

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of County Coordinator

**March 12, 2014**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, March 12, 2014 pursuant to adjournment with the following Board Members present: Kim Smith, Les Nielsen, Gene Anderson, and Kathi Ellis.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the February 26, 2014 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 recess the board meeting at 9:04am to a time immediately following the Public Health Board.

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The Kanabec County **Public Health Board** met at **9:04am** on Wednesday, March 12, 2014 pursuant to public notice with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, Gene Anderson and Kevin Troupe. Health & Human Services Quality/Emergency Manager Kathy Burski presented the Health Board agenda.

Action #PH4 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the Public Health Board Agenda as presented.

Action #PH5 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following resolution:

## **Resolution #PH5 – 03/12/14** Drug Free Communities (DFC) grant resolution

**WHEREAS**, the Health & Human Service Director has requested authority to reapply for a Drug Free Communities Support Program grant; and

**WHEREAS**, the purpose of the grant is to:

1. Establish and strengthen collaboration among communities, nonprofit agencies, and Federal, State, local and tribal governments to support the efforts of community coalitions to prevent and reduce substance abuse among youth.
2. Reduce substance abuse among youth and, over time, among adults by addressing the factors that minimize the risk of substance abuse.

**THEREFORE BE IT RESOLVED** to approve the Health and Human Services Director to reapply for a Drug Free Communities grant for an additional five years.

Commissioner Troupe arrived at 9:15am

Action #PH6 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #PH6 – 03/12/14**

SPF-SIG/Mora and Ogilvie Schools Agreement resolution

**WHEREAS**, Kanabec County Public Health has entered into an Agreement with the State of Minnesota to carry out the duties of the Strategic Prevention Framework Statewide Incentive Grant (SPF SIG); and

**WHEREAS**, Kanabec County Public Health has allocated and encumbered funds for the purpose of providing the youth engagement strategy in the community; and

**WHEREAS**, Mora and Ogilvie Public Schools are capable and have agreed to carry out the requirements of the project;

**THEREFORE BE IT RESOLVED** to approve Kanabec County Public Health to enter into an agreement with Mora and Ogilvie Public Schools to carry out the requirements of the SPF SIG youth engagement strategy effective April 1, 2014 through June 30, 2014.

Action #PH7 – It was moved by Kathi Ellis, seconded by Kevin Troupe and carried unanimously to authorize Chairperson Gene Anderson to administer an oath of office to Kathy Burski for the appointment of Emergency Management Director.

Action #PH8 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

### **Resolution #PH8 – 03/12/14**

Hazard Mitigation grant resolution

**WHEREAS**, Hazard mitigation is any sustained action taken to reduce or eliminate long-term risk to people and their property from natural hazards; and

**WHEREAS**, Hazard Mitigation Plans form the foundation for a community's long-term strategy to reduce disaster losses and break the cycle of disaster damage.

**WHEREAS**, Kanabec County's current Hazard Mitigation Plan expires in April; and

**WHEREAS**, the County would not be eligible for future funding through the Hazard Mitigation Assistance program without a current plan in place.

**WHEREAS**, Kanabec County has the opportunity to apply for the Hazard Mitigation Assistance Planning grant to complete the planning process.

**THEREFORE BE IT RESOLVED** to approve the Health and Human Services Director to apply for a Hazard Mitigation Assistance grant and to sign such grant upon receipt.

*Action #PH9* – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #PH9 – 03/12/14**

Resolution Authorizing Participation in Planning Process  
And Execution of Sub-Grant Agreement

**WHEREAS**, the County of Kanabec is participating in a hazard mitigation planning process as established under the Disaster Mitigation Act of 2000; and

**WHEREAS**, the Act establishes a framework for the development of a multi- jurisdictional hazard mitigation plan; and

**WHEREAS**, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and business; and

**WHEREAS**, the plan must include a risk assessment including past hazards, hazards that threaten the county, maps of hazards, an estimate of structures at risk, estimate of potential dollar losses for each hazard, a general description of land uses and future development trends; and

**WHEREAS**, the plan must include a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

**WHEREAS**, the plan must include a maintenance or implementation process including plan updates, integration of plan into other planning documents and how the county will maintain public participation and coordination; and

**WHEREAS**, the draft plan will be shared with the State of Minnesota and the Federal Emergency Management Agency (FEMA) for coordination of state and federal review and comment on the draft; and

**WHEREAS**, approval of the all hazard mitigation plan will make the county eligible to receive Hazard Mitigation Assistance grants as they become available; and

**NOW THEREFORE BE IT RESOLVED**, that Kanabec County will enter into a sub-grant agreement with the Division of Homeland Security and Emergency Management in the Minnesota Department of Public Safety for the program entitled Hazard Mitigation Assistance (HMA) for the development or update of the Kanabec County Hazard Mitigation plan. Wendy Thompson, Health & Human Service Director is hereby authorized to execute and sign such sub-grant agreements and any amendments hereto as are necessary to implement the plan on behalf of Kanabec County.

*Action #PH10* – It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to approve the following resolution:

### **Resolution #PH10 – 03/12/14**

East Central Regional Development Commission resolution

**WHEREAS**, Kanabec County's Hazard Mitigation Plan expires April 30<sup>th</sup>, 2014; and

**WHEREAS**, a new plan needs to be completed and it is a minimum of a six month planning process.

**WHEREAS**, East Central Regional Development Commission (ECRDC) completed the County's 2008 plan and has experience in completing plans in neighboring counties.

**WHEREAS**, if the County receives the Hazard Mitigation Planning grant, the Health and Human Services Director is recommending contracting with ECRDC to complete the requirements of the plan.

**THEREFORE BE IT RESOLVED** to approve East Central Regional Development Commission to complete the Hazard Mitigation Plan for Kanabec County for the cost of \$27,000 with ECRDC providing \$4500 towards the 25% County match in the event the County secures Hazard Mitigation Planning grant.

*Action #PH11* – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to recess the Public Health Board at 9:33am to meet in regular session on Wednesday, April 9, 2014 at 9:05am.

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The Board of Commissioners meeting continued.

*Action #12* – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve a **Consent Agenda** including all of the following:

## **Resolution #12a – 03/12/14**

### **SCORE CLAIMS**

**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 January, 2014 claims on SCORE Funds:

Quality Disposal	\$2,612.80
Knife Lake Sanitation	\$678.40
Arthur Township	\$400.00
Total	\$3,691.20

## **Resolution #12b – 03/12/14**

**WHEREAS** the Kanabec County Board of Commissioners has been presented with a request for lawful gambling within Kanabec County, and

**WHEREAS** the application was complete, included all necessary documentation, appears in accordance with County Policies and the applicant and facility owners are in good standing with the County;

**BE IT RESOLVED** to approve the Application for Exempt Permit for the Isanti County Pheasants Forever chapter 334 for a raffle event to be held at Pheasant Ridge Shooting Preserve, 1547 Imperial St Ogilvie, MN 56358 on April 26, 2014.

Action #13 – It was moved by Kathi Ellis, seconded by Kevin Troupe and carried unanimously to approve the following paid claims:

<b><u>Vendor</u></b>	<b><u>Amount</u></b>
City of Milaca	48.61
East Central Energy	293.00
Enventis Telecom	1,052.53
Holiday Credit Office	11,014.24
Midcontinent Communications	979.77

MN Dept of Finance	3,177.00
MN Energy Resources	1,866.89
Mora Municipal Utilities	15,056.23
Resource Training & Solutions	3,004.00
Verizon Wireless	2,584.00
Verizon Wireless	<u>777.65</u>
Total	39,853.92

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

### **Revenue Fund**

<b>VENDOR</b>	<b>AMOUNT</b>
Ability Network	156.00
Ace Hardware	16.78
Ace Hardware	38.95
Ace Hardware	16.99
Ace Hardware	216.95
Advanced Correctional Healthcare	12,682.99
AJ Industries Inc	2,432.00
Alkire, Alyce	231.60
AMC	225.00
AMEM	100.00
American Solutions for Business	485.84
AmeriPride	537.15
Amundson, Pauline	383.50
Amundson, Pauline	97.50
Anderson, Karen	49.28
Andres, Christine	282.24
Ashworth Appliance	41.97
Audubon Center of the Northwoods	1,550.00
Auto Value	111.44
Auto Value	30.90
A'viands, LLC	15,394.45
Bachman Printing	384.36
Bachman, Fran	106.03
Bernhardt, Maria	499.38
Biever, Laurie	123.20
Briggs	54.98
Burski, Kathy	201.60
Cassmen, Deb	21.28

Caya, Michael	42.50
Champ Software	10,716.12
Christianson, Craig	721.04
Christopherson, Pat	433.76
Coborns	77.23
Coborns	48.14
Coborns Pharmacy	314.52
Colburn, Judy	63.28
Cooper, Denise	79.52
Curtis, Michael	1,380.44
Dalco	126.00
Davis Mechanical Systems	5,425.00
Dex Media East	45.76
Deyta, LLC	90.00
Don's Auto	200.00
Doubletree by Hilton Bloomington	175.99
Druar, Dan	301.39
E-911	13,849.38
East Central Exterminating	120.00
East Central Regional Library	75,713.50
ECM Publishers	352.50
Election Systems & Software	954.65
Elfstrum, Brenda	442.40
Eustice, Todd	262.08
Faust, Patrick	564.88
FBG Service Corp	6,410.24
FBG Service Corp	584.80
Felland, Becky	215.04
FirstLight Health System	58.00
FirstLight Health System	3,800.00
Fresonke, Lew	210.00
Galls	212.65
Garcia, Timothy	210.00
Grace Lutheran Church	200.00
Granite City Jobbing	911.78
Granite City Jobbing	130.00
Handyman's Inc	125.40
Handyman's Inc	262.50
Health Education Associates	255.70
HealthPartners	3,725.37
Heins, Mary	120.12
Hoefert, Bob	1,710.11
Hoglund Bus & Truck Co	828.52

Hoglund Bus & Truck Co	376.82
Holiday Inn Express	266.07
Holland, Jeff	203.28
Home Inventory	71.30
Hood, Barb	333.52
Hood, Bill	579.23
Hudrlik Carpet & Tile	4,875.64
Image Office Service	97.24
Johnsons Hardware	63.87
Johnsons Hardware	9.57
Johnsons Hardware	2.88
Jones, Willis	138.88
Kanabec Co Hwy Dept	65.34
Kanabec Co Hwy Dept	308.52
Kanabec Co IS	15,000.00
Kanabec Co IS	332.27
Kanabec Co IS	112.56
Kanabec Co Public Health	38,715.78
Kanabec Publications	1,501.47
Kanabec Publications	808.78
Kanabec Publications	332.11
Keeps	245.19
Kennedy Jr, Kerry	75.04
Landreville, Williard	1,249.33
Lane, Dave	35.84
Lerrssen, Jennifer	589.12
Luberda, Karen	616.32
Magaard, Robert	400.00
Manthie, Mark	194.88
Marco	287.10
Marco	103.84
Marco	544.15
Marco	124.39
Marco	201.72
Marco	3,066.44
Marohn, Brenda	13.44
Mattson Electric	365.81
McIntosh, Bob	300.00
McKesson-Medical-Surgical	48.36
Mehlhop, Ron	483.06
Mestnik, Kate	113.12
MidContinent	59.79
Mille Lacs Disposal	20.00

MN Elevator	876.00
MN Monitoring	70.00
MN Monitoring	18.00
MN Network of Hospice & Palliative Care	240.00
MN Network of Hospice & Palliative Care	488.00
MN Public Transit Assn	565.00
MN Sheriff's Assn	230.00
MN Sheriff's Assn	100.00
MN State Law Library	250.00
MN State Treasurer	7,336.00
MN Supreme Court	254.00
Monroe, Cynthia	105.28
Moore Medical	1,018.53
Moore Medical	179.69
Mora Chevrolet Buick	180.19
Mora Chevrolet Buick	121.71
Mora Psychological Services	1,200.00
NARTEC Inc	341.16
NCAST Programs	96.79
Nelson, Ansel	1,026.93
Nelson, Jerald	39.12
Nelson, Ronette	563.69
Newgard, Jean	253.04
NHPCO	500.00
NNPHI	240.00
Northland Fire Protection	817.79
Office Depot	161.92
Olson, Autumn	301.28
Osterdyk, Dorothy	520.24
Owens Auto Parts	65.30
Owens Auto Parts	19.28
Owens Auto Parts	30.38
Pedersen, Jerry	98.56
Pieper, Helen	204.68
Pieper, Rollie	846.27
Pine Co Health & Human Services	55,077.07
Post Board	270.00
Quality Disposal	368.22
Quality Disposal	197.36
Quality Disposal	10.98
Raiche, Nancy	118.72
Rancour, Jenifer	53.76
Raudabaugh, Carey	113.68

Reliance Telephone	2,000.00
Ringler, Jennie	51.52
RM Cotton	734.00
Rogers, Pearl	350.73
Rosburg, Diane	262.08
S&T	162.05
S&T	85.46
S&T	5.00
S&T	325.30
Scott's Lawn & Landscapes	280.00
Sedlacek, Lowell	34.02
SHI	54.00
Sirchie	46.89
Skramstad, Linda	270.48
St Cloud Stamp & Sign	15.18
Stellar Services	1,233.09
Streichers	127.98
Struffert, Delores	72.83
Swanson, Jeremy	429.42
Tadych, Marge	539.09
Telander, Sarah	182.56
The Bench Factory	50.00
Thompson, Wendy	591.92
Tiger Direct	285.01
Turner, Virginia	26.24
US Bank	450.00
US Bank	900.00
Verizon Wireless	278.16
Verizon Wireless	278.16
Vogel, Darla	217.28
W Atlanta Midtown Hotel	617.12
Wallskog, Jenilee	101.92
Watson Co	157.77
White, Ellen	14.00
Wickeham, Teresa	19.60
Wiitala, David	1,027.78
WindowTint.com	294.03
World Medical Government Solutions	412.04
World Medical Government Solutions	49.64
Zaiser, Kelly	109.76
Zamora, Ray	1,092.76
Total	<u>398,129.10</u>

## Road & Bridge Fund

<b>Vendor</b>	<b>Amount</b>
Ace Hardware	331.83
Ameripride	600.29
American Legion Post 201	94.00
Assured Security, Inc	94.00
Auto Value Mora	1,531.76
Beaudry Oil & Propane	25,163.30
Central McGowan, Inc	27.00
Commissioner of Transportation	26.25
East Central Energy	64.12
FirstLab	114.90
Force America Distributing	199.67
Glens Tire	246.97
Gopher State One Call	5.90
Grainger	70.81
Kanabec Co Information Systems	1,367.36
Little Falls Machine, Inc	485.15
Mattson Electric of Mora	215.43
Midstates Equipment & Supply	14,422.39
MN Elevator Inc	441.00
MN State Patrol, CMV Section	32.00
National Highway Institute	1,800.00
North American Salt Co.	3,876.71
Northern States Supply	5.13
Northland Fire Protection	619.88
Novus Glass	370.00
Nuss Truck & Equipment	82.72
Office Depot	57.70
Oslin Lumber	762.00
Owen's Auto Parts	828.27
Oxygen Service Co	200.80
Postmaster	700.00
Power Plan	411.45
Quality Disposal Systems, Inc.	145.87
Richards, Lila, The Cleaning Agent	800.00
SageQuest	559.00
Scott's Lawn & Landscapes	7,270.00
Towmaster	968.90
Verizon	75.04
Widseth Smith Nolting & Assoc	288.00
Zep Sales & Service	526.22
Ziegler, Inc	169.05
Total	66,050.87

Action #15 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

## **Resolution #15 – 03/12/14**

**WHEREAS** the negotiating team has presented the Board with a proposed 2014-2015 bargaining unit agreement between Kanabec County and the Law Enforcement Labor Services Local 107, and

**WHEREAS** the Union has indicated acceptance by signature of the Union Business Agent:

**BE IT RESOLVED** to approve a 2014-2015 bargaining unit agreement between Kanabec County and the Law Enforcement Labor Services Local 107.

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

## **Resolution #16 – 03/12/14**

**WHEREAS** the negotiating team has presented the Board with a proposed 2014-2015 bargaining unit agreement between Kanabec County and the International Union of Operating Engineers Local 49, and

**WHEREAS** the Union has indicated acceptance by signature of the Union Business Agent:

**BE IT RESOLVED** to approve a 2014-2015 bargaining unit agreement between Kanabec County and the International Union of Operating Engineers Local 49.

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

## **Resolution #17 – 03/12/14**

**WHEREAS** there is a vacancy in the position of a Financial Worker, and

**WHEREAS** the board desires to refill this vacant position;

**BE IT RESOLVED** that the County Board authorizes the Health & Human Services Director and the County Personnel Director to hire a Financial Worker to refill the vacant position at Step A, Range 7 of the pay plan which is \$15.39 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 the Health & Human Service Director and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

The board took a 5 minute break.

Executive Director Barb Chaffee with the Central Minnesota Jobs and Training met with the County Board to present their annual report.

**10:39am** - The Chairperson then called for public comment three times. None responded.

**10:40am** - The Chairperson closed public comment.

Public Works Director Chad Gramentz met with the County Board to discuss matters concerning his department.

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

### **Resolution #18 – 03/12/14**

Signs & Supplies Quotes

**WHEREAS** the following quotes were received for signs and supplies:

MR Sign Co	\$16,612.34
Newman Signs	\$14,301.29

**BE IT RESOLVED** to accept the low quote of \$14,301.29 submitted by Newman Signs.

Tax/Assessment Supervisor Karen McClellan met with the County Board to discuss matters concerning purchasing a copier for her office. No action was taken.

Environmental Services Supervisor Teresa Wickeham met with the County Board to discuss matters concerning the Kanabec County Clean Up Day and Household Hazardous Waste Clean Up Day.

Action #19 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve a **Consent Agenda** including all of the following:

### **Resolution #19a – 02/27/13**

**WHEREAS** the board has received a request for support of a Kanabec County Clean-Up Day to be held on Saturday, May 17, 2014, and

**WHEREAS** the Kanabec County Board of Commissioners and Environmental Services Supervisor support such an event;

**BE IT RESOLVED** that the county will provide up to \$5,000, to be paid using SCORE funds to help fund the County Clean-up Day.

## **Resolution #19b – 03/12/14**

**WHEREAS** the board has received a request for support of a Household Hazardous Waste Clean Up Day to be held on Saturday, May 17, 2014, and

**WHEREAS** the Kanabec County Board of Commissioners and Environmental Services Director support such an event;

**BE IT RESOLVED** that Board of Commissioners supports a Household Hazardous Waste Clean Up day using funds from the SCORE fund.

Action #20 – It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to approve the following resolution:

## **Resolution #20 – 03/12/14**

Resolution Approving Values  
And Authorizing Title Work

**WHEREAS**, the Board of Commissioners of Kanabec County received a proposal for land exchange from the Minnesota Department of Natural Resources, and

**WHEREAS**, such proposal from the Minnesota Department of Natural Resources was submitted for obtaining a value on such land.

**NOW, THEREFORE BE IT RESOLVED**, the Board of Commissioners accepts the appraised value as follows:

1962.6 acres of DNR Administered land at \$980,000  
2,180 acres of Kanabec County administered land at \$980,000

**BE IT FURTHER RESOLVED**, the Board of Commissioners authorizes the Land Commissioner and the Minnesota Department of Natural Resources to proceed with abstracts and title opinions of such land.

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

## **Resolution #21 – 03/12/14**

**WHEREAS** the Kanabec County Board of Commissioners was presented with an appraised value of DNR and Kanabec County administered land, and

**WHEREAS** a County Board Resolution approving the values of said land, and authorization to move forward with a public hearing, and title examination work.

**WHEREAS** the hearing is to be held in accordance with MS 94. 343, subd. 7 and MS 94.344, subd. 7.

**BE IT RESOLVED** Kanabec County approves and authorizes a public hearing to be coordinated by the Department of Natural Resources for purposes of this land exchange.

Action #22 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to adjourn at 11:24 a.m. and to meet again in regular session on Wednesday, March 26, 2014 at 9:00am.

*Signed* \_\_\_\_\_

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

*Attest:* \_\_\_\_\_

Board Clerk