



Kanabec County Board of Commissioners

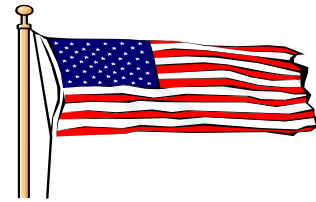
Regular Meeting Agenda The Meeting of January 19, 2021

- 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: 146 579 8955



Video Meeting link:

<https://kanabeccounty.webex.com/kanabeccounty/j.php?MTID=m95962d5541bc7612fd3d8d9e0c4a7b74>

Meeting number: 146 579 8955

Password: 838x9cFTV2U

To be held at:

**Kanabec County Courthouse
Basement Training Rooms 3 & 4
18 North Vine Street
Mora, MN 55051**

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

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

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

9:05am Recess county board to a time immediately following the FSB.

Family Services Board

9:45am Marvin Rostberg & Teresa Wickeham- Kroschel Township Road Application

10:05am Kathy Burski, Public Health Director- Vaccination contracting and tentative plan for vaccination within Kanabec County

10:15am Bid Results- 330 Forest Ave E

10:30am Public Comment Telephone call-in number for public access: 1-408-418-9388

Access Code: 146 579 8955

10:45am Barb McFadden, County Attorney-

a. No Net Gain Discussion

b. Code Violation at 313 1st Street, Mora, MN 55051

11:00am Heidi Steinmetz, EDA- State Funded COVID-19 Business Relief Program

11:15am Chad Gramentz, Public Works

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*

Other business to be conducted as time is available:

1. Minutes
2. Paid Bills
3. Regular Bills
 - a. Revenue Fund
 - b. Road & Bridge
4. Score Claims
5. Committee Appointments (continued from 1/5/21 Organizational Meeting)
 - a. EDA
 - b. Health & Human Services Advisory Board
6. 2021 Revised Budget
7. County Fee-Owned Land Parcel ID 07.00690.00 in Haybrook Township
8. Discuss Gambling Policy
9. Gambling Request- Isanti County Pheasants Forever
10. [Ordinance #11 – Waste Tire](#)
11. Vasaloppet Request
12. Commissioner Reports
13. Future Agenda Items
14. 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

Tuesday, January 19, 2021

9:05 a.m.

- 1. Agenda Approval** **Pg. 1**
- 2. Presentation – Steve Hansberry, Chair, KC HHS Advisory Committee**
 - Action requested
 - See attached committee membership recommendation and by-laws **Pg. 2-8**
- 3. Director’s Report** **Pg. 9**
 - Staffing – nothing to report
 - Head, Hands and Toes Gear Drive
 - Adult Mental Health Initiative/CSP Grant Award
 - SNAP group Agreement
 - Ongoing Number of Children in Placement
- 4. 2021 Organizational Chart**
 - See attached org chart **Pg. 10**
- 5. Agreement with Isanti County Human Services for Children’s Psychiatric Services**
 - Action requested
 - See attached contract and resolution **Pg. 11-18**
- 6. Welfare Fund Report**
 - See attached report **Pg. 19**
- 7. Financial Report**
 - See attached report **Pg. 20-21**
- 8. Abstract Approval**
 - See attached abstract and board vendor paid list **Pg. 22-25**
- 9. Other Business**
- 10. Adjourn**

Kanabec County Health & Human Services Advisory Committee
Advisory Committee Membership Recommendation List

The following individuals are recommended for Committee membership.

	Name	Organization
Recipients of Service (4)		
	Jenny Danielson	Recipient of Service
	Randy Hall	Recipient of Service
	Carol Peterson	Recipient of Service
Citizens of the County (4)		
	Steve Hansberry	Citizen
	Charlie Strickland, Jr.	Citizen
	Jack Doughty	Citizen
	Mary Doughty	Citizen
Providers of Service (up to 4)		
	Bob Benes	Lakes and Pines CAC, Inc.
	Desi Panek	7 County Senior Federation
	Diane Bankers	Welia Health
Kanabec County Human Service Board		
	Les Nielsen	County Commissioner
Ex Officio		
	Chuck Hurd	Human Services Director
	Kathy Burski	Community Health Director
	Kathy Belsheim	Ogilvie Schools Superintendent
	Dan Voce	Mora Schools Superintendent
	Lindy Crawford	Mora City Administrator
		Ogilvie City Administrator

Respectfully submitted,

Steve Hansberry
Chairperson
Kanabec County Health & Human Services Advisory Committee

Kanabec County Health & Human Services
Advisory Committee

BY-LAWS

ARTICLE I

NAME AND DEFINITION

1.1

NAME

This organization shall be known as the Kanabec County Health and Human Services Advisory Committee (COMMITTEE).

1.2

DEFINITIONS

The terms defined in this section shall have the meanings given unless otherwise provided by the context.

Committee – The Kanabec County Health & Human Services Advisory Committee (KCHHSAC), was established by the Kanabec County Board of Commissioners by Resolution FS 6, dated December 19, 2018, in accordance with the parameters of M.S. 402.03.

Departments – Kanabec County Community Health and Human Services.

ARTICLE 2

PURPOSE

2.1

OVERALL PURPOSE

The overall purpose of the COMMITTEE is to advise the Departments, and other Kanabec County entities to fulfill the provision of MN. Stat. Section 402.03. The purpose of the COMMITTEE shall include, but is not limited to the following:

- 1). Submit written recommendations to the Human Services Board on the annual budget for the Departments;
- 2). Formulate plans to help the development, implementation and operation of the

programs and services provided by the Departments;

- 3). Receive, review and comment on special interest groups and community-at-large input regarding the Departments' mission, programs, services and performance;
- 4). To perform such duties as may be provided by law or directed to be performed by the Kanabec County Human Services Board.

ARTICLE 3 MEMBERSHIP

3.1 APPOINTMENT

The COMMITTEE shall be composed of no more than 25 members, appointed by the Kanabec County Human Services Board in accordance with MN. Statute 402.03.

3.2 MEMBERSHIP

Recipients of service members and citizens of the county appointed to the COMMITTEE shall be residents of Kanabec County.

Representation on the COMMITTEE shall be as follows:

- Four (4) recipients of service members
- Four (4) citizens of the county members
- Up to Four (4) Providers of Services or their designees: for example: Welia Health, Lakes & Pines, Aging, etc.
- One (1) Member of the Kanabec County Human Service Board
- Ex-officio, one (1) each from both departments

At no time will providers represent more than 1/3 of the committee.

Each year the COMMITTEE will determine the number of representatives needed on the committee and make a recommendation to the Kanabec County Human Services Board. Membership will be consistent with MN Statute 402.03.

4.1 TERMS

The Kanabec County Human Services Board shall appoint all members of the

COMMITTEE to serve one or two year terms . Appointees cannot exceed six years of total COMMITTEE membership.

5.1 **VACANCIES**

Kanabec County Human Services Board shall have full power to fill any vacancy on the COMMITTEE.

6.1 **ABSENCES**

Two (2) consecutive absences from a Committee meeting by a member within a twelve (12) month period may be interpreted as a resignation from the COMMITTEE. Notification of absence shall be made to the COMMITTEE Chairperson prior to the commencement of any scheduled meeting and then shall be considered an excused absence.

ARTICLE 4
OFFICERS

7.1 **COMMITTEE OFFICERS**
EXECUTIVE COMMITTEE,

A chairperson shall be appointed by the Kanabec County Human Service Board annually. A vice-chairperson and a secretary shall be elected by the members of the COMMITTEE during the January meeting.

8.1 **DUTIES OF OFFICERS**

The Chairperson shall preside at all meetings of the COMMITTEE; and will perform all other duties of the chairperson and may speak on behalf of the COMMITTEE. The chairperson shall provide written COMMITTEE comments on a cover letter that shall be placed on the annual Departments' budgets being submitted to the Kanabec County Board of Commissioners.

In the absence of the chairperson, the vice-chairperson shall assume the duties of the chairperson and have all powers to perform all duties of the chairperson. The secretary shall prepare and maintain all official records of the COMMITTEE.

The Executive Committee membership shall consist of the chairperson, vice-chairperson and secretary. The Executive Committee can be called to meet on the business of the COMMITTEE by the chairperson or the vote of two other members of the Executive Committee.

ARTICLE 5 MEETINGS

9.1 REGULAR MEETINGS

Regular meetings of the COMMITTEE shall be held every three (3) months (4 times per year), starting in January of the calendar year, and at such time and place as shall be determined by the COMMITTEE. The COMMITTEE members shall be sent notification of specific times, places and agenda no less than five (5) days prior to the meeting. The COMMITTEE shall vote to approve or amend the agenda at the start of each meeting.

10.1 SPECIAL MEETINGS

Meetings of the COMMITTEE may be held upon the call of the chairperson, vice-chairperson, or a majority of members of Executive Committee. Notification shall be made within three (3) calendar days prior to the meeting.

11.1 QUORUM

A quorum shall be defined as the majority of the certified voting membership, appointed by the Kanabec County Human Services board, and present at the start of a meetings constitute a quorum to conduct official business. If a quorum exists at the start of the meeting, a quorum is then determined to exist for the entire meeting.

12.1 CONDUCT OF BUSINESS

The rules contained in the current edition of Robert's Rules of Order shall govern the COMMITTEE, to the extent that they are not inconsistent with these bylaws. Voting is by voice on any motion. Roll call voting may be conducted, if requested by a voting member. Each member has one (1) vote. Ex-officio members are not entitled to vote or

state an opinion on any motion, unless requested by the chairperson, and a vote is taken to permit said opinion.

Copies of reports, monthly agenda items, and written comments submitted to the Kanabec County Human Services Board by the Departments shall be provided to the COMMITTEE secretary.

13.1 **AGENDA/RECORDS OF MINUTES**

The minutes of meetings are official records of the COMMITTEE meetings. The minutes may be recorded by the COMMITTEE secretary. He/she may prepare minutes from the recordings of the COMMITTEE meetings. A minutes log book shall be maintained by the COMMITTEE secretary and it shall be made available for any inspections.

14.1 **OPEN MEETINGS**

All COMMITTEE meetings shall be open to the public.

15.1 **SUB COMMITTEES**

The COMMITTEE shall appoint the following Standing Committees to assist in its functions, if needed: Health, Aging, Mental Health and Human Services. The COMMITTEE may appoint other permanent or temporary committees deemed necessary to assist in its functions. Subcommittees will be chaired by a member of the COMMITTEE. All committees appointed shall meet requirements mandated by M.S. 402.03.

ARTICLE 6 **GENERAL PROVISIONS**

16.1 **DEPARTMENT STAFF SUPPORT**

The COMMITTEE shall be provided with staff support from the directors of the Departments.

17.1 **CONFLICT OF INTEREST**

A Committee member shall not be eligible to vote on any deliberation of the COMMITTEE, standing committee or executive committee in relationship to any issues or proposal in which said member has a conflict of interest.

18.1

AMMENDMENTS TO THE BY-LAWS

These by-laws can only be altered by a two-thirds (2/3) vote of the COMMITTEE members present and presented to the Kanabec County Human Services Board.

19.1

APPROVAL OF COMMITTEE BY-LAWS

The COMMITTEE appointed a task force sub-committee to complete and approve the proposed by-laws for the COMMITTEE on October 21, 2020. If approved, the effective date of these by-laws will be January 1, 2021.

20.1 The following task force sub-committee members voted an “up or down” vote to approve the proposed by-laws, and sent this proposal to the full COMMITTEE for an “up or down” vote.

_____	_____
_____	_____
_____	_____

Kanabec County Health and Human Services Advisory Committee voted to

_____ the proposed by-laws on October _____ by a

vote of _____.

Chairperson, COMMITTEE

Family Service Director's Report

January, 2021

Staffing – no change

Head, Hands and Toes Gear Drive

Family Services has been contacted to help distribute items by Kanabec County's 4-H program. They are launching a state-wide Head, Hands and Toes Gear Drive January 1st through February 15th. The campaign is designed to collect hats, gloves/mittens and socks to help youth and families safely enjoy Minnesota's winter landscapes.

Adult Mental Health Initiative/CSP Grant Award

Family Services will be awarded a total grant amount of \$248,782 for 2021 and 2022. The grant is a reimbursement for services and supports for adult mental health consumers. It has been reviewed by the county attorney and no changes were made to the requirements this award cycle. The amount is also unchanged from the 2019/2020 grant years.

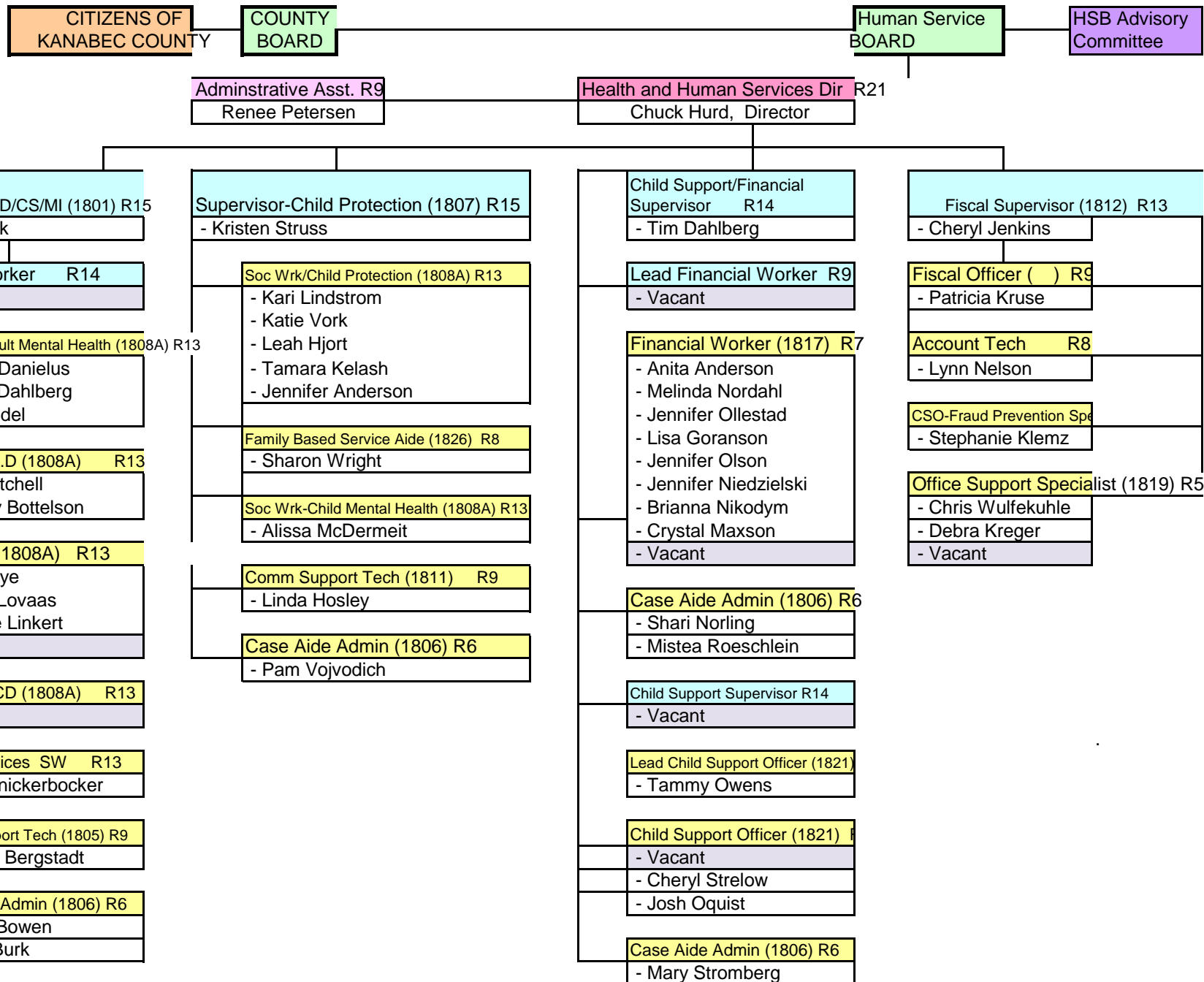
SNAP

For the past several years we have been part of a group of counties to provide job services. McLeod County has acted as fiscal host. It is now moving to Sherburne County and they are looking at requiring an agreement to act as fiscal host. The county attorneys have reviewed a draft of this agreement and we will be bringing it soon for your consideration. The services are provided by Central Minnesota Jobs and Training Services (CMJTS) and the funds are all State or Federal. We benefit by being in the group to get more service than we could provide for our \$900 annual amount. It reinforces our effort to encourage and support work over dependency on assistance programs.

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.

Kanabec County Family Services



**AGREEMENT BETWEEN ISANTI COUNTY FAMILY SERVICES
AND KANABEC COUNTY FAMILY SERVICES**

This Agreement is made and entered into by and between the County of Isanti Board of Commissioners, through Isanti County Family Services, with the address of 1700 East Rum River Drive South, Suite A, Cambridge, MN 55008 (hereinafter the "COUNTY") and Kanabec County Family Services, with the address of 905 Forest Avenue East - Suite 150, Mora, MN 55051 (hereinafter "CONTRACTOR").

WITNESSTH

WHEREAS, Minn. Stat. §§245.461 through 245.486 and Minn. Stat. §§245.487 through 245.488 establish the Minnesota Comprehensive Adult Mental Health Act and the Minnesota Comprehensive Children's Mental Health Act, respectively;

WHEREAS, the COUNTY wishes to secure the provision of Psychiatric services; and

WHEREAS, the CONTRACTOR is suitably structured to provide Psychiatric services; and

WHEREAS, pursuant to Minn. Statute Ch. 402, the County wishes to purchase such services from Kanabec County; and

WHEREAS, the COUNTY wishes to serve as the Contracting Entity with the CONTRACTOR for its provision of Psychiatric services.

NOW, THEREFORE, in consideration of the mutual understanding and agreements set forth, the COUNTY and CONTRACTOR agree as follows:

I. Term of Agreement

The CONTRACTOR agrees to furnish services to the benefit of the COUNTY during the period commencing January 1, 2021, and terminating December 31, 2022, irrespective of the date of signatures/execution below.

II. Services to be Provided

A. Provisions of Service: the CONTRACTOR shall provide uninsured or underinsured residents of Isanti County with Psychiatric services. Client's eligibility to receive such services will be mutually agreed upon by the COUNTY and CONTRACTOR prior to providing such service; services shall not be provided to clients who are not determined to be eligible. A sliding fee schedule will be pre-determined for clients that have no third-party insurance, including public programs. Clients will be eligible for sliding fee schedule when the applicable health plans including Medical Assistance, Medicare, Minnesota Care (or its successor program), PMAP or third party payers have denied payments or reached limitations.

B. Standard of Performance: the CONTRACTOR shall provide services in conformance with applicable laws and regulations and within accepted standards of professional practice; specifically, services shall conform to standards set forth in the MHCP Provider Manual as applicable to services.

C. Mental Health Medication Management

Medication management is a service to determine a recipient's need for a prescribed drug, or to evaluate the effectiveness of the prescribed drug as noted in the recipient's written individual treatment plan (ITP).

D. Medication Monitoring is a brief, face-to-face service to monitor or change a recipient's drug dosage or prescription.

III. Payment for Services

A. Payment for Services: For medication management/monitoring services, the payments will be based on actual expenditures not to exceed the current payment rate CONTRACTOR bills at a rate of \$128.64 per hour.

B. Invoices shall be submitted each month following the month of service.

C. Invoices: Upon receipt of the invoice, the COUNTY will make payment to the CONTRACTOR within 35 days.

IV. Conditions of Contractor's and County's Obligation

A. The CONTRACTOR agrees to inform the COUNTY of changes in ownership, organizational structure, board of director membership, and/or chief operating officers within thirty (30) days after occurrence.

B. The COUNTY will reimburse for services specified in this Contract that have been delivered. Any alterations, variations, modifications or waivers of provisions of this contract shall be valid only when they have been reduced to writing, duly signed, and attached to the original of this Contract.

C. The COUNTY agrees not to employ or hire the CONTRACTOR's staff that holds this position for a period of 3 years from the date the contract is signed or a buyout clause will be negotiated between the COUNTY and CONTRACTOR.

V. Termination

A. In the event funding from the State is less than expected, decreased or terminated, the County reserves the right to give a 30-day notice of decrease or termination of this agreement

B. The CONTRACTOR must, within 10 days notify the COUNTY in writing whenever it is unable to, or going to be unable to, provide the required quality or quantity of Purchased Services. Upon such notification, the COUNTY must determine whether such inability will require modification or cancellation of said contract.

C. Either party may cancel this CONTRACT without cause upon ninety (90) days written notice to the other party

- D. Termination with Cause: Either Party may terminate this Agreement for material breach, by written notice to the breaching Party; provided that such breach remains uncured for a period of thirty (30) days after receipt of written notice thereof from the non-breaching party.
- E. Before the termination date of this Contract, the COUNTY may evaluate the contract performance of the CONTRACTOR and determine whether such performance merits renewal of this contract
- F. If the COUNTY determines that funds are not being administered in accordance with the approved service plan and budget or that services are not being properly provided according to the terms of this contract, the COUNTY may terminate this contract after thirty (30) day notice has been provided to the CONTRACTOR's designated agent.
- G. Obligations Upon Termination: Both Parties shall cooperate in any transition process necessary should the duties to be performed by Kanabec County under this Agreement be transferred to another entity.
- H. No Dissolution Assumed: Termination of this Agreement, for any reason and at any time, shall not be construed to terminate or in any way alter the relationship of the County with Kanabec County.

VI. Data Practices

All data collected, created, received, maintained, or disseminated for any purposes by the activities of CONTRACTOR because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing said act now in force or as adopted, as well as HIPAA or other Federal regulations on data privacy.

VII. Indemnification and Insurance

- A. CONTRACTOR agrees that in order to protect itself as well as the COUNTY and Region 7E, it will at all time during the term of this contract keep in force an insurance policy. This liability insurance policy will meet the limits as shown below or be equal to the tort liability limits under Minnesota Statutes, section 3.736 and 466.04, subdivision 4, whichever is greater. However, should the coverage available to the CONTRACTOR exceed the liability limits, nothing by the way of that level of coverage shall be construed as a waiver of the limits available to the COUNTY. The COUNTY will be sent a current certificate of insurance on an annual basis.
 - 1. Commercial General Liability Insurance
 - a) \$500,000 per claimant/\$1,500,000 per occurrence/\$1,500,000 annual aggregate.
 - 2. Automobile Insurance (if vehicles are used to conduct this contract)
 - a) Coverage shall be provided for hired, non-owned and owned auto.
 - b) Minimum limits: \$1,000,000 with an additional \$20,000,000 umbrella
- B. Worker's Compensation and Employer's Liability as required by Minnesota Law.
- C. Professional Liability/Errors and Omissions Coverage
 - 1. Per Claim Limit: \$1,500,000

2. Per Person: \$ 500,000

- D. Bonding: The CONTRACTOR will be required to maintain at all times, during the terms of this Contract, a fidelity bond or insurance coverage for employee dishonesty with a minimum amount of \$50,000 covering the activity of each person authorized to receive or distribute monies under the term of this Contract.
- E. Any policy obtained and maintained under this clause shall provide that it shall not be cancelled, materially changed, or not renewed without thirty days prior notice thereof to the COUNTY.
- F. Prior to the effective date of this contract, and as a condition precedent to this contract, the CONTRACTOR will furnish the COUNTY with Certificates of Insurance.

VIII. Compliance with Laws/Standards

- A. The CONTRACTOR shall maintain in good standing, all professional credentials necessary to provide the services contemplated and set forth herein.
- B. The CONTRACTOR shall abide by all Federal, State, or local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Contract or to the subject matter thereof for which the CONTRACTOR is responsible.
 - 1. By signing this contract, the CONTRACTOR certifies that it and its principals and its employees: Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transacting business by or with any federal, state or local governmental department or County; and have not within a three-year period preceding this contract:
 - a. been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction or contract;
 - b. violated any federal or state antitrust statutes; or
 - c. committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and
 - 2. Are not presently indicted or otherwise criminally or civilly charged by a governmental entity for:
 - a. commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction;
 - b. violating any federal or state antitrust statutes; or
 - c. committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and
 - 3. Are not aware of any information and possess no knowledge that any sub Contractor(s) that will perform work pursuant to this contract are in violation of any of the certifications set forth above.
 - 4. Shall immediately give written notice to the COUNTY should CONTRACTOR come under investigation for allegations of fraud or a criminal offense in connection with obtaining, or performing: a public (federal, state or local government) transaction; violating any federal or

state antitrust statutes; or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.

IX. Independent Contractor

- A. The CONTRACTOR utilizes an independent Sub-Contractor and neither the position nor the work of the Sub-Contractor shall cause the CONTRACTOR or Sub-Contractor to be construed as an employee of the COUNTY in any way. The CONTRACTOR and sub-Contractor shall at all times be free to exercise initiative, judgment and discretion as to how to best perform or provide services within the scope of approved policy/procedure.
- B. With regard to any subcontractors so retained the CONTRACTOR shall be responsible for the performance under this Contract and agrees to comply with prompt payment of any and all subcontractors pursuant to Minnesota Statutes 471.425, Subd. 4a.
- C. The CONTRACTOR acknowledges and agrees that it nor it's Sub-Contractor is entitled to receive any of the benefits received by COUNTY employees and is not eligible for workers or unemployment compensation benefits.
- D. The CONTRACTOR also acknowledges and agrees that no withholding or deduction for State for Federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due and that it is the CONTRACTOR's sole obligation to comply with the applicable provision of all Federal and State laws.

X. Records-Availability, Disclosure and Retention

- A. Pursuant to Minnesota Statute § 16C.05 subd.5, the CONTRACTOR agrees that the COUNTY, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the CONTRACTOR and involve transaction relating to this Contract.
- B. CONTRACTOR agrees to maintain these records for a period of six (6) years from the date of termination of the Contract at address of CONTRACTOR..
- C. Client records will be in the possession of the COUNTY. They will be made available for view for the purposes of facilitating supervision by the CONTRACTOR.
- D. CONTRACTOR to provide COUNTY with financial program expenditures as requested.

XI. Contractor Qualifications and Training

- A. The CONTRACTOR agrees to use only qualified personnel to provide any purchased services. If licensing or certification is a necessary prerequisite for provision of services, the CONTRACTOR shall ensure that personnel are properly licensed or certified.
- B. The CONTRACTOR agrees to provide or arrange for staff training as required.
- C. A copy of the staff training plan shall be provided to the COUNTY upon request.

- D. A background check satisfactory to the COUNTY will be performed on all employees prior to hire in accordance with Minnesota Department of Human Services.
- E. The CONTRACTOR agrees to maintain at all times during the term of this Contract, a process whereby its current and prospective employees and volunteers who will have direct contact with persons served by the program or program services, will consent to a background check for evidence of maltreatment of adults or minors substantiated under Minnesota Statutes section 626.556.
- F. Staff and Sub-Contractors who provide services to recipients 18 and older must follow all reporting requirements for Vulnerable Adults as defined in Minnesota Statutes 626.557. They must also have evidence that training is completed on the Statute in the areas of what must be reported, and how to report. Staff and subcontractors who provide services to recipients under the age of 18 must comply with maltreatment reporting requirements as defined in Minnesota Statutes 626.556. They must have evidence that training is completed in the areas of what must be reported and how to report.

XII. Nondiscrimination

During the performance of this Agreement, the CONTRACTOR agrees to the following:

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, creed or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable federal state laws against discrimination.

XIII. Representatives

The following named persons are designated the authorized representatives of parties for purposes of this Contract. These persons have authority to bind the party they represent and to consent to modifications and subcontracts, except that, as to the COUNTY, the authorized representative shall have only the authority specifically or generally granted by the County Board of Commissioners. Notification required to be provided pursuant to this Contract shall be provided to the following named persons and addresses unless otherwise stated in this Contract, or in a modification of this Contract.

County Designee	Karyn Hansen, LICSW Social Service Supervisor Isanti County Family Services Oakview Office Complex 1700 East Rum River Drive South, Suite A Cambridge, MN 55008 763-689-1711
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Contractor Designee	Chuck Hurd, Director Kanabec County Family Service 905 Forest Avenue E, Suite 150 Mora, MN 55051 320-679-6357
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XIV. Modifications

Any alterations, variations modifications, or waivers of provisions of this agreement must be valid only when they have been reduced in writing, duly signed, and attached to the original of this agreement.

No claim for services furnished by the CONTRACTOR not specifically provided in the agreement will be allowed by the COUNTY nor must the CONTRACTOR do any work or furnish any material not covered by the agreement, unless this is approved in writing by the COUNTY. Such approval must be considered a modification of the agreement.

IN WITNESS THEREOF, the COUNTY and the CONTRACTOR, each intending to be bound by this agreement, effective January 2021, irrespective of the dates of the signatures, certifies that the appropriate person have executed the Contract, as required by applicable articles, by-laws resolutions and ordinances.

**APPROVED AS TO FORM
AND EXECUTION:**

COUNTY ATTORNEY:

BY: [Signature]

DATED: December 4, 2020

ISANTI COUNTY ADMINISTRATOR:

BY: [Signature]

DATED: 12/16/20

BOARD CHAIRPERSON:
COUNTY OF ISANTI

BY: [Signature]

DATED: December 16, 2020

BOARD CHAIRPERSON
COUNTY OF KANABEC:

BY: _____

DATED: _____

DIRECTOR OF
ISANTI COUNTY SOCIAL SERVICES:

BY: [Signature]

DATED: 12.16.2020.

Resolution # FS 1/19/21
Isanti County Psychiatric Services Resolution

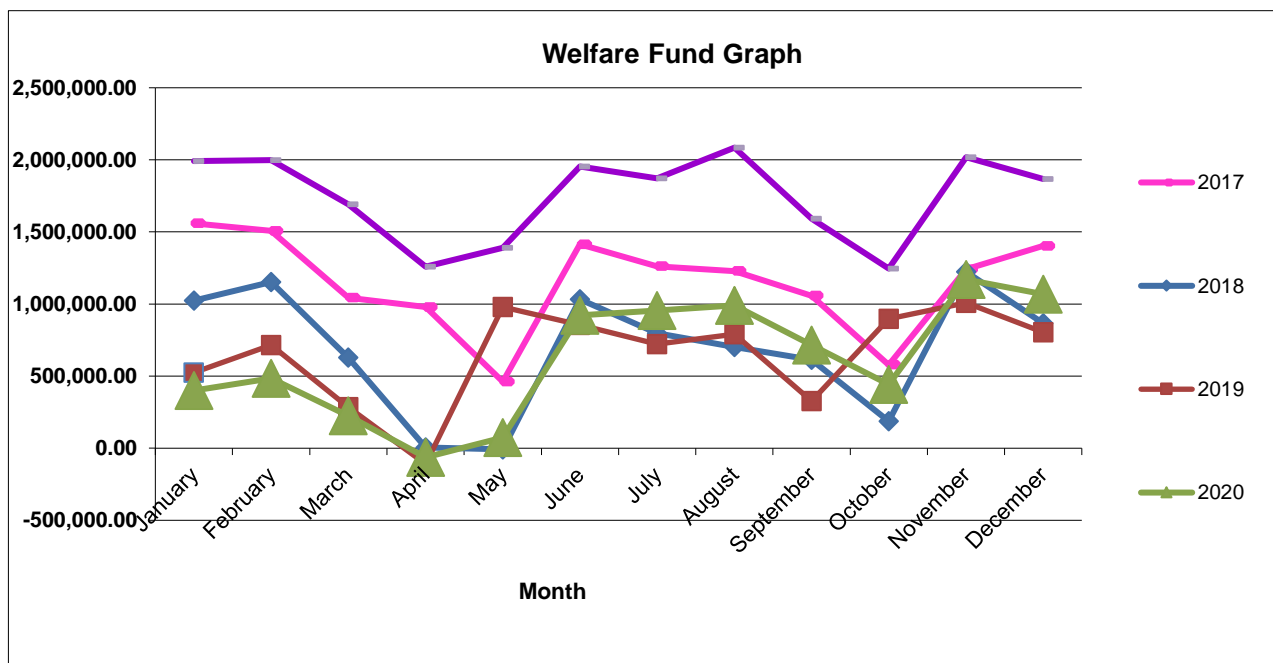
WHEREAS, Minn. Stat. §§235.461 through 235.486 and Minn. Stat. §§235.487 through 235.488 establishes the Minnesota Comprehensive Adult Mental Health Act and the Minnesota Comprehensive Children's Mental Health Act, respectively; and

WHEREAS, Isanti County Family Services wishes to secure the provision of Children's Psychiatric Services from Kanabec County Family Services, and

WHEREAS, Kanabec County Family Services is suitably qualified and desires to provide Psychiatric services for Isanti County.

NOW, THEREFORE BE IT RESOLVED that the Kanabec County Human Services Board approves Kanabec County Family Services entering into an agreement for Psychiatric Services to commence January 1, 2021 through December 31, 2021 with Isanti County.

	2016	2017	2018	2019	2020
January	1,992,235.26	1,559,203.05	1,024,705.97	523,556.70	401,131.39
February	1,999,233.38	1,507,019.98	1,151,821.98	715,738.74	483,781.08
March	1,691,401.17	1,044,116.93	629,190.77	285,341.21	225,078.17
April	1,258,562.89	979,174.37	5,607.36	-109,902.43	-63,141.11
May	1,389,995.78	461,452.14	-7,853.46	979,247.26	73,382.15
June	1,954,116.59	1,413,892.29	1,032,778.15	855,820.47	920,867.09
July	1,872,392.93	1,262,151.35	796,820.09	721,467.48	955,700.06
August	2,084,847.14	1,228,621.03	703,093.77	791,435.79	990,235.56
September	1,592,681.58	1,058,187.52	613,301.63	326,963.03	716,408.79
October	1,245,922.17	577,905.27	187,807.92	897,606.65	443,084.51
November	2,017,277.21	1,241,274.27	1,222,983.64	1,008,939.34	1,170,024.75
December	1,867,489.75	1,402,699.93	867,114.62	804,618.63	1,067,709.00
Totals	20,966,155.85	13,735,698.13	8,227,372.44	7,800,832.87	7,384,261.44
Averages	1,747,179.65	1,144,641.51	685,614.37	650,069.41	615,355.12
6 month Avg.	1,780,101.80	1,128,473.23	731,853.61	758,505.15	890,527.11
Rolling 12 month Avg	1,747,179.65	1,144,641.51	685,614.37	650,069.41	615,355.12



Kanabec County Family Services - Board Financial Report				Through December 2020											
	Total year to date/			8.33%	16.67%	25.00%	33.33%	41.67%	50.00%	58.33%	66.67%	75.00%	83.33%	91.67%	100.00%
Department	Budget	% of budget	Total	January	February	March	April	May	June	July	August	September	October	November	December
Income Main. Service															
Exp	678,361.00	101.04%	685,429.92	89,896.92	49,122.48	48,665.01	52,559.30	49,299.20	49,151.98	68,988.71	51,128.87	50,215.53	49,550.47	54,377.12	72,474.33
Rev	385,517.00	80.00%	308,430.03	9,718.42	53,347.24	9,474.18	9,801.42	62,709.27	11,148.22	18,362.62	51,223.73	10,051.62	9,982.22	31,983.13	30,627.96
Tax	286,164.00	89.82%	257,018.35	4,066.08					139,524.47					98,501.68	14,926.12
State Shared Rev			30,002.57							12,539.37			2,464.59		14,998.61
Recoveries															
Exp	19,100.00	105.93%	20,232.67	5,464.15	968.70	0.00	1,551.27	0.00	0.00	5,518.16	2,766.23	0.00	0.00	3,964.16	0.00
Rev	19,100.00	139.24%	26,595.23	1,865.65	2,550.79	4,568.04	2,062.74	1,608.38	1,560.20	2,842.82	1,143.39	2,538.25	2,855.59	810.42	2,188.96
Tax	24,470.00	89.82%	21,977.81	347.69					11,930.83					8,422.95	1,276.34
State Shared Rev			2,565.54							1,072.25			210.75		1,282.54
Burials															
Exp	25,000.00	83.50%	20,875.25	1,749.82	0.00	0.00	0.00	1,838.50	8,983.18	1,860.00	0.00	1,887.50	2,686.25	1,870.00	0.00
Rev			0.00												
Tax			0.00												
Child Support															
Exp	365,059.00	98.92%	361,120.50	49,635.68	26,931.66	24,619.05	26,343.26	26,101.63	25,633.84	34,634.65	24,041.46	26,218.78	31,159.87	26,620.07	39,180.55
Rev	412,000.00	82.13%	338,363.93	32,039.05	35,019.41	17,860.35	18,015.79	58,202.02	16,596.84	29,851.06	31,396.20	24,384.32	19,943.18	38,470.17	16,585.54
Tax															
MA Services															
Exp	481,900.00	74.73%	360,129.94	36,097.18	23,224.65	23,885.59	36,589.54	33,119.81	19,414.02	30,291.65	24,381.22	20,403.65	59,063.54	26,606.19	27,052.90
Rev	418,000.00	86.45%	361,378.61	19,714.22	26,547.78	52,099.81	27,349.24	32,875.87	22,268.67	7,652.67	50,475.85	33,294.30	33,553.72	18,902.65	36,643.83
Tax	62,534.00	89.82%	56,165.53	888.55					30,489.91					21,525.31	3,261.76
State Shared Rev			6,556.39							2,740.20			538.58		3,277.61
Child Care															
Exp	245,206.00	67.49%	165,485.35	99.00	6,091.86	99.00	13,445.86	10,386.89	19,785.28	8,650.34	14,423.84	15,570.39	9,896.36	9,951.38	57,085.15
Rev	244,025.00	80.83%	197,244.96		103,623.00	1,028.00	610.00	682.96	26,259.00	613.00	24,005.00	484.00	0.00	39,331.00	609.00
Tax	1,133.00	89.80%	1,017.49	16.10					552.35					389.95	59.09
State Shared Rev			118.78							49.64			9.76		59.38
Fraud															
Exp	72,850.00	102.79%	74,879.45	7,755.07	5,485.23	5,977.98	5,905.60	5,410.17	5,267.42	7,894.67	5,657.93	5,730.69	5,730.69	5,730.71	8,333.29
Rev			0.00												
Tax	71,144.00	89.82%	63,898.47	1,010.89					34,687.79					24,488.94	3,710.85
State Shared Rev			7,459.08							3,117.47			612.73		3,728.88
Adult Services															
Exp	2,500.00	43.29%	1,082.25	127.65	183.15	49.95	77.70	38.85	99.90	66.60	122.10	83.25	94.35	16.65	122.10
Rev	3,280.00	233.31%	7,652.43	0.00	23.84	0.00	34.59	11.53	11.53	7,513.27	11.53	11.53	0.00	23.08	11.53
Tax															
Dev. Disability															
Exp	91,389.00	66.71%	60,966.96	5,924.95	6,981.37	6,403.47	4,515.08	4,133.61	4,148.38	5,240.02	4,317.27	4,427.07	5,508.28	3,486.22	5,881.24
Rev	68,790.00	72.08%	49,586.00	0.00	15,564.00	0.00	0.00	13,915.00	0.00	0.00	10,325.00	0.00	0.00	9,782.00	0.00
Tax	21,978.00	89.81%	19,739.33	312.28					10,715.65					7,565.05	1,146.35
State Shared Rev			2,304.23							963.04			189.28		1,151.91

Mental Health															
Exp	1,205,626.00	96.04%	1,157,940.51	110,948.23	88,805.55	103,823.55	94,434.79	84,620.21	84,431.75	109,951.21	82,437.35	97,652.88	88,930.68	87,342.63	124,561.68
Rev	665,494.00	117.89%	784,571.58	50,439.44	50,052.56	17,693.78	36,244.19	178,959.39	37,065.49	60,569.96	79,999.63	53,060.92	51,926.80	52,502.22	116,057.20
Tax	527,693.00	89.82%	473,947.53	7,497.94					257,286.21					181,639.28	27,524.10
State Shared Rev			55,325.45							23,122.88			4,544.77		27,657.80
Health Innovation Grant															
Exp	78,272.00	40.09%	31,382.07	8,261.46	5,826.28	5,826.51	6,883.99	4,583.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rev	78,272.00	46.19%	36,150.85	5,825.19	8,261.46	5,825.55	0.00	12,711.23	3,527.42	0.00	0.00	0.00	0.00	0.00	0.00
Tax															
Chemical Dependency															
Exp	52,000.00	208.13%	108,228.17	25,500.40	558.60	0.00	2,940.00	33,966.84	11,840.85	2,450.00	7,447.03	935.53	16,762.39	3,920.00	1,906.53
Rev	58,000.00	63.72%	36,957.60	2,257.33	9,341.95	947.78	0.00	8,376.49	0.00	2,557.46	5,861.00	0.00	0.00	7,046.55	569.04
Tax															
Child Services															
Exp	573,675.00	78.92%	452,738.72	21,241.76	34,256.76	45,386.20	25,513.15	26,508.10	50,562.50	25,199.79	44,189.15	50,413.95	43,436.15	36,453.79	49,577.42
Rev	268,212.00	101.84%	273,158.48	8,398.69	35,367.73	11,118.18	23,763.36	23,624.56	10,095.55	65,280.89	39,847.22	2,958.64	4,179.00	37,749.95	10,774.71
Tax	298,399.00	89.82%	268,007.24	4,239.92					145,489.88					102,713.15	15,564.29
State Shared Rev			31,285.37							13,075.50			2,569.97		15,639.90
Social Services															
Exp	1,236,792.00	100.93%	1,248,239.87	128,849.78	95,332.51	98,281.34	107,342.25	93,042.62	90,583.72	133,380.07	90,405.05	98,728.37	91,869.30	93,393.79	127,031.07
Rev	1,035,569.00	109.36%	1,132,527.98	34,832.74	120,203.42	55,113.41	45,608.06	146,575.94	66,543.12	270,560.36	123,179.96	44,854.40	47,738.81	131,010.12	46,307.64
Tax	196,214.00	89.81%	176,229.52	2,787.98					95,667.61					67,539.55	10,234.38
State Shared Rev			20,571.85							8,597.86			1,689.90		10,284.09
Income Main. Admin															
Exp	83,880.00	99.74%	83,665.77	9,343.86	6,229.40	6,118.30	6,409.91	6,104.05	6,045.91	8,915.00	6,237.52	6,237.53	6,237.53	6,582.56	9,204.20
Rev	52,372.00	83.18%	43,561.09	1,185.90	8,020.85	1,115.82	1,279.14	9,551.52	1,138.98	1,234.26	7,939.97	1,234.26	1,226.88	6,020.04	3,613.47
Tax	30,814.00	89.82%	27,675.77	437.84					15,024.01					10,606.67	1,607.25
State Shared Rev			3,230.70							1,350.24			265.39		1,615.07
ocial Services Admin.															
Exp	299,604.00	97.60%	292,414.13	31,020.27	22,961.43	21,348.69	22,242.62	23,182.71	21,449.03	30,305.06	20,018.95	24,268.76	23,059.73	20,540.33	32,016.55
Rev	65,000.00	85.78%	55,758.00	0.00	12,721.00	0.00	0.00	15,305.00	0.00	0.00	14,106.00	0.00	0.00	13,626.00	0.00
Tax	229,294.00	89.81%	205,940.27	3,258.01					111,796.33					78,926.13	11,959.80
State Shared Rev			24,040.08							10,047.38			1,974.80		12,017.90
FS Admin															
Exp	676,653.00	97.39%	658,981.48	73,657.18	44,903.62	48,573.17	49,882.93	49,539.09	59,487.18	63,033.63	41,528.82	47,639.25	46,956.83	73,423.15	60,356.63
Rev	148,488.00	75.37%	111,915.67	3,615.68	19,867.91	3,510.00	3,649.44	23,290.21	3,448.08	3,714.12	20,045.81	3,714.12	3,690.90	12,170.83	11,198.57
Tax	515,911.00	89.82%	463,365.61	7,330.53					251,541.74					177,583.78	26,909.56
State Shared Rev			54,444.77							22,606.61			4,443.30		27,394.86
Agency Totals															
Exp	6,187,867.00	93.47%	5,783,793.01	605,573.36	417,863.25	439,057.81	456,637.25	451,876.11	456,884.94	536,379.56	419,102.79	450,413.13	480,942.42	454,278.75	614,783.64
Rev	3,922,119.00	95.96%	3,763,852.44	169,892.31	500,512.94	180,354.90	168,417.97	588,399.37	199,663.1	470,752.49	459,560.29	176,586.36	175,097.10	399,428.16	275,187.45
Tax	2,265,748.00	89.82%	2,034,982.92	32,193.81	0.00	0.00	0.00	0.00	1,104,706.78	0.00	0.00	0.00	0.00	779,902.44	118,179.89
State Shared Rev			#REF!							99,282.44	0.00	#REF!	19,513.82	0.00	119,108.55
Total Revenue	6,187,867.00	97.56%	5,798,835.36	202,086.12	500,512.94	180,354.90	168,417.97	588,399.37	1,304,369.88	570,034.93	459,560.29	176,586.36	194,610.92	1,179,330.60	512,475.89

Board Approval Report

SSIS pymt. batch #: 109489507

Paid Cnty Vendor	Total Payments		Total Amount
Bliss/Jenny, 000010784	1		6,800.00
Svc Description	Svc Code	Payments	Amount
Adult Outpatient Psychotherapy	452	1	6,800.00
Blom/Susan, 000010800	2		1,569.28
Svc Description	Svc Code	Payments	Amount
Adult Outpatient Psychotherapy	452	2	1,569.28
Cass County Health, Human & Veterans Ser, 000011261	1		232.00
Svc Description	Svc Code	Payments	Amount
Correctional Facilities	185	1	232.00
Catholic Charities, 000011697	2		1,200.00
Svc Description	Svc Code	Payments	Amount
Family Assessment Response Services	164	2	1,200.00
CENTRAL MINNESOTA JOBS & TRAINING, 000015800	1		31,268.06
Svc Description	Svc Code	Payments	Amount
Statewide MFIP Employment Services	237	1	31,268.06
Central Mn Mental Health Center, 000011298	1		1,470.00
Svc Description	Svc Code	Payments	Amount
Detoxification	371	1	1,470.00
Community Living Options, 000011478	2		273.28
Svc Description	Svc Code	Payments	Amount
Semi-Independent Living Services (SILS)	534	2	273.28
Ignaszewski/Karissa, 000012959	1		11,565.00
Svc Description	Svc Code	Payments	Amount
Adult Outpatient Psychotherapy	452	1	11,565.00
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	8		15,866.16
Svc Description	Svc Code	Payments	Amount
State-Operated Inpatient	472	8	15,866.16
Northwestern Minnesota Juvenile Center, 000015203	3		7,725.00
Svc Description	Svc Code	Payments	Amount
Correctional Facilities	185	3	7,725.00
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		1,125.32
Svc Description	Svc Code	Payments	Amount
Day Training and Habilitation	566	1	677.32
Transportation	516	1	448.00
Pinehaven Youth & Fam SVCS Inc, 000015643	6		6,893.16
Svc Description	Svc Code	Payments	Amount
Child Family Foster Care	181	6	6,893.16
Richardson MD/Paul T, 000016136	1		4,000.00
Svc Description	Svc Code	Payments	Amount
Adult Outpatient Psychotherapy	452	1	4,000.00

Board Approval Report

Paid Cnty Vendor				Total Payments	Total Amount
RSI, 000016246				2	469.02
Svc Description	Svc Code	Payments	Amount		
Semi-Independent Living Services (SILS)	534	2	469.02		
Steps of Success, 000016736				1	4,928.07
Svc Description	Svc Code	Payments	Amount		
Children's Group Residential Care	183	1	4,928.07		
Volunteers Of America, 000017460				4	3,121.04
Svc Description	Svc Code	Payments	Amount		
Semi-Independent Living Services (SILS)	534	4	3,121.04		
Walinski/Linda R.N. M.A. L.P., 000017529				2	756.62
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	2	756.62		
Report Totals:				42	100,610.95

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	\$ 45.43
Health Insurance Reimbursement	\$ 180.46
Association of MN Counties Annual Dues	\$ 1,728.00
Health Insurance Reimbursement	\$ 1,164.08
Health Insurance Reimbursement	\$ 148.50
Rhonda Bergstadt	\$ 79.35
Medical Mileage	\$ 17.60
Chelsey Bottelson	\$ 361.10
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50
Medical Mileage	\$ 44.96
Health Insurance Reimbursement	\$ 148.50
Convene LLC	\$ 999.00
Health Insurance Reimbursement	\$ 148.50
DHS	\$ 4,266.50
Health Insurance Reimbursement	\$ 658.88
Krista Eye	\$ 29.90
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50
Medical Mileage	\$ 670.14
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 234.88
Health Insurance Reimbursement	\$ 156.80
Health Insurance Reimbursement	\$ 148.50
Medical Mileage	\$ 119.04
Health Insurance Reimbursement	\$ 172.76
Health Insurance Reimbursement	\$ 148.50
Leah Hjort	\$ 96.60
Health Insurance Reimbursement	\$ 1,876.00
Innovative Office Solutions	\$ 267.39
Health Insurance Reimbursement	\$ 1,243.26
Health Insurance Reimbursement	\$ 163.42
Health Insurance Reimbursement	\$ 148.50
Kanabec County Attorney	\$ 6,370.20
Kanabec Co Flex Funds	\$ 500.00
Kanabec County Aud Treas	\$ 28,180.63
Kanabec County Comm Health	\$ 18,217.97
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50
Patricia Kruse	\$ 23.00
Medical Mileage	\$ 24.86
Kari Lindstrom	\$ 117.30
Marco Technologies	\$ 832.42
Metro Sales	\$ 292.00
Health Insurance Reimbursement	\$ 148.50
Minn Dept of Health	\$ 25.00
MNCCC	\$ 170.00
MSSA	\$ 948.00
Health Insurance Reimbursement	\$ 180.96

Health Insurance Reimbursement	\$	148.50
Medical Mileage	\$	49.72
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	\$	37.00
Procentive.Com LLC	\$	590.00
Medical Mileage	\$	83.64
Health Insurance Reimbursement	\$	658.97
Health Insurance Reimbursement	\$	571.48
Health Insurance Reimbursement	\$	148.50
Health Insurance Reimbursement	\$	148.50
Health Insurance Reimbursement	\$	150.58
Health Insurance Reimbursement	\$	872.32
Health Insurance Reimbursement	\$	148.50
Health Insurance Reimbursement	\$	120.56
Health Insurance Reimbursement	\$	148.50
Health Insurance Reimbursement	\$	93.60
Medical Mileage	\$	4,680.00
Health Insurance Reimbursement	\$	148.50
Teen Focus Recovery	\$	150.00
Health Insurance Reimbursement	\$	306.28
Timber Trails	\$	15,326.94
Health Insurance Reimbursement	\$	148.50
Medical Mileage	\$	59.40
Pam Vojvodich	\$	42.55
Health Insurance Reimbursement	\$	411.80
Health Insurance Reimbursement	\$	148.50
Health Insurance Reimbursement	\$	292.42
Health Insurance Reimbursement	\$	877.26
Health Insurance Reimbursement	\$	1,220.58

TOTAL IFS DOLLARS	\$	101,383.69	85 Total IFS Vendors
TOTAL SSIS DOLLARS	\$	100,610.95	19 Total SSIS Vendors
GRAND TOTAL	\$	201,994.64	104 Total Vendors



MEMORANDUM

15 JANUARY 2021

From: Mr. Charlie Strickland, Jr., Vice Chairman,
Kanabec County Health and Human Services Advisory Committee

To: Kanabec County Board of Commissioners

Subj: Proposed H&HS Advisory Committee By-Laws voted on and passed by
the committee, and recommended for committee membership.

The COMMISSIONERS:

I have an unscheduled business appointment out of state this week. But, I have a duty to you, to bring to your attention an error I made. I am the Chair of the By-Laws, H&HSAC subcommittee that wrote the by-laws. My error, which can impact the committee, concerns the "Ex officio" membership list.

***The Ex Officials listed on the membership list can not be allow to vote!
Why? It would violate the Minn. Statute 402.03, 1/3 directions.***

This error can be corrected by adding the term: "None Voting" after the word "Ex Officio" on the proposed and approved membership list. This is one of the most important parts of the life of the health and Human Services Advisory Committee. See the attached enclosure.

I do support the Chair's submitting the subject matter listed above, to the Commissioners today. I respectfully ask the Board of Commissioners to approve the above subject items, with the one change; so the Committee can advise the Health & Human Services Board in our mission to assist citizen's needs in public health, to preserve their families, ensure their dignity, have safety in health, and Human Services to promote the right to self-determination & self-sufficiency. Thank you for your time.

Semper Fidelis,


Charlie Strickland, Jr. (ROEWG)
United States Marine Corps, Retired

HOME	PARLIAMENTARY SERVICES	GOVERNANCE & PROBLEM SOLVING	TRAINING	BOOKS AND E-TRAINING	DOWNLOAD E-PRODUCTS	ARTICLES AND IDEAS	CONTACT ELI MINA
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ARTICLES, INSIGHTS & IDEAS

by Eli Mina

BACK TO "RULES OF ORDER" MENU

DOES AN EX-OFFICIO MEMBER VOTE?

By Eli Mina, M.Sc.

"Ex-officio" means "by virtue of office". An **ex-officio committee member** is a person who is automatically entitled to a position on a committee, for as long as he or she holds a certain office in the organization. An ex-officio position on a committee exists only if a governing document (legislation or bylaws) provides for it. For example, your Bylaws may state that: *"The President shall be an ex-officio member of all committees, except the Nominating Committee."*

If the bylaws state that a President/Chair/Mayor is an ex-officio member of committees, he or she begins to serve as an ex-officio member as soon as he or she begins to hold the stated office. The individual automatically stops being an ex-officio committee member as soon as his or her term of office ends naturally, or when he or she resigns or is removed from office.

Many people believe that an ex-officio committee member is not entitled to vote. In fact, this may not be the case. For example, if your Bylaws are silent on the rights of ex-officio members and prescribe Robert's Rules of Order Newly Revised (RONR) as your Parliamentary Authority, then an ex-officio committee member has all the rights (attending, making motions, speaking in debate, and voting) but none of the duties of other members (such as the duty to attend meetings). Under RONR, an ex-officio committee member is not counted in calculating the quorum and in determining whether a quorum is present at a meeting.

The above statements apply to individuals serving as ex-officio members of committees. If you find them puzzling, you may want to review pages 473-4 in RONR (12th edition). **Note:** The provisions are a bit different for the relatively uncommon cases of ex-officio members of a **Board** (check RONR page 460).

So what can you do if RONR is your parliamentary authority and you want to have non-voting ex-officio members? You can have your bylaws amended to include an appropriate statement, such as: *"The President shall be an ex-officio non-voting member of all Committees, except the Nominating Committee."* Bylaws supersede the parliamentary authority.

[PREVIOUS ARTICLE](#) [BACK TO "RULES OF ORDER" MENU](#) [NEXT ARTICLE](#)
[BACK TO MAIN ARTICLES MENU](#)

Information about Eli Mina:



Eli Mina, M.Sc., PRP, is a Vancouver (Canada) based management consultant, executive coach, and Registered Parliamentarian. In business since 1984, Eli consults his clients on board effectiveness, chairing contentious meetings, preventing and dealing with disputes and dysfunctions, demystifying the rules of order, and minute taking standards. Eli's clients come from municipal government, school boards, regulatory bodies, credit unions, colleges and universities, native communities, businesses, and the non-profit sector.

Eli is the author of the newly published **"101 Boardroom Problems and How to Solve Them."** He is also the author of several other books and publications on meetings, shared decision-making and minute taking (see ***Eli Mina's Books*** at www.elimina.com). Eli can be reached at 604-730-0377 or via e-mail at eli@elimina.com.

9:45am Appointment

January 19, 2021

REQUEST FOR BOARD ACTION

a. Subject: Tire Shred Permit Application	b. Origination: Environmental Services
c. Estimated time: 10 minutes	d. Presenter(s): Teresa Wickeham – Environmental Services Supervisor Marvin Rostberg – Kroschel Township Supervisor

e. Board action requested:

Approval of Tire Shred Use Application for a township road in Kroschel Township

f. Background:

The Environmental Services office has received an application from Kroschel Town Board for the use of tire shreds in Kroschel Township, 370 Ave in Sections 7&8 of the township.

Kroschel Township has been in contact with MPCA on beneficial use requirements, BWSR on wetland impacts and plans were reviewed by the County Engineer.

The application is complete and meets requirements for Kanabec County ordinance #11 Waste Tires Use.

Supporting Documents: None Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:



KANABEC COUNTY PUBLIC WORKS DEPARTMENT

Chad T. Gramentz, PE, Public Works Director
903 Forest Avenue East, Mora, MN 55051
320-679-6300

January 14, 2021

To: Teresa Wickeham, Env. Services Supervisor

Re: Kroschel Twp 370th Tire Shred Permit Application

Dear Ms. Wickeham,

My review of the Kroschel Twp. tire shred application is as follows:

1. Section 6.1, Ord 11: Requires roadway be built to MnDOT standards. I have attached the MnDOT standards in which the highlighted portions indicate where the submitted plan does not conform. Note that the standard does allow for variances to the standard based on size, location, and importance of the project.
2. The submitted plan was signed by a licensed professional engineer in the State of Minnesota.

Please advise if any additional review is needed.

Sincerely,

Chad T. Gramentz, PE
Kanabec County

Official Mn/DOT Standard of Engineering Practice for the use of Shredded Tires in Roadways (pursuant to MN Statute 115A.912, Subdivision 4).

Some variation to this standard of practice is appropriate depending on the size, location and importance of the project. Such approved variations shall not be a means to lessen the quality or "cut corners" on a project.

Undisturbed soil borings are recommended for settlement estimates and other uses. PH readings of surrounding soils and water, if in question, are taken to verify that the range is between 5 and 9. Most MN soils are within this range.

A plan and/or recommendation is then prepared detailing expected quantities, location and other pertinent information. More information may be found at Chapter 115A.912 <http://www.revisor.leg.state.mn.us/stats/115A/>

In all cases a geotextile encapsulation layer is required to isolate the chips, prevent sinkholes from forming in the overlying cover material and in some cases to help shed or filter water. Mn/DOT standard Geotextile Types 4 and 5, Spec. 3733, have worked well. Lesser grades are not recommended.

In no case (except under rare and special circumstances and with consultation of the State Geotechnologies Engineer) shall a mixture of tire chips and sand, soil or other borrow material be permitted. This defeats the purpose of having a lightweight fill, is difficult to separate should removal ever be necessary and is regarded as creating an illegal dump within a public roadway facility.

Adequate cover and time is needed to preconsolidate or get the compression (creep) out of the chip volume and ensure a subgrade modulus high enough for pavement durability. Settlement plates are often helpful. For major roads 5 to 6 feet of cover has worked well. Unpaved low volume unpaved roads have been built with as little as 18 inches of cover, but conclusive evidence of satisfactory performance is lacking. In any case a waiting period of one month is helpful.

Chip stockpiles and the embankment itself should have some means of a fire control plan. Requiring the material to be covered within two weeks or enclosed in a chain link fence is recommended practice. For large quantities, on site fire lanes and smaller stockpiles are recommended.

Other rubber materials besides tires may be recycled for use pending both Geotechnical Engineering and Environmental approvals.

The Mn/DOT Geotechnologies Engineer, Environmental Compliance Unit and the MPCA may approve use below the watertable pending site-specific review and permissions. Research to resolve the placement issue in wet areas is now underway.

Local approval from county Waste Management Boards, County Boards, Cities, etc, may also be required.

Blake E. Nelson, P.E.
MN/DOT Geotechnologies Engineer
Shredded tire standard.doc (revised 2/15/2005)



Kanabec County
Environmental Services
903 Forest Ave E
Mora MN 55051
PHONE: (320) 679-6456
FAX: (320) 679-6433
Email: env@co.kanabec.mn.us

Tire Shred Permit Application

Application Fee: \$500

As set forth in Ordinance #11 Waste Tire Kanabec County, Minnesota

Property Owner:	<u>Kraschel Township</u>		
Phone/email:			
Property Address:	<u>370th</u>		
Property ID:			
Legal Description:	Sec: <u>7+8</u>	Twp: <u>42N</u>	Range: <u>22</u>

Zoning District: Township Zoning

It is the burden of the applicant to demonstrate satisfaction of the criteria for granting a tire shred permit as defined in Ordinance #11 Waste Tire, Subdivision 3-7 as applicable.

- ☐ Waste Tire facility Permit
- ☒ Tire Shreds for Fill and/or Driveways and Roads

I hereby swear and affirm that the information supplied to the Kanabec County Environmental Services Department is accurate and true. I acknowledge that this application is rendered invalid and void should the County determine that information supplied by me, the applicant, in applying for this conditional use permit, is inaccurate or untrue.

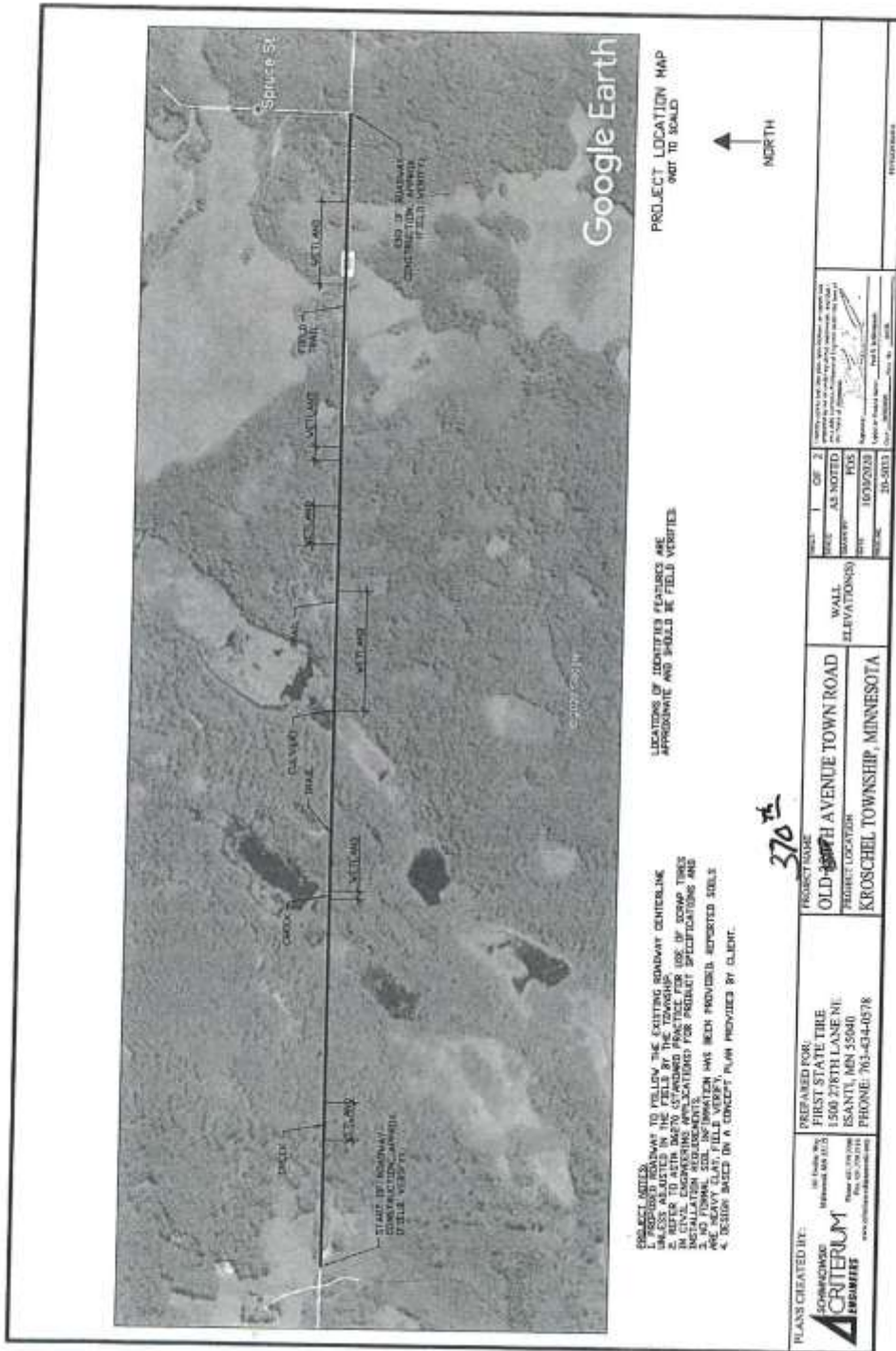
Applicant's Signature: Kraschel Township Date: 11-30-20

Owner's Signature: Martin R. Rilling Date: 11-30-20

STAFF USE ONLY

Approved Denied (circle one)

320-216-5656



PROJECT NOTES:
 1. PROPOSED ROADWAY TO FOLLOW THE EXISTING ROADWAY CENTERLINE
 2. REFER TO Aerial PHOTO (Aerial Photo) FOR FIELD VISIBILITY
 3. IN CIVIL ENGINEERING APPLICATIONS FOR PRELIMINARY SPECIFICATIONS AND
 4. DESIGN BASED ON A CONCEPT PLAN PROVIDED BY CLIENT.

LOCATIONS OF IDENTIFIED FEATURES ARE
 APPROXIMATE AND SHOULD BE FIELD VERIFIED

370th

PLANS CREATED BY: SCHWENK & ASSOCIATES ENGINEERS www.schweng.com	PREPARED FOR: FIRST STATE TIRE 1500 278TH LANE NE ISANTI, MN 55040 PHONE: 763-434-0578	PROJECT NAME: OLD 370TH AVENUE TOWN ROAD		WALL ELEVATIONS	SHEET 1 OF 2 DATE 10/27/2023 SCALE 1"=40'-0"	PROJECT LOCATION: KROSCHER TOWNSHIP, MINNESOTA	SHEET NO. 370-001
		PROJECT LOCATION: KROSCHER TOWNSHIP, MINNESOTA	SHEET NO. 370-001				

WETLAND ADVISORY

Minnesota Law prohibits the draining or filling of any wetlands, unless specifically approved by the appropriate authorities.

"Wetlands" means lands transitional between terrestrial and aquatic systems where the water table is usually at or near the surface or the land is covered by shallow water. For purposes of this definition, wetlands must have the following three attributes:

- 1) A predominance of hydric soils;
- 2) Are inundated or saturated by surface or ground water at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in saturated soil conditions; and,
- 3) Under normal circumstances, support prevalence of such vegetation.

If you fill or drain a wetland in violation of Minnesota Law, you are subject to criminal penalties. In addition, you could be ordered to restore any altered wetlands to their original condition at your own cost.

The placement of fill or dredged material in any wetland, lake, stream, river, pond, or prairie pothole may constitute a violation of Federal laws that are enforced by the U.S. Army Corps of Engineers. You are advised to contact that agency before commencing any such work.

Wetland Types:

Type 1 - Seasonally flooded basins or flats. Soil is covered with water or waterlogged during seasonal periods but is usually well drained during the growing season.

Type 2 - Wet meadows. Soil is usually without standing water most of the growing season but is waterlogged within a few inches of the surface.

Type 3 - Soils which are usually waterlogged during the growing season and often covered with up to 6 inches of water. Many Type 3 wetlands have cattails and bulrushes and small open water area.

Type 4 - Soils which are usually covered with 6 inches to 3 feet of water during the growing season. Many Type 4 wetlands have cattails and bulrushes and much open water.

Type 5 - Shallow water ponds and reservoirs water 3 feet to 10 feet deep.

Type 6 - Shrub swamps. Soil is usually waterlogged during the growing season and are often covered with as much as 6 inches of water.

Type 7 - Wooded swamps. Soil is waterlogged at least to within a few inches of the surface during the growing season with as much as one foot of water. Occur mostly along sluggish streams or flood plains.

Type 8 - Bogs. Soil is usually waterlogged and supports a spongy covering of mosses.

As the applicant for this land use permit, you are responsible for determining whether any wetlands will be affected by this proposed project. By signing this document, the applicant affirms that no wetlands will be drained or filled during the course of the project.

Kroschel Township 11-30-20
Signature of Applicant Date

Minnesota Wetland Conservation Act Technical Evaluation Panel Form

This form can be used to document TEP findings and recommendations related to WCA decisions, determinations, enforcement and pre-application reviews.

Local Government Unit: Environmental Services	County: Kanabec
Landowner/Applicant: Kroschel Township	Agent/Representative(s): Marvin Rostberg
Project Name: 370 Ave	Project No. (if any): 30-2020
Project Location: 370 Ave Kroschel Township	

Purpose of TEP Findings/Recommendation - check all that apply and describe

- ☐ Pre-application review ☒ Application Review (related to WCA Decision)
☐ Local Government Road Wetland Replacement Program Eligibility ☐ WCA Determination Request
☐ Other (specify):
 Describe:

Meeting Type – check all that apply and specify dates as applicable

- ☐ In-Person Meeting(s), Date(s): ☐ Electronic Exchanges (email, skype, etc.)
☒ Onsite Review(s), Date(s): 12/17/2020 ☐ Other (specify):

Findings and Recommendations

On 12/17/2020 TEP members David Demmer-BWSR, Deanna Pomijii- Kanabec SWCD, and myself, Teresa Wickeham- Kanabec Environmental Services met on site with township representative Marvin Rostberg to verify and review the wetland application for boundary/ type and no-loss submitted by the township for road improvement.

TEP members reviewed the site and wetland areas and agreed with the wetland boundary/type per the submitted delineation. In reviewing the project area within the wetlands it was determined that the **average existing road bed is 22 feet**. A no-loss decision could be approved for improvements within that 22 foot roadbed. The plans submitted depict a proposed road width of 30 feet. This would result in additional wetland fill (and impacts) in essentially all of the wetland basins. In order for a no-loss to be approved, an amended project plan showing the 22 foot width within wetlands will be required. The project will utilize tire shreds as part of the roadbed. Tire shreds shall be above the water mark and encapsulated through wetland areas. Tire shreds in sloping areas ending in the wetland area shall be stabilized so as not to cause tire shreds to erode or wash into any wetland areas.

☐ Attachment(s) (specify):

DNR Protected Waters and Shoreland Protection Zone

Will the project/activity affect DNR public waters, DNR public waters wetlands or wetlands within the shoreland protection zone? ☐ Yes ☒ No If yes, DNR representative is a member of the TEP.

Signatures

<input checked="" type="checkbox"/> LGU TEP Member: Signature: <i>J. Wickeham</i>	Agree with Findings & Recommendations: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Date: <i>1-4-2021</i>
--	---

<input type="checkbox"/> SWCD TEP Member:	Agree with Findings & Recommendations: <input type="checkbox"/> Yes <input type="checkbox"/> No
Signature: <i>Deanna Fongle</i>	Date: <i>12-22-20</i>
<input type="checkbox"/> BWSR TEP Member: David Derfimer	Agree with Findings & Recommendations: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Signature: <i>David L Derfimer</i>	Date: <i>12/22/2020</i>
<input type="checkbox"/> DNR TEP Member:	Agree with Findings & Recommendations: <input type="checkbox"/> Yes <input type="checkbox"/> No
Signature:	Date:

10:05am Appointment

January 19, 2021

REQUEST FOR BOARD ACTION

a. Subject: Vaccination Contracting	b. Origination: Community Health
c. Estimated time: 10 minutes	d. Presenter(s): Kathy Burski

e. Board action requested: Discussion and approval of contracting for vaccinating.

f. Background The Community Health director spoke earlier this month with the Board regarding needing assistance in order to carry out a rigorous COVID-19 vaccination schedule. I was asked by the Board to work with the county attorney to prepare a contracting template. I am looking for the Board's approval of the contracting template.

Supporting Documents: Resolution to approve a vaccination contracting template; I will bring with me
Attached:

Date Received in County Coordinator's Office:	1/13/21
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10:15am Appointment

January 19, 2021

REQUEST FOR BOARD ACTION

a. Subject: 330 Forest Avenue East, Mora, MN 55051 Bid Results	b. Origination: Coordinator's Office
c. Estimated time: 5 minutes	d. Presenter(s): Kris McNally

e. Board action requested: **Resolution #__ - 1/19/21**

WHEREAS on 11/3/20 the Kanabec County Board of Commissioners approved advertising the sale of county fee-owned parcel #22.02835.00 located at 330 Forest Avenue East, Mora, MN 55051 with approximately .36 Acres \pm and a house and a detached garage, and

WHEREAS, the parcel legally described as follows:

That part of Lots 5, 6, 7 and 8, Block 7, Original Town of Mora, Kanabec County, Minnesota, described as follows:

Beginning at the southeast corner of said Block 7; thence northerly, along the east line of said Block 7, a distance of 78 feet; hence westerly, parallel with the south line of said Block 7, a distance of 199.74 feet, more or less, to the west line of the east 50 feet of said Lot 8; hence southerly, along the west line of the east 50 feet of said Lots 7 and 8, a distance of 78 feet, more or less, to the south line of said Block 7, thence easterly along said south line to the point of beginning; and

WHEREAS the NO bid(s) for said parcel were received on or before 3:30 p.m. on January 14, 2021;

WHEREAS it is still the goal of the County Board to sell the property and return it to the tax rolls;

THEREFORE BE IT RESOLVED that the County Coordinator is authorized to proceed with contracting with the realtor who was awarded the contract through the RFP process to list to continue to attempt to sell the property in compliance with the requirements of MN Statute 373.01.

f. Background:

Supporting Documents: None ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments:

10:45am Appointment

Item a.

January 19, 2021

REQUEST FOR BOARD ACTION

a. Subject: No Net Gain Discussion	b. Origination: Board of Commissioners
c. Estimated time: 10 minutes	d. Presenter(s): Barb McFadden, County Attorney

e. Board action requested:

f. Background:

Supporting Documents: None ☒ **Attached:**

Date received in County Coordinators Office:

Coordinators Comments:

10:45am Appointment

Item b.

January 19, 2021

REQUEST FOR BOARD ACTION

a. Subject: Notice of Code Violation	b. Origination: City of Mora
c. Estimated time: 10 minutes	d. Presenter(s): Barb McFadden, County Attorney

e. Board action requested:

f. Background:

Supporting Documents: None **Attached:** ☒

Date received in County Coordinators Office:

Coordinators Comments:



**CITY OF MORA
MORA MUNICIPAL UTILITIES**

101 Lake Street South
Mora, MN 55051-1588

ci.mora.mn.us



320.679.1511

Fax 320.679.3862

320.679.1451

Notice of Code Violation

December 16, 2020

RECEIVED DEC 17 2020

Kanabec County
18 Vine Street N
Mora MN 55051

To whom it may concern,

It has come to the City's attention that the following violation exists at 313 1st Street:

1. There is an accumulation of debris in the front, side and back yard along with graffiti on the east entry door which constitutes a public nuisance affecting health.

In order to resolve this violation, the City is requiring the following action(s) be taken:
Per City of Mora Code Ordinances §131.02 (Public Nuisances Affecting Health), (D) (see enclosed), accumulations of refuse or other debris constitute a public nuisance affecting health.

1. The City is requiring that you take action to remove the debris and graffiti or resolve the code violation within fourteen (14) days of the date of this letter. If the violation still exists after fourteen (14) days, the violation shall be reported to the City Council. Thereafter, the Council may, after notice of violation to the owner or occupant and an opportunity to be heard, determine that the condition identified in the notice of violation is a nuisance and further order that if the nuisance is not abated within the time prescribed by the Council, the City may seek injunctive relief by serving a copy of the Council order and notice of motion for summary enforcement.

If the violation stated above has already been resolved, please disregard this letter.

I appreciate your attention to this matter. If you have any questions or you would like to discuss options for resolving the code violation, please call me at 320-225-4808.

Sincerely,

Caleb Christenson
Building Official

§ 131.02 PUBLIC NUISANCES AFFECTING HEALTH.

The following are declared to be nuisances affecting health:

- (A) Exposed accumulation of decayed or unwholesome food or vegetable matter and/or the accumulation of manure; except that a compost pile otherwise permitted by this code shall not be considered a violation of this section;
- (B) All diseased animals running at large;
- (C) Carcasses of animals not buried or destroyed within twenty-four (24) hours after death;
- (D) Accumulations of refuse or other debris;
- (E) Privy vaults and garbage cans which are not rodent-free or fly-tight, or which are so maintained as to constitute a health hazard or to emit foul and disagreeable odors;
- (F) The pollution of any public or private well or cistern, stream or lake, canal or body of water by sewage, industrial waste or other substances;
- (G) All noxious weeds and other rank growths of vegetation upon public or private property;
- (H) Dense smoke, noxious fumes, gas and soot, or cinders, in unreasonable quantities;
- (I) Open or controlled burning in violation of state statutes, regulations and city ordinances;
- (J) Any offensive trade or business as defined by statute not licensed by the Council;
- (K) Bodies of stagnant water or vessels holding stagnant water in which mosquitos can breed except that stormwater holding ponds and wetlands shall be exempt from this provision; and
- (L) All other acts, omissions, occupations and uses of property which are, in fact, a menace to the public health.

(1969 Code, § 139.02) (Ord. 257, passed 7-18-1995) Penalty, see § 10.99

11:00am Appointment

January 19, 2021

REQUEST FOR BOARD ACTION

a. Subject: State-Funded COVID Relief	b. Origination: State of MN
c. Estimated time: 10 minutes	d. Presenter(s): Heidi Steinmetz, EDA

e. Board action requested:

Consider approval of the guidelines and application for the State-Funded COVID Business/Non-Profit Relief program as recommended by the EDA.

f. Background:

Supporting Documents: None Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:

Program Proposed Timeline

1. County Board Review & Approval of Application Form: **1/19**
2. Application Window for Applicants: **1/20 – 2/12** (*submission deadline Feb. 12th at 4:30pm*)
3. EDA Subcommittee Review of Completed Applications: **Week of 2/15**
4. Grant Check Voucher Requests due to Accounts Payable: **2/23 or 2/24**
5. County Board Approval of Grant Checks: **3/2**



DRAFT

State-Funded COVID Relief Grant Guidelines

Application Period: January 20 – February 12, 2021 at 4:30pm

Who is eligible?

Businesses or nonprofit organizations that earn revenue similar to a business, such as selling tickets or food or charging membership fees, located in Kanabec County, MN and meet the following criteria:

- ✓ Must have been in business or operation by March 1, 2020
- ✓ Must have been adversely affected monetarily by the Executive Orders issued by the State of Minnesota during the declaration of emergency from the COVID-19 pandemic
- ✓ Business must have no current tax liens on record with the MN Secretary of State's office

Who is ineligible?

- Nonprofit organizations that do not earn revenue similar to a business
- Chain stores such as convenience stores and fast food restaurants
- Businesses who primarily derive income from gambling, adult entertainment or passive investments such as rentals and/or property management

How much is the grant?

Each qualifying business or nonprofit will receive a portion of \$314,035.70, which is the total amount the State of MN allocated to Kanabec County for this program. The grant amount will be determined based on a scoring system primarily based on factors such as, but not limited to adverse impact from Executive Orders, demonstrated need and number of Full Time Equivalent (FTE) employees. Grant awards will not exceed the applicant's identified need stated within their application or the applicant's gross revenue in the year 2019 or 2020. Applicants that did not receive a Kanabec County CARES Pandemic Relief (CPR) Grant will receive priority. Priority will also be given to applicants impacted by Emergency [Executive Order 20-99](#).

How may I use the funds?

Funds must be used towards operating expenses. Operations expenses include, but are not limited to expenses related to: payroll, rent, utilities, marketing/advertising, accounting fees, routine maintenance, legal fees, property taxes, utilities, business travel/vehicle expenses, office/business supplies, repairs to existing building and maintenance. The Kanabec County EDA may request documentation supporting these costs.

How do I apply?

Submit a completed "Kanabec County EDA State-Funded COVID Relief Grant Application" to the Kanabec County EDA office located at 18 North Vine Street, Mora, MN 55051 or via email to heid.steinmetz@co.kanabec.mn.us no later than February 12, 2021 at 4:30pm.

When will the funds be dispersed?

Grant awards will be approved by the Kanabec County Board of Commissioners on March 2, 2021. Funds will then be mailed directly to recipients. Note: Grants to businesses are considered taxable income.

Kanabec County does not discriminate on the basis of race, color, religion, gender, gender expression, age, national origin, disability, marital status, sexual orientation, or military status.



DRAFT

State-Funded COVID Relief Grant Application

Application Period: January 20 – February 12, 2021 at 4:30pm

- 1) Legal Name of Business _____
 - 2) "Doing Business As" (DBA) Name of Business _____
 - 3) Type of Operation (*circle one*) Sole Proprietorship Partnership Corporation LLC Nonprofit
 - 4) Name of Nonprofit Organization _____
 - 5) Business or Nonprofit Address _____
 - 6) My business or nonprofit is located in Kanabec County, MN. Initial here _____
 - 7) There are no tax liens against my business at the MN Secretary of State's Office. Initial here _____
 - 8) The current total of Full-Time Equivalent (FTE*) employees at my business or nonprofit is _____.
 - a. The total of FTE employees in December of 2019 was _____.
- *One FTE employee equates to thirty hours worked per week. For example, if two employees each work fifteen hours per week, those two employees would "count" as one FTE employee.
- 9) My business or nonprofit has been impacted by Emergency [Executive Order 20-99](#). Yes No
 - a. If yes, please explain. _____

 - 10) My business or nonprofit has been impacted by other COVID-related [Executive Orders](#). Yes No
 - a. If yes, please explain. _____

 - 11) Did your business recently receive a direct payment from the MN Dept. of Revenue as a result of [Executive Order 20-99](#)? Yes No
 - a. If yes, what was the amount received? \$ _____

Draft Grant Application
Page 1 of 3

12) Explain how your business or nonprofit was negatively impacted by COVID-19.

13) The gross revenue of my business or nonprofit in 2019 was \$ _____

14) The gross revenue of my business or nonprofit in 2020 was \$ _____

15) The projected gross revenue of my business or nonprofit in 2021 is \$ _____

16) I am requesting and am able to demonstrate a need for a "Kanabec County EDA State-Funded COVID Relief Grant" in the amount of \$ _____ to cover the following **operations expenses*** of my business or nonprofit:

- a. I understand that ***operations expenses** include, but are not limited to expenses related to: payroll, rent, utilities, marketing/advertising, accounting fees, routine maintenance, legal fees, property taxes, utilities, business travel/vehicle expenses, office/business supplies, repairs to existing building and maintenance. **Initial here** _____
- b. I understand that I may be requested to provide documentation supporting these costs. **Initial here** _____
- c. I agree to only use the "State-Funded COVID Relief Grant" funds for operating expenses. **Initial here** _____

17) Name of Person Who Completed This Form _____

- a. Title _____
- b. Phone _____
- c. Email Address _____

AUTHORIZATION FOR RELEASE OF INFORMATION & ACKNOWLEDGEMENTS

I understand and agree to only use the Kanabec County Economic Development Authority's (EDA) State-Funded COVID Relief Grant funds for operations expenses. Operations expenses include, but are not limited to expenses related to: payroll, rent, utilities, marketing/advertising, accounting fees, routine maintenance, legal fees, property taxes, utilities, business travel/vehicle expenses, office/business supplies, repairs to existing building and maintenance. I understand that the Kanabec County EDA may request documentation supporting these costs.

I declare that the information provided in this application is true and complete to the best of my knowledge. I understand that Kanabec County or the Kanabec County EDA has the right to verify any information contained in this application and may contact any individuals and agencies involved. I also understand that I will be liable to pay back funds if I am found to have misrepresented my data or not spent the funds according to eligible uses. I also understand that the EDA reserves the right to make modifications to the program in response to community need and available funds.

I agree to hold harmless and indemnify Kanabec County or the Kanabec County EDA and its board members, employees, agents, representatives, and associates against any claims, charge suits, damages, or other similar liability. In addition, I agree to further waive any claims against Kanabec County whether now, existing, or arising in the future regarding any damages, losses, liability, costs, or expenses including attorney fees, incurred and arising from this application.

Signature of Authorized Agent

Date

Printed Name of Authorized Agent

Title

January 19, 2021
Appointment Agenda of
Chad T. Gramentz, PE
Public Works Director

- | | |
|-------------------------------|--------------------------|
| 1. Sponsor Mora Trail Project | Resolution #1 (01-18-21) |
| 2. Bridge Priority List | Resolution #2 (01-18-21) |

Resolution #1 (1-18-21)
Sponsor Mora Trail Project

WHEREAS the City of Mora wishes to apply for federal funding for trail improvements that requires sponsorship from the host county, and

THEREFORE BE IT RESOLVED that Kanabec County agrees to act as sponsoring agency for the project identified as Mora TH65/23 Pedestrian Trail Extension and Pedestrian Crossing seeking TA Federal Funding and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED that the County Engineer is hereby authorized to act as agent on behalf of this sponsoring agency.

Agreement to Maintain Facility

WHEREAS The Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA, and

WHEREAS Transportation Alternatives projects receive federal funding, and

WHEREAS the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with alternative funds, this requirement should be applied to the project proposer, and

WHEREAS Kanabec County is the sponsoring agency for the transportation alternatives project identified as Mora TH65/23 Pedestrian Trail Extension and Pedestrian Crossing, and

THEREFORE BE IT RESOLVED that the sponsoring agency hereby agrees to ensure the operation and maintenance of property and facilities related to the aforementioned transportation alternatives project.

Resolution #2 (1-18-21)
Bridge Priority List

WHEREAS Kanabec County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, supplied by local citizenry and local units of government, and

WHEREAS Kanabec County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years, and

THEREFORE BE IT RESOLVED that the following deficient bridges are high priority and Kanabec County intends to replace rehabilitate, or remove these bridges as soon as possible when funds are available,

Old Bridge Number	Road Number or Name	Total Project Cost	Township or State Bridge Funds	Federal Funds	Local or State Aid Funds	Proposed Construction Year
33508	CSAH 5	\$500,000	\$200,000		\$300,000	2025
33507	CSAH 6	\$750,000	\$300,000		\$450,000	2023
L2576	235 th Ave	\$275,000	\$255,000		\$20,000	2022

BE IT FURTHER RESOLVED that Kanabec County does hereby request authorization to replace, rehabilitate, or remove such bridges, and

BE IT FURTHER RESOLVED that Kanabec County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges as provided by law.

Bridge Replacement and Improvement Management (BRIM) for Locals

BRIM process is a data intensive analysis of the bridge inspection and inventory data. **BRIM** uses risk assessment methods to determine the bridge's probability of a service interruption. As the probability that a bridge will have a service interruption increases, the score it receives for each of the factors analyzed decreases. The relative magnitude of the score is then adjusted by the consequence of the service interruption experienced by the users, based on number of users, length of detour and potential time to mitigate the service interruption. **BRIM** assigns a score to each bridge to represent its relative priority for Replacement or Improvement called the LPI (Local Planning Index). LPI ranges from 0 (highest priority) to 100 (lowest priority). For additional information on the specifics of the factors and data used to arrive or to view a sample calculation, please visit

<http://www.dot.state.mn.us/stateaid/bridge/local-brim.html>

Abbreviation Key:

BRIDGE: MnDOT Assigned Bridge Number. Or if designated by parameter selection in title screen, the agency defined bridge number.

IMP: Overall Improvement Factor, the product sum of all considered importance factors, the higher the number the higher the importance.

LPI: Local Planning Index, the product sum of the weighted scaling tables, which is then multiplied by the importance factor. The lower the number, the closer the structure should be evaluated for improvement or replacement projects.

ELIG: Indicates if the structure is eligible for funding assistance to rehabilitate or replace. This requires that the structure carries a TOWN, CITY or COUNTY road and has an LPI < 60 or has a waterway adequacy, deck geometry, approach alignment of ≤ 3 .

FED: Indicates if the bridge meets federal length requirement. If eligible for funding (column "ELIG"), the structure could use federal dollars to rehabilitate or replace.

DECK: The inspector assigned NBI condition rating for the deck component of the structure.

SUPER: The inspector assigned NBI condition rating for the superstructure component of the structure.

SUB: The inspector assigned NBI condition rating for the substructure component of the structure.

CULV: The inspector assigned NBI condition rating for the culvert component of the structure.

CHAN: The inspector assigned NBI condition rating for the waterway channel interacting with the structure.

WADQ: The inspector assigned NBI rating for the waterway adequacy of the structure.

DGEO: The calculated NBI rating for the deck geometry of the structure.

ALGN: The inspector assigned NBI rating for the roadway approach alignment of the structure.

POSTING: The current load posting requirement for the structure.

DP: Detail Page, page number of the visualization detailing the breakdown of reductions on each factor.

Scaling Table Weight Summary:

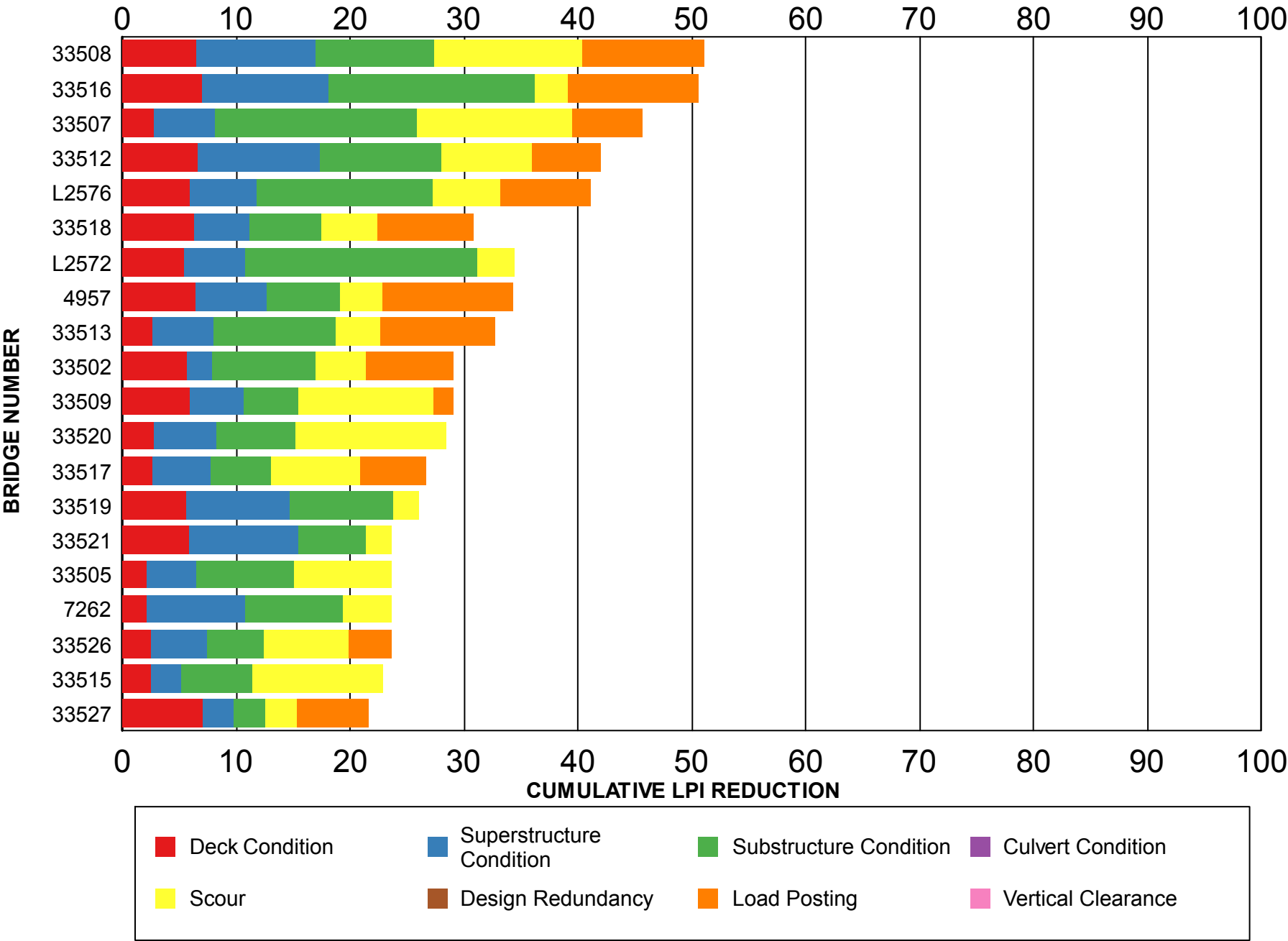
Bridges	
Weight Category	Percent
Deck Condition Weight	20.0
Superstructure Condition Weight	20.0
Substructure Condition Weight	20.0
Design Redundancy Weight	10.0
Vertical Clearance Weight	5.0
Load Capacity Weight	15.0
Scour Weight	10.0
<i>SUM</i>	<i>100.0</i>

Culverts	
Weight Category	Percent
Culvert Condition Weight	75.0
Load Capacity Weight	15.0
Scour Weight	10.0
<i>SUM</i>	<i>100.0</i>

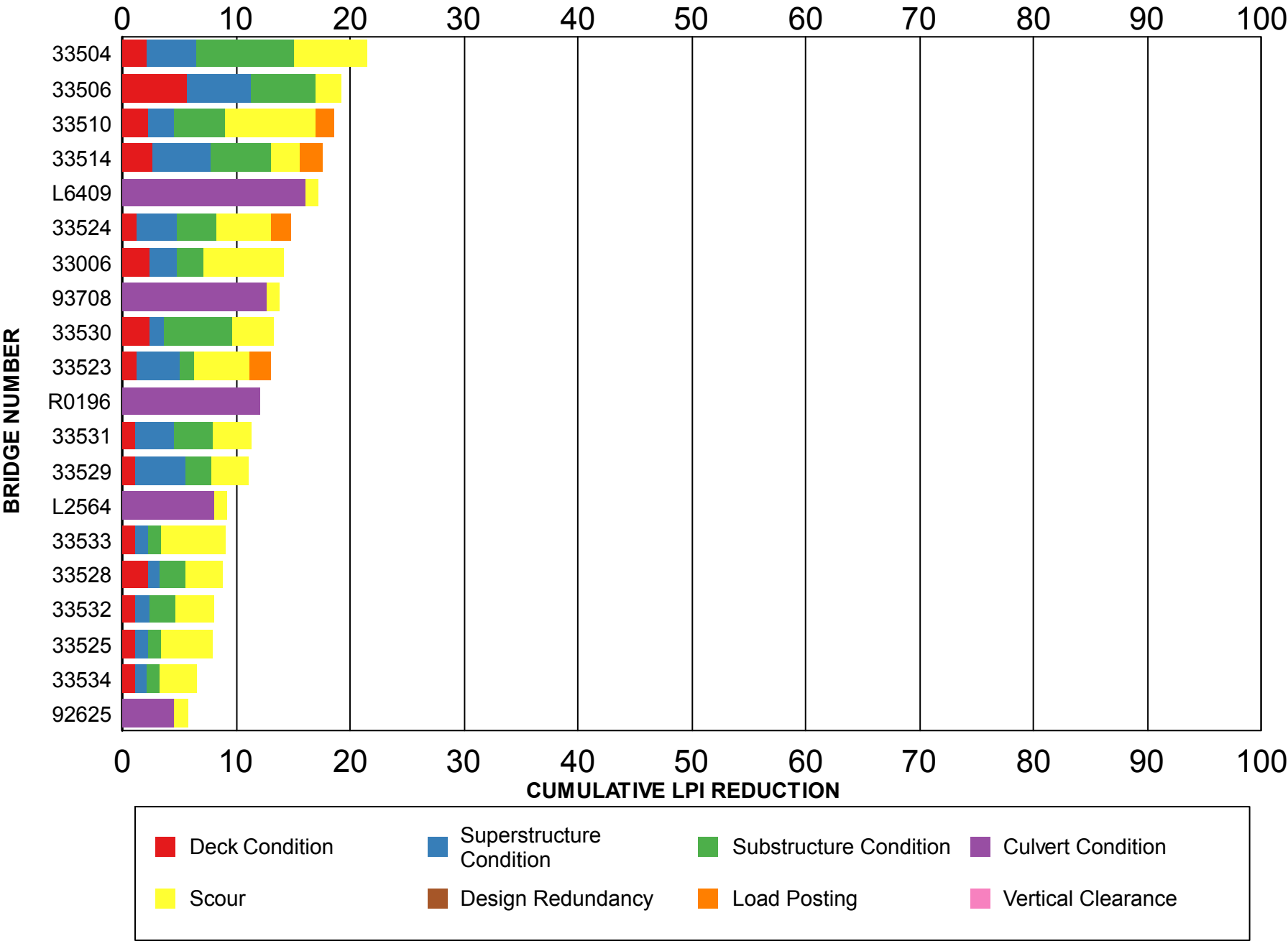
BRIDGE	LOCATION	CITY/TOWN	OWNER	MATERIAL & DESIGN	IMP	LPI	ELIG	IFED	DECK	SUPER	SUB	CULV	CHAN	WADQ	DGEO	ALGN	POSTING	DP
33508	CSAH 5 over MUD CREEK	TOWN OF GRASS LAK	COUNTY	TIMB SLAB SPAN	1.30	49	Y	Y	6	6	6	N	8	8	6	7	28 - 40 - 40	4
33516	CSAH 3 over SNOWSHOE BROOK	TOWN OF PEACE	COUNTY	TIMB SLAB SPAN	1.39	49	Y	Y	6	6	5	N	6	7	6	8	30	4
33507	CSAH 6 over ANN RIVER	TOWN OF ARTHUR	COUNTY	TIMB SLAB SPAN	1.36	54	Y	Y	7	7	5	N	7	8	5	8	32 - 40 - 40	4
33512	CSAH 3 over KNIFE RIVER	TOWN OF HILLMAN	COUNTY	TIMB SLAB SPAN	1.33	58	Y	Y	6	6	6	N	8	8	6	8	34	4
L2576	TWP 94 over MUD CREEK	TOWN OF WHITED	TOWN	STEEL BM SPAN	1.18	59	Y	Y	6	6	5	N	6	6	5	8	26 - 40 - 40	4
33518	CR 77 over KNIFE RIVER	TOWN OF KNIFE LAKE	COUNTY	TIMB BM SPAN	1.24	69	Y	Y	6	7	6	N	6	8	7	3	28	4
L2572	TWP 44 over GRINDSTONE RIVER	TOWN OF POMROY	TOWN	STEEL BM SPAN	1.08	66	N	Y	6	6	3	N	7	6	0	N		4
4957	TWP 24 over S FK GRINDSTONE RI	TOWN OF KROSCHER	TOWN	STEEL BM SPAN	1.27	66	N	Y	6	6	6	N	8	5	4	8	20 - 30 - 30	4
33513	CSAH 19 over KNIFE RIVER	TOWN OF KNIFE LAKE	COUNTY	TIMB SLAB SPAN	1.33	67	N	Y	7	7	6	N	7	8	6	7	30 - 40 - 40	4
33502	CR 68 over MUD CREEK	TOWN OF COMFORT	COUNTY	STEEL BM SPAN	1.13	71	N	Y	6	7	6	N	7	8	6	8	22 - 38 - 38	4
33509	CSAH 9 over S FK GROUNDHOUSE	TOWN OF SOUTH FOF	TOWN	TIMB BM SPAN	1.18	71	N	Y	6	7	7	N	8	8	7	7	38 - 40 - 40	4
33520	CSAH 6 over SNAKE RIVER	CITY OF MORA	COUNTY	PRESTR BM SPAN	1.39	72	N	Y	7	7	6	N	5	9	7	7		4
33517	CSAH 4 over S FK GROUNDHOUSE	TOWN OF SOUTH FOF	COUNTY	TIMB SLAB SPAN	1.30	73	N	Y	7	7	7	N	7	8	6	8	34 - 40 - 40	4
33519	CSAH 17 over MUD CREEK	TOWN OF GRASS LAK	COUNTY	TIMB SLAB SPAN	1.13	74	N	Y	6	6	6	N	7	8	7	6		4
33521	CSAH 12 over ANN RIVER	TOWN OF ARTHUR	COUNTY	TIMB SLAB SPAN	1.18	76	N	Y	6	6	6	N	8	8	7	8		4
33505	CSAH 14 over TOZER BROOK	TOWN OF ARTHUR	COUNTY	TIMB SLAB SPAN	1.08	76	N	Y	7	7	6	N	5	5	6	6		4
7262	CSAH 9 over S FK GROUNDHOUSE	TOWN OF SOUTH FOF	TOWN	TIMB SLAB SPAN	1.08	76	N	Y	7	6	6	N	6	8	7	8		4
33526	CSAH 10 over GROUNDHOUSE RIV	TOWN OF KANABEC	COUNTY	TIMB SLAB SPAN	1.24	76	N	Y	7	7	7	N	8	8	7	8	38	4
33515	CSAH 3 over SNAKE RIVER	TOWN OF PEACE	COUNTY	CCONC SLAB SPAN	1.27	77	N	Y	7	7	6	N	8	6	6	8		4
33527	CSAH 11 over SNAKE RIVER	TOWN OF GRASS LAK	COUNTY	PRESTR BM SPAN	1.39	78	N	Y	6	7	7	N	6	8	7	8	32 - 40 - 40	4
33504	CSAH 14 over ANN RIVER	TOWN OF ARTHUR	COUNTY	TIMB SLAB SPAN	1.08	78	N	Y	7	7	6	N	7	8	6	6		5
33506	CSAH 8 over KNIFE RIVER	TOWN OF KNIFE LAKE	COUNTY	CSTL BM SPAN	1.13	81	N	Y	6	6	6	N	6	8	6	8		5
33510	CR 53 over GROUNDHOUSE RIVER	TOWN OF KANABEC	COUNTY	STEEL BM SPAN	1.13	81	N	Y	7	7	7	N	5	8	6	8	32	5
33514	CSAH 12 over GROUNDHOUSE RIV	TOWN OF BRUNSWICK	COUNTY	TIMB BM SPAN	1.30	82	N	Y	7	7	7	N	7	9	7	6	40	5
L6409	TWP 131 over STREAM	TOWN OF KANABEC	TOWN	STEEL PIPE ARCH	1.08	83	N	N	N	N	N	6	7	7	N	8		5
33524	CR 49 over S FK GROUNDHOUSE F	TOWN OF SOUTH FOF	COUNTY	TIMB SLAB SPAN	1.18	85	N	Y	8	8	8	N	8	8	7	7	34	5
33006	CSAH 5 over SNAKE RIVER	TOWN OF GRASS LAK	COUNTY	CCONC SLAB SPAN	1.18	86	N	Y	7	7	7	N	6	8	7	8		5
93708	CR 54 over STREAM	TOWN OF KANABEC	COUNTY	STEEL PIPE ARCH	1.13	86	N	N	N	N	N	7	6	7	N	8		5
33530	CSAH 19 over SNAKE RIVER	TOWN OF WHITED	COUNTY	PRESTR BM SPAN	1.21	87	N	Y	7	8	6	N	7	8	7	8		5
33523	CR 55 over GROUNDHOUSE RIVER	TOWN OF KANABEC	COUNTY	TIMB SLAB SPAN	1.24	87	N	Y	8	8	8	N	6	8	7	8	36	5
R0196	TWP 156 over STREAM	TOWN OF SOUTH FOF	TOWN	STEEL PIPE ARCH	1.08	88	N	N	N	N	N	7	8	8	N	8		5
33531	CSAH 26 over LITTLE ANN RIVER	TOWN OF ANN LAKE	COUNTY	TIMB BM SPAN	1.13	89	N	Y	8	8	8	N	7	8	8	8		5
33529	CSAH 15 over STREAM	TOWN OF HILLMAN	COUNTY	TIMB BM SPAN	1.10	89	N	Y	8	7	7	N	8	8	8	7		5
L2564	CR 73 over STREAM	TOWN OF WHITED	COUNTY	CONC BOX CULV	1.08	91	N	N	N	N	N	6	7	5	4	8		5
33533	CNTY RD 88 over KNIFE RIVER	TOWN OF KNIFE LAKE	COUNTY	CONC SLAB SPAN	1.13	91	N	Y	8	8	8	N	8	8	7	8		5
33528	TWP 1 over SNAKE RIVER	TOWN OF FORD	TOWN	PRESTR BM SPAN	1.10	91	N	Y	7	8	7	N	7	8	7	7		5
33532	CR 60 over GROUNDHOUSE RIVER	CITY OF OGILVIE	COUNTY	CCONC SLAB SPAN	1.16	92	N	Y	8	8	7	N	7	8	8	8		5
33525	CR 57 over GROUNDHOUSE RIVER	TOWN OF KANABEC	COUNTY	CCONC SLAB SPAN	1.13	92	N	Y	8	8	8	N	6	8	7	8		5
33534	TWP 164 over GROUNDHOUSE RIV	TOWN OF BRUNSWICK	TOWN	PRESTR BM SPAN	1.08	94	N	Y	8	8	8	N	7	7	8	7		5
92625	CSAH 3 over MOCCASIN BROOK	TOWN OF PEACE	COUNTY	PRECAST PIPE ARCH	1.21	94	N	Y	N	N	N	7	6	8	N	8		5

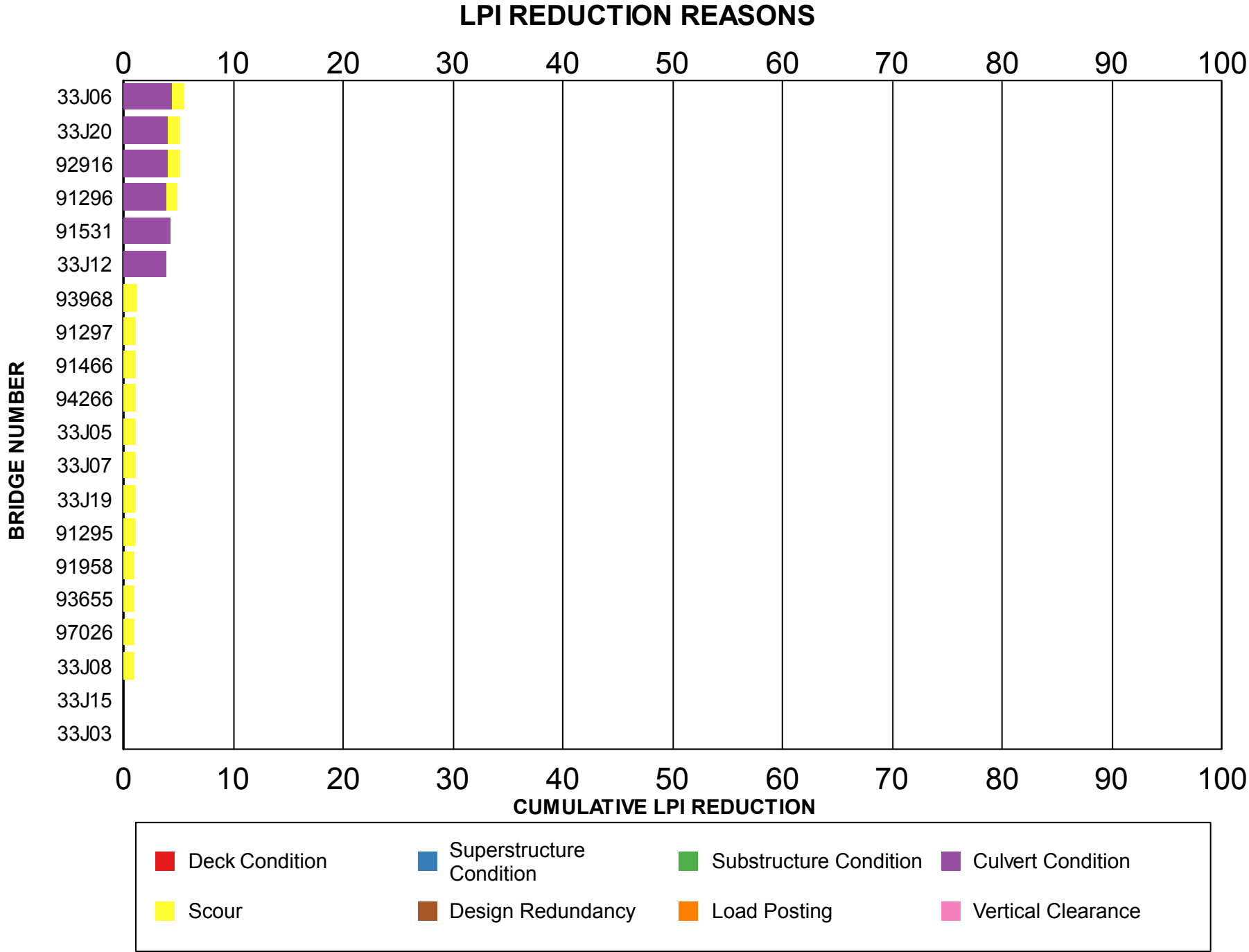
BRIDGE	LOCATION	CITY/TOWN	OWNER	MATERIAL & DESIGN	IMP	LPI	ELIG	IFED	DECK	SUPER	SUB	CULV	CHAN	WADQ	DGEO	ALGN	POSTING	DP
33J06	TWP 197 over S FK GROUNDHOUS	TOWN OF SOUTH FOF	TOWN	PRECAST BOX CULV	1.16	95	N	Y	N	N	N	7	7	8	N	8		6
33J20	CR 49 over S FK GROUNDHOUSE F	TOWN OF SOUTH FOF	COUNTY	PRECAST BOX CULV	1.08	95	N	Y	N	N	N	7	6	8	N	8		6
92916	CSAH 24 over SNOWSHOE BROOK	TOWN OF PEACE	COUNTY	PRECAST PIPE ARCH	1.08	95	N	Y	N	N	N	7	6	8	N	8		6
91296	CSAH 5 over S FK GRINDSTONE RI	TOWN OF POMROY	COUNTY	PRECAST PIPE ARCH	1.03	95	N	Y	N	N	N	7	6	8	N	8		6
91531	CSAH 5 over MUD CREEK	TOWN OF WHITED	COUNTY	PRECAST PIPE ARCH	1.13	96	N	Y	N	N	N	7	8	8	N	8		6
33J12	CNTY 70 over MUD CREEK	CITY OF QUAMBA	COUNTY	PRECAST BOX CULV	1.05	96	N	Y	N	N	N	7	8	8	N	8		6
93968	CSAH 3 over MOCCASIN BROOK	TOWN OF PEACE	COUNTY	PRECAST PIPE ARCH	1.18	99	N	N	N	N	N	8	7	8	N	8		6
91297	CSAH 4 over S FK GROUNDHOUSE	TOWN OF SOUTH FOF	COUNTY	PRECAST PIPE ARCH	1.13	99	N	Y	N	N	N	8	7	8	N	8		6
91466	CSAH 5 over MUD CREEK	TOWN OF WHITED	COUNTY	PRECAST PIPE ARCH	1.13	99	N	Y	N	N	N	8	7	7	N	8		6
94266	CSAH 8 over STREAM	TOWN OF KNIFE LAKE	COUNTY	PRECAST PIPE ARCH	1.13	99	N	Y	N	N	N	8	6	8	N	8		6
33J05	CR 50 over S FK GROUNDHOUSE F	TOWN OF SOUTH FOF	COUNTY	PRECAST BOX CULV	1.08	99	N	Y	N	N	N	8	7	8	N	8		6
33J07	TWP 54 over MUD CREEK	TOWN OF POMROY	TOWN	PRECAST BOX CULV	1.08	99	N	Y	N	N	N	8	6	8	5	8		6
33J19	CR82 over SNOWSHOE BROOK	TOWN OF FORD	COUNTY	PRECAST BOX CULV	1.08	99	N	N	N	N	N	8	7	8	N	8		6
91295	CSAH 17 over STREAM	TOWN OF GRASS LAK	COUNTY	PRECAST PIPE ARCH	1.08	99	N	Y	N	N	N	8	7	8	N	8		6
91958	TWP 33 over SNOWSHOE BROOK	TOWN OF PEACE	TOWN	PRECAST PIPE ARCH	1.03	99	N	Y	N	N	N	8	7	8	N	8		6
93655	CR 56 over GROUNDHOUSE RIVER	TOWN OF KANABEC	COUNTY	PRECAST PIPE ARCH	1.03	99	N	N	N	N	N	8	7	8	N	8		6
97026	TWP 169 over S FK GROUNDHOUS	TOWN OF SOUTH FOF	TOWN	PRECAST BOX CULV	1.03	99	N	Y	N	N	N	8	6	8	N	8		6
33J08	CR 78 over MOCCASIN BROOK	TOWN OF PEACE	COUNTY	PRECAST BOX CULV	1.00	99	N	N	N	N	N	8	7	8	5	8		6
33J15	CSAH 17 over SPRING CREEK	TOWN OF ARTHUR	COUNTY	PRECAST BOX CULV	1.23	100	N	N	N	N	N	8	8	8	N	8		6
33J03	CSAH 3 over MUD CREEK	TOWN OF POMROY	COUNTY	PRECAST BOX CULV	1.18	100	N	N	N	N	N	8	8	8	N	8		6
95862	CSAH 11 over GROUNDHOUSE RIV	TOWN OF GRASS LAK	COUNTY	PRECAST BOX CULV	1.18	100	N	Y	N	N	N	8	8	8	N	8		7
33J02	CSAH 5 over STREAM	TOWN OF GRASS LAK	COUNTY	PRECAST BOX CULV	1.13	100	N	Y	N	N	N	8	8	8	N	8		7
33J25	CSAH 19 over MUD CREEK	TOWN OF WHITED	COUNTY	PRECAST BOX CULV	1.13	100	N	Y	N	N	N	8	8	8	N	8		7
95569	CSAH 13 over STREAM	TOWN OF SOUTH FOF	COUNTY	PRECAST PIPE ARCH	1.13	100	N	Y	N	N	N	8	8	8	N	8		7
33J04	TWP 159 over GROUNDHOUSE RIV	TOWN OF SOUTH FOF	TOWN	PRECAST BOX CULV	1.08	100	N	Y	N	N	N	8	8	9	N	7		7
33J09	CR 51 over S FK GROUNDHOUSE F	TOWN OF SOUTH FOF	COUNTY	PRECAST BOX CULV	1.08	100	N	Y	N	N	N	8	8	8	6	8		7
33J16	CSAH 24 over SNOWSHOE BROOK	TOWN OF PEACE	COUNTY	PRECAST BOX CULV	1.08	100	N	N	N	N	N	8	8	8	N	8		7
33J23	270TH AVE over MUD CREEK	TOWN OF WHITED	COUNTY	PRECAST BOX CULV	1.08	100	N	Y	N	N	N	8	8	8	N	8		7
33J24	CSAH 4 over DITCH	TOWN OF BRUNSWIC	COUNTY	PRECAST BOX CULV	1.08	100	N	N	N	N	N	8	8	8	N	8		7
33J10	CR 82 over SNOWSHOE BROOK	TOWN OF FORD	COUNTY	PRECAST BOX CULV	1.05	100	N	N	N	N	N	8	8	8	5	8		7
33J14	CSAH 20 over S F GRINDSTONE RI	TOWN OF POMROY	COUNTY	PRECAST PIPE ARCH	1.05	100	N	Y	N	N	N	8	8	8	N	8		7
91957	CR 80 over HAY CREEK	TOWN OF HAY BROOK	COUNTY	PRECAST PIPE ARCH	1.05	100	N	Y	N	N	N	8	8	7	N	8		7
33J18	CR 67 over MUD CREEK	TOWN OF COMFORT	COUNTY	PRECAST BOX CULV	1.03	100	N	Y	N	N	N	8	8	8	N	8		7
33J11	TWP 129 over MUD CREEK	TOWN OF COMFORT	TOWN	PRECAST BOX CULV	1.00	100	N	Y	N	N	N	8	8	8	6	8		7
33J13	CNTY 68 over MUD CREEK	TOWN OF COMFORT	COUNTY	PRECAST BOX CULV	1.00	100	N	Y	N	N	N	8	8	8	6	8		7

LPI REDUCTION REASONS

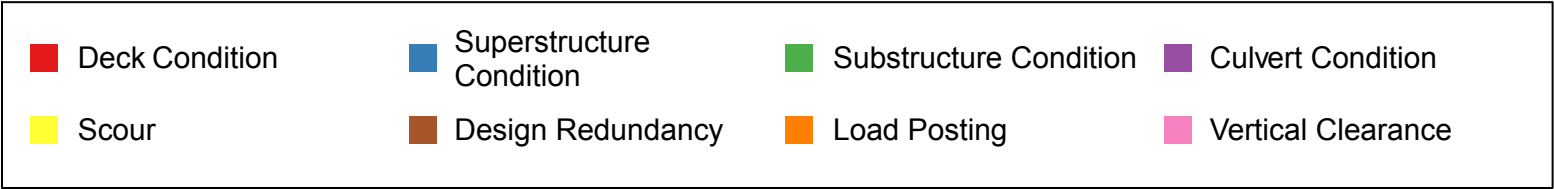
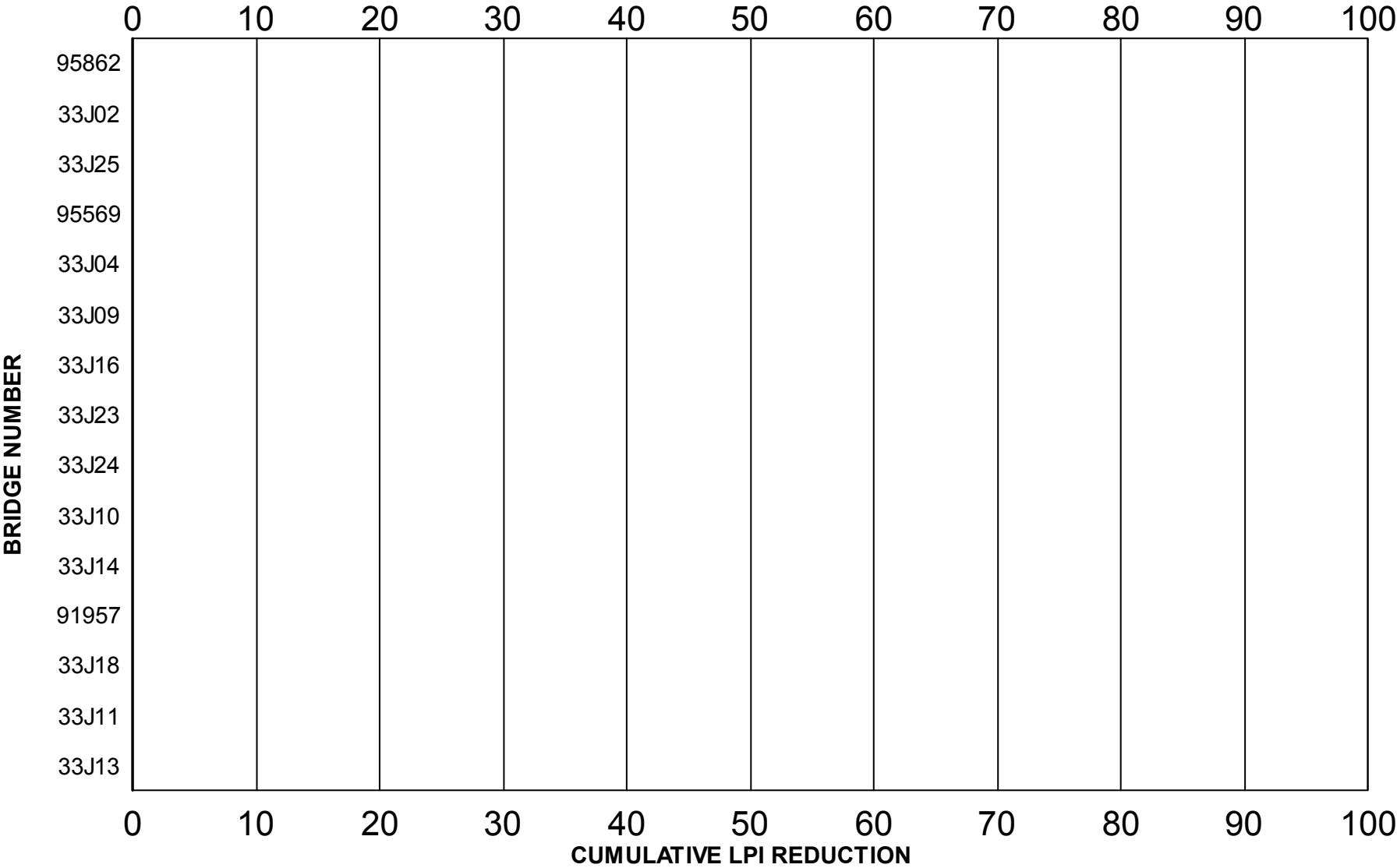


LPI REDUCTION REASONS





LPI REDUCTION REASONS



Agenda Item #1

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

UNAPPROVED MINUTES

January 5, 2021

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, January 5, 2021 pursuant to adjournment with the following Board Members present: Gene Anderson, Rickey Mattson, Dennis McNally, Craig Smith, and Les Nielsen. Others Present: Board Clerk Kris McNally, County Attorney Barbara McFadden (via WebEx), and Recording Secretary Kelsey Schiferli.

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

The meeting was called to order by the Board Clerk.

The Board Clerk led the assembly in the Pledge of Allegiance.

The Board Clerk administered an Oath of Office to Commissioner Gene Anderson and Commissioner Rickey Mattson.

Nominations for Board Chairperson for 2021 were called for.

Action #1 – Dennis McNally nominated Gene Anderson for Chairperson. The nomination was seconded by Les Nielsen.

The Board Clerk called for nominations for Chairperson three times with no further nominations.

Upon a vote being held on the nomination for Gene Anderson to be elected Chairperson, the following voted:

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

OPPOSED: None

ABSTAIN: Gene Anderson

Commissioner Anderson was declared Board Chairperson for 2021. The gavel was handed over to Chairperson Anderson.

Nominations for Board Vice-Chairperson for 2021 were called for.

Action #2 – Les Nielsen nominated Dennis McNally for Vice-Chairperson. The nomination was seconded by Craig Smith.

The Chairperson called for nominations for Vice-Chairperson three times with no further nominations.

Upon a vote being held on the nomination for Dennis McNally to be elected Vice-Chairperson, the following voted:

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

Commissioner McNally was declared Vice-Chairperson for 20201

Action #3 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the agenda as presented.

Action #4 – It was moved by Dennis McNally, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #4 – 1/5/21

Meeting Dates

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 5, 2021, regular meetings of the Kanabec County Board of Commissioners shall be held in the County Courthouse in the City of Mora, Minnesota on the first and third Tuesday of each month, and

BE IT FURTHER RESOLVED that all meetings shall commence at 9:00am, and

BE IT FURTHER RESOLVED that the Board of Equalization and Truth in Taxation Hearings shall be scheduled separately from the regular County Board Meetings, and

BE IT FURTHER RESOLVED, that if any such regularly scheduled meeting of the County Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

BE IT FURTHER RESOLVED, Special Meetings may be called by posting notice of the meeting on the county's principal bulletin board and with 72 hours-notice to each person who has filed a written request for such meetings, and

BE IT FURTHER RESOLVED, Emergency Meetings may be called when

circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Action #5 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #5 - 1/5/21
Board of Appeals & Equalization

BE IT RESOLVED to set the date for the County Board of Appeals and Equalization Meeting to be Wednesday, June 16, 2021 at 6:30pm.

BE IT FURTHER RESOLVED to offer appointments until 7:00pm to meet statutory requirements pursuant to Minnesota Statutes Section 274.14.

Action #6 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #6 - 1/5/21
Truth-in-Taxation Meeting

BE IT RESOLVED to set the date for the Truth-in-Taxation Meeting to be Thursday, December 9, 2021 at 6:00pm.

Action #7 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #7 - 1/5/21
Family Service Board Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 5, 2021, regular meetings of the Kanabec County Family Service Board shall be held in the County Courthouse in the City of Mora, Minnesota on the third Tuesday of each month.

BE IT FURTHER RESOLVED that the meetings shall be held commencing at approximately 9:05am, and

BE IT FURTHER RESOLVED, that if any such regularly scheduled meeting of the Family Service Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

BE IT FURTHER RESOLVED, Special Meetings may be called by posting notice of

the meeting on the county's principal bulletin board and with 72 hours-notice to each person who has filed a written request for such meetings, and

BE IT FURTHER RESOLVED, Emergency Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Action #8 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #8 - 1/5/21

Community Health Board Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 5, 2021, regular meetings of the Kanabec County Community Health Board shall be held in the County Courthouse in the City of Mora, Minnesota on the first Tuesday of each month.

BE IT FURTHER RESOLVED that the meetings shall be held commencing at approximately 9:05am, and

BE IT FURTHER RESOLVED, that if any such regularly scheduled meeting of the Community Health Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

BE IT FURTHER RESOLVED, Special Meetings may be called by posting notice of the meeting on the county's principal bulletin board and with 72 hours-notice to each person who has filed a written request for such meetings, and

BE IT FURTHER RESOLVED, Emergency Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Action #9 – It was moved by Les Nielsen, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #9 – 1/5/21

Resolution Granting a Term Limit Exception

WHEREAS Welia Health and Kanabec County entered into an agreement on 12/15/2020 by Board Resolution #21 – 12/15/20 to transition Welia Health to a private, 501(c)(3) non-profit entity; and

WHEREAS Kanabec County has a three-term or 9-year limit (whichever is least) policy for County Board appointed committees and boards unless otherwise required by statute; and

WHEREAS Welia Health requests an exception be granted to the term limit policy to allow appointment of Teri Heggernes to a 1-year term to allow for consistency on the Hospital Board through the privatization transition;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves a one-time exception to the term limit policy and appoints Teri Heggernes to the Hospital Board for a 1-year term.

Action #10 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #10 – 1/5/21

Resolution to Modify the Number of Commissioners Appointed to the Hospital Board

WHEREAS Welia Health and Kanabec County have entered into an agreement on 12/15/2020 by Board Resolution #21-12/15/20 to transition Welia Health to a private, 501(c)(3) non-profit entity; and

WHEREAS historically Kanabec County Commissioners have held two positions on the Hospital Board; and

WHEREAS the agreement of 12/15/2020 allows for appointment of one commissioner to the Hospital Board; and

WHEREAS Welia Health requests that former Commissioner Kathi Ellis be appointed to a position on the Hospital Board instead of appointing two commissioners at this time to allow for consistency on the Hospital Board through the privatization transition;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners hereby appoints Kathi Ellis to the Hospital Board for a 1-year term in place of appointing a second commissioner.

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

Resolution #11 - 1/5/21

BE IT RESOLVED to re-appoint Pat O'Brien to the Board of Adjustment for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Gene Carda to the Board of Adjustment for a three year term commencing immediately and expiring January 2, 2024.

Action #12 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #12 - 1/5/21

BE IT RESOLVED to re-appoint Greg Yankowiak to the City/County Airport Zoning Board for a three year term commencing immediately and expiring January 2, 2024.

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

Resolution #13 - 1/5/21

BE IT RESOLVED to re-appoint Karen Rasmusson to the East Central Regional Library Board for a three year term commencing immediately and expiring January 2, 2024.

Action #14 – It was moved by Dennis McNally, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #14 - 1/5/21

BE IT RESOLVED to appoint Gene Anderson to the Economic Development Authority for a three year term commencing immediately and expiring January 2, 2024.

Action #15 – It was moved by Dennis McNally, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #14 - 1/5/21

BE IT RESOLVED to appoint Craig Smith to the Economic Development Authority for a three year term commencing immediately and expiring January 2, 2024.

The Board expressed consensus to postpone filling the vacancy for an At-Large Representative on the EDA pending a recommendation from the EDA.

Action #16 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #16 - 1/5/21

BE IT RESOLVED to appoint Rickey Mattson to the Extension Committee for a three year term commencing immediately and expiring January 2, 2024.

Action #17 – It was moved by Les Nielsen, seconded by Craig Smith and carried

unanimously to approve the following resolution:

Resolution #17 - 1/5/21

BE IT RESOLVED to re-appoint Terry Salmela to the Extension Committee for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Jean Mattson to the Extension Committee for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Barbara McFadden to the Extension Committee for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to appoint Jane Schmidt to the Extension Committee for a three year term commencing immediately and expiring January 2, 2024.

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

Resolution #18 - 1/5/21

BE IT RESOLVED to re-appoint Roberta Anderson to the Insurance Committee for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Kate Mestnik to the Insurance Committee for a three year term commencing immediately and expiring January 2, 2024.

Action #19 – It was moved by Rickey Mattson, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #19 - 1/5/21

BE IT FURTHER RESOLVED to appoint Chad Gramentz to the Insurance Committee for a three year term commencing immediately and expiring January 2, 2024.

Action #20 – It was moved by Les Nielsen, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #20 - 1/5/21

BE IT RESOLVED to re-appoint Todd Eustice to the Juvenile Detention Center Advisory Board for a three year term commencing immediately and expiring January 2, 2024.

Action #21 – It was moved by Les Nielsen, seconded by Craig Smith and carried

unanimously to approve the following resolution:

Resolution #21 - 1/5/21

BE IT RESOLVED to re-appoint Liane Heupel to the Personnel Board of Appeals for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Leona Dressel to the Personnel Board of Appeals for a three year term commencing immediately and expiring January 2, 2024.

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

Resolution #22 - 1/5/21

BE IT RESOLVED to appoint Douglas Sabinash to the Planning Commission for a three year term commencing immediately and expiring January 2, 2024.

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

Resolution #23 - 1/5/21

BE IT RESOLVED to re-appoint Jody Anderson to the Railroad Authority Advisory Committee for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Bruce Anderson to the Railroad Authority Advisory Committee for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Mike Papenhausen to the Railroad Authority Advisory Committee for a three year term commencing immediately and expiring January 2, 2024.

Action #24 – It was moved by Dennis McNally, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #24 - 1/5/21

BE IT RESOLVED to appoint Patricia Kruse to the Safety Committee for a three year term commencing immediately and expiring January 2, 2024.

Action #25 – It was moved by Les Nielsen, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #25 - 1/5/21

BE IT RESOLVED to re-appoint Robin Etter to the Safety Committee for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Kathy Burski to the Safety Committee for a three year term commencing immediately and expiring January 2, 2024.

Action #26 – It was moved by Rickey Mattson, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #26 - 1/5/21

BE IT RESOLVED to appoint Eric Renstrom to the Snake River Water Management Advisory Board for a three year term commencing immediately and expiring January 2, 2024.

Action #27 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #27 - 1/5/21

BE IT RESOLVED to appoint Rickey Mattson as an alternate to the Central Minnesota Council on Aging for a partial term commencing immediately and expiring January 3, 2023.

Action #28 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #28 - 1/5/21

BE IT RESOLVED to re-appoint Les Nielsen to Central Minnesota Jobs & Training for a three year term commencing immediately and expiring January 2, 2024.

Action #29 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #29 - 1/5/21

BE IT RESOLVED to re-appoint Dennis McNally to the E-911 Committee for a three year term commencing immediately and expiring January 2, 2024.

Action #30 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #30 - 1/5/21

BE IT RESOLVED to appoint Gene Anderson to the East Central Regional Development Commission for a three year term commencing immediately and expiring January 2, 2024.

Action #31 – It was moved by Rickey Mattson, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #31 - 1/5/21

BE IT RESOLVED to re-appoint Craig Smith to the Emergency Medical Service Board for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Les Nielsen as an alternate to the Emergency Medical Service Board for a three year term commencing immediately and expiring January 2, 2024.

The Board expressed consensus to postpone appointments to the Health and Human Services Advisory Committee pending information to be presented at the Family Services Board on January 19, 2021.

Les Nielsen led a discussion regarding the idea of including information about per diems in future advertisements for committee vacancies. Information only, no action was taken.

Action #32 – It was moved by Les Nielsen, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #32 - 1/5/21

BE IT RESOLVED to re-appoint Dr. Jack Schwinghammer to the Hospital Board for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Carl Pederson to the Hospital Board for a three year term commencing immediately and expiring January 2, 2024.

Action #33 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #33 - 1/5/21

BE IT RESOLVED to appoint Rickey Mattson as an alternate to the Insurance Committee for a three year term commencing immediately and expiring January 2, 2024

Action #34 – Les Nielsen introduced the following resolution and moved its adoption:

Resolution #34 - 1/5/21

BE IT RESOLVED to re-appoint Dennis McNally to the Planning Commission for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Chad Gramentz to the Planning Commission for a three year term commencing immediately and expiring January 2, 2024.

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

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

OPPOSED: None

ABSTAIN: Dennis McNally

whereupon the resolution was declared duly passed and adopted.

Action #35 – It was moved by Les Nielsen, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #35 - 1/5/21

BE IT RESOLVED to re-appoint Dennis McNally to the Regional Radio Board for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Brian Smith as an alternate to the Regional Radio Board for a three year term commencing immediately and expiring January 2, 2024.

Action #36 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #36 - 1/5/21

BE IT RESOLVED to re-appoint Gene Anderson to the Snake River Water Management Advisory Board for a three year term commencing immediately and expiring January 2, 2024.

Action #37 – Craig Smith introduced the following resolution and moved its adoption:

Resolution #37 - 1/5/21

BE IT RESOLVED to appoint Les Nielsen to the Southern Minnesota County Based Purchasing Committee for a three year term commencing immediately and expiring January 2,

2024.

BE IT FURTHER RESOLVED to re-appoint Dennis McNally as an alternate to the Southern Minnesota County Based Purchasing Committee for a three year term commencing immediately and expiring January 2, 2024.

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, Dennis McNally,
Craig Smith

OPPOSED: Les Nielsen

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

Action #38 - It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #38 - 1/5/21

BE IT RESOLVED to appoint Rickey Mattson to the Outlook Health Services Board for a partial term commencing immediately and expiring January 3, 2022.

Action #39 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #39 - 1/5/21

BE IT RESOLVED to appoint Rickey Mattson as the alternate to the Snake River One Watershed, One Plan for a partial term commencing immediately and expiring January 3, 2022.

Action #40 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #40 - 1/5/21

BE IT RESOLVED to appoint Rickey Mattson as an alternate to the Timber Trails Advisory Board for a partial term commencing immediately and expiring January 2, 2024.

Action #41 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #41 - 1/5/21

BE IT RESOLVED to appoint Rickey Mattson to the LELS Local 106 Union Negotiation Committee commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to appoint Rickey Mattson to the Laborers Local 363 Union Negotiation Committee commencing immediately and expiring January 2, 2024.

Action #42 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #42 - 1/5/21

BE IT RESOLVED to re-appoint Erica Bliss as the Veteran Service Officer for a three year term commencing immediately and expiring January 2, 2024.

Action #43 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #43- 1/5/21

BE IT RESOLVED to re-appoint Chad Gramentz to the Water Plan Committee for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Gene Anderson to the Water Plan Committee for a three year term commencing immediately and expiring January 2, 2024.

Action #44 – It was moved by Les Nielsen, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #44 - 1/5/21

Official Newspaper

BE IT RESOLVED by the Kanabec County Board of Commissioners that the offer submitted by the Kanabec County Times for all legal publications during the year 2021 is hereby accepted, and

BE IT FURTHER RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the publication of the official proceedings and public notices and that the Kanabec County Times is hereby designated as the official newspaper for the publication of the 2020 Financial Statement, and

BE IT FURTHER RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the newspaper in which the notice and list of Real Estate Taxes remaining delinquent on the first Monday in January, 2021, shall be published.

BE IT FURTHER RESOLVED that a condition of this resolution is that the Kanabec County Times agree to post all the notices on its Web site at no additional cost pursuant to Minnesota Statute 331A.02, Subd 5 and that the notice must remain on the Web site during the notice's full publication period.

Action #45 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #45a – 1/5/21

WHEREAS Minnesota Statutes require counties to establish the minimum salaries that will be paid to certain elected officials within the county, and

WHEREAS said minimum salaries must be set at the January meeting in the year that individuals may file for elected offices within the county;

BE IT RESOLVED by the Kanabec County Board of Commissioners, that the minimum annual salary in 2021 for the following elected positions shall be set as follows:

County Attorney	\$108,409	M.S. 388.18
County Auditor/Treasurer	\$ 92,934	M.S. 384.151
County Recorder	\$ 68,307	M.S. 386.015
County Sheriff	\$100,380	M.S. 387.20

Resolution #45b – 1/5/21

WHEREAS the Kanabec County Board of Commissioners has considered the matter of the wage for year 2021 for the County Auditor/Treasurer, and

WHEREAS the board has reviewed the experience, qualifications and performance of the County Auditor/Treasurer;

BE IT RESOLVED to set the Y2021 annual wage of County Auditor/Treasurer Denise Snyder at \$113,089.00, which will be accomplished in the following manner with pay distribution based on 40 hours per week at: January 1, 2021 = \$54.37 per hour.

Resolution #45c – 1/5/21

WHEREAS the Kanabec County Board of Commissioners has considered the matter of the wage for year 2021 for the County Sheriff, and

WHEREAS the board has reviewed the experience, qualifications and performance of the County Sheriff;

BE IT RESOLVED to set the Y2021 annual wage of County Sheriff Brian Smith at \$122,969.00, which will be accomplished in the following manner with pay distribution based on 40 hours per week at: January 1, 2021 = \$59.12 per hour.

Resolution #45d – 1/5/21

WHEREAS the Kanabec County Board of Commissioners has considered the matter of the wage for year 2021 for the County Recorder, and

WHEREAS the board has reviewed the experience, qualifications and performance of the County Recorder;

BE IT RESOLVED to set the Y2021 annual wage of County Recorder Lisa Holcomb at \$83,678.00 which will be accomplished in the following manner with pay distribution based on 40 hours per week at: January 1, 2021 = \$40.23 per hour.

Resolution #45e – 1/5/21

WHEREAS the Kanabec County Board of Commissioners has considered the matter of the wage for year 2021 for the County Attorney, and

WHEREAS the board has reviewed the experience, qualifications and performance of the County Attorney;

BE IT RESOLVED to set the Y2021 annual wage of County Attorney Barb McFadden at \$132,808.00 which will be accomplished in the following manner with pay distribution based on 40 hours per week at: January 1, 2021 = \$63.85 per hour.

Action #46 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to the following resolution:

Resolution #46 - 1/5/21

WHEREAS, Minnesota Statute 375.055 requires that the County Commissioners' compensation be set by resolution in the year preceding the action;

WHEREAS, the Kanabec County Board of Commissioners approved Y2021 compensation for the County Commissioners by Resolution #18c – 12/15/20;

BE IT HEREBY RESOLVED to confirm the annual wage for the year 2021 for Kanabec County Commissioners at \$23,095.

Action #47 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to the following resolution:

Resolution #47 – 1/5/21

BE IT RESOLVED to appoint the following AMC Committee Delegates for 2021:

Environment & Natural Resources Policy Committee	Teresa Wickeham
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General Government Policy Committee	Kris McNally
Health & Human Services Policy Committee	Kathy Burski
Public Safety Policy Committee	Brian Smith
Transportation & Infrastructure Policy Committee	Chad Gramentz

BE IT FURTHER RESOLOVED to appoint the following AMC Voting Delegates for 2021:

1. Gene Anderson
2. Dennis McNally
3. Rickey Mattson
4. Craig Smith
5. Les Nielsen
6. Kris McNally
7. Barb McFadden
8. Kathy Burski

Action #48 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to the following resolution:

Resolution #48– 1/5/21

Mileage Reimbursement

BE IT RESOLVED that the federal mileage reimbursement rate of \$0.56 per mile is the official rate for Kanabec County mileage reimbursements.

Action #49 – Les Nielsen introduced the following resolution and moved its adoption:

Resolution #49 – 1/5/21

BE IT RESOLVED that appointees by the Board of Commissioners that attend meetings of paid county committees and boards shall receive a per diem of \$75.00 per meeting.

BE IT FUTHER RESOLVED that County Commissioners may personally accept per diems, if any, at the rate determined by the hosting entity, for all committee and board meetings, both internal and external and including virtual meetings, effective January 5, 2021.

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

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

OPPOSED: Craig Smith

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

Action #50 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to recess the board meeting at 10:17am to a time immediately following the Community Health Board.

The Kanabec County Community Health Board met at 10:17am on Tuesday, January 5, 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 #CH51 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the Community Health Agenda as presented.

Action #CH52 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #CH52 – 1/5/21

WHEREAS there is a vacancy in the position of an Certified Public Health Nurse, and

WHEREAS the board desires to refill this vacant position with Registered Nurse or a Certified Public Health Nurse;

BE IT RESOLVED that the County Board authorizes the Community Health Director Kathy Burski and the County Personnel Director to hire a either a Full Time Registered Nurse to fill the position at Step A, Range 13 of the pay plan which is \$26.32 per hour or the rate set by internal promotion or a Full Time Certified Public Health Nurse to fill the position at Step A, Range 15 of the pay plan which is \$30.41 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.

Community Health Director Kathy Burski gave an update on the COVID-19 Pandemic.

The Board expressed consensus to authorize Community Health Director Kathy Burski to work with the County Attorney to develop an agreement to contract to with nurses/pharmacy trained vaccinators and ancillary staff to assist in the administration of the COVID-19 vaccine.

Action #CH53 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #CH53 – 1/5/21

**Volunteers of America/RSVP Memorandum of Understanding
Resolution**

WHEREAS, Timber Trails Public Transit, a department of Kanabec County, has had a Memorandum of Understanding (MOU) in place with Volunteers of America through their Retired and Senior Volunteer Program (RSVP) to provide volunteer opportunities for local community members, and

WHEREAS, the MOU states that it needs to be reviewed and renewed at least every three years.

THEREFORE, the Transit and Community Health Directors have reviewed and wish to renew the MOU with Volunteers of America through their RSVP.

THEREFORE BE IT RESOLVED, the Kanabec County Community Health Board approves the renewal of the MOU with Volunteers of America for the Retired and Senior Volunteer program through Timber Trails Public Transit for a period of three years.

Action #CH54 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the payment of 75 claims totaling \$31,383.83 on Community Health Funds.

Action #CH55 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to adjourn Community Health Board at 10:55am.

The Board of Commissioners reconvened.

10:55am – The Chairperson called for public comment. Those that responded included:

Steve Hansberry	Comments regarding the composition of the Health and Human Services Advisory Committee.
Denise Akkerman	Comments regarding the effect of COVID-19 restrictions on local businesses.

11:14am – The Chairperson closed public comment.

The Board held a discussion regarding Kanabec County's No Net Gain Resolution #13 – 7/26/17.

Action #56 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to table the No Net Gain Discussion pending further investigation of the policy, revisions, etc. and for Rickey Mattson and Dennis McNally to work with County Attorney Barbara McFadden on legalities.

Environmental Services Supervisor Teresa Wickeham met with the County Board to discuss matters concerning her department.

Action #57 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #57- 1/5/21

WHEREAS Kanabec County wishes to continue to retain legal services for specialized land and environmental issues, and

WHEREAS Scott Anderson, of Rupp, Anderson, Squires and Waldspurger, P.A. has previously provided these services in a cost effective manner, and

WHEREAS a retainer fee of \$5,000, is proposed for 2021, and

THEREFORE BE IT RESOLVED to approve renewing a retainer with Scott Anderson of Rupp, Anderson, Squires and Waldspurger, P.A. for calendar year 2021 at a cost of \$5,000 paid from wetland funds and authorize the chairperson and Public Works Director to sign the agreement.

Action #58 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #58 – 1/5/21 **Environmental Services Fee Schedule**

WHEREAS the Environmental Services office recommends an update to its fee schedule, and

WHEREAS “Environmental Services Fee Schedule” has been updated with recommended changes and presented before the Board, and

WHEREAS said fee schedule is included herein, and

THEREFORE BE IT RESOLVED that we do adopt “Environmental Services Fee Schedule” as presented with the exception of changing the fee for Vacation Rental License to \$200/year.

Craig Smith led a discussion regarding the removal of tires from a property in the county. Information only, no action was taken.

County Coordinator Kris McNally led a discussion regarding the results of the request for proposals for real estate professional services.

Action #59 – Craig Smith introduced the following resolution and moved its adoption:

Resolution #59 - 1/5/21

WHEREAS the County received two responses to the advertised request for proposals for real estate professional services:

- Rose Krie from Northern Lights Realty- Commission rate 6% of sale price, no other realtor fees
- Remax Select, Inc. Lonnie Ness, Anna Magaard, & Tim Haley – Commission rate of 5% of sale price if awarded Knife Lake B & Knife Lake C, no other realtor fees

WHEREAS the lower commission rate was submitted by Remax Select, Inc.;

BE IT RESOLVED that the Coordinator is hereby authorized to enter in to an agreement on behalf of Kanabec County with Remax Select, Inc. to sell Knife Lake Parcels B & C pursuant to the requirements in MN Statute 373.01.

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, Dennis McNally, Craig Smith

OPPOSED: None

ABSTAIN: Les Nielsen

whereupon the resolution was declared duly passed and adopted.

Action #60 – It was moved by Craig Smith, seconded by Rickey Mattson and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #60a - 1/5/21

Housing and Redevelopment Authority Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 31, 2021, regular meetings of the Kanabec Housing and Redevelopment Board shall be held in the County Courthouse in the City of Mora, Minnesota, and

BE IT FURTHER RESOLVED meetings shall be held as necessary with proper notice commencing at a time the Board of Commissioners of the Authority determines. Future monthly meetings may also be scheduled when deemed necessary, and

BE IT FURTHER RESOLVED, Special Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Resolution #60b – 1/5/21

Appointment of HRA Officers

RESOLUTION APPOINTING OFFICERS OF THE HOUSING AND REDEVELOPMENT OF
KANABEC COUNTY, MINNESOTA

BE IT RESOLVED by the Kanabec County Housing and Redevelopment Authority (the “Authority”) of Kanabec County, Minnesota, as follows:

APPOINTMENT OF OFFICERS: The following are appointed to hold the HRA offices set forth opposite their respective names:

Chair: Gene Anderson

Vice-Chair: Dennis McNally

Secretary* Kris McNally, County Coordinator

*The Auditor-Treasurer will be appointed by the Secretary to disburse funds and to assist the Secretary.

Resolution #60c – 1/5/21
Official Newspaper

BE IT RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the publication of the official proceedings and public notices of the Kanabec County Housing and Redevelopment Authority, and

BE IT FURTHER RESOLVED that a condition of this resolution is that the Kanabec County Times agree to post all the notices on its Web site at no additional cost pursuant to Minnesota Statute 331A.02, Subd. 5 and that the notice must remain on the Web site during the notice's full publication period.

Resolution #60d – 1/5/21
Official Depository Bank

BE IT RESOLVED that First Citizens Bank is hereby designated as the official depository bank of the Kanabec County Housing and Redevelopment Authority.

Resolution #60e – 1/5/21
Mileage Reimbursement

BE IT RESOLVED that the federal mileage reimbursement rate of \$0.56 per mile is the official rate for the Housing and Redevelopment Authority's mileage reimbursements.

Action #61 – It was moved by Les Nielsen, seconded by Craig Smith and carried

unanimously to approve a consent agenda including all of the following actions:

Resolution #61a - 1/5/21

Railroad Authority Board Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 31, 2021, regular meetings of the Kanabec Railroad Authority Board shall be held in the County Courthouse in the City of Mora, Minnesota, and

BE IT FURTHER RESOLVED meetings shall be held as necessary with proper notice commencing at a time the Board of Commissioners of the Authority determines. Future monthly meetings may also be scheduled when deemed necessary, and

BE IT FURTHER RESOLVED, Special Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Resolution #61b – 1/5/21

Appointment of Railroad Authority Board Officers

RESOLUTION APPOINTING OFFICERS OF THE RAILROAD AUTHORITY BOARD OF KANABEC COUNTY, MINNESOTA

BE IT RESOLVED by the Kanabec County Railroad Authority Board of Kanabec County, Minnesota, as follows:

APPOINTMENT OF OFFICERS: The following are appointed to hold the Railroad Authority Board offices set forth opposite their respective names:

Chair: Gene Anderson

Vice-Chair: Dennis McNally

Secretary* Kris McNally, County Coordinator

*The Auditor-Treasurer will be appointed by the Secretary to disburse funds and to assist the Secretary.

Resolution #61c – 1/5/21

Official Newspaper

BE IT RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the publication of the official proceedings and public notices of the Kanabec County Railroad Authority Board, and

BE IT FURTHER RESOLVED that a condition of this resolution is that the Kanabec County Times agree to post all the notices on its Web site at no additional cost pursuant to Minnesota Statute 331A.02, Subd. 5 and that the notice must remain on the Web site during the notice's full publication period.

Resolution #61d – 1/5/21
Official Depository Bank

BE IT RESOLVED that First Citizens Bank is hereby designated as the official depository bank of the Kanabec County Railroad Authority Board.

Resolution #61e – 1/5/21
Mileage Reimbursement

BE IT RESOLVED that the federal mileage reimbursement rate of \$0.56 per mile is the official rate for the Railroad Authority Board's mileage reimbursements.

Action #62 – It was moved by Dennis McNally, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #62 – 1/5/21
County Coroner

WHEREAS the term of office for County Coroner expired December 31, 2020, and

WHEREAS Minnesota Statute §390.005 requires that the county board appoint a Coroner, and

WHEREAS the County Sheriff recommends appointment of Dr. Kelly Mills;

BE IT RESOLVED to appoint Dr. Kelly Mills as Kanabec County Coroner effective January 5, 2021 for a term ending December 31, 2021.

Action #63 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the December 15, 2020 minutes with the following correction: Change Resolution #15 – 12/15/20 2021 Maximum Levy Sub-Total to \$12,504,911.

Action #64 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Card Services (Coborn's)	61.91
City of Quamba	4,884.66

Consolidated Communications	1,188.78
Dearborn National Life Insurance Co	782.06
East Central Energy	1,363.72
Further	668.90
Golly, Linda	500.00
Health Partners	6,773.97
Kanabec County Auditor HRA	54,018.00
Kanabec County Auditor-Treas	305.83
Kwik Trip Inc	5,471.38
Life Insurance Company of North America	1,033.19
Minnesota Department of Finance	6,475.50
Minnesota Energy Resources Corp	7,694.02
Minnesota Energy Resources Corp	668.12
MNPEIP	165,648.60
Mora Municipal Utilities	1,227.45
Sun Life Financial	4,161.55
The Hartford Priority Accounts	2,233.06
VISA	629.49
VSP Insurance Co	316.32
21 Claims Totaling:	<u>\$266,106.51</u>

Action #65 – It was moved by Craig Smith, seconded by les Nielsen and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

<u>Vendor</u>	<u>Amount</u>
A&M Pumps	500.00
Ace Hardware	23.99
Advanced Correctional Healthcare	44.97
American Solutions for Business	5,968.80
Anne M. Carlson Law Office, PLLC	1,020.00
Aspen Mills	854.10
Aspen Mills	260.38
Association of MN Counties	9,282.00
Association of MN Counties	50.00
Assured Security	1,359.50
AT&T Mobility	809.23
AT&T Mobility	44.83
Auto Value	106.42
BlueStar Graphics	960.00
Children's Hospitals and Clinics	383.00
CliftonLarsonAllen	45.94

Coborn's Inc.	823.80
CORE Profesional Services P.A.	800.00
Cundy, Steven	252.00
Curtis, Michael	1,225.94
CW Technology	215.00
CW Technology	1,337.40
CW Technology	150.00
DS Solutions	220.00
East Central Exterminating	240.00
Galls	35.96
Gerhardson, Alex	93.65
Grainger	176.92
Granite City Jobbing Co Inc	680.65
Granite Electronics	3,330.70
Granite Electronics	368.27
Handyman's Inc	65.17
Handyman's Inc	261.42
Handyman's Inc	64.68
Hildi Inc	3,100.00
Hoefert, Robert	1,127.00
Information Systems Corporation	13,334.00
Juettner Marketing	180.00
Kanabec County Highway Department	341.24
Kanabec County Information Systems	729.97
Kanabec County Times	69.00
Kanabec Publications	2,398.20
Kanabec SWCD	112.22
Kubes, Pamela	31.50
LexisNexis Matthew Bender	562.41
MACA	771.00
MACO	720.00
MACO	360.00
MACPZA	170.00
Manthie, Wendy	1,140.23
Marco	726.91
Marco	97.62
Marco	1,785.54
Marco	1,094.31
Marco	466.97
Marco	352.70
Marco	239.40
Marco	517.34
Mattson Electric	469.08

Methven Funeral and Cremation Services	400.00
MN Counties Insurance Trust	118,689.00
MN Counties Insurance Trust	93,795.00
MN Counties Insurance Trust	10,790.00
MN Counties Insurance Trust	6,216.00
MN Counties Insurance Trust	5,755.00
MN Counties Insurance Trust	10,332.00
MN Counties Insurance Trust	41,339.00
MN Counties Insurance Trust	34,935.00
MN Counties Insurance Trust	11,726.00
MN Counties Insurance Trust	20,239.00
MRA	1,600.00
NACO	450.00
Nelson, Jerald	132.83
Nelson, Ronette	457.13
Novus Glass	570.00
Office Depot	61.28
Office Depot	145.09
Office Depot	222.05
Office Depot	30.96
Office Depot	4.99
Oslin Lumber	7.99
Owens Auto Parts	28.89
Premium Waters Inc	10.81
Quadient Leasing USA Inc	1,686.42
Quadient Leasing USA Inc	2,143.25
Ratwik, Roszak & Maloney, PA	342.00
RJ Mechanical	4,270.83
Rupp, Anderson, Squires & Waldspurger, PA	1,051.82
SHI	656.00
St. Cloud State University	1,335.00
Stellar Services	100.92
Stenstrom Collision & Detail	200.00
Summit Companies	780.00
Summit Food Service Management	11,337.74
SWAA/AMC	200.00
Tinker & Larson Inc	1,128.77
Tinker & Larson Inc	51.00
United States District Court	14.50
Verizon Wireless	80.02
Verizon Wireless	40.01
Verizon Wireless	35.01
Verizon Wireless	619.56

Verizon Wireless	360.11
Verizon Wireless	240.06
Visser, Maurice	987.89
Zamora, Ray	972.33
106 Claims Totaling:	<u>\$ 449,522.62</u>

Road & Bridge

<u>Vendor</u>	<u>Amount</u>
A & E Cleaning	950.00
Auto Value	2,845.58
Caswell Cycle	658.59
Central McGowan	122.05
Deutschlander Fencing LLC	1,453.75
Federated Co-ops	998.37
Frisch, Nick	108.96
FS Solutions	155.20
Kanabec County Highway Department	67.50
Lacal Equipment	830.94
Magnuson, Dale	23.88
Northern States Supply	114.53
Office Depot	247.23
Pomp's Tire Service	4,473.00
Premier Outdoor Services	3,775.00
Ringler, Jeremy	298.89
Stegeman, Jesse	300.00
Trueman Welters	658.12
USIC	70.00
Wallace, Bruce	106.95
Wiarcom	675.30
Yotter, Tim	49.98
22 Claims Totaling:	<u>\$ 18,983.82</u>

EDA Director Heidi Steinmetz met with the board to discuss the State of Minnesota COVID-19 Economic Relief Fund for Businesses.

Action #66 – It was moved by Dennis McNally, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #66 - 1/5/21

WHEREAS, the State of Minnesota has approved a new business relief program intended to help businesses negatively impacted by the COVID-19 pandemic, and

WHEREAS, Kanabec County was allocated \$314,035.70 for said aid to businesses and nonprofits, and \$7,850.89 for administration of the program, and

WHEREAS, Kanabec County's Economic Development Authority administered the applications, screening and determination of qualifications for the CARES Act business assistance program, thus has an infrastructure and system in place to handle the administration of the new program funds;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves the acceptance of the County Relief Grants to Local Business funds and authorizes the Board Chair to sign the certification form;

BE IT FUTHER RESOLVED that the Kanabec County Board of Commissioners hereby directs the County EDA to administer the program marketing, applications, screening and disbursement of the funds for the business assistance grant program in accordance with the State's guidelines and staff's proposed timeline, and to receive the \$7,850.89 in administrative fees.

BE IT FUTHER RESOLVED that the Kanabec County EDA will provide regular updates to the Board of Commissioners regarding the status of the program.

The Board held a discussion regarding a request from the Coordinator's Office to extend the effective date of the Families First Coronavirus Response Act (FFCRA) from December 31, 2020 to February 12, 2021 for employees who have not exhausted the hours permitted under the FFCRA. Information only, no action was taken.

Action #67 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #67 – 1/5/21

Medical Examiner Contract

WHEREAS the terms of the contract with River Valley Forensic Services, P.A. expired December 31, 2020, and

WHEREAS River Valley Forensic Services, P.A. has agreed to contract for services in 2021; and

WHEREAS the County Sheriff is satisfied with the services provided by River Valley Forensic Services, P.A.; and

WHEREAS the County Attorney has reviewed and approved the contract language;

BE IT RESOLVED to approve the Medical Examiner Contract Agreement with River Valley Forensic Services, P.A. for services provided by or under Dr. Kelly Mills as Kanabec County Medical Examiner effective January 5, 2021 for a term ending December 31, 2021.

County Coordinator Kris McNally gave an update regarding the advertisement of the sale of the property at 330 Forest Ave E Mora, MN 55051. It was discovered that the advertising requirements as defined under MN Statute 373.01 had not been met due to an oversight by the local newspaper of general circulation. To correct this error and ensure compliance with stator

requirements, staff has re-advertised the sale of this property and will bring any bids to the board for approval on January 19, 2021 at 10:15am. Re-advertising expenses were covered by the publisher. Information only, no action was taken.

The board reviewed the Board of Commissioners Operating Guideline Draft.

Action #68 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the Kanabec County Board of Commissioners Operating Guidelines 2021 with the following changes: Update section IX. E. Per Diems and Mileage to reflect Resolution #49 – 1/5/21.

Future Agenda Items: Railroad Authority Discussion. No Net Gain Policy Discussion.

Action #69 – It was moved by Craig Smith, seconded by Rickey Mattson and carried unanimously to adjourn the meeting at 12:24pm and to meet again in regular session on Tuesday, January 19, 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>
Midcontinent Communications	233.90	Utilities	Transit
Mora Municipal Utilities	12,738.50	Utilities	Various
Spire Credit Union	7,064.04	See Below	
Verizon Wireless	3,653.48	Monthly Service	Various
E C Riders	15,319.36	2021 BM#1 Snake River Trail	Unallocated
Kanabec County Auditor HRA	6,000.00	HRA Deposit	HR
Kwik Trip Inc	6,423.38	Gas Credit Cards	Various
Midcontinent Communications	188.70	Utilities	Various
Minnesota Department of Finance	7,388.50	Recorder State Fees	Recorder
Office of MN.IT Services	1,300.00	WAN	IS
VISA	984.26	See Below	
Chamberlain Oil	2,136.27	Shop Supplies	Highway
Minnesota Energy Resources Corp	923.09	Natural Gas	Highway
Minnesota Department of Finance	45.00	4Q20 Real Est Assur/Torrens	State Revenue Fund
Minnesota Department of Health	1,615.00	4Q20 Well Cert Fees	State Revenue Fund
15 Claims Totaling:	<u><u>\$66,013.48</u></u>		
Spire Credit Union	25.76	Vistaprint/Name Plate	Commissioners
	65.80	Crown Awards	HR
	399.98	GODADDY/Renewal	IS
	27.00	Amazon/Dell Laptop Adapter	IS
	26.83	NEWEGG/Keyboard	IS
	14.99	Amazon/Wireless Headset	IS
	612.00	Amazon/Laptop cases	IS

137.45	Amazon/Laptop cases	IS
1,291.48	Rocket Signs	COVID 19 Grant
18.17	Amazon/Flash Drives	Attorney
27.97	Amazon/Office Supplies	Attorney
46.97	Amazon/Flash Drives etc.	Attorney
123.09	Amazon/Dymo Label Printer	Recorder
16.59	Amazon/Speakers	Recorder
138.00	Realtor Assn/MLS Service Fee	Assessor
255.00	Realtor Assn/2021 Member Dues	Assessor
210.00	MN Assoc of Assessors	Assessor
210.00	MN Assoc of Assessors	Assessor
329.00	B&H Photo/Apple iPad	Assessor
327.90	Amazon/Headset	Assessor
227.06	Amazon/Office Supplies	Assessor
155.00	Amazon/Adjustable Desk	Assessor
13.99	Amazon/iPhone Case Correction	Assessor
394.52	Amazon/Office Supplies	Assessor
-13.99	Amazon/iPhone Case Credit	Assessor
91.86	Amazon/Ink Cartridges	VSO
447.17	Lakes Gas/Fuel	VSO
26.99	Amazon/Brother Toner	Transit
50.00	Amazon/Brother Toner	Transit
13.95	Amazon Prime Membership	Sheriff
36.50	Jefferson Lines/DOC Bus	Sheriff
29.99	Amazon/Olympus Headset	Sheriff
63.98	Amazon/USB GPS	Sheriff
15.22	Amazon/USB C to A	Sheriff
16.05	Cisco/Webex Monthly	Jail
28.98	Amazon/Inmate Medical	Jail
56.99	Plaquemaker	EDA
6.55	Amazon/APC Surge Protector	Welfare
10.24	Amazon/APC Surge Protector	Welfare
60.00	Amazon/Laptop Cases	Welfare
445.00	B&H Photo/Power Adapters	Welfare

	41.98	Amazon/Laptop Cases	Welfare
	94.00	Amazon/USB Docking Station	Welfare
	72.60	Availity Subscrip Fee	Community Health
	19.94	Amazon/iPhone Case	Community Health
	60.52	Availity Subscrip Fee	Community Health
	89.00	Amazon/USB Plugable Dock	Community Health
	86.88	Availity Subscrip Fee	Community Health
	119.09	Amazon/ICD - 10 Manual	Community Health
49 Claims Totaling:	\$7,064.04		

VISA

	573.07	WebstaurantStore/Repair Parts	Building Maintenance
	124.86	SupplyHouse/Repair Parts	Building Maintenance
	43.96	SupplyHouse/Repair Parts	Building Maintenance
	29.12	Amazon/Supplies	Building Maintenance
	120.15	Walmart/Supplies for Adolescent Life Skills Training	Welfare
	93.10	Love & Logic Parenting Classes	Welfare
6 Claims Totaling:	\$984.26		

Agenda Item #3a

Regular Bills - Revenue Fund

Bills to be approved: 1/19/21

Department Name	Vendor	Amount	Purpose
911 EMERGENCY TELEPHONE SYSTEM	IAEMD	50.00	EMD Recertification
911 EMERGENCY TELEPHONE SYSTEM	OnSolve LLC	<u>7,500.00</u>	CodeRED Standard, CodeRED Weather, IPAWS
		7,550.00	
ASSESSOR	Marco, Inc.	159.00	Lease Agreement
ASSESSOR	Sunshine Printing	<u>110.50</u>	16 Pads Post-its (no name)
		269.50	
AUDITOR	Creative Forms & Concepts Inc	177.49	YE2020 Payroll Forms
AUDITOR	Snyder, Denise	<u>86.09</u>	Office Hand Truck
		263.58	
BUILDINGS MAINTENANCE	Ace Hardware	142.91	Thermostats, Paint, Tape, Trays
BUILDINGS MAINTENANCE	East Central Exterminating	125.00	Service for December
BUILDINGS MAINTENANCE	FBG Service Corporation	6,410.24	December 2020 Cleaning
BUILDINGS MAINTENANCE	Grainger	230.96	Salt Spreader
BUILDINGS MAINTENANCE	Johnsons Hardware	19.99	Thermostat Upper Dual Element
BUILDINGS MAINTENANCE	Quality Disposal	<u>388.36</u>	Courthouse & PSB
		7,317.46	
COMMISSIONERS	Association of MN Counties	100.00	County Govt 101 Registration
COMMISSIONERS	Kanabec Soil & Water Cons.	<u>180.00</u>	Plat Books for Commissioners, \$36 x 5
		280.00	
COMPUTER EXPENSES	M&I Lockbox: MCCC	1,500.00	County Attorney User Group Annual Dues
COMPUTER EXPENSES	MCIS	7,931.00	MCIS Property Tax Quarterly Support
COMPUTER EXPENSES	MNCCC Lockbox	22,770.50	User Group 1st Qtr Support & Fees
COMPUTER EXPENSES	MNCCC Lockbox	<u>11,479.00</u>	User Group 1st Qtr Support & Fees
		43,680.50	

COUNTY ATTORNEY	M&I Lockbox: MCCC	<u>9,210.00</u> 9,210.00	MCAPS '21 Project, Annual Maint, Beta Testing, MCAPS Enh Fund
COUNTY COORDINATOR	Association of MN Counties	<u>100.00</u> 100.00	County Govt 101 Registration
COUNTY CORONER	Ramsey County	<u>3,709.00</u> 3,709.00	Autopsy/Toxicology
COUNTY RECORDER	Granite City Armored Car, Inc.	<u>434.58</u> 434.58	Secure Storage for Historical Files
COURT ADMINISTRATOR	McKinnis & Doom PA	59.50	Court Appt Attorney Fees
COURT ADMINISTRATOR	McKinnis & Doom PA	178.50	Court Appt Attorney Fees
COURT ADMINISTRATOR	McKinnis & Doom PA	<u>170.00</u> 408.00	Court Appt Attorney Fees
ECONOMIC DEVELOPMENT	EDAM	295.00	EDAM 2021 Membership Dues
ECONOMIC DEVELOPMENT	EDAM	175.00	EDAM Winter 2021 Virtual Conference
ECONOMIC DEVELOPMENT	Kanabec Publications	27.30	EDA Annual Meeting Notice
ECONOMIC DEVELOPMENT	Northern Technology Initiative dba GPS::45	<u>1,000.00</u> 1,497.30	2021 Membership Dues
EMPLOYEE BENEFITS	Dearborn National Life Insurance Co	<u>778.98</u> 778.98	Short Term Disability
ENVIRONMENTAL SERVICES	AT Septic Inspection & Design Inc	275.00	Contract Work for Advanced Septic System Insp
ENVIRONMENTAL SERVICES	Kanabec Publications	<u>48.84</u> 323.84	Public Notices - BOA, Planning Commission
FORFEITED TAX SALE	Commissioner of Revenue	<u>425.00</u> 425.00	State Deed Fees 2020 (17)
HUMAN RESOURCES	ECM Publishers	121.50	Appraiser Employment Ad
HUMAN RESOURCES	Integrity Employee Benefits, LLC	<u>1,909.00</u> 2,030.50	Annual Fee for BenefitsConnect

INFORMATION SYSTEMS	E911 IES	129.24	IES Yearly Service
INFORMATION SYSTEMS	Marco	3,186.68	Phone Lease
INFORMATION SYSTEMS	MARCO Technologies, LLC	2,083.20	Software
		5,399.12	
INSURANCE CLAIMS	MN Counties Insurance Trust	2,500.00	Deductible Hohenwald
		2,500.00	
PUBLIC TRANSPORTATION	Curtis, Michael	798.66	Volunteer Driver 2020
PUBLIC TRANSPORTATION	Curtis, Michael	499.96	Volunteer Driver 2021
PUBLIC TRANSPORTATION	Granite Electronics	2,750.00	2021 Airtime Fees
PUBLIC TRANSPORTATION	Hoefert, Robert	823.98	Volunteer Driver 2020
PUBLIC TRANSPORTATION	Hoefert, Robert	400.40	Volunteer Driver 2021
PUBLIC TRANSPORTATION	Innovative Office Solutions, LLC	21.96	Office Supplies
PUBLIC TRANSPORTATION	Kanabec Publications	595.00	Advertising
PUBLIC TRANSPORTATION	Lincoln Marketing Inc	549.00	Advertising
PUBLIC TRANSPORTATION	Manthie, Wendy	761.88	Volunteer Driver 2020
PUBLIC TRANSPORTATION	Manthie, Wendy	495.04	Volunteer Driver 2021
PUBLIC TRANSPORTATION	Marco	134.68	Printer Contracts
PUBLIC TRANSPORTATION	MARCO Technologies, LLC	318.70	Mora Printer Yearly Fees
PUBLIC TRANSPORTATION	MN Dept of Public Safety	50.00	10 Handicap Placards @ \$5 each
PUBLIC TRANSPORTATION	MN Public Transit Association	705.00	2021 Operator Membership Dues
PUBLIC TRANSPORTATION	Nelson, Jerald	63.25	Volunteer Driver 2020
PUBLIC TRANSPORTATION	Nelson, Jerald	190.96	Volunteer Driver 2021
PUBLIC TRANSPORTATION	Nelson, Ronette	231.15	Volunteer Driver 2020
PUBLIC TRANSPORTATION	Nelson, Ronette	90.72	Volunteer Driver 2021
PUBLIC TRANSPORTATION	Quality Disposal Systems	24.15	December Service
PUBLIC TRANSPORTATION	Strelow, David	32.78	Mileage Reimbursement
PUBLIC TRANSPORTATION	Tinker & Larson	46.60	2019 Dodge Grand Caravan Oil Change
PUBLIC TRANSPORTATION	Van Alst, Lillian	94.64	Volunteer Driver 2021
PUBLIC TRANSPORTATION	Van Alst, Lillian	499.10	Volunteer Driver 2020
PUBLIC TRANSPORTATION	Visser, Maurice	374.28	Volunteer Driver 2021
PUBLIC TRANSPORTATION	Visser, Maurice	778.57	Volunteer Driver 2020
PUBLIC TRANSPORTATION	Zamora, Ray	684.25	Volunteer Driver 2020
PUBLIC TRANSPORTATION	Zamora, Ray	540.40	Volunteer Driver 2021
		12,555.11	

RAILROAD AUTHORITY	MN Counties Insurance Trust	<u>1,017.00</u>	2021 PC Renewal RRA
		1,017.00	
SANITATION	East Central Solid Waste Commission	<u>127.07</u>	Highway MSW & Recycle
		127.07	
SHERIFF	Aspen Mills	1,363.19	Uniforms
SHERIFF	AT&T Mobility	809.23	Monthly Service
SHERIFF	Coborn's Inc.	1,865.93	Dish Soap, BADGES
SHERIFF	Glen's Tire	169.80	Tire Repairs
SHERIFF	Horizon Towing	1,026.80	Towing Services (6)
SHERIFF	Kanabec Publications	196.00	500 Detainer EPS Job, Firearm
SHERIFF	Office Depot	166.25	Office Supplies
SHERIFF	Owens Auto Parts	26.88	Headlight
SHERIFF	SHI	3,779.00	Docking Station Toughbook
SHERIFF	State of Minnesota - BCA	<u>1,385.00</u>	Permit to Carry
		10,788.08	
SHERIFF - CITY OF MORA	AT&T Mobility	44.83	Monthly Service
SHERIFF - CITY OF MORA	Glen's Tire	<u>139.45</u>	Oil Change & Tire Repairs
		184.28	
SHERIFF - JAIL/DISPATCH	Advanced Correctional Healthcare	17,548.42	On-Site Medical Services
SHERIFF - JAIL/DISPATCH	Altergott, Cortney	7.39	Reimbursement Inmate Meds
SHERIFF - JAIL/DISPATCH	Coborn's Inc.	97.48	Laundry Detergent, Inmate Meds
SHERIFF - JAIL/DISPATCH	FBG Service Corporation	584.80	December 2020 Cleaning
SHERIFF - JAIL/DISPATCH	Office Depot	158.87	Office Supplies
SHERIFF - JAIL/DISPATCH	Quality Disposal Systems	199.35	December
SHERIFF - JAIL/DISPATCH	State of Minnesota Public Safety BCA	270.00	CJDN Access Fees (State GF & BCA)
SHERIFF - JAIL/DISPATCH	Stellar Services	410.28	Canteen
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	<u>7,157.00</u>	Inmate Meals
		26,433.59	
SNAKE RIVER WATER MANAGEMENT BOARD	Kanabec Publications	<u>15.58</u>	Public Notice - Snake River Watershed
		15.58	

STATE REVENUE FUND	Minnesota Department of Finance	<u>12,751.97</u>	4th Qtr 2020 3% State Assurance Fees - Tax Forfeit
		12,751.97	
TAX & PENALTY	Kanabec County Treasurer	<u>400.00</u>	2020 Abatement Refund 14.00895.00
		400.00	
UNALLOCATED	Clifton Larson Allen LLP	5,250.00	FY2020 Audit Services
UNALLOCATED	ECM Publishers	245.00	RFP Real Estate Broker
UNALLOCATED	Kanabec Publications	1,962.19	Board Minutes, Committee Vacancies, RFP, Land Sale
UNALLOCATED	Northland Securities Inc	1,500.00	2019 Annual Disclosure Report
UNALLOCATED	Quadient, Inc.	425.42	Ink & Labels for Postage Machines
UNALLOCATED	Rupp, Anderson, Squires & Waldspurger, F	<u>725.00</u>	Oct Legal Services, Land Sales
		10,107.61	
VETERAN SERVICES	Kanabec County Community Health	2,411.50	Media Engagement Work
VETERAN SERVICES	Office Depot	<u>89.12</u>	Office Supplies
		2,500.62	
WATER PLAN	Kanabec County SWCD	8,500.00	Water Plan - Planning and Project Development
WATER PLAN	RMB Environmental Laboratories Inc	<u>20.00</u>	New Baby Well Testing - Nitrates
		8,520.00	
WETLAND	Rupp, Anderson, Squires & Waldspurger, F	<u>1,050.00</u>	Environmental Service/Land Use Quarterly Retainer
		1,050.00	
103 Claims Totaling:		<u>\$ 172,628.27</u>	

Agenda Item #3b
Regular Bills - Road & Bridge
Bills to be approved: 1/19/21

Vendor	Amount	Purpose
Ace Hardware	264.04	Shop Supplies
Aramark	597.92	Uniforms, Towels and Coveralls
Avenu Insights & Analytics	6,042.80	Accounting Software and Support
Central Pension Fund	222.60	Training Center use fee
City of Mora	886.48	Antenna Lease
Erickson, Curt	125.00	Clothing Allowance
Force America	489.35	Repair Parts
Frontier Precision	9,609.80	Controller & Calibration
Glens Tire	389.00	Tire Repair
Gopher State	6.75	Locates
IT Savvy	265.74	Toner
Kanabec County Highway Department	75.00	Petty Cash, Postage
Kanabec County Coordinator Department	427.00	Postage
Kanabec Publications	280.88	Right of way ad
Kwik Trip	25.48	Car wash and Fuel
Marco	296.29	Printer Contract
Mille Lacs County	563.28	Snow Plowing
North Central International	148.07	Repair Parts
Office Depot	79.20	Office Supplies
Owens Auto Parts	1,087.48	Shop Supplies
Premier Outdoor Services	9,060.00	Snow Removal
Power Plan	2,223.12	Repair Parts
Quality Disposal	164.25	Garbage Pickup
Towmaster	781.18	Plow Backup Cameras
Trueman Welters	3,950.00	Tractor Rental
USIC Locating Services	80.00	Locates
Ziegler Inc	12,160.00	Excavator thumb

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Claims Totaling: 50,300.71

Agenda Item #4

January 19, 2021

REQUEST FOR BOARD ACTION

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

f. Board action requested:

Resolution #__ – 1/19/21

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	\$2,328.64
Quality Disposal	\$3,403.60
Arthur Township	\$400.00
Total	\$6,132.24

g. Background:

Provider	Billed	Paid Amount
QUALITY DISPOSAL (November)	\$3,003.60	\$3,003.60
WASTE MANAGEMENT (November)	\$2,328.64	\$2,328.64
Sub-Total	\$5,332.24	\$5,332.24
Recycling Center Incentive Payments:		
Quality Disposal (November)	\$400.00	\$400.00
Arthur Township (November)	\$400.00	\$400.00
TOTAL PAYMENTS =		\$6,132.24

Date received in County Coordinators Office: Various dates in December & January

January 1, 2020 SCORE Fund balance = \$136,476.22

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

Expenditure: 01-391-392-0000-6211 = \$82,645.17

Current SCORE Funds balance is = \$53,831.05

Agenda Item #5

January 5, 2021

REQUEST FOR BOARD ACTION

a. Subject: Committee Appointments (continued from 1/5/21 Organizational Meeting)	b. Origination: Coordinator's Office
c. Estimated time: 10 minutes	d. Presenter(s):

e. Board action requested: Approve the following resolutions:

Resolution #__ - 1/5/21

BE IT RESOLVED to appoint [redacted] to the Economic Development Authority for a 6 year term commencing immediately and expiring January 2, 2027.

Resolution #__ - 1/5/21

BE IT RESOLVED to appoint [redacted] to the Health and Human Service Advisory Board for a ____ year term commencing immediately and expiring January 2, 202_.

f. Background:

Terms that have expired are highlighted in yellow. Letters have been sent to committee members asking if they would like to serve another term.

Terms highlighted in blue have agreed to another term.

Terms highlighted in red have declined or are ineligible for reappointment.

Economic Development Authority (need 1): Jeremy Voss, Kathi Ellis

Health and Human Services Advisory Committee (pending update during Family Services Board):

Supporting Documents: None **Attached:** ☒

Date received in County Coordinators Office: n/a – originating department

Coordinators Comments:

At their organizational meeting on 1/13/21, the EDA recommended appointment of Kathi Ellis as an At-Large Representative.

THE HHS Advisory Committee's recommendations will be presented and discussed during the Family Services Board.

2021 - COMMITTEE MEMBERSHIP

AQUATIC INVASIVE SPECIES COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Dennis McNally	09/09/15		1 st

ASSOCIATION OF MN COUNTIES

VOTING DELEGATES (Annual appointment)

All Five (5) Commissioners, plus;

1. Kristine McNally
2. Barbara McFadden
3. Kathy Burski

Description: At the Annual AMC Conference, each county is allowed eight delegates; usually the five commissioners and three staff people.

POLICY COMMITTEE MEMBERS

Environment & Natural Resources:	Teresa Wickeham
General Government:	Kris McNally
Health & Human Services:	Kathy Burski
Public Safety:	Brian Smith
Transportation & Infrastructure:	Chad Gramentz

Description: Counties must appoint one commissioner or county official to each of the five AMC policy committees. Individuals may not serve as a voting member on more than one policy committee.

BOARD OF ADJUSTMENT

Regular Members:

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Pat O'Brien Position A, Planning Commission Member	01/05/21	01/02/24	3 rd
Fred Sawatzky Position B, Unincorporated Area	10/06/20	01/03/23	1 st partial
Gene Carda Position C, Regular Member	01/05/21	01/02/24	3 rd

Alternate Member:

Ronald Peterson Position D, Alternate	02/27/19	01/03/22	1 st
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Description: Collects information and conducts public hearings on variance requests pertaining to shoreline regulations as defined by the Kanabec County Shoreline Ordinance. One must be from the Planning Commission. One must be from an unincorporated area of the county (not in a city). The implication in Statute is that the others be county residents, but it doesn't explicitly state this.

CAFETERIA (SECTION 125) PLAN COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Board Chairperson	05/28/97	n/a	
County Auditor	05/28/97	n/a	
Personnel Director	05/28/97	n/a	

Description: Considers exceptions and hardship cases under the county pre-tax spending plan for out of pocket medical expenses, insurance premiums and childcare.

CENTRAL MINNESOTA COUNCIL ON AGING

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Gene Anderson	01/08/19	01/03/22	4 th
Rickey Mattson (alternate)	01/05/21	01/03/23	1 st partial

CENTRAL MINNESOTA JOBS & TRAINING

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Les Nielsen	01/05/21	01/02/24	7 th

CITY/COUNTY AIRPORT ZONING BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Bruce Burk	01/08/19	01/03/22	1 st
Greg Yankowiak	01/05/21	01/02/24	2 nd

Description: This board is designated under state statute and consists of members appointed by the City of Mora and the county. The board meets to make, revise and approve airport zoning. This is a Joint Airport Zoning Board pursuant to §360.063, Subd. 3.

COUNTY ASSESSOR

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Tina Diedrich-Von Eschen	01/01/21	12/31/24	n/a

4 year appointments. 90 day notice to not reappoint. Must have Senior Accreditation from the State Board of Assessors or be able to obtain accreditation within 2 years. Appointment must be approved by the State Commissioner of Revenue.

COUNTY CORONER

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Dr. Kelly Mills, M.D.	1/5/21	12/31/21	n/a

Must have successfully completed academic courses in pharmacology, surgery, pathology, toxicology, and physiology. Must appoint 30 days prior to expiration. Appointment must be made no later than 30 days before expiration.

COUNTY ENGINEER

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Chad Gramentz	05/31/19	05/30/23	n/a

Appointed per §163.07

COUNTY SURVEYOR

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Tyler Kroschel	01/08/19	01/09/23	n/a

Must be licensed in Minnesota as a Land Surveyor. (30 day notice to not reappoint)

DITCH INSPECTOR

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Chad Gramentz	01/07/20	01/03/23	n/a

E-911 COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Craig Smith	01/08/19	01/03/22	1 st
Dennis McNally(<i>alternate</i>)	01/05/21	01/02/24	3 rd

Description: Works with the County Sheriff on issues regarding implementing Enhanced 911 emergency phone service in Kanabec County.

EAST CENTRAL REGIONAL DEVELOPMENT COMMISSION

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Gene Anderson	01/05/21	01/02/24	1 st

EAST CENTRAL REGIONAL LIBRARY

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Gene Anderson	01/08/19	01/03/22	3 rd
Rhonda Olson	01/07/20	01/03/23	1 st
Karen Rasmusson	01/05/21	01/02/24	2 nd

Description: These three people represent Kanabec County on the six county East Central Regional Library Board. This library system serves Aitkin, Chisago, Isanti, Kanabec, Mille Lacs and Pine Counties. Must be a resident of Kanabec County. Not more than one commissioner.

EAST CENTRAL SOLID WASTE COMMISSION

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Dennis McNally	01/08/19	01/03/22	2 nd
<u>Alternate</u>			
Les Nielsen	01/08/19	01/03/22	2 nd

ECONOMIC DEVELOPMENT ADVISORY

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Role</u>	<u>Term</u>
Dan Johnson	02/13/19	01/04/21	At-large Representative	2 nd
Lonnie Ness	01/07/20	01/03/23	At-large Representative	1 st
Jerry Tvedt	01/07/20	01/03/23	Electric Utility Representative	3 rd
Lisa Holcomb	02/13/19	01/03/22	Township Elected Official	2 nd
Sara Treiber	02/13/19	01/03/22	City Representative	2 nd
Wayne Davis	02/18/20	01/03/23	At-large Representative	1 st
Ivan Black	02/13/19	01/03/22	City Representative	2 nd
Gene Anderson	01/05/21	01/02/24	County Commissioner	3 rd
Craig Smith	01/05/21	01/02/24	County Commissioner/County HRA	1 st

Description: The EDA shall consist of a governing body of nine members. A maximum of two of the members shall be members of the Kanabec County Board of Commissioners, one of which will represent the HRA. In addition, there shall be one township elected official selected from those townships choosing to participate in the EDA; two city representatives including one from the City of Mora and one selected from the other participating city's; one electric utility representative; and three At-large representatives with preference being given to participating

cities within Kanabec County.

Of those initially appointed, two each shall be appointed for terms of one, two, or three years respectively and one each for terms of four, five, or six years, respectively. Therefore all members shall be appointed for six-year terms.

EMERGENCY MEDICAL SERVICE BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>		<u>Term</u>
Craig Smith	01/05/21	01/02/24		2 nd
Les Nielsen	01/05/21	01/02/24	Alternate	2 nd

2 year terms. Limited to 3 terms.

Advisory Committee

Dan Wilder	01/08/19	01/03/22		2 nd
alternate - Vacant	01/10/07	01/04/10		

Advisory Committee meets 6 times per year.

EXTENSION COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>District</u>	<u>Term</u>
Terry Salmela	01/05/21	01/02/24	5	3 rd
Jennifer Ernest	01/07/20	01/03/23	2	2 nd
Jean Mattson	01/05/21	01/02/24	5	4 th
Kelsey Schiferli	01/07/20	01/03/23	4	2 nd
Barbara McFadden	01/05/21	01/02/24	1	2 nd
Jane Schmidt	01/05/21	01/02/24	At large	1 st
Rickey Mattson	01/05/21	01/02/24	Commissioner	1 st
Gene Anderson	2021 Chairperson of the County Board (Statutory)			
Denise Snyder	Auditor/Treasurer (Statutory):			

Description: The Minnesota State Legislature established County Extension Committees in 1923. The statute mandates a committee of nine:

1. The chair of the County Board of Commissioners,
2. One other commissioner
3. The County Auditor (or their designee) as Secretary
4. Six county residents selected by the County Board.

Committee responsibilities include: attending Extension Committee meetings, Performance evaluation of the educators, program development, assist in marketing Extension programs, and evaluation and budget development.

FEMA BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Chuck Hurd	01/08/19	01/03/22	1 st

Description: The Federal Government gives counties money for emergency use. FEMA meets once a year to decide how the money should be spent. Applications are obtained by agencies and groups that need assistance (ie: food shelves). This money is intended to alleviate housing and food shortages.

HEALTH AND HUMAN SERVICES ADVISORY COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Representing</u>	<u>Term</u>
Diane Bankers	8/18/20	01/03/22	Welia Health	1 st
Kathy Belsheim	8/18/20	01/03/22	Ogilvie Schools Superintendent	1 st
Bob Benes	8/18/20	01/03/22	Lakes and Pines CAC, Inc.	1 st
Kathy Burski	8/18/20	01/03/22	Community Health Director	1 st

Lindy Crawford	8/18/20	01/03/22	Mora City Administrator	1 st
Jenny Danielson	8/18/20	01/03/22	Consumer	1 st
Kathi Ellis	8/18/20	01/03/22	County Commissioner	1 st
Randy Hall	8/18/20	01/03/22	Consumer	1 st
Steve Hansberry	8/18/20	01/03/22	Consumer	1 st
Chuck Hurd	8/18/20	01/03/22	Human Services Director	1 st
Les Nielsen	8/18/20	01/03/22	County Commissioner/Corrections Advisory Board	1 st
Desi Panek	8/18/20	01/03/22	7 County Senior Federation	1 st
Carol Peterson	8/18/20	01/03/22	Consumer	1 st
Charlie Strickland, Jr.	8/18/20	01/03/22	Consumer	1 st
Dan Voce	8/18/20	01/03/22	Mora Schools, Superintendent	1 st

Description: 2 Year terms. Pursuant to MN Statute 402.03 this advisory committee shall actively participate in the formulation of the plan for the development, implementation and operation of the programs and services by the board, and shall make a formal recommendation to the board at least annually concerning the annual budget and implementation of the plan in the ensuing year.

HIGHWAY 23 COALITION

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
<u>Primary</u>			
Dennis McNally	01/07/20	01/03/23	1 st
<u>Alternate</u>			
Les Nielsen	01/07/20	01/03/23	1 st

HOSPITAL BOARD:

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Kim Smith	01/23/19	01/03/22	1 st
Dr. Donner	01/23/19	01/03/22	4 th
Dr. Jack Schwinghammer	01/05/21	01/02/24	3 rd
Teri Heggerness	01/05/21	01/03/22	4 th
Carl Pederson	01/05/21	01/02/24	2 nd
Becci Steffen	01/07/20	01/03/23	3 rd
Amy Anderson	01/07/20	01/03/23	3 rd
Les Nielsen	01/23/19	01/03/22	1 st
Kathi Ellis	01/05/21	01/03/22	8 th

Description: This is the governing board of the Kanabec Hospital. Must be a resident of Hospital Service area. Limit 3 3-year terms- excluding commissioners.

HOUSING REDEVELOPMENT AUTHORITY BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Gene Anderson (Chair)	01/05/21	01/02/24	N/A
Rickey Mattson	01/05/21	01/02/24	N/A
Dennis McNally (Vice-Chair)	01/05/21	01/02/24	N/A
Craig Smith	01/05/21	01/02/24	N/A
Les Nielsen	01/05/21	01/02/24	N/A

Kristine McNally, Board Secretary Appointed 01/05/21 non-voting

Description: Yearly terms. Chair and Vice-chair will match the chair and vice chair of the County

INSURANCE COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Representing</u>	<u>Term</u>
Members:				
Craig Smith	01/08/19	01/03/22	[Commissioners]	1 st
Roberta Anderson	01/05/21	01/02/24	[Local 320]	2 nd
Michael Currie	10/09/19	01/03/22	[Local 49]	1 st partial
Susan Coon	01/07/20	01/03/23	[Local 107]	2 nd
Tammy Owens	01/07/20	01/03/23	[Local 363]	2 nd
Chad Gramentz	01/05/21	01/02/24	[Dept Heads]	1 st
Kate Mestnik	01/05/21	01/02/24	[Non-union]	3 rd
Justin Frisch	01/07/20	01/03/23	Local 106	2 nd
Kim Christenson	[Secretary] indeterminate term			
Kristine McNally	n/a - ex officio			

Insurance Committee Alternates:

Rickey Mattson	01/05/21	01/02/24	[Commissioners]	1 st
Marie Sward	01/07/20	01/03/23	[Local 320]	1 st
Nicholas Frisch	10/11/19	01/03/22	[Local 49]	1 st partial
Vacant			[Local 106]	
Vacant			[Local 107]	
Jennifer Anderson	01/07/20	01/03/23	[Local 363]	1 st
Vacant	01/07/20	01/03/23	[Non-union]	
Lisa Blowers	01/07/20	01/03/23	[Dept Heads]	2 nd

JUVENILE DETENTION CENTER ADVISORY BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Advisory Board			
Les Nielsen	01/07/20	01/03/23	7 th
Todd Eustice	01/05/21	01/02/24	7 th

Operations Sub-Committee

Todd Eustice	01/07/20	01/03/23	7 th
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[Description:](#) Part of the East Central Regional Juvenile Detention Center Joint Powers Board to set policy and make financial decisions for the Juvenile Detention Center in Lino Lakes.

LAKES & PINES COMMUNITY ACTION COUNCIL BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Gene Anderson	01/08/19	01/03/22	4 th

LAW LIBRARY

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Gene Anderson	01/07/20	01/03/23	3 rd

MAGIC FUND DESIGNEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Denise Cooper	02/25/98	Indefinite	n/a

Description: This is the person designated by the board to manage funds in the Association of Minnesota Counties investment pool.

MINNESOTA COUNTIES COMPUTER COOPERATIVE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
<u>Delegate</u>			
Karen McClellan	04/12/95	no term limit	
<u>Alternates:</u>			
Denise Cooper	01/04/98	no term limit	
Marie Sward	03/15/19	no term limit	

Description: MCCC is a joint power organization providing services, software and other cost-effective measures, to substantially reduce the cost of data processing for Minnesota Counties. MCCC cooperatively provides for establishment, operation and maintenance of data processing facilities and management information systems. MCCC uses regionally elected representatives on various committees to conduct day-to-day operations. Several user groups are organized around the use of common business needs, software products and systems. The Board of Directors is made up of one delegate from each member county and meets annually to set policies and the budget. The user group committees are elected regionally and hold monthly or as needed meetings.

MINNESOTA COUNTIES INFORMATION SYSTEMS (MCIS)

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
<u>Director</u>			
Tina Von Eschen	08/18/20	no term limit	
<u>Alternates:</u>			
Karen McClellan	08/18/20	no term limit	
Katie Koenings	08/18/20	no term limit	

Description: MCIS is a joint powers organization dedicated to providing quality, integrated information solutions through customized computer applications and responsive support. MCIS is a governmental organization, established in 1975 as a joint powers under MN Statutes §471.59. There are eleven (11) "Full" members and four (4) "Associate" members. A "Full Member" is a governmental unit who participates fully in the joint powers agreement, and has a vote on the MCIS Board. An "Associate Member" is a governmental unit purchasing services from MCIS through an executed service agreement, but are not signatories to joint powers agreement and has no voting rights on the MCIS Board. The MCIS Board meets quarterly in July, October, January and April at such time and place as designated by the Board.

NORTH TH 65 CORRIDOR COALITION

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
<u>Delegate</u>			
Gene Anderson	01/07/20	01/03/23	1 st
<u>Alternates:</u>			
Dennis McNally	01/07/20	01/03/23	1 st

VISION STATEMENT: The general purpose of this agreement is to create an organization through which the members that are parties to this Agreement may jointly and cooperatively plan for and maximize the opportunities for sub-regional transportation and transit development, quality growth and diversification along TH 65 through a system of collaboration, pursuant to Minnesota Statutes, 2004, Section 471.59.

OUTLOOK HEALTH SERVICES BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Rickey Mattson	01/05/21	01/03/22	1 st partial

PERSONNEL BOARD OF APPEALS

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Linda Holida	02/13/19	01/03/22	1 st
Liane Heupel	01/05/21	01/02/24	2 nd
Leona Dressel	01/05/21	01/02/24	3 rd

Description: Three county residents who are not county employees or elected officials. The Board of Appeals meets upon call to hear the filing of an appeal by an applicant for county job or a county employee concerning discrimination practices, alleged arbitrary capricious action on the part of the County Board with respect to rules included in the Act, or other matters or grievances under the authority of this Act (M.S. §375.65 & 375.66).

PERSONNEL COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
<u>Primary</u>			
Gene Anderson	2021 Chairperson of the County Board		
<u>Alternate</u>			
Dennis McNally	2021 Vice Chairperson of the County Board		
.....			
Kristine McNally	<i>County Coordinator - ex officio</i>		

PLANNING COMMISSION

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Rhonda Olson	01/21/20	01/03/23	1 st
Earl Bracewell	02/13/19	01/03/22	1 st
Dennis McNally	01/05/21	01/02/24	3 rd
Ron Hallin	01/08/19	01/03/22	2 nd
Douglas Sabinash	01/05/21	01/02/24	1 st
Wayne Zaudtke	09/01/20	01/03/23	1 st
Pat O'Brien	03/13/19	01/03/22	5 th
(Board of Adjustment member)			
Chad Gramentz	01/05/21	01/02/24	3 rd
(non-voting)			

Must be a resident of Kanabec County. At least two must be from unincorporated areas of the county (not in a city). No more than one shall be an employee or elected official of the County. One must be from the Board of Adjustment. No voting member shall have received, during the 2 years prior to appointment, any substantial portion of income from business operations involving the development of land within the county for urban and urban related purposes.

Description: Reviews proposed plats and makes recommendations to the County Board concerning implementation of the Kanabec County Subdivision and Platting Ordinance. Periodically, the Planning Commission reviews existing County Ordinances and makes recommendations to the County Board regarding changes.

RAILROAD AUTHORITY BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Dennis McNally	01/07/20	01/03/23	N/A
Gene Anderson	01/07/20	01/03/23	N/A
Les Nielsen	01/07/20	01/03/23	N/A
Kathi Ellis	01/07/20	01/03/23	N/A
Craig Smith	01/07/20	01/03/23	N/A

Kristine McNally, Board Clerk Appointed 01/08/19 non-voting

RAILROAD AUTHORITY ADVISORY COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Represents</u>	<u>Term</u>
Kathi Ellis - Chairperson	ex officio (voting)			
Jody Anderson	01/05/21	01/02/24	City of Mora	2 nd
Vacant			Whited Township	
Bruce Anderson	01/05/21	01/02/24	Comfort Township	6 th
Mike Papenhausen	01/05/21	01/02/24	At Large	6 th
Lanny Stegeman	02/27/19	01/03/22	At Large	5 th
Gordon Gullixson	01/08/19	01/03/22	City of Quamba	3 rd

Kristine McNally, Advisory Committee Clerk Appointed 01/08/19 non-voting

REGIONAL RADIO BOARD *(Commissioner needs to be the primary representative)*

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Dennis McNally	01/05/21	01/02/24	3 rd
Brian Smith (Alternate)	01/05/21	01/02/24	3 rd

RUM RIVER ONE WATERSHED, ONE PLAN

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Dennis McNally	01/23/19	01/03/22	1 ST

SAFETY COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Representing</u>	<u>Term</u>
Chad Gramentz	11/09/11	n/a, <i>Ex-Officio (Safety Officer)</i>		
Chris Bergwick	01/07/20	01/03/23	Sheriff's Office	2 nd
Robin Etter	01/05/21	01/02/24	Sheriff's Office	6 th
Dave Mulvaney	01/08/19	01/03/22	Courthouse	2 nd
Lisa Holcomb	01/21/20	01/03/23	Courthouse	1 st
Kathy Burski	01/05/21	01/02/24	Public Service Bldg	4 th
Patricia Kruse	01/05/21	01/02/24	Public Service Bldg	1 st
Nate Westling	01/07/20	01/03/23	Highway Building	1 st
Trent Terpstra	01/23/19	01/03/22	Highway Building	1 st

SNAKE RIVER WATER MANAGEMENT BOARD ADVISORY BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Eric Renstrom	01/05/21	01/02/24	1 st
Gene Anderson	01/05/21	01/02/24	2 nd

SNAKE RIVER WATERSHED

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Craig Smith	01/08/19	01/03/22	1 st

SNAKE RIVER ONE WATERSHED, ONE PLAN

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Craig Smith	10/23/19	01/03/22	1 st
Rickey Mattson (Alternate)	01/05/21	01/03/22	1 st partial
Teresa Wickeham (Staff)	10/23/19	01/03/22	1 st

SOUTHERN MINNESOTA COUNTY BASED PURCHASING (SOUTH COUNTRY HEALTH ALLIANCE)

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Les Nielsen	01/05/21	01/02/24	1 st
Dennis McNally (alternate)	01/05/21	01/02/24	3 rd

SUBSTANCE ABUSE COALITION

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Les Nielsen	01/08/19	01/03/22	5 th

TIMBER TRAILS ADVISORY BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
<u>Primary</u>			
Craig Smith	01/08/19	01/03/22	1 st
<u>Alternate</u>			
Gene Anderson	01/05/21	01/02/24	3 rd

UNION NEGOTIATION COMMITTEES: 2019

County Coordinator plus;	
LELS Local 107 (Jailers/Dispatchers):	Craig Smith, Gene Anderson
LELS Local 106 (Deputies):	Rickey Mattson, Gene Anderson
Teamsters Local 320 (Courthouse):	Dennis McNally, Craig Smith
Oper. Engineers Local 49 (Highway):	Les Nielsen, Dennis McNally
Laborers Local 363 (Welfare):	Rickey Mattson, Les Nielsen

VETERAN SERVICE OFFICER

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Erica Bliss	01/05/21	01/02/24	n/a

(90 day notice to not reappoint)

WATER PLAN

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Represents</u>	<u>Term</u>
Chad Gramentz	01/05/21	01/02/24		4 th
Teresa Wickeham	ex-officio		Water Plan Coordinator	
Ellen White			Public Health	
Deanna Pomije			Kanabec Soil & Water	
Allan Ambrose	02/13/19	01/03/22	Citizen Appointee	2 nd
Jon Sanford	01/21/20	01/03/23	Citizen Appointee	1 st
Gene Anderson	01/05/21	01/02/24	County Board	4 th

Description: Recommendations regarding the Kanabec County Comprehensive Local Water Plan occurs through the Kanabec County Water Plan Task Force Committee. This committee meets upon the request of the County Board and makes recommendations on the coordination and implementation of the plan. There is technical advice assigned to the Soil & Water Conservation District, Natural Resources Conservation Service, County Extension, County Public Health, County Zoning, County Wetland Administrator, DNR, etc. as requested by the Task Force.

** UPDATED: 01/06/21

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County Commissioner Appointments, as of 1/5/21

Appointment	Dennis McNally	Gene Anderson	Les Nielsen	Rickey Mattson	Craig Smith
Association of Minnesota Counties	X	X	X	X	X
Aquatic Invasive Species Committee	X				
Central Minnesota Council on Aging		X			
<i>Central Minnesota Council on Aging Alternate</i>				X	
Central Minnesota Jobs & Training			X		
E-911 Committee					X
<i>E-911 Alternate</i>	X				
East Central Regional Development		X			
East Central Regional Library		X			
East Central Solid Waste Commission	X				
<i>ECSWC Alternate</i>			X		
Economic Development Advisory		X			X
Emergency Medical Service Board					X
<i>Emergency Medical Alternate</i>			X		
Extension Committee		X		X	
Health & Human Services Advisory Committee			X		
Highway 23 Coalition	X				
<i>Highway 23 Coalition Alternate</i>			X		
Hospital Board			X		
Housing and Redevelopment Authority	X	X	X	X	X
Insurance Committee					X
<i>Insurance Comm. Alternate</i>				X	
Juvenile Detention Center Advisory Board			X		
Lakes & Pines Board		X			
Law Library		X			
North Highway 65 Corridor Coalition		X			
<i>North Highway 65 Corridor Coalition Alternate</i>	X				
Outlook Health Services Board				X	
Personnel Committee	X	X			
Planning Commission	X				
Railroad Authority Board	X	X	X	X	X
Railroad Authority Advisory Committee		X			
Regional Radio Board	X				
Rum River One Watershed, One Plan	X				
Snake River One Watershed, One Plan					X
<i>Snake River One Watershed, One Plan Alternate</i>				X	
Snake River Water Management Advisory Board		X			
Snake River Watershed					X
Southern MN County Based Purchasing			X		
<i>Southern MN County Based Purchasing Alternate</i>	X				
Substance Abuse Coalition			X		
Timber Trails Advisory Board					X
<i>Timber Trails Alternate</i>				X	
Negotiating Team: Local 107 (Jailer/Dispatcher)		X			X
Negotiating Team: Local 320 (Courthouse)	X				X
Negotiating Team: Local 106 (Deputies)		X		X	
Negotiating Team: Local 49 (Highway)	X		X		
Negotiating Team: Local 363 (Welfare)			X	X	
Water Plan		X			
TOTAL APPOINTMENTS	15	17	14	11	12

Agenda Item #6

January 19, 2021

REQUEST FOR BOARD ACTION

a. Subject: Revised 2021 Budget Summary	b. Origination: Auditor/Treasurer's Office
c. Estimated time: 10 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested: Approve the following resolution:

Resolution #___-1/19/21 Revised 2021 Budget Summary

WHEREAS the Kanabec County Board of Commissioners approved the 2021 Budget, and

WHEREAS the Auditor/Treasurer Office has made recommendations for changes in fund allocations with no changes to the net levy amount,

BE IT RESOLVED that the Kanabec County Board of Commissioners adopts the Revised 2021 Budget Summary.

f. Background:

Supporting Documents: None Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:

2021 BUDGET SUMMARY	2020 Net Budgets	2021 Expend	2021 Receipts	2021 from Fund Balance	2021 Net Budget
Assessor	\$ 468,228	\$ 583,286	\$ 93,450		\$ 489,836
Attorney	\$ 554,714	\$ 750,418	\$ 171,900	\$ -	\$ 578,518
Auditor/Treasurer					
Office	\$ 538,930	\$ 609,911	\$ 48,500		\$ 561,411
Elections	\$ 103,000	\$ 71,640	\$ -		\$ 71,640
Mainframe Expenses	\$ 88,626	\$ 137,582	\$ 52,240	\$ -	\$ 85,342
Auditor/Treasurer Total	\$ 749,120				\$ 718,393
Commissioners	\$ 190,385	\$ 188,509	\$ 5,000		\$ 183,509
Coordinator	\$ 441,009	\$ 636,971	\$ 86,850	\$ 95,000	\$ 455,121
Court Administrator	\$ 34,500	\$ 37,500	\$ -	\$ -	\$ 37,500
Law Library	\$ (3,000)	\$ 9,000	\$ 12,000	\$ -	\$ (3,000)
Culture & Recreation	\$ 8,750	\$ 8,750	\$ -	\$ -	\$ 8,750
E Central Reg Library	\$ 163,989	\$ 161,681	\$ -		\$ 161,681
Extension	\$ 84,986	\$ 85,161	\$ -		\$ 85,161
Information Systems	\$ 398,586	\$ 460,508	\$ 50,592		\$ 409,916
Probation					
Office	\$ 367,738	\$ 548,162	\$ 178,767		\$ 369,395
Probation Fees	\$ -	\$ 13,000	\$ 13,000		\$ -
Probation Total	\$ 367,738				
Public Works					
Building Maintenance	\$ 635,934	\$ 660,594	\$ 57,038	\$ -	\$ 603,556
Environmental Services					
Office		\$ 270,641	\$ 102,218	\$ 62,800	\$ 105,623
Water Plan		\$ 15,071	\$ 15,071		\$ -
Wetlands		\$ 25,103	\$ 25,103		\$ -
Shorelands		\$ 4,090	\$ 4,090		\$ -
ISTS		\$ 18,600	\$ 18,600		\$ -
Env. Services Total	\$ 109,146				\$ 105,623
Sanitation	\$ -	\$ 127,423	\$ 87,115	\$ 40,308	\$ -
Surveyor	\$ -	\$ 17,500	\$ -	\$ 10,000	\$ 7,500
Public Works Total	\$ 752,580				
Recorder	\$ 52,347	\$ 206,033	\$ 166,500		\$ 39,533
Sheriff					
Law Enforcement	\$ 1,598,382	\$ 2,644,522	\$ 1,023,427		\$ 1,621,095
Boat & Water	\$ 3,100	\$ 4,463	\$ 4,463	\$ -	\$ -
Snowmobile		\$ 4,410	\$ 4,410	\$ -	\$ -
ATV		\$ 3,154	\$ 3,154	\$ -	\$ -
Reserves		\$ 8,000	\$ 8,000	\$ -	\$ -
Coroner	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ 40,000
Emergency Mngt	\$ 17,056	\$ 34,112	\$ 17,056	\$ -	\$ 17,056
Jail/Dispatch	\$ 3,023,543	\$ 3,486,719	\$ 434,056	\$ -	\$ 3,052,663
E-911 System		\$ 125,100	\$ 89,238	\$ 35,862	\$ -
Sheriff's Total	\$ 4,682,018				\$ 4,730,814
Transit	\$ (2,742)	\$ 1,112,101	\$ 1,112,101	\$ -	\$ (0)
Unallocated	\$ (2,549,163)	\$ 836,922	\$ 2,863,082	\$ -	\$ (2,026,160)
Veteran's Services	\$ 103,783	\$ 123,790	\$ 13,000	\$ 3,000	\$ 107,790
Revenue Fund Totals	\$ 6,479,328	\$ 14,070,427	\$ 6,760,021	\$ 246,970	\$ 7,063,436
Road & Bridge Fund	\$ 2,348,552	\$ 9,590,006	\$ 7,506,645	\$ 150,000	\$ 1,933,361
Family Services Fund	\$ 2,265,748	\$ 6,219,694	\$ 3,960,872		\$ 2,258,822
Community Health Fund	\$ 339,657	\$ 3,151,054	\$ 2,757,963		\$ 393,091
EDA Fund	\$ 147,996	\$ 153,200	\$ 3,200		\$ 150,000
Railroad Authority	\$ 1,429	\$ 1,017	\$ 100		\$ 917
Bond Fund	\$ 1,029,739	\$ 1,040,524	\$ 6,500		\$ 1,034,024
Net Levy 2020:	\$ 12,612,449	\$ 34,225,922	\$ 20,995,301	\$ 396,970	\$ 12,833,651
				NET LEVY 2021=	12,833,651
2019 CPA = \$1,098,443					
2020 CPA = \$1,194,206				REVISION DATE:	1/19/21
2021 CPA = \$1,191,242		Current % =	1.75%		

Resolution #_____ – 1/19/21

Resolution to set the Maximum Levy and Final Budget for 2021

BE IT RESOLVED by the Kanabec County Board of Commissioners that the following proposed year 2021 maximum levy and final budget be adopted:

FUND	2021 FINAL BUDGET	2021 MAXIMUM LEVY
<i>a.</i> Revenue Fund	14,070,427	7,063,436
<i>b.</i> Family Services (Welfare) Fund	6,219,694	2,258,822
<i>c.</i> Community Health	3,151,054	393,091
<i>d.</i> Road & Bridge Fund	9,590,006	1,933,361
<i>e.</i> Railroad Authority Fund	1,017	917
<i>f.</i> Debt Service – Tax Capacity based (<i>not including market value levy</i>) “ <i>Building Fund</i> ”	1,040,524	855,284
<i>g.</i> SUB-TOTALS (<i>total of a. through f.</i>)	34,072,722	12,504,911
<i>i.</i> + Debt Service For Market Based Referendum Levy		\$178,740
<i>ii.</i> + EDA Levy		\$150,000
<i>j.</i> TOTAL PAYABLE Y2021 LEVY (total= <i>f+i+ii</i>)		\$12,833,651

BE IT FURTHER RESOLVED that \$855,284 of the debt service tax capacity based and all of the market value based of \$178,740 are dedicated to debt service.

BE IT FURTHER RESOLVED that the budget reflects revenue of **\$1,191,242** in County Program Aid.

Gene Anderson, Board Chair

Kris McNally, Board Clerk

Agenda Item #7

January 19, 2021

REQUEST FOR BOARD ACTION

a. Subject: Haybrook Township Parcel 07.00690.00	b. Originating Department/Organization/Person: Coordinator's Office
c. Estimated time: 5 Minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested:

Consider selling parcel 07.00690.00 or granting an easement through the parcel

f. Background:

Supporting Documents: None: Attached: ☒

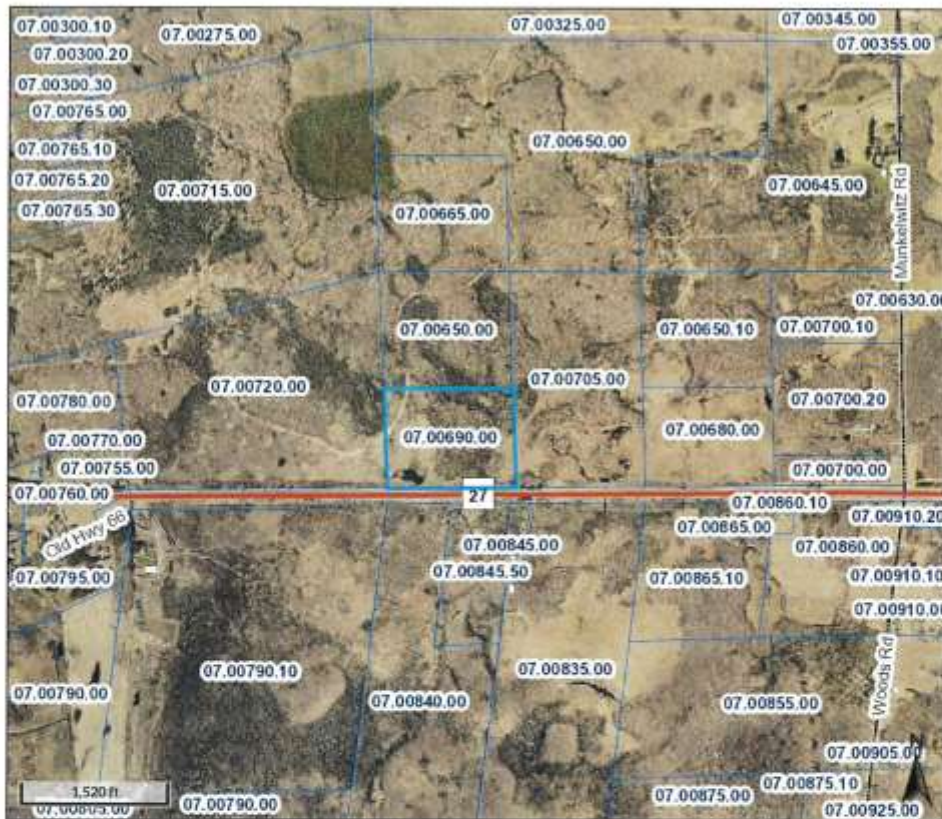
Date received in County Coordinators Office:

Coordinators Comments:

The owner of parcel 07.00665.00 has requested consideration of the county granting an easement or selling parcel 07.00690.00. The landowner is currently land-locked and trying to take steps to create access to his parcel.

Staff researching the status of the land found a "Notice Lis Pendens." Additional information from the land attorney is pending.

If recommended to sell the parcel, it would have to go through the sale process as defined in MN Statute 373.01.

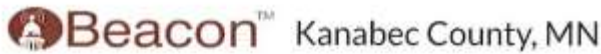


- Legend**
- Parcels
 - Townships
 - Roads**
 - MN Highway
 - County Highway/Road
 - Township Road
 - Municipal Road
 - State Forest Road
 - Roads

Parcel ID	07.00690.00	Alternate ID	n/a	Owner Address	COUNTY OF KANABEC
Sec/Twp/Rng	17-042-024	Class	955 - COUNTY PUB SERV-OTH		18 VINE ST N
Property Address		Acreage	35.68		MORA, MN 55051
District	HAYBROOK SCH 0473				
Brief Tax Description	Sect-17 Twp-042 Range-024 35.68 AC SW1/4 OF SW1/4 EX 4.32 AC HWY				
	(Note: Not to be used on legal documents)				

Date created: 1/11/2021
Last Data Uploaded: 1/11/2021 4:25:47 AM

Developed by  **Schneider**
GEOSPATIAL



Summary

Parcel ID 07.00690.00
 Property Address
 Sec/Twp/Rng 17-042-024
 Brief Tax Description Sect-17 Twp-042 Range-024 35.68 AC SW1/4 OF SW1/4 EX 4.32 AC HWY
 (Note: Not to be used on legal documents)
 Deeded Acres 35.68
 Class 955 - (NON-HSTD) COUNTY PUB SERV-OTH
 District (701) HAYBROOK SCH 0473
 School District 0473
 Creation Date 07/21/1989
 Primary Taxpayer
 County Of Kanabec
 18 Vine St N
 Mora, MN 55051

Valuation

	2020 Assessment	2019 Assessment	2018 Assessment	2017 Assessment	2016 Assessment	2015 Assessment
+ Estimated Building Value	\$0	\$0	\$0	\$0	\$0	\$0
+ Estimated Land Value	\$33,300	\$43,300	\$39,600	\$41,300	\$38,900	\$36,800
+ Estimated Machinery Value	\$0	\$0	\$0	\$0	\$0	\$0
= Estimated Market Value	\$33,300	\$43,300	\$39,600	\$41,300	\$38,900	\$36,800

Taxation

	2020 Payable	2019 Payable	2018 Payable	2017 Payable	2016 Payable
Estimated Market Value	\$43,300	\$39,600	\$41,300	\$38,900	\$36,800
- Excluded Value	\$0	\$0	\$0	\$0	\$0
- Homestead Exclusion	\$0	\$0	\$0	\$0	\$0
= Taxable Market Value	\$43,300	\$39,600	\$41,300	\$38,900	\$36,800
Net Taxes Due	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
+ Special Assessments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
= Total Taxes Due	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Unpaid Taxes

No taxes are due at this time.

Tax Payments

No data available for the following modules: Buildings, Extra Features, Sales, Property Valuation Notice, Mobile Home Valuation Notices, Taxes Paid, 2018 Tax Statements, 2019 Tax Statements, 2020 Tax Statements, Photos, Permit Documents, Septic Documents, CUP-RUP Documents, Violation Documents.

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Last Data Update: 1/11/2021 3:25:47 AM

Version 2.3.100



Agenda Item #8

January 19, 2021

REQUEST FOR BOARD ACTION

a. Subject: Gambling Policy	b. Origination: Isanti County Chapter of Pheasants Forever
c. Estimated time: 10 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested:

The Isanti County Chapter of Pheasants Forever is requesting consideration of a change to Kanabec County's Gambling Policy. Specifically, they are asking for a change to the language "that a minimum of 75% of the net proceeds will go to contributions within Kanabec County" for events such as raffles.

This organization holds lawful exempt/excluded gambling events at Pheasant Ridge (raffles), as do other organizations from outside Kanabec County. The intent of their gambling events is to support their organization's causes which are typically not in Kanabec County, thus they consider it unreasonable to require them to give 75% of the net proceeds to organizations within Kanabec County.

They are requesting that the percentage of required contributions within Kanabec County be significantly reduced or preferably eliminated for exempt/excluded events. If reduction is the option, they are asking that the expenses related to holding events there to be considered all or part of their "contribution" within the county.

f. Background:

Supporting Documents: None **Attached:** ☒

Date received in County Coordinators Office:

Coordinators Comments:

Charitable Contributions are defined by MN Statute (attached).

GAMBLING POLICY

Definitions

Subd. 7a. **Charitable contribution.**

"Charitable contribution" means one or more of the **lawful purposes expenditures** under subdivision 25, paragraph (a), clauses (1) to (7), (10) to (15), and (19).

Subd. 25. **Lawful purpose.**

(a) "Lawful purpose" means one or more of the following:

(1) any expenditure by or contribution to a 501(c)(3) or festival organization, as defined in subdivision 15c, provided that the organization and expenditure or contribution are in conformity with standards prescribed by the board under section [349.154](#), which standards must apply to both types of organizations in the same manner and to the same extent;

(2) a contribution to or expenditure for goods and services for an individual or family suffering from poverty, homelessness, or disability, which is used to relieve the effects of that suffering;

(3) a contribution to a program recognized by the Minnesota Department of Human Services for the education, prevention, or treatment of problem gambling;

(4) a contribution to or expenditure on a public or private nonprofit educational institution registered with or accredited by this state or any other state;

(5) a contribution to an individual, public or private nonprofit educational institution registered with or accredited by this state or any other state, or to a scholarship fund of a nonprofit organization whose primary mission is to award scholarships, for defraying the cost of education to individuals where the funds are awarded through an open and fair selection process;

(6) activities by an organization or a government entity which recognize military service to the United States, the state of Minnesota, or a community, subject to rules of the board, provided that the rules must not include mileage reimbursements in the computation of the per diem reimbursement limit and must impose no aggregate annual limit on the amount of reasonable and necessary expenditures made to support:

(i) members of a military marching or color guard unit for activities conducted within the state;

(ii) members of an organization solely for services performed by the members at funeral services;

(iii) members of military marching, color guard, or honor guard units may be reimbursed for participating in color guard, honor guard, or marching unit events within the state or

states contiguous to Minnesota at a per participant rate of up to \$50 per diem; or

(iv) active military personnel and their immediate family members in need of support services;

(7) recreational, community, and athletic facilities and activities, intended primarily for persons under age 21, provided that such facilities and activities do not discriminate on the basis of gender and the organization complies with section [349.154, subdivision 3a](#);

~~(8) payment of local taxes authorized under this chapter, taxes imposed by the United States on receipts from lawful gambling, the taxes imposed by section [297E.02](#), subdivisions 1, 5, and 6, and the tax imposed on unrelated business income by section [290.05, subdivision 3](#);~~

~~(9) payment of real estate taxes and assessments on permitted gambling premises owned by the licensed organization paying the taxes, or wholly leased by a licensed veterans organization under a national charter recognized under section 501(c)(19) of the Internal Revenue Code;~~

(10) a contribution to the United States, this state or any of its political subdivisions, or any agency or instrumentality thereof other than a direct contribution to a law enforcement or prosecutorial agency;

(11) a contribution to or expenditure by a nonprofit organization which is a church or body of communicants gathered in common membership for mutual support and edification in piety, worship, or religious observances;

(12) an expenditure for citizen monitoring of surface water quality by individuals or nongovernmental organizations that is consistent with section [115.06, subdivision 4](#), and Minnesota Pollution Control Agency guidance on monitoring procedures, quality assurance protocols, and data management, provided that the resulting data is submitted to the Minnesota Pollution Control Agency for review and inclusion in the state water quality database;

(13) a contribution to or expenditure on projects or activities approved by the commissioner of natural resources for:

(i) wildlife management projects that benefit the public at large;

(ii) grant-in-aid trail maintenance and grooming established under sections [84.83](#) and [84.927](#), and other trails open to public use, including purchase or lease of equipment for this purpose; and

(iii) supplies and materials for safety training and educational programs coordinated by the Department of Natural Resources, including the Enforcement Division;

(14) conducting nutritional programs, food shelves, and congregate dining programs primarily for persons who are age 62 or older or disabled;

(15) a contribution to a community arts organization, or an expenditure to sponsor arts programs in the community, including but not limited to visual, literary, performing, or musical arts;

~~(16) an expenditure by a licensed fraternal organization or a licensed veterans organization for payment of water, fuel for heating, electricity, and sewer costs for:~~

~~(i) up to 100 percent for a building wholly owned or wholly leased by and used as the primary headquarters of the licensed veteran or fraternal organization; or~~

~~(ii) a proportional amount subject to approval by the director and based on the portion of a building used as the primary headquarters of the licensed veteran or fraternal organization;~~

~~(17) expenditure by a licensed veterans organization of up to \$5,000 in a calendar year in net costs to the organization for meals and other membership events, limited to members and spouses, held in recognition of military service. No more than \$5,000 can be expended in total per calendar year under this clause by all licensed veterans organizations sharing the same veterans post home;~~

~~(18) payment of fees authorized under this chapter imposed by the state of Minnesota to conduct lawful gambling in Minnesota;~~

~~(19) a contribution or expenditure to honor an individual's humanitarian service as demonstrated through philanthropy or volunteerism to the United States, this state, or local community;~~

GAMBLING POLICY HISTORY

Approved 9/2003:

It was moved by Kathi Ellis, seconded by Les Nielsen, and carried unanimously to approve the following resolution:

Resolution 5 - 09/17/03

WHEREAS it is the wish of the Kanabec County Board of Commissioners to clarify its position on gambling approvals by creating a written policy for reference;

BE IT RESOLVED to adopt the following Lawful Gambling Approval Policy:

Policy: A-107
Approved:
Effective:
Supersedes (eff): n/a (NEW)

GAMBLING

I. POLICY STATEMENT

The Kanabec County Board of Commissioners has the responsibility to review for requests for lawful gambling in Kanabec County. It is the intent of the board to approve such requests when, in the opinion of the Kanabec County Board of Commissioners, the best interests of the county are being served.

II. POLICY GUIDELINES

- A. In the event of any question about application of this policy, decisions of the county board shall be final. Decisions of the board on individual cases will not necessarily limit the board's actions on future cases.
- B. It is the intent of the Kanabec County Board of Commissioners to limit the issuance of gambling licenses in Kanabec County to non-profit organizations with a vested interest in the county. It is the policy of Kanabec County that, prior to the approval and issuance of any gambling license in Kanabec County, the non-profit organization must first provide the county with one of either:
 - 1. proof of a registered address as a non-profit organization in Kanabec County, or
 - 2. a written guarantee that a minimum of 75% of the net proceeds will go to contributions within Kanabec County.
- C. It is the intent of the Kanabec County Board of Commissioners to limit the issuance of gambling licenses in Kanabec County in those instances satisfactory to the township in which the gambling activity is to occur.

It is the policy of Kanabec County that, prior to the approval and issuance of any gambling license in Kanabec County, the non-profit organization must first provide the county proof of township approval. Evidence of approval shall be completion of the form depicted on page two of this

policy.

Revised and Approved 7/2010:

County Coordinator Dan Weber met with the County Board to discuss an amended County Gambling Policy.

Action #4 – It was moved by Roger Crawford, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

Resolution #4 – 07/28/10

Gambling Policy A-107

WHEREAS it is the Board of Commissioners responsibility to review requests for lawful gambling in Kanabec County, and

WHEREAS a written guarantee that a minimum of 75% of the net proceeds will go to contributions within Kanabec County is required, and

WHEREAS the Board of Commissioners would like a standardized form used to provide this proof;

BE IT RESOLVED to approve the following amended County Gambling Policy A-107 effective August 1, 2010:

Policy: A-107
Approved: July 28, 2010
Effective: August 1, 2010
Supersedes (eff): September 17, 2003

GAMBLING

I. POLICY STATEMENT

The Kanabec County Board of Commissioners has the responsibility to review for requests for lawful gambling in Kanabec County. It is the intent of the board to approve such requests when, in the opinion of the Kanabec County Board of Commissioners, the best interests of the county are being served.

II. POLICY GUIDELINES

- A. In the event of any question about application of this policy, decisions of the county board shall be final. Decisions of the board on individual cases will not necessarily limit the board's actions on future cases.
- B. It is the intent of the Kanabec County Board of Commissioners to limit the issuance of gambling licenses in Kanabec County to non-profit organizations with a vested interest in the county. It is the policy of Kanabec County that, prior to the approval and issuance of any gambling license in Kanabec County, the non-profit organization must first provide the county with one of either:
 - 1. proof of a registered address as a non-profit organization in Kanabec County, or

2. a written guarantee that a minimum of 75% of the net proceeds will go to contributions within Kanabec County. Evidence of meeting this requirement shall be made by completing the Gambling Report on page three of this policy.

- C. It is the intent of the Kanabec County Board of Commissioners to limit the issuance of gambling licenses in Kanabec County in those instances satisfactory to the township in which the gambling activity is to occur.
- It is the policy of Kanabec County that, prior to the approval and issuance of any gambling license in Kanabec County, the non-profit organization must first provide the county proof of township approval. Evidence of approval shall be completion of the form depicted on page two of this policy.

GAMBLING

I. POLICY STATEMENT

The Kanabec County Board of Commissioners has the responsibility to review for requests for lawful gambling in Kanabec County. It is the intent of the board to approve such requests when, in the opinion of the Kanabec County Board of Commissioners, the best interests of the county are being served.

II. POLICY GUIDELINES

- A. In the event of any question about application of this policy, decisions of the county board shall be final. Decisions of the board on individual cases will not necessarily limit the board's actions on future cases.
- B. It is the intent of the Kanabec County Board of Commissioners to limit the issuance of gambling permits in Kanabec County to non-profit organizations with a vested interest in the county. It is the policy of Kanabec County that, prior to the approval and issuance of any gambling permit in Kanabec County, the non-profit organization must first provide the county with the following:
 - 1. proof of a registered address as a non-profit organization, and
 - 2. proof of active status and good standing for the current calendar year from the Minnesota Secretary of State, and
 - 3. a written guarantee that a minimum of 75% of the net proceeds will go to contributions within Kanabec County, and
 - 4. evidence of meeting the above requirement by completing the Gambling Report on page three of this policy. Organizations with exempt/excluded permits must submit the report within 30 days of the event. Organizations with a perpetual/premise permit are required to submit the report annually.
 - 5. Failure to provide the Gambling Report and/or failure to contribute 75% of the net proceeds in Kanabec County may result in denial of future permit applications.
- C. It is the intent of the Kanabec County Board of Commissioners that, prior to the approval and issuance of any perpetual/premise (pull tabs, paddle wheel, bar bingo, tip boards, etc.) gambling permit in Kanabec County, the non-profit organization seeking license must first provide the county proof of township approval. Evidence of approval shall be completion of the form depicted on page two of this policy. Organizations seeking exempt or excluded permit applications are not required to seek township approval prior to application to the Kanabec County Board of Commissioners.

Township Certification of Gambling Approval for Perpetual/Premise Permit Applications

State of Minnesota
County of Kanabec
Certification of the Minutes of the Town Board of Supervisors

Township of _____

Minutes of the meeting held: _____, 20____
(date)

The minutes of the above named Town Board Meeting indicate that the request of
_____ to conduct lawful gambling
(party requested gambling approval)

described as _____
(type of gambling, i.e., pull-tabs, raffle, bingo, etc)

to be conducted at _____
(name and address of facility)

was approved by the Town Board.

I, the undersigned certify that the information above has been carefully compared with the original records of the above named Town Board, Kanabec County, Minnesota, those records being in my custody, and is a true reflection of these minutes.

In Witness Whereof, I have hereunto placed my hand and signature:

(signature)

(printed name)

Certified this _____ day of _____, 20____.

Kanabec County Gambling Report

As per County Policy A-107 Section B, organizations are required to provide documentation that a minimum of 75% of the net proceeds go toward contributions within Kanabec County. Please complete the following report providing proof of these requirements and submit to the Kanabec County Coordinator within 30 days of your event (exempt/excluded permits) or annually (perpetual/premise permits).

Organization Name: _____

Contact Person: _____

Address: _____

Phone: _____ Email: _____

	Location A	Location B	Location C
Gross Receipts			
Prizes Paid			
Taxes Paid			
Pre Expense Income			
Total Expenses			
Site Profit			

Total Profit _____ x .75 = _____

Please provide a separate list of organizations within Kanabec County along with the dollar amount that was distributed to each.

Agenda Item #9

January 19, 2021

REQUEST FOR BOARD ACTION

a. Subject: Request to Change Dates for Lawful Gambling Event	b. Originating Department/Organization/Person: Isanti County Pheasants Forever
c. Estimated time: 2 Minutes	d. Presenter(s): None

e. Board action requested: Approve the following resolution:

Resolution #__ – 1/19/21

WHEREAS the Kanabec County Board of Commissioners has been presented with a request to change the date for a lawful gambling event within Kanabec County due to the COVID-19 pandemic, and

WHEREAS the original exempt gambling permit application was approved by the Kanabec County Board of Commissioners on 2/4/20 for a raffle scheduled for 3/28/20 that was postponed due to the pandemic;

WHEREAS the raffle was again rescheduled for 11/28/20 and postponed due COVID-19;

WHEREAS the event has been again rescheduled for 3/27/21 and the MN Gambling Control Board requires consent of the County Board to authorize the date change on the permit;

BE IT RESOLVED to approve the date change for the Exempt Permit for the Isanti County Pheasants Forever Chapter 334 for a raffle event to be held at Pheasant Ridge, 1547 Imperial Street, Ogilvie, MN 56358 on 3/27/21.

f. Background:

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

Date received in County Coordinators Office: 1/14/21

Coordinators Comments:

January 13, 2021

Pheasants Forever/Gary Lillion
575 322nd Lane NW
Cambridge, MN 55008

Kanabec County
18 N vine St, Ste 181
Mora, MN 55051

Dear Kanabec County Commissioners:

Isanti County Pheasants Forever was once again unable to hold their fundraiser/raffle at Pheasant Ridge on Saturday, November 28, 2020, given Governor Walz's executive order.

We are going to make a final attempt to use our gambling license with your authorization. We are planning a spring hunt at Pheasant Ridge (1547 Imperial St, Ogilvie) on Saturday, March 27, 2021. I have spoken with the State of MN Gambling. They have extended outstanding permits to 400 days.

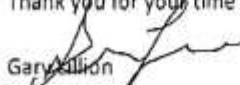
Pheasants Forever is proud of the fact that local chapters are able to keep funds raised at the local fundraising level. Our local PF chapter has been able to contribute to food pantries, Isanti County Youth Day at the Isanti County Sportsmans Club, Beyond The Yellow Ribbon and Dollars for Scholars just to name a few. We also have a food plot at the Becklin Park WMA which allows disabled hunters a hunting opportunity.

This particular fundraiser of a spring hunt is to secure funds for the Cambridge-Isanti High School trap team. For the last 7 years, we have been able to purchase shells for the trap team.

Pheasant Ridge is located in Kanabec County and is a huge supporter of our chapter. It is also one of the only local hunting preserves. We have been advised that we need to spend 75% of our proceeds in Kanabec County. This is not feasible for our chapter as previously discussed. We are happy to sponsor a youth hunting day held in September for 12 youth which is a free event for the youth and their parents. This event is held at Pheasant Ridge. We do spend other PF funds within your county without having a fundraiser.

Per MN Gambling, we are submitting this letter stating an explanation for the change as well as the new date for an updated gambling permit.

Thank you for your time and consideration. Please call me if you have any questions.


Gary Lillion
763-843-9417

Agenda Item #10

January 19, 2021

REQUEST FOR BOARD ACTION

a. Subject: Waste Tire Ordinance	b. Origination: Commissioner Smith
c. Estimated time: 15 minutes	d. Presenter(s): Commissioner Smith

e. Board action requested:

Review and discuss the existing Waste Tire Ordinance (Ordinance #11)

f. Background:

Supporting Documents: None Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:

ORDINANCE #11

Subdivision 1. Purpose. This ordinance regulates the establishment, construction, modification, ownership, or operation of waste tire facilities, and the storage, use, processing and disposal of waste tires and waste tire products in Kanabec County.

Subdivision 2. Definitions.

2.1 "County Board" means the Kanabec County Board of Commissioners.

2.2 "Zoning Administrator" means the Kanabec County Zoning Administrator.

2.3 Unless otherwise denoted, all other terms shall have the definitions given by Minnesota Agency Rules 9220.0210 and other sources incorporated therein by reference.

2.4 "Tire" means a pneumatic tire or solid tire for motor vehicles.

2.5 "Waste Tire" means a tire that is no longer suitable for its original intended purpose because of wear, damage or defect.

2.6 "Tire-derived products" means the usable materials produced from the chemical or physical processing of a waste tire, including tire shreds and tire crumbs. "Tire-derived products" does not include manufactured consumer products including but not limited to, cow mats, door mats and mulch rings.

Subdivision 3. Waste Tire Facility Permit Required.

3.1 Except as provided in 3.2, no person may do any of the following within Kanabec County without obtaining and possessing a valid Waste Tire Facility Permit from the Minnesota Pollution Control Agency and the Kanabec County Board of Commissioners:

3.1.1 Store, process or dispose of waste tires or tire-derived products; or

3.1.2 Establish, construct, modify, own or operate a waste tire facility.

3.2 Exclusions. The following persons are not required to obtain a Waste Tire Facility Permit:

3.2.1 A retail tire seller for the retail selling site if no more than 500 waste tires are kept on the business premises;

3.2.2 An owner or operator of a tire re-treading business for the business site if no more than 3,000 waste tires are kept on the business premises;

3.2.3 An owner or operator of a business who, in the ordinary course of business, removes tires from motor vehicles if no more than 500 waste tires are kept on the business premises, for example, a salvage yard;

3.2.4 A permitted landfill operator with less than 10,000 waste tires stored above ground at the permitted site;

3.2.5 A person using waste tires for agricultural purposes, if the waste tires are kept on the site of use and are cut and split, or, if unsplit, no more than 1000 tires on site; or

3.2.6 A person conducting abatement activities under an abatement order or stipulation agreement entered into under part 7035.8020 of Minnesota Agency Rules. This exemption does not exempt the person from the duty to obtain a waste tire facility permit for activities other than the abatement action.

Subdivision 4. Issuance of Waste Tire Facility Permit.

4.1 A Waste Tire Facility Permit shall be issued to an applicant who does all of the following:

4.1.1. Submits an application to the Zoning Administrator on an approved form accompanied by an application fee, which shall be established by the County Board by resolution.

4.1.2 Files with the Zoning Administrator a copy of the permit issued by the Minnesota Pollution Control Agency, or properly and adequately demonstrates that the applicant has Permit by Rule status with the Minnesota Pollution Control Agency.

4.1.3 Demonstrates compliance with all applicable zoning and use ordinance.

4.2 All facilities will be limited to no more than 1000 tires on site at any given time.

4.3 All facilities shall have an approved fire plan on record with the Kanabec County Environmental Services from the local fire official.

Subdivision 5. Terms and Conditions of Waste Tire Facility Permit. Permits shall be valid for one year from the date of issuance or until the license From Minnesota Pollution Control becomes invalid, whichever occurs first.

Subdivision 6. Tire Shreds.

6.1 The use of tire-derived products as lightweight fill or for other engineering benefits for Township and County projects and Township, County or State Roads/Highways is permitted only when used in compliance with MNDot standards and Minn. Stat §115A.912, Subd. 4.

6.2 A tire shred permit shall be issued to an applicant who files with the Zoning Administrator a copy of the permit issued by the Minnesota Pollution Control Agency, or properly and adequately demonstrates that the applicant has Standing Beneficial Use status with the Minnesota Pollution Control Agency.

6.3 A permit or inspection verification from the Minnesota Pollution Control Agency and a Kanabec County permit is required for all tire shred projects.

6.4 The use of tire-derived products for an aggregate substitute or as light weight fill on driveways and field roads will be allowed if it is an engineered design and the data shows a need for their use. The use of tire shreds for any other purposes, such as retaining wall backfill, soil stabilization, foundation insulation, and storm water storage is not allowed unless approved by the Kanabec County Board of Commissioners and a permit is issued.

6.5 Under no circumstances will shredded tires be permitted to be placed below the normal groundwater elevation.

6.6 All projects shall have an approved fire plan provided by the local fire official included with their permit application.

Subdivision 7. Tire Shreds Driveway /Field Road Specifications and Inspection

7.1. Specifications:

- Maximum finished top width: 20 feet
- Maximum bottom width of shredded tire fill: 26 feet
- Maximum thickness of shredded tires: 3 feet
- Minimum cover over tire shreds: 1.5 feet granular fill and 0.5 feet of Class 5 aggregate
- Finished side slopes: 3:1
- Tire fill side slopes: 1:1
- Shredded tires must be encapsulated in an approved geotextile fabric and

placed above the normal ground water elevation

7.2 Shredded tires must:

- 80% by weight pass a 6" screen
- Be free of oil, grease, and other contaminants
- Have metal fragments firmly attached and 98% embedded to the tire material
- Have at least one (1) sidewall severed from the face of the tire

7.3 Project must be engineer designed and prepared by an engineer licensed by the State of Minnesota

7.4 Project must show that there is an engineering need for the use of waste tire material.

7.5 Inspections.

7.5.1 Inspection will be conducted by the Kanabec County Engineer or representative. Inspections will require a 24 hour advance notice from the installer.

7.5.2 The following inspections are required:

7.5.2.1 Review and approval of plan

7.5.2.2 Inspection of trench prior to placement of geotextile

7.5.2.3 Inspection of geotextile and tire shreds prior to placement of cover material

7.5.2.4 Inspection of finished project


Subdivision 8. Penalties.

8.1 In addition to any civil remedy available, the violation of any provision of this ordinance shall constitute a misdemeanor, punishable by a maximum penalty of a \$1,000.00 fine or 90 days imprisonment, or both.

8.2 After notification and failure to terminate and abate the operation, each day of operation subsequent to the initial charge shall constitute a separate offense.

Subdivision 9. Effective Date. The effective date of this Ordinance shall be November 1, 2011.

Adopted this 28th day of September, 2011.


Chairman of the Board

Attest: 
Board Clerk

Doc# 240709

OFFICE OF COUNTY RECORDER
KANABEC COUNTY, MN
October 03, 2011 12:30 PM
Rhonda Olson, Recorder
Well Certificate [] Received
Fee: \$0
Pages: 5

Agenda Item #11

January 19, 2021

REQUEST FOR BOARD ACTION

a. Subject: Vasaloppet Request	b. Origination: Vasaloppet
c. Estimated time: 5 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested:

Due to COVID-19 restrictions and social distancing, the 2021 Vasaloppet ski races will be spaced out over a period of two days. Races will be held Saturday February 13th and Sunday February 14th from 8:00am to 4:00pm.

The Vasaloppet has requested use of the parking lot located West of the Courthouse at Maple and Vine Street during the 2021 ski races. The lot would be used for skiers to park their vehicles. A parking attendant would be on site to ensure everyone is parking appropriately, and to guide skiers toward the starting line. The Vasaloppet will also be using the Mora High School parking lot.

f. Background:

Supporting Documents: None Attached: ☒

Date received in County Coordinators Office:	1/15/21
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Coordinators Comments:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/15/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Town & Country Insurance 880 Clark Street PO Box 25 Mora MN 55051		CONTACT NAME: Rhonda Scheffer-Domino PHONE (A/C, M, E): (320) 679-4400 FAX (A/C, M, E): (320) 233-6687 EMAIL: rhonda@townandcountry-ins.com ADDRESS:	
INSURED Vasaiopt, Inc. PO Box 22 Mora MN 55051-1541		INSURER(S) AFFORDING COVERAGE INSURER A: West Bend Mutual Insurance Company NAIC # 15350 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL20102012985 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSTR LTR	TYPE OF INSURANCE	ADDITIONAL INSR. INFO	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY		A520993	10/23/2020	10/23/2021	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR					GENERAL AGGREGATE \$ 100,000
						MED EXP (One and one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
	GENERAL AGGREGATE LIMIT APPLIES PER					GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC.					PRODUCTS - COMPOUND \$ 2,000,000
	OTHER:					
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT \$
	ANY AUTO					BODILY INJURY (Per person) \$
	OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	HIRED AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY				PROPERTY DAMAGE (Per person) \$
	UMBRELLA LIAB					COMBINED SINGLE LIMIT \$
	EXCESS LIAB					AGGREGATE \$
	RETENTION \$					
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					PER STATUTE \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Randomly in NH)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N				E.L. EACH ACCIDENT \$
	DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Kanabec County is listed as an additional insured on the general liability policy by Form CG 2026 1214

CERTIFICATE HOLDER Kanabec County 18 N. Vine Street Mora MN 55051	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	--

POLICY NUMBER: A520993

COMMERCIAL GENERAL LIABILITY
CG 20 26 12 19

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – DESIGNATED
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):

Kanabec County

18 Vine St N, Mora, MN 55051-1357

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance.

1. Required by the contract or agreement; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.