

PROCEEDINGS OF THE COUNTY BOARD

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

November 28, 2012

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, November 28, 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 Kevin Troupe, seconded by Kathi Ellis, and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the November 14, 2012 minutes of the Kanabec County Board of Commissioners as presented.

Action #3 – 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 #3a – 11/28/12

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 October, 2012 claims on SCORE Funds:

Quality Disposal	\$2,583.00
Knife Lake Sanitation	\$495.00
Total	\$3,078.00

Resolution #3b – 11/28/12

KLID 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 October 22, 2012, and

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

BE IT RESOLVED to pay the following claims:

Kassie Hall	\$60.00
Kanabec Publications	\$8.98
Terry Wells	\$24.00

Resolution #3c – 11/28/12

WHEREAS the Kanabec County Board of Commissioners has been presented with a request for lawful gambling within Kanabec County, and

WHEREAS the application was complete, included all necessary documentation, appears in accordance with County Policies and the applicant and facility owners are in good standing with the County;

BE IT RESOLVED to approve the Application for Exempt Permit for the Ann Lake Watershed Alliance for a raffle event to be held at the Pink Diamond, 1434 Ann Lake Rd, Ogilvie, MN 56358 on January 26, 2013.

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

Vendor	Amount
Beaudry Oil Co	24,829.19
Centerpoint Energy	65.00
GMCU	357.97
Great America Leasing	281.57
MN Energy Resources Corp	3,463.37
MN Laborers Fund	560.00
Mora Psychological Services	1,500.00
O'Heritage Contracting	11,700.00
State of MN	20.00
The Hartford	1,563.29

Verizon Wireless	1,481.06
Wynn Law firm	<u>399.50</u>
Total	46,220.95

Action #5 – It was moved by Gene Anderson, seconded by Kathi Ellis and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

VENDOR	AMOUNT
Allina Health Systems	320.00
Allina Home Oxygen Medical Equipment	272.64
Allina OCC Med	30.00
AMC	25.00
AMC	725.00
Amundson, Pauline	182.80
Anoka County Juvenile Center	372.00
Area III TSA	790.90
Assc for Nonsmokers MN	1,567.00
Benedictine Living Community	345.88
Byrant, Donna	2,671.87
Byrant, Donna	424.16
Christianson, Craig	793.11
Colburn, Judy	478.42
Cragun Corp	193.56
Davis Mechanical Systems	458.00
Don's Auto	196.00
Downtown Deli	202.35
Druar, Dan	647.55
East Central Energy	253.00
East Central Energy	79.04
East Central Regional Juvenile Center	1,165.00
EG Rud & Sons	5,500.00
ERA Laboratories	948.00
ERA Laboratories	948.00
Fairview Health Services	32.00
Faust, Patrick	658.55
First Light Health System	950.00
First Light Health System	74.75
Geisthardt, Betty	430.72
Glen's Tire	813.24
GNL Enterprises LLC	275.00
Gorham Oien Mechanical	1,493.22

Grainger	135.82
Grainger	29.22
Handyman's Inc	469.14
Handyman's Inc	240.08
Hawkins, Dorothy	1,066.77
Health Dimensions Rehabilitation	2,484.83
Heikes, Olivia	144.96
Help Systems	309.19
Hoefert, Bob	1,943.59
Holiday	632.96
Holiday	5,692.57
Holiday	733.77
Holiday	103.42
Holiday	149.79
Holiday	3,456.00
Hood, Barb	1,081.78
Hood, Bill	1,255.50
Isanti Co Family Services	6,629.32
Ivans	130.39
Kanabec Co Hwy Dept	3,808.36
Kanabec Co Hwy Dept	61.37
Kanabec Co SWCD	14,454.00
Kanabec Co SWCD	3,638.00
Kanabec Co SWCD	1,412.50
Kanabec Co SWCD	100.00
Kanabec County	97.51
Landreville, Willard	1,198.36
Leerssen, Jennifer	521.17
Leininger, Dennis	39.41
Leininger, Dennis	19.98
Luberda, Karen	13.88
MAAO	100.00
MACO	300.00
MACO	265.00
MACO	35.00
Majeski, Annette	108.79
Mattson, Jean	51.65
MCCC	160.00
Milaca Chiropractic Center	140.00
MN Supreme Court	329.00
Moore Medical	2,205.65
Nardini Fire Equipment	220.47
Nelson, Ansel	679.90

Nelson, Jerry	373.56
Nelson, Ronette	961.68
Newgard, Jean	308.60
NWA Publications	767.32
Office Depot	58.17
Office Depot	53.58
Office Depot	85.28
Office Depot	144.98
Perlick, Lisa	1,160.00
Pieper, Helen	212.23
Pieper, Rollie	937.47
Pine Co Health & Human Services	10.50
Pine Co SWCD	188.89
Rogers, Pearl	591.69
RS Eden	114.90
Sedlacek, Lowell	267.10
Select Account	278.16
Stenberg, Victor	144.96
Strelow, Dave	36.63
Strickland Jr, Charlie	42.77
Strickland Jr, Charlie	42.77
Struffert, Delores	71.10
Tadych, Marge	1,088.26
TigerDirect	1,521.38
TigerDirect	169.98
TigerDirect	32.95
Trimin Systems	4,227.33
Twin City Hardware	214.98
Upper Great Plains Transportation	395.00
Watson Company	50.62
West Payment Center	244.80
West Payment Center	1,177.00
Wickeham, Teresa	105.45
Winn, Alice	41.66
Wolbert, Marlys	448.44
Zamora, Ray	1,108.83
Total	<u>98,644.88</u>

Road & Bridge Fund

Vendor	Amount
Commissioner of Transportation	125.00
Fahrner Asphalt Sealers, Inc.	53,290.86

Federated Co-ops, Inc.	251.98
Northern States Supply, Inc.	97.06
Roeschlein, Tom	200.00
Tiger Direct	15.95
Total	<u>53,980.85</u>

Action #6 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #6 - 11/28/12

Advisory Board to the Snake River Watershed Appointment

WHEREAS there is a vacancy on the Advisory Board to the Snake River Watershed due the expiration of term of Joe Lessar, and

WHEREAS the Snake River Watershed Board Coordinator has received a letter of interest from Steve Haar to serve on this board and has recommended him to refill the position;

BE IT RESOLVED to appoint Steve Haar to the Advisory Board to the Snake River Watershed for a three-year term, his first term, commencing immediately and expiring January 5, 2016.

Action #7 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to recess the board meeting at 9:10am to a time immediately following the Human Service Board.

The Kanabec County **Human Service Board** met at **9:10am** on Wednesday, November 28, 2012 pursuant to adjournment with the following Board Members present: Les Nielsen, Gene Anderson, Kim Smith, Kevin Troupe, and Kathi Ellis. Health & Human Service Director Wendy Thompson presented the Human Services agenda.

Action #HS8 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the Human Service Board agenda as presented.

Action #HS9 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #HS9 - 11/28/12

Psychological Services Contract – Mary Kay Borgstrom

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 a period beginning December 1, 2012 and ending December 31, 2013, 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 period beginning December 1, 2012 and ending December 31, 2013 with Mary Kay Borgstrom.

Action #HS10 – It was moved by Gene Anderson, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

Resolution #HS10 – 11/28/12

Waiver Contract – Jenny Sunderman Resolution

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 December 1, 2012 through June 30, 2014 between Kanabec County Family Services and Jenny Sunderman, 1412 Ann Lake Road, Ogilvie, MN 56358.

Action #HS11 – It was moved by Kevin Troupe, seconded by Les Nielsen and carried unanimously to approve payment of 142 claims totaling \$213,423.40 on Welfare Funds.

Action #HS12 – It was moved by Gene Anderson, seconded by Kathi Ellis and carried unanimously to adjourn the Human Service Board at 10:10am to meet again on Wednesday, December 19, 2012 at 9:05am.

The Board of Commissioners meeting continued.

Todd Hagen with Ehlers and Associates met with the County Board to discuss matters concerning bond refinancing.

Action #13 - Board Member Les Nielsen introduced the following resolution and moved its adoption:

Resolution #13 – 11/28/12

Resolution Providing for the Sale of
\$3,935,000Gross Revenue Health Facilities Bonds, Series 2012C

- A. **WHEREAS**, the County Board of the County of Kanabec, Minnesota, has heretofore determined that it is necessary and expedient to issue the County's \$3,935,000 Gross Revenue Health Facilities Bonds, Series 2012C (the "Bonds"), to finance (i) an advance refunding of the County's outstanding Gross Revenue Health Facilities Bonds, Series 2003B to reduce interest expenses; and (ii) the construction of various improvements to the existing facility including the construction of new urgent care space within the existing facility; and
- B. **WHEREAS**, the County has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent financial advisor for the Bonds and is therefore authorized to work with Piper Jaffray in Minneapolis, Minnesota ("Piper"), as placement agent to provide for the sale of the Bonds in accordance with the terms set forth in the report presented at this meeting;

NOW, THEREFORE, BE IT RESOLVED by the County Board of the County of Kanabec, Minnesota, as follows:

1. Authorization. The County Board hereby approves the term sheet received from Bank of Nevada (the "Bank"), for the purchase by the Bank of the Bonds and authorizes the execution of the proposal of the Bank and to take any other appropriate action with respect to the Bonds.
2. Meeting; Award Bond Sale. The County Board shall meet at 6:30p.m. on December 5, 2012 or another date set by County staff, to award the sale of the Bonds and to take any other appropriate action with respect to the Bonds.

The motion for the adoption of the foregoing resolution was duly seconded by Board Member Kevin Troupe and, after full discussion thereof and upon a vote being taken thereon, the following Board Members voted in favor thereof: Les Nielsen, Kevin Troupe, Gene Anderson, Kim Smith, and Kathi Ellis

and the following voted against the same: None

Whereupon said resolution was declared duly passed and adopted.

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

10:32am - The Chairperson closed public comment.

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

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

Resolution #14 – 11/28/12
REQUEST FOR COUNTY DITCH REPAIR

WHEREAS a request for minor repairs to a county ditch by a property owner was submitted with required deposit, and

WHEREAS the proposed repair is located in Section 31 of Grass Lake Township on County Ditch #5 as shown on attached map included herein by reference, and

WHEREAS the proposed repair is requested for agricultural purposes and consists of cleaning out the existing channel to its original construction,

THEREFORE BE IT RESOLVED that the Kanabec County Board directs the County Ditch Inspector to prepare a report determining need and estimated cost.

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

Resolution #15 – 11/28/12
Architectural Services for Feasibility Study

WHEREAS the following quotes were received for architectural services to conduct a feasibility study on the old Kanabec County jail facility to determine options for future use:

Mahler and Associates Architecture	\$18,000
Engan Associates, P.A.	\$5,000
CNH Architects	\$8,000

BE IT RESOLVED that we do hereby accept the quote submitted by Engan Associates, P.A. totaling \$5,000 and authorize the study to proceed.

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

Resolution #16 – 11/28/12
Approval to Purchase Surveying and Engineering Equipment

WHEREAS Kanabec County Public Works Department plans to operate with reduced staff levels into future years, and

WHEREAS technological advances in the engineering and surveying industries have resulted in tools that substantially reduce the required staff time for engineering and surveying tasks, and

WHEREAS attached quotes, included herein by reference, were received for engineering and surveying equipment totaling \$78,800.67, and

WHEREAS the Kanabec County Board wishes to utilize said equipment to maintain reduced staffing levels, and

THEREFORE BE IT RESOLVED to accept the quotes and authorize the Public Works Director to purchase said equipment.

Transit Director Helen Pieper met with the County Board to present third quarter statistics and budget.

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

Resolution #17 – 11/28/12

Reappoint Assessor

WHEREAS the term of Interim County Assessor Jodi Lindberg expires on December 31, 2012, and

WHEREAS Minnesota Statute §273.05 requires reappointment at least 90 days prior to the expiration of the term, and

WHEREAS the board is well satisfied with the performance of Interim County Assessor Jodi Lindberg;

BE IT RESOLVED to reappoint Interim Kanabec County Assessor Jodi Lindberg to a four year term effective January 1, 2013.

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

Resolution #18 – 11/28/12

WHEREAS the county was required to appoint Jodi Lindberg to a four year term per Minnesota Statute 273.061;

BE IT RESOLVED to reappoint Jodi Lindberg as Interim County Assessor effective January 1, 2013 until such time a regular Assessor is hired at which time Lindberg will return to her current position of Deputy Assessor, and

BE IT FURTHER RESOLVED that the compensation for these additional duties shall be \$1.00 per hour.

Action #19 – It was moved by Gene Anderson, seconded by Kevin Troupe and carried unanimously to approve the following resolution:

Resolution #19 – 11/28/12
Extension on Personal Leave Request

WHEREAS an employee in Public Health has requested an extension of 30 days to their existent personal leave of up to six months; and

WHEREAS the request for the extended leave has been approved by the department heads;

BE IT RESOLVED that the Kanabec County Board of Commissioners hereby grants a 30 day extension on the existent personal leave originally scheduled to end on January 6, 2013 and will now end on February 6, 2013.

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

Resolution #20 – 11/28/12

BE IT RESOLVED to close the meeting at 11:10am pursuant to Minn. Stat. §13D.05, subd. 3(d), to discuss: security briefings and reports, security systems, emergency response procedures and security deficiencies regarding public services, infrastructure and facilities.

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 #21 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to reopen the meeting at 12:25pm.

Action #22 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

Resolution #22 – 11/28/12

BE IT RESOLVED to close the meeting at 12:26 p.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 #23 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to re-open the meeting at 12:55 p.m.

Action #24 – The meeting was adjourned by Chairperson Kim Smith at 1:00 pm to meet again in regular session on Wednesday, December 5, 2012 at 6:30pm.

Signed

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

Attest:

Board Clerk