

PROCEEDINGS OF THE COUNTY BOARD

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

March 28, 2012

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, March 28, 2012 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Gene Anderson, Les Nielsen and Kevin Troupe.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Kathi Ellis, seconded by Gene Anderson, and carried unanimously to approve the agenda as amended: Add Grant writer Teresa Nelson and add Comfort Township Supervisor Mike Fetzek.

Action #2 – It was moved by Kevin Troupe, seconded by Les Nielsen, and carried unanimously to approve the March 14, 2012 minutes as presented.

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

Resolution #3a – 03/28/12

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, 2012 claims on SCORE Funds:

Quality Disposal	\$2,688.72
Knife Lake Sanitation	\$619.20
Arthur Twp	\$400.00
TOTAL	\$3,707.92

Resolution #3b – 03/28/12

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 12, 2012, 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 Norby	\$37.50
Central MN Aquatics	\$4,000.00
Kanabec Co Auditor/Treasurer	\$680.00

Resolution #3c – 03/28/12

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 Permit for the Knife Lake Sportsman Club for a raffle event to be held at the public landing on Hwy 65, Mora, MN 55051 on April 28, 2012.

Action #4 – It was moved by Les Nielsen, seconded by Kevin Troupe and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

VENDOR	AMOUNT
Ahner-Nystul, Barb	13.88
Allina Health Systems	345.00
Amundson, Pauline	620.80
Arrowhead Resort	160.32
Assured Security	445.00
A'viands	1,978.45
Bachman Printing	505.69
Bear Graphics	228.15
Becker Arena Products	235.66

Byrant, Donna	2,671.87
Byrant, Donna	424.16
Carrot-Top Industries	54.23
CDWG	35.15
CDWG	35.15
CLIA Laboratory	150.00
Colburn, Judy	114.33
Dandelion Floral	81.70
Druar, Dan	526.28
East Central Exterminating	256.80
East Central Regional Juvenile Center	1,631.00
East Central Solid Waste Commission	29.94
East Central Solid Waste Commission	36.96
Election Systems & Software	877.04
ERA Laboratories	51.00
ESRI	405.50
Faust, Patrick	898.59
Federated Coops	808.58
First Light Health System	2,090.00
First Light Health System	68.70
Flascher, Joe	125.43
Galls	45.88
Galls	67.68
Garage Door Store	158.00
Geisthardt, Betty	232.61
Grainger	478.21
Grainger	69.26
Granite City Jobbing	78.61
Hasler	1,500.52
Hawkins, Dorothy	1,559.39
Health Dimensions Rehabilitation	1,149.57
Hennepin Co Medical Center	125.00
Hinckley News	15.75
Hirshfield's	170.66
Hoefert, Bob	2,098.45
Hoglund Bus & Truck Co	831.15
Holiday Credit Office	455.46
Holiday Credit Office	5,907.36
Holiday Credit Office	763.76
Holiday Credit Office	107.69
Holiday Credit Office	99.65

Holiday Credit Office	29.06
Holiday Credit Office	6,941.81
Hood, Barb	676.00
Hood, Bill	635.38
Initiative Foundation	1,400.00
Invitation Health Institute	10,000.00
Isanti Co Sheriff's Office	2,860.38
Isanti PD	3,095.47
Ivans	66.26
Kanabec Co Aud/Treas	536.00
Kanabec Co Hwy Dept	131.39
Kanabec Co Hwy Dept	73.44
Kanabec Co Hwy Dept	149.33
Kanabec Co Hwy Dept	33.18
Kanabec Co Hwy Dept	89.20
Kanabec Co Hwy Dept	7.42
Kanabec Co Hwy Dept	11.06
Kanabec Co Hwy Dept	69.52
Kanabec Co Hwy Dept	6.99
Kanabec Co Public Health	1,217.57
Kanabec Co Public Health	75,483.91
Kanabec County	792.96
Kanabec Publications	2,915.40
Kanabec Publications	30.87
Kanabec SWCD	575.00
Landreville, Willard	1,193.47
Leerssen, Jennifer	781.88
Luberda, Karen	13.88
Majeski, Annette	117.67
Mattson Electric	383.15
McClellan, Karen	31.10
Mike's Lawn Service	45.00
Milaca Chiropractic Center	65.00
MN County Attorney's Assn	30.00
MN Dept of Transportation	250.00
MN DNR	5,250.00
MN Sheriff's Assn	270.00
MN Transportation Alliance	30.00
Moore Medical	318.22
National Medical Services	78.00
Nelson, Ansel	636.07
Nelson, Jerry	194.28
Nelson, Linda	541.41

Nelson, Ronette	670.14
Nelson, Shana	5.29
Newark	109.62
Newgard, Jean	253.77
NHPCO	500.00
Oak Gallery	8.99
Office Depot	58.09
Office Depot	77.38
Office Depot	69.59
Ostrom, Donna, Deputy Registrar	12.75
Pancake, Dale	29.99
Pap, Harly	54.95
Peiper, Rollie	1,561.08
Perlick, Lisa	1,160.00
Pine Co Health & Human Services	62,168.91
Quill Corp	297.03
Quill Corp	62.48
Ramsey Co	1,400.00
Reliance Telephone	400.00
Rogers, Pearl	469.54
Rossow, Sara	316.35
RS Eden	96.16
RS Eden	76.00
Sedlacek, Lowell	107.43
Select Account	838.14
Sheriff, Pine Co	1,482.67
Stahlke's	85.00
Stellar Services	547.04
Struffert, Delores	37.48
Tadych, Sy	700.46
Technical Services Area	850.00
The Hartford	1,590.49
Thompson, Wendy	398.49
Tripel M Lawn & Snow Removal	320.63
Uniforms Unlimited	579.97
Viking Electric	316.50
West Payment Center	638.00
West Payment Center	71.61
Zamora, Ray	971.85
Zimmerman's	876.65
Total	230,147.27

Action #5 – It was moved by Kathi Ellis, seconded by Gene Anderson, and carried unanimously to recess the board meeting at 9:05am to a time immediately following the Human Service Board.

The Kanabec County **Human Service Board** met at **9:05am** on Wednesday, March 28, 2012 pursuant to adjournment with the following Board Members present: Kathi Ellis, Les Nielsen, Gene Anderson, Kim Smith, and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Human Services agenda. Also present was Fiscal Supervisor Terry Price.

Action #HS6 - It was moved by Kathi Ellis, seconded by Gene Anderson, and carried unanimously to approve the Human Service Board agenda as presented.

Fiscal Supervisor Terry Price gave a presentation to the County Board explaining the Social Welfare Fund.

Action #HS7 – It was moved by Kathi Ellis, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

Resolution #HS7 – 03/28/12

WHEREAS, pursuant to Minnesota Statutes §256.0112, Kanabec County has identified certain populations within the county who are eligible for specific home and community –based waiver services.

WHEREAS, the Kanabec County Human Services Board approved a contract with Industries Incorporated on May 19, 2010 to provide home and community-based waiver services to county residents, and

WHEREAS, changes have been made to the rates for such services and Industries Incorporated is requesting to contract transportation services through Timber Trails Public Transit;

THEREFORE BE IT RESOLVED to approve an amendment for service rate changes and contracted transportation services with Timber Trails Public Transit, for the Industries Incorporated contract dated July 1, 2010 for home and community-based waiver services effective March 1, 2012.

Action #HS8 – It was moved by Gene Anderson, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

Resolution #HS8 – 03/28/12

WHEREAS, pursuant to Minnesota Statutes §256.0112, Kanabec County has identified certain populations within the county who are eligible for specific home and community –based waiver services, and

WHEREAS, the Health and Human Services Director has recommended for approval a Waivered Service Contract to provide such services;

THEREFORE BE IT RESOLVED to approve a Contract for these services for the time period April 1, 2012 through June 30, 2012 between Kanabec County Family Services and Eagle Crossing Adult Day Center & Services.

Action #HS9 – It was moved by Les Nielsen, seconded by Kevin Troupe and carried unanimously to approve payment of 122 claims totaling \$169,334.10 on Welfare Funds.

Action #HS10 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to adjourn the Human Service Board at 9:55am to meet again on Wednesday, April 25, 2012 at 9:05am.

The meeting of the Kanabec County Board of Commissioners resumed.

Action #11 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following paid claims:

Vendor	Amount
A&H Contracting	928.05
GMCU	2,748.23
Great America Leasing	281.57
Great America Leasing	999.00
Guptil, Mackenzie	527.00
Health Partners	3,339.18
Kanabec Co Auditor HRA	42,084.90
Kanabec Co Auditor HRA	29,857.50
MN Energy Resources Corp	700.13
MN Energy Resources Corp	6,538.83
MN Laborers Health & Welfare	550.00
MN Mutual Life Ins	159.70
Mora Psychological Services	2,000.00
Office of Enterprise Technology	1,300.00
Resource Training & Solutions	7,632.00
State of MN	32.00
TDS Metrocom	336.10
Verizon Wireless	200.71
Windstream Northstar	750.75

Wynn Law Firm	284.75
Total	101,250.40

Veteran’s Service Officer/Emergency Management Director Lowell Sedlacek met with the County Board to discuss his office.

Action #12 – It was moved by Gene Anderson, seconded by Kathi Ellis and carried unanimously to approve out of state travel to Mississippi for Lowell Sedlacek for up to 7 days to help integrate returning veterans with all expenses, except wages, paid by federal grant.

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

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

Resolution #13 – 03/28/12
Culvert Inventory

WHEREAS the following quotes were received for culverts and supplies:

True North Steel.....	\$40,063.09
Contech.....	\$40,172.73

BE IT RESOLVED to accept the low quote submitted by True North Steel and authorize payment in the amount of \$40,063.09.

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

Resolution #14 – 03/28/12
SAP 033-600-002 Final Payment

WHEREAS Contract No SAP 033-600-002 has in all things been completed and the County Board being fully advised in the premises,

BE IT RESOLVED that we do hereby accept said completed project for and on behalf of the County of Kanabec and authorize final payment to Fjosne Construction in the amount of \$4,993.12.

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

Resolution #15 – 03/28/12

WHEREAS the Minnesota Geological Survey has proposed a geologic atlas mapping project for Kanabec County and has requested the County contribute well mapping services in cooperation with the project, and

WHEREAS the information resulting from this project will benefit Kanabec County's water resources planning, and

WHEREAS the Public Works Director has determined the County has adequate staff and resources to provide the requested mapping services;

THEREFORE BE IT RESOLVED that Kanabec County is to provide well mapping services, as staffing and resources allow, in cooperation with the Minnesota Geological Survey's geologic atlas project.

Action #16 – It was moved by Kevin Troupe, seconded by Gene Anderson and carried unanimously to approve the purchase of three signs for the Courthouse at a cost of \$100.20 from Indianhead Specialty.

Action #17 – It was moved by Kevin Troupe, seconded by Gene Anderson and carried unanimously to approve an extended agreement with Interim County Coordinator Jerry Tvedt through April 30, 2012.

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

Resolution #18 – 03/28/12

Approve Job Description

WHEREAS Kanabec County Policy P-117, III.A. calls for a reevaluation of all county job classifications on a five year rotation, and

WHEREAS the position of Chief Deputy Assessor is on the rotation schedule for 2012, and

WHEREAS the Assessment/Tax Supervisor has submitted an updated job description and position questionnaire, and

WHEREAS the board has examined and evaluated the updated information, and

WHEREAS the board finds that the updates are largely clarifications rather than changes;

BE IT RESOLVED that it is the decision of the board to accept and approve the proposed changes in the Chief Deputy Assessor job description, but that the changes in the job are not sufficient to warrant further review by the salary consultant and the position will retain its current rankings.

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

Chief Deputy Brian Smith met with the County Board to discuss a Boat & Water Grant.

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

Resolution #19 – 03/28/12
Boat & Water Grant

WHEREAS the Sheriff’s Office is eligible for Boat & Water Safety Grant funds in support of the county’s efforts in that area, and

WHEREAS the grant would provide \$6,750.00 during the time period January 1, 2012 and June 30, 2013;

BE IT RESOLVED to approve the terms and conditions of the grant and authorize the Chairperson to sign an Annual County Boat & Water Safety Grant Agreement for the state Fiscal Year ending June 30, 2013.

10:30am - The Chairperson then called for public comment. Those that responded included:

Tom Hamilton	Questioned why the county board had not gotten back to him on questions he brought to the board earlier.
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10:35am - The Chairperson closed public comment.

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

Mike Fetzek with Comfort Township met with the County Board to discuss matters concerning the Mora, Quamba, Comfort Township sewer project. No action was taken.

Maintenance Supervisor Jerry Pedersen met with the County Board to discuss matters concerning building security. No action was taken.

Grant writer Teresa Nelson met with the County Board to give an update on grants she has applied for on behalf of the county.

Action #20 – The chairman closed the meeting at 11:30am to discuss union negotiations.

Those present during the closed portion of the meeting include Commissioners Kevin Troupe, Gene Anderson, Les Nielsen, Kathi Ellis and Kim Smith. Also present was Interim County Coordinator Jerry Tvedt and Assistant County Attorney Barb McFadden.

Action #21 – It was moved by Kevin Troupe, seconded by Gene Anderson and carried unanimously to re-open the meeting at 11:45am.

Action #22 – It was moved by Les Nielsen, seconded by Kevin Troupe and carried unanimously to adjourn at 11:50am and to meet again in regular session on Wednesday, April 11, 2012 at 9:00am.

Signed _____

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

Attest: _____

Board Clerk