



Kanabec County Board of Commissioners

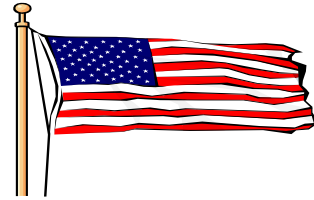
Regular Meeting Agenda The Meeting of February 16, 2021

- Due to COVID-19 safety protocol, this meeting will be in-person and via WebEx (video/phone conference)
- The public may join the meeting via WebEx or in-person at the meeting room.
- If attending the meeting in-person, the total number of persons (including commissioners) will be limited and social distancing/safety protocol will be in effect.

To be held via WebEx telephone call or video meeting:

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

Access Code: 187 385 1404



Video Meeting link:

<https://kanabeccounty.webex.com/kanabeccounty/j.php?MTID=me12134decfc408118d18bdd17a871909>

Meeting number: 187 385 1404

Password: JKtQPNZ5Q57

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.

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

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

- 9:00am a. Pledge of Allegiance
 b. Agenda approval
- 9:05am Recess County Board to a time immediately following the Family Serve Board.
- Family Services Board**
- 9:35am Recognition of 30 Years of Employee Service – Robbie Anderson, Deputy Auditor,
 Property & Tax
- 9:40am Robbie Anderson, Deputy Auditor, Property & Tax – Tax Forfeit property 313 1st St
 Mora, MN 55051
- 9:45am Heidi Steinmetz, EDA Director- Blandin Foundation Community Broadband Resources
 Cohort Opportunity
- 10:00am Chad Gramentz, Public Works

10:30am Public Comment

Telephone call-in number for public access: 1-408-418-9388 Access Code: 187 385 1404

Other business to be conducted as time is available:

1. Minutes
2. Paid Bills
3. Regular Bills
 - a. Revenue Fund
 - b. Road & Bridge
4. Gambling Permit Request
 - a. Women Anglers of Minnesota
 - b. National Wild Turkey Federation
5. Proposed temporary addition to County's EMB Policy due to COVID-19
6. Proposed updates to the Building Use Policy
7. County Policies
8. Proposed County Paid Time Off (PTO) Accrual Schedule for New Non-Union Employees
9. Future Agenda Items
10. Discuss any other matters that may come before the County Board

ADJOURN

Kanabec County Family Services

905 East Forest Avenue, Suite 150
Mora, MN 55051
Phone: 320-679-6350
Fax: 320-679-6351

Kanabec County Family Services Board Agenda February 16, 2021 9:05 a.m.

- 1. Agenda Approval** **Pg. 1**
- 2. Director's Report** **Pg. 2**
 - Staffing -- Request to rehire Office Support Specialist (OSS)**
 - Action requested**
 - See attached resolution** **Pg. 3**
 - Ongoing Number of Children in Placement**
- 3. Family Services Collaborative Interagency Agreement**
 - Action requested**
 - See attached Agreement and resolution** **Pg. 4-37**
- 4. 4th Quarter 2021 report** **Pg. 38-51**
 - See attached report**
- 5. Welfare Fund Report** **Pg. 52**
 - See attached report**
- 6. Financial Report** **Pg. 53**
 - See attached report**
- 7. Abstract Approval** **Pg. 54-57**
 - See attached abstract and board vendor paid list**
- 8. Other Business**
- 9. Adjourn**

Family Service Director's Report

February, 2021

Staffing

- Review of Office Support Specialist position

We currently have a budgeted position in Family Services that has been open since 9/12/2020. At the time the position was vacated I explained that we planned to hold off hiring and reevaluate the situation in 6 months.

The Admin team has been reviewing the options for filling the Office Support Specialist position and evaluating the alternatives.

It has become clear we need the position now and especially after our work returns to more normal and emergency waivers end.

Even though some of our day-to-day job duties have changed during this public health emergency, there are duties that are a challenge to complete and it is evident we will need the position ongoing as normal returns.

It also appears we have an opportunity to restructure some duties to generate additional funding. This funding will not pay for the position but would add revenue to the budget as a whole as the position was already fully funded in the budget for 2021.

- Action requested
- See attached resolution

Ongoing Update on Number of Children in Placement

Last month we had 15 children in our care in out of home placements. We still have 15 children in care this month compared to 10 last year for the same month.

Resolution # KCFS __ 2/16/2021
Office Support Specialist resolution

WHEREAS the Office Support Specialist position in Family Services was vacated in September, 2020 when the Office Support Specialist was promoted to a Case Aide position after a retirement, and

WHEREAS at the time of the promotion the Family Services Director addressed a plan to evaluate the position in six months, and

WHEREAS the Family Services Director and the Admin team have evaluated the duties for this position and the other administrative positions and have determined that this position plays an essential role in assisting other members in the agency to fulfill their duties as well as having a designated work load of its own.

WHEREAS the Family Services Director is recommending filling the Office Support Specialist position which has been budgeted for 2021.

THEREFORE BE IT RESOLVED that the Kanabec County Family Services Board authorizes the County Personnel Director and Family Services Director to hire a full-time Office Support Specialist at Step A, Range 5 of the pay plan which is \$16.05 per hour.

.

Kanabec County Family Services Collaborative Interagency Agreement

This agreement, made and entered into this 24th day of November, 2020 by and between Kanabec County Family Services, Kanabec County Community Health, Kanabec County Court Services, Lakes and Pines, CAC, Inc., Mora ISD #332, Ogilvie ISD #333, Rum River Special Education Cooperative, Kanabec County Sheriff's Office and the Mora Ministerial Association hereinafter referred to as the "Parties" is as follows:

Authority and Premises:

Whereas: Minnesota Statute permits public and private child-serving agencies to come together by mutual agreement to establish a family services collaborative and to establish an integrated children's service system, and;

Whereas: The Parties agree that children's needs cross over the boundaries of the categorical agencies and that services need to be coordinated across traditional systems; and

Whereas: The Parties agree that an integrated system should be built upon existing agencies and that system redesign consists in large part of redefining relationships among agencies; and

Whereas: The Parties agree that parents and community supports are key to successful care planning for children;

Now, therefore, in consideration of the mutual agreements combined herein, all participating Parties do hereby establish the Kanabec County Family Services Collaborative, hereinafter referred to as the Collaborative and do agree as follows:

Section 1: Purposes of the Collaborative

The Parties enter into this Agreement for the purposes of improving the social, emotional, educational and economic outcomes of all Kanabec County children, adolescents and their families by mitigating risk factors and enhancing protective factors for the purpose of creating an integrated service delivery system for children, adolescents and their families with multiple and special needs. The parties agree that the Collaborative shall be founded on the latest knowledge and best practices available in relevant professional fields and service delivery approaches. The Collaborative shall perform activities that coordinate supports and services such as common intake; common multidisciplinary assessment; standardized written plan; plan coordination; standards setting; and outcome evaluation. The Collaborative shall neither replace nor duplicate existing agencies but shall recreate relationships among them to enhance the abilities of the Parties to provide a comprehensive continuum of services to the target population.

Section 2: Population to be Served and Service Delivery Method

- A. Population to be served:** Determination of eligibility for social, educational, physical or mental health, transition or other services under this agreement shall be made by respective agencies in conjunction with the Interagency Referral Team, IEP, IIP teams within each member school district. The Target Population shall be children who are between 0 and 21 years of age who are residents of Kanabec County and/or are residents of Mora and Ogilvie Public Schools and who have multiple problems or are at risk of developing multiple problems. Further, these shall be children who need, or are at risk of needing, coordinated multi-agency services. Need for services and supports shall be determined by screening criteria developed by the Collaborative and/or evidenced by a behavior or condition that affects the child's ability to function in a primary aspect of daily living including personal relations, living arrangements, work, school, self-care, and recreation.

The Collaborative shall also serve the families of such children. A family to be served shall be defined, minimally, as the child's primary adult caretaker(s) and other children with whom the child is residing.

The Board, in consultation with the Interagency Councils (Section 3-D describes the Interagency Councils), shall define an operational target population and shall establish a plan for meeting the needs of those children and their families.

- B. Service Delivery Model:** The service delivery model shall be based on an interagency interdisciplinary model that focuses on child and family strengths and the resources of the child's community. The collaborative shall strive to develop and utilize services that are cost effective, needs-drive, and culturally competent and that include individualized informal supports and formal services.

Section 3: Composition, Powers and Duties of the Collaborative's Decision-making Bodies:

The powers and duties of this Agreement shall be carried out by a Family Services Collaborative Board, the Operating Committee, Interagency Councils and Individualized Family Care Teams. In general, the Board shall function as the purchaser of supports, interventions and services.

- A. Family Services Collaborative Board:** Legal authority for the Collaborative shall derive from the Family Services Collaborative Board, hereinafter referred to as the "Board". The Board shall exercise revenue authority. The voting members of the Board shall be comprised of a representative of: the Director of Kanabec County Family Services; the Director of Kanabec County Community Health; the Director of Kanabec County Court Services; the Kanabec County Sheriff's Office; the Ministerial Association; and one (1) representative from each of the following: Mora ISD # 332, Ogilvie ISD #333, Lakes and Pines CAC, Inc., Rum River Special Education Cooperative; and the Collaborative Coordinator/Local Collaborative Time Study Coordinator; for a total of nine members. A process established by each represented entity shall determine appointments of members to the Board.

The Family Services Collaborative Board shall:

1. Approve system parameters including expansion of the Target Population.
2. Approve the composition of the Interagency Councils.
3. Oversee an Integrated Fund, as established in Section 5 of this Agreement.
4. Negotiate Integrated Fund contributions, monetary or in-kind from each Party in accordance with an approved work product to be provided to the Target Populations.
5. Approve annual revenue budgets at its annual meeting by approval of a majority (50%) of the Board eligible to vote. Such revenue budgets shall account for all resources available to the Collaborative, both monetary and in-kind.
6. Approve a Fiscal Agent(s) from among the Parties to this Agreement. The Fiscal Agent(s) shall:
 - a. Establish and maintain appropriate accounts.
 - b. Receive and maintain funds assigned by the Board.
 - c. Receive local, state and federal grant dollars, cash, and charitable contributions and maintain in the joint service deliver account.
 - d. Disburse funds according to a budget adopted by the Board in consultation with the Kanabec County Operating Committee.
 - e. Account for revenues and expenditures and produce appropriate financial statements according to categories determined by the Board and the Councils.
 - f. Provide accounts as required by state and federal agencies.
 - g. Designate a staff person to work closely with the Collaborative Coordinator as necessary to complete fiscal duties.
 - h. Prepare periodic financial reports to the Board.
7. Approve the appointment of the LCTS Coordinator and the Collaborative Coordinator.
8. Evaluate Collaborative fiscal performance to ensure accountability for effective and efficient use of public funds and oversee client outcomes.
9. Notify all Parties at least one fiscal quarter before the beginning of each fiscal year of any anticipated additional financial expenses for the coming year.
10. Agree to abide by the following by-laws:
 - a. At an annual organization meeting to be held in the spring of each year, the Board shall elect from its membership a chairperson and such other officers as deemed necessary.
 - b. The Board shall strive for consensus in decision-making but a 50% majority vote shall rule.
 - c. Each voting member shall have one vote in the determination of all issues.

- d. A quorum is necessary for the conduct of business. A quorum is the presence of a majority of the members or alternates.
- e. The Board shall determine time and place of regular and special meetings.
- f. A record of all proceedings of all Board meetings shall be kept in the form of Minutes approved by the Board. Minutes shall be kept by the Collaborative Coordinator.
- g. The laws relating to official interest in contracts and conflicts of interest shall apply. It shall not constitute a conflict of interest for an employee, director or officer of a provider agency who is a Party to this Agreement to serve as a member of the Board provided that such employee, director or officer abstain from deliberation, action or vote in specific respect to that provider agency, including service contracts between the Collaborative and that provider agency.
- h. The Board shall annually present a full and clear statement of the financial condition and mission effectiveness of the Collaborative to all Parties of the Agreement.
- i. All Parties shall be permitted to inspect the books and records of the Board and Collaborative at any reasonable time. Notwithstanding this provision, all state and federal laws regarding the privacy of client data shall apply.

B. The Operating Committee: The Operating Committee shall function as the steering committee of the Collaborative with the authority to recommend policies to the Board and advise staff and Board on key critical organizational and structural issues. The Operating Committee will have equal representation of stakeholder groups with a minimum of one representative from the following: family services, public health, court services, law enforcement, Mora and Ogilvie school districts, ministerial association, community action council and other agencies as deemed necessary by the Operating Committee. The Operating Committee will be chaired and co-chaired by a member of the Committee.

1. The Operating Committee will:
 - Promote an integrated perspective throughout the planning and implementation process.
 - Rely on parents, cultural communities and youth as resources for developing solutions to a comprehensive response to reduce risk factors
 - Adopt an organization structure of leadership and partnership with parents, cultural communities and youth to influence a public agenda that is in the best interest of children.
2. The Collaborative will allocate and encumber funds for the purpose of providing services that meet the goals of the Local Collaborative Time Study and will enter into Agreements with agencies to provide the services and supervise the staff and day to day programming. The agencies in the Agreement agree to provide the services which will meet one or more of the following goals:
 - a) Improve or promote child safety
 - b) Improve functioning of children with SED or ED diagnosis
 - c) Improve permanency or family stability
 - d) Improve attendance and/or behavior in school

- C. Facilitation:** Operational functions shall reside with the Collaborative and LCTS Coordinator. Operational functions shall mean the day-to-day management of the Collaborative’s activities. The Coordinator shall be approved by the Board.

The Coordinator shall:

1. Facilitate the development of the integrated services system, with support from member agencies;
2. Facilitate expenditures within the budget established by the KCFSC Board;
3. Facilitate the contracts with agencies through the Family Services Collaborative Board for services to children and families;
4. Report to the Councils and Board regularly;
5. Coordinate the Local Collaborative Time Study;
6. Disseminate information from Minnesota Department of Human Services and other agencies regarding the Collaborative and the CLTS to appropriate individuals and agencies.

- D. Kanabec Interagency Councils:** Design and oversight authority for the integrated service system to be operated by the Collaborative will reside in the Kanabec Interagency Councils which include the three mandated interagency committees, the Interagency Committee (CTIC) and the Local Coordinating Council for Children’s Mental Health (Child Protection Team Case Consultation Committee) hereinafter referred to as “the Councils”.

Composition of the Councils shall be approved by the Board and shall represent both agencies of the formal system of care and brokers of informal resources as needed to represent community resources available to strengthen and support families. Mandated members of the councils shall include representatives of the following agencies: Mora and Ogilvie Public Schools; Kanabec County Family Services; Kanabec County Community Health; Lakes and Pines CAC, Inc.; Kanabec County Court Services; Rum River Special Education Cooperative; parents of children/youth with disabilities; and a representative of the Kanabec County Board of Commissioners.

The Kanabec County Interagency Councils shall:

1. Develop and implement an integrated service delivery system for children in their Target Populations, the design of which shall be approved by the Board. The integrated system shall include:
 - a. A common vision of how the local system of care should serve the Target Population, including a collaborative planning and development process and timetable;
 - b. A plan for the operational expansion of the target population, enlistment of additional Collaborative partners, expansion of the services and supports menu;
 - c. A commitment among all Parties to the benefits of early intervention for children/youth with developmental or emotional challenges to reduce the risk of future needs;
 - d. A common client pathway which identifies the components and functions of an integrated system and a client’s access to each component;
 - e. A client access plan that provides multiple access points in non-stigmatized settings;

- f. Common intake protocols that link a client early on with a facilitator who has access to all program options and all funding sources in the local system of care and who will work with the family as an equal partner to determine how the system may best serve the family's needs;
 - g. Protocols providing for coordinator of assessments for determination of the need for multi-agency service coordinator;
 - h. Protocols for individualized multi-agency care planning by the Individualized Family Care Teams;
 - i. Client outcome standards;
 - j. Data practices guidelines for collaborative staff regarding the collection, creations, reception, maintenance, dissemination, or use of private data on individuals;
 - k. Procedures for appeals, due process and client-to-system mediation;
2. Adopt an operating budget based on revenues received through various funding sources;
 3. Advise the Board with regard to expanding the operational target population;
 4. Develop or secure staff development activities in the wrap-around service approach, use of a multi-agency care plan, and other training modules as needed;
 5. Oversee the collection and reporting of data and ensure collection data as necessary for the maintenance of client records, coordination of service provision, performance and outcome evaluation; periodic reports to the parties; and mandated reports to local, state or federal governments.

E. Individualized Family Care Teams: The package of services and supports to be provided to a specific child or family shall be determined by an ad hoc “interagency referral team” (IRT), “individual education plan” (IEP), “individual interagency intervention plan” (IIIP)”individual family services plan” (IFSP), or “interagency coordinated plan” (ICP) team. Such service decisions shall include expenditure decisions. The composition of each IRT, IEP, IFSP or IIIP team shall be unique to the family being served. The Team shall be composed of the facilitator; professionals who are, or have been, involved with the family; non-professionals who know the family or who have access to informal resources; the child, when appropriate; and at least one parent (as defined by each agency), caretaker, guardian, or trustee of the client child. Additionally, the Family may select any person from inside or outside the local system of care to serve on the Team as that parent’s advocate.

The individualized Family Care Teams shall:

1. Access the type and frequency of supports and services needed based on the child’s and family’s strengths and needs.
2. Develop individualized care plans according to the following schedule:
 - a. Individualized family services plans (IFSP’s) Individual Interagency Intervention Plans (IIIP’s) or another standardized written plan (see Appendix A) will be developed for all children ages 0 through age two following guidelines promoted by the Minnesota

- Department of Education. (See Appendix B for additional agreements related to children ages Birth through kindergarten).
- b. IEP's, IIP's or another standardized written plan (see Appendix A) will be developed for all children/youth ages 3-21 with disabilities following procedures established by the Minnesota Department of Education. Transition procedures will be adhered to for all youth ages 14-21.
 - c. Individualized service plans will be developed for all children/youth receiving early intervention services due to concerns over mental health.
- 3. Authorize the provision of supports and services according to the individualized plan developed.
 - 4. Monitor progress toward achieving outcomes stated in the plan and assure that authorized services are, in fact, provided;
 - 5. Meet as requested by the child/family's plan facilitator;
 - 6. Create a respectful atmosphere that is conducive to an equal decision-making role for parents, caretakers or guardians in the planning of supports, interventions, and services for the child/youth and family;
 - 7. Strive to reach consensus.

Section 4: Duties of the Parties:

- A. The Kanabec County Board of Commissioners agrees for all agencies including Family Services, Community Health, and Court Services to:
 - 1. Promote coordinated effort among agencies and staff to achieve maximum culturally appropriate service delivery with the goal of increasing service effectiveness and efficiency.
 - 2. Assign administration and staff, as appropriate, to participate in the council and/or in multi-agency family service plan staffing in a consolidated case management system and other information-sharing activities to assess and develop plans for children and families.
 - 3. Ensure that confidential information obtained is disseminated only to appropriate school personnel, carries an appropriate warning regarding the reliability, confidentiality and control of further dissemination. Appropriate internal written policies will be adopted.
 - 4. Develop, in cooperation with appropriate agencies that are parties to this agreement, written interagency plans to determine policies and procedures pertinent to multi-agency programs developed within the realm of the collaborative established by this agreement.
 - 5. Designate member(s) to the Family Services Collaborative Board.
 - 6. Assign staff to the operation of the integrated services system (K-12 service coordination, Early Childhood Special education, Transition) as needed to accomplish the mission of the Collaborative.
 - 7. Serve as Fiscal Agency, via Kanabec County Family Services, for the integrated fund (monetary and in-kind resources), establish a special fund for these dollars and produce quarterly financial reports.
 - 8. Designate staff to participate on the IEIC and CTIC.
 - 9. Participate in programs and projects operated by the Collaborative.

10. Require Community Health and Correction's agencies to participate in the Local Collaborative Time Study under terms and conditions agreed to between the County and the Minnesota Department of Human Services.
11. Agree to utilize a standardized written plan to coordinate services for individual children.
12. Provide resources for children and families as required by Minnesota Statute.

B. The Board of Mora and Ogilvie School Districts in Kanabec County agree to:

1. Promote a coordinated effort among agencies and staff to achieve maximum culturally appropriate service delivery with the goal of increasing service effectiveness and efficiency.
2. Assign administration and staff, as appropriate, to participate in the council and /or in multi-agency family service plan staffing in a consolidated case management system, and other information-sharing activities to assess and develop plans for children and families.
3. Ensure that confidential information obtained is disseminated only to appropriate school personnel, carries an appropriate warning regarding the reliability, confidentiality and control of further dissemination. Appropriate internal written policies will be adopted.
4. Develop, in cooperation with appropriate agencies that are parties to this agreement, written interagency plans to determine policies and procedures pertinent to multi-agency programs developed with the realm of the collaborative established by this agreement.
5. Designate member(s) to the Family Services Collaborative Board.
6. Assign staff to the operation of the integrated service system (K-12 service coordination, Early Childhood Special Education, Transition) as needed to accomplish the mission of the Collaborative.
7. Participate in programs and projects operated by the Collaborative.
8. Participate in the Local Collaborative Time Study under terms and conditions agreed to with the Minnesota Department of Human Services.
9. Designate staff as appropriate to participate on the IEIC, the LLFC, and the CTIC.
10. Agree to utilize a standardized written plan to coordinate services for individual children.
11. Provide resources for children and families as required by Minnesota Statute.

C. Rum River Special Education Cooperative agrees to:

1. Promote a coordinated effort among agencies and staff to achieve maximum culturally appropriate service delivery with the goal of increasing service effectiveness and efficiency.
2. Assign administration and staff, as appropriate, to participate in the council and /or in multi-agency family service plan staffing in a consolidated case management system, and other information-sharing activities to assess and develop plans for children and families.
3. Ensure that confidential information obtained is disseminated only to appropriate school personnel, carries an appropriate warning regarding the reliability, confidentiality and control of further dissemination. Appropriate internal written policies will be adopted.
4. Develop, in cooperation with appropriate agencies that are parties to this agreement, written interagency plans to determine policies and procedures pertinent to multi-agency programs developed with the realm of the collaborative established by this agreement.
5. Designate member(s) to the Family Services Collaborative Board.

6. Assign staff to the operation of the integrated service system (K-12 service coordination, Early Childhood Special Education, Transition) as needed to accomplish the mission of the Collaborative.
7. Participate in programs and projects operated by the Collaborative.
8. Participate in the Local Collaborative Time Study under terms and conditions agreed to with the Minnesota Department of Human Services.
9. Serve as fiscal agent for the IEIC portion of the Integrated Fund, establish a special fund for the execution of fiscal agency and produce quarterly financial reports.
10. Agree to utilize standardized written plan to coordinate services for individual children.
11. Provide resources for children and families as required by Minnesota Statute.

D. Lakes and Pines CAC, Inc. agrees to:

1. Promote a coordinated effort among agencies and staff to achieve maximum culturally appropriate service delivery with the goal of increasing service effectiveness and efficiency.
2. Assign administration and staff, as appropriate, to participate in the council and /or in multi-agency family service plan staffing in a consolidated case management system, and other information-sharing activities to assess and develop plans for children and families.
3. Ensure that confidential information obtained is disseminated only to appropriate school personnel, carries an appropriate warning regarding the reliability, confidentiality and control of further dissemination. Appropriate internal written policies will be adopted.
4. Develop, in cooperation with appropriate agencies that are parties to this agreement, written interagency plans to determine policies and procedures pertinent to multi-agency programs developed with the realm of the collaborative established by this agreement.
5. Designate one (1) member to the Family Services Collaborative Board.
6. Assign staff to the operation of the integrated service system (K-12 service coordination, Early Childhood Special Education, Transition) as needed to accomplish the mission of the Collaborative.
7. Participate in programs and projects operated by the Collaborative.
8. Designate staff as appropriate to participate on the IEIC.
9. If or when determined eligible by the State of Minnesota, participate in the Local Collaborative Time Study under terms and conditions agreed to with the Minnesota Department of Human Services.
10. Agree to utilize standardized written plan to coordinate services for individual children.
11. Provide resources for children and families as required by Minnesota Statute.

Section 5: Financial Responsibilities

A. Responsibilities of County Board and School Boards

It is the joint responsibility of the county board and school boards to coordinate, provide and pay for appropriate services, and to facilitate payment for services from public and private resources. Appropriate services for children eligible under Minnesota Statute must be determined in consultation with parents, physicians, and other educational, medical, health, and human service providers. The services provided must be in conformity with an IFSP for each eligible infant and

toddler from birth through age two and his/her family, an individual education plan (IEP), individual service plan (ISP) or Interagency Individual Intervention Plan (IIIP), or other standardized written plan for each eligible child ages three through twenty-one.

Nothing in this agreement increases or decreases the obligation on the State, County or local school partners to pay for education, health care or social services.

B. School District Responsibility

Each school district has responsibility to provide special instruction and related services required under Federal IDEA and Minnesota Statute.

C. County Responsibility

County has responsibility to provide social services described in the County's Community Social Services plan under Minnesota Statute to County residents who are eligible children as defined in this Interagency Standardized Written Plan. The County will assist persons in applying for medical assistance according to Minnesota Statute. The County will provide community health nursing services within the limits of financial resources.

D. Insurance Coverage

Third party insurers have primary responsibility for the provision of medically necessary intervention services to policyholders under Minnesota Statute.

E. Integrated Fund

The Parties agree to establish an Integrated Fund for the purpose of financing selected components of individualized care plans and increasing the overall flexibility of funding sources. The Integrated Fund will be used to purchase supports, interventions and services for the children and families in the Target Population, to coordinate the provision of supports, interventions and services, and to operate the Collaborative.

Parties agree that the Integrated Fund shall be under the direct control of the Family Services Collaborative Board and shall be administered under the Board's control, by such fiscal agent(s) as the Board shall choose.

The Integrated Fund shall consist of both monetary and in-kind resources to which a monetary value shall be assigned by agreement between the contributor and the Board.

In the event the State recovers from the Collaborative any fiscal disallowances or sanctions attributable to the actions of Kanabec County Family Services, and members of the collaborative, subcontractors, or agencies participating in the LCTS; cost for disallowances shall be prorated through agreement of the majority of the governance board on a case-by-case basis. The method of payment of said disallowances shall likewise be determined by the Board.

Under federal law, if a public agency other than a local school district fails to provide/pay for the special education and related services agreed to under this agreement, the school district will provide/pay for these services in a timely manner. In accordance with federal law, the District will claim reimbursement for the services from the non-educational public agency that failed to provide/pay for these services.

Section 6: Personnel

- A. Staff employed by any party and assigned fully to Collaborative duties shall report directly to the supervisor designated in their work assignments with respect to those duties. Employees shall remain within the compensation and job classifications structure of the employing agency. Benefits as provided by the employer agency shall be retained, including employee health plan and contributions, retirement plans and contributions, liability insurance, and worker's compensation insurance.
- B. Staff employed by any party and assigned fully to Collaborative duties shall report directly to the supervisor designated in their work assignments. The employment relationship shall be defined by agreement between the employee and the employing agency. The employment contract shall contain, at a minimum, the following provisions: (a) that the employee shall accrue no tenure, rights, or benefits available to agency employees except that the agency may provide such benefits as health coverage, sick leave, vacation pay, or severance pay from other available resources; (b) that the employee shall be insured by the employing agency for claims arising from acts or omissions within the scope of his or her employment; (c) that a contracted employee may be enrolled in the employing agency's employee retirement plan; and (d) that the employing agency shall make payroll deductions for the retirement plan and taxes, as required by law.

Section 7: Data Practices and Procedures

All Parties have a duty to protect the confidentiality of information about referred children and their families. Parental/guardian consent must always be obtained) except where otherwise allowed by law) prior to interagency sharing of information which identifies the child or family. This consent will apply only to interagency sharing. Participating agencies may not re-disclose information unless a separate consent is obtained. Parental/guardians have the right to revoke their consent at any time.

All Parties agree to establish data practices that conform to state and federal statutes and rules regulating data, particularly the collection, creation, receipt, maintenance, or dissemination of private data on individuals as defined and regulated by the Minnesota Government Data Practices Act, or any other applicable state or federal laws. Parties further agree to establish practices for student data that conform to the Federal Family Education Rights and Privacy Act of 1974 (FERPA).

An exception to the "written informed consent" rule shall be made where immediate concerns exist regarding the safety or health of a child, such as a medical or child protection emergency.

Parties further agree to promote information sharing practices among employees that are consistent with the Collaborative's service philosophy, namely that obtaining a family's informed consent is fundamental to maintain a parent-professional partnership.

Section 8: Dispute Resolution

- A. In the event of a disagreement between two or more Parties to this Agreement, parties agree to abide by the following dispute resolution protocol:
 - 1. Step One: The grieving Parties will attempt to work out the dispute through informal communication.
 - 2. Step Two: The grieving Parties will notify members of the Family Services Collaborative Board in writing of the nature of the dispute and request the Board to hear the dispute at its next regular meeting and seek resolution at the meeting.
 - 3. Step Three: If resolution is not achieved at the meeting as described in Step Two, the Board shall take the matter under advisement and at its following regular meeting, recommend a resolution to the grieving Parties, who must decide whether to accept the recommendation.
 - 4. Step Four: The grieving Parties will submit the dispute to mediation by a neutral third party. The Family Services Collaborative Board will be a separate party to the mediation. The cost of mediation shall be equally distributed among grieving Parties.
 - 5. Step Five: The grieving Parties will submit the dispute to binding arbitration. The cost of arbitration shall be equally divided among grieving Parties.
 - 6. Step Six: Upon resolution of the dispute, a joint communication will be issued to all affected Parties.
- B. Contracts between the Collaborative and service providers must include dispute resolution provisions whenever feasible.
- C. Parties agree that families receiving services or supports from the Collaborative are key decision makers in all actions and decisions regarding their children. However, in the event of a dispute between the Collaborative and a family receiving services or supports from the Collaborative, the Parties to this Agreement will abide by the following dispute resolution protocol:
 - 1. Step One: Any staff employed by any party and assigned fully to Collaborative duties, board member, advisor or volunteer, upon learning by verbal or written means about any substantial grievance of a family being served by the Collaborative against the Collaborative, its personnel, or the actions of the Collaborative or its personnel, must notify the appropriate individualized family care team and the Collaborative Coordinator.
 - 2. Step Two: The individualized family care team will invite the family to a meeting of the team within 20 days to describe the nature of its grievance. The family may invite an advocate or advocates of its choice. Either the family or the Team may invite any third party that it believes may facilitate resolution. The team will attempt to resolve the grievance informally.
 - 3. Step Three: Either the family or the Collaborative may request mediation by a neutral third party agreeable to all parties to the dispute. Participation in mediation is voluntary for all parties. When possible, mediation is to be completed within 20 days. Results of the

mediation become binding and the services and supports so agreed upon become part of the individualized care plan.

Nothing in this protocol restricts a family's due process rights under rule or law. Students with disabilities and their parents have due process rights protected by both federal and state laws and rules. The official list of rights have been published by the Minnesota Department of Children, Families and Learning and is available under separate cover.

Section 9: Time Period of Agreement

The term of this agreement is for the period of time from the date signed by all Parties unless amended as provided herein.

Section 10: Amendments to the Agreement

This agreement may be amended only by the agreement of two-thirds of the participating Parties. Notice of any proposed amendment must be provided to all participating Parties at least thirty (30) days in advance of the Family Services Collaborative Board meeting prior to the effective date of the proposed amendment.

Section 11: Withdrawal and Termination

- A. Any Party may withdraw from this Agreement by passage of a resolution by its Family Services Collaborative Board declaring its intent to withdraw on a specific date, which date shall not be less than 180 days from the date of resolution and receipt of that resolution by the Family Services Collaborative Board.
- B. Where a Party exercises its option to withdraw, the withdrawing Party shall remain liable for fiscal obligations incurred prior to the effective date of withdrawal but shall incur no additional fiscal liability beyond the effective date of withdrawal.
- C. The withdrawing Party shall not be entitled to a refund of contributions made to the integrated fund or other fees paid to operate the Collaborative.
- D. Notwithstanding Parties' authority to withdraw, this Agreement and the Board and Councils created thereby shall continue in force until all participating Parties mutually agree to terminate this Agreement by joint resolution of the Parties, or until necessitated by law or decision of a court of competent jurisdiction. After the effective date of termination the Board shall continue to exist for the limited purpose of discharging the Collaborative debts and liabilities, settling its affairs and disposing of Integrated Fund assets, if any.

Section 12: Disposal of Surplus Funds and Property

Upon termination of this Agreement, all personal and real property held by or in the name of the Collaborative will be distributed by resolution of the Family Services Collaborative Board in accordance

with law and in a manner to best accomplish the continuing purposes of the Collaborative. As provided by law, any surplus monies will be returned to the Parties in proportion to contributions of the Parties after the purpose of the Agreement has been completed.

Section 13: Severability

The provisions of this Agreement are severable. If any section, paragraph, subdivision, sentence, clause or phrase of the Agreement is held to be contrary to law, rule, or regulation having the force and effect of law, such decision shall not affect the remaining portions of this Agreement.

Section 14: Access to Books and Records

In accordance with Minnesota Statute, each Party agrees to make its books and records pertaining to its performance under this Agreement available to each other Party, and to keep such documentation for three years following termination of this Agreement.

Section 15: Indemnification

Each Party shall be responsible for its negligent acts or omissions subject to the statutory restrictions of Minnesota Statute. Each party shall be responsible for its own defense in any and all claims which may be brought against it arising out of its obligations under this Agreement. Each Party shall not be required to indemnify or defend any other Party to this Agreement for claims which may be asserted against such a Party. Each Party shall provide for itself and its members to this Agreement insurance in a sum sufficient to meet the statutory requirements of Minnesota Statute. If the Parties are found to be part of a joint venture and is required to defend or indemnify itself, then the liability for any funds expended shall be apportioned as follows:

- One-half to the school districts (such liability between the school districts shall be apportioned to each district based upon the number of students served in the year prior to the liability arising);
- One-half to the counties that are parties to this agreement (such liability between the counties shall be apportioned to each county based upon the number of residents served in the year prior to the liability arising).

Section 16: Entire Agreement

It is understood and agreed that the entire Agreement of the Parties is contained herein and that this Agreement supersedes all oral agreements and all negotiations between the parties relating to the subject matter thereof, as well as any previous agreement presently in effect between the Parties relating to the subject matter thereof. Any alterations, variations or modifications of the provisions of this Agreement shall be valid only when they have been reduced in writing and duly signed by the parties herein.

Section 17: Effective Date

This Agreement shall be effective when adopted by all Parties.

Standardized Written Plan Procedures

Minnesota law required that each child or student have access to an interagency intervention service system that coordinates services and programs which will be reflected in a standardized written plan. The written plan used in the Rum River Cooperative Districts will be referred to as an “Interagency Coordinated Plan (ICP)”. The ICP will include the standard Individual Education Plan (IEP) page which document team membership, present levels of student performance, student needs, goals and objectives, and services. An additional page (Interagency Coordinated Plan) will be used to document shared outcomes and the agency responsible for the provision of services, which implies funding source. The goal of shared outcomes is to encourage multiple agencies to jointly work on common concerns across multiple environments.

See Appendix A for the Interagency Coordinated Plan (ICP).

Minnesota Statutes identify the programs and initiative to be coordinated through an interagency system and the IIP/standardized written plan. They are the:

- Maternal and Health Program
- Individuals with Disabilities Education Act (IDEA)
- Medical Assistance
- Developmental Disabilities Assistance and Bill of Rights Act
- Head Start Act
- Rehabilitation Services
- Juvenile Court Act
- Children’s Mental Health Collaborative
- Family Service Collaborative
- Family Community Support Plan
- Minnesota Care Program
- Local Public Health Act
- Community Social Service Act
- Community Interagency Transition Committees (CTIC)

Kanabec County Interagency Early Intervention Services Agreement

I. Mission/Belief:

The Kanabec County Interagency Early Intervention Committee (IEIC) is committed to the development of a coordinated interagency service system, which is based on early intervention that responds to individual children's needs with the child's family. The goal of this agreement will be for Kanabec County IEIC to increase the awareness and accessibility of resources and services to children aged birth to kindergarten entrance and their families. This will be accomplished by creating community partnerships, providing early intervention, education, and centralized, integrated services to families in a supportive and respectful manner.

The program is based on the beliefs that a comprehensive, coordinated interagency referral and service system will reduce duplication which providing appropriate resources and services for children and family in a singular manner.

II. Eligibility for Services:

- A.** Determination of eligibility for social services, education services, health services, or other services under this contract shall be made by the Evaluation/Admission Team in conjunction with the Interagency Central Referral Team (CRT) within each district. The eligibility criteria are:
 - 1. All children must be Kanabec County residents as determined by the Agencies.
 - 2. All children must be between birth and age kindergarten entrance.
- B.** The CRT shall follow MN Department of Education and Rum River Special Education Cooperative procedures for enrolling and discharging a child or terminating services to a child.

III. Program/Referral and Services System Process:

The primary aim of the program is to help each child reach his/her potential. Therefore, programming is dependent upon each child's individual needs. This agreement addresses the general components in serving the children between birth and entrance into kindergarten. Specific staffing needs, curriculum, center location, etc. will be addressed by each individual district. The major child-focused objectives of this program are to (1) provide a comprehensive system of identifying children with disabilities and serving the needs of these children and their families, and (2) to provide children with experiences appropriate to their age and stage of development which will help them grow socially, intellectually, physically, and emotionally. The major agency-focused objectives are to provide early intervention services to children with disabilities that are cost effective, efficiently utilize community resources and are equally available to all county residents.

Interagency Coordinated Plan (ICP)

CORE: Shared Outcome – Goals/Outcomes, and Objectives/Indicators

Name: _____ Date: _____

Shared Outcome: _____

Agency Responsible: _____

Goal: _____

Objective _____

Authorizing Signature _____

Agency Responsible: _____

Goal: _____

Objective _____

Authorizing Signature _____

Agency Responsible: _____

Goal: _____

Objective _____

Authorizing Signature

IV. Service Plans:

The parties understand and agree that all services provided to eligible recipients under the terms of this contract shall be in accordance with the Individual Family Service Plan (IFSP), the Individual Education Plan (IEP), the Interagency Individualized Plan (IIIP), or other standardized written plan, developed with, for and on behalf of the individual child and family by the Interagency Early Intervention Team within each district.

V. Safeguard of Student Information

The use of or disclosure by any party of information concerning an eligible child in violation of any rule of confidentiality provided for in Laws of Minnesota or for any purpose not directly connected with the Agency or Agency's responsibility, hereunder is prohibited except on written consent of such eligible child, the child's attorney or the child's responsible parent or guardian. Information gathered will be shared with all Interagency Central Referral members with a signed release of information form.

VI. Dispute Resolution Procedures

The parties agree to abide by dispute resolution procedures detailed in the attached Part C Hearing Procedures.

VII. IEIC Functions

The IEIC will function to:

- Identify current services and funding being provided within the community,
- Establish and evaluate the identification, referral, and community early intervention systems to recommend, where necessary, alterations, and improvements,
- facilitate the development of interagency Individual Education Plans (IEP), Individual Family Service Plans (IFSP) Interagency Individual Intervention Plans (IIIP), or other standardized written plan when necessary to appropriately serve children and their families and recommend assignment of financial responsibilities to appropriate agencies,
- implement a process for assuring that service involve cooperating agencies at all steps leading to individualized programs,
- review and comment on the early intervention section of the total special education system for the district and the county social services plan,
- facilitate the development of a transitional plan if a service provider is not recommended to continue to provide services,
- meet at least quarterly and report on the IEIC progress to the ICC and SAC,
- develop and implement interagency policies and procedures concerning the following ongoing duties for ages birth-3;

- a. Develop public awareness systems designed to inform potential recipient families of available programs and services.
- b. Implement interagency child find systems designed to actively seek out, identify, and refer infants and young children, with or at risk of disabilities and their families.
- c. Establish and evaluate the identification, referral, child and family assessment systems, procedural safeguards, and community learning system to recommend, where necessary alterations and improvements.
- d. Develop a plan for the allocation and expenditure of additional state and federal early intervention funds.
- e. Participate in needs assessments and program planning activities conducted by local social service, health and education agencies for young children with disabilities and their families.

VIII. Conditions of the Parties' Obligations:

- A. This agreement may be canceled by any party at any time, with or without cause, upon 30 days notice, in writing, delivered by mail or in person.
- B. Before the termination date of this agreement, the agency may evaluate the performance of another agency in regard to the terms of this agreement to determine whether such performance merits renewal of this agreement.
- C. Any alterations, variations, modifications, or waivers of provisions of this agreement shall be valid only when they have been reduced to writing, duly signed, and attached to the original of this agreement.
- D. It is understood and agreed that the entire agreement of the parties is continued herein and that this agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between all parties listed relating to the subject matter hereof.

IX. Financial Responsibility for Early Intervention Services

- A. Responsibilities of County Board and School Boards

It is the joint responsibility of county boards and school boards to coordinate, provide and pay for appropriate services, and to facilitate payment for services from public and private sources. Appropriate services for children eligible must be determined in consultation with parents, physicians, and other educational, medical, health, and human services providers. The services provided must be in conformity with an IFSP for each eligible infant and toddler from birth through age two and its family, an individual education plan (IEP), Interagency Individual Intervention Plans (IIIP), individual service plan (ISP, or another standardized plan.

Appropriate services will be provided in accordance with Free Appropriate Public Education (FAPE) for school districts and program for which counties have service and fiscal responsibility. School and County Board shall coordinate services.

X. Agency Responsibilities:

Public schools will be responsible to:

1. provide special education and related staff to serve identified children aged birth through kindergarten entrance (home, school and community based),
2. use special education funds (i.e., reimbursements, transportation and foundation aids) to support programs as appropriate,
3. complete and monitor due process for all children and parents,
4. Act as lead agency in coordinating referrals and services within districts,
5. provide appropriate staff for interagency Central Referral Team activities,
6. gather information and share release and referral information,
7. set CRT meeting time,
8. contact parents,
9. participate in CRT meetings,
10. provide indirect/direct services,
11. case manage as needed,
12. monitor/follow-up.
13. evaluate children referred for service,
14. be a liaison with other agencies and services,
15. provide a site for CRT meetings,
16. participate at IEIC meetings,
17. inform district staff of services,
18. participate in training activities as needed,
19. offer parent education,
20. provide early childhood screening as part of system-wide child find efforts.

County Family Services department will be responsible to:

1. provide consultation to education staff on family problems and related matters,

2. provide appropriate staff for interagency Central Referral Team activities,
3. provide assistance in completion of screening activities for new referrals as appropriate,
4. encourage parent/child involvement,
5. provide services/resources available as needed,
6. case manage as required,
7. participate with IEIC meetings.
8. participate in training activities as needed.

Public Health department will be responsible to:

1. provide consultation to education staff on health and related matters,
2. provide appropriate staff for interagency Central Referral Team activities,
3. Provide assistance in completion of screening activities for new referrals,
4. encourage parent/child involvement,
5. provide services/resources available as needed,
6. participate in IEIC and other meetings,
7. case manage as required,
8. participate in training activities as needed,
9. Implement child find activities including the implementation of the Follow-Along program.

Rum River Special Education Cooperative will be responsible to:

1. participate in CRT meetings as required,
2. provide direct and indirect services as determined by individual teams,
3. provide evaluation services when requested,
4. participate at IEIC meetings,
5. provide information/communications dissemination to agencies,
6. coordinate grant activities,
7. participate in training activities as needed,
8. act as fiscal host and local primary agency.

Lakes and Pines Head Start will be responsible to:

1. provide outreach,
2. perform health and developmental screening,*
3. perform assessment (limited),*
4. facilitate dental and medical services,*
5. provide parent and family education,*
6. provide early childhood education,*
7. make referrals when appropriate,*
8. participate in CRT activities,
9. participate in IEIC activities.

* services provided to families eligible under federal Head Start guidelines.

Part C Hearing Procedures
Isanti, Kanabec, Mille Lacs/Sherburne
Interagency Early Intervention Committee

- A. Rum River Special Education Cooperative, Local Primary Agency (LPA) for the Isanti, Kanabec, and Mille Lacs/Sherburne IIECs, will coordinate Part C hearings.
- B. The LPA will maintain a list of hearing officers provided by the Minnesota Department of Education.
- C. The Director of the LPA will be the designated person to receive written requests for Part C hearings.
- D. The Director of the LPA will notify the Department of Education when a hearing has been requested within two working days of the receipt of the request.
- E. The Director of the LPA will notify the Directors of each of the member agencies named in the hearing request within two working days of the receipt of the request.
Upon receipt of the request for a hearing, the Director of the LPA will:
 - 1. Date the Request for Hearing
 - 2. Forward copies of written request to involved agencies.
 - 3. Inform involved agencies in writing of timelines to be followed.
 - 4. Send a letter acknowledging receipt of the request to the party initiating the request indicating:
 - a. Date request was received
 - b. A review of timelines
 - c. Steps to be taken
- F. Each agency director will be responsible to notify necessary parties within their agencies or any other appropriate parties identified by their agency.
- G. The Director of the LPA will work with parties involved to select a hearing officer.
- H. The Director of the LPA will work with the hearing officer in the selection of a site for the hearing.
- I. The Director of the LPA will monitor the timelines established for the hearing process.
- J. The Director or a designee from each agency named in the hearing request will discuss legal representation. Optimally, we will attempt to mutually agree upon single representation. In the event that an agreement cannot be reached, each agency will be responsible for obtaining, and for paying the cost of their own legal representation.
- K. If legal fees are awarded to the family the cost will be assigned to each local agency, or county and/or school board relative to each agency's degree of involvement as determined by the issues addressed in the hearing. In the event that financial responsibility is not clearly defined, involved agencies agree to:
 - 1. attempt to reach consensus
 - 2. participate in dispute resolution processes as provided by the State Agency Committee.

- L. Once the hearing officer has rendered a decision, the Director of the LPA will ensure all involved parties are aware of the process of appealing to the Commissioner of the Department of Education.

**Kanabec County Family Services Collaborative
Interagency Agreement**

APPROVED AS TO EXECUTION

Kanabec County Family Services, Director

Date

Kanabec County Board of Commissioners, Chairperson

Date

APPROVED AS TO EXECUTION

Kanabec County Community Health, Director

Date

Kanabec County Board of Commissioners, Chairperson

Date

ATTESTED:

Kanabec County Coordinator

Date

**Kanabec County Family Services Collaborative
Interagency Agreement**

APPROVED AS TO EXECUTION

Superintendent of Mora Independent School District #332

Date

**Kanabec County Family Services Collaborative
Interagency Agreement**

APPROVED AS TO EXECUTION

Kanabec County Court Services Director

Date

**Kanabec County Family Services Collaborative
Interagency Agreement**

APPROVED AS TO EXECUTION

Superintendent of Ogilvie Independent School District # 333

Date

**Kanabec County Family Services Collaborative
Interagency Agreement**

APPROVED AS TO EXECUTION

Rum River Special Education Cooperative, Board Chair

Date

APPROVED AS TO EXECUTION

Rum River Special Education Cooperative, Executive Director

Date

APPROVED AS TO EXECUTION

Rum River Special Education Cooperative, Clerk

Date

**Kanabec County Family Services Collaborative
Interagency Agreement**

APPROVED AS TO EXECUTION

Mora Ministerial Association

Date

**Kanabec County Family Services Collaborative
Interagency Agreement**

APPROVED AS TO EXECUTION

Lakes and Pines Community Action Council, Executive Director

Date

**Kanabec County Family Services Collaborative
Interagency Agreement**

APPROVED AS TO EXECUTION

Kanabec County Sheriff's Office

Date

Resolution # KCFS __ 2/16/2021

Kanabec County Family Services Collaborative Interagency Agreement resolution

WHEREAS, Minnesota Statute permits public and private child-serving agencies to come together by mutual agreement to establish a family services collaborative and to establish an integrated children's service system, and;

WHEREAS, the Parties agree that children's needs cross over the boundaries of the categorical agencies and that services need to be coordinated across traditional systems; and

WHEREAS, The Parties enter into this Agreement for the purposes of improving the social, emotional, educational and economic outcomes of all Kanabec County children, adolescents and their families by mitigating risk factors and enhancing protective factors for the purpose of creating an integrated service delivery system for children, adolescents and their families with multiple and special needs, and

WHEREAS, the Kanabec County Attorney has reviewed the Interagency Agreement.

THEREFORE BE IT RESOLVED the Kanabec County Family Services board approves the Kanabec County Family Services Collaborative Interagency Agreement which the Family Services and Community Health agencies participate in as partners.

Kanabec County Family Services
4th Quarter 2020 Report

Financial Assistance
SUMMARY REPORT

Preparer: Tim Dahlberg

A. Major Highlights

- Telework has been working well. Our team has been staying up-to-date on casework. Along with I.S., we've been able to effectively work through potential technical issues.
- Our Case Aide and Front Desk staff have done quite well in taking care of items that are time sensitive and need to be handled physically.

B. Challenges/Concerns

- COVID-19 has had various impacts on our program requirements as well as our community at large. We need to stay up-to-date on program changes and we need to be ready for additional requests.
- With the temporary waivers in place, there will be a time in the future, when these waivers end, that may result in an influx of people seeking assistance.

C. Looking Ahead

- We look forward to policies reverting back to a normal status prior to COVID. It is unknown at this time when waivers on certain program requirements will be lifted.
- An update to CaseWorks will be rolling out soon. This offers some additional functionality compared to our current version.

Program Totals as of 12/31/20		
Program	Active Cases	# of Persons Active
MN Family Investment Program (MFIP)	95	196
Diversionary Work Program (DWP)	0	0
General Assistance (GA)	95	95
MN Supplemental Assistance (MSA)	76	77
Housing Supports (Formerly GRH)	68	68
Food Support (SNAP)	724	672
Medical Assistance and/or Medicare Savings Programs (MAXIS)	794	819
Medical Assistance (METS) *as of 1/4/2021	1674	3328
MinnesotaCare (County Serviced) * as of 1/4/2021	93	134

Kanabec County Family Services
4th Quarter 2020 Report

Child Support
SUMMARY REPORT

Preparer: Tammy Owens and Tim Dahlberg

A. Major Highlights

- The child support team was able to succeed in closing the PIP (performance improvement plan) on current child support paid. We had previously missed this measure by a very close margin. The target to beat for 2020 was a current collections rate of 74.87%. We were able to reach a collections rate of 75.15%.
- The team has been meeting nearly every morning virtually. This has helped us stay in touch with one another.
- Attended two webinar trainings pertaining to the Court Rule changes for 2021, one given by the State Court Administration and one given by the Child Support division of DHS.
- Telework has been working well. We've been able to maintain effective performance levels without disruption.
- In a joint effort along with the financial assistance team, we were able to fix interface issues for a number of healthcare cases active through the MNsure system. Since the MNsure system's inception, there have been issues getting cases to interface over to the child support system. This project has resulted in the ability to collect on additional cases (Figure 1.1).

B. Challenges/Concerns

- COVID-19 and the related effects are a concern for us
 - Non-Custodial Parent (NCP) ability to pay may change as the economy worsens
 - Possible increase in review/modification requests due to continued reduction of incomes
- Scheduling and case management within our local judicial system will be transitioning to a new system. We are unsure of how these changes may affect our business processes.

C. Looking Ahead

- We continue to work through the changes to our work that have happened due to COVID-19.
- Court rule changes that are effective 01/01/2021 had how it will affect our court filings.
- An update to CaseWorks (our electronic data management system) will be rolling out soon. This offers some additional functionality compared to our current version.

CHILD SUPPORT ENFORCEMENT STATISTICS					
	QUARTER ENDING				
AREA					Year to
	3/31/2020	6/30/2020	9/30/2020	12/31/2020	Date
Caseload By Type					
Non-Public Assistance	316	224	210	197	
Arrears Only	227	236	228	224	

Kanabec County Family Services
4th Quarter 2020 Report

Public Assistance	206	290	298	314	
Foster Care	12	1	1	3	
Spousal Maintenance Only	5	5	5	5	
Total	766	756	743	743	
Collections Report					
Total Collected	\$555,366.18	\$679,640.04	\$584,701.33	\$546,460.55	\$2,366,168.10
PA Collections					
Current	\$125,524.97	\$197,794.66	\$206,514.94	\$208,297.46	\$738,132.03
Arrears	\$31,312.84	\$85,040.30	\$51,969.87	\$34,297.52	\$202,620.53
Spousal Maintenance					\$0.00
Total	\$156,837.81	\$282,834.96	\$258,484.81	\$242,594.98	\$940,752.56
NPA Collections					
Current	\$264,670.51	\$209,274.43	\$201,908.24	\$187,449.15	\$863,302.33
Arrears	\$126,558.54	\$180,609.75	\$116,696.38	\$111,366.30	\$535,230.97
Spousal Maintenance	\$7,299.32	\$6,920.90	\$7,611.90	\$5,050.12	\$26,882.24
Total	\$398,528.37	\$396,805.08	\$326,216.52	\$303,865.57	\$1,425,415.54
Current Support due	\$535,119.83	\$541,168.54	\$531,805.25	\$521,169.99	\$2,129,263.61
Current Distributed	\$396,142.00	\$412,977.69	\$414,495.36	\$399,518.93	\$1,623,133.98
% of Distribution of Current	74.03%	76.31%	77.94%	76.66%	76.23%
Cases with Arrears due	490	462	442	447	
Cases with Arrears Distributed	211	214	188	188	
% of Cases w/Arrears Payment	43.06%	46.32%	42.53%	42.06%	

Fiscal Unit

Reporter: Cheryl Jenkins

A. Major Highlights

- All Fiscal staff are working to ensure that accounting changes due to COVID-19 across all systems are correct and updated timely.
- All quarterly reports were completed by their due dates.

Kanabec County Family Services 4th Quarter 2020 Report

- We are processing CARES funding requests ensuring that all guidelines and documentation requirements are met.
- Policy and Procedure review was completed.

B. Challenges and Concerns

- We are still tracking the IV-E Children's Residential Facility payments that are currently not reimbursed.
- Our welfare fund balance remains low.
- Ensuring that changes to systems are accurate and up to date given how many have happened with COVID-19.

C. Looking Ahead

- Fiscal staff is tracking all COVID-19 related expenses.
- Changes that will need to be made to the systems when the waiver modifications end.
- Annual reporting will be due.
- The annual audit will be starting.

ADMINISTRATIVE STATISTICS

AREA	1/1/2020 to 3/31/2020	4/1/2020 to 6/30/2020	7/1/2020 to 9/30/2020	10/1/2020 to 12/31/2020	Year to Date Data	2020 Approved Budget
Revenues - Income Maintenance						
State Sources	56,590	47,536	76,400	83,074	263,600	190,348
Federal Sources	228,554	241,836	205,250	213,011	888,651	1,114,608
Other Sources	16,966	17,165	44,856	20,621	99,607	127,350
Fund Balance-Planned Use					-	
Total	302,109	306,537	326,506	316,706	1,251,858	1,432,306
Expenditures - Income Maintenance						
Public Aid	100,750	101,496	87,095	121,243	410,584	488,100
Personal Services	329,564	299,954	335,195	337,043	1,301,756	1,267,837
Services & Charges	64,085	25,191	18,753	47,812	155,841	229,459
Direct Materials	1,314	1,058	820	751	3,943	4,650
Other Expenses					-	
Total	495,714	427,699	441,863	506,848	1,872,124	1,990,046

Kanabec County Family Services 4th Quarter 2020 Report

Revenues - Social Services

State Sources	107,727	217,868	404,460	91,960	822,015	813,122
Federal Sources	307,152	270,356	232,006	257,649	1,067,163	1,132,769
Fees for Services	43,948	40,627	50,615	54,944	190,134	113,000
Other Sources	69,913	104,853	118,719	164,692	458,177	352,650
Fund Balance-Planned Use					-	
Total	528,740	633,704	805,800	569,245	2,537,489	2,411,541

Expenditures - Social Services

Public Aid	307,372	351,376	340,215	408,817	1,407,780	1,644,044
Personal Services	574,693	515,750	586,244	573,307	2,249,994	2,219,174
Services & Charges	62,547	46,799	35,707	56,764	201,817	241,545
Direct Materials	2,154	11,128	701	(1,720)	12,263	14,786
Other Expenses					-	
Total	946,766	925,053	962,867	1,037,168	3,871,854	4,119,549

Revenues - IM & SS

State Sources	164,317	265,404	480,860	175,034	1,085,615	1,003,470
Federal Sources	535,706	512,192	437,256	470,660	1,955,814	2,247,377
Fees for Services	43,948	40,627	50,615	54,944	190,134	113,000
Other Sources	86,879	122,018	163,575	185,313	557,784	352,650
Fund Balance-Planned Use						
Total	830,849	940,241	1,132,306	885,951	3,789,347	3,716,497

Expenditures - IM & SS

Public Aid	408,122	452,872	427,310	530,060	1,818,364	2,132,144
Personal Services	904,257	815,704	921,439	910,350	3,551,750	3,487,011
Services & Charges	126,632	71,990	54,460	104,576	357,658	471,004
Direct Materials	3,468	12,186	1,521	(969)	16,206	19,436
Other Expenses						

Kanabec County Family Services 4th Quarter 2020 Report

Total	1,442,480	1,352,752	1,404,730	1,544,016	5,743,978	6,109,595
-------	-----------	-----------	-----------	-----------	-----------	-----------

Child Protection SUMMARY REPORT

A. Major Highlights:

- Staff continues to work from home and has been successful in continuing to providing quality services and supports to families.
- Family Support Team meetings continue to be an asset to connecting the agency with the community and school.
- The governor extended a stay at home order which resulted in additional challenges to work through.

B. Trainings:

- Minnesota Government Access Training
- Foster Care Training
- Women, Treatment and Recovery
- Child Torture: An American Trend
- John's Story: The call that saved a life
- COVID Parent Child Visitation Guidelines Training
- County Required Trainings for Safety and Harassment
- Caught in the Middle: Child Abuse and Domestic Violence

C. Challenges/Concerns:

- Truancy cases and attendance issues increasing through the end of the school year and with the current stay at home order students are not turning in work or communicating with the school.
- Increased request for intervention services in relation to attendance in elementary age children.
- Limited resources and waiting lists present a challenge to address the needs of clients.
- Chronic chemical use/abuse in the county and its exposure to children.
- The current stay at home orders by the Governor and the COVID-19 pandemic.

D. COVID-19 Pandemic

- This has added additional concerns and challenges for our team to ensure the safety of the children that we serve and the need to lead by example and social distance. Some of these challenges are:
 - Daily changes in procedures and policies.

Kanabec County Family Services 4th Quarter 2020 Report

Children's Mental Health

A. Major Highlights:

- One youth continued in voluntary placement
- One youth started residential treatment through voluntary placement
- COVID 19 changes impacting this whole quarter

B. Trainings:

- Alissa and Linda training highlights include MACMH's Webinar, See What I'm Saying: Culturally Sensitive Mental Health Services for Deaf, Deaf-Blind and Hard of Hearing Children and Adolescents, Convene: How to Magically Connect with Anyone, A Conversation on Supporting Parents, Infants, Young Children, and the Workforce that Serve Them, Minnesota Government Access (MGA), ASD Interagency Webinar Part 1: First Steps, ASD Interagency Webinar Series Part 2: Pathway to Autism Services and Supports for a Child Recently Identified with ASD, ASD Interagency Webinar Series Part 3: Pathway to Autism Services and Supports, ASD Interagency Webinar Series Part 4: Next Stage: Pathway to Transition and Long-Term Services and Supports for ASD, DHS Alternatives to face to face contacts, A Conversation on Mobile Response and Stabilization: Supporting, Children, Youth, and Families.

C. Challenges/Concerns:

- We are still struggling to get required assessment instruments (Child and Adolescent Service Intensity Instrument and Strengths and Difficulties Questionnaire) from therapists.
- Changes in contacts as COVID 19 continues to impact the delivery of case management services.
- Clients struggling with engagement in Telehealth. There are options for in person services now and some clients have chosen to change to those providers.
- Home learning puts major pressure and stress on kids and families.

D. Looking Ahead:

- Uncertain times continue for staff and clients. Balancing client/families as well as workers level of comfort for types of contact.
- Hopeful that school will be able to reopen in the near future and provide more support that our kids and families need.

<u>Children's Services Statistics</u>	January 2020 – March 2020	April 2020 – June 2020	July 2020 – September 2020	October 2020- December 2020
Child Protection (CP)/Child Welfare (CW) CP/CW intakes				
○ Opened for assessment	26	32	37	42

Kanabec County Family Services 4th Quarter 2020 Report

○ Screened out (CP only)	83	36	58	61
• Assessments & investigations	36	22	40	47
• Case management	64	31	41	67
• Open CHIPS court files (per child)	22	15	22	19
• Open Adoption Cases	3	0	0	0
• Completed Adoptions	3	0	0	0
Parent Support Outreach Program (PSOP)				
• PSOP intakes	4	5	4	1
• Opened for case management	3	0	0	1
Children's Mental Health (CMH)				
CMH intakes				
○ Opened for case management	9	2	7	7
○ Screened out	0	0	0	0
• Case management (per child)	45	39	39	45
❖ Out of Home Placements				
• Children's services placements	17	12	26	13
• Trial home visits	2	0	1	0
• Pre-adoptive/Pre-kinship home	5	4	4	3
• Extended foster care (Age 18-21)	1	1	1	1
• Probation placements	0	0	0	1

Aging Services Care Coordination

Reporter: Krista Eye and Aliina Knickerbocker

A. Major Highlights:

- To continue to be able to communicate and ensure the needs of our elderly members to the best of our abilities over the phone.

B. Training Attended:

- Aliina gained access to MMIS state system.

Kanabec County Family Services

4th Quarter 2020 Report

- Krista has been working with Aliina when they are in the office on how to enter assessments for her clients and also navigate the MMIS system.

C. Challenges and Concerns:

- COVID still hinders the model of care for SCHA in that we have to complete all our work over the phone. The face to face assessments and contacts are needed to complete our job in more detail and accuracy. Which we have been managing to do via phone calls but it is not ideal for us as Care Coordinators or for our members. The concern of COVID among the elderly population is also still present causing them to be very isolated.

D. Trends:

- COVID has challenged this population to stay home more and has limited their family gatherings and social interactions. We have definitely started to hear more about feelings of loneliness and boredom with our population not getting out as much as they would like. As winter has approached the feelings of loneliness from members has only increased. We as Care Coordinators are doing our best to support our members but it is challenging with limiting visits to phone connections.

E. Looking Ahead:

- We are hopeful that the COVID vaccine will help the elderly population stay healthy and fight the pandemic. Along with allowing them some freedom to socialize more. This in turn will hopefully help us Care Coordinators get back to face to face visits with our members and focus on the model of care of ensuring our members have the safety and care they need in their homes.

Case Load Total- 102

New- 4

Adult Mental Health

Reporters: Cassie Dahlberg, Kurt Seidel, Denise Danelius

A. Major Highlights:

- Fairview announced the consolidation of many clinics and hospitals, including clinics in Milaca and Pine City, as well as the closure of the Milaca and Rush City pharmacies. Fairview is expanding their emergency outpatient mental health care but is not guaranteeing that its 105 inpatient psychiatric beds will remain at St. Joseph's past 2021. Southdale Hospital's inpatient mental health units will close.
- New Adult Mental Health case manager was hired, Denise Danelius

B. Training Attended:

- Ms. Danelius has attended typical new worker trainings

C. Challenges and Concerns:

Kanabec County Family Services

4th Quarter 2020 Report

- Kanabec residents have remained in local emergency rooms awaiting psychiatric units, at psychiatric units waiting Community Behavioral Health Hospitals, and both waiting for Intensive Residential Treatment Services openings for weeks, sometimes months longer than usual due to Covid-19 and hospital closures.

D. Trends:

- Continuing referrals for services, as well as requests for commitments, are coming in. Not all referrals or requests qualify.

E. Looking Ahead:

- Reconnecting with clients, face to face, in the upcoming months will be beneficial for many.

Community Support Program

Reporter: Rhonda Bergstadt

A. Major Highlights

- This worker is trying to build structure and teach self-security to each person I work with. These are long term skills that will serve everyone well.

B. Training Attended

- I continue to complete research and training as needed to offer the best and most effective treatment to those I serve.

C. Challenges and Concerns

- Isolation. With current status of pandemic and health of many of the people we work with we have been unable to meet in person. Hoping with availability of vaccine to offer face to face visits soon.

D. Looking Ahead

- We are hoping to be reinstating education/socialization groups as soon as possible. They have been missed by all and the isolation is beginning to be more pronounced.

E. Trends

- Structure, setting schedules and keeping them is beneficial for everyone's mental health. It can be very difficult to set and keep a schedule and then medications can be missed, appointments are missed and sleeping and eating patterns are not consistent. All of the before mentioned things are beneficial to improving mental health.

Kanabec County Family Services
4th Quarter 2020 Report

DD Case Management

Reporter: Kelly Mitchell, Chelsey Bottelson

A. Major Highlights

- The impact COVID -19 has on our DD population

B. Training Attended

- Staff attending online Convene trainings regarding various job related topics as well as completing professional reading and research.

C. Challenges and Concerns

- Due to pandemic requiring social distancing and a lack of community functions, some clients are expressing loneliness and the need for community/peer interaction.
- Work changes have started to cause issues with Housing Support and/or Social Security. Clients need to report income changes when they are no longer working, or when they do return to work.
- Gathering the signatures for the documents has been challenging due to having to mail, fax, or e-mail them to all parties.
- Vocational Rehab and employment services are having a hard time finding places to conduct employment training due to COVID-19.
- Continuing to conduct meetings virtually can be hard for our clients who are nonverbal, or clients who prefer in-person meetings.
- There continues to be a need for PCAs in the area, which makes it difficult trying to get or maintain PCA presence in a home.
- Day programs continue to keep those on the wait list on hold. Many clients have been waiting since the pandemic began to get into places like Industries/Phase and the Mille Lacs DAC and have been unable to do so.

D. Looking Ahead

- Changes that have taken place, or continue to happen with Day Treatment & Habilitation programs. As the restrictions change, this changes their program opening.
- Unknown when in-person meetings will be able to begin again. Continuing to work with our clients remotely while ensuring continuity of services and supports.

F. Trends

- An increase in the need for home modifications for clients with special needs.
- Increase in referrals to EIDBI (Early Intensive Developmental and Behavioral Intervention) programs for those with autism diagnosis.
- Need for respite.
- Decline in Developmental Disability waiver referrals, but increase in CADI waiver referrals

Licensing

Kanabec County Family Services 4th Quarter 2020 Report

Reporters: Tonya Burk, Danielle Linkert, Ashlee Lovaas

A. Major Highlights

	Family Child Care (FCC)	Child Foster Care (CFC)	Adult Foster Care (AFC)
New Licenses	0	1	1
Relicensings	2		2
Off Year Visits	3		
Change of Premise			
Pending Applications			
Correction Orders			
Negative Actions			
Extensions			
Investigations			
Closed Licenses		2	
Orientation provided for (number of persons)	3	2	1
Total Number of Providers in Kanabec County	25	15 - CFC 1 - CRS	7 – AFC 13 - CRS

B. Training Attended

- Convene Training-How to Magically Connect with Anyone Webinar 10/15/2020 – Ashlee
- Rule 13 Review Roundtable Discussion 10/27/2020 (virtual) – Ashlee, Danielle
- Family Child Care Training Ongoing weekly-Danielle
- Regional Family Child Care 12/8/2020-Danielle

C. Challenges and Concerns

- COVID-19 and virtual visits continue

D. Looking Ahead

- COVID-19
- New Providers

E. Trends

- Relative placements and referrals continue to increase
- Virtual visits continue for AFC and CRS. All new FCC occur in person. New CFC in person visits are on a case by case basis.

Program Area – Adult Services	01/01/2020 To 03/31/2020	04/01/2020 To 06/30/2020	07/01/2020 To 09/30/2020	10/01/2020 To 12/31/2020	Year To Date Data
702 Social Services					
MN Choices					

Kanabec County Family Services

4th Quarter 2020 Report

# New Assessments	11	4	11	4	30
# Reassessments	67	56	35	80	238
SCHA Community Well – New Enrollees					
# New Enrollees	5	9	4	4	22
Total Members Served	93	102	102	102	
CADI Waiver					
# clients on waiver	77	81	82	79	
# adults	65	67	67	31	
# children	12	14	15	15	
# clients in residential setting	29	28	28	26	
# receiving employment services	14	14	19	19	
Relocation Services					
# receiving RSC	0	0	0	0	
710 Licensing					
Family Child Care					
# homes active	25	22	25	25	
# newly licensed	1	0	4	0	5
# relicensed	2	3	3	2	10
Child Foster Care					
# homes active	18	17	14	16	
# newly licensed	2	1	0	1	4
# relicensed	1	1	3	0	5
Adult Foster Care/Comm Resid Setting					
# homes active	18	18	19	20	
# newly licensed	0	0	0	1	1
# relicensed	0	1	5	2	8
730 Chemical Dependency					
# Rule 25 assessments	49	8	29	19	105
# Detox paid	5	2	4	7	18

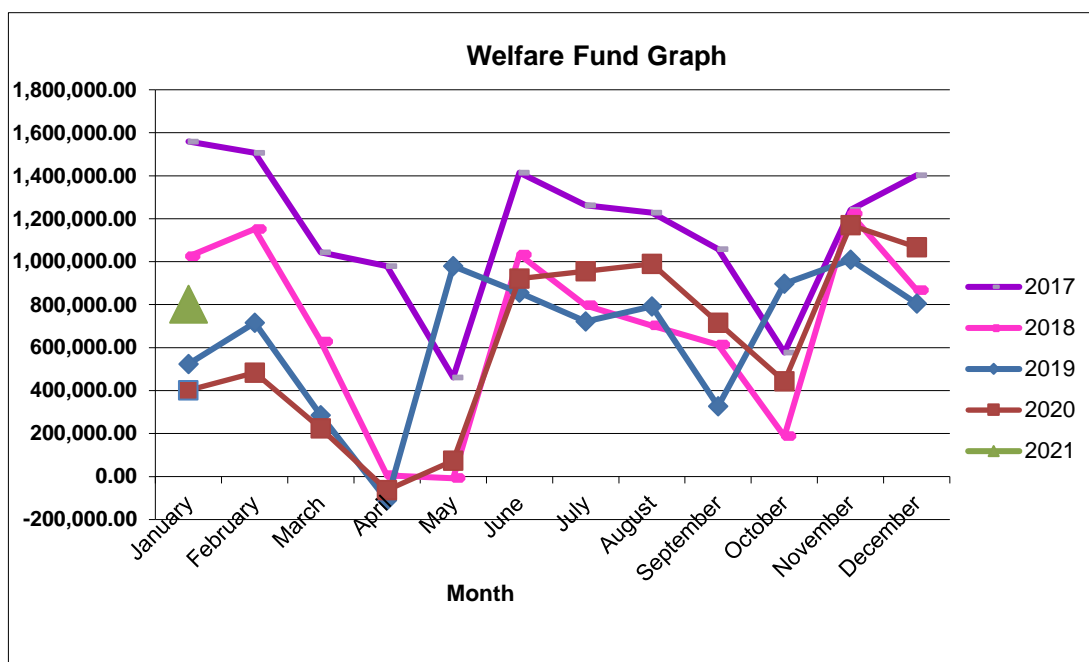
Program Area – Adult Services	01/01/2020 To 03/31/2020	04/01/2020 To 06/30/2020	07/01/2020 To 09/30/2020	10/01/2020 To 12/31/2020	Year To Date Data
740 Mental Health – Adults					
Residential					
# persons in CBHHS	0	0	1	2	
# inpatient setting	10	5	12	9	
# IRTS setting	3	2	3	4	
# in residential setting	9	2	15	6	
Community Supports					
# CSP clients	22	22	24	20	
# Adult services	8	8	6	5	
Case Management					

Kanabec County Family Services

4th Quarter 2020 Report

# Rule 79 clients	59	47	61	54	
# general case management clients	4	10	3	1	
Court					
# pre-petition screenings	4	5	6	4	19
# judicial hearings	6	6	10	7	29
750 Developmental Disabilities					
# DD clients – adult	73	73	70	65	
# DD clients – child	40	35	36	34	
# clients on waiver	71	71	72	74	
# SILS clients	10	9	9	8	
# clients in residential setting	30	30	30	33	
# clients in ICF-DD	3	3	3	1	
# clients in nursing home	1	1	1	1	
# receiving employment support	27	30	31	31	
# receiving Family Support Grant	0	0	0	0	
760 Adult Services					
# Adult Protection reports	21	25	26	43	115
# Adult Protection cases	5	6	5	4	20
# Court Visitor cases	0	3	2	0	5
Overall Number of Workgroups	517	497	469	463	

	2017	2018	2019	2020	2021
January	1,559,203.05	1,024,705.97	523,556.70	401,131.39	802,602.99
February	1,507,019.98	1,151,821.98	715,738.74	483,781.08	
March	1,044,116.93	629,190.77	285,341.21	225,078.17	
April	979,174.37	5,607.36	-109,902.43	-63,141.11	
May	461,452.14	-7,853.46	979,247.26	73,382.15	
June	1,413,892.29	1,032,778.15	855,820.47	920,867.09	
July	1,262,151.35	796,820.09	721,467.48	955,700.06	
August	1,228,621.03	703,093.77	791,435.79	990,235.56	
September	1,058,187.52	613,301.63	326,963.03	716,408.79	
October	577,905.27	187,807.92	897,606.65	443,084.51	
November	1,241,274.27	1,222,983.64	1,008,939.34	1,170,024.75	
December	1,402,699.93	867,114.62	804,618.63	1,067,709.00	
Totals	13,735,698.13	8,227,372.44	7,800,832.87	7,384,261.44	802,602.99
Averages	1,144,641.51	685,614.37	650,069.41	615,355.12	
6 month Avg.	1,128,473.23	731,853.61	758,505.15	890,527.11	865,010.93
Rolling 12 month Avg	1,144,641.51	685,614.37	650,069.41	615,355.12	648,811.09



Kanabec County Family Services - Board Financial Report				Through January 2021					
	Total year to date/			8.33%	16.67%	25.00%	33.33%	41.67%	50.00%
Department	Budget	% of budge	Total	January	February	March	April	May	June
Income Main. Service									
Exp	689,139.00	7.52%	51,854.59	51,854.59					
Rev	385,501.00	2.61%	10,047.98	10,047.98					
Tax	295,906.00	1.60%	4,747.06	4,747.06					
State Shared Rev			0.00						
Recoveries									
Exp	19,100.00	17.08%	3,262.28	3,262.28					
Rev	19,100.00	10.16%	1,941.31	1,941.31					
Tax	24,847.00	1.63%	405.92	405.92					
State Shared Rev			0.00						
Burials									
Exp	25,000.00	0.00%	0.00	0.00					
Rev			0.00						
Tax			0.00						
Child Support									
Exp	359,777.00	7.50%	26,967.91	26,967.91					
Rev	412,000.00	7.15%	29,456.92	29,456.92					
Tax									
MA Services									
Exp	483,900.00	7.77%	37,587.78	37,587.78					
Rev	418,000.00	14.13%	59,053.49	59,053.49					
Tax	64,151.00	1.62%	1,037.36	1,037.36					
State Shared Rev			0.00						
Child Care									
Exp	230,950.00	13.62%	31,466.06	31,466.06					
Rev	229,768.00	0.37%	858.00	858.00					
Tax	1,129.00	1.66%	18.79	18.79					
State Shared Rev			0.00						
Fraud									
Exp	75,704.00	7.83%	5,930.22	5,930.22					
Rev			0.00						
Tax	73,863.00	1.60%	1,180.19	1,180.19					
State Shared Rev			0.00						
Adult Services									
Exp	3,500.00	0.95%	33.30	33.30					
Rev	8,817.00	0.19%	16.67	16.67					
Tax									
Dev. Disability									
Exp	91,389.00	5.46%	4,988.66	4,988.66					
Rev	73,941.00	0.00%	0.00	0.00					
Tax	16,941.00	2.15%	364.58	364.58					
State Shared Rev			0.00						
Mental Health									
Exp	1,216,129.00	7.65%	93,026.89	93,026.89					
Rev	693,784.00	2.18%	15,137.98	15,137.98					
Tax	509,364.00	1.72%	8,753.69	8,753.69					
State Shared Rev			0.00						
Chemical Dependency									
Exp	117,000.00	1.38%	1,620.00	1,620.00					
Rev	51,000.00	1.47%	747.25	747.25					
Tax	64,376.00		0.00	0.00					
Child Services									
Exp	567,262.00	6.04%	34,279.23	34,279.23					
Rev	341,681.00	2.73%	9,327.07	9,327.07					
Tax	220,009.00	2.25%	4,950.02	4,950.02					
State Shared Rev			0.00						
Social Services									
Exp	1,278,208.00	7.45%	95,243.93	95,243.93					
Rev	1,061,420.00	4.79%	50,849.88	50,849.88					
Tax	211,426.00	1.54%	3,254.91	3,254.91					
State Shared Rev			0.00						
Income Main. Admin									
Exp	88,074.00	7.41%	6,530.06	6,530.06					
Rev	52,372.00	2.36%	1,235.14	1,235.14					
Tax	34,786.00	1.47%	511.19	511.19					
State Shared Rev			0.00						
Social Services Admin.									
Exp	301,984.00	7.45%	22,485.54	22,485.54					
Rev	65,000.00	0.00%	0.00	0.00					
Tax	231,078.00	1.65%	3,803.66	3,803.66					
State Shared Rev			0.00						
FS Admin									
Exp	672,578.00	10.38%	69,803.74	69,803.74					
Rev	148,488.00	2.50%	3,716.88	3,716.88					
Tax	510,946.00	1.67%	8,558.24	8,558.24					
State Shared Rev			0.00						
Agency Totals									
Exp	6,219,694.00	7.80%	485,080.19	485,080.19	0.00	0.00	0.00	0.00	0.00
Rev	3,960,872.00	4.60%	182,388.57	182,388.57	0.00	0.00	0.00	0.00	0.00
Tax	2,258,822.00	1.66%	37,585.61	37,585.61	0.00	0.00	0.00	0.00	0.00
State Shared Rev			0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	6,219,694.00	3.54%	219,974.18	219,974.18	0.00	0.00	0.00	0.00	0.00

Board Approval Report

SSIS pymt. batch #: 109909522

Paid Cnty Vendor				Total Payments	Total Amount
Bemidji Orthodontics, 000010674				1	30.00
Svc Description	Svc Code	Payments	Amount		
Health-Related Services	118	1	30.00		
Bliss/Jenny, 000010784				1	6,800.00
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	1	6,800.00		
Central Minnesota Jobs & Training, 000015800				1	8,747.21
Svc Description	Svc Code	Payments	Amount		
Statewide MFIP Employment Services	237	1	8,747.21		
Community Living Options, 000011478				2	239.12
Svc Description	Svc Code	Payments	Amount		
Semi-Independent Living Services (SILS)	534	2	239.12		
Family Pathways, 000012298				30	3,715.00
Svc Description	Svc Code	Payments	Amount		
Family-Based Counseling Services	162	30	3,715.00		
Ignaszewski/Karissa, 000012959				1	10,800.00
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	1	10,800.00		
Lutheran Social Services of Minnesota, 000013783				1	33.30
Svc Description	Svc Code	Payments	Amount		
Guardianship/Conservatorship	695	1	33.30		
MN DHS-SOS, 000011816				7	12,503.54
Svc Description	Svc Code	Payments	Amount		
State-Operated Inpatient	472	7	12,503.54		
North Homes Inc., 000015171				4	37,072.90
Svc Description	Svc Code	Payments	Amount		
Children's Residential Treatment	483	4	37,072.90		
Northwestern Minnesota Juvenile Center, 000015203				2	16,430.00
Svc Description	Svc Code	Payments	Amount		
Correctional Facilities	185	2	16,430.00		
Options Residential, 000015334				1	1,315.64
Svc Description	Svc Code	Payments	Amount		
Child Family Foster Care	181	1	1,315.64		
PHASE, Inc., 000015579				2	884.18
Svc Description	Svc Code	Payments	Amount		
Day Training and Habilitation	566	1	532.18		
Transportation	516	1	352.00		
Richardson MD/Paul T, 000016136				1	3,000.00
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	1	3,000.00		
RSI, 000016246				2	417.85
Svc Description	Svc Code	Payments	Amount		
Semi-Independent Living Services (SILS)	534	2	417.85		
Steps of Success Homes, 000016736				1	476.91
Svc Description	Svc Code	Payments	Amount		
Children's Group Residential Care	183	1	476.91		

Board Approval Report

Paid Cnty Vendor			Total Payments	Total Amount
Volunteers Of America, 000017460			4	2,986.44
Svc Description	Svc Code	Payments	Amount	
Semi-Independent Living Services (SILS)	534	4	2,986.44	
Report Totals:			61	105,452.09

I hereby certify that the above amounts have been approved and allowed by the county Welfare Board for payment to the claimant as in each instance stated that said county Welfare Board authorizes and instructs the county Auditor and county Treasurer of said county to pay the same.

Signature	Title	Date
-----------	-------	------

Vendor Name	Amount
Health Insurance Reimbursement	\$ 148.50
Jen Anderson	\$ 100.80
Health Insurance Reimbursement	\$ 683.04
Health Insurance Reimbursement	\$ 582.04
Health Insurance Reimbursement	\$ 148.50
Medical Mileage	\$ 30.72
Health Insurance Reimbursement	\$ 298.58
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50
Cremation Society of Minn (GA Burial)	\$ 1,918.01
Health Insurance Reimbursement	\$ 148.50
DHS	\$ 6,237.73
Health Insurance Reimbursement	\$ 850.50
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50
Katie Heacock	\$ 11.20
Medical Mileage	\$ 68.64
Health Insurance Reimbursement	\$ 148.50
Leah Hjort	\$ 81.12
Linda Hosley	\$ 332.37
Innovative Office Solutions	\$ 449.13
ITsVVY llc	\$ 64.72
Health Insurance Reimbursement	\$ 163.42
Health Insurance Reimbursement	\$ 148.50
Kanabec County Aud Treas	\$ 4,953.67
Kanabec County Comm Health	\$ 14,179.16
Health Insurance Reimbursement	\$ 3,788.16
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50
Medical Mileage	\$ 132.64
Health Insurance Reimbursement	\$ 410.52
Medical Mileage	\$ 534.91
Kari Lindstrom	\$ 128.80
MAFAS (Memb Due Tim Dahlberg 2021)	\$ 45.00
Alissa McDermeit	\$ 28.56
Health Insurance Reimbursement	\$ 148.50
MNCCC	\$ 5,767.00
Health Insurance Reimbursement	\$ 148.50
Next Chapter Tech Inc	\$ 11,275.00
Health Insurance Reimbursement	\$ 178.78
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50
Medical Mileage	\$ 24.20
Premier Biotech	\$ 122.15
Medical Mileage	\$ 70.64
Health Insurance Reimbursement	\$ 857.22
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50

Medical Mileage	\$	29.13
SHI International Corp	\$	131.00
Health Insurance Reimbursement	\$	148.50
Health Insurance Reimbursement	\$	148.50
Health Insurance Reimbursement	\$	148.50
Health Insurance Reimbursement	\$	306.28
Health Insurance Reimbursement	\$	530.12
Timber Trails	\$	4,295.85
Health Insurance Reimbursement	\$	148.50
Health Insurance Reimbursement	\$	148.50
Health Insurance Reimbursement	\$	920.70
Health Insurance Reimbursement	\$	319.94
Sharon Wright	\$	140.39
Charlene Gabrielson (Custody Study)	\$	900.00
Health Insurance Reimbursement	\$	410.52
Medical Mileage	\$	55.44
Health Insurance Reimbursement	\$	918.46
TOTAL IFS DOLLARS	\$	67,484.26
71 Total IFS Vendors		
TOTAL SSIS DOLLARS	\$	105,452.09
16 Total SSIS Vendors		
GRAND TOTAL	\$	172,936.35
87 Total Vendors		

Resolution # KCFS __ 2/16/2021
Office Support Specialist resolution

WHEREAS the Office Support Specialist position in Family Services was vacated in September, 2020 when the Office Support Specialist was promoted to a Case Aide position after a retirement, and

WHEREAS at the time of the promotion the Family Services Director addressed a plan to evaluate the position in six months, and

WHEREAS the Family Services Director and the Admin team have evaluated the duties for this position and the other administrative positions and have determined that this position plays an essential role in assisting other members in the agency to fulfill their duties as well as having a designated work load of its own.

WHEREAS the Family Services Director is recommending filling the Office Support Specialist position which has been budgeted for 2021.

THEREFORE BE IT RESOLVED that the Kanabec County Family Services Board authorizes the County Personnel Director and Family Services Director to hire a full-time Office Support Specialist at Step A, Range 5 of the pay plan which is \$16.05 per hour or the rate set by internal promotion, and

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

.

9:35am Appointment

February 16, 2021

REQUEST FOR BOARD ACTION

a. Subject: Recognition of 30 Years of Employee Service – Robbie Anderson	b. Origination: Coordinator's Office
c. Estimated time: 5 minutes	d. Presenter(s):

e. Board action requested:

f. Background:

Supporting Documents: None ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments:

9:40am Appointment

February 16, 2021

REQUEST FOR BOARD ACTION

a. Subject: TF Sale for City of Mora parcel	b. Origination: County Auditor's Office
c. Estimated time: 5 minutes	d. Presenter(s): Roberta Anderson

e. Board action requested:

Approve parcel #22.03040.00 in City of Mora to be sold as soon as possible by tax forfeit land sale.

f. Background:

We need a County Board Resolution to sell the City of Mora property by tax forfeit land sale.

The minimum bid price needs to be set, along with the date to begin the sale, (if the sale is to be done by the online auction means) and how long to leave the sale open.

The terms and conditions of the sale need to be defined if they will be different from the last sale that was held in September, 2020.

Supporting Documents: None

Attached: ☒

Date Received in County Coordinator's Office:

2/12/21

Coordinators Comments

COUNTY BOARD RESOLUTION # _____

WHEREAS, The County Board of Commissioners of the County of Kanabec, State of Minnesota, desires to offer for sale the attached parcel of land that has forfeited to the State of Minnesota for non-payment of taxes, and

WHEREAS, said parcel of land has been viewed and has been classified as non-conservation land, as provided for in MN Statutes 282.01.

NOW, THEREFORE, BE IT RESOLVED that the Kanabec County Board of Commissioners hereby certify that this parcel of land described below has been viewed and complies with the provisions of MN Statutes 85.012, 92.461, 282.01, subd. 8 and 282.018, subd. 2 (1980) and other statutes that require the withholding of tax-forfeited land from sale.

BE IT FURTHER RESOLVED that the County Board of Commissioners hereby acknowledge that the parcel does not require State DNR approval because it is situated within an incorporated municipality, and that they have received the necessary approval from the City of Mora for the sale of the following parcel, legally described as:

Parcel #22.03040.00

East Fifteen feet (15) of Lots Eleven (11) and Twelve (12), and the West Thirty-two (32) feet of the North 63.7 feet of Lot One (1), all in Block Three (3), Kent and Danforth's Addition to the Village of Mora, Kanabec County, Minnesota.



Overview



Legend

- Parcels
- Townships

Parcel ID	22.03040.00	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA
Sec/Twp/Rng	11-039-024	Class	960 - Tax Forfeit		
Property Address	313 1 ST MORA	Acreage	n/a		
District	MORA SCH 0332				
Brief Tax Description	Sect- 11 Twp-039 Range-024 KENT & DANFORTH'S ADD TO THE TW 32' OF N 63.7' OF LOT 1, & E 15' OF LOT 11 & 12. BLK 3 (Note: Not to be used on legal documents)				

Date created: 2/12/2021

Last Data Uploaded: 2/12/2021 4:31:42 AM

Developed by  **Schneider**
GEOSPATIAL

9:45am Appointment

February 16, 2021

REQUEST FOR BOARD ACTION

a. Subject: Blandin Foundation's Community Broadband Resources: Accelerate! Program	b. Origination: EDA
c. Estimated time: 15 minutes	d. Presenter(s): Heidi Steinmetz

e. Board action requested:

Authorize the EDA to submit an application on behalf of the Kanabec County Board of Commissioners to the Blandin Foundation for the new **Community Broadband Resources: Accelerate!** program

f. Background:

The Blandin Foundation is offering to accelerate broadband deployment in Minnesota's least-served counties and tribal nations. The Foundation has identified Kanabec County as one of the communities most challenged to meet the state's broadband speed goals. The leap from Minnesota's 2022 speed goals of 25 Mb download and 3 Mb upload to the 2026 goal of 100/20 is significant. Communities that lack quality broadband services will have difficulty improving their socio-economic status as internet is widely recognized as an essential infrastructure.

To help address this challenge, Blandin Foundation is offering intensive [Community Broadband Resources](#) (CBR) assistance with a new initiative: CBR: *Accelerate!* Please see the attached information about the program. This fifteen-week program, delivered online, will bring the CBR resources of coaching, leadership development, data analysis, and provider relationships to the leaders of Kanabec County for the purpose of developing a plan to implement broadband infrastructure deployment projects. To be successful, CBR: *Accelerate!* Will require a committed group of local leaders willing to work on the broadband challenge over time.

If the County Board is interested in this opportunity, applications for the first cohort are due on **February 28**. Blandin Foundation will select and notify up to four applicants by March 5. Additional cohorts may be held later in 2021, depending on levels of interest.

Supporting Documents: None Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:

Community Broadband Resources: *Accelerate!*

Broadband plays an essential role in the growth of rural Minnesota people and communities. Businesses need it to connect to customers, students need it to participate fully in their education, and we all need it to access information and resources that impact our everyday life. But the benefits of being connected are not yet shared by all Minnesotans -- and there are a number of reasons why.

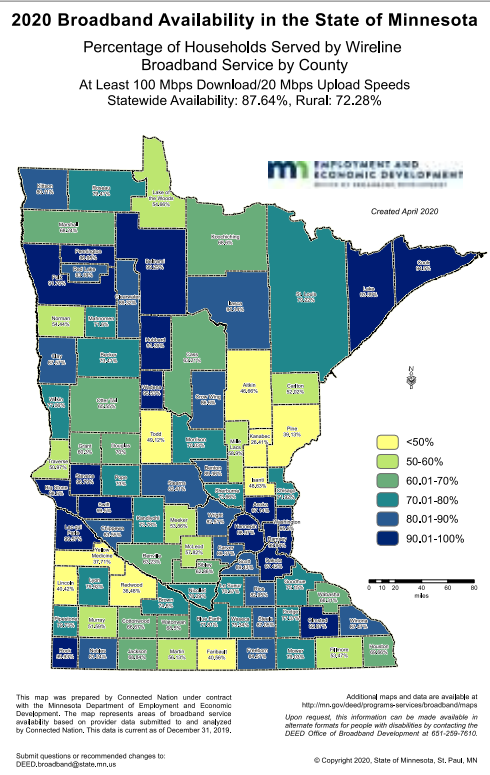
To stand alongside Minnesota's least-served counties and reservations, Blandin Foundation invites eligible communities to apply to an intensive program, **Community Broadband Resources (CBR): *Accelerate!***

Four communities will be selected to participate in the first cohort, which is expected to run mid-March through mid-June. The Foundation is prepared to select an additional 1-2 cohorts in 2021, based on interest levels. Communities will be selected based on preparedness as evidenced in their application materials, and level of need.

Application Timeline	
February 5	Application period opens
February 26	Applications due
March 5	Select and notify four cohort I communities

This virtual program will combine existing online content (webinar and conference recordings), cohort group learning opportunities, and individual county/tribal consultation. Participating communities will receive priority for Blandin Foundation's [Robust Network Feasibility Fund grants](#).

CBR: Accelerate! can only be effective if a dedicated leadership group commits to working on broadband access over a period of time. Likewise, feasibility studies have less value if local leaders do not have a plan to understand and follow through on the results. By empowering local leaders with knowledge, information, and a plan, communities will be well positioned to make progress on this significant challenge.



Eligible Communities:

The nine Minnesota counties where less than 50% of residents have access to internet service that meets the 2026 state broadband speed goal of 100 Mbps/20 Mbps are shown in yellow¹; the counties in light green have between 50-60% coverage. Several of Minnesota's Indian reservations that span multiple counties lack quality broadband.

https://mn.gov/deed/assets/county-wireline-only_tcm1045-255859.pdf

Highest Need (Less than 50 % coverage of 100/20 Mbps)

Kanabec	26.41%	Redwood	37.23%
Pine	39.17	Faribault	40.56
Yellow Medicine	46.22	Aitkin	46.32
Isanti	48.63	Todd	49.12

Next Highest Need (Between 50 and 60% coverage of 100/20 Mbps)

Traverse	50.97%	Carlton	52.46%
Fillmore	53.47	Murray	53.47
Lake of the Woods	54.66	Martin	55.46
Meeker	56.48	McLeod	57.82
Mille Lacs	59.40		

Highest Need Tribes

Leech Lake Band of Ojibwe	Mille Lacs Band of Ojibwe
White Earth Nation	Upper Sioux Community

Several of the eligible communities have worked with Blandin Foundation over the years and still face broadband challenges. For infrastructure this important to the growth of rural communities, a 2nd or even 3rd community effort is worth a try!

¹ Lincoln County will move off this list when a countywide fiber to the home project is completed in 2021.

Program Details

Each community will recruit a team of at least eight participants to actively engage in the intensive fifteen-week program. The team should include representatives of government, chambers of commerce, education, health care, and technology companies, including, if desirable, interested existing or prospective Internet Service Providers (ISPs).

Launch: Orientation Session

March 17, 1:00-3:00 pm, Zoom: The four selected communities will gather to discuss each community's current situation, assets and barriers, possible community roles and hear from Blandin Foundation staff on broadband technology basics.

Phase One: Leadership Education

Teams of community members will complete a broadband development curriculum to gain a better understanding of planning processes, technology options, and business and financial models that support successful community broadband development programs. Broadband funding programs will also be highlighted. Leaders commit to watch a set of archived online webinars and participate in weekly follow-up, interactive, cross-community discussions (Fridays at 9am). Each community will have some time to during these sessions to plan their next activities.

Phase Two: Information Gathering

With assistance from Blandin Foundation, each community will review existing broadband maps and interview existing and prospective ISPs to fully understand existing and planned broadband services. To the extent possible, Blandin will provide contact information for providers.

Communities will be required to conduct surveys of local residents, businesses, and key anchor institutions like schools and health care providers. Surveys will include participation in the [statewide broadband speed test](#). Communities will be expected to obtain participation of a minimum of 400 survey respondents.

Blandin staff will provide the survey instrument and participation link. Local sponsors will complete any necessary data entry of printed surveys and be responsible for all costs associated with printing, distribution, and collection of any printed surveys. Communities will have full access to all the survey data. Upon agreement of all parties, prospective ISP partners may be engaged as survey partners.

Phase 3: Opportunity Analysis and Next Steps

Blandin Foundation will facilitate two meetings, one week apart, with each community team to review the collected information and process outcomes. Next steps will be determined, which may include:

1. Proceed to develop a partnership model and finalize project funding with an identified, preferred ISP.

2. Proceed to a more formal feasibility study phase with engineering alternatives, pro forma business case development, and partnership identification and formation activities.
3. Hold off on further action.

Program Closeout: Report to the Community

Each community will present their findings, strategies, and next steps to the other participating communities for peer review and comment, and will also be required to present their completed work and going forward strategy to an appropriate local audience.

Phases, as detailed above, will overlap as shown in the schedule below.

Program Timeline	Meetings (Friday Cohort Check-ins: 9 - 10am)	Community Activity
Week 1 March 15	Orientation Meeting 3/17, 1-3pm Introductions, Broadband 101, full group and community break-out room discussions	Attend orientation meeting
Week 2	Friday Cohort Check-in 3/26 Focus on webinar content, ad hoc discussion	<ul style="list-style-type: none"> - Watch <i>Community Broadband Survey</i> webinar - Create survey plan
Week 3	Friday Cohort Check-in 4/2 Focus on webinar content, ad hoc discussion	<ul style="list-style-type: none"> - Watch <i>Broadband Mapping</i> webinar - Launch Survey w/ Speed Test
Week 4	Friday Cohort Check-in 4/9 Focus on webinar content, ad hoc discussion	<ul style="list-style-type: none"> - Watch <i>Setting the Vision</i> webinar - Map analysis
Week 5	Friday Cohort Check-in 4/16 Focus on webinar content, ad hoc discussion	<ul style="list-style-type: none"> - Watch <i>Communicating to Achieve your Broadband Vision</i> webinar - Interview existing and prospective providers
Week 6	Friday Cohort Check-in 4/23 Focus on webinar content, ad hoc discussion	<ul style="list-style-type: none"> - Watch <i>Ownership and Partnership Models</i> webinar - Finalize community communications plan
Week 7	Friday Cohort Check-in 4/30 Ad hoc discussion	<ul style="list-style-type: none"> - Complete: <ul style="list-style-type: none"> ▪ Survey ▪ map review ▪ provider interviews ▪ community communications

Program Timeline	Meetings (Friday Cohort Check-ins: 9 - 10am)	Community Activity
Week 8	Friday Cohort Check-in 5/7 Ad hoc discussion	<ul style="list-style-type: none"> - Complete: <ul style="list-style-type: none"> ▪ Survey ▪ map review ▪ provider interviews ▪ community communications
Week 9	Friday Cohort Check-in 5/14 Focus on webinar content, ad hoc discussion	<ul style="list-style-type: none"> - Watch <i>Feasibility Studies</i> webinar - Complete: <ul style="list-style-type: none"> ▪ Survey ▪ map review ▪ provider interviews ▪ community communications
Week 10	Friday Cohort Check-in 5/21 Focus on webinar content, ad hoc discussion	<ul style="list-style-type: none"> - Watch <i>Federal and State Programs</i> webinar - Complete: <ul style="list-style-type: none"> ▪ Survey ▪ map review ▪ provider interviews ▪ community communications
Week 11	Friday Cohort Check-in 5/28 Focus on webinar content, ad hoc discussion	<ul style="list-style-type: none"> - Watch <i>Local Broadband Finance Options</i> webinar - Complete: <ul style="list-style-type: none"> ▪ Survey ▪ map review ▪ provider interviews ▪ community communications
Week 12	No cohort meeting	“What does it all mean?” planning session
Week 13	No cohort meeting	“What do we plan to do?” planning session
Week 14	Friday Cohort Check-in 6/18 Community Presentations!	
Week 15		Community Presentations in Home Community

Application

Applications are due February 26. Applications should be submitted to Mary Magnuson at memagnuson@blandinfoundation.org. Blandin Foundation will select and notify up to four applicants by March 5. Additional cohorts may be held later in 2021.

Team Leader Contact Information:

Name
Title
Organization
Phone
Email

Team Members:

Please list your team members and identify their area affiliations/roles. Please submit their letters of commitment – sample template provided below.

Team Members (Minimum of 8, additional members welcome.)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

Application Questions:

1. Who will lead this effort? Who will provide staff support?
2. Please describe any previous broadband planning efforts. What was the result?
3. What affect is the lack of broadband having on your area?
4. Please describe how broadband is a community priority

Sample Letter of Commitment:

Dear Bernadine Joselyn,

Thank you for the opportunity to participate in the **CBR: Accelerate!**. As [name, affiliation/title, organization], I recognize the importance of improved broadband infrastructure to the future success of my organization and our area. I commit to personally investing several hours per week for approximately fifteen weeks in a concentrated effort to bring better broadband to our area. I also understand that this initial period may only be the beginning of this broadband initiative. After all, if it was easy, it would have been done by now.

[Name]

[Title]

[Date]

February 16, 2021
10:00 a.m. Appointment Agenda of
Chad T. Gramentz, PE
Public Works Director

- | | |
|---|----------------------------|
| 1. Advertise For Bids | Resolution #1 (02-16-21) |
| 2. Equipment Purchases | Resolution #2-5 (02-16-21) |
| 3. Swing Away Mailbox Support Inventory | Resolution #6 (02-16-21) |
| 4. Forfeiture Cleanup | Resolution #7 (02-16-21) |
| 5. Title VI Policy | Resolution #8 (02-16-21) |
| 6. 5-Year Plan | |
| 7. Building Security | |

Resolution #1 (2-16-21)
Advertise for Bids
2021 Construction Projects

WHEREAS the Kanabec County Board of Commissioners wish to proceed with the following projects:

<u>Road</u>	<u>Type</u>	<u>Length</u>	<u>From</u>	<u>To</u>
10	Reconstruction	0.75 mi.	Rutheford and Hill (Ogilvie)	
3	Reclamation	11.0 mi.	TH 65	W. Co Line
16	Microsurface	4.3 mi.	S. Co. Line	TH 65
17	Microsurface	4.8 mi.	CSAH 11	TH 23
	Gravel Surfacing	50 mi.	West Central Kanabec Co.	
	Equipment Rental			

BE IT RESOLVED to authorize the County Engineer, upon final plans, specifications, and proposal, to advertise for bids for said projects.

Resolution #2 (2-16-21)

Purchase Tractors

WHEREAS the following quotes were provided by Trueman Welters for highway maintenance tractors:

Tractor (2019 Case IH Maxxum 125 AD4 w/Loader)	\$101,829.54
Tractor (2020 Case IH Maxxum 125 AD4)	\$90,728.60
Trade-In (unit no. 41 John Deere 6400 Boom Mower)	<u>-\$14,900.00</u>
Total:	\$177,658.14

WHEREAS said quotes are based on Sourcewell program pricing and were presented before the Board, and

THEREFORE BE IT RESOLVED to accept the quote of \$177,658.14 by Trueman Welters for a 2019 Case IH Maxxum 125 AD4 tractor and a 2020 Case IH Maxxum 125 AD4 Tractor and approve the purchase thereof.

Resolution #3 (2-16-21)

Purchase Boom Mower

WHEREAS the following quote was provided by Diamond Mowers, LLC for a tractor mount boom mower:

25' Rear Cradle Boom with 60" Rotary Cutter	\$65,255.00
---	-------------

WHEREAS said quote is based on state contract pricing and was presented before the Board, and

THEREFORE BE IT RESOLVED to accept the quote of \$64,255.00 by Diamond Mowers, LLC for a 25 foot rear cradle boom with 60 inch rotary cutter and approve the purchase thereof.

Resolution #4 (2-16-21)

Purchase Sign Truck

WHEREAS a quote for a 2021 Chevrolet Silverado 6500 Crew Cab Work Truck chassis at State Contract pricing was received from North Country GM for \$57,740.64, and

WHEREAS a quote for a custom sign truck box at State Contract pricing was received from Aspen Equipment for \$97,306.00, and

WHEREAS said quotes were presented before the Board, and

THEREFORE BE IT RESOLVED to accept the quote of \$57,740.64 by North Country GM and approve the purchase a 2021 Chevrolet Silverado 6500 Crew Cab Work Truck, and

BE IT FURTHER RESOLVED to accept the quote of \$97,306.00 by Aspen Equipment and approve the purchase of a custom sign truck box.

Resolution #5 (2-16-21)
2022 Plow Truck Body

WHEREAS Towmaster has provided a quote of \$113,725.00 for a plow truck body for 2022, and

WHEREAS a plow truck is planned for budget year 2022, and

THEREFORE BE IT RESOLVED to accept the quote of \$113,725.00 by Towmaster for a plow truck body and authorize the County Engineer to sign the agreement to reserve the 2022 truck body build.

Resolution #6 (2-16-21)
Swing Away Mailbox Support Inventory

WHEREAS Northpost Inc has provided a quote of \$22,626.00 for swing away mailbox support inventory, and

WHEREAS said quote was presented before the Board, and

THEREFORE BE IT RESOLVED to accept the quote of \$22,626.00 by Northpost Inc. for swing away mailbox support inventory.

Resolution #7 (2-16-21)
Forfeiture Property Cleanup

WHEREAS A&E Cleaning Services has provided a quote \$2,210 for removal of trash from the interior of the tax forfeiture property located at 313 1st St., and

WHEREAS said quote was presented before the Board, and

THEREFORE BE IT RESOLVED to accept the quote of \$2,210.00 by A&E Cleaning Services for removal of trash at 313 1st St. in Mora.

Resolution #8 (2-16-21)
Title VI Departmental Policy

WHEREAS federal highway grant recipients are required to comply with Title VI obligations pursuant to 23 C.F.R § 200.9(b)(7), and

WHEREAS the Kanabec County Board of Commissioners wishes to comply with said obligations, and

THEREFORE BE IT RESOLVED to appoint the County Highway Engineer as the Title VI coordinator, and

BE IT FURTHER RESOLVED to authorize the County Highway Engineer to work with MnDOT and the County Coordinator to develop and enact a departmental policy that complies with federal regulations.



1600 Hwy 55E Buffalo MN, 55313

Phone: (763) 682-2200

Fax: (763) 682-6141

Cell: (763) 286-3658

Email seth@welthers.net

Todays Date: 09/17/2020

Revised 1/11/2021

Contract Release: T-628(5)

Contract Number: 173096

Vendor Number: 0000193702

Sales Contact

Seth Strehler

Quote Expires

Contract

Nov. 30,2020

Quote For: Kanabec County Highway Dept

2019 Case IH Maxxum 125 AD4

Rental Return

Part #	Qty.	Description	Price
	1	Maxxum 150 Active Drive 4	\$121,215.00
X0408XX	1	-CIH PKG STANDARD	(\$500.00)
391610	1	Cab w/Fixed Front Screen	\$ -
392701	1	AIR CONDITIONING 392701	\$ -
391152	1	Std Steering Wheel	\$ -
390906	1	Less Rear Cab Storage Box	\$ -
390675	1	Less Rear Wiper	\$ -
743714	1	Deluxe Radio With Bluetooth	\$512.00
758569	1	Instructional Seat with Belt	\$594.00
758504	1	Self-Cancel + Audible Turn	\$ -
391630	1	Standard Steering	\$ -
759453	1	2 Std Mirrors	\$ -
390761	1	Analog/Digital Basic Cluster	\$ -
390661	1	Less High Mounted Headlamp	\$ -
759446	1	BASIC HOOD LIGHTS	\$ -
758355	1	4 LED Std Power Low-Roof	\$ (1,568.00)
758489	1	Rotary Beacon Lefthand Side	\$418.00
758497	1	Bracket for Equipment Monitor	\$ 159.00
392484	1	Less Autoguidance	\$ -
758557	1	150 AMP_Alternator	\$ -
390465	1	Less Engine Speed Management	\$ -
392194	1	T4B Engine W/Boost	\$ -
392300	1	STD ENG COOLING FAN	\$ -
758402	1	Grid_Heater + 110V Pack	\$ 405.00
392499	1	STD DTY MECH ISOLAT	\$ -
392195	1	40KPH_16X16_L/Autoshift	\$ -
390703	1	Less Radar	\$ -
390729	1	L/ Pneumatic Trailer Brakes	\$ -
390711	1	Less trailer brakes	\$ -
390811	1	Less Front Linkage	\$ -
390926	1	Less Tubes for FHPL	\$ -
390911	1	EDC Base Hydraulic Lift Cyl.	\$ -
758451	1	Cat II Flex Links	\$0.00
758441	1	CCLS Pump	\$ 1,656.00
759374	1	Basic Mech Joystick w/3rd Func	\$ -
743741	1	3 Mech Rear Remote Valves (2C)	\$ 1,232.00
758540	1	Low-Pressure Return	\$ -
390160	1	Less Auto PTO	\$ -
392196	1	Class 3, L/Brakes	\$ -
8241401	2	380/85(14.9)R28 A8	\$ -
758432	1	HD Bar Steel Multi-Diff	\$ 1,489.00
8328401	2	460/85(18.4)R38 R1W-MIFITRCO	\$ -

392803	1	Fender Mounted Controls	\$	-
390875	1	Less front fender	\$	-
391153	1	Standard Fenders	\$	-
758351	1	Loader Ready + 3Mech MMV+Joy		\$9,288.00
390444	1	Tow Hook-Only	\$	-
758564	1	6X65KG Wheel Weight	\$	1,198.00
390166	1	Std. Heavy Duty Brake Discs	\$	-
390996	1	Standard Toolbox	\$	-
390648	1	Less ISOBUS Socket		
391341	1	Less Headland Control System		

Sub Total		\$136,098.00
Contract Discounts 30%	\$	(40,829.40)
Rental Dollar Amount	\$	(3,950.00)
Total	\$	91,318.60
Tax		ST3 Form
Tractor Total	\$	91,318.60



1600 Hwy 55E Buffalo MN, 55313

Phone: (763) 682-2200

Fax: (763) 682-6141

Cell: (763) 286-3658

Email seth@welters.net

Todays Date: 01/20/2021
Revised tire swap 1-21-2021
Sourcewell Program # 2050
Sourcewell Contract # 110719-CNH-1
Sourcewell Member # 4694

Sales Contact
 Seth Strehler

Quote Expires
 Contract
 Sourcewell

Quote For: Kanabec County Highway Dept
2020 Case IH Maxxum 125 AD4
Lease/Rental Return #2

Part #	Qty.	Description	Price
	1	Maxxum 125 Active Drive 4	\$121,215.00
X0408XX	1	-CIH PKG STANDARD	(\$500.00)
391610	1	Cab w/Fixed Front Screen	\$ -
392701	1	AIR CONDITIONING 392701	\$ -
391152	1	Std Steering Wheel	\$ -
390906	1	Less Rear Cab Storage Box	\$ -
390675	1	Less Rear Wiper	\$ -
743714	1	Deluxe Radio With Bluetooth	\$512.00
758569	1	Instructional Seat with Belt	\$594.00
758504	1	Self-Cancel + Audible Turn	\$ -
391630	1	Standard Steering	\$ -
759453	1	2 Std Mirrors	\$ -
390761	1	Analog/Digital Basic Cluster	\$ -
390661	1	Less High Mounted Headlamp	\$ -
759446	1	BASIC HOOD LIGHTS	\$ -
758355	1	4 LED Std Power Low-Roof	\$ (1,568.00)
758489	1	Rotary Beacon Lefthand Side	\$418.00
758497	1	Bracket for Equipment Monitor	\$ 159.00
392484	1	Less Autoguidance	\$ -
758557	1	150 AMP_Alternator	\$ -
390465	1	Less Engine Speed Management	\$ -
392194	1	T4B Engine W/Boost	\$ -
392300	1	STD ENG COOLING FAN	\$ -
758402	1	Grid_Heater + 110V Pack	\$ 405.00
392499	1	STD DTY MECH ISOLAT	\$ -
392195	1	40KPH_16X16_L/Autoshift	\$ -
390703	1	Less Radar	\$ -
390729	1	L/ Pneumatic Trailer Brakes	\$ -
390711	1	Less trailer brakes	\$ -
390811	1	Less Front Linkage	\$ -
390926	1	Less Tubes for FHPL	\$ -
390911	1	EDC Base Hydraulic Lift Cyl.	\$ -
758451	1	Cat II Flex Links	\$0.00
758441	1	CCLS Pump	\$ 1,656.00
759374	1	Basic Mech Joystick w/3rd Func	\$ -
743741	1	3 Mech Rear Remote Valves (2C)	\$ 1,232.00
758540	1	Low-Pressure Return	\$ -
390160	1	Less Auto PTO	\$ -
392196	1	Class 3, L/Brakes	\$ -
8241401	2	380/85(14.9)R28 A8	\$ -
758432	1	HD Bar Steel Multi-Diff	\$ 1,489.00
8328401	2	460/85(18.4)R38 R1W-MIFITRCO	\$ -

392803	1	Fender Mounted Controls	\$	-
758505	1	Front Fenders	\$	786.00
391153	1	Standard Fenders	\$	-
390819	1	Less Loader Ready		\$0.00
390166	1	Std. Heavy Duty Brake Discs	\$	-
390996	1	Standard Toolbox	\$	-
390648	1	Less ISOBUS Socket		
391341	1	Less Headland Control System		

Sub Total	\$126,398.00
Contract Discounts 30%	\$ (37,919.40)
Total	\$ 88,478.60
Rental Dollar Amount	\$ (3,750.00)
	\$ 84,728.60
Trade-in	\$ (14,900.00)
	\$ 69,828.60
Nokian Tire/Rims Package	\$6,000
Tax	ST3 Form
Tractor Total	\$ 75,828.60



Bill To Name KANABEC COUNTY (MN)
Bill To 903 FOREST AVE E
MORA, MN 55051
Date 1/20/2021

Ship To Name KANABEC COUNTY (MN)
Ship To 903 FOREST AVE E
MORA, MN 55051
Contact Name Nate Westling
Email nate.westling@co.kanabec.mn.us
Primary Phone (320) 679-6300

Quantity	Product Code	Product	List Price	Sales Price	Ext Cost
1.00	DBM-C-J	25 Foot Rear Cradle Boom - includes boom, mounting hardware, 4-spool valve, cable controls, transport lock, hydraulic actuator, auxillary oil cooler, pump & grill guard, Lexan safety glass, wheel weights & axle stabilizer.	\$51,228.00	\$39,406.00	\$39,406.00
1.00	DBR060-H	60" Boom Rotary	\$13,375.00	\$10,389.00	\$10,389.00
1.00	101	Four- Function IBC, Proportional Joystick - in lieu of cable controls	\$9,411.00	\$7,002.00	\$7,002.00
1.00	125	Bar Axle Wheel Weight Surcharge	\$2,171.00	\$1,670.00	\$1,670.00
1.00	48-0003	Factory Authorized Mount - Rear Cradle Boom Mowers	\$9,795.00	\$5,788.00	\$5,788.00

Total Cost \$64,255.00
Freight \$1,000.00
Total Price \$65,255.00

Lead Time 6-8 Weeks after receipt of tractor
Contract Name MN State contract # 177747

Prepared By Paul Schreurs
Phone (605) 929-3083
Email pschreurs@diamondmowers.com
OP OP019461
Quote Number 00021377

DIAMOND MOWERS, LLC
350 E. 60th Street N
Sioux Falls, SD 57104
(605) 977-3300 ph | (605) 655-5870 fx
www.diamondmowers.com

Quote is good 60 days from quote date.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

KANABEC COUNTY

Prepared For: NATE WESTLING

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck





NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck ( Complete)

Quote: KANABEC

Price Summary


PRICE SUMMARY	
	MSRP
Base Price	\$56,600.00
Total Options	\$11,855.00
Vehicle Subtotal	\$68,455.00
Tire Weight Tax (TWT)	\$26.64
Destination Charge	\$1,695.00
Grand Total	\$70,176.64

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck ( Complete)

Quote: KANABEC

Quote Worksheet

	MSRP
Base Price	\$56,600.00
Dest Charge	\$1,695.00
Total Options	\$11,855.00
Subtotal	\$70,150.00
BID ASSIST	(\$8,012.00)
Subtotal Pre-Tax Adjustments	(\$8,012.00)
Less Customer Discount	(\$4,424.00)
Subtotal Discount	(\$4,424.00)
Trade-In	\$0.00
Subtotal Trade-In	\$0.00
Taxable Price	\$57,714.00
Tire Weight Tax	\$26.64
Sales Tax	\$0.00
Subtotal Taxes	\$26.64
Subtotal Post-Tax Adjustments	\$0.00
Total Sales Price	\$57,740.64

Dealer Signature / Date

Customer Signature / Date

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

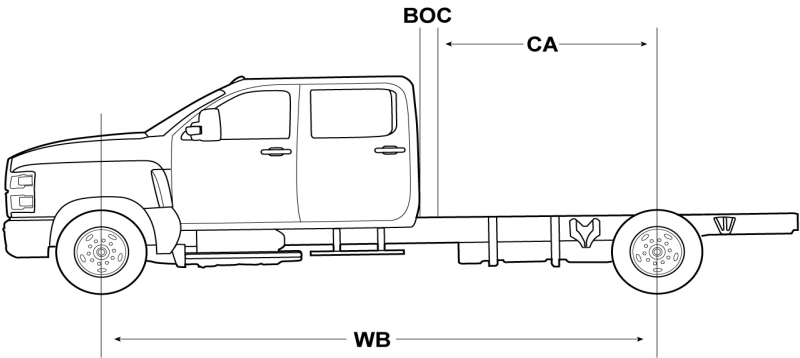
Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck (✔ Complete)

Quote: KANABEC

Weight Distribution

SPECIFICATION SUMMARY

Model #	CK56043
Truck/Tractor	
Wheelbase (WB)	235 in
Cab to Axle (CA)	119.92 in
Cab to Body/Swing Clear (BOC)	3.0 in
Body Length	0.0 ft
Body Weight	0.0 lbs
Cargo Weight	0.00 lbs
Front GAWR	7500 lbs
Rear GAWR	15000 lbs
GVWR	22500.00 lbs



CA: 119.92 in
BOC: 3.0 in
WB: 235 in

Fr%: 64.41	Rr%: 35.59
Front Wt: 6064.00 lbs	Rear Wt: 3351.00 lbs

GAWR/GVWR	GVW	Remaining Payload Wt
22500.00 lbs	9415.00 lbs	13,085.00 lbs

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck (Complete)

Quote: KANABEC

Weight Distribution

SPECIFICATION DETAILS			
	Front Axle	Rear Axle	Total
Actual			
Chassis	5714.00 lbs	3351.00 lbs	9065.00 lbs
Body	0.00 lbs	0.00 lbs	0.0 lbs
Payload	0.00 lbs	0.00 lbs	0.00 lbs
Trailer			0.0 lbs
Totals	6064.00 lbs	3351.00 lbs	9415.00 lbs
Capacity			
Axle	7500 lbs	15000 lbs	22500.00 lbs
Suspension	7500 lbs	15500 lbs	23,000.00 lbs
Tire	7940 lbs	15000 lbs	22940.00
Total Axle Rating	7500.00 lbs	15000.00 lbs	22500.00 lbs

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck ( Complete)

Quote: KANABEC

Selected Model and Options

MODEL

CODE	MODEL	MSRP
CK56043	2021 Chevrolet Silverado MD 4WD Crew Cab Work Truck	\$56,600.00

COLORS

CODE	DESCRIPTION
GAZ	Summit White

MODEL OPTION

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
R7P	6500 HD Series (Included and only available with (DD5) 21,000 lb. GVWR, (C5D) 22,500 lb. GVWR or (DB9) 23,000 lb. GVWR.)	0.00 lbs	0.00 lbs	Inc.

GVWR

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
C5D	GVWR, 22,500 lb. (10,206 kg) (Silverado 6500 HD 4WD models require the following combination: (FTB) 7.5k front axle and (FTV) 7.5k front suspension and (HD1) 15k rear axle or (J27) 15.5k rear axle and (FU7) 15.5k rear suspension.)	0.00 lbs	0.00 lbs	\$5,075.00

REQUIRED OPTION

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
R6I	30,000 lb. GCWR (13,607 kg) (Requires 30k GCWR transmission (MBV, MBW, MBX, MBY, MJ0, MI0, MHV, ME0).)	0.00 lbs	0.00 lbs	\$0.00

ENGINE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
L5D	Engine, Duramax 6.6L Turbo-Diesel V8, B20-Diesel compatible 350 hp @ 2700 rpm, 700 lb.-ft. torque @ 1600 rpm (STD)	0.00 lbs	0.00 lbs	\$0.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck (✔ Complete)

Quote: KANABEC

POWER TAKE OFF

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
PTO	Power Take Off, engine control provisions Access is available on left-hand and right-hand side	0.00 lbs	0.00 lbs	\$275.00

TRANSMISSION

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
MBV	Rugged Duty Service Transmission, Automatic close-ratio 6 SPD with double overdrive, Allison, A2750RDS ratios: 3.10 1ST, 1.80 2ND, 1.40 3RD, 1.00 4TH, 0.70 5TH, 0.61 6TH Rugged Duty Series, 26K GVW & 37K GCW Max., requires PTO, includes park pawl, On/Off Highway. Available with GVWs greater than 19.5K (Requires (DD5) 21,000 lb. GVWR, (C5D) 22,500 lb. GVWR or (DB9) 23,000 lb. GVWR and (PTO) Power Take Off, engine control provisions and (R6I) 30,000 lb. GCWR (13,607 kg) or (R6W) 34,000 lb. GCWR (15,422 kg).)	0.00 lbs	0.00 lbs	\$1,585.00

AXLE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
092	Rear axle, 4.30 ratio Max road speed: 75 MPH	0.00 lbs	0.00 lbs	\$0.00

FRONT AXLE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
FTB	Front axle, 7,500 lb., Dana Spicer 60-256, single-reduction, front driving	0.00 lbs	0.00 lbs	\$0.00

REAR AXLE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
HD1	Rear axle, 15,000 lb. (6,804 kg) Dana Spicer S16-130, single reduction	0.00 lbs	0.00 lbs	\$675.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck (✔ Complete)

Quote: KANABEC

REAR SUSPENSION

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
FU7	Rear suspension, 15,500 lb. (7,031 kg) multi-leaf, vari-rate	0.00 lbs	0.00 lbs	\$50.00

WHEELBASE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
FRP	Wheelbase, 235" (596.9 cm), 120" CA (Requires (F0I) 75" axle to end of frame.)	0.00 lbs	0.00 lbs	\$360.00

PREFERRED EQUIPMENT GROUP

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
1WT	Work Truck Preferred Equipment Group includes standard equipment	0.00 lbs	0.00 lbs	\$0.00

WHEEL TYPE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
PWQ	Wheels, 19.5" x 6.75", steel, Black painted, 8-holes, hub piloted (STD)	0.00 lbs	0.00 lbs	\$0.00

FRONT TIRES

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
XHD	Tires, front 225/70R19.5 G Traction Blackwall Continental Max Axle Load: 7,940 lb. (Requires (YHD) rear 225/70R19.5 G Traction Blackwall Continental tires.)	0.00 lbs	0.00 lbs	\$190.00

REAR TIRES

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
YHD	Tires, rear 225/70R19.5 G Traction Blackwall Continental Max Axle Load: 15,000 lb.	0.00 lbs	0.00 lbs	\$380.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck (✔ Complete)

Quote: KANABEC

SPARE TIRE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
ZHD	Tire, Spare 225/70R19.5 G traction blackwall Continental (Requires (XHD) front 225/70R19.5 G Traction Blackwall Continental tires or (YHD) rear 225/70R19.5 G Traction Blackwall Continental tires. Includes (V33) Rim Wrench and handle only tool kit.)	0.00 lbs	0.00 lbs	\$400.00

PAINT SCHEME

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
ZY1	Paint, solid	0.00 lbs	0.00 lbs	\$0.00

PAINT

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
GAZ	Summit White	0.00 lbs	0.00 lbs	\$0.00

SEAT TYPE

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
AE7	Seats, front 40/20/40 split-bench, 3-passenger driver and front passenger recline with outboard head restraints and center fold-down armrest with storage. Vinyl has fixed lumbar and cloth has manually adjustable driver lumbar. (STD)	0.00 lbs	0.00 lbs	\$100.00

SEAT TRIM

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
H2R	Dark Ash seats with Jet Black interior accents, Cloth seat trim	0.00 lbs	0.00 lbs	\$0.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck (Complete)

Quote: KANABEC

RADIO				
CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
IOB	Audio system, 7" diagonal color touch-screen with Chevrolet Infotainment AM/FM stereo with seek-and-scan and digital clock, includes Bluetooth streaming audio for music and select phones. (Not available with (TG5) Single slot CD/MP3 player.)	0.00 lbs	0.00 lbs	\$275.00

ADDITIONAL EQUIPMENT - PACKAGE				
CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
VYU	Snow Plow Prep Package includes (UNL) auxiliary harness for headlamps and turn signals, (KW5) 220-amp alternator, forward lamp wiring harness and (TRW) provision for cab roof mounted lamp/beacon (Note: (KW5) 220-amp alternator can be upgraded to (KHB) dual, 150 amps and 220 amps each alternators.)	0.00 lbs	0.00 lbs	\$340.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck (Complete)

Quote: KANABEC

ADDITIONAL EQUIPMENT - MECHANICAL

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
7Y8	Batteries, heavy-duty dual 1300 cold-cranking amps includes battery box mounted to left side under cab	0.00 lbs	0.00 lbs	\$85.00
BTN	Battery, top post threaded, battery jump start stud (located on battery box) (Requires (7Y7) 1100 cold-cranking amps batteries or (7Y8) 1300 cold-cranking amps batteries.)	0.00 lbs	0.00 lbs	\$50.00
F0I	Axle to End of Frame, 75" (Requires (FRP) 235" wheelbase.)	0.00 lbs	0.00 lbs	\$100.00
F59	Front stabilizer bar	0.00 lbs	0.00 lbs	\$175.00
FPF	DPF, diesel particulate filter, manual regeneration customer regeneration will not be allowed until the DPF load percentage has reached 100% full and a driver information center (DIC) message has been shown (Required with (YF2) Emergency Service Package.)	0.00 lbs	0.00 lbs	\$250.00
G68	Shock Absorbers, rear	0.00 lbs	0.00 lbs	\$65.00
G86	Axle, limited slip, Dana Spicer Truetrac, torque proportioning limited slip	0.00 lbs	0.00 lbs	\$350.00
JL1	Trailer brake controller, integrated (Requires (UY7) Trailering provisions.)	0.00 lbs	0.00 lbs	\$275.00
K05	Engine block heater	0.00 lbs	0.00 lbs	\$90.00
KW5	Alternator, 220 amps (Included with (VYU) Snow Plow Prep Package.)	0.00 lbs	0.00 lbs	Inc.
UY7	Trailering provisions, trailering wire harness only, trailer combined (Stop/Tail/Turn) connection socket and harness mounted at rear of frame. (Requires (JL1) Trailer brake controller.)	0.00 lbs	0.00 lbs	\$30.00
V33	Tool kit, Rim Wrench and handle only (Included with (ZMF), (ZBC), (ZBK), (ZHD) and (ZBR) spare tires.)	0.00 lbs	0.00 lbs	Inc.

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck (Complete)

Quote: KANABEC

ADDITIONAL EQUIPMENT - EXTERIOR

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
DPN	Mirrors, outside heated power-adjustable vertical trailering, upper glass, manual-folding and extending, black. Includes integrated turn signal indicators consisting of 51 square inch flat mirror surface positioned over a 24.5 square inch convex mirror surface with a common head and lower convex spotter glass (convex glass is not heated and not power adjustable) and addition of Auxiliary cargo lamp for backing up (helps to see trailer when backing up with a trailer) and amber auxiliary clearance lamp	0.00 lbs	0.00 lbs	\$355.00
PWY	Wheel, 19.5" x 6.75", spare, steel, Black, 8-holes temporary mounted on frame, hub piloted (Required and only available with (PWQ), (PWR) or (PWS) steel wheels when ordered with a spare tire.)	0.00 lbs	0.00 lbs	\$0.00
TRW	Provision for cab roof-mounted lamp/beacon provides an overhead console mounted switch and electrical wiring tucked beneath the headliner for a body upfitter to connect a body-mounted warning or emergency lamp (Included with (VYU) Snow Plow Prep Package.)	0.00 lbs	0.00 lbs	Inc.
UNL	Auxiliary harness, 3' for headlamps and turn signals (Included with (VYU) Snow Plow Prep Package.)	0.00 lbs	0.00 lbs	Inc.

ADDITIONAL EQUIPMENT - ENTERTAINMENT

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
—	Bluetooth for phone, personal cell phone connectivity to vehicle audio system (Included and only available with (IOB) 7" diagonal color touch-screen with Chevrolet Infotainment.)	0.00 lbs	0.00 lbs	Inc.

ADDITIONAL EQUIPMENT - INTERIOR

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
KI4	Power outlet, 110-volt AC	0.00 lbs	0.00 lbs	\$125.00

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck (Complete)

Quote: KANABEC

ADDITIONAL EQUIPMENT - SAFETY-INTERIOR

CODE	DESCRIPTION	FRONT WEIGHT	REAR WEIGHT	MSRP
UVC	Rear Vision Camera, display integrated into Radio (Shipped loose in cab for upfitter installation.)	0.00 lbs	0.00 lbs	\$200.00
Options Total		0.00 lbs	0.00 lbs	\$11,855.00
As Specified Curb Weight		5714.00 lbs	3351.00 lbs	

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck (✔ Complete)

Quote: KANABEC

Standard Equipment

Mechanical

4500 HD Series (Included and only available with (C7Y) 14,001 lb. GVWR, (C5B) 15,000 lb. GVWR, (C7P) 16,000 lb. GVWR or (C7R) 16,500 lb. GVWR.) (STD)

GVWR, 16,500 lb. (7484 kg) (Silverado 4500 HD 4WD models require one of the following combinations: (1) (FTB) 7.5k front axle and (FTV) 7.5k front suspension and (FN1) 10k rear axle or (GL4) 11k rear axle and (GR3) 11k rear suspension. (2) (FTB) 7.5k front axle and (FTV) 7.5k front suspension and (HD1) 15k rear axle or (J27) 15.5k rear axle and (GR4) 13.5k rear suspension or (FU7) 15.5k rear suspension.) (STD)

Emissions, 50 state certification

Emissions, USA 50 State certified

Engine, Duramax 6.6L Turbo-Diesel V8, B20-Diesel compatible 350 hp @ 2700 rpm, 700 lb.-ft. torque @ 1600 rpm (STD)

Highway Service Transmission, Automatic close-ratio 6 SPD with double overdrive, Allison, A1700HS ratios: 3.10 1ST, 1.80 2ND, 1.40 3RD, 1.00 4TH, 0.70 5TH, 0.61 6TH Highway Series, 19.5K GVW & 26K GCW Max., requires PTX and park pawl. Available with GVWs less than or equal to 19.5K (Requires (C7Y) 14,001 lb. GVWR, (C5B) 15,000 lb. GVWR, (C7P) 16,000 lb. GVWR, (C7R) 16,500 lb. GVWR, (GZX) 17,500 lb. GVWR, (GZJ) 18,000 lb. GVWR or (GZG) 19,500 lb. GVWR. Requires (R6G) 26,000 lb. GCWR (11,793 kg).) (STD)

Rear axle, 4.30 ratio Max road speed: 75 MPH

Front axle, 7,500 lb., Dana Spicer 60-256, single-reduction, front driving

Front suspension, 7,500 lb. (3,402 kg) multi-leaf, includes shock absorbers

Wheelbase, 175" (444.5 cm), 60" CA (Requires (F0C) 49" axle to end of frame. Not available with (G40) 12,000 lb., (GP1) 13,500 lb. or (GP8) 15,500 lb. rear air suspension.) (STD)

Rear axle, 11,000 lb. (4,999 kg) Dana Spicer S14-110, single reduction

Rear suspension, 11,000 (4,990 kg) multi-leaf, vari-rate (STD)

Neutral-at-Stop Automatic transmission shifts to neutral when the service brake is depressed while the vehicle is at a complete stop, and remains in neutral until the service brake is released

Transmission shift control calibration, fuel sense Performance

Four wheel drive

Batteries, heavy-duty dual 1100 cold-cranking amps includes battery box mounted to left side under cab

Alternator, 150 amps

Incomplete vehicle

Axle to End of Frame, 49" (Requires wheelbase (EM1) 199" or (FNV) 175". Not available with (G40), (GP1) or (GP8) rear air suspension.)

Axle, Open rear axle, non-locking rear

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck (✔ Complete)

Quote: KANABEC

Mechanical

Axle lubricant, front, synthetic oil EmGard FE-75W-90

Axle lubricant, rear, synthetic oil EmGard FE -75W-90

Steering, power (Bosch S2 8014 Plus)

Brakes, hydraulic, heavy duty Bosch/Meritor/Wabco system with 4-channel (ABS) (Includes (J69) driveline park brake.)

Fuel tank, rear only, 40 gallon mounted between frame side rails and behind rear axle

Fuel, diesel B20

Capped Fuel Fill

Exhaust system, rear exit

Exhaust brake

Exterior

Wheels, 19.5" x 6.75", steel, Black painted, 8-holes, hub piloted (STD)

Tires, front 225/70R19.5G highway blackwall Goodyear Max Axle Load: 7,940 lb. (Requires (YAL) Tires, rear 225/70R19.5G highway blackwall Goodyear, Max Axle Load: 15,000 lb. or (YMF) Tires, rear 225/70R19.5G traction blackwall Goodyear, Max Axle Load: 15,000 lb.) (STD)

Tires, rear 225/70R19.5G highway blackwall Goodyear Max Axle Load: 15,000 lb. (STD)

Spare tire delete (STD)

Wheel, spare delete

Bumper, front, Black

Assist steps

Front fender extension, mold-in-color Black (Not available with (FNP) Body color front fender extension.)

Grille, base, molded in color, Black

Grille guard screen, insect protection (mounted behind grille)

Headlamps, halogen projector-beam

Lamps, cargo area, cab mounted with switch on center switch bank

Lamps, Smoked Amber roof marker

Lamps, rear, stop/turn/backup (1-piece assembly) with license plate light

Mirrors, outside high-visibility vertical camper-style, Black with manual folding and extension and lower convex spotter glass

Glass, solar absorbing, tinted

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck ( Complete)

Quote: KANABEC

Exterior

Antenna, fixed mast

Door handles, Black

Entertainment

Audio system, 4.2" diagonal color display AM/FM stereo with USB port and auxiliary jack (Requires (AE7) front 40/20/40 split-bench seat. Not available with (UE1) OnStar or (U2K) SiriusXM Radio.) (STD)

SiriusXM, delete

6-speaker audio system

Interior

Seats, front 40/20/40 split-bench, 3-passenger driver and front passenger recline with outboard head restraints and center fold-down armrest with storage. Vinyl has fixed lumbar and cloth has manually adjustable driver lumbar. (STD)

Interior trim, Jet Black/Dark Ash (Required and only available with (H2Q/H2R) Dark Ash seats with Jet Black interior accents.)

Seat trim, Vinyl

Seat, rear 60/40 folding bench (folds up), 3-passenger (includes child seat top tether anchor)

Seat Belt, Black

Floor covering, Graphite-colored rubberized-vinyl

Steering wheel, urethane

Steering column, manual Tilt-Wheel

Instrumentation, 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure

Speedometer, miles/kilometers

Driver Information Center, 3.5-inch diagonal monochromatic display, provides warning messages and basic vehicle information

Upfitter switch kit provides up to 4-30 amp circuits to facilitate installation of aftermarket electrical accessories located on the instrument panel

Windows, power with driver express up and down and express down on all other windows

Door locks, power

Cruise control, steering wheel-mounted

Air conditioning, single-zone

Mirror, inside rearview manual day/night

Visors, driver and front passenger, vinyl

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck ( Complete)

Quote: KANABEC

Interior

Assist handle, front passenger and driver on A-pillars

Safety-Mechanical

Brake, parking, driveline park brake system

StabiliTrak, stability control system with Proactive Roll Avoidance and traction control, includes electronic trailer sway control and hill start assist

Traction control

Safety-Exterior

Daytime Running Lamps, with automatic exterior lamp control

Safety-Interior

Airbags, Single-stage frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Head-curtain airbags for front and rear outboard seating positions; (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)

Airbag deactivation switch, frontal passenger-side (Included and only available with (AY0) airbags.)

OnStar, delete

Horn, single-note

WARRANTY

Warranty Note: <<< Preliminary 2021 Warranty >>>

Basic Years: 3

Basic Miles/km: 36,000

Drivetrain Years (Allison Basic): 5

Drivetrain Years: 5

Drivetrain Miles/km (Allison Basic): Unlimited

Drivetrain Miles/km: 100,000

Drivetrain Note: Duramax Diesel

Corrosion Years (Rust-Through): 6

Corrosion Years: 3

Corrosion Miles/km (Rust-Through): 100,000

Corrosion Miles/km: 36,000

Roadside Assistance Years: 5

Roadside Assistance Miles/km: 100,000

Maintenance Note: 1 Year/1 Visit

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.

Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.



NORTH COUNTRY GM

BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck ( Complete)

Quote: KANABEC

Geared Road Speed

SPECIFICATION SUMMARY

Model #	CK56043
Engine Order Code	L5D
Model Manufacturer	Duramax
Type	Turbocharged Diesel V8
Displacement	6.6L/402
Horsepower	350 @ 2700
Starting Torque	N/A
Transmission Order Code	MBV
Model Manufacturer	Allison
Type	6-Speed Automatic
Second Hip Room	60.24 in
Rear Axle Order Code	HD1
Model Manufacturer	A2750RDS Allison
Weight Rating	15000 lbs
Ratio:1	4.30
Rear Tires	225/70R19.5G
Revolutions/Mile Front	N/A
Revolutions/Mile Rear	N/A
Surface Type	Concrete
Desired Grade	2%

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.

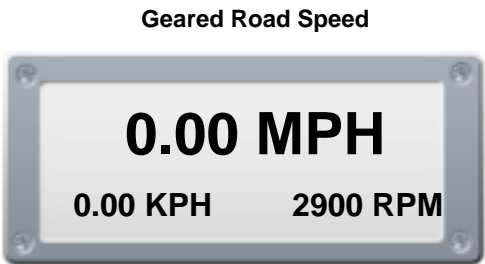


NORTH COUNTRY GM

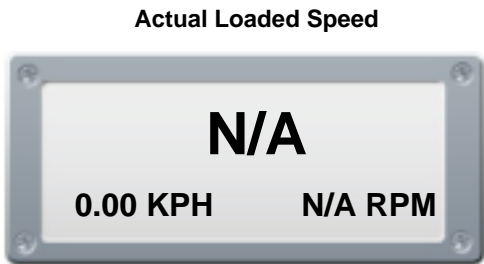
BOB OHARA | 218-349-8955 | rwohara01@aol.com

Vehicle: [Fleet] 2021 Chevrolet Silverado MD (CK56043) 4WD Crew Cab Work Truck ( Complete)

Quote: KANABEC



0% Grade in gear



2% Grade in gear

Note: Simulated speedometer appearance may not correspond with selected equipment.

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.
Data Version: 12924. Data Updated: Jan 27, 2021 11:52:00 PM PST.

Kanabec County Highway

Cust Name: Dept

Quote Number:

Quote Date:

1/8/2021

Contact: **Nate Westling**

KANABEC COUNTY HIGHWAY DEPT-25-OTH-44204-09-52-v1

Phone:

Fax:

Dealership:

Contact:

Aspen Equipment is pleased to offer the following quotation for your consideration

Qty	Part/Spec Number	Description	Installed
1	Budgetary	Budgetary Quote only	
1	11.51 Cat Walk (Linear Actuator)	30" wide x 110"(max) extend Linear Actuator power drive	\$18,013.00
1	11.52 Catwalk Level	Add leveling option to catwalk system, dual hyd lift cylinders	\$3,301.00
1	11.53 Stabilizer	Add removable stabilizer option to catwalk system	\$733.00
1	PSC6025E	Model PSC 6025 electric telescopic service crane	\$21,543.00
	Crane Specification:	<p>Palfinger model PSC 6025 telescopic service crane specifications:</p> <p>25' reach capability, two hydraulic extensions</p> <p>6,000 Lb. vertical lift capacity, Crane rating 38,500 ft_lbs</p> <p>/- 25 to +75 degree boom elevation</p> <p>Continuous Rotation</p> <p>Three-spool proportional control valve</p> <p>Electric planetary drive winch</p> <p>Two-block damage prevention system</p> <p>12V power unit.</p> <p>Double acting cylinders with load holding valves on all cylinders</p> <p>Electric overload shutdown system</p> <p>Radio remote control</p> <p>Crane hook and load line block</p> <p>Ecoat primer</p> <p>White finish topcoat</p> <p>Crane mounting kit</p> <p>Available for use on vehicles above 14,001 GVWR</p>	
1	3.01 5016916	Palfinger Hyd out and down (both sides) outrigger assembly	\$9,116.00
1	7.14 Spring Buildup SM	Install helper spring for body leveling class 5 chassis and lower (1 side)	\$514.00
1	8.499 Dual Aux-Batt-Isolator	2 Aux Batteries - Isolated from OEM battery	\$1,268.00
1	7.0	Body Version #7, For a single axle Truck opening behind the cab for CatWalk	\$30,304.00
1	2.0 Make & Model	Vmac VR70 Underhood 70 CFM Air Compressor	\$12,514.00
	Air Compressor type	Piston , screw, Oil flooded rotary screw	
	Air compressor Drive Type	Carrier Engine	
	Minimum delivery at 110 PSIG (List C) 70 CFM		
	Maximum Delivery at 110 PSIG (List C) 70 CFM		
	If using a relay system to use both a ci-		
	Using just Crane	NA	
	Using just Air Compressor	NA	
	Using both crane and Air Compressor	NA	
	Mounting Location	Carrier Engine Compartment	
	Does Compressor Include enclosure	None, remote mount components	

Continued On Next Page

Submitted by,

Mark Lundeen

612-719-4414

- F.O.B.: Bloomington, MN (Unless otherwise specified)
- Equipment Specifications subject to change
- Quote valid for 30 days from date of quotation

* Chassis modifications including, but not limited to alterations or relocation of components related to fuel tanks, air tanks, brakes, exhaust systems, battery boxes, protrusions above and below the frame rails, shortening or lengthening frame rails and the like will be added to the selling price. **Mfg's Surcharges may be added to this quotation.

Exhaust Systems: With the new EPA mandated diesel exhaust systems for 2007 and newer many changes are taking place. Manufacturers are often unable to depict accurately how the exhaust systems are configured and have difficulty stipulating whether certain components (i.e. PTOs and pumps) may fit in the confined spaces beneath the truck. 2007 EPA COMPLIANT DIESEL EXHAUST SYSTEMS CANNOT BE MODIFIED, RELOCATED OR REPLACED BY ASPEN EQUIPMENT. Due to evolving designs, Aspen Equipment can not maintain expertise on every chassis/engine/transmission/exhaust configuration possible, regardless of who orders or specifies it. Nor can Aspen Equipment guarantee that a chassis ordered today will not change in design prior to delivery from the factory. Therefore, Aspen Equipment does not warrant that quoted products can be installed on a chassis without modifications to the chassis or products installed. As such, Aspen Equipment will not be responsible for the cost of modifications due to exhaust systems conflicting with the installation of quoted products. Aspen Equipment will make every reasonable effort to ensure that installations are completed without additional charges to the customer.



CORPORATE HEADQUARTERS: 9150 Pillsbury Avenue South, Bloomington, MN 55420-3686 - Phone: (952)888-2525 - Fax: (952)656-7157 - Website: www.aspenequipment.com

Cust Name: **Dept** **Quote Number:** **Quote Date:** 1/8/2021
Contact: **Nate Westling** KANABEC COUNTY HIGHWAY DEPT-25-OTH-44204-09-52-v1
Phone:
Fax:
Dealership:
Contact:

Aspen Equipment is pleased to offer the following quotation for your consideration

<u>Qty</u>	<u>Part/Spec Number</u>	<u>Description</u>	<u>Installed</u>
	Weight	175 lbs	
	Warranty	2 year on all major components	
1	State Contract	Air Compressors - State Contract C# 174524 Valid Through 12/31/2021	
		State of Minnesota Contract 184023, 176433, 174524, 175225	
Tax Note:		Applicable sales tax and/or FET estimates will be confirmed and added to the final invoice	

Submitted by,		Quote Sub Total:	\$97,306.00
Mark Lundeen		Estimated Sales Tax:	\$0.00
612-719-4414		Total:	\$97,306.00

- F.O.B.: Bloomington, MN (Unless otherwise specified)
- Equipment Specifications subject to change
- Quote valid for 30 days from date of quotation

* Chassis modifications including, but not limited to alterations or relocation of components related to fuel tanks, air tanks, brakes, exhaust systems, battery boxes, protrusions above and below the frame rails, shortening or lengthening frame rails and the like will be added to the selling price. **Mfg's Surcharges may be added to this quotation.

Exhaust Systems: With the new EPA mandated diesel exhaust systems for 2007 and newer many changes are taking place. Manufacturers are often unable to depict accurately how the exhaust systems are configured and have difficulty stipulating whether certain components (i.e. PTOs and pumps) may fit in the confined spaces beneath the truck. 2007 EPA COMPLIANT DIESEL EXHAUST SYSTEMS CANNOT BE MODIFIED, RELOCATED OR REPLACED BY ASPEN EQUIPMENT. Due to evolving designs, Aspen Equipment can not maintain expertise on every chassis/engine/transmission/exhaust configuration possible, regardless of who orders or specifies it. Nor can Aspen Equipment guarantee that a chassis ordered today will not change in design prior to delivery from the factory. Therefore, Aspen Equipment does not warrant that quoted products can be installed on a chassis without modifications to the chassis or products installed. As such, Aspen Equipment will not be responsible for the cost of modifications due to exhaust systems conflicting with the installation of quoted products. Aspen Equipment will make every reasonable effort to ensure that installations are completed without additional charges to the customer.



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355
 PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517
 TOWMASTERTRUCK.COM

Reference No.
 QT 60841

** QUOTATION **

Ship To:	Cust:	2896	Phone:	Bill To:	Phone:
KANABEC COUNTY HIGHWAY DEPARTMENT				KANABEC COUNTY HIGHWAY DEPARTMENT	
903 EAST FOREST AVENUE				903 EAST FOREST AVENUE	
MORA		MN 55051	USA	MORA	MN 55051 USA

ATTN: NATE WESTLING

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	JOSH PAULSON	NET 30 DAYS	1/08/21	1/08/21	0/00/00

Serial No.	
-------------------	--

Order Comments:	STATE OF MN CONTRACT #167105
------------------------	---------------------------------

Build Instructions	VALID THRU 03/31/21
---------------------------	---------------------

Other Instructions	F.O.B. LITCHFIELD, MN -OR- CUSTOMERS W/FUEL CHARGES ONLY
---------------------------	--

Qty	Part No.	Description	Price Ea.	Net Amt.
1	9900068	- Body 14'6" EDGE-RC/CS-56-46-46 - - 56" 3/16" Hardox 450 Front w/CS hoist doghouse, 46" 3/16" Hardox 450 radius sides (no pockets), 46" 3/16" Hardox 450 Tailgate, 1/4" Hardox-450 Floor, 8" I-Beam Longs ills, Air-trip ready linkage, unpainted.	\$10,496.00	\$10,496.00
1	9901704	- Painting of Dump Body; includes media blasting of entire exterior & understructure, Urethane Primed, & Urethane Top Coat s applied. CAB MATCH (HWY ORANGE) Understructure is seam sealed, and painted Gloss Black.	\$2,950.00	\$2,950.00
1	9901701	- Installation of Dump Body to hoist	\$1,358.00	\$1,358.00
1	9900145	- Body acc'y TMTE Air trip kit, w/solenoid valve,	\$311.00	\$311.00
1	9901702	- Installation of air operated tailgate latch kit, with solenoid valve in hydraulic valve enclosure.	\$279.00	\$279.00
1	9900147	- Body acc Box Vibrator - Cougar model DC3200	\$641.00	\$641.00
1	9901703	- Installation of Box Vibrator, with solenoid located in hydraulic valve enclosure.	\$326.00	\$326.00
1	9900155	- Cabshield, 1/2 type Stationary Free-Standing style, w/painted CARBON STEEL canopy, Hot-Dipped Galvanized tubing tion support stand, (2) shovel holders, & reservior mounts, Installed.	\$1,897.00	\$1,897.00
1	9900185	- Walkrail removable both sides of 14' RC & RS body, Installed	\$1,120.00	\$1,120.00

--- Continued ---

Price:

Total Discounts:

Net Cost:

Freight

Total:

Accepted by

Date



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355
PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517
TOWMASTERTRUCK.COM

Reference No.

QT 60841

**** QUOTATION ****

Ship To:	Cust:	2896	Phone:	Bill To:	Phone:
KANABEC COUNTY HIGHWAY DEPARTMENT				KANABEC COUNTY HIGHWAY DEPARTMENT	
903 EAST FOREST AVENUE				903 EAST FOREST AVENUE	
MORA	MN 55051	USA		MORA	MN 55051 USA

ATTN: NATE WESTLING

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	JOSH PAULSON	NET 30 DAYS	1/08/21	1/08/21	0/00/00

Serial No.	
------------	--

1 9900206 - Ladder Flip-A-Way Access ladder Pkg (Carbon Steel), Including Grab Handle above, and Interior Step, ea, Installed LOCATED LH FRONT	\$334.00	\$334.00
1 9900211 - Body acc'y Dual "split" sander manifolds in rear corner posts	\$370.00	\$370.00
1 9904246 - Light Warning TMTE1SS-3 PKG: (2) STAINLESS STEEL 23H 3-light LED Micro-Edge, (2) 5M-400 Super-LED, (2) Side TIR3 LED, (2)) 400 Max B-T-T LED, & (2) 400 LED BU Lights, in Stainless M Housings, (1) TIR3 LED Wing light, and (2) 4" LED work lights Installed	\$4,033.00	\$4,033.00
1 9905778 - Light Mirror Mounted ABL 3800 LED HEAD LAMP PLOW LIGHTS W/ICE MELTING TECHNOLOGY Installed	\$1,076.00	\$1,076.00
1 9900267 - Fender set Minimizer M400, for Tandem Axle, black Poly, Installed	\$1,209.00	\$1,209.00
1 9900283 - Spillshield 12" bolt-on, bolt-together, 1/4", painted Carbon Steel & fitted to body via sander brkts, shipped loose	\$518.00	\$518.00
1 9904691 - INSTALLATION of (Initial) Single camera system **NOTE: MOUNTED ON RH STROBE TUBE, FOR WING VIEWING USAGE, WIRED AS DEFAULT	\$288.00	\$288.00
1 9904692 - Camera System option, NORTECH 9100-2HC 120 degree night vision CCD weather-proof HEATED camera, only GEN 5 6100	\$163.00	\$163.00
1 9904693 - Camera System option, NORTECH 9100-4 Harness, 65' Waterproof GEN 5 6100	\$41.00	\$41.00

--- Continued ---

Price:

Total Discounts:

Net Cost:

Freight

Total:

Accepted by

Date



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355
PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517
TOWMASTERTRUCK.COM

Reference No.

QT 60841

**** QUOTATION ****

Ship To:	Cust:	2896	Phone:	Bill To:	Phone:
KANABEC COUNTY HIGHWAY DEPARTMENT				KANABEC COUNTY HIGHWAY DEPARTMENT	
903 EAST FOREST AVENUE				903 EAST FOREST AVENUE	
MORA		MN 55051	USA	MORA	
				MN 55051	USA

ATTN: NATE WESTLING

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	JOSH PAULSON	NET 30 DAYS	1/08/21	1/08/21	0/00/00

Serial No.	
------------	--

1 9900317 - Hoist Towmaster/MAILHOT CS130-5.5-3 DOUBLE ACTING	\$3,599.00	\$3,599.00
1 9901711 - Installation of Telescopic DOUBLE acting hoist	\$835.00	\$835.00
1 9900311 - Hoist TMTE 48" Stabilizer	\$1,584.00	\$1,584.00
1 9902503 - Installation of TMTE Stabilizer & Safety Props	\$419.00	\$419.00
1 9902920 - Scraper FALLS IB-11A 1" MB, w/single lift cylinder, LESS CUTTING EDGES	\$6,185.00	\$6,185.00
1 9901705 - Installation of underbody fixed angle scraper w/single lift cylinder	\$2,562.00	\$2,562.00
1 9904232 - Scraper FORCE Electric pressure transmitter to read on LCD screen, installed	\$428.00	\$428.00
1 9900351 - Scraper FORCE reverse/Auto-Lift system, ADD-A-FOLD valve, installed	\$467.00	\$467.00
1 9902948 - Wing Falls RHSDL10A-HYDPB Primed LESS CUTTING EDGES	\$10,217.00	\$10,217.00
1 9900388 - Installation Falls SDL Series Wing - w/Bulkhead Couplers	\$4,117.00	\$4,117.00
1 9901431 - Wing Falls RL (REAR LIFT) up charge SDL WING	\$433.00	\$433.00
1 9904688 - Wing Falls POST-LESS Toe Lift in lieu of Std Front post/slide system		
1 9900477 - Wing Falls Hwy Orange - Paint Moldboard	\$309.00	\$309.00
1 9900555 - Plow Hitch Falls 44XB2/STD/STD/SA/SPR-RET/HITCH	\$3,013.00	\$3,013.00

--- Continued ---

Price:

Total Discounts:

Net Cost:

Freight

Total:

Accepted by

Date



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355
 PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517
 TOWMASTERTRUCK.COM

Reference No.

QT 60841

** QUOTATION **

Ship To:	Cust:	2896	Phone:	Bill To:	Phone:
KANABEC COUNTY HIGHWAY DEPARTMENT				KANABEC COUNTY HIGHWAY DEPARTMENT	
903 EAST FOREST AVENUE				903 EAST FOREST AVENUE	
MORA		MN 55051	USA	MORA	
					MN 55051
					USA

ATTN: NATE WESTLING

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	JOSH PAULSON	NET 30 DAYS	1/08/21	1/08/21	0/00/00
Serial No.					

1 9900589 - Installation Falls Plow Hitch - 40 Series 3Line/STDBLKHD	\$1,745.00	\$1,745.00
1 9900625 - Plow Push Unit Falls 24/44 Series Std	\$882.00	\$882.00
1 9900637 - Plow Falls High Visibility Marker Set	\$97.00	\$97.00
1 9900639 - Plow Falls Rubber Belt Deflector Kit - Installed	\$336.00	\$336.00
1 9900641 - Plow Falls Parking Stand - Screw Adj Style	\$304.00	\$304.00
1 9903091 - Plow Falls RH312R/SPR-TRP/NOSHU/PRI-E1/7GA LESS CUTTING EDGES	\$7,031.00	\$7,031.00
1 9900679 - Plow Falls Hwy Orange Paint, Rev Plow, w/installation	\$410.00	\$410.00
1 9900757 - Hitch TMTE Heavy Duty plate assembly,	\$487.00	\$487.00
1 9901716 - Hitch Installation of Pup Hitch (weld in style) & Mn Dot Predrilled	\$744.00	\$744.00
**NOTE: HITCH PLATE FACE TO BE LOCATED: 23" TO BOTTOM OF SADDLE IN REFERENCE TO REAR TIRE FACE.		
1 9900764 - Hitch PREMIER 2300 Air Cushion Pintle, installed	\$786.00	\$786.00
**NOTE: " Ground to saddle of hook.		
1 9900769 - Hitch TMTE Pup hyd line w/std Coupler & pup trip switch pkg, installed	\$500.00	\$500.00
1 9900773 - Hitch Furnish and install gladhands on truck	\$172.00	\$172.00
1 9900800 - Sander Falls 1ASD9SS-6P-1D-1S, Std 9" x 6" Auger, Stainless Steel Unit, LH (or RH) Discharge, Berm Chute, Single Poly Sp	\$4,616.00	\$4,616.00

--- Continued ---

Price:

Total Discounts:

Net Cost:

Freight

Total:

Accepted by

Date



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355
PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517
TOWMASTERTRUCK.COM

Reference No.

QT 60841

**** QUOTATION ****

Ship To:	Cust:	2896	Phone:	Bill To:	Phone:
KANABEC COUNTY HIGHWAY DEPARTMENT				KANABEC COUNTY HIGHWAY DEPARTMENT	
903 EAST FOREST AVENUE				903 EAST FOREST AVENUE	
MORA		MN 55051	USA	MORA	
					MN 55051
					USA

ATTN: NATE WESTLING

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	JOSH PAULSON	NET 30 DAYS	1/08/21	1/08/21	0/00/00

Serial No.

inner Ass'y, Complete

1 9901718 - Sander Install & dual manifold RH & LH rear	\$852.00	\$852.00
1 1917108 - Sander Towmaster Stainless Steel (optional) salt shield	\$35.00	\$35.00
1 9900823 - Sander TMTE Exterior (removable) sander/tailgate spill plates, Stainless Steel	\$423.00	\$423.00
1 9900851 - Valve System, Force Add-A-Fold MCV-ISO Valve 9 Functions , INSTALLED	\$10,620.00	\$10,620.00
HOIST, PUP, PLOW LIFT, PLOW STEER, WING TOE, WING HEEL, WING PUSHBAR, SCRAPER, AUGER, SPINNER		
1 9900998 - Valve Force PUP HOIST Section ADD-A-FOLD, Includes extra section & harness provision	\$1,061.00	\$1,061.00
1 9902501 - Control System Force ULTRA-5-6100 Commander control, Installed	\$12,614.00	\$12,614.00
1 9900874 - Filter Force IN-TANK mounted filter installed	\$459.00	\$459.00
1 9900882 - Reservoir TMTE Cabshield mt (stainless steel) w/intank filter provision, installed	\$2,377.00	\$2,377.00
1 9900888 - Pump Force FASD45L LS (6 ci) installed	\$4,286.00	\$4,286.00
1 9900893 - Valve Force Cable pull-off (for use w/telescopic hoist) installed	\$497.00	\$497.00
1 9900871 - Switch TMTE BODY UP Installed (electric controls only)	\$175.00	\$175.00
1 9900884 - Sensor Force Low oil indicator system, SLIM-LINE AND CABSHIELD MOUNTED w/light mounted in cab, installed	\$235.00	\$235.00

--- Continued ---

Price:

Total Discounts:

Net Cost:

Freight

Total:

Accepted by

Date



TOWMASTER, 61381 US HWY 12, LITCHFIELD, MN 55355
PH: 320-693-7900 FX: 320-693-7921 TF: 800-462-4517
TOWMASTERTRUCK.COM

Reference No.
QT 60841

**** QUOTATION ****

Ship To:	Cust:	2896	Phone:	Bill To:	Phone:
KANABEC COUNTY HIGHWAY DEPARTMENT	KANABEC COUNTY HIGHWAY DEPARTMENT			KANABEC COUNTY HIGHWAY DEPARTMENT	
903 EAST FOREST AVENUE	903 EAST FOREST AVENUE			903 EAST FOREST AVENUE	
MORA	MN 55051	USA		MORA	MN 55051 USA

ATTN: NATE WESTLING

PO#	Salesman	Terms	Created	Last Revised	Appx Comp
	JOSH PAULSON	NET 30 DAYS	1/08/21	1/08/21	0/00/00
Serial No.					
1 9905014 - Hydraulic Valve Hose Guard installed			\$403.00	\$403.00	

Price: \$113,725.00

Total Discounts:
Net Cost: \$113,725.00

Freight

Total: \$113,725.00

Accepted by Date

Quote

Quote #: KHD02082021-01

Date: 2/12/2021

Expiration: 2/26/2021

Lead Times in business weeks

To: Nate Westling

Kanabec County Highway Dept

Salesperson	Job	Shipping	Payment Terms
Joe Ryan			1%10 net 30

[illegible]

TOTAL	\$ 22,626.00
-------	--------------

Quotation prepared by: JOE RYAN

Thank you for your business!

1418 Industrial Park Blvd. Mora, MN. 320-679-1291; F-320-679-1967 jryan@northpostinc.com

QUOTE

Aaron Blowers

319 Edwards Ave.

Mora, MN 55051

(320) 438-8286

aj_blowers@hotmail.com

INVOICE NO. 1

DATE February 12, 2021

CUSTOMER ID

EXPIRATION DATE 6-May-21

TO

Kanabec County

c/o Dave Mulvaney

18 N Vine St.

Mora, MN 55051

Rental house cleanup 1st Street			

QUANTITY	DESCRIPTION	RATE	LINE TOTAL
2.00	20 yard dumpster rental	\$430	\$ 860.00
1.00	Labor for Cleanup: Remove all items inside house. Place items in		
	bags and put in dumpster.	1,100.00	1,100.00
	Removal costs for mattresses, ac unit, tires, electronics, etc.	250.00	250.00

SUBTOTAL \$ 2,210.00

SALES TAX

TOTAL \$ 2,210.00

Quotation prepared by: _____ Aaron Blowers _____

This is a quotation on the goods named, subject to the conditions noted below:

*

**

To accept this quotation, sign here and return: _____

THANK YOU FOR YOUR BUSINESS!

<div>Kanabec County Public Works</div> <div>5-Year Plan 2020-2024</div> <div>All costs are shown x 10⁻³</div>							Reg. State Aid	Mun. State Aid	State Aid Maintenance	Turnback	Local Road Imp.	Bridge Bonding	Federal Aid	HSIP	Fund Balance	Transportation Sales Tax	Wheelage Tax Revenue	Gravel Tax Revenue	County Levy
Year	Route	From	To	Description	Miles	Total Cost	Funding Source												
2020	10	TH 23	3.2 mi. South	Reclamation	3.2	\$800	800												
	10	TH 47	2.1 mi. West	Overlay	2.1	\$350	350												
	13	W. Co. Line	TH 23	Overlay	2.1	\$350	350												
	47	CSAH 4	TH 65	Mill/Overlay	4.5	\$650													650
	81	W. Co. Line	N. Co. Line	Reconstruct/Overlay	2.0	\$685									600		85		
	Gravel			Northwest Kanabec Co	17.0	\$450										330	65	55	
				Totals		\$3,285	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$600	\$330	\$150	\$55	\$650
2021	3	TH 65	E. Co. Line	Reclamation	11.0	\$2,750	550						2,200						
	10	Rutheford & Hill St.		Reconstruct	1.1	\$2,100	1,540	560											
	69	TH 23	CSAH 5	Mill/Overlay	2.6	\$480										330	150		
	Gravel			Central Kanabec Co.		\$605												55	550
				Totals		\$5,935	\$2,090	\$560	\$0	\$0	\$0	\$0	\$2,200	\$0	\$0	\$330	\$150	\$55	\$550
2022	17	Plum St.	TH 107	Reconstruct/Overlay	3.4	\$1,600	1,600												
	28	TH 107	E. Co. Line	Reconstruct	0.8	\$400	400												
	48	CSAH 22	CSAH 12	Mill/Overlay	3.4	\$535										330	150	55	
	Gravel			West Central Kanabec Co.		\$550													550
				Totals		\$3,085	\$2,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$330	\$150	\$55	\$550
2023	6	TH 47	Grove St.	Reclamation	6.7	\$1,800	1,800												
	6	Grove St.	Union St.	Reconstruct	0.2	\$500		500											
	43	S. Co. Line	TH 70	Reconstruct/Overlay	4.0	\$1,085										330	150	55	550
				Totals		\$3,385	\$1,800	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$330	\$150	\$55	\$550
2024	5	TH 23	CSAH 19	Reconstruct	2.7	\$1,800	1,800												
	86	CSAH 5	E. Co. Line	Reclamation	1.0	\$260										260			
	Gravel			Southwest Kanabec Co.		\$825										70	150	55	550
				Totals		\$2,885	\$1,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$330	\$150	\$55	\$550

Other Priority Projects

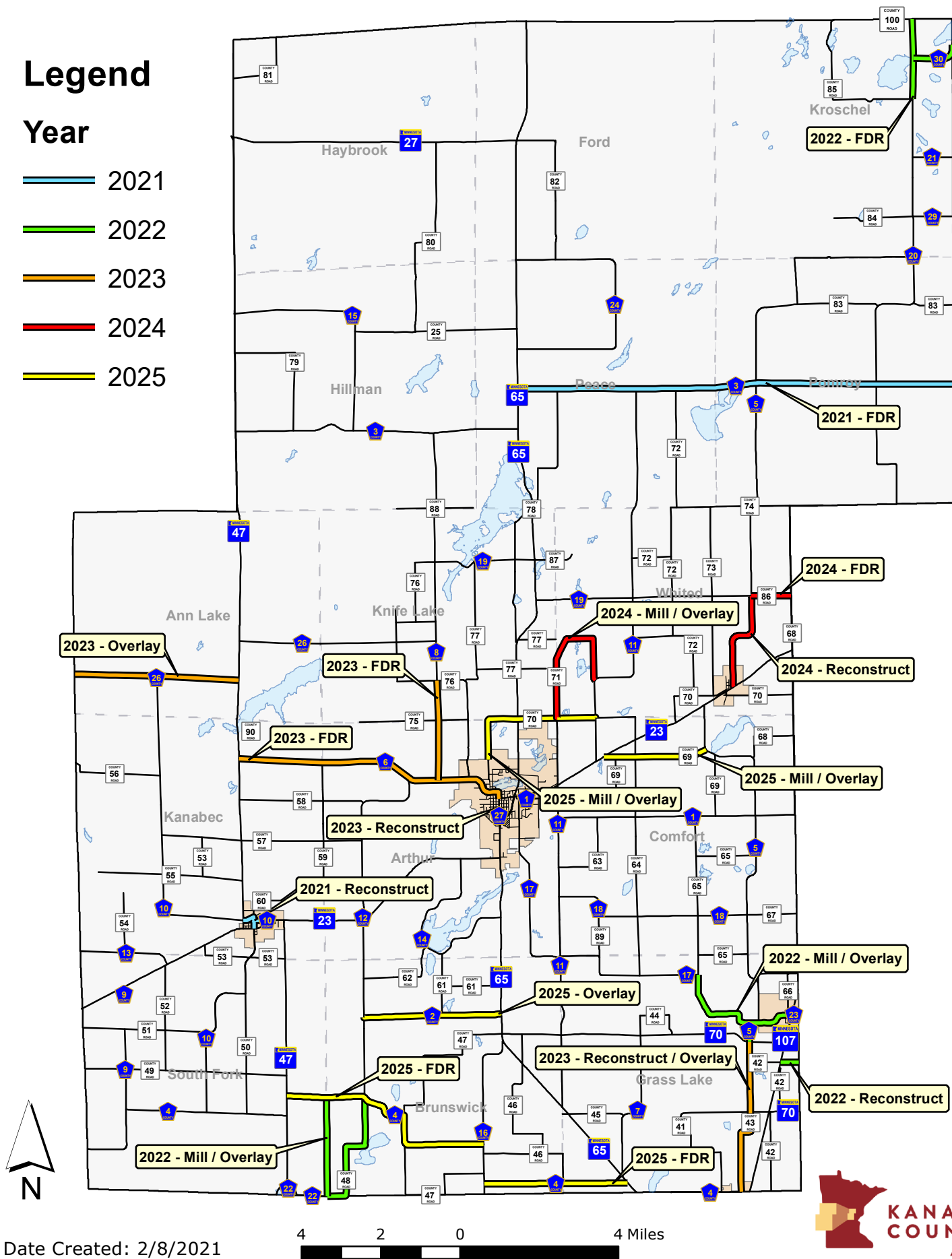
71	CR 70 to CSAH 11	Overlay	4	\$800
25	CSAH 15 to TH 65	Grading, Base & Bituminous	4	\$1,600
10	CSAH 26 to 5.8 Miles South	Grading, Base & Bituminous	5.8	\$3,500
65	CSAH 17 to CSAH 1	Base & Bituminous	4	\$1,200
61	CSAH 2 to CSAH 14	Base & Bituminous	1.8	\$550
62	CSAH 12 to CSAH 14	Base & Bituminous	2.5	\$750
17	CSAH 11 to CR 65	Grading, Base & Bituminous	4	\$2,500
60	Ogilvie to CSAH 12	Grading, Base & Bituminous	2.5	\$1,000

Kanabec County 5-Year Plan 2021 - 2025

Legend

Year

- 2021
- 2022
- 2023
- 2024
- 2025



10:45am Appointment

February 16, 2021

REQUEST FOR BOARD ACTION

a. Subject: DNR Land Purchases Policy A-105 –proposed revisions	b. Origination: Board Chair Anderson
c. Estimated time: 10 minutes	d. Presenter(s): Board Chair Anderson

e. Board action requested:

Review and consider revisions to the existing County Policy #A-105 DNR Land Purchases.

f. Background:

Supporting Documents: None Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:

Policy: A-105

Approved: January 26, 2011

Effective: February 1, 2011

Supersedes (Eff): October 15, 2007

DNR LAND PURCHASES

I. POLICY STATEMENT

WHEREAS, in accordance with Minnesota Statutes 97A.145, Subd 2, the Commissioner of the Department of Natural Resources (DNR) may request the Kanabec County Board of Commissioners to authorize the DNR to acquire land in Kanabec County for water, forestry, wildlife, and natural plant community conservation purposes, and

~~**WHEREAS** the DNR has used its authority to place an ever increasing share of county land in a protected status prohibiting its use for any private purpose; these actions by the DNR have the effect of weakening the county tax base and raising taxes for all county residents, and~~

~~**WHEREAS**, other than property purchased under 97A.145, Subd 2 the DNR exercises its authority for property acquisition without input from the citizens of Kanabec County or its elected officials, and~~

~~**WHEREAS** requests pursuant to 97A.145, Subd 2 are the county's only realistic means to temporarily slow the DNR's inexorable takeover of Kanabec County;~~

~~**BE IT RESOLVED** that it is the policy of the Kanabec County Board of Commissioners that requests pursuant to 97A.145, Subd 2 are denied except where the property is entirely surrounded by state owned land and without legal road access.~~

WHEREAS, the geography of Kanabec County is predominately rural; and

WHREAS, State and Federal agencies have been purchasing private land in Minnesota which in turn reduces the tax base in the counties in which they are purchased; and

WHEREAS, the tax base from the remaining acreage which is privately owned is very important to the County and the County feels the tax base should be protected;

NOW, THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners will consider the following policy issues in determining the appropriateness of approving a request from a government agency to purchase privately owned land:

- No net loss in revenue to Kanabec County. The government agency proposing to purchase private lands shall provide evidence of Payment in Lieu of Taxes (PILT) equal to or greater than the property tax revenue received by Kanabec County under private ownership of the land **or** the government agency shall offer a like value of land controlled by that agency for sale to the general public.
- Public access and multiple use of public lands. The government agency proposing to purchase private lands shall provide evidence, wherever possible or applicable, of land management policies and practices that: support multiple uses of public lands; allow public access to public lands; allow for harvesting of timber; and effectively maintain ditches or drainage ways.

Agenda Item #1

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

UNAPPROVED MINUTES

February 2, 2021

The Kanabec County Board of Commissioners held a Regular Board Meeting at 9:00am on Tuesday, February 2, 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: Board Clerk Kris McNally, Recording Secretary Kelsey Schiferli. Staff participating via telephone/video included: County Attorney Barbara McFadden.

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 – Dennis McNally introduced a motion to approve the agenda with the following changes: Add Planning Commission Discussion under other matters. Re-order the agenda to have the DNR presentation first, followed by a decision regarding the DNR request, and finally the No Net Gain Policy and decision.

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

IN FAVOR THEREOF: Rickey Mattson, Dennis McNally, Craig Smith, Les Nielsen.

OPPOSED: Gene Anderson

ABSTAIN: None

whereupon the motion was passed.

Action #2 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to adjourn the Board Meeting at 9:06am to a time immediately following the Community Health Board.

The Kanabec County Community Health Board met at 9:06am on Tuesday, February 2, 2021 pursuant to adjournment with the following Board Members present: Gene Anderson, Rickey Mattson, Dennis McNally, Craig Smith, and Les Nielsen. Community Health Director Kathy Burski presented the Community Health Board Agenda.

Action #CH3 – It was moved by Les Nielsen, seconded by Rickey Mattson and carried unanimously to approve the Community Health Board Agenda with the following addition: Health Dimensions Rehab Agreement.

Action #CH4 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #CH4 – 2/2/21

Agreement with Public for Vaccination Staffing Resolution

WHEREAS, Kanabec County Community Health may be in need of additional staff to provide assistance with vaccination clinics, and

WHEREAS, there are people in the community who are willing and qualified to provide assistance with the vaccination clinics, and

WHEREAS, an Agreement has been created and approved by the County Attorney which meets the need for this situation.

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves the purchase of services contract which has been reviewed by the County Attorney for use to obtain additional staff for vaccination clinics.

Action #CH5 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #CH5 – 2/2/21

Public Health Emergency Preparedness Concurrence Resolution

WHEREAS, the Minnesota Department of Health (MDH) Public Health Emergency Preparedness third budget period of the five year project period (2021-2022 Budget Period 3) will focus on continuing COVID-19 response activities, preparing for and demobilizing COVID 19 response activities, identifying strengths, challenges, and areas of improvement based on COVID-19 response experiences, and developing strategies to move public health emergency preparedness work forward during Budget Periods 4 and 5, and

WHEREAS, there will be a set of recurring and base grant-related activities that all CHBs will complete, and

WHEREAS, based on funding levels, CHBs will select from a list of elective duties to meet jurisdictional priorities and threats.

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves Minnesota Department of Health's approach to Public Health Emergency Preparedness for the 2021-22 budget period.

Action #CH6 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #CH6 – 2/2/21

Revised Health Dimensions Rehabilitation for OT, PT, ST Contract Resolution

WHEREAS, Kanabec County Community Health does contract for services in support of the Home Care Program, and

WHEREAS, a 2021 contract with Health Dimensions Rehabilitation was presented and approved by the Community Health Board on November 3, 2020, and

WHEREAS, the time frame for submitting paperwork was changed from 14 days to 7 days and the word “late” was added to 4. Compensation, letter c.

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves the changes made to the agreement between Kanabec County Community Health and Health Dimensions Rehabilitation for Occupational, Speech and Physical Therapy which had previously been approved at the November 3, 2020 board meeting.

Action #CH7 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the payment of 81 claims totaling \$51,637.46 on Community Health Funds.

Action #CH8 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to adjourn Community Health Board at 9:26am.

The Board of Commissioners reconvened.

Action #9 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the January 19, 2021 minutes as presented.

Action #10 – It was moved by Les Nielsen, seconded by Rickey Mattson and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Ann Lake Twp	975.33
Arthur Twp	3,230.96
Braham Public Schools	11,656.93
Brunswick Twp	4,908.74
City of Braham	194.01
City of Grasston	104.74
City of Mora	17,395.01
City of Ogilvie - Clerk	3,050.57

City of Quamba	1,615.33
Comfort Twp	4,314.32
East Cent. Reg Dev Commission	484.08
East Central School District	1,783.20
Ford Twp	2,512.20
Grass Lake Twp	3,380.43
Haybrook Twp	1,519.26
Hillman Twp	609.69
Hinckley-Finlayson Schools	2,248.59
Isle Public Schools	2,547.33
Kanabec County	3,759.25
Kanabec Twp	1,787.52
Knife Lake Improvement District	219.93
Knife Lake Twp	971.69
Kroschel Twp	603.09
Milaca Public Schools	335.15
Mora Public Schools	61,906.19
Ogilvie Public Schools	22,990.17
Peace Twp	2,562.24
Pine City Public Schools ISD 578	4.24
Pomroy Twp	2,151.25
Southfork Twp	1,593.89
Whited Twp	387.36
Kanabec County Auditor-Treas	8,594.66
Minnesota Energy Resources Corp	9,207.66
East Central Energy	278.01
Consolidated Communications	1,140.15
E C Riders	32,352.00
Kanabec County Auditor HRA	10,784.32
Mora Municipal Utilities	250.69
Verizon Wireless	1,365.45
East Central Energy	108.10
Health Partners	6,193.58
Life Insurance Company of North America	945.90
MNPEIP	170,484.46
Sun Life Financial	4,142.13
VSP Insurance Co	328.16
45 Claims Totaling:	<u>\$407,977.96</u>

County Sheriff Brian Smith and Information Systems Director Lisa Blowers met with the County Board to discuss a proposed new position/succession plan.

The Board expressed consensus for County Sheriff Brian Smith and Information Systems Director Lisa Blowers to move forward with developing a plan for a proposed new position and succession plan, and to bring it back to the County Board for further discussion.

Deputy Auditor Tax II, Karen McClellan met with the County Board to discuss matters regarding Tax & CAMA support contracts.

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

Resolution #11 – 2/2/21

WHEREAS Kanabec County is currently using the Avenu Property Tax System (PTS) and Avenu cama system (CAMAUSA); and

WHEREAS Kanabec Counties is in process of moving to MCIS for our Tax and CAMA needs; and

WHEREAS the process to move completely will take approximately two years once we have conversion software; and

WHEREAS the current support contract for Avenu PTS and Avenu CAMAUSA ended on December 31, 2020; and

WHEREAS we will continue to need the Avenu PTS and Avenu CAMAUSA systems until most likely during 2023;

BE IT RESOLVED, that the County Board approves signing the Ratification Statements for both the Avenu PTS and Avenu CAMAUSA Maintenance and Support Agreement Amendments providing an extension for Tax and CAMA from January 1, 2021 through December 31, 2023.

Action #12 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

Vendor	Amount
A and E Cleaning Services	525.00
Arbogast, Allyn	15.87
Aspen Mills	551.27
Associaion of MN Counties	1,497.00
Auto Value	26.47
Axon Enterprise Inc.	1,746.00
Card Services (Coborn's)	146.29

Carda, Ryan	310.00
Corporate Connection, Inc.	204.45
Creative Forms & Concepts Inc.	185.50
Curtis, Michael	1,012.17
CW Technology	1,337.40
CW Technology	176.00
CW Technology	704.00
CW Technology	462.00
CW Technology	3,858.00
East Central Exterminating	240.00
East Central Regional Juvenile Center	87,120.00
East Central Regional Library	78,671.50
Emergency Automotive Technologies	230.79
Feine, Jeffrey	75.14
Grainger	420.20
Granite Electronics	157.40
Handyman's Inc	199.99
Hoefert, Robert	932.96
Ingebrand Funeral Home	755.00
Kanabec County Environmental Services	25,000.00
Kanabec County Highway Department	251.45
Kanabec County Highway Department	78.98
Kanabec Publications	301.00
Kanabec Publications	52.00
Lillian Van Alst	263.76
MacTek Systems Inc	7,409.00
Manthie, Wendy	1,043.28
MEI Total Elevator Solutions	1,812.00
Minnesota Sheriffs' Association	200.00
MN Counties Intergovernmental Trust	1,238.00
Mora Bakery	28.97
Nelson, Jerald	168.00
Nelson, Ronette	556.64
Northland Fire Protection	385.40
Northspan Group, Inc.	2,000.00
Office Depot	64.27
Office Depot	23.19
Premium Waters, Inc.	16.81
Quill	105.93
RJ Mechanical	363.00
Rupp, Anderson, Squires & Waldspurgen	190.00
Sea Change Print Innovations	638.69

SHI	4,062.62
SHI	4,062.62
SIRCHIE	321.90
Stellar Services	396.07
Summit Food Service Management	7,237.00
SWIFT	371.25
Van Alst, Lillian	263.75
Visser, Maurice	716.90
Zamora, Ray	1,062.88

58 Claims Totaling: 242,245.76

Road & Bridge Fund

Vendor	Amount
A&E Cleaning Services	1,050.00
Federated Co-ops	34.49
Gopher State	50.00
J.R. Oil	55.00
Kanabec County Highway Department	68.45
Mei Total Elevator Solutions	510.28
Midwest Machinery	150.65
MN Dept of Transportation	80.50
Mora Utilities	1,490.92
Oslin Lumber	173.28
USIC Locating Services	30.00
Wiarcom	675.30
Ziegler Inc	335.10

13 Claims Totaling: \$ 4,703.97

Action #13 – It was moved by Les Nielsen, seconded by Rickey Mattson and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #13a – 2/2/21

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	\$3,426.35
Quality Disposal	\$3,212.40
Arthur Township	\$400.00
Total	\$7,038.75

Resolution #13b – 2/2/21

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 event to be held at Knife Lake Sportsman’s Club, 2825 Highway 65, Mora, MN 55051 on July 3, 2021.

County Coordinator Kris McNally led a discussion regarding committee appointments.

Action #14 – Dennis McNally made a motion to appoint Les Nielsen to the State Community Health Services Advisory Board. The motion died for lack of a second.

Action #15 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #15- 2/2/21

BE IT RESOLVED to appoint Rickey Mattson to the State Community Health Services Advisory Board for a 3 year term commencing immediately and expiring January 2, 2024.

The Board held a discussion regarding potential revisions to the Gambling Policy.

Action #16 – It was moved by Rickey Mattson, seconded by Les Nielsen and carried unanimously to approve the Kanabec County Gambling Policy A-107 as presented.

Deputy Auditor Tax, Roberta Anderson met with the County Board to discuss a tax forfeited property and the tax forfeit pricing/sale process.

The Board expressed consensus to allow the following property to remain as-is on the available Tax Forfeit Sale Listing: 26355 Whited Ave, Brook Park, MN 55007.

The Board expressed consensus to move forward with the sale of the Tax Forfeit Property 313 1st St. Mora, MN 55051.

Lonnie Ness of ReMaxx Select, Inc. met with the County Board to present an offer that was made on Knife Lake Parcel B.

Action #17 – It was moved by Rickey Mattson, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #17 - 2/2/21

WHEREAS on 10/20/20 the Kanabec County Board of Commissioners approved advertising the sale of county fee-owned parcel #10.00450.00 “**PARCEL B**” located on Salmonson’s River Road with approximately 2.35 Acres ± and approximately 210 feet of lakeshore on Knife Lake, and

WHEREAS the advertising and sale process were conducted pursuant to MN Statute 373.01, and

WHEREAS no sealed bids for said parcel were received on or before 3:30 p.m. on November 13, 2020, and

WHEREAS the parcel was then listed with ReMaxx Select, Inc. following an RFP process, and

WHEREAS a responsible offer, exceeding the minimum of \$165,000, was submitted by Fred Grimm in the amount of \$175,000,

BE IT RESOLVED that the Kanabec County Board of Commissioners accepts the offer of \$175,000 submitted by Fred Grimm.

BE IT FURTHER RESOLVED that the County Coordinator and County Attorney are authorized to proceed with working with ReMaxx Select, Inc. for collecting payment and fees, preparation of a quit claim deed, and recording required documents to complete the land transaction.

BE IT FUTHER RESOLVED that the proceeds from the sale of this parcel will be credited to 01-061-000-0000-5290.

10:34am – The Chairperson called for public comment. Those that responded included:

Dan Kent	Comments regarding a proposed land exchange between Shaun Fiedler and Pheasants Forever.
Kevin Belkholm	Comments regarding a proposed land exchange between Shaun Fiedler and Pheasants Forever.

10:38am – The Chairperson closed public comment.

Tim Marion, DNR; Eran Sandquist, Pheasants Forever; and Shaun Fielder, Property Owner met with the County Board to discuss a DNR Land Exchange Request.

Action #18 – Dennis McNally introduced the following resolution and moved its adoption:

Resolution #18 - 2/2/21

WHEREAS on November 17, 2020, DNR requested Kanabec County parcels 06.02280.00 and 06.02275.50, land owned by Shaun Fiedler or Minnesota Production Agriculture LLC be sold to Pheasants Forever, then sold to DNR for a WMA, and

WHEREAS the DNR has not agreed to Kanabec County Policy A-105 (February 2011) and No Get Gain Policy, and has not agreed to sell back WMA of equal size and value, thus hurting Kanabec County tax base by not paying fair share or equal share (PILT) to Kanabec County, and

WHEREAS, Kanabec County Policy A-105 (February 2011) and No Net Gain Policy does not prohibit this sale to Pheasants Forever as they would be paying taxes set by Kanabec County, not dictated by DNR & State Statute #97A.145;

THEREFORE BE IT RESOLVED to deny the request of the DNR based on the following: Number one, two Kanabec County Policies; A-105 (February 2011) and No Net Gain. Number two, to preserve Kanabec County's tax base. Number three, Kanabec County Comprehensive Plan, page 37, 3.3.1 to preserve Kanabec County Farm Land. Number four, Kanabec County Soil & Water Strategic Plan for 2021-2025. Number five, more restrictions put on DNR land.

The motion for the adoption of the foregoing resolution was duly seconded by Craig Smith and upon a vote being taken thereon, the following voted:

IN FAVOR THEREOF: Dennis McNally, Craig Smith

OPPOSED: Gene Anderson, Rickey Mattson, Les Nielsen

ABSTAIN: None

whereupon the resolution was declared failed.

Action #19 – Dennis McNally introduced a motion to table the No Net Gain Policy Discussion.

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

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

whereupon the motion was passed.

Action #20 – Craig Smith introduced a motion to deny the proposed DNR Land Exchange Request.

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

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

whereupon the motion was declared failed.

Vasaloppet USA Vice President Debbie Morrison, and Treasurer Wade Weber met with the County Board to request the use of County equipment and volunteer time for the Vasaloppet ski event.

Action #21 – Les Nielsen introduced a motion to continue to support the Vasaloppet by providing volunteer labor and County equipment once a year to remove snow from the roads after the Vasaloppet ski race.

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

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

whereupon the motion was passed.

Public Works Director, Chad Gramentz met with the County Board to discuss matters concerning his department.

Action #22 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #22 – 2/2/21

Final Payment KCP 20-10 Traffic Striping

WHEREAS the county-wide striping project, KCP 20-10 has in all things been completed and in accordance with the contract and the County Board being fully advised in the premises, and

THEREFORE BE IT RESOLVED that we do hereby accept said project for and on behalf of the County of Kanabec and authorize final payment to Traffic Marking Services, in the amount of \$7,818.21.

Action #23 – It was moved by Craig Smith, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #23 – 2/2/21

Bridge Design Services

WHEREAS Kanabec County wishes to seek funding and make plans for the replacement for the following bridges: 33507, 33508, and L2576, and

WHEREAS Widseth provided the following quotes for professional engineering services:

<u>Bridge No.</u>	<u>Base Services</u>
33507	\$35,440
33508	\$35,440
L2576	\$24,540
Total	\$95,420

THEREFORE BE IT RESOLVED to accept the professional engineering quotes by Widseth of \$35,440, \$35,440, and \$24,540 for Bridges 33507, 33508, and LL2576, respectively, and

BE IT FURTHER RESOLVED to authorize the Public Works Director to sign the agreements.

Dennis McNally led a discussion regarding the Planning Commission.

Action #24 – It was moved by Les Nielsen, seconded by Rickey Mattson and carried unanimously to direct the Planning Commission to postpone holding their Organizational

Meeting until other Planning Commission business is required.

Kris McNally led a discussion regarding the sale of Haybrook Parcel 07.00690.00.

Action #25 – Rickey Mattson introduced a motion to sell Haybrook Parcel 07.00690.00 as-is, without conducting a survey.

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

IN FAVOR THEREOF: Gene Anderson, Rickey Mattson, Les Nielsen

OPPOSED: Dennis McNally, Craig Smith

ABSTAIN: None

whereupon the motion passed.

The Board held a discussion regarding building use complaints.

Action #26 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to revoke the privilege of county building use for AA meetings due to multiple building complaints.

The Coordinator was directed to update the Building Use Policy and bring back for review at a future meeting.

The Commissioners gave reports on the boards and committees in which they participate.

Action #27 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to adjourn the meeting at 12:29pm and to meet again in regular session on Tuesday, February 16, 2021 at 9:00am.

Signed _____

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

Attest: _____
Board Clerk

Agenda Item #2

Paid Bills

<u>Vendor</u>	<u>Amount</u>	<u>Purpose</u>	<u>Dept</u>
Ann Lake Twp	7,055.22	2021 Twp Road Allotment	Town & Cities Fund
Arthur Twp	21,551.82	2021 Twp Road Allotment	Town & Cities Fund
Brunswick Twp	21,212.14	2021 Twp Road Allotment	Town & Cities Fund
Comfort Twp	14,585.73	2021 Twp Road Allotment	Town & Cities Fund
Fort Twp	5,555.05	2021 Twp Road Allotment	Town & Cities Fund
Grass Lake Twp	17,424.55	2021 Twp Road Allotment	Town & Cities Fund
Haybrook Twp	4,394.42	2021 Twp Road Allotment	Town & Cities Fund
Hillman Twp	7,968.10	2021 Twp Road Allotment	Town & Cities Fund
Kanabec Twp	11,969.89	2021 Twp Road Allotment & Twp Beer License Dist	Town & Cities Fund
Knife Lake Twp	16,227.62	2021 Twp Road Allotment	Town & Cities Fund
Kroschel Twp	7,163.59	2021 Twp Road Allotment	Town & Cities Fund
Peace Twp	17,498.31	2021 Twp Road Allotment	Town & Cities Fund
Pomroy Twp	8,404.12	2021 Twp Road Allotment	Town & Cities Fund
Southfork Twp	14,091.01	2021 Twp Road Allotment	Town & Cities Fund
Whited Twp	10,920.43	2021 Twp Road Allotment	Town & Cities Fund
Ann Lake Twp	3,225.84	2020 Gravel Tax Allotment	Taxes & Penalties Fund
Arthur Twp	12,593.12	2020 Gravel Tax Allotment	Taxes & Penalties Fund
Brunswick Twp	4,416.19	2020 Gravel Tax Allotment	Taxes & Penalties Fund
Comfort Twp	1,897.31	2020 Gravel Tax Allotment	Taxes & Penalties Fund
Grass Lake Twp	92.88	2020 Gravel Tax Allotment	Taxes & Penalties Fund
Haybrook Twp	1,297.40	2020 Gravel Tax Allotment	Taxes & Penalties Fund
Kanabec Twp	778.12	2020 Gravel Tax Allotment	Taxes & Penalties Fund
Knife Lake Twp	6,415.40	2020 Gravel Tax Allotment	Taxes & Penalties Fund
Kroschel Twp	1,556.55	2020 Gravel Tax Allotment	Taxes & Penalties Fund
Peace Twp	3,944.63	2020 Gravel Tax Allotment	Taxes & Penalties Fund

Southfork Twp	24,305.08	2020 Gravel Tax Allotment	Taxes & Penalties Fund
Midcontinent Communications	247.62	Utilities	Transit
Mora Municipal Utilities	11,504.03	Utilities	Various
Spire Credit Union	3,797.93	See Below	
Verizon Wireless	3,617.04	Monthly Service	Various
Traffic Marking Service Inc	7,818.21	PR #2 Final Pmt/KCP20-10	Highway
Kwik Trip Inc	7,484.98	Gas Credit Cards	Various
Minnesota Department of Finance	5,497.00	State Fees & Surcharges	Recorder
Minnesota Energy Resources Corp	77,813.46	Gas Utilities	Various
Office of MN.IT Services	1,300.00	WAN	IS
Quadient Finance USA, Inc.	2,000.00	Postage for PSB	Unallocated
Chamberlain Oil	420.75	Shop Supplies	Highway
East Central Energy	127.60	Intersection Lighting	Highway
38 Claims Totaling:	<u>368,173.14</u>		

Spire Credit Union	274.61	Swyrich Corp/Lapel Pins	HR
	2.75	Swyrich Corp/Pins Trans Fee	HR
	309.95	Swyrich Corp/Lapel Pins	HR
	3.10	Swyrich Corp/Pins Trans Fee	HR
	10.92	Amazon/HDMI Cable	IS
	99.98	Amazon/APC UPS	IS
	17.54	Amazon/Laptop Battery	IS
	27.99	Amazon/Shelf	IS
	213.68	Skillpath/Seminar	IS
	27.99	Amazon/Shelf	IS
	85.94	Amazon/Office Supplies	Assessor
	12.99	Amazon Prime Membership	Sheriff
	29.99	Amazon/Transcription Headset	Sheriff
	30.23	Amazon/USB GPS	Sheriff
	50.00	BCA Training/TH	Dispatch
	50.00	BCA Training/JW	Dispatch
	16.05	CISCO/Webex Mthly	Jail
	449.00	HP Laser Printer	Highway

	32.28	Amazon/Webcam	Welfare
	16.14	Amazon/Webcam	Welfare
	69.00	Amazon/USB Dock	Welfare
	69.00	Amazon/USB Dock	Welfare
	109.99	Amazon/Viewsonic Monitor	Welfare
	19.95	Amazon/Wireless Mouse	Welfare
	39.98	Amazon/Doorbells	Welfare
	124.65	Amazon/Print Cartridges	Community Health
	425.00	CADCA Form Reg	Community Health
	60.59	Xmind/Self Organization	Community Health
	41.55	Amazon/Print Cartridge	Community Health
	18.15	Availity Subscrip Fee	Community Health
	44.40	Med 90 Inc/Pads for Baby Scale	Community Health
	210.47	UW-PCR Programs	Community Health
	540.00	Acuity/Vacc Software Subscrip	Community Health
	15.13	Availity Subscrip Fee	Community Health
	21.72	Availity Subscrip Fee	Community Health
	227.22	Walmart/ Wellness Snacks	Employee Wellness
36 Claims Totaling:	\$3,797.93		

Agenda Item #3a

Regular Bills - Revenue Fund

Bills to be approved: 2/16/21

Department Name	Vendor	Amount	Purpose
ASSESSOR	Marco, Inc.	159.00	Lease Agreement
		159.00	
AUDITOR	Creative Forms & Concepts Inc.	72.23	YE2020 AP Forms
AUDITOR	Office Depot, Inc.	42.59	Office Supplies
		114.82	
BUILDINGS MAINTENANCE	Ace Hardware	12.93	Washers, Electric Box, Locknuts
BUILDINGS MAINTENANCE	East Central Exterminating	125.00	Service for January
BUILDINGS MAINTENANCE	FBG Service Corporation	6,410.24	January 2021 Cleaning
BUILDINGS MAINTENANCE	G&N Enterprises	70.40	Light Bulbs
BUILDINGS MAINTENANCE	Grainger	630.92	Electrical Supplies
BUILDINGS MAINTENANCE	Granite City Jobbing Co	807.78	Cleaning & Paper Supplies
BUILDINGS MAINTENANCE	Johnsons Hardware	3.38	Electrical Outlet Box
BUILDINGS MAINTENANCE	Mattson Electric	2,205.83	Auto Door Openers
BUILDINGS MAINTENANCE	Quality Disposal	388.36	Solid Waste Fees
		10,654.84	
COMPUTER EXPENSES	MNCCC Lockbox	1,800.00	Support for Optimum Payroll
		1,800.00	
COUNTY ATTORNEY	BCA Business Shared Services	120.00	BCA CJDN
COUNTY ATTORNEY	LexisNexis	375.16	Jan and Feb
COUNTY ATTORNEY	Office Depot, Inc.	67.14	Mailers, Sleeves, CDs, Labels

COUNTY ATTORNEY	Randi Ann Harvey, Court Reporter	<u>143.50</u> 705.80	Transcript
COUNTY COORDINATOR	Office Depot	<u>108.78</u> 108.78	Office Supplies
COUNTY CORONER	Ramsey County	<u>3,157.00</u> 3,157.00	Autopsy/Toxicology
COUNTY EXTENSION	Ernest, Jennifer	141.15	2020 CEC Per Diems/Mileage
COUNTY EXTENSION	Mattson, Jean	176.80	2020 CEC Per Diems/Mileage
COUNTY EXTENSION	McFadden, Barbara	167.60	2020 CEC Per Diems/Mileage
COUNTY EXTENSION	Office Depot	10.21	Office Supplies
COUNTY EXTENSION	Regents of the University of MN	18,813.99	Oct-Dec 2020 MOA Billing
COUNTY EXTENSION	Salmela, Terry	163.00	2020 CEC Per Diems/Mileage
COUNTY EXTENSION	Schiferli, Kelsey	156.10	2020 CEC Per Diems/Mileage
COUNTY EXTENSION	Weber, Paula	<u>45.35</u> 19,674.20	2020 CEC Per Diems/Mileage
COUNTY RECORDER	Northstar Computer Forms, Inc.	<u>173.55</u> 173.55	Vital Records Paper
COUNTY SURVEYOR	Kroschel Land Surveyors, Inc.	<u>4,500.00</u> 4,500.00	Surveying
COURT ADMINISTRATOR	Anne M. Carlson Law Office, PLLC	34.00	Court Appt Attorney Fees
COURT ADMINISTRATOR	Anne M. Carlson Law Office, PLLC	518.50	Court Appt Attorney Fees
COURT ADMINISTRATOR	Anne M. Carlson Law Office, PLLC	680.00	Court Appt Attorney Fees
COURT ADMINISTRATOR	Anne M. Carlson Law Office, PLLC	<u>42.50</u> 1,275.00	Court Appt Attorney Fees
ENVIRONMENTAL SERVICES	Carda, Ryan	495.00	SSTS Basic Design

ENVIRONMENTAL SERVICES	Kanabec County Highway Dept	34.15	Postage - Jan 2021
		529.15	
HUMAN RESOURCES	Association of MN Counties	4,900.00	HR Technical Assistance Program
HUMAN RESOURCES	ECM Publishers	136.00	RN/Cert PH Nurse Job Ad
HUMAN RESOURCES	Further	1,276.95	Admin Fees for Jan & Feb
HUMAN RESOURCES	Kanabec Publications	111.25	Certified Appraiser & RN/Cert PH Nurse Job Ads
HUMAN RESOURCES	MNCCC Lockbox	1,837.50	Support for Optimum HR & ESS
HUMAN RESOURCES	PD's Embroidery	49.34	Employee Recognition Plaque for Roberta Anderson
		8,311.04	
INFORMATION SYSTEMS	CW Technology	71.00	Subscription
INFORMATION SYSTEMS	IT SAVVY LLC	98.30	HP Toner
INFORMATION SYSTEMS	IT SAVVY LLC	219.78	Belkin Bulk Cable
INFORMATION SYSTEMS	Marco	3,203.65	Phone Lease
INFORMATION SYSTEMS	Midcontinent Communications	129.56	Utilities
		3,722.29	
PROBATION & JUVENILE PLACEMENT	Minnesota Monitoring	248.00	REAM GRANT Jan 2021
PROBATION & JUVENILE PLACEMENT	Minnesota Monitoring	240.00	REAM GRANT Oct 2020
PROBATION & JUVENILE PLACEMENT	Office Depot	58.25	Office Supplies
		546.25	
PUBLIC TRANSPORTATION	A and E Cleaning Services	500.00	Cleaning Timber Trails Offices
PUBLIC TRANSPORTATION	Ace Hardware	18.98	Supplies
PUBLIC TRANSPORTATION	Curtis, Michael	1,200.37	Volunteer Driver
PUBLIC TRANSPORTATION	Hoefert, Robert	1,023.12	Volunteer Driver
PUBLIC TRANSPORTATION	Kanabec Publications	859.00	Advertising
PUBLIC TRANSPORTATION	Manthie, Wendy	832.72	Volunteer Driver
PUBLIC TRANSPORTATION	Marco	134.68	Printer Contracts
PUBLIC TRANSPORTATION	Nelson, Ronette	313.00	Volunteer Driver
PUBLIC TRANSPORTATION	Quality Disposal	24.15	January Service

PUBLIC TRANSPORTATION	Van Alst, Lillian	313.60	Volunteer Driver
PUBLIC TRANSPORTATION	Visser, Maurice	1,005.70	Volunteer Driver
		6,225.32	
SANITATION	East Central Solid Waste Commission	520.63	Hwy Dept Mixed Solid Waste
		520.63	
SHERIFF	AT&T Mobility	840.89	Monthly Service
SHERIFF	Cambridge Medical Center	1,285.40	Victim Sexual Assault Exam
SHERIFF	Emergency Automotive Technologies	298.67	Pushbumper
SHERIFF	Glen's Tire	111.65	Tire Repairs & Oil Change
SHERIFF	Hohn's Auto Body & Glass	1,394.87	Car Repairs & Towing
SHERIFF	Hohn's Auto Body & Glass	21,807.38	Car Repairs
SHERIFF	Hohn's Auto Body & Glass	25,820.06	Car Repairs
SHERIFF	Horizon Towing	161.06	Towing Services
SHERIFF	Kanabec Publications	73.00	Lost Firearms
SHERIFF	League of Minnesota Cities	1,980.00	PATROL Subscription
SHERIFF	Minnesota Counties Computer Cooperative	49.67	Adobe Acrobat Pro DC
SHERIFF	O'Reilly Auto Parts	9.99	Fuses
SHERIFF	Owens Auto Parts	16.32	Nite Shade Lens Tint
SHERIFF	Streicher's	7,869.99	Helmets Riot Duty, Gas Mask, Canisters
SHERIFF	Tinker & Larson Inc	1,180.58	Oil Changes & Repairs
		62,899.53	
SHERIFF - CITY OF MORA	AT&T Mobility	44.90	Monthly Service
SHERIFF - CITY OF MORA	Emergency Automotive Technologies	381.46	Pushbumper
		426.36	
SHERIFF - JAIL/DISPATCH	Advanced Correctional Healthcare	18,076.35	On-Site Medical & Mental Health Services
SHERIFF - JAIL/DISPATCH	Aspen Mills	14.70	Uniform Allowance
SHERIFF - JAIL/DISPATCH	FBG Service Corporation	584.80	January 2021 Cleaning
SHERIFF - JAIL/DISPATCH	Granite City Jobbing Co	405.21	Garbage Bags

SHERIFF - JAIL/DISPATCH	Indianhead Foodservice Distributor	109.48	Inmate Meals - Carryout Foam
SHERIFF - JAIL/DISPATCH	IT SAVVY LLC	1,992.92	Surveillance Camera
SHERIFF - JAIL/DISPATCH	Kanabec County A/T	838.48	330 Forest Ave - 2020 Taxes
SHERIFF - JAIL/DISPATCH	Midcontinent Communications	59.13	Utilities
SHERIFF - JAIL/DISPATCH	Quality Disposal Systems	199.35	January Service
SHERIFF - JAIL/DISPATCH	Reliance Telephone, Inc	900.00	Canteen Phone Cards
SHERIFF - JAIL/DISPATCH	Stellar Services	230.99	Canteen
SHERIFF - JAIL/DISPATCH	Summit Companies	1,150.00	Fire Alarm Inspection
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	11,195.50	Inmate Meals
SHERIFF - JAIL/DISPATCH	Swank Motion Pictures	519.00	Public Performance License
SHERIFF - JAIL/DISPATCH	Welia Health	1,392.30	ER Visit
		37,668.21	
UNALLOCATED	Clifton Larson Allen LLP	3,675.00	FY2020 Audit Services
UNALLOCATED	Kanabec Publications	81.90	Publish 2021 Budget
UNALLOCATED	Kanabec Publications	500.59	County Board Minutes, Land Sale
UNALLOCATED	North TH 65 Corridor Coalition	500.00	2021 Membership Dues
		4,757.49	
97 Claims Totaling:		167,929.26	

Agenda Item #3b
Regular Bills - Road & Bridge
Bills to be approved: 2/16/21

Vendor	Amount	Purpose
A&E Cleaning Services	950.00	Office Cleaning
Ace Hardware	65.47	Shop Supplies
Aramark	453.68	Uniforms, Towels and Coveralls
Auto Value	2,282.52	Repair Parts
Beaudry Oil & Propane	12,859.00	Diesel Fuel
Central McGowan	114.78	Welding Supplies
Central Pension Fund	219.40	Training Center use fee
Currie, Michael	276.24	Clothing Allowance
Force America	13.30	Repair Parts
Glens Tire	557.00	Tire Repair
Granite City Jobbing	105.45	Paper products
Gopher State	5.40	Locates
Kanabec County Highway Department	77.85	Petty Cash, Postage
Kwik Trip	14.07	Fuel
Little Falls Machine	505.80	Repair Parts
Marco	296.29	Printer Contract
Nuss Truck Equipment	5,068.40	Repair Parts
Office Depot	60.59	Office Supplies
Owens Auto Parts	470.22	Shop Supplies
Power Plan	462.78	Repair Parts
Premier Outdoor Services	3,775.00	Snow Removal
Quality Disposal	164.25	Garbage Pickup
USIC Locating Services	30.00	Locates
Ziegler Inc	835.43	Repair Parts

24

Claims Totaling: 29,662.92

Agenda Item #4a

February 16, 2021

REQUEST FOR BOARD ACTION

a. Subject: Gambling Request	b. Originating Department/Organization/Person: Women Anglers of Minnesota
c. Estimated time: 2 Minutes	d. Presenter(s): None

e. Board action requested: Approve the following resolution:

Resolution #__ – 2/16/21

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 Women Anglers of Minnesota for a raffle event to be held at Firepit Bar & Grill, 1434 Ann Lake Road, Ogilvie, MN 56358 on October 2, 2021.

f. Background:

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

Date received in County Coordinators Office:	1/26/21
---	---------

Coordinators Comments:



Women Anglers of Minnesota
1356 240th Avenue, Mora, MN 55051
320-412-6370
fundraising@womenanglersmn.com
www.womenanglersmn.com

Women Anglers of Minnesota | 501(c)3 Non-Profit Organization | EIN: 41-1890273

January 27, 2021

Dear Kanabec County Commissioners,

I am writing on behalf of Women Anglers of Minnesota, the longest standing women's fishing organization in the nation. Our statewide non-profit organization has been in existence for more than 44 years with the mission of promoting fishing and environmental conservation for women and children in our local communities across Minnesota.

As a resident of Kanabec County, I am filing a request for a gambling permit to hold a raffle drawing at FirePit Bar and Grill in Ogilvie on October 2nd, 2021. The raffle tickets would be sold by our members that reside throughout the state, but we would like to hold the physical drawing close to my residence here in Kanabec County in case of future restrictions to in-person activities. Because there is no way of knowing what restrictions may be in place in October, we would not be hosting an event to correspond with the physical raffle drawing. The physical drawing would technically be open to in-person attendance – in compliance with all COVID-19 restrictions and protocols at that time – and we would also livestream a virtual option for those not able to attend in person.

All proceeds raised from this raffle go directly towards our various charitable projects throughout Minnesota, including educational programming and equipment for women and children's fishing clinics that we support throughout the state. For example, Women Anglers of Minnesota has donated over 30 rod and reel combos per year from 2017-2019 to B.A.D.G.E.S., the amazing community outreach program developed by the Kanebec County Sheriff's Office. Unfortunately, they were not able to hold an event in 2020 due to the COVID-19 pandemic. In addition, we also provide fishing scholarships for children and are happy to report that two youth female Kanabec County residents were recipients of \$250 scholarships in 2018. We hope that the funds from this raffle would help us continue to fund these charitable causes in Kanebec County in the future.

We are aware that Kanebec County Policy A-107(B) states that a minimum of 75% of the net proceeds must go to contributions within Kanebec County. Unfortunately, this is not feasible for our organization as we offer statewide programming to members and community organizations, and raffle tickets would be sold throughout the state and not just in this county. While we plan on funding various charitable projects within the county in the future, we cannot promise the desired contributions outlined in the policy. We normally would hold this raffle during a big event that rotates locations throughout the state, but because of the COVID-19 pandemic, we are limited in our options. We hope that this Board recognizes these extenuating circumstances and is willing to make an exception for our nonprofit organization.

Please let us know if there is any other information you require for this permit request. Thank you for your consideration and we genuinely appreciate your support.

Sincerely,

Britane Peterson
Women Anglers of Minnesota
Fundraising Director

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Women Anglers of Minnesota Previous Gambling Permit Number: _____

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 41-1890273

Mailing Address: 6630 Meadowlark Lane N

City: Maple Grove State: MN Zip: 55369 County: Hennipen

Name of Chief Executive Officer (CEO): President Michelle Morey

CEO Daytime Phone: 7632321745 CEO Email: president@womenanglersmn.com
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

- ☐ **A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767
- ☐ **IRS income tax exemption (501(c)) letter in your organization's name**
Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- ☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Firepit Bar & Grill

Physical Address (do not use P.O. box): 1434 Ann Lake Road

Check one:

☒ City: Ogilvie Zip: 56358 County: Kanabec

☐ Township: Ann Lake Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): October 2, 2021

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

11/17
Page 2 of 2

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

COUNTY APPROVAL for a gambling premises located in a township

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: _____

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

This form will be made available in alternative format (i.e. large print, braille) upon request.

An equal opportunity employer

Agenda Item #4b

February 16, 2021

REQUEST FOR BOARD ACTION

a. Subject: Gambling Request	b. Originating Department/Organization/Person: National Wild Turkey Federation
c. Estimated time: 2 Minutes	d. Presenter(s): None

e. Board action requested: Approve the following resolution:

Resolution #__ – 2/16/21

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 for a raffle event to be held at Braham Moose Lodge, 2353 103rd Ave, Braham, MN 55006 on May 8, 2021.

f. Background:

Supporting Documents: None: Attached: ☒

Date received in County Coordinators Office: 2/9/21

Coordinators Comments:

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: NATIONAL WILD TURKEY FEDERATION Previous Gambling Permit Number: X-36142
 Minnesota Tax ID Number, if any: 06-1714573 Federal Employer ID Number (FEIN), if any: _____
 Mailing Address: 2339 QUAIL STREET
 City: BEAK PARK State: MN Zip: 55007 County: KANABEC
 Name of Chief Executive Officer (CEO): JEREMIAH SIMS
 CEO Daytime Phone: 612-720-6454 CEO Email: sims.jeremiah@hotmail.com
 (permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): BEAUM MOOSE LODGE

Physical Address (do not use P.O. box): 2353 103RD AVE, BEAUM, MN 55006

Check one:

☒ City: BEAUM Zip: 55006 County: KANABEC

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): MAY 8th, 2021

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/leg and click on Distributors under the List of Licenses tab, or call 651-539-1900.

LG220 Application for Exempt Permit

11/17
Page 2 of 2

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

COUNTY APPROVAL for a gambling premises located in a township

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: **6 FEB 21**
(Signature must be CEO's signature; designee may not sign)

Print Name: **JEANNE SIMS**

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Business Record Details »

Minnesota Business Name

The National Wild Turkey Federation, Inc.

Business Type

Nonprofit Corporation (Foreign)

MN Statute

303

File Number

625012-2

Home Jurisdiction

Virginia

Filing Date

09/12/2003

Status

Active / In Good Standing

Registered Office Address

1010 Dale Street North
St. Paul, MN 55117
USA

Registered Agent(s)

REGISTERED AGENT SOLUTIONS, INC.

Filing History

Filing History

Select the item(s) you would like to order: [Order Selected Copies](#)

<input type="checkbox"/>	Filing Date	Filing	Effective Date
<input type="checkbox"/>	09/12/2003	Original Filing - Nonprofit Corporation (Foreign) (Business Name: The National Wild Turkey Federation, Inc.)	
<input type="checkbox"/>	10/30/2018	Registered Office and/or Agent - Nonprofit Corporation (Foreign)	

Agenda Item #5

February 16, 2020

REQUEST FOR BOARD ACTION

a. Subject: EMB Use- Temporary Addition to Policy due to COVID-19 Pandemic	b. Origination: Coordinator's Office
c. Estimated time: 10 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested:

WHEREAS COVID-19 continues to create a need for employee time off for isolation or quarantine for the safety of the public and other county employees, and

WHEREAS many county employees interact with the public by performing the essential functions of their jobs; and

WHEREAS by the nature of many public service jobs, work at home is not an option while isolated or quarantined, and

WHEREAS the majority of Kanabec County employees have accrued Extended Medical Benefit hours; and

WHEREAS the Kanabec County Board continues to be committed to supporting the well-being of its staff and their families during this pandemic;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners, effective February 1, 2021, hereby TEMPORARILY grants the use of Extended Medical Benefit hours from day one of COVID-19 quarantine or isolation hours in cases in which the employee was exposed to the virus **at work** and is not able to work from home;

BE IT FUTHER RESOLVED that to qualify for the use of this temporary benefit the employee must provide proof that the exposure occurred while performing the essential duties of their job as well as of the requirement to isolate or quarantine, and duration thereof, by submitting a written statement from the Public Health Department;

BE IT FURTHER RESOLVED that if the employee's COVID-19 exposure cannot be definitively demonstrated to have occurred at work through Public Health's case investigation, the employee is not eligible for this temporary benefit;

BE IT FURTHER RESOLVED that the EMB use policy will return its pre-pandemic status upon a timeline determined by Public Health and Human Resources based on the local impact of the COVID-19 virus.

f. Background:

Existing Policy:

Extended Medical Benefit (EMB hours)

All employees who are eligible to receive PTO will also earn Extended Medical Benefit (EMB) time, which allows employees to earn and bank time off to be used in the event of an illness or injury of the employee's own that

extends beyond five consecutive working days.

EMB Accrual. EMB is earned at the rate of 64 hours per year and pro-rated based on hours worked and can be accrued up to a maximum of 720 hours.

Guidelines for EMB Use. EMB hours can only be used after the first five consecutive scheduled work days of an absence for the employee's injury, illness, or immediate family* emergency and must be taken in one day increments. EMB hours may be used for partial days, this will be determined on a case by case basis. The county will attempt to accommodate any physical limitation that will prevent the employee to work a full day. Use of EMB requires a physician's note. EMB has no cash value and is not paid out to employee upon separation for any reason.

**Immediate family is defined as spouse, child, and parent. This definition includes "step-" relationships.*

Supporting Documents: None ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments:

Employees in positions such as transit drivers, deputies, and public health nurses have frequent exposure to people in relatively close proximity for varied amounts of time, but often with durations long enough to cause the need for quarantine/isolation if the individual with whom they were working was later found to have the virus.

In 2020 employees who were required to quarantine or isolate due to COVID-19, and could not work from home, primarily used FFCRA time to cover their time away from work. FFCRA expired 12/31/20.

Staff is requesting the TEMPORARY allowance of the use of EMB hours for employees who can demonstrate (through public health contact investigation) that they were exposed to COVID-19 at work, and are unable to work from home, for their required quarantine or isolation periods.

Employees whose exposure cannot be demonstrated to have occurred at work by Public Health would continue to follow the EMB policy as previously communicated by HR.

Agenda Item #6

February 16, 2021

REQUEST FOR BOARD ACTION

a. Subject: Building Use Policy- proposed updates	b. Origination: Coordinator's Office
c. Estimated time: 10 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested:

Review and consider the proposed updates to the existing Kanabec County Building Use Policy including the changes discussed at the 2/2/21 Board Meeting regarding use during non-business hours.

f. Background:

Supporting Documents: None Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:

Policy: A-103

Approved: _____

Effective: April 1, 2006

Supersedes (Eff): June 21, 2000

February 22, 2006

KANABEC COUNTY BUILDING **USE** POLICY

I. POLICY STATEMENT

This policy outlines the use and maintenance of Kanabec County buildings to preserve the health and safety of its employees and the public, and to assure that buildings are serviceable for as long as possible in the interests of the taxpayers of Kanabec County.

II. POLICY GUIDELINES

- A. All appliances (such as coffee machines) shall meet OSHA standards of commercial quality.
- B. Work areas shall be kept free from clutter. Objects shall not be left in traffic areas.
- C. No equipment or practices shall be allowed in County Buildings which do not meet County Safety Policies or OSHA requirements. Department Heads and supervisors have an affirmative responsibility to see that such standards are met. **Appliances that create an excessive electrical load are prohibited (i.e. space heaters).**
- D. Pictures, **whiteboards/corkboards**, and documents **may** be hung from walls after consultation with the department head **and maintenance department personnel**. **Only** maintenance department personnel will hang the item. All required postings will be posted once in the public foyer. No adhesive or thumbtacks will be used on building walls.
- E. Exterior window covering, signs, decorations, etc. are prohibited.**

F. Break Rooms

The County Board has designated the following rooms as Break Rooms:

- Room 103, Public Service Building
- Room 123, Highway Dept Building
- Workforce Center Breakroom, 2nd Floor, Highway Dept Building
- Room R312, ~~Administration~~/Courthouse Building

- Room R214, ~~Administration~~/Courthouse Building
- Room R121, ~~Administration~~/Courthouse Building

1. ~~Each person~~ ~~Everyone~~ using a break room will wash ~~their~~ his/her own dishes and clean up after him/herself including wiping tables, sink, and microwave after use, throwing away or recycling trash and debris, etc.
2. ~~Wipe tables and sink after use.~~
2. All food and beverages left in the refrigerator will be thrown out on a schedule set by Building Maintenance.
3. ~~Removing equipment from the break room or meeting rooms is prohibited.~~ ~~Do not take equipment out of the break or meeting rooms.~~
4. ~~If Any liquid or food is spilled on the carpeting must be cleaned it immediately by the person that spilled it.~~
5. Food preparation and preparation equipment (refrigerator, microwave, etc.) will be allowed only in designated break rooms. A variance for a refrigerator ~~or microwave~~ may be permitted by resolution of the County Board of Commissioners if there exists good cause and there is no cost born by the taxpayers AND if pre-approved by Building Maintenance. Refrigerators must be installed in a manner and location approved by Building Maintenance.

G. Meeting Rooms

1. Schedule meeting room use with:
 - Public Service Building - Public Health
 - Jail Training Room- Jail Administration
 - ~~Highway Dept Building, 1st Floor - Highway Department secretary~~
 - ~~Highway Dept Building, 2nd Floor - Extension Secretary~~
 - ~~Administration~~/Courthouse Building - Coordinator's Office
 - Courthouse Third Floor - Court Administrator
 - Transit Training Room- Transit Office
2. Meeting room scheduling will be done on a first come basis. Kanabec County reserves the right to limit meeting room use to any internal or external group.
3. ~~Each user/group is responsible to set up the room for their own meeting.~~
4. ~~Each user/group is responsible to clean each room in good order when the meeting has ended and return it to the arrangement in which it was found. Cleaning means wiping down the tables/counters and making sure all trash is in the trash bin.~~

5. No non-county meetings or events are allowed outside of normal business hours. Non-county means meetings or events held by entities other than a committee, board, department of Kanabec County or upon which a county representative serves (i.e. East Central Solid Waste Commission). ~~If a meeting or event is held in a County Building outside of normal business hours and there is no county employee to supervise the meeting or event, a Building Use Agreement form must be signed by the person responsible for the meeting or event. The Building Use Agreement form is available at the Extension and County Coordinator's Offices.~~
 6. Building Use Agreement form must be signed by the person responsible for all non-county meetings or events. The Building Use Agreement form is available at the County Coordinator's Office **and Public Services Front Desk.**
 - ~~6. Schedule satellite use in the Public Service Building with the Extension office.
— Each Public Service Building Department will have a key to the cabinet.~~
 6. Office conference rooms shall be kept in good order. ~~Personal items or other non-work related items will be kept stored when not in use.~~
 7. Each user/group is responsible to restrict their use to their assigned space.
 8. The possession of alcohol is prohibited in all County buildings.
- H. ~~Employees will not bring animals into the county buildings except for disability assistance animals.~~ **Animals, except for disability assistance animals, are not allowed in County buildings.**

III. DESIGNATED SMOKING AREAS

Smoking is not permitted in any county building. Employees are permitted to smoke on county grounds in the following locations:

- ◆ ~~Administration/Courthouse Building~~ - smoking will only be allowed by the Southeast entrance.
- ◆ Highway Department - smoking will only be allowed by rear exits.
- ◆ Public Service Building - smoking will only be allowed by the **exit #4** (FSA).
- ◆ Jail Building- **smoking will be allowed by the south parking lot.**
- ◆ Transit Building- **smoking will only be allowed in the designated area near the northwest corner of the building.**

Smoking will not be permitted within 20 feet of any county building entrance.

IV. ITV & ELECTRONIC EQUIPMENT SUPPORT

~~Under no circumstances will anyone other than Information Systems Department employees adjust, tamper with or move ITV equipment.~~

No County employee or public person(s) shall adjust, tamper with or move any electronic or ITV equipment, including microphones, TV Display, HDMI connection(s), or settings. Only those employees of the Information Systems Department and person(s) approved by the Kanabec County IS Director shall make adjustments.

Meeting rooms are equipped with electronic equipment intended to facilitate remote meetings and support audio/visual needs. The Information Systems Department will assist with the electronic equipment by calling extension 6498 during regular business hours.

No technology carts may be moved to alternate rooms or locations without prior approval from the Information Systems Department.

V. PARKING

The following areas are designated as employee parking:

A. ~~Administration/Courthouse Building~~ - Employees will park in the designated spots on the west ~~or east sides~~ of the building.

B. Highway Department - Employees will ~~park north or west sides of the building.~~

C. Public Services- Employees will park away from the main entrance.

D. Transit Building- Employees will park away from the main entrance.

VI. ACCOUNTABILITY

All maintenance requests must come through Department Heads or Supervisors.

Department Heads will be held responsible for violations of this policy in their area. Violations ~~could~~ **may** result in disciplinary action.

Agenda Item #8

February 16, 2021

REQUEST FOR BOARD ACTION

a. Subject: County Paid Time Off (PTO) Maximum Accrual Schedule for New Non-Union Employees	b. Origination: Coordinator's Office
c. Estimated time: 10 minutes	d. Presenter(s):

e. Board action requested: Approve the following Resolution:

RESOLUTION # _____ - 2/16/21

WHEREAS, The Board of Commissioners is committed to the County's fiduciary responsibility, as well as the satisfaction and productivity of the County employees, and

WHEREAS, the current Paid Time-Off (PTO) Accrual Schedule for non-union employees has been reviewed, and

WHEREAS, the Board of Commissioners believe that by reducing the PTO accrual maximums for future non-union new hires the board is able to substantially improve its longer-term financial liability while limiting any negative impact on existing employees;

THEREFORE BE IT RESOLVED, the Kanabec County Board of Commissioners approves the new PTO accrual maximums as listed below for non-union employees hired after July 1, 2021:

PAID TIME OFF ACCRUAL SCHEDULE FOR EMPLOYEES				
HIRED BEFORE 7/1/2021				
Years	Tier 1 0-3 years	Tier 2 4-8 years	Tier 3 9-14 years	Tier 4 15+ years
PTO Hours	230 hours	270 hours	330 hours	375 hours
Accrual Rate (hours per pay period x rate)	.1106	.1298	.1587	.1803
Max Accrual	400 hours	600 hours	700 hours	1500 hours

PAID TIME OFF ACCRUAL SCHEDULE FOR EMPLOYEES				
HIRED AFTER 7/1/2021				
Years	Tier 1 0-3 years	Tier 2 4-8 years	Tier 3 9-14 years	Tier 4 15+ years
PTO Hours	230 hours	270 hours	330 hours	375 hours

Accrual Rate (hours per pay period x rate)	.1106	.1298	.1587	.1803
Max Accrual	320 hours	480 hours	560 hours	1200 hours

f. Background:

Supporting Documents: None ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments:

This proposed reduction in the non-union employees' maximum PTO accrual is consistent with the negotiated agreement with the Local 363.