

# PROCEEDINGS OF THE COUNTY BOARD

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

**September 9, 2009**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, September 9, 2009 pursuant to adjournment with the following Board Members present: Kim Smith, Les Nielsen, Kathi Ellis, Roger Crawford 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 as amended:

- a. Spring Lake Trail award
- b. Delete the 11:25am appointment with VanderWiel

Action #2 – Kim Smith moved to approve the August 25, 2009 minutes of the Kanabec County Board of Commissioners as presented. The motion was duly seconded by Kevin Troupe and upon a vote being taken thereon, the following voted:

**IN FAVOR THEREOF:** Kim Smith, Les Nielsen, Roger Crawford, Kevin Troupe.

**OPPOSED:** None

**ABSTAIN:** Kathi Ellis

whereupon the action was adopted.

Action #3 – Kim Smith moved to approve the August 26, 2009 minutes of the Kanabec County Board of Commissioners as presented. The motion was duly seconded by Kevin Troupe and upon a vote being taken thereon, the following voted:

**IN FAVOR THEREOF:** Kim Smith, Les Nielsen, Roger Crawford, Kevin Troupe.

**OPPOSED:** None

**ABSTAIN:** Kathi Ellis

whereupon the action was adopted.

Action #3 - It was moved by Roger Crawford, seconded by Les Nielsen, and carried unanimously to approve a **Consent Agenda** including all of the following actions:

## **Resolution #3a - 09/09/2009**

Transit Claims

**WHEREAS** the Transit uses volunteer drivers for many public purposes, and

**WHEREAS** these drivers are reimbursed for incurred expenses in accordance with County Policy and public law, and

**WHEREAS** the Transit Department Manager recommends approval of these claims;

**BE IT RESOLVED** to approve the following driver expense claims for reimbursement, all of which are properly documented:

	<b>AMOUNT</b>
Annette Majeski	\$ 418.50
Barb Maul	\$ 112.20
Betty Geisthardt	\$ 219.50
Bev Gustafson	\$ 36.95
Bill Hood	\$ 571.65
Bob Hoefert	\$1,213.33
Charlyne Grant	\$1,258.25
Gary Nelson	\$ 581.45
Jean Newgard	\$ 350.19
Jennifer Leerssen	\$ 534.05
Jerald Nelson	\$ 429.55
Joy Morrell	\$ 822.80
Judy Colburn	\$ 337.70
Karen Luberda	\$ 399.05
Ken Dery	\$ 240.90
Linda Nelson	\$ 494.10
Marlys Wolbert	\$ 282.70
Mary Lou Moriarity	\$ 251.90
Millie Laska	\$ 523.90
Ray Zamora	\$ 614.25
Rollie Pieper	\$1,077.27
Ronette Nelson	\$ 368.48
Sy Tadych	\$ 900.95
Ted Lindgren	\$ 547.31
Terrie Reed	\$ 114.40
Willard Landreville	\$ 620.39
<b>Total for Volunteer Drivers</b>	<b>\$13,321.72</b>

### **Resolution #3b – 09/09/09**

#### **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 July, 2009 claims on SCORE Funds:

Quality Disposal	\$4,309.52
East Central Solid Waste	\$38.00
TOTAL	\$3,947.52

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**Resolution #3c – 09/09/09**

**KLID 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 8, 2009, and

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

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

Kassie Norby	\$50.00
ERA Laboratories	\$183.00
Kanabec Publications	\$85.63
Kanabec Publications	\$8.03

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Action #4 - It was moved by Les Nielsen, seconded by Roger Crawford 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, September 9, 2009 pursuant to public notice with the following Board Members present: Kathi Ellis, Les Nielsen, Kim Smith, Roger Crawford 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 Roger Crawford, seconded by Les Nielsen, and carried unanimously to approve the Public Health Board Agenda with the following additions:

- a. Emergency Operations Vehicle
- b. Tic Disease

Action #PH6 - It was moved by Les Nielsen, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

## **Resolution #PH6 – 09/09/09**

### Drug Free Communities

**WHEREAS** Kanabec County has been awarded a Federal Drug Free Communities Grant, and

**WHEREAS** the Health & Human Service Director has recommended acceptance of the grant;

**BE IT RESOLVED** that the Kanabec County Board of Commissioners accepts the Federal Drug Free Communities Grant.

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*Action #PH7* - It was moved by Roger Crawford, seconded by Kim Smith, and carried unanimously to approve the following resolution:

## **Resolution #PH7 – 09/09/09**

### Health Educator

### **ORDER OF THE BOARD**

**WHEREAS** the Health & Human Service Director has identified a need for a limited term Health Educator to serve Alcohol, Tobacco and Other Drug (ATOD) Grant duties, and

**WHEREAS** the board desires to fill this position;

**BE IT RESOLVED** that the County Board authorizes Health & Human Service Director Wendy Thompson and the County Personnel Director to hire a full-time Health Educator at 40 hours per week to refill the vacant position at Step A, Range 10 of the pay plan which is \$17.53 per hour or the rate set by rule for internal promotion, and

**BE IT FURTHER RESOLVED** that this is a limited term position expiring June 30, 2011, and

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

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*Action #PH8* - It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

## Resolution #PH8 – 09/09/09

### Out of State Travel

**WHEREAS** the Drug Free Communities grant requires two people to attend New Grantee Training in Washington DC the 7-9<sup>th</sup> of December, and

**WHEREAS** the grant budget includes funding for the required training, and

**WHEREAS** the Health & Human Service Director has identified the following costs:

Conference Fee = unknown at this time

Lodging

4 nights lodging @ \$230.15 (including tax) per night  
= \$920.60 x 2 attendees = \$ 1,841.20

Travel

\$561 per person round trip x 2 = \$ 1,122.00

Total = \$ 2,963.20

**BE IT RESOLVED** to authorize out-of-state travel to Washington D.C. for two Public Health employees at a cost of \$2,963.20 plus conference fees, and

**BE IT FURTHER RESOLVED** that all costs will be paid from Drug Free Communities grant funds.

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*Action #PH9* - It was moved by Kim Smith, seconded by Roger Crawford, and carried unanimously to approve the following resolution:

## Resolution #PH9 – 09/09/09

### WIC Purchases

**WHEREAS** the Health & Human Service Director has requested approval to purchase equipment and training for the Women Infants & Children (WIC) program;

**BE IT RESOLVED** to authorize the purchase and claim payment for the following:

Hemoglobin Analyzers -2 machines @ \$400.00 each plus Cuvettes.  
Claim Total for Hemo-Cue, Inc. = \$1,214.10

Two steel E-Z Sorters for WIC Material  
Each unit \$390.75 + tax +shipping  
Claim total for S & T Office Products = \$1,030.23

Lactation Counselor Certification for Breastfeeding

Both WIC Public Health Nurse would be certified  
Claim total for "The Center for Breastfeeding" = \$ 675.00

**BE IT FURTHER RESOLVED** that all costs will be paid from WIC Finds.

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Action #PH10 - It was moved by Kim Smith, seconded by Roger Crawford, and carried unanimously to approve the following resolution:

**Resolution #PH10 – 09/09/09**

Chronic Disease Grant

**WHEREAS** Kanabec County has been funded \$1,640.00 from the Stanford Chronic Disease Self-Management Program (CDSMP) through the Central MN Council on Aging, and

**WHEREAS** the Health & Human Service Director recommends acceptance of the grant;

**BE IT RESOLVED** that the board accepts the Chronic Disease Self-Management Program grant.

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Action #PH11 – It was moved by Les Nielsen, seconded by Kevin Troupe, and carried unanimously to recess the Public Health Board at 9:55am to meet in continued session on Wednesday, October 21, 2009 at 9:05am.

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The meeting of the Kanabec County Board of Commissioners resumed.

**9:55am** – Transit Manager Helen Pieper met with the county board to discuss transit matters.

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

**Resolution #PH12 – 09/09/09**

Training Approval

**WHEREAS** County Policy #P-108 requires board approval for travel costing over \$500.00, and

**WHEREAS** Transit Manager Pieper has requested approval to attend a Transit Conference in Duluth at a cost of \$571.

**BE IT RESOLVED** to authorize Transit Manager Helen Pieper to attend the Minnesota/Wisconsin Public Transit Conference.

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**10:05am** – Auditor/Treasurer Denise Cooper met with the county board to discuss matters concerning her office.

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

### **Resolution #13 – 09/09/09**

#### Signature Authorization

**WHEREAS** the county board did, by Resolution #4-02/28/01, establish authorized signatures for county business, and

**WHEREAS** the board did amend this resolution by Resolution #3-05/28/08 to be more specific in the authorization and reflect current staffing, and

**BE IT RESOLVED** to amend Kanabec County Board of Commissioners Resolution #4-02/28/01 and #3-05/28/08 as follows:

1. that checks, drafts and other withdrawal orders and any and all other directions and instructions of any character with respect to funds of this county now or hereafter with Kanabec State Bank may be signed by any two of the following:

- a. Auditor-Treasurer Denise M. Cooper

- b. Operations Supervisor Karen McClellan

and Kanabec State Bank is hereby fully authorized to pay and charge to such account or accounts any checks, drafts and other withdrawal orders so signed, and to honor any directions or instruments so signed, whether or not payable to the individual order of or deposited to the individual account of or inuring to the individual benefit of any of the foregoing officers or persons.

2. that any two of the following:

- a. Auditor-Treasurer Denise M. Cooper

- b. Operations Supervisor Karen McClellan

hereby is or are authorized, for and on behalf of this county, at any time or from time to time to borrow money from Kanabec State Bank in such amounts, for such times, at such rate or rates of interest and upon such terms as he or they may see fit; to execute and deliver notes or other evidences of indebtedness of this county therefor, and extensions and renewals thereof: to sell, assign, transfer, mortgage, pledge or otherwise hypothecate to Kanabec State Bank any bills receivable, accounts, contracts, warehouse receipts, bills of lading, stocks, bonds, chattels, real estate or other property of this county as security; to give guaranties and other undertakings to Kanabec State Bank; to discount with Kanabec State Bank bills receivable of this county and to authorize modifications and extensions with respect thereto and to waive demand, presentment, protest and notice of dishonor; and to do, authorize and

agree to any and all other things at any time or from time to time in connection with any of the foregoing as he or they may deem appropriate

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

**Resolution #14 – 09/09/09**

Firewood Permit - Johnstone

**WHEREAS** David Johnstone requested a permit to remove downed timber on tax forfeited property, and

**WHEREAS** the request was reviewed by a DNR Forester, and

**WHEREAS** the Board did issue firewood permit #33-161 for David Johnstone to remove dead and downed trees at N½ of SW¼ of NE¼ of Section 34, Haybrook Township, and

**WHEREAS** the permit expired on March 31, 2009, and

**WHEREAS** Mr. Johnstone has requested an extension of the permit, and

**WHEREAS** the County Auditor/Treasurer and DNR Forester recommend approval;

**BE IT RESOLVED** to approve firewood permit #33-161EX for David Johnstone to continue to remove dead and downed trees at N½ of SW¼ of NE¼ of Section 34, Haybrook Township, and

**BE IT FURTHER RESOLVED** that all conditions of set forth by the DNR Forester be met.

Action #15 – It was moved by Kim Smith, seconded by Roger Crawford, and carried unanimously to approve the following paid claims:

Ann Lake Twp	2,346.67
Assurant Employee Benefits	1,434.04
Cardinal Health	3.34
East Central Energy	208.00
East Central Energy	88.14
EZ Excavating	6,005.52
Ford Twp	309.12
GMCU	252.46
Haybrook Twp	183.18

Humana Dental	3,390.37
Isle Public Schools	366.36
Jones, Lisa	357.00
Knife Lake Twp	1,453.40
MN Dept of Finance	552.01
MN Dept of Finance	4,761.50
MN Energy Resources	279.20
MN Mutual Life Ins	301.35
Mora Public Schools	3,525.06
Northstar Access	787.35
Ogilvie Public Schools	4,693.33
Rudquist, Barbara	1,054.00
Sanofi Pasteur	6,075.22
TDS Metrocom	365.14
Treasurer, Kanabec Co	86,585.00
Total	<u>125,376.76</u>

Action #16 – Roger Crawford moved to approve payment of the following claims on the funds indicated:

**Revenue Fund**

A&A Teledata	249.95
Ace Hardware	101.03
Ace Hardware	98.34
Ace Hardware	247.91
Ace Hardware	3.21
Akkerman's Repair	63.75
AmeriPride	327.52
AmeriPride	49.46
Amundson, Pauline	51.10
Anderson, Karen	407.00
Andres, Christine	142.89
Arens, Kayle	1.10
Armstrong, Becci	9.35
Ashworth Appliance	448.87
Ashworth Appliance	213.74
Ashworth Appliance	595.73
Assoc of Training Officers	425.00
Auto Value	147.53
Bear Graphics	200.36
Bearce, Teresa	115.00
Bernhardt, Maria	143.00
Biever, Laurie	88.00
Billings Service	18.95

Bob Barker	328.07
Braham Motor Service	31.14
Briggs	200.28
Bryant, Gary	1,603.13
Burski, Kathy	16.28
Cardiac Science	4,253.63
Cardiac Science	611.86
Cassman, Deb	195.80
CDW	85.13
Centerpoint Energy	4.45
Central Fleet Service	109.01
Children's Hospitals	1,000.00
Christianson, Glenda	77.50
City of Milaca	28.03
Coborns Long Term Care Pharmacy	1,312.89
Coborns Pharmacy	481.41
Coborns Pharmacy	3.00
Coborns	14.15
Coborns	5.87
CPS	2,300.00
CPS	304.60
Crawford, Roger	264.93
Cross Lake Assoc	1,049.25
CTC	7.80
Dalco	109.23
Dandelion Floral	101.67
Dash Medical Gloves	99.80
D&T Ventures	578.81
D&T Ventures	500.00
East Central Exterminating	112.05
East Central Exterminating	112.21
East Central Water Testing	105.00
ECM	405.90
Elfstrum, Brenda	302.50
Elk River Ford	478.06
Employers Assoc	202.50
ERA Laboratories	2,234.25
ERA Laboratories	264.00
ERA Laboratories	183.00
Everett Smith Lawn Care	65.00
FastServ Medical	283.00
Felland, Becky	18.70
Fresonke, Lew	275.00

Friday, Jenny	77.77
Frisch, Justin	96.69
Garcia, Timothy	220.00
Glens Tire	263.62
Grainger	93.13
Grainger	20.11
Granite City Jobbing	248.49
Gunderson Motors	2,523.92
Hannu, Joann	21.45
Hanson, James & Cally	100.47
Hazelden	684.86
Hohn's Auto Body	1,197.48
Horizon Towing	112.21
Hoskins, Bob	95.00
Holiday Gas	25.68
Horizon Towing	112.22
Howard, Carey	43.45
Humana Health Care Plans	320.62
Image Office Service	84.74
Ivans	60.92
JJ Keller	49.00
Jerry's Bait	420.00
Johnsons Hardware	177.33
Johnsons Hardware	141.77
Johnsons Hardware	58.67
July Business Service	3,476.00
Kaiser, Patt	54.40
Kanabec Co Aud/Treas	1,451.60
Kanabec Co Aud/Treas	181.45
Kanabec Co Aud/Treas	1,696.00
Kanabec Co Hwy Dept	34.95
Kanabec Co Hwy Dept	117.21
Kanabec Co Hwy Dept	159.42
Kanabec Hospital	33.16
Kanabec Co IS	35.29
Kanabec Co IS	140.00
Kanabec Co IS	99.00
Kanabec Co IS	30.59
Kanabec Co Public Health	2,162.90
Kanabec Publications	860.00
Kochs Hardware Hank	43.98
Krueger, Louisa	60.45
Lewis, Gwen	25.85

Lewis, Gwen	31.35
Lippincott Williams, Wilkins	99.91
MAAO	290.00
MACA	80.00
Marco	5,228.60
MacDonald, Debra	18.70
Martin, Bill	37.55
Mattson Electric	60.00
MCB	380.00
McFadden, Barb	62.16
McLain, Deb	16.47
Mike's Heating & Air Conditioning	170.00
Milaca Chiropractic Center	65.00
Mille Lacs Disposal	20.00
Minar, Scott	16.00
MN Conservation Volunteer	25.00
MN Prev Resource Center	480.00
MN Public Transit Assn	200.00
MN Sheriff's Assn	15.00
Moore Medical	32.57
Mora Marine	34.08
MN CVSO Assistants Assn	222.00
Mora PD	339.00
Mora Schools	9,135.00
Mustang Signs and Graphics	304.71
National Academies of Emergency Dispatch	50.00
Nelsons	293.55
Northern Door & Hardware	255.00
Northland Fire Protection	478.42
Northland Fire Protection	281.25
Northland Chemical Corp	308.66
Northpost Inc	4,544.80
Novus	235.13
O'Reilly, Molly	173.25
Office Depot	248.29
Office Depot	60.59
Office Depot	130.75
Office Depot	2,902.73
Office Depot	199.81
Office Depot	215.33
Ogilvie Schools	8,121.00
Ogilvie Schools	457.50

Olson, Rhonda	60.72
Onanegozie	300.00
1 Better Advertising	2,500.00
Osterdyk, Sue	85.25
Oslin Lumber	85.95
Otte Dairy Delivery	279.00
Owens Companies	2,003.10
PD's Embroidery	94.05
Pamida	23.50
Pamida	7.50
Pedersen, Jerry	41.80
Peterson, Alan	183.50
Princeton Health Press	3,078.00
Quality Disposal	454.65
Quill Corp	141.02
Raiche, Nancy	121.00
Reed, Terrie	131.45
Regions Hospital	83.91
Reliance Telephone	400.00
Richards, Lila	395.44
Ringler, Jennie	45.10
Rittenour, Michelle	6.05
Rosburg, Diane	128.70
RS Eden	81.30
Ryan, Ellen	50.00
Ryan, Ellen	51.10
S&T	191.13
S&T	111.64
Sandberg, Bev	240.35
Schmidt, Barb	599.51
Schulz, Dan	96.69
Sheriff, Isanti Co	15,379.82
Sheriff, Pine Co	3,700.00
Schultz, Stefani	138.05
Scofield, Becca	127.60
Sheriff, Kanabec Co	339.00
Skramstad, Linda	202.40
Smith, Brian	302.14
Smoothwall Inc	1,000.00
Solution Tree	1,931.55
Spee-Dee	121.32
State of MN	25.00
Stericycle	51.36

Storrar, Lynette	4.75
Streichers	632.29
Streichers	79.98
Strike Funeral Home	300.00
Swan, Bill	96.69
Swanson, Lori	179.85
Tamarac Medical	10.00
Teal's Market	7.30
Thompson, Wendy	417.34
Thompson, Wendy	837.91
Tight Miter Carpentry	1,350.00
Timber Trails	2,505.20
Tinker & Larson	274.39
Toshiba Financial Service	36.66
Troupe Advertising	880.00
Tvedt, Joell	471.30
Ultra Max	322.00
University of MN	200.00
US Cable	55.79
Voight, Jackie	45.10
Vogel, Darla	213.40
Watson Co	402.34
Watson Co	183.35
Weber, Dan	85.00
Weber, Dan	15.00
Werner, Julie	72.00
Werner, Julie	72.00
West Payment Center	332.50
Woods, Danna	59.90
Woods, Danna	59.90
Total	<u>124,690.28</u>

### Road & Bridge

Ace Hardware	434.56
Ameripride	589.66
Arnolds Equipment	82.48
Auto Value Mora	2,213.81
Cemstone Products Co.	134.24
Commissioner of Transportation	227.67
Contech Construction Products	17,965.15
Emergency Automotive Technologies	632.17
Federated Co-ops, Inc.	18.16
First Lab	39.00
Fluegge's Ag, Inc.	50.77

Glen's Tire	291.00
Gopher State One Call	18.85
Grainger	295.53
Kanabec County -Auditor-Treasurer	48.45
Kanabec County Information Systems	35.29
Kanabec Publications	128.70
Kanabec Rental	32.06
Northland Fire Protection	1,405.79
Nuss Truck Group Inc.	1,404.62
Office Depot	96.73
Oslin Lumber	26.93
Owens Auto Parts	300.19
Oxygen Service Company	59.53
Power Plan	390.35
Quality Disposal Systems, Inc.	131.88
Richards, Lila, The Cleaning Agent	942.64
Road Machinery & Supplies Co.	251.07
S & T Office Products	67.83
Short Elliot Hendrickson Inc.	13,500.00
Timmer Implement, Inc.	84.30
Zahl-Petroleum Maintenance Co.	29.02
Ziegler Inc.	165.66
Total:	<u>42,094.09</u>

The motion was duly seconded by Les Nielsen and upon a vote being taken thereon, the following voted:

**IN FAVOR THEREOF:** Kim Smith, Les Nielsen, Roger Crawford, Kathi Ellis

**OPPOSED:** None

**ABSTAIN:** Kevin Troupe

whereupon the action was adopted.

*Action #17* – It was moved by Les Nielsen, seconded by Roger Crawford, and carried unanimously to direct the County Coordinator to release a Request for Qualifications & Proposal for County Surveyor.

**10:25am** – Information Systems Director Jessie Kehn and Chief Deputy Sheriff Robert Jensen met with the county board to discuss a donation. Deb Hanson with Northstar Access and Bob Eddie presented the county with a check for \$2,000 to be used in support of law enforcement.

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

**10:34am** - The Chairperson closed public comment.

**10:35am** – Veteran Service Officer/Emergency Management Director Lowell Sedlacek met with the county board to discuss matters concerning his office.

Action #18 – It was moved by Roger Crawford, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

**Resolution #18 – 09/09/09**

VSO Enhancement Grant

**WHEREAS** Kanabec County is eligible to apply for a Fiscal 2010 Enhancement Grant from the Minnesota Department of Veterans Affairs, and

**WHEREAS** the Veteran Service Officer has requested authority to apply for \$76,000 in funds for a two year project to reconcile entries in digital records management program started in 2008 and to manage and train staff for outreach to veterans;

**BE IT RESOLVED** to authorize the Veteran Service Officer to apply for \$76,000 in Enhancement Grant funds.

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

**Resolution #19 – 09/09/09**

Homeland Security Grant

**WHEREAS** the Homeland Security and Emergency Management grant is an annual regional grant expected to be a little over \$500,000 in this grant cycle, and

**WHEREAS** Kanabec County has acted as fiscal agent for the 2006 and 2007 regional grants, and

**WHEREAS** Kanabec County receives 3% of the grant as Fiscal Agent;

**BE IT RESOLVED** to authorize the Emergency Management Director to apply for, and be fiscal agent for, Arrowhead (region II) Homeland Security Emergency Management grant.

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Action #20 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

**Resolution #20 - 09/09/09**

Agent of Record

**WHEREAS** the Personnel Director has requested authority to designate Integrity Employee Benefits as the county's Agent of Record for ancillary insurance benefits, and

**WHEREAS** the responsible individuals at Integrity have considerable experience in this field of work;

**BE IT RESOLVED** to authorize the Personnel Director to designate Integrity Employee Benefits, LLC as the county's Agent of Record for Life Insurance, Long Term Disability Coverage, Long Term Care and Dental Insurance.

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*Action #21* – It was moved by Roger Crawford, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

**Resolution #21 – 09/09/2009**  
Construction Bids

**WHEREAS** the following bids were received for project SP 33-090-001, Spring Lake Trail, on August 17, 2009, and

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Anderson Excavating	\$474,551.58
Knife River Corp	\$501,850.23
Colt Construction	\$544,914.07
Landwehr Construction	\$579,868.89
Veit & Company	\$608,627.85

**WHEREAS** the lowest responsible bid was submitted by Anderson Excavating in the amount of \$474,551.58, and

**WHEREAS** the bids were accepted on behalf of the City of Mora, and

**WHEREAS** the City of Mora has recommended acceptance of the bid submitted by Anderson Excavating;

**BE IT RESOLVED** That the Kanabec County Board of Commissioners accept the low bid submitted by Anderson Excavating in the amount of \$474,551.58 for the construction of the Spring Lake Trail within the City of Mora.

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**11:05am** – Larry Fillippi with the Contegrity Group and Architect Mark Scheider with Klein McCarthy met with the county board to provide an update on the new jail. Also present were Maintenance Supervisor Bill Martin and Chief Deputy Sheriff Robert Jensen.

It was determined that an Open House for the new jail will be Saturday, October 10, 2009 from 10:00am to 3:00pm.

Action #22 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to recess the meeting at 11:28am to meet again at 2:30pm on Monday, September 14, 2009 in the board room (Room 164) of the courthouse.

The Kanabec County Board of Commissioners met at 2:30pm on Wednesday, September 14, 2009 pursuant to recess with the following Board Members present: Kim Smith, Les Nielsen, Kathi Ellis, Roger Crawford and Kevin Troupe. Also present was County Sheriff Steve Schulz.

The board discussed budget matters.

Action #23 – It was moved by Kim Smith, seconded by Kevin Troupe, and carried unanimously to approve the following resolution:

### **Resolution 23 - 09/14/09**

A Resolution to set the Maximum Levy and Proposed Budget for 2010

**BE IT RESOLVED** by the Kanabec County Board of Commissioners that the following proposed year 2010 levies and proposed budget be adopted:

FUND	PROPOSED BUDGET	PROPOSED LEVY
<i>a.</i> Revenue Fund	11,906,865	5,736,908
<i>b.</i> Welfare Fund	5,041,403	2,231,382
<i>c.</i> Road & Bridge Fund	5,469,680	2,409,000
<i>d.</i> Kanabec County Regional Rail Authority	5,000	0
<i>e.</i> Building Fund <i>(not including market value levy)</i>	995,606	927,349
<i>f.</i> SUB-TOTALS <i>(total of a. through e.)</i> Includes Levy Limit exemptions except Market Based Levy	23,832,108	11,304,639
<i>g.</i> Y2009 Program Aid		1,053,018
<i>h.</i> Sub-Total <i>(total of f – g)</i>		10,251,621
<i>i.</i> + Debt Service for Market Based Referendum Levy		178,740
<i>j.</i> Special Levy: 2008 Unallotment		182,999
<i>k.</i> Special Levy: 2009 Unallotment		11,518
<b><i>l.</i> TOTAL FINAL PAYABLE Y2009 LEVY (total: h + i + j + k)=</b>		<b>10,624,878</b>
<b>Levy Limit Exceptions:</b>		

<i>m.</i> Jail Budget:	2,256,777	
<i>n.</i> Sheriff's Wage & Benefit	861,679	
<i>o.</i> Bonded Indebtedness	939,379	
<i>p.</i> Market Based Referendum Levy	178,740	
<i>q.</i> <b>Special Levy: 2008 Unallotment</b>	182,999	
<i>p.</i> <b>Special Levy: 2009 Unallotment</b>	11,518	
<i>q.</i> <b>Total of all Levy Exceptions (m to p)</b>	4,431,092	
<i>r.</i> Budget Subject to Levy Limit ( <i>Levy Line j less Line q</i> )		<b>6,193,786</b>
<b><u>s. State Levy Limit = \$6,545,835</u></b>		

**BE IT FURTHER RESOLVED** that \$939,379 of the "Building Fund" line and all of the "Debt Service Fund" line at \$178,740 are dedicated to debt service.

*Action #24* – Chairperson Ellis adjourned the meeting at 3:14pm to meet again in regular session on Wednesday, September 16, 2009 at 9:00am.

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

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

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

Alan B. Peterson, Kanabec County Coordinator