

# PROCEEDINGS OF THE COUNTY BOARD

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

**March 27, 2013**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, March 27, 2013 pursuant to adjournment with the following Board Members present: Kim Smith, Gene Anderson, Les Nielsen, Kevin Troupe, and Kathi Ellis

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 amended: delete NTSB Letter Draft and place on the Railroad Authority Agenda.

Action #2 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to approve the March 13, 2013 minutes of the Kanabec County Board of Commissioners as presented.

Action #3 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve a Consent Agenda including all of the following actions:

## **Resolution #3a – 03/27/13**

### 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 February, 2013 claims on SCORE Funds:

Quality Disposal	\$2,454.40
Knife Lake Sanitation	\$606.40
Arthur Township	\$800.00
Total	\$3,860.80

## **Resolution #3b – 03/27/13**

## KLID CLAIMS

**WHEREAS** the Kanabec County Board of Commissioners have been presented with a request to pay claims on Knife Lake Improvement District funds, and

**WHEREAS** the request was accompanied by invoices and verification in the Knife Lake Improvement District board minutes of March 3, 2013, and

**WHEREAS** the Knife Lake Improvement District has sufficient funds on hand to cover these claims;

**BE IT RESOLVED** to pay the following claims:

Kassie Hall	\$105.00
Crow's Nest	\$112.00
Kanabec Publications	\$183.40
Kanabec County Treasurer	\$35.17
Central MN Aquatics	\$5,000.00

## **Resolution #3c – 03/27/13**

**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 Go For The Gold Association for a raffle event to be held at Northwoods Steak House, 2732 Hwy 65, Mora, MN 55051 on September 7, 2013.

*Action #4* – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to recess the board meeting at 9:05am to a time immediately following the Human Service Board.

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The Kanabec County **Human Service Board** met at **9:05am** on Wednesday, March 27, 2013 pursuant to adjournment with the following Board Members present: Les Nielsen, Gene Anderson, Kim Smith, Kevin Troupe, and Kathi Ellis. Health & Human Service Director Wendy Thompson presented the Human Services agenda.

Action #HS5 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the Human Service Board agenda as amended: Leave of absence update and server discussion.

Action #FS6 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the purchase of 6 Nightingale Notes Licenses at a cost of \$14,386.00 to be paid from Welfare and MCHVIE grant funds.

Action #FS7 – It was moved by Les Nielsen, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

### **Resolution #FS7 – 03/27/13**

#### Delegation Agreement

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

**WHEREAS** the care coordinator 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 the Delegation Agreement between South Country Health Alliance and Kanabec County for the time period January 1, 2013 through December 31, 2013.

Action #HS8 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve payment of 139 claims totaling \$164,244.57 on Welfare Funds.

Action #HS9 – It was moved by Kevin Troupe, seconded by Les Nielsen and carried unanimously to adjourn the Human Service Board at 9:45am to meet again on Wednesday, April 24, 2013 at 9:05am.

The Board of Commissioners meeting continued.

Action #10 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to recess the board meeting at 9:45am to a time immediately following the Public Health Board.

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The Kanabec County **Public Health Board** met at **9:45am** on Wednesday, March 27, 2013 pursuant to public notice with the following Board Members present: Kathi Ellis, Les Nielsen,

Kim Smith, Gene Anderson and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Health Board agenda.

Action #PH11 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the Public Health Board Agenda as presented.

Action #PH12 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

### **Resolution #PH12 – 03/27/13**

Hospice Social Worker Supervisor

**WHEREAS**, the Conditions of Participation for the Hospice Program requires the supervision of the Hospice Social Worker, and

**WHEREAS**, Kanabec County Family Services has a licensed Social Worker available to provide the required supervision, and

**WHEREAS**, the Health and Human Services Director is recommending the use of the Licensed Social Worker in the Family Services Department to provide the required supervision for the Hospice Social Worker.

**THEREFORE BE IT RESOLVED** by the Board of Commissioners to approve the Licensed Social Worker in Family Services to provide supervision within her normal work duties, to the Hospice Social Worker in Public Health from March 1, 2013 through December 31, 2013.

Action #PH13 – It was moved by Les Nielsen, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

### **Resolution #PH13 – 03/27/13**

SACK Coordinated Engagement Proposal Resolution

**WHEREAS** Kanabec County is the recipient of the Strategic Prevention Framework State Incentive Grant (SPF-SIG), and

**WHEREAS** Kanabec County Public Health has developed a strategic plan for implementation based on the strategic prevention framework model and has identified the need for a countywide coordinated engagement program for youth and young adults and a coordinated communications plan for the Substance Abuse Coalition for Kanabec County.

**WHEREAS** these professional services will be compensated through SPF-SIG Grant with Kanabec County Public Health administering the program, and

**WHEREAS** the term of the contract will be from mid-April 2013 through the end of the Phase 2 grant funding cycle of June 30, 2014 on condition that grant funds are awarded and approved.

**THEREFORE BE IT RESOLVED** the Kanabec County Board approves the Request for Proposal from interested and qualified people to create a countywide Coordinated Engagement program for youth and young adults and create a communications plan for the Substance Abuse Coalition of Kanabec County.

Action #PH14 – It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to approve the following resolution:

**Resolution #PH14 – 03/27/13**

Community Health Services Board appointee

**WHEREAS** the Kanabec-Pine Community Health Services has a vacant position on it's Board for a Kanabec County consumer, and

**WHEREAS** Louisa Krueger is available and willing to perform the duties required to sit on the Board, and

**WHEREAS** the Health and Human Services Director is recommending the appointment of Ms. Krueger to the Community Health Services Board.

**THEREFORE BE IT RESOLVED** by the Board of Commissioners to approve the appointment of Louisa Krueger to the Kanabec-Pine Community Health Services Board commencing immediately and expiring January 5, 2016.

Action #PH15 – It was moved by Kevin Troupe, seconded by Gene Anderson and carried unanimously to recess the Public Health Board at 9:53am to meet in regular session on Wednesday, April 10, 2013 at 9:05am.

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The Board of Commissioners meeting continued.

Action #16 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following paid claims:

<b>Vendor</b>	<b>Amount</b>
Centerpoint Energy	78.00
Chamberlain Oil Co	1,829.69
East Central Energy	64.66
Great America Leasing	999.00

MN Dept of Finance	4,268.00
MN Energy Resources Corp	9,211.06
MN Laborers Health & Welfare Fund	560.00
Resource Training & Solutions	4,456.24
The Hartford	1,556.53
Verizon Wireless	1,328.02
Wynn Law Firm	259.25
Wynn Law Firm	157.25
Total	<u>24,767.70</u>

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

### Revenue Fund

VENDOR	AMOUNT
Ace Hardware	47.31
Ace Hardware	64.87
Ace Hardware	44.85
Ace Hardware	22.41
Aitkin Medical	549.69
Allen, Mindie	38.50
Allina Health Systems	382.50
American Lung Association	1,708.97
American Solutions for Business	666.19
Amundson, Pauline	298.70
Anderson, Jeff	466.93
Arnoldi, Sandra	449.06
Auto Value	376.73
A'viands LLC	75.00
A'viands LLC	14,139.37
Braham Motor Service	1,512.52
Bryant, Donna	2,671.87
Bryant, Donna	682.89
Casey, Mary Anne	1,000.00
CDWG	11,139.31
Christianson, Craig	528.98
Christopherson, Pat	155.18
Colburn, Judy	130.91
Crawford Supply Co	674.12
Curtis, Michael	59.89
Dalco	64.74
Druar, Dan	640.75

East Central Exterminating	256.80
East Central Regional Juvenile Center	9,553.00
Faust, Patrick	606.72
FirstLight Health Systems	2,280.00
Geisthardt, Betty	130.01
Grainger	100.27
Grainger	184.38
Granite City Jobbing	117.35
Granite City Jobbing	53.55
Granite Electronics	755.35
Handyman's Inc	78.23
Hass Construction	150.00
Hawkins, Dorothy	725.74
Health Dimensions Rehabilitation Inc	320.29
Hoefert, Bob	2,085.11
Holiday Inn Duluth	250.59
Hood, Barb	374.82
Hood, Bill	595.13
Horizon Towing	513.00
Ideal Service	1,722.88
Information Systems Corp	13,363.13
Isanti County Court Services	75.00
Isanti County Family Services	6,694.86
Ivans	66.26
Justen, Keith	95.46
Kanabec Co Aud/Treas	518.00
Kanabec Co Hwy Dept	63.67
Kanabec Co Hwy Dept	25.73
Kanabec Co Hwy Dept	3,389.44
Kanabec Co Hwy Dept	154.34
Kanabec Co Hwy Dept	129.97
Kanabec Co Hwy Dept	107.36
Kanabec Co Maintenance	3,811.64
Kanabec Co Public Health	1,197.74
Kanabec County	928.60
Kanabec Publications	2,915.40
Kastenbauer, Paul	46.00
Keeps	15,487.69
Keeps	387.05
Kragt, Neal	100.00
Landreville, Willard	829.48
Lerrssen, Jennifer	701.99
Lindblom, Jay	154.90

Luberda, Karen	14.13
Magaard, Robert	302.59
Majeski, Annette	32.77
Mattson Electric	298.21
McKesson-Medical-Surgical	28.12
Midwest Radar & Equipment	640.00
MN County Attorneys Assn	325.00
MN County Recorder Assn	150.00
MN Legal Register-Tax Court Decisions	95.00
MN Tech of Participation	61.44
Moore Medical	69.45
MPCA	400.00
Nature's Way Chiropractic	75.00
Nelson, Ansel	876.34
Nelson, Jerry	275.80
Nelson, Linda	55.37
Nelson, Ronette	654.68
Newgard, Jean	387.71
Nurse Family Partnership	25,391.00
Nurse Family Partnership	9,172.00
Office Depot	79.51
Office Depot	73.51
Office Depot	53.96
Office Depot	67.83
Oslin Lumber	7.68
Oslin Lumber	25.24
Ostrom, Donna	12.00
Owens Auto Parts	9.82
Owens Auto Parts	91.96
Perlick, Lisa	1,160.00
Pieper, Rollie	1,280.65
Post Board	450.00
Prevent Child Abuse America	240.00
Priority Dispatch	894.40
Regents of the University of MN	13,273.89
Reliance Telephone	1,550.00
Roberts, Rodney	20.68
Rogers, Pearl	495.07
RS Eden	130.20
Ruhland, Aaron	2,000.00
Ryan, Mike	25.00
S&T	259.68
S&T	5,556.97

S&T	15.70
S&T	22.87
Sedlacek, Lowell	225.72
Sherwin Williams Co	192.37
Shred-It	24.97
Shred-It	13.97
Shred-It	44.97
Shred-It	49.97
Shred-It	24.97
Shred-It	13.97
Sirchie	84.46
Stellar Services	862.63
Stevens, Joel	30.35
Strandberg, Richard	391.38
Swanson, Jeremy	350.64
Tadych, Marge	692.41
Tiger Direct	112.89
West Payment Center	1,177.00
Wickeham, Teresa	47.06
World Medical Government Solutions	99.28
Zamora, Ray	<u>1,868.61</u>
Total	184,098.02

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

### **Resolution #18 – 03/27/13**

**WHEREAS** an Employee in the Transit Office, has used the 12 week Family Medical Leave Act leave that will end April 2, 2013, and

**WHEREAS** the County currently has a doctor’s slip saying the employee can not return to work because of a physical ailment, mental illness, injury or chemical dependency and

**WHEREAS** the employee has requested a personal leave of up to six months over and beyond the FMLA leave,

**WHEREAS** the request for extended leave has been approved by the department head,

**BE IT HEREBY RESOVLED** that the Kanabec County Board of Commissioners hereby grants a personal leave of up to six months beginning April 2, 2013 and ending October 2, 2013.

Deputy Auditor Roberta Anderson met with the County Board to discuss matters concerning a request for repurchase.

Action #19 – Gene Anderson introduced the following resolution and moved its adoption:

### **Resolution #19 – 03/27/13**

**BE IT RESOLVED** to allow Stearns Bank to repurchase tax forfeited parcel #22.02575.00 at a cost of \$11,406.40

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

**IN FAVOR THEREOF:** Gene Anderson, Kim Smith, Kathi Ellis  
**OPPOSED:** Les Nielsen, Kevin Troupe  
**ABSTAIN:** None

whereupon the resolution was declared duly passed and adopted.

Michelle Hanson and Tony Miller with the Department of Natural Resources met with the County Board to discuss matters concerning their draft Land Use Management Plan. The Board took it under advisement.

**10:40am** - The Chairperson then called for public comment three times. Those that responded included:

Bob Swetz	Inquiring as to school board survey calls.
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**10:45am** - The Chairperson closed public comment.

Jail Administrator Joanne Nelson met with the County Board to discuss matters concerning the Jail.

Action #20 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to approve a one year maintenance agreement with Motorola Solutions Inc for radio system at the Jail.

County Auditor/Treasurer Denise Cooper met with the County Board to discuss licenses.

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

### **Resolution #21 – 03/27/13** **Liquor & Tobacco Licenses**

**WHEREAS** the Kanabec County Auditor/Treasurer has recommended the following application for liquor and tobacco license, and

**WHEREAS** the application was 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 application:

**LIQUOR/BEER/ TOBACCO LICENSE**  
**KANABEC COUNTY BOARD – March 27, 2013**

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<b>Establishment</b>	<b>LIQUOR</b>	<b>TOBACCO</b>
Diana L. Dahl dba Fish Lake Resort	On/Off/Sun	Yes

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

**Resolution #22 – 03/27/13**  
**Liquor & Tobacco Licenses**

**WHEREAS** the Kanabec County Auditor/Treasurer has recommended the following application for liquor and tobacco license, and

**WHEREAS** the application was 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 application:

**LIQUOR/BEER/ TOBACCO LICENSE**  
**KANABEC COUNTY BOARD – March 27, 2013**

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<b>Establishment</b>	<b>LIQUOR</b>	<b>TOBACCO</b>
Dorothy Marie Krusmark Haugen dba McBee's	On/Off/Sun	Yes

Chief Deputy Brian Smith met with the County Board to discuss matters concerning the Sheriff's Office.

*Action #23* – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

**Resolution #23 – 03/27/13**  
**Vacancy**

**WHEREAS** there is a vacancy in the position of a Deputy Sheriff, and

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

**BE IT RESOLVED** that the County Board authorizes County Sheriff and the County Personnel Director to hire a Full Time Deputy Sheriff to refill the vacant position at Step A, Range 11 of the pay plan which is \$19.14 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 County Sheriff Steve Schulz and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

*Action #24* – It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to approve the purchase of Ford Police Interceptor AWD at a cost of \$24,212.

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

*Action #25* – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

### **Resolution #25 – 03/27/13**

#### Right-Of-Way Claims

**WHEREAS** the County Board has been presented with a request to pay right-of-way claims for SAP 33-605-018 for the reconstruction of CSAH No. 5 from CSAH No. 19 to CSAH No. 3,

**BE IT RESOLVED** to pay the following right-of-way claims:

Richard & Linda Lilienthal	\$636
Darris Loose	\$999
Curt & Debra Oslin	\$1,149

The board took a 5 minute break.

*Action #26* - It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to recess the board meeting at 11:26am to a time immediately following the Kanabec County Regional Rail Authority.

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The Kanabec County Regional Rail Authority met at **11:26am** on Wednesday, March 27, 2013 pursuant to Public Notice with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, Gene Anderson, and Kevin Troupe.

Action #RR27 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the agenda as amended: Add financial report, NTSB letter, and lease discussion.

Action #RR28 – It was moved by Kevin Troupe, seconded by Les Nielsen and carried unanimously to approve the July 15, 2009 minutes of the Kanabec County Regional Railroad Authority as presented.

The Coordinator was directed to mail NTSB letter as submitted.

Discussion was held regarding leases on railroad right-of-way and insurance coverage.

Action #RR29 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to adjourn the Regional Rail Authority at 12:55pm.

The Board of Commissioners meeting continued.

Action #30 – It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to approve the following resolution:

### **Resolution #30 – 03/27/13**

**WHEREAS** the Kanabec County Board of Commissioners has been presented with a request for meeting room rental within the Kanabec County Courthouse from Nemeth Orthodontics, and

**WHEREAS** Kanabec County has typically reserved space within the Courthouse for non-profit organizations, and use of the meeting rooms is sparse on Friday, and,

**WHEREAS**, Nemeth Orthodontics will pay \$100 for one Friday a month when renting a room at the Courthouse to provide Community based orthodontics work, and provide liability insurance to hold the County Harmless.

**BE IT RESOLVED** to approve the request by Nemeth Orthodontics to rent meeting room space for \$100 once a month at the Kanabec County Courthouse.

**BE IT FURTHER RESOLVED**, the Kanabec County Board of Commissioners reserve the right to terminate this agreement at any time.

Action #31 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

### **Resolution #31 – 03/27/13**

**BE IT RESOLVED** to close the meeting at 12:12 p.m. 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 included Commissioners Kevin Troupe, Gene Anderson, Les Nielsen, Kathi Ellis and Kim Smith. Also present were County Coordinator & Personnel Director Patrick Christopherson and County Attorney Amy Brosnahan

Action #32 – It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to re-open the meeting at 12:20 p.m.

Action #33 – It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to adjourn at 12:21 pm and to meet again in regular session on Wednesday, April 10, 2013 at 9:00am.

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

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

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