

# PROCEEDINGS OF THE COUNTY BOARD

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

**June 16, 2010**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, June 16, 2010 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Kevin Troupe, Les Nielsen, and Roger Crawford.

The Chairperson led the assembly in the Pledge of Allegiance.

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

Action #2 – It was moved by Roger Crawford, seconded by Kathi Ellis and carried unanimously to approve the June 9, 2010 minutes of Kanabec County Board of Commissioners as presented.

Action #3 – It was moved by Roger Crawford, seconded by Kim Smith, and carried unanimously to recess the board meeting at 9:03am to a time immediately following the Human Service Board.

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The Kanabec County **Human Service Board** met at **9:03am** on Wednesday, June 16, 2010 pursuant to adjournment with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, Roger Crawford, and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Human Services agenda. Also present were Osten Berg, Chuck Hurd and Carol Anderson.

Action #HS4 - It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the Human Service Board agenda as amended: add UCARE.

Action #HS5 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

## **Resolution #HS5 – 6/16/10** Delegation Agreement

**WHEREAS**, the South Country Health Alliance (SCHA) desires to delegate the care coordination services to Kanabec County, and

**WHEREAS** the care coordination is intended to work as a team member to foster communication among SCHA members, providers, staff and other organizations, and

**WHEREAS** Kanabec County desires to provide the delegated services in accordance with SCHA policies and procedures and in compliance with applicable federal and state laws and regulations and National Committee for Quality Assurance accreditation standards, and

**THEREFORE BE IT RESOLVED** to approve a Delegation Agreement between South Country Health Alliance and Kanabec County for the time period January 1, 2010 through December 31, 2012.

*Action #HS6* – It was moved by Kathi Ellis, seconded by Roger Crawford and carried unanimously to approve the following resolution:

**Resolution #HS6 – 06/16/10**  
UCare Participation Agreement Resolution

**WHEREAS** the Health & Human Service Director has requested approval to modify into a participation agreement with UCare Minnesota, and

**WHEREAS** the amendment would permit Kanabec County to provide Adult Mental Health Targeted Case Management Services to UCare enrollees;

**BE IT RESOLVED** to approve a Targeted Case Management Services Addendum to the Participation Agreement between UCare Minnesota and Kanabec County;

**THEREFORE BE IT RESOLVED** to authorize the Health & Human Service Director to sign the agreement on behalf of the board.

*Action #7* – It was moved by Kevin Troupe, seconded by Roger Crawford and carried unanimously to approve payment of 135 claims totaling \$195,457.57 from the Welfare Fund.

*Action #8* – It was moved by Kevin Troupe, seconded by Roger Crawford and carried unanimously to adjourn the Human Service Board at 10:20am to meet again on Wednesday, July 21, 2010 at 9:05am.

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The meeting of the Kanabec County Board of Commissioners resumed.

Health & Human Services Director Wendy Thompson met with the County Board for her annual performance review.

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

**Resolution #9 – 06/16/10**

**WHEREAS** the Personnel Director has presented the board with a regular annual performance evaluation for a Kanabec County Department Head;

**BE IT RESOLVED** to close the meeting at 10:21am pursuant to the Open Meeting Law, Minnesota Statute §13D.05, subd. 3 to evaluate the performance of Health & Human Services Director Wendy Thompson.

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**10:43am** – Chairperson re-opened the meeting.

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

**Resolution #10 – 06/16/10**

Evaluation Result

**WHEREAS** the board has evaluated the past year’s job performance of Health and Human Services Director Wendy Thompson, and

**WHEREAS** the board has discussed its findings with Thompson;

**BE IT RESOLVED** that the board finds her performance to be satisfactory.

**10:45am** - The Chairperson then called for public comment three times. None responded.

**10:50am** - The Chairperson closed public comment

County Auditor/Treasurer Denise Cooper met with the County Board to discuss matters concerning the Auditor/Treasurer’s office.

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

**Resolution #11 – 06/16/10**

Tax Forfeiture Parcel

**WHEREAS** the following bids were received for tax forfeited parcel #09.01705.00 legally described as E 150' OF N 120' OF LOT 26 of Auditor’s Subdivision No. 1,

Bidder	Bid Amount
Roberta Haight	\$1,900.00

**WHEREAS** the highest bid was submitted by Roberta Haight in the amount of \$1,900.00,

**BE IT RESOLVED** that the Kanabec County Board of Commissioners accept the high bid of \$1,900.00 submitted by Roberta Haight.

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

**Resolution #12 – 06/16/10**  
License Renewals

**WHEREAS** the Kanabec County Auditor/Treasurer has recommended the following renewal applications for liquor, 3.2 beer and tobacco licenses, and

**WHEREAS** the applications were complete, included all necessary documentation, appear in accordance with County Policies and the facility owners are in good standing with the County;

**BE IT RESOLVED** to approve the following license renewal applications:

**LIQUOR/BEER/ TOBACCO LICENSE RENEWALS 2010-2011**  
**KANABEC COUNTY BOARD - JUNE 16, 2010**

<b>Establishment</b>	<b>LIQUOR</b>	<b>BEER</b>	<b>TOBACCO</b>
Camperville			yes
McBees	On/Off/Sun	Off	-
Springbrook	On/Sun	-	-

Environmental Services Director Teresa Bearce met with the County Board to discuss matters concerning the Environmental Services department.

*Action #13* – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

**Resolution #13 – 06/16/10**  
911 Addressing

**WHEREAS** Kanabec County is/has posted 911 address signage on known addressed properties within the county

**WHEREAS** the Kanabec County Environmental Services Department issues 911 address within the county to property owners when requested

**BE IT RESOLVED** that the policy of Kanabec County and the Kanabec County Environmental Services Department in the issuing of addresses from now forward shall be to charge a fee established by the Kanabec County Board of Commissioners for the issuing of new addresses within already addressed townships. Upon issuance of the 911 address signage will be provided by the county.

**BE IT FURTHER RESOLVED** to set the 911 signage fee schedule at \$20 per address sign and \$10 per address pole to be assessed by the Environmental Services Department for all new address applicants.

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

**Resolution #14 – 06/16/10**  
Staffing Promotion

**WHEREAS** Julie Crawford is currently employed in the Environmental Services department as a Clerical Worker which is at Grade 3 of the pay plan, and

**WHEREAS** Crawford has completed all the necessary training and experience qualifications of the Technical Assistant position which is at Grade 6 of the pay plan, and

**WHEREAS** the Environmental Services Director had the promotion in the 2010 budget upon completion of the necessary training,

**BE IT RESOLVED** to promote Julie Crawford to Technical Assistant Grade 6, Step C at a rate of \$15.37 effective June 19, 2010.

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

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**11:00am** – The board conducted a Public Hearing on proposed changes to Ordinance No. 20. The board clerk read the Public Notice aloud. The Chairperson called for public comment three times. None responded.

Action #15 – It was moved by Kathi Ellis, seconded by Kevin Troupe, and carried unanimously to close the public hearing at 11:07am.

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The amendments to Ordinance No. 20 were discussed and no formal action was taken.

Chief Deputy Robert Jenson met with the County Board to discuss matters concerning the Sheriff's department.

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

**Resolution #16 – 06/16/10**  
Sale of Used Radio Equipment

**WHEREAS** Kanabec County Sheriff's Office has Motorola base radio equipment from the old jail Dispatch center that is no longer used, and

**WHEREAS** Granite Electronic has notified the Sheriff's Office that another governmental agency has a use for the outdated radio equipment that Kanabec County is no longer using, and

**WHEREAS** the Kanabec County Sheriff's Office may negotiate and sell said base radio equipment through Granite Electric to a third party governmental agency,

**BE IT RESOLVED** to authorize the Sheriff's Office to sell said base Motorola CommandStar Lite equipment.

Carolyn Drude and Todd Hagen from Ehlers and Associates met with the County Board to discuss the steps involved in creating a County HRA.

Action #17– It was moved by Roger Crawford, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

**Resolution #17 – 06/16/10**  
Public Hearing for County HRA

**BE IT RESOLVED** by the Board of County Commissioners (the "Board") of Kanabec County, Minnesota (the "County"), as follows:

WHEREAS, the County is authorized by Minnesota Statutes, Sections 469.001 through 469.047, as amended (the "Act"), to establish a housing and redevelopment authority to address the following conditions:

- (a) That there is a need for development and redevelopment within the boundaries of Kanabec County to provide employment opportunities, to improve the tax base and to improve the general economy of the County, its underlying governmental units and the State of Minnesota; and
- (b) That areas within the County are potentially more useful and valuable than has been realized under existing development and that they may be less productive

because of the lack of proper utilization and investment and consequently are not contributing to the County's tax base to full potential; and

- (c) That substandard or blighted areas exist in the County which cannot be redeveloped without governmental assistance; and
- (d) That there is a shortage of decent, safe and sanitary dwelling accommodations available to persons of low income and their families at rentals they can afford; and
- (e) That there is a need for a county housing and redevelopment authority to function in the County.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Kanabec County, Minnesota, as follows:

SECTION 1. PUBLIC HEARING. Section 469.005, subdivision 3, of the Act requires that prior to adopting a resolution finding a need for the Authority to function in the County, the County's governing body must conduct a public hearing on the proposal to establish the Authority.

A public hearing on the proposal to establish the Authority is hereby called and shall be held on Wednesday, July 28, 2010, at 11:00 A.M. at the County offices, 18 North Vine Street, in Mora, Minnesota.

SECTION 2. NOTICE. The County Coordinator shall cause notice of the public hearing to be published in a manner appropriate to inform the public, at least once not less than 10 days prior nor more than 30 days prior to the date fixed for the public hearing. The notice to be published shall be in substantially the form attached hereto as Exhibit A.

Upon vote being taken thereon the following voted in favor thereof: Unanimous

and the following voted against the same: n/a

whereupon the resolution was declared duly passed and adopted.

Commissioners continued to give reports of the activities of the Boards and Committees in which they participate.

Several members of the Kanabec County Insurance Committee met with the County Board to discuss part time insurance. No formal action was taken at this time.

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

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

**Resolution #18 – 06/16/10**  
Purchase Hopper Spreader

**WHEREAS** the County Highway Department requires a spreader to apply dust control to gravel roads and salt/sand to County parking lots, and

**WHEREAS** the existing unit is beyond repair, and

**WHEREAS** the County Highway Department budget has funds available for replacing this equipment,

**BE IT RESOLVED** to authorize the County Engineer to purchase a Towmaster, 2 cy hopper type spreader at a cost of \$5,734.00 plus tax.

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

**Resolution #19 – 06/16/10**  
Purchase Disc Mower

**WHEREAS** the County Highway Department has need to replace a disc mower, and

**WHEREAS** funds are available in the highway department budget,

**BE IT RESOLVED** to authorize the County Engineer to purchase a GMD 600 Kuhn Disc Mower from Fluegge's Ag located in Mora, Minnesota at a cost of \$8,960.00.

Commissioners continued to give reports of the activities of the Boards and Committees in which they participate.

Transit Director Helen Pieper and Health & Human Services Director Wendy Thompson met with the County Board to discuss matters involving the Transit department.

Action #20 – Kim Smith introduced the following resolution and moved its adoption:

**Resolution #20 – 06/16/10**  
MN-DOT Grant

RESOLUTION OF THE KANABEC COUNTY BOARD OF COMMISSIONERS:

**RESOLVED** that Kanabec County Board of Commissioners as Timber Trails Public Transit 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 the Kanabec County Board of Commissioners as Timber Trails Public Transit agrees to provide a local share of 15% percent of the total operating cost and 20% of the total capital costs.

**BE IT FURTHER RESOLVED** that the Kanabec County Board of Commissioners as Timber Trails Public Transit authorizes the Transit Director and the Program Supervisor to execute the aforementioned agreement and any amendments thereto providing there are no substantive points or changes.

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

**IN FAVOR THEREOF:** Kim Smith, Roger Crawford, Kevin Troupe

**OPPOSED:** Kathi Ellis, Les Nielsen

**ABSTAIN:** None

whereupon the resolution was declared duly passed and adopted.

Action #21 – It was moved by Kathi Ellis, seconded by Roger Crawford, and carried unanimously to approve the following resolution:

**Resolution #21 – 06/16/10**

CMCOA Grant Resolution

**WHEREAS**, the Transit Director has requested approval to apply for a renewal Central Minnesota Council on Aging (CMCOA) grant for services to assist persons aged 60 or older to remain in their homes or least restrictive living style;

**THEREFORE BE IT RESOLVED** to authorize the application to the Central Minnesota Council on Aging for Future Funding Opportunity Title III-B, Supportive Services Title III-D Preventative Health funding.

Action #22 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

**Resolution #22 – 06/16/10**

DHS, Aging and Adult Services Division Bus Buddy Contract

**WHEREAS**, Kanabec County and the State of Minnesota through its Commissioner of the Department of Human Services, Aging and Adult Services Division have agreed to extend the services of the Bus Buddy grant contract for an additional six months, and

**WHEREAS**, the State of Minnesota and Kanabec County have agreed that additional time is necessary for the satisfactory completion of the Bus Buddy grant contract;

**THEREFORE BE IT RESOLVED** to approve the extension of the Bus Buddy Contract with the Department of Human Services, Aging and Adult Services Division from June 30, 2010 to December 31, 2010.

East Central Solid Waste Committee Director Janelle Troupe met with the Board to discuss matters concerning MPCA requirements. No formal action was taken at this time.

Action #23 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to adjourn at 1:20p.m. and to meet in regular session on Wednesday, June 23, 2010 at 9:00a.m.

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

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