

PROCEEDINGS OF THE COUNTY BOARD

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

July 27, 2011

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, July 27, 2011 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Kevin Troupe, Gene Anderson and Les Nielsen.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Kathi Ellis, seconded by Kim Smith, and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the July 13, 2011 minutes of the Kanabec County Board of Commissioners as presented.

Action #3 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following paid bills:

Vendor	Amount
Avenet, LLC	750.00
Centerpoint Energy	67.96
East Central Energy	76.68
East Central Reg Dev Comm	47.50
GMCU	832.50
Great America Leasing	281.57
Great America Leasing	999.00
Haybrook Twp	12.00
Isle Public Schools	24.00
Kanabec Co Aud/Treas	180.00
Kanabec Twp	385.00
MN Energy Resource Corp	1,588.03
MN Mutual Life Ins	261.13
Office of Enterprise Tech	600.00
Ogilvie Public Schools	770.00
Ostrom, Donna Deputy Registrar	3,192.22
Resource Training & Solutions	86,755.00
TDS Metrocom	373.80
Verizon Wireless	350.47

Total

97,546.86

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

Resolution #4 – 07/27/11
CMS Authorized Official Resolution

WHEREAS, the Medicare Enrollment Application requires the signature of an authorized official, and

WHEREAS, the County Commissioners are considered authorized officials for Kanabec County, and

WHEREAS, when the Medicare Enrollment Application was completed, Les Nielsen was the Board Chairperson, and signed the application as the authorized official;

THEREFORE BE IT RESOLVED to appoint Les Nielsen the authorized official for the County of Kanabec for the purpose of the Medicare Enrollment Application through National Government Services until a new authorized official is appointed.

Action #5 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to recess the board meeting at 9:05am to a time immediately following the Human Services Board.

The Kanabec County **Human Services Board** met at **9:05am** on Wednesday, July 27, 2011 pursuant to public notice with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, Gene Anderson and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Human Service Board agenda.

Action #HS6 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to approve the Human Service Board Agenda as presented.

Action #HS7 – It was moved by Kathi Ellis seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #HS7– 07/27/11
Waiver Contract – Country Home Comforts, LLC Resolution

WHEREAS, pursuant to Minnesota Statutes §256.0112, Kanabec County has identified certain populations within the county who are eligible for specific home and community –based waiver services, and

WHEREAS, the Health and Human Services Director has recommended for approval a Waivered Service Contract to provide such services;

THEREFORE BE IT RESOLVED to approve a Contract for these services for the time period July 1, 2011 through June 30, 2012 between Kanabec County Family Services and Country Home Comforts, LLC at 2656 Rainbow Street, Brook Park, MN 55007.

Action #HS8 – It was moved by Kim Kathi, seconded by Gene Anderson and carried unanimously to approve payment of 202 claims totaling \$220,106.74 on Welfare Funds.

Action #HS9 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to adjourn the Human Service Board at 10:00am to meet again in regular session on Wednesday, August 24, 2011 at 9:05am.

The meeting of the Kanabec County Board of Commissioners resumed.

Action #10 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the Veterans Transportation Program agreement between Kanabec County and Mille Lacs County effective January 1, 2011 through December 31, 2012.

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

Resolution #11 – 07/27/11
Public Transportation Agreement

BE IT RESOLVED that Kanabec County enter into an Agreement with the State of Minnesota to provide public transportation service in Kanabec and Mille Lacs Counties

BE IT FURTHER RESOLVED that Kanabec County agrees to provide a local share of 15% percent of the total operating cost and 20% of the total capital costs.

BE IT FURTHER ESOLVED that Kanabec County Board of Commissioners authorizes the Health and Human Services Director and the Transit Director to execute the aforementioned Agreement and any amendments thereto.

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

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

Resolution #12 – 07/27/11

Vacancy

WHEREAS there is a future vacancy in the position of Chief Deputy, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the Sheriff to begin negotiating to hire a full time Chief Deputy to refill the vacant position at Range 17 of the pay plan which is \$56,472 to \$69,180 annually or the rate set by rule for internal promotion, and

BE IT FURTHER RESOLVED that the hours and salary of work for this position be limited to those budgeted.

Sharon Vogt and Jan Franz representing the Kanabec County History Center met with the Board to thank them for their 2011 donation and to update them on future projects.

10:33am - The Chairperson then called for public comment. Those that responded include:

Charles Stricklund	Questions regarding Hospital Board Appointments
Bob Swetz	Concerns that the large state budget cuts are negatively affecting Kanabec County residents and students.

10:37am - The Chairperson closed public comment.

Maintenance Supervisor Jerry Pedersen and Doug Stevens from Ziegler Power Systems met with the Board to discuss a maintenance agreement for the generator located in the county jail.

Action #13 – Kim Smith introduced the following resolution and moved its adoption:

Resolution #13 – 07/27/11
Maintenance Agreement

BE IT RESOLVED to approve a 5 year maintenance agreement between Kanabec County and Ziegler Power Systems effective August 1, 2011 through July 31, 2014 at an annual cost of \$5,529.17 for the jail generator.

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: Kim Smith, Kathi Ellis, Kevin Troupe
OPPOSED: Les Nielsen, Gene Anderson

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

Environmental Services Technical Assistant Julie Crawford met with the Board to discuss matters concerning the Environmental Services department.

Action #14 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following Environmental Services Fee Schedule effective immediately:

Environmental Services Fees	
Building Site Permits	
New Construction/Rebuild	\$125.00
Additions and Auxiliary Buildings	\$80.00
Sewage Treatment System Permits	
Drainfield or Holding Tank	\$150.00
Septic System	\$150.00
Septic System, Mound	\$200.00
Mid-Size Systems	\$300.00
Exemption Certificate	
Exemption Certificate with Survey	\$100.00
More than 2 parcels, add	\$10.00
Exemption Certificate without Survey	\$200.00
More than 2 parcels, add	\$50.00
Land Use Applications	
Variance	\$570.00
Conditional Use	\$570.00
Preliminary Plat	\$545.00
Final Plat	\$545.00 + \$10.00 per lot + expenses
Wetlands	
Applications	\$75.00
Appeals (<i>in the form of cash or a cashier's check</i>)	\$545.00
Exemption Inspection	\$50.00
Other Fees and Permits	
Building or Septic Re-Inspection	\$50.00
Proposed Project Evaluation/Site Inspection (<i>will be applied to a subsequent approved permit fee</i>)	\$50.00
Other Permits	\$75.00
Adult Use Business License	\$570.00 + \$125.00 per person named on

	the license
Adult Use Manager's License <i>(\$125.00 of the fee may be waived for the first year if the person paid a \$125.00 per person fee for the Business License)</i>	\$150.00 per year
Hauler's License	\$50.00
Recycling Facility License	\$50.00

Action #14 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the claims on the funds indicated:

Revenue Fund

VENDOR	AMOUNT
Ace Hardware	6.38
Advanced Correctional Healthcare	492.57
Aitkin Medical	573.98
Allina OCC Med	30.00
AlphaCard	1,658.35
Amundson, Pauline	16.50
Ashworth Appliance	24.98
Auto Value	42.03
A'viands	12,473.23
A'viands	157.50
Byrant, Donna	3,096.03
Champ Software	8,982.41
City of Mora	14,487.75
City of Mora EDA	2,000.00
Colburn, Judy	203.13
Continental Research Corp	255.28
Crawford, Julie	36.15
Deyta, LLC	90.00
Dunkley, Carla	46.00
East Central Energy	284.00
East Central Exterminating	256.80
East Central Regional Juvenile Center	208.00
East Central Regional Library	85,071.00
EG Rud & Sons	5,000.00
EG Rud & Sons	2,000.00
EL Reinhardt Co	59.44
Everett Smith Lawn Care	149.63
Fahning, Rebecca	19.80
Faust, Patrick	402.93

Federated Coops	11.22
First Light Health System	1,235.00
Galls	109.32
Garage Door Store	202.83
Gartner Refrigeration Co	1,239.00
Glen's Tire	13.00
Grainger	243.87
Granite Electronics	466.90
Granite Electronics	900.00
Granite Electronics	449.10
Granite Electronics	558.60
Health Dimensions Rehabilitation	1,801.92
Hoefert, Bob	1,222.37
Holiday Credit Office	397.07
Holiday Credit Office	6,858.55
Holiday Credit Office	721.61
Holiday Credit Office	131.38
Holiday Credit Office	60.39
Holiday Credit Office	105.25
Holiday Credit Office	154.03
Holiday Credit Office	6,826.78
Holiday Credit Office	326.62
Hood, Barb	234.21
Hood, Bill	577.06
Information Systems Corp	144.17
Intoximeters	1,229.06
Ivans	60.92
Jeffs Machine & Welding	30.00
Jerry Goebel Upholstery	10.00
July Business Services	930.00
Kanabec Co Auditor	300.00
Kanabec Co Hwy Dept	72.03
Kanabec Co Hwy Dept	70.52
Kanabec Co Hwy Dept	69.50
Kanabec Co Hwy Dept	39.48
Kanabec Co Public Health	10,088.00
Kanabec Co Public Health	1,211.77
Kanabec Co Public Health	6,807.38
Kanabec Publications	636.98
Landreville, Willard	956.83
Laska, Millie	553.37
Leerssen, Jennifer	586.46
Lewis, Gwen	25.85

Lindberg, Jodi	15.00
MacTek Systems	4,632.00
Majeski, Annette	176.49
McClellan, Karen	15.00
McNally, Dennis	43.80
Mid-American Research Chemical	218.18
MN Attorney Generals Office	293.61
MN SWAA	50.00
Morrell, Joy	411.26
Nelson, Gary	401.85
Nelson, Jerry	261.96
Nelson, Linda	457.91
Nelson, Ronette	371.30
Newgard, Jean	665.81
Northland Fire Protection	63.30
O'Brien, Pat	49.85
Office Depot	170.62
Office Depot	56.22
Office Depot	44.40
PD's Embroidery	961.88
PD's Embroidery	20.00
Pieper, Rollie	818.24
Pine Co Health & Human Services	33,459.17
PSS - World Medical Inc	755.49
PSS - World Medical Inc	26.01
Quality Disposal	32.94
Quill Corp	503.28
Reliance Telephone	2,400.00
Rogers, Pearl	47.73
RS Eden	95.10
Schroeder, Phil & Barb	4,844.25
Signs Plus	94.05
Sprint	220.46
Stellar Services	452.28
Tadych, Sy	522.85
Teal's Market	29.42
The Hartford	1,592.01
Thompson, Wendy	516.12
TigerDirect	213.15
Tinker & Larson	38.21
Trane US	1,750.50
Trimin Systems	3,041.25
Voge, Dale	50.40

Watson Co	84.90
West Payment Center	181.67
West Payment Center	311.00
Wolbert, Marlys	168.31
Zamora, Ray	605.51
Total	<u>254,027.01</u>

Action #15 – Kathi Ellis introduced the following resolution and moved its adoption:

Resolution #15 – 07/27/11
Communitywide Task Force

WHEREAS the Kanabec County Comprehensive Plan – Ordinance #22 has not been updated since May 2002; and

WHEREAS the Kanabec County Board of Commissioners would like to form a committee of 30 members of the public to review the plan and make recommendations to the Planning Commission;

BE IT RESOLVED to create a Communitywide Task Force consisting of several members throughout the community led by a paid facilitator at a salary of \$2,500 to review the County Comprehensive Plan.

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

IN FAVOR THEREOF: Gene Anderson, Kathi Ellis
OPPOSED: Les Nielsen, Kim Smith, Kevin Troupe
ABSTAIN: None

whereupon the resolution failed.

County Engineer Greg Nikodym met with the Board to discuss a vacancy in the Highway Department.

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

Resolution #16 – 07/27/11
Vacancy

WHEREAS there is a vacancy in the position of Maintenance Superintendent, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the County Engineer and the Personnel Director to hire a full time Maintenance Superintendent to refill the vacant position at Step A, Range 14 of the pay plan which is \$22.79 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 Engineer Greg Nikodym and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Action #17 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the revisions to the definition of accident in the County Drug & Alcohol Policy 105 & 105A and approve the newly created Policy 105B Drug and Alcohol policy for all Transit Department employees.

Action #18 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to adjourn at 12:07pm and meet in regular session on Wednesday, August 10, 2011 at 9:00am.

Signed _____

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

Attest: _____

Board Clerk