

# PROCEEDINGS OF THE COUNTY BOARD

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

**May 11, 2011**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, May 11, 2011 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Kevin Troupe, and Les Nielsen.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Kim Smith, seconded by Kathi Ellis, and carried unanimously to approve the agenda as amended. Add DOC contract.

Action #2 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the April 27, 2011 minutes of the Kanabec County Board of Commissioners as presented.

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

## **Resolution #3a – 05/11/11** 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 March, 2011 claims on SCORE Funds:

Quality Disposal	\$3,330.04
Knife Lake Sanitation	\$659.20
Arthur Township	800.00
TOTAL	\$4,789.24

## **Resolution #3b – 05/11/11** KLID

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

**WHEREAS** the request was accompanied by an invoices and verification in the Knife Lake Improvement District amended board minutes of April 6, 2011, 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	\$56.25
East Central Energy	\$75.00
East Central Energy	\$75.00

**Resolution #3c – 05/11/11**  
Gambling Approval

**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 MN Deer Hunters Association Snake River Chapter for a raffle event to be held at Fish Lake Resort, 674 Fish Lake Dr, Mora, MN 55051 on June 13, 2011.

Action #4 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following paid bills:

Vendor	Amount
Bartz, Heather	59.50
Blake, Kenneth	391.00
City of Milaca	33.03
East Central Energy	366.39
EC Riders	8,391.30
Five County Mental Health	660.00
Frontier	205.00
GMCU	1,264.68
Guptil, Mackenzie	2,023.00

Holiday Credit Office	16,663.85
Jones, Lisa	1,100.75
MN Dept of Finance	5,040.50
MN Dept of Public Safety	25.00
MN Mutual Life Ins	299.13
Mora Municipal Utilities	1,530.69
Mora Psychological Services	1,562.50
Polk Co Circuit Court	7.50
Sprint	220.70
The Hartford	1,577.73
US Cable	312.46
Verizon Wireless	980.87
Windstream Northstar	868.58
	<u>43,584.16</u>

Action #5 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to recess the board meeting at 9:05am to a time immediately following the Public Health Board.

The Kanabec County **Public Health Board** met at **9:05am** on Wednesday, May 11, 2011 pursuant to public notice with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Health Board agenda.

Action #PH6 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the Public Health Board Agenda as presented.

Action #PH7 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

**Resolution #PH7 – 05/11/11**  
**Sliding Fee Schedule Resolution**

**WHEREAS**, a sliding fee schedule is used for Public Health services, and

**WHEREAS**, it is necessary to update the fee schedule from time-to-time, and

**WHEREAS**, the Health & Human Service Director has recommended a replacement schedule;

**BE IT RESOLVED** to approve the following sliding fee schedule for Kanabec County Public Health services effective May 11, 2011:

**2011 Sliding Fee Scale**  
**Public Health Nurse Clinic Visits**

Family Size	120-140% MA base	140-160%	160-180%	180-200%
1	1,082-1,263 (12,984-15,156)	1,263-1,443 (15,157-17,316)	1,443-1,624 (17,316-19,488)	1,624-1,804 (19,488-21,648)
2	1,457-1,698 (17,484-20,376)	1,698-1,941 (20,377-23,292)	1,941-2,183 (23,293-26,196)	2,183-2,426 (26,197-29,112)
3	1,830-2,135 (21,960-25,620)	2,135-2,440 (25,621-29,280)	2,440-2,745 (29,281-32,940)	2,745-3,050 (32,941-36,600)
4	2,204-2,572 (26,448-30,864)	2,572-2,939 (30,865-35,268)	2,939-3,307 (35,269-39,684)	3,307-3,674 (39,685-44,088)
5	2,579-3,009 (30,948-36,108)	3,009-3,438 (36,109-41,256)	3,438-3,868 (41,257-46,416)	3,868-4,298 (46,417-51,576)
6	2,952-3,444 (35,424-41,328)	3,444-3,936 (41,329-47,232)	3,936-4,428 (47,233-53,136)	4,428-4,920 (53,137-59,040)
7	3,326-3,881 (39,912-46,572)	3,881-4,435 (46,573-53,220)	4,435-4,990 (53,221-59,880)	4,990-5,544 (59,881-66,528)
8	3,700-4,316 (44,400-51,792)	4,316-4,933 (51,793-59,196)	4,933-5,549 (59,197-66,588)	5,549-6,166 (66,589-73,992)
Fee for Office PHN Visit	\$7.00  \$14.60 for any Vaccine or Medication Administration  (15%)	\$17.50  \$14.60 for any Vaccine or Medication Administration  (25%)	\$35.00  \$14.60 for any Vaccine or Medication Administration  (50%)	\$52.50  \$14.60 for any Vaccine or Medication Administration  (75%)

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

**Resolution #PH8 – 05/11/11**  
**SHIP/Mora Economic Development Authority**  
**(Mora Area Farmer’s Market) Intervention**

**WHEREAS** Kanabec County Public Health is the lead agency for the Kanabec/Pine Community Health Services Statewide Health Improvement Program, and

**WHEREAS** Kanabec County Public Health has allocated and encumbered funds for the purpose of providing Statewide Health Improvement Program interventions to residents of Kanabec and Pine counties, and

**WHEREAS**, the Mora Economic Development Authority agrees to ensure that the tasks outlined in the Community Nutrition intervention work plan are accomplished through the Mora Area Farmers Market;

**NOW THEREFORE BE IT RESOLVED** to approve this Memorandum of Agreement between Kanabec County Public Health and Mora Economic Development Authority for provision of the Statewide Health Improvement Program.

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

**Resolution #PH9 – 05/11/11**  
**SHIP/Pine City Farmers Market**  
**Intervention Resolution**

**WHEREAS** Kanabec County Public Health is the lead agency for the Kanabec/Pine Community Health Services Statewide Health Improvement Program, and

**WHEREAS** Kanabec County Public Health has allocated and encumbered funds for the purpose of providing Statewide Health Improvement Program interventions to residents of Kanabec and Pine counties, and

**WHEREAS**, the Pine City Farmers Market agrees to ensure that the tasks outlined in the Community Nutrition intervention work plan are accomplished as stated in the Request for Funding;

**NOW THEREFORE BE IT RESOLVED** to approve this Memorandum of Agreement between Kanabec County Public Health and the Pine City Farmers Market for provision of the Statewide Health Improvement Program.

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

**Resolution #PH10 – 05/11/11**  
**Health Dimensions Rehabilitation Physical Therapy Resolution**

**WHEREAS**, Kanabec County Public Health is in need of physical therapy services, and

**WHEREAS**, Health Dimensions Rehabilitation (HDR) employs professional practitioners who are duly qualified and licensed to provide such services and HDR is willing to enter into a contract to provide services for Kanabec County Public Health clients;

**THEREFORE BE IT RESOLVED** to approve the Director of Health and Human Services to enter into a contract with Health Dimensions Rehabilitation for physical therapy services.

Action #PH11 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to adjourn the Public Health Board at 9:40am to meet in regular session on Wednesday, June 8, 2011 at 9:05am.

The meeting of the Kanabec County Board of Commissioners resumed.

Action #PH12 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to recess the board meeting at 9:45am to a time immediately following the Human Services Board.

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The Kanabec County **Human Services Board** met in continued session at **9:45am** on Wednesday, May 11, 2011 pursuant to recess with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Human Services Board agenda.

Action #HS13 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the Human Services Board Agenda as presented.

The Case Aide position was discussed. No formal action was taken.

Action #PH14 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to adjourn the Human Services Board at 9:55am to meet in regular session on Wednesday, May 25, 2011 at 9:05am.

The meeting of the Kanabec County Board of Commissioners resumed.

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

**Resolution #15 – 05/11/11**  
Evaluation Result

**WHEREAS** the Board has evaluated the past year's job performance of County Engineer Greg Nikodym, and

**WHEREAS** the Personnel Committee has discussed its findings with Nikodym;

**BE IT RESOLVED** that the Board finds his performance to be satisfactory.

Transit Director Helen Pieper met with the Board to discuss matters concerning Timber Trails.

Action #16 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the purchase and install of an overhead door at the Ogilvie Timber Trails facility at a cost not to exceed \$2,800.00 plus any applicable taxes.

Action #17 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the UCARE contract and agreement with Mille Lacs County pending approval of the contract by the County Attorney’s office.

Maintenance Supervisor Jerry Pedersen met with the Board to discuss matters concerning the maintenance department.

Action #18 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the purchase and installation of a bundled battery monitoring service from Emerson Network Power at a cost not to exceed \$8,697.00 per year over the course of a five year contract.

**10:27am** - The Chairperson then called for public comment. Those that responded included:

Robert Swetz	Questions concerning the Jail battery system.
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**10:32am** - The Chairperson closed public comment.

County Auditor Denise Cooper met with the Board to discuss the Early Retirement program. No formal action was taken.

Action #19 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following resolution:

**Resolution #19 – 05/05/11**  
Maintenance Tech I

**WHEREAS** there is a vacancy in the position of Maintenance Tech I, and

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

**BE IT RESOLVED** that the County Board authorizes the Maintenance Supervisor and the County Personnel Director to hire a Maintenance Tech I to refill the vacant position at Step A, Range 5 of the pay plan which is \$13.49 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 to authorize the Maintenance Supervisor and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

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

### **Resolution #20 – 05/05/11**

#### **Mechanic Assistant/Building Grounds Maintenance Worker**

**WHEREAS** there is a vacancy in the position of Mechanic’s Assistant/Building & Grounds Maintenance Worker, and

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

**BE IT RESOLVED** that the County Board authorizes the County Engineer and the County Personnel Director to hire a Mechanic’s Assistant/Building & Grounds Maintenance Worker to refill the vacant position at Step A, Range 6 of the pay plan which is \$14.30 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 to authorize the County Engineer and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

A County Break Policy was discussed. No formal action was taken.

Action #21 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the amended agreement between Kanabec County and the Minnesota Department of Corrections effective immediately and expiring June 30, 2012.

Action #22 – It was moved by Les Nielsen, seconded by Kim Smith, and carried unanimously to approve payment of the following claims on the funds indicated:

### **Revenue Fund**

<b>VENDOR</b>	<b>AMOUNT</b>
Ace Hardware	31.82

Ace Hardware	35.26
Aitkin Medical	903.03
Akkerman-Ingebrand Funeral Home	300.00
Akkerman's Repair	470.38
Akkerman's Repair	85.18
Allina OCC	130.00
AmeriPride	398.95
AmeriPride	38.19
Amundson, Pauline	15.30
Anderson, Karen	206.55
Andres, Christine	331.50
Anoka Co Juvenile Center	186.00
Applied Concepts	800.00
Applied Concepts	816.48
Auto Value	22.06
Barger, Jan	759.11
Bearce, Teresa	90.00
Bernhardt, Maria	301.38
Bernicks	47.88
Biever, Laurie	220.83
Bork, Laura	29.58
Braham Motor Service	475.23
Burski, Kathy	70.38
Byrant, Donna	1,603.13
Byrant, Donna	848.32
Cassman, Deb	193.80
CDWG	138.10
CDWG	8.83
CDWG	9.62
CDWG	9.22
Central Fleet Service	946.89
Changing Gaits	400.00
City of Mora	1,625.00
City of Mora	840.00
Coborns	273.63
Coborns Pharmacy	244.72
CPS	409.56
Crawford Supply Co	475.08
Crime Stoppers of MN	150.00
D&T Ventures	578.81
D&T Ventures	500.00
Dandelion Floral	118.89
Dandelion Floral	282.93

Deaton's Mailing	673.00
E Weinberg	791.94
East Central Exterminating	122.90
East Central Regional Juvenile Center	832.00
ECM	98.40
ECM	114.50
ECM	108.00
Elfstrum, Brenda	548.76
Fahning, Rebecca	19.38
Federated Coops	378.00
Felger, Karen	25.08
FirstLight Health System	200.00
FirstLight Health System	1,248.20
FirstLight Health System	189.00
FirstLight Health System	1,995.00
Frank Madden & Assoc	350.30
Fresonke, Lew	275.00
Friday, Jenny	43.86
Garcia, Timothy	192.50
Gesisthardt, Betty	93.25
Glen's Tire	200.49
Glen's Tire	314.53
Granite City Jobbing	773.19
Handyman's	76.20
Heim, Kate	182.30
Hoefert, Bob	1,445.07
Hoglund Bus & Truck Co	111.93
Hood, Barb	122.40
Hood, Bill	675.54
Horizon Towing	212.68
Howard, Carey	115.77
Image Office Service	82.44
Jebsen, Michelle	179.52
Jebsen, Michelle	125.00
Jerry Goebel Upholstery	410.31
Johnsons Hardware	103.60
Johnsons Hardware	319.56
Kanabec Co Ag Society	200.00
Kanabec Co Ag Society	110.00
Kanabec Co Ag Society	200.00
Kanabec Co Family Services	125.84
Kanabec Co Hwy Dept	231.08

Kanabec Co Hwy Dept	209.45
Kanabec Co Public Health	5,878.32
Kanabec Co Public Health	1,255.31
Kanabec Co Sheriff's Reserves	300.00
Kanabec Publications	228.60
Kanabec Publications	535.74
Kanabec Publications	113.40
Kanabec Publications	275.20
Kanabec Publications	58.80
Kehn, Jessie	73.63
Kleszky, Jayke	90.00
Knife Lake Sanitation	125.00
Koch's Hardware	24.97
Landreville, Willard	252.30
Lane, Dave	32.64
Laska, Millie	553.34
Leerssen, Jennifer	650.73
Lewis, Gwen	19.38
Luberda, Karen	16.83
MACAI	170.00
MACATFO	25.00
Majeski, Annette	472.06
McFadden, Barb	43.86
McGee MD, Michael	1,000.00
McIntosh, Bob	725.00
MCIT	50.00
McNally, Dennis	53.00
Mille Lacs Disposal	34.04
MIPH	2,900.00
MN Attorney General	110.00
MN Monitoring	160.00
MN Pollution Control	11,421.02
Moore Medical	371.60
Moore Medical	180.52
Mora Chevrolet Buick	1,007.16
Mora Chevrolet Buick	1,171.80
Mora Schools	8,220.97
Morrell, Joy	1,050.09
Nelson, Gary	895.50
Nelson, Jerry	28.05
Nelson, Linda	702.74
Nelson, Ronette	556.72
Newgard, Jean	498.12

Northland Fire Protection	344.51
Nummela, Pat	52.02
Office Depot	263.30
Office Depot	88.38
Office Depot	59.06
Ogilvie Schools	8,942.18
Oistad, Connie	75.00
Osterdyk, Dorothy	267.24
Osterdyk, Sue	15.81
Party Time Inflatables	1,500.00
PD's Embroidery	207.00
PD's Embroidery	45.00
Pedersen, Jerry	40.80
Peterson, Ronald	78.00
Pieper, Helen	453.06
Pieper, Rollie	728.45
Quality Disposal	350.70
Quality Disposal	194.24
Raiche, Nancy	355.47
Ringler, Jennie	47.43
Risk & Needs Assessment	200.00
Rittenour, Michelle	141.78
Rogers, Pearl	552.66
Rosburg, Diane	184.11
Ryan, Don & Rosemarie	830.00
S&T	670.11
S&T	568.91
Sandberg, Bev	135.66
Schultz, Stefani	20.40
Sedlacek, Lowell	150.17
Sheriff, Kanabec Co	369.63
Skramstad, Linda	326.91
Smith, Kim	248.88
Solomon, Nick	70.50
Stahlke's	60.00
Stanley, Phyllis	100.00
Swanson, Lori	22.44
Tadych, Marge	95.88
Tadych, Sy	715.35
Thompson, Wendy	551.82
TigerDirect.com	17.36
Tinker & Larson	30.25
Tinker & Larson	318.87

Trusight	290.00
Tvedt, Joell	241.84
UHL Co	1,096.00
Understand It, Inc	795.00
US Cable	60.30
Vogel, Darla	144.84
Voight, Jackie	40.30
Waschenbecker, Diana	37.20
Weber, Dan	24.50
Wergin, Richard	350.00
West Payment Center	181.67
Winterfield, Troy	40.00
Wolbert, Maryls	204.37
Zamora, Ray	826.10
Total	98,400.49

### **Road & Bridge Fund**

<b>Vendor</b>	<b>Total</b>
Ace Hardware	417.78
Ameripride	448.28
Auto Value Mora	3,165.28
Boyer Trucks	1,820.99
Buckley Construction/Keith Rogne	264.00
Commissioner of Transportation	170.30
Craftco, Inc.	22,788.34
Cragun's Conference Center	316.36
Erickson Engineering Co., LLC	1,650.00
Federated Co-ops	279.10
Glen's Tire	190.95
Gopher State One Call	13.05
Jeff's Machine & Welding	3,493.80
Kanabec Co. Vehicle Account	36.08
Kanabec Co. Highway Dept	73.65
Kanabec Publishing, Inc.	432.15
Kanabec Soil & Water	210.00
Mille Lacs Co. Public Works Dept.	192.00
MN Petroleum Marketers Assn	410.00
Northern States Supply	348.87
Nuss Trucking & Equipment	953.31
Office Depot	57.86
Owen's Auto Parts	878.21
Oxygen Service Company	63.70
Power Plan	215.86
Quality Disposal Systems, Inc.	153.89
Richards, Lila, The Cleaning Agent	837.90
SafetyKleen Systems, Inc.	425.53

Sharrow Lifting Products	300.90
Sherburne Co Public Works	378.00
University of MN, College Cont Ed	<u>195.00</u>
Total:	41,181.14

Action #23 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to adjourn at 11:16am and meet in regular session on Wednesday, May 25, 2011 at 9:00am.

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

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