

# PROCEEDINGS OF THE COUNTY BOARD

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

**May 19, 2010**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, May 19, 2010 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Kevin Troupe, Les Nielsen, and Roger Crawford.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Kathi Ellis, seconded by Kevin Troupe, and carried unanimously to approve the agenda as amended. Add: wellness committee, insurance policy, and beaver dam.

Action #2 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the May 12, 2010 minutes of Kanabec County Board of Commissioners as presented.

Action #3 – It was moved by Kevin Troupe, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

## **Resolution #3 – 05/19/10** 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 \$33,200.00 is available for the Snake River Trail;

**BE IT RESOLVED** to approve a “Minnesota Snowmobile Trails Assistance Program Snowmobile FY 2011 Maintenance and Grooming Grant Agreement.”

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

## **Resolution #4 – 05/19/10**

**WHEREAS**, Kanabec County entered into a Joint Powers Agreement for Group Employee Benefits and other Financial and Risk Management Services with Resource Training & Solutions, a service cooperative, which was fully executed on February 2, 2010;

**WHEREAS**, Resource Training and Solutions has funding available to the County for the creation of a county wellness program in an annual amount of \$900.00;

**WHEREAS**, the implementation of a wellness program is likely to benefit both the County and its employees, through decreased health care costs and increased work place morale and productivity; and

**WHEREAS**, the wellness program's activities will be funded by Resource Training & Solutions and occasional participant contributions.

**BE IT RESOLVED** to approve the creation and maintenance of the Kanabec County Wellness Committee, whose purpose shall be to implement a wellness program for all County employees utilizing the funding provided by Resource Training & Solutions and participant contributions.

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

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The Kanabec County **Human Service Board** met at **9:05am** on Wednesday, May 19, 2010 pursuant to adjournment with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, Roger Crawford, and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Human Services agenda.

*Action #HS6* - It was moved by Roger Crawford, seconded by Kim Smith, and carried unanimously to approve the Human Service Board agenda as amended: add OK House.

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

## **Resolution #HS7 - 10/21/09**

### **Remote Work**

**WHEREAS** a request was granted per County Board Resolution #HS7 – 10/21/09 for an employee in the Family Service Agency for the accommodation of telecommuting, and

**WHEREAS** this employee has been telecommuting for the past 6 months and it is going very well for the employee and the Kanabec County Human Services Department,

**BE IT RESOLVED** to extend the telecommuting agreement with Child Support Officer Sharon Sachs for one more year, and

**BE IT FURTHER RESOLVED** that the agreement will conform in substance to the expired Policy #P-107 with the addition of protections as required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

*Action #HS8* – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve a **Consent Agenda** including all of the following actions:

### **Resolution #HS8a – 05/19/10**

Waiver Contract – East Central Assisted Living

**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 July 1, 2010 through June 30, 2012 between Kanabec County Family Services and East Central Assisted Living, 1998 153<sup>rd</sup> Avenue, Mora, MN 55051.

### **Resolution #HS8b – 05/19/10**

Waiver Contract – Brighter Day Residence

**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 July 1, 2010 through June 30, 2012 between Kanabec County Family Services and Brighter Day Residence Inc., 130 West Forest Avenue, Mora, MN 55051.

## **Resolution # H\$8c – 05/19/10**

Waiver Contract – Volunteers of America

**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 July 1, 2010 through June 30, 2012 between Kanabec County Family Services and Volunteers of America, 38 North Union, Mora, MN 55051.

## **Resolution # H\$8d – 05/19/10**

Waiver Contract – Steinert Foster Home

**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 July 1, 2010 through June 30, 2012 between Kanabec County Family Services and Steinert Foster Home, 56605 Nature Avenue, Pine City, MN 55063.

## **Resolution # H\$8e – 05/19/10**

Waiver Contract – Better Avenues

**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 July 1, 2010 through June 30, 2012 between Kanabec County Family Services and Better Avenues, 1848 Highway 23, Mora, MN 55051.

## **Resolution #H58f – 05/19/10**

Waiver Contract – Industries Inc.

**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 July 1, 2010 through June 30, 2012 between Kanabec County Family Services and Industries Inc., 500 South Walnut, Mora, MN 55051.

## **Resolution #H58g – 05/19/10**

Waiver Contract – Signes and Olivias

**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 July 1, 2010 through June 30, 2012 between Kanabec County Family Services and Signes and Olivias, 1545 Harbor Street, Ogilvie, MN 56358.

## **Resolution #H58h – 05/19/10**

Waiver Contract – Jessica Gustofson

**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 respite services for the time period July 1, 2010 through June 30, 2012 between Kanabec County Family Services and Jessica Gustofson, 707 Marion Street, Isanti, MN 55040.

## **Resolution #H\$8i – 05/19/10**

Waiver Contract – Jodie Billstrom

**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 respite services for the time period July 1, 2010 through June 30, 2012 between Kanabec County Family Services and Jodie Billstrom, 204 1<sup>st</sup> Street SE, Mora, MN 55051.

## **Resolution #H\$8j – 05/19/10**

Waiver Contract – Lisa Coleman

**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 respite services for the time period July 1, 2010 through June 30, 2012 between Kanabec County Family Services and Lisa Coleman 1672 117<sup>th</sup> Avenue, Ogilvie, MN 56358.

## **Resolution #H\$8k – 05/19/10**

Waiver Contract – Peaceful Living

**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 July 1, 2010 through June 30, 2012 between Kanabec County Family Services and Peaceful Living, 1683 Shore Drive, Mora, MN 55051.

## **Resolution #HS8L – 05/19/10**

Waiver Contract – Scandia Senior Care

**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 July 1, 2010 through June 30, 2012 between Kanabec County Family Services and Scandia Senior Care, 15622 135<sup>th</sup> Street, Foreston, MN 56330.

Action #HS9 – It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to recess the Human Service Board until 10:25am.

The meeting of the Kanabec County Board of Commissioners resumed.

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

Environmental Services Director Teresa Bearce met with the County Board to discuss matters concerning the Planning Commission and Board of Adjustment. No action was taken at this time.

Building Maintenance Supervisor Bill Martin and Assistant Maintenance Supervisor Jerry Pedersen met with the County Board to discuss matters concerning purchases.

Action #10 – It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to approve the purchase of a maintenance agreement per manufactures recommendations for maintenance for the Jail boilers at a cost of \$2,525.00 from Midwest Combustion to be paid from energy efficiency rebates.

Action #11 – It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to approve the purchase of additional hardware for energy efficiency for the Public Services Building at a cost of \$13,000.00 from various vendors to be paid from energy efficiency rebates per County Board Resolution #21 – 08/12/09.

Action #12 – It was moved by Roger Crawford, seconded by Kathi Ellis and carried unanimously to approve the purchase of low water and high limit controls for the Courthouse boilers at a cost of \$2,120.00 from Burke Engineering and installation of variable frequency drives at a cost of \$4,000.00 to be paid from the maintenance budget.

**10:30am** - The Chairperson then called for public comment three times. None responded.

**10:33am** - The Chairperson closed public comment.

**10:33am** - The Human Service Board continued.

Action #13 – It was moved by Kim Smith, seconded by Roger Crawford and carried unanimously to approve payment of 136 claims totaling \$116,821.10 on the Welfare Fund.

Action #14 - It was moved by Roger Crawford, seconded by Kim Smith and carried unanimously to adjourn the Human Service Board at 10:40am to meet again on Wednesday, June 16, 2010 at 9:05am.

Action #15 – Kim Smith introduced the following resolution and moved its adoption:

## **Resolution #15 - 05/19/10**

### ECRL Formula Change

**WHEREAS** Kanabec County is a member of the East Central Regional Library: a multi-county Joint Powers, and

**WHEREAS** the East Central Regional Library Board of Director and its Finance Committee have developed and approved on May 10, 2010 a proposal for a new formula for prorating each county's share of the ECRL budget, and

**WHEREAS** the current formula has been in use since January, 1998 and uses the following factors: tax capacity 50%; population 25%; registration of library borrower's cards 25%, and

**WHEREAS** the proposed new formula uses the following factors and weights: tax capacity, 1/3; population, 1/3; circulation according to home county of borrower, 1/3.

**WHEREAS** it is an obligation of the Kanabec County Board of Commissioners to act upon the Library's recommended change;

**BE IT RESOLVED** that the Kanabec County Board of Commissioners is in support of the prorated formula change.

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:** Kim Smith, Kathi Ellis, Kevin Troupe  
**OPPOSED:** Roger Crawford, Les Nielsen  
**ABSTAIN:** None

whereupon the resolution was declared duly passed and adopted.

Each year one Kanabec County employee is recognized as the County Employee of the Year. This year, Jailer/Dispatcher Joan Fluegge in the Sheriff's Office is the 2009 Award Winner. The Chairperson presented Fluegge with a plaque and the appreciation of the board for her efforts.

Action #16 – It was moved by Kathi Ellis, seconded by Roger Crawford and carried unanimously to update policy #P-113, Insurance Policy Section C Subd 1.d. to read:

- d. Employees regularly scheduled for less than 32 hours per week and qualifying for insurance pursuant to this section will receive a county contribution equal to 70% of the county health insurance and cafeteria plan contributions for full-time employees. Part-time employees participating in the county health insurance on December 31, 2007 will receive 100% of the county contributions through December 31, 2010.

Kelly Osterdyk, Wayne Anderson, and Paul Hoppe with the Kanabec Soil & Water Conservation District met with the County Board to present the SWCD's annual report.

Action #17 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

### **Resolution #17 - 05/19/10**

**BE IT RESOLVED** to close at the meeting at 11:25a.m. pursuant to Minnesota Statute §13D.03 to consider strategy for labor negotiations, including negotiation strategies or developments and discussion and review of labor negotiation proposals, conducted pursuant to sections §179A.01 to §179A.25.

Those present during the closed portion of the meeting include Commissioners Kevin Troupe, Roger Crawford, Les Nielsen, Kathi Ellis and Kim Smith. Also present were Coordinator's Assistant Kim Pautsch and Assistant County Attorney Barb McFadden.

Action #18 – It was moved by Roger Crawford, seconded by Kim Smith and carried unanimously to reopen the meeting at 11:35a.m.

Action #19 – It was moved by Roger Crawford, seconded by Kevin Troupe and carried unanimously to hire a professional to assist with an union mediation.

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

**Resolution #20 - 05/19/10**

**WHEREAS** the negotiating team has presented the board with a proposed 2010-2011 bargaining unit agreement between Kanabec County and Law Enforcement Labor Services Local 107, and

**WHEREAS** the union has indicated acceptance by signature of the Union Business Manager, Business Agent and stewards

**BE IT RESOLVED** to approve a 2010-2011 bargaining unit agreement between Kanabec County and Law Enforcement Labor Services Local 107.

Action #21 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to adjourn at 11:40a.m. and to meet in regular session on Wednesday, May 26, 2010 at 6:30p.m.

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

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