

PROCEEDINGS OF THE COUNTY BOARD

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

November 14, 2012

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, November 14, 2012 pursuant to adjournment with the following Board Members present: Kim Smith, Gene Anderson, Les Nielsen, Kevin Troupe, and Kathi Ellis

The Chairperson led the assembly in the Pledge of Allegiance.

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

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

Resolution #2 – 11/14/12

Informal Timer Sale – A. Smith

WHEREAS Andrew Smith has requested a permit to remove timber on tax forfeited property, and

WHEREAS the request has been reviewed and appraised by a DNR Forester, and

WHEREAS the DNR Forester has set forth conditions, including but not limited to:

- 1) Removed only trees within the permit area.
- 2) Permit area is the area designated by the DNR within the NW and SW of SE, Section 1, Hillman Township (41-24)
- 3) No cutting allowed within 2 weeks of Vasolpet Ski Race
- 4) Timber to be removed is under the direction of the DNR and limited to: 59 cords Aspen, 128 cords Maple, 170 cords Basswood, 68 cords Ash, 25 cords Birch, and 78 cords Oak

WHEREAS this permit shall expire March 15, 2013:

BE IT RESOLVED to approve a informal timber sale and issue timber permit #33-170 for Andrew Smith to remove approved timber within the NWSE and SWSE of Section 1, Hillman Township, and

BE IT FURTHER RESOLVED that all conditions of set forth by the DNR Forester be met.

Action #3 - It was moved by Les Nielsen, seconded by Gene Anderson, 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, November 14, 2012 pursuant to public notice with the following Board Members present: Les Nielsen, Kim Smith, Gene Anderson, Kevin Troupe, and Kathi Ellis. Health & Human Service Director Wendy Thompson presented the Health Board agenda.

Action #PH4 – It was moved by Kevin Troupe, seconded by Kathi Ellis and carried unanimously to approve the Public Health Board Agenda as presented.

Action #PH5 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #PH5 – 11/14/12
ORDER OF THE BOARD

WHEREAS the Director of the Kanabec/Pine Community Health Service is appointed on an annual basis, and

WHEREAS Kanabec County Public Health Service Director Wendy Thompson has faithfully performed this duty in the past and is available and willing to fill this position in 2013;

BE IT RESOLVED to appoint Public Health Service Director Wendy Thompson as Kanabec/Pine Community Health Service Director for the calendar year 2013 at a rate of pay of \$9,150 per year, which is in addition to wages paid as Health & Human Service Director.

Action #PH6 – It was moved by Gene Anderson, seconded by Kathi Ellis and carried unanimously to approve a **Consent Agenda** including all of the following actions:

Resolution #PH6a – 11/14/12
Agreement for Clinical Laboratory Training- Bethel University

WHEREAS, Bethel University has a Nursing Program and is need of Clinical Laboratory training sites, and

WHEREAS, Kanabec County Public Health has facilities for providing suitable training experience that meets the educational needs of the students enrolled in the Nursing Program, and

WHEREAS, it is in the best interest of Kanabec County Public Health to provide a training site where University students can learn and develop skills and qualifications needed to

achieve the student's occupational goals and satisfy the Program requirements while assisting in the development of trained personnel to meet future area employment needs;

THEREFORE BE IT RESOLVED to approve the Health and Human Services Director to sign an Agreement between Bethel University and Kanabec County Public Health for a period of two years from the date of final signatures, upon approval by the County Attorney.

Resolution #PH6b – 11/14/12

Agreement for Clinical Laboratory Training- Northwestern College

WHEREAS, Northwestern College has a Nursing Program and is need of Clinical Laboratory training sites, and

WHEREAS, Kanabec County Public Health has facilities for providing suitable training experience that meets the educational needs of the students enrolled in the Nursing Program, and

WHEREAS, it is in the best interest of Kanabec County Public Health to provide a training site where University students can learn and develop skills and qualifications needed to achieve the student's occupational goals and satisfy the Program requirements while assisting in the development of trained personnel to meet future area employment needs;

THEREFORE BE IT RESOLVED to approve the Health and Human Services Director to sign an Agreement between Northwestern College and Kanabec County Public Health for a period of five years from November 1, 2012.

Action #PH7 – It was moved by Kevin Troupe, seconded by Les Nielsen and carried unanimously to approve a **Consent Agenda** including all of the following actions:

Resolution #PH7a - 11/14/12

Occupational, Speech and Physical Therapy Contract

WHEREAS, Public Health does contract for services in support of the Home Care Program, and

WHEREAS, such a contract has been presented to the Kanabec County Board of Commissioners for 2013;

BE IT RESOLVED to approve an agreement between Kanabec County Public Health and First Light Health System for Occupational, Speech and Physical Therapy for the Home Health Program clients for the year 2013.

Resolution #PH7b - 11/14/12

Aitkin Medical Supply for Durable Medical Equipment Contract

WHEREAS, Public Health does contract for services in support of the Hospice Program,
and

WHEREAS, such a contract has been presented to the Kanabec County Board of
Commissioners for 2013;

BE IT RESOLVED to approve an agreement between Kanabec County Public Health
and Aitkin Medical Supply for Durable Medical Equipment for Hospice clients for the year
2013.

Resolution #PH7c - 11/14/12

Pharmacy Services Contract

WHEREAS, Public Health does contract for services in support of the Hospice Program,
and

WHEREAS, such a contract has been presented to the Kanabec County Board of
Commissioners for 2013;

BE IT RESOLVED to approve an agreement between Kanabec County Public Health
and Coborn's Pharmacy for pharmacy services for Hospice clients for the year 2013.

Resolution #PH7d - 11/14/12

Occupational, Speech and Physical Therapy Contract

WHEREAS, Public Health does contract for services in support of the Hospice
Program, and

WHEREAS, such a contract has been presented to the Kanabec County Board of
Commissioners for 2013;

BE IT RESOLVED to approve an agreement between Kanabec County Public Health
and First Light Health System for Occupational, Speech and Physical Therapy for the Hospice
clients for the year 2013.

Resolution #PH7e - 11/14/12

Dietary Counseling Services Contract

WHEREAS, Public Health does contract for services in support of the Hospice Program,
and

WHEREAS, such a contract has been presented to the Kanabec County Board of Commissioners for 2013;

BE IT RESOLVED to approve an agreement between Kanabec County Public Health and First Light Health System for dietary counseling services for Hospice clients for the year 2013.

Resolution #PH7f - 11/14/12
In-patient and Respite Care Services Contract

WHEREAS, Public Health does contract for services in support of the Hospice Program, and

WHEREAS, such a contract has been presented to the Kanabec County Board of Commissioners for 2013;

BE IT RESOLVED to approve an agreement between Kanabec County Public Health and First Light Health System for in-patient and respite care services for Hospice clients for the year 2013.

Resolution #PH7g - 11/14/12
Residential and Respite Care

WHEREAS, Public Health does contract for services in support of the Hospice Program, and

WHEREAS, such a contract has been presented to the Kanabec County Board of Commissioners for 2013;

BE IT RESOLVED to approve an agreement between Kanabec County Public Health and St. Clare Living Community (formerly The Villa) for residential and respite care services for Hospice clients for the year 2013.

Resolution #PH7h - 11/14/12
Hospice Social Worker Contract

WHEREAS, Public Health does contract for services in support of the Hospice Program, and

WHEREAS, such a contract has been presented to the Kanabec County Board of Commissioners for 2013;

BE IT RESOLVED to approve an agreement between Kanabec County Public Health and First Light Health System for social worker services for Hospice clients for the year 2013.

Action #PH8 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #PH8 – 11/14/12

Memorandum of Agreement for VFC Resolution

WHEREAS, The State of Minnesota is in need of providers to vaccinate underinsured children; and

WHEREAS, Kanabec County Public Health has available staff and is capable of providing this service; and

WHEREAS, it is through the use of a Memorandum of Agreement that the State extends authority to vaccinate underinsured children to select providers to ensure these children have access to free or low cost VFC vaccine at additional provider sites.

THEREFORE BE IT RESOLVED to approve the Health and Human Services Director to sign the Memorandum of Agreement with the State of Minnesota to ensure that underinsured children receive free or low cost vaccine.

Action #PH9 – It was moved by Kevin Troupe, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

Resolution #PH9 – 11/14/12

Sheriff's Office Memorandum of Agreement

WHEREAS, the Health and Human Services Director has requested that the Board approve a service agreement for the Drug Free Communities prevention program (DFC), and

WHEREAS, the County has allocated and encumbered funds for the purpose of providing a comprehensive Drug Free Communities (DFC) prevention program to serve Kanabec County residents, including youth, and

WHEREAS, the County Sheriff's Office is willing to provide services in support of the DFC program;

THEREFORE BE IT RESOLVED to approve a Memorandum of Agreement to provide services for the Kanabec County Drug Free Communities prevention program with the Kanabec County Sheriff's Office for the time period September 30, 2012 through September 29, 2013 to conduct four (4) alcohol and four (4) tobacco compliance checks utilizing best practices with all licensed establishments in Kanabec County including the city of Mora and the city of Ogilvie.

Action #PH10 – It was moved by Gene Anderson, seconded by Kathi Ellis and carried unanimously to recess the Public Health Board at 9:55am.

The Board of Commissioners meeting continued.

Mike Oster with Knife Lake Sanitation met with the County Board to discuss matters concerning recycling rates and SCORE rates set by the state. The board advised Mike to work with Environmental Services Supervisor Teresa Wickeham and County Coordinator Pat Christopherson on reevaluating recycling rates.

Action #11 – It was moved by Kevin Troupe, seconded by Kathi Ellis and carried unanimously to approve the October 24, 2012 minutes of the Kanabec County Board of Commissioners as presented.

Action #12 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to approve the following paid claims:

Vendor	Amount
Ann Lake Twp	35,189.81
Arthur Twp	53,339.16
Braham Public Schools	45,344.25
Braham Public Schools	45,344.24
Brunswick Twp	55,232.30
City of Grasston	6,453.81
City of Milaca	46.83
City of Mora	413,266.48
City of Ogilvie	27,444.23
City of Quamba	12,473.96
Comfort Twp	46,117.99
Comm of Finance	228.08
DVS Renewal	9.00
East Central Energy	314.40
East Central Reg Dev Comm	8,898.85
East Central School District	15,991.25
East Central School District	15,991.25
Five County Mental Health	1,050.00
Ford Twp	33,025.85
Frontier	65.00
GMCU	496.78
GMCU	2,003.98
GMCU	206.45
Grass Lake Twp	40,645.19

Great America Leasing	281.57
Haybrook Twp	19,151.68
Hillman Twp	26,111.59
Hinckley-Finlayson Schools	13,629.72
Hinckley-Finlayson Schools	13,629.72
Holiday Credit Office	11,725.25
Isle Public Schools	12,469.53
Isle Public Schools	12,469.52
Kanabec County	152,811.31
Kanabec County	152,811.31
Kanabec Twp	28,234.23
Knife Lake Twp	59,609.28
Kroschel Twp	18,946.29
Midcontient Communications	2,250.74
Milaca Public Schools	3,506.26
Milaca Public Schools	3,506.25
MN Dept of Finance	5,417.00
MN Mutual Life Ins	179.55
Mora Municipal Utilities	964.80
Mora Municipal Utilities	13,806.97
Mora Public Schools	328,257.46
Mora Public Schools	328,257.46
Muddy Gap Hollow Inc	7,450.00
Office of Enterprise Technology	1,300.00
Ogilvie Public Schools	154,674.98
Ogilvie Public Schools	154,674.97
Ostrom, Donna, Deputy Registrar	20.75
Peace Twp	50,440.74
Pine City Public Schools	10.10
Pomroy Twp	31,879.51
Resource Training & Solutions	5,741.00
Southfork Twp	19,832.12
Sprint	224.65
Verizon Wireless	475.34
Whited Twp	22,843.54
Wynn Law Firm	1,122.75
Wynn Law Firm	335.75
Total	<u>2,518,232.83</u>

Action #13 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

VENDOR	AMOUNT
Ace Hardware	57.66
Ace Hardware	9.59
Advanced Correctional Healthcare	17,794.16
Ahner-Nystul, Barb	13.88
Aitkin Medical	841.93
Akkerman-Ingebrand Funeral Home	300.00
American Solutions for Business	521.22
AmeriPride	430.26
AmeriPride	79.24
Amundson, Pauline	93.30
Anderson, Karen	246.98
Andres, Christine	197.59
Ashworth Appliance	99.99
A'viands LLC	10,965.06
BCA	250.00
Bernhardt, Maria	352.76
Biever, Laurie	166.50
Bork, Laura	25.54
Braham Motor Service	880.03
Briggs	316.88
Brothers Fire Protection	500.00
Burski, Kathy	128.04
Byrant, Donna	2,671.87
Byrant, Donna	424.16
CADCA	300.00
Cambridge-Isanti Schools	2,220.00
Cassman, Deb	140.42
Cheney, Melody	62.16
Christianson, Craig	1,156.69
Coborns	23.56
Colburn, Judy	246.42
Commissioner of Finance	2,025.00
Connolly, Kelly	13.32
D&T Ventures	500.00
D&T Ventures	578.81
Dalco	34.34
Dex Media East	29.90
Deyta, LLC	90.00
Digital Ally	1,595.00
Don's Auto & Towing	245.00
Don's Auto & Towing	80.16

Druar, Dan	569.86
E. Weinberg	1,423.04
East Central Exterminating	229.78
East Central Exterminating	256.80
East Central Solid Waste	35.10
East Central Solid Waste	59.32
ECM Publishers	164.50
EIDorado National-Kansas	67,647.00
Election Systems & Software	560.15
Elfstru, Brenda	403.49
Ellis, Kathi	213.95
Erbstoesser, Arnie	13.88
Eustice, Todd	351.32
Fahning, Rebecca	139.98
Faust, Patrick	1,098.25
Felland, Becky	147.08
Fillbeck, Karla	70.20
First Light Health Systems	1,235.00
First Light Health Systems	37.50
Fresonke, Lew	82.50
Friday, Jenny	32.19
Galls	306.19
Garcia, Tim	398.97
Geisthardt, Betty	425.93
Glen's Tire	80.83
Glen's Tire	169.66
Gorham Oien Mechanical	315.32
Grainger	18.28
Grainger	155.29
Granite City Jobbing	926.38
Granite City Jobbing	85.09
Granite Electronics	324.12
GreatAmerica Leasing	999.00
Hawkins, Dorothy	1,705.08
Health Partners	3,405.54
Healthy Living Market	132.26
Hoefert, Bob	2,328.94
Holland, Jeff	62.16
Hood, Barb	1,276.05
Hood, Bill	828.29
Image Office Service	80.37
Indianhead Specialty	22.87
Industrial Health Services Network	127.20

Invitation Health Institute	517.00
Jebsen, Michelle	157.07
Johnsons Hardware	34.79
Kanabec Co Hwy Dept	130.79
Kanabec Co Public Health	1,186.41
Kanabec Publications	494.84
Kanabec Publications	7.05
Kanabec Publications	819.36
Kastenbauer, Paul	21.36
Koch's Hardware	49.08
Kramersmeier, Wallace	550.00
Krueger, Louisa	129.99
Landreville, Willard	1,337.58
Lane, Dave	37.74
Leerssen, Jennifer	851.42
Leininger, Dennis	121.63
Luberda, Karen	13.88
Marohn, Brenda	17.76
McFadden-Kraemer, Barb	12.13
McFadden-Kraemer, Barb	18.87
McGee MD, Michael	1,500.00
McIntosh, Bob	725.00
McKesson-Medical-Surgical	155.50
MidContinent	59.18
Mille Lacs Disposal	20.00
MN Dept of Labor & Industry	200.00
MN Monitoring	12.00
MN Monitoring	747.00
MN Pollution Control	34,471.48
Monroe, Cindy	52.72
Moore Medical	358.68
Mora Chevrolet Buick	30.69
National Academies of Emergency Dispatch	100.00
Nelson, Ansel	1,299.96
Nelson, Jerry	265.33
Nelson, Linda	129.87
Nelson, Ronette	950.68
Nelson, Shana	16.99
Newgard, Jean	334.41
Niedzielski, Dan	53.28
Northland Fire Protection	678.66
Nummela, Pat	100.18

Oak Gallery	10.82
Obrycki, Chaz	260.27
Office Depot	179.59
Office Depot	4.37
Office Depot	40.29
Office Depot	68.77
Office Depot	58.27
Office Depot	62.13
Office Depot	26.65
Office Depot	64.92
Office Depot	211.37
Olson, Autumn	190.93
Olson, Rhonda	198.82
Oslin Lumber	7.26
Osterdyk, Dorothy	273.62
Pedersen, Jerry	19.98
Perlick, Lisa	1,740.00
Phoenix Supply	902.35
Pieper, Rollie	1,070.59
Powerphone	184.00
Precision Frame & Alignment	50.00
Priority Dispatch	640.00
PSS-World Medical Inc	472.05
Quality Disposal	331.25
Quality Disposal	173.89
Raiche, Nancy	94.91
Ramsey County	2,800.00
Ratwik, Roszak & Maloney, PA	750.00
Raudabaugh, Carey	103.79
Regions Hospital	347.00
Reliance Telephone	600.00
Ringler, Jennie	84.92
Ringler, Jennie	42.18
Ritchie, Michael	140.00
Rittenour, Michelle	63.27
Rogers, Pearl	610.74
Rosburg, Diane	217.01
Ryan, Ellen	120.00
Ryan, Rosemarie	830.00
S&T	2,765.93
S&T	40.72
S&T	36.89
S&T	100.46

S&T	166.73
S&T	63.79
S&T	9.93
S&T	565.89
Skramstad, Linda	215.90
Southern Computer Warehouse	348.44
Squeegee Squad	1,816.88
Stearns DHIA Laboratories	40.00
Stellar Services	576.12
Stevens, Joel	70.00
Struffert, Delores	167.25
Swanson, Lori	12.22
Swift	165.42
Synergy Graphics	77.20
System Designs	1,350.00
Tadych, Marge	1,117.28
Telander, Sarah	411.26
Thompson, Wendy	497.28
Tiger Direct	412.12
Tiger Direct	2,181.38
Tinker & Larson	70.00
Troupe Advertising	200.00
UHL Company	1,629.50
VanVleet, Katie	227.70
Visual Gov Solutions	16.50
Vogel, Darla	225.33
Voight, Jackie	34.41
Waschenbecker, Diana	29.97
Watson Co	50.61
Wergin, Richard	375.00
Werner, Julie	142.20
White, Ellen	146.52
Wickeham, Teresa	67.71
Wolbert, Marlys	321.90
Woods, Danna	127.77
Zamora, Ray	1,339.30
Total	<u>216,682.01</u>

Road & Bridge

Vendor	Amount
Ace Hardware	134.93

Ameripride	681.84
Arnold's Equipment, Inc.	28.10
Auto Value Mora	2,296.97
Blum Sand & Gravel	4,446.00
Boyer Trucks	2,420.10
Cargill,	5,275.35
Cemstone Products Company	3,378.83
Central McGowan, Inc.	326.79
Cramsie, Jon	144.99
Glens Tire	600.00
Gopher State One-Call	5.80
Grainger	287.06
H & L Mesabi	24,979.54
Holter, Doug	70.00
Johnson's Hardware & Rental	2.87
Kanabec Publications, Inc.	36.75
MAAPT	150.00
Midway Iron & Metal	438.61
MN Dept of Labor & Industry	100.00
MN Fall Expo	350.00
Mora Chevrolet Buick	83.53
National Highway Institute	925.00
Northern States Supply	109.38
Northland Fire Protection	777.09
Nuss Truck & Equipment	319.59
Owen's Auto Parts	952.00
Oxygen Service Company	471.21
Pomp's Tire Service, Inc.	6,984.41
Power Plan	236.49
Quality Disposal Systems, Inc.	146.80
Richards, Lila, The Cleaning Agent	942.64
Rittenour, Ed	168.46
SageQuest	1,011.04
Stegeman, Jesse	104.84
University of MN/College of Cont Ed	295.00
Wireless Broadband Services, Inc.	2,300.00
Wulfekuhle, rod	15.49
Zep Sales & Service	310.17
Total	<u>62,307.67</u>

Action #14 – Les Nielsen introduced the following resolution and moved its adoption:

Resolution #14 – 11/14/12

WHEREAS the State of Minnesota has mandated an upgrade to our current 9-1-1 system; and

WHEREAS the current 9-1-1 provider, Independent Emergency Services, has submitted a quote of \$2,130.88 for the upgrade and the current phone recording vendor, MacTek Systems, has submitted a quote of \$995.00 for the upgrade; and

WHEREAS the State of Minnesota is offering a grant to counties for the cost of the upgrade;

BE IT RESOLVED to accept the quotes submitted by Independent Emergency Services and MacTek Systems for the cost of the upgrade; and

BE IT FURTHER RESOLVED to approve the Jail Administrator to apply for a grant to pay for the 9-1-1 upgrade cost.

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

IN FAVOR THEREOF: Les Nielsen, Kevin Troupe, Kim Smith, Gene Anderson

OPPOSED: Kathi Ellis

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

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

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

Resolution #15 – 11/14/12

Engineering Services for Bridge Inspections

WHEREAS Kanabec County is responsible for annual bridge inspections in accordance with the National Bridge Inspection Standards and MnDOT State Aid policies, and

WHEREAS no current staff has required bridge inspection certifications, and

WHEREAS Widseth Smith Nolting & Assoc., Inc. has submitted a proposal to complete Kanabec County's 2012 bridge inspections, and

THEREFORE BE IT RESOLVED to approve the engineering services agreement for bridge inspections by Widseth Smith Nolting & Assoc., Inc., for an estimated amount of \$10,345.00 and authorize the Chairperson and Coordinator to sign the agreement.

Action #16 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #16 – 11/14/12

Appraisal Services for CSAH 5 Right-Of-Way

WHEREAS appraisal services for right-of-way acquisition is required for construction improvements scheduled for CSAH 5 from CSAH 19 to CSAH 3, and

WHEREAS the following quotes were received:

	<u>Mike Walsh</u>	<u>Roger Crawford</u>
Uncomplicated Appraisal	\$275.00	
Complicated Appraisal	\$325.00	
Review Appraisal	\$150.00	\$250.00

BE IT RESOLVED to accept all the quotes and authorize the public works director to utilize appraisal services to complete right-of-way acquisitions for said construction improvements.

BE IT FURTHER RESOLVED to authorize the public works director to utilize appraisal services to complete right-of-way acquisitions for said construction improvements.

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

Resolution #17 – 11/14/12

Diesel Fuel Quotes

WHEREAS the following bids were received for diesel fuel:

	<u>Diesel</u>
Federated Coop	\$3.4500
Eggens Direct Service	\$3.3703
Beaudry Oil	\$3.3110

WHEREAS the quote of \$3.3110 per gallon provided by Beaudry Oil was the lowest quote for diesel;

THEREFORE BE IT RESOLVED to accept the low quote of \$3.3110 per gallon of diesel by Beaudry Oil.

The County Board discussed purchasing tables for the Courthouse meeting rooms. A quote of \$2,415.00 was received from S&T Office Products for 10 tables. The Board requested more quotes to be brought back on different styles of tables.

10:30am - The Chairperson then called for public comment. Those that responded included:

Bob Strom	Debates regarding situation on school projects.
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10:35am - The Chairperson closed public comment.

The board took a 3 minute break.

The County Board reviewed a Webinar Policy submitted by Information Systems. The board made suggestions for changes and asked for the policy to be presented again at the November 28, 2012 meeting.

The County Board advised the County Recorder to set cash and certified fund only policy for birth and marriage certificates. Also advised that the County Recorder get quotes for credit card machines.

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

Resolution #18 – 11/14/12

Signature Authorization

WHEREAS the county board did, by Resolution #4-02/28/01, establish authorized signatures for county business, and

WHEREAS the board did amend this resolution by Resolution #13-11/18/09 to be more specific in the authorization and reflect current staffing;

BE IT RESOLVED to amend Kanabec County Board of Commissioners Resolution #4-02/28/01 and #13-11/18/09 as follows:

1. that checks, drafts and other withdrawal orders and any and all other directions and instructions of any character with respect to funds of this county now or hereafter with Kanabec State Bank may be signed by any one of the following:
 - a. Auditor-Treasurer Denise M. Cooper
 - b. Operations Supervisor Kelly Connollyand Kanabec State Bank is hereby fully authorized to pay and charge to such account or accounts any checks, drafts and other withdrawal orders so signed, and to honor any directions or instruments so signed, whether or not payable

to the individual order of or deposited to the individual account of or inuring to the individual benefit of any of the foregoing officers or persons.

2. that any one of the following:

a. Auditor-Treasurer Denise M. Cooper

b. Operations Supervisor Kelly Connolly

hereby is or are authorized, for and on behalf of this county, at any time or from time to time to borrow money from Kanabec State Bank in such amounts, for such times, at such rate or rates of interest and upon such terms as he or they may see fit; to execute and deliver notes or other evidences of indebtedness of this county therefore, and extensions and renewals thereof; to sell, assign, transfer, mortgage, pledge or otherwise hypothecate to Kanabec State Bank any bills receivable, accounts, contracts, warehouse receipts, bills of lading, stocks, bonds, chattels, real estate or other property of this county as security; to give guaranties and other undertakings to Kanabec State Bank; to discount with Kanabec State Bank bills receivable of this county and to authorize modifications and extensions with respect thereto and to waive demand, presentment, protest and notice of dishonor; and to do, authorize and agree to any and all other things at any time or from time to time in connection with any of the foregoing as he or they may deem appropriate

3. that any one of the following:

a. Auditor-Treasurer Denise M. Cooper

b. Operations Supervisor Kelly Connolly

may authorize personnel, not excluding FirstLight Health System personnel, remote access to bank accounts as inquiry only. Personnel will not be authorized to open, close, transfer, withdraw, or deposit such to such accounts but limited to view activity only as a means to monitor daily activity in such accounts.

The County Board reviewed an evaluation that was done by SISU on the county's IT needs and advised the County Coordinator to formulate an RFP for strategic planning services to be presented at the November 28, 2012 meeting.

Action #19 – It was moved by Les Nielsen, seconded by Kevin Troupe and carried unanimously to recess the board meeting at 10:50am to a time immediately following the Public Health Board.

Action #20 – It was moved by Les Nielsen, seconded by Kevin Troupe and carried unanimously to approve the 2013 CHS budget as presented.

Action #21 – It was moved by Kevin Troupe, seconded by Gene Anderson and carried unanimously to recess the Public Health Board at 11:05am to meet in regular session on Wednesday, December 5, 2011 at 6:35pm.

The meeting of the Kanabec County Board of Commissioners resumed.

Action #22 – It was moved by Kevin Troupe, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #22 - 11/14/12

Close to Evaluate Performance

WHEREAS the Personnel Director has presented the board with a six month evaluation for a Kanabec County Department Head;

BE IT RESOLVED to close the meeting at 11:05am pursuant to the Open Meeting Law, Minnesota Statute §13D.05, subd. 3 to evaluate the performance of County Coordinator Pat Christopherson.

Action #23 – It was moved by Les Nielsen, seconded by Kevin Troupe and carried unanimously to reopen the meeting at 11:20am.

Action #24 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #24 – 11/14/12

Evaluation Result

WHEREAS the board has evaluated the past six month's job performance of County Coordinator Pat Christopherson, and

WHEREAS the board has discussed its findings with Christopherson;

BE IT RESOLVED that the board finds his performance to be satisfactory.

Action #25 – It was moved by Kevin Troupe, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #25 – 11/14/12

BE IT RESOLVED to close the meeting at 11:21 a.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 included Commissioners Kevin Troupe, Gene Anderson, Les Nielsen, Kathi Ellis and Kim Smith. Also present were County Coordinator & Personnel Director Patrick Christopherson and Assistant County Attorney Barb McFadden.

Action #26 – It was moved by Kevin Troupe, seconded by Gene Anderson and carried unanimously to re-open the meeting at 11:50 a.m.

Action #27 – It was moved by Kevin Troupe, seconded by Les Nielsen and carried unanimously to adjourn at 11:45 am and to meet again in regular session on Wednesday, November 28, 2012 at 9:00am.

Signed _____

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

Attest: _____

Board Clerk