

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

May 18, 2005

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, May 18, 2005 pursuant to adjournment with the following Board Members present: Stan Cooper, Kathi Ellis, Jerry Nelson, Les Nielsen, and Dennis McNally.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Kathi Ellis, seconded by Les Nielsen, and carried unanimously to approve the agenda with the addition of the following:

- County Engineer
- HRA request
- Jail rental

Action #2 - It was moved by Les Nielsen, seconded by Kathi Ellis, 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, May 18, 2005 pursuant to adjournment with the following Board Members present: Kathi Ellis, Stan Cooper, Jerry Nelson, Les Nielsen, and Dennis McNally. Phil Peterson, Family Service Agency Director, presented the Human Services agenda. Items discussed included the budget, staffing, finances and other agency business. Also present was Social Worker Lisa Splett.

Action #HS3 - It was moved by Kathi Ellis, seconded by Les Nielsen, and carried unanimously to approve the agenda of the Human Service Board with the addition of computers and Family Leave.

Action #HS4 - It was moved by Dennis McNally, seconded by Les Nielsen, and carried unanimously to approve payment of 154 claims totaling \$176,171.91 on Welfare Funds.

Action #HS5 - It was moved by Kathi Ellis, seconded by Les Nielsen, and carried unanimously to approve payment of a claim totaling \$6,046.33 to Sherburne County as Kanabec County's share of the Okay House deficit with the funding source as follows:
\$3,023.16 on the Welfare Fund
\$3,023.17 on the Revenue Funds (Probation Dept)

Action #HS6 - Les Nielsen introduced the following resolution and moved its adoption:

Resolution HS6 - 05/18/05
ORDER OF THE BOARD

WHEREAS an Office Support Specialist position is ending due to loss of funding;

BE IT RESOLVED to abolish the Office Support Specialist position currently held by Lana Peterson, and

BE IT FURTHER RESOLVED to appoint Lana Peterson as Case Aide on a temporary basis at Step A, Range G6 of the pay plan which is \$12.86 per hour effective May 14, 2005.

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

IN FAVOR THEREOF: Jerry Nelson, Les Nielsen, Kathi Ellis, Stan Cooper

OPPOSED: Dennis McNally

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

Action #HS7 - It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to authorize the purchase of computer equipment from FloridaMicro totaling \$3,108.09.

Action #HS8 - It was moved by Jerry Nelson, seconded by Dennis McNally, and carried unanimously to adjourn the Human Service Board at 10:17am to meet again in regular session on Wednesday, June 15, 2005 at 9:05am.

The Kanabec County Board of Commissioners reconvened at 10:17am.

Action #9 - It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to recess the board meeting at 10:18am to a time immediately following the Public Health Board.

The Kanabec County **Public Health Board** met at **10:18am** on Wednesday, May 18, 2005 pursuant to adjournment with the following Board Members present: Kathi Ellis, Stan Cooper, Jerry Nelson, Les Nielsen, and Dennis McNally. Wendy Thompson, Public Health Director, presented the Health Board agenda. Items discussed included agency finances, contracts, staffing and other agency business.

Action #PH10 - It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to approve the Public Health Board Agenda as presented.

Action #PH11 - It was moved by Kathi Ellis, seconded by Jerry Nelson, and carried unanimously to approve a **Consent Agenda** including all of the following actions:

Resolution #PH11a - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and Kanabec Hospital.

Resolution #PH11b - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and Villa Health Care Center.

Resolution #PH11c - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and Villa Health Care Center.

Resolution #PH11d - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and Alliance Health Care.

Resolution #PH11e - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and Brighter Day Residence, Inc.

Resolution #PH11f - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and Care Free Home Services.

Resolution #PH11g - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and North Country Home Care.

Resolution #PH11h - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and Prairie River Home Care.

Resolution #PH11i - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and Sunrise Health Services.

Resolution #PH11j - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and Volunteers of America.

Resolution #PH11k - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and Gloria Austin.

Resolution #PH11l - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and Callymarie Hanson.

Resolution #PH11m - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and Stephen and Linda Nord.

Resolution #PH11n - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and Debra Oslin-Hellwig.

Resolution #PH11o - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and Richard Saby.

Resolution #PH11p - 05/18/05

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, 2005 through June

30, 2006 between Kanabec County Public Health and Schoumaker Adult Foster Care.

Resolution #PH11q - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and Arnela Spiczka.

Resolution #PH11r - 05/18/05

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, 2005 through June 30, 2006 between Kanabec County Public Health and Jerry Stenstrom.

Action #PH12 - It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to authorize Public Health Service Director Wendy Thompson to submit a letter of intent to bid for the 2006 MN Council on Aging - Title III Contracts for senior services.

Action #PH13 - It was moved by Les Nielsen, seconded by Dennis McNally, and carried unanimously to adjourn the Public Health Board at 10:43am to meet again in regular session on Wednesday, June 15, 2005 at 10:05am.

The meeting of the Kanabec County Board of Commissioners resumed.

10:44am - Veteran Service Officer/Emergency Management Director Lowell Sedlacek met with the County Board to discuss matters concerning Emergency Management.

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

Resolution 14 - 05/18/05

WHEREAS the board has considered an Emergency Management Ordinance concerning the establishment by ordinance of a County emergency management

organization responsible for Kanabec County planning and preparation for emergency government operations in time of disasters;

BE IT RESOLVED to hold a Public Hearing at 7:00pm on Wednesday, June 22, 2005 at a regular board meeting of the Kanabec County Board of Commissioners for the purpose of receiving public input on a proposed Emergency Management Ordinance.

Action #15 - It was moved by Kathi Ellis, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

Resolution 15 – 05/18/05

Resolution Designating the National Incident Management System (NIMS) as the Basis for all Incident Management in Kanabec County

WHEREAS the President of the United States, in Homeland Security Directive (HSPD)-5, directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach for federal, state, local and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to, and recover from domestic incidents, regardless of cause, size or complexity, and

WHEREAS the collective input and guidance from all federal, state, local, and tribal security partners has been, and will continue to be vital to the development, effective implementation and utilization of a comprehensive NIMS, and

WHEREAS it is necessary and desirable that all federal, state, local and tribal emergency agencies and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management, and

WHEREAS to facilitate the most efficient and effective incident management, it is critical that federal, state, local, and tribal organizations utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform planning, training, and exercising standards, comprehensive resource management, and designated incident facilities during emergencies or disasters, and

WHEREAS the NIMS standardized procedures for managing personnel, communications, facilities, and resources will improve the county's ability to utilize federal and state funding to enhance local agency readiness, maintain first responder safety, and streamline incident management processes, and

WHEREAS the Incident Command System components of NIMS are already an integral part of various incident management activities throughout the State and Kanabec County, including current emergency management training programs, and

WHEREAS the National Commission on Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command System, and

WHEREAS the Governor of the State of Minnesota by Executive Order 05-02, February 9, 2005, has designated the NIMS as the basis for all incident management in the State of Minnesota;

BE IT RESOLVED the Kanabec County Board of Commissioners does hereby establish the National Incident Management System (NIMS) as the standard for incident management in Kanabec County.

Action #16 - It was moved by Kathi Ellis, seconded by Les Nielsen, and carried unanimously to approve the May 11, 2005 minutes of the Kanabec County Board of Commissioners as corrected:

- a. Action #3, second to the last paragraph, second sentence, correct 'of' to 'or.'
- b. Action #12, 3.02, end of the line, delete one period.
- c. Action #12, 7.05, remove underlining
- d. Action #12, 7.06, change 'insure' to 'ensure.'
- e. Action #21, items 1 & 2, capitalize first letter
- f. Action #27, after "BE IT RESOLVED" delete the word 'at'
- g. In the paragraph after Action #27, add that Attorney Amy Mace was present by telephone.

11:04am - The Chairperson then called for public comment. Those who responded included:

Bob Swetz	- Comment about property acquisition costs - Questions about adult use ordinance
Bob Strom	Veteran Service Officer should be increased to 40 hours per week.

11:12am - The Chairperson closed public comment.

11:14am - Secretary/Legal Assistant Lynette Storrar was presented with the 2004 Special Achievement Award.

Action #17 - It was moved by Jerry Nelson, seconded by Dennis McNally, and carried unanimously to approve the following resolution:

Resolution 17 - 05/18/05

WHEREAS the Kanabec County Department Heads have selected Lynette Storrar for their 2004 annual achievement award, and

WHEREAS the Kanabec County Board of Commissioners heartily supports this choice;

BE IT RESOLVED to congratulate Lynette Storrar for this achievement and express our appreciation for her service to Kanabec County.

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

11:36am - The board considered the matter of architect's interviews. Also present were County Sheriff Steve Schulz, Maintenance Supervisor Bill Martin, Chief Deputy Sheriff Robert Jensen and Jail Administrator Joanne Nelson.

12:14pm - County Attorney Joe Loren met with the County Board to discuss matters concerning his office.

Action #18 - It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution 18 - 05/18/05

BE IT RESOLVED to close the meeting at 12:14pm pursuant to the Open Meeting Law, MN Statute §13D.05, subd. 2(1) to discuss data that would identify alleged victims or reporters of criminal sexual conduct.

Those present during the closed portion of the meeting include Commissioners Dennis McNally, Jerry Nelson, Les Nielsen, Kathi Ellis and Stan Cooper. Also present were County Coordinator Alan B. Peterson, County Attorney Joe Loren, County Sheriff Steve Schulz, Jail Administrator Joanne Nelson and Chief Deputy Sheriff Robert Jensen.

Action #19 - It was moved by Dennis McNally, seconded by Les Nielsen, and carried unanimously to reopen the meeting at 12:34pm.

Action #20 - It was moved by Dennis McNally, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution 19 - 05/18/05

BE IT RESOLVED to close the meeting at 12:34pm pursuant to the Open Meeting Law, MN Statute §13D.05, subd. 3(b) to discuss matters related to on-going litigation, specifically Intrepid Development et al vs Kanabec County et al.

Those present during the closed portion of the meeting include Commissioners Dennis McNally, Jerry Nelson, Les Nielsen, Kathi Ellis and Stan Cooper. Also present were County Coordinator Alan B. Peterson, County Attorney Joe Loren and--by telephone--Attorney Amy Mace.

Action #21 - It was moved by Dennis McNally, seconded by Kathi Ellis, and carried unanimously to reopen the meeting at 12:48pm.

12:48pm - The board took a 7 minute break.

Action #22 - It was moved by Kathi Ellis, seconded by Jerry Nelson, and carried unanimously to approve payment of a claim of \$9,950.00 on the Building Fund as earnest money for the purchase of the property at 106 South Vine Street in Mora.

Action #23 - Jerry Nelson introduced the following resolution and moved its adoption:

Resolution 23 – 05/18/05

WHEREAS the Housing and Redevelopment Authority of Mora intends to apply for a grant for a new senior housing apartment, and

WHEREAS senior housing in Kanabec County is in short supply as evidenced by waiting lists for the limited senior housing available, and

WHEREAS the numbers of seniors in need is on the rise which will exacerbate the present problem, and

WHEREAS the Kanabec County Board of Commissioners has confidence in the experience and ability of the Housing and Redevelopment Authority of Mora to develop and administer additional senior housing in Kanabec County;

BE IT RESOLVED to express the support of the Kanabec County Board of Commissioners for the application of the Housing and Redevelopment Authority of Mora for a grant for new senior housing.

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

IN FAVOR THEREOF: Jerry Nelson, Les Nielsen, Kathi Ellis, Stan Cooper

OPPOSED: Dennis McNally

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

1:01pm - County Engineer Greg Nikodym met with the County Board to discuss matters concerning CSAH 24 and claims. Also present was Keith Visser.

Action #24 - It was moved by Dennis McNally, seconded by Les Nielsen, and carried unanimously to approve payment of a claim of \$39,961.66 to Visser Scraper Service for SAP 33-624-03, the construction of CSAH #24 from the intersection of 310th Avenue & Mahogany Street to TH 65.

Action #25 - It was moved by Kathi Ellis, seconded by Dennis McNally, and carried unanimously to approve payment of a claim of \$18,073.56 to Preferred Crushing for gravel crushing.

2:03pm - Auditor/Treasurer Denise Cooper met with the County Board to discuss budget and finance matters.

Action #26 - It was moved by Kathi Ellis, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

Resolution 26 – 05/18/05

WHEREAS the County Auditor/Treasurer has prepared a report of dedicated funds, and

WHEREAS the Kanabec County Board of Commissioners has inspected this report and found it to be an accurate description of dedicated county funds;

BE IT RESOLVED to approve the following report of dedicated Kanabec County funds as of December 31, 2004:

FUND	12/31/04
LAW LIBRARY	(10,603)
SCORE	101,466
SOLID WASTE	123,752
SOLID WASTE SURCHARGES	1,902,366
SNAKE RIVER MNGT	216,931
GRAVEL TAX PIT RESTORATION	6,726
RURAL ADDRESSING	491
RECORDER'S EQUIPMENT	15,029
SHERIFFS RESERVE UNIT	6,365
SHERIFF EQUIP GRANT	21,084
911 EMERGENCY	87,695
FORFEITURE FUNDS - ATTORNEY	22,881
FORFEITURE FUNDS - SHERIFF	30,654
PROBATION CORRECTIONAL FEES	6,026
PUBLIC HEALTH COPIER	5,089
WATER PLAN GRANT	30,127
WETLAND GRANT	27,444

SHORELAND GRANT	4,660
COMMUNITY HEALTH SERVICES	17,935
VEHICLE POOL	14,604
TECHNOLOGY FUND	18,500
LONG -TERM EQUIPMENT	16,602
<u>CAPITAL EQUIPMENT NOTE PROCEEDS</u>	<u>73,263</u>
TOTAL	2,739,086

Action #27 - It was moved by Jerry Nelson, seconded by Dennis McNally, and carried unanimously to recess at 2:20pm to meet in regular session on Wednesday, May 25, 2005 at 1:30pm.

The Kanabec County Board of Commissioners reconvened at 1:30pm on Wednesday, May 25, 2005 in Meeting Room #5 of the Courthouse pursuant to recess with the following Board Members present: Stan Cooper, Kathi Ellis, Jerry Nelson, Les Nielsen, and Dennis McNally. Also present were Maintenance Supervisor Bill Martin, County Sheriff Steve Schulz, Jail Administrator Joanne Nelson and Chief Deputy Sheriff Robert Jensen.

1:30pm - Representatives of TSP One met with the County Board for an architect interview. No action was taken at this time.

2:35pm - Representatives of Wold Architects met with the County Board for an architect interview. No action was taken at this time.

3:40pm - Representatives of KKe Architects and Engineering Design Initiative met with the County Board for an architect interview. No action was taken at this time.

4:40pm - Representatives of Klein McCarthy Architects, Rude Architectural and Engineering Design Initiative met with the County Board for an architect interview. No action was taken at this time.

Action #28 - It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to adjourn at 5:41pm to meet in regular session on Wednesday, May 25, 2005 at 6:30pm.

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

Attest: _____
Kanabec County Coordinator