

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of County Coordinator

**October 8, 2014**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, October 8, 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 Les Nielsen, seconded by Kathi Ellis and carried unanimously to approve the agenda as amended: add City of Quamba contract and state security assessment.

Action #2 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the September 24, 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>
Carrie Doom Law Firm	592.50
Centerpoint Energy	166.00
Chamberlain Oil Co	2,351.73
Cooper, Denise	60.00
D&M Oil	21,382.95
East Central Energy	122.67
East Central Energy	293.00
Enventis Telecom	1,056.59
GMCU	1,185.83
Holiday Credit Office	10,096.91
Kanabec Co Auditor HRA	309.00
Kanabec Co Auditor HRA	48,204.00
MN Energy Resources Corp	1,830.95
MN Mutual Life Insurance	42.40
Mora Municipal Utilities	19,639.11
Mora Psychological Services	1,287.50
R&R Septic	9,800.00
Resource Training & Solutions	2,428.50

Verizon Wireless	<u>798.34</u>
Total	121,647.98

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**

<b>VENDOR</b>	<b>AMOUNT</b>
Ability Network	156.00
Ace Hardware	58.06
Ace Hardware	32.05
Aitkin Medical	490.68
Alkire, Alyce	1,297.88
Allina Health	60.00
AMC	350.00
AmeriPride	502.59
Amherst H Wilder Foundation	26,145.80
Andres, Christine	263.20
Arthur Township	400.00
Auto Value	29.90
Auto Value	26.14
Auto Value	25.63
A'viands, LLC	54.00
A'viands, LLC	60.50
A'viands, LLC	13,345.59
Bachman, Fran	43.12
Bakke, Nicholas	146.32
Bartsch, Meganne	206.64
Berg, Ashley	185.36
Bernhardt, Maria	300.72
Biever, Laurie	274.40
Billings, Margaret	685.94
Bond Trust Servies Corp	11,832.50
Bork, Laura	38.64
Braham Motor Service	115.74
Braham Motor Service	24.33
Burski, Kathy	234.64
Central Heating & Air	9,394.63
Chaffee, Steve	83.52
Chisago Co Public Health	5,019.28
Christianson, Craig	1,243.16
Christopherson, Pat	426.26

Clementson, Kristin	81.28
Clifton Larson Allen LLP	11,250.00
Coborns	20.73
Curtis, Michael	2,596.34
Dandelion Floral	41.65
Dex Media East	50.00
Deyta, LLC	90.00
Downtown Deli	137.86
DS Solutions	720.00
East Central Exterminating	500.00
Elfstrum, Brenda	369.04
Ellis, Kathi	6.05
Faust, Patrick	1,450.12
FBG Service Corp	6,410.24
FBG Service Corp	584.80
Federated Coops	22.50
Felland, Becky	131.04
FirstLight Health Systems	680.00
Fore Chiropractic	30.00
Fresonke, Lew	210.00
Galls	46.55
Galls	45.78
Garcia, Tim	300.00
George T Hall	89.10
Glen's Tire	28.00
Goodin Company	245.29
Granite City Jobbing	615.67
Health Dimensions Rehabilitations	13,226.65
Heins, Mary	119.84
Hinckley News	8.75
Hinrichs, Susanne	41.75
Hoefert, Bob	2,381.62
Hoglund Bus & Truck	241.30
Hoglund Bus & Truck	108.91
Hoglund Bus & Truck	37.44
Holcomb, Lisa	117.60
Holland, Jeff	283.99
Hood, Barb	527.12
Hood, Bill	633.51
IAEMD	150.00
Image Office Service	84.40
Isanti Co Family Services	5,897.90
Isanti Co Public Health	24.15

J.P. Cooke Co	29.40
Johnsons Hardware	113.54
Johnsons Hardware	14.15
Juettner Marketing	3,508.00
Juettner Marketing	1,320.00
Kanabec Co Auditor	60.00
Kanabec Co IS	162.99
Kanabec Co Public Health	6,756.75
Kanabec Co Public Health	1,618.55
Kanabec Publications	195.00
Kanabec Publications	95.00
Kanabec Publications	240.52
Kanabec Publications	130.16
Kanabec Publications	183.60
Kanabec Publications	383.13
Keepsr	211.00
Keepsr	163.98
Kennedy Jr, Kerry	687.84
Knife Lake Sanitation	1,143.40
Kramersmeier, Wallace	325.00
Krippner, Brittany	297.39
Krueger, Louisa	70.08
Landreville, Willard	685.32
Lane, Dave	41.44
Legacy Consulting	3,506.48
Lerrssen, Jennifer	792.20
Luberda, Karen	232.20
Magaard, Andrew	240.24
Marohn, Brenda	13.44
Mattson Electric	2,553.86
Mattson, Jean	240.57
MCB	125.00
McClellan, Karen	167.27
McClellan, Karen	87.92
McIntosh, Bob	650.00
MCRA	35.00
Mestnik, Kate	26.88
Mille Lacs Co Community & Veterans Service	360.00
Mille Lacs Co Community & Veterans Service	5,468.40
Mille Lacs Disposal	20.00
MN Dept of Public Safety	125.00
MN Sheriff's Assn	342.00
MN Sheriff's Assn	120.00

Moore Medical	296.00
Mora Chevrolet Buick	42.70
MRA Trusight	400.00
Nelson, Ansel	1,181.24
Nelson, Jerry	71.12
Nelson, Ronette	398.00
Network Billing Systems	637.98
Newgard, Jean	233.44
Northland Fire Protection	490.69
Nummela, Pat	85.40
Nurse Family Partnership	700.00
O'Bert, Nichole	119.28
Office Depot	114.99
Office Depot	10.90
Olson, Autumn	540.40
Osterdyk, Dorothy	550.48
Owens Auto Parts	13.10
Owens Auto Parts	57.45
PD's Embroidery	90.00
PD's Embroidery	32.06
Petersen, Renee	109.76
Pieper, Helen	237.22
Pine Co Health & Human Services	2,730.00
Pine Technical College	95.00
Pine Technical College	25.00
Quality Disposal	345.83
Quality Disposal	182.44
Quill Corp	33.12
Raiche, Nancy	212.24
Ramsey County	1,400.00
Ratwik, Roszak & Maloney, PA	264.00
Raudabaugh, Carey	168.56
Regents of the University of MN	13,472.34
Regions Hospital	154.00
Reliance Telephone	500.00
Ringler, Jennie	47.60
Ringler, Jennie	127.68
Ringler, Jennie	42.84
Roberts, Rodney	24.08
Rogers, Pearl	919.69
Rosburg, Diane	253.81
S&T	247.44
S&T	32.65

S&T	209.06
S&T	101.33
SHAH Software	1,541.00
SHI International	962.00
SHI International	576.00
Sirchie	48.15
Skramstad, Linda	396.48
Stahlke's	120.00
Stellar Services	740.40
Strategic Custom Solutions	250.00
Struffert, Delores	264.96
Swan, Bill	180.97
Telander, Sarah	129.36
Thompson, Wendy	414.40
Thor, A	55.00
Thor, A	8.75
Tinker & Larson	466.09
Touch & Go	42.75
Trane U.S. Inc	1,390.90
Triple M Lawn	150.00
Turner, Virginia	18.93
UHL Company	129.44
Uniforms Unlimited	10.09
UPS	11.57
Verizon Wireless	278.16
Vogel, Darla	324.80
Voight, Jackie	76.16
Wallskog, Jenilee	51.20
Watson Company	332.04
White, Ellen	62.72
Wiitala, David	1,531.12
Wynn, Heather	173.86
Zaiser, Kelly	211.12
Zamora, Ray	1,589.16
Total	<u>198,271.39</u>

### **Road & Bridge Fund**

<b>Vendor</b>	<b>Amount</b>
Ace Hardware	158.08
Advanced Sandjacking, Inc	4,315.00
Ameripride	801.15

ARM Registration	1,805.00
Auto Value Mora	1,446.50
Blum Sand & Gravel	442.00
Braun Intertec Corp	6,603.00
Gary Campbell	175.00
Fluegge's Ag, Inc	2,242.54
Glens Tire	865.00
Gopher State One Call	21.85
Granite City Jobbing	193.69
Jake Janousek	587.50
Jeff's Welding	34.90
KTP Enterprises, Inc	31.50
Kanabec Publications	306.38
Kanabec Rental	633.44
Managed Design, LLC	1,395.00
Nuss Truck & Equipment	7,876.74
Owen's Auto Parts	259.81
Oxygen Service Co.	114.01
Pomp's Tire Service	6,396.00
Quality Disposal Systems, Inc.	144.93
RDO Trust #80-5800	1,550.00
Richards, Lila, The Cleaning Agent	800.00
3M	32.50
Zep Sales & Service	564.55
Ziegler, Inc	1,186.50
Total	40,982.57

Action #5 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to recess the board meeting at 9:04am to a time immediately following the Public Health Board.

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The Kanabec County **Public Health Board** met at **9:04am** on Wednesday, October 8, 2014 pursuant to public notice with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, and Gene Anderson. Health & Human Service Director Wendy Thompson presented the Health Board agenda.

Action #PH6 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the Public Health Board Agenda as presented.

Action #PH7 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

## **Resolution #PH7 – 10/8/14**

### Community Reinvestment Grant Resolution

**WHEREAS**, South Country Health Alliance has put out an RFP for a Community Reinvestment Grant to focus on improving the health of South Country members and addressing community social determinants of health, with special attention to members with disabilities ; and

**WHEREAS**, Kanabec County Public Health is willing and able to apply and deliver the services requested in the RFP; and

**WHEREAS**, the Kanabec County Health and Human Service Director recommends applying for said grant.

**BE IT RESOLVED**, that the Public Health Board approves the Health and Human Service Director applying for the South Country Health Alliance Community Reinvestment Grant.

*Action #PH8* – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the 2015 CHS budget as presented.

*Action #PH9* – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

## **Resolution #PH9 – 10/8/14**

### Order of the Board

**WHEREAS** the Administrator 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 2015;

**BE IT RESOLVED** to appoint Public Health Service Director Wendy Thompson as Kanabec/Pine Community Health Service Administrator for the calendar year 2015 at a rate of pay of \$9,288 per year, which is in addition to wages paid as Health & Human Service Director.

*Action #PH10* – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

## **Resolution #PH10 – 10/8/14**

**WHEREAS** there is a vacancy in the position of an Account Clerk, and

**WHEREAS** Kanabec County and Pine County may possibly merge their Public Health departments in the near future and a corresponding position between the two counties may be vacant; and

**WHEREAS** the board desires to fill this vacant position when the merge is complete;

**BE IT RESOLVED** that the County Board authorizes the Health & Human Service Director and the County Personnel Director to hire an Account Clerk to refill the vacant position at Step A, Range 6 of the pay plan which is \$14.52 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 #PH11* – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to recess the Public Health Board at 10:07am to meet in regular session on Wednesday, November 5, 2014 at 9:05am.

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The Board of Commissioners meeting continued.

Leota Lind with South Country Health Alliance met with the County Board to discuss Kanabec County enrollment. Information only, no action was taken.

Chief Deputy Brian Smith met with the County Board to discuss matters concerning the Sheriff's Office.

*Action #12* – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

## **Resolution #12 – 10/8/14**

County Coroner

**WHEREAS** the term of office for County Coroner expires January 6, 2015, and

**WHEREAS** Minnesota Statute §390.005 requires that the county board appoint a Coroner, and

**WHEREAS** the County Sheriff recommends reappointment of Dr. Michael McGee;

**BE IT RESOLVED** to appoint Dr. Michael McGee as Kanabec County Coroner

effective January 6, 2015 for a term ending January 5, 2016.

Action #13 – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve an agreement with the City of Quamba for law enforcement services.

**10:37am** - The Chairperson then called for public comment three times. None responded.

**10:39am** - The Chairperson closed public comment.

Deputy Auditor Roberta Anderson met with the County Board to discuss matters concerning the Auditor/Treasurer's Office.

Action #14 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following

### **Resolution #14 – 10/8/14**

**WHEREAS** tax parcel #12.01325.00 forfeited on September 4, 2014 and has been requested to be repurchased by the former taxpayer; and

**WHEREAS** the taxpayer has submitted the “Application for Repurchase of Tax Forfeited Lands” application;

**BE IT RESOLVED** that the Kanabec County Board of Commissioners approves the application for repurchase of parcel #12.01325.00 by Suzanne Fritsche.

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

### **Resolution #15 – 10/8/14**

**WHEREAS** tax parcel #03.00470.00 was incorrectly recorded on the Auditor's Certificate, and

**WHEREAS** a board resolution and signature is required to correct the error;

**BE IT RESOLVED** that the Kanabec County Board of Commissioners approves the application for cancellation for the reasons stated on the application and the board is recommending to the Dept of Revenue that the cancellation be granted.

County Assessor Karen McClellan met with the County Board to discuss the Kanabec County Abatement Policy. No action was taken at this time.

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

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

### **Resolution #16 – 10/8/14**

Approval to Purchase Mechanic's Truck

**WHEREAS** the Public Works Mechanic's truck is beyond its expected life and in need of repairs, and

**WHEREAS** the Public Works Director requests approval to replace the Mechanic's truck, and

**WHEREAS** the cost to replace with new is approximately \$57,000 at state contract pricing, and

**WHEREAS** a price of \$15,900.00 was negotiated for a used 2004 Ford F550 through Northstar Truck Sales, and

**WHEREAS** a quote of \$12,715.57 was received from Oxygen Service Company for compressor, generator, welder, and other truck accessories, and

**WHEREAS** the Public Works Director has determined the used option to be the best value;

**THEREFORE BE IT RESOLVED** to approve the purchase of a 2004 Ford F550 from Northstar Truck Sales for \$15,900.00 plus tax and fees, and

**BE IT FURTHER RESOLVED** to purchase compressor, generator, welder and other truck accessories from Oxygen Service Company at the quoted price of \$12,715.57.

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

### **Resolution #17 – 10/8/14**

Final Payment SAP 033-598-017

**WHEREAS** Projects SAP 033-598-017 has in all things been completed and in accordance with the contract and the County Board being fully advised in the premises;

**BE IT RESOLVED** that we do hereby accept said completed project for and on behalf of the County of Kanabec and authorize final payment to Landwehr Construction Inc. in the amount of \$6,975.45

Action #18 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve a Consent Agenda including all the following:

### **Resolution #18a – 10/8/14**

#### State Bridge Bond Grant Agreement

**WHEREAS** Kanabec County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No.33J25 (Old Br. No. 92378), and

**WHEREAS**, the Commissioner of Transportation has given notice that funding for this bridge is available, and

**WHEREAS**, the amount of the grant has been determined to be \$108,704.33 by reason of the lowest responsible bid;

**THEREFORE BE IT RESOLVED** that Kanabec County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required.

### **Resolution #18b – 10/8/14**

#### State Bridge Bond Grant Agreement

**WHEREAS**, Kanabec County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No.33J24 (Old Br. No. L2549); and

**WHEREAS**, the Commissioner of Transportation has given notice that funding for this bridge is available; and

**WHEREAS**, the amount of the grant has been determined to be \$59,049.19 by reason of the lowest responsible bid;

**THEREFORE BE IT RESOLVED** that Kanabec County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required.

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

**Resolution #19 – 10/8/14**  
Striping Quotes

**WHEREAS** the following striping quotes were received:

	Yellow (lf)	White (lf)
Traffic Marking Services	.0400	.0418
Sir Lines-A-Lot	.0435	.0435
AAA Striping	.0470	.0460

**WHEREAS** the low quote of \$0.0400/lf for yellow latex paint and \$0.0418/lf for white latex paint was received by Traffic Marking Services, and

**WHEREAS** the estimated total cost is \$76,230.16;

**THEREFORE BE IT RESOLVED** to accept the quote of \$0.0400/lf for yellow latex paint and \$0.0418/lf for white latex paint by Traffic Marking Services.

Action #20 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following resolution:

**Resolution #20 – 10/8/14**

**WHEREAS** there is a vacancy in the position of a Transit Bus Driver, and

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

**BE IT RESOLVED** that the County Board authorizes the Transit Director and the County Personnel Director to hire a Bus Driver to refill the vacant position at Step A, Range 5 of the pay plan which is \$13.69 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 Transit Director and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Action #21 – It was moved by Les Nielsen, seconded by Kathi Ellis and carried unanimously to adjourn at 11:45am and to meet again in regular session on Wednesday, October 22, 2014 at 9:00am.

*Signed* \_\_\_\_\_

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

*Attest:* \_\_\_\_\_

Board Clerk