

# PROCEEDINGS OF THE COUNTY BOARD

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

**October 14, 2009**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, October 14, 2009 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Les Nielsen, Roger Crawford and Kevin Troupe.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Roger Crawford, seconded by Kim Smith, and carried unanimously to approve the agenda with the following additions:

10:28am – Teresa Bearce  
#10 – Training report form

Action #2 - It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the minutes of the September 30, 2009 Kanabec County Board of Commissioners Meeting as presented.

Action #3 - It was moved by Les Nielsen, seconded by Kim Smith, and carried unanimously to a **Consent Agenda** including all of the following actions:

## **Resolution #3a - 10/14/09**

### Block Grant Resolution

**WHEREAS** the Kanabec County Board of Commissioners did accept a Natural Resources Block Grant from the Board of Water & Soil Resources, and

**WHEREAS** the Environmental Services Director and Kanabec Soil & Water District Manager have confirmed that the funds have been used in accordance with the parameters of the grant, and

**BE IT RESOLVED** to authorize the Chairperson to sign a Board of Water & Soil Resources “Final Program Allocations and Contributions” form for the state Fiscal Year 2008.

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## **Resolution #3b – 10/14/09**

### 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 August, 2009 claims on SCORE Funds:

Quality Disposal	\$2,306.16
Knife Lake Sanitation	\$1,415.60
Arthur Township	\$800.00
East Central Solid Waste	\$38.00
TOTAL	\$4,559.76

### **Resolution #3c – 10/14/09**

#### **KNIFE LAKE IMPROVEMENT DISTRICT CLAIMS**

**WHEREAS** the Kanabec County Board of Commissioners have been presented with a request to pay a claim on Knife Lake Improvement District funds, and

**WHEREAS** the request was accompanied by an invoices and verification in the Knife Lake Improvement District Board minutes of September 12, 2009, and

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

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

MCIT	\$638.00
MCIT	\$138.00
Kassie Norby	\$125.00
ERA Laboratories	\$183.00
Carlson Fence	\$1,100.00
Kanabec Publications	\$7.49

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### **Resolution #3d -10/14/2009**

#### **Transit Claims**

**WHEREAS** the Transit uses volunteer drivers for many public purposes, and

**WHEREAS** these drivers are reimbursed for incurred expenses in accordance with County Policy and public law, and

**WHEREAS** the Transit Department Manager recommends approval of these claims;

**BE IT RESOLVED** to approve the following driver expense claims for reimbursement, all of which are properly documented:

	<b>AMOUNT</b>
Annette Majeski	\$ 308.90
Barb Maul	\$ 94.60
Betty Geisthardt	\$ 502.37
Bill Hood	\$ 427.65
Bob Hoefert	\$1,017.85
Charlyne Grant	\$1,086.50
Gary Nelson	\$ 674.50
Jean Newgard	\$ 174.35
Jennifer Leerssen	\$ 678.70
Jerald Nelson	\$ 171.60
Joy Morrell	\$ 816.75
Judy Colburn	\$ 209.00
Karen Luberda	\$ 611.45
Linda Nelson	\$ 624.45
Marlys Wolbert	\$ 488.57
Mary Lou Moriarity	\$ 86.35
Millie Laska	\$ 476.45
Ray Zamora	\$ 585.20
Rollie Pieper	\$1,287.43
Ronette Nelson	\$ 484.56
Sy Tadych	\$1,035.05
Ted Lindgren	\$ 515.65
Terrie Reed	\$ 140.80
Willard Landreville	\$ 619.84
<b>Total for Volunteer Drivers</b>	<b>\$13,118.57</b>

Action #4 - It was moved by Roger Crawford, seconded by Kim Smith, and carried unanimously to approve the following resolution:

**Resolution #4 - 10/14/09**  
Revolving Loan Fund

**WHEREAS** the East Central Regional Development Commission is composed of Mille Lacs, Pine, Isanti, Kanabec and Chisago Counties and administers Revolving Loan Fund for the Region 7E / East Central Minnesota Economic Development District which is the aforementioned counties, and

**WHEREAS** the East Central Regional Development Commission administered Revolving Loan Fund does much to assist businesses in financing, which helps to create much needed jobs and tax base across our region, helping to mitigate the effects of this economic climate, and

**WHEREAS** Chisago County has not previously been eligible to participate in the regional Revolving Loan Fund, and

**WHEREAS** the recent economic downturn has hit our east central Minnesota—including Chisago County--hard; effects include high numbers of foreclosures of homes, spiking unemployment, and a tightening credit environment for businesses, and

**WHEREAS** Chisago County has requested to be eligible for access to the Revolving Loan Fund;

**BE IT RESOLVED** that the Kanabec County Board of Commissioners supports the request by Chisago County to gain eligibility to participate in the regional Revolving Loan Fund for the Region 7E / East Central Minnesota Economic Development District and requests that Chisago County businesses be allowed to participate on the East Central Regional Development Commission administered Revolving Loan Fund.

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*Action #5* - It was moved by Kevin Troupe, seconded by Kim Smith and carried unanimously to recess the board meeting at 9:05am to a time immediately following the Public Health Board.

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The Kanabec County **Public Health Board** met at **9:05am** on Wednesday, October 14, 2009 pursuant to public notice with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, Roger Crawford and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the Health Board agenda. Items discussed included agency finances, contracts, staffing and other agency business.

*Action #PH6* - It was moved by Roger Crawford, seconded by Kim Smith, and carried unanimously to approve the Public Health Board Agenda as presented.

Health Educator Lori Swanson presented the board with information on work being performed in the County under the Alcohol, Tobacco & Other Drugs Grant Program.

*Action #PH7* - It was moved by Roger Crawford, seconded by Les Nielsen, and carried unanimously to approve following Memorandum of Understanding Between Kanabec County and Timber Trails Public Transit:

**Purpose:**

The purpose of this Memorandum of Understanding is to define the relationship between Kanabec County through its Public Health Department ("County") and Timber Trails Public Transit, agreeing to participate with the County, for the purpose of transporting county residents to the Influenza Flu center and Mass Dispensing Sites (MDS) within the county during an emergency. This Memorandum of Understanding describes the common understandings through which the two organizations can coordinate their services to ensure the timely and efficient movement of citizens to mass dispensing sites and influenza triage sites.

**Understandings:**

1. The County and Timber Trails public Transit will share appropriate emergency contact numbers for use when the transportation is requested. This information should be updated at least annually.
  2. When emergency transportation has been officially requested, the County will notify Timber trails Public transit of the need for transport services and the approximate timeline anticipated services will be needed within the County.
  3. Timber Trails Public Transit agrees to provide the following within 12 hours of the notice of activation and for the duration of the event:
    - a. Vehicles in good operating conditions able to transport citizens from an off-site parking area in Mora, MN to the Mass Dispensing Site and Influenza triage Center (Grace Lutheran Church in Mora)
    - b. Drivers that have a safe driving record and are able to respond within 12 hours of notification.
    - c. A liaison to the County that shall serve as the main contact person between Timber Trails Public Transit and the County for the duration of the event.
  4. The County agrees to provide the following for the duration of the event:
    - a. Detailed route maps at the time of activation.
    - b. Training to include information about the use of Personal Protective Equipment (PPE's) and other protective measures to provide safety for the transport personnel as the need for prophylaxis/immunization.
    - c. Compensation in accordance with Federal and state guidance.
    - d. Agrees to provide security for all transportation routes.
  5. The County and Timber Trails Public Transit will work cooperatively during the event in order to ensure prompt services, communications, and coordination with others involved in this effort.
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Action #PH8 - It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve following Memorandum of Understanding Between Kanabec County and Grace Lutheran Church:

**Purpose:**

The purpose of this Memorandum of Understanding is to define the relationship between Kanabec County through its Public Health Department ("County") and Timber Trails Public Transit, agreeing to participate with the County, for the purpose of transporting county residents to the Influenza Flu center and Mass Dispensing Sites (MDS) within the county during an emergency. This

Memorandum of Understanding describes the common understandings through which the two organizations can coordinate their services to ensure the timely and efficient movement of citizens to mass dispensing sites and influenza triage sites.

**Understandings:**

1. The County and Timber Trails public Transit will share appropriate emergency contact numbers for use when the transportation is requested. This information should be updated at least annually.
2. When emergency transportation has been officially requested, the County will notify Timber trails Public transit of the need for transport services and the approximate timeline anticipated services will be needed within the County.
3. Timber Trails Public Transit agrees to provide the following within 12 hours of the notice of activation and for the duration of the event:
  - a. Vehicles in good operating conditions able to transport citizens from an off-site parking area in Mora, MN to the Mass Dispensing Site and Influenza triage Center (Grace Lutheran Church in Mora)
  - b. Drivers that have a safe driving record and are able to respond within 12 hours of notification.
  - c. A liaison to the County that shall serve as the main contact person between Timber Trails Public Transit and the County for the duration of the event.
4. The County agrees to provide the following for the duration of the event:
  - d. Detailed route maps at the time of activation.
  - e. Training to include information about the use of Personal Protective Equipment (PPE's) and other protective measures to provide safety for the transport personnel as the need for prophylaxis/immunization.
  - f. Compensation in accordance with Federal and state guidance.
  - g. Agrees to provide security for all transportation routes.
5. The County and Timber Trails Public Transit will work cooperatively during the event in order to ensure prompt services, communications, and coordination with others involved in this effort.

*Action #PH9* - It was moved by Roger Crawford, seconded by Kevin Troupe, and carried unanimously to approve the following 2010 Kanabec/Pine Community Health Service Budget:

<b>Kanabec/Pine CHS ADMINISTRATION FINANCIAL REPORT</b>		
<b>RECEIPTS</b>	<b>2009 BUDGET</b>	Proposed <b>2010</b>
LOCAL PUBLIC HEALTH GRANT- LPHG	203,274	203,266

WIC	196,264	215,482
MCH	59,703	58,496
BIOTERRORISM GRANT/Avian Flu	41,810	81,562
TANF Home Visiting	68,298	68,298
CTC OUTREACH Contract	126,625	120,475
SHIP Grant		196,000
<b>TOTALS</b>	<b>695,974</b>	<b>943,579</b>

**EXPENSES**

**LPHG**

KANABEC	65,804	65,801
PINE	112,044	112,039
CHS ADMIN	25,426	25,426

**WIC**

KANABEC	97,000	103,000
PINE	99,264	112,482

**MCH**

KANABEC	22,687	22,228
PINE	37,016	36,268

**BIOTERRORISM GRANT/Avian Flu**

KANABEC	18,000	36,000
PINE	23,810	45,562

**TANF Home Visiting**

KANABEC	21,856	21,856
PINE	46,442	46,442

**CTC Outreach Contract**

KANABEC	47,875	45,350
PINE	78,750	75,125

**SHIP Grant**

Combined Budget		196,000
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**KANABEC - TOTAL**

273,222 294,235

**PINE - TOTAL**

397,326 427,918

**SHIP - TOTAL**

196,000

**ADMIN EXPENSES**

CHS ADMINISTRATOR	9,000	9,000
TRVL & EXP	150	150
CO. NSG DIR.	3,000	3,000
BOARD OF HEALTH	1,200	1,200
TRVL & EXP	750	750
ADV. COMMITTEE	1,200	1,200
TRVL & EXP	650	650
MED. CONSULTANT	100	100
POSTAGE/SUPPLIES/ROOM	0	0
ADVERTISING	203	203
OFFICE RENT	1,700	1,700
LPHA DUES	0	0
KANABEC CO. AUDITOR	1,200	1,200

AUDIT	5,000	5,000
PERA	585	585
FICA	688	688
<b>ADMIN -TOTAL</b>	<b>25,426</b>	<b>25,426</b>
<b>EXPENSE TOTAL</b>	<b>695,974</b>	<b>943,579</b>

Action #PH10 - It was moved by Les Nielsen, seconded by Kim Smith, and carried unanimously to approve the following resolution:

## **Resolution #PH10 – 10/14/09**

### 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 2010;

**BE IT RESOLVED** to appoint Public Health Service Director Wendy Thompson as Kanabec/Pine Community Health Service Director for the calendar year 2010 at a rate of pay of \$9,000 per year which is in addition to wages paid as Health & Human Service Director.

Action #PH11 – It was moved by Roger Crawford, seconded by Kim Smith, and carried unanimously to recess the Public Health Board at 9:59am to meet in again on Wednesday, November 10, 2009 at 9:00am.

The meeting of the Kanabec County Board of Commissioners resumed.

Action #12 - It was moved by Kim Smith, seconded by Kevin Troupe and carried unanimously to recess the board meeting at 10:00am to a time immediately following the Human Service Board.

The Kanabec County **Human Service Board** met at **10:00am** on Wednesday, October 14, 2009 pursuant to recess with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, Roger Crawford and Kevin Troupe. Health & Human Service Director Wendy Thompson presented the agenda.

Action #HS13 – It was moved by Les Nielsen, seconded by Kim Smith, and carried unanimously to approve the following resolution:

## Resolution #HS13 - 10/14/09

### MFIP-CCSA Plan

**WHEREAS** the State of Minnesota requires Kanabec County to prepare and submit an MFIP-CCSA Biennial Service Agreement as a condition to receive funds for certain programs and to track the progress of those programs, and

**WHEREAS** the Health & Human Service Director and her staff have prepared an agreement to meet this requirement;

**BE IT RESOLVED** to approve a County MFIP/CCSA Biennial Service Agreement in accordance with the Minnesota Family Investment Program and Children and Community Services Act for the time period January 1, 2010 to December 31, 2010.

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Action #HS14 - It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to adjourn the Human Service Board at 10:04am to meet again on Wednesday, October 21, 2009 at 9:05am.

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The meeting of the Kanabec County Board of Commissioners resumed.

**10:04am** – Veteran Service Officer/Emergency Management Director Lowell Sedlacek met with the county board to discuss matters concerning Emergency Management.

Action #15 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to authorize the purchase of the following equipment from HSEM 2007 Region 2 grant funds:

- (2) Laptop Computers at \$1,064.10 each + tax
- (1) Color printer at \$60.83 total
- (2) Carrying Cases at \$110.00 total
- (2) Wireless mouses at \$47.89 total
- (2) Jump Drives at \$19.22 total

Action #16 – It was moved by Kim Smith, seconded by Les Nielsen, and carried unanimously to approve the following paid claims:

Ann Lake Twp	369.79
Arthur Twp	68.15
Assurant Employee Benefits	1,436.14
Bostrom, Randall	52.75
Braham Public Schools	269.19
Cardiac Science Corp	2,287.13
Centerpoint Energy	95.45
D&M Excavating	5,850.00

D&M Excavating	10,800.00
East Central Energy	92.31
East Central Reg Dev Comm	10.37
East Central School District	27.92
Engebretsen, Josh	100.00
Erickson Mediation	1,377.80
Ford Twp	103.07
Frontier	569.84
Frontier Communications	335.92
GMCU	944.94
Grass Lake Twp	189.73
Great America Leasing	999.00
Grote, Don	72.00
Hinckley Finlayson Schools	61.41
Hinckley News	19.25
Holiday Credit Office	7,918.20
Humana Dental	3,390.37
Jones, Lisa	1,109.25
Kanabec Co Auditor	25,610.00
Kanabec Co Public Health	88,444.46
Kanabec Publications	10.75
Kanabec Twp	48.33
Knife Lake Twp	83.99
Kroschel Twp	60.34
McNally, Jeanne	58.80
MN Energy Resources Corp	259.84
MN Energy Resources Corp	32.91
MN Mutual Life Ins	305.55
Montbriand, Ed	69.80
Mora Municipal Utilities	16,159.60
Mora Psychological Services	750.00
Mora Public Schools	380.46
Morgan, Barb	91.80
North Central Drug Task Force	1,096.37
Northstar Access	764.05
Office of Enterprise Technology	600.00
Ogilvie Public Schools	1,115.78
Pine Co Health & Human Services	93,547.28
Riverside Excavating	13,550.00
Rudquist, Barbara	578.00
Southfork Twp	16.76
Sprint	210.34
TDS Metrocom	347.85

Thrivent Financial	10,324.00
Verizon	874.21
Verizon	526.48
Whited Twp	14.45
Total	<u>294,482.18</u>

**10:15am** - East Central Regional Library Director Barb Misselt met with the county board to discuss the library system and the Kanabec County library in particular.

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

**Resolution #17 - 10/14/09**  
Library Budget

**WHEREAS** Kanabec County is a member of the East Central Regional Library: a multi-county Joint Powers, and

**WHEREAS** the current Joint Powers Agreement includes the following language:  
A general operating budget shall be established annually and maintained as a single budget. Said budget shall be arrived at by consultation between members of the Joint Library Board, and shall be filed by the Joint Library Board with the County Auditors or Coordinators of said counties. The amount required to implement said budget shall be approved by each member county.

and,

**WHEREAS** it is an obligation of the Kanabec County Board of Commissioners to act upon the Library budget regardless of the county’s own contribution;

**BE IT RESOLVED** to approve the following East Central Regional Library budget for the year 2010 not to exceed:

<b>INCOME</b>	<b>Proposed Budget</b>	<b>EXPENDITURES</b>	<b>Proposed Budget</b>
Counties (Operations)	\$1,864,692	Salaries & related expense	\$1,976,226
Counties (Capital)	\$20,000	Materials (Books & others)	\$392,500
Regional State Support	\$587,424	Vehicles	\$43,000
Miscellaneous	\$221,000	Tech Services/IMPACT	\$65,000
Local Contracts	\$48,189	Cambridge Building Costs	\$73,222
Regional Library Telecom	\$60,000	Computers and Equipment	\$50,000

Transfer from previous year	\$40,000	Supplies & copiers	\$37,200
		Administrative/Misc	\$124,157
		Telcom/from LTA	\$60,000
		New Branch Growth	0
		Capital (billed separately)	\$20,000
<b>TOTAL INCOME</b>	<b>\$2,841,305</b>	<b>TOTAL EXPENDITURES</b>	<b>\$2,841,305</b>

and,

**BE IT FURTHER RESOLVED** that nothing in this resolution restricts a reduction of the budget to meet the needs of the counties and the East Central Regional Library, and

**BE IT FURTHER RESOLVED** that this approval should not be construed as a commitment by Kanabec County for any particular level of county contribution, but as approval of the budget of the East Central Regional Library.

**10:28am** – Environmental Services Director Teresa Bearce met with the county board to discuss training. No action was taken at this time.

**10:32am** - The Chairperson then called for public comment three times. None responded.

**10:36am** - The Chairperson closed public comment.

Action #18 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the following claims on the funds indicated:

### Revenue Fund

Abbott Northwestern Hospital	520.40
Ace Hardware	4.80
Ace Hardware	61.81
Ace Hardware	17.62
Ace Hardware	3.21
Ace Hardware	75.77
Ace Hardware	160.29
Ahner-Nystul, Barbara	24.75
Akkerman-Ingebrand	300.00
Akkerman's Repair	579.00
Allina Hospitals & Clinics	104.19

Allina Hospitals & Clinics	3,662.79
American Public Health Assn	195.00
AmeriPride	490.11
AmeriPride	49.46
Amundson, Pauline	51.10
Anderson Brothers Garage	78.43
Anderson, Jody	35.64
Anderson, Karen	356.95
Andres, Christine	85.58
Anoka Non-Secure Program	548.10
Auto Value	145.67
Auto Value	38.39
Auto Value Milaca	184.38
Auto Value Milaca	61.85
BCA	350.00
Bearce, Teresa	256.07
Bearce, Teresa	14.40
Bernhardt, Maria	178.53
Biever, Laurie	115.50
Billings Service	382.66
Blaisdell, Ernie	731.83
Briggs	4,255.97
Bryant, Gary	1,603.13
Burski, Kathy	66.00
CADCA	400.00
Carpet Plus	239.93
Cassman, Deb	275.00
CDW	16.48
CENCO Prop Shop	55.00
Central Fleet Service	109.01
Central MN Council on Aging	191.56
Christianson, Glenda	76.95
Coborns	177.78
Coborns	179.90
Coborns Long Term Care Pharmacy	1,622.27
Coborns Pharmacy	1,572.60
Coborns Pharmacy	2.20
Consulting Radiologists	26.00
CPS	304.60
CTC	7.30
D&T Ventures	578.81
D&T Ventures	500.00
Dalco	134.10

Dandelion Floral	120.88
Don's Auto & Towing	133.59
East Central Exterminating	112.21
East Central Regional Juvenile Center	4,410.00
East Central Solid Waste	24.00
ECM Publishers	175.00
ECM Publishers	160.30
Education Services-Douglas Co Hospital	180.00
EG Rud	2,800.00
Elfstrum, Brenda	201.30
ERA Laboratories	3,225.75
ERA Laboratories	155.50
FastServ Medical	189.92
Felger, Karen	145.97
Florida Micro	989.55
Frank Madden & Assoc	67.80
Fresonke, Lew	275.00
Friday, Jenny	93.50
Galls	196.00
Garcia, Timothy	247.50
Grainger	696.90
Grand View Lodge	463.50
Granite City Jobbing	1,192.04
Gunderson Motors	171.01
Handyman's Inc	187.86
Hannu, JoAnn	24.75
Hazelden	1,760.23
Health Edco	965.50
Hitesman & Associates	233.33
Hohn's Auto Body	1,765.53
Holiday Inn	190.93
Hospice Foundation	60.00
Howard, Carey	115.72
Image Office Service	87.45
Industrial Health Services Network	40.00
It Takes Two	71.95
Ivans	60.92
Jacobson, Diane	7.55
Jebsen, Michelle	131.55
Jebsen, Michelle	325.00
Jensen-Anderson Co	95.00
Johnsons Hardware	142.39

Jola Publications	95.00
July Business Services	1,317.00
K&R Meats	110.00
Kanabec Co ES	12,500.00
Kanabec Co Hwy Dept	3.56
Kanabec Co Hwy Dept	16.93
Kanabec Co Hwy Dept	338.30
Kanabec Co Hwy Dept	281.57
Kanabec Co Hwy Dept	46.10
Kanabec Co Hwy Dept	71.14
Kanabec Co IS	30.59
Kanabec Co IS	30.59
Kanabec Co Public Health	4,171.48
Kanabec Co Public Health	5,282.94
Kanabec Hospital	2,945.00
Kanabec Hospital	1,805.00
Kanabec Hospital	31.00
Kanabec Hospital	3,783.98
Kanabec Hospital	65.60
Kanabec Hospital	3,758.20
Kanabec Hospital	3,835.30
Kanabec Publications	720.25
Kanabec Publications	57.60
Kanabec Publications	377.28
Keefe Supply Co	594.94
Keepsr	364.61
Krueger, Louisa	60.45
Lakes Area Mudjacking	1,500.00
Lewis, Gwen	26.95
Lippincott Williams & Wilkens	277.00
Maack, Heather	52.80
MAAO	100.00
MacDonald, Deb	39.60
Malca, Yigiola	1,082.73
Mariposa Publishing	169.93
MARSARS Water Rescue	1,594.08
Martel Electronics	6,040.00
Martin, Bill	41.25
Matthew Bender-Lexis Nexis	444.54
MCCC	13,202.22
MCCC	462.20
MCCC	42.91
McFadden, Barb	39.65

McFadden, Barb	13.86
McGee MD, Michael	500.00
Metix	3,150.00
Midwest Radar & Equipment	219.65
Midwest Radar & Equipment	240.00
Milaca Auto & Equipment	500.00
Mille Lacs Disposal	20.00
MN BCA	120.00
MN BCA	115.00
MN BCA	25.00
MN Copy Systems	27.59
MN Monitoring	168.00
MN Monitoring	558.00
MN Monitoring	198.00
MN Prevention Resource Center	110.00
MN Sheriff's Assn	130.00
Moore Medical	157.93
Mora PD	339.00
Mora Psychological Services	850.00
Mora Schools	9,135.00
Nelsons	397.76
Niskanen, Noelle	50.00
North Urology	340.00
Northland Fire Protection	935.16
Novus	277.38
Nummela, Pat	85.80
Oak Gallery	29.47
Office Depot	135.42
Office Depot	19.51
Office Depot	705.95
Office Depot	101.88
Office Depot	150.21
Office Depot	109.64
Office Depot	181.06
Office Depot	3.42
Ogilvie Schools	8,249.99
Olson, Rhonda	50.00
OnStar Subscription Center	199.00
O'Reilly, Molly	302.50
Osterdyk, Sue	51.70
Otte Dairy	372.00
Owens Auto Parts	38.90
Owens Auto Parts	11.75

Pamida	209.59
Pamida	26.71
Paparella Ear Head & Neck	479.00
PD's Embroidery	20.00
PD's Embroidery	408.26
Pedersen, Jerry	39.60
People Friendly Places	790.00
Personal Communications	12.87
Peterson, Alan	339.85
Pieper, Helen	185.94
Quality Disposal	506.83
Quick Medical	109.22
Quill Corp	54.34
Quill Corp	217.34
Raiche, Nancy	139.70
Ramsey County	1,400.00
Reed, Terrie	278.30
Regents of the University of MN	13,791.25
Regions Hospital	92.00
Richards, Lila	316.35
Ringler, Jennie	42.90
Rittenour, Michelle	50.05
Rosburg, Diane	245.56
RS Eden	43.80
Ryan, Ellen	51.10
S&T	181.58
S&T	1,074.91
Sandberg, Bev	252.45
Schmidt, Barb	329.67
Schultz, Stefani	172.70
Scofield, Becca	74.80
Sheriff, Isanti Co	23,316.73
Sheriff, Kanabec Co	339.00
Sheriff, Pine Co	1,700.00
SimplexGrinnell	793.69
Skramstad, Linda	246.95
SmileMakers	132.66
SmileMakers	136.95
SOTA	1,725.00
Spee-Dee	163.68
State of MN	270.00
Stemig, Michelle	59.53
Stericycle	100.50

Suncoast Institute	494.76
Swanson, Lori	27.50
Teal's Market	32.17
Teal's Market	22.60
Thompson, Wendy	156.36
TigerDirect	1,208.39
TigerDirect	56.92
Timber Trails Public Transit	768.46
Toshiba Financial Services	21.66
Tvedt, Joell	658.48
Twin City Hardware	606.72
US Bank	69,032.50
US Cable	55.79
USA Northland Directories	584.00
Viking Electric	411.21
Visual Gov Solutions	12.00
Vogel, Darla	191.40
Voight, Jackie	31.90
Waschenbecker, Diana	33.00
Watson Co	347.93
Weber, Dan	375.52
Weber, Dan	134.75
Weber, Dan	50.00
Weber, Dan	81.40
Werner, Julie	72.00
West Payment Center	523.50
West Payment Center	173.02
West Payment Center	173.02
Woods, Danna	59.90
Ziegler Inc	<u>639.86</u>
Total	<u><u>270,095.63</u></u>

### **Road & Bridge Claims**

Ace Hardware	341.58
Ameripride	680.95
Auto Value Mora	920.32
Boyer Ford	1,435.82
Cadd/Engineering Supply, Inc.	220.95
Cardiac Science	2,287.13
Cemstone Products Co.	268.48
Central Applicators, Inc.	10,970.99
Chamberlain Oil	197.39
Country Inn & Suites	76.91

Glens Tire	1,181.90
Gopher State One-Call	29.00
Hass Construction	26,569.17
Hass Construction	51,613.08
Lenny's Service	27.79
M-R Sign Co. Inc.	231.12
Northern States Supply, Inc.	185.51
Northland Fire Protection	454.22
Northwest Lasers, Inc.	212.03
Nuss Truck Group, Inc.	211.87
Office Depot	46.08
Owens Auto Parts	540.91
Oxygen Service Company	44.52
Pomp's Tire Service, Inc.	6,728.00
Postmaster	559.00
Power Plan	272.72
Quality Disposal Systems, Inc.	138.97
Quill Corporation	160.21
R. E. Peterson Inc.	10,787.28
Raymond E. Koch	17,243.75
Raymond E. Koch	277.50
Richards, Lila, The Cleaning Agent	942.64
S & T Office Products	51.89
Towmaster	606.37
Vista Safety Program	125.86
Warren Heikes	8,453.00
Watson Company	305.98
Zep Sales & Service	235.74
Total claims	145,636.63

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

## **Resolution #19 – 10/14/09**

### Jail Project Claims

**WHEREAS** the board has received a claim from various vendors for payment for the jail project, and

**WHEREAS** the billing appears consistent with the service delivered and the documentation is in order, and

**WHEREAS** the Construction Committee has approved these claims;

**BE IT RESOLVED** to authorize payment of the following claims on Jail Bond

Funds:	Office Depot	\$ 52.40
	Carrot Top Industries	\$ 321.89
	C.E. Rogers	\$ 37.50

Northland Fire Protection	\$ 438.18
Mora Municipal Utilities	\$ 6,981.42
Granite Electronics	\$27,648.44
Oslin Lumber	\$ 1,101.70
Johnson's Hardware	\$ 89.70
S & T Office Products	\$ 1,490.91
Englewood Nursery	\$ 1,750.00
CDWg	\$ 2,879.21
Minnesota Energy	\$ 522.04
RadioLabs	\$ <u>109.43</u>
<b>TOTAL =</b>	<b>\$43,154.79</b>

**BE IT FURTHER RESOLVED** to authorize payment of \$12,038.35 on Jail Bond Funds to Klein McCarthy Architects.

**10:53am** – County Engineer Greg Nikodym met with the county board to discuss matters concerning the Highway Department.

Action #20 – Void

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

**Resolution 21 – 10/14/09**

Partial Payment SP 33-090-01

**WHEREAS** A & K Contracting has completed work on project SP 33-090-01, Spring Lake Trail, from TH 65 to Maple Ave in accordance with plans and specifications;

**BE IT RESOLVED** to authorize partial payment to the amount of \$33,301.55 to A & K Contracting.

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

**Resolution 22 – 10/14/09**

Partial Payment SAP 33-601-07

**WHEREAS** Knife River Corp has completed work on project SAP 33-601-07 and SAP 33-617-09 from CSAH No. 17 to CSAH No. 11 on CSAH No. 1 and from CSAH No. 1 to TH No. 23 on CSAH No. 17 in accordance with plans and specifications;

**BE IT RESOLVED** to authorize partial payment in the amount of \$58,170.79.

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**11:08am** – Valerie Prax met with the county board to discuss Kanabec County Clean-Up Day.

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

**Resolution #22 - 10/14/09**  
Clean Up Day Claim

**WHEREAS** the board did authorize by Resolution #36-01/14/09 the expenditure of up to \$5,000 in SCORE funds in support of the a Kanabec County Clean-Up Day to be held on Saturday, May 16, 2009, and

**WHEREAS** the board has received a report of the Clean Up Day and a request for support payment;

**BE IT RESOLVED** to authorize payment of \$3,790.22 in SCORE funds to “Kanabec County 4-H Clean Up Day.”

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**11:15am** – Auditor/Treasurer Denise Cooper met with the county board to discuss a proposed land sale.

Action #23 – Les Nielsen introduced a motion to approve the following list of tax forfeited properties as a draft list:

<u>Township or City</u>	<u>Parcel</u>	<u>Legal</u>	<u>Acres</u>
Haybrook	07.00275.00	7-42-24 S ½ of SE	80
Haybrook	07.01560.00	35-42-24 SE of SE	40
Ogilvie	23.00862.00	35-39-25 Lot 10 Block 1 Alex Andersons 2 <sup>nd</sup> Addn	
Peace	12.03715.00	27-41-23 Lot 23 Block 4 Blackberry Acres	5.1
Kanabec	09.01705.00	02-39-25 E 105’ of N 120’ Lot 26 Auditors Subd 1	
Southfork	14.00265.00	06-38-25 E 262’ of W 1034’ of N 450’ NW of NW	2.71
Whited	15.02435.00	28-40-23 E ½ Lot 14 Block 2 Woodmoor	4.8

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

**IN FAVOR THEREOF:** Roger Crawford, Les Nielsen, Kathi Ellis, Kim Smith  
**OPPOSED:** None

**ABSTAIN:** Kevin Troupe  
whereupon the resolution was declared duly passed and adopted.

**11:25am** – Assistant Maintenance Supervisor Jerry Pedersen met with the county board to discuss needed tools and equipment for the new jail and HVAC system update.

Action #24 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

**Resolution #24 – 10/14/09**  
Jail Equipment

**WHEREAS** certain equipment is required for the operation of the new county jail, and

**WHEREAS** purchase of these items is included in the FFE portion of the jail budget, and

**WHEREAS** members of the Jail Construction Committee have researched prices on all items to get the best available value;

**BE IT RESOLVED** to approve the purchase of the following items:

<u>Item</u>	<u>Vendor</u>	<u>Cost</u>
Vacuums	Dalco	\$ 864.76
Pallet Jack	Mora Unclaimed Freight	\$ 300.00
Tools, equipment & supplies	Grainger	<u>\$ 9,813.29</u>
	TOTAL	\$10,978.05

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

**Resolution #25– 10/14/09**  
Energy Rebate Use

**WHEREAS** the board did authorize the expenditure of up to \$20,000 in energy rebates for building energy efficiency projects in the Courthouse and Public Service Building by Resolution #21-08/12/09, and

**WHEREAS** the board has been presented with a request to purchase equipment and supplies to achieve that purpose;

**BE IT RESOLVED** to authorize the purchase of the following, plus tax and shipping not to exceed \$5,000, from the UHL Company using rebate funds:

Item	Quan.	Description	Unit Cost	Extended
1	3	MZ II i/o controller w/enclosure	1022.00	3,066.00
2	4	T207 24 vac Tansformer	31.00	124.00
3	2m ft.	18-4 Shielded Control Cable	240/m	480
4	2m ft.	18-6 Shielded Control Cable	420/m	840
Sub Total				4,510.00

**11:34am** – Jail Administrator Joanne Nelson met with the county board to discuss matters concerning the jail.

Action #26 – It was moved by Kevin Troupe, seconded by Roger Crawford, and carried unanimously to approve the following resolution:

**Resolution #26 - 10/14/09**  
 Refill Law Enforcement Assistant Vacancy  
**ORDER OF THE BOARD**

**WHEREAS** there is a vacancy in the position of Law Enforcement Assistant, and

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

**BE IT RESOLVED** that the County Board authorizes the County Sheriff and the County Personnel Director to hire a full time Law Enforcement Assistant at 40 hours per week to refill the vacant position at Step A, Range 5 of the pay plan which is \$13.10 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 #27 – It was moved by Roger Crawford, seconded by Les Nielsen, and carried unanimously to authorize the purchase of a used Sharp AR-M237 copier for the new jail at a cost of \$1,140.00 from JAG Grant funds.

Action #28 – It was moved by Les Nielsen, seconded by Kim Smith, and carried unanimously to approve the following resolution:

**Resolution #28 – 10/14/09**  
 Jail Equipment

**WHEREAS** certain equipment is required for the operation of the new county jail, and

**WHEREAS** purchase of these items is included in the FFE portion of the jail budget, and

**WHEREAS** members of the Jail Construction Committee have researched prices on all items to get the best available value;

**BE IT RESOLVED** to approve the purchase of the following items:

<b>Vendor</b>	<b>Items</b>	<b>Quantity</b>	<b>Total Price</b>
Ashworth Audio & Electronics	Microwave	3	\$317.42
Danby	Refrigerator	3	\$638.04
S&T	Chair for booking	2	\$436.50
Global	Wire shelf	2	\$1,090.83
Laundry Carts	Laundry carts	2	\$274.66
Timeless Cabinets	Cabinet for fingerprint	1	\$750.00
Galls	DynaMed Trauma O2 ALS kit	2	\$839.96
American Institutional Supply	Inmate clothes		\$12,300.81
Bob Barker Supplier	Towels, bedding		\$6,949.52
Charm Tex	Cups/cutters		\$525.00
Uniforms Unlimited	Taser X3	1	\$1,709.95
Tactical Supply	Tactical gear	4	\$1,940.32
Waterloo Healthcare	Med cart		\$2,713.75
Office Depot	Office supplies		\$5,663.66
Rubbermaid Containers		35	\$711.76
Sirchie	Sirchie heat seal	1	\$80.00
Sirchie	Sirchie bags	1000	\$200.00
Total			\$37,142.18

*Action #29* – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

**Resolution #29 - 10/14/09**

Jail Programmer Evaluation

**WHEREAS** the board did by Resolution #14-09/30/09 refer the position of Jail Programmer to the pay plan consultant for review, and

**WHEREAS** the board has been presented with the results of that study;

**BE IT RESOLVED** to accept the following ranking for the “Jail Programmer” position, which results in Pay Range 9:

<b>Category</b>	<b>Rank</b>	<b>Points</b>
Qualifications	q44	83
Decisions	d16	36
Problem Solving	p10	41
Relationships	r18	64
Effort A	ea13	8
Effort B	eb10	8
Hazards	h17	13
Environment	n13	13
<b>TOTAL POINTS</b>		<b>266</b>

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*Action #30* – It was moved by Kim Smith, seconded by Roger Crawford, and carried unanimously to approve the following resolution:

**Resolution #30 - 10/14/09**

Jail Programmer

**ORDER OF THE BOARD**

**WHEREAS** there is a vacancy in the position of Jail Programmer/Assistant Jail Administrator, and

**WHEREAS** the Jail Administrator and the Personnel Director have recommended that this position be refilled with a Jail Programmer only thereby reducing both duties and pay rate while still filling Department of Corrections mandates, and

**WHEREAS** the board desires to refill the vacant Jail Programmer/Assistant Jail Administrator with a Jail Programmer;

**BE IT RESOLVED** that the County Board authorizes the County Sheriff and the County Personnel Director to hire a full-time Jail Programmer at 40 hours per week to refill the vacant position at Step A, Range 9 of the pay plan which is \$16.54 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 the County Sheriff and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Action #31 – It was moved by Les Nielsen, seconded by Roger Crawford, and carried unanimously to authorize the Jail Administrator to negotiate to buy or lease software from Qwest to the limit of 911 funds available for that purpose and subject to the approval of the County Board Chairperson.

**11:50am** – County Sheriff Steve Schulz met with the county board to discuss a possible Contract with the City of Mora for police services.

Action #32 – It was moved by Les Nielsen, seconded by Kim Smith, and carried unanimously to appoint Commissioners Crawford and Troupe to negotiate a contract with the City of Mora for police services.

Action #33 – It was moved by Kevin Troupe, seconded by Roger Crawford, and carried unanimously to approve the following resolution:

**Resolution #33 - 10/14/09**  
Close to Evaluate Performance

**WHEREAS** the County Coordinator is scheduled for his annual performance evaluation, and

**WHEREAS** the board is prepared to do so at this time;

**BE IT RESOLVED** to close the meeting at 12:10pm pursuant to the Open Meeting Law, Minnesota Statute §13D.05, subd. 3 to evaluate the performance of County Coordinator Alan Peterson.

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Action #34 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to reopen the meeting at 1:26pm.

Action #35 – It was moved by Roger Crawford, seconded by Kim Smith, and carried unanimously to adjourn at 1:27pm to meet again in regular session on Wednesday, October 21, 2009 at 6:30pm.

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

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