

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of County Coordinator

June 15, 2016

The Kanabec County Board of Commissioners met at 6:30pm on Wednesday, June 1, 2016 pursuant to adjournment with the following Board Members present: Kim Smith, Dennis McNally, Kathi Ellis and Gene Anderson. Absent Les Nielsen.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the agenda as amended: Add Veteran Van discussion.

Action #2 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the June 1, 2016 minutes of the Kanabec County Board of Commissioners as presented.

Action #3 - It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Ann Lake Twp	42,388.55
Arthur Twp	82,366.51
Braham Public Schools	66,704.90
Brunswick Twp	81,949.40
City Of Grasston	7,695.60
City Of Braham	7,926.55
City Of Milaca	31.34
City Of Mora	475,124.98
City Of Mora	2,662.91
City Of Ogilvie - Clerk	39,748.09
City Of Quamba	33,097.60
Comfort Twp	81,174.89
Comm Of Finance-Treas Div.	218.37
Dubois, Mitch	100.00
East Cent. Reg Dev Commission	12,620.59
East Central Energy	79.64
E Cl Reg. Dev. Commission	15.13
East Central School District	26,287.67
Ford Twp	48,229.61
Grass Lake Twp	51,621.06

Haybrook Twp	30,412.16
Hillman Twp	28,821.98
Hinckley-Finlayson Schools	25,880.63
Holiday Credit Office	6,888.81
Isle Public Schools	25,433.65
Kanabec County	173,096.17
Kanabec County Auditor Hra	103.00
Kanabec Publications	25.11
Kanabec Twp	44,639.69
Knife Lake Twp	43,968.43
Kroschel Twp	34,186.80
McKinnis & Doom P.A.	3,740.00
Midcontinent Communications	429.72
Milaca Public Schools	7,012.57
Minnesota Dept. Of Finance	5,116.50
MN Commissioner Of Revenue	6.40
Mora Municipal Utilities	17,491.02
Mora Municipal Utilities	1,113.47
Mora Public Schools	653,095.97
Mora Public Schools	1,725.31
Network Billing Systems LLC	213.88
Ogilvie Public Schools	247,767.78
Olds, Thelma	200.00
Peace Twp	66,818.08
Pine City Public Schools	263.91
Pomroy Twp	47,083.37
Resource Training & Solutions	3,974.90
Sanford, Brian	100.00
Southfork Twp	33,894.93
Spire Credit Union	1,743.21
Spire Credit Union VISA	3,136.61
Tessneer Law Office	867.00
Verizon Wireless	490.16
Verizon Wireless	3,084.61
Verizon Wireless	16.85
Whited Twp	36,541.33
Total	<u>2,609,427.40</u>

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

Revenue Fund

VENDOR	AMOUNT
A'viands LLC	9,310.51
Ace Hardware	215.87
Ace Hardware	20.97
Advance Correctional Healthcare	13,135.76
AgStar FinancialServices	211.60
Ahner-Nystul, Barbara	37.80
Alkire, Alyce	889.58
Anoka county Juvenile Center	597.00
Anoka County Corrections	717.00
Auto Value Mora	702.50
Baldwin, Gilbert	420.86
BCA Criminal Justice Training	550.00
BCA Criminal Justice Training	345.00
Big Sky Resort	650.52
Billings Service Inc	19.00
Brenny, Laurell	815.40
Century Link	109.67
Christianson, Craig	799.20
Christopherson, Pat	274.26
Curtis, Michael	652.60
CW Technology	2,421.25
D & T Ventures	225.00
Dahlberg, America	360.00
Dex Media East Inc	54.13
ECM Publishers	182.63
Enviromental Systems Research Inst	400.00
Espresso Partners	124.00
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
Faust, Patrick	750.06
Fore Chiropractic & Wellness	75.00
Fresonke, Lew	210.00
Fritz, William	500.00
Galls	148.85
Garcia, Timothy	260.00
Glen's Tire	731.32
Glen's Tire	1,038.96
Grainger	65.65
Granite City Jobbing Co	1,794.60
Granite Electronics	138.55
Hennepin County Medical Ctr	238.00
Hoefert, Robert	1,688.56
Hood, Barb	428.71

Imperial Fasterner Co. Inc.	204.29
Industrial Health Services Network Inc	88.80
Innovative Office Solutions LLC	29,659.76
IT Savvy LLC	195.89
Johnson's Auto Transport & Towing	114.00
Johnson's Hardware	440.37
Johnson's Hardware	49.99
Kanabec County Ag Society	4,500.00
Kanabec County Highway Dept	3,304.58
Kanabec County Highway Dept	205.43
Kanabec County Highway Dept	17.17
Kanabec County History Center	3,500.00
Kanabec County Soil and Water	5,000.00
Kanabec Publications	670.11
Kanabec Publications	883.49
Kanabec Publications	375.39
Kanabec Publications	155.55
Kanabec-Pine Community Health	40,973.90
Kanabec-Pine Community Health	1,683.60
KEEPRS, INC	1,399.98
KEEPRS, INC	1,365.31
Kennedy, Kerry Jr.	406.08
Kramersmeier, Wallace	150.00
Landreville, Willard	475.20
League of MN Cities	225.00
Lerrssen, Jennifer	321.30
LexisNexis Matthew Bender	1,188.79
Manthie, Mark	28.62
Manthie, Scott	827.28
Manthie, Wendy	746.17
Mattson, Len	100.00
McGee, Michael B. MD	1,500.00
MEI Total Elevator Solutions	1,438.01
Midcontinent Communications	590.83
Midco	80.27
Minnesota Monitoring, Inc.	180.00
Minnesota Sheriffs' Association	120.00
Mille Lacs Disposal Inc.	20.00
MCIT	1,821.00
MCIT	122.00
Montana Institute	1,087.00
Mora Bakery	20.40
Mora Unclaimed Freight	29.80
Nelson, Ansel	746.69

Nelson, Ronette	624.94
Nelson, Wanda	428.56
Newgard, Jean	177.12
Northstar	157.37
O'Donovan, Barbara	406.08
O'Reilly Auto Parts	5.40
Office Depot	117.64
Office Depot	51.29
Ogilvie Museum	750.00
Onamia Service Center	370.41
Owens Auto Parts	45.36
PD's Embroidery	65.00
Pieper, Helen	379.45
Preferred Cleaning	525.00
Prophoenix Corporation	41,409.00
Prophoenix Corporation	4,971.93
Quality Disposal Systems	181.33
Quality Disposal Systems	368.41
Quality Disposal Systems	27.99
Ramsey County	4,200.00
Ranweiler, Sabrina	131.76
RJ Mechanical	1,431.84
Roberts, Rodney	346.44
Rogers, Pearl	530.82
RS EDEN	162.00
Smith, Larry	464.00
Soderstrom, John	599.00
Stahlke's	33.98
Stellar Services	637.53
Streichers	83.97
Swanson, Jeremy	140.18
Thompson-Reuters-West	638.85
Thompson-Reuters-West	287.67
Tinker & Larson, Inc.	74.00
Tinker & Larson, Inc.	376.00
Tinker & Larson, Inc.	356.75
Turner, Virginia	44.28
UHL Company	871.25
UHL Company	871.25
VanDall, Camille	962.81
Vissor, Maurice	666.87
Wickeham, Teresa	122.69
Wiitala, David	922.86
Zamora, Ray	<u>664.48</u>

Total	<u>223,001.02</u>
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Road and Bridge Fund

Vendor	Amount
Ameripride	416.37
Auto Value	3,883.77
Central McGowan	59.79
Contech Engineered Solutions	39,969.40
Dale's Heating & Appliance, LLC	869.00
DLT Solutions, LLC	7,410.46
Emergency Automotive Tech Inc.	879.20
East Central Energy	777.69
East Central Solid Waste Commission	172.57
Fleetmatics	559.00
Fluegge's Ag, Inc	3.08
Frontier Precision	322.69
Granite City Jobbing Co. Inc	441.32
Glens Tire	513.00
Gopher State One-Call	36.45
Hardrivers, Inc.	423.38
H&L Mesabi	788.25
Marco	188.00
Mille Lacs County Public Works Dept	119.90
Minnesota Energy	77.83
Minnesota Pollution Control Agency	496.24
Northern Safety Co., Inc	105.24
Northern Tool	127.69
Nuss Truck Equipment	629.99
Office Depot	149.38
Oxygen Service Company	141.84
Owens Auto Parts	1,185.82
Preferred Cleaning	1,050.00
Quality Disposal Systems	157.79
RDO Equipment	369.71
RMS Co.	40.09
Safety-Kleen	0.92
Verizon	7.52
Ziegler Cat	<u>10,500.00</u>
Total:	73,303.38

Action #5 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to recess the board meeting at 6:35pm to a time immediately following the Board of Equalization.

Action #6 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to recess the Board of Equalization to a time immediately following the Public Hearing.

7:00pm – A Public Hearing was held to discuss an Aggregate Removal Tax Ordinance. Those that spoke included:

Gene Carda
Donovan Stromberg
Kathy Koch

Action #7 – It was moved by Dennis McNally, seconded by Kathi Ellis and carried unanimously to adjourn the Public Hearing at 7:19pm.

7:19pm - The Board of Equalization meeting continued.

Action#8 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to adjourn the Board of Equalization at 7:41pm.

7:42pm - The Chairperson then called for public comment, none responded.

7:43pm - The Chairperson closed public comment.

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

Resolution #9 – 06/15/16
PERA resolution

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

WHEREAS, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police or sheriff departments whose position duties meet the requirements stated therein and listed below.

BE IT RESOLVED that Kanabec County hereby declares that the position of Deputy, currently held by our current and future part time employees, meets all of the following Police and Fire Plan membership requirements:

1. Said position requires a license by the Minnesota peace officer standards and

- training board under sections 626.84 to 626.863 and this employee is so licensed;
2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state;
 3. Said position charges this employee with the prevention and detection of crime;
 4. Said position gives this employee the full power of arrest, and
 5. Said position is assigned to a designated police or sheriff's department.

BE IT FURTHER RESOLVED that this governing body hereby requests that the named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire Plan salary deduction by the governmental subdivision.

Action #10—It was moved by Dennis McNally, seconded by Kathi Ellis and carried unanimously to appoint Karen McClellan to the position of Property Tax Specialist at a Step G with an understanding she will continue AS400 responsibilities.

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

Resolution # 11 – 06/15/16
EDA Executive Director Job Description

WHEREAS the Kanabec County EDA has prepared a job description for the position of Executive Director for the KCEDA, and

WHEREAS the board has reviewed the job description, 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 Executive Director with any corrections and direct the County Coordinator to submit the job description and questionnaire to the pay consultant for review.

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

Resolution # 12 – 06/15/16
Emergency Management Performance grant (EMPG)

WHEREAS, Kanabec County is responsible for providing a system of emergency preparedness for the protection of life and property within the county, and

WHEREAS, the Emergency Management Performance Grant (EMPG) Program provides necessary direction, coordination, guidance, and assistance to support a comprehensive

all hazards emergency preparedness system, and

NOW THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners approve the Kanabec County Health and Human Services Director to apply for the Emergency Management Performance Grant to prepare for all hazards for the total allocation and to accept the funds and sign the contract upon approval of the grant.

The Board discussed wheelage tax, no action taken.

The Board discussed ATV usage, no action taken.

Deanna Pomije with the Kanabec Soil and Water Conservation District on behalf of Knife Lake Improvement District met with the County Board to discuss matters concerning utilizing the county auditor's office for processing payroll.

Action #13 – It was moved by Kathy Ellis, seconded by Kim Smith and carried unanimously to recess the board meeting at 7:58pm to a time immediately following the Human Service Board.

The Kanabec County **Human Service Board** met at **7:58pm** on Wednesday, June 15, 2016 pursuant to adjournment with the following Board Members present: Gene Anderson, Les Nielsen, Kim Smith, Dennis McNally, and Kathi Ellis. County Coordinator Pat Christopherson presented the Human Services agenda.

Action #HS14– It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the Human Service Board agenda as presented.

Action #HS15– It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #HS15 – 06/15/16

WHEREAS, Kanabec County Family Services is required by Uniform Guidance 2CFR, Part 200 to follow this statute for Uniform Administrative requirements, Cost Principles, Audit requirements and procurement practices for purchases made with federal funding, and

WHEREAS, at this time Kanabec County does not have policies in place to meet this requirement, and

WHEREAS, there is a grace period of one year to comply with the new policies.

THEREFORE BE IT RESOLVED to approve Kanabec County Family Services operating under policies defined in OMB A-133 through December 31, 2016.

Action #HS16 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the payment of 128 claims totaling \$192,094.62 on Welfare Funds.

Action #HS17– It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to adjourn Human Services Board at 8:03pm and to meet in regular session on Wednesday, July 20, 2016 at 9:05am.

Action #18– It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve payment of \$21,709.43 for the Veterans Van to Nelsons Auto Center.

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

Resolution #19 – 06/15/16

BE IT RESOLVED to close at the meeting at 8:01 pm 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 Dennis McNally, Gene Anderson, Kathi Ellis and Kim Smith. Also present was County Coordinator & Personnel Director Patrick Christopherson.

Action #20– It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to reopen meeting at 8:08pm.

Action #21– It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the Local 106 union contract.

The Board discussed Ordinance 23, no action taken.

Action #22 – It was moved by Dennis McNally seconded by Kathi Ellis and carried unanimously to adjourn at 8:13 p.m. and to meet again in regular session on Wednesday, July 6, 2016 at 9:00am.

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

Attest: _____
Board Clerk