

# PROCEEDINGS OF THE COUNTY BOARD

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

**March 21, 2007**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, March 21, 2007 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Jerry Nelson, Kevin Troupe and Les Nielsen.

The Chairperson led the assembly in the Pledge of Allegiance.

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

Action #2 - It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to approve the March 14, 2007 minutes of the Kanabec County Board of Commissioners as corrected:

- a. At the 9:59am appointment, add the word 'discuss' immediately before 'gambling.'
- b. Action #16, in the second **WHEREAS**, change the first 'report' to 'roof.'

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

Action #3 - It was moved by Kevin Troupe, seconded by Kim Smith, and carried unanimously to recess the board meeting at 9:07am to a time immediately following the Human Service Board.

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The Kanabec County **Human Service Board** met at **9:07am** on Wednesday, March 21, 2007 pursuant to adjournment with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, Jerry Nelson, and Kevin Troupe. Wendy Thompson, Acting Family Service Agency Director, presented the Human Services agenda. Items discussed included the budget, staffing, finances, and other agency business.

Action #HS4 - It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to approve the agenda of the Human Service Board as presented.

Action #HS5 - It was moved by Kevin Troupe, seconded by Kim Smith, and carried unanimously to approve the following resolution:

**Resolution #HS5-03/21/07**

## ORDER OF THE BOARD

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

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

**BE IT RESOLVED** that the County Board authorizes Acting Family Service Agency Wendy Thompson and the County Personnel Director to hire a full-time Social Worker at 40 hours per week to refill the vacant position at Step A, Range 10 of the pay plan which is \$17.10 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.

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*Action #HS6* - It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to approve payment of 137 claims totaling \$168,170.55 on Welfare Funds.

*Action #HS7* - It was moved by Jerry Nelson, seconded by Kevin Troupe, and carried unanimously to adjourn the Human Service Board at 9:42am to meet again on Wednesday, April 18, 2007 at 9:05am.

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The meeting of the Kanabec County Board of Commissioners resumed.

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

*Action #8* - It was moved by Kevin Troupe, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

### **Resolution #8-03/21/07**

WHEREAS, the County adopted a Health Reimbursement Arrangement for the benefit of its employees effective as of July 1, 2004, and amended effective January 1, 2006, and

WHEREAS, the County has decided to consider an amendment to allow an accelerated payout of accrued and unused sick leave to be contributed to this plan upon the death of eligible, retired participants (hereinafter sometimes referred to as Part 8), and

WHEREAS, it has been deemed advisable and in the best interests of the County to approve the recommendations of the County Coordinator of the County;

BE IT RESOLVED that effective January 1, 2007 the Kanabec County Health Reimbursement Arrangement shall be and hereby is amended to include the Addendum, Part B which is included here by reference, and

FURTHER RESOLVED, that all other terms and conditions of the Plan shall remain unchanged, said Plan being amended only as provided for herein.

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Action #9 - It was moved by Jerry Nelson, seconded by Kevin Troupe, and carried unanimously to authorize the donation of one used four-drawer vertical file cabinet to The Refuge.

Action #10 - It was moved by Jerry Nelson, seconded by Kim Smith, and carried unanimously to approve payment of the following claims:

- a. \$300.00 to Onanagozie RC & D for the Kanabec County Annual Operating Contribution.
- b. \$25.00 to Ogilvie School for use of auditorium

**10:00am** - Veteran Service Officer/Emergency Management Director Lowell Sedlacek met with the County Board to discuss matters concerning joint powers and mutual aid agreements. No action was taken at this time.

**10:15am** - County Sheriff Steve Schulz and Jail Administrator Joanne Nelson met with the County Board to discuss matters concerning 911 address signs. No action was taken at this time.

**10:35am** - Curt Hanson with the Initiative Foundation met with the County Board to present information regarding the Initiative Foundation. The board took the matter under advisement.

**11:05am** - The Chairperson then called for public comment. Those who responded included:

Michael Fetzek	Provided information on the Quamba sewer project
Bob Strom	County should provide more time or staff for Veteran's Service Officer.

**11:20am** - The Chairperson closed public comment. The board took a 10 minute break.

**11:42am** - Environmental Services Director Teresa Bearce met with the County Board to discuss matters concerning her office.

Action #11 - It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

## Resolution #11 -03/21/07

**WHEREAS** the board has considered replacing County Ordinance #24, “Adult Business Use,” with a new “Adult Use Ordinance”;

**BE IT RESOLVED** to hold a Public Hearing at 7:00pm on Wednesday, April 25, 2007 at a regular board meeting of the Kanabec County Board of Commissioners for the purpose of receiving public input on the intent of the board to replace the existing County Ordinance #24 with an Adult Use Ordinance.

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**12:12am** - Jail Administrator Joanne Nelson met with the County Board to discuss matters concerning E911 and computers.

Action #12 - It was moved by Jerry Nelson, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

## Resolution #12 -03/21/07

**WHEREAS** it is necessary to contract for 9-1-1 map maintenance, and

**WHEREAS** the contract with GeoComm for such services expires March 31, 2007, and

**WHEREAS** GeoComm has performed in a satisfactory manner;

**BE IT RESOLVED** to approve a “Professional Service Agreement” between Kanabec County and GeoComm for the time period April 1, 2007 through March 31, 2008 for a total of \$4,332.50.

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

## Resolution #13 -03/21/07

**WHEREAS** the Information Systems has recommended replacement of two dispatch computers, and

**WHEREAS** quotes for computers were received as follows:

Tech Depot	\$888.42
CDWG	\$885.00
FloridaMicro	\$864.41
GHA	\$864.41

**BE IT RESOLVED** to accept the recommendation of the Jail Administrator and Information Systems Director and approve the purchase of two computers from GHA at \$864.41 each.

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**12:15pm** - Public Health Service/Acting Family Service Agency Director Wendy Thompson met with the County Board to discuss matters concerning administrative recommendations for the Family Service Agency. No action was taken at this time.

Action #14 - It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

### **Resolution #14-03/21/07**

**WHEREAS** quotes for a laptop PC with docking station were received as follows:

GHA	HP 510	\$790.19
FloridaMicro	HP NX6325	\$920.11
FloridaMicro	HP 510	\$787.50
CDWG	HP NX6325	\$931.00

**BE IT RESOLVED** to approve the recommendation of the County Coordinator and Information Systems Director and accept the low quote of \$787.50 from FloridaMicro for an HP 510, and

**BE IT FURTHER RESOLVED** to include a ram upgrade to 1Gig at \$139.00 and a PS2 connector at \$19.99 for a total purchase of \$946.49 + tax.

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Action #15 - It was moved by Les Nielsen, seconded by Kim Smith, and carried unanimously to adjourn at 2:38pm to meet in regular session on Wednesday, March 28, 2007 at 6:30pm.

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

*Attest:* \_\_\_\_\_  
Alan B. Peterson, Kanabec County Coordinator