

PROCEEDINGS OF THE COUNTY BOARD

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

May 23, 2012

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, May 23, 2012 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Gene Anderson, Les Nielsen and Kevin Troupe.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Kevin Troupe, seconded by Les Nielsen, and carried unanimously to approve the agenda as presented.

Probation Director Todd Eustice met with the County Board to discuss matters concerning the Probation Department.

Action #2 – It was moved by Kevin Troupe, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #2 – 05/23/12

WHEREAS there is a vacancy in the position of a Probation Officer, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the Probation Director and the County Personnel Director to hire a Probation Officer at \$17.56 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.

Action #3 – It was moved by Kathi Ellis, seconded by Kevin Troupe and carried unanimously to approve the May 9, 2012 minutes of the Kanabec County Board of Commissioners as presented.

Action #4 – It was moved by Gene Anderson, seconded by Kevin Troupe and carried unanimously to approve the following paid claims:

Vendor

Amount

Centerpoint Energy	99.00
eRecording Partners Network	32.00
Great America Leasing	999.00
Midcontinent Communications	2,040.29
Midcontinent Communications	758.70
MN Dept of Finance	5,931.00
MN Energy Resources Corp	3,373.33
MN Laborers Health & Welfare	550.00
Mora Municipal Utilities	1,315.15
Office of Enterprise Technology	1,300.00
Resource Training & Solutions	4,520.50
TDS Metrocom	231.58
Verizon Wireless	1,450.64
Windstream Northstar	908.40
Wynn Law Firm	165.75
Total	<u>23,675.34</u>

Action #5 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

Resolution #5 – 05/23/12
SCORE CLAIMS

WHEREAS the board has been presented with claims for recycling efforts to be paid from SCORE Funds, and

WHEREAS these claims have been reviewed, tabulated and approved by the Kanabec County Solid Waste Officer, and

WHEREAS SCORE Funds appear adequate for the purpose;

BE IT RESOLVED to approve payment of the following April, 2012 claims on SCORE Funds:

Quality Disposal	\$3,422.50
Knife Lake Sanitation	\$672.00
Arthur Twp	\$400.00
TOTAL	<u>\$4,494.50</u>

Action #6 – It was moved by Kathi Ellis, seconded by Gene Anderson, and carried unanimously to recess the board meeting at 9:07am to a time immediately following the Human Service Board.

The Kanabec County **Human Service Board** met at **9:07am** on Wednesday, May 23, 2012 pursuant to adjournment with the following Board Members present: Kathi Ellis, Les Nielsen, Gene Anderson, Kim Smith, and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Human Services agenda.

Action #HS7 - It was moved by Les Nielsen, seconded by Gene Anderson, and carried unanimously to approve the Human Service Board agenda as presented.

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

Resolution #HS8 – 05/23/12

WHEREAS, Kanabec County Family Services is responsible for taking action to protect incapacitated adult residents within the County;

WHEREAS, the County Attorney is willing and able to provide legal services necessary for the carrying out of this purpose.

THEREFORE BE IT RESOLVED to approve the Kanabec County Health and Human Services Director to enter into an agreement with the Kanabec County Attorney to provide legal services for Conservator and Guardianship actions through December 31, 2012.

Action #HS9 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve payment of 141 claims totaling \$142,687.11 on Welfare Funds.

Action #HS10 – It was moved by Kevin Troupe, seconded by Les Nielsen and carried unanimously to adjourn the Human Service Board at 9:35am to meet again on Wednesday, June 27, 2012 at 9:05am.

The meeting of the Kanabec County Board of Commissioners resumed.

Chief Executive Officer Barb Chafee with Central Minnesota Jobs and Training Services met with the County Board to present the annual report.

Action #11 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to approve the Joint Powers Board Partnership agreement between Kanabec County and Central Minnesota Jobs and Training Services (emphasis on D & O Insurance).

Action #12 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve a Joint Powers Agreement between Kanabec County and Central Minnesota Jobs and Training Services.

Paul Rocheford with the Knife Lake Improvement District met with the County Board to discuss matters concerning Ordinance #21.

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

Resolution #13 – 05/23/12

WHEREAS the board has considered a revision to Kanabec County Ordinance #21 based upon Knife Lake Improvement District recommendation, and

WHEREAS the proposed change would correct a portion of Section 4 to place buoys at 1000 feet instead of 400 feet from the Kanabec County SAH 19 bridge and in Knife River west of its inlet to Knife Lake;

BE IT RESOLVED to hold a Public Hearing at 10:00am on Wednesday, June 13, 2012 at a regular board meeting of the Kanabec County Board of Commissioners for the purpose of receiving public input on a proposed change to Kanabec County Ordinance #21.

10:30am - The Chairperson then called for public comment. No one responded.

10:35am - The Chairperson closed public comment.

Keith Parker with the Minnesota Department of Natural Resources met with the County Board to discuss matters concerning a DNR Land Asset Management Pilot Project in Kanabec County. No action was taken.

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

Action #14 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #14 – 05/23/12

Advertise for Bids – Chip Seal

WHEREAS the Kanabec County Board of Commissioners wishes to proceed with the following chip seal projects:

CSAH 8	from CSAH 19 to CSAH 3	3.30 miles
CR 48	from Isanti County Line to CSAH 4	2.50 miles
CR 86	from CSAH 5 to Pine Co. Line	1.00 miles

WHEREAS plans, specifications, and proposals have been prepared for this work

BE IT RESOLVED to authorize the County Engineer to advertise for bids for these projects.

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

Resolution #15 – 05/23/12

Comprehensive Water Management Plan Update

WHEREAS, Minnesota Statutes, Chapter 103B.301 to 103B.355, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a local water management plan, and

WHEREAS, the Act requires that a county update and revise their local water management plan on a periodic basis, and

WHEREAS, the Act encourages that a county coordinate its planning with contiguous counties, and solicit input from local governmental units and state review agencies, and

WHEREAS, the Act requires that plans and official controls of other local governmental units be consistent with the local water management plan, and

WHEREAS, Kanabec County has determined that the revision and continued implementation of a local water management plan will help promote the health and welfare of the citizens of Kanabec County, and

THEREFORE BE IT RESOLVED, that the Kanabec County Board of Commissioners resolves to revise and update its current local water management plan.

BE IT FURTHER RESOLVED that Kanabec County will coordinate its efforts in the revision and update of its plan with all local units of government within the county, and the state review agencies; and will incorporate, where appropriate, any existing plans and rules which have been developed and adopted by watershed districts having jurisdiction wholly or partly within Kanabec County into its local water management plan.

BE IT FURTHER RESOLVED that the Kanabec County Board of Commissioners authorizes the Kanabec County Water Plan Committee with the responsibility of revising and updating the plan and who shall report to the County Board on a periodic basis.

BE IT FURTHER RESOLVED that the Kanabec County Board of Commissioners delegates the responsibility of coordinating, assembling, writing and implementing the revised local water management plan pursuant to M.S. 103B.301 - 103B.355 to Environmental Services.

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

Resolution #16 – 05/23/12

Kanabec County Parcel Data

WHEREAS, Kanabec County offices aim to improve efficiency and customer service through organization and technological advancements, and

WHEREAS, Kanabec County wishes to continue advancement of its GIS platform, and

WHEREAS, Mapping Solutions Inc., the manufacturer of the Kanabec County Plat Book, has quoted \$750 to provide Kanabec County with digital linework of County parcels and associated information,

THEREFORE BE IT RESOLVED to purchase digital County parcel data from Mapping Solutions Inc. for \$750 plus applicable taxes.

BE IT FURTHER RESOLVED that the County Chairperson is authorized to sign the data transfer agreement.

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

Action #17 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve a HVAC system maintenance contract with UHL Company for the jail at a cost of \$5,600.00.

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

Resolution #18 – 05/23/12

WHEREAS the Minnesota Snowmobile Trails Assistance Program provides grants to local unit 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 \$33,565 is available for the Snake River Trail;

BE IT RESOLVED to approve a “Minnesota Snowmobile Trails Assistance Program Snowmobile FY 2013 Maintenance and Grooming Grant Agreement.”

Action #19 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

VENDOR	AMOUNT
Ahner-Nystul, Barb	54.39
Akkerman-Ingebrand Funeral Home	300.00
Akkerman's Repair	29.95
Allen, Mindie	230.00
Allen, Mindie	25.00
Allina Health Systems	240.00
AMC	149.00
American Lung Assn	100.00
Amundson, Pauline	290.92
Andres, Christine	103.91
Assured Security	37.31
Athey, Luke	75.00
A'viands	4,249.74
BCA	175.00
Byrant, Donna	2,671.87
Byrant, Donna	424.16
Christianson, Craig	573.89
CIMA	383.34
Colburn, Judy	133.22
Dalco	181.04
Dalco	256.06
Donaghue, Amber	35.00
Don's Auto & Towing	267.19
Don's Auto & Towing	220.00
Druar, Dan	780.56
E. Weinberg Supply	542.54
E.L. Reinhardt Co	139.41
Elk River Ford	813.35
ERA Laboratories	224.00
ERA Laboratories	224.00
ERA Laboratories	84.00
Federated Coop	17.50
First Light Health Systems	3,040.00
Flascher, Joe	510.60
Galls	49.48

Galls	49.48
Geisthardt, Betty	214.53
Glens Tire	20.00
Government Management Group	3,675.00
Grainger	25.05
Grainger	56.41
Granite City Jobbing	1,584.24
Handyman's Inc	169.77
Handyman's Inc	177.24
Hawkins, Dorothy	1,919.19
Hazelden	16,873.22
Health Dimensions Rehabilitation	3,169.50
Hoefert, Bob	1,835.16
Hood, Barb	617.75
Hood, Bill	813.52
Ivans	66.26
Kanabec Publications	101.60
Keepsrs	416.72
Keepsrs	121.86
Keepsrs	357.27
Keepsrs	216.78
Koch, Jessica	34.99
Landreville, Willard	1,073.89
Leerssen, Jennifer	706.70
Leininger, Dennis	61.70
Lennox, Wade	236.43
Luberda, Karen	13.88
Majeski, Annette	133.76
Mattson Electric	300.00
MCIT	50.00
MCIT	75.00
Milaca Auto	466.26
Milaca Chiropractic	765.00
MN BCA	120.00
MN Co Recorders Assoc	25.00
MN Monitoring	90.00
MN Sheriff's Assoc	58.82
Moore Medical	648.30
Mora Chevrolet Buick	24.21
Mora Marine	65.00
Nature's Way Chiropractic	75.00
Nelson, Ansel	796.49
Nelson, Jerry	226.11

Nelson, Linda	394.62
Nelson, Ronette	621.15
Newgard, Jean	541.03
Newman Signs	18,439.65
Northern Bank Note Co	248.00
Novus	50.00
Oak Gallery	11.77
Oak Gallery	11.19
Office Depot	47.08
Office Depot	28.82
Office Depot	75.91
Pap, Harly	224.79
PD's Embroidery	40.47
PD's Embroidery	40.48
PD's Embroidery	45.00
Perlick, Lisa	1,160.00
Petersen, Renee	21.65
Pieper, Rollie	1,283.05
PSS-World Medical Inc	238.80
R.M. Cotton Co	100.55
Raiche, Barb	177.60
Roberts, Rodney	38.85
Rogers, Pearl	565.33
RS Eden	97.20
S&T	149.25
S&T	53.61
S&T	53.25
Sedlacek, Lowell	234.90
Select Account	283.65
SpeeDee Delivery	21.73
SpeeDee Delivery	18.98
Stahlke's	117.00
Stellar Services	637.48
Streichers	6.99
TigerDirect	12.95
Uniform Unlimited	99.93
West Payment Center	404.00
West Payment Center	190.75
Wickeham, Teresa	105.45
Window Victim Services	524.66
Wolbert, Marlys	111.56
Zamora, Ray	776.59
Total	<u>84,464.24</u>

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

Resolution #20 – 05/23/12

WHEREAS there is a vacancy in the position of a Jailer/Dispatcher, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes County Sheriff and the County Personnel Director to hire a Jailer/Dispatcher to refill the vacant position at Step A, Range 7 of the pay plan which is \$15.16 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 County Sheriff Steve Schulz and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

BE IT FURTHER RESOLVED to fill this position using the existing applicant pool.

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

Action #21 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to adjourn at 12:05pm and to meet again in regular session on Wednesday, June 13, 2012 at 9:00am.

Signed _____

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

Attest: _____

Board Clerk