habitat for Humanity	100.00
East Central School Dist	15,642.53
Ford Twp	18,603.18
Fortis Benefits Ins Co	2,362.45
Fortis Benefits Ins Co	851.44
Fortis Benefits Ins Co	2,863.43
GMCU	2,662.37

Grass Lake Twp	35,023.16
Griffith, Patricia	348.40
Haybrook Twp	7,735.43
Haybrook Twp	5,544.80
Hillman Twp	20,810.91
Hinckley-Finlayson Twp	9,117.88
Holiday Credit Office	3,795.84
Holiday Credit Office	4,383.52
Intrepid Development Corp	6,208.20
Intrepid Development Corp	51,142.47
Intrepid Development Corp	13,300.00
Isle Public Schools	13,139.00
Isle Public Schools	11,089.61
Kanabec Co	347,085.34
Kanabec Twp	25,513.17
Klepsa, Richard	100.00
Knife Lake Twp	34,779.67
Knife Lake Twp	117.89
Kroschel Twp	18,858.12
Milaca Public Schools	2,388.90
MN Dept of Finance	24,935.70
Mora Fire Dept	110.00
Mora Municipal Utilities	7,535.49
Mora Municipal Utilities	80.38
Mora Public Schools	291,255.66
Mora Public Schools	297.50
Mora Public Schools	1,050.28
Mora Public Schools	15,868.58
Northstar Access	1,156.16
Ogilvie Fire Dept	330.00
Ogilvie Public Schools	155,925.42
Ogilvie Public Schools	297.50
Ogilvie Public Schools	17,086.18
Ostrom, Donna, Deputy Registrar	13.50
Ostrom, Donna, Deputy Registrar	9.50
Ostrom, Donna, Deputy Registrar	1,042.47
Peace Twp	39,018.79
Peace Twp	5,681.49
Pine City Public Schools	129.71
Pomroy Twp	31,888.41

Refuge, The	399.00
Rural Cellular Corp	36.54
Sheriff, Kanabec Co	198.80
Sheriff, Kanabec Co	939.97
Snohomish Co Sheriff's Office	86.50
Southfork Twp	29,786.03
TDS Metrocom	495.98
Treasurer, State of MN	132.50
Treasurer, State of MN	2,117.19
Whited Twp	14,403.97
Whited Twp	2,134.91
Window	133.00
	<u>1,902,103.41</u>

Snake River Watershed

Dilks, William	267.88
Dilks, William	468.47
ERA Laboratories	2,133.00
ERA Laboratories	1,631.00
GHA Technologies	318.97
Kanabec Publications	49.28
Metropolitan Council	39.94
Spee-Dee Delivery	47.00
	<u>4,955.54</u>

Action #17 - It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to approve payment of the following claims on the funds indicated:

Revenue Fund

888 Knives R Us	447.60
A&A Enterprises	119.27
Ace Hardware	28.90
Ace Hardware	69.44
Ace Hardware	72.89
Ace Hardware	28.81
ACS	456.00
Aitkin Medical Center	338.25
Akkerman Ingebrand Funeral Home	485.00
Allina Home Oxygen	1,427.79
Allina Medical Clinic	150.00

AMEM	120.00
American Solutions for Business	407.63
AmeriPride	56.76
AmeriPride	273.29
Ammerman, Kari	196.43
Ammerman, Roy	120.00
Anderson, Jeffrey	1,820.00
Anderson, Jody	324.06
Anderson, Karen	229.64
Anderson, Kathryn	241.79
APIC-MN	185.00
Armstrong, Becci	67.24
Arrowwood Resort	364.19
Arrowwood Resort	595.80
Automation Supply Co	915.25
Barlow, Walt	36.89
Best Western Marshall Inn	220.11
Biever, Laurie	159.98
Bob Barker Co	534.03
BP Amoco	38.00
Braham Motor Service	106.42
Branson Electronics	20.00
Briggs	1,326.03
Cale's Plumbing	760.88
Cassman, Deb	57.11
Central MN Concil on Aging	50.00
Chader Business Equip	22.77
Clinical & Forensic Psychology	1,250.00
Coborns	329.02
Coborns	20.91
Coborns Long Term Care Pharmacy	194.58
Coborns Pharmacy	631.25
Coborns Pharmacy	1,489.26
Colburn, Judy	194.81
Communication Briefing	109.00
Computer Professionals Unlimited	951.60
Connolly, Sean	23.25
Consolidated Telephone Co	20.91
CPS	151.97
Crawford Supply Co	62.88

Dakota Co Technical College	385.00
Dalco	38.51
Dallman, Bonnie	55.92
Dandelion Floral	48.02
Dorothy & Assoc	1,200.00
Drug Detection Devices	578.20
E911	150.00
East Central Electric	43.60
East Central Exterminating	85.20
East Central Regional Juvenile Center	2,580.00
East Central Regional Juvenile Center	172.00
East Central Regional Library	65,835.00
EBSC	571.00
ECM Publishers	571.20
ECM Publishers	81.60
Ecowater Systems	88.92
Election Systems & Software	1,543.00
Elfstrum, Brenda	323.20
Elservier	47.87
Employers Assoc	825.00
ERA Laboratories	56.00
Erbstoesser, Arnie	128.80
Etter, Robin	18.46
Fairview Home Infusion	1,756.37
Fat Daddy's Auto Parts	79.86
Fat Daddy's Auto Parts	136.17
FedEx Kinko's	298.42
Fresonke, Lew	100.00
Friday, Jenny	59.95
GHA Technologies	210.12
GHA Technologies	107.57
GHA Technologies	893.00
GHA Technologies	104.44
Glens Tire	745.94
Granite City Mailing Equip	50.06
Grant, Donald	456.98
Grant, Jesse	257.31
Hannu, JoAnn	229.23
Harff, Shirley	281.36
Hasler	560.72

Healing Ministry	118.00
Henderson, Paul	16.25
Hennepin Co Medical Center	90.00
Holiday	44.23
Hopkins	233.26
Howard, Carey	174.96
Inventory Trading Co	138.75
Ivans	56.91
Jims Locksmithing	6.66
Johnson, Dawn	24.30
Johnson, Jeanette	396.91
Johnsons Hardware	114.11
Johnsons Hardware	32.94
Jola Publications	89.46
Kanabec Co Hwy Dept	61.78
Kanabec Co Hwy Dept	125.16
Kanabec Co Hwy Dept	1,180.90
Kanabec Co Hwy Dept	32.63
Kanabec Co Hwy Dept	147.47
Kanabec Co Hwy Dept	262.52
Kanabec Co Nursing Service	393.25
Kanabec Hospital	9,580.67
Kanabec Hospital	5,225.00
Kanabec Publications	1,316.78
Kanabec Publications	32.00
Kanabec Publications	161.56
Kanabec Publications	74.32
Kanabec Publications	208.75
Kanabec Publications	131.00
Kanabec Publications	101.18
Kanabec Publications	13.50
Kanabec Publications	38.81
Kanabec Soil & Water	25.00
Keefe Supply Co	703.20
KEEPRS	157.51
Kleven, Bud	3.24
Knutson, Micelle	19.32
Laska, Millie	637.18
Losinger, Jess	97.46
Losinger, Jess	72.38

M&K Yard Care	186.38
MACAI	160.00
MACM	50.00
Magaard, Deb	191.57
Magaard, Derek	260.00
Marco	85.20
Marco	105.32
Martin, Bill	20.00
Mary Kenning PHD	1,250.00
Matthew Bender	1,280.16
Maul, Barb	103.28
MB McGee	1,200.00
MCCC	434.65
MCCC	3,159.99
MCCC	55.00
MCCC	55.00
MCCC	35.00
MCCC	70.00
MCCC	50.00
MCCC	100.00
MCCC	1,764.00
Meld	1,134.00
Mid-American Research Chemical	86.58
Mille Lacs Co Jail	11,000.00
MN CLE	135.00
MN Dept of Admin	10.32
MN Dept of Admin	600.00
MN Dept of Public Safety	270.00
MN Monitoring	370.00
MN Monitoring	231.00
MN State Bar Assoc	495.00
Mora Bakery	12.60
Mora Psychological Services	660.00
Morrison Co Jail	2,600.00
National Bushing	9.20
National Bushing	21.28
National Health Video	96.00
Nelson, Rosemary	71.50
Norby's Cleaning	2,400.00
Norlund, Daryl	10.00

Nyman, Sherri	68.04
Oak Gallery	31.46
Office Depot	41.68
Office Depot	590.07
Office Depot	64.05
Office Depot	63.14
Office Depot	455.16
Office Depot	88.14
Office Depot	78.23
Office Depot	61.20
Office Depot	1,053.50
Office Depot Credit Plan	150.24
Olmstead Bill	97.09
Olson, Rhonda	217.49
Olson, Rhonda	8.00
Option Care	153.85
Orazem, Carol	36.40
O'Reilly, Molly	137.70
Oslin Lumber	8.54
Pamida	309.53
Pamida	9.78
Paraclete Press Inc	111.83
Pearson Radli & Assoc	1,140.00
Petal Pushers Garden Center	146.93
Peterson, Ronald	56.32
Pfiffner, Betty	726.57
Pronto Land Measures	74.50
Quality Disposal	435.34
Quill	45.78
Raiche, Nancy	292.42
Ramsey County	3,600.00
Ratwik, Roszak & Maloney, PA	982.42
Reed, Terrie	163.22
Regions Hospital	470.00
Reliance Telephone	760.00
Richter Technology Supply	40.47
Ringler, Jennie	372.61
RS Eden	255.15
RS Eden	72.60
Ruckle, Jessie	185.25

Rural Cellular Corp	35.20
Rural Cellular Corp	435.68
Rural Cellular Corp	19.98
Rural Cellular Corp	34.69
Rural Cellular Corp	17.60
Rural Cellular Corp	71.11
Rural Cellular Corp	35.20
Ruttgers Bay Lake Lodge	488.85
S&T	12.01
S&T	343.39
S&T	446.30
S&T	9.39
S&T	19.17
Sandberg, Bev	179.02
Sandstone Distributing	18.50
SBC Paging	219.34
Schroeder, Janelle	119.48
Scofield, Becca	101.66
Sheriff, Isanti Co	6,091.90
Sheriff, Sherburne Co	1,600.00
Sheriffs Youth Program	2,085.58
Sheriffs Youth Program	595.88
Sjoberg, Corrine	450.00
Sjodin, Roberta	289.58
Snowflake Distributing	283.50
Special Operations Training Assoc	1,050.00
State of MN	13.10
State of MN	14.14
State of MN	22.70
State of MN	60.51
Stericycle	90.14
Stericycle	92.64
Streichers	810.60
Sunshine Printing	95.21
Swanson, Lori	56.70
The Center for Breastfeeding	545.00
Thompson, Wendy	483.98
Timm, Rena	38.48
T-Mobile	93.03
T-Mobile	135.08

T-Mobile	89.74
Troupe Advertising	400.00
University of MN	8,010.16
US Bank	131,701.25
US Bank	97,397.50
US District Court	25.00
Vogel, Darla	215.87
Voight, Jackie	174.56
Watson Co	617.01
Watson Co	543.11
Weber, Dan	111.78
Wells Fargo	81,500.00
Wells Fargo	375.00
West Payment Center	383.40
West Payment Center	1,471.84
West Payment Center	3,896.89
West Payment Center	888.62
Zamora, Raymond	397.38
Zaudtke Electric	98.00
Total	<u><u>512,780.16</u></u>

Road & Bridge Fund

AAA Striping Service Co.	43,279.95
Ace Hardware	233.19
Ameripride	528.72
Arnold's Equipment	349.36
Auto Glass Center, Inc.	230.05
Boyer Ford Trucks	218.49
Brock White Company	33.84
Catco	386.32
Central Applicators, Inc.	1,939.16
Commissioner of Transportation	887.47
Cutler-Magner Company	3,227.81
Fat Daddy's NAPA Auto Parts	710.22
Fluegge's Ag	57.19
Glen's Tire	303.17
Gopher State One-Call	52.65
Isle Aggregate	6,030.20
J-Craft	691.46
Med Compass	570.00
Mora Unclaimed Freight	17.02
National Bushing & Parts Co.	893.66
Northern States Supply, Inc.	86.72

Office Depot	45.60
Oxygen Service Co., Inc.	562.68
Oslin Lumber	112.54
Pine Lake Communications & Electronics	479.25
Pomp's Tire Service, Inc.	1,469.70
Power Plan	1,538.68
Preferred Crushing	10,926.90
Preferred Crushing	2,384.49
Quality Disposal Systems, Inc.	156.45
Richards, Lila, The Cleaning Agent	910.58
Rural Cellular Corporation	37.97
S & T Office Products	140.56
Sherburne County Auditor/Treasurer	353.40
Vander Vegt Electric	11,516.00
Zep Manufacturing Company	269.19
Total:	<u>91,630.64</u>

Action #18 - It was moved by Kathi Ellis, seconded by Les Nielsen, and carried unanimously to set the rent for the house at 330 East Forest in Mora at \$725.00 per month.

Action #19 - It was moved by Les Nielsen, seconded by Dennis McNally, and carried unanimously to authorize the expenditure of up to \$6,000.00 for hazardous material inspection on three county-owned houses in Mora: 318 E Forest, 324 E Forest and 106 S. Vine.

Action #20 - It was moved by Kathi Ellis, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution #20 - 07/13/05

WHEREAS the board has leased courthouse space to Experience Works, Inc, and

WHEREAS the lease did expire on June 30, 2005, and

WHEREAS the board does wish to renew the lease;

BE IT RESOLVED to approve and authorize the County Coordinator to sign a lease covering the time period July 1, 2005 through June 30, 2006 with Experience Works, Inc for rooms 101 and 104 in the county courthouse under terms identical to the expired lease.

Action #21 - It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

Resolution #21 - 07/13/05

WHEREAS the Insurance Committee has made their recommendation for non-union representation on the county Insurance Committee;

BE IT RESOLVED to accept the recommendation and appoint the following employee to the Insurance Committee for a three-year terms commencing immediately and expiring January 6, 2009: Lori Swanson.

11:08am - The Chairperson then called for public comment. Those who responded included:

Bob Swetz	1. Provided information about a construction manager. 2. Comments about the Knife Lake election process
Bob Strom	1. Questions about houses purchased by county 2. Concerns about DD214's being available on a web site.

11:20am - The Chairperson closed public comment.

Action #22 - It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to approve a Labor Agreement between Kanabec County and Minnesota Teamsters Local 320 for the time period January 1, 2005 and December 31, 2006.

Action #23 - It was moved by Dennis McNally, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

Resolution #23 - 07/13/05
ORDER OF THE BOARD

WHEREAS there is a vacancy in the position of Extension Secretary, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the County Personnel Director to hire an Extension Secretary to refill the vacant position at Step A, Range G3 of the pay plan which is \$10.80 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.

11:38am - The board took a 10-minute break.

11:48am - VSO/Emergency Management Director Lowell Sedlacek met with the County Board to discuss an Emergency Management Ordinance.

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

Resolution #24 - 07/13/05

BE IT RESOLVED that the Kanabec County Board of Commissioners does hereby ordain the following Ordinance:

Emergency Management Ordinance #29

Section 1. POLICY AND PURPOSE

Subdivision 1. Because of the existing possibility of the occurrence of disasters of unprecedented size and destruction resulting from fire, flood, tornado, blizzard, destructive winds or other natural causes, or from sabotage, hostile action, or from hazardous material mishaps of catastrophic measure; and in order to insure that preparations of Kanabec County will be adequate to deal with such disasters, and generally, to provide for the common defense and to protect the public peace, health, and safety, and to preserve the lives and property of the people of Kanabec County, it is hereby found and declared to be necessary:

- (a) To establish a County emergency management organization responsible for Kanabec County planning and preparation for emergency government operations in time of disasters.
- (b) To provide for the exercise of necessary powers during emergencies and disasters.
- (c) To facilitate the rendering of mutual aid between Kanabec County and other political subdivisions of this State and of other states with respect to the carrying out of emergency preparedness functions.
- (d) To comply with provisions of Minnesota Statutes, Chapter 12, Section 12.25, which requires that each political subdivision of Minnesota shall establish a local organization for emergency management.

Section 2. DEFINITIONS

Subdivision 1. "Emergency Management" means the preparation for and the carrying out of all emergency functions, other than functions for which military forces are primarily responsible, to

prevent, minimize and repair injury and damage resulting from disasters caused by fire, flood, tornado and other acts of nature, or from sabotage, hostile action, or from industrial hazardous material mishaps. These functions include, without limitation, fire-fighting services, police services, emergency medical services, engineering, warning services, communications, radiological and chemical evacuation, congregate care, emergency transportation, existing or properly assigned functions of plant protection, temporary restoration of public utility services and other functions related to civil protection, together with all other activities necessary or incidental for carrying out of the foregoing functions. Emergency management includes those activities sometimes referred to as "Civil Defense" functions.

Subdivison 2. "Disaster" means a situation which creates an immediate and serious impairment to the health and safety of any person, or a situation which has resulted in or is likely to result in catastrophic loss to property, and for which traditional sources of relief and assistance within the affected area are unable to repair or prevent the injury or loss.

Subdivison 3: "Emergency" means an unforeseen combination of circumstances that calls for immediate action to prevent from developing or occurring.

Subdivison 4. "Emergency Management Forces" means the total personnel resources engaged in county-level emergency management functions in accordance with the provisions of this resolution or any rule or order there under. This includes personnel from Kanabec County departments, authorized volunteers, and private organizations and agencies.

Subdivison 5. "Emergency Management Organization" means the staff element responsible for coordinating county-level planning and preparation for disaster response. This organization provides County liaison and coordination with federal, state and local jurisdictions relative to disaster preparedness activities and assures implementation of federal and state program requirements.

Section 3. ESTABLISHMENT OF AN EMERGENCY MANAGEMENT ORGANIZATION

Subdivison 1. There is hereby created with the Kanabec County government an emergency management organization which shall be under the supervision and control of the County Emergency Management Director, hereinafter called the "director". The director shall be appointed by the Kanabec County Board of Commissioners for an indefinite term and may be removed by them at any time. The director shall serve at a salary determined by the County Board and shall be paid his/her necessary expenses. The director shall have direct responsibility for the organization, administration and operation of the emergency preparedness organization, subject to the direction and control of the County Board of County Commissioners.

Section 4. POWERS AND DUTIES OF THE DIRECTOR

Subdivision 1. The director, with the consent of the County Board, shall represent the County on any regional or state conference for emergency management. The director shall develop proposed mutual aid agreements with other political subdivisions of the state for reciprocal emergency management aid and assistance in an emergency too great to be dealt with unassisted, and shall present such agreements to the County Board for its action. Such arrangements shall be consistent with the State Emergency Plan.

Subdivision 2. The director shall make studies and surveys of the manpower, industries, resources and facilities of the County as deemed necessary to determine their adequacy for emergency management and to plan for their most efficient use in time of an emergency or disaster. The director of Emergency Management shall establish the economic stabilization systems and measures, service staffs, boards and sub-boards required, in accordance with state and federal plans and directions subject to approval of the Kanabec County Board of Commissioners.

Subdivision 3. The director shall prepare a comprehensive emergency plan for the emergency preparedness of the County including municipal and unincorporated areas and shall present such plan to the Kanabec County Board of Commissioners for its approval. When the board has approved the plan by resolution, it shall be the duty of all County agencies subject to the control of the County Board and all emergency preparedness forces of the County to perform the duties and functions assigned by the plan as approved. The plan may be modified in like manner from time to time. The director shall coordinate the emergency management activities of the County to the end that they shall be consistent and fully integrated with the emergency plan of the Federal Government and the State and correlated with emergency plans of other political subdivisions within the State.

Subdivision 4. In accordance with the State and County Emergency Plan, the director shall institute such training programs, public information programs and conduct practice warning alerts and emergency exercises as may be necessary to assure prompt and effective operation of the County Emergency Plan when a disaster occurs.

Subdivision 5. The director shall utilize the personnel, services, equipment, supplies and facilities of existing departments and agencies of the county to the maximum extent practical. The officers and personnel of all such departments and agencies shall be, to the maximum extent practical, cooperate with and extend such services and facilities to the County Emergency Management organization. The head of each department or agency in cooperation with the director shall be responsible for the planning and programming of such emergency activities as will involve the utilization of the facilities of the department or agency.

Subdivision 6. The director shall, in cooperation with existing County departments and agencies affected, assist in the organizing, recruiting and training of such emergency management personnel, that may be required on a volunteer basis to carry out the emergency plans of the County. To the extent that such emergency personnel are recruited to augment a regular County department for emergencies, they shall be assigned to such departments or agencies and shall be under the administration and control of said department or agency.

Subdivision 7. Consistent with the state emergency services law, the director shall coordinate the activity of municipal emergency management organizations within the county and assist in establishing and conducting training programs as required to assure emergency operational capability in the several services (Minnesota Statutes, Chapter 12, Sec. 12.25).

Subdivision 8. The director shall prepare and submit such reports on emergency preparedness activities as may be requested by the Kanabec County Board of Commissioners.

Section 5. LOCAL EMERGENCIES

Subdivision 1. Only the Chair of a County Board of Commissioners or their legal successors may declare a local emergency. It shall not be continued for a period in excess of three days except by or with the consent of the governing board of the political subdivision. Any order, or proclamation declaring, continuing, or terminating a local emergency shall be given prompt and general publicity.

Subdivision 2. A declaration of a local emergency shall invoke necessary portions of the response and recovery aspects of applicable local or inter- jurisdictional disaster plans, and may authorize aid and assistance thereunder

Subdivision 3. No jurisdictional agency or official may declare a local emergency unless expressly authorized by the agreement under which the agency functions. However, an inter-jurisdictional disaster agency shall provide aid and services in accordance with the agreement under which it functions.

Section 6. EMERGENCY REGULATIONS

Subdivision 1. Whenever necessary to meet a declared emergency or to prepare for such an emergency for which adequate regulations have not been adopted by the Governor or the County Board, the Board may by resolution promulgate regulations, consistent with applicable federal or state law or regulation, respecting: the conduct of persons and the use of property during emergencies; the repair, maintenance, and safeguarding of essential public services, emergency health, fire, and safety regulation, drills, or practice periods required for preliminary training, and all other matters which are required to protect public safety, health, and welfare in declared emergencies.

Subdivision 2. Every resolution of emergency regulations shall be in writing: shall be dated; shall refer to the particular emergency to which it pertains, if so limited, and shall be filed in the Office of the County Coordinator, which copy shall be kept posted and available for public inspection during business hours. Notice of the existence of such regulation and its availability

for inspection at the County Coordinator's Office shall be conspicuously posted in the lobby of the County Courthouse or at such other places in the affected area as the Board shall designate in the resolution. By like resolution, the Board may modify or rescind any such regulation.

Subdivision 3. The County Board may rescind any such regulation by resolution at any time. If not sooner rescinded every such regulation shall expire at the end of 30 days after its effective date or at the end of the emergency to which it relates, whichever comes first. Any resolution, rule, or regulation inconsistent with an emergency regulation promulgated by the Board shall be suspended during the period of time and to the extent such conflict exists. During a declared emergency, the County is, notwithstanding any statutory or charter provision to the contrary, empowered, through its governing body acting within or without the corporate limits of the County, to enter into contracts and incur obligations necessary to combat such disaster by protecting the health and safety of persons and property and providing emergency assistance to the victims of such disaster. The County may exercise such powers in the light of the exigencies of the disaster without compliance with the time-consuming procedures and formalities prescribed by law pertaining to the performance of public work, entering rental equipment agreements, purchase of supplies and materials, and the appropriation and expenditure of public funds including, but not limited to, publication of resolutions, publication of call for bids, provisions of personnel laws and rules, provisions relating to low bids, and requirement for budgets.

Section 7. Emergency Management A Governmental Function

All functions thereunder and all other activities relating to emergency management are hereby declared to be governmental functions.

Section 8. Participation in Politics

The emergency management organization shall not participate in any form of political activity, nor shall it be employed directly or indirectly for political purposes.

Section 9. Effective Date

This Ordinance shall be in full force and effect on and after July 13, 2005.

12:00Noon - Stan Anderson met with the County Board to discuss how township and county land use and land division zoning come together. No action was taken at this time.

12:36pm - Information Systems Director Jessie Ruckle demonstrated a web site sample.

Action #25 - Jerry Nelson introduced the following resolution and moved its adoption:

Resolution 25 - 07/13/05

WHEREAS a county web site would provide a valuable service to the citizens of Kanabec County, and

WHEREAS the Information Systems Director has developed an economical approach to a web site that would be well within the funds budgeted for that purpose with a \$1,500.00 one-time license fee charge plus \$60.00 per month;

BE IT RESOLVED to authorize the Information Systems Director to contract for GovOffice services for the purpose of hosting a Kanabec County web site.

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

IN FAVOR THEREOF: Jerry Nelson, Les Nielsen, Kathi Ellis

OPPOSED: Dennis McNally, Stan Cooper

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

1:56pm - Jail Administrator Joanne Nelson met briefly with the board to update them on a failure of the jail generator. Nelson was instructed to get the necessary repairs done with attention to future safeguards.

2:56pm - County Engineer Greg Nikodym returned to the meeting.

Action #26 - It was moved by Kathi Ellis, seconded by Jerry Nelson, and carried unanimously to approve payment of a \$113,027.73 claim to ASTECH for sealcoating projects.

Action #27 - Jerry Nelson introduced the following resolution and moved its adoption:

Resolution 27 - 07/13/05

WHEREAS the board has evaluated the past year's job performance of County Engineer Greg Nikodym;

BE IT RESOLVED that the board finds his performance to be satisfactory, and

BE IT FURTHER RESOLVED to authorize the request to advance in pay from G20-E at \$33.44 per hour to G20F at \$34.52 per hour effective at the beginning of the pay period including June 25, 2005.

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

IN FAVOR THEREOF: Jerry Nelson, Les Nielsen, Kathi Ellis, Stan Cooper
OPPOSED: Dennis McNally
ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

Action #28 - It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to adjourn at 3:21pm to meet in regular session on Wednesday, July 20, 2005 at 9:00am.

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

Attest: _____
Kanabec County Coordinator