

# PROCEEDINGS OF THE COUNTY BOARD

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

**October 8, 2008**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, October 8, 2008 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Les Nielsen, Jerry Nelson, and Kevin Troupe.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Les Nielsen, seconded by Kim Smith, and carried unanimously to approve the agenda with the following changes:

- a. Delete the 11:10am appointment with the Jail Administrator
- b. Add Veteran Services
- c. Add rural address signs

Action #2 – It was moved by Les Nielsen, seconded by Kevin Troupe, and carried unanimously to approve the September 24, 2008 minutes of the Kanabec County Board of Commissioners as presented.

Action #3 – It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to approve a **Consent Agenda** including all of the following actions:

## **Resolution #3a – 10/08/08** **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, 2008 claims on SCORE Funds:

Quality Disposal	\$4,400.00
Arthur Township	\$400.00
<b>TOTAL</b>	<b>\$4,800.00</b>

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**Resolution #3b – 10/08/08**  
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 August 23, 2008 and September 13, 2008, and

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

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

East Central Electric	\$26.63
East Central Electric	\$26.63
Bob Mayo	\$19.25
Petal Pushers Garden Center	\$200.00

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*Action #4* - It was moved by Jerry Nelson, seconded by Kevin Troupe, 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 8, 2008 pursuant to adjournment with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, Jerry Nelson, 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 #PH5* - It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the Public Health Board Agenda as presented.

*Action #PH6* - It was moved by Jerry Nelson, seconded by Kim Smith, and carried unanimously to approve the following resolution:

**Resolution #PH6 – 10/08/08**  
Palliative Care Grant

**WHEREAS** the Health & Human Service Director has requested authority to apply for a Rural Health Care Services Outreach Grant for Palliative Care, and

**WHEREAS** the grant the grant would be used to start a Palliative Care program that would decrease the number of out of community doctor visits needed by community members by increasing internal communication between the major health providers, and

**WHEREAS** Kanabec County Public Health, Kanabec Hospital, Allina Clinic and the Villa Health Care Center would work together as a consortium to develop a patient centered program that helps people define their quality of life and determine place of death for those individuals with serious illness in our community;

**BE IT RESOLVED** to authorize the Health & Human Service Director to apply for a Palliative Care Grant.

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*Action #PH7* - It was moved by Les Nielsen, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

**Resolution #PH7 – 10/08/08**

Approve Job Description and Refer for Evaluation

**WHEREAS** the Health & Human Service Director has submitted an updated job description and position questionnaire for a Hospice Social Worker job with the addition of Home Health Aide Coordinator duties, and

**WHEREAS** the board has examined and evaluated the updated information, and

**WHEREAS** the board finds that the updates do constitute substantial changes in the actual duties of the job;

**BE IT RESOLVED** to approve the revised job description, and

**BE IT FURTHER RESOLVED** that it is the decision of the board that the changes in the Hospice Social Worker job are sufficient to warrant further review by the salary consultant.

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*Action #PH8* – It was moved by Jerry Nelson, seconded by Kim Smith, and carried unanimously to adjourn the Public Health Board at 9:54am to meet in regular session on Wednesday, November 12, 2008 at 9:05am.

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The meeting of the Kanabec County Board of Commissioners resumed.

*Action #9* – It was moved by Kevin Troupe, seconded by Kim Smith, and carried unanimously to approve the following resolution:

**Resolution #9-10/08/08**

## Approve Job Description

**WHEREAS** Kanabec County Policy P-117, III.A. calls for a reevaluation of all county job classifications on a five year rotation, and

**WHEREAS** the position of Veteran Service Officer & Emergency Management Director is on the rotation schedule for 2008, and

**WHEREAS** the County Coordinator has submitted an updated job description and position questionnaire, and

**WHEREAS** the board has examined and evaluated the updated information, and

**WHEREAS** the board finds that the updates are largely clarifications rather than changes;

**BE IT RESOLVED** that it is the decision of the board to accept and approve the proposed changes in the Veteran Service Officer & Emergency Management Director job description, except that the education minimum will remain high school + 2 years, and

**BE IT RESOLVED** that the changes in the job are not sufficient to warrant further review by the salary consultant and the position will retain its current rankings.

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**10:16am** – Kelly Osterdyk with Kanabec Soil & Water met with the County Board to discuss matters concerning new plat books. No action was taken at this time.

**10:25am** – Roberta Anderson with the Auditor/Treasurer’s Office met with the County Board to discuss a property repurchase. No action was taken at this time.

Action #10 – It was moved by Kevin Troupe, seconded by Jerry Nelson, and carried unanimously to approve the following paid claims:

Anderson Legal	790.50
Assurant Employee Benefits	1,171.33
Bieniek, Robert	450.50
Carda, Kaye	1.00
Chippewa Co Hwy Dept	250.00
Cross, Theresa	12.00
ERA Laboratories	1,707.00
GMCU	1,060.92
GMCU	2,754.42
Guptil, Mackenzie	688.50
Holiday Credit Office	8,614.74
Kanabe Co Auditor	25,020.00

Kraft, Larry	8.00
Liesinger, James & Arlene	206.24
MN County Attorney's Assn	265.00
MN Dept of Finance	5,217.50
MN Energy Resources Corp	393.58
MN Mutual Life	285.70
Mora Municipal Utilities	11,423.78
Northstar Access	900.21
Ohl, Dwight	30.00
Parker, Satrom, & Donegan PA	136.00
Parker, Satrom, & Donegan PA	8.50
Rudquist, Barbara	238.00
Rural Cellular Corp	1,381.64
Sanofi Pasteur, Inc	10,239.84
Spee Dee Delivery	118.31
Stanek, Catherine	577.17
Straka, Robin	960.10
Synergy Graphics	237.60
TDS Metrocom	323.99
Tech Sales	3,277.24
Treasurer, Kanabec Co	82,175.00
Vasilauskas, Joyce	1.00
Total	<u>160,925.31</u>

Action #11 – Jerry Nelson moved to approve payment of a claims on the funds indicated:

### Revenue Fund

VENDOR	AMOUNT
Ace Hardware	72.71
Ace Hardware	19.70
Ace Hardware	26.42
Ace Hardware	5.31
Ace Hardware	14.38
ActivStyle	4.22
ActivStyle	123.69
Alcanter, Lori	272.62
Allina Medical Clinic	298.00
American Public Health Assn	195.00
AmeriPride	520.16
AmeriPride	47.34
Anderson, Jeff	10.00
Anderson, Karen	215.87

Andres, Christine	647.69
Applied Concepts	102.51
Arens, Kayle	90.09
Armstrong, Becci	26.92
Auto Value	224.06
Barlow, Walt	56.70
BCA	120.00
BCA	270.00
BCA	250.00
Bearce, Teresa	254.35
Bernhardt, Maria	281.39
Biever, Laurie	312.39
BLI Lighting	445.47
Bob Barker	315.45
Briggs	619.41
Bryant, Gary	1,597.50
Burski, Kathy	145.43
Burski, Kathy	310.90
Cale's Plumbing	79.34
Cassman, Deb	306.55
CDW	231.11
CDW	30.89
Coborns	196.33
Coborns Long Term Care Pharmacy	76.04
Coborns Pharmacy	173.57
Code 3	57.00
Cooper, Denise	9.31
Cooper, Denise	62.52
CPS	423.32
D&T Ventures	578.81
D&T Ventures	500.00
Dallman, Bonnie	82.44
Denny Hecker's	96.08
Downtown Barber	17.34
Dresser Methven Funeral Home	250.00
Dresser Methven Funeral Home	300.00
E-911	1,120.51
East Central Exterminating	111.83
East Central Exterminating	111.83
East Central Regional Juvenile Center	2,189.00
East Central Solid Waste Comm	43.00
EBSC	1,341.00
ECM	435.10

EG Rud	1,386.00
Election Systems & Software	2,356.48
Elfstrum, Brenda	501.94
Ellyn Satter Assoc	330.00
Employers Assn	130.00
Erbstoesser, Arnold	119.93
FastServ Medical	235.00
Felger, Karen	180.18
Fesonke, Lew	220.00
Frank Madden & Assoc	55.13
Fred Pryor Seminar	179.00
Friday, Jenny	177.85
Frisch, Justin	90.00
Galls	395.04
Galls	1,181.50
Garcia, Tim	247.50
Glens Tire	679.92
Gorham Oien	356.78
Grainger	406.61
Granite Electronics	218.85
GreatAmerica Leasing	999.00
Gunderson Motors	89.35
Gustafson, Bev	358.60
Hannu, JoAnn	186.62
Harff, Shirley	204.92
Health Edco	1,178.92
Hebeisen, David	1,753.61
Hebeisen, David	27.50
Hemo Cue	1,073.52
Hewlett-Packard	5,050.23
Hillyard Inc	65.26
Hohn's Auto Body	60.31
Holiday Fleet	5.08
Holiday Inn	89.28
Hopkins Medical	196.27
Horizon Towing	127.80
Howard, Carey	116.42
Image Office Service	74.11
Ivans	60.71
Jim's Locksmithing	11.72
Johnson, Wallace	830.70
Johnsons Hardware	26.12
Jola Publications	95.00

Kanabec Co Hwy Dept	598.60
Kanabec Co Hwy Dept	33.98
Kanabec Co IS Dept	68.95
Kanabec Hospital	472.80
Kanabec Hospital	28.80
Kanabec Publications	122.48
Kanabec Publications	28.60
Kanabec Publications	22.37
Kanabec Publications	185.31
Kanabec Publications	58.02
Kanabec Publications	313.20
Kanabec Publications	577.36
Kanabec Publications	111.83
Kanabec Publications	1,801.80
Kanabec Rental	21.30
Keefe Supply Co	902.22
Keeps	487.72
Kruse, Patricia	17.62
Lamar Co	700.00
Laska, Millie	1,335.73
Lippincott, Williams, Wilkins	225.96
Loren, Joe	90.00
Maack, Heather	64.35
MACO	35.00
Majeski, Annette	496.51
Mariposa Publishing	169.34
Martin, Bill	32.19
Maul, Barb	102.38
MCB	380.00
MCCC	4,406.16
MCCC	2,821.47
MCCC	1,776.67
MCCC	54.04
McGee, Michael MD	1,200.00
Metro Sales	97.84
MN County Attorneys Assn	105.00
MN County Attorneys Assn	45.00
MN County Recorders Assn	50.00
MN Prevention Resource Center	60.00
MN Sheriffs Youth Programs	1,302.16
Moore Medical	130.08
Mora Police Dept	384.00
Mora Schools	8,956.00

Morrell, Joy	436.04
NACO	400.00
Nagy, William	505.77
National Academies of Emergency Dispatch	90.00
Nelsons	458.18
Northpost	4,081.00
Novus Glass	135.00
Novus Glass	45.00
Nummela, Pat	103.84
Oak Gallery	30.70
Oak Gallery	9.88
Oak Gallery	29.35
Oak Gallery	30.04
Oak Gallery	9.55
Oak Lake Campground	163.39
Office Depot	52.00
Office Depot	5.96
Office Depot	114.63
Office Depot	49.15
Office Depot	21.33
Office Depot	134.30
Office Depot	267.51
Office Depot	216.86
Office Depot	2,892.54
Office Depot	114.24
Office Depot	86.02
Office of Enterprise Technology	600.00
Office of Enterprise Technology	250.00
Ogilvie Schools	8,689.19
Olmstead, Bill	78.93
One Better Advertising	2,500.00
O'Reilly, Molly	289.58
Oriental Trading	154.74
Otte Dairy Delivery	450.00
Owens Auto Parts	116.10
Owens Auto Parts	79.96
Pamida	167.87
PD's Embroidery	20.00
Pedersen, Jerry	45.63
Peterson, Walter	105.30
Pine Ridge Cleaning	106.50
Printer Ink Warehouse	75.90

Printer Ink Warehouse	62.95
Printing Services	65.66
PSS	98.98
PSS	62.11
Quality Disposal	535.76
Raiche, Nancy	213.53
Ramsey County	4,200.00
Reed, Terrie	336.97
Regions Hospital	422.00
Reliance Telephone	3,200.00
Richard, Lila	298.20
Ringler, Jennie	153.86
Rittenour, Michelle	93.60
Rosburg, Diane	300.83
RS Eden	45.05
S&T	1,110.93
S&T	14.30
Sandberg, Bev	118.17
Sandstone Distributing	52.94
Schmidt, Barb	396.67
Scotfield, Becca	93.02
Sheriff, Chisago Co	46.50
Sheriff, Dakota Co	47.00
Sheriff, Isanti Co	14,319.05
Sheriff, Kanabec Co	384.00
Sheriff, Pine Co	6,492.80
Sherwin-Williams	61.10
Skramstad, Linda	212.94
SmileMakers	34.94
Spectrum Printing	864.40
Stemig, Michelle	86.94
Stenstrom Collision	35.17
Stericycle	215.15
Swanson, Lori	201.22
Thompson, Wendy	500.76
Troupe Advertising	200.00
Trytten, Cory	10.00
Tvedt, Joell	307.98
Twin Oaks Builders	584.25
U of MN Extension	14,107.50
US Bank	72,422.50
Vogel, Darla	310.05
Voight, Jackie	242.19

Waschenbecker, Diana	76.05
Washington Co Dairy Council	9.30
Watson Co	978.77
Watson Co	277.15
WCB Products	1,215.00
Weber, Dan	261.09
Weber, Dan	85.41
West Payment Center	295.23
West Payment Center	319.00
Woodbine House	18.16
Zamora, Ray	1,666.79
Total	<u>222,696.10</u>

### **Road & Bridge**

Ace Hardware	249.92
Ameripride	638.61
Auto Value Mora	1,457.67
Boyer Ford	187.57
Central Applicators, Inc.	11,742.16
Central Specialties, Inc.	174.00
Chamberlain Oil Co., Inc.	345.35
Chippewa County Highway Dept.	250.00
Construction Bulletin	199.00
First Lab	74.00
Fluegge's Ag	15.76
Glens Tire	1,806.04
Gopher State One-Call	58.00
Kanabec County Vehicle Account	102.96
Office Depot	138.12
Owens Auto Parts	768.09
Oxygen Service, Company	139.99
Pomp's Tire Service, Inc.	2,990.32
Quality Disposal Systems, Inc.	133.99
Richards, Lila, The Cleaning Agent	809.40
Robin Straka, Deputy Registrar	960.10
Zep Sales & Service	449.59
Ziegler Inc.	164.41
Total:	<u>23,855.05</u>

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:** Jerry Nelson, Les Nielsen, Kathi Ellis, Kim Smith

**OPPOSED:** None

**ABSTAIN:** Kevin Troupe

whereupon the resolution was declared duly passed and adopted.

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

**Resolution #12 - 09/24/08**

Vehicle Purchase

**WHEREAS** the Vehicle Pool has been short one vehicle, and

**WHEREAS** the state contract for new vehicles has been released, and

**WHEREAS** the County Coordinator has recommended the purchase of a new vehicle, and

**WHEREAS** the Vehicle Pool Fund balance is adequate for the purpose;

**BE IT RESOLVED** to authorize the purchase of a 2009 Chevrolet Impala from the state contract at a cost of \$16,124.00 plus tax and license.

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**10:30am** - The Chairperson then called for public comment three times. None responded.

**10:33pm** - The Chairperson closed public comment.

Action #13 – It was moved by Kim Smith, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

**Resolution #13 - 10/08/08**

Extension MOA

**WHEREAS** the board has funded a University of Minnesota 4-H Coordinator in recent years on year-to-year agreements with the University, and

**WHEREAS** the current agreement with the University of Minnesota to provide a 4-H Coordinator expire on December 31, 2008, and

**WHEREAS** the board has been presented with a three-year 4-H Coordinator agreement with the University of Minnesota, and

**WHEREAS** this agreement has been reviewed and approved by the County Attorney with some of the past issues resolved, and

**WHEREAS** the County Coordinator has recommended approval of the three year agreement based on cooperative resolution of past concerns;

**BE IT RESOLVED** to approve an “Agreement between the University of Minnesota and Kanabec County For providing Extension programs locally and Employing Extension Staff” for the time period January 1, 2009 and ending on December 31, 2011.

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**11:50am** – Hospital Administrator Randy Ulseth met with the County Board to present a financial report on the hospital, discuss future plans and request authority to purchase property.

*Action #14* – It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

**Resolution #14 - 10/08/08**  
Hospital Land Acquisition

**WHEREAS** Minnesota Statutes §376.01 authorizes county boards to acquire land for county hospitals, and

**WHEREAS** the Kanabec Hospital Board has recommended the purchase of property adjacent to the hospital, and

**WHEREAS** the board has examined the facts of the matter including, proximity of land to the hospital, the need for the property in the present and future, the cost of the property and the hospital’s financial condition, and

**WHEREAS** the board has determined that the purchase is in the best interests of the Kanabec Hospital;

**BE IT RESOLVED** to authorize the Hospital Administrator, with the consent of the Hospital Board, to enter into a agreements with Roger Hardy and the VonRo Corporation to purchase the following property at a combined total of \$299,900.00:

- a. Parcel #R22.01105.00 whose legal description is:  
Auditor’s Subdivision #4, Section 14, Township 039, Range 024, City of Mora, Part of Lot 4 Beginning at a point where North line of Lot 4 intersects with right of way line of Highway 65, then along the north line of Lot #4 to East line of Lot #3, south along East line of Lot #3 to SE corner, then East & par to South line Lot #4 10 feet, South 75 feet, then East to West right of way line of Highway 65, the NEly along the West right of way line of Highway 65 to Point of Beginning.
- b. Parcel #R22.04490.00 whose legal description is:

Kent's Addition to the Town of Mora, Section 11,  
Township 039, Range 024, City of Mora, Lot #1, Block 26  
except highway.

c. Parcel #R22.04490.00 whose legal description is:

Kent's Addition to the Town of Mora, Section 11,  
Township 039, Range 024, City of Mora, Lot #2, Block 26  
except highway.

and,

**BE IT FURTHER RESOLVED** that all costs involved will be from Hospital  
Funds.

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**11:24am** – The jail project Construction Managers (Contegrity Group) represented by Larry Filippi and Travis Fuechtmann provided the board with an update on the progress of the jail and budget status. Also present were Klein McCarthy's Architect Scott Fettig and their Engineer Jay Hruby with Engineering Design Initiative. County staff included Jail Administrator Joanne Nelson, Chief Deputy Sheriff Robert Jensen and Maintenance Supervisor Bill Martin. The report may be summarized as saying the project is within budget and proceeding well.

Action #15 – It was moved by Kevin Troupe, seconded by Les Nielsen, and carried unanimously to adjourn at 12:41pm to meet in regular session on Wednesday, October 15, 2008 at 9:00am.

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

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

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

Alan B. Peterson, Kanabec County Coordinator