



# Kanabec County Board of Commissioners

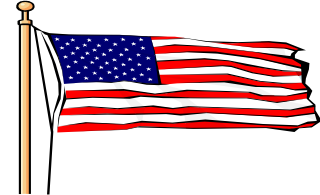
## Regular Meeting Agenda The Meeting of August 3, 2021

The public may join the meeting via WebEx or in-person at the meeting room.

**To be held via WebEx telephone call or video meeting:**

Telephone call-in number for public access: 1-408-418-9388

Access Code: 146 613 4580



**Video Meeting link:**

<https://kanabeccounty.webex.com/kanabeccounty/j.php?MTID=m362748a1470300eb6772a49f680c1654>

Meeting number: 146 613 4580

Password: k2GfjZXw7M3

**To be held at:** Kanabec County Courthouse  
Basement Training Rooms 3 & 4  
18 North Vine Street  
Mora, MN 55051

Please use the Maple Ave Entrance. Stairs and an elevator to the basement level are accessible through the entrance lobby.

**Scheduled Appointments:** Times are approximate and time allotted to each subject will vary. Appointment times may be changed at the discretion of the board.

The audience is invited to join the board in pledging allegiance:

*I pledge allegiance to the flag  
of the United States of America,  
and to the Republic for which it  
stands:  
one nation under God, indivisible  
with Liberty and Justice for all*

- 9:00am a. Pledge of Allegiance  
b. Agenda approval

- 9:05am Recess county board to a time immediately following the CHB.  
**Community Health Board**

- 9:30am Erica Bliss, VSO- MDVA Grant  
a. Rescind Resolution #11 – 7/20/21  
b. Request approval of Updated Grant Document

- 9:45am Deanna Pomije, District Manager, Kanabec Soil & Water Conservation District-  
Potential Fish Lake Project Shoreline Erosion Control Project

- 10:15am Tina Von Eschen, Assessor – Assessment Fee Proposal

- 10:30am Public Comment** Telephone call-in number for public access: 1-408-418-9388  
Access code: 146 613 4580

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Other business to be conducted as time is available:

1. Minutes
2. Paid Bills
3. Regular Bills
  - a. Revenue Fund
  - b. Road & Bridge
4. SCORE Claims
5. Discuss Snake River 1 Watershed 1 Plan Organizational Structure
6. Set Budget Work Sessions Schedule
7. Commissioner Reports
8. Future Agenda Items
9. CLOSED SESSION-Union Negotiation Strategy–(This portion of the meeting may be closed pursuant to Minnesota Statute §13D.03)
10. Discuss any other matters that may come before the County Board

RECESS UNTIL BUDGET WORK SESSION

**Kanabec County Community Health Board**  
**AGENDA**  
**Tuesday August 3, 2021**  
**9:05 a.m.**

1. Call meeting to order
2. Agenda Approval page 1
3. Director's Report page 2-3
  - Staffing – Home Health Aide; RN/PHN
  - SCHA Audit
  - Funding for Dental Program
    - Action requested
    - See attached resolution page 4
  - Case Manager move from RN to PHN pay level
    - Action requested
    - See attached resolution page 5
  - Local Public Health Grant
  - Workforce Development/Capacity Grant
    - Action requested
    - See attached resolution page 6
  - Thank you from Family – see attached letter page 7
  - Coronavirus Update/Response Activities
4. 2<sup>nd</sup> Quarter 2021 Report
  - See attached report page 8-24
    - See attached SACK Community Survey Recap page 25-28
    - See attached Northern MN Crisis Text Line Suicide Prevention Annual Report page 29-32
5. Financial Reports – see attached
  - Trial Balance – page 33-35
  - June 2021 Financial Report page 36
6. Abstract Approval
  - Action Requested
    - See attached Abstract and Vendor List page 37-44
7. Other Business
8. Adjourn

Kanabec County Community Health/Timber Trails  
Director's Report  
August 2021

## **Community Health Report**

### **Staffing:**

**Home Health Aide** – We are currently advertising for another Home Health Aide to replace one that left.

**RN/PHN** – I have received a resignation letter from one of the Case Management staff who wishes to either reduce her time to 20 hours per week or to leave all together. If she does leave, her last day will be October 31. I would like to advertise for a part-time and a full-time position. I will see what the candidate pool is and hire one or the other.

### **SCHA Audit:**

The initial audit report indicated that there were no deficiencies found. When we received the official report, there were two areas that fell below the 95% acceptable rate. One element within Community Well was at 93% and one element within Special Needs Basic Care (SNBC) was at 94%. Community Well is managed by Family Services and SNBC is managed by Public Health. These were not significant findings but did require improvement plans to be written. This was done and sent back to SCHA by 7/23.

### **Funding for Dental Program:**

As I continue to look for funding to maintain the services provided through Children's Dental Services, I would like permission to complete the grant application process with East Central Energy Operation Round-up and First Citizens Bank. I would like permission to apply for funding from other sources as I find them.

### **Case Manager move from RN to PHN pay level:**

When we hired the last Case Manager, she had completed her 4-year degree and was in the process of obtaining the PHN Certification. We will be adding duties to her role. She will be trained to provide services as a Community Care Connector with South Country Health Alliance as well as serve on the Quality Assurance Team.

No effect on budget:

During the year, one nurse position went unfilled for the first seven months of this year.

Another PHN Level nurse left in January and was replaced with an RN.

I did budget this nurse at a PHN level for 2022.

### **Local Public Health Grant:**

At the July meeting I informed the Board that we would see an increase to our Local Public Health Grant but at that time I did not know how much the increase would be.

We received an amendment to this year's grant adding \$26,962 which is available for use before December 31, 2021. This amount will be added to our base grant making it \$110,409 per year. This grant needs to be matched dollar for dollar.

### **Workforce Development/Capacity Grant:**

The Minnesota Department of Health was awarded grant funding that is intended to establish, train, and sustain the state, tribal, and local public health **workforce** to support **COVID-19 prevention, preparedness, response, and recovery** initiatives, including school-based health programs.



There will be a Request For Proposal published the end of July or very beginning of August and CHB's are eligible to apply for funding to increase capacity to work on COVID-19 prevention, preparedness, response and recovery.

- The funding will cover the period of 7/1/2021 – 6/30/2023.
- Cap of \$75,000/ year for two years could be higher.
- The application will be due to MDH by 8/24

I would like to apply for the funding but do not have a full thought out plan yet. There is the possibility to utilize the funds in several ways. Areas of need in our community include:

- Data (Collection, Analysis, Reporting)
- Mental/behavioral health planner/specialist for staff and community
- Informatics and interoperability
- Plans for strategic planning development – COVID Recovery
- Enhanced community engagement
- Reaching hard to reach communities

Some of this work could be added to existing staff and their wage/fringe paid by this grant. I would be concerned that in 2024 when I would need to budget for their wages elsewhere again, that it could be a problem. Additional work would need to be accomplished through hiring of staff or contracting for the work to be done.

Some of this work could be done with shared resources within the region. We would agree to pool funds and have similar work done across counties.

I would like guidance from the Board as to what the preference would be.

- Will I be allowed to hire new short-term staff to support the work?
- Could I contract with individuals/entities to assist with the work?
- Would Kanabec County be willing to be the fiscal host for some regional work?

Other parameters set by the Board?

**Thank You From Family:**

*See attached thank you from a family.* Simple things we do that mean so much.

**Coronavirus information and response activities:**

Information changes constantly. Current information will be provided at the meeting.

**Resolution # KCCH – 8/3/21**  
Grant Application for Children's Dental Services Resolution

**WHEREAS,** Children's Dental Services has been providing dental services for children and pregnant women up to age 27 at the Public Services Building since January, 2018; and

**WHEREAS,** Kanabec County Community Health is in need of funding to continue to provide this service to our community, and

**WHEREAS,** the Community Health Director is requesting permission to apply for grant funding and to accept such funding if approved, from agencies such as Citizens Community Bank, East Central Energy's Roundup program and other such institutions to continue the much needed dental services for community members.

**THEREFORE BE IT RESOLVED** the Community Health Board approves the Kanabec County Community Health Director to apply for and accept grant funds if approved, to continue having Children's Dental Services provide dental services for children and pregnant women up to age 27 here in Kanabec County.

**Resolution KCCH #    – 8/3/21**  
**RN to PHN Resolution**

**WHEREAS** a Registered Nurse in the Adult Health area has her Bachelor of Nursing (BSN) degree, and

**WHEREAS** she is a Certified Public Health Nurse, and

**WHEREAS** the Community Health Director is requesting to move the Nurse to a Certified Public Health Nurse position in order to utilize the scope of practice she is licensed to provide as the Community Care Connector with South Country Health Alliance as well as serving on the Quality Assurance Team and other areas requiring this degree.

**THEREFORE BE IT RESOLVED** that the Kanabec County Community Health Board authorizes the Community Health Director and the County Personnel Director to promote Erika Nelson from an RN to a Certified Public Health nurse at Step A Range 15 at \$30.41 per hour.

**Resolution # KCCH – 8/3/21**  
Public Health COVID-19 Workforce grant Resolution

**WHEREAS**, the State of Minnesota has been awarded grant funding to establish, train, and sustain the state, tribal and local public health workforce to support COVID-19 prevention, preparedness, response and recovery initiatives; and

**WHEREAS**, CHB's will have the opportunity to respond to an RFP to increase capacity to work on COVID-19 prevention, preparedness, response and recovery, which will be published the end July/early August, 2021 and the application will be due to MDH by August 24, 2021; and

**WHEREAS**, the Community Health Director is requesting permission to apply for this grant funding based upon the parameters set by this Board today, and to accept such funding if approved.

**THEREFORE BE IT RESOLVED** the Community Health Board approves the Kanabec County Community Health Director to apply for and accept these grant funds if approved. The funding will commence July 1, 2021 and terminate June 30, 2023.

*All names have been changed to protect the privacy of those mentioned.*

Dear Farrah,

You may not remember me, but we spoke in late May, when you responded by telephone to an inquiry my wife, Jane, and I had made regarding home health services for Harold. He is my brother-in-law, and Jane's "little " brother. He was bedridden at home, suffering the final stages of metastatic melanoma. Sandy, his wife, was caring for him, alone. When Jane and I visited (we live in...), we quickly realized that the situation was unsafe for both Harold and Sandy. He was completely bedridden at that time, in significant pain, and Sandy could not safely move him, even to do transfers. You responded to our call the next day, and immediately put us in touch with St. Croix Hospice. We will always be grateful to you for this referral. Sandy called St. Croix that same day, and that evening a hospital bed was delivered to their home and the next day a nursing assessment was done and in-home help arrived. When Jane and I visited Harold and Sandy about ten days later, he was bright, animated, and comfortable, and Sandy looked much more rested. I have since taken to referring to you, Farrah, as "that angel lady at Kanabec County." We can never thank you and St. Croix enough. In this family, you made an enormous difference. If I can be of service to you or your agency or St. Croix in any way in the future, please do not hesitate to contact me. We will never forget you.

Tim, on behalf of Harold, Sandy, Jane, myself, and all of Harold's family.

Thank you,  
Tim, Dr. from another state

**Kanabec County Community Health  
Report to County Board  
April – June 2021**

**Major Highlights**

This quarter consisted of continued COVID vaccination efforts in partnership with Welia Health. Clinics were held on 4/1, 4/2, 4/8, 4/15, 4/16, 4/19, 4/21, 4/22, 4/23, 4/29 and ranged from 12 people to over 1,000. 5/6, 5/13, 5/17, 5/18, 5/20, 5/27 and during this month we saw clinics shrinking in size. 6/3, 6/5, 6/8 clinics were finishing up with 2<sup>nd</sup> doses and moving to a different model of vaccination. Welia Health offers vaccinations 6 days a week preferably by appointment but they do allow walk-ins as well. Public Health is continuing to provide vaccinations in the homes of people who are homebound, work with employers and vaccinate at community events.

**Audits/Reporting**

- Home Care Cost Audit was completed in April. There was not a significant change in what it costs to provide services therefore no change to the fee scale was recommended.
- Completed the annual fiscal and staffing reports and submitted to MDH.
- SCHA conducted an audit of waiver programs. The initial exit interview did not show any issues however in the final audit report, we have one small item in which we will need to complete an improvement report.

**Strategic Plan / Community Health Assessment / Community Health Improvement Plan**

The strategic plan, community health assessment and community health improvement plan continue to be worked on as time permits (very little).

**Trends**

- The Delta variant appears to be much more contagious and is hitting the unvaccinated population hard. As of the writing of this report, the Delta variant is in MN but has not been found in Kanabec County yet.
- Programs are starting to get back to in-person visits. Supervisors are making sure that screening of clientele for symptoms is happening prior staff going out and the importance of infection control and hand hygiene. Staff are also self-monitoring for symptoms on a continuous basis.

**Thinking Ahead**

- Looking toward the school year, because COVID is still around, I believe it will be challenging to balance the need for masking as those age 11 and younger are not yet eligible for vaccination. This group will still need to be protected and masking, distancing, and keeping groups small will also be important. We are however waiting for guidance from the Department of Health and Department of Education for the new school year.

**Concerns and Challenges**

- Vaccinations have stalled. Kanabec County has a lower vaccination rate than other areas in the State.
- Returning to business as usual when people are choosing to not be vaccinated is a concern.

The following pages provide more detail about the programs provided through Kanabec County Community Health.

## ***Family Health***

***Reporter: Ashley Berg, Family Health Supervisor***

### **A. Major Highlights**

#### **WIC (Women, Infant and Children)/ Maternal-Child Health Programs:**

- WIC participation has slightly decreased since 1st quarter of 2021. WIC served an average of 430 participants/month during 2<sup>nd</sup> quarter.
- All WIC appointments were completed by phone or telehealth during 2<sup>nd</sup> quarter and will continue 30 days beyond the federal emergency declaration. After which time the US Department of Health and Human Services will provide further guidance on in-person vs telehealth.
- At this time there is no guidance from US HHS or USDA on how/when to return to in person fully or hybrid models. They encourage counties to utilize the Peacetime Emergency Waiver for WIC services, however they are flexible with returning to “some” in person activities. KCCH WIC staff plan on welcoming high risk WIC families and those that would like to return to in person to begin in August/September.
- Efforts to increase participation rates and numbers continue: WIC staff are educating participants on the Minnesota My WIC App and assisting them to install this on their phones to receive appointment reminder messages. Reminder phone calls are also made to scheduled WIC appointment the day before. WIC staff continues to follow up on all missed appointments to reschedule them.
- Support for breastfeeding mothers continues to be offered; the WIC coordinator continues to support and participate in the East Central Breastfeeding Coalition, last meeting held was virtually on June 24, 2021. At this meeting, a new leader was elected from Isanti County
- We recently received an increase and approval for our Request for Administrative Infrastructure funds to obtain new office chairs for WIC staff and new baby scales. We will be placing another request for funds to obtain new “waiting room” toys to comply with COVID-19 cleaning standards and new measuring boards for infants.
- On March 11 President Biden signed into law the American Rescue Plan Act (ARPA) of 2021. This legislation included a provision for USDA to temporarily increase the Cash Value Benefit (CVB) in WIC for fruit and vegetable benefits to women and children participants to \$35 per month. (Normally this benefit is 9.00 for children and 11.00 for women) The increase will be in effect June through September. Families are very grateful for this increase.

#### **Family Home Visiting Programs:**

- The Family Home Visiting Community Advisory Group (CAG) met on April 12<sup>th</sup>, 2021 at 9am. Meetings are generally held quarterly. There is a meeting scheduled for July 12<sup>th</sup> at 9am and October 12<sup>th</sup> at 9am.
- Autumn, a family home visitor, has completed the evidenced based MECSH training this quarter and is now certified to see families.
- HFA Program remains accredited through 12/2021, we are hoping to discontinue this program by the end of September 2021 and transition any remaining clients to MECSH. Our FHV has been working hard to make this a smooth transition.
- 1 HFA graduation celebrated 2nd quarter, no new enrollments
- 3 new families enrolled in MECSH, no graduation celebrations for MECSH at this time
- 3 new TANF families enrolled for short term services and 1 family graduated from TANF
- Infants and children continue to be seen for medical concerns such as asthma, genetic disorders, developmental delays, eating issues, etc. Even though these cases can be time intensive, we

continue to make this population a priority due to access issues to appropriate services and complexity of healthcare coordination.

### **Immunizations/ Child & Teen Checkups Screens (C&TC) and Outreach/ Disease Prevention:**

- We continue to be the safety net for children & adult vaccinations. Immunization appointments are available to the public.
- In response to the Hepatitis A outbreak in MN the family health staff has provided education and vaccines to the high risk populations residing in Kanabec County. No Hepatitis vaccines were administered 2<sup>nd</sup> quarter. All responses in regards to the Hepatitis A outbreak continue to be on hold per MDH in order to better respond to COVID-19 response.
- Child-find and outreach efforts continue with families to provide education and direct services for lead screens. Nurses continue to complete referral and follow-up for children indicated as having a high lead level per MDH algorithm.
- C&TC outreach efforts are a focus, locating and encouraging preventive care for children on MHCPs.
- 0 C&TC screen was completed 2nd quarter.

### **SCHA Community Connector (Kanabec):**

The Community Connector continues to play a vital role in keeping the team updated on SCHA changes/initiatives and supports the connection of services to our families. This role continues to evolve. Meetings continue to take place virtually to best support the structure of this role.

### **Other Family Health Activities and Highlights:**

- A new family home visitor, Kirsten Belsheim, started working with us in the middle of June. We believe that she will be a great asset to our team and a fresh new set of eyes for making change happen.
- Family health team is involved in a CQI learning collaborative with MDH. The CQI learning collaborative was restarted in April. It was during this meeting that MDH identified a CQI project that they would like KCCH to complete, improving upon Depression Screen completion within specified time frame. They have given KCCH until December 2021 to elicit a 10% increase.
- Kanabec County Family Health continues to have a presence on Facebook and Instagram in an effort to outreach and raise awareness of services.
- Minnesota Amish Health Program Group continues to offer health education to the Amish Community monthly. During 2nd quarter this was completed primarily through newsletter mailings and phone calls with the community. There have been a few visits to the community to assist with UBVs and/or medical questions/requests.

## **B. Thinking Ahead**

- In August, WIC staff are planning to observe World Breastfeeding week. We will have a display in the lobby and submit an article for the paper. Kanabec County is well equipped to assist breastfeeding mothers. Almost all of our family health team are trained as Certified Lactation Counselors.
- Maintain HFA accreditation- adhere to policies and procedures as best as possible until program is dissolved.
- Complete training for all family home visitors for the MECOSH (pronounced MESH) evidenced based family home visiting program.



- Begin actively enrolling more MECSH families in the EBHV, our goal is to increase our MECSH families enrolled by 10 to increase our MECSH census to approximately 33.
- Continue outreach efforts with health care systems and other referral sources to identify and increase the ability/desire of families to access Family Home Visiting services. We are hoping to attend Welia's clinical provider monthly meetings starting in September.
- Family Health team continues to develop ideas for how to connect with referral sources during this ongoing pandemic and physical distancing.
- Continue dialogue on how we ensure families are receiving appropriate services from providers and partners within the community; make effective and efficient use of all our community resources.
- Continue conversations with Recovering Hope in an effort to best collaborate to serve this at risk population; they have returned to in-person visits.
- Continue to promote Public Health Services through an ongoing presence on social media and updating outreach material as needed.

### **C. Concerns and Challenges**

- Small team delivering multiple programs; each staff working in several programs and juggling a variety of job duties.
- Complex family needs/dynamics; increase of families in crisis needing basic resources/support; housing instability
- Change in evidence based family home visiting program from NFP/HFA to MECSH. Staff have identified cultural differences between the 2 previous programs and MECSH. In addition, with the start of each new program it can be difficult.

### **D. Trainings**

Major trainings/meetings/events by the Family Health Team:

- Many staff development opportunities were completed this quarter through Webinar/WebEx, reducing time and travel costs.
  - Other webinar training topics included: Breastfeeding, COVID-19, car seats, infectious disease, mental health, multiple Convene Trainings and various other continuing education trainings.
- Other selected meetings that may have been attended to by Family Health staff to support program areas and/or to connect with other agencies serving the same aggregate populations to improve services and focus on eliminating duplication of services. Many, if not all, have been completed through Zoom, Webex, and/or other online platforms.
  - East Central Breastfeeding Coalition meeting
  - Regional Family Home Visiting meeting
  - C&TC Outreach meeting
  - Community Connector/SCHA Supervisor meetings
  - ECSE (Early Childhood Special Education) local meeting
  - Follow Along Program meeting
  - IEIC (early intervention) meeting
  - Immunization/disease monthly telephone calls/video conference
  - MCH (Maternal Child Health)/FH Supervisor regional meetings
  - Family Support meetings
  - WIC meetings
  - Amish work group meeting
  - MECSH Community of Practice quarterly meetings

## **E. Numbers Served**

- Total families seen in Family Home Visiting programs during this quarter=56 distinct families with a total of 182 nursing assessments completed.
  - HFA= 8 families visited with 42 assessments
  - MECSH= 16 families visited with 54 nursing assessments (4were telehealth)
  - TANF=6 families visited with 28 nursing assessments completed
  - MCH infants and children= 0 family visited with 0 assessment completed
  - MCH prenatal AND postnatal=20 prenatal assessments 4 postnatal assessment
  - MCH Special Needs=3 visits completed with 1 family
- 5 families provided with car seat education
- 0 lead screens completed
- 3 UBV completed (up 2 from last quarter)
- Average of 436 families served with a 93% usage rate for WIC. This means that of our 436 families that we serve in WIC, approx. 93% are utilizing the benefits. This is down from the 460 average from quarter 1.
- 0 Dental varnish completed

## ***Adult Health- Home Care, Case Management, and Public Health Nurse Clinic Reporter: Farrah Gajewski, RN, Adult Health Supervisor***

### **Highlights**

#### Home Care

- 485 Home care visits were completed (Up 18 from last quarter)
  - 447 were visits made with a pay source of AC, MA, VA, EW, etc (Up 24 from last quarter)
  - 38 were Medicare visits (Down 6 from last quarter)
  - 0 SCHA med recs (Same as last quarter)
- Throughout the quarter we served approximately 70-74 clients in their homes. This is a little less than last quarter.
- There were a total of 43 referrals (up 7 from last quarter). Of the 43 referrals, 11 were refusals (up 7 from last quarter) and 33 were open to home care (up 1 from last quarter). We are currently at a 77% open rate (this is down 11% from last quarter). Our goal is 85%, this is a significant decline.
- There were 940 HHA visits. This is down 46 visits from last quarter.
- 441 hours were completed for homemaking. This is down 45 hours from last quarter.

#### Public Health Nurse Clinic

145 foot care visits, 48 cancellations or no shows from the clients. Foot clinic visits were down by 2 this quarter. There were 45 medication set up visits and 3 cancels. The amount of visits is up by 6 and the amount of cancellations is the same.

#### Case Management

- Care coordination visits: 7.25 (Up 6 from last quarter)
- Nursing Home Care Coordination Hours: 27.25 hours (Down 7.5 hours from last quarter)
- Care Connector: 130.75 hours (Up 34 hours from last quarter)
- Case Aide: 224.75 hours spent on client specific billable hours (Up 30.75 hours from last quarter)

- MnChoices Assessments: 25 hours (Up 2.5 from last quarter)
- MnChoices Re-assessments: 13.25 hours (Down 6.25 from last quarter)
- MnChoices documentation, after assessment/re-assessment documentation and follow up time: 78.25 hours (Down 1.25 from last quarter)
- MnChoices service coordination, time invested prior to assessment: 46.75 (Up 26.5 hours)
- Care Coordination Indirect, coordination time in the office-billable: 599.25 hours (Down 79.75 hours from last quarter)
- Care Transition, visits and time required in office for coordination: 2.75 (Down 12 hours from last quarter)
- PAS completed: 12 (Up 2.25 from last quarter)
- Service Coordination, client specific and general: 118.75 hours (Down 26.25 hours from last quarter)

## **Challenges and Concerns**

### Home care:

Our challenge in home care has been our rate of people opening for home care services. We have used the same nurses that meet with the clients to complete the start of cares. There has been a variety of reasons people have chosen not to open for home care services. Most of them have said that they were not told at discharge that they had to be homebound by the discharge nurse. It has also been very nice weather which may play a factor in our potential client's ability to be out of their homes and attend therapy as needed.

Another challenge that we have had is one of our home health aides has left Kanabec County. We are planning to rehire soon.

We also started with a new payroll system which has been a challenge in all areas.

### Case Management:

Our current challenge in case management is learning the new rules and regulations for returning to our member's homes safely now that COVID restrictions are beginning to lift. It is imperative we continue to monitor our members and ourselves for symptoms, wear masks, follow CDC guidelines and practice really good hand hygiene.

Another challenge in Case Management that we found during the peer audit is some deficits in our SNBC programs. We already have a Performance Improvement Plan in place for those deficits and retraining is taking place.

Again, our new payroll system has been a challenge in case management as well.

### Public Health Nurse Clinic

We have not had any challenges with Public Health Nurse Clinic this quarter.

## **Trends**

Our overall numbers have been slightly lower than the previous quarter. We are continuing to provide excellent care for our members and fulfilling their needs.

## **Thinking Ahead**

### Home Care:

We will be hiring for another home health aide which will help support an increase in home care clients. Different options are being looked at for paperwork and mileage reporting. QAPI meetings will resume beginning in August, 2021.

#### Case Management:

The SCHA preliminary audit results were sent to us. They are very good and may only require one short corrective action plan. The auditor was very satisfied with the work done by our county.

#### Public Health Nurse Clinic:

We added time slots to our nurse clinic days. This will allow for more flexibility for our clients to come in and we will be able to accommodate more community members who need our services.

#### **Training/TA Conducted/Provided**

##### Home Care:

Home Health Aides receive monthly education to ensure they are meeting the requirements for their license and their job description.

Supervisor training will be held in September, 2021.

Harassment training completed by all.

OSHA training in progress.

Paycom training by all.

Convene webinars.

#### Case Management:

New trainings will begin as we are moving into MNChoices 2.0. The MNChoices 2.0 will begin 9/2021.

Paycom training by all.

Convene webinars.

Special Needs Basic Care program is working on retraining in some areas.

#### Public Health Nurse Clinic:

We trained the new Family Health nurse how to do foot clinic so she is able to fill in during times of need.

#### **Charts/Numbers Served**

##### Home Care:

We are currently serving an average of 70-74 home care clients per month. The payers of the home care clients include: self-pay, medical assistance, Medicare, VA, Medicare Advantage Plans, and some private insurance companies. We currently have contracts with the following companies: Blue Cross Blue Shield, Health Partners, Humana, Medica, VA, Preferred One, SCHA, and UCare.

#### Public Health Nurse Clinic:

We are currently serving 163 clients. This includes clients that we serve through medication set up and foot clinic.

#### Case Management:

Our case managers currently serve approximately 226 clients, up 5 from last quarter.

- Ability Care: 26 (up 9)
- Single care: 53 (up 2)
- Nursing Home Clients: 22 (up 1)
- AC: 7 (down 1)
- CADI: 33 (same)
- PCA only: 11 (down 2)
- EW SCHA: 61 (down 4)
- EW: 13 (same)

#### ***Partners in Healthy Living/Statewide Health Improvement Partnership***

### **Numbers Served**

Currently PiHL is working with **45** partners. The CLT met via Webex on May 20, 2021 with **3** members and **4** SHIP staff.

### **Training/TA conducted and attended**

SHIP staff participated in and conducted the following:

#### April:

- Mental Health/ Well-being & resiliency webinar (MDH)
- Isanti Farmers Market meeting (POP discussion)
- Online sales of E cigs & other tobacco products training (public health law center)
- MHealth Fairview community education forum
- Tobacco point of sale call
- Humans at work: trauma & resilience
- Vaping, tobacco & health equity- youth voice town hall
- Health Equity & Community Engagement with Community of Practice
- Wake Up With Wellness – The Impact of the Pandemic on Education, Grocery, and Health Care: Wayzata Public Schools
- Recognizing & Overcoming Pandemic Stress: What we've learned one year later
- UMN 2021 Health Disparities Roundtable
- The Future of Public Health: Public Health's Role in Advancing Diversity, Equity, and Inclusion
- AAP.org Youth Nicotine Use and Dependence
- Exploring Resources to Support Healthy Food Law & Policy
- Employee Health Trends Shaped by COVID-19, by Wellright

#### May:

- Race & injustice webinar (Health equity)
- Declaring racism as a public health crisis webinar
- Healthy food retail call
- Mental well-being learning session (MDH)
- Health communication resources to support tobacco control & prevention efforts webinar
- Shaping the future: Supporting Family Friendly Practices, by Hennepin Co Health
- Hesitancy, Equity, and Transparency: Rolling out the VOCIF-19 Vaccine
- COVID Recovery Through Wellness
- MDH How Healthy is the Northland? : Bridge to Health Survey 2020
- Wake Up With Wellness – The Impact of the Pandemic on Education, Grocery, and Health Care: UMC Health System
- Burnt out to Fired Up: Replacing Anxiety & Depression with Hopefulness

#### June:

- Farmers market TA call
- Mental Health America conference
- Transforming narratives to create racial & health equity
- Bridges out of poverty training

- Investing in children’s health & wellbeing webinar
- MHealth Fairview advisory committee meeting
- Tobacco Free Grounds community of practice work group
- Healthy Brain webinar
- Social Emotional Learning (SEL) trainings
- Lung Mind Alliance Convening
- 2021 Policy Institute: Addressing Youth Mental Health Needs in Schools
- Advancing Wellness Together, Hennepin Co Health
- Making the most out of WIC Fruit and Vegetable Benefits Increase
- MHA 2021 Annual Conference: From Resiliency to Recovery
- Retaining a Resilient Public Health Workforce – Addressing Staff Burnout
- How to Help Employees Deal with Imposter Syndrome in a Remote Working World
- Bridges Out of Poverty Workshop
- Healthy Brain Initiative – Dementia Work through SHIP

### **Major Highlights**

- Approved **8** additional mini-grant applications for workplace wellness wellbeing and physical activities, water filtration systems, and community garden expansion
- Farmers Markets in Mille Lacs and Isanti County implemented a voucher program that includes free produce and education
- The Mora Farmers Market opened for the season on April 24th with 17 vendors - a new high. Three more produce vendors will also start selling when veggies are ready. Attendance has also been great.

### **Thinking Ahead**

- MDH has extended the SHIP transition year to April 30, 2022. Meaning, we will extend our current workplans for 6 additional months due to COVID disruption
- SHIP staff will be able to increase time working with SHIP now that the larger COVID-19 clinics have come to an end

### **Challenges**

- All four SHIP staff continued to work at the COVID-19 vaccine clinics, leaving less time for working on SHIP strategies

### ***Regional ATOD Prevention Coordinator - Brian Miner***

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#### **Quarterly Report January – March 2021**

The Regional Prevention Coordinator position is one of only seven prevention coordinators in the State of Minnesota. The East Central prevention region includes the counties of Benton, Chisago, Isanti, Kanabec, Mille Lacs, Morrison, Pine, Sherburne, Stearns, Wright and the Mille Lacs Band of Ojibwe reservation. The role of the Regional Prevention Coordinator is to support the prevention efforts of individuals and communities within their region that are actively working on prevention strategies that include alcohol, tobacco and other drugs.

Brian works with and provides technical assistance to community coalitions in Milaca, Pine County, Isanti County, Kanabec County, Little Falls, Sartell-St. Stephen, Mille Lacs County, Benton County, Sherburne County and the Statewide Health Improvement Partnership (SHIP) grantees in the region.

### **Highlights:**

During this reporting period, Brian has spent time promoting the State's Positive Community Norms (PCN) Grant, Request for Proposals, and working with the communities that expressed interest. He worked with the state-wide RPC and DHS team to begin making preparations for providing training and technical support to PCN Grantee supervisors and future coordinators, expected to be hired by grantees early in this coming fiscal year. In Region 4, the Big Lake School District has been awarded the PCN Grant, and will begin work on their objectives at the start of the upcoming fiscal year. Brian also worked with the communities that were ending their five- year Planning & Implementation grants, which closed in June. Brian continued to develop relationships with other existing youth Alcohol, Tobacco and Other Drug (ATOD) prevention coalitions in the region and offering support in their efforts.

Due to the COVID-19 pandemic related restrictions on in-person meetings and travel, Brian had additional funds in his budget at the end of the fiscal year. Brian worked with the state-wide RPC and DHS team to identify training resource needs across the state and spent funds on burnout prevention resources to be offered to prevention professionals. The group also decided to contract with Desire 2 Learn (D2L)/Brightspace to develop an online platform for many of the trainings offered by RPCs, in order to make these trainings more accessible across the county, region and state.

### **Trends:**

Coalitions in the region continue to have conversations around vaping education and steps for reducing youth use. A new cannabis product, commonly called Delta 8 THC, has been gaining attention, as it is currently legal to purchase in Minnesota, and is being sold in some locations within Region 4 where CBD is also being sold. Delta 8 THC differs from CBD in that it does produce a high for the person using it, typically described as milder than the high produced by Delta 9 THC, which is found in marijuana.

### **Thinking Ahead:**

Many schools in the region are preparing to return to in-person learning this fall. ATOD Prevention Coalitions will be looking to connect with youth and reengage them in their efforts. The state-wide RPC and DHS team will be dedicating time and resources to preparing PCN Grantees to begin working on their grant objectives during the first year of their award. The RPCs will also be looking to return to providing Substance Abuse Prevention Skills Training and Ethics courses to the regions of the state this fall.

### **Concerns/Challenges:**

Schools continue looking for resources on how to handle youth possession and use of tobacco on school properties. As a part of the MN Tobacco21 legislation, changes were made to the policy on youth possession and use of tobacco products. Youth will no longer receive citations for the possession and use of tobacco products. Schools will now need to develop plans on how to address instances of youth possession and use of these products on school property, within their policies.

The availability of Delta-8 THC products in the region, raises concerns about the potential for youth accessing these products.

### **Trainings attended:**

- Ethics in Prevention "Train the Trainer" Session - April 13<sup>th</sup>



- Stanford University's 2nd Annual Teaching Cannabis Awareness & Prevention Conference – Virtual Recordings.
- The 2021 Montana Summer Institute - June 22nd, 23rd and 24<sup>th</sup>

**Reports:** During this quarter, staff submitted the following reports to DHS –

- April Monthly Report 2021
- May Monthly Report 2021

***Patti Miller, Health Promotions Coordinator***

***Substance Abuse Coalition of Kanabec County (SACK) and Northern MN Suicide Prevention/CTL  
COVID-19 Department Committee/PIO***

### **Overview:**

The Substance Abuse Coalition of Kanabec County (SACK) continues to meet monthly via Webex and beginning in September, also in person. Our active membership has been limited over the past several months. However, those engaged continue to work towards finding new ways to connect with the community, schools, and other organizations to provide positive ways to stay healthy and engaged.

Northern Minnesota Suicide Prevention and Crisis Text Line Grant continues work throughout the PICKM Counties to provide trainings, community outreach, and awareness.

The COVID-19 KCCH Department Committee (DOC) has two Public Information Officers, Lori Swanson and myself. We work collaboratively to help with public education and messaging both internally and externally.

### **Highlights:**

#### **April 2021**

##### **SACK Activity:**

The coalition has been strategically working through the process to determine how engaged the community is with substance use prevention, perception and knowledge.

In April we reviewed the Community Survey that coalition members were asked to send to several members of their network to participate in. The results were shared with coalition members with the intent to better understand and then determine what community members know about certain substances, their perception of use among youth, and their overall concern about substance use and mental health in their community.

***-See attached SACK Community Survey Recap***

With the continued COVID vaccination efforts, the coordinators time working with the coalition activities was limited.

##### **Crisis Text Line Activity:**

Regional coordinators have been working with the grant coordinator to finalize plans for mini-grant applications. Mini-grants will be available for partners, approved by DHS for a variety of regional efforts



defined as, “Any local efforts happening that CTL can build on/support/help fund. This could be (but not limited to) things that local coalitions are working on, or would like to start, local training support, augmenting existing efforts, etc.”

All region partners were given the information and the opportunity to apply for a mini-grant. Recovering Hope Treatment Center submitted a grant request for \$2,500.00 to fund a Mental Health Awareness Event on May 22, 2021 in Mora. Funds will be used to help promote the event, purchases prizes as an incentive for people to attend, refreshments, etc. to make the event successful.

Teen Mental Health First Aid was taught in all 10<sup>th</sup> grade classes in Mora High School Health10. Twice each week for four weeks the regional coordinator went into the classroom to teach the curriculum. The CTL grant was able to fund all the materials needed for each student (\$800).

### **COVID-19 PIO Activity:**

Our vaccination efforts continued in April, however, we saw a steady decline in the vaccination appointments. PIOs continued to look for ways to reach people in rural Kanabec County. Collaborative work continued to Welia Health to promote messaging from providers encouraging vaccinations.

### **May 2021**

#### **SACK Activity & Crisis Text Line Activity:**

The coalition coordinator worked closely with Recovering Hope to promote and host the Mental Health Awareness Event on May 22, 2021 in Mora. With close to 100 attendees, the first annual event was considered a success. Recovering Hope was grateful for the funding and is planning a similar event for 2022.

Responsible Beverage Server Training (RBST) was held for establishments within the City of Mora and Kanabec County. Kanabec County Attorney Barb McFadden co-facilitated two trainings held in-person at the court house. Additional RBST trainings were held for establishments that were not able to make the two trainings offered. Due to COVID restrictions RBST was not held in 2020 and with the close timeline to get liquor permits reissued special accommodations were made. This also provided a great opportunity to meet with new bar owners within the county and discuss the activities and prevention measures the coalition has established.

#### **Crisis Text Line Activity:**

Coordinator worked with Mora school counselors to form a Mental Health Youth Group with the intention of helping to create student peer leaders and increase mental health awareness in the high school.

Regional coordinators continue to work on prevention strategies that are sustainable. Much of our work is involved in intervention strategies so we’re looking at ways to incorporate more upstream prevention within our work.

### **COVID-19 PIO Activity:**

As our vaccination hesitancy continues, the role of the PIOs has been to find ways to reach out to community members through social media, radio, and newspaper. We have been creating original content for our social media pages and sharing information from reputable and credible sources about the COVID vaccine (and other COVID prevention measures). Our collaboration locally has allowed us to share information from Welia, City of Mora, and other agencies/businesses.

NICE 95.5 and WCMP 100.9 have run advertisement and Q & A's about the vaccines throughout the month of May. Robin Riley from NICE 95.5 airs information we have shared with her about vaccinations, and other relative events, on her show in the a.m. on NICE 95.5.

## **June 2021**

### **SACK Activity:**

Coalition members were tasked with holding 1:1 conversations with two or three community members. This was the final process for the coalition to dig a little deeper into the communities' perception, knowledge and concern for substance use/abuse and mental health concerns. Coalition members were asked to return the 1:1 survey's by mid-July.

Additional RBST trainings were held with establishments that could not attend trainings in May.

### **Crisis Text Line Activity:**

The Northern MN Suicide Prevention and CTL hosted an in-person half day workshop for those working in suicide and mental health prevention. It was held June 17, 2021 at Ruttger's near Brainerd. In addition to the half-day workshop, the regional coordinators were able to meet and discuss updated suicide data from MDH and discuss ways in which the data could be useful to our specific work.

Coordinator attended additional Mental Health First Aid (MHFA) Training to become qualified to teach MHFA in a hybrid and online format. There will be a need for this in the future and the curriculum has recently been updated.

*-See attached the Northern Minnesota Crisis Text Line Suicide Prevention Annual Report*

### **Thinking Ahead:**

The coalition partners have been keeping most of the coalition's work sustainable even though there has not been much "new" work, our partners continue to be engaged in the established work of the coalition in our community.

Suicide Prevention/Crisis Text Line work will begin in earnest again once school is back in session. With the hopes of in-person learning in the fall, outreach will continue with schools outside Kanabec County in the 7E region.

Mental Health First Aid, specific to EMS is being planned in collaboration with Essentia Health (grant funder of initial training) and another co-trainer from Carlton County. Six trainings will be held in Pine County and/or Carlton County through January 2022, dates to be determined.

### **COVID-19 PIO Activity:**

Outreach with COVID has slowed, but a watchful eye has been on any new developments and recommendations by the CDC/MDH/WHO. Our social media platform has been a solid source of information sharing with close to 1500 followers on the KCCH Facebook page. We know many people get their information from social media. Sharing factual information from credible sources is still a top priority as the spread of dis-information or misinformation continues to increase.

### **Trainings/Events Offered to Community:**

- tMHFA offered to all 10<sup>th</sup> grade student at Mora High School in Health10.
- CTL/Mental Health Awareness – Chisago Lakes Middle School

### **Trends**

Drug trafficking has seemingly gone back to normal standards which has increased the quantity of supply in most areas and effectively lowered the cost to purchase illegal substances. Anecdotally there are more reports of youth using methamphetamine. Welia Health has begun to see an increase in opioid overdoses in the ER or heard from patients in their suboxone program that some may not admit to ER and are using Naloxone to reverse overdoses effects in their home or at gatherings.

Mental Health concerns continue to be a talking point in our community – and across the nation. Resources are more difficult to get to our children and families but we continue to do the best we can – while taking care of our own mental health. People in careers designed to help others often fail miserably at providing proper care for themselves. The topic of self-care is becoming a buzz word and all too often we consider that a day at the spa or a new pair of shoes. Self-care must focus on taking care of ourselves from the inside – build resiliency and create an overall positive well-being.

It goes without saying that the world, the nation, our state and our county is tired of the endless messages about COVID-19. In a reactive society our prevention measures are sometimes met with resistance and the push back on public health and overall scientific modeling can be difficult to digest for those in the trenches of prevention. Our time, energy, and care for our community pushes us to work harder and become more creative.

We will continue to message the importance of positive coping strategies and resiliency to keep our community healthy and thriving. We are committed to providing resources, training opportunities and other educational pieces to our partners for them to share with others (or use them ourselves).

***Programs: Public Health Emergency Preparedness (PHEP) and Radiation Emergency Preparedness (REP)***  
***Coordinator: Kate Mestnik***

### **Major Highlights**

- Eligibility expanded to those 12+ for the Pfizer vaccine.

- Large Community COVID Vaccination Clinics demobilized and daily vaccination efforts absorbed within Welia Health, with the exception of community outreach events and homebound.

### Activities

- COVID-19: Activation of the Incident Command System and subsequently the Kanabec County Emergency Operations Center – Community Health Facilitates meetings
  - Every other week: 06.25.2020 – 03.04.21
  - Monthly: 03.04.21 – Present
- Continue Departmental Operations Center Meetings 2 meetings a week
- April
  - Continue large scale community clinics.
  - Utilized one spouse of a staff member as a volunteer at a vaccination clinic and registered them through MN Responds – meet grant duty.
    - Registration provides liability coverage under the State of MN during an Emergency Declaration.
- May:
  - Messaging and vaccination efforts shifted to educating youth and parents about the eligibility and benefits of vaccinating children 12+ with Pfizer.
  - Demobilize large scale community clinics.
  - Coordinate with Recovering Hope and LTC to ensure continued access to vaccine for new staff/admissions.
- June
  - Case Investigation and Contact Tracing (CICT) slows dramatically.
  - 06.10.21 Music in the Park – present to provide information, answer questions/dispel myths but dispensed 0 doses
  - 06.22.21 Food Pop Up Distribution – present to provide information, answer questions/dispel myths but dispensed 0 doses

### Thinking Ahead

- Considering a shift of CICT responsibilities to the regional model with the understanding that locally KCCH will follow up with any cases that are under the age of 18 and have the potential to affect education catch-up opportunities.
- Looking forward to outreach efforts at community events (e.g., Food Distribution, Music in the Park, County Fair, Back to the Tower,
- Planning ahead for the start of school and what that looks like for masking, distancing, and quarantine/isolation for those who have been vaccinated and those who have not.

### Concerns/Challenges

- Delta variant, and all other variants, and the impact on the population who are not vaccinated.

### Documents and Reports Submitted

- PHEP
  - BP2 End of Year Report
- REP
  - Q4 2020 Progress Report
  - Q1 2021 Progress Report

### Plans and Documents Reviewed and Updated

- Created/In Progress: COVID-19 Plan to meet OSHA Emergency Temporary Standards (ETS)
- Updated: Radiological Emergency Preparedness Plan

### Training/TA/Services Provided

- Schools – learning model consultations based on county level of active cases; TA for case investigation and contact tracing with regards to quarantine and isolation questions

### Reoccurring Meetings

- Monday – DOC, Welia Community Vaccination Clinic Connect
- Tuesday – DOC, MDH and LPH
- Wednesday – PHEP Regional with MDH, MDH and School Nurse, Central Region Healthcare Coalition Vaccine Coordination, MDH and Long Term Care Facilities, PHEP Regional Sharing Session/Workgroup, Local Public Health and Local Schools Consultation
- Thursday – DOC, EOC, Minnesota Hospital Association and MDH, Vaccination Planning w/ MDH (ended 4.13)
- Friday – DOC, LTC/SNF Regional HealthCare Coalition

### Training Attended

- Radiological Emergency Preparedness Plan Review (RPPR): May
- Radiological Emergency Preparedness Core Concepts (RCCC): May

### Exercises Conducted

- None this quarter

### Exercises Attended

- None this quarter

### Incidents

- Kanabec County COVID-19

### Health Alert Notifications (HAN) received from MDH and sent to local healthcare partners

- Non-COVID related:
  - 06.30.21 – Increased RSV and Other Non-SARS-CoV-2 Viral Activity
  - 06.30.21 – Melioidosis in Minnesota Not Associated with Travel
- COVID related:
  - 06.28.21 – Pause on Monoclonal Antibody Treatment Bamlanivimab/Etesevimab

### Nuisance

Reporter: Elsa Ring, RN, PHN

There were no nuisance calls during the quarter.

County lakes were posted with Blue-Green Algae awareness/warning information during the first hot stretch in June.

Respectfully Submitted

Kathy Burski, Director/CHS Administrator

## 2020 SACK Community Survey Recap

*plus* 2019 MSS Data added for comparison to some questions.

### Substance Use Questions

#### Knowledge Questions

**Q1: Overall how knowledgeable do you feel you are about substance use in Kanabec County?**

61% Somewhat knowledgeable; 18% Very little knowledge

**Q2: How knowledgeable do you feel you are about specific substances used by youth in Kanabec County?**

Alcohol – 60% Somewhat knowledgeable

Tobacco – 65% Somewhat knowledgeable

Marijuana – 52% Somewhat knowledgeable; 25% Very little knowledge.

Opioids – 34% Somewhat knowledgeable; 34% Unsure; 19% Very little knowledge

Vaping – 62% Somewhat knowledgeable

**Q3: How knowledgeable to you feel about current prevention efforts in Kanabec County that pertain to reducing substance use?**

Scale of 1 – 10; *Answer Average: 2.5*

#### Concern Questions

**Q4: Overall, to what extent are you concerned about youth substance abuse/use?**

60% Very concerned; 33% Somewhat concerned

**Q5: How concerned are you with youth using these specific substances?**

Alcohol – 43% Somewhat concerned; 50% Very Concerned

Tobacco – 48% Somewhat concerned; 42% Very Concerned

Vaping – 28% Somewhat concerned; 67% Very Concerned

Marijuana – 35% Somewhat concerned; 53% Very Concerned

Opioids – 20% Somewhat concerned; 73% Very Concerned

Meth – 20% Somewhat concerned; 76% Very Concerned

**Q6: How concerned do you think the community is about youth substance use and abuse?**

Scale of 1 – 10; *Answer Average: 3*

**Q7: How concerned do you think the community is with youth using/abusing the following substances?**

Alcohol – 45% Somewhat concerned; 25% Neutral; 22% Little Concern;

Tobacco – 46% Somewhat concerned; 7% Very Concerned; 24% Neutral

Vaping – 50% Somewhat concerned; 14% Very Concerned; 20% Neutral

Opioids – 53% Somewhat concerned; 27% Very Concerned

Meth – 54% Somewhat concerned; 30% Very Concerned

#### Perception Questions

**Q8: Overall, how often do you think students in grades 9 – 12, use the following substances?**

Alcohol – 28% once a week; 36% twice a month; 22% once a month

Tobacco – 42% daily; 17% once a week; 12% once a month; 12% tried once or twice

Vaping – 52% daily; 24% once a week

Marijuana – 14% daily; 32% once a week; 16% twice a month; 14% once a month; 14% tried once or twice

## Kanabec County MSS Data from 2019:

### 9<sup>th</sup> Grade

#### Alcohol:

How often do you use the following? Alcohol (beer, wine, liquor)

	<u>Count</u>	<u>%</u>
Never	76	57.1
Tried once or twice	25	18.8
Once or twice a year	15	11.3
Once a month	3	2.3
Twice a month	9	6.8
Once a week	3	2.3
Daily	2	1.5

### 11<sup>th</sup> Grade

How often do you use the following? Alcohol (beer, wine, liquor)

	<u>Count</u>	<u>%</u>
Never	55	55.6
Tried once or twice	15	15.2
Once or twice a year	11	11.1
Once a month	8	8.1
Twice a month	6	6.1
Once a week	2	2.0
Daily	2	2.0

### 9<sup>th</sup> Grade

#### Vaping:

How often do you use the following? Vaping device or e-cigarette

	<u>Count</u>	<u>%</u>
Never	78	58.6
Tried once or twice	19	14.3
Once or twice a year	3	2.3
Once a month	1	.8
Twice a month	6	4.5
Once a week	9	6.8
Daily	17	12.8

### 11<sup>th</sup> Grade

How often do you use the following? Vaping device or e-cigarette

	<u>Count</u>	<u>%</u>
Never	53	54.1
Tried once or twice	7	7.1
Once or twice a year	7	7.1
Once a month	8	8.2
Once a week	6	6.1
Daily	17	17.3



## Tobacco (Cigarette):

### 9<sup>th</sup> Grade

During the last 30 days, on how many days did you smoke a cigarette?

	<u>Count</u>	<u>%</u>
0 days	122	88.4
1 to 2 days	7	5.1
3 to 9 days	5	3.6
10 to 19 days	4	2.9

### 11<sup>th</sup> Grade

During the last 30 days, on how many days did you smoke a cigarette?

	<u>Count</u>	<u>%</u>
0 days	91	88.3
1 to 2 days	5	4.9
3 to 9 days	3	2.9
10 to 19 days	2	1.9
20 to 29 days	1	1.0
All 30 days	1	1.0

## Marijuana:

### 9<sup>th</sup> Grade

During the last 30 days, on how many days did you use marijuana or hashish? (Do NOT count medical marijuana prescribed for you by a doctor)

	<u>Count</u>	<u>%</u>
0 days	110	79.7
1 to 2 days	8	5.8
3 to 5 days	8	5.8
6 to 9 days	5	3.6
10 to 19 days	4	2.9
All 30 days	3	2.2

### 11<sup>th</sup> Grade

During the last 30 days, on how many days did you use marijuana or hashish? (Do NOT count medical marijuana prescribed for you by a doctor)

	<u>Count</u>	<u>%</u>
0 days	85	82.5
1 to 2 days	9	8.7
3 to 5 days	3	2.9
6 to 9 days	2	1.9
20 to 29 days	2	1.9
All 30 days	2	1.9

## Mental Health Questions

**Q9: Overall, to what extent are you concerned with the mental health issues facing youth in our community?**

Scale of 1 – 10; *Answer Average: 5*

**Q10: When surveyed, how often do you think 9<sup>th</sup> and 11<sup>th</sup> grade students, self-reported feeling down, depressed or hopeless?**

14% Nearly Every Day; 61% More than Half the Days; 24% less than half the days

**9<sup>th</sup> Grade:**

Over the past 2 weeks, how often have you been bothered by feeling down, depressed or hopeless?

	<u>Count</u>	<u>%</u>
 Not at all	66	50.0
 Several days	34	25.8
 More than half the days	13	9.8
 Nearly every day	19	14.4

**11<sup>th</sup> Grade:**

Over the past 2 weeks, how often have you been bothered by feeling down, depressed or hopeless?

	<u>Count</u>	<u>%</u>
 Not at all	49	49.5
 Several days	28	28.3
 More than half the days	14	14.1
 Nearly every day	8	8.1

# Text MN to 741741

## CRISIS TEXT LINE |

Northern Minnesota Suicide Prevention  
TRIBAL-COUNTY PARTNERSHIP

### *Year Three Annual Report (July 2020-June 2021)*

The work through Northern Minnesota Suicide Prevention is made possible by Minnesota state legislative dollars through a partnership with The Minnesota Department of Human Services and Regional Partners. Carlton County Public Health and Human Services received a third year of funding for programming in 2020, on behalf of the Northern 30 Counties in Minnesota. The Region works closely with Fond du Lac Human Services (another funding recipient) to coordinate efforts in the Northern Region.

Northern Minnesota Suicide Prevention focuses on population suicide prevention through school and community presentations, trainings and outreach. Five Regional Coordinators carry out this work in addition to promoting the Crisis Text Line as a resource. The program strives to make connections in suicide prevention work around the state including partners like the Minnesota Department of Health, NAMI MN, Mobile Crisis Teams and many other local groups and organizations working on similar initiatives. A copy of the full workplan of the region can be found [here](#).



Although Crisis Text Line is a national text line, Minnesota has its own opt-in code for using the service (24/7 availability):

**Text MN to 741741**

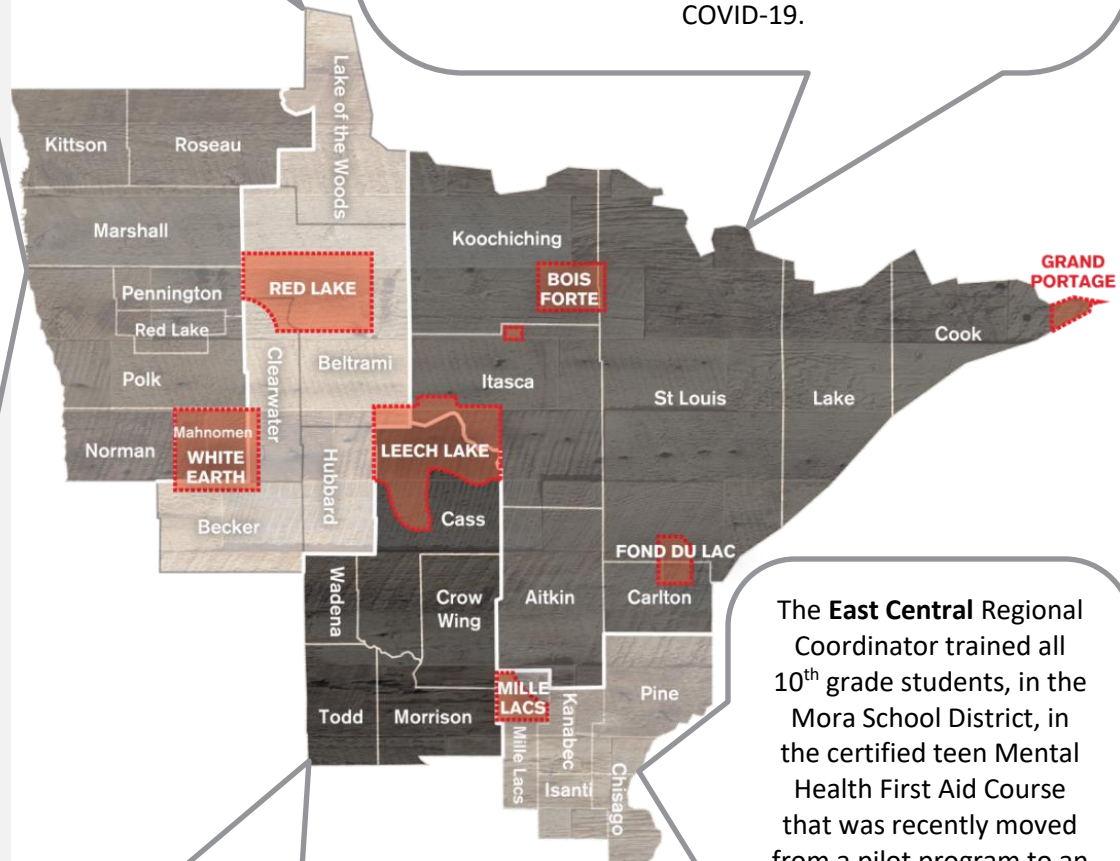
Click [here](#) to find out how Crisis Text Line works after you text "MN"!



The **North** Coordinator was able to put additional funds into increasing the digital ad campaign for Crisis Text Line and Mobile Crisis in Region 2. The click-through rate showed the campaign to be very successful – an innovative way to reach community members with resources during limited face-to-face outreach! In-person trainings resumed in 2021 with the opportunity for three safeTALK trainings in Red Lake for their Children’s Healing Center Staff and Foster Parents.

The **Northwest** Regional Coordinator has been working with six high schools in the region to develop a student-led peer care initiative. Students who volunteer would work not only to help students who might be struggling, but to also engage the student body in owning ‘peer care’ as a value and a key part of the school culture. Suicide Prevention activities continue through the work of the HOPE Coalition, which serves the entire region. This coalition engages primary care, behavioral health, social services, law enforcement, schools, and community groups in training, planning and coordination of suicide prevention efforts. Presentations at schools, as well as training events (QPR & Mental Health First Aid) are continuing via in-person and digital learning platforms. A new focus for 2020-2021 has been on wellness, self-care, traumatic stress mitigation, and upstream suicide prevention for healthcare workers across the region and the state. Work on a statewide juvenile justice mental health and suicide prevention curriculum for facility staff members is also nearing completion, and a Youth Mental Health First Aid push for teachers begins in late July 2021.

The **Northeast** Regional Coordinator is continuing to build connections with communities, coalitions, and schools across the seven-county region. Building off of existing connections and new partnerships for the pandemic response, many collaborations in the Northeast Region are ongoing and continue to strengthen. Due to COVID-19, an online order form was created for community members and professionals to receive Crisis Text Line materials including posters, bracelets, and wallet cards. With a total of over 70 orders, hundreds of materials were distributed to our communities and schools. An ongoing success in school suicide prevention trainings was a toolkit designed for virtual learning, this created flexibility in use for students and staff despite the many changes due to COVID-19.



The **North Central** Regional Coordinator has been busy reaching out to past and new community partners and agencies, returning after an extended Maternity Leave. She has been reconnecting with committees, coalitions, and groups working on suicide prevention and has been, and will be, in contact with the schools in the North Central Region to do Crisis Text Line/Suicide Prevention presentations and promote the availability of QPR and Kognito trainings. She has been utilizing virtual communication to connect with partners.

The **East Central** Regional Coordinator trained all 10<sup>th</sup> grade students, in the Mora School District, in the certified teen Mental Health First Aid Course that was recently moved from a pilot program to an official curriculum by The National Council. Several school districts utilized the virtual presentation option so their students could learn more about suicide prevention and the Crisis Text Line. With the help of mini-grant funds, one community was able to host a suicide prevention and awareness event, which was very successful!

**21,652**

Crisis Text Line resource materials (posters, wallet cards, bracelets, etc.) distributed

**868**

Students receiving a direct presentation with suicide prevention education & the Crisis Text Line resource

**1,494**

Community Stakeholders receiving suicide prevention or related education given by Regional Coordinators (ex. QPR, safeTALK, ASIST, NAMI trainings, etc.)

**131**

Meetings attended by Regional Coordinators with community partners to compliment, collaborate, or grow suicide prevention work

**14-17 years**

Age most often connecting with the Crisis Text Line (30.3% of all texters)

**Depression & Anxiety**

Most common reasons texters use Crisis Text Line

**Mon & Tue**

Days texters are most often accessing Crisis Text Line

**10pm-2am**

Times texters are most often accessing Crisis Text Line



Want to be a volunteer Crisis Counselor with Crisis Text Line?

Know someone who would be a great Crisis Counselor?

Click [here](#) for more information!

Interested in more training for yourself or your organization? Read more about the trainings we offer at the links below and contact your local Regional Coordinator for availability and scheduling!

[Question, Persuade, Refer](#) (QPR) – in person, online, or virtual: one hour

[safeTALK](#) – in person: 3.5 hours

[Applied Suicide Intervention Skills Training](#) (ASIST) – In person: two days

[Counseling on Access to Lethal Means](#) (CALM) – in person or online: one hour

[NAMI Connect Postvention](#) – in person: one half day+

[Mental Health First Aid](#) – in person or virtual: one day



*Crisis Text Line Data included in this report is only inclusive of those who use the "MN" opt-in code. Data is inclusive of July 1, 2020-June 30, 2021.*

## ***Regional Coordinators***

### **Northwest**

Tim Denney  
contactlevel5services@gmail.com  
218.280.7881

### **North**

Brina Ellison  
brina@stellher.com  
218.232.7569

### **North Central**

Krista Hartigan  
khartigan@npmh.org  
320.733.0565

### **Northeast**

Ali Randall  
alicia.randall@co.carlton.mn.us  
218.878.2870

### **East Central**

Patti Miller  
patti.miller@co.kanabec.mn.us  
320.679.6321

### **Grant Planner**

Meghann Levitt  
meghann.levitt@co.carlton.mn.us  
218.878.2846

## ***Tribal Contacts***

Carol DeVerney  
caroldeverney@fdlrez.com  
218.878.3893

Connie Luther  
connieluther@fdlrez.com  
218.576.6610



Sheila  
7/28/21 1:21PM

\*\*\*\* Kanabec County \*\*\*\*



Page 1

As of Date: 06/2021

TRIAL BALANCE REPORT

Report Basis: 2 1 - Cash  
2 - Modified Accrual  
3 - Full Accrual

Save Report: N

Comment:

FUND Range From 15 Thru 15



\*\*\*\* Kanabec County \*\*\*\*



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7/28/21 1:21PM

TRIAL BALANCE REPORT  
As of 06/2021

Report Basis: Modified Accrual

Page 2

15 Community Health Fund

<u>Account</u>		<u>Beginning Balance</u>	<u>Actual This-Month</u>	<u>Actual Year-To-Date</u>	<u>Current Balance</u>
-----Assets-----					
1001	Cash	540,918.70	96,159.34	87,065.51 -	453,853.19
1003	Audit Adjustments To Cash	5,251.83	0.00	5,251.83 -	0.00
1110	Taxes Receivable - Prior & Delinquent	10,616.61	0.00	10,616.61 -	0.00
1201	Accounts Receivable (Acc)	71,096.44	0.00	71,096.44 -	0.00
1261	Due From Other Funds (Acc)	20,629.47	0.00	20,629.47 -	0.00
1281	Due From Other Governments (Acc)	151,921.55	0.00	151,921.55 -	0.00
	Total Assets	800,434.60	96,159.34	346,581.41 -	453,853.19
---Liabilities and Balance-----					
Liabilities					
2020	Accounts Payable	523.17 -	0.00	0.00	523.17 -
2021	Accounts Payable (Acc)	28,762.16 -	0.00	28,762.16	0.00
2030	Salaries Payable	81,027.18 -	0.00	81,027.18	0.00
2091	Due To Other Funds (Acc)	1,144.59 -	0.00	1,144.59	0.00
2100	Due To Other Governments	5,282.24 -	0.00	5,282.24	0.00
2101	Due To Other Governments (Acc)	22,969.24 -	0.00	22,969.24	0.00
2230	Deferred Inflows	10,616.61 -	0.00	10,616.61	0.00
	Total Liabilities	150,325.19 -	0.00	149,802.02	523.17 -
Fund Balance					
2881	Assigned Fund Balance	650,109.41 -	0.00	0.00	650,109.41 -
2910	Revenue Control	0.00	350,443.76 -	1,063,235.39 -	1,063,235.39 -
2925	Expenditure Control	0.00	254,284.42	1,260,014.78	1,260,014.78
	Total Fund Balance	650,109.41 -	96,159.34 -	196,779.39	453,330.02 -
	Total Liabilities and Balance	800,434.60 -	96,159.34 -	346,581.41	453,853.19 -
488	Kanabec Pine Community Health (fka 59)				
-----Assets-----					
	Total Assets	0.00	0.00	0.00	0.00
---Liabilities and Balance-----					
Liabilities					
	Total Liabilities	0.00	0.00	0.00	0.00
	Total Liabilities and Balance	0.00	0.00	0.00	0.00
15	Community Health Fund	0.00	0.00	0.00	0.00



Sheila  
7/28/21 1:21PM  
15 Community Health Fund

\*\*\*\* Kanabec County \*\*\*\*

TRIAL BALANCE REPORT  
As of 06/2021

Report Basis: Modified Accrual



Page 3

<u>Account</u>	<u>Beginning Balance</u>	<u>Actual This-Month</u>	<u>Actual Year-To-Date</u>	<u>Current Balance</u>
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**Kanabec County Community Health - Board Financial Report**  
**15-484**

Through June 2021

Department	Budget	Total year to date/ % of budget	Total	8.33% January	16.67% February	25.00% March	33.33% April	41.67% May	50.00% June	
										<u>/payments not yet posted</u>
Pilt-Housing Authority										Hep A grant 228.41
Rev	0		0.00	0.00	0.00	0.00	0.00	0.00	0.00	VSO
Exp	0		-16,854.00	0.00	0.00	0.00	-8,109.00	0.00	-8,745.00	CTC
Cares Act COVID-19 Grant										DFC
Rev	0		0.00	0.00	0.00	0.00	0.00	0.00	0.00	FAP
Exp	0		162.35	162.35	0.00	0.00	0.00	0.00	0.00	LCTS 22,000.00
Local Public Health Infrastructure										LPHG 2,369.10
Rev	458,691.00	55.52%	254,664.57	9,463.33	38.95	27,790.92	120.80	22,209.08	195,041.49	MCH 6,285.91
Exp	376,178.00	52.97%	199,246.94	54,699.23	42,977.75	22,418.66	22798.2	33,289.92	23,063.18	MIECHV 21,862.15
Prevent Infectious Disease										PHEP 12,505.12
Rev	21,050.00	112.45%	23,671.24	236.41	4,097.74	2,922.66	13,254.68	2,168.00	991.75	RPC 47,687.00
Exp	30,058.00	65.24%	19,609.29	5,356.16	3,092.93	2,559.26	2,884.18	4,122.97	1,593.79	SHIP 48,667.41
Environmental Health										TANF
Rev	25.00	140.00%	35.00	12.00	11.00	6.00	6.00	0.00	0.00	WIC
Exp	5,202.00	1.64%	85.06	0.00	0.00	15.90	37.36	0.00	31.80	Covid State
Healthy Communities-Adult Health										CMCOA
Rev	250,123.00	47.17%	117,974.81	12,642.85	9,964.08	54,566.81	9,864.35	1,666.57	29,270.15	MN Choice 3,125.00
Exp	252,252.00	38.70%	97,610.57	15,269.67	14,421.17	16,979.68	17,817.22	15,259.93	17,862.90	Admin asst 2,592.00
Healthy Communities-Health Improvement										mental hlth
Rev	524,408.00	35.70%	187,204.96	16,568.86	33,211.24	55,972.75	10,144.26	53,074.32	18,233.53	Suicide Prev
Exp	498,327.00	42.03%	209,450.71	30,808.36	25,192.40	27,516.77	29,567.33	30,551.62	65,814.23	Covid Federa 39,567.30
Healthy Communities-Family Health										Home care 21,312.38 estimate only see note below
Rev	928,933.00	28.74%	266,996.19	42,630.43	82,964.98	35,146.08	25,016.06	25,735.02	55,503.62	
Exp	771,717.00	23.76%	183,350.84	31,090.59	23,800.13	27,790.85	29,146.53	30,956.38	40,566.36	228,201.78
Emergency Preparedness										SCHA Connector - We get reimbursed twice a year. Not included above.
Rev	45,924.00	98.95%	45,441.18	0.00	0.00	0.00	407.40	45,033.78	0.00	
Exp	43,559.00	347.42%	151,332.72	12,127.62	32,393.86	27,303.84	26,694.62	32,141.43	20,671.35	
Assure Access-Case Management										
Rev	377,900.00	47.13%	178,112.00	24,513.16	41,412.51	27,032.54	30,120.08	31,839.86	23,193.85	Home Care-This is the billed amount and we are paid a percentage of that and that percentage varies by
Exp	370,972.00	49.02%	181,859.91	26,098.66	25,070.62	28,150.60	32,861.89	34,438.45	35,239.69	paysource. Also, VA may pay up to two years after the date of service.
Assure Access-Home Care										
Rev	544,000.00	43.06%	234,251.38	43,528.80	37,301.95	29,304.90	43,387.26	52,519.10	28,209.37	
Exp	802,789.00	46.03%	369,562.45	73,075.00	61,198.05	69,670.69	56,722.68	50,709.91	58,186.12	
Agency Totals										
Rev	3,151,054.00	41.52%	1,308,351.33	149,595.84	209,002.45	232,742.66	132,320.89	234,245.73	350,443.76	0.00 amount has changed
Exp	3,151,054.00	44.28%	1,395,416.84	248,687.64	228,146.91	222,406.25	210,421.01	231,470.61	254,284.42	0.00

## Board Meeting 08/03/21

### Abstract Totals for Commissioner Vouchers

<b>Board Meeting 08/03/21</b>	<b>Amount</b>	<b>Vendors</b>	<b>Transactions</b>
Abstract #1	41,910.74	30	70
Abstract #2			
<b>Totals</b>	<b>41,910.74</b>	<b>30</b>	<b>70</b>

### Abstract Totals for Auditor Vouchers

<b>Board Meeting 08/03/21</b>	<b>Amount</b>	<b>Vendors</b>	<b>Transactions</b>
Abstract #1			
Abstract #2			
Abstract #3			
Abstract #4			
Abstract #5			
<b>Totals</b>			

Sheila  
7/29/21 10:15AM

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 1  
1 - Fund (Page Break by Fund)  
2 - Department (Totals by Dept)  
3 - Vendor Number  
4 - Vendor Name

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

Type of Audit List: D  
D - Detailed Audit List  
S - Condensed Audit List

Save Report Options?: N

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7/29/21 10:15AM  
15 Community Health Fund

\*\*\*\* Kanabec County \*\*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

Page 2

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
3	434 Ability Network Inc					
	15-484-487-8453-6211		217.04	July billing svc/eligibility	21M-0106806	Services & Charges N
2	15-484-493-8452-6211		181.38	July billing svc/eligibility	21M-0106806	Services & Charges N
1	15-484-496-8447-6211		259.18	July billing svc/eligibility	21M-0106806	Services & Charges N
	434 Ability Network Inc		657.60	3 Transactions		
45	1293 Bayerle/Anna					
	15-484-496-8449-6331		32.48	July HHA mileage		Mileage & Meals N
	1293 Bayerle/Anna		32.48	1 Transactions		
46	185 Bergstadt/Jennifer					
	15-484-496-8449-6331		353.92	Jun/Jul HHA mileage		Mileage & Meals N
	185 Bergstadt/Jennifer		353.92	1 Transactions		
47	1396 Biever/Laurie					
	15-484-496-8449-6331		243.04	Jun/Jul HHA mileage		Mileage & Meals N
	1396 Biever/Laurie		243.04	1 Transactions		
49	1275 Bromwich/Amanda					
	15-484-496-8448-6331		14.56	July HM mileage		Mileage & Meals N
48	15-484-496-8449-6331		174.16	Jun/Jul HHA mileage		Mileage & Meals N
	1275 Bromwich/Amanda		188.72	2 Transactions		
4	1250 City of Isle					
	15-484-485-8468-6211		2,713.00	mini grant radar speed gun Isl		Services & Charges N
	1250 City of Isle		2,713.00	1 Transactions		
50	1388 Elfstrum/Brenda					
	15-484-496-8449-6331		199.92	Jun/Jul HHA mileage		Mileage & Meals N
	1388 Elfstrum/Brenda		199.92	1 Transactions		
51	3646 Felland/Becky					
	15-484-496-8447-6331		82.32	Jul/Jul home care mileage		Mileage & Meals N
	3646 Felland/Becky		82.32	1 Transactions		
52	3501 Fratzke/Michelle					
	15-484-496-8447-6331		132.72	June home care mileage		Mileage & Meals N
70	15-484-496-8447-6331		105.28	June/July CM mileage		Mileage & Meals N
	3501 Fratzke/Michelle		238.00	2 Transactions		

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15 Community Health Fund

\*\*\*\* Kanabec County \*\*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

Page 3

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
4184	Health Dimension Rehabilitation Inc						
5	15-484-496-8447-6211		11,361.24	June PT services		Services & Charges	N
6	15-484-496-8447-6211		54.30-	attempted visit credit		Services & Charges	N
4184	Health Dimension Rehabilitation Inc		11,306.94	2 Transactions			
324	Healthcare First						
7	15-484-496-8447-6211		104.74	July HHCAHPS fee	5216142	Services & Charges	N
324	Healthcare First		104.74	1 Transactions			
3095	Isanti County Public Health						
66	15-484-485-8468-6880		934.92	June hlthy eat/active living		Grant Admin- Pass thru	N
67	15-484-485-8468-6880		248.36	June tobacco strategy		Grant Admin- Pass thru	N
68	15-484-485-8468-6880		1,017.11	June well-being		Grant Admin- Pass thru	N
3095	Isanti County Public Health		2,200.39	3 Transactions			
322	Kanabec County						
8	15-484-450-0000-6205		79.76	2nd qtr postage	PH034	Postage	N
14	15-484-469-8440-6205		1.53	2nd qtr postage	PH034	Postage	N
11	15-484-481-8481-6205		100.54	2nd qtr postage	PH034	Postage	N
18	15-484-481-8482-6205		29.01	2nd qtr postage	PH034	Postage	N
12	15-484-487-8451-6205		44.26	2nd qtr postage	PH034	Postage	N
17	15-484-487-8453-6205		4.42	2nd qtr postage	PH034	Postage	N
9	15-484-487-8456-6205		122.68	2nd qtr postage	PH034	Postage	N
10	15-484-487-8457-6205		143.57	2nd qtr postage	PH034	Postage	N
19	15-484-487-8457-6205		54.57	Follow Along 2nd qtr postage	PH034	Postage	N
13	15-484-487-8461-6205		393.85	2nd qtr postage	PH034	Postage	N
16	15-484-493-8452-6205		172.36	2nd qtr postage	PH034	Postage	N
15	15-484-496-8447-6205		2.40	2nd qtr postage	PH034	Postage	N
322	Kanabec County		1,148.95	12 Transactions			
653	Kanabec County Auditor						
24	15-484-477-8458-6331		24.20	June co. vehicle use		Mileage & Meals	N
23	15-484-487-8453-6331		20.68	June co. vehicle use	069	Mileage & Meals	N
653	Kanabec County Auditor		44.88	2 Transactions			
2162	Kanabec County Information Systems						
21	15-484-450-0000-6380		3,750.00	3rd qtr IS service	6219	Interdepartmental Charges	N
20	15-484-450-0000-6203		627.66	2nd qtr phone service	6221	Telephone	N
2162	Kanabec County Information Systems		4,377.66	2 Transactions			

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15 Community Health Fund

\*\*\*\* Kanabec County \*\*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

Page 4

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
22	13300 Kanabec County Sheriff						
	15-484-485-8468-6211		1,071.33	mini grant water filling		Services & Charges	N
	13300 Kanabec County Sheriff		1,071.33	1 Transactions			
69	377 Marco Inc						
	15-484-450-0000-6341		787.11	Sharp MX5070v copier agmt		Rental & Service Contracts Copier	N
	377 Marco Inc		787.11	1 Transactions			
26	1143 McKesson Medical-Surgical Govt Solution						
	15-484-481-8481-6432		2.04	supplies	18291248	Medical Supplies	N
27	15-484-450-0000-6380		37.00	supplies	18297673	Interdepartmental Charges	N
25	15-484-496-8447-6432		16.89	supplies	18305963 18306	Medical Supplies	N
	1143 McKesson Medical-Surgical Govt Solution		55.93	3 Transactions			
28	198 Mille Lacs Co. Community & Veterans Ser						
	15-484-485-8468-6880		2,674.36	June hlthy eat/active living		Grant Admin- Pass thru	N
29	15-484-485-8468-6880		1,266.96	June tobacco strategy		Grant Admin- Pass thru	N
30	15-484-485-8468-6880		1,500.00	June well-being strategy		Grant Admin- Pass thru	N
31	15-484-485-8468-6880		488.22	May hlthy eat/active living		Grant Admin- Pass thru	N
32	15-484-485-8468-6880		1,440.58	May tobacco strategy		Grant Admin- Pass thru	N
33	15-484-485-8468-6880		2,343.61	May well-being strategy		Grant Admin- Pass thru	N
	198 Mille Lacs Co. Community & Veterans Ser		9,713.73	6 Transactions			
65	8040 Miller, Patti						
	15-484-485-8444-6331		84.53	June crisis text line expense		Mileage & Meals	N
64	15-484-485-8444-6411		338.19	May crisis text line purchase		Supplies	N
63	15-484-490-8489-6411		45.07	June covid purchase		Progam Supplies	N
	8040 Miller, Patti		467.79	3 Transactions			
54	1353 Nelson/Darla						
	15-484-496-8448-6331		36.40	Jun/Jul HM mileage		Mileage & Meals	N
53	15-484-496-8449-6331		120.96	Jun/Jul HHA milege		Mileage & Meals	N
	1353 Nelson/Darla		157.36	2 Transactions			
55	927 Neumen/Cami						
	15-484-496-8447-6331		38.64	June home care mileage		Mileage & Meals	N
56	15-484-496-8447-6331		195.44	July home care mlege		Mileage & Meals	N
	927 Neumen/Cami		234.08	2 Transactions			
632	Pine County Health & Human Services						

Sheila  
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15 Community Health Fund

\*\*\*\* Kanabec County \*\*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

Page 5

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
34	15-484-485-8468-6880		440.52	May hlthy eat/active living		Grant Admin- Pass thru	N
35	15-484-485-8468-6880		440.47	May tobacco strategy		Grant Admin- Pass thru	N
36	15-484-485-8468-6880		485.53	May well-being strategy		Grant Admin- Pass thru	N
37	15-484-485-8468-6880		629.88	June hlthy eat/active living		Grant Admin- Pass thru	N
38	15-484-485-8468-6880		451.62	June tobacco strategy		Grant Admin- Pass thru	N
39	15-484-485-8468-6880		707.92	June well-being strategy		Grant Admin- Pass thru	N
632	Pine County Health & Human Services		3,155.94	6 Transactions			
330	Prevent Child Abuse America						
40	15-484-487-8453-6285		459.50	2021 affiliation fee 2nd half	12475	Contracted Work	N
330	Prevent Child Abuse America		459.50	1 Transactions			
1313	Quill Corporation						
43	15-484-450-0000-6412		5.00-	credit memo 1431425		Office Supplies	N
41	15-484-450-0000-6412		420.48	admin office supplies	15209579	Office Supplies	N
42	15-484-487-8461-6412		57.20	ctc office supplies	15209579	Office Supplies	N
1313	Quill Corporation		472.68	3 Transactions			
1030	Ringler/Jennie						
57	15-484-496-8449-6331		140.00	Jun/Jul HHA mileage		Mileage & Meals	N
1030	Ringler/Jennie		140.00	1 Transactions			
16326	Sarkisyan/Amber						
58	15-484-496-8449-6331		292.88	Jun/Jul HHA mileage		Mileage & Meals	N
16326	Sarkisyan/Amber		292.88	1 Transactions			
1083	Swanson/Lori						
61	15-484-485-8468-6331		32.48	Jun/Jul SHIP mileage		Mileage & Meals	N
62	15-484-490-8403-6331		22.40	Jan/Feb mileage		Mileage & Meals	N
1083	Swanson/Lori		54.88	2 Transactions			
1268	Tomczak/Kristi						
60	15-484-496-8448-6331		6.16	July HM mileage		Mileage & Meals	N
59	15-484-496-8449-6331		203.84	Jun/Jul HHA mileage		Mileage & Meals	N
1268	Tomczak/Kristi		210.00	2 Transactions			
12306	WELIA HEALTH						
44	15-484-485-8468-6211		744.97	mini grant update nursing room		Services & Charges	N
12306	WELIA HEALTH		744.97	1 Transactions			



Sheila  
7/29/21 10:15AM  
15 Community Health Fund

\*\*\*\* Kanabec County \*\*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 6

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
15 Fund Total:		41,910.74	Community Health Fund	30 Vendors	70 Transactions
Final Total:		41,910.74	30 Vendors	70 Transactions	

Sheila  
7/29/21 10:15AM

\*\*\*\* Kanabec County \*\*\*\*



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 7

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	15	41,910.74	Community Health Fund	
	All Funds	41,910.74	Total	Approved by, .....
				.....
				.....

# 9:30am Appointment

August 3, 2021

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Annual MDVA Grant Resolution	<b>b. Origination:</b> Minnesota Department of Veterans Affairs (MDVA)
<b>c. Estimated time:</b> 10 minutes	<b>d. Presenter(s):</b> Erica Bliss, VSO

**e. Board action requested:**

**a. Rescind Resolution #11 – 7/20/21**

WEREAS Resolution #11-7/20/21 was approved by the Kanabec County Board of Commissioners on July 20, 2021, and

WHEREAS the Kanabec County Veterans Service Officer was later notified by the Department of Veterans Affairs that the resolution language must include reference to Minnesota Statutes 197.608 and Minnesota Laws 2021, 1st Special Session, Chapter12, Article 1, Section 37, Subdivision 2;

BE IT RESOLVED that Resolution #11-7/20/21 is rescinded.

**b. Approve the following replacement resolution:**

**Annual MDVA Grant**

WHEREAS the County Veterans Service Office recommends we apply for the MDVA Operational Enhancement Grant. This is an annual grant offered to counties, and

WHEREAS grant money must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office as specified in Minnesota Statutes 197.608 and Minnesota Laws 2021, 1st Special Session, Chapter12, Article 1, Section 37, Subdivision 2., and

WHEREAS it is approved that Kanabec County Veterans Service Officer Erica Bliss is authorized to sign the grant agreement on behalf of the county board;

BE IT RESOLVED the Kanabec County Board approves the application of the Veterans Operational Grant for FY22.

**f. Background:**

**Supporting Documents:** None ☒

**Attached:**

**Date received in County Coordinators Office:**

**Coordinators Comments:**

**KANABEC COUNTY  
VETERANS SERVICE OFFICE**

18 North Vine, 2<sup>nd</sup> Floor  
Mora, MN 55051  
Telephone: (320) 679-6380  
Fax: (320) 679-6480



**VETERANS SERVICE OFFICER**  
Erica Bliss

**Resolution #\_\_ – 07/21/2020**

Regularly Scheduled County Board Meeting

**WHEREAS** the County Veterans Service Office recommends we apply for the MDVA Operational Enhancement Grant. This is an annual grant offered to counties and

**WHEREAS** grant money must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office as specified in *Minnesota Statutes 197.608 and Minnesota Laws 2021, 1st Special Session, Chapter 12, Article 1, Section 37, Subdivision 2*. And

**WHEREAS** it is approved that Kanabec County Veterans Service Officer Erica Bliss is authorized to sign the grant agreement on behalf of the county board

**BE IT RESOLVED** the Kanabec County Board approves the application of the Veterans Operational Grant for FY22.

\_\_\_\_\_  
Chairperson, Kanabec County Board of Commissioners

\_\_\_\_\_  
Date

# 9:45am Appointment

August 3, 2021

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Potential Fish Lake Project Shoreline Erosion Control Project	<b>b. Origination:</b> Kanabec Soil & Water Conservation District
<b>c. Estimated time:</b> 15 minutes	<b>d. Presenter(s):</b> Deanna Pomije, District Manager

**e. Board action requested:**

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### **f. Background:**

The SWCD is actively pursuing a project to fix eroding shoreline just west of the HWY 65 bridge on Fish Lake. This shoreline is Kanabec County property. Due to the high cost of a potential project the Soil and Water plans to apply for a Clean Water Fund grant with the State of Minnesota to help fund the project. The purpose of the presentation is to provide details and answer questions regarding the potential project and to potentially ask for funds (estimated \$30,000) from the County for the project in fiscal Year 2022 or 2023.

**Supporting Documents:** None    **Attached:** ☒

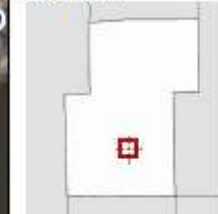
<b>Date received in County Coordinators Office:</b>	7/28/21
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**Coordinators Comments:**

## Fish Lake Proposed Shoreline Project



### Overview



### Legend

- Parcels
- Townships
- Roads**
  - MN Highway
  - County Highway/Road
  - Township Road
  - Municipal Road
  - State Forest Road
  - Roads
  - Other

<b>Parcel ID</b>	02.02145.00	<b>Alternate ID</b>	n/a	<b>Owner Address</b>	COUNTY OF KANABEC
<b>Sec/Twp/Rng</b>	26-039-024	<b>Class</b>	955 - COUNTY PUB SERV-OTH		18 VINE ST N
<b>Property Address</b>		<b>Acreage</b>	7.37		MORA, MN 55051
<b>District</b>	ARTHUR SCH 0332				
<b>Brief Tax Description</b>	Sect-26 Twp-039 Range-024 7.37 AC PT NW1/4 OF NE1/4 BEG AT S1/4 COR OF SEC; THEN ELY 220.9'; THEN SELY AT ANGLE OF 118D19' 628" TO WATER LINE OF ANN RIVER THEN TURNING AN ANG OF 100D50' & FOL WATER LINE OF ANN RIVER SWLY 683.5' TO 1/4 SEC LINE TURNING AN ANG OF 50D 26' & RUNNING N 984' TO POB (PARK & REST AREA)				
	(Note: Not to be used on legal documents)				

Date created: 7/28/2021  
Last Data Uploaded: 7/28/2021 4:25:00 AM

Developed by  **Schneider**  
GEOSPATIAL





## Hello Citizens! We would like your input!

The Kanabec Soil and Water Conservation District (SWCD) is actively pursuing a project to fix the eroding shoreline west of the Highway 65 bridge on Fish Lake. We plan to seek grant funding for this project with proposed installation in 2022. The projected cost of the project is estimated to be \$80,000 - \$100,000. Local funding match will be required. This is where we need your help. To make this project a reality, we need help from the community to contribute funds or offer support for this project. We appreciate your input, comments and support regarding this potential project.



Fish Lake shoreline west of HWY 65 bridge. This shoreline contributes large amounts of phosphorus and sediments to Fish Lake.



Once completed, the shoreline on the left can be expected to look like the shoreline pictured above with continued allowances for fishing foot traffic.

[www.kanabecswcd.org](http://www.kanabecswcd.org)

Contact us at 320-674-3008 or  
[josh@kanabecswcd.org](mailto:josh@kanabecswcd.org)

# 10:15am Appointment

August 3, 2021

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Township Assessment Fees	<b>b. Origination</b> Assessor's Office
<b>c. Estimated time:</b> 10 minutes	<b>d. Presenter(s):</b> Tina Von Eschen, Assessor

### e. Board action requested:

Resolution to approve the township assessment fee at \$8.00 per parcel for the 2022 and \$8.50 per parcel for the 2023 assessment year. This will equate to approximately a 6.67% increase per jurisdiction for the 2022 assessment and 6.25% for the 2023 assessment year. Additionally, to approve a \$3/parcel maintenance fee for any jurisdiction employing a local assessor.

### f. Background:

Historical fee's per parcel:

2013AY @ \$6.75/parcel

2014-2017AY @ \$7.00/parcel

2018-2019AY @ \$7.25/parcel

2020-2021AY @ \$7.50/parcel

As we prepare to send the billings for the 2021AY we would like to include notice of fees for the next 2022-2023AY assessment contract and are looking for approval to raise our fees to be more in line with neighboring counties and assessment practices. In surveying counties within our region, I have found the following responses:

Aitkin has a formula based on Assessor's budget, percentage of property tax that is township's share, and total net tax capacity to create a rate to multiply by the township's tax capacity. It would obviously vary, but felt their average was about \$5 per parcel. I really place little weight in comparison to Aitkin due to the obscure proportion of vacant to improved and exempt to taxable parcels in comparison to our county but still wanted to share their response due to proximity.

Mille Lacs used to charge \$5 for unimproved parcels and \$8 for improved. For the 2021AY they have changed their fee's by property type (Improved Ag, SRR & Res are at \$11, \$7 and \$9/parcel respectively; Vacant Ag, SRR, Res are at \$5, \$2 and \$4 respectively; Improved C/I/A is at \$22 while vacant C/I/A is at \$12/parcel; exempt is at \$6 and MH/personal property is at \$3/parcel). For the 2020AY they reported average fees were approximately \$7.09/parcel with that average going to approximately \$7.57/parcel for the 2021AY. They were unsure what changes they would be making for upcoming assessments since this was a new process for them.

Pine reported C/I/A improved at \$25/parcel and vacant at \$5. MH and personal property at \$5/parcel. They have an extensive schedule also but stated they averaged around \$9.50/parcel on all other property types improved and vacant. In addition, they charge a \$1.50/parcel maintenance fee for any jurisdictions that employ their own local assessor.

Isanti County has a true county assessment and does not charge back to the townships.

Benton County averages to approximately \$9/parcel vacant or improved for all property types.

Chisago County has a true county assessment and does not charge back to the townships but for budgetary purposes does an analysis of where their fees would be, they average \$9.90/parcel for vacant or improved for all property types.

Wright County is at \$14/parcel vacant or improved for all property types (they were at \$13/parcel for the



2021AY and plan to go to \$15/parcel for the 2023AY).

Stearns County is at \$12.75/parcel for improved, \$9.75/parcel for unimproved, \$10.25/parcel for ancillary improved only (shed, garage, etc.), and at \$7 or \$5 for their improved and vacant exempt.

Morrison County has a true county assessment and does not charge back to the townships.

Sherburne County also has a true county assessment but does charge back to townships which ultimately lowers their fee per parcel. For Res, SRR and Ag improved they are at \$6/parcel and vacant is at \$4/parcel. All other property types (C/I/A, resorts, utility, mobile homes, and personal property) they are at \$8/parcel.

Carver County is at \$13.95/parcel on Res, \$14.50/parcel on Ag, and \$15.55 on C/I/A and exempt.

McLeod County was at \$7.50/parcel across the board for the 2020AY but they also charge a \$3/parcel maintenance fee across the board – so for jurisdictions where they complete the assessment that jurisdiction is charged \$10.50/parcel, jurisdictions that employ their own assessor they are still charged \$3/parcel maintenance fee.

Meeker County is at \$11.50/parcel for their small city and townships and \$15/parcel in their large city.

Since my previous survey where we set the 2018-2019 contract years at \$7.25/parcel and the 2020-2021 contract years at \$7.50/parcel it appears numerous counties have increased their fees, some substantially. In light of these findings I would like to propose our fee per parcel schedule raise from the current \$7.50/parcel to \$8.00/parcel for the 2022AY and \$8.50/parcel for the 2023AY. As an example, based upon current parcel counts this will raise the annual fee for the City of Mora by approximately \$900 each assessment. The majority of other jurisdictions will be in the \$200-\$500 increase range. Overall this will raise my budget revenues by approximately \$6,100/year.

In addition, I would also like to propose adopting a \$3/parcel maintenance fee for any jurisdiction that may seek to employ a local assessor in the future. There are few jurisdictions left that have this option but if they were to do it I would rather be proactive and establish this fee now rather than reactive. This parcel maintenance fee will cover all the internal parcel processing that our office will still be required to complete outside of the basic quintile inspection duties their local assessor would perform. Ultimately I am still responsible for the assessment of those parcels and all reporting that is done to the state and this maintenance fee will help cover those costs. Ultimately the goal would be to not have any jurisdictions look to employ a local assessor and I will again include a detailed list of what their fees currently include when we send out the new contract.

**Supporting Documents: None**

<b>Date Received in County Coordinator's Office:</b>	
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**Coordinators Comments:**

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of the County Coordinator

**UNAPPROVED MINUTES**

**July 20, 2021**

The Kanabec County Board of Commissioners held a Regular Board Meeting in person and via telephone/video conference call at 9:00am on Tuesday, July 20, 2021 pursuant to adjournment with the following Board Members present on-site: Gene Anderson, Rickey Mattson, Craig Smith, Dennis McNally, and Les Nielsen. Staff present on-site: County Coordinator Kris McNally, County Attorney Barbara McFadden and Recording Secretary Kelsey Schiferli.

The meeting was held in meeting rooms 3 & 4 in the basement of the courthouse to allow for social distancing due to COVID-19. The meeting was also held via WebEx for anyone wishing to attend virtually.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the July 6, 2021 minutes as presented.

Action #3 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Midcontinent Communications	248.31
Mora Municipal Utilities	19,738.14
East Central Energy	86.05
Maslonkowski, Quinten	150.00
Quality Disposal	164.25
Breeden, Danny & Debra	11.60
Cummings, Jerome	8.00
Hall, Todd	7.00
Kwik Trip	10,470.04
Midcontinent Communications	188.53
Minnesota Department of Finance	8,088.00
Office of MN.IT Services	1,300.00
Verizon Wireless	5,044.57

VISA	1,601.49
Ripka, Peter	500.00
Minnesota Department of Finance	4,783.26
Minnesota Department of Health	1,742.50
<b>17 Claims Totaling:</b>	<b><u>\$54,131.74</u></b>

Action #4 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to recess the Board Meeting at 9:05am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:05am on Tuesday, July 20, 2021 pursuant to adjournment with the following Board Members present: Gene Anderson, Rick Mattson, Dennis McNally, Craig Smith, and Les Nielsen. Family Services Director Chuck Hurd presented the Family Services Board Agenda.

Action #FS5 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the Family Services Board Agenda.

Family Services Director Chuck Hurd presented the Post-COVID Return to Work Plan.

Action #FS6 – Rick Mattson introduced a motion to approve the Post-COVID Return to Work Plan as presented. Chairperson Gene Anderson handed the gavel over to Vice Chairperson Dennis McNally. The motion was seconded by Gene Anderson and upon a vote being taken thereon, the following voted:

**IN FAVOR THEREOF:** Gene Anderson, Rick Mattson, Dennis McNally  
**OPPOSED:** Craig Smith, Les Nielsen  
**ABSTAIN:** None

whereupon the motion passed.

Vice Chairperson Dennis McNally handed the gavel back to Chairperson Gene Anderson.

Family Service Director Chuck Hurd presented the Director's Report. Information only, no action was taken.

Action #FS7 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

### **Resolution #FS7 - 7/20/21**

Agreement to Administer Employment & Training Services for SNAP Clients

**WHEREAS**, Minn. Stat. 471.59 provides that two or more governmental units may, by agreement, contract with a governmental agency to facilitate a power common to the contracting

Parties; Minn. Stat. 393.07, subd. 10 provides that a local social services agency shall establish and administer a food stamp program; and Minn. Stat. 256D.051, subd. 1 requires those receiving food stamps to meet the employment and training participation requirements of the United States Department of Agriculture, and

**WHEREAS**, Sherburne County has agreed to contract with Kanabec, McLeod, Meeker, Mille Lacs, Renville and Wright Counties as a Fiscal Agent to facilitate employment and training services offered to SNAP clients by pooling their resources to provide the service through an Agreement, and

**WHEREAS**, Kanabec County Family Services Director and Financial Supervisor are recommending this Agreement to facilitate employment and training services offered to SNAP clients by pooling their resources.

**THEREFORE BE IT RESOLVED** the Kanabec County Family Services Board approves the Agreement between Sherburne County as fiscal agent and McLeod, Kanabec, Meeker, Mille Lacs, Renville and Wright counties to facilitate employment and training services for clients receiving SNAP benefits effective upon the date of execution.

**BE IT ALSO RESOLVED** the Kanabec County Family Services Board approves the Amendment to the above named Agreement to add Isanti County to the group of counties pooling their resources in order for Sherburne County to act as fiscal agent and facilitate employment and training services for SNAP clients.

Action #FS8 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the payment of 123 claims totaling \$222,945.44 on Welfare Funds.

Action #FS9 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to adjourn Family Services Board at 9:26am and to meet again on August 17, 2021 at 9:05am.

The Board of Commissioners reconvened.

Action #10 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following claims on the funds indicated:

#### **Revenue Fund**

<b>Vendor</b>	<b>Amount</b>
A and E Cleaning Services	550.00
Abate Tek	3,500.00
Abbott Northwestern	33.00
Advanced Correctional Healthcare	23,430.70
American DataBank	135.30
Aspen Mills	119.90
AT&T Mobility	929.95

AT&T Mobility	44.92
BCA Business Shared Services	120.00
Cheney, Leah	990.00
Curtis, Michael	664.62
East Central Exterminating	125.00
East Central Solid Waste Commission	30.00
ECM Publishers	252.00
Election Systems & Software Inc	2,400.00
Eric Hanson Consulting	2,200.00
Fairview Health Services	41.00
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
Further	636.95
Glen's Tire	28.00
Glen's Tire	647.84
Grainger	466.72
Grainger	96.99
Granite City Jobbing Co	252.19
Granite City Jobbing Co	428.66
Handyman's Inc	381.48
Handyman's Inc	203.04
Hoefert, Robert	663.04
Industrial Health Services Network Inc	45.90
Innovative Office Solutions, LLC	3,654.98
Jamar Company	733.00
Kanabec County A/T	1,714.26
Kanabec County A/T	1,714.26
Kanabec County Ag Society	150.00
Kanabec County Community Health	3,008.46
Kanabec County Soil & Water	15,176.00
Kanabec County Soil & Water	5,000.00
Kanabec Publications	95.00
Kanabec Publications	29.58
Kanabec Publications	137.50
Kanabec Publications	437.68
Kanabec Publications	1,234.00
LexisNexis, RELX Inc.	189.08
Manthie, Wendy	641.76
Marco	134.68
Marco	159.00
Marco	3,186.68
Mattson Electric	309.38
MCIS	7,931.00

Metropolitan Mechanical Contractors	4,017.54
Metropolitan Mechanical Contractors	832.66
Minnesota County Attorney's Association	55.00
Minnesota Monitoring, Inc.	300.00
MNCCC Lockbox	35.00
MNCCC Lockbox	70.00
MNCCC Lockbox	140.00
MNCCC Lockbox	12,920.50
Northstar Computer Forms, Inc.	173.55
Office Depot	125.87
Office Depot	63.93
O'Reilly Auto Parts	15.30
Owens Auto Parts	18.90
Pakor Inc.	289.97
PD's Embroidery	45.00
Quality Disposal Systems	199.35
Quality Disposal Systems	394.21
Quality Disposal Systems	24.15
State of Minnesota Public Safety BCA	270.00
Stellar Services	113.89
Summit Food Service Management	7,629.65
Tinker & Larson Inc	258.45
Tinker & Larson Inc	78.92
Van Alst, Lillian	856.24
Visser, Maurice	378.60
Zamora, Ray	1,274.56

**77 Claims Totaling: \$ 122,629.78**

#### **Road & Bridge**

<b>Vendor</b>	<b>Amount</b>
A & E Cleaning	1,100.00
Aramark	556.99
Beaudry	17,419.45
Bjorklund Companies	265.20
Capitalone Trade Credit	151.30
Central Pension Fund	208.20
Deutschlander Fencing	2,076.85
Federated Co-ops	279.99
Glens Tire	937.00
Gopher State	22.95
Houston Engineering	7,405.00

Johnson Hardware	35.98
Johnson, Phyllis	295.00
Kanabec County Highway Department	70.00
Knife River	8,389.44
Kwik Trip	174.18
Magaard, Russ	540.00
Marco	356.02
Med Compass	625.00
MN Energy	51.40
North Central International	2,499.85
Olson Power	88.80
Owens Auto Parts	133.99
Power Plan	1,972.39
Rostberg, John	60.00
USIC	180.00
Walk-N-Roll	752.57
WiarCom	675.30

**28 Claims Totaling: \$ 47,322.85**

Veteran Service Officer Erica Bliss met with the County Board to discuss matters concerning her department.

Action #11 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

## **Resolution #11 – 7/20/21**

**WHEREAS** the County Veterans Service Office recommends we apply for the MDVA Operational Enhancement Grant as specified in Minnesota Laws 2019, Chapter 10, Article 1, Section 37, Subdivision 2. This is an annual grant offered to counties, and

**WHEREAS** grant money must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office;

**BE IT RESOLVED** that the Kanabec County Board approves the application of the Veterans Operational Grant for FY22;

**BE IT FURTHER RESOLVED** to authorize Kanabec County Veterans Service Officer Erica Bliss to sign the grant agreement on behalf of the County Board;

**BE IT FURTHER RESOLVED** that this grant should not be used to supplant or replace other funding.

Erica Bliss gave a department update. Information only, no action was taken.

Action #12 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the following resolutions:

### **Resolution #12a – 7/20/21**

**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 applicant and facility owners are in good standing with the County;

**BE IT RESOLVED** to approve the Application for Exempt Permit for the National Wild Turkey Federation – Northern Tough Toms for a raffle event to be held at Braham Moose Lodge 2353 103<sup>rd</sup> Ave, Braham, MN 55006 on November 11, 2021.

### **Resolution #12b – 7/20/21**

**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 applicant and facility owners are in good standing with the County;

**BE IT RESOLVED** to approve the Application for Exempt Permit for the Knife Lake Sportsman's Club for a raffle and bingo event to be held at Northwoods Steakhouse, 2732 Hwy 65 N, Mora, MN 55051 on February 5, 2022.

County Coordinator Kris McNally led a discussion regarding the proclamation of County Staff Appreciation Day.

Action #13 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to approve the following resolution:

### **Resolution #13 – 7/20/21**



## **Proclamation of County Staff Appreciation Day**

**WHEREAS**, county staff serve as the cornerstone of this community, dedicating their time, skills, and expertise for the benefit of their neighbors; and

**WHEREAS**, county staff went beyond expectations, taking on personal risks, to continue delivering essential services to the citizens of our county during the COVID-19 pandemic; and

**WHEREAS**, in addition to their regular duties, many county staff were called upon and accepted new and challenging responsibilities during the pandemic such as expediting the distribution of thousands of dollars in economic recovery appropriations, empowering the survival of our local business community; successfully managing a deluge of mail-in ballots in an unprecedented federal election; and, retooling local public health education outreach to flatten the curve; and

**WHEREAS**, although the state has turned the corner on the COVID-19 pandemic, county staff continue their exemplary work, assisting with recovery through vaccination roll outs and preparing for the American Rescue Plan's multi-year recovery effort; and

**WHEREAS**, the work of county staff over the past year and a half have kept the doors of the county open and our community safer, healthier, and productive throughout months of unprecedented global transition; and

**WHEREAS**, President Sve and the Board of the Association of Minnesota Counties requested the Office of Governor Walz and Lt. Governor Flanagan to proclaim July 27, 2021 as County Staff Appreciation Day and their request was granted;

**NOW, THEREFORE**, we, the Kanabec County Board of Commissioners, proclaim July 27, 2021 as County Staff Appreciation Day and extend our thanks to the staff of our county and express deep gratitude for their commitment to excellence in public service during the COVID-19 pandemic.

EDA Director Heidi Steinmetz met with the Board to discuss the Community Broadband Resources (CBR): Accelerate! Team Presentation, Robust Network Feasibility Fund Grant Application, and the Feasibility Study Request for Proposal.

Action #14 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to authorize EDA staff to submit an application to the Blandin Foundation for a “Robust Network Feasibility Fund” grant with an understanding that the required match would be provided with a portion of Kanabec County’s American Rescue Plan (ARP) funds.

Action #15 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to authorize EDA staff to release a Request for Proposals (RFP) for a Broadband Feasibility Study.

**10:33am** – The Chairperson called for public comment. Those that responded included:

Dave Halvorson	Comments regarding the condition of gravel roads in the County and questions regarding distribution of funds to EC Riders.
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**10:38am** – The Chairperson closed public comment.

County Auditor/Treasurer Denise Snyder met with the Board to discuss matters concerning her department.

Action #16 - It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve hiring a part-time employee to work up to 16 hours per week in the Auditor/Treasurer's Office in preparation for the upcoming retirement of a Deputy Auditor Tax II in July 2022.

Denise Snyder led a discussion regarding a lease agreement for Crime Victim Services.

Action #17 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

### **Resolution #17 – 7/20/21**

**WHEREAS** Kanabec County supports the Crime Victims Services program through matching required grant funding; and

**WHEREAS** the Kanabec County Auditor Treasurer recommends clarification of the in-kind grant match components of the grant agreement;

**BE IT RESOLVED** that the Kanabec County Board of Commissioners hereby approves the Crime Victims Services Agreement as written.

Al Skramstad met with the Board to discuss changes to Ordinance #27: Hours of Sale for On-Sale Intoxicating Liquor.

Action #18 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to conduct a public hearing to consider changing to the legal time for serving alcohol on Sundays to 8:00am in County Ordinance #27.

Future Agenda Items: None.

Gerald McCabe met with the Board to discuss the taxation of decks built on mobile homes and campers. Assessor Tina Diedrich – Von Eschen clarified that taxes are assessed on all decks, including those attached to mobile homes. If the mobile home has a license plate and tabs, the deck would not be assessed unless its value exceeds \$10,000.

**11:10am** – The Board took a five minute break.

Deputy Auditor Property & Tax Roberta Anderson met with the Board to discuss a request from John & Andrea Gruenhagen for a permanent easement across tax forfeit parcel #07.01700.00- Outlot D in order to ensure that they will continue to have access to their property in the event that the parcel were to sell in the future. The Board expressed consensus to leave the tax forfeit parcel and Outlot D “as-is” and not sell said parcel/outlot in order to allow all three adjoining landowners to continue to access their properties.

Public Works Director Chad Gramentz met with the Board to discuss matters relating to the Drainage Authority Board and to discuss matters concerning his department.

Action #19 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to recess the Board Meeting at 11:35am to a time immediately following the Drainage Authority Board.

The Kanabec County Drainage Authority Board met at 11:35am on Tuesday, July 20, 2021 pursuant to adjournment with the following Board Members present: Gene Anderson, Rick Mattson, Dennis McNally, Craig Smith, and Les Nielsen. Family Services Director Chuck Hurd presented the Family Services Board Agenda.

Chad Gramentz presented the inspection reports and preliminary cost estimates for County Ditch 2 and County Ditch 10. The next step is to have a public hearing on feasibility and cost. The Board expressed consensus to hold a Public Works Committee Meeting on July 28<sup>th</sup> at 1pm and to schedule a

**11:57am** – Les Nielsen left the meeting.

The Board expressed consensus to schedule a Public Hearing for the Drainage Authority Board on August 17<sup>th</sup> at 6:30pm in the Jailing Training Room.

Action #20 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to adjourn the Drainage Authority Board at 12:01pm.

The Board of Commissioners reconvened.

Chad Gramentz presented a new potential policy to help improve traffic safety, titled Rural Through/STOP Intersections. The Board expressed consensus for the County Attorney and MCIT to review the policy before its approval.

Chad Gramentz gave an update on road construction. Information only, no action was taken.

Action #21 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to adjourn the meeting at 12:20pm and to meet again in regular session on Tuesday, August 3, 2021 at 9:00am.

*Signed* \_\_\_\_\_  
Chairperson of the Kanabec County Board of Commissioners,  
Kanabec County, Minnesota

*Attest:* \_\_\_\_\_  
Board Clerk

DRAFT

## Agenda Item #2

### Paid Bills

<u>Vendor</u>	<u>Amount</u>	<u>Purpose</u>	<u>Dept</u>
CW Technology	1,283.40	Monthly Services	IS
Spire Credit Union	4,243.26	See Below	
United States Treasury	3,277.12	2020 PCORI Tax for Hosp	HR
East Central Energy	221.66	Intersection Lighting	Highway
Ann Lake Twp	3,250.20	2021 Wildlife Mgmt Land Pmt & PILT - Nat Resource Lan	Unallocated
Arthur Twp	476.31	2021 Wildlife Mgmt Land Pmt & PILT - Nat Resource Lan	Unallocated
Braham Public Schools	1,140.00	2021 Wildlife Mgmt Land Pmt	Unallocated
Brunswick Twp	72.06	2021 PILT-Nat Resource Lan	Unallocated
Comfort Twp	433.52	2021 Wildlife Mgmt Land Pmt & PILT - Nat Resource Lan	Unallocated
East Cent. Reg Dev Commission	90.15	2021 Wildlife Mgmt Land Pymt	Unallocated
East Central School District	103.05	2021 Wildlife Mgmt Land Pymt	Unallocated
Ford Twp	2,320.45	2021 Wildlife Mgmt Land Pmt & PILT - Nat Resource Lan	Unallocated
Grass Lake Twp	796.61	2021 Wildlife Mgmt Land Pmt & PILT - Nat Resource Lan	Unallocated
Haybrook Twp	541.60	2021 PILT-Nat Resource Lan	Unallocated
Hillman Twp	340.32	2021 PILT-Nat Resource Lan	Unallocated
Hinckley-Finlayson Schools	4,021.60	2021 Wildlife Mgmt Pmt	Unallocated
Kanabec Twp	943.60	2021 Wildlife Mgmt Land Pmt & PILT - Nat Resource Lan	Unallocated
Knife Lake Twp	394.61	2021 Wildlife Mgmt Land Pmt & PILT - Nat Resource Lan	Unallocated
Kroschel Twp	2,708.24	2021 Wildlife Mgmt Land Pmt & PILT - Nat Resource Lan	Unallocated
Mora Public Schools	4,920.27	2021 Wildlife Mgmt Land Pmt	Unallocated
Ogilvie Public Schools	3,065.96	2021 Wildlife Mgmt Lany Pmt	Unallocated
Peace Twp	353.66	2021 PILT-Nat Resource Lan	Unallocated
Pomroy Twp	2,283.94	2021 Wildlife Mgmt Land Pmt & PILT - Nat Resource Lan	Unallocated
Southfork Twp	66.53	2021 Wildlife Mgmt Land Pmt & PILT - Nat Resource Lan	Unallocated
Whited Twp	104.07	2021 Wildlife Mgmt Land Pmt & PILT - Nat Resource Lan	Unallocated
Kanabec County Auditor-Treas	8,117.13	Vehicle Leases and Maintenance	Various

Consolidated Communications	1,143.97	Monthly Services	Various
McNally, Kris	270.48	Reimburse Hotel, Parking, Mileage for AMC Mtg	Coordinator
Minnesota Energy Resources Corp	4,974.53	Gas Utilities	Various
MNPEIP	7,358.08	Health Reserves	HR
East Central Energy	1,290.46	Intersection Lighting	Highway
Dearborn National Life Insurance Co	810.07	Short Term Disability Premiums	Employee Benefits
Health Partners	6,528.20	Dental Insurance Premiums	Employee Benefits
Life Insurance Company of North America	945.90	Accident, Group Hospital, Critical Illness Ins Premiums	Employee Benefits
MNPEIP	158,705.48	Health Insurance Premiums	Employee Benefits
Sun Life Financial	4,089.59	Life Insurance Premiums	Employee Benefits
The Hartford Priority Accounts	2,249.98	Long Term Disability Premiums	Employee Benefits
VSP Insurance Co	322.24	Vision Ins Premiums	Employee Benefits

**38 Claims Totaling: \$234,258.30**

Spire Credit Union	53.99	Amazon/3M Privacy Filter	Attorney
	43.98	Amazon/Headset, Webcam	Attorney
	12.15	FedEx Postage	Assessor
	298.00	Columbia Inst/Call Reg (JL)	Assessor
	100.00	MN Assoc of Assessor/Workshop	Assessor
	324.36	Best Western/Room for Conf	Assessor
	19.99	Amazon/Logitech Speakers	Building Maintenance
	(456.55)	4Imprint/Refund	VSO
	88.00	Scheele's/Volunteer Shirt Fair	VSO
	19.17	GODADDY Renewal	Transit
	19.17	GODADDY Renewal	Transit
	12.99	Amazon Prime Membership	Sheriff
	75.00	BCA Trng/CK	Sheriff
	31.95	Amazon/ID Cards	Sheriff
	84.98	Amazon/Fargo Ribbon	Sheriff
	140.00	Lifestyle Tint/Invest Squads	Sheriff
	85.00	Nat'l Academy of EMD/HP	Dispatch
	25.00	BCA Trng/SC	Dispatch
	82.00	Kalahari Resort/Phoenix Conf	Jail

329.00	B&H Photo/iPad	Jail
22.99	Amazon/iPad Case	Jail
15.99	Amazon/iPad Screen Protector	Jail
115.25	Blueline Ind/Transport Lock	Jail
159.85	Handcuff Warehouse	Jail
16.05	CISCO/WebEx Monthly	Jail
189.90	Deluxe/Pens	Extension
0.99	Apple/Storage	Highway
100.00	DNR	Highway
20.00	DHS NetStudy	Community Health
24.50	Amazon/USB Security Key	Community Health
677.28	Amazon/Electronics for RPC	Community Health
349.99	Amazon/Electronics for RPC	Community Health
17.60	Availity Subscrip Fee	Community Health
36.99	ETR/Pamphlets for Family Health	Community Health
5.95	Amazon/iPhone Screen Protector	Community Health
13.99	Amazon/iPhone Case	Community Health
77.37	Henry Schein Fluoride Varnish	Community Health
853.00	4 All Promos/Vaccination Promo	Community Health
119.99	CANVA Design Program	Community Health
15.40	Availity Subscrip Fee	Community Health
22.00	Availity Subscrip Fee	Community Health
<b>41 Claims Totaling:</b>	<b><u>\$4,243.26</u></b>	

# Agenda Item #3a

## Regular Bills - Revenue Fund

### Bills to be approved: 8/3/21

Department Name	Vendor	Amount	Purpose
ASSESSOR	Bowland, Tim	110.97	Hotel, Mileage, Meals
ASSESSOR	Diedrich - Von Eschen, Tina	58.08	July Region Meeting Registration & Mileage
ASSESSOR	Forestry Suppliers	69.46	100' Tape Refill x2
ASSESSOR	Lindberg, Jodi	20.00	Region 3 Meeting
ASSESSOR	MAAP	85.00	MAAP Workshop - August 19-20
		<b>343.51</b>	
AUDITOR	Office Depot	60.32	Office Supplies
		<b>60.32</b>	
BUILDINGS MAINTENANCE	Auto Value	29.97	Belts
BUILDINGS MAINTENANCE	G & N Enterprises	466.08	Light Bulbs, Enzyme Bacteria Digester
BUILDINGS MAINTENANCE	Grainger	343.52	Thread Pitch Gauge Set, Etc.Interior Door Holders (3)
BUILDINGS MAINTENANCE	Grainger	483.01	Bottle Filling Station - Grant Reimbursement
BUILDINGS MAINTENANCE	MEI Total Elevator Solutions	451.50	Removed Wires from Old Remote Panel in Old Jail
BUILDINGS MAINTENANCE	Rick's Home Furnishings	1,599.95	S x S Refrigerator - Grant Reimbursement
		<b>3,374.03</b>	
COMMISSIONERS	Association of MN Counties	325.00	Co Gov 201, RM
		<b>325.00</b>	
COMPUTER EXPENSES	CPS Technology Solutions	3,200.00	Block Support Time 20 Hours
COMPUTER EXPENSES	CW Technology	1,225.25	Firewall VPN
COMPUTER EXPENSES	McClellan, Karen	117.60	Mileage - MCIS Grand Rapids
		<b>4,542.85</b>	
COUNTY COORDINATOR	Association of MN Counties	325.00	Co Gov 201, KM



		<b>325.00</b>	
COUNTY CORONER	River Valley Forensic Services, P.A.	1,500.00	Contract Monthly Medical Examiner May-June & Postmortem Exams
		<b>1,500.00</b>	
COUNTY EXTENSION	Klodd, Annie	80.00	Mileage for Grape Growing Workshop
		<b>80.00</b>	
COUNTY RECORDER	Government Forms & Supplies	186.43	Marriage Folders
COUNTY RECORDER	MNCCC Lockvox	19,448.32	Pictometry Flights Imagery Etc, 1 of 3
		<b>19,634.75</b>	
COURT ADMINISTRATOR	Thomason, Swanson & Zahn Attorney at Law	97.75	Court Appt Attorney Fees
		<b>97.75</b>	
ECONOMIC DEVELOPMENT	Kanabec Publications	16.63	Public Notice for Broadband Feasibility Study RFP
ECONOMIC DEVELOPMENT	Mora Area Chamber	250.00	EDA's Sponsorship of Fired Up At The Tower Event
		<b>266.63</b>	
PUBLIC TRANSPORTATION	Curtis, Michael	698.22	Volunteer Driver
PUBLIC TRANSPORTATION	Department of Transportation	61,149.70	Repayment for Unspent Funds 2018 Grant Year
PUBLIC TRANSPORTATION	Glen's Tire	40.25	Oil Change
PUBLIC TRANSPORTATION	Hoefert, Robert	227.36	Volunteer Driver
PUBLIC TRANSPORTATION	Kanabec County Information Systems	4,200.00	2021 Service & Support Contracts
PUBLIC TRANSPORTATION	Lincoln Marketing Inc.	599.00	Advertising
PUBLIC TRANSPORTATION	Manthie, Wendy	700.00	Volunteer Driver
PUBLIC TRANSPORTATION	Premium Waters, Inc.	23.96	Bottled Water Supplies
PUBLIC TRANSPORTATION	Van Alst, Lillian	304.08	Volunteer Driver
PUBLIC TRANSPORTATION	Visser, Maurice	727.48	Volunteer Driver
PUBLIC TRANSPORTATION	Zamora, Ray	1,337.28	Volunteer Driver
		<b>70,007.33</b>	
SHERIFF	Aspen Mills	130.32	Uniform Allowance
SHERIFF	State of Minnesota - BCA	1,050.00	Permit to Carry

		<u>1,180.32</u>	
SHERIFF - JAIL/DISPATCH	Advanced Correctional Healthcare	21,547.34	Annual Contract, NN DOC
SHERIFF - JAIL/DISPATCH	Auto Value	58.95	Belts & Windshield Wipers
SHERIFF - JAIL/DISPATCH	East Central Exterminating	250.00	August Services
SHERIFF - JAIL/DISPATCH	Marco	234.00	Standard Payments and Late Charges
SHERIFF - JAIL/DISPATCH	Motorola Solutions	4,547.50	Portable Radio and Programming
SHERIFF - JAIL/DISPATCH	Stellar Services	168.97	Canteen
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	<u>7,422.54</u>	Inmate Meals
		<b>34,229.30</b>	
STATE FISCAL RECOVERY ARP	CliftonLarsonAllen	<u>341.25</u>	American Rescue Plan (ARPA) Consultation - Professional Services
		<b>341.25</b>	
UNALLOCATED	Granite City Jobbing Co	439.66	Copy Paper, 13 Cases
UNALLOCATED	Kanabec Soil & Water Cons.	5,117.88	AIS Staff time, Donation, Newsletter, Fair Booth & Supplies
UNALLOCATED	Knife Lake Improvement District	6,601.21	Curly Leaf Pond Weed Treatment on Knife Lake
UNALLOCATED	Ratwik, Roszak & Maloney, PA	<u>37.00</u>	Professional Fees for June
		<b>12,195.75</b>	
VETERAN SERVICES	BlueStar Graphics	65.00	Thank a Veteran Banner Fair
VETERAN SERVICES	Mora Unclaimed Freight	98.14	Kanabec County Fair Outreach
VETERAN SERVICES	Navy Operational Support Center	<u>30.00</u>	Military Retirement Training
		<b>193.14</b>	
<b>52 Claims Totaling:</b>		<u><b>\$ 148,696.93</b></u>	

**Agenda Item #3b**  
**Regular Bills - Road & Bridge**  
**Bills to be approved: 8/3/21**

<b>Vendor</b>	<b>Amount</b>	<b>Purpose</b>
Auto Value	1,773.49	Repair Parts
Bjorklund Companies	102,046.54	Graveling project KCP 20-09
Boyer Trucks	310.14	Repair Parts
Brockwhite	413.75	Silt fence
Central McGowan	165.90	Shop Supplies
Crawford	43.08	Repair Parts
DLL Excavating	725,634.84	Graveling project KCP 21-08
Dultmeier	243.79	Repair Parts
Granite City Jobbing	105.45	Janitor supplies
Kanabec County Coordinator Department	84.15	Postage
Kanabec County Highway Department	61.60	Petty Cash, Postage
Knife River	737,315.18	Gravel
MN Dept of Public Safety	25.00	Hazardous Material
Mora Utilities	981.93	Electric and water
Northern Safety	78.48	Safety and Cleaning Supplies
Premier Asphalt	9,496.50	Patching
Ray's Gravel	13,999.92	Gravel
Sanitary Systems	140.00	Restroom Rental
USIC	30.00	Locates
Widseth Smith Nolting	1,266.00	Professional Engineer
<b>20 Claims Totaling:</b>	<b><u>\$ 1,594,215.74</u></b>	

# Agenda Item #4

August 3, 2021

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> SCORE Claims - June	<b>b. Originating Department:</b> County Coordinator
<b>c. Estimated time:</b> 2 minutes	<b>d. Presenter(s):</b> None

**f. Board action requested:**

### Resolution #\_\_ – 8/3/21

#### 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 claims on SCORE Funds:

Waste Management	\$1,134.52
Quality Disposal	\$3,637.80
Arthur Township	\$500.00
Total	\$5,272.32

**g. Background:**

Provider	Billed	Paid Amount
QUALITY DISPOSAL (June)	\$3,137.80	\$3,137.80
WASTE MANAGEMENT (June)	\$1,134.52	\$1,134.52
Sub-Total	\$4,272.32	\$4,272.32
<b>Recycling Center Incentive Payments:</b>		
Quality Disposal (June)	\$500.00	\$500.00
Arthur Township (June)	\$500.00	\$500.00
<b>TOTAL PAYMENTS =</b>		<b>\$5,272.32</b>

**Date received in County Coordinators Office:** Various dates in July

**January 1, 2021 SCORE Fund balance = \$113,199.89**

**Revenue: 01-391-392-0000-5332 =**

**Expenditure: 01-391-392-0000-6211 = \$29,644.50**

**Current SCORE Funds balance is = \$83,555.39**

# Agenda Item #5

August 3, 2021

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Snake River 1W1P Organizational Structure Discussion	<b>b. Origination:</b> Snake River 1W1P
<b>c. Estimated time:</b> 10 minutes	<b>d. Presenter(s):</b> Commissioner Smith

**e. Board action requested:**

Discuss organization structure options as provided by the Snake River 1W1P and develop a consensus for Commissioner Smith to take back to the committee.

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**f. Background:**

Supporting Documents: None    Attached: ☒

**Date received in County Coordinators Office:**

**Coordinators Comments:**

	Separate		Linked		Merged
Structure	Snake River WMB Independent	Snake River 1W1P Independent	Snake River WMB has representation on the Snake River 1W1P Policy Committee		Snake River WMB reformats to become the 1W1P Policy Committee
Changes to the Snake River WMB Joint Powers Agreement	None		None		Modified to add SWCD Supervisors to the Snake River WMB
Policy Committee Structure	<u>Snake River WMB</u>  Stays the Same	<u>Potential 1W1P Policy Comm.</u>  <ul style="list-style-type: none"> <li>Aitkin Co</li> <li>Aitkin SW</li> <li>Chis Co</li> <li>Chis SW</li> <li>Isanti Co</li> <li>Isanti SW</li> <li>Kanab Co</li> <li>Kanab SW</li> <li>Mille Co</li> <li>Mille SW</li> <li>Pine Co</li> <li>Pine SW</li> </ul>	<u>Potential 1W1P Policy Comm.</u>  <ul style="list-style-type: none"> <li>Aitkin Co</li> <li>Aitkin SW</li> <li>Chis Co</li> <li>Chis SW</li> <li>Isanti Co</li> <li>Isanti SW</li> <li>Kanab Co</li> <li>Kanab SW</li> <li>Mille Co</li> <li>Mille SW</li> <li>Pine Co</li> <li>Pine SW</li> <li>Snake River WMB Member</li> </ul>		<u>Potential 1W1P Policy Comm.</u>  <ul style="list-style-type: none"> <li>Aitkin Co</li> <li>Aitkin SW</li> <li>Chis Co</li> <li>Chis SW</li> <li>Isanti Co</li> <li>Isanti SW</li> <li>Kanab Co</li> <li>Kanab SW</li> <li>Mille Co</li> <li>Mille SW</li> <li>Pine Co</li> <li>Pine SW</li> </ul>
Advisory Committee	<u>Snake River WMB</u>  Stays the Same	<u>Potential 1W1P Policy Comm.</u>  Includes Local Government Staff members  Includes state agency members  Other members as determined by the Policy Committee	<u>Potential 1W1P Policy Comm.</u>  Includes Local Government Staff members  Includes state agency members  Other members as determined by the Policy Committee		<u>Potential 1W1P Policy Comm.</u>  Includes Local Government Staff members  Includes state agency members  Other members as determined by the Policy Committee
Local Government Representation	County Commiss. are the decision making authority	Policy Committee has equal representation from County and SWCD	County has one additional representative (Snake River WMB member) than SWCD		Policy Committee has equal representation from County and SWCD
Meeting Framework	Separate Meetings for Snake River WMB and Snake River 1W1P policy committee (may be sequential, i.e. Snake River WMB from 9-10, Snake River 1W1P from 10-12)		Separate Meetings. The Snake River WMB representative on the Snake River 1W1P Policy Committee would attend both meetings.		Single meeting with both SWCD and County policy committee members
Current Local Funding Structure	<u>SRWMB</u>  No change, counties would continue funding at current joint powers agreement level	<u>1W1P</u>  County and SWCD would provide in-kind time for the 1W1P local effort	<u>SRWMB</u>  No change, counties would continue funding at current joint powers agreement level	<u>1W1P</u>  County and SWCD would provide in-kind time for the 1W1P local effort	Local funding will be determined through modified joint powers agreement.  County and SWCD would provide in-kind time for the 1W1P local effort

# Implementation Organizational Arrangement Options

## For the Snake River 1W1P Policy Committee Members

The information below is a summary of information from the [MN Counties Intergovernmental Trust](#) and [MN Board of Water and Soil Resources](#). Originally compiled by Jamie Schurbon of the Anoka Conservation District for the Rum River 1W1P and modified for the Snake River 1W1P.

### **Decision Needed:**

At the conclusion of 1W1P planning, the State requires that the partners have some formal arrangement for implementing the plan. This arrangement provides structure for deciding how the group will use Watershed Based Implementation Funding (non-competitive State grants). There will be approx. \$1/2 M every two years in State dollars for 1W1P implementation.

## Summary of Options:

### 1. Memorandum of Agreement

#### Description

- Formal and outward commitment to work together.
- Being used for 1W1P planning.
- A document titled an MOA but citing MN Statue 471.59 is really a joint powers agreement (option 2 or 3).

#### Pros:

- Simple for cooperative planning.

#### Cons:

- Not legally enforceable. Not recommended by BWSR for this reason.
- Partnership cannot directly receive grant funds, placing all risk with the grant agreement holder(s).

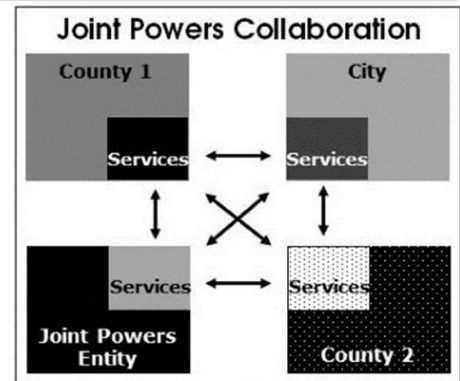
#### Who's using this:

- I'm not aware of any other 1W1P's in MN using this.

### 2. Joint Powers Collaboration (JPC)

#### Description

- Agreement to jointly deliver a service or product.
- Legally binding.
- Does not create a new entity. The collaboration cannot enter into any contracts.
- Any board or committee formed acts solely in an advisory capacity to the forming member boards. Member entities (counties, SWCDs, etc) maintain autonomous decision making.
- Funds are obtained and expended by participating governmental units each separately.
- Duties of administration, managing projects or other tasks can be contracted out to member entities.



#### Pros:

- No additional layer of government. The collaborative does still meet to do work.
- Participants' governing bodies maintain autonomous decision-making authority.
- One statutory liability limit.
- Possibly less administrative cost.

#### Cons:

- Participants may share liability. Every collaborative participant can be liable for the actions of the group. If sued, one statutory liability applies to the group, which is far better than in option 1 where each participant may be liable up to its legal limit. It is possible to allocate liability percentages amongst participants in the agreement, such as based on land area.
- Decision making can be slower because of the number of separate boards all needing to make decisions.
- There usually needs to be a voting structure that allows for decisions that are not unanimous.
- Programs would need to have one lead partner that accepts the funds and manages the project. This includes programs spanning multiple jurisdictions. It is possible to have subcontracts with other entities that pass the liability as appropriate.

#### Who's using this:

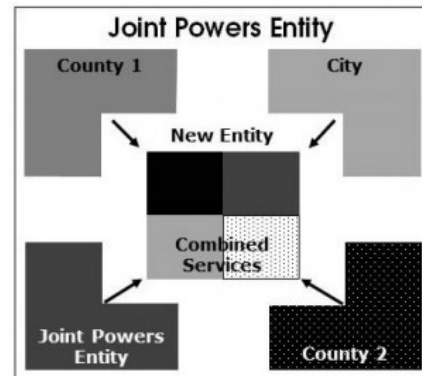
- At least six other 1W1Ps. Most 1W1Ps in MN, including Lake Superior North 1W1P (4 participants), North Fork Crow River 1W1P (14 participants), Red Lake River (7 participants), Root River 1W1P (13 participants), Yellow Medicine 1W1P (10 participants) and Lower St. Croix 1W1P (17 participants).
- While groups using this option have wanted to minimize administration, many seem to be finding that they still need someone, likely one of the partners, paid to coordinate the collaborative.



### 3. Joint Powers Entity (JPE)

#### Description

- Creates a new entity with authorities imbued upon it by its members. As such, a JPE can never have more authority or jurisdictional purview than that which all of its members can give it. So a JPE in this case could not have taxing or land use planning authority because that is not common to all participants. In practice, JPEs authorities are often much less than its members.
- The JPE board has autonomous decision-making authority and can enter into contracts.
- The new entity must purchase its own insurance, have its own bank account, undergo financial audits, and has liability apart from the member parties.
- Duties of administration, managing projects or other tasks can be contracted out to member entities.



#### Pros:

- New entity's authorities can be limited in the agreement to only those that the partnership chooses. Often, the limits are very strict, including a prohibition of regulation, taxation, etc.
- Liability apart from the participants helps to insulate individual members from liability while undertaking joint endeavors. In this way, it is analogous to a "shell company" that shields the participants from liability. It does not, however, protect participants from liability for their independent actions.
- Simplified decision-making by a new autonomous board. All participants have a representative vote in decision-making, but those decisions don't go back to full boards of the participating entities.
- Possible to have a single grant agreement between the state and the JPE covering many projects over many jurisdictions. If the new entity receives a grant covering multiple projects, it can shift funds amongst programs to balance any unforeseen costs on one project with lower than expected expenditures on another.
- Grant match could be met by the group collectively. Excessive match by one partner could reduce match needed from others.
- Any equipment purchased might be shared amongst participants.

#### Cons:

- New entity is formed even if its authorities are limited.
- Costs of insurance and administration for the new entity. Cost may need to be split among participants.
- Need to decide the voting leverage that Questions about whether all participants get equal votes (for example, those with small and large land areas in the watershed)?

#### Who's using this:

- Cannon River 1W1P.

## Options Presented as a Continuum


**Option 1: Memorandum of Agreement** – Excluded from below because the partnership will be dealing with public dollars and this agreement type is not legally enforceable, and therefore not recommended.

### Agreement Type


**Option 2: Joint Powers Collaboration**

**Option 3: Joint Powers Entity**


### Speed of Decision-Making

		
Slowest	Medium	Fastest
Governing boards of each entity make decisions, which are then somehow pooled into a group decision	Participants vote on behalf of, and in consultation with, their governing boards	Autonomous board with reps from each participant


### Autonomy of the Collaborative's Board

		
No autonomy	Medium	Autonomous
Decisions made by governing boards	Participants vote on behalf of their governing boards	Board with decision-making authority with reps from each


### Liability to Participating Entities

		
Highest	Medium	Lowest
Every participant can be liable for the collaborative's actions	Agreement allocates liability based on land area, involvement, etc	New entity insulates participants from individual liability


### Who can Receive Watershed Based Implementation Funding Grants

		
Individual participants only.	The Collaborative or individual participants.	
Any projects with multiple collaborators must one lead who accepts grantee liabilities	Facilitates projects across multiple jurisdictions. and allows shifting funds amongst projects as needed	

### Trust needed

		
Least	Medium	Most
Every decision must go back to your county board, SWCD board, etc. Could require unanimous decisions	Voting structure might allow dissent, but an action passes when most governing boards approve	Trust the new entity, with your rep, will act in your and the group's interest

### Administration and Insurance Costs

		
Lowest	Medium	Highest
No separate insurance or bank account. Project planning coordination remains significant	Collaborative project coordination is significant in most any option	Insurance and bank account for new entity. Collaborative project coordination

# Agenda Item #6

August 3, 2021

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## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Set Budget Work Session Schedule	<b>b. Origination:</b> Coordinator's Office
<b>c. Estimated time:</b> 10 minutes	<b>d. Presenter(s):</b> Kris McNally, Coordinator

**e. Board action requested:**

Discuss and set budget work session schedule.

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**f. Background:**

Supporting Documents: None ☒ Attached:

**Date received in County Coordinators Office:**

**Coordinators Comments:**