

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of County Coordinator

October 22, 2014

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, October 22, 2014 pursuant to adjournment with the following Board Members present: Kim Smith, Les Nielsen, Gene Anderson, and Kathi Ellis.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the agenda as amended: add jail vacancy and EAC recommendation.

Action #2 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to approve the October 8, 2014 minutes of the Kanabec County Board of Commissioners as presented.

Action #3 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
City of Milaca	35.34
East Central Energy	162.88
Enventis Telecom	1,058.30
Health Partners	4,398.06
Herschberger, Ervin	100.00
Midcontinent Communications	1,006.15
MN Dept of Finance	5,217.00
MN Dept of Finance	30.00
MN Dept of Health	1,402.50
MN Energy Resources Corp	3,588.96
Office of Enterprise Technology	1,300.00
RSBR Investments	100.00
Sanofi Pasteur, Inc	2,546.85
Stucky, Clinton	100.00
Verizon Wireless	1,896.69
Total	22,942.73

Action #4 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

VENDOR	AMOUNT
Ability Network	156.00
Advanced Correctional Healthcare	11,897.63
Aitkin Medical	633.93
Alkire, Alyce	746.08
Amundson, Pauline	650.00
Anoka Co Human Services	944.00
Arrowwood Resort	246.88
Ashworth Appliance	14.98
Assured Security	18.00
Athey, Luke	58.80
Auto Value	36.45
A'viands, LLC	60.00
A'viands, LLC	6,670.51
A'viands, LLC	72.00
Bachman, Fran	78.40
Barker, Bob	315.45
Billings, Margaret	571.54
Centerpoint Energy	166.00
Chaffee, Steve	83.52
Christianson, Craig	1,007.00
City of North Branch	1,487.00
Clementson, Kristin	81.28
Coborns	36.00
Coborns	64.31
Coborns Pharmacy	710.85
Curtis, Michael	2,597.46
Don's Auto	55.00
Downtown Deli	137.86
East Central Energy	61.92
East Central Solid Waste Comm	30.00
ECM Publishers	285.42
Ellis, Kathi	6.05
Faust, Patrick	1,092.24
Federated Coops	1,571.02
George T Hall	969.72
Glen's Tire	80.00
Goodin Company	74.91
Granite Electronics	2,567.61
Handyman's Inc	279.36

Health Dimensions Rehabilitation	12,781.09
HemoCue American/Radiometer America	1,038.00
Hoefert, Bob	1,840.30
Hood, Barb	493.20
Hood, Bill	478.55
Ideal Service	161.89
ISD 138 County of Chisago	492.00
J.P. Cooke	44.50
J.P. Cooke	92.00
Kanabec Co Recorder	15.00
Kanabec Co SWCD	9,500.00
Kanabec County Auditor's Office	300.00
Kanabec County Public Health	115,835.19
Kanabec Publications	195.00
Kanabec Publications	10.58
Kanabec Publications	83.00
Keeps	1,416.98
Kennedy Jr, Kerry	331.44
Krueger, Louisa	70.08
Kruse, Patty	47.60
Lakes & Pines	338.10
Landreville, Willard	908.74
Lerrssen, Jennifer	545.28
Luberda, Karen	181.76
Marco	126.59
Marco	79.00
Marco	13.01
Marco	710.65
Marohn, Marlene	882.65
Matthew Bender Co	331.33
MCCC	15,271.55
MCCC	132.48
McFadden, Barb	61.60
McIntosh, Bob	49.20
MCIT	25.00
Meyer Rosenfeld Engineering	6,000.00
Mid-American Research Chemical	117.38
MidContinent	66.33
MN Continuing Legal Education	355.00
MN Sheriff's Assn	280.00
Moore Medical	489.02
Moore Medical	109.55

Mora Area Chamber of Commerce	440.00
Mora Bakery	10.80
Mora Chevrolet Buick	378.00
Mora Psychological Services	600.00
Mora Psychological Services	600.00
Mora Public Schools	375.00
Nelson, Ansel	1,247.99
Nelson, Ronette	778.84
Newgard, Jean	488.16
Office Depot	134.20
Office Depot	18.08
Office Depot	45.70
Office Depot	13.22
Office Depot	13.50
Office Depot	65.04
PD's Embroidery	64.12
Pedersen, Jerry	38.08
Pine Co Health & Human Services	33,086.56
Pine Co Health & Human Services	2,460.00
Pioske, Melissa	1,458.98
Priority Dispatch Corp	4,035.00
Quality Disposal	3,165.57
Quality Disposal	10.98
RJ Mechanical	950.00
Roberts, Rodney	24.08
Rogers, Pearl	693.43
Rolyan Buoys	2,481.64
RS Eden	950.82
RS Eden	190.43
Ryan, Rosemarie	830.00
S&T	43.66
Schlangen, Alex	90.00
SelectAccount	348.15
SHI	243.00
SHI	840.00
State of MN	270.00
State of MN - BCA	220.00
State of MN - BCA	120.00
Stellar Services	601.76
Storrar, Lynette	20.00
Swanson, Jeremy	63.76
Swift	99.29
Thomson Reuters-West	1,317.65

Thomson Reuters-West	269.89
Tinker & Larson	407.00
Tinker & Larson	556.10
UHL Company	28.90
Uniforms Unlimited	196.00
WCMP AM/FM WXCX	126.00
Wiitala, David	1,891.12
Wynn, Heather	112.00
Zamora, Ray	1,460.92
Zimmer, Tabitha	1,449.40
Total	<u>275,338.62</u>

Road & Bridge Fund

Vendor	Amount
Harddrives, Inc	192,911.16
Industrial Hygiene Consulting Corp	750.00
Kanabec County Recorder	20.00
Kanabec Publications, Inc	59.00
Landwehr Construction	6,975.45
MN Secretary of State-Notary	120.00
SageQuest, LLC	559.00
Traffic Marking Service, Inc	84,170.60
Walsh Appraisals	50.00
Total	<u>285,615.21</u>

Action #5 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the SCORE funds as presented.

Kathi Ellis and Kim Smith were appointed to the Community Health Board until December 31, 2014.

Action #6 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to recess the board meeting at 9:04am to a time immediately following the Human Service Board.

The Kanabec County **Human Service Board** met at **9:04am** on Wednesday, October 22, 2014 pursuant to adjournment with the following Board Members present: Les Nielsen, Kim Smith, Gene Anderson, and Kathi Ellis. Health & Human Service Director Wendy Thompson presented the Human Services agenda.

Action #HS7 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the Human Service Board agenda as presented.

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

Resolution #FS9 – 10/22/14

WHEREAS there is a vacancy in the position of a Fraud Prevention Specialist, and

WHEREAS the Child Support area has seen an increased case load and could use a half time officer to help with the increased load; and

WHEREAS the Health & Human Services Director would like to take the opportunity to combine the Fraud Prevention Specialist position with a Child Support officer;

BE IT RESOLVED that the County Board authorizes the Health & Human Service Director and the County Personnel Director to hire a Child Support Officer/Fraud Prevention Specialist to fill the vacant position at Step A, Range 9 of the pay plan which is \$17.29 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 Health & Human Service 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 Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #FS9 – 10/22/14

Revised Electronic Workflow resolution

WHEREAS, Kanabec County Family Services is in need of an electronic workflow to continue the process of becoming a paperless agency; and

WHEREAS, the Kanabec County Human Services Board approved the Next Chapter workflow purchase at the September 24, 2014, and

WHEREAS, it was discovered during discussions with the vendor that the quote did not include the Child Support area, which only makes sense to include in the first phase of the process.

THEREFORE, the Health and Human Services Director is recommending the addition of the Child Support area to the Next Chapter purchase at a total cost of \$233,355, of which the County share after federal reimbursement would be \$96,842.

NOW THEREFORE BE IT RESOLVED that the Kanabec County Board of Human Services approve the purchase of the Next Chapter system including the Child Support area for \$233,355 with Family Services reserve funds.

Action #HS10 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #FS10 – 10/22/14

Industries Incorporated Revised Host County Contract resolution

WHEREAS, Industries, Inc. has requested an amendment to the contract approved on September 24, 2014,

NOW THEREFORE BE IT RESOLVED that the Kanabec County Board of Human Services approves the amended Contract with Industries Inc. to provide Day Training and Habilitation, Extended Employment, Job Placement and Transportation services for persons under the aforementioned waiver programs from July 1, 2014 through June 30, 2015 and said contract shall be considered a Host County Contract.

Action #HS11 - It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the payment of 136 claims totaling \$187,910.34 on Welfare Funds.

Action #HS12 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to adjourn the Human Service Board at 9:32am to meet in regular session on Wednesday, November 19, 2014 at 9:05am.

The Board of Commissioners meeting continued.

Action #13 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve a Child Support Officer/Fraud Prevention Specialist job description.

Action #14 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve a Proposal for Facilitation Services with Northspan Group for strategic planning services.

Commissioners gave reports on the activities of the Boards and Committees in which they participate.

Action #15 –Kathi Ellis introduced the following resolution and moved its adoption:

RESOLUTION # 15 - 10/22/14

KANABEC COUNTY BOARDER TO BOARDER BROADBAND GRANT

WHEREAS the Kanabec County Board is responsible for the health, welfare and safety of Kanabec County residents, and

WHEREAS Broadband access availability is an ongoing problem in many areas of Kanabec County, and

WHEREAS broadband availability would enhance the health and welfare of the community, and

WHEREAS KBI has arrived at a plan to implement county wide broadband in Kanabec County, and

WHEREAS there is a grant program offered by the state of MN to use for infrastructure development of broadband systems, and

WHEREAS the Kanabec County Board has examined the plan and the mechanism for funding such infrastructure;

BE IT RESOLVED that Kanabec County act as the legal sponsor for project contained in the Broadband Development Grant Program to be submitted on October 28, 2014 and that the County Board Chairperson is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of Kanabec County.

BE IT FURTHER RESOLVED that Kanabec County has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application are committed to the project identified.

BE IT FURTHER RESOLVED that Kanabec County has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, Kanabec County may enter into an agreement with the State of Minnesota for the above referenced project, and that Kanabec County certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

NOW, THEREFORE BE IT FINALLY RESOLVED that the County Board Chairperson and County Coordinator, are hereby authorized to execute such agreements with County Board approval as are necessary to implement the project on behalf of the applicant.

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

IN FAVOR THEREOF: Kathi Ellis, Kim Smith, Gene Anderson
OPPOSED: Les Nielsen
ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

County Assessor Karen McClellan met with the County Board to discuss matters concerning the Abatement Policy.

Action #16 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve an updated Abatement Approval Policy, Policy A-114 to include hardship language.

10:22am - The Chairperson then called for public comment three times. Those that responded included:

Ed Erickson	Discuss issues concerning County Road 25
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10:35am - The Chairperson closed public comment.

Court Administrator Rosemary Nelson met with the County Board to discuss matters concerning security assessment. The board took under the information advisement.

County Attorney Barb McFadden met with the County Board to discuss matters concerning E-charging.

Action #17 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve a Court Data Services Subscriber Amendment to CJDN Subscriber Agreement between Kanabec County and the State of Minnesota.

Jail Sergeant Chris Bergwick met with the County Board to discuss matters concerning the Jail.

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

RESOLUTION #18 - 10/22/14

WHEREAS there is a vacancy in the position of a Jail Programmer, 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 Jail Programmer to refill the vacant position at Step A, Range 9 of the pay plan which is \$17.29 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 #19 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to adjourn at 11:10am and to meet again in regular session on Wednesday, November 5, 2014 at 9:00am.

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

Attest: _____
Board Clerk