

# PROCEEDINGS OF THE COUNTY BOARD

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

**May 14, 2008**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, May 14, 2008 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 Les Nielsen, seconded by Kim Smith, and carried unanimously to approve the agenda with the addition of the following:

- a. Surplus equipment disposal
- b. Jail Update
- c. Mini-Bus
- d. 911 address signs

Action #2 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the April 23, 2008 minutes of the Kanabec County Board of Commissioners as presented.

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

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## **Resolution #3a – 05/14/08**

### **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, 2008 claims on SCORE Funds:

Quality Disposal	\$3,440.00
Knife Lake Sanitation	\$960.00

Arthur Township	\$400.00
<b>TOTAL</b>	<b>\$4,800.00</b>

### **Resolution #3b – 05/14/08**

#### **Water Plan Claims**

**WHEREAS** the board has been presented with a claim to be drawn on Water Plan Funds, and

**WHEREAS** the Environmental Services Director has verified that this claim falls within the budget of the Water Plan and is an action item of the Water Plan Committee;

**BE IT RESOLVED** to approve payment of claims totaling \$70.00 as follows:

East Central Water Testing	\$35.00
East Central Water Testing	\$35.00

### **Resolution #3c – 05/14/08**

**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 April 12, 2008, and

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

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

ERA Laboratories	\$ 91.50
East Central Electric	\$ 46.70
East Central Electric	\$ 33.14
Kanabec County	\$ 680.00
MN Shoreline Restoration	\$ 750.00
MN Shoreline Restoration	\$10,000.00

### **Resolution #3d – 05/14/08**

#### **Diesel Fuel**

WHEREAS quotes for diesel fuel were received as follows:

Federated Cooperative	\$3.84/Gallon
Town & Country Oil	\$3.58/Gallon

BE IT RESOLVED to approve the recommendation of the County Engineer and accept the low quote of \$3.58 per gallon from Town & Country Oil.

### Resolution #3e, 05/14/08 Unleaded Gasoline

WHEREAS quotes for unleaded gasoline were received as follows:

Federated Cooperative	\$3.1500/Gallon
Town & Country Oil	\$3.3876/Gallon

BE IT RESOLVED to approve the recommendation of the County Engineer and accept the low quote of \$3.15 per gallon from Federated Coop.

### Resolution #3f, 05/14/08 Right-of-Way Claims

WHEREAS the county board has been presented with a request to pay Right-of-Way claims on SAP 33-601-07, , the reconstruction of County State Aid Highway #1 between CSAH No. 17 and CSAH No. 11

BE IT RESOLVED to pay the following Right-of-Way claims:

- |    |                          |             |
|----|--------------------------|-------------|
| 1. | Lynn Vagle.....          | \$ 2,744.00 |
| 2. | Ward Johnson.....        | \$11,385.00 |
| 3. | Greg & Julie Nelson..... | \$11,143.00 |

*Action #4* – It was moved by Jerry Nelson, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

### Resolution #4, 05/14/08 Surplus Property

WHEREAS the board did authorize the sale of surplus property by Board Resolution #9-04/23/08, and

WHEREAS the following bids were received:

BIDDER	Ford Truck	J-Craft Pup	Drake Pup
KCR Construction	\$9,600.00	\$4,000.00	\$3,800
Adam Dunsmore	\$1,500.00		

Dave Kadous Trucking		\$3,420.00	
Robin Straka	\$9,150.00	\$2,150.00	\$2,150.00

**BE IT RESOLVED** to accept the low bid from KCR Construction:

- a. 1989 Ford Tandem Dump Truck with Snowplow Equipment -\$9,600.00
- b. Drake Pup Trailer - - - - - \$3,800.00
- c. J-Craft Pup Trailer - - - - - \$4,000.00

Action #5 –It was moved by Kevin Troupe, seconded by Jerry Nelson, 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 14, 2008 pursuant to adjournment with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, Jerry Nelson and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Health Board agenda. Items discussed included agency finances, contracts, staffing and other agency business. Also present was Nursing Supervisor Christine Andres.

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

Nursing Supervisor Christine Andres gave the board a presentation on a Universal Newborn Baby Visiting Program.

Action #PH7 - It was moved by Les Nielsen, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

**Resolution #PH7, 05/14/08**  
**PHN Hire**  
**ORDER OF THE BOARD**

**WHEREAS** there is a vacancy in the position of Public Health Nurse, and

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

**BE IT RESOLVED** that the County Board authorizes Health & Human Service Director Wendy Thompson and the County Personnel Director to hire a full-time Public Health Nurse at 40 hours per week to refill the vacant position at Step A, Range 11 of the pay plan which is \$18.40 per hour plus a \$2.00 per hour market adjustment for a total of \$20.40 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 #PH8 – It was moved by Kevin Troupe, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

**Resolution #PH8, 05/14/08**  
BC/BS Contract

**BE IT RESOLVED** to approve a 2008-2009 Flu Stop Contract between Kanabec County and Blue Cross & Blue Shield of Minnesota, and

**BE IT FURTHER RESOLVED** to authorize Health & Human Service Director Wendy Thompson to sign the contract.

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Action #PH9 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve a Hospice service contract for licensed Social Worker service between Kanabec County and Kanabec Hospital subject to County Attorney approval.

Action #PH10 – It was moved by Jerry Nelson, seconded by Kevin Troupe, and carried unanimously to approve a **Consent Agenda** including all of the following actions:

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**Resolution #PH10a – 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for In-House Respite Care for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Kanabec Hospital.

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**Resolution #PH10b - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for In-House Respite Care for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Villa Health Care Center.

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## **Resolution #PH10c - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for Assisted Living for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Villages of Mora.

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## **Resolution #PH10d - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for patient care services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Alliance Health Care.

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## **Resolution #PH10e - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for patient care services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Brighter Day Residence, Inc.

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## **Resolution #PH10f - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for patient care services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Care Free Home Services.

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## **Resolution #PH10g - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for patient care services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and North Country Home Care.

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## **Resolution #PH10h - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for patient care services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Prairie River Home Care.

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## **Resolution #PH10i - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for patient care services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Sunrise Health Services.

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## **Resolution #PH10j - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for patient care services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Volunteers of America.

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## **Resolution #PH10k - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for Foster Care services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Gloria Austin.

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## **Resolution #PH10l - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for Foster Care services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Donna Dunstan.

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## **Resolution #PH10m - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for Foster Care services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Callymarie Hanson.

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## **Resolution #PH10n - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for Foster Care services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Richard Saby.

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## **Resolution #PH10o - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for Foster Care services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Schoumaker Adult Foster Care.

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### **Resolution #PH10p - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for Foster Care services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Arnela Spiczka.

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### **Resolution #PH10q - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for Foster Care services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Jerry Stenstrom.

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### **Resolution #PH10r - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for Foster Care services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Don and Resa Turner.

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### **Resolution #PH10s - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for Foster Care services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Jane Ziebarth.

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## **Resolution #PH10t - 05/14/08**

**WHEREAS** the Public Health Director has recommended for approval a Waivered Service Contract;

**BE IT RESOLVED** to approve a Contract for Fiscal Support services for waived service for the time period July 1, 2008 through June 30, 2009 between Kanabec County Public Health and Alliance Health Care.

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Action #PH11 - It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to adjourn the Public Health Board at 10:12am to meet again on Wednesday, June 11, 2008 at 9:05am.

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The meeting of the Kanabec County Board of Commissioners resumed.

**10:12am** – Chief Deputy Assessor Jodi Lindberg met with the County Board to discuss matters concerning the Assessor’s Office.

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

## **Resolution #12 - 05/14/08** **Assessor’s Website**

**WHEREAS** the county board has established a website service for the Assessor’s Office information, and

**WHEREAS** the website is currently funded by a subscription fee of \$250 per user, and

**WHEREAS** local townships and cities pay the Assessor’s office to value all taxable properties for Ad Valorem tax purposes,

**BE IT RESOLVED** to authorize the Assessor’s Office to waive the \$250 access fee for all township and cities that are currently under contract for assessment services with the Assessor’s Office.

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Action #13 – It was moved by Les Nielsen, seconded by Kim Smith, and carried unanimously to approve the following paid claims:

Absolute Title	14.00
Ahlgren & Bangma	214.00
Ann Lake Twp	3,707.67
Arthur Twp	16,427.15
Barnhart, Margaret & Rodney	28.00
Boyd, Susan	293.00
Brunswick Twp	13,381.71
Chamberlain Oil	1,713.79
Comfort Twp	8,249.87
East Central Energy	69.27
EC Riders	8,801.75
Ford Twp	2,896.30
GMCU	1,339.31
Grass Lake Twp	10,074.86
Great America Leasing	999.00
Guptil, Mackenzie	1,190.00
Haybrook Twp	2,403.27
Hillman Twp	4,455.06
Holiday Credit Office	6,731.89
Humana Dental	4,635.48
Kanabec Co Abstract	2.00
Kanabec Co Auditor	120.00
Kanabec Co Auditor	180.00
Kanabec Co Auditor/Treasurer	882.00
Kanabec Twp	6,946.93
Knife Lake Twp	9,359.98
Kroschel Twp	4,342.56
Le Mieux, Leo & Mary	38.00
Ledin & Hofstad	1,530.00
Lindberg & McKinnis	2.00
Menards	26,017.95
MN Dept of Finance	4,745.50
MN Dept of Health	422.50
MN Energy Resources	6,264.68
Mora Municipal Utilities	4,952.66
Mora Municipal Utilities	1,956.43
Northstar Access	591.33
Parker, Satrom & Donegan	1,403.50

Peace Twp	10,791.92
Pomroy Twp	4,891.10
Rural Cellular Corp	1,339.18
Schulz, Steve	218.38
Southfork Twp	7,655.90
Stuge, Michael	30.00
TDS Metrocom	362.20
Treasurer, Kanabec Co	85,811.00
Vanderberg, Henry & Lorraine	48.00
Whited Twp	6,224.72
Wynalda, Ross	44.00
Total	<u>274,799.80</u>

**10:15am** – Bar Owners of Kanabec County met with the County Board to discuss matters concerning Ordinance #24. A request was made to change Sunday liquor sales from noon to 10:00am. The matter will be considered again at the June 11, 2008 board meeting at 10:00am.

**10:32am** - The Chairperson then called for public comment three times. None responded.

**10:34pm** - The Chairperson closed public comment.

Action #14 – It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

## **Resolution #14 - 05/14/08**

### **Okay House**

**WHEREAS** Kanabec County is a member of the OK House Joint Powers Agreement, and

**WHEREAS** Article IV.5. of the Joint Powers Agreement requires that members and other users make up operating cost deficiencies on a pro-rata basis, and

**WHEREAS** a claim of \$880.79 has been presented to the board for the Kanabec County pro-rata share of an operating deficit;

**BE IT RESOLVED** to approve payment of an \$880.79 claim to the Sherburne County Auditor/Treasurer for the OK House, and

**BE IT FURTHER RESOLVED** that the funding source will be:  
    \$440.40 from the Probation budget  
    \$440.39 from the Welfare Fund

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Action #15 – It was moved by Les Nielsen, seconded by Kevin Troupe, and carried unanimously to approve payment of the following claims on the funds indicated:

### **Revenue Fund**

Ace Hardware	12.02
Ace Hardware	7.43
Ace Hardware	62.64
Admin-IPA	190.00
Aitkin Medical	2,597.65
Akkerman Ingebrand Funeral Home	600.00
Alcanter, Lori	374.71
Allina OCC Med	75.00
American Solutions for Business	849.25
American Solutions for Business	423.32
AmeriPride	47.34
AmeriPride	338.30
Anderson, Jody	21.82
Anderson, Karen	176.75
Andres, Christine	247.46
Anoka Co Juvenile Center	1,044.00
Arens, Anthony	147.42
Arens, Kayle	60.10
Armstrong, Becci	35.86
Ashworth Appliance	20.21
Association of MN Counties	47.93
Association of MN Counties	90.53
Athey, Lucas	122.27
Auto Value	487.62
Auto Value	78.88
Bearce, Teresa	89.69
Bernhardt, Maria	201.50
Biever, Laurie	322.19
Binsfeld's	124.00
Binsfeld's	79.00
Binsfeld's	79.00
BLI Lighting	50.89
Bob Barker	242.17
Briggs	370.89
Broshofske, Ken	195.50
Bryant, Gary	1,597.50
Burski, Kathy	401.06
Cassman, Deb	51.98
Changing Gaits	00.00

Coborns	67.19
Coborns	217.16
Coborns Long Term Care Pharmacy	96.45
Coborns Pharmacy	690.53
Cole, James	42.99
CPS Technology	456.57
Creative Forms	901.97
Creative Forms	279.67
D&T Ventures	500.00
D&T Ventures	551.25
Dahlberg, Loretta	133.83
Dalco	12.35
Dandelion Floral	229.71
Darlow, Zane	144.00
Darlow, Zane	36.00
Deaton's Mailing	1,171.80
Dept of Employment & Economic Dev	4,212.00
Discount Mugs	94.75
Donaghue, Amber	140.00
Donaghue, Amber	92.51
Donaghue, Amber	65.00
Drug Detection Devices	427.87
Dudek, Allison	317.93
East Central Exterminating	101.20
East Central Exterminating	101.20
East Central Regional Juvenile Center	1,194.00
EBSC	1,319.00
ECM Publishers	560.00
EcoWater	151.00
EG Rud & Sons	4,200.00
Elfstrum, Brenda	422.69
Enventis	4,448.50
Erbstoesser, Arnie	278.76
ERC Inc	1,475.00
Eustice, Todd	307.95
Eustice, Todd	194.72
Fresonke, Lew	157.50
Friday, Jennifer	163.62
Galls	612.81
Garcia, Tim	135.00
Glens Tire	28.36
Glens Tire	1,447.99
Goodman, Arlys	92.67

Goodman, Arlys	92.67
Government Mgmt Group	3,600.00
Grainger	405.87
GreatAmerica Leasing Corp	999.00
Gunderson Motors	227.29
Gustafson, Bev	399.46
Handyman's Inc	724.43
Hannu, Joann	311.08
Harff, Shirley	329.36
Harvest Home Builders	697.00
Hebeisen, David	1,050.40
Hebeisen, David	67.50
Hennepin Co Medical Center	175.00
Holiday Fleet	20.07
Howard, Carey	77.27
Image Office Service	73.79
Independence Medical	161.37
Information Systems Corp	114.90
Interstate All Battery Center	195.04
Interstate PowerSystems	459.32
Isanti Co	22,215.18
Ivans	60.71
Johnson, Wallace	203.52
Johnsons Hardware	125.37
Johnsons Hardware	7.12
Jones, Clare	13.98
Kanabec Co Ag Society	110.00
Kanabec Co Ag Society	300.00
Kanabec Co Hwy Dept	34.08
Kanabec Co Hwy Dept	148.32
Kanabec Co Hwy Dept	33.22
Kanabec Co IS	348.95
Kanabec Co Public Health	11,071.87
Kanabec Co Public Health	80.00
Kanabec Co Sheriff	384.00
Kanabec Hospital	4,560.00
Kanabec Hospital	179.49
Kanabec Hospital	3,838.60
Kanabec Publications	770.41
Kanabec Publications	132.06
Kanabec Publications	201.82
Kanabec Publications	125.75
Kanabec Publications	42.90

Kanabec Publications	105.38
Kanabec Publications	188.51
Kanabec Publications	130.31
Kanabec Publications	1,358.50
Keefe Supply Co	516.80
Keeprs	1,439.09
Kruse, Patricia	32.70
Laska, Millie	1,452.34
Lennox, Wade	147.66
Lennox, Wade	130.00
MAAO	85.00
Majeski, Annette	523.22
Marco	190.02
Marco	409.73
Martel Electronics	00.00
Martin, Bill	17.17
Maul, Barb	77.77
Maul, Barb	146.78
MCCC	79.22
MCCC	2,821.47
McGee, Michael, MD	1,200.00
MCIT	50.00
MCIT	2,500.00
Midwest Radar & Equipment	270.00
Mike Nelson Auto Glass	247.25
Miklesh, Jolene	194.93
Mille Lacs County Jail	237.00
MN Attorney Generals Office	1,656.13
MN County Attorney's Assn	53.25
MN County Attorney's Assn	35.00
MN Monitoring	156.00
MN Monitoring	240.00
MN Office of Enterprise Technology	19.72
MN Pollution Control Agency	11,421.02
MN Secretary of State	40.00
MN Sheriff's Assn	330.00
MN State Board of Assessors	160.00
MN State Board of Assessors	110.00
MN SWAA	50.00
Montana Institute	8,000.00
Moore Medical	242.73
Mora Bakery	22.14
Mora Police Dept	384.00

Mora Schools	200.00
Mora Schools	12,697.00
Morrell, Joy	1,125.20
MSBA	30.00
Nelsons	449.07
NHPCO	25.00
Northland Chemical Corp	398.57
Novus Glass	40.00
Oak Gallery	17.30
O'Brien, Pat	48.63
Office Depot	39.25
Office Depot	82.13
Office Depot	61.21
Office Depot	57.02
Office Depot	151.42
Office Depot	518.20
Office Depot	59.66
Office Depot	2,582.41
Office Depot	171.95
Office Depot	68.46
Office of Enterprise Technology	600.00
Office of Enterprise Technology	600.00
Ogilvie Schools	12,041.17
Orange Tree Employment Screening	18.00
O'Reilly, Molly	343.65
Oslin Lumber	38.34
Osterdyk, Sue	77.27
Ostrom, Donna	27.50
Otte Dairy Delivery	490.00
Owens Auto Parts	22.31
Owens Auto Parts	210.66
Pamida	5.02
Pamida	47.81
PD's Embroidery	65.00
Pedal Pushers	106.97
Pedersen, Jerry	27.27
Pedersen, Jerry	60.00
PhysioControl Inc	7,414.48
Pine Lake Communications	86.27
Provost, Sandra	118.68
PSS-Mpls	431.33
Quality Disposal	490.01
Quill Corp	55.24

Raiche, Nancy	232.31
Ramsey Co	4,200.00
Reed, Terrie	445.92
Regions Hospital	454.00
Reliable	46.21
Reliance Telephone	2,000.00
Rice, Tony	322.90
Richard, Lila	298.20
Ricks Home Furnishings	531.44
Ringler, Jennie	180.79
Rittenour, Michelle	96.96
Rosburg, Diane	334.03
Rossow, Sara	72.32
RS Eden	194.36
S&T	164.52
S&T	295.25
S&T	9.05
S&T	20.53
Sanberg, Bev	179.78
Sandstone Distributing	19.50
Sawatzky, Mark	50.15
Schmidt, Barb	394.37
Schroeder, Janelle	108.09
Scofield, Becca	136.86
Sedlacek, Lowell	285.49
Sedlacek, Lowell	303.59
Sheriff's Office, Pine Co	4,821.27
Skramstad, Linda	370.68
Slaiku, James	105.25
Smart Public Safety Software	6,114.00
Snake River Watershed	24,072.00
Soderstrom, Mary	57.73
St Cloud Stamp & Sign	32.93
State of MN - BCA	80.00
Stericycle	606.05
Strandberg, Richard	257.51
Streichers	110.98
Swanson, Lori	316.37
Thompson, Wendy	982.23
Tiger Direct	72.44
Tiger Direct	14.99
Tiger Direct	48.74
Tiger Direct	265.62

Tomlinson, Kathy	255.00
Turning Technologies	2,720.47
Tvedt, Joell	756.36
U of M Law School	450.00
Ultramax	312.00
University of MN Extension	14,107.50
Van Hale Darnelle	25.00
Visual Gov Solutions	4.50
Voge, Dale	48.13
Vogel, Darla	407.03
Voight, Jackie	47.98
Watson Co	458.15
Watson Co	144.56
Weber, Dan	23.41
Weber, Dan	122.72
West Payment Center	229.51
West Payment Center	311.62
West Payment Center	262.72
West Payment Center	169.87
Zamora, Ray	747.27
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Total	<u>247,985.06</u>

### **Road & Bridge**

Ace Hardware	200.78
Ameripride	636.15
Auto Value Mora	1,823.28
Bentley Systems, Inc.	807.87
Boyer Trucks	977.59
Brock White Company	469.81
Chamberlain Oil Co., Inc.	1,713.79
Contech Construction Products	17,003.26
Crysteel Truck Equipment	667.76
Dultmeier Sales	182.97
Earl F. Andersen, Inc.	7,004.60
ECM Publishers, Inc.	103.60
Emergency Automotive Technologies, Inc.	134.94
Federated Co-Ops, Inc.	78.49
Glen's Tire	170.69
Gopher State One-Call	15.95
Gunderson Motors	496.48
Jim's Machine & Welding	20.00
Kanabec County Highway - Petty Cash	112.86
Lakes Gas Co.	74.02
Marco	12,276.26
Mattson Electric of Mora, LLC	906.95

Midway Iron & Metal Inc.	125.83
Mille Lacs County Highway Dept.	1,916.81
Minnesota Petroleum Marketers Association	410.00
MN Board of AELSLAGID	120.00
MN Dept. of Public Safety, EPCRA Program	25.00
Newman Traffic Signs	12,911.41
Office Depot	95.76
Owen's Auto Parts	145.03
Oxygen Service Co., Inc.	104.79
Postmaster, The	477.80
Power Plan	3,118.99
Quality Disposal Systems, Inc.	148.90
Richards, Lila, The Cleaning Agent	910.58
Road Machinery & Supplies Co.	54.13
Robin Straka, Deputy Registrar	6,492.05
Ruth Smith	88.07
Sawmill Inn	129.22
Straight Line Machine	200.00
Timmer Implement, Inc.	1,291.85
University of Minnesota	140.00
Watson Co. Inc., The	232.40
Zep Sales & Service	<u>293.55</u>
Total:	75,310.27

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

## Resolution #16 - 05/14/08

**BE IT RESOLVED** to close the meeting at 11:18am pursuant to the Open Meeting Law, MN Statute §13D.05, subd. 3(b) to discuss matters related to on-going litigation, specifically Michael Strelow’s request for added compensation.

Those present during the closed portion of the meeting include Commissioners Kevin Troupe, Jerry Nelson, Les Nielsen, Kathi Ellis and Kim Smith. Also present were County Coordinator Alan B. Peterson and County Attorney Amy Brosnahan.

Action #17 – It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to reopen the meeting at 11:28am.

Action #18 – It was moved by Les Nielsen, seconded by Kim Smith, and carried unanimously to approve a **Consent Agenda** including all of the following actions:

## Resolution #18a – 05/14/08

## Architect's Claim

**WHEREAS** the board has received a claim from Klein McCarthy for payment for worked performed in March, 2008 on a proposed jail as follows:

Professional Services		\$ 11,111.63
Reimbursables		<u>\$ 3,970.00</u>
TOTAL	=	\$ 15,081.63

**WHEREAS** the billing appears consistent with work performed and the documentation is in order;

**BE IT RESOLVED** to authorize payment of \$15,081.63 on Jail Bond Funds to Klein McCarthy Architects.

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## Resolution #18b – 05/14/08

### Construction Manager's Claim

**WHEREAS** the board has received a claim from the Contegrity Group for payment for worked performed in the construction phase the jail project, and

**WHEREAS** the work was performed in accordance with Board Resolution #14-09/26/07, the billing appears consistent with work performed and the documentation is in order;

**BE IT RESOLVED** to authorize payment of \$12,100.00 on Jail Bond Funds to the Contegrity Group.

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## Resolution #18c – 05/14/08

### Jail Claims

**WHEREAS** the Construction Committee has recommended approval of the following jail project claims;

**BE IT RESOLVED** to authorize payment of the following claims on Jail Bond Funds:

- a. \$9,175.00 to the Minnesota Counties Insurance Trust for Builder's Risk Insurance
  - b. \$ 187.50 to R.P. Schroeder to pot hole fiber and power lines
-

**11:52am** – Chuck Cole met with the County Board to ask the county to purchase a home on a property adjoining the jail project. No action was taken at this time.

**12:13pm** – Environmental Services Director Teresa Bearce met with the County Board to discuss matters concerning her office.

Action #19 – Kevin Troupe introduced the following resolution and moved its adoption:

## **Resolution #19 - 05/18/08**

### **Woodsong Plat Approval**

**WHEREAS** the board has been presented with a request to approve a plat titled “Woodsong Addition,” and

**WHEREAS** the plat has the approval of the Kanabec County Planning Commission, Kanabec Township and the County Surveyor, and

**WHEREAS** the plat appears to comply with County Ordinance #4, Subdivision Platting, all fees have been paid, and has the recommendation of Environmental Services Director Teresa Bearce;

**BE IT RESOLVED** that the Kanabec County Board of Commissioners does approve the plat titled Woodsong Addition which may be described as:

Those parts of Lot 26, AUDITOR’S SUBDIVISION NO. 1 and Lot 19, AUDITOR’S SUBDIVISION NO. 20, all in Section 2, Township 39, Range 25, Kanabec County, Minnesota, described as follows:

Beginning at the intersection of the easterly extension of the north line of Lot 22, said AUDITOR’S SUBDIVISION NO. 1 and the east line of the Northwest Quarter of said Section 2; thence South 01 degree 02 minutes 30 seconds West (assumed bearing) along said east line 475.71 feet; thence North 88 degrees 57 minutes 30 seconds West 126.04 feet; thence South 00 degree 27 minutes 29 seconds West 416.79 feet; thence southeasterly 251.41 feet along a tangential curve concave to the west having a radius of 660.00 feet and a central angle of 21 degrees 49 minutes 33 seconds; thence North 70 degrees 24 minutes 07 seconds West, not tangent to said curve, 70.00 feet; thence North 04 degrees 19 minutes 44 seconds East 102.96 feet; thence North 68 degrees 08 minutes 18 seconds West 161.07 feet; thence North 31 degrees 08 minutes 20 seconds East 121.57 feet; thence South 82 degrees 30 minutes 50 seconds East 108.20 feet; thence northeasterly 76.08 feet along a tangential curve concave to the northwest having a radius of 45.00 degrees and a central angle of 96 degrees 51 minutes 55 seconds; thence North 00 degrees 37 minutes 15 seconds East, tangent to said curve, 383.80 feet; thence northeasterly 179.60 feet along a tangential curve concave to the east having a radius of 360.00 feet and a central angle of 28 degrees 35 minutes 04 seconds; thence northwesterly 51.37 feet along a non-

tangential curve concave to the northeast, having a radius of 30.00 feet, a central angle of 98 degrees 06 minutes 02 seconds and a chord bearing of North 15 degrees 06 minutes 45 seconds West; thence northeasterly 144.65 feet along a compound curve concave to the southeast, having a radius of 393.00 feet and a central angle of 21 degrees 05 minutes 19 seconds; thence North 01 degree 02 minutes 30 seconds East 115.68 feet to the easterly extension of said north line of Lot 22; thence South 85 degrees 23 minutes 38 seconds East along said easterly extension 33.06 feet to the point of beginning.

**BE IT FURTHER RESOLVED** that this approval is contingent upon final approval of the form by the County Attorney.

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

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

whereupon the resolution was declared duly passed and adopted.

Action #20 – It was moved by Kim Smith, seconded by Les Nielsen, and carried unanimously to approve the following Environmental Services Fee Schedule effective May 22, 2008:

<b>Environmental Services Fees</b>	
<b>Building Site Permits</b>	
New Construction/Rebuild	\$125.00
Additions and Auxiliary Buildings	\$80.00
<b>Sewage Treatment System Permits</b>	
Drainfield or Holding Tank	\$150.00
Septic System	\$150.00
Septic System, Mound	\$200.00
Mid-Size Systems	\$300.00
<b>Exemption Certificate</b>	
Exemption Certificate with Survey	\$100.00
More than 2 parcels, add	---
Exemption Certificate without Survey	\$200.00
More than 2 parcels, add	---
<b>Land Use Applications</b>	
Variance	\$570.00
Conditional Use	\$570.00
Preliminary Plat	\$545.00
Final Plat	\$545.00

	+ \$10.00 per lot + expenses
<b>Wetlands</b>	
Applications	\$75.00
Appeals <i>(in the form of cash or a cashier's check)</i>	\$545.00
Exemption Inspection	\$50.00
<b>Other Fees and Permits</b>	
Building or Septic Re-Inspection	\$50.00
Proposed Project Evaluation/Site Inspection <i>(will be applied to a subsequent approved permit fee)</i>	\$50.00
Other Permits	\$75.00
Adult Use Business License	\$570.00 + \$125.00 per person named on the license
Adult Use Manager's License <i>(\$125.00 of the fee may be waived for the first year if the person paid a \$125.00 per person fee for the Business License)</i>	\$150.00 per year
Hauler's License	\$50.00
Recycling Facility License	\$50.00

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

## Resolution #21 - 05/18/08

### 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 Environmental Services Clerical Worker is on the rotation schedule for 2008, and

**WHEREAS** the County Coordinator 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 Environmental Services Clerical Worker 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.

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

**Resolution #22 - 05/18/08**  
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 Environmental Services Director is on the rotation schedule for 2008, and

**WHEREAS** the County Coordinator 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 Environmental Services Director 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.

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

**Resolution #23 - 05/18/08**  
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 Environmental Services Technician is on the rotation schedule for 2008, and

**WHEREAS** the County Coordinator 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 Environmental Services Technician 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.

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**12:20pm** – Information Systems Director Jessie Kehn met with the County Board to discuss matters concerning information technology.

Action #24 – It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

**Resolution #24 - 05/18/08**  
Computer Purchase

**WHEREAS** each department budgets for the purchase of data processing equipment to be purchased or replaced as necessary, and

**WHEREAS** there is an advantage to buying in quantity, and

**WHEREAS** the Information Systems Director wishes to purchase computer components and assemble computers in-house rather than purchasing off the shelf models;

**BE IT RESOLVED** to authorize the Information Systems Director to purchase components that would assemble 5 computers at a cost of up to \$1,756.27 + tax and shipping, and

**BE IT FURTHER RESOLVED** that the purchase would be from the Future Capital Equipment with department reimbursements credited back to that same fund.

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**12:45pm** – Auditor/Treasurer Denise Cooper met with the County Board to discuss matters concerning her office.

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

**Resolution #25 - 05/14/08**  
**ORDER OF THE BOARD**

**WHEREAS** there is a vacancy in the position of Property & Tax Clerk, and

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

**BE IT RESOLVED** that the County Board authorizes Auditor/Treasurer Denise Cooper and the County Personnel Director to hire a full-time Property & Tax Clerk at 40 hours per week to refill the vacant position at Step A, Range 6 of the pay plan which is \$13.75 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 Auditor/Treasurer Denise Cooper and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

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*Action #26* – It was moved by Jerry Nelson, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

## **Resolution #26 – 05/14/08**

### **TRAIL GRANT APPROVAL**

**WHEREAS** the Minnesota Snowmobile Trails Assistance Program provides grants to local units of government for the maintenance of recreational trails pursuant to Minnesota Statutes Chapter 84.83, and

**WHEREAS** the county is the sponsor for such grant funds and the work performed by the trail club, and

**WHEREAS** a grant of this type in the amount of \$35,207.00 is available for the Snake River Trail;

**BE IT RESOLVED** to approve and authorize the Chairperson to sign a “Minnesota Snowmobile Trails Assistance Program Snowmobile FY 2009 Maintenance and Grooming Grant Agreement.”

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**12:57pm** – Information Systems Director Jessie Kehn, Jail Administrator Joanne Nelson, Chief Deputy Sheriff Robert Jensen and County Sheriff Steve Schulz met with the County Board to discuss matters concerning new jail staffing. No action was taken at this time.

*Action #27* – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

## **Resolution #27 - 05/14/08**

### **Out-of-State Travel**

**WHEREAS** Sheriff's Deputy Jessica Graber has an opportunity to travel to Las Vegas, Nevada for a "Street Survival Seminar," and

**WHEREAS** county policy states that out of state travel is appropriate when the time and cost of such travel are outweighed by the benefit to the County, and

**WHEREAS** the "Street Survival Seminar" helps develop the values, inner strength and winning mind-set you need to keep officers motivated, effective and safe on the street, and

**WHEREAS** Officer Graber has earned an expense paid trip to attend this seminar as a result of winning the "Top Gun" award while attending a "Survival Pistol for the Female Officer" training session, and

**WHEREAS** the only costs to the county are mileage to and from the Minneapolis/St. Paul airport;

**BE IT RESOLVED** to authorize Sheriff's Deputy Jessica Graber to travel to Las Vegas, Nevada for a "Street Survival Seminar."

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*Action #28* – It was moved by Les Nielsen, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

## **Resolution #28 – 05/14/08**

### **Bid Category 15 – Tile**

**WHEREAS** the Kanabec County Board of Commissioners did authorize release of bids for a jail project by Resolution #27-01/08/08, and

**WHEREAS** the bid package was broken up into 28 bid categories, and

**WHEREAS** the Bid Category #15, Tile, was re-quoted to correct the bid specification, and

**WHEREAS** the results of Bid Category #15, Tile, were then:

<u>Bid</u>	<u>Bidder</u>
\$10,550.00	Mid-State Tile
\$14,900.00	MCI

**BE IT RESOLVED** to accept the quote of Mid-State Tile of for bid Category

#15, Tile, in the amount of \$10,550.00.

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*Action #29* – It was moved by Kevin Troupe, seconded by Kim Smith, and carried unanimously to adjourn at 1:42pm to meet in regular session on Wednesday, May 21, 2008 at 9:00am.

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

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