

PROCEEDINGS OF THE COUNTY BOARD

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

June 17, 2009

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, June 17, 2009 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Les Nielsen, Roger Crawford and Kevin Troupe.

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 Les Nielsen, seconded by Kim Smith, and carried unanimously to approve the June 9, 2009 minutes of the Kanabec County Board of Commissioners as presented.

Action #3 – It was moved by Kevin Troupe, seconded by Roger Crawford, and carried unanimously to approve the June 10, 2009 minutes of the Kanabec County Board of Commissioners as presented.

Action #4 - It was moved by Kim Smith, seconded by Roger Crawford, and carried unanimously to recess the board meeting at 9:04am to a time immediately following the Human Service Board.

The Kanabec County **Human Service Board** met at **9:05am** on Wednesday, June 17, 2009 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. Items discussed included the budget, staffing, finances, and other agency business.

Action #HS5 - It was moved by Kim Smith, seconded by Les Nielsen, and carried unanimously to approve the Human Service Board agenda as presented.

Action #HS6 - It was moved by Les Nielsen, seconded by Kim Smith, and carried unanimously to approve the following resolution:

Resolution #HS6 – 06/17/09

Scanning License

WHEREAS the Health & Human Service Director has requested approval to purchase a electronic storage scanner license, and

WHEREAS the county has only two scanning licenses, and

WHEREAS an additional scanning station is needed to take advantage of the efficiencies of electronic work flow, and

WHEREAS Child Support funds are available for this purpose;

BE IT RESOLVED to authorize the purchase of two scanning licenses at a cost of \$3,000.00.

Action #HS7 - It was moved by Roger Crawford, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

Resolution #HS7 – 06/17/09

SCHA Contract

WHEREAS the Health & Human Service Director has requested approval to enter into a participation agreement with South Country Health Alliance (SCHA) for Targeted Case Management, and

WHEREAS this agreement meets the requirements of Minnesota Rules 9520.0900 to 9520.0926, and

WHEREAS this would allow Kanabec County to reimbursed from SCHA for these services;

BE IT RESOLVED to approve and authorize the Health & Human Service Director to sign an Amendment to the South Country Health Alliance Outpatient Behavioral Health Participation Agreement to include Mental Health Targeted Case Management Services as outlined in the Minnesota Rules, parts 9520.0900 to 9520.0926 (often called Rule 79).

Action #HS8 - It was moved by Roger Crawford, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

Resolution #HS8 – 06/17/09

U-Care Contract

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, and

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

Action #HS9 - It was moved by Kevin Troupe, seconded by Kim Smith, and carried unanimously to approve payment of 154 claims totaling \$144,650.61.

Action #HS10 - It was moved by Kim Smith, seconded by Les Nielsen, and carried unanimously to adjourn the Human Service Board at 9:58am to meet again on Wednesday, July 15, 2009 at 9:05am.

The meeting of the Kanabec County Board of Commissioners resumed.

9:59am – Attorney Pamela L. VanderWiel, Everett & VanderWiel, P.L.L.P., met with the county board to discuss pending litigation.

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

Resolution #11 – 06/17/09
Closed Meeting

BE IT RESOLVED to close the meeting at 10:00am pursuant to the Open Meeting Law, MN Statute §13D.05, subd. 3(b) to discuss matters related to on-going litigation, specifically Lowe v. Kanabec County et al and Schlomka v. Kanabec County et al.

Those present during the closed portion of the meeting include Commissioners Kevin Troupe, Roger Crawford, Les Nielsen, Kathi Ellis and Kim Smith. Also present were County Coordinator Alan B. Peterson and County Attorney Amy Brosnahan.

Action #12 – It was moved by Les Nielsen, seconded by Kevin Troupe, and carried unanimously to reopen the meeting at 10:55am.

10:58am - The Chairperson then called for public comment three times. None responded.

11:00am - The Chairperson closed public comment.

11:00am – County Recorder Rhonda Olson met with the county board to discuss equipment and software purchases. Also present was Information Systems Director Jessie Kehn.

Action #13 - It was moved by Kim Smith, seconded by Roger Crawford, and carried unanimously to approve the following resolution:

Resolution #13 - 06/17/09

Application Extender Software Purchase

WHEREAS the County Recorder wishes to purchase software to revert back to the old optical storage system, and

WHEREAS the purchase would be from the Recorder's Equipment Fund, and

WHEREAS the Recorder's Equipment Fund has an ample balance, and

WHEREAS use of the Recorder's Equipment Fund is at the discretion of the County Recorder per Minnesota Statutes §357.18, and

WHEREAS a quote was provided by Information Systems Corporation for the purchase of Application Extender, and

BE IT RESOLVED for approve the purchase of Application Extender software at a cost of \$7,200.00 that includes 10 user licenses plus tax and shipping.

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

Resolution #14 - 06/17/09

Hardware Purchase

WHEREAS the County Recorder wishes to purchase hardware to accommodate the Application Extender software for her recording systems, and

WHEREAS the purchase would be from the Recorder's Equipment Fund, and

WHEREAS the Recorder's Equipment Fund has an ample balance, and

WHEREAS use of the Recorder's Equipment Fund is at the discretion of the County Recorder per Minnesota Statutes §357.18;

WHEREAS the following quotes were provided:

Tiger Direct	\$3,173.07
CDWG (G5)	\$5,551.52
Marco (G5)	\$7,727.05
Marco (G6)	\$6,941.91

BE IT RESOLVED to purchase new hardware from CDWG for a total cost of \$4,553.98 which includes 10 SQL CAL licenses. This quote does not include tax or shipping charges, and

BE IT FURTHER RESOLVED to reimburse the Information Systems Department \$1,000 for the set up and start up of the equipment, and

BE IT FURTHER RESOLVED to further authorize server back up costs at a cost of \$2,480.00.

Action #15 – It was moved by Roger Crawford, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

Resolution #15 - 06/17/09

Software Purchase

WHEREAS the County Recorder wishes to purchase software to enhance her recording systems, and

WHEREAS the purchase would be from the Recorder's Equipment Fund, and

WHEREAS the purchase cost would be:

Land Link Software	\$29,675.00
IBM Websphere	\$ 2,500.00
Server	\$ 6,000.00
WebSphere Express	\$ 2,500.00
Image Interface	<u>\$10,000.00</u> <i>(may not be needed)</i>
	\$50,675.00

WHEREAS the Recorder's Equipment Fund has an ample balance, and

WHEREAS use of the Recorder's Equipment Fund is at the discretion of the County Recorder per Minnesota Statutes §357.18;

BE IT RESOLVED that the board acknowledges the County Recorder's authority to purchase the software from the Recorder's Equipment Fund provided that state bid law requirements are met.

11:18am – County Engineer Greg Nikodym met with the county board to discuss matters concerning the Highway Department.

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

Resolution #16 – 06/17/2009
Construction Bids

WHEREAS the following bids were received for projects on CR No. 69, CR No. 90, CSAH No. 14, and Miscellaneous Maintenance Overlays on June 16,2009, and

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Knife River Corp	\$ 791,557.60
Hardrives, inc	\$ 800,062.27
Tri-City Paving	\$ 880,604.30
Central Specialties, inc	\$ 894,451.77

WHEREAS the lowest responsible bid was submitted by Knife River Corp. in the amount of \$791,557.60

BE IT RESOLVED that the Kanabec County Board of Commissioners accept the low bid of \$791,557.60 submitted by Knife River Corp. for the bituminous surfacing of CR No. 90 (All), CR No. 69 from CSAH No. 11 to CR No. 69 North, CSAH No. 14 from TH No. 65 to CR No. 62, and Miscellaneous Bituminous Overlays as directed by the County Engineer.

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

Resolution #17 - 06/17/09
Highway Secretary Evaluation

WHEREAS the board did by Resolution #19-05/13/09 refer the position of Highway Secretary 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 “Highway Secretary” position, which results in Pay Range 6:

Category	Rank	Points
Qualifications	q24	57
Decisions	d16	36

Problem Solving	p10	41
Relationships	r13	48
Effort A	ea5	4
Effort B	eb10	8
Hazards	h2	5
Environment	n5	8
TOTAL POINTS		207

and,

BE IT FURTHER RESOLVED that this change is effective January 1, 2010.

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

Resolution #18 - 06/17/09
Liquor & Tobacco

WHEREAS the Kanabec County Auditor/Treasurer has recommended the following applications for liquor 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 applications:

Establishment	LIQUOR	BEER	TOBACCO
Bowe's Landing	On/Off/Sun	Off	yes
Braham Moose Lodge 1544	Club/Sun	-	-
McBees	On/Off/Sun	Off	-
Fish Lake Resort	On/Off/Sun	Off	yes
Ogilvie Raceway		On	
The Station 65	On/Off/Sun	-	Yes

Each commissioner gave a report of the activities of the Boards and Committees in which they participate.

11:40am – The board was given a Jail Project update. Those present included Construction Managers Larry Filippi & Travis Fuechtmann, Architect Mark Schneider, and county employees: Maintenance Supervisor Bill Martin, Chief Deputy Sheriff Robert Jensen, Jail Administrator Joanne Nelson. The board was given reports on the project progress, budget status and cash flow. Generally speaking, the project is doing very well, is ahead of schedule and within budget. Following the reports, the board was given a tour of the jail.

Action #19 – Chairperson Ellis adjourned the meeting at 1:15pm to meet again in regular session on Wednesday, June 24, 2009 at 6:30pm.

Signed _____

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

Attest: _____

Alan B. Peterson, Kanabec County Coordinator