

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of County Coordinator

May 4, 2016

## UNAPPROVED MINUTES

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, May 4, 2016 pursuant to adjournment with the following Board Members present: Kim Smith, Dennis McNally, Kathi Ellis, and Gene Anderson. Absent: Les Nielsen

The Chairperson led the assembly in the Pledge of Allegiance.

**9:03am** – Commissioner Nielsen arrived.

Action #1 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to approve the agenda as amended: Add forfeited land not sold at auction, county zoning, ordinance #11, flags, and closed session for union negotiations.

Action #2 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the April 20, 2016 minutes of the Kanabec County Board of Commissioners as corrected: Action 9, specify contract.

Action #3 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Chiak, Brandon	8.00
D Investments	94.00
Enterprise	3,340.47
Harmon, Thomas	8.00
Kanabec County Auditor Hra	206.00
Kowalsky, Lori	22.00
Kreger Farms Inc	10.00
Kreschel, John	300.00
Kronschnabel, Leo	6.00
Lemieux, Leo	8.00
Minnesota Energy Resources Corp	331.57
Peterson, Britane	2.00
The Hartford	1,687.18
Total Funds By Hasler	6,207.80
Usher, Larry	32.00
Total	12,263.02

Action #4 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to approve the following claims on the funds indicated:

### **Revenue Fund**

<b>VENDOR</b>	<b>AMOUNT</b>
Accurate Controls Inc	100.64
Ace Hardware	34.47
Ace Hardware	1.50
Alyce Alkire	755.46
Anderson Jeff	10.00
Assured Security	1,407.10
Auto Value Mora	95.97
A'viands LLC	9,909.59
Bachman Fran	116.27
Baldwin Gilbert	299.85
Barker Bob	848.28
Bowman Teresa	165.73
Brenny Laurell	601.84
Cardiac Science	5,250.00
Cardiac Science	500.00
Christianson Craig	392.58
Coborn's Pharmacy	200.06
Curtis Michael	655.56
CW Technology	563.60
ECM Publishers	353.62
EDAM	295.00
Election Systems & Software Inc	5,091.27
Eustice Todd W	268.20
Fairview Health Services	113.00
Faust Patrick	912.06
Fratzke Mary	37.80
Fresonke Lew	150.00
Fritz William	637.96
Galls	549.15
Garcia Timothy	365.00
Glens Tire	463.68
Granite Electronics	1,450.63
Hennepin County Medical Ctr	218.00
Hoefert Robert	1,368.09
Hoglund Bus & Truck Company	69.85
Hohn's Auto Body & Glass	107.04
Hood Barb	490.32

Innovative Office Solutions	31.30
Isanti County Heartland Express	1,334.68
Johnson Aaron	174.92
Johnson Aaron	101.20
Kanabec County Highway Dept	4,244.76
Kanabec Publications Inc	24.00
Kanabec Publications Inc	360.00
Kanabec Publications Inc	90.00
Kanabec-Pine Community Health	11,265.27
Keepsrs	138.76
Keepsrs	726.04
Kennedy Kerry Jr	439.76
Kramersmeier Wallace	325.22
Lerrssen Jennifer	467.08
Landreville Willard	477.64
Lenny's Service	258.49
LexisNexis Matthew Bender	487.61
Manthie Mark	69.12
Manthie Scott	832.68
Manthie Wendy	701.74
Mattson Electric	65.00
Mehlhop Ron	55.62
Milaca Chiropractic Center	75.00
Mille Lacs County Community & Veterans Serv	140.00
Minnesota Pollution Control Agency	34,471.48
MRA Trusight	636.25
Nelson Ansel	622.26
Nelson Ronette	315.94
Nelson Wanda	487.57
Newgard Jean	169.76
Noble Medical Inc	321.54
O'Donovan Barbara	320.22
Office Depot	187.34
Office Depot	323.10
Oslin Lumber	57.38
Oslin Lumber	21.50
Pieper Helen	226.80
Pine County SWCD	534.08
Post Board	495.00
Priority Dispatch	300.00
Ramsey County	2,800.00
Ranweiler Sabrina	57.78
Reid Greg	121.50

Reliance Telephone	1,350.00
RJ Mechanical	818.18
Roberts Rodney	414.72
Rogers Pearl	248.52
Rupp, Anderson, Squires & Waldspurger, PA	755.48
Smith Larry	678.29
SOTA	150.00
Squeegee Squad - Headquarters	1,819.13
Stellar Services	811.84
Strelow David	99.36
Swanson Jeremy	200.56
Teal's Market	18.82
The Odyssey Group	125.00
Touch & Go	57.97
ULINE	201.93
VanDall Camille	936.09
Verizon Wireless	280.18
Visser Maurice	664.88
Wergin Richard	100.00
Whiting Melissa	59.30
Wiitala David	531.90
Zamora Ray	505.32
Zauhar Debora	5,793.00
Total	116,825.03

### **Road & Bridge Fund**

<b>Vendor</b>	<b>Amount</b>
Ace Hardware	161.46
Ameripride	414.24
Auto Value	2,243.42
Blue Tarp Financial	127.69
Citi Lites	505.00
Chamberlain Oil	30.00
Grainger	50.87
Kanabec Co. Sheriff's Office	500.00
Kanabec Publications, Inc	80.00
MN Petroleum Marketers Assn	460.00
MCEA	150.00
Northern States Supply	32.24
Oslin Lumber	8.40
Pomp's Tire Service	5,814.88

Power Plan	2,725.24
Preferred Cleaning	1,150.00
Productivity Plus Account	255.45
Quality Disposal	160.46
RDO Trust #80-5800	4,552.54
Amy Tihlarik	150.00
Widseth Smith Nolting & Assoc Inc	797.50
Total:	<u>20,369.39</u>

Action #5 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve a Consent Agenda including all of the following actions:

### **Resolution #5a – 05/04/16**

#### 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 claims on SCORE Funds:

<u>Quality Disposal</u>	<u>\$2,523.74</u>
<u>East Central Sanitation</u>	<u>\$1,036.73</u>
<u>Arthur Township</u>	<u>\$400.00</u>
Total	<u>\$3,960.47</u>

### **Resolution #5b – 05/04/16**

#### SCORE CLAIMS

**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 18, 2016, and

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

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

Central Minnesota Aquatics, Inc.	\$8,500.00
Kanabec Publications, Inc.	\$239.97

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

Action #6 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

### **Resolution #6 – 05/04/16**

Culvert Inventory

**WHEREAS** the following quotes were received for culverts:

	<u>Galvanized</u>	<u>Aluminized</u>	<u>HDPE</u>
Contech	\$38,187.10	<b>\$39,969.20</b>	
TrueNorth Steel	\$37,792.00	\$42,026.24	\$56,608.60

**BE IT RESOLVED** to accept the low quote of \$39,969.20 submitted by Contech for aluminized culverts, and

**BE IT FURTHER RESOLVED** to accept no quotes for HDPE or galvanized pipe.

The Board had a lengthy discussion was held on proposed changes to Ordinance #5. Dennis McNally, Pat Christopherson, Teresa Wickeham, Chad Gramentz, and Gene Anderson will meet to make recommendations to proposed changes and report back to the County Board at a later date.

Hospital Administrator Randy Ulseth met with the County Board to discuss property acquisition.

Action #7 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the purchase of property located at 407 Forest Ave Mora at a cost of \$105,000 from Hospital Funds.

Action #8 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

### **Resolution #8 – 05/04/16**

**WHEREAS** Benson Air Ag. Inc, has requested permission to spray for the tent worm caterpillars in the County of Kanabec, using a Bt insecticide called Foray 48B, and

**WHEREAS** Benson Air Ag. Inc, shall abide by FAA waivers while spraying and is granted permission to fly their aircraft low over trees per FAA waivers, and

**WHEREAS** this authorization by Kanabec County is not an endorsement of this company. Benson Air Ag. Inc, does not act on behalf of or as an agent of Kanabec County;

**THEREFORE BE IT RESOLVED** pursuant to FAA regulations, the Kanabec County Board of Commissioners hereby authorizes Benson Air Ag. Inc, to spray tent worm caterpillars in Kanabec County as related to their contract.

*Action #9* – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to appoint Karen McClellan to the position of Property Tax Specialist effective May 14, 2016 at a Range 10, Step D of the pay plan which is \$21.32 per hour.

*Action #10* – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the following resolution:

## **Resolution #10 – 05/04/16**

**WHEREAS** there is a vacancy in the position of a County Assessor, and

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

**BE IT RESOLVED** that the County Board authorizes the County Personnel Director to hire a County Assessor to refill the vacant position at Range 18 of the pay plan which is \$63,523 to \$77,812 annually or the rate set by 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 the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

*Action #11* – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to appoint Karen McClellan as Interim County Assessor at Range 18, Step C which is \$32.83 per hour until the vacancy is filled or until her license expires in August 2016. At which time the County Board will contract with a regional county for Assessor duties.

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

Action #12 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve a Master Subscriber Agreement for Minnesota Court Data Services between Kanabec County Court Services and the Office of State Court Administration.

Leota Lind with South Country Health Alliance met with the County Board to give an annual update. Information only, no action was taken.

**10:36am** - The Chairperson then called for public comment three times. None responded.

**10:37am** - The Chairperson closed public comment.

Central Minnesota Jobs & Training Services Chief Executive Officer Barbara Chaffee met with the County Board to give an annual update. Information only, no action was taken.

HR Specialist Kim Pautsch met with the County Board to discuss matters concerning the county vehicle pool.

Action #13 – Kathi Ellis introduced the following resolution and moved its adoption:

## **Resolution #12 – 05/04/16**

**WHEREAS** the vehicle pool has vehicles with high miles, and

**WHEREAS** the county would like to sell 4 of the high mile vehicles and lease one vehicle through Enterprise;

**BE IT RESOLVED** to approve selling the following vehicles:

- 2006 Chevy Impala
- 2002 Dodge Caravan
- 2009 Chevy Impala
- 2005 Dodge Caravan

**BE IT FURTHER RESOLVED** to lease a 2017 Ford Fusion from Enterprise.

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

**IN FAVOR THEREOF:** Kathi Ellis, Kim Smith, Gene Anderson

**OPPOSED:** Les Nielsen, Dennis McNally

**ABSTAIN:** None

whereupon the resolution was declared duly passed and adopted.

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

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

### **Resolution #14 – 05/04/16**

**BE IT RESOLVED** to close at the meeting at 12:50 pm 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 Dennis McNally, Gene Anderson, Les Nielsen, Kathi Ellis and Kim Smith. Also present were County Coordinator & Personnel Director Patrick Christopherson.

Action #15 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to reopen the meeting at 12:59 pm.

Action #16 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to adjourn at 1:00 p.m. and to meet again in regular session on Wednesday, May 18, 2016 at 9:00am.

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

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