

PROCEEDINGS OF THE COUNTY BOARD

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

September 17, 2008

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, September 17, 2008 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Jerry Nelson, Les Nielsen and Kevin Troupe.

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 with the following additions:

- a. AED Grant
- b. E911 Signs

Action #2 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the September 10, 2008 minutes of the Kanabec County Board of Commissioners as presented.

Action #3 – It was moved by Kevin Troupe, seconded by Les Nielsen, and carried unanimously to approve the purchase of an ACS PTS Enhancement 2007-20 for the county mainframe computer at a cost of \$1,776.67 from the Minnesota County Computer Cooperative from the Land Office Technology Fund.

Action #4 - It was moved by Jerry Nelson, seconded by Kim Smith, and carried unanimously to recess the board meeting at 9:05am to a time immediately following the Human Service Board.

The Kanabec County **Human Service Board** met at **9:05am** on Wednesday, September 17, 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 Human Services agenda. Items discussed included the budget, staffing, finances, and other agency business.

Action #HS5 - It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the agenda of the Human Service Board as amended:

- a. Advisory Committee Update
- b. Value Statements
- c. South Country Health Alliance

Action #HS6 – It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution #HS6 – 09/17/08
Building Modification

WHEREAS the Health & Human Service Director has requested modifications to the Public Service Building to improve safety and security, and

WHEREAS this modification would add security doors to the two corridors between reception and the general office area in the Family Service Agency area (the corridor between rooms 161 & 162 and again between rooms 163 & 164), and

WHEREAS this would add walls and doors to separate areas 151 and 153 into separate rooms, and

WHEREAS the Building Maintenance Supervisor has developed a plan to accomplish these goals;

BE IT RESOLVED to authorize the building modifications and furnishings at a project cost not to exceed \$12,250.00.

Action #HS7 – It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to approve 153 claims totaling \$274,718.79 on Welfare Funds.

Action #HS8 - It was moved by Kevin Troupe, seconded by Jerry Nelson, and carried unanimously to adjourn the Human Service Board at 10:06am to meet again in regular session on Wednesday, October 15, 2008 at 9:05am.

The meeting of the Kanabec County Board of Commissioners resumed.

10:07am - Health & Human Service Director Wendy Thompson met with the board to discuss Public Health staffing and transportation.

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

Resolution #9 – 09/17/08
ORDER OF THE BOARD

WHEREAS there is a vacancy in the position of Public Health Nurse, and

WHEREAS the board desires to refill this vacant position, and

WHEREAS the preference of the board is to refill this position with a Public Health Nursing Specialist, and

WHEREAS qualified Public Health Nursing Specialists are not always available;

BE IT RESOLVED that the County Board authorizes the Health & Human Service Director and the County Personnel Director to refill the vacant position with a part-time nurse at 24 hours per week with either:

- a. Public Health Nurse at Step A, Range 11 of the pay plan which is \$18.58 per hour + a \$2.00 market rate for a total of \$20.58 per hour or the rate set by rule for internal promotion, **or**
- b. Public Health Nurse Specialist at Step A, Range 14 of the pay plan which is \$22.13 per hour + a \$2.00 market rate for a total of \$24.13 per hour or the rate set by rule for internal promotion

BE IT FURTHER RESOLVED that the hours of work for this position be limited to those budgeted.

10:20am – Chief Deputy Sheriff Robert Jensen met with the County Board to discuss matters concerning the Sheriff’s Office.

Action #10 – It was moved by Kim Smith, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

Resolution #10 – 09/17/08
ORDER OF THE BOARD

WHEREAS there is a vacancy in the position of Part-Time Boat & Water Deputy Sheriff, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes County Sheriff and the County Personnel Director to hire a Part-Time Boat & Water Deputy Sheriff to refill the vacant position at Step A, Range 11 of the pay plan which is \$18.58 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.

Action #11 – It was moved by Jerry Nelson, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

Resolution #11 – 09/17/08
Equipment

WHEREAS the Sheriff wishes to purchase squad car equipment;

BE IT RESOLVED to authorize the purchase of the following equipment:

- (3) PM1500 VHF 110W Mobile AAM79KTD9PW5_N Radios
\$4,500.00 from Granite Electronics
- (2) PBTs ALCO-Sensor IV Fully Digital Intoxilators
\$1,248.18 from Intoxilator, Inc

Action #12 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve payment of a claim of \$1,200.00 to Olmstead County for 49 used, portable radios.

10:27am – Coordinator’s Assistant Kim Pautsch met with the County Board in behalf of the Insurance Committee to discuss matters concerning optional insurance coverage.

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

Resolution #13 – 09/17/08
Long Term Care Insurance

WHEREAS the Insurance Committee has recommended that voluntary Long Term Care Coverage insurance be authorized as an option under the county Cafeteria Plan, and

WHEREAS this would not be a cost to the county;

BE IT RESOLVED to approve a voluntary Long Term Care Coverage insurance from CNA through Ochs, Inc as an option under the county Cafeteria Plan effective January 1, 2009.

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

10:33am - The Chairperson closed public comment.

10:33am – Health & Human Service Director Wendy Thompson rejoined the meeting.

Action #14 – It was moved by Kevin Troupe, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

Resolution #14 – 09/17/08

Fiscal Agent

WHEREAS, Mille Lacs Public Transit, Inc and Kanabec County desire to provide access to local Public Transportation to persons who have no alternative mode of transit or limited access; to alleviate problems of energy consumption and promote desirable land use; and to maintain a local commitment to public transportation for the residents of Kanabec and Mille Lacs County, and

WHEREAS, Mille Lacs Public Transit pursuant to Minnesota Statute, Sections 174.21 to 174.24, is in need of a fiscal agent for the Public Transit Participation Program, and

WHEREAS, the Mille Lacs Public Transit has chosen to enter into an agreement with Kanabec County who will act as fiscal agent to administer the Public Transit Participation Program under the Federal Transportation Association under Title 49 of the U.S. Code Section 5311, and

WHEREAS the Kanabec County Board of Commissioners does agree to accept the role of fiscal agent;

BE IT RESOLVED to approve a Fiscal Agency Agreement between Kanabec County and Mille Lacs Public Transit, Inc. for the time period January 1, 2009 through January 31, 2010.

Action #15 – It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution #15 – 09/17/08

Vehicle Transfer Agreement

WHEREAS, Mille Lacs Public Transit, Inc. and Kanabec County desire to provide access to local Public Transportation to persons who have no alternative mode of transit or limited access; to alleviate problems of energy consumption and promote desirable land use; and to maintain a local commitment to public transportation for the residents of Kanabec and Mille Lacs County, and

WHEREAS to help achieve that desire, Mille Lacs Public Transit and Kanabec County wish to transfer ownership of existing vehicles for the provision of the Public Transit Participation Program under the Federal Transportation Association under Title 49 of the U.S. Code Section 5311;

BE IT RESOLVED to approve an “Agreement to Transfer Vehicles & Lease Space between Kanabec County and Mille Lacs Public Transit, Inc.,” and

BE IT FURTHER RESOLVED that this approval is contingent upon approval of the agreement by the Kanabec County Attorney as to form.

Action #16 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to authorize the Health & Human Service Director to apply to the Initiative Foundation for a transportation grant.

11:15am - The board took a 10 minute break.

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

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

Resolution #17 - 09/17/08
Labor Negotiations

BE IT RESOLVED to close at the meeting at 12:03pm pursuant to Minnesota Statute §13D.03 to consider strategy for labor negotiations, including negotiation strategies or developments and discussion and review of labor negotiation proposals, conducted pursuant to sections §179A.01 to §179A.25.

Action #18 – It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to reopen the meeting at 12:20pm.

Action #19 – It was moved by Jerry Nelson, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

Resolution #19 – 09/17/08
Close Meeting - Evaluation

WHEREAS the Personnel Director has presented the board with a regular annual performance evaluation for a Kanabec County Department Head;

BE IT RESOLVED to close the meeting at 12:20pm pursuant to the Open Meeting Law, Minnesota Statute §13D.05, subd 3 to evaluate the performance of County Coordinator Alan B. Peterson.

Action #20 – It was moved by Kim Smith, seconded by Jerry Nelson, and carried unanimously to reopen the meeting at 12:53pm.

Action #21 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

Resolution #21 – 09/17/08

Close Meeting – Evaluation

WHEREAS the board has evaluated the past year’s job performance of County Coordinator Alan B. Peterson, and

WHEREAS the board has discussed its findings with Peterson;

BE IT RESOLVED that the board finds his performance to be satisfactory.

Action #22 – The Chairperson adjourned the meeting at 1:09pm to meet in regular session on Wednesday, September 24, 2008 at 6:30pm.

Signed _____

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

Attest: _____

Alan B. Peterson, Kanabec County Coordinator