

PROCEEDINGS OF THE COUNTY BOARD

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

September 24, 2008

The Kanabec County Board of Commissioners met at 6:30pm on Wednesday, September 24, 2008 pursuant to adjournment with the following Board Members present: Kim Smith, Kathi Ellis, Les Nielsen and Kevin Troupe. Commissioner Nelson was absent.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Les Nielsen, seconded by Kevin Troupe, and carried unanimously to approve the agenda with the following additions:

- a. Laptop Purchase, Public Health
- b. Revised Transportation Agreements.
- c. October is Breast Cancer Awareness Month

Action #2 – It was moved by Les Nielsen, seconded by Kim Smith, and carried unanimously to approve the September 17, 2008 minutes of the Kanabec County Board of Commissioners as presented.

6:35pm – Jail Administrator Joanne Nelson met with the County Board to discuss the proposed Dispatch Sergeant.

Action #3 – It was moved by Kevin Troupe, seconded by Kim Smith, and carried unanimously to approve the following resolution:

Resolution #3 – 09/24/08

Dispatch Sergeant

WHEREAS the board did by Resolution 18-09/10/08 refer the position of Dispatch Sergeant to the pay plan consultant for review, and

WHEREAS the board has been presented with the results of that study;

BE IT RESOLVED to accept the following ranking for the “Dispatch Sergeant” position, which results in Pay Range 10:

Category	Rank	Points
Qualifications	q34	69
Decisions	d23	43
Problem Solving	p10	41
Relationships	r19	79

Effort A	ea5	4
Effort B	eb8	12
Hazards	h13	10
Environment	n13	13
TOTAL POINTS		271

and,

BE IT FURTHER RESOLVED that this change is effective January 1, 2009.

Action #4 – It was moved by Kim Smith, seconded by Les Nielsen, and carried unanimously to approve payment of a claim totaling \$8,847.50 to Kanabec-Pine Thrivent Financial for Lutherans.

Action #5 – It was moved by Kevin Troupe, seconded by Kim Smith, and carried unanimously to approve the following resolution:

Resolution #5 - 09/24/08

Board Meeting Date

WHEREAS the Kanabec County Board of Commissioners determined by Resolution #7-01/08/08 that it would have a regular county board meeting on Tuesday, November 25, 2008 at 6:30pm, and

WHEREAS the board does advertise its intention to meet on that date at that time, and

WHEREAS the board does wish to change the meeting time from 6:30pm to 9:00am on that day;

BE IT RESOLVED to direct the County Coordinator to post and advertise the intent of the board to change the Kanabec County Board of Commissioners meeting time from 6:30pm to 9:00am on November 24, 2008.

Action #6 – It was moved by Kevin Troupe, seconded by Kim Smith, and carried unanimously to approve a **Consent Agenda** including all of the following actions:

Resolution #6a – 09/24/08

Landwehr Construction Claim

WHEREAS Landwehr Construction is the Category #1—Earthwork/Utilities—contractor for the jail project, and

WHEREAS the board has received a claim from the Landwehr Construction for payment for worked performed on the jail project, and

WHEREAS the Construction Manager has certified Landwehr application #5 for approval as follows:

Contract Sum	= \$477,888.57
Total Completed to date	= \$422,628.67
5% Retainage	= \$ 21,131.43
Previously paid	= <u>\$374,268.17</u>
Current Due	= \$ 27,229.07

and,

WHEREAS the Construction Committee has approved these claims;

BE IT RESOLVED to authorize payment of \$27,229.07 on Jail Bond Funds to Landwehr Construction.

Resolution #6b – 09/24/08

Bruce's Contracting Claim

WHEREAS Bruce's Contracting is the Category #—Concrete—contractor for the jail project, and

WHEREAS the board has received a claim from Bruce's Contracting for payment for worked performed on the jail project, and

WHEREAS the Construction Manager has certified Bruce's Application #2 for approval as follows:

Contract Sum	= \$256,650.00
Total Completed to date	= \$135,020.24
5% Retainage	= \$ 6,751.01
Less previous payments	= <u>\$102,606.71</u>
Current Due	= \$ 25,662.52

and,

WHEREAS the Construction Committee has approved this claim;

BE IT RESOLVED to authorize payment of \$25,662.52 on Jail Bond Funds to Bruce's Contracting

Resolution #6c – 09/24/08

Harbor City Masonry Claim

WHEREAS Harbor City Masonry is the Category #4—Masonry—contractor for the jail project, and

WHEREAS the board has received a claim from the Harbor City Masonry, Inc for payment for worked performed on the jail project, and

WHEREAS the Construction Manager has certified Harbor City Masonry Application #1 for approval as follows:

Contract Sum	= \$347,073.85
Total Completed to date	= \$ 57,300.00
5% Retainage	= \$ 2,865.00
Less previous payments	= <u>\$ 0</u>
Current Due	= \$ 4,750.00

and,

WHEREAS the Construction Committee has approved this claim;

BE IT RESOLVED to authorize payment of \$4,750.00 on Jail Bond Funds to Harbor City Masonry, Inc

Resolution #6d – 09/24/08

Eagle Construction Claim

WHEREAS Eagle Construction is the Category #6—Steel Erection—contractor for the jail project, and

WHEREAS the board has received a claim from the Eagle Construction for payment for worked performed on the jail project, and

WHEREAS the Construction Manager has certified Eagle Construction Application #3 for approval as follows:

Contract Sum	= \$167,749.00
Total Completed to date	= \$125,443.50
5% Retainage	= \$ 6,272.18
Less previous payments	= <u>\$112,716.55</u>
Current Due	= \$ 6,454.77

and,

WHEREAS the Construction Committee has approved this claim;

BE IT RESOLVED to authorize payment of \$6,454.77 on Jail Bond Funds to Dynamic Structural Steel, LLC

Resolution #6e – 09/24/08

Boser Construction

WHEREAS Boser Construction is the Category #7—Carpentry—contractor for the jail project, and

WHEREAS the board has received a claim from the Boser Construction for payment for worked performed on the jail project, and

WHEREAS the Construction Manager has certified Boser Construction Application #2 for approval as follows:

Contract Sum	= \$109,190.00
Total Completed to date	= \$ 11,893.80
5% Retainage	= \$ 594.69
Less previous payments	= <u>\$ 2,992.50</u>
Current Due	= \$ 8,306.54

and,

WHEREAS the Construction Manager has certified Boser Construction Application #3 for approval as follows:

Contract Sum	= \$109,190.00
Total Completed to date	= \$ 17,713.00
5% Retainage	= \$ 885.65
Less previous payments	= <u>\$ 11,299.14</u>
Current Due	= \$ 5,528.21

WHEREAS the Construction Committee has approved these claims;

BE IT RESOLVED to authorize payment of \$13,834.75 on Jail Bond Funds to Boser Construction, Inc.

Resolution #6f – 09/24/08

Horizon Roofing

WHEREAS Horizon Roofing is the Category #9—Roofing—contractor for the jail project, and

WHEREAS the board has received a claim from the Horizon Roofing for payment for worked performed on the jail project, and

WHEREAS the Construction Manager has certified Horizon Roofing Application #4 for approval as follows:

Contract Sum	= \$362,398.00
Total Completed to date	= \$305,915.08
5% Retainage	= \$ 15,295.75
Less previous payments	= <u>\$218,462.70</u>
Current Due	= \$ 72,156.63

and,

WHEREAS the Construction Committee has approved this claim;

BE IT RESOLVED to authorize payment of \$72,156.63 on Jail Bond Funds to Horizon Roofing.

Resolution #6g – 09/24/08

Heartland Glass Claim

WHEREAS Heartland Glass is the Category #12—Aluminum Window—contractor for the jail project, and

WHEREAS the board has received a claim from Heartland Glass for payment for worked performed on the jail project, and

WHEREAS the Construction Manager has certified Heartland Glass Building Application #1 for approval as follows:

Contract Sum	= \$38,300.00
Total Completed to date	= \$13,693.30
5% Retainage	= \$ 684.67
Less previous payments	= <u>\$ 0</u>
Current Due	= \$13,008.63

and,

WHEREAS the Construction Committee has approved this claim;

BE IT RESOLVED to authorize payment of \$13,008.63 on Jail Bond Funds to Heartland Glass.

Resolution #6h – 09/24/08

Regal Contractors Claim

WHEREAS Regal Contractors Inc is the Category #14—Gypsum Board—contractor for the jail project, and

WHEREAS the board has received a claim from the Regal Contractors for payment for worked performed on the jail project, and

WHEREAS the Construction Manager has certified Regal Contractors Application #2 for approval as follows:

Contract Sum	= \$156,084.00
Total Completed to date	= \$ 16,400.00
5% Retainage	= \$ 820.00
Less previous payments	= <u>\$ 2,280.00</u>
Current Due	= \$ 13,300.00

and,

WHEREAS the Construction Committee has approved this claim;

BE IT RESOLVED to authorize payment of \$13,300.00 on Jail Bond Funds to Regal Contractors Inc

Resolution #6i – 09/24/08

Rich Prairie Painters Claim

WHEREAS Rich Prairie Painters is the Category #22—Painting—contractor for the jail project, and

WHEREAS the board has received a claim from Rich Prairie Painters for payment for worked performed on the jail project, and

WHEREAS the Construction Manager has certified Rich Prairie Painters Application #2 for approval as follows:

Contract Sum	= \$98,000.00
Total Completed to date	= \$ 9,744.28
5% Retainage	= \$ 487.21
Less previous payments	= \$ <u>2,565.00</u>
Current Due	= \$ 6,692.07

and,

WHEREAS the Construction Committee has approved this claim;

BE IT RESOLVED to authorize payment of \$6,692.07 on Jail Bond Funds to Rich Prairie Painters.

Resolution #6j – 09/24/08

Pauly Jail Building Company, Inc.

WHEREAS Pauly Jail Building Company is the Category #20—Detention Equipment—contractor for the jail project, and

WHEREAS the board has received a claim from the Pauly Jail Building Company, Inc. for payment for worked performed on the jail project, and

WHEREAS the Construction Manager has certified Pauly Jail Building Application #5 for approval as follows:

Contract Sum	= \$1,619,346.59
Total Completed to date	= \$1,146,330.25
5% Retainage	= \$ 57,316.51
Less previous payments	= \$ <u>1,001,323.79</u>
Current Due	= \$ 87,689.95

and,

WHEREAS the Construction Committee has approved this claim;

BE IT RESOLVED to authorize payment of \$87,689.95 on Jail Bond Funds to Pauly Jail Building Company, Inc.

Resolution #6k – 09/24/08

Brothers Fire Protection Claim

WHEREAS Brothers Fire Protection is the Category #21—Fire Protection—contractor for the jail project, and

WHEREAS the board has received a claim from Brothers Fire Protection for payment for worked performed on the jail project, and

WHEREAS the Construction Manager has certified Brothers Fire Protection Application #1 for approval as follows:

Contract Sum	= \$111,225.00
Total Completed to date	= \$ 1,625.00
5% Retainage	= \$ 81.25
Less previous payments	= \$ <u>0</u>
Current Due	= \$ 1,543.75

and,

WHEREAS the Construction Committee has approved this claim;

BE IT RESOLVED to authorize payment of \$1,543.75 on Jail Bond Funds to Brothers Fire Protection.

Resolution #6l – 08/27/08

Alexandria Plumbing & Heating

WHEREAS Alexandria Plumbing & Heating is the Category #22—Mechanical/Plumbing—contractor for the jail project, and

WHEREAS the board has received a claim from Alexandria Plumbing & Heating for payment for worked performed on the jail project, and

WHEREAS the Construction Manager has certified Alexandria Plumbing & Heating Application #3 for approval as follows:

Contract Sum	= \$994,800.00
Total Completed to date	= \$451,992.98
5% Retainage	= \$ 22,599.64
Less previous payments	= <u>\$312,662.09</u>
Current Due	= \$116,731.25

and,

WHEREAS the Construction Committee has approved this claim;

BE IT RESOLVED to authorize payment of \$116,731.25 on Jail Bond Funds to Alexandria Plumbing & Heating.

Resolution #6m – 08/27/08

McDowall Company

WHEREAS the McDowall Company is the Category #23—HVAC—contractor for the jail project, and

WHEREAS the board has received a claim from the McDowall Company for payment for worked performed on the jail project, and

WHEREAS the Construction Manager has certified McDowall Company Application #3 for approval as follows:

Contract Sum	= \$526,441.00
Total Completed to date	= \$ 72,264.80
5% Retainage	= \$ 3,613.24
Less previous payments	= \$ <u>7,790.95</u>
Current Due	= \$ 60,860.61

and,

WHEREAS the Construction Committee has approved this claim;

BE IT RESOLVED to authorize payment of \$60,860.61 on Jail Bond Funds to the McDowall Company.

Resolution #6n – 09/24/08

Willmar Electric Service Corp

WHEREAS Willmar Electric is the Category #26—Electrical—contractor for the jail project, and

WHEREAS the board has received a claim from Willmar Electric Service Corp for payment for worked performed on the jail project, and

WHEREAS the Construction Manager has certified Willmar Electric Application #3 for approval as follows:

Contract Sum	= \$1,321,300.00
Total Completed to date	= \$ 201,461.21
5% Retainage	= \$ 10,073.06

Less previous payments = \$ 170,560.68
Current Due = \$ 20,827.47

and,

WHEREAS the Construction Committee has approved this claim;

BE IT RESOLVED to authorize payment of \$20,827.47 on Jail Bond Funds to Willmar Electric Service Corp.

Resolution #6o – 09/24/08

Accurate Controls, Inc

WHEREAS Accurate Controls is the Category #28—Security Electronics—contractor for the jail project, and

WHEREAS the board has received a claim from Accurate Controls, Inc. for payment for worked performed on the jail project, and

WHEREAS the Construction Manager has certified Accurate Controls Application #2 for approval as follows:

Contract Sum = \$493,134.91
Total Completed to date = \$ 35,796.76
5% Retainage = \$ 1,789.85
Less previous payments = \$ 27,130.68
Current Due = \$ 6,876.23

and,

WHEREAS the Construction Committee has approved this claim;

BE IT RESOLVED to authorize payment of \$6,876.23 on Jail Bond Funds to Accurate Controls, Inc.

Resolution #6p – 09/24/08

General Jail Project Claims

WHEREAS the board has received a claim from various vendors for payment for the jail project, and

WHEREAS the billing appears consistent with the service delivered and the documentation is in order, and

WHEREAS the Construction Committee has approved these claims;

BE IT RESOLVED to authorize payment of the following claims on Jail Bond

Funds:

Ecowater Systems	\$17.04
Independent Testing Technologies	\$470.00
Knife Lake Sanitation	\$300.00
Sanitary Systems	\$213.00

Resolution #6q – 09/24/08

Furniture, Fixtures & Equipment Claim

WHEREAS the board has received a claim budgeted for the Furniture, Fixtures & Equipment budget of the jail project, and

WHEREAS the billing appears consistent with the service delivered and the documentation is in order, and

WHEREAS the Construction Committee has approved this claim;

BE IT RESOLVED to authorize payment of the following claim on Jail Bond Funds:

Smart Public Safety Software	\$39,547.00
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Resolution #6r – 09/24/08

Construction Manager's Claim

WHEREAS the board has received a claim from the Contegrity Group for payment for work performed in the construction phase the jail project, and

WHEREAS the work was performed in accordance with Board Resolution #14-09/26/07, the billing appears consistent with work performed and the documentation is in order;

BE IT RESOLVED to authorize payment of \$23,325.88 on Jail Bond Funds to the Contegrity Group.

Resolution #6s – 09/24/08

Architect's Claim

WHEREAS the board has received a claim from Klein McCarthy for payment for work performed in May, 2008 on the jail project as follows:

Professional Services	\$7,407.75
Reimbursables	\$1,667.50

and

WHEREAS the billing appears consistent with work performed and the documentation is in order and the Construction Committee has recommended approval;

BE IT RESOLVED to authorize payment of \$9,075.25 on Jail Bond Funds to Klein McCarthy Architects.

Resolution #6t – 09/24/08

Concrete Claim

WHEREAS the board has received a claim from East Central Concrete for payment for worked performed in topping the tunnel floor in the new jail, and

WHEREAS the billing appears consistent with work performed and the Construction Committee has recommended approval;

BE IT RESOLVED to authorize payment of \$6,280.00 on Jail Bond Funds to East Central Concrete.

Action #7 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

Resolution #7 - 09/24/08

Laptops

WHEREAS the board did decide during the budget process to delete four laptop computers from Public Health's 2009 budget and purchase them in 2008 with MCIT dividend funds, and

WHEREAS the Health & Human Service Director wishes to proceed with the purchases, and

WHEREAS the Information Systems Director has obtained quotes as follows:

- a. \$2,711.36 + tax from New Egg
- b. \$2,943.25 + tax from Tiger Direct

and,

WHEREAS the prices may vary somewhat from day to day;

BE IT RESOLVED to authorize the purchase of four laptop computers at a cost not to exceed \$3,000.00 for Public Health using MCIT Dividend Funds

Action #8 – It was moved by Kevin Troupe, seconded by Kim Smith, and carried unanimously to approve the following resolution:

Resolution #8 - 09/24/08

Vehicle Transfer

WHEREAS the board did, by Resolution #15-09/17/08, approve an “Agreement to transfer vehicles & lease space between Kanabec County and Mille Lacs Public Transit, Inc.,” and

WHEREAS it was found that the agreement could be improved with the elimination of unrelated language;

BE IT RESOLVED to approve a revised “Agreement to transfer vehicles & lease space between Kanabec County and Mille Lacs Public Transit, Inc.” with language relating to 501(c)3 organization struck.

Action #9 – Kim Smith introduced the following resolution and moved its adoption:

Resolution #9 - 09/24/08

Fiscal Agent

WHEREAS the board did, by Resolution #14-09/17/08, approve an “Fiscal Agency Agreement Between Kanabec County and Mille Lacs Public Transit, Inc.,” and

WHEREAS it was found that the agreement could be improved with clarification of the number of representatives to the 501(c)3;

BE IT RESOLVED to approve a revised “Fiscal Agency Agreement Between Kanabec County and Mille Lacs Public Transit, Inc” with the phrase “three each” inserted into II.B.6.

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

IN FAVOR THEREOF: Kevin Troupe, Kathi Ellis, Kim Smith

OPPOSED: Les Nielsen

ABSTAIN: None

ABSENT: Jerry Nelson

whereupon the resolution was declared duly passed and adopted.

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

Resolution #11 - 09/24/08

Denim Day

WHEREAS Breast Cancer Awareness Month is an annual international health campaign organized by major breast cancer charities every October to increase awareness of the disease and to raise funds for research into its cause, prevention and cure; the campaign also offers information and support to those affected by breast cancer, and

WHEREAS County Attorney Amy Brosnahan has proposed that the county participate in Breast Cancer Awareness Month by having a “Denim Day” wherein any county employee could purchase the right to wear denim jeans for the price of \$5.00 with the \$5.00 being donated to a Breast Cancer charity;

BE IT RESOLVED that the Kanabec County Board of Commissioners hereby declares Friday, October 3, 2008 as “Denim Day” in Kanabec County and County Attorney Amy Brosnahan is the county spokesperson for the event.

7:30pm - The Chairperson then called for public comment three times. None responded.

7:33pm - The Chairperson closed public comment.

The board discussed labor relations issues at length.

Action #11 – It was moved by Kevin Troupe, seconded by Les Nielsen, and carried unanimously to adjourn at 8:21pm to meet in regular session on Wednesday, October 8, 2008 at 9:00am.

Signed _____

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

Attest: _____

Alan B. Peterson, Kanabec County Coordinator