

PROCEEDINGS OF THE COUNTY BOARD

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

November 22, 2011

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, November 22, 2011 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Kevin Troupe, Gene Anderson and Les Nielsen.

The Chairperson led the assembly in the Pledge of Allegiance.

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

Action #2 – It was moved by Kim Smith seconded by Gene Anderson and carried unanimously to approve the November 9, 2011 minutes of the Kanabec County Board of Commissioners as presented.

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

Vendor	Amount
Centerpoint Energy	97.00
City of Milaca	33.03
Federated Coop	43.53
Fehrest, Majid	100.00
Great America Leasing	999.00
Jones, Lisa	374.00
Kanabec Co Auditor	90.00
Metro Sales	6,652.00
MN Dept of Finance	4,834.50
MN Energy Resources	3,304.80
MN Energy Resources	126.10
MN Laborers Health & Welfare	550.00
Office of Enterprise Technology	600.00
Resource Training & Solutions	74,959.50
Resource Training & Solutions	11,665.00
TDS Metrocom	386.83
TDS Metrocom	10.46
Verizon Wireless	1,454.18
Windstream Northstar	<u>760.95</u>

Total

107,040.88

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

Resolution #4 – 11/22/11

Commissioner Wages

WHEREAS, Minnesota Statute 375.055 requires that the County Commissioners' compensation be set by resolution in the year preceding the action;

BE IT HEREBY RESOLVED to set the annual wage for the year 2012 for Kanabec County Commissioners set at \$20,111.00.

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

Resolution #5 – 11/22/11

Non-Union Employee Wages

BE IT RESOLVED to approve the following wage scale for non-union employees and elected officials effective January 1, 2012:

Grade	A	B	C	D	E	F	G	Grade
1	\$10.69	\$11.09	\$11.48	\$11.90	\$12.29	\$12.69	\$13.09	1
2	\$11.33	\$11.75	\$12.18	\$12.60	\$13.03	\$13.46	\$13.88	2
3	\$12.01	\$12.46	\$12.91	\$13.36	\$13.81	\$14.26	\$14.71	3
4	\$12.73	\$13.21	\$13.68	\$14.16	\$14.64	\$15.11	\$15.59	4
5	\$13.49	\$14.00	\$14.50	\$15.01	\$15.51	\$16.03	\$16.53	5
6	\$14.30	\$14.84	\$15.37	\$15.91	\$16.45	\$16.98	\$17.52	6
7	\$15.16	\$15.74	\$16.30	\$16.86	\$17.44	\$18.00	\$18.58	7
8	\$16.08	\$16.67	\$17.27	\$17.88	\$18.48	\$19.08	\$19.69	8
9	\$17.04	\$17.67	\$18.32	\$18.95	\$19.59	\$20.23	\$20.87	9
10	\$18.06	\$18.73	\$19.41	\$20.09	\$20.76	\$21.44	\$22.12	10
11	\$19.14	\$19.86	\$20.57	\$21.29	\$22.02	\$22.73	\$23.45	11
12	\$20.29	\$21.05	\$21.81	\$22.57	\$23.33	\$24.10	\$24.86	12
13	\$21.51	\$22.31	\$23.12	\$23.93	\$24.73	\$25.54	\$26.35	13
14	\$22.79	\$23.65	\$24.51	\$25.36	\$26.22	\$27.07	\$27.92	14
15	\$24.17	\$25.07	\$25.98	\$26.88	\$27.80	\$28.70	\$29.60	15
16	\$25.61	\$26.57	\$27.54	\$28.50	\$29.46	\$30.41	\$31.38	16

17	\$27.15	\$28.17	\$29.19	\$30.20	\$31.22	\$32.25	\$33.26	17
18	\$28.78	\$29.86	\$30.94	\$32.02	\$33.10	\$34.18	\$35.25	18
19	\$30.51	\$31.65	\$32.80	\$33.94	\$35.09	\$36.23	\$37.38	19
20	\$32.34	\$33.55	\$34.76	\$35.98	\$37.19	\$38.40	\$39.62	20
21	\$34.28	\$35.57	\$36.85	\$38.14	\$39.42	\$40.70	\$41.99	21
22	\$36.33	\$37.69	\$39.06	\$40.42	\$41.78	\$43.14	\$44.52	22

Action #6 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to recess the board meeting at 9:03am to a time immediately following the Human Services Board.

The Kanabec County **Human Services Board** met at **9:03am** on Tuesday November 22, 2011 pursuant to public notice with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, Gene Anderson and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Human Service Board agenda.

Action #HS7 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the Human Service Board Agenda as presented.

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

Resolution #HS8 – 11/22/11

Vacancy

WHEREAS, there is a vacancy in the position of a Financial Worker, and

WHEREAS, the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the Health & Human Services Director and the County Personnel Director to hire a Financial Worker 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 to authorize the Health and Human Services Director and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Action #HS9 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #HS9 – 11/22/11

WHEREAS, Kanabec County Family Services has received a letter of resignation from full time Financial Worker Ashley Herbst; and

WHEREAS, the department has the need for additional Financial Worker due to leave of absence of a staff member; and

WHEREAS, Ashley Herbst has agreed to continue to work as a Financial Worker eight (8) hours per week to assist in keeping the work load manageable;

BE IT RESOLVED to decrease the hours of Ashley Herbst from 40 hours per week to 8 hours per week effective November 19, 2011.

Action #HS10 – It was moved by Kim Smith seconded by Les Nielsen and carried unanimously to approve a **Consent Agenda** including all of the following actions:

Resolution #FS10a - 11/22/11

Psychological Services Contract – Susan Blom

WHEREAS, the Family Services Agency does contract for psychological services pursuant to MS §245.461 through 245.486 and 245.487 through 245.488 through the Minnesota Comprehensive Adult Mental Health Act and the MN Comprehensive Children’s Mental Health Act, and

WHEREAS, such a contract has been presented to the Kanabec County Board of Commissioners for the year 2012;

THEREFORE BE IT RESOLVED to approve an agreement for psychological services for the year 2012, not to exceed \$33,150 with Susan Blom for the time period January 1, 2012 through December 31, 2012.

Resolution #FS10b - 11/22/11

Psychological Services Contract – Linda Walinski

WHEREAS, the Family Services Agency does contract for psychological services pursuant to MS §245.461 through 245.486 and 245.487 through 245.488 through the Minnesota Comprehensive Adult Mental Health Act and the MN Comprehensive Children’s Mental Health Act, and

WHEREAS, such a contract has been presented to the Kanabec County Board of Commissioners for the year 2012;

THEREFORE BE IT RESOLVED to approve an agreement for psychological services for the year 2012, not to exceed \$26,928 with Linda Walinski for the time period January 1, 2012 through December 31, 2012.

Resolution #FS10c - 11/22/11

Psychological Services Contract – Suzanne Lee

WHEREAS, the Family Services Agency does contract for psychiatric evaluations and counseling services for the Region 7E Mental Health Project, and

WHEREAS, such a contract has been presented to the Kanabec County Board of Commissioners for the year 2012, and

WHEREAS, this position is fully funded by the Region Adult Mental Health Initiative Funds;

THEREFORE BE IT RESOLVED to approve an agreement for psychiatric services for the year 2012 with Suzanne Lee for the time period January 1, 2012 through December 31, 2012.

Resolution #FS10d -11/22/11

Psychological Services Contract – Beth Good

WHEREAS, the Family Services Agency does contract for psychological services pursuant to MS §245.461 through 245.486 and MS §245.487 through 245.288 the Minnesota Comprehensive Adult Mental Health Act and the Comprehensive Children’s Mental Health Act, and

WHEREAS, such a contract has been presented to the Kanabec County Board of Commissioners for the year 2012, and

THEREFORE BE IT RESOLVED to approve an agreement for psychological services for the year 2012, not to exceed \$133,120 with Beth Good for the time period January 1, 2012 through December 31, 2012.

Resolution #FS10e - 11/22/11

Psychological Services Contract – Gloria Cantor

WHEREAS, the Family Services Agency does contract for psychiatric evaluations and medication management for the Region 7E Mental Health Project, and

WHEREAS, such a contract has been presented to the Kanabec County Board of Commissioners for the year 2012, and

WHEREAS, this position is fully funded by the Regional Adult Mental Health Initiative Funds;

THEREFORE BE IT RESOLVED to approve an agreement for psychiatric evaluations and medication management for the year 2012 with Gloria Cantor for the time period January 1, 2012 through December 31, 2012.

Resolution #FS10f - 11/22/11

Psychological Services Contract – Rob Linninger

WHEREAS, the Family Services Agency does contract for psychological evaluations and counseling services pursuant to MS §245.461 through 245.486 and 245.487 through 245.488 through the Minnesota Comprehensive Adult Mental Health Act and the MN Comprehensive Children’s Mental Health Act, and

WHEREAS, such a contract has been presented to the Kanabec County Board of Commissioners for the year 2012;

THEREFORE BE IT RESOLVED to approve an agreement for psychological evaluations and counseling services for the year 2011, not to exceed \$7,722 with Rob Linninger for the time period January 1, 2012 through December 31, 2012.

Resolution #FS10g - 11/22/11

Psychiatric Services Contract – Dr. Paul Richardson

WHEREAS, the Family Services Agency does contract for psychiatric services, and

WHEREAS, such a contract has been presented to the Kanabec County Board of Commissioners for the year 2012;

THEREFORE BE IT RESOLVED to approve an agreement for psychiatric services for the year 2012 with Dr. Paul Richardson for 4 hours per week at \$200 per hour for the time period January 1, 2012 through December 31, 2012.

Resolution #FS10h - 11/22/11

Villages of Mora GRH Resolution

WHEREAS, the Family Services Agency does enter into agreements for GRH services in the community, and

WHEREAS, the agreements are subject to the provisions of section 256.101 to 256.106 of Minnesota Statutes, and

WHEREAS, such an agreement has been presented to the Kanabec County Board of Commissioners for the year 2012;

THEREFORE BE IT RESOLVED to approve an agreement for GRH services for the year 2012 with Villages of Mora Apartments.

Resolution #FS10i - 11/22/11

Serenity Manor Group Residential Housing Resolution

WHEREAS, the Family Services Agency does enter into agreements for GRH services in the community, and

WHEREAS, the agreements are subject to the provisions of section 256.101 to 256.106 of Minnesota Statutes, and

WHEREAS, such an agreement has been presented to the Kanabec County Board of Commissioners for the year 2012;

THEREFORE BE IT RESOLVED to approve an agreement for GRH services for the year 2012 with Serenity Manor Inc.

Resolution #FS10j - 11/22/11

Detoxification Services – Central MN Mental Health Center

WHEREAS, Kanabec County Family Services contracts for detoxification services, and

WHEREAS, Central Minnesota Mental Health Center agrees to accept appropriate referrals from Kanabec County for the purpose of providing detoxification services, and

WHEREAS, such an agreement has been presented to the Kanabec County Board of Commissioners, for the year 2012;

THEREFORE BE IT RESOLVED to approve an agreement for detoxification services for the year 2012 at a daily rate of \$275.00 per client, with Central Minnesota Mental Health Center for the time period January 1, 2012 through December 31, 2012.

Resolution #FS10k - 11/22/11

Dellwood Recovery Center for Chemical Dependency Treatment Services

WHEREAS, Minnesota Statutes Chapter 254B establishes the Consolidated Chemical Dependency Treatment Fund to enable counties to provide chemical dependency treatment services to eligible clients, and

WHEREAS, Kanabec County Family Services has designated Dellwood Recovery Center the agency to provide chemical dependency treatment services pursuant to Minnesota Statutes, Chapter 254B, and

WHEREAS, Dellwood Recovery Center is licensed to provide chemical dependency treatment services, and

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

THEREFORE BE IT RESOLVED to approve an agreement for Dellwood Recovery Center to provide chemical dependency treatment services for the time period January 1, 2012 through December 31, 2012.

Action #HS11 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve payment of 123 claims totaling \$172,687.98 Welfare Funds.

Action #HS12 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to adjourn the Human Service Board at 9:45am to meet again in regular session on Monday, December 19, 2011 at 9:05am.

The meeting of the Kanabec County Board of Commissioners resumed.

Action #13 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to recess the board meeting at 9:45am to a time immediately following the Public Health Board.

The Kanabec County **Public Health Board** met at **9:45am** on Tuesday, November 22, 2011 in continued session pursuant to public notice with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, Gene Anderson and Kevin Troupe. Health and Human Services Director Wendy Thompson presented the Health Board agenda.

Action #PH14 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the Public Health Board Agenda as presented.

Action #PH15 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #PH15 – 11/22/11

WHEREAS, the State of Minnesota, Department of Human Services has expanded eligibility for the disabled who are eligible for MA to automatically enroll in South Country Health Alliance Ability Care; and

WHEREAS, this expansion will bring additional clients to Kanabec County to be case managed; and

WHEREAS, the Health and Human Services Director recommends hiring a 20 hour Public Health Nurse to perform health assessments and case management duties.

THEREFORE BE IT RESOLVED to authorize the Health and Human Services Director and the County Personnel Director to hire a 20 hour Public Health Nurse to manage the expanded SNBC –Ability Care clients at Step A, Range 11 of the pay plan which is \$21.14 per hour or the rate set by County policy; and

BE IT FURTHER RESOLVED to authorize the Health and Human Services Director and County Personnel Director to hire from the pool of candidates previously interviewed for the Public Health Nurse position which closed on October 14, 2011.

Action #PH16 – It was moved by Kim Smith seconded by Kathi Ellis and carried unanimously to adjourn the Public Health Board at 9:52am to meet in regular session on Wednesday, December 7, 2011 at 6:35pm.

The meeting of the Kanabec County Board of Commissioners resumed.

Transit Director Helen Pieper met with the Board to discuss matters concerning the transit department.

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

Resolution #17 – 11/22/11

Lease Approval

WHEREAS, Kanabec County will be doing business as Timber Trails Public Transit, in 2012, and

WHEREAS, Timber Trails Public Transit currently leases the building located at 202 North Hill Ave. in Ogilvie to store buses and dispatch rides.

WHEREAS, Kanabec County – Timber Trails Public Transit plans to lease the building from January 1, 2012 through December 31, 2012 to store buses and dispatch rides.

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners approve a Lease Agreement with the Donald and Rosemary Ryan at 379 – 230th Ave. Ogilvie, MN 56358. The total lease amount will be \$9,960 (\$830.00 per month).

Action #18 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the purchase of a Nortell Call Pilot from Minnesota Telephone Networks at a cost of \$1,349.83 including installation.

Action #19 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

Resolution #19 – 11/22/11

Broadband Initiative

WHEREAS the Kanabec County Board of Commissioners recognizes the importance of broadband to Kanabec County residents and the economic competitiveness of Kanabec County, and

WHEREAS the Kanabec Broadband Initiative committee has been meeting to explore the possibility of making county wide broadband access possible, and

WHEREAS the Kanabec Broadband Initiative has presented information to the County board indicating that a feasibility study is the first step in exploring the possibility of proceeding with county wide broadband access.

BE IT RESOLVED that the County Board of Commissioners authorizes a donation in the amount of \$2,500 to contribute to the cost of the feasibility study, and

BE IT FURTHER RESOLVED that the Board pledges to have a County Commissioner participate in future Kanabec Broadband Initiative committee meetings.

Action #20 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the claims on the funds indicated:

Revenue Fund

VENDOR	AMOUNT
Advanced Correctional Healthcare	164.16
Akkerman-Ingebrand Funeral Home	600.00
Allina Health Systems	500.00
American Solutions for Business	635.64
Auto Value	129.29
Auto Value	123.94
Auto Value	108.98
Byrant, Donna	2,671.87

Byrant, Donna	424.16
CCE Student Support Services	95.00
CHAMP Software	40,489.00
Coborns	36.24
Coborns	4.78
Coborns Pharmacy	1,043.59
Coborns Pharmacy	2.10
Colburn, Judy	80.48
Deyta	90.00
East Central Exterminating	256.80
East Central Regional Juvenile Center	832.00
Elk River Ford	2,623.60
Elk River Ford	112.73
Faust, Patrick	486.19
Federated Coops	1,198.56
Federated Coops	388.69
First Light Health System	1,520.00
Friday, Jenny	41.07
Grainger	451.01
Gravning, Trisha	16.39
Hampton Inn	112.25
Handyman's Inc	348.46
Hawkins, Dorothy	493.86
Health Dimensions Rehabilitation	3,619.03
Hoefert, Bob	1,251.30
Hohn's Auto Body	273.59
Hood, Barb	485.63
Hood, Bill	521.69
Industrial Health Services	158.20
Ivans	60.92
J.P. Cooke	39.10
J.P. Cooke	31.75
Kanabec Co Hwy Dept	160.45
Kanabec Co Hwy Dept	36.32
Kanabec Co Hwy Dept	114.77
Kanabec Co Public Health	1,194.87
Kanabec Hospital/Hospice	577.19
Kanabec Publications	35.00
Kanabec Publications	58.74
Landreville, Willard	935.98
Leerssen, Jennifer	456.22
Lennox, Wade	101.02

MACATFO	270.00
Majeski, Annette	372.41
McBride, Wallace	140.00
McClellan, Karen	58.83
McGee MD, Michael	500.00
Midwest Combustion Controls	405.00
Mille Lacs Disposal	20.00
MN Telephone Networks	513.00
Moore Medical	102.91
Mora Chevrolet Buick	114.99
Mora Chevrolet Buick	2,236.77
Morrell, Joy	726.50
Nelson, Gary	667.71
Nelson, Jerry	98.05
Nelson, Linda	601.09
Nelson, Ronette	470.65
Newark	100.19
Newgard, Jean	462.46
NOLO	329.92
Northern Door & Hardware	17.50
Office Depot	54.08
Office Depot	71.79
Office Depot	9.80
Office Depot	40.95
Office Depot	191.03
Osterdyk, Sue	27.76
Owens Auto Parts	93.62
PD's Embroidery	135.00
PD's Embroidery	10.00
PD's Embroidery	12.00
Pieper, Rollie	867.89
Precision Frame & Alignment	748.68
PSS-World Medical	49.18
PSS-World Medical	21.00
Quality Disposal	10.98
R.M. Cotton Company	272.00
Raudabaugh, Carey	97.68
Rogers, Pearl	343.28
RS Eden	39.45
S&T	17.28
S&T	38.42
S&T	586.90
Sherburne Co Attorney	200.00

Shred-It	11.71
Shred-It	15.71
Shred-It	41.72
Shred-It	61.72
Shred-It	80.14
Sirchie	73.69
SourceBooks, Inc	33.69
State of MN BCA	24.25
Stellar Services	1,013.64
System Designs	1,350.00
Tadych, Marge	37.74
Tadych, Sy	639.40
Tadych, Sy	16.65
TASC	600.00
Teal's Market	13.85
The Hartford	1,551.63
TigerDirect	358.15
Tinker & Larson	578.15
Trane US	3,234.74
Triple M Lawn & Snow Service	37.41
Weber, Dan	13.32
West Payment Center	190.75
West Payment Center	1,335.00
Wolbert, Marlys	157.62
Zamora, Ray	689.39
Total	<u>90,499.43</u>

Action #21 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #21- 11/22/11

Close Meeting

BE IT RESOLVED to close at the meeting at 10:20am 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, Gene Anderson, Les Nielsen, Kathi Ellis and Kim Smith. Also present was County Coordinator Dan Weber and Assistant County Attorney Barb McFadden.

Action #22 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to re-open the meeting at 10:35am.

The meeting of the Kanabec County Board of Commissioners resumed.

10:35am - The Chairperson then called three times for public comment. No one responded.

10:35am - The Chairperson closed public comment.

Colin Bower representing GovDeals met with the Board to discuss a public property auction site.

Action #23 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to authorize the County Coordinator to sign a Memorandum of Understanding with GovDeals providing the County with an opportunity to list surplus equipment on GovDeals.com.

Environmental Services Director Teresa Wickeham met with the Board to discuss the 2012 natural Resources Block Grant.

Action #24 – It was moved by Gene Anderson, seconded by Kathi Ellis and carried unanimously to approve the annual agreement for the 2012 Natural Resources Block Grant.

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

Resolution #25 – 11/22/11

Grant-in-aid Permits

WHEREAS the Auditor/Treasurer has presented the board with requests for approval of Grant-in-aid Permits for trails;

BE IT RESOLVED to approve the following:

Permit 144-17-3900 – For a trail within Kanabec County operated by Mystic Riders in the Rum River State Forest.

Permit 144-17-3903 - For a trail within Kanabec County operated by the Isle Skip Drifters in northern Haybrook Township.

Action #26 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to support the First Light Health System's grant proposal to the MN Department of Health.

The 2012 County budget was discussed. No formal action was taken.

Action #27 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the 2012 ECRL budget as presented.

The Commissioners gave updates on the committees in which they participate.

Action #28 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to adjourn at 11:32am and meet in regular session on Wednesday, December 7, 2011 at 6:30pm.

Signed _____

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

Attest: _____

Board Clerk