

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

October 16, 2002

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, October 16, 2002 pursuant to adjournment with the following Board Members present: Kathi Ellis, Stan Cooper, Dave Ulstrom, Dennis Schulz and Dennis McNally.

It was moved by Dennis Schulz, seconded by Stan Cooper, and carried unanimously to approve the agenda as presented.

9:05am - The Board convened as the **Human Services Board**. Phil Peterson, Family Service Agency Director, presented the Human Services agenda. Items discussed included the budget, staffing, finances and other agency business. Staff member Connie Thomas was also present.

It was moved by Dennis Schulz, seconded by Kathi Ellis, and carried unanimously to approve an update to a Food Stamp Employment & Training Program Agreement with Pine Technical College.

It was moved by Dennis McNally, seconded by Kathi Ellis, and carried unanimously to approve the following resolution:

Resolution 1 – 10-16-02

WHEREAS it has been five years since Kanabec County has updated its rates for burials, and

WHEREAS the Family Service Agency Director has presented the board with a proposed rate chart;

BE IT RESOLVED to accept the recommendations of the Family Service Agency Director and put the following rates into effect immediately:

Adult Burial - \$1,950 including casket & vault
+ opening and closing of ground at cost

Children's Burial, up to 24 months – \$1,170 including casket & vault + opening
and closing of ground at cost

Children's Burial, age 2 through 8 - \$1,560 including casket & vault + opening and closing of ground at cost

Cremation, No Service - \$1,090

Cremation, With Service - \$1,350

Transportation - \$1.25 per loaded mile if over 20 miles from funeral home.
Transport in Minnesota only.

It was moved by Kathi Ellis, seconded by Stan Cooper, and carried unanimously to approve the following resolution:

Resolution 2 – 10-16-02

BE IT RESOLVED to approve the following as a policy of the Kanabec County Board of Commissioners:

Pursuant to M.S. 261.035, Kanabec County shall provide for a funeral and final disposition to be made at county expense, according to the schedule established by the County Board, for any person who dies not leaving sufficient ability to procure a burial. "Any relative" shall be limited to the immediate family of the deceased, including both parents of minor children and/or a spouse.

Assets shall include all real and personal property of the deceased person and/or their immediate family as defined above. Liquid assets shall include those items defined in MDHS Health Care Manual as cash or property easily converted to cash. All assets of the deceased and contributions of relatives shall be applied first to the funeral costs. The county shall pay the balance, provided the total cost of the burial does not exceed the county schedule.

All immediate family who are on cash assistance or a fixed income, which is below federal poverty guidelines and with no liquid assets, are not required to contribute to the cost of the burial. Those relatives having income, which exceeds federal poverty guidelines (MDHS Health Care Manual 0912.05) shall have the excess income and liquid assets, considered as available to meet burial expenses. Relatives who have income below federal poverty guidelines but who also have liquid assets will be required to contribute up the amount of their liquid asset total before payment will be made by the county. Applicable income is net income remaining after GAMC Method B deductions (MDHS Health Care Manual 0912.95) and received in the month funeral expenses are incurred. All income and/or assets shall be verified upon request, in order to determine the deceased/immediate family's ability to contribute.

All requests for payment of burial shall be made through application to the Kanabec County Family Services previous to burial.

It was moved by Dennis Schulz, seconded by Kathi Ellis, and carried unanimously to approve a one night stay at a conference in St. Paul for the Financial Unit Supervisor and two others at a cost not to exceed \$100.00.

It was moved by Stan Cooper, seconded by Dennis Schulz, and carried unanimously to approve payment of MSSA dues for one year at \$525.00.

It was moved by Dennis McNally, seconded by Stan Cooper, and carried unanimously to approve payment of 148 claims totaling \$214,281.72 on the Welfare Fund.

It was moved by Kathi Ellis, seconded by Dennis Schulz, and carried unanimously to approve the October 9, 2002 minutes of the Kanabec County Board of Commissioners as corrected: take duplicate wording out of the resolution postponing consideration of Resolution 2 – 10/09/02.

Each commissioner gave a report of the activities of the Boards and Committees in which they participate.

10:05am – The Board convened as the **Public Health Board**. Wendy Thompson, Public Health Director, presented the Health Board agenda. Items discussed included agency finances, contracts, staffing, equipment needs, and other agency business.

It was moved by Kathi Ellis, seconded by Stan Cooper, and carried unanimously to approve an Agreement for Waivered Services Clients with North Country Home Care.

It was moved by Dennis Schulz, seconded by Kathi Ellis, and carried unanimously to approve the following resolution:

Resolution 3 – 10-16-02

WHEREAS Public Health Service & CHS Director Wendy Thompson has presented the board with a proposed budget for calendar year 2003, and

WHEREAS the budget appears satisfactory in all respects;

BE IT RESOLVED to approve a Community Health Service Budget for 2003 as follows:

	<u>2003</u>
Receipts	
CHS Subsidy-2002	172,536
WIC	1,430,436
MCH	53,074
Bioterrorism Grant	41,530

Tobacco Grant	42,023
MN Enabl Grant	55,000
Youth Risk Behavior Grant	71,654
TANF Home Visiting	96,506
CTC Outreach Contract	109,383
Expenses	
CHS Subsidy	
Kanabec	48,450
EMS-Kan	4,000
Pine	97,736
CHS Admin	22,350
WIC	
Kanabec	55,516
Pine	74,920
MCH	
Kanabec	20,168
Pine	32,906
Bioterrorism Grant	
Kanabec	15,000
Pine	26,530
Tobacco Grant-TFCC	
Kanabec	17,790
Pine	24,233
Youth Risk Behavior Grant-Endowment & FANF	
Kanabec	28,316
Pine	43,338
TANF Home Visiting	
Kanabec	35,693
Pine	60,813
CTC Outreach Contract	
Kanabec	39,000
Pine	70,383
MN Enabl Grant-Kanabec	55,000
Admin Expenses	
CHS Administrator	9,000
Travel & Expense	500
CO NSG Dir	3,000
Clerical	200
Board of Health	960
Travel & Expense	620
Adv Committee	960
Travel & Expense	500
Med Consultant	100
Postage/Supplies/Room	250
Advertising	125
Office Rent	1,500

LPHA Dues	-
Kanabec Co Auditor	1,200
Audit	2,250
PERA	497
FICA	688
Totals	22,350

It was moved by Dennis McNally, seconded by Kathi Ellis, and carried unanimously to approve the following resolution:

Resolution 4 – 10-16-02

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 2003;

BE IT RESOLVED to appoint Wendy Thompson as Kanabec/Pine Community Health Service Director for the calendar year 2003.

Stan Cooper introduced the following resolution and its adoption:

Resolution 5 – 10/16/02

BE IT RESOLVED to authorize the purchase of a shredder for Public Health at a cost of \$718.88 + tax, and

BE IT FURTHER RESOLVED that half of the funding, \$359.44 + tax, be drawn from W.I.C. Funds and half from other Public Health Department funds.

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

IN FAVOR THEREOF: Dennis McNally, Dave Ulstrom, Stan Cooper

OPPOSED: Kathi Ellis, Dennis Schulz

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

It was moved by Kathi Ellis, seconded by Dennis Schulz, and carried unanimously to approve the following resolution:

Resolution 6 – 10/16/02 ORDER OF THE BOARD

WHEREAS Public Health Service Director Wendy Thompson has requested approval to create and fill a part-time, limited term nursing position, and

WHEREAS the board desires to create and fill this position;

BE IT RESOLVED that the County Board authorizes Public Health Service Director Wendy Thompson and the County Personnel Director to hire a part-time, limited term Public Health Nurse position to refill the vacant position at Step A, Range 8 of the pay plan which is \$16.01 per hour, and

BE IT FURTHER RESOLVED that the hours of work for this position be limited to limited to 24 hours per week and authorization for the position expires on June 30, 2003.

The board resumed Commissioner reports.

11:08am – Extension Educator Terry Salmela met with the County Board to discuss matters concerning the Extension Office. Also present were Extension Agent Eric Sonnek & Trina Barno, 4-H Assistant Tina Hart and Nutrition Educator Mary Wint.

11:37am – Hospital Administrator Randy Ulseth met with the County Board to discuss matters concerning the clinic building project.

It was moved by Dennis McNally, seconded by Dennis Schulz, and carried unanimously to approve the following resolution:

Resolution 7 – 10/16/02

WHEREAS bids for Bid Package 3.1 (*Owens Package*), Earthwork & Excavation, on the Kanabec Hospital Clinic building project were received as follows:

B & L	\$12,663.00
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and,

WHEREAS the Hospital Clinic Building Committee recommends accepting the bid of B & L;

BE IT RESOLVED to approve the recommendation of the Hospital Clinic Building Committee and accept the bid of B & L at \$12,663.00 for Bid Package Bid Package 3.1 (*Owens Package*), Earthwork & Excavation.

It was moved by Kathi Ellis, seconded by Dennis McNally, and carried unanimously to approve the following resolution:

Resolution 8 – 10/16/02

WHEREAS bids for Bid Package 3.2 (*Owens Package*), Concrete Work, on the Kanabec Hospital Clinic building project were received as follows:

Kasella	\$10,073.00
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and,

WHEREAS the Hospital Clinic Building Committee recommends accepting the bid of Kasella;

BE IT RESOLVED to approve the recommendation of the Hospital Clinic Building Committee and accept the bid of Kasella at \$10,073.00 for Bid Package Bid Package 3.2 (*Owens Package*), Concrete Work.

It was moved by Dennis Schulz, seconded by Stan Cooper, and carried unanimously to approve the following resolution:

Resolution 9 – 10/16/02

WHEREAS bids for Bid Package 3.14 (*Owens Package*), Painting, on the Kanabec Hospital Clinic building project were received as follows:

GEO's	\$4,000.00
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and,

WHEREAS the Hospital Clinic Building Committee recommends accepting the bid of GEO's;

BE IT RESOLVED to approve the recommendation of the Hospital Clinic Building Committee and accept the bid of GEO's at \$4,000.00 for Bid Package Bid Package 3.14 (*Owens Package*), Painting.

It was moved by Dennis Schulz, seconded by Kathi Ellis, and carried unanimously to approve the following resolution:

Resolution 10 – 10/16/02

WHEREAS bids for Bid Package 3.16 (*Owens Package*), Plumbing, on the Kanabec Hospital Clinic building project were received as follows:

R.J. Mechanical	\$398,010.00
Gorham Oien Mechanical, Inc.	\$448,000.00

Carl E. Johnson, Plumbing & Heating \$421,675.00
and,

WHEREAS the Hospital Clinic Building Committee recommends accepting the bid of R.J. Mechanical;

BE IT RESOLVED to approve the recommendation of the Hospital Clinic Building Committee and accept the bid of R.J. Mechanical at \$398,010.00 including a York unit with variable frequency drive for Bid Package Bid Package 3.14 (*Owens Package*), Plumbing.

The board discussed an opinion letter dated October 14, 2002 from the State Attorney General.

12:35pm - The Chairperson invited public comment from the audience. Those that responded included:

Bill Olmstead	- Lack of Public Hearings on Asset Transfer - Clinic construction progress
Dorothy Swetz	Hospital Governance
Bob Strom	Hospital Governance

It was moved by Kathi Ellis, seconded by Dennis Schulz, and carried unanimously to adjourn at 1:20pm to meet in regular session on Wednesday, October 23, 2002 at 6:30pm.

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

Attest: _____
Kanabec County Coordinator