

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

September 12, 2001

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, September 12, 2001 pursuant to adjournment with the following Board Members present: Dennis Schulz, Stan Cooper, Kathi Ellis, Dennis McNally and Dave Ulstrom.

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

It was moved by Dennis McNally, seconded by Dave Ulstrom, and carried unanimously to approve the August 22, 2001 Minutes of the Kanabec County Board of Commissioners as corrected: show the start of the August 24, 2001 session as convening pursuant to recess instead of adjournment.

9:05am – County Assessor Sue Kondratowicz met with the County Board to discuss matters concerning the Assessor’s Office.

It was moved by Dave Ulstrom, seconded by Dennis McNally, and carried unanimously to approve the purchase of a Placom KP-90N electronic planimeter for \$663.85 from ProSupply.

It was moved by Dennis Schulz, seconded by Kathi Ellis, and carried unanimously to authorize three Assessor’s Office employees to attend a Minnesota Association of Assessing Officers Annual Conference at a cost of \$1,350.

It was moved by Kathi Ellis, seconded by Dennis McNally, and carried unanimously to authorize the Assessor to add an additional cell phone service to the existing contract.

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

<u>Vendor</u>	<u>Amount</u>
Aas, Robert	102.96
Anderson, Anna Marie	60.27
Ann Lake Twp	1,548.47
Ardner, Gregory	90.81
Arthur Twp	225.30
Beckman, Gary	20.28
Berg, Lori	31.08
Bos, Carol Ann	34.86

Boxrud, Mark	90.81
Braham Public Schools	885.09
Bremer, Lucretia	36.48
Brunswick Twp	6.00
Burmester, Richard	100.00
City of Mora	2,617.19
Comfort Twp	6.00
Cragun's Conference Center	323.31
East Cent Reg Dev Commission	17.32
East Cent Reg Dev Commission	10.14
East Central Public School	42.29
Engberg, Geraldine	106.20
Federated Coop	1,938.66
Ford Twp	630.21
Frerich, Barbara	93.24
Gerloff, Jacqueline	90.81
Grabowski, John	94.05
Grass Lake Twp	440.65
Guardian Ad Litem Services, Inc	855.00
Hancock, Caleb	20.00
Hansen, Helen	31.08
Hanson, Mark	28.40
Harms, Michael	112.68
Hass, Frederick	465.00
Haybrook Twp	407.00
Hillman Twp	116.00
Hinckley News	30.00
Hinckley-Finlayson Schools	263.49
Holmberg, Jamie	100.00
Holznagel, James	107.01
Jorgenson, Wayne	100.00
Kanabec County Family Services	360.00
Kanabec County Nursing Service	18,915.36
Kanabec Publications	21.13
Kanabec Twp	458.23
King, William	33.24
Knife Lake Twp	300.86
Kroschel Twp	582.40
Larson, Kathleen	81.60
Larson, Shawn	33.24
Leider, Anna	32.16

Lindaman, Jean	35.40
Mattson, Leonard	109.44
McManus, Raquel	33.24
MN Community Health Confer	110.00
Mollinedo, Nancy	20.00
Mollinedo, Robert	40.00
Mora Municipal Utilities	9,255.61
Mora Public Schools	1,472.73
Mora Public Schools	2,515.36
Obert, Don	100.00
Ogilvie Public Schools	1,960.00
Ogilvie Public Schools	14.80
Paydon, Linda	30.54
Peace Twp	174.00
Peoples Natural Gas	436.72
Peterson, Nathan	100.00
Petrin, June	31.08
Peysar, Bryan	30.27
Pine County Health & Human Serv	34,072.82
Pomroy Twp	131.00
Postmaster	3,545.50
Prine, Becky	107.82
Putz, Stephanie	34.05
Refuge, The	192.50
Richert, Mike & Mary	150.00
Roberts, Kory	34.59
Saby, Carrie	1.89
Schermer, Hanson Loretta	28.40
Schindeldecker, Steven	34.05
Secretary of State	20.00
Sherman Homes	300.00
Silberglitt, Matt	31.00
Sundet, Christina	100.00
Sward, James	35.94
Taylor, James	38.64
Taylor, Jeremiah	38.64
Terhaar, Todd	100.00
Tessneer Law Office	497.50
Tessneer Law Office	1,120.73
Tober, Jaime	30.54
Toenies, Myron	100.00

Treasurer, Kanabec County	50,002.00
Treasurer, State of MN	365.00
Treasurer, State of MN	15,968.18
Treasurer, State of MN	4,834.38
Trupe, Steve	100.00
US Postal Service	2,500.00
Wachsmuth, Grayling	34.86
Wahlstrom, Ralph	100.00
Walsh, Chris	40.00
Walsh, Kevin	20.00
Whited Twp	68.20
Wolfe, Larry	102.96
TOTAL	164,446.74

Snake River Watershed

Ann Lake Sportsman Club	2,350.00
CSG Watershed Training Course	100.00
ERA Laboratories	973.00
Fish Lake Improvement Assoc	750.00
Friends of the Snake River	2,350.00
Initiative Foundation	25.00
Kanabec County Highway Dept	1,120.00
Knife Lake Sportsmans Club	750.00
Lewis Lake Property Owners Assoc	2,350.00
Lundorff, Norman	925.00
Quamba Lake Improvement Group	2,350.00
Snake River Watershed-Petty Cash	48.85
TOTAL	14,091.85

9:27am – County Sheriff Ernie Blaisdell met with the County Board to discuss matters concerning his department, including the Y2002 budget.

It was moved by Kathi Ellis, seconded by Dave Ulstrom, and carried unanimously to contribute \$1,700 from forfeiture funds and donations towards the joint purchase of a side scan sonar with 13 other counties.

10:00am – Court Administrator Lu Ann Blegen met with the County Board to discuss matters concerning the Y2002 proposed budget. The board took the budget information under advisement.

10:35am – Information Systems Director Jessie Isham met with the County Board to discuss the proposed revised Electronic Data Systems Policy.

Kathi Ellis introduced the following resolution and its adoption:

Resolution 1 – 09/12/01

WHEREAS the Kanabec County Board of Commissioners have been presented with an updated Electronic Data Policy, and

WHEREAS this policy has been recommended for approval by the Kanabec County Department Heads Committee, and

WHEREAS the Kanabec County Board of Commissioners has had the opportunity to review this proposed update at past meetings, and

WHEREAS the proposed policy appears to be in the best interests of Kanabec County;

BE IT RESOLVED to approve the following policy effective immediately:

Electronic Data Systems

An Acceptable Use Policy for Electronic Communications and Internet Use

I. POLICY STATEMENT

The Internet and the public and private telephone systems have become a de facto standard for communication between disparate governmental, commercial organizations and private citizens. Communications traffic may cross multiple and different networks prior to reaching the client destination. Yet the public has a high reliance on the integrity and accuracy of data shared from Kanabec County. Therefore, each Kanabec County employee should consider himself or herself to be responsible for adhering to the guidelines and polices regarding the use of these systems, to protect the accuracy, integrity and dependability of the County's electronic systems and information.

A. PURPOSE

Kanabec County recognizes that phone and computer systems are becoming increasingly interconnected and sophisticated in their ability to create, disseminate and store electronic messages, along with an increased potential for the inappropriate release of non-public data.

Kanabec County has developed policies and guidelines regarding appropriate use of County resources for both personal and business purposes, including

- 1) Making and receiving telephone calls and disseminated voice mail
- 2) using the Internet
- 3) creating and disseminating electronic mail and faxes
- 4) the creation, use and storage of computer files.

The computer and communications systems operated by the County for the conduct of business are the property and work environment of the County, and all County policies relating to personal conduct apply to access to and use of these resources.

B. NO PRIVACY

Users have no expectation of privacy in using these systems. No communication using these systems should be considered private or personal. Since records retention policies may apply to electronic communications, users should assume that even deleted messages are retrievable at a later date.

C. CAREFUL USE

1. County provides telephone, fax, Internet access and e-mail to speedily conduct the business of the County. Use of these systems will be granted by supervisors with regard to job function. Once given access, users are expected to use these systems in a responsible manner at all times. All usage should be able to withstand public scrutiny without embarrassment to the County.

2. Inappropriate uses of telephone, fax, Internet access and e-mail systems would include but are not limited to participation in illegal activities, gambling, commercial activities, accessing sexually explicit or violent material; using the systems to harass or disable other systems, creation or distribution of virus or destructive programs, distributing pirated software or stolen data.

3. Personal use of telephone, fax, Internet access, and e-mail is permitted, provided such use is:

- a) done on the employee's personal time, and
- b) is not excessive, and
- c) does not interfere with business usage, and
- d) does not contain harassing or threatening material, and
- e) is not performing work for profit, for personal gain, promotional use or solicitation, and
- f) does not contain abusive, profane or offensive language.

D. CONTENT

1. Each user is responsible for the content of all text, audio and video they send over the Internet or phone systems. All messages should contain the user's identity, and should be written with the same professional manner as any hard-copy correspondence.
2. Users should demonstrate respect for intellectual property and ownership of information by providing source attribution whenever possible. Users should respect system security and integrity by using such mechanisms properly. Users should respect their co-worker's need for confidentiality and to a workplace free from intimidation by their conduct when using these systems.

E. MEDIA CONTACTS

In addition, only authorized individuals should communicate to or respond to the public news media regarding county business. Data that is not public under the Government Data Practices Act should not be transmitted in clear text over the Internet.

F. PRESENTATION OF THE COUNTY

Requests for County information can become very time consuming and expensive. The County may maintain public access points for information about the County, and for access to County records and information. These systems should be operated only by persons specifically authorized and trained to place or remove data on such a system. Release of data to the public in other formats should be carried out through authorized channels.

G. VIRUS SCANNING

Incoming messages containing file attachments may imperil County systems by importing viruses. Files or mail attachments entering the County network should always be scanned for viruses before being opened or used.

H. MONITORING AND DISCIPLINE

It is a supervisory responsibility to oversee use and to determine if uses of electronic systems are appropriate to assigned work. Although content is not routinely monitored, it may occur internally under administrative procedures, and externally under subpoena, request for public data or other legal actions, or due to unexpected absence of an employee, or for other business or technical reasons.

I. ACQUISITION

1. No software shall be loaded, including internet downloads such as screen savers or products upgrades, without the consent of the Information Systems Director.

2. No computer hardware or software shall be purchased without the consent and assistance of the Information Systems Director.

I. SUMMARY

Ultimately, responsibility for the content of a message or transmission that does not conform to these guidelines is with the individual who creates that message and sends it. The County reserves the right to treat the misuse of these resources as any other act of employment in accord with County personnel regulations.

II. TRAINING OBJECTIVES: PASSWORD SECURITY

A. Password Sharing

Passwords should not be shared across multiple users, or across multiple computer systems, unless expressly approved by the Security Administrator.

B. Password Expiration

Passwords will be changed periodically as determined by the password policy for each system in general this will be every 120-days. On automated systems with the capability, users should receive prior notice that their password is about to expire so that they are provided ample opportunity to change their password.

C. Password Complexity

Passwords used should be of sufficient complexity that they are not easily guessed. This includes such characteristics as:

1. Passwords should use at least five (5) alphanumeric characters, articulating a semi-pronounceable string where possible.

2. Passwords should not be obviously related to the user. This includes such items as spouse, children, or pet names or nicknames, license numbers, or phone numbers.

3. Good passwords can be found in the "second member" of a pair (aunt's name of your favorite uncle) or in pass phrases (fasterthanaspeedingbullet or FTASB).

D. Password Protection

County users should protect their passwords from any and all other individuals, and users should also respect this requirement on co-workers. This guideline is intended to include such items as:

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- 1. Disclosure of a County user's password to any person other than the password's owner is prohibited.
- 2. A County user should not enter his or her password if someone else is watching.
- 3. County users should not watch any other County user enter their password.
- 4. Passwords should not be written down-in any readable form, or programmed into any computer system or key for automatic login, recall, display or other use, except for a controlled password registry (cf 4.1.1.7 below).

E. System Administrator Account

System administrators will use system administrator accounts to perform system administration and user account maintenance functions only. These individuals will use regular accounts for non-administrator functions.

F. System Administrator Rights and Responsibilities

System Administrators have the right and the obligation to take necessary actions to ensure the availability of the computer system that they are supporting.

G. Administrator Password

Administrator passwords will not be shared, and will be changed with greater frequency than that required by these Guidelines, to ensure the confidentiality of administrator accounts. Administrator level accounts clearly marked (e.g. ADMIN_,LAURA) should only be used when performing duties requiring administrative access.

H. Training Passwords

Passwords created for training purposes should be changed regularly and should be restricted to access from systems designated as training resources. All training systems should have passwords. Training passwords should be activated only when training is in session.

I. Suspected Disclosure

In event of a suspected disclosure of a password, that password should be immediately changed.

III. TRAINING OBJECTIVES: GENERAL ANETTIQUETTE@

A. Logout Unattended Terminal/System

Kanabec County Authorized users should logout of computer terminals or systems if they are going to leave the computer terminal or system unattended. Automatic logouts or password-protected screensavers should be enabled wherever practical.

B. Alert Computer User

Kanabec County Staff should be alert about their computer or terminal status and take care that unauthorized individuals cannot read or modify data through a valid system login or session. Low-tech solutions can include anti-glare screen guards that prevent Ashoulder surfing@ and proper monitor placement.

Note: The intent of this guideline is for a user to be aware that potentially sensitive data may be displayed on a computer screen they are using. Users should take appropriate steps to ensure that unauthorized people are not reading over their shoulders.

C. Alert Printer Use

When a user prints sensitive, proprietary or otherwise controlled information, that user should retrieve the printed material in a timely manner to ensure that it is not available for unauthorized use.

D. Responsible Information Use

Kanabec County Staff should not make extra copies of any Kanabec County or client information beyond what is required to perform official duties.

E. Personal Privacy Zone

Kanabec County authorized users should make an effort to teach appropriate privacy behaviors concerning password entry as a part of general Anettiquette.@

IV. IS AND HR TECHNOLOGY CHECKLIST FOR DEPARTING EMPLOYEES

A. Voicemail

Voicemail stored on the system will be saved and access given to the supervisor for disposition and routing of existing messages.

B. Internal E-mail

Internal e-mail will be disabled immediately. As soon as practical, the former employee's name should be removed from the e-mail list it was in. If there is a gateway between the employee's internal and internet mail it should be disabled immediately as well, to prevent internal mail from 'leaking' into the Internet mailbox where it could be accessed.

1. Internal e-mail disabled. _____ (date)
2. Name removed from the e-mail directory and lists.
_____ (date)
3. Gateway between internal and internet mail disabled.
_____ (date)

C. Internet E-mail

Internet mail directed to a former employee should be forwarded to the employee's supervisor for disposition. In addition, Kanabec County may (but is not obliged to) send an auto-reply to the sender informing them of the employee's absence. One option the supervisor has is to forward messages of an obvious personal nature to the former employee, but is not a requirement of these Guidelines.

1. Internet mail forwarded to the employee's supervisor.
_____ (date)
2. Auto-reply informing senders of the employee's absence.
_____ (date)

D. Network Access

Network access, including direct access from the LAN and remote network access, either through dial-up or through the Internet into the Kanabec County administrative networks, shall be stopped, as the latest, on the employee's termination of employment. Network administration requirements may be such that certain accesses need to be curtailed earlier.

1. Network access stopped. _____ (date)
2. Remote network access stopped. _____ (date)

(Note: Network administration requirements may be such that certain accesses need to be curtailed earlier employee's last day of employment.)

E. Administrative Passwords

Override and common administrative passwords must all be cycled whenever an individual who had knowledge of these passwords terminates employment.

1. Override passwords changed. _____ (date)
2. Common administrative passwords changed. _____
(date)

BE IT FURTHER RESOLVED that the Information Systems Director may, by memorandum, delegate specified responsibilities to sub-system operators (*example: authorize the AS-400 operator to download & install AS-400 software*).

The motion for the adoption of the foregoing Resolution was duly seconded by Dennis Schulz 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.

11:00am – County Engineer Greg Nikodym met with the County Board to discuss matters concerning the Highway Department.

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

Partial payment, Bauerly Brothers, SAP 33-615-04	\$473,966.23
Partial payment, Bauerly Brothers, Misc Paving	\$141,080.76
Partial payment, Gladen Construction, SAP 33-615-03	\$ 43,621.64
Payment, Gladen, Flood Repair, SAP 33-615-03	\$ 13,994.60

It was moved by Kathi Ellis, seconded by Dennis Schulz, and carried unanimously to authorize the County Engineer to advertise for a bridge replacement on County Road 88.

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

Resolution 2 – 09/12/01

WHEREAS, the County of Kanabec has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for the reconstruction of County Bridge No. 33J12 over the Mud Creek, and

WHEREAS, the application for the grant has been received by the East Central Regional Development Commission, and

WHEREAS, the amount of the grant has been determined to be \$77,338.00;

NOW, THEREFORE, BE IT RESOLVED: That the County of Kanabec does hereby affirm that any cost of the bridge in excess of the grant will be appropriated from the funds

available to the County of Kanabec, and that any grant monies appropriated for the bridge but not required, based on the final estimate, shall be returned to the Minnesota State Transportation Fund.

It was moved by Dennis Schulz, seconded by Kathi Ellis, and carried unanimously to authorize replacing the Building Maintenance yard tractor at a net cost of \$1,250.00 from Greenway Implement.

It was moved by Kathi Ellis, seconded by Dennis Schulz, and carried unanimously to approve payment of the following claims on Water Plan Funds:

Transfer levy to Water Plan	\$2,468
ERA Laboratories	\$140
Liz Painter, Lewis Lake Septic Program	\$1,300
Robert Ahlstrom, Lewis Lake Septic Program	\$1,455
Midwest Analytical Services, Well Test	\$74
Kanabec SWCD, Tech Assistance, Monty Carlson	\$200
Monty Carlson, Erosion Control	\$1,906.74

It was moved by Dennis Schulz, seconded by Dennis McNally, and carried unanimously to approve payment of a claim of \$5,000.00 to Kanabec County Soil & Water Conservation on Wetland Funds.

11:25am – Patty Kruse with MAYRA met with the County Board to request approval for pulltab gambling.

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

Resolution 3 – 09/12/01

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 MAYRA for pull-tab gambling held at Mustang Bowling Center, 865 Frontage Road, Mora, MN 55051.

It was moved by Dennis Schulz, seconded by Kathi Ellis, and carried unanimously to approve payment of the following regular claims to be paid on Road & Bridge Funds:

Vendor	Expense
AAA Striping Service, Co.	40,225.95
Ace Hardware	296.89
Ameripride	388.00
Arnold's Equipment, Inc.	857.16
Aspen Equipment Co.	302.01
Auto Glass Center, Inc.	245.00
Boyer Ford Trucks	54.86
Calgraph Technology Services, Inc.	744.00
Central Applicators	11,572.08
Chamberlain Oil Company, Inc.	812.32
D. J.'s Municipal Supply Co.	1,721.57
Earl F. Andersen, Inc.	123.86
Earl's Welding	368.90
Federated Co-ops	1,115.31
Fisher Ford	36.31
Glen's Tire	641.69
Gopher State One-Call	8.00
Hall Drug Company	11.43
J-Craft, Inc.	429.44
Jim's Machine & Welding	38.00
Kanabec County Highway - Petty Cash	37.42
Lakes Gas Co.	21.08
Medtox Laboratories, Inc.	47.50
Mille Lacs County Highway Department	4,046.50
Minnesota State Auditor	1,924.78
National Bushing & Parts Co.	1,754.02
Newman Traffic Signs	825.38
Office Depot, Inc.	206.51
Oslin Lumber	99.78
Peterson, Kevin	102.08
Peterson, Tim	75.00
Pete's Auto Supply	726.55
Pomp's Tire Service, Inc.	2,973.48
Quality Disposal Systems, Inc.	117.45
RDO Financial Services Co.	1,891.46
RDO Financial Services Co.	1,107.39
Richards, Lila, The Cleaning Agent	639.80

S & T Office Products, Inc.	154.07
Sanbeck, Art	390.00
Sanitary Systems	85.20
Scharber & Sons	700.96
Spray Control Systems Inc.	298.56
Straight Line Machine	206.00
Vista Optical	<u>396.20</u>
Total:	78,819.95

11:45am – Duke Peterson with Moose Lodge 1544 met with the County Board to request approval for pulltab gambling.

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

Resolution 4 – 09/12/01

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 Moose Lodge 1544 for pull-tab gambling held at Moose Lodge 1544, RR 2, Box 100, 103rd Avenue, Braham, MN.

It was moved by Dennis Schulz, seconded by Dave Ulstrom, and carried unanimously to approve payment of the following claims on SCORE Funds:

Quality Disposal	\$4,000
Arthur Township	\$ 400
Ag Society	\$1,000

11:55am – Auditor/Treasurer Denise Cooper met with the County Board to discuss matters concerning inventory and budget.

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

Resolution 5 – 09/12/01

WHEREAS Kanabec County has a Fixed Asset Control Policy, and

WHEREAS this policy includes a reasonable cost threshold below which assets are not included in the formal inventory, and

WHEREAS Auditor/Treasurer Denise Cooper has requested an increase in the inventory threshold from \$500 to \$1,000 per item, and

WHEREAS this increase appears to be a reasonable cost threshold;

BE IT RESOLVED to amend the Kanabec County Fixed Asset Control Policy to set the inventory threshold at \$1,000 of original cost.

12:30pm – Dick Simpson requested time to speak to the board. The Chairperson granted the request. Mr. Simpson spoke to his views on the county plat and exemption process as well as land use in general. The board took the matter under advisement.

It was moved by Dennis Schulz, seconded by Kathi Ellis, and carried unanimously to pay the following claims on the funds indicated:

VENDOR	AMOUNT
A&A Enterprises	114.38
Ace Hardware	38.34
Ace Hardware	95.28
Ace Hardware	30.79
Ace Hardware	22.30
Ace Hardware	36.55
Ace Hardware	46.97
ACS	375.41
ACS	375.42
Airgas North Central	76.96
Aitkin Medical	104.80
Aitkin Medical	25.22
Allina Medical Clinic	530.75
American Business Forms	888.82
American Institutional Supply	50.46
AmeriPride	65.60
AmeriPride	347.13
Amoco Oil Co	53.80
Anderson, Karen	222.87
Anderson, Roberta	75.90
Anoka Co Juvenile Center	113.00

Anoka Co Juvenile Center	452.00
Arbo, Marvin	537.10
Armstrong, Becci	30.71
Armstrong, Becci	33.12
Ashworth Audio	8.19
Association of Mn Counties	275.00
Association of Mn Counties	275.00
Bachman Printing Co	199.66
Barno, Christine	46.92
Barno, Christine	36.30
Bearce, Teresa	59.54
Biever, Laurie	13.11
Biever, Laurie	148.35
Bindley Western	476.54
Blegen, LuAnn	96.20
Briggs	391.67
Burmeister, Laura	103.16
Burmeister, Laura	171.81
CDW Government	264.66
Cellular One	84.18
Central MN Juvenile Center	130.00
Century Labs Inc	92.68
Chader Business Equipment	116.20
Chisago Co Public Health	1,691.13
Coborns	19.85
Coborns	2.78
Coborns	711.62
Coborns Pharmacy	5,411.05
Continental Research Corp	147.23
Cooper, Denise	135.24
CPS	439.16
Crow, Sandra	41.40
Curt's Dairy	403.00
Cy's Uniforms	59.85
Dalco	140.76
DeJong Harriet	46.42
DeJong Harriet	94.53
DHS-C&TC	60.00
DHS-C&TC	40.00
Docutech Counsulting	495.00
Donner, Peter	100.00

Don's Towing	127.81
Dresser-Methven Funeral Service	250.00
East Central Exterminatingq	93.72
Ecowater Systems	67.62
Elfstrum, Brenda	123.86
Elfstrum, Brenda	170.43
Employers Association	4,725.00
Federated Cooperative	169.51
Federated Cooperative	88.61
Federated Cooperative	71.11
Federated Cooperative	73.48
Federated Cooperative	23.96
Federated Cooperative	86.48
Fredrickson, Earl	273.22
Friday, Jennifer	109.71
Friday, Jennifer	41.75
Gabrielson, Pat	211.49
Geo-Com Corp	250.00
Gerber Products	158.70
Glen's Tire	1,283.50
Graber, Jessica	44.99
Grandma's Kitchen	55.01
Granite Electronics	253.30
Grinnell Fire Protection	295.00
Gunderson Motors	184.25
Gunderson Motors	46.86
Handyman's Inc	101.03
Handyman's Inc	261.61
Hanger P&O	106.00
Henderson, Paul	12.45
Holiday	863.77
Holiday Inn	91.67
Holiday Inn-St Cloud	78.18
Horizon Towing	110.00
Hutchinson Telephone	1.64
Ikon Office Supplies	862.19
Injoy	91.95
Interlight	31.44
Isanti Co Auditor	27.20
Jerry's Bait	56.00
John Haeg Constuction	1,572.00

Johnson, Dawn	99.02
Johnson, Dawn	34.85
Johnson-Stassen, Debee	34.16
Johnson-Stassen, Debee	2.07
Kaliszewski, Sharon	157.32
Kaliszewski, Sharon	91.08
Kaliszewski, Sharon	8.28
Kanabec Co Public Health	148.54
Kanabec Co Public Health	469.58
Kanabec Co Public Health	191.90
Kanabec Hospital	4,464.10
Kanabec Publications	93.60
Kanabec Publications	24.38
Kanabec Publications	11.38
Kanabec Publications	11.38
Kanabec Publications	298.21
Kanabec Publications	578.59
Kanabec Publications	79.60
Kanabec Publications	41.54
Kanabec Publications	27.00
Kanabec Publications	20.80
Kanabec Publications	196.40
Keepers, Inc	303.70
Kientop, Sheila	40.61
Kinkos	83.07
Kleven, Gilbert	8.87
Knutson, Michelle	42.11
Kolodji, Julie	110.40
Kondratowicz, Sue	158.51
Krist, Deborah	57.62
Krueger, Louisa	99.71
Laska, Millie	716.35
Lee's Pro Shop	46.86
Lindahl, Ronda	180.44
Lindahl, Ronda	150.08
Lindahl, Ronda	19.32
Losinger, Jess	208.25
MACO	25.00
Magaard, Deb	124.55
Magaard, Deb	5.87
Marco	1,117.78

Marsuz LLC DBA Freddie's	76.78
Martin, Bill	16.59
Matthew Bender	82.50
Mattson Electric	125.19
Maul, Barbara	46.58
Maul, Barbara	50.37
MB McGee, MD	400.00
MCCC	6,499.93
McIlhargey, Lucille	122.79
McIlhargey, Steve	28.88
Midwave Corp	1,400.00
Midwest Forensic Pathology	2,600.00
Midwest Systems	820.00
Midwest Systems	1,250.00
Miller, Laurie	47.27
MinnComm	182.56
Minnesota Copy Systems, Inc	181.58
Minnesota Prevention Resource Center	110.00
Minnesota Sheriff's Assoc	432.30
MN Co Attorney's Assoc	45.00
MN Co Attorney's Assoc	60.00
MN Co Attorney's Assoc	15.00
MN Co Attorney's Assoc	15.00
MN State Auditor's Office	7,874.32
Mora Civic Center	700.00
Mosher, John	1,200.00
Moulton, Hope	48.99
Mr D's Amoco	933.40
Mr D's Amoco	90.78
National Bushing	148.29
Nelson, Marty	162.73
Nelson, Rosemary	56.93
Nelson, Shirley	32.43
Nelson, Shirley	56.24
Norby's Cleaning	2,125.00
Northland Communications	1,348.69
Northland Towing	65.00
Novus Auto Glass	534.49
Office Depot	303.31
Office Depot	12.22
Office Depot	14.87

Office Depot	4.47
Office Depot	63.74
Office Depot	188.23
Office Depot	2.07
Office Max	48.98
Office Max	128.10
Office Max	34.99
Office Max	34.58
Office Max	29.99
Office Max	29.99
Office Max	573.87
Office of State Auditor	150.00
Olsin Lumber	190.85
Olsin Lumber	21.35
O'Reilly, Molly	15.87
O'Reilly, Molly	57.27
Pamida	103.83
Peterson, Alan	7.59
Peterson, Alan	98.40
Peterson, Walter	244.03
Pete's Auto Supply	31.14
Pete's Auto Supply	131.50
Pfiffner, Betty	691.73
Pfiffner, Betty	27.60
Photo Express Plus	34.73
Photo Express Plus	30.68
Pierson, Kay	73.70
Pine Technical College	36.00
Pottratz, Patricia	97.29
Pottratz, Patricia	146.28
Prior, Edna	120.79
Quality Disposal Systems	45.13
Quality Disposal Systems	348.26
Raiche, Nancy	109.02
Raiche, Nancy	32.78
Ramsey County	1,000.00
Regions Hospital	180.77
Reliable Office Supplies	134.82
Ringler, Jennie	86.60
Ringler, Jennie	108.33
Ripp Restraints, Inc	150.00

RS Eden	131.25
Rural Cellular Corp	250.40
Rural Cellular Corp	36.71
Rural Cellular Corp	22.96
S&T Office Products	116.30
S&T Office Products	13.04
S&T Office Products	14.35
S&T Office Products	639.06
S&T Office Products	107.40
S&T Office Products	287.97
S&T Office Products	11.75
S&T Office Products	30.40
S&T Office Products	22.87
S&T Office Products	100.00
S&T Office Products	66.96
S&T Office Products	511.18
Salmela, Terry	300.15
Salmela, Terry	350.58
Samaritan Tire Co	420.64
Sandberg, Bev	124.55
Sandberg, Bev	57.62
Schroeder, Janelle	6.21
Schroeder, Janelle	142.49
Schroeder, Janelle	8.28
Schwinghammer, Jack	100.00
Schwinghammer, Jack	100.00
Schwinghammer, Jack	100.00
Scofield, Rebecca	30.02
Scofield, Rebecca	163.19
Scofield, Rebecca	39.33
Secure Benefits Systems Corp	10.00
Sedlacek, Lowell	172.97
Sheriff, Anoka County	58.00
Sheriff, Benton County	3,776.91
Sheriff, Hennepin County	54.50
Sheriff, Isanti County	3,390.00
Sheriff, Isanti County	2,200.00
Sheriff, Mille Lacs County	49.50

Sheriff, Pine County	122.45
Sheriff, Pine County	43.15
Sheriff, Sherburne County	72.80
Sjodin, Roberta	89.01
Sjodin, Roberta	16.22
Stericycle	97.50
Stolp, Dawn	70.04
Stolp, Dawn	13.46
Streicher's	147.35
Stringer Business Systems	82.83
Sundsvold, Kathy	65.38
Swanson, Lori	6.90
Swanson, Lori	33.81
Thompson, Wendy	180.44
Timm, Rena	32.09
Timm, Rena	76.94
Timm, Rena	3.45
Town & Country Oil	488.65
Treasurer, Sherburne County	3,840.00
Treasurer, Sherburne County	8,520.00
True Value Hardware	36.54
True Value Hardware	13.83
True, Cindy	181.13
True, Cindy	268.07
True, Cindy	13.80
UHL Company Inc	53.29
Uniforms Unlimited	87.70
Uniforms Unlimited	396.00
University of MN	95.00
University of MN	18.20
University of MN-Printing	398.89
US Office Products	534.84
Vaughan, Geneve	173.54
Villa Health Care	3,775.80
Voight, Jackie	13.80
Voight, Jackie	1.90
Voight, Jackie	13.80
Watson Co	489.07
Watson Co	443.07
Weepie, Diane	164.88
West Group	917.81

Wint, Mary	65.90
Wint, Mary	10.00
Ziebarth	<u>3,057.84</u>
	<u><u>117,407.32</u></u>

It was moved by Dave Ulstrom, seconded by Dennis Schulz, and carried unanimously to enter into agreements with CPS Technology Solutions as follows:

1. Purchase an upgrade to the AS-400 computer at a cost of \$2,196.76 per month for a total of 24 months, and
2. Purchase a service contract for a total cost of \$23,947.74.

Dennis Schulz introduced the following resolution and its adoption:

Resolution 6 – 09/12/01

BE IT RESOLVED by the Kanabec County Board of Commissioners that the following proposed year 2001 levies and proposed budget be adopted:

FUND	PROPOSED BUDGET	PROPOSED LEVY
Revenue Fund	6,673,351	3,690,362
Welfare Fund	3,887,871	1,512,372
Water Plan Fund	37,500	2,588
Technology Fund	5,000	5,000
Maintenance Fund	6,000	6,000
Road & Bridge Fund	3,868,100	1,360,000
Building Fund	390,718	375,718
SUB-TOTALS	14,868,540	6,952,040
Y2002 Homestead & Agricultural Aid		1,255,025
SUB-TOTAL WITHOUT DEBT SERVICE EXCLUSION		5,697,015
+ Debt Service for G.O. Bond		176,838
TOTAL FINAL PAYABLE Y2002 LEVY		5,873,853
Levy Limit Exceptions:		

That portion of the Jail Budget subject to mandates: (2002 Budget) – (2002 non-mandated)	1,036,816	
Supreme Court certified portion of Court Administrator’s Budget	229,487	
PERA Exception	14,202	
Loss of COPS FAST Grant	17,000	1,287,505
Budget Subject to Levy Limit (Sub-Total without Debt Service less Exceptions)		4,399,510
State Certified Levy Limit		
Certified Maximum Levy	4,984,303	
Less 2001 Jail Levy	584,793	4,399,510

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 McNally, Dennis Schulz, Dave Ulstrom,
Kathi Ellis, Stan Cooper

OPPOSED: None

ABSTAIN: None

It was moved by Dennis Schulz, seconded by Dave Ulstrom, and carried unanimously to adjourn at 3:40pm and to meet in regular session on Wednesday, September 19, 2001 at 9:00am.

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

Attest: _____
County Coordinator