

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of the County Coordinator

**October 17, 2001**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, October 17, 2001, pursuant to adjournment with the following Board Members present: Dennis Schulz, Dennis McNally, Stan Cooper, Kathi Ellis and Dave Ulstrom.

It was moved by Dennis Schulz, and seconded by Kathi Ellis, 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.

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

## Resolution 1 – 10/17/01

**WHEREAS** the Family Service Agency Director has presented a request to create a new employee position, and

**WHEREAS** this would be a clerical position in support of day care and foster care programs;

**BE IT RESOLVED** to direct Family Service Agency Director Phil Peterson to submit the appropriate information to the Minnesota Merit System for review to determine the job title.

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It was moved by Dennis Schulz, seconded by Kathi Ellis, and carried unanimously to approve a chemical dependency assessment service contract with UCare Minnesota.

It was moved by Dennis McNally, seconded by Dennis Schulz, and carried unanimously to approve a chemical dependency assessment service contract with Behavioral Health Services, Inc.

It was moved by Kathi Ellis, seconded by Dave Ulstrom, and carried unanimously to approve a chemical dependency assessment service contract with Blue Cross/Blue Shield of Minnesota.

It was moved by Dennis Schulz, seconded by Dave Ulstrom, and carried unanimously to approve a Local Intervention Grant for Self-Sufficiency Agreement between Kanabec County and the Minnesota Department of Economic Security pursuant to laws of Minnesota, Chapter 488, Article 10, Section 18, Subd 7.

It was moved by Kathi Ellis, seconded by Dave Ulstrom, and carried unanimously to approve a three year contract with Tri-Min Systems Inc for system support on the Integrated Financial System, Agency Collection System and Social Welfare System with the following cost change to Kanabec County:

2002 over 2001	= 8%
2003 over 2002	= 6%
2004 over 2003	= 5%

**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 Dennis Schulz, seconded by Dave Ulstrom, and carried unanimously to approve a 2002 – 2003 Community Health Service Plan and a 2002 Administrative budget:

	2001	2002
CHS Administrator	8,500	8,750
Travel & Expenses	500	500
County Nursing Director	2,800	2,900
Clerical	400	200
Community Health Board Per Diems	960	960
Travel & Expenses	620	620
Advisory Committee Per Diems	960	960
Travel & Expenses	500	500
Medical Consultant	100	100
Telephone	50	0
Postage and Office Supplies	250	250
Public Notices and Advertising	100	100
Office Rent	1,260	1,260
Local Public Health Association Dues	125	125
Auditor Expenses	600	600
PERA	441	484
FICA	650	669
Audit	2,000	2,250
<b>TOTALS</b>	<b>20,816</b>	<b>21,228</b>

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

## Resolution 2 – 10/17/01

**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 2002;

**BE IT RESOLVED** to appoint Wendy Thompson as Kanabec/Pine Community Health Service Director for the calendar year 2002.

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It was moved by Kathi Ellis, seconded by Dennis McNally, and carried unanimously to approve a Foster Care Agreement for Waivered Services Clients pursuant to Minnesota Statutes 373.01, 373.02 and 256E.08 with Arnela Spiczka.

It was moved by Dennis McNally, seconded by Dave Ulstrom, and carried unanimously to approve a Foster Care Agreement for Waivered Services Clients pursuant to Minnesota Statutes 373.01, 373.02 and 256E.08 with Jerry Stenstrom.

It was moved by Dennis Schulz, seconded by Kathi Ellis, and carried unanimously to approve a Foster Care Agreement for Waivered Services Clients pursuant to Minnesota Statutes 373.01, 373.02 and 256E.08 with Beverly Gustafson.

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Dennis Schulz introduced the following resolution and its adoption:

## Resolution 3 – 10/17/01

**BE IT RESOLVED** to approve a Memorandum of Understanding between Kanabec County Public Health and the Community Health Information Collaborative related to the Secure Immunization Information Service.

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

**IN FAVOR THEREOF:** Dennis Schulz, Dave Ulstrom, Kathi Ellis

**OPPOSED:** Dennis McNally, Stan Cooper

**ABSTAIN:** None

whereupon the resolution was declared duly passed and adopted.

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It was moved by Dennis Schulz, seconded by Kathi Ellis, and carried unanimously to approve membership in the Minnesota Multistate Contracting Alliance for Pharmacy.

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Dave Ulstrom introduced the following resolution and its adoption:

## Resolution 4 – 10/17/01 ORDER OF THE BOARD

**WHEREAS** there is a request from the Public Health Service Director to establish a new Health Educator position, and

**WHEREAS** the board desires to 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 32 hour per week Health Educator to at Step A, Range 7 of the pay plan which is \$12.80 per hour, and

**BE IT FURTHER RESOLVED** that the hours of work for this position be limited to grant funding.

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

**IN FAVOR THEREOF:** Dennis Schulz, Dave Ulstrom, Kathi Ellis, Stan Cooper  
**OPPOSED:** Dennis McNally  
**ABSTAIN:** None

whereupon the resolution was declared duly passed and adopted.

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It was moved by Kathi Ellis, seconded by Dennis Schulz, and carried unanimously to approve a Memorandum of Understanding with Stratis Health to provide services in accordance with the Peer Review Organization Program pursuant to Title XI and XVIII of the Social Security Act.

**11:06am** – Jane Hennagir with Minnesota Counties Insurance Trust met with the County Board to present an update on the activities of the trust. No action was taken at this time.

It was moved by Dennis McNally, seconded by Kathi Ellis, and carried unanimously to approve the October 10, 2001 minutes of the Kanabec County Board of Commissioners as presented.

It was moved by Dave Ulstrom, seconded by Dennis McNally, and carried unanimously to approve August SCORE bills as follows:

Quality Disposal	\$4,400.00
Arthur Township	\$ 400.00

**11:30am** – PUBLIC HEARING, Kanabec County Water Plan

The board clerk read aloud the Public Hearing Notice.

Chairperson Stan Cooper called the Public Hearing to order pursuant to public notice. In attendance at the hearing were County Engineer Greg Nikodym, Lead Environmental Services Technician Teresa Bearce and Kelly Osterdyk with the Kanabec County Soil & Water Conservation Service. There was a general discussion of the proposed Water Plan.

It was moved by Dennis McNally, seconded by Dennis Schulz, and carried unanimously to close the Public Hearing at 11:40am.

It was moved by Dennis McNally, seconded by Kathi Ellis, and carried unanimously to set a Public Hearing on November 21, 2001 at 11:05am to consider the enactment of an Ordinance to be entitled “Aggregate Removal Tax Ordinance.”

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

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

## Resolution 5 – 10/17/01

**WHEREAS** the classification consultant has completed his review of Kanabec County job descriptions, and

**WHEREAS** the consultant’s work has been reviewed by a board appointed committee and department heads have been given the opportunity to individually discuss the results with the consultant, and

**WHEREAS** the Kanabec County Board of Commissioners are satisfied with the progress of the work;

**BE IT RESOLVED** to release the classification list to all county employees to provide feedback to the classification consultant for further consideration.

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It was moved by Kathi Ellis, seconded by Dennis Schulz, and carried unanimously to approve an overnight stay for an “Industrial Electricity” training course at a cost of \$695.00 plus \$69.00 + tax for the motel.

**12:50pm** – County Assessor Sue Kondratowicz met with the County Board to discuss matters concerning her department.

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

### Resolution 6 – 10/17/01 ORDER OF THE BOARD

**BE IT RESOLVED** to change the title of the position named “Computer Operator” to “Property Tax Support Specialist.”

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

### Resolution 7 – 10/17/01

**WHEREAS** the County Assessor has presented an abatement request for property in Kanabec County, and

**WHEREAS** the County Assessor and County Auditor have indicated their approval of the request as required by Minnesota Statute 375.192, Subd.2 by signature on the application form, and

**BE IT RESOLVED** that the County Board accept the recommendations of the County Assessor and the County Auditor and exercise the County Board’s authority under Minnesota Statute 375.192, Subd. 2 to approve the abatement requests for the property:

Parcel: 15.01570.00

Owners: Roy & Heidi Stromberg

Reason For Correction: Homestead (clerical error)

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**1:25pm** – Auditor/Treasurer Denise Cooper met with the County Board to discuss matters concerning gambling requests and a grant.

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

## Resolution 8 – 10/17/01

**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 facility owners are in good standing with the County;

**BE IT RESOLVED** to approve the Premises Permit Renewal Application for the Ogilvie Lions Club for pull-tab gambling held at McBees Saloon & Eatery, 2196 Highway 47, Ogilvie, MN 56358.

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

## Resolution 9 – 10/17/01

**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 facility owners are in good standing with the County;

**BE IT RESOLVED** to approve the Premises Permit Renewal Application for the Ogilvie Lions Club for pull-tab gambling held at Diamond Lounge, 1434 Ann Lake Road, Ogilvie, MN 56358.

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

## Resolution 10 – 10/17/01

**WHEREAS** the Minnesota Trails Assistance Program provides grants to local units of government for the maintenance of trails pursuant to Minnesota Statutes 84.83, and

**WHEREAS** the Kanabec County Board of Commissioners have been asked to approve a \$20,188.00 grant for the Snake River/Grasston Snowmobile Trails;

**BE IT RESOLVED** to approve a 2001-2002 Minnesota Trails Assistance Program Performance Based Maintenance and Grooming Program Agreement for the Snake River/Grasston Snowmobile Trails.

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It was moved by Dave Ulstrom, seconded by Kathi Ellis, and carried unanimously to approve payment of claim 336 claims totaling \$151,359.06 on the Welfare Fund.

It was moved by Dennis Schulz, seconded by Dave Ulstrom, and carried unanimously to refer a draft Comprehensive Land Use Plan to the Planning Commission for review.

It was moved by Kathi Ellis, seconded by Dave Ulstrom, and carried unanimously to set a Public Hearing on December 19, 2001 at 11:05am to consider an updated Ordinance #5 titled "Ordinance for the Management of Shoreland Areas, Kanabec County, Minnesota."

It was moved by Dennis Schulz, and seconded by Kathi Ellis, and **carried** unanimously at 2:12pm to adjourn to meet in regular session on Wednesday, October 24, 2001 at 6:30pm.

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

*Attest:* \_\_\_\_\_  
Kanabec County Coordinator