

PROCEEDINGS OF THE COUNTY BOARD

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

September 8, 2004

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, September 8, 2004 pursuant to adjournment with the following Board Members present: Stan Cooper, Kathi Ellis, Jerry Nelson, Les Nielsen, and Dennis McNally.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Dennis McNally, seconded by Les Nielsen, and carried unanimously to approve the agenda with the following addition: East Central Solid Waste resolution request.

Action #2 - It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to approve the August 25, 2004 minutes of the Kanabec County Board of Commissioners as presented.

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

Resolution 3a – 09/08/04

WHEREAS the board has been presented with a claim to be drawn on Water Plan Funds, and

WHEREAS the Environmental Services Director has verified that this claim falls within the budget of the Water Plan and is an action item of the Water Plan Committee;

BE IT RESOLVED to approve payment of claims totaling \$70.00 as follows:

1. East Central Water Testing, Well-Baby Testing \$ 70.00

Resolution 3b – 09/08/04

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 July, 2004 claims on SCORE Funds:

Quality Disposal	\$3,320.00
Knife Lake Sanitation	\$1,080.00
Arthur Township	\$400
Richard Standingcloud	\$25
Gary Dahl	\$50
TOTAL	\$6,150

Resolution 3c – 09/08/04

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 19, 2004, and

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

BE IT RESOLVED to pay the following claims:

ERA Laboratories	\$196.00
East Central Energy	\$6.08
East Central Energy	\$11.65
East Central Energy	\$2.00
Total	\$215.73

Action #4 - It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to approve the following paid claims:

Ann Lake Twp	1,724.67
Ann Lake Twp	165.12
Aquila	996.88
Arthur Twp	280.24
Atkinson, Angela	25.00
Bauerly Co	254.69
Braham Public Schools	544.40

Brown Law Office	2,015.00
Brunswick Twp	2.86
Chamberlain Oil Co	839.51
City of Mora	2,587.00
City of Ogilvie-Clerk	29.33
Comfort Twp	6.64
Devries, Daren	18.20
East Cent Reg Dev Commissio	71.24
East Central School District	46.17
Ford Twp	705.34
Fortis Benefits	2,213.92
Gene Carda Excavating	9,025.00
GMCU	911.45
Goodman, Allison	86.72
Goodman, Ardys	26.72
Grass Lake Twp	676.32
Greepoint Credit	123.40
Haybrook Twp	397.78
Haybrook Twp	1,495.65
Hillman Twp	86.44
Hinckley-Finlayson Schools	60.38
Holiday Credit Office	3,012.29
Isle Public Schools	2,991.30
Jennings, Jon	102.00
Kanabec Co Court Admin	1,385.80
Kanabec Court Admin	235.00
Kanabec Twp	518.38
Kanabec Twp	100.00
Knife Lake Twp	384.80
Kroschel Twp	722.01
McVay Land Co	10.40
Mitchell, Jack	30.40
MN Dept of Finance	32,072.45
MN Mutual Life Ins	315.30
Mora Municipal Utilities	7,557.67
Mora Public Schools	92.75
Mora Public Schools	637.15
Mora Public Schools	200.00
Mork, Scot & Debra	100.00
Nelson, Derek	79.00
Northstar Access	1,494.79

Northstar Access	1,505.64
Ogilvie Public Schools	92.75
Ogilvie Public Schools	1,598.60
Ogilvie Public Schools	330.24
Peace Twp	186.47
Pearson, Irvin	6.00
Pomroy Twp	136.67
Provost, Ron	100.00
Schultz, Ray	4.00
Secretary of State	20.00
Sheperd Law Firm	8.00
Sheriff, Benton Co	43.00
Sheriff, Stearns Co	35.00
Soderstrom Septic Inspection	8,782.00
Soderstrom Septic Inspection	10,843.00
Southfork Twp	0.74
Spear & Swanson Law Office	174.75
Strom, Allen & Myrtle	2.00
Supreme Court Finance	401.00
Treasurer, Kanabec Co	2,214.00
Treasurer, Kanabec Co	480.00
Treasurer, Kanabec Co	57,276.57
Treasurer, State of MN	187.50
Treasurer, State of MN	4,670.17
US Link	541.14
Whited Twp	77.63
Zinn, Charles	100.00
Total	<u>167,274.43</u>

Snake River Watershed	
Aitkin Co Soil & Water	62.50
Dilks, William	212.87
ERA Laboratories	2,076.00
Kanabec Publications	22.01
Office Depot	38.55
Total	<u>2,411.93</u>

9:05am - Mike Johnson met with the County Board to discuss matters concerning the Snake River. The board took the matter under advisement.

Action #5 - It was moved by Les Nielsen, seconded by Dennis McNally, and carried unanimously to approve the following paid claim: Postmaster, \$120.00.

9:30am - The Kanabec County Jail Committee met with the County Board to present information about jail options. Those present included Jail Administrator Joanne Nelson, County Sheriff Steve Schulz, Maintenance Supervisor Bill Martin, Marcy Squires, Tom Jones, George Fantauzza and Ed Muehlberg. A detailed presentation of options and costs was made as well as discussion. The board took the matter under advisement.

10:50am - County Engineer Greg Nikodym met with the County Board to discuss matters concerning the Highway Department.

Action #6 - It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to approve the following policy statement:

SAFETY PROGRAM POLICY POLICY STATEMENT

The County of Kanabec realizes that it has the responsibility to provide safe work places for its employees, and safe environments for its citizens. Each employee must pursue the highest standards in his or her assigned activities, and all county employees must recognize that the wellbeing of persons and the protection of our physical resources are as important as the activity and work being performed.

The County of Kanabec has established a Loss Control Management Program, and the county expects its management, supervisors and employees to respond to all planned safety efforts and to perform their assigned jobs in the safest possible manner.

The Safety Coordinator will be assigned the responsibility of implementing, organizing and maintaining the overall Loss Control Management Program.

The Safety Coordinator will be our personal representative and will be responsible for the staff direction and administration of our safety program. The Safety Coordinator will submit an annual report to the County Board, by department, of the status of the safety program. All other reports that relate to this program will be presented to the County Board as necessary.

In addition, a Safety Committee is to be created to investigate major losses, loss trends, assign task force committees and to conduct other assigned activities. This committee will be made up of a manager and/or supervisor from each major area of responsibility within the county, and a non-management employee from each major area in the county.

Each county department-head will be responsible for the safety and wellbeing of the workers in his/her department as well as the repair and maintenance of facilities and equipment in his/her area of responsibility.

Each county employee will complete their assigned tasks in a safe fashion based on the training they received, the county safety rules, OSHA standards, good safety practices and any other appropriate guideline.

The County of Kanabec is committed to doing all in its power to make its Safety Program and Safety Committee a success, and expects all county employees to assist in this effort by contributing expertise and by following all established rules and procedures.

The County of Kanabec recognizes its obligation to provide the safest possible working conditions for its employees, a safe environment for its citizens, and in the event of an accident, to provide prompt first aid and medical care to minimize personal injuries. This requires a safety program whereby: (1) our employees will be provided proper personal protective equipment and job instruction; (2) their work practices will be frequently reviewed; and (3) most important, their work performance will be supervised.

The safety program will provide for the establishment of job safety training, minimum job safety requirements, investigation and reporting of accidents, and a health program. We, the Kanabec County Board of Commissioners require that each department head implement and aggressively support our safety program. All heads of departments and all supervisors will be responsible for the actions of their employees. All employees will be expected to follow safe practices, to obey safety rules, and to help generally in the program of the Safety Coordinator. We all must make every effort to reduce the impact that accidents have to Kanabec County's employees and its resources.

Action #7 - It was moved by Stan Cooper, seconded by Les Nielsen, and carried unanimously to authorize the County Engineer to make offers to purchase right of ways for SAP 33-604-16, the reconstruction of CSAH #4 from CSAH #12 to CSAH #16.

11:05am - The Chairperson then called for public comment. Those who responded included:

Bob Mayo	Asked what action was being taken regarding expansion of mobile home park.
Don Schmeltzer	Has there been any investigation of mining along the Knife River?
Bob Swetz	Comments about a trailer that should be moved.

11:26am - The Chairperson closed public comment.

11:34am - Property Tax Specialist Karen McClellan met with the County Board to discuss a proposed 2005 AS-400 budget.

11:52am - The board took an eight-minute break.

12:03pm - Becky Nelson and Janice Warner met with the County Board to discuss concerns about the practices of the Family Service Agency.

Action #8 - It was moved by Les Nielsen, seconded by Dennis McNally, and carried unanimously to approve the following resolution:

Resolution 8 – 09/08/04

WHEREAS the County Assessor’s term will expire on December 31, 2004;

WHEREAS County Assessor Sue Kondratowicz has submitted a letter of resignation for the position of County Assessor;

WHEREAS MN Statute 273.061 Subd 2 (a) states that if the board does not intend to reappoint a county assessor, the board shall present written notice to the county assessor not later than 90 days prior to the termination of the assessor’s term;

BE IT RESOLVED that the Kanabec County Board of Commissioners accepts the resignation of County Assessor Sue Kondratowicz and her last day of employment will be December 31, 2004;

BE IT FURTHER RESOLVED to present written notice to Sue Kondratowicz that the Board of Commissioners will not reappoint her on December 31, 2004.

Action #9 - It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to approve payment of the following claims on the funds indicated:

Revenue Fund	
VENDOR	AMOUNT
A&A Enterprises	114.38
Ace Hardware	2.66
Ace Hardware	92.41
Ace Hardware	7.82
Airgas North Central	97.76
Aitkin Medical	1,296.81
Akkerman-Ingebrand Funeral Home	300.00
Allina Medical Clinic	736.50
AmeriPride	383.02
AmeriPride	54.26
Ammerman Tree Service	372.75
Ammerman, Kari	320.25
Anderson, Jody	632.14
Anderson, Karen	104.25
Arbo, Marvin	320.00

Armstrong, Becci	28.13
Arrowwood Resort	169.34
Automation Supply	49.81
Biever, Laurie	156.00
Bob Barker Co	208.83
Braham Motor Service	2,570.33
Breezy Point	326.00
Briggs	500.30
Briggs	57.80
Budget Lighting	617.15
Cassman, Deb	145.88
CDW	92.85
CMI	57.45
Coborns	6.68
Coborns	713.93
Coborns Pharmacy	1,820.58
Coborns Pharmacy	19.00
Coborns Pharmacy	409.99
Colburn, Judy	289.63
Commissioner, MN Dept of Education	100.00
Community Health Conference	110.00
Connolly, Sean	83.81
Consolidated Telecommunications	7.01
CPS	159.00
Crawford Supply Co	205.12
Dalco	97.57
Deluxe Business Checks	58.89
E-911	12,415.28
East Central Energy	44.22
East Central Exterminating	85.20
EBSC	222.00
ECM Publishers	158.00
Ecowater	60.38
Elfstrum, Brenda	238.14
Emergency Medical Products	441.71
Employers Association	540.00
Employers Association	216.00
Erbstoesser, Arnie	381.89
Fredrickson, Earl	108.00
Friday, Jennifer	78.38
Gabrielson, Pat	475.88
GHA Technologies	129.26
GHA Technologies	141.11

Global	74.19
Grant, Don	862.74
Hannu, JoAnn	199.88
Harff, Shirley	276.43
Henderson, Paul	77.70
Hohn's Auto Body	1,109.62
Indianhead Specialty	15.76
Inter-Tel Technologies	8.00
Ivans	27.80
J&M Service	84.00
Jerry's Bait	105.00
John Haeg Construction	900.00
Johnson, Dawn	176.25
Johnson, Jeanette	146.63
Johnson-Stassen, Debee	138.75
Kanabec Co Family Services	2,500.00
Kanabec Co Hwy Dept	93.84
Kanabec Co Hwy Dept	26.43
Kanabec Co Hwy Dept	20.15
Kanabec Co Hwy Dept	45.06
Kanabec Co Hwy Dept	28.56
Kanabec Co Public Health	4,836.63
Kanabec County	56.44
Kanabec County	28.22
Kanabec Publications	318.34
Kanabec Publications	899.45
Kanabec Publications	31.00
Kanabec Publications	309.00
Kanabec Publications	70.29
Kanabec Publications	31.58
Kanabec Publications	12.77
Keefe Supply Co	620.08
Kleven, Bud	4.68
Knutson, Michelle	22.22
Kondratowicz, Sue	49.60
Krueger, Louisa	25.13
Lake Superior Cleaners	40.42
Lakes Area Mudjacking Co	1,300.00
Laska, Millie	790.95
Losinger, Jess	170.40
MAAO	130.00
MAAO	250.00
MAAO	175.00

MAAO	250.00
Magaard, Deb	216.38
Marco	117.77
Marco	208.67
Marco	127.80
Marco	245.15
Marco	105.32
Martin, Bill	12.56
MCCC	100.00
MCCC	1,764.00
MCCC	1,764.00
McClellan, Karen	7.76
McGee, MB	800.00
Meyer Century Labs	83.08
Midwest Children's Resource Center	20.00
Miller, Matt	71.81
MN County Attorney's Assn	87.86
MN County Attorney's Assn	88.93
MN Dept of Admin	600.00
MN Dept of Health	10.00
MN Dept of Labor	20.00
MN State Bar Assoc	385.00
MN State Bar Assoc	46.86
MN State Law Library	175.00
Moore Medical Corp	124.69
Mora Bakery	23.40
Mora Psychological Services	300.00
Nelson, Rosemary	46.20
Norby's Cleaning	2,400.00
Nordahl Marine	85.00
Northland Chemical	88.19
Northland Fire Protection	875.00
Novus Auto Glass	442.52
Nyman, Sherri	94.13
Oak Gallery	33.33
Office Depot	687.19
Office Depot	41.71
Office Depot	117.73
Office Depot	134.55
Office Depot	18.99
Office Depot	166.33
Office Depot	55.72
Office Depot	104.52

Office Depot	84.33
Office Depot	18.37
O'Reilly, Molly	336.75
Pamida	94.61
Pamida	254.49
Parallel Technologies	479.04
Pautsch, Kim	41.10
Peterson, Walter	476.88
Pfiffner, Betty	648.38
Photo Express	5.79
Pizza Hut	67.03
Ponto, Jodi	3.00
Powerphone	578.00
Quality Disposal	373.10
Quill	70.27
Raiche, Nancy	168.01
Ramsey Co	2,400.00
Ratwik, Roszak & Maloney, PA	1,155.76
Regions Hospital	255.00
Reliable	54.28
Reliable	42.14
Reliance Telephone Systems	1,400.00
Ringler, Jennie	183.01
Risk & Needs Assessment	200.00
RS Eden	100.80
Rural Cellular Corp	42.09
Rural Cellular Corp	1,337.48
Rural Cellular Corp	73.55
Rural Cellular Corp	17.56
S&T Office Products	28.93
S&T Office Products	10.00
S&T Office Products	883.17
Sandberg, Bev	217.13
Sandstone Distributing	12.00
SBC Paging	161.14
Schindler Elevator	806.10
Schroeder, Janelle	113.63
Scofield, Rebecca	73.50
Sedlacek, Lowell	176.35
Seven Co Senior Federation	20.00
Sherburne Co A/T	3,380.00
Sheriff, Isanti Co	4,895.00
Sheriff, Mille Lacs Co	13,950.00

Sjodin, Roberta	156.00
Snowflake Distributing	354.00
Stahlke's	72.00
Stericycle	75.75
Streicher's	145.21
Streicher's	5,238.61
Stringer	84.86
Swanson, Lori	16.50
Synergy Graphics	292.40
Synergy Graphics	2,825.24
Synergy Graphics	3,716.90
The Cleaning Agent	272.88
Thompson, Wendy	573.00
Timm, Rena	66.76
TM Johnson Bros	283.00
T-Mobile	64.90
True Value Hardware	7.75
University of MN	3,844.00
Vanguard Appraisals	10,370.00
Vaughan, Geneve	56.63
Viking Office Products	8.50
Viking Office Products	233.29
Vogel, Darla	105.75
Voight, Jackie	63.76
Watson Co	237.23
Watson Co	764.86
Wells Fargo Bank	15,935.89
West Payment Center	1,650.22
Weston, Rebekah	80.00
Wickeham, Terry	65.00
Wright, Dave	61.46
Zamora, Raymond	150.00
Total	<u>143,427.80</u>

Road & Bridge Fund

Vendor	Amount
3M KAA8792	1,355.98
Ace Hardware	96.65
Ameripride	698.47
Bergman Companies, Inc.	1,260.00
Blum Sand & Gravel	2,835.33
Braham Motor Service, Inc.	953.05
Catco	29.68
Cemstone Products Inc.	189.59

Chamberlain Oil Company, Inc.	839.51
Chamberlain Oil Company, Inc.	126.52
Commissioner of Transportation MS 275	85.00
Commissioner of Transportation MS 215	4,273.67
E. G. Rud & Sons	10,225.87
Earl F. Andersen, Inc.	4,190.32
Gopher State One-Call	12.65
Grainger	82.37
H & L Mesabi	3,928.41
Husky Spring	656.25
Insty-Prints	218.10
J-Craft	1,083.31
Jim's Locksmithing	247.66
Lila Richards, The Cleaning Agent	910.58
National Bushing & Parts Co.	1,244.24
Nielsen, Terry L. & Laneta M. *	401.00
Northern States Supply, Inc.	206.68
Northland Fire Protection	425.00
Office Depot	114.19
Onamia NAPA Auto Parts	319.54
Oxygen Service Company	157.66
Pomp's Tire Service, Inc.	5,285.17
Power Plan	3,559.40
Quality Disposal Systems, Inc.	136.22
Rudolph's, Inc.	124.52
S & T Office Products	112.34
Safety-Kleen Systems, Inc.	242.13
Schindler Elevator Corporation	441.39
Snap-On Tools	98.99
Timmer Implement, Inc.	98.41
Traffic Marking Service, Inc.	9,075.47
Troupe Advertising	69.23
True Value Hardware	47.93
Ziegler Inc.	33.62
Total:	<u>56,492.10</u>

12:35pm - County Sheriff Steve Schulz met with the County Board to discuss matters concerning the Sheriff's Office.

Action #10 - It was moved by Dennis McNally, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution 10 – 09/08/04
ORDER OF THE BOARD

BE IT RESOLVED to move Civil Process/Transport Employee Marty Nelson

from pay step G7B to G7C.

Action #11 - It was moved by Stan Cooper, seconded by Jerry Nelson, and carried unanimously to approve a Joint Powers Agreement to form the North Central Drug Task Force.

Action #12 - It was moved by Les Nielsen, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution 12 – 09/08/04

WHEREAS the Minnesota Pollution Control Agency has issued Notice of Intent to Adopt Rules without a Public Hearing regarding Solid Waste Transfer Stations, and

WHEREAS the proposed rules would have an adverse effect upon recycling efforts within East Central Minnesota, and

WHEREAS this is a matter which would be better served by further public input;

BE IT RESOLVED to request that the Minnesota Pollution Control Agency hold Public Hearings on the proposed rules prior to any consideration of adoption.

Action #13 - It was moved by Stan Cooper, seconded by Les Nielsen, and carried unanimously to recess at 1:49pm to meet in continued session on Tuesday, September 14, 2004 at 9:00am in the County Board Room: Room 164 of the Kanabec County Courthouse.

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, September 14, 2004 pursuant to recess with the following Board Members present: Stan Cooper, Kathi Ellis, Jerry Nelson, Les Nielsen, and Dennis McNally.

The board discussed Y2005 budget proposals at length.

Action #14 - It was moved by Jerry Nelson, seconded by Les Nielsen, and carried unanimously to adjourn at 1:00pm to meet in regular session on Wednesday, September 15, 2004 at 9:00am.

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

Attest: _____
Kanabec County Coordinator