



# Kanabec County Board of Commissioners

## Regular Meeting Agenda The Meeting of October 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) may be limited and social distancing/safety protocol may 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: 2486 055 2097

### Video Meeting link:

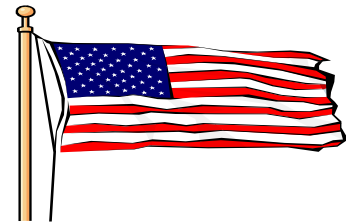
<https://kanabecounty.webex.com/kanabecounty/j.php?MTID=mbd14e93b93a36c08354b503d1f8a2f7e>

Meeting number: 2486 055 2097

Password: NdbTFKy3s74

### 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**
- 9:30am State Senator Jason Rarick- Legislative Update and Q&A with Commissioners
- 10:20am Heidi Steinmetz, EDA Director- Minnesota Manufacturing Month Proclamation
- 10:30am Public Comment 1-408-418-9388 Access code: 2486 055 2097**
- 10:45am Kim Christenson, HR Specialist – Insurance Renewal Information for 2022
- 11:00am Lance Bernard, HKGI Consultant and Ryan Carda, Environmental Services / GIS Technician - Comprehensive Plan Update
- 11:20am Ryan Carda, Environmental Services / GIS Technician- Proposed Revisions to Ordinance #11- Waste Tire
- 11:35 am Robbie Anderson, Deputy Auditor, Property & Tax
- a. Repurchase Requests
- i. Nestrud

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*

- ii. Viney
  - b. Tax Forfeit Land Sale
- 

Other business to be conducted as time is available:

1. Minutes
2. Paid Bills
3. Regular Bills
  - a. Revenue Fund
  - b. Road & Bridge Fund
4. Merit System Certification
5. Rise, Inc. and Nemeth Orthodontia Lease Renewal Discussion- Rates for 2022
6. Future Agenda Items
7. 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 October 19, 2021 9:05 a.m.**

- 1. Agenda Approval** **Pg. 1**
- 2. Presentation – Katie Heacock –Community Supports Unit Supervisor – Aging, Disability and Mental Health Services -5 year trends**  
-See attached presentation **Pg. 2-6**
- 3. Director’s Report** **Pg. 7-9**
  - Staffing – CSO/Fraud Prevention Specialist
  - Report back on Alternative Work Site Model
  - New Display
  - Ongoing Number of Children in Placement
- 4. Expert Witness Agreement**  
-Action requested  
-See attached agreement and resolution **Pg. 10-16**
- 5. Amendment to Children’s Respite Grant**  
-Action requested  
-See attached Amendment and resolution **Pg. 17-23**
- 6. Welfare Fund Report**  
-See attached report **Pg. 24**
- 7. Financial Report**  
-See attached report **Pg. 25-26**
- 8. Abstract Approval**  
-See attached abstract and board vendor paid list **Pg. 27-30**
- 9. Other Business**
- 10. Adjourn**



# AGING, DISABILITY AND MENTAL HEALTH SERVICES

## 5 YEAR TRENDS (2016 – 2021)

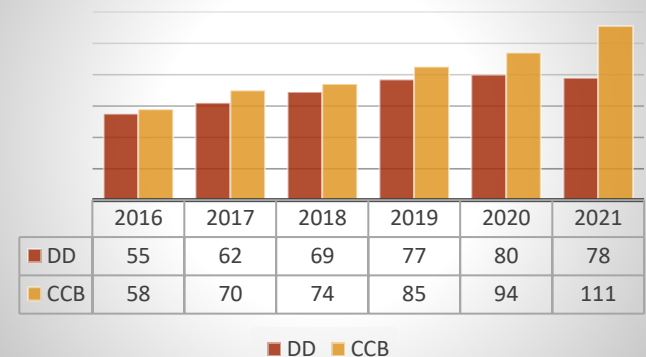
### Waiver Services

Kanabec County Family Services provides Waiver Case Management for eligible adults and children through the Developmental Disabilities, CADI (Community Access for Disability Inclusion), CAC (Community Alternative Care), and BI (Brain Injury) Waivers. Over the past 5 years, we have seen a 67% increase in persons that we serve, and a 155% increase in the revenue that we receive.

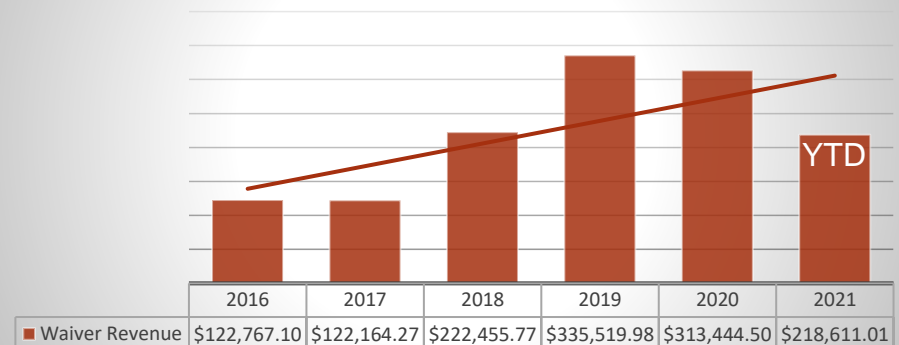
### Contributing Factors

- Legislature increased waiver funding in 2015, eliminating waiting lists for CCB and DD waivers
- We increased staff training regarding documentation of activities
- In 2016, we had the equivalent of 2.75 FTE's dedicated to Waiver Case Management.
- In 2018, we had the equivalent of 2.25 FTE's after a Social Worker retired and was replaced with a Case Aide. This allowed more time for Social Workers to spend on case work.
- In 2019, we did a massive audit of our records, and were able to go back for 1 year to increase our billing.
- We have redistributed caseloads, and currently have 2.75 FTE's dedicated to Waiver Case Management, which includes the Adult Services Supervisor providing .25 FTE.

### Number of Waiver Clients



### Waiver Revenue





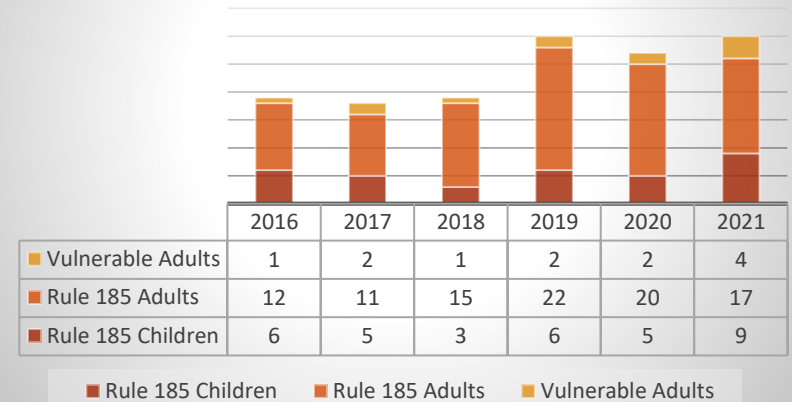
## Vulnerable Adult/Developmental Disabilities Targeted Case Management

Kanabec County Family Services provides case management services with vulnerable adults, as well as adults and children with a developmental disability. We have seen a 58% increase in the number of persons that we serve from 2016 to 2020, with a 111% increase in revenue during that same time period.

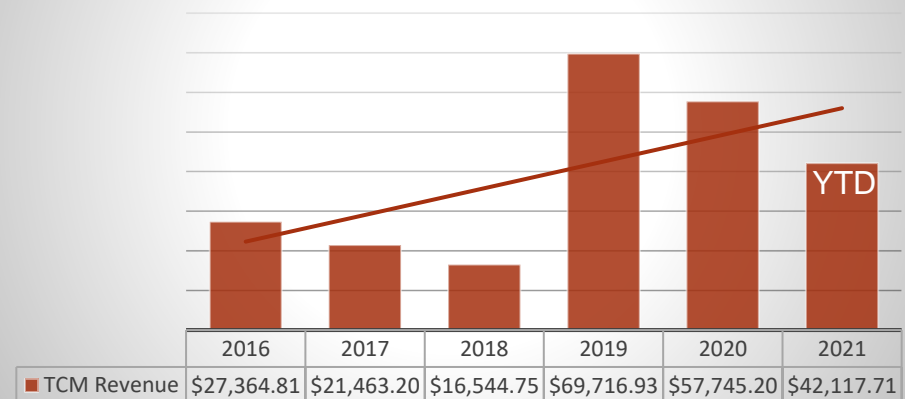
### Contributing Factors:

- Children with a developmental disability may be eligible for Rule 185 case management, which is a non-funded mandated service
- Adults with a developmental disability may be eligible for Rule 185 case management. It is funded through targeted case management if the person receives MA and does not live in a facility
- Vulnerable Adults may be eligible for ongoing targeted case management. Funding is available if the person receives MA and does not live in a facility.
- We increased staff training regarding documentation of activities
- In 2016, we had the equivalent of .3 FTE's dedicated to VA/DD TCM
- In 2019, we did a massive audit of our records, and were able to go back for 1 year to increase our billing
- We currently have .5 FTE's dedicated to VA/DD TCM and Adult Protection

### Number of Vulnerable Adult/ Developmental Disabilities Clients



### Vulnerable Adult/Developmental Disability Revenue



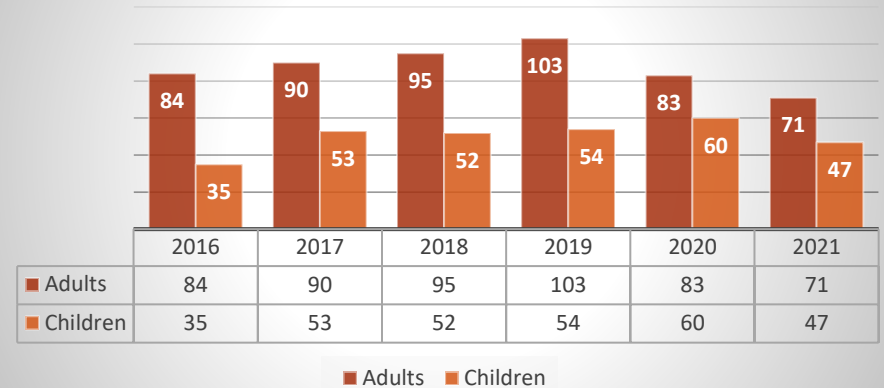
## Mental Health Case Management

Kanabec County Family Services provides Mental Health Targeted Case Management for eligible children and adults. We have seen a 20% increase in the persons that we serve in the last 5 years. At the same time, we have seen a 228% growth in revenue.

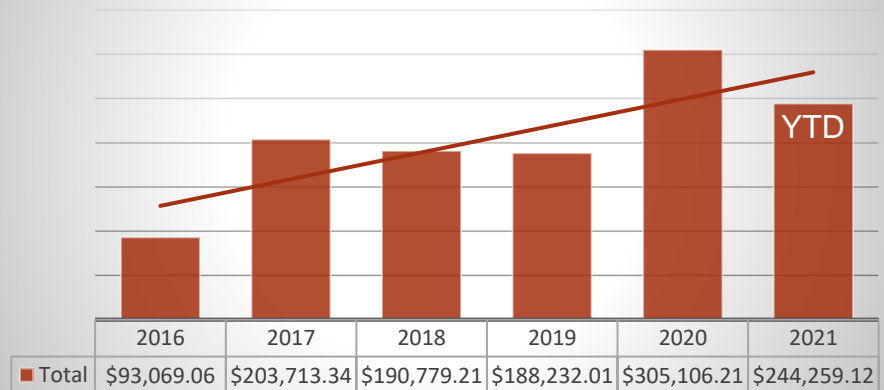
### Contributing Factors:

- We receive reimbursement for case management with individuals who have Straight MA or SCHA, and just started receiving reimbursement for limited other insurance plans
- SCHA reimburses at the full rate, while Straight MA reimburses at approximately 50% of the rate. SCHA does also require additional paperwork and processes
- We increased staff training regarding documentation of activities
- In 2016, we had the equivalent of 4 FTE's
- In 2020, we changed the Adult Mental Health Assessment process to include a Case Aide. We currently have the equivalent of 3.75 FTE's for mental health case management

### Number of Mental Health Clients



### Mental Health Revenue



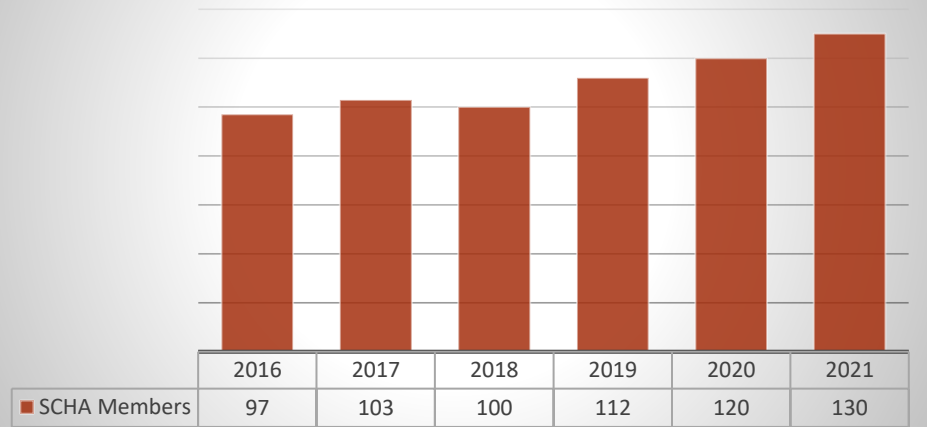
## 65+ Care Coordination

Kanabec County Family Services provides Community Well Care Coordination for SCHAs members who are age 65 and older living in their own homes without waiver services. We have seen a 34% growth in the number of members that we serve in the last 5 years. We have seen an 870% growth in revenue in the last 5 years.

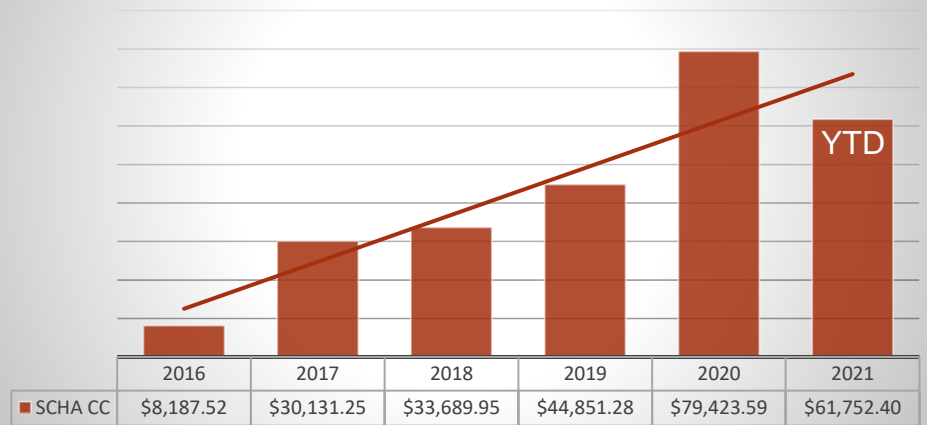
### Contributing Factors:

- Members must be eligible for medical assistance through SCHAs
- We increased staff training regarding documentation of activities
- In 2016, we had the equivalent of 1 FTE's
- In 2020, we anticipated the need for additional staff time for Care Coordination activities, as we have an aging population in our county. We currently have 1.75 FTE's to work with the 65+ population.

### SCHAs Care Coordination Members



### SCHAs Care Coordination Revenue



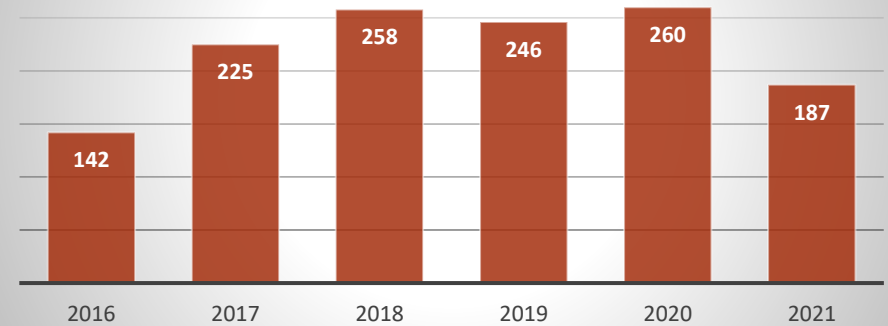
## MNChoices Assessments

Kanabec County Family Services provides eligibility assessments for those seeking or currently receiving services, including DD and CCB waivers, PCA, CSG and Rule 185 Case Management. We have seen an 83% growth in the number of assessments over the last 5 years, and an 18% increase in funding from DHS.

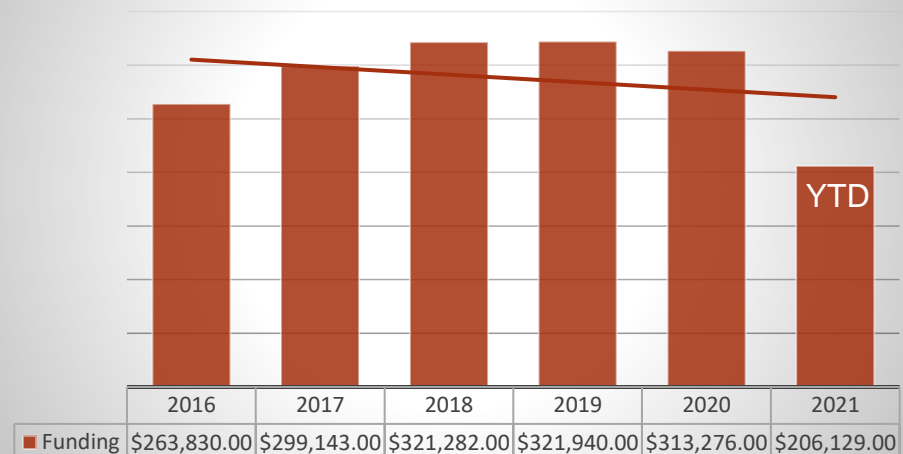
### Contributing Factors:

- Funding for MNChoices assessments is based on a Random Moment Time Study rather than the number of assessments completed. DHS sends random emails throughout the year requesting information about staff activities. If a person is on PTO or other leave at the time of the email, we receive less funding. In both 2020 and 2021, we had 1 FTE on extended family medical leave during the year, thus impacting the funding that we receive.
- In 2016, we had the equivalent of 1.5 FTE's
- We currently have the equivalent of 1.5 FTE's
- DHS is dramatically changing the MNChoices application in November of 2021. With this change, previous year's information will not be copied over. All assessments completed in 2022 will be new assessments, which requires additional staff time.

### Number of MNChoices Assessments



### MNChoices Funding



## **Family Service Director's Report**

### **October, 2021**

#### **Staffing**

The Child Support Officer/Fraud Prevention Specialist has given her notice of resignation. With the assistance of the Coordinator/HR Specialist we have posted internally to refill this budgeted position.

#### **Report back on the Flexible Work Site Model**

The agency has been implementing the Flexible Worksite Model for 2 months. We have seen continued success in operating this hybrid model. We have seen the following:

- All staff are working in office 20 to 40 hours per week.
- Our level of productivity remains high
- Work continues to be completed timely and we have not missed deadlines
- Zero complaints by persons served or staff on continued implementation of this model
- Zero security issues
- In-office number of clients less than 10 per day (excluding psychiatric appointments)

To ensure work continues to flow, we have begun to complete worker remote site monitoring and have set up systems with I.S. to ensure timely system upgrades. This system has been flexible, for example, we have had one staff return to the office from remote work as changes in her job tasks at this time are not conducive to being remote. This model has also proven to prevent any disruption of services when staff are out unexpectedly. We have had 6 staff who needed to quarantine who were able to work from home. This allowed us to provide all services and not increase the stress on our agency.

We have found clients and community members can have their needs met by use of the drop box, texting, email, phone calls, and/or video conferencing. We maintain in-person service to the public by having a minimum of 2 staff knowledgeable in each area during office hours. Many meetings and trainings are still done over video conferencing and will continue to be for the near future if not permanently.

Research indicates that the hybrid model is one that offers numerous positive outcomes. Our thoughts are that this type of model has enabled us to maintain staff. This quote from the Stanford's Institute for Economic Policy Research sums up what we have also found, "The best advice is to plan to work from home about one to three days a week. It'll ease the stress of commuting, allow for employees to use their at-home dates for quiet, thoughtful work, and let them use their in-office days for meetings and collaborations."

As far as performance outcomes are concerned, we continue to meet or exceed all measures of our work. Below are the measures we have looked at for the plan that show maintained performance or improvement:

#### **- Children's Services**

	Number of Intakes	Child Welfare Targeted Case Management Revenue
2019	699	\$43,497.50
2020	516	\$68,627.51
2021 YTD	386 **4 <sup>th</sup> quarter left to report	\$54,004.78

## Family Service Director's Report October, 2021

	historically higher than other quarters	
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- **Home And Community Based Disability Waivers**

	Number of Clients	Revenue
2019	162	\$335,519.98*
2020	174	\$313,444.50
2021 YTD	189	\$218,611.01

- **Mental Health Targeted Case Management**

	Number of Clients	Revenue
2019	157	\$188,232.01
2020	143	\$305,106.21
2021 YTD	118	\$244,259.12

- **Vulnerable Adult/Developmental Disability Targeted Case Management**

	Number of Clients	Revenue
2019	27	\$69,716.93*
2020	24	\$57,745.20
2021 YTD	30	\$42,117.71

\*2019 includes claims from 2018 after a systems review of our claiming procedures. We also saw the unfortunate death of a few of our clients in 2020.

### Fiscal/Administrative

	Revenue	Expenditures	PTO Usage
2019	\$3,927,345.98	\$5,964,167.18	12,243 hours, or a monthly average of 1020.25 hours
2020	\$4,001,757.25	\$5,773,649.80	10,494 hours, or a monthly average of 874.5 (reduced because of limited medical procedures and travel restrictions due to COVID)
2021 YTD	\$3,355,723.17	\$4,590,672.69	September 2020 used 984.75 vs. 2021 used 1291.5 August 2020 used 1290.75 vs. 2021 used 1491.25

### Financial Assistance

	Number of Active Cases	Logged Complaints
2019	3363	1
2020	3619	1
2021	3839	0

2020	Timely Application Processing	Percent of Expedited Processed within One Day
Kanabec	97.4%	74.7%
State	93.8%	48.6%

### Child Support

## Family Service Director's Report

### October, 2021

	Current Child Support Collection Rate	Child Support Arrears Collection Rate	Cost-Effectiveness (higher # is better)	Self-Assessment Results (DHS Performance Review)
FFY 2019	74.74%	73.21%	3.50	
FFY 2020	75.15%	82.61%	4.39	5/5 cases correct
CY 2021	77.39%	Not available	Not available	

### Recommendation:

The Flexible Work Site Model would be the best for our agency moving forward. All indicators are showing this flexible work model is succeeding. We have not had any staff express concerns with the current model. Our productivity remains high and we continue to provide quality services to the residents of Kanabec County. I recommend continuation of the flexible work model with the delegation to the Family Service Director to end or modify it as needed and required. Further, any significant changes or issues that may arise will be brought back to the Board for direction. The agency would also present to the Board updates as requested or directed on the status of this model. As stated in the plan at this point I ask for your continued support of the Flexible Work Site Model.

### New Display

In our ongoing effort to support clients to acquire employment and support local business we are setting up a display for local employment opportunities in our lobby. We have used funds available in our budget. We will establish a process for posting local job opportunities. The total cost of the display is approximately \$200. We have reviewed this display with the County Attorney's office and the Coordinators office and no concerns were raised.

### Ongoing Update on Number of Children in Placement

Last month we had 15 children in our care in out of home placements. We have 15 children in care this month compared to 9 last year for the same month.

# Expert Witness Agreement

## CONSULTING AGREEMENT

This is an agreement ("Agreement") between Amelia Opager 1001 Highway 27, Onamia, MN 56359 ("Consultant") and Kanabec County dba as Kanabec County Family Services 905 Forest Avenue East, Suite 150, Mora, MN 55051 ("Client"). Client retains Consultant for assistance in the case described below:

Name of case: \_\_\_\_\_

Case number: \_\_\_\_\_

Court case filed in: \_\_\_\_\_

### 1. RETENTION

1.1 Consultant will commence work for a Client upon receipt of a retainer.

1.2 Consultant agrees not to work for any other person or party involved in this case on matters relating to this case for two weeks after he is verbally retained, and upon acceptance of the retainer set forth below. Should the two weeks lapse without receipt of a retainer, Consultant is free to accept work from any other party.

### 2. SERVICES

2.1 Consultant agrees to perform consulting and/or expert witness services as requested by Client and in connection with such services agrees to perform such investigation, document review, studies and research so as to be able to consult with Client and/or advise Client as an expert witness with respect to Consultant's findings. Consultant agrees to verbally report his facts, conclusions and findings to Client and, if desired by Client, Consultant will prepare a written report and cause it to be sent or delivered to Client. Consultant also agrees to assist in trial preparation and to testify as an expert witness in those areas in which he is qualified.

2.2 The full scope of Consultant's work will be determined as the matter proceeds, and will be subject to the needs and requests of Client. Consultant and Client agree that Consultant will be performing services to this Agreement as an Independent Contractor.

### 3. CONFIDENTIALITY

3.1 Consultant agrees to retain all non-public information obtained from Client as confidential and agrees not to release or discuss any of such information unless Consultant has obtained the prior written consent of Client or is otherwise forced, compelled, or required to disclose this information by operation of law or applicable government authority.

- A. **HIPAA compliance.** Agency and Contractor each agree to be in compliance with the privacy and security standards of the Health Insurance Portability and Accountability Act of 1996 (42 U.S.C. §1320d), including all applicable provisions of the federal privacy standards at 45 C.F.R. §§160-164, prior to the compliance date for such requirements. Contractor and Participant also agree that they shall enter into a business associate agreement, as described in those regulations at 45 C.F.R. §164.504(e), if such an agreement is required, as reasonably determined by either party.



#### **4. COMPENSATION**

4.1 Consultant will bill the Client by the tenth of an hour with a minimum charge of two tenths of an hour as follows:

4.1.1 Travel expenses at a one-time cost of \$ 0.00 . The Consultant's rate will be determined based upon the most cost effective method of travel.

4.1.2 Testimony at either trial or deposition at \$75.00 an hour. This rate applies to office or courtroom waiting time as well as actual time testifying.

4.1.3 All other work including research, report preparation and telephone calls, \$75.00 per hour.

4.2 When in the local area away from the Consultant's office, time is billed from the time of departure from Consultant's office until the time of return.

4.3 Each full day away from the local area on assignment is billed on the basis of an eight-hour day. Where more than eight hours work or travel is performed in one day, the actual time is billed. Day of departure and day of return are prorated.

4.4 A retainer of \$ N/A case. \$ N/A of the retainer is a non-refundable minimum fee charged. Billings for services performed or expenses incurred will be charged against the retainer until such time as it is exhausted.

4.5 Permission to use Consultant's name or in any way indicate that he is an expert witness or Consultant for Client's side of the case, either informally or formally with other parties, is not granted until the retainer has been paid.

4.6 Fees and rates, once established for a job, will not be increased for that job even though fees or rates may increase for new jobs for a period of one year. Twelve months after being retained, fees may be raised to those currently charged other Clients at that time but shall not exceed a 10% increase per year.

#### **5. EXPENSES**

5.1 Travel and miscellaneous expenses, Travel by car is at the rate of fifty-six cents a mile. No travel expense is charged in the local area.

5.2 Travel will be performed by the most economical means compatible with the client's time constraints.

5.3 Client may avoid the 10% surcharge on expenses by furnishing travel and lodging which is billed directly to Client by the carrier or hotel.

5.4 Client will reimburse Consultant for all other reasonable out-of-pocket expenses, but Consultant shall strive to seek Client's permission before incurring any expense in excess of \$100.00.

#### **6. BILLINGS**

6.1 Consultant will tender invoices at the end of each month. Payment is due within 45 days of the invoice date. Late charges at the rate of 1.5% per month will be added to bills not paid within that time.

6.2 The payment of all fees and expenses is the responsibility of the Client notwithstanding Client's relationship with third parties, contingency arrangements, subrogation, etc. As a convenience, Consultant may agree to prepare separate billing for an attorney taking Consultant's discovery deposition, but the responsibility

for payment remains that of the Client. Failure to include a chargeable item in one billing shall not constitute a waiver of the right to assess the charges in a subsequent billing.

6.3 Requests for corrections must be submitted in writing within 15 days after date of billing in question.

## 7. TERMINATION

7.1 Client may terminate this Agreement upon 15 days' written notice for any reason. Upon termination of Consultant's services by Client, Client shall immediately pay all fees and expenses incurred by Consultant.

7.2 Consultant may terminate this Agreement upon fifteen (15) days written notice if payments are not made within 60 days of the date billing is mailed. This does not relieve Client in any way from payment for services rendered or expenses incurred.

- A. **Indemnity:** The Contractor agrees that it will at all times indemnify and hold harmless the Client from any and all liability for loss, damage or injuries arising from its performance under this contract if:
  - a. By reason of any service, clients suffer personal injury, death or property loss of damages either while on premises owned, leased or operated by the Contractor, or while being transported to or from the premises in a vehicle owned, operated, chartered or otherwise contracted for by the Contractor or its assigns;
  - b. By reason of any service a client causes injury to, or damage to, the property of another person during any time when the Contractor, the Contractor's assigns or employee thereof has undertaken or is furnishing the care or service called for under this contract.
  - c. By reason of any service, unforeseen loss is sustained by any person, party or organization.
- B. The Client's liability is governed by the provisions of Minn.Stat. Chapter 466 and other applicable laws.

## 8. DISPUTES

**8.1 Dispute resolution:** Any dispute arising out of or related to this Agreement shall be settled in accordance with this section. Nothing in this section shall prohibit a party from giving notice of termination under the terms of the Agreement.

- a. If any dispute develops between the parties relating to this Agreement, the parties will meet and negotiate in good faith in an attempt to resolve it and will follow the dispute resolution processes outlined below.
- b. If such a dispute remains unresolved 30 days after one party sent written notice of the dispute to the other party, either party may submit the dispute resolution through good faith negotiations between one self-appointed executive officer of each party. Unless the parties mutually agree to extend their negotiations or agree to an alternative process, if the dispute remains unresolved 30 days after the date the executive officers commenced their negotiations, then the dispute shall be submitted to mediation. The mediation shall be conducted by one mediator who shall be selected jointly by the parties within ten (10) days after notice of either party's request for mediation. The mediation shall be non-binding and shall commence

promptly, but in any case, within 30 days after selection of the mediator. Each party shall bear its own costs associated with the mediation, but the costs of the mediator and related expenses (meeting room costs, etc.) shall be shared equally.

- c. In the event the mediator declares that the parties are at an impasse or not all disputes are resolved, then the remaining dispute(s) shall be submitted to binding arbitration. Binding arbitration will be in lieu of litigation, except as permitted below. In no event may arbitration be initiated more than one year after the sending of written notice of the dispute to the other party. Any arbitration will be conducted in Kanabec County, Minnesota, in accordance with the Minnesota Uniform Arbitration Act (Minnesota Statutes Chapter 572); to the extent such Act is not inconsistent with the terms herein.
  - d. The parties shall mutually select a qualified arbitrator. If the parties cannot agree on an arbitrator in a reasonable time, not to exceed 14 days following the mediator's declaration of impasse, each party will promptly select an arbitrator and the two arbitrators so selected will promptly meet to select, by mutual agreement between them, a third arbitrator. The third arbitrator shall serve as the sole arbitrator of the dispute unless the parties mutually decide otherwise.
  - e. The arbitrator will have no authority to award any extra-contractual, punitive or exemplary damages or to vary from the terms of this Agreement, and will be bound by controlling law. Findings of fact and conclusions of law will accompany the arbitration award. Upon application to a court of competent jurisdiction, the court will have the power to review whether the arbitrator's findings of fact are supported by substantial evidence, based solely on the evidence submitted to the arbitrator. The court may review issues of law anew in determining whether the award should be affirmed, modified, or vacated.
  - f. Nothing in this section will limit a party from bringing an action in any court of competent jurisdiction for injunctive or other equitable relief as a party deems necessary or appropriate to stop the conduct, or threatened conduct, of the other party. In addition, if a party to this Agreement is named as a defendant in a third party lawsuit, claims for contribution or indemnification against the other party hereto may be brought in the third party litigation.
- B. **Renewal:** The contract may be automatically renewed on a yearly basis unless either party executes termination as indicated above. **Either party must give at least 30 days notice if they intend not to renew this contract**
- C. **Independent Contractors:** The parties enter into the contract as independent contractors and nothing contained in this contract will be construed to create a partnership, joint venture, agency or employment relationship between the parties.
- D. **Notices:** Notices, reports and records sent to Client, unless otherwise requested by Client, shall be addressed to:

Kanabec County Family Services  
Chuck Hurd, Director  
905 Forest Avenue East, Suite 150

Mora, MN 55051

Notice to Consultant will be sent to and addressed to:

Amelia Opager  
1001 Highway 27,  
Onamia, MN 56359

## 9. GOVERNING LAW

9.1 This Agreement shall be governed by the laws of Minnesota.

## 10. INVALIDITY

10.1 A determination by a Court that any provision of this Agreement is invalid shall not invalidate the entire Agreement. If any such provision is declared unenforceable or invalid due to its scope or breadth, such provision shall be deemed valid to the extent of the scope or breadth permitted by law.

## 11. INTERPRETATION

11.1 Should any provision of this Agreement require judicial interpretation, the Court Shall not apply a presumption that the term shall be more strictly construed against one party or the other by reason of the rule of construction that a document is to be construed more strictly against the party who prepared it.

## 12. ENTIRE AGREEMENT / MODIFICATION

12.1 This Agreement contains all the representations by each party to the others and expresses the entire understanding between the parties with respect to the matters at issue. The parties agree that all prior communications are merged into this Agreement, and that there are no terms or conditions other than those set forth herein. No statement or promise of a party shall be binding unless reduced to writing and signed by that party. No modifications of this Agreement shall be binding unless they are in writing and signed by all parties.

\_\_\_\_\_  
\_\_\_\_\_  
Director, Kanabec County Family Services Signature (Date) \_\_\_\_\_

## PERSONAL GUARANTEE

In consideration of the willingness of Consultant to enter in this Agreement, and in order to induce him to do so, the undersigned person(s) hereby personally and unconditionally guarantee punctual payment by Client as required by this Agreement. The undersigned guarantor(s) waives diligence, demand for payment, extension of time for payment, notice of acceptance of this guarantee and indulgences and notice of every kind, and consents to any and all forbearances and extensions of the time for payment or performance under this agreement and to any and all changes in the terms of this Agreement. Consultant may enforce this guarantee without first resorting to or exhausting other remedies provided by the agreement or the law. Guarantor(s) agrees to pay all reasonable costs and attorneys' fees incurred by Consultant in enforcing this guarantee.

\_\_\_\_\_  
KANABEC COUNTY BOARD CHAIR PERSON GUARANTOR (Date)  
SIGNATURE

CONSULTANT SIGNATURE	(Date)
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**Resolution # HS – 10/19/2021**

**Expert Witness Agreement**

**Resolution**

**WHEREAS,** Kanabec County Family Services is need of a consultant/expert witness and

**WHEREAS,** Consultant Amelia Opager is willing and qualified to provide the services needed by the County, and

**WHEREAS,** Kanabec County Family Services Director requests the Board approve the Consulting Agreement with Amelia Opager.

**THEREFORE BE IT RESOLVED** that the Kanabec County Family Services Board approves the Consulting Agreement with Amelia Opager effective immediately.

## Amendment No. 1 for Grant Contract No. 173140

Contract Start Date:	04/01/2020	Original Contract Amount:	\$ 5,394
Original Contract Expiration Date:	06/30/2021	Previous Amendment(s) Total:	\$ 0
Current Contract Expiration Date:	06/30/2021	This Amendment:	\$ 3,571
Requested Contract Expiration Date:	06/30/2022	Total Contract Amount:	\$ 8,965

**This amendment** ("Amendment") is by and between the State of Minnesota, through its Commissioner of the Minnesota Department of Human Services, Behavioral Health Division ("STATE") and Kanabec County Family Services, located at 905 Forest Avenue East, Mora, MN 55051, an independent contractor, not an employee of the State of Minnesota ("GRANTEE").

### Recitals

1. STATE has a grant contract with GRANTEE identified as Grant No. 173140 to provide planned and/or emergency children's mental health Respite Care (RC) services for eligible children and families. Respite Care (RC) program must have the goal of reducing family stress and/or decreasing the likelihood of further out of home placement (Original Grant Contract);
2. The Original Grant Contract is being amended because STATE and GRANTEE agree that additional time and funds are necessary for the satisfactory completion of the grant contract;
3. STATE and GRANTEE agree to amend the contract as stated below:

### Contract Amendment

In this Amendment, changes to Original Grant Contract language will use ~~strike through~~ for deletions and underlining for insertions.

The parties agree to the following revisions:

**REVISION 1:** Clause 1.2, "**Expiration date**" is amended as follows:

**1.2. Expiration date.** This CONTRACT is valid through June 30, ~~2021~~ 2022, or until all obligations set forth in this CONTRACT have been satisfactorily fulfilled, whichever occurs first.

**REVISION 2:** Clause 2.1, subclause b. "**Contractor's Duties**" is amended as follows:

**(b.)** ~~Youth with a Severe Emotional Disturbance (SED) and their families are eligible to receive RC services with or without a case manager.~~ COUNTY will promote and ensure equal access of Respite Care

services to all youth with an emotional disturbance (ED) or severe emotional disturbance (SED) and their families in accordance with Minnesota Statutes 245.4889 subd. 1 (b)(3). COUNTY will meet with individuals and organizations from underserved communities. Underserved Communities (UC) include people who are experiencing disparities because of race, ethnicity, language or social status, income, inability to access care, and other barriers to receiving services their region. COUNTY will collaborate with organizations representing UC, as well as individuals in UC, with the goal of promoting greater access to Respite Care services.

**REVISION 3:** Clause 2.1 “Duties”, subclause f. only is amended as follows:

(f.) COUNTY will submit quarterly reports to STATE indicating the number, characteristics, and demographics of youth served by RC as well as the types of services provided. The COUNTY will use the SNAP survey system to report demographic information and outreach to people and organizations from UC. COUNTY will submit quarterly reports to the STATE using the SNAP survey system. Reports will be submitted according to the following schedule:

Service Period	Quarterly Report Due Date
April 1, 2020 – June 30, 2020	July 31, 2020
July 1, 2020 - September 30, 2020	October 31, 2020
October 1, 2020 – December 31, 2020	January 31, 2021
January 1, 2021 – March 31, 2021	April 30, 2021
April 1, 2021 – June 30, 2021	July 31, 2021
<u>July 1, 2021 – September 30, 2021</u>	<u>October 31, 2021</u>
<u>October 1, 2021 – December 31, 2021</u>	<u>January 31, 2022</u>
<u>January 1, 2022 – March 31, 2022</u>	<u>April 30, 2022</u>
<u>April 1, 2022 – June 30, 2022</u>	<u>July 31, 2022</u>

**REVISION 4:** Clause 3.1, subclauses 3.1.a., “**Compensation,**” and 3.1.c., “**Total obligation,**” only, are amended as follows:

**a. Compensation.** GRANTEE will be paid in accordance with Attachment A “Revenue and Budget,” and in accordance with “Attachment A-1, Budget,” for SFY 2022, which is attached and incorporated into this grant contract.

~~1. COUNTY must obtain STATE written approval before changing any part of the budget. Notwithstanding Clause 16.1 of CONTRACT, shifting of funds between budget line items does not require an amendment if the amount shifted does not exceed 10% of the smaller line item and when the total obligation and salaries/fringe benefits remain unchanged.~~

1. STATE contemplates that the necessary use of services within the CMH Respite Care program



cannot be forecasted precisely, and that actual expenditures may deviate from budgeted amounts for each BRASS code. Therefore, Grantee is authorized to utilize funds for any of the BRASS code services identified in Attachment A, Budget and Attachment A-1 Budget. An amendment will not be required for shifting funds between line items, as long as GRANTEE first obtains written approval from STATE before changing any part of the budget, and total expenditures do not exceed the total obligation identified in Section 3.1(c). Grantee will report all expenditures using the SEAGR/2895/BRASS-Base Grant Fiscal Report.

**c. Total obligation.** The total obligation of STATE for all compensation and reimbursements to COUNTY shall not exceed ~~five thousand three hundred ninety four dollars (\$5,394)~~ eight thousand nine hundred sixty-five dollars (\$8,965).

**EXCEPT AS AMENDED HEREIN, THE TERMS AND CONDITIONS OF THE ORIGINAL GRANT CONTRACT AND ALL PREVIOUS AMENDMENTS REMAIN IN FULL FORCE AND EFFECT AND ARE INCORPORATED INTO THIS AMENDMENT BY REFERENCE.**

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Signature page follows

**APPROVED:**

**1. STATE ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minnesota Statutes, chapter 16A and section 16C.05.*

By: \_\_\_\_\_

Date: \_\_\_\_\_

Grant No: \_\_\_\_\_

**2. GRANTEE**

*Signatory certifies that Grantee's articles of incorporation, by-laws, or corporate resolutions authorize Signatory both to sign on behalf of and bind the Grantee to the terms of this Agreement. Grantee and Signatory agree that the State Agency relies on the Signatory's certification herein.*

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**3. STATE AGENCY**

*Individual certifies the applicable provisions of Minnesota Statutes, section 16B.97, subdivision 1 and Minnesota Statutes, section 16B.98 are reaffirmed.*

By (with delegated authority): \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

### Attachment A-1 Budget for SFY2022

BUDGET SUMMARY SFY2022	
July 1, 2021 to June 30, 2022	
CATEGORY	TOTAL BUDGET FY22
Direct Assistance-Transportation	\$0
Direct Assistance-CMH Respite Care	\$3,283
Indirect Costs/Administration (up to 10%)	\$288
TOTAL FUNDS	\$3,571

### Attachment A-1 Budget for SFY2022

BUDGET JUSTIFICATION FY22: July 1, 2021 to June 30, 2022			
CATEGORY	BRASS CODES	JUSTIFICATION NARRATIVE	Total
<b>Direct Assistance-Transportation.</b> Direct assistance may include direct funding and financial assistance for transportation to and from respite care activities.	416		\$0
<b>Direct Assistance-CMH Respite Care.</b> Direct assistance may include direct funding and financial assistance for traditional and nontraditional respite care services and activities.	489	Direct respite care for children on our caseload as well as supplies for groups and activities.	\$3,283
<b>Indirect &amp; Administrative Costs (up to 10%).</b> Includes costs indirect costs often referred to as overhead, are all costs shared by the organization as a whole. Indirect cost reimbursement contributes to the costs a grantee has for running its programs, including grant-funded projects and programs. Indirect costs are categorized as costs for facilities and administration.	489	Clinical supervision services	\$288
<b>TOTAL Budget Fiscal Year 22</b>			<b>\$ 3,571.00</b>

**Resolution # HS – 10/19/2021**  
**Children’s Respite Services Grant Amendment**  
**Resolution**

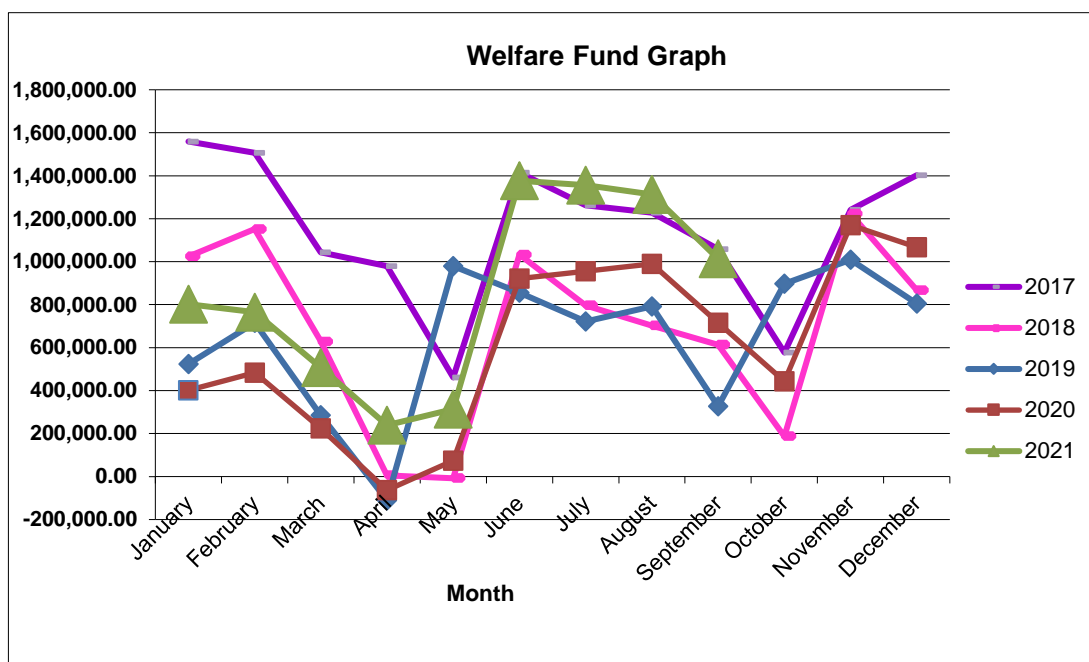
**WHEREAS**, Kanabec County Family Services has funding available for Children’s Mental Health Respite Care services for families with children who are experiencing an emotional disturbance, with or without a case manager, and

**WHEREAS**, the State of Minnesota has determined that additional time and funds are necessary to fulfill the Children’s Respite grant recitals, and

**WHEREAS**, Kanabec County Family Services Director requests the Board approve the amendment to the Children’s Respite Services Grant Agreement which includes the expiration date being extended to June 30, 2022; promoting and ensuring equal access to all youth with an emotional disturbance (ED) or severe emotional disturbance (SED) and their families; the addition of quarterly reports for the extended grant period; the authorization to use funds for any BRASS codes identified in Attachment A- Budget or Attachment A-1 Budget; and the total compensation will not exceed \$8965.00.

**THEREFORE BE IT RESOLVED** that the Kanabec County Family Services Board approves the Amendment to the Children’s Mental Health Respite Services grant through the Minnesota Department of Human Services in the amount of \$8965.00 for the grant period April 1, 2020 through June 30, 2022 and approves the Family Services Director to sign said Amendment.

	2017	2018	2019	2020	2021
January	1,559,203.05	1,024,705.97	523,556.70	401,131.39	802,602.99
February	1,507,019.98	1,151,821.98	715,738.74	483,781.08	764,375.81
March	1,044,116.93	629,190.77	285,341.21	225,078.17	507,711.89
April	979,174.37	5,607.36	-109,902.43	-63,141.11	239,129.82
May	461,452.14	-7,853.46	979,247.26	73,382.15	313,993.85
June	1,413,892.29	1,032,778.15	855,820.47	920,867.09	1,376,518.14
July	1,262,151.35	796,820.09	721,467.48	955,700.06	1,355,779.92
August	1,228,621.03	703,093.77	791,435.79	990,235.56	1,312,346.82
September	1,058,187.52	613,301.63	326,963.03	716,408.79	1,012,985.41
October	577,905.27	187,807.92	897,606.65	443,084.51	
November	1,241,274.27	1,222,983.64	1,008,939.34	1,170,024.75	
December	1,402,699.93	867,114.62	804,618.63	1,067,709.00	
Totals	13,735,698.13	8,227,372.44	7,800,832.87	7,384,261.44	7,685,444.65
Averages	1,144,641.51	685,614.37	650,069.41	615,355.12	853,938.29
6 month Avg.	1,128,473.23	731,853.61	758,505.15	890,527.11	935,125.66
Rolling 12 month Avg	1,144,641.51	685,614.37	650,069.41	615,355.12	863,855.24



Kanabec County Family Services - Board Financial Report						Through September 2021						
	Total year to date/			8.33%	16.67%	25.00%	33.33%	41.67%	50.00%	58.33%	66.67%	75.00%
Department	Budget	% of budget	Total	January	February	March	April	May	June	July	August	September
Income Main. Service												
Exp	689,139.00	76.61%		527,979.33	51,854.59	63,387.07	80,380.32	51,877.25	54,027.63	51,235.29	72,153.99	51,381.65
Rev	385,501.00	60.66%	233,858.35	10,047.98	56,794.47	10,047.98	9,841.60	59,709.01	9,841.60	18,219.50	49,176.71	10,179.50
Tax	295,906.00	52.01%	153,893.48	4,747.06					149,146.42			
State Shared Rev			12,718.29							12,718.29		
Recoveries												
Exp	19,100.00	81.76%	15,615.85	3,262.28	0.00	1,917.78	1,505.83	1,945.70	0.00	3,177.13	1,980.20	1,826.93
Rev	19,100.00	79.24%	15,134.21	1,941.31	818.09	1,469.78	2,180.99	2,727.44	2,158.51	1,383.61	453.56	2,000.92
Tax	24,847.00	52.04%	12,929.66	405.92					12,523.74			
State Shared Rev			1,067.95							1,067.95		
Burials												
Exp	25,000.00	43.17%	10,791.26	0.00	863.01	1,800.00	5,400.00	0.00	832.00	1,896.25	0.00	0.00
Rev			0.00									
Tax			0.00									
Child Support												
Exp	359,777.00	72.56%	261,045.89	26,967.91	23,235.11	40,119.83	23,276.07	30,879.16	23,261.31	39,213.01	27,710.22	26,383.27
Rev	412,000.00	66.89%	275,581.36	29,456.92	55,770.28	15,789.49	25,068.67	45,964.81	15,245.00	32,792.76	39,238.06	16,255.37
Tax												
MA Services												
Exp	483,900.00	87.69%	424,345.71	37,587.78	21,091.85	70,538.34	48,621.27	52,283.14	27,984.09	31,741.07	108,155.63	26,342.54
Rev	418,000.00	109.90%	459,371.67	59,053.49	31,205.13	73,017.31	29,650.19	50,174.73	119,238.91	12,378.04	57,546.93	27,106.94
Tax	64,151.00	52.02%	33,371.39	1,037.36					32,334.03			
State Shared Rev			2,757.25							2,757.25		
Child Care												
Exp	230,950.00	46.59%	107,588.93	31,466.06	8,840.21	14,748.44	6,901.63	7,805.52	9,107.12	6,512.87	7,901.92	14,305.16
Rev	229,768.00	70.05%	160,950.26	858.00	745.00	77,369.00	585.00	74,117.26	739.00	768.00	5,117.00	652.00
Tax	1,129.00	52.09%	588.05	18.79					569.26			
State Shared Rev			48.54							48.54		
Fraud												
Exp	75,704.00	74.12%	56,113.93	5,930.22	5,953.80	5,865.82	6,436.80	5,865.81	5,942.53	8,342.25	5,874.81	5,901.89
Rev			0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tax	73,863.00	52.00%	38,409.87	1,180.19					37,229.68			
State Shared Rev			3,174.72							3,174.72		
Adult Services												
Exp	3,500.00	68.00%	2,380.00	33.30	0.00	2,346.70	0.00	0.00	0.00	0.00	0.00	0.00
Rev	8,817.00	84.28%	7,431.33	16.67	0.00	33.34	16.67	16.67	16.67	7,281.30	33.34	16.67
Tax												
Dev. Disability												
Exp	91,389.00	52.09%	47,601.23	4,988.66	4,527.59	4,891.63	6,583.89	5,072.69	4,575.23	6,591.92	4,147.53	6,222.09
Rev	73,941.00	43.30%	32,019.00	0.00	10,606.00	0.00	0.00	10,193.00	0.00	0.00	11,220.00	0.00
Tax	16,941.00	52.56%	8,903.50	364.58					8,538.92			
State Shared Rev			728.15							728.15		

Mental Health												
Exp	1,216,129.00	80.90%	983,890.86	93,026.89	117,059.81	101,367.94	119,009.34	106,998.11	102,292.38	136,243.14	117,176.94	90,716.31
Rev	693,784.00	99.17%	688,028.81	15,137.98	49,929.36	60,463.85	80,836.27	86,654.55	160,406.48	74,512.27	109,663.65	50,424.40
Tax	509,364.00	52.12%	265,490.48	8,753.69					256,736.79			
State Shared Rev			21,892.94							21,892.94		
Chemical Dependency												
Exp	117,000.00	34.44%	40,292.93	1,620.00	0.00	2,000.00	3,221.06	9,049.12	1,950.00	15,008.56	0.00	7,444.19
Rev	51,000.00	63.99%	32,632.81	747.25	9,369.46	0.00	0.00	4,808.00	0.00	5,929.39	11,778.71	0.00
Tax	64,376.00	50.40%	32,447.89	0.00					32,447.89			
State Shared Rev										2,766.96		
Child Services												
Exp	567,262.00	73.31%	415,838.06	34,279.23	31,007.16	70,623.34	33,885.81	36,506.28	57,560.39	50,175.79	37,884.79	63,915.27
Rev	341,681.00	75.58%	258,257.47	9,327.07	41,967.49	10,063.28	11,010.79	39,587.93	19,088.81	63,855.62	56,556.10	6,800.38
Tax	220,009.00	52.65%	115,842.10	4,950.02					110,892.08			
State Shared Rev			9,456.20							9,456.20		
Social Services												
Exp	1,278,208.00	72.58%	927,683.20	95,243.93	94,909.96	92,572.30	94,967.91	96,107.29	98,883.14	148,172.51	107,350.53	99,475.63
Rev	1,061,420.00	87.42%	927,860.70	50,849.88	115,773.01	54,655.76	48,133.99	133,888.52	46,115.99	300,751.25	123,859.82	53,832.48
Tax	211,426.00	51.94%	109,820.60	3,254.91					106,565.69			
State Shared Rev			9,087.27							9,087.27		
Income Main. Admin												
Exp	88,074.00	71.84%	63,276.05	6,530.06	6,527.64	6,439.62	6,676.63	7,348.64	6,394.63	9,783.55	6,705.25	6,870.03
Rev	52,372.00	64.90%	33,988.00	1,235.14	8,716.90	1,235.14	1,456.56	8,035.68	2,465.56	1,251.66	8,339.70	1,251.66
Tax	34,786.00	51.87%	18,044.43	511.19					17,533.24			
State Shared Rev			1,495.12							1,495.12		
ocial Services Admin.												
Exp	301,984.00	65.93%	199,090.44	22,485.54	23,816.23	23,972.50	22,073.56	21,509.27	16,835.68	29,430.39	18,710.48	20,256.79
Rev	65,000.00	63.20%	41,083.00	0.00	14,854.00	0.00	0.00	13,296.00	0.00	0.00	12,933.00	0.00
Tax	231,078.00	52.05%	120,274.50	3,803.66					116,470.84			
State Shared Rev			9,931.92							9,931.92		
FS Admin												
Exp	672,578.00	75.40%	507,139.02	69,803.74	54,781.56	44,941.17	50,571.59	49,153.52	52,224.61	82,274.25	53,079.65	50,308.93
Rev	148,488.00	62.25%	92,439.98	3,716.88	21,224.63	3,716.88	3,645.84	30,242.31	3,645.84	3,768.84	18,709.92	3,768.84
Tax	510,946.00	52.08%	266,092.00	8,558.24					257,533.76			
State Shared Rev			21,960.91							21,960.91		
Agency Totals												
Exp	6,219,694.00	73.81%	4,590,672.69	485,080.19	456,001.00	564,525.73	481,008.64	484,551.88	459,078.40	640,716.68	548,059.60	471,650.57
Rev	3,960,872.00	82.27%	3,258,636.95	182,388.57	417,773.82	307,861.81	212,426.57	559,415.91	378,962.37	522,892.24	504,626.50	172,289.16
Tax	2,258,822.00	52.07%	1,176,107.95	37,585.61	0.00	0.00	0.00	0.00	1,138,522.34	0.00	0.00	0.00
State Shared Rev			97,086.22	0.00	0.00	0.00	0.00	0.00	0.00	97,086.22	0.00	0.00
Total Revenue	6,219,694.00	72.86%	4,434,744.90	219,974.18	417,773.82	307,861.81	212,426.57	559,415.91	1,517,484.71	619,978.46	504,626.50	172,289.16



# Board Approval Report

SSIS pymt. batch #: 110558835

Paid Cnty Vendor	Total Payments		Total Amount
Bartel/Phyllis, 000010615	2		80.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Child Respite Care	489	2	80.00
Bear Buddies Child Development Center, 000010644	1		805.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Respite Care	189	1	805.00
Bliss/Jenny, 000010784	2		8,120.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Adult Outpatient Psychotherapy	452	2	8,120.00
Central Minnesota Jobs & Training, 000015800	1		32,023.84
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Statewide MFIP Employment Services	237	1	32,023.84
Central Mn Mental Health Center, 000011298	3		2,000.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Detoxification	371	3	2,000.00
Community Living Options, 000011478	1		341.60
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Semi-Independent Living Services (SILS)	534	1	341.60
East Central Energy, 000012080	1		700.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Parent Support Outreach Services	167	1	700.00
Family Pathways, 000012298	25		2,210.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Family-Based Counseling Services	162	25	2,210.00
Ignaszewski/Karissa, 000012959	2		12,015.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Adult Outpatient Psychotherapy	452	2	12,015.00
Life House, Inc., 000013641	1		5,219.10
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Children's Group Residential Care	183	1	5,219.10
Mission 61 Inc, 000014673	4		2,800.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Housing Services	144	4	2,800.00
MN DHS-SOS, 000011816	15		16,019.45
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
State-Operated Inpatient	472	15	16,019.45
Nexus-Gerard Family Healing , LLC, 000012394	1		9,789.60
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Children's Residential Treatment	483	1	9,789.60
Northwestern Minnesota Juvenile Center, 000015203	1		3.97
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Health-Related Services	118	1	3.97
Options Residential, 000015334	1		1,406.40
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Child Family Foster Care	181	1	1,406.40
PHASE, Inc., 000015579	2		1,173.84

# Board Approval Report

Paid Cnty Vendor				Total Payments	Total Amount
Svc Description	Svc Code	Payments	Amount		
Day Training and Habilitation	566	1	789.84		
Transportation	516	1	384.00		
Richardson MD/Paul T, 000016136				2	2,045.00
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	2	2,045.00		
RSI, 000016246				2	511.66
Svc Description	Svc Code	Payments	Amount		
Semi-Independent Living Services (SILS)	534	2	511.66		
Village Ranch, Inc., 000017414				6	7,184.10
Svc Description	Svc Code	Payments	Amount		
Child Family Foster Care	181	6	7,184.10		
Volunteers Of America, 000017460				4	3,129.45
Svc Description	Svc Code	Payments	Amount		
Semi-Independent Living Services (SILS)	534	4	3,129.45		
Report Totals:				77	107,578.01

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	\$ 185.36
Health Insurance Reimbursement	\$ 221.30
Health Insurance Reimbursement	\$ 141.36
Health Insurance Reimbursement	\$ 582.04
Health Insurance Reimbursement	\$ 148.50
Rhonda Bergstadt	\$ 308.56
Brenny Family Funeral Chapel	\$ 1,800.00
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 555.02
Card Services	\$ 156.79
Health Insurance Reimbursement	\$ 148.50
Christianson Froehling LLC	\$ 1,140.00
Tim Dahlberg	\$ 150.58
Health Insurance Reimbursement	\$ 148.50
Denise Danelius	\$ 104.72
DHS	\$ 7,040.74
Health Insurance Reimbursement	\$ 274.64
DNA (Child Support Blood Test)	\$ 135.00
Health Insurance Reimbursement	\$ 1,104.64
Health Insurance Reimbursement	\$ 148.50
Medical Mileage	\$ 97.24
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50
Medical Mileage	\$ 23.32
Health Insurance Reimbursement	\$ 148.50
Medical Mileage	\$ 421.94
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 173.00
Health Insurance Reimbursement	\$ 148.50
Katie Heacock	\$ 137.20
Health Insurance Reimbursement	\$ 462.92
Health Insurance Reimbursement	\$ 148.50
Leah Hjort	\$ 156.24
Health Insurance Reimbursement	\$ 268.00
Linda Hosley	\$ 217.72
Innovative Office Solutions	\$ 238.40
Health Insurance Reimbursement	\$ 168.30
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 924.98
Kanabec County Attorney	\$ 6,640.20
Kanabec County Aud Treas	\$ 8,988.42
Kanabec County Comm Health	\$ 14,656.15
Tamara Kelash	\$ 50.64
Medical Mileage	\$ 117.60
Health Insurance Reimbursement	\$ 148.50
Health Insurance Reimbursement	\$ 148.50
Medical Mileage	\$ 27.72
Medical Mileage	\$ 9.24
Health Insurance Reimbursement	\$ 410.52
Kari Lindstrom	\$ 358.96
Ashlee Lovaas	\$ 5.60
Medical Mileage	\$ 75.15
Alissa McDermeit	\$ 384.72

Metro Sales	\$	321.00	
Health Insurance Reimbursement	\$	148.50	
MN Department of Health	\$	40.00	
Kelly Mitchell	\$	197.68	
Health Insurance Reimbursement	\$	148.50	
Health Insurance Reimbursement	\$	178.78	
Aliina Olson	\$	14.00	
Premier Biotech Labs	\$	142.25	
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	\$	36.96	
Medical Mileage	\$	112.81	
Health Insurance Reimbursement	\$	148.50	
Health Insurance Reimbursement	\$	148.50	
Health Insurance Reimbursement	\$	571.48	
Health Insurance Reimbursement	\$	148.50	
Health Insurance Reimbursement	\$	660.00	
Health Insurance Reimbursement	\$	918.46	
Seven County Process Servers	\$	90.00	
Health Insurance Reimbursement	\$	148.50	
Health Insurance Reimbursement	\$	135.92	
Health Insurance Reimbursement	\$	148.50	
Health Insurance Reimbursement	\$	146.40	
Sue's Bus Service	\$	24,996.40	
Health Insurance Reimbursement	\$	148.50	
Health Insurance Reimbursement	\$	306.28	
Timber Trails	\$	12,978.28	
Health Insurance Reimbursement	\$	148.50	
Medical Mileage	\$	59.40	
Pam Vojvodich	\$	304.64	
Katie Vork	\$	114.24	
Health Insurance Reimbursement	\$	337.48	
Health Insurance Reimbursement	\$	148.50	
Health Insurance Reimbursement	\$	458.48	
Health Insurance Reimbursement	\$	319.94	
Health Insurance Reimbursement	\$	319.94	
Health Insurance Reimbursement	\$	562.01	
Sharon Wright	\$	34.16	
<b>TOTAL IFS DOLLARS</b>	<b>\$</b>	<b>97,726.92</b>	95 Total IFS Vendors
<b>TOTAL SSIS DOLLARS</b>	<b>\$</b>	<b>107,578.01</b>	20 Total SSIS Vendors
<b>GRAND TOTAL</b>	<b>\$</b>	<b>205,304.93</b>	115 Total Vendors

# 9:30am Appointment

October 19, 2021

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Legislative Update and Q&A with Commissioners	<b>b. Origination:</b> Coordinator's Office
<b>c. Estimated time:</b> 15-20 minutes	<b>d. Presenter(s):</b> State Senator Jason Rarick

**e. Board action requested:**

**Informational**

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**f. Background:**

During the 9/21/21 Regular Meeting of the Kanabec County Board of Commissioners the Commissioners requested a legislative update and Q & A time with State Senator Jason Rarick, State Representative Nathan Nelson, and State Representative Sondra Erickson.

Specific topics to be addressed, include, but are not limited to:

- MN Legislative Update
- Welfare Reform
- The Need for Four Lane Roads in Kanabec County
- Knife Lake Rest Area

Supporting Documents: None ☒ Attached:

**Date received in County Coordinators Office:**

**Coordinators Comments:**

# 10:20am Appointment

October 19, 2021

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Minnesota Manufacturing Month Proclamation	<b>b. Origination:</b> EDA
<b>c. Estimated time:</b> 5 minutes	<b>d. Presenter:</b> Heidi Steinmetz

### e. Board action requested:

Authorize Chair Gene Anderson to proclaim October 2021, as Minnesota Manufacturing Month in Kanabec County



### f. Background:

During Minnesota Manufacturing Month, the Minnesota Department of Employment & Economic Development (DEED) encourages communities, local and regional Chambers of Commerce, trade associations, companies and others to recognize the economic importance of the manufacturing sector.

The attached proclamation is one way for Kanabec County to recognize its manufacturers. In addition, the Kanabec County EDA placed a "thank you" ad in the Kanabec County Times on October 14, 2021.

Staff recommends that the Kanabec County Board of Commissioners recognize the Kanabec County manufacturing community through the attached proclamation.

Supporting Documents: Yes    Attached: ☒

Date Received in County Coordinator's Office:

Coordinators Comments:

*October is*

# MANUFACTURING MONTH



## 2021 PROCLAMATION

- WHEREAS:** Manufacturing is a dynamic and robust industry, crucial to the health and strength of Minnesota's diverse economy; and
- WHEREAS:** Manufacturing added \$50.8 billion to Minnesota's economy in 2020, representing the second-largest contribution (14%) to the state's gross domestic product by any industry; and
- WHEREAS:** Workers took home \$21.9 billion in wages from Minnesota manufacturing jobs in 2020, the second-largest total payroll among private sector industries; and
- WHEREAS:** Manufactured exports brought \$19 billion into the Minnesota economy in 2020; and
- WHEREAS:** Manufacturing in Minnesota pays an average annual wage of \$70,860, which is 10% higher than the state's overall average wage; and
- WHEREAS:** Manufacturing provides over 309,000 highly skilled, well-paying jobs, which significantly contribute to Minnesota's high standard of living and economic vitality.

**NOW, THEREFORE, I/WE, \_\_\_\_\_ Chair Gene Anderson \_\_\_\_\_**, do hereby proclaim the month of October 2021 shall be observed as:

**MANUFACTURING MONTH** in Kanabec County

Signed: \_\_\_\_\_

Date: 10/19/2021

# 10:45am Appointment

October 5, 2021

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Insurance Renewal Information	<b>b. Origination:</b> Coordinator's Office
<b>c. Estimated time:</b> 10 minutes	<b>d. Presenter(s):</b> Kim Christenson

**e. Board action requested:**

Details pending

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**f. Background:**

Supporting Documents: None ☒ Attached:

**Date received in County Coordinators Office:**

**Coordinators Comments:**



# 11:00am Appointment

October 19, 2021

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Comprehensive Plan Update	<b>b. Origination:</b> Environmental Services
<b>c. Estimated time:</b> 15-20 minutes	<b>d. Presenter(s):</b> HKGi Consultant Lance Bernard & Environmental Services/GIS Technician Ryan Carda

**e. Board action requested:**

Informational

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**f. Background:**

Supporting Documents: None      Attached: ☒

**Date received in County Coordinators Office:**

**Coordinators Comments:**

**Survey results were gathered from mailings, the County Fair, feedback boards, and online.**

**What is the county's greatest strength?**

- Loyal, long-term residents
- 4-H teams
- Quiet
- Green space and open areas
- Volunteerism, rural small-town feeling
- Activities
- Fresh air generally
- Open spaces
- Beautiful countryside
- Lots of churches
- Main street businesses
- Great schools
- Small-town
- The beautiful outdoors, lakes, and trails
- The people
- Knife Lake
- Clean air – generally
- Great community/teamwork/volunteerism
- Pomroy Lake
- Community support
- Friendly people
- Its people! The level of volunteerism is great.
- Amazing people in the community
- Great staff at the schools (Mora and Ogilvie)
- Active EDAs
- Close to recreation – both North and South
- No Walmart, strong local business – that are less expensive!
- High taxes and no big box stores keep the riff raff out
- Local biz
- Recovery community
- Taxes lower than the last county I lived in
- City of Mora Pool
- Location. Just far enough from metro area, but close enough to commute (if necessary)
- The up-north feeling, but still close to the Twin Cities
- MAC, Mora Classic Series, Location, Natural resources like lakes and rivers
- Snake River!
- MAC, Music in the Park, Fall Fest, and other community events, parks, library, MOPs, ECFE, Sports, Rivers, and Lakes
- Activities for children ages 0-12. Sports (MAYRA, etc.), theater, ECFE, Park and Recreations (music in the park, fall fest, Mora Rocks the Park).

- Rather than talking about strength I will talk about the situation that I see our County presently is involved with...Kanabec County is a small county with limited natural resources. Historically, the forests covered a large part of the county but was not managed or utilized well. Some of this forest land was cleared years ago and made into farmland. Some of this land was conducive to larger farm operations however, most is still in small acreages limiting its use for the large farm equipment that presently is utilized today. The County has some manufacturing however, this is on a limited basis and generally does not take into account the resources of the county. We have over 50% of our people leaving the county each day to work and shop elsewhere. A very large percentage of our youth leave the county after high school graduation and do not return. Historically, a County needs their youth to make their residence here and develop their career for a better County. Kanabec County does have good State and County highway systems which has both positive and negative elements. We also have a good healthcare system as well as good public school system.

**What is the county's biggest challenge/weakness?**

- Maintaining US Constitutional principles
- Limited opportunities and internet and business
- Not enough shops/stores on main street (too many real estate and financial companies)
- Lack of internet
- Not a lot for kids to do
- Roads, roads, roads
- City people not thinking like country people
- Getting everyone to work together
- Lack of broadband
- Poverty
- Jobs and high taxes
- Poor broadband
- None
- People moving north
- COVID
- Too much welfare
- Closed mindedness in the community
- No broadband!!!!!!!!!!!!!!!!!!!!!!
- More industry needed
- We don't need a new school
- Without broadband we can't bring in young, educated workers that we need. Industry and economy depend on it
- Lack of open-minded individuals
- Lack of diversity
- Shopping
- Providing new employment with truly livable wages for all levels of education.  
Affordable housing

- High taxes / no businesses to bolster tax base
- Taxes high, poor internet access
- Very high taxes, no Walmart
- Can't even buy a pair of shoes in town – need a Walmart or Target
- Lack of work force housing
- 2 lane roads – transportation
- Affordable housing rentals
- Not letting new businesses in to grow the town
- Lack of fast reliable internet
- Activities for older children. Teen recreation and mentoring is needed. Outside of sports, to engage at risk youth. This is a tough issue to tackle because it requires resources (staff, building, funding).
- Lack of variety for shopping for clothing and groceries. Lack of mentorship programs for children/teen. Affordable dental access for those on MA or uninsured. Behind on technology systems such as access to broadband and telecommuting.
- The lack of fast speed broadband. Employees able to work from home along with college, high school and elementary students need reliable internet to be successful in today's world. Abolish Town boards and move to county wide zoning, so the same standards are applied county wide.
- Behind the times with technology systems and thinking in the way of broadband and telecommuting. Lack of community resources like community center, well maintained parks, outdated pool. Many poorly maintained properties.
- Kanabec County needs to adopt county-wide zoning as townships do not have the expertise or resources to do zoning adequately.
- Many companies from major cities, not just in Minnesota, are rethinking where their employees need to work. Reliable and fast-speed broadband opens doors from Kanabec residents to have high-paying jobs and work here in the county. If you work in the county, you most likely spend your money in the county. A win/win but starts first with infrastructure.
- Inability to keep up with changing landscape of workforce and ways to attract well qualified employees i.e. telecommuting, broadband, updated technology systems.
- School taxes outrageous
- The elite and misinformed rule this city
- Businesses are being driven out due to high taxes
- No clothing stores other than thrift
- #1 taxes
- Taxes too high
- High taxes!
- Taxes too high
- Taxes too high, have to leave, thanks
- No liquor store in downtown
- Food costs very high
- No shopping centers

- Make a sidewalk from town to liquor store for safe travel
- It appears that some of our biggest weaknesses is in long-term planning, land-use planning and the formation of long-term visions.

**How would you describe the county in a few words?**

- Big little community
- Hard working people with little pay
- Modern
- Open land
- Great place to live
- This county has much potential for small businesses
- Feels like home
- Interesting, fun, keeps you on your toes
- Has a lot of potential
- Needs businesses
- Overall people friendly
- Small-town feel
- Nice place to live
- A wonderful place to raise kids
- Home
- Rural
- Nice education & growing community
- County of churches
- Caring area to live
- Dying
- 51/49 percent split politically
- Politically split
- Closing and losing people
- As outsiders visiting: quaint downtown, small businesses, friendly people
- Rural
- Quiet
- Wholesome and friendly
- This County has a lot of beautiful natural resources with a good number of lakes, rivers, and forest areas for rural lifestyles. It's close enough to travel or commute to large metropolitan areas for job opportunities, business, shopping, and family connections.

**What will the county look like in 2050?**

- No clue, hopefully at peace
- More businesses for this community to thrive
- ?
- With some change

- Good
  - More businesses
  - ?
  - Factory farms-ghost towns OR thriving if broadband and businesses expand
  - Still intact/together
  - Save the good fields and build on hills and not farmable land
  - I hope it's thriving
  - More parks
  - One big development
  - Still together
  - Terrible if the current trend continues
  - Probably the same as it is now
  - More developed
  - Less fields, more and more houses
  - Hopefully a vibrant community and not a place just for retirement
  - A ghost town
  - Way less populated turning to a ghost town
  - Vibrant
  - Kanabec County is one of the very few (5 or less) counties in the state that does not have county-wide zoning. Then townships do not have the expertise and resources required to do zoning adequately. For the county to attract new residents and businesses, Kanabec County need to do what the rest of the state has done and move to county-wide zoning.
  - Infrastructure maintenance – roadways, buildings, schools, will need to continually be maintained to achieve a quality place to live, work, play.
  - Younger families are needed to sustain the economy family friendly environment.
  - All gravel mined leaving a moonscape!
- 
- Without any long-term planning or land-use planning our visions of the county will look much like it does today. Towards the bottom of the economic ladder and missing many other progressive concepts as well. With visions and planning we could see a number of small industries being developed hopefully focusing on our natural resources and modern technologies for the future. We would like to recommend contact with the University of Minnesota Extension Center for Community Vitality in St. Paul. The University has valuable resources working with communities to develop long-term planning projects.



## Navigating Our Future

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### Comprehensive Plan Update

October 2021 Project Update





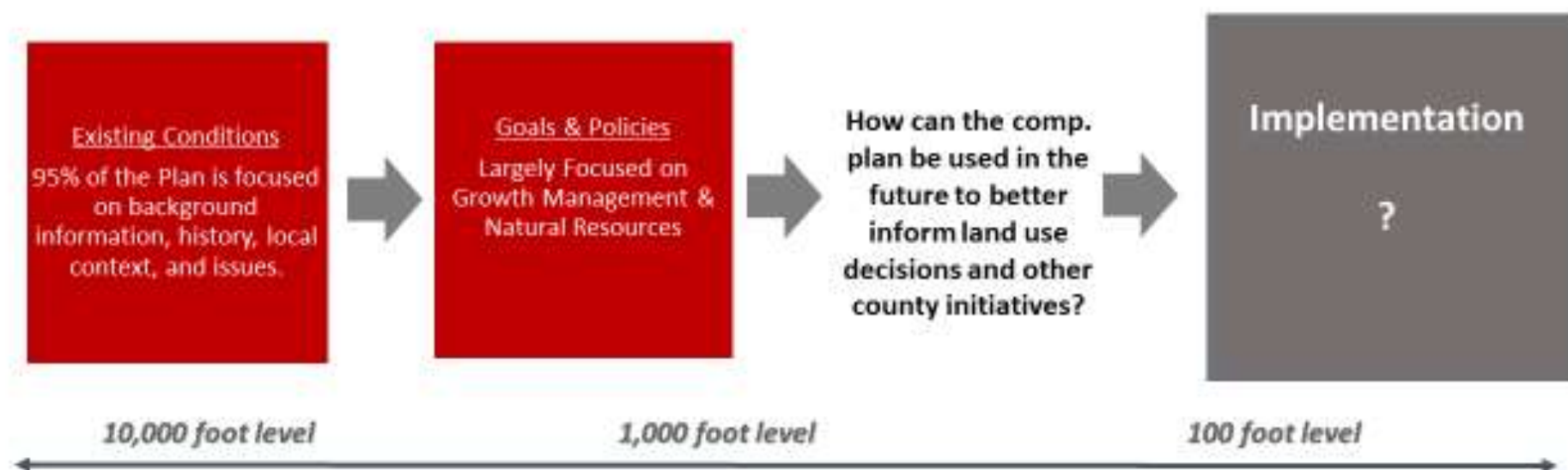
# Project Purpose

The Plan will be the guiding planning document for Kanabec County, and serve as the **basis for planning and land use decisions, regulations, policies** and initiatives to be considered and implemented by the County. It should reflect the unique character of the County, **consider growth management, agricultural preservation, environmental and natural resource protection, access to aggregate resources, transportation, economic development** and build upon County strengths.





# 2002 Comp Plan Assessment

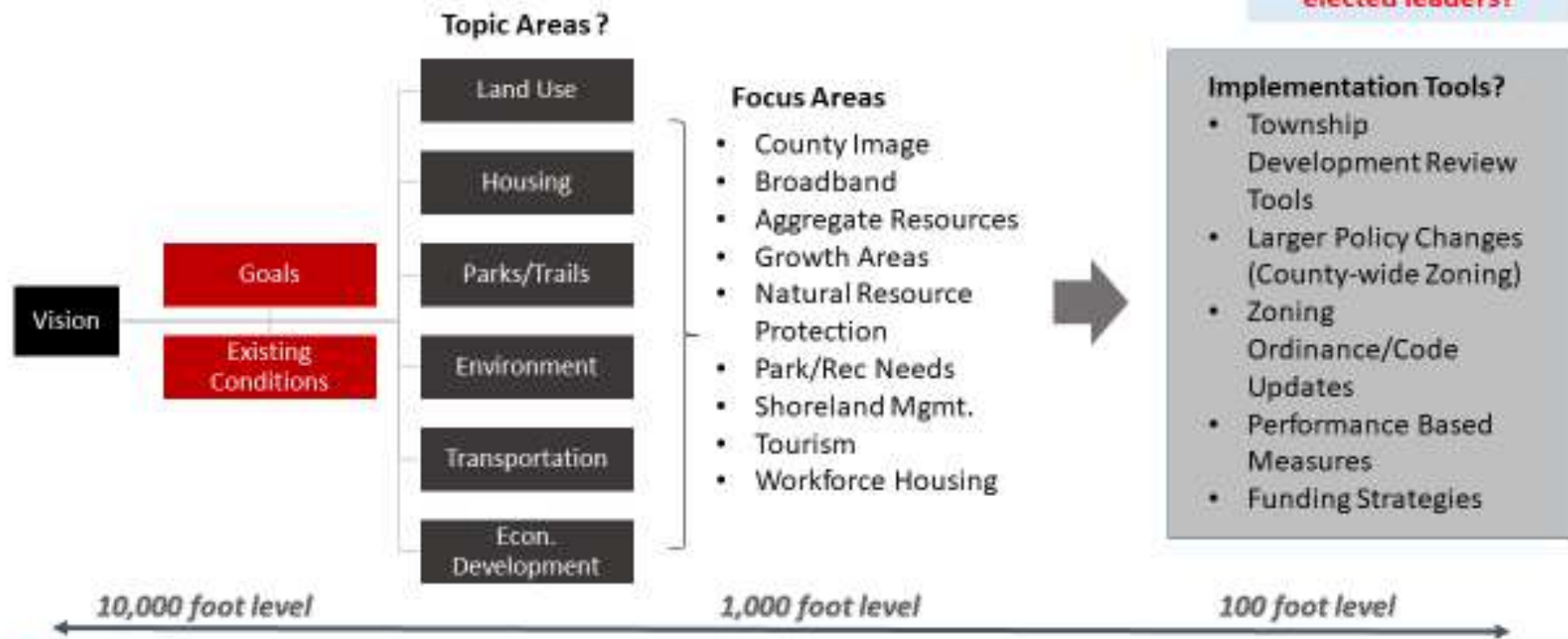


## Past Planning Efforts

- EDA Strategic Plan
- Mora Housing Market Studies
- Strategic Child Care Supply Plan
- ECRDC Strategic Plan
- Broadband Feasibility Study

# Navigating a New Comp Plan

How can this Plan be more of a tool for County staff and elected leaders?



# Community Engagement

- Online Tools: [hkgi.mysocialpinpoint.com/kanabec2050](https://hkgi.mysocialpinpoint.com/kanabec2050)
- Pop Up Events – County Fair
- Pop Up Boards – Government Center
- Town Board Listening Sessions
- Steering Committee Meetings

## Website Hits

701

Total  
Visits

194

Unique  
Users

0:59

Avg Time  
(min)

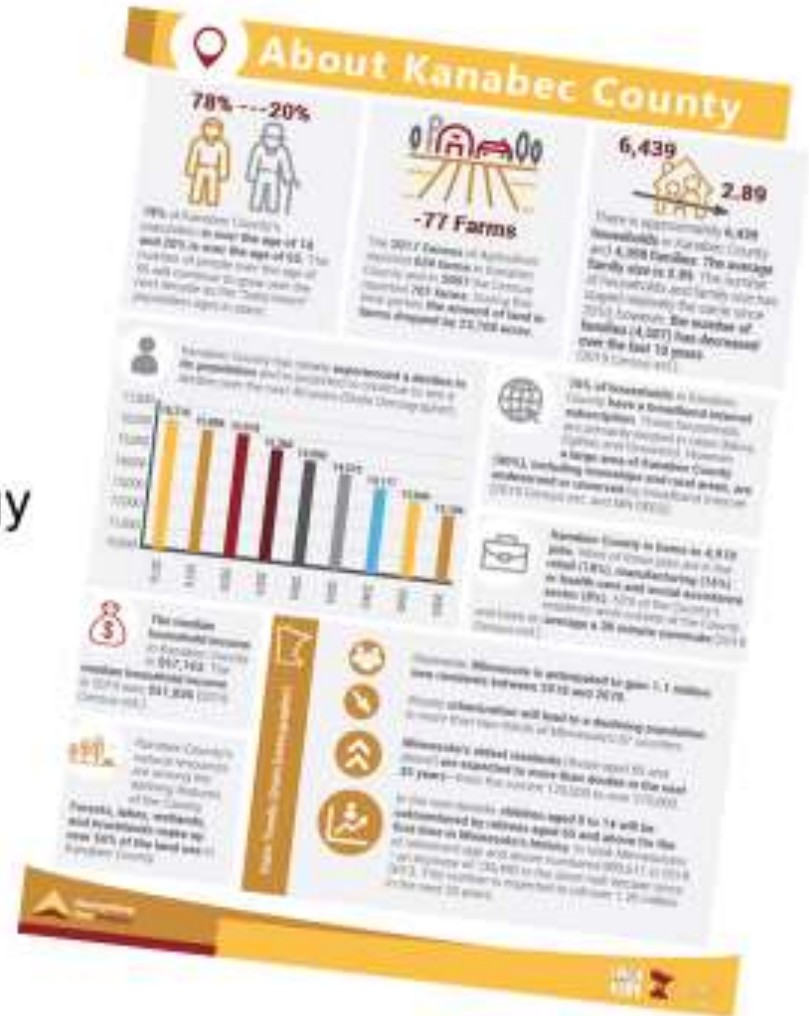
*as of October 13, 2021*



Kanabec County 2050 | Navigating our Future

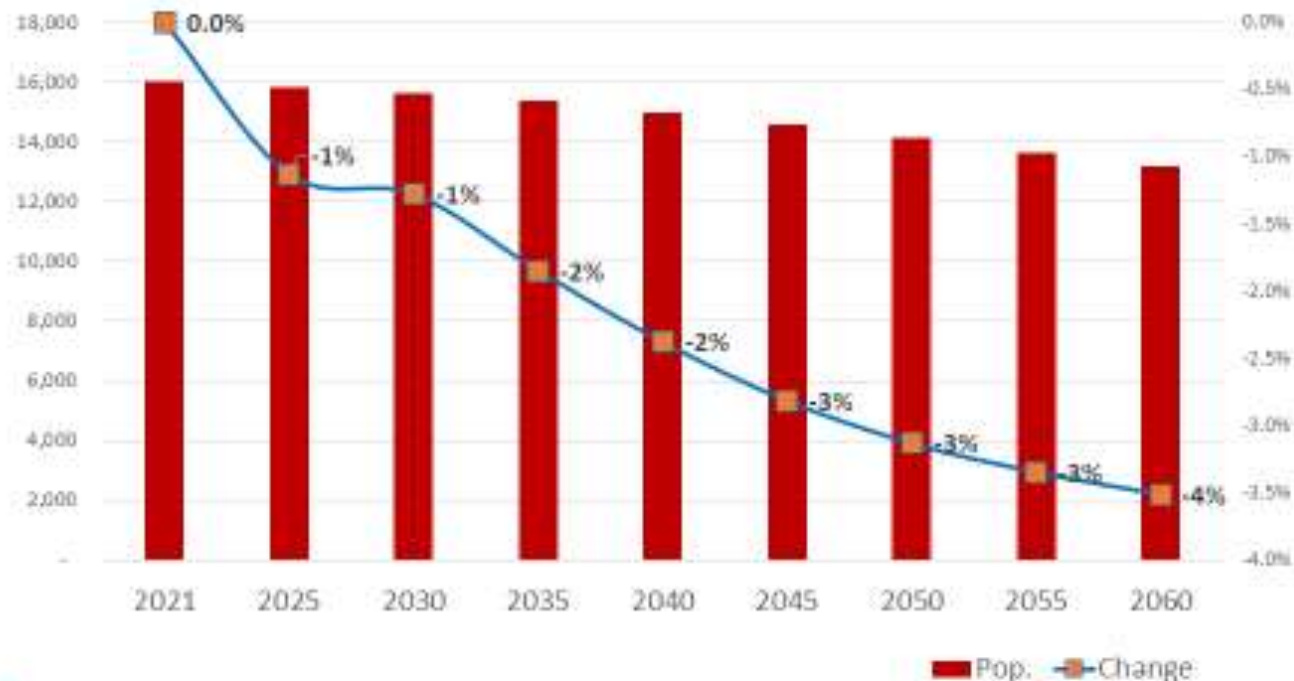
## Emerging Trends

- Changing Demographics
- Rural Populations
- Evolving Economies and Technology
- Growth and Unknown Markets
- Infrastructure Needs
- Demand for County Services
- Fiscal Limitations





# Population Trends



Kanabec County 2050 | Navigating our Future

## Findings

- Steady urbanization will lead to a declining population in more than two-thirds of Minnesota's 87 counties.
- Kanabec is projected to experience a 0.5% annual decline in its population over the next 40 years.

Source: State Demographer

## What we have heard...

- The County's identity is closely tied to agrarian and rural lifestyles
- Reliable internet (broadband) is a priority
- There is a desire by some to explore county-wide zoning
- Economic development initiatives need to focus on job retention, while attracting new businesses that provide higher paying jobs
- We need to enhance our image to retain and attract new residents
- Protecting and preserving our natural resources is a fundamental goal



# How are we updating the plan...

## Established 5 Focus Areas



## Focus Area Structure

- Vision Statement
- Existing Conditions
- Issues/Opportunities
- Goals & Policies



## **Focus Area: Zoning & Enforcement**

The overarching vision for this focus area is to achieve greater consistency in the use of zoning regulations across all municipalities (county, city and township) to positively enhance the experience and image of our community.

### **Topics**

- County wide zoning
- County wide ordinances (Nuisances)

### **2050 Direction**

- County wide zoning is not being recommended at this time as a priority
- Instead, county wide ordinance that focus on nuisances (outdoor storage) should be established





## Focus Area: Growth Management

The overarching vision for this focus area is to preserve the County's rural character and agrarian economic lifestyles, while strengthening opportunities for residential and business growth.

### Topics

- Population decline
- Balancing new development with adjacent land uses
- Retaining a agrarian/rural identity

### 2050 Direction

- Support sustainable land uses patterns that preserve critical lands, maintain neighborhood character, prevent sprawl, and provide efficient delivery of services
- Manage development through the County's ordinances to preserve/protect natural resources



## **Focus Area: Economic Development**

The overarching vision for this focus area is to create jobs and enhance our community's tax base by helping existing and new businesses thrive.

### **Topics**

- Kanabec County EDA initiatives
- Amenities that can be leveraged to attract/promote the County as a great place to live, work, and play.)
- Community needs (housing, internet, child care services, and recreational amenities)

### **2050 Direction**

- Continue to support and expand the EDA
- Support new markets and housing types (be flexible)
- Broadband should be viewed as a high priority



## Focus Area: County Assets

The overarching vision for this focus area is to maintain and enhance the County's assets in a fiscally responsible manner to help support economic development activities and improve quality of life for residents.

### Topics

- Transportation Systems (roads, transit, and Northern Lights Express)
- County Services (by each department)
- Broadband Internet

### 2050 Direction

- Preserve and enhance existing County services
- Maintain existing County assets in good condition and provide high-quality services to its residents and businesses.
- Establish/promote recreational opportunities
- Broadband should be viewed as a high priority





## Focus Area: Natural Resources

The overarching vision for this focus area is to preserve and protect our natural resource for current residents and future generations.

### Topics

- County's role in natural resource protection
- Aggregate Resources & Mining
- Climate Change & Adaptation (flooding)
- Conservation Design
- Outdoor Recreation

### 2050 Direction

- Adhere to best practices that balance development with natural resources
- Establish a park/trail system
- Continue to partner with local and state agencies in helping preserve/protect our natural resources



## **Next Steps**

- Review the Focus Areas with the Townships and Steering Committee on October 20, 2021
  - You are invited to attend.
- Release the Draft Plan for Public Comment (November)
- Adoption (December)

**Thank You**



**Lance Bernard**  
Associate | Planner  
320-420-7768  
[lance@hkgi.com](mailto:lance@hkgi.com)

# 11:20am Appointment

October 19, 2021

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Proposed Revisions to Ordinance #11 – Waste Tire	<b>b. Origination:</b> Environmental Services
<b>c. Estimated time:</b> 15 minutes	<b>d. Presenter(s):</b> Environmental Services/GIS Technician Ryan Carda

**e. Board action requested:**

Review proposed revisions to Ordinance #11 – Waste Tire

If revisions are acceptable, approve the following resolution:

WHEREAS, the majority of the revisions to Ordinance #11- Waste Tire have been reviewed and recommended for approval by the Kanabec County Planning Commission, and

WHEREAS subsequent additional revisions have come from the County Attorney's Office, and

WHEREAS, the Kanabec County Board of Commissioners is in agreement with the recommended proposed revisions, and

WHEREAS, the adoption of revisions to an ordinance requires a public hearing,

BE IT RESOLVED to bring the revisions to Ordinance #11 to a public hearing for further consideration.

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**f. Background:**

Supporting Documents: None      Attached: ☒

<b>Date received in County Coordinators Office:</b>
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<b>Coordinators Comments:</b>
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## DRAFT ORDINANCE WITH CHANGES SHOWN

### ORDINANCE #11, Regulating Waste Tires and Used Tires

**Subdivision 1. Purpose.** This ordinance regulates waste tires, 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; and further regulates used tires, and the establishment, construction, modification, ownership, or operation of sites in which used tires are stored, collected, kept, or deposited 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.
- 2.7 "Used Tire" means any tire that is no longer mounted on a vehicle or airplane, is suitable for its original intended purpose, and is not a "waste tire," as defined in 2.5.
- 2.8 "Vehicle" means every device in, upon, or by which any person or property is or may be transported or drawn upon a highway, excepting devices moved by human power or used exclusively upon stationary rails or tracks.
- 2.9 "Tire retailer" means any business registered with the Minnesota Secretary of State which is actively engaged in the retail sale of new or used tires for use on vehicles or airplanes, operating out of a permanent structure open for and catering to the general public.



### 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;~~  
A registered and trademarked retail tire seller who is located in Kanabec County 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;~~
  - 3.2.2 A permitted landfill operator with less than ~~10,000~~ 500 waste tires stored above ground at the permitted site for 90 days or less.
  - 3.2.3 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 not split, no more than ~~1000~~ 100 tires on site; or
  - 3.2.4 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 may 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.~~

4.2 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 MN DOT standards and Minn. Stat §115A.912, Subd. 4.

6.2 A tire shred permit may 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. Used Tires.

- 8.1 Except as provided in 8.4 and 8.5, no person may store, process, sell, or dispose of used tires, or establish, construct, modify, own, or operate a used tire business or facility, without obtaining a used tire permit from the County.
- 8.2 Used tires shall be collected, stored, kept, or deposited on a site only in accordance with this ordinance.
- 8.2 Used tires must be inventoried and marketed in substantially the same fashion as a new tire is inventoried and marketed. Any permitted used tire business, facility, or site must be able to provide satisfactory evidence that a used tire market exists, and that the used tires stored or maintained at the permitted premises are in fact being marketed.
- 8.4 A used tire permit is required for any business, facility, or site on which more than 500 used tires are collected, stored, kept, processed, or deposited, unless exempt from permitting under 8.5.
- 8.5 Notwithstanding 8.4 a used tire permit is not required for any tire retailer that collects, stores, keeps, processes, or deposits less than 5,000 used tires on site.
- 8.6 A used tire permit may be issued to an applicant who submits all of the following information to Kanabec County Environmental Services:
  - 8.6.1 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.



8.6.2 A map depicting the site and location of the used tires to be collected, stored, or deposited.

8.6.3 An approved fire plan from the local fire official.

8.6.4 The name and contact information for the owner of the site.

8.6.5 The applicant must demonstrate compliance with all applicable requirements in the zoning and use ordinance.

8.7 Used tire permits shall be valid for one year from the date of issuance by Kanabec County Environmental Services.

**Subdivision 9. Applicability to existing facilities.**

9.1 All waste and used tire businesses, facilities and sites in existence on the effective date of this ordinance are required to apply for and obtain County permits as required under the provisions of this ordinance within \_\_\_\_\_ months of the effective date of this ordinance.

**Subdivision 10. Penalties.**

10.1 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.

10.2 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 11. Effective Date.** The effective date of this Ordinance shall be

Adopted.



KANABEC COUNTY PLANNING COMMISSION  
Environmental Services Department  
903 Forest Ave E  
Mora, MN 55051  
Phone: (320) 679-6456  
Fax: (320) 679-6433

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**Kanabec County Planning Commission Meeting Minutes of September 27, 2021**

**MINUTES ARE CURRENTLY UNAPPROVED**

**MEMBERS PRESENT:** Ron Hallin, Dennis McNally, Pat O'Brien, Rhonda Olson, Earl Bracewell, Doug Sabinash, Wayne Zaudtke

**MEMBERS ABSENT:** Chad Gramentz

**STAFF:** Ryan Carda – Environmental Services Tech.

**APPLICANT REPRESENTATIVE(S):** N/A

**PUBLIC ATTENDING:** Dave Patenaude, Craig Smith, Ron Peterson, Dan Nowling

**Call to Order:** Kanabec County Planning Commission was called to order at 7:00pm by Dennis McNally.

**Pledge of Allegiance**

**Approval of Agenda/Additions to Agenda:**

A motion was made by Pat O'Brien, seconded by Ron Hallin to approve the agenda with the revision included that "VIII: Planning Commission Decision" be included following "VII: Public Comment".

All in favor, motion carried.

**Approval of Minutes:**

A motion was made by Earl Bracewell, seconded by Doug Sabinash to approve the minutes from July 26, 2021.

All in favor, motion carried.

**Old Business:**

None.

**New Business:**

Public Hearing – Review Proposed Changes to Ordinance #11 – Tire Ordinance:

*Staff presentation:*

- Revisions to Ordinance were made to include provisions addressing "Used Tires"
- Revisions included in the draft proposed Ordinance have been reviewed by County Attorney Barbara McFadden and Zoning Attorney Scott Anderson

*Applicant presentation:*

- N/A

*Public hearing comments:*

- Dave Patenaude
  - Brought up retrieval of tires out of ditches
  - Pat O'Brien and Wayne Zaudtke mentioned that the county can reimburse for disposal of tires dumped on roads and in the ditches

- Craig Smith
  - Discussed that he and Dennis McNally were the ones that drove the revision of the Ordinance
  - Mentioned that he and Dennis had wanted the sections of "Waste Tires" and "Used Tires" be combined, but that both Attorneys recommended that they be separate
- Ron Peterson
  - Stated that he was involved in the issue that led to the development of Ordinance #11
  - Mentioned how revisions should be formatted in draft ordinances
  - Stated that redoing an ordinance changes reference numbers which can lead to inconsistencies if they are referenced in specific documents, permits, etc.
  - Brought up tire shreds and beneficial use
  - Felt that Section 6 and 7 should be reviewed and changed
  - Believed that the use of tire shreds on a property should be permitted and recorded with property

*Conclusion of public hearing:*

- Dennis McNally
  - Explained how the problem came about and why the changes are being made
  - Felt that the ordinance would protect the county from outside operators
- Earl Bracewell
  - Noted some confusion on the wording in Section #1
  - County Board may need to revisit the tire shred section of the ordinance in the future
- Wayne Zaudtke
  - Discussed definition of used tire and waste tire
  - Regarding section 2.9, mentioned what could happen for an online tire retailer
  - Wants to prevent areas turning into dumping spots for tires
  - Ordinance changes may need to be continued to stay ahead of changes in the county
  - Tires thrown on roads is important to consider, and concerns about tire shreds are considered valid
- Pat O'Brien
  - Wanted clarification on whether the issue is within the county or outside of the area
- Ryan Carda
  - The county sees very few projects with tire shreds, and the ordinance section addresses it well enough for what is needed

*Board action:*

- A motion was made by Earl Bracewell, seconded by Pat O'Brien, to revise the draft ordinance to include "and used tires" following "waste tires" in the first line in Subdivision 1.  
All in favor, motion carried.
- A motion was made by Pat O'Brien, seconded by Rhonda Olson, to recommend approval to the County Board of the draft ordinance with the recommended changes included.  
All in favor, motion carried.

**Public Hearing Comment:**

No additional public comments.

**Adjourn:**

A motion was made by Pat O'Brien, seconded by Ron Hallin to adjourn the meeting at 8:21pm.  
All in favor, motion carried.

Respectfully submitted,  
Ryan Carda  
Recording Secretary

# 11:35am Appointment

October 19, 2021

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> a. Repurchase Requests i. Nestrud ii. Viney b. Info on Tax Forfeit Land Sale	<b>b. Origination:</b> County Auditor's Office
<b>c. Estimated time:</b> 30 minutes +/-	<b>d. Presenter(s):</b> Roberta Anderson

**e. Board action requested:**

- a. Repurchase Requests
  - i. Review application for repurchase for Parcel 21.00440.00, Joshua Nestrud/Stonecrest Income & Opp Fund (pages 3-7)
  - ii. Review repurchase for Parcel 01.00445.00, Paul Viney Jr. (pages 8-9)
- b. Determine minimum bids for parcels on the TFLS, start date and duration of sale (pages 10-31)

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**f. Background:**

**a. Repurchase Requests**

**i. Parcel 21.00440.00**

Joshua Nestrud purchased the forfeited property a few years ago on a foreclosure but title was not transferred to him because of taxes. He has secured the deed from the company to record once the repurchase to them has been made. He attempted to pay all the taxes he thought were due on the property this spring but did not realize there were additional years involved. All the notices were still being sent to the former owners in California.

**ii. Parcel 01.00445.00**

The repurchase on the Paul Viney Jr. property is pending the application being submitted. He has a friend that wrote us a check for the full amount of repurchase on behalf of the taxpayer. He said that Paul has been in the hospital and unable to come in person. The approval would be tentative upon receiving the application, which should be in hand by the board meeting.

**b. Tax Forfeit Land Sale**

The regional DNR coordinator said that the review is completed on our tax forfeit parcels, however they don't expect the timber appraisals will be completed until Nov 1<sup>st</sup>. They have



requested an online meeting to go over the review with special concerns about three of the parcels, which I have indicated on the list. It is possible those will be removed from the sale, but we will set a value on the parcels in the event they will be included.

Supporting Documents: None    Attached: ☒

<b>Date received in County Coordinators Office:</b>	10/15/21
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**Coordinators Comments:**

KANABEC COUNTY  
 BREAKDOWN OF COSTS ON REPURCHASE OF PROPERTY  
**PARCEL #21.00440.00**  
**Josh Nestrud (Stonecrest Income & Opp Fund 1)**

*Repurchase by: October 31, 2021*

Minimum repurchase amount	2,219.13
Pre-Forfeiture Taxes	1,416.87
Pre-Forfeiture Tax (P&I)	523.54
Before SpAsmt Billed/Unbilled Principal	-
Before SpAsmt Pre-Forfeiture (P&I)	-
Current Tax & Penalty	278.72

<i>Basic Repurchase Price</i>	2,219.13
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**EXTRA COSTS OF REPURCHASE:**

State Deed Tax (less than \$3,000)	1.65
State Deed Fee	25.00
Recording Fee	46.00

<b>TOTAL COST IF PURCHASED BY: Oct 31, 2021</b>	<b>\$ 2,291.78</b>
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## To the Honorable Board of Kanabec County, Minnesota

I, The undersigned owner

Joshua Nestrud

At the time of the forfeiture, of the parcel of land situated in the County of Kanabec, State of Minnesota, described as follows, to-wit:

**Lot 6 Block 5, John Runquist 2 addition to Grasston**

**Property Identification No: R21.00440.00**

**Property address: 411 Oak St N, Grasston MN 55030**

Do hereby make application for purchase of said parcel of land from the State of Minnesota, in accordance with the provisions of Minnesota States 1945, sec 282.241, as amended.

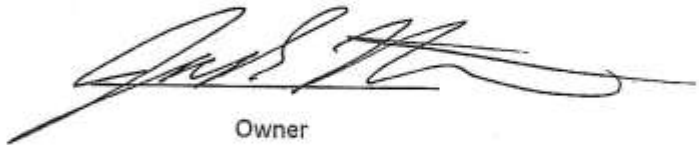
In support of this application for the repurchase of said land I make the following statement:

- (a) That hardship and injustice has resulted because of the forfeiture of said land, for the following reasons, to-wit:

I neglected and forgot to transfer the parcel of land into my name after the purchase and was unaware of the extent of the back taxes when I paid Property taxes this spring I assumed that When I paid the total amount due according to the website that I was all caught up on my taxed and unaware of the outstanding balance due to the notices being sent to the registered owner Stonecrest Income & Opp fund in California.

- (b) That the repurchase of said land by me will promote and best serve the public interest because:

I will keep up on my property taxes and maintain the property keeping the community looking like the one we all love and enjoy.



Owner

### Summary

Parcel ID 21.00440.00  
 Property Address 411 OAK ST N  
 GRASSTON  
 Sec/Twp/Rng 12-038-023  
 Brief Sect-12 Twp-038 Range-023 JOHN RUNQUIST'S 2ND ADD TO GRAS Lot-006  
 Tax Description Block-005  
 (Note: Not to be used on legal documents)  
 Deeded Acres 0.00  
 Class 201 - (NON-HSTD) RESIDENTIAL  
 District (2101) GRASSTON SCH 0314  
 School District 0314  
 Creation Date 07/21/1989



### Owner

Primary Taxpayer  
 State Of Minnesota

### Buildings

Building 1  
 Year Built 1918  
 Architecture 1.50 STORY  
 Heated Sq Ft 1152  
 Finished Basement Sq Ft 0  
 Construction Quality LOW CST D4  
 Condition N/A  
 Foundation Type  
 Frame Type WOOD FRAME  
 Size/Shape L-SHAPE  
 Exterior Walls STUCCO WD  
 Windows DOUBLE HNG  
 Roof Structure GABLE  
 Roof Cover ASPH SHINGL  
 Interior Walls MIN/SHEATH  
 Floor Cover SUBFLOOR  
 Heat FORCED AIR  
 Air Conditioning NONE  
 Bedrooms 2  
 Bathrooms 2  
 Kitchen N/A  
 1st Floor Area Sq Ft 768  
 Ceiling N/A  
 Stories 0

### Land

Seq	Code	CER	Dim 1	Dim 2	Dim 3	Units	UT	Unit Price	Adj 1	Adj 2	Adj 3	Adj 4	Eff Rate	Div %	Value
1	PLAT BLDG SITE	0	0	0	0	1.000	UT	15,000.000	1.00	1.00	1.00	1.00	15,000.000	1.000	15,000
2	PLAT SQ FOOT	0	50	140	0	7,000.000	SF	0.200	1.00	1.00	1.00	1.00	0.200	1.000	1,400
Total						7,000.000									16,400

### Extra Features

Seq	Code	Actual Year Built	Description	Dim 1	Dim 2	Units	UT	Unit Price	Adj 1	Adj 2	Adj 3	Adj 4	% Good	RCNLD	Div %	Value
1	000043		SHED AVGERAGE -	20	28	\$60.000	SF	4.650	1.00	1.00	1.00	1.00	40.00	1146	1.000	1146

### Sales

Multi Parcel	IN	Q	Sale Date	Buyer	Seller	Sale Price	Adj Price	eCRV
N	WD	U	01/29/2011	STONECREST INCOME & OPPORTUNITY FUND LLC	BLUE SPRUCE ENTITIES LLC	\$6,500	\$6,500	.
N	WD	U	01/28/2011	BLUE SPRUCE ENTITIES LLC	NATIONSTAR MTG LLC	\$0	\$0	.
N	WD	Q	11/09/2000	NIKKI TOWERY	JASON & JENNIFER STAUFFER	\$70,000	\$70,000	.
N	WD	Q	05/21/1999	JASON M D STAUFFER	GORSENER	\$41,900	\$41,900	.

**Return to:**  
Joshua Nestrud  
PO Box 76  
Grasston, MN 55030

**Drafted by: Jon Freeman**  
Stonecrest Income and Opportunity Fund I, LLC  
4300 Stevens Creek #275, San Jose, CA 95129  
Phone: 408-557-0700

**Send Tax Statements to: Grantee**

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**QUITCLAIM DEED**

Dated: 9/29/2021

STATE OF MINNESOTA

COUNTY OF KANABEC

KNOWN ALL MEN BY THESE PRESENTS, that Stonecrest Income and Opportunity Fund I, LLC (herein called GRANTOR), whose mailing address is 4300 Stevens Creek Blvd., #275 San Jose, CA 95129, and

JOSHUA NESTRUD (herein called GRANTEE), whose mailing address is PO BOX 76, GRASSTON, MN 55030

For and in the sum of \$7,500.00 DOLLARS, the receipt of which is hereby acknowledged, have given, granted, remised, conveyed and forever quitclaimed, unto the Grantee, the following real estate situated in the City of Grasston, County of Kanabec, State of Minnesota, more particularly described as follows:

COMMONLY KNOWN AS: 411 Oak St, Grasston, MN 55030

PERMANENT PARCEL NO: 21-00440-00

Legal Desc.: LOT 6, BLOCK 5, JOHN RUNQUIST'S 2<sup>ND</sup> ADDITION TO GRASSTON

Being the same property conveyed to Stonecrest Income and Opportunity Fund I, LLC, on: June 10, 2011, Recording Number: 239709.

TO HAVE AND TO HOLD the above granted and bargained premises, with the appurtenances thereof, unto the said GRANTEE, its heirs and assigns forever, so that neither the GRANTOR, nor its successors or assigns, nor any other person claiming through or under it, shall or will hereafter claim or demand any right or title to the premises, or any part thereof, but they and everyone of them shall by these presents be excluded and barred forever.

EXECUTED this 9/29/21

Stonecrest Income and Opportunity Fund-I, LLC  
By Stonecrest Managers, Inc., a California Corporation

[Signature]  
By Jon Freeman, its President

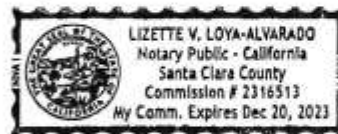
State of California  
County of Santa Clara

On 9/29/21, before me, Lizette V. Loya-Alvarado, Notary Public, personally appeared Jon Freeman, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which person acted, executed the instrument.

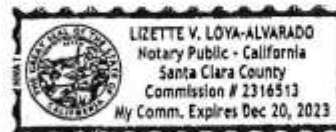
I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

[Signature] (notary seal)  
Signature of Notary Public



Prepared By:  
Jon Freeman  
Stonecrest Income and Opportunity Fund-I, LLC  
4300 Stevens Creek #275, San Jose, CA 95129  
Phone: 408-557-0700



THE SELLER CERTIFIES THAT THE SELLER DOES NOT KNOW OF ANY WELLS ON THE DESCRIBED PROPERTY. [Signature]

\* Tentative Approval

KANABEC COUNTY  
BREAKDOWN OF COSTS ON REPURCHASE OF PROPERTY  
PARCEL #01.00445.00  
Paul Viney Jr.

Repurchase by: October 31, 2021

Minimum repurchase amount	2,918.70
Pre-Forfeiture Taxes	1,441.99
Pre-Forfeiture Tax (P&I)	1,020.95
Before SpAsmt Billed/Unbilled Principal	-
Before SpAsmt Pre-Forfeiture (P&I)	-
Current Tax & Penalty	455.76

Basic Repurchase Price 2,918.70

EXTRA COSTS OF REPURCHASE:

State Deed Tax (less than \$3,000)	1.65
State Deed Fee	25.00
Recording Fee	46.00

TOTAL COST IF PURCHASED BY: Oct 31, 2021 \$ 2,991.35

\* Still waiting for repurchase application  
Supposed to be bringing it on Friday 10/15

<b>FOSTER TRANSPORTATION SERVICES LLC</b> 1409 HWY 23 N SANDSTONE, MN 55072		1140 75-743/918
Date <u>10.8.2021</u>		<input checked="" type="checkbox"/> CHECK <input type="checkbox"/> MONEY ORDER
Pay to the Order of	KANABEC COUNTY AUDITOR-TREASURER	
Two Thousand Nine hundred ninety one and 35/100		\$ 2,991.35
For <u>Paul's Property Tax</u>		
NORTHVIEW BANK 510 Main Sandstone, MN 55072 320-245-5261 www.northviewbank.com		
MICR: ⑆09190747⑆ 111 711 8111140		

### Summary

Parcel ID 01.00445.00  
 Property Address 1440 240 AVE  
 MORA  
 Sec/Twp/Rng 23-040-025  
 Brief Sect-23 Twp-040 Range-025 2.16 AC PT SE1/4 OF SW1/4 W 200' OF E 744.5' OF S  
 Tax Description 471.5'  
 (Note: Not to be used on legal documents)  
 Deeded Acres 2.16  
 Class 201 - (NON-HSTD) RESIDENTIAL  
 District (102) ANN LAKE SCH 0333  
 School District 0333  
 Creation Date 06/29/1993



### Owner

Primary Taxpayer  
 State Of Minnesota

### Buildings

Building 1  
 Year Built 1952  
 Architecture RAMBLER  
 Heated Sq Ft 576  
 Finished Basement Sq Ft 0  
 Construction Quality LOW CST D4  
 Condition N/A  
 Foundation Type  
 Frame Type CC BLOCK  
 Size/Shape RECTANGLE  
 Exterior Walls CC BLOCK  
 Windows N/A  
 Roof Structure GABLE  
 Roof Cover ASPH SHINGL  
 Interior Walls PANELING; DRYWALL  
 Floor Cover SUBFLOOR  
 Heat WALL/SPACE  
 Air Conditioning NONE  
 Bedrooms 1  
 Bathrooms 0  
 Kitchen N/A  
 1st Floor Area Sq Ft 576  
 Ceiling N/A  
 Stories 0

### Land

Seq	Code	CER	Dim 1	Dim 2	Dim 3	Units	UT	Unit Price	Adj 1	Adj 2	Adj 3	Adj 4	Eff Rate	Div %	Value
1	BLDG SITE BLKTP	0	0	0	0	1.000	AC	16,000.000	1.00	1.00	1.00	1.00	16,000.000	1.000	16,000
2	ELECTRIC	0	0	0	0	1.000	UT	2,400.000	1.00	1.00	1.00	1.00	2,400.000	1.000	2,400
3	EXCESS AC <10AC	0	0	0	0	1.160	AC	2,200.000	1.00	1.00	1.00	1.00	2,200.000	1.000	2,552
Total						2.160									20,952

### Extra Features

Seq	Code	Actual Year Built	Description	Dim 1	Dim 2	Units	UT	Unit Price	Adj 1	Adj 2	Adj 3	Adj 4	% Good	RCNLD	Div %	Value
1	000002		SHED	0	0	1.000	UT	500.000	1.00	1.00	1.00	1.00	100.00	635	1.000	635

### Sales

Multi Parcel	IN	Q	Sale Date	Buyer	Seller	Sale Price	Adj Price	eCRV
N	WD	U	02/27/1998	MCMATH	LILIENTHAL & GRACE	\$7,500	\$7,500	

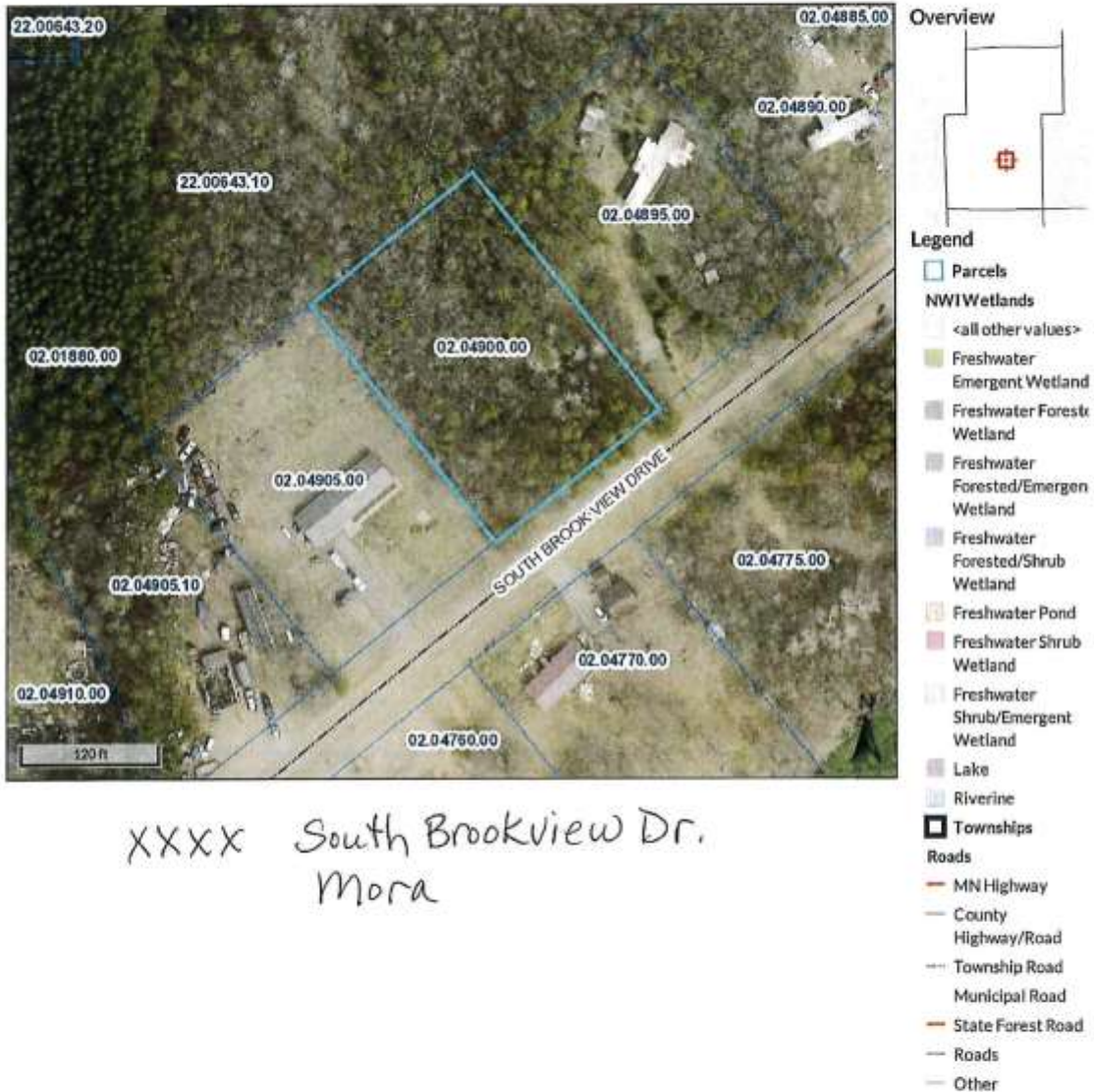


# Kanabec County Tax Forfeit Land Sale

Information Packet to review for minimum bids

Preliminary List for 2023 Sale

Tract	Municipality	PID	Sec/Twp/Rg	Full Legal Description	Acres (sq ft)	EMV	Minimum Bid	Water	Condition
1	Arthur Twp	02.04900.00	24-39-24	Spring Brook Estates, Lot 20 Block 3	1.00	15,000			
2	Bruceville Twp	09.00185.50	3-38-24	Pt NW1/4 of SW1/4, S 320' of N 350'	2.87	27,200			recent fire
3	Ford Twp	05.00940.00	8-42-23	NE1/4 of NW1/4 of NW1/4 & NE1/2 of SE1/4 of NW1/4	15.00	53,100			
4	Ford Twp	05.01940.00	28-42-23	SW1/2 of NE1/2 of SW1/4, subj to easements of record	20.00	32,000			
5	Haybrook Twp	07.00105.20	4-42-24	NE1/4 of SW1/4	40.00	21,000			
6	Haybrook Twp	07.00130.00	4-42-24	NE1/4 of NW1/4 of SW1/4	10.00	7,000			
7	Haybrook Twp	07.00145.00	4-42-24	NE1/2 of SW1/2 of SW1/4 of SW1/4	10.00	9,000			
8	Haybrook Twp	07.00665.00	17-42-24	NW1/4 of SW1/4 (only), (part of 200.00 acre parcel)	40.00	36,000			
9	Kanabec Twp	09.00265.30	5-39-25	Pt NE1/4 of NE1/4, N 660' of E 660'	10.00	19,200			
10	Kroschel Twp	11.01510.00	36-42-22	SW1/2 of NW1/4 of NW1/4	20.00	35,300			
11	Peace Twp	12.01135.30	2-41-23	W1/2 of NE1/4 of NW1/4 of NW1/4 subj to hwy easement	5.00	21,600			
12	Peace Twp	12.01825.00	32-41-23	Pt Govt Lot 1, (full legal on file), 2764 Hwy 65, Mora MN	0.82	40,600		water	
13	Peace Twp	12.02285.00	6-41-23	Plan of Warman, Lot 6, Block 3 ex hwy r/w	0.16	1,900			
14	Pomroy Twp	13.00160.00	12-41-22	NE1/4 of NW1/4	40.00	42,700			DM review
15	Pomroy Twp	13.00910.00	19-41-22	Govt Lot 2 (peninsula, all wetlands per Terresa)	30.36	53,800		water	DM review
16	Pomroy Twp	13.01010.10	22-41-22	W1/2 of SW1/4	80.00	75,600			access issues
17	Pomroy Twp	13.01345.00	29-41-22	Pt SW1/4 of SW1/4, N 350' thereof ex W 60' of N 350' for hwy	10.39	23,300		water	
18	Southfork Twp	14.01345.10	31-38-25	NW1/4 of NE1/4 of NW1/4, subj to hwy easement	10.00	29,700			
19	Whited Twp	15.00175.00	7-40-23	NW1/4 of SE1/4	40.00	74,500			DM review
20	Whited Twp	15.00450.30	12-40-23	SW1/4 of NW1/4 ex hwy r/w easement	39.17	207,000			mold issues & furnishings left
21	Whited Twp	15.01250.20	25-40-23	N1/2 of NE1/2 of NE1/4 of SE1/4 lying S of RR r/w	9.93	22,200			
22	City of Graston	21.00460.00	12-38-23	John Runquist's 2nd Addn to Graston, Lot 1, Block 7	0.16	1,900			
23	City of Mora	22.01075.00	11-39-24	Aud Subd #3, Pt Lot 45, 601 2nd St, Mora MN	0.41	61,300			car in yard, furnishings left
24	City of Ogilvie	23.00350.00	35-39-25	Ogilvie Plat, Lot 1, Block 2, 209 Hill Ave N, Ogilvie MN	0.16	21,400			large easement for cleanup



XXXX South Brookview Dr.  
Mora

Parcel ID	02.04900.00	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA
Sec/Twp/Rng	24-039-024	Class	960 - Tax Forfeit		
Property Address		Acreage	n/a		
District	ARTHUR SCH 0332				
Brief Tax Description	Sect-24 Twp-039 Range-024 SPRING BROOK ESTATES Lot-020 Block-003				
	(Note: Not to be used on legal documents)				

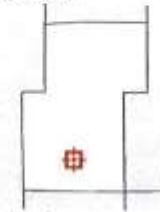
Date created: 9/28/2021  
Last Data Uploaded: 9/28/2021 4:25:36 AM  
Developed by



②



Overview



Legend

- Parcels
- NWI Wetlands
  - <all other values>
  - Freshwater Emergent Wetland
  - Freshwater Forest Wetland
  - Freshwater Forested/Emergent Wetland
  - Freshwater Forested/Shrub Wetland
  - Freshwater Pond
  - Freshwater Shrub Wetland
  - Freshwater Shrub/Emergent Wetland
  - Lake
  - Riverline
- ▣ Townships
- Roads
  - MN Highway
  - County Highway/Road
  - Township Road
  - Municipal Road
  - State Forest Road
  - Roads
  - Other

Property address: 1904 153<sup>rd</sup> Ave.  
Ogilvie

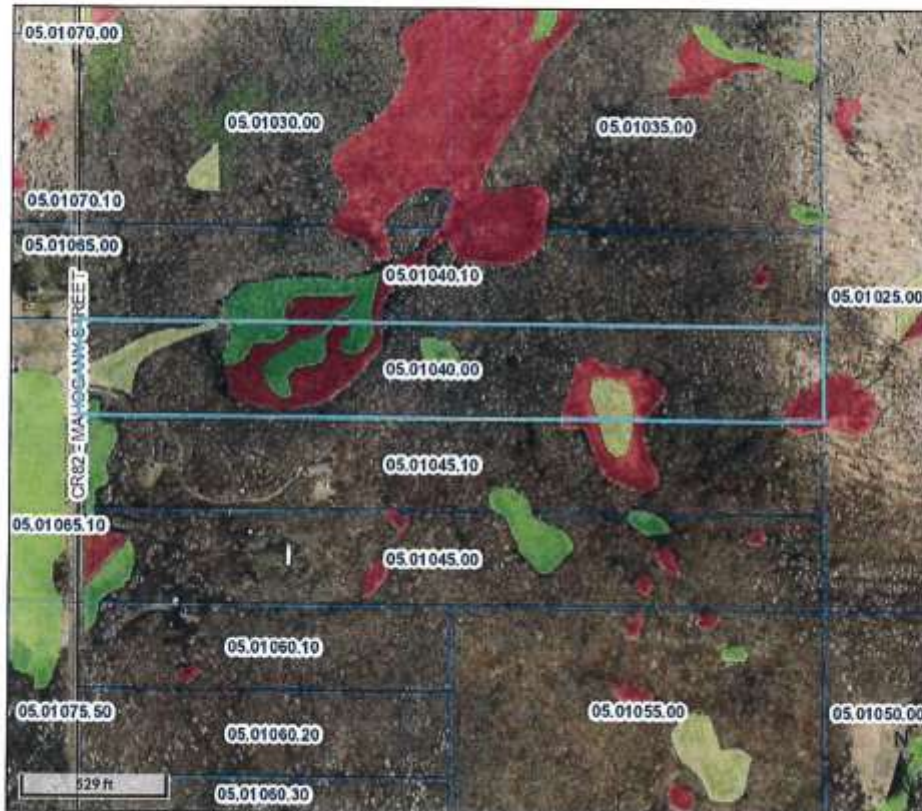
Parcel ID	03.00185.50	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA
Sec/Twp/Rng	03-038-024	Class	960 - Tax Forfeit		
Property Address	1904 153 AVE	Acreage	2.87		
	OGILVIE				
District	BRUNSWICK SCH 0332				
Brief Tax Description	Sect-03 Twp-038 Range-024 2.87 AC PT NW1/4 OF SW1/4 S 320' OF W 390'				
	(Note: Not to be used on legal documents)				

Date created: 9/28/2021  
Last Data Uploaded: 9/28/2021 4:25:36 AM

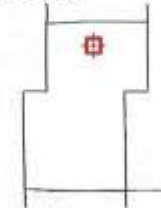




④



Overview



Legend

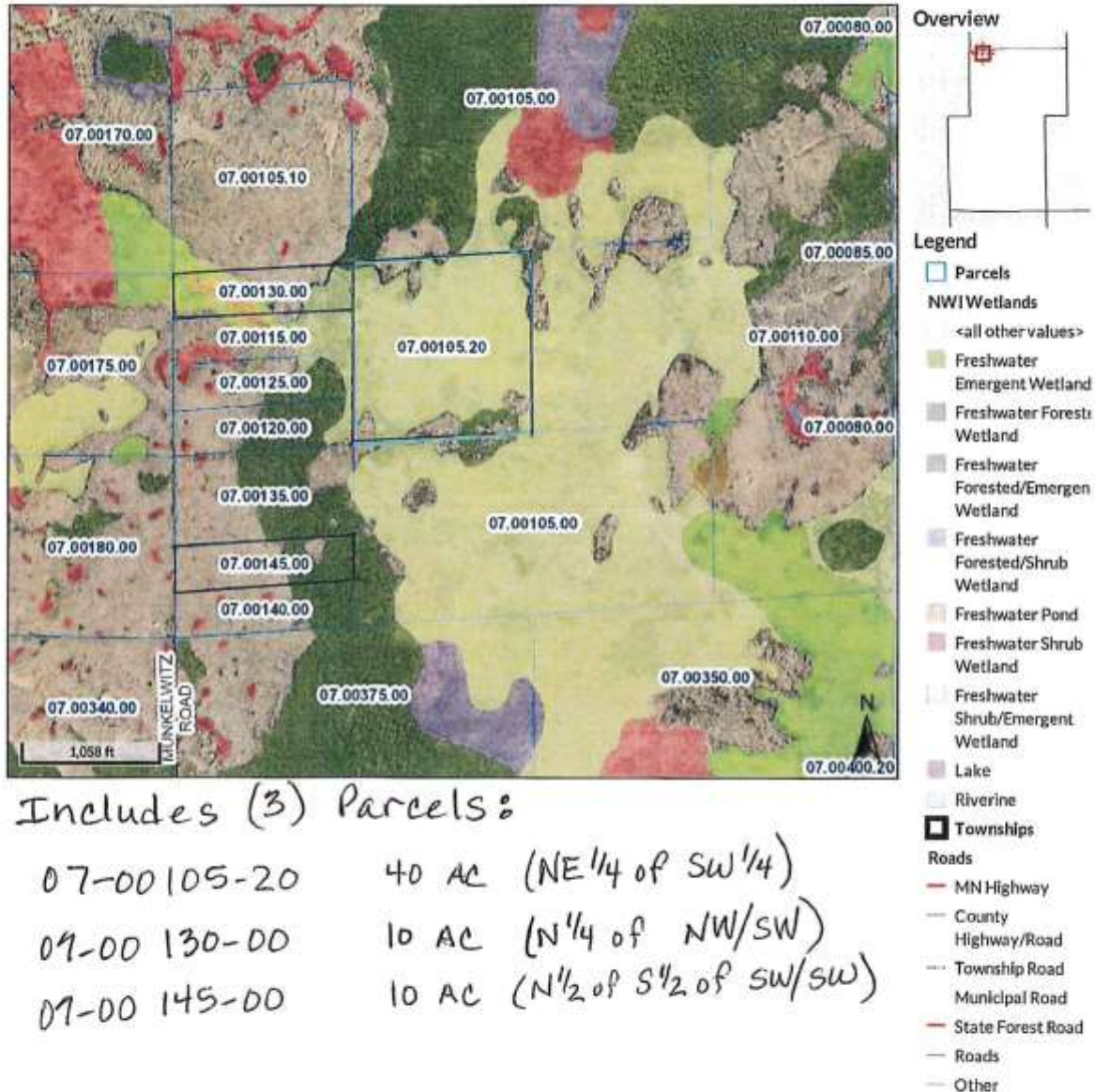
- Parcels
- NWI Wetlands
  - <all other values>
  - Freshwater Emergent Wetland
  - Freshwater Forested Wetland
  - Freshwater Forested/Emergent Wetland
  - Freshwater Forested/Shrub Wetland
  - Freshwater Pond
  - Freshwater Shrub Wetland
  - Freshwater Shrub/Emergent Wetland
  - Lake
  - Riverine
- Townships
- Roads
  - MN Highway
  - County Highway/Road
  - Township Road
  - Municipal Road
  - State Forest Road
  - Roads
  - Other

XXXX Mahogany St.  
Isle

Parcel ID	05.01040.00	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA
Sec/Twp/Rng	28-042-023	Class	960 - Tax Forfeit		
Property Address		Acreage	20		
District	FORD SCH 0332				
Brief Tax Description	Sect-28 Twp-042 Range-023 20.00 AC S1/2 OF N1/2 OF S1/2 OF NW1/4 SUBJ TO EASEMENT ACROSS S 110' OF W 180' THEREOF				
	(Note: Not to be used on legal documents)				

Date created: 6/16/2021  
Last Data Uploaded: 6/16/2021 12:27:52 PM

⑤ ⑥ ⑦



Includes (3) Parcels:

07-00105-20 40 AC (NE 1/4 of SW 1/4)  
 07-00130-00 10 AC (N 1/4 of NW/SW)  
 07-00145-00 10 AC (N 1/2 of S 1/2 of SW/SW)

Parcel ID 07.00105.20 Alternate ID n/a  
 Sec/Twp/Rng 04-042-024 Class 960 - Tax Forfeit  
 Property Address Acreage 40  
 District HAYBROOK SCH 0473  
 Brief Tax Description Sect-04 Twp-042 Range-024 40.00 AC NE 1/4 OF SW 1/4  
 (Note: Not to be used on legal documents)

Owner Address STATE OF MINNESOTA

Date created: 6/16/2021  
 Last Data Uploaded: 6/16/2021 12:27:52 PM  
 Developed by

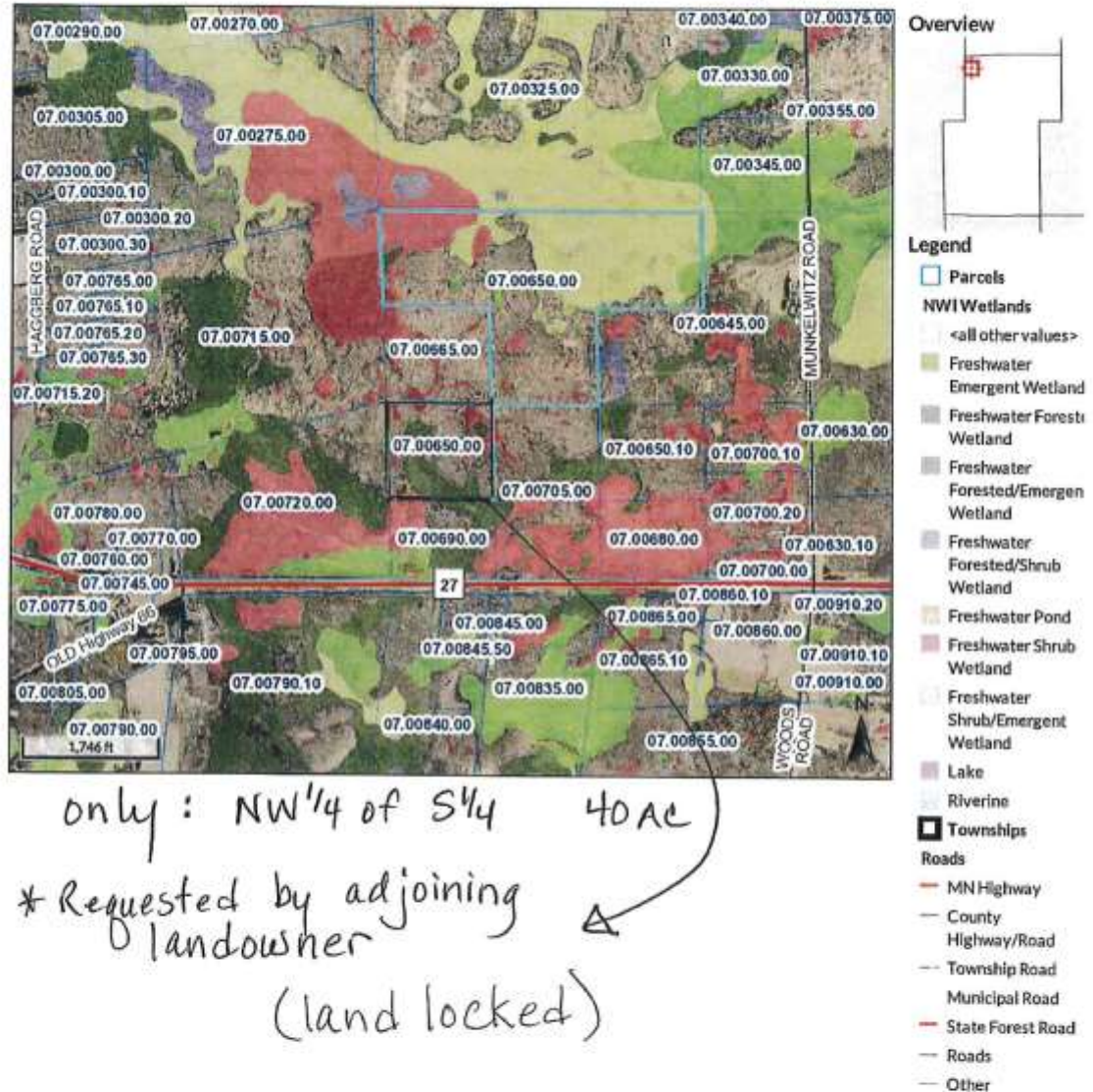
\* Requested by adjoining landowner  
 (land locked)



⑧

**Beacon™** Kanabec County, MN

Haybrook Township  
Part of 07-00650-00



only : NW 1/4 of S 1/4 40 AC  
\* Requested by adjoining landowner  
(land locked)

Parcel ID	07.00650.00	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA
Sec/Twp/Rng	17-042-024	Class	960 - Tax Forfeit		
Property Address		Acreage	200		
District	HAYBROOKSCH0473				
Brief Tax Description	Sect-17 Twp-042 Range-024 200.00 AC NW1/4 OF NE1/4; N1/2 OF NW1/4; SE1/4 OF NW1/4; NW1/4 OF SW1/4 (TAX FORFEIT)				

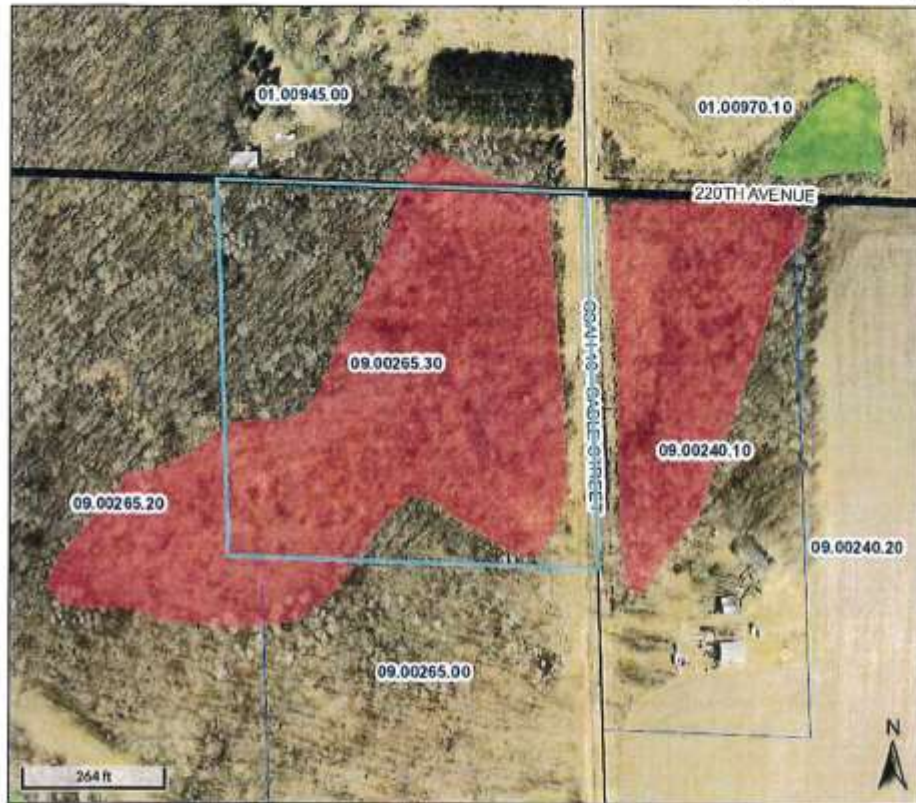
(Note: Not to be used on legal documents)

Date created: 6/16/2021  
Last Data Uploaded: 6/16/2021 12:27:52 PM

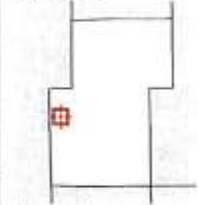
9

Beacon™ Kanabec County, MN

Kanabec Township  
09-00265-30



Overview



Legend

- Parcels
- NWI Wetlands
  - <all other values>
  - Freshwater Emergent Wetland
  - Freshwater Forest Wetland
  - Freshwater Forested/Emergen Wetland
  - Freshwater Forested/Shrub Wetland
  - Freshwater Pond
  - Freshwater Shrub Wetland
  - Freshwater Shrub/Emergent Wetland
  - Lake
  - Riverine
- Townships
- Roads
  - MN Highway
  - County Highway/Road
  - Township Road
  - Municipal Road
  - State Forest Road
  - Roads
  - Other

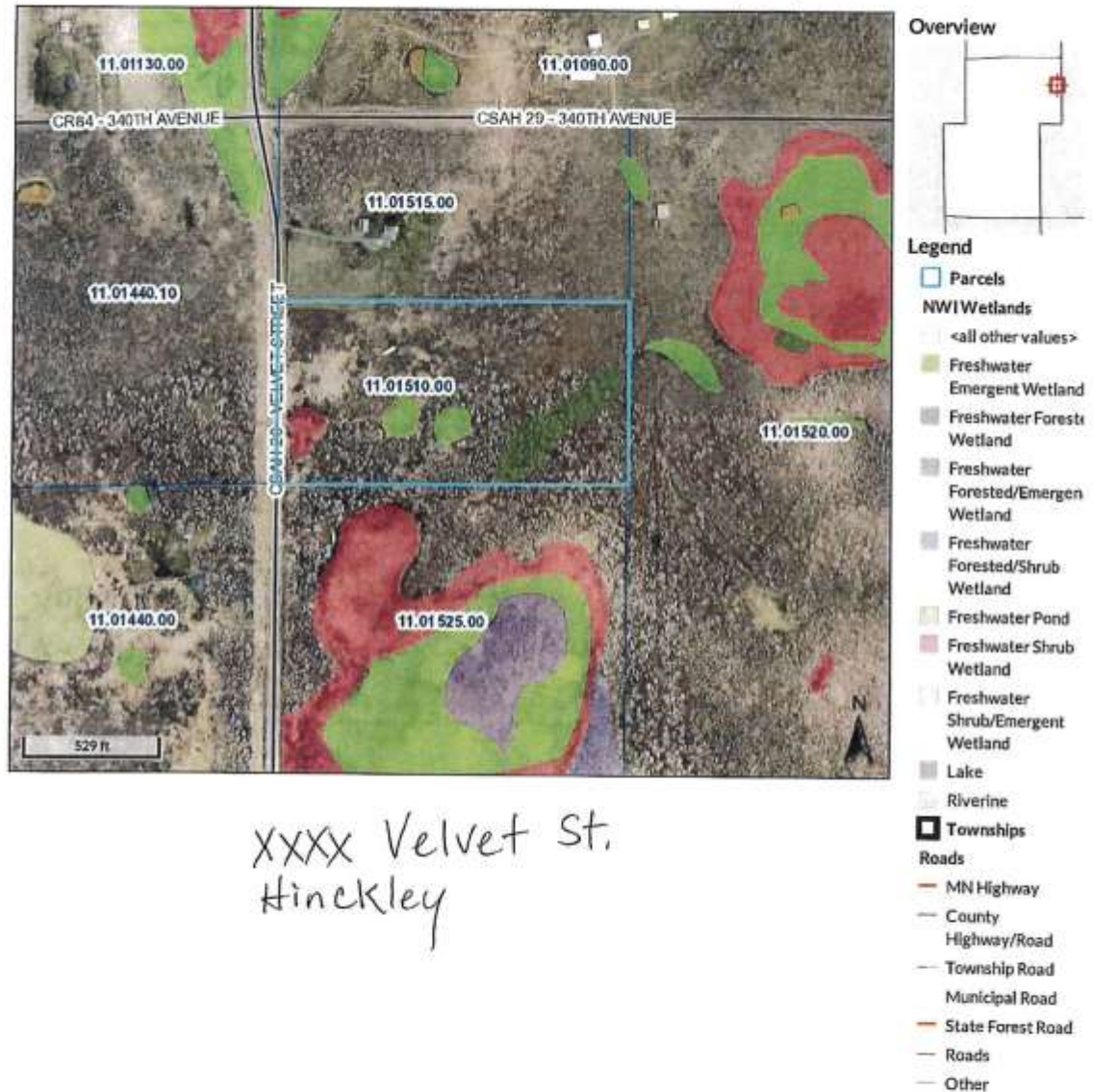
XXXX Cable St.  
Ogilvie

Parcel ID	09.00265.30	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA
Sec/Twp/Rng	05-039-025	Class	960 - Tax Forfeit		
Property Address		Acreage	10		
District	KANABEC SCH 0333				
Brief Tax Description	Sect-05 Twp-039 Range-025 10.00 AC PT NE1/4 OF NE1/4 N 660' OF E 660'				
	(Note: Not to be used on legal documents)				

Date created: 6/16/2021  
Last Date Uploaded: 6/16/2021 12:27:52 PM  
Developed by



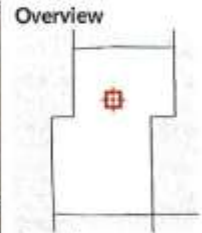
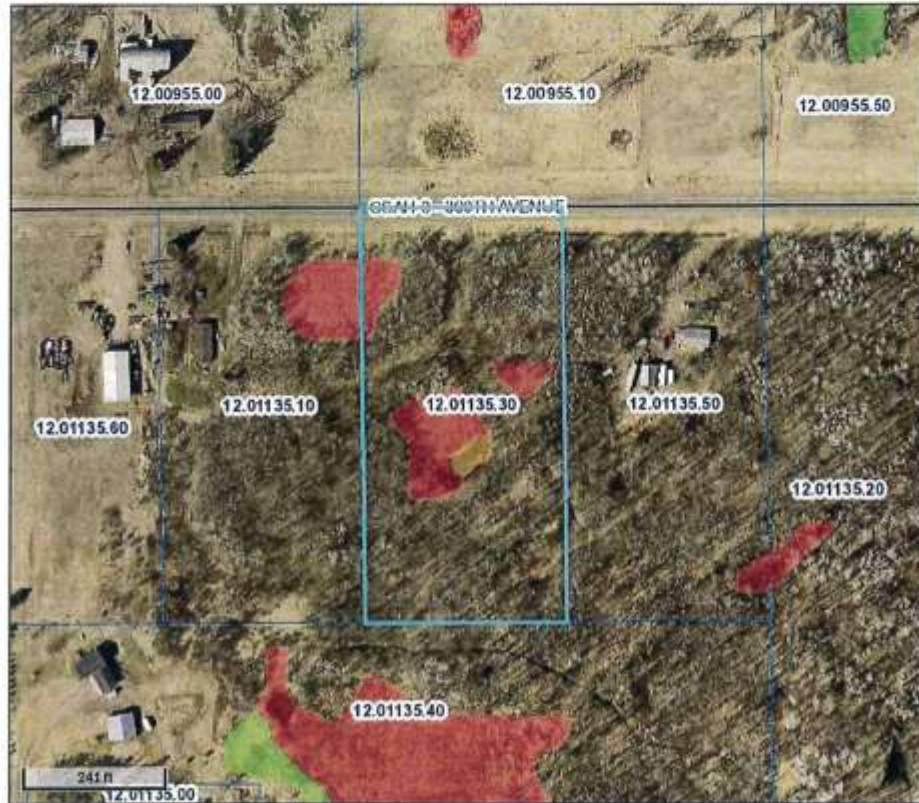
10



XXXX Velvet St.  
Hinckley

Parcel ID	11.01510.00	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA
Sec/Twp/Rng	36-042-022	Class	960 - Tax Forfeit		
Property Address		Acreage	20		
District	KROSCHER SCH 2165				
Brief Tax Description	Sect-36 Twp-042 Range-022 20.00 AC S1/2 OF NW1/4 OF NW1/4				
	(Note: Not to be used on legal documents)				

Date created: 6/16/2021  
Last Data Uploaded: 6/16/2021 12:27:52 PM  
Developed by



- Legend**
- Parcels
  - NWI Wetlands
    - <all other values>
    - Freshwater Emergent Wetland
    - Freshwater Forested Wetland
    - Freshwater Forested/Emergent Wetland
    - Freshwater Forested/Shrub Wetland
    - Freshwater Pond
    - Freshwater Shrub Wetland
    - Freshwater Shrub/Emergent Wetland
    - Lake
    - Riverine
  - Townships
  - Roads
    - MN Highway
    - County Highway/Road
    - Township Road
    - Municipal Road
    - State Forest Road
    - Roads
    - Other

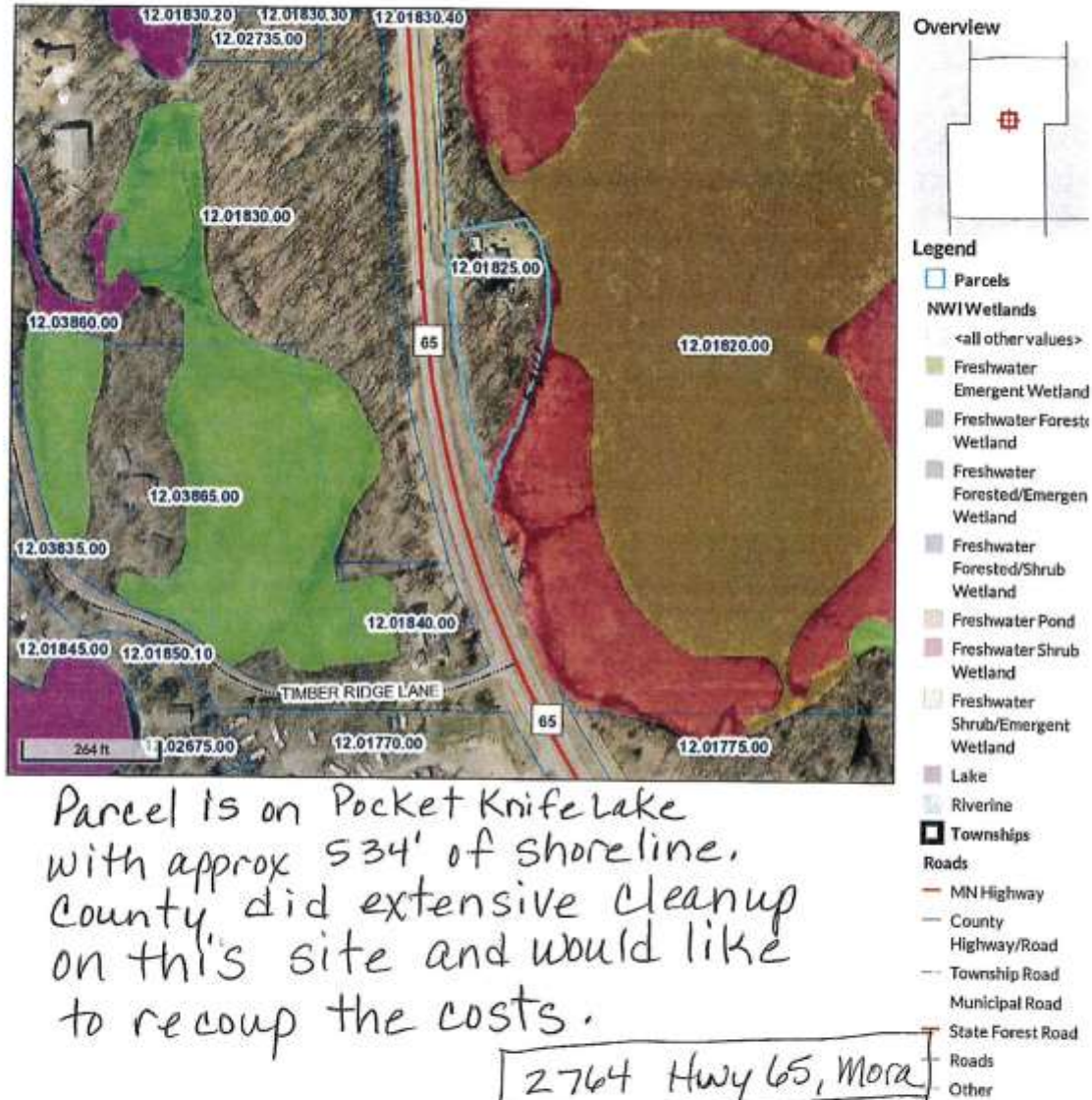
XXXX 300<sup>th</sup> Ave  
Mora

Parcel ID	12.01135.30	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA
Sec/Twp/Rng	20-041-023	Class	960 - Tax Forfeit		
Property Address		Acreage	5		
District	PEACE SCH 0332				
Brief Tax Description	Sect-20 Twp-041 Range-023 5.00 AC W1/2 OF NE1/4 OF NW1/4 SUBJ TO .45 AC HWY ESMNT				
	(Note: Not to be used on legal documents)				

Date created: 9/28/2021  
Last Data Uploaded: 9/28/2021 4:25:36 AM  
Developed by



12



Parcel is on Pocket Knife Lake with approx 534' of shoreline. County did extensive cleanup on this site and would like to recoup the costs.

2764 Hwy 65, Mora

Parcel ID 12.01825.00  
Sec/Twp/Rng 32-041-023  
Property Address 2764 HWY 65  
MORA

Alternate ID n/a  
Class 960 - Tax Forfeit  
Acreage 0.82

Owner Address STATE OF MINNESOTA

District  
Brief Tax Description

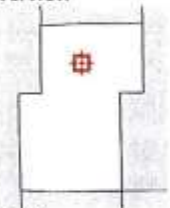
PEACE SCH 0332  
Sect-32 Twp-041 Range-023.82 AC PT GOVT LOT 1 COM AT N1/4 COR OF SEC 32 THEN WLY ALONG N LINE OF SEC 32 1834.4', THEN DEFL N 93D34' LEFT 1768.2' TO PT ON E/R/W LINE OF HWY 65 WHICH IS POB OFF: CONTSLY ON R/W LINE ALONG A SPIRAL CURVE TO LEFT (LS=200', DC=3D 07'26", OS=3D 07'26") 100' N 79D 48' E 148.6' TO SHORELINE OF LEWIS LK, NLY ALONG SHORE 101.3' M/L S 79D 48' W 180.8' TO POB, SUBJ TO 14' EASEMENT ALONG W EDGE OF SAID PROP, & ALL THAT PT GOVT LOT 1 SEC 32 DESC AS FF: COM AT N1/4 COR OF SEC WLY

13

Peace Township  
12-02285-00



Overview



Legend

- Parcels
- NWI Wetlands
  - <all other values>
  - Freshwater Emergent Wetland
  - Freshwater Forest Wetland
  - Freshwater Forested/Emergent Wetland
  - Freshwater Forested/Shrub Wetland
  - Freshwater Pond
  - Freshwater Shrub Wetland
  - Freshwater Shrub/Emergent Wetland
  - Lake
  - Riverine
- Townships
- Roads
  - MN Highway
  - County Highway/Road
  - Township Road
  - Municipal Road
  - Slate Forest Road
  - Roads
  - Other

XXXX Hwy 65  
mora

Parcel ID	12.02285.00	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA
Sec/Twp/Rng	06-041-023	Class	960 - Tax Forfeit		
Property Address		Acreage	n/a		
District	PEACE SCH 0332				
Brief Tax Description	Sect-06 Twp-041 Range-023 PLAN OF WARMAN LOT 6, BLK 3, EX HWY R/W				
	(Note: Not to be used on legal documents)				

Date created: 9/28/2021  
Last Data Uploaded: 9/28/2021 4:25:36 AM  
Developed by

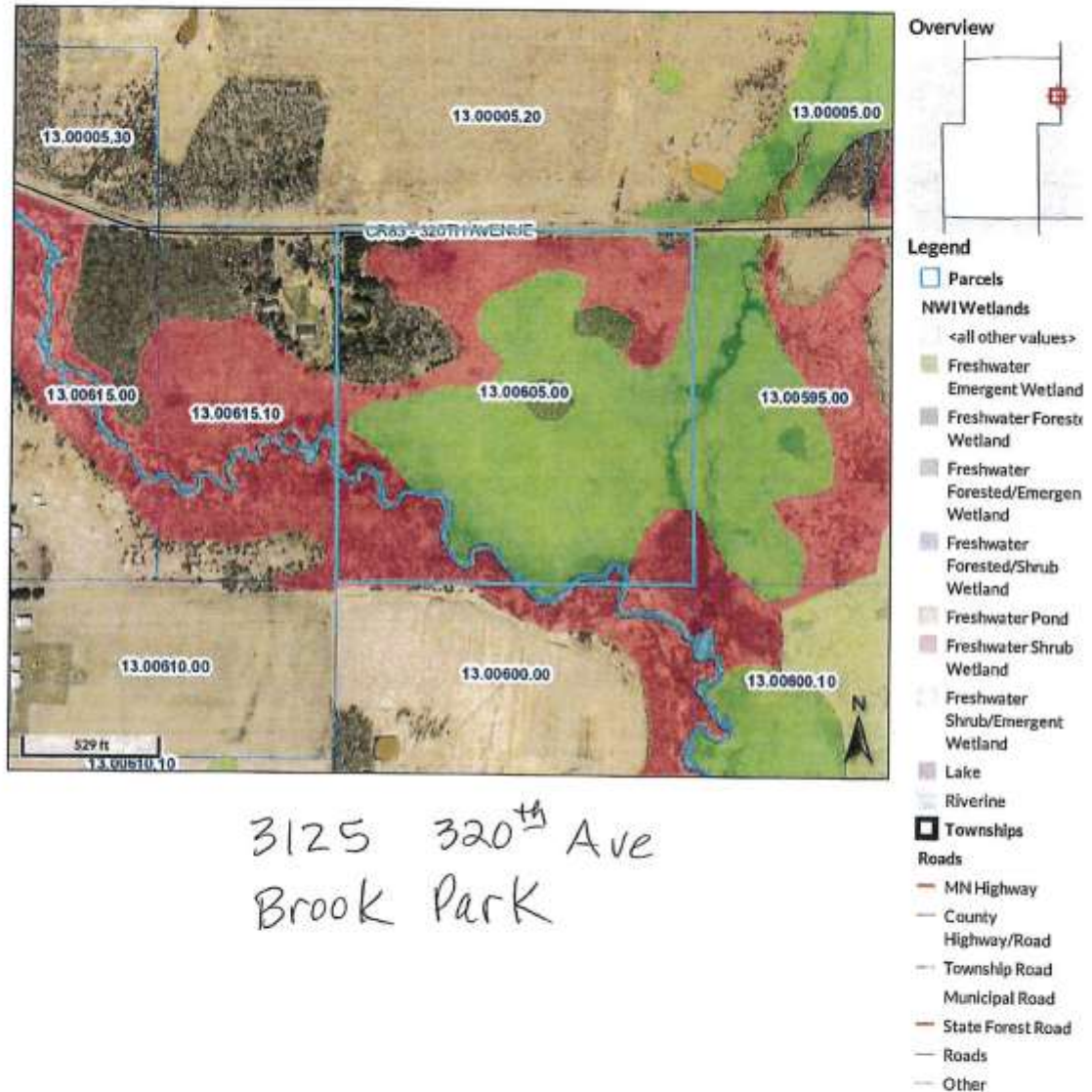


DNR review pending

14

**Beacon**™ Kanabec County, MN

Pomroy Township  
13-00605-00



3125 320<sup>th</sup> Ave  
Brook Park

Parcel ID	13.00605.00	Alternate ID	n/a
Sec/Twp/Rng	12-041-022	Class	960 - Tax Forfeit
Property Address	3125 320 AVE BROOK PARK	Acreage	40
District	POMROY SCH 2165		
Brief Tax Description	Sect-12 Twp-041 Range-022 40.00 AC NE1/4 OF NW1/4 (Note: Not to be used on legal documents)		

Owner Address STATE OF MINNESOTA

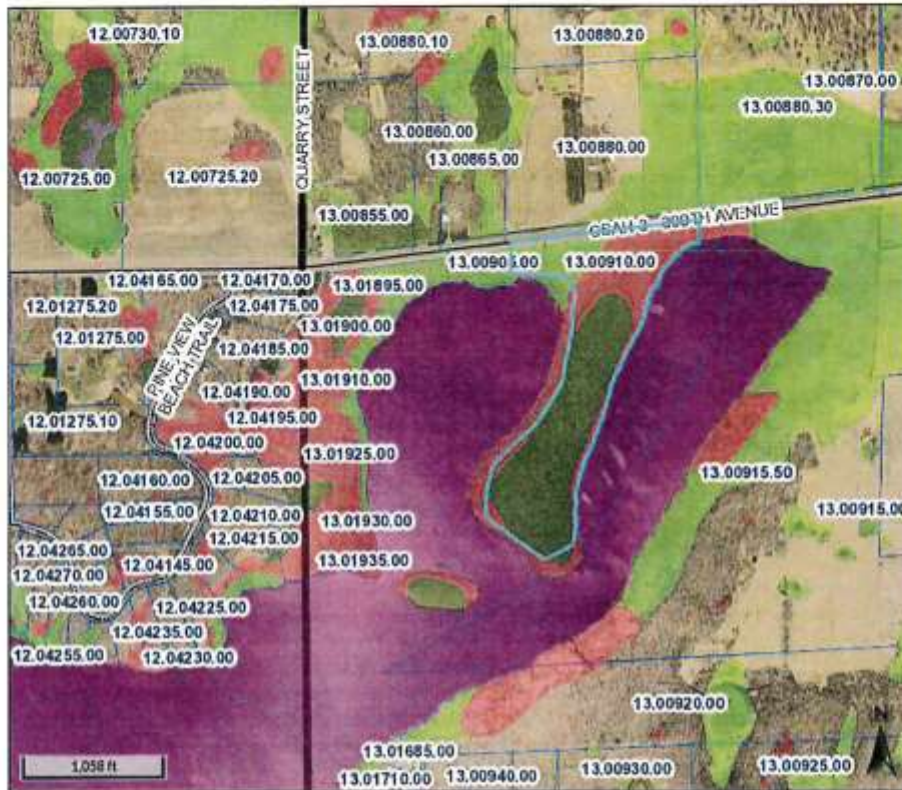
Date created: 6/16/2021  
Last Data Upload: 6/16/2021 12:27:52 PM

DNR review pending

15

**Beacon**™ Kanabec County, MN

Pomroy Township  
13-00910-00



Overview

Legend

- Parcels
- NWI Wetlands
  - <all other values>
  - Freshwater
  - Emergent Wetland
  - Freshwater Forest Wetland
  - Freshwater Forested/Emergent Wetland
  - Freshwater Forested/Shrub Wetland
  - Freshwater Pond
  - Freshwater Shrub Wetland
  - Freshwater Shrub/Emergent Wetland
  - Lake
  - Riverine
- Townships
- Roads
  - MN Highway
  - County Highway/Road
  - Township Road
  - Municipal Road
  - State Forest Road
  - Roads
  - Other

\* This Parcel is a peninsula in Pomroy Lake. Approx 5400' of shore. Requested by taxpayer for Drecreational use.

XXXX 300<sup>th</sup> Ave.  
Brook Park

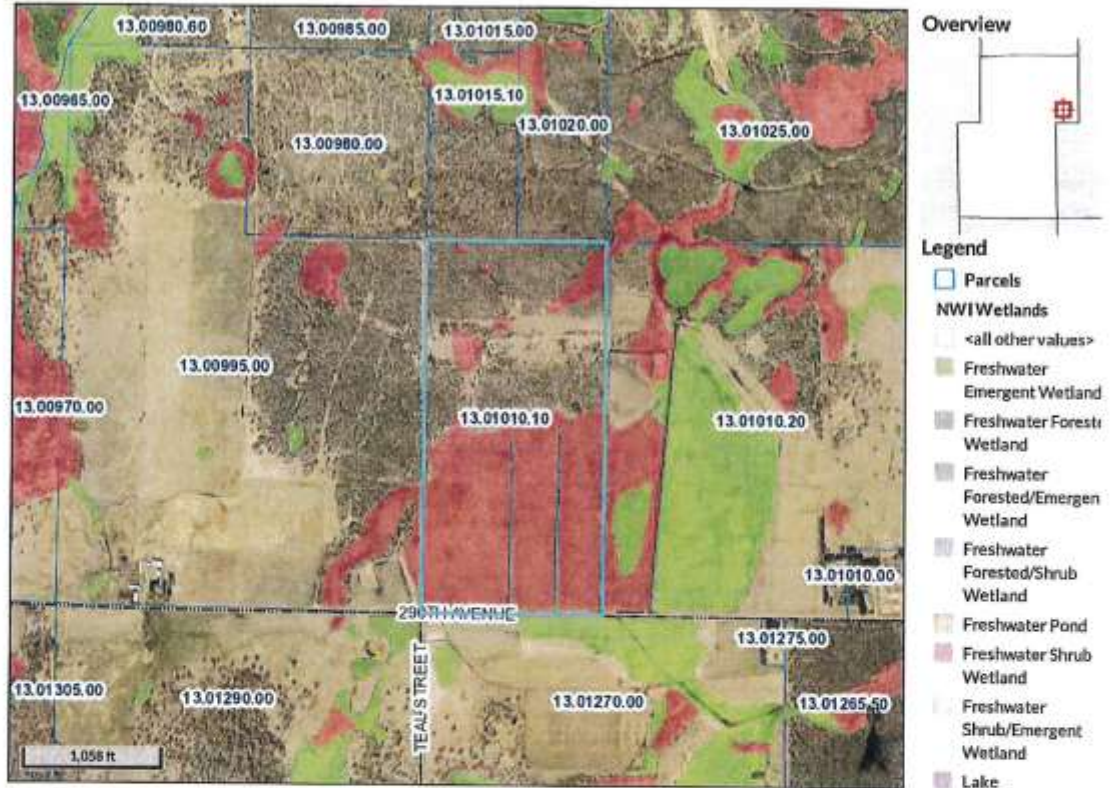
Parcel ID	13.00910.00	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA
Sec/Twp/Rng	19-041-022	Class	960 - Tax Forfeit		
Property Address		Acreage	30.38		
District	POMROY SCH 0332				
Brief Tax Description	Sect-19 Twp-041 Range-022 30.38 AC GOVT LOT 2 (TAX FORFEIT)				
	(Note: Not to be used on legal documents)				

Date created: 6/16/2021  
Last Data Uploaded: 6/16/2021 12:27:52 PM  
Developed by



16

Pomroy Township  
13-01010-10



XXXX 290<sup>th</sup> Ave  
Brook Park

(Limited access due to wetlands)

Parcel ID 13.01010.10  
Sec/Twp/Rng 22-041-022  
Property Address  
District POMROY SCH 2165  
Brief Tax Description Sect-22 Twp-041 Range-022 80.00 AC W1/2 OF SW1/4  
(Note: Not to be used on legal documents)

Alternate ID n/a  
Class 960 - Tax Forfeit  
Acreage 80

Owner Address STATE OF MINNESOTA

Date created: 6/16/2021  
Last Data Uploaded: 6/16/2021 12:27:52 PM  
Developed by

17



- Legend**
- Parcels
  - NWI Wetlands
    - <all other values>
    - Freshwater Emergent Wetland
    - Freshwater Forest Wetland
    - Freshwater Forested/Emergent Wetland
    - Freshwater Forested/Shrub Wetland
    - Freshwater Pond
    - Freshwater Shrub Wetland
    - Freshwater Shrub/Emergent Wetland
    - Lake
    - Riverine
  - Townships
  - Roads
    - MN Highway
    - County Highway/Road
    - Township Road
    - Municipal Road
    - State Forest Road
    - Roads
    - Other

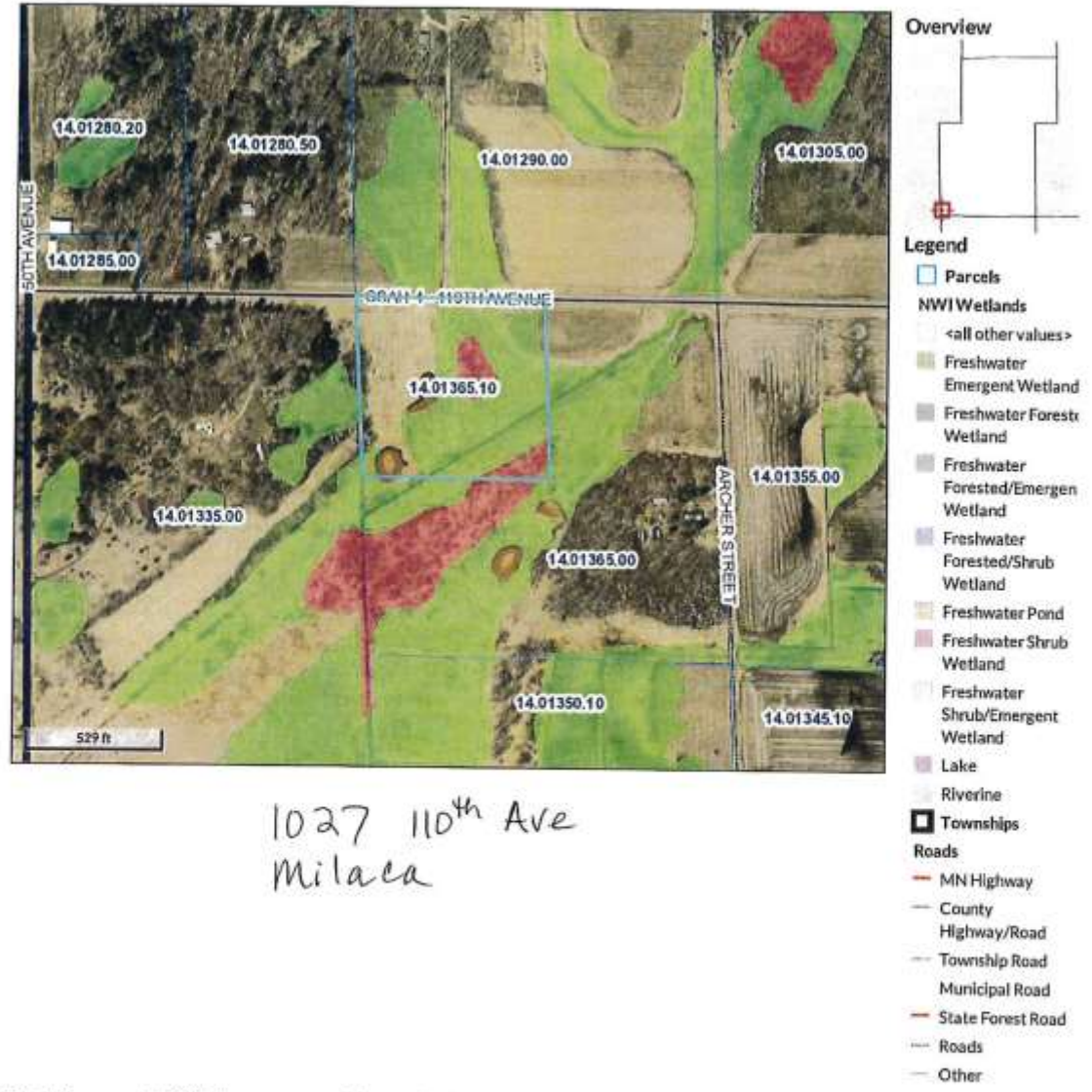
2828 Rainbow St.  
Brook Park

Parcel ID	13.01365.00	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA
Sec/Twp/Rng	29-041-022	Class	960 - Tax Forfeit		
Property Address	2828 RAINBOW ST BROOK PARK	Acreage	10.39		
District	POMROY SCH 0332				
Brief Tax Description	Sect-29 Twp-041 Range-022 10.39 AC PT SW1/4 OF SW1/4 N 350' THEREOF EX W 60' OF N 350' FOR HWY R/W (Note: Not to be used on legal documents)				

Date created: 6/16/2021  
Last Data Uploaded: 6/16/2021 12:27:52 PM



18



1027 110<sup>th</sup> Ave  
Milaca

Parcel ID	14.01365.10	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA
Sec/Twp/Rng	31-038-025	Class	960 - Tax Forfeit		
Property Address	1027 110 AVE MILACA	Acreage	10		
District	SOUTH FORK SCH 0912				
Brief Tax Description	Sect-31 Twp-038 Range-025 10.00 AC NW1/4 OF NE1/4 OF NW1/4, SUBJ TO .75 AC HWY EASEMENT (Note: Not to be used on legal documents)				

Date created: 6/16/2021  
Last Data Uploaded: 6/16/2021 12:27:52 PM

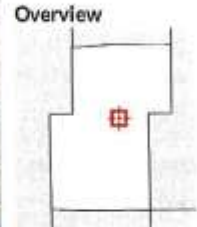
DNR review pending

19



Kanabec County, MN

Whited Township  
15-00175-00



#### Legend

- Parcels
- NWI Wetlands
  - <all other values>
  - Freshwater Emergent Wetland
  - Freshwater Forests Wetland
  - Freshwater Forested/Emergent Wetland
  - Freshwater Forested/Shrub Wetland
  - Freshwater Pond
  - Freshwater Shrub Wetland
  - Freshwater Shrub/Emergent Wetland
  - Lake
  - Riverine
- Townships
- Roads
  - MN Highway
  - County Highway/Road
  - Township Road
  - Municipal Road
  - State Forest Road
  - Roads
  - Other

Snake River frontage - 628' m/L  
(land locked)

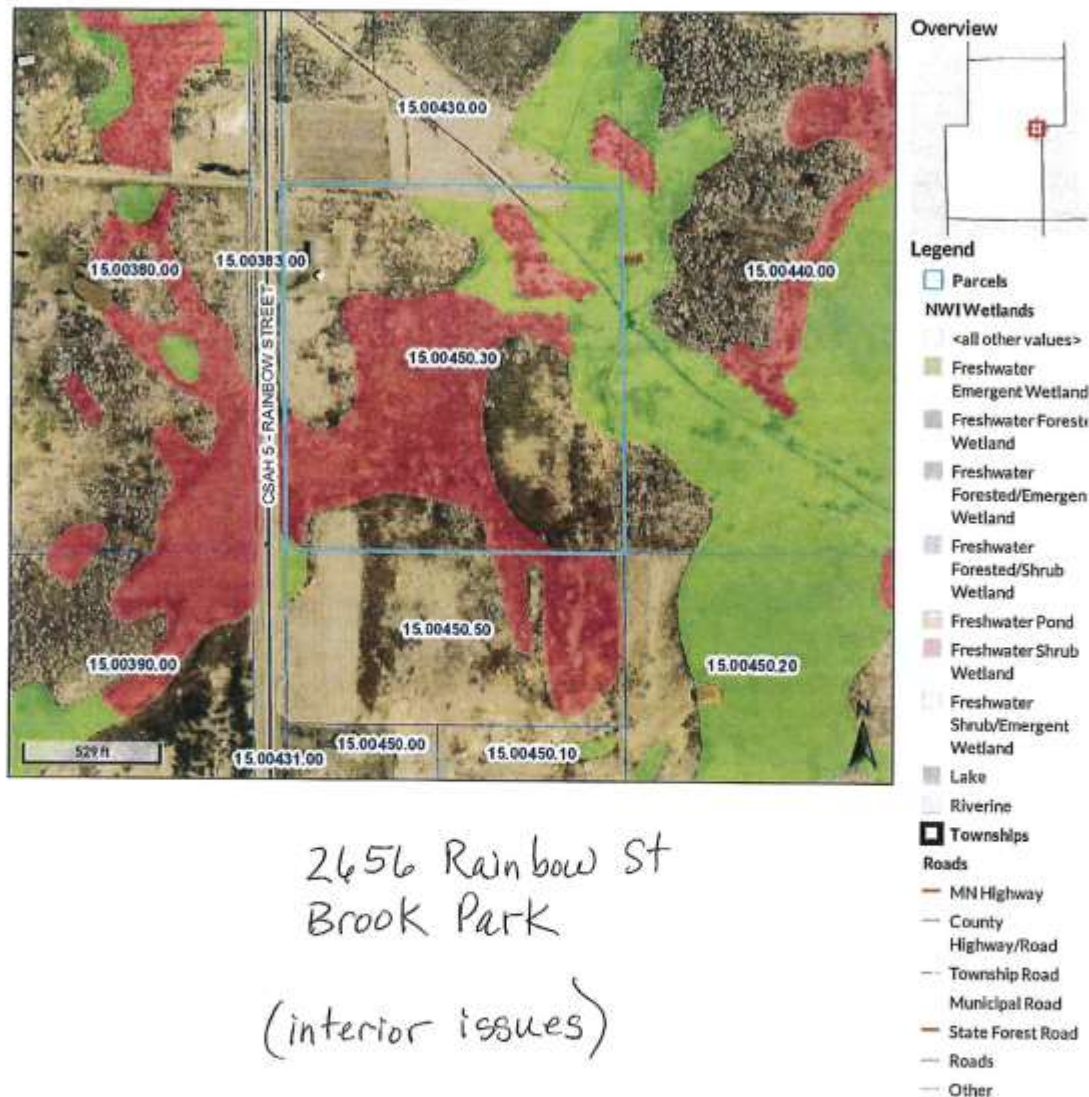
Parcel ID	15.00175.00	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA
Sec/Twp/Rng	07-040-023	Class	960 - Tax Forfeit		
Property Address		Acreage	40		
District	WHITED 5CH 0332				
Brief Tax Description	Sect-07 Twp-040 Range-023 40.00 AC NW1/4 OF SE1/4 (TAX FORFEIT)				
	(Note: Not to be used on legal documents)				

Date created: 6/16/2021  
Last Data Uploaded: 6/16/2021 12:27:52 PM  
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20

Whited Township  
15-00450-30



2656 Rainbow St  
Brook Park

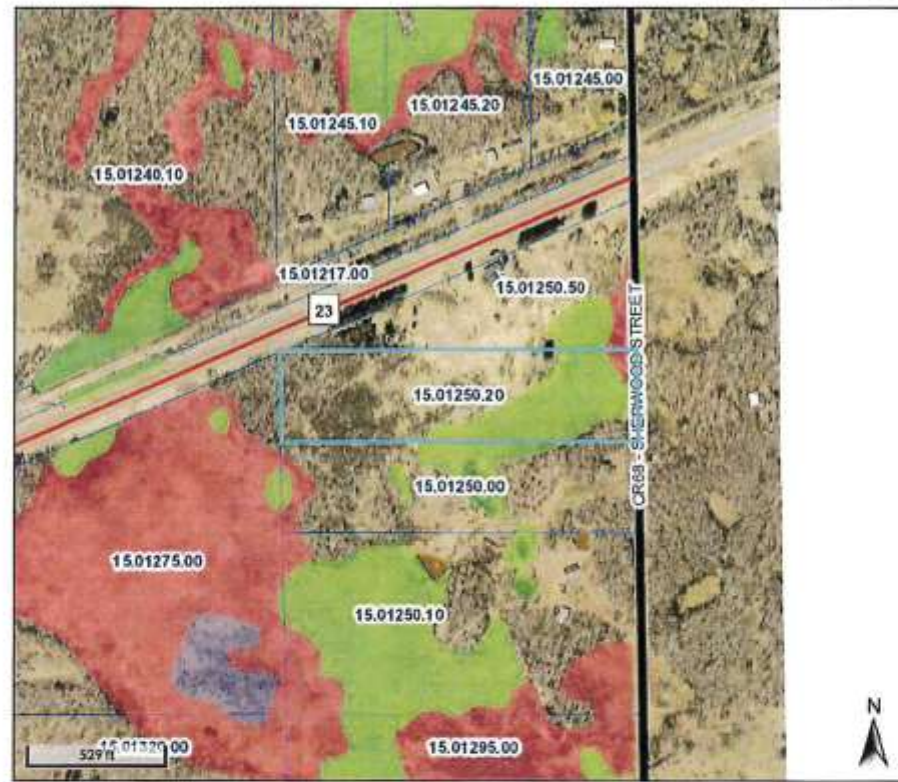
(interior issues)

Parcel ID	15.00450.30	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA
Sec/Twp/Rng	12-040-023	Class	960 - Tax Forfeit		
Property Address	2656 RAINBOW ST BROOK PARK	Acreage	39.17		
District	WHITED SCH 0332				
Brief Tax Description	Sect-12 Twp-040 Range-023 39.17 AC SW1/4 OF NW1/4 EX .83 AC HWY R/W EASEMENT, SUBJ TO ROAD RESTRICTION & RESV OF RECORD (Note: Not to be used on legal documents)				

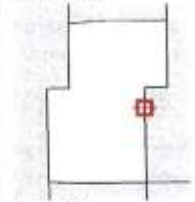
Date created: 6/16/2021

(21)

Whited Township  
15-01250-20



Overview



Legend

- Parcels
- NWI Wetlands
  - <all other values>
  - Freshwater Emergent Wetland
  - Freshwater Forested Wetland
  - Freshwater Forested/Emergent Wetland
  - Freshwater Forested/Shrub Wetland
  - Freshwater Pond
  - Freshwater Shrub Wetland
  - Freshwater Shrub/Emergent Wetland
  - Lake
  - Riverine
- Townships
- Roads
  - MN Highway
  - County Highway/Road
  - Township Road
  - Municipal Road
  - State Forest Road
  - Roads
  - Other

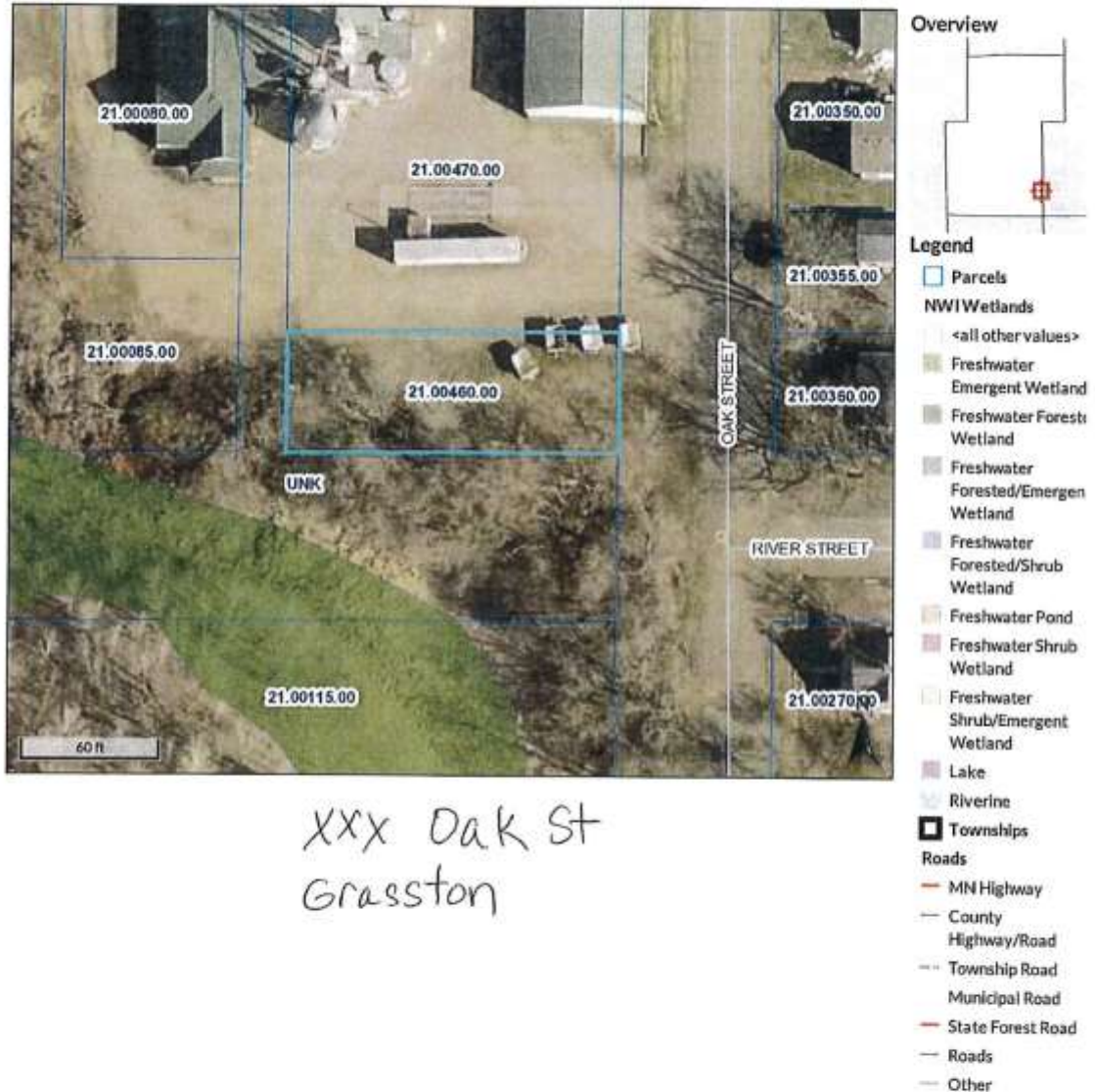
XXXX Sherwood St.  
Brook Park

Parcel ID	15.01250.20	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA
Sec/Twp/Rng	25-040-023	Class	960 - Tax Forfeit		
Property Address		Acreage	9.93		
District	WHITED SCH 0332				
Brief Tax Description	Sect-25 Twp-040 Range-023 9.93 AC N1/2 OF N1/2 OF NE1/4 OF SE1/4 LYING S OF RR R/W				
	(Note: Not to be used on legal documents)				

Date created: 6/16/2021  
Last Data Uploaded: 6/16/2021 12:27:52 PM  
Developed by



City of Grasston <sup>(22)</sup>  
21-00460-00



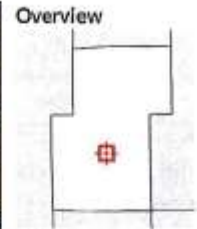
xxx Oak St  
Grasston

Parcel ID	21.00460.00	Alternate ID	n/a	Owner Address	STATE OF MINNESOTA
Sec/Twp/Rng	12-038-023	Class	960 - Tax Forfeit		
Property Address		Acreage	n/a		
District	GRASSTON SCH 0314				
Brief Tax Description	Sect-12 Twp-038 Range-023 JOHN RUNQUISTS 2ND ADD TO GRAS Lot-001 Block-007				
	(Note: Not to be used on legal documents)				

Date created: 9/28/2021  
Last Data Uploaded: 9/28/2021 4:25:36 AM  
Developed by

City of Mora  
22-01075-00

23



#### Legend

- Parcels
- NWI Wetlands**
- <all other values>
- Freshwater Emergent Wetland
- Freshwater Forest Wetland
- Freshwater Forested/Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond
- Freshwater Shrub Wetland
- Freshwater Shrub/Emergent Wetland
- Lake
- Riverine
- Townships
- Roads**
- MN Highway
- County Highway/Road
- Township Road
- Municipal Road
- State Forest Road
- Roads
- Other

601 2nd St W  
Mora

Parcel ID 22.01075.00  
Sec/Twp/Rng 11-039-024  
Property Address 601 2 ST W  
MORA

Alternate ID n/a  
Class 960 - Tax Forfeit  
Acreage n/a

Owner Address STATE OF MINNESOTA

District MORA SCH 0332  
Brief Tax Description Sect-11 Twp-039 Range-024 AUD. SUBD. #3 PT LOT 45 COM AT SW COR OF NW1/4 OF SW1/4 SEC 11 THEN E 320' FOR POB, N 200' W 90' S 200' E 90' TO POB  
(Note: Not to be used on legal documents)

Date created: 9/28/2021

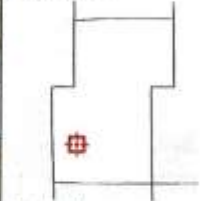


City of Ogilvie  
23-00350-00

24



#### Overview



#### Legend

- Parcels
- NWI Wetlands**
  - <all other values>
  - Freshwater Emergent Wetland
  - Freshwater Forest Wetland
  - Freshwater Forested/Emergent Wetland
  - Freshwater Forested/Shrub Wetland
  - Freshwater Pond
  - Freshwater Shrub Wetland
  - Freshwater Shrub/Emergent Wetland
  - Lake
  - Riverine
- Townships
- Roads**
  - MN Highway
  - County Highway/Road
  - Township Road
  - Municipal Road
  - State Forest Road
  - Roads
  - Other

209 Hill Ave N.  
Ogilvie

(large assessment for  
cities removal of Bldg)

Parcel ID 23.00350.00  
Sec/Twp/Rng 35-039-025  
Property Address 209 HILL AVEN  
OGILVIE

Alternate ID n/a  
Class 960 - Tax Forfeit  
Acreage n/a

Owner Address STATE OF MINNESOTA

District OGILVIE SCH 0333  
Brief Tax Description Sect-35 Twp-039 Range-025 OGILVIE PLAT Lot-001 Block-002  
(Note: Not to be used on legal documents)

Date created: 9/28/2021  
Last Data Uploaded: 9/28/2021 4:25:36 AM

## Agenda Item #1

### PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of the County Coordinator

**UNAPPROVED MINUTES**

**October 5, 2021**

The Kanabec County Board of Commissioners held a Regular Board Meeting in person and via telephone/video conference call at 9:00am on Tuesday, October 5, 2021 pursuant to adjournment with the following Board Members present on-site: Gene Anderson, Rick Mattson, Dennis McNally, Craig Smith, and Les Nielsen. Absent: None. Staff present on-site: County Coordinator Kris McNally and Recording Secretary Kelsey Schiferli.

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

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Rick Mattson, seconded by Les Nielsen and carried unanimously to approve the agenda with the following changes: Add Kim Christenson, HR Specialist, for an insurance discussion.

Action #2 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the September 21, 2021 minutes as presented.

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

<u>Vendor</u>	<u>Amount</u>
Kwik Trip Inc	11,107.37
Midcontinent Communications	442.20
Minnesota Department of Finance	7,768.00
MNCVSO Assistants & Secretaries Assn	121.00
Verizon Wireless	3,574.75
East Central Energy	86.04

Knoll, Daniel	675.00
Minnesota Department of Public Safety	27.00
Kanabec County Auditor HRA	47,382.00
Chupp, Nathan	500.00
East Central Energy	1,152.50
Klande, Todd	500.00
Lamprecht, Chris	500.00
McCann, Jeff	500.00
CW Technology	1,321.40
MNPEIP	161,941.14
Quadient Finance USA, Inc.	4,076.02
Spire Credit Union	8,277.01
Verizon Wireless	1,325.34
Windstrom, Michael	500.00
Dearborn National Life Insurance Co	810.07
Health Partners	6,448.00
Life Insurance Company of North America	945.90
Sun Life Financial	4,058.69
The Hartford Priority Accounts	2,234.08
VSP Insurance Co	322.24
<b>26 Claims Totaling:</b>	<b><u>\$266,595.75</u></b>

Action #4 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to recess the meeting at 9:06am to a time immediately following the Community Health Board.

The Kanabec County Community Health Board met at 9:06am on Tuesday, October 5, 2021 pursuant to adjournment with the following Board Members Present: Gene Anderson, Rick Mattson, Dennis McNally, Craig Smith and Les Nielsen. Community Health Director Kathy Burski presented the Community Health Board Agenda.

Action #CH5 – It was moved by Les Nielsen, seconded by Rick Mattson and carried unanimously to approve the Community Health Board agenda as presented.

Community Health Director Kathy Burski gave the director's report.

**9:12am** – Dennis McNally left the meeting.



Action #CH6 – It was moved by Les Nielsen, seconded by Rick Mattson and carried unanimously to approve the following resolution:

### **Resolution #CH6 – 10/5/21**

Pre-designated Substitute Home Care Administrator

**WHEREAS**, the Centers for Medicare and Medicaid (CMS) has Conditions of Participation for Home Health agencies, and

**WHEREAS**, *Section 484.105 Organization and Administration of Services* requires that the governing body pre-designates a qualified individual to assume the responsibilities of the administrator to fill in when the administrator is unavailable, and

**WHEREAS**, the Community Health Administrator is recommending appointing Farrah Gajewski as the pre-designated Substitute Home Care Administrator, as she meets the qualifications required.

**THEREFORE BE IT RESOLVED** the Kanabec County Community Health Board appoints Farrah Gajewski as the pre-designated substitute Home Care Administrator effective immediately until further notice.

Action #CH7 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #CH7 – 10/5/21**

Request to Apply for Youth E-Cigarette Prevention and Cessation Grant

**WHEREAS**, according to the MN Student Surveys in 2016 and 2019, the percent of Kanabec County students reporting use of cigarette and e-cigarettes, was in most cases double the rate of use when compared to the State, and

**WHEREAS**, the Minnesota Department of Health through MN Statute 144:396: Tobacco Use Prevention Appropriations is looking for grant applicants to develop and engage youth as essential partners to raise awareness and change social norms and behaviors around youth ecigarette use, and

**WHEREAS**, Kanabec County Community Health has been actively involved in working with youth to make sustainable changes to community policies, practices, systems and environmental changes in regards to smoking and tobacco use for many years through its

Statewide Health Improvement Program grant, Drug Free Community grant as well as through the SACK Coalition, and

**WHEREAS**, the Community Health Administrator is requesting to apply for the Youth ECigarette Prevention and Cessation Initiative and the ability to accept the funds if approved as well as sign the contract with the State of Minnesota.

**THEREFORE BE IT RESOLVED** the Kanabec County Community Health Board approves the Community Health Director applying for the Youth E-Cigarette Prevention and Cessation Initiative grant, accepting said grant funds if approved and signing a contract with the State of Minnesota.

Action #CH8– It was moved by Rick Mattson, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #CH8 – 10/5/21**

#### **Agreement for Internship with Bemidji State University**

**WHEREAS**, Bemidji State University has an internship program and is in need of intern training sites, and

**WHEREAS**, Kanabec County Community Health has facilities for providing a suitable training experience that meets the educational needs of the students enrolled in those programs, and

**WHEREAS**, it is in the best interest of Kanabec County Community Health to provide a training site where University students can learn and develop skills and qualifications needed to achieve the student's occupational goals and satisfy the Program requirements while assisting in the development of trained personnel to meet future area employment needs.

**THEREFORE BE IT RESOLVED** to approve the Community Health Administrator to sign an Agreement with Bemidji State University for Internship Training commencing October 1, 2021 through September 30, 2026.

Action #CH9 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the payment of 77 claims totaling \$41,309.18 on Community Health Funds.

Action #CH10 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to adjourn Community Health Board at 9:33am and to meet again on Tuesday, November 2, 2021 at 9:05am.

The Board of Commissioners reconvened.

EDA Director Heidi Steinmetz met with the Board to request approval of the Broadband Feasibility Study Consulting Service Agreement with HR Green.

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

### **Resolution #11 -10/5/21**

**WHEREAS** the Kanabec County Economic Development Authority (EDA) and Board of Commissioners initiated the process to conduct a broadband feasibility study for Kanabec County; and

**WHEREAS** a Request for Proposals (RFP) was advertised in the Kanabec County Times on July 22, 2021, on the County's website and emailed to Blandin Foundation's list of twenty broadband feasibility consultants; and

**WHEREAS** five firms responded to the RFP and were vetted by the EDA Director and five members of the EDA's broadband committee; and

**WHEREAS** the firm HR Green is recommended to conduct the broadband feasibility study as described in the RFP and subsequent consulting services agreement;

**THEREFORE BE IT RESOLVED** that the consulting services agreement with HR Green Fiber and Broadband, LLC, is hereby approved; and the Board Chair is authorized to sign the agreement on behalf of Kanabec County.

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

#### **Revenue Funds**

<b>Vendor</b>	<b>Amount</b>
Accurate Controls, Inc.	149,524.77
Ace Hardware	14.40
Ace Hardware	66.18
Aspen Mills	1,079.15
Bliss, Erica	99.68

Blowers, Lisa	259.80
BlueStar Graphics	180.00
Bracewell, Earl	86.76
Carda, Eugene	85.08
City of Mora	41,200.80
CORE Professional Services P.A.	800.00
Curtis, Michael	1,127.14
DKN Construction	5,880.00
East Central Exterminating	250.00
EATI	164.34
Eric Hartman - Rock County Planning & Zoning	200.00
Ernest, Jennifer	93.93
Grainger	186.07
Grainite City Jobbing	1,761.04
Hallin, Ronald	88.44
Horizon Towing	536.87
Ingebrand Funeral Home	785.00
Kanabec County A/T	1,677.94
Kanabec County A/T	1,677.94
Kanabec County Highway Department	39.09
Kanabec County Highway Department	856.37
Kanabec County Highway Department	325.41
Kanabec County Highway Department	432.95
Kanabec Publications	37.50
Kanabec Publications	37.50
Kanabec Publications	204.00
Kanabec Publications	420.00
Kanabec Publications	420.00
Kanabec Publications	51.00
Kanabec Publications	204.00
Manthie, Wendy	1,460.48
Marco	91.00
MCAA	50.00
McFadden, Barbara	80.60
Michael Keller, Ph.D., L.P.	650.00
Mora Area Chamber	75.00
Mora Bakery	94.70
Mora Unclaimed Freight	409.98

North Metro Animal Care & Control	175.00
O'Brien, Pat	90.68
O'Brien, Pat	90.68
Office Depot	88.27
Office Depot	94.48
Olson, Jessie	138.88
Olson, Rhonda	83.96
O'Reilly Auto Parts	130.52
Petersen, Kevin	80.00
Peterson, Ronald	88.44
QPR Institute	509.95
Quadient Leasing USA, Inc.	2,086.20
Regents of the University of MN	18,814.00
Reliance Telephone, Inc	935.00
River Valley Forensic Services, P.A.	1,750.00
Sabinash, Douglas	83.96
Salmela, Terry	99.64
Sawatzky, Fred	100.12
Sawatzky, Fred	78.36
Schiferli, Kelsey	91.80
Schumacher, Sarah	300.00
SHI International	1,435.00
Stellar Services	571.00
Summit Food Service Management	3,878.77
Tierney	3,143.91
Van Alst, Lillian	94.64
Visser, Maurice	179.76
Zaudtke, Wayne	78.36

**71 Claims Totaling: \$ 249,056.29**

#### **Road & Bridge**

<b>Vendor</b>	<b>Amount</b>
Ace Hardware	225.22
Assured Security	583.00
Brock White Company	11,037.00
Cemstone	1,934.00
Central McGowan	290.79



Conequip Parts & Equipment	23,600.00
Contech Engineered	27,712.00
Diesel Laptops	1,690.00
Federated Co-ops	23.98
FS Solutions	620.94
Golly, Randy	55.96
Johnson Hardware	110.47
Kanabec County Highway Department	74.89
Kanabec Publications	77.50
Knife River	144,788.93
Magnuson, Dale	54.97
Mei Total Elevator Solutions	1,064.07
MN Dept of Transportation	2,359.34
MN Fall Expo	390.00
Northern Lines Contracting	1,265,718.21
Northern Safety	132.66
Office Depot	125.78
Post Master	580.00
Roeschlein, Tom	63.00
Safety-Kleen Systems	407.85
Scientific Sales	59.50
Summit Companies	1,073.25
Trueman Welters	2,496.02
USIC	120.00
Wiarcom	3,606.50
Ziegler	135.60

**31 Claims Totaling: \$ 1,491,211.43**

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

## **Resolution #13 – 10/5/21**

### **SCORE CLAIMS**

**WHEREAS** the board has been presented with claims for recycling efforts to be paid from SCORE Funds, and

**WHEREAS** these claims have been reviewed, tabulated and approved by the Kanabec County Solid Waste Officer, and

**WHEREAS** SCORE Funds appear adequate for the purpose;

**BE IT RESOLVED** to approve payment of the following claims on SCORE Funds:

Waste Management	\$1,212.65
Quality Disposal	\$3,845.00
Arthur Township	\$500.00
Total	\$5,557.65

Information Systems Director Lisa Blowers met with the Board to request approval of a capital expenditure for hardware replacement.

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

### **Resolution #14 – 10/5/21**

**WHEREAS** the current Battery Backup system is due for replacement, and

**WHEREAS** the Information Systems Director has received 2 quotes for the replacement:

SHI - \$14,250.00  
GRAYBAR - \$14,527.90

**BE IT RESOLVED** to accept the low quote of \$14,250.00 submitted by SHI, and

**BE IT FUTHER RESOVED** to pay for this equipment with \$10,000 of Information Systems budgeted funds and the remaining \$4,250.00 from Information Systems capital equipment fund.

County Coordinator Kris McNally presented a request for approval of East Central Regional Secure Juvenile Detention and Treatment Facility Contract with Anoka County.

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

### **Resolution #15 - 10/5/21**

East Central Regional Secure Juvenile Detention and Treatment Facility Contract

**WHEREAS**, an agreement has been reached to allow Kanabec County to purchase East Central Regional Secure Juvenile Detention and Treatment Facility services equivalent to half a bed as opposed to a whole bed effective January 1, 2022; and

**WHEREAS**, the Kanabec County Probation Director recommends this level of service for both necessity and cost-effectiveness; and

**WHEREAS**, the County Attorney has reviewed this contract and finds no objections;

**THEREFORE BE IT RESOLVED** to approve said contract with Anoka County for East Central Regional Secure Juvenile Detention and Treatment Facility services and authorize the Board Chair to sign on behalf of Kanabec County.

County Coordinator Kris McNally presented recommended updates to Policy P-106 Determination of Wages and Salaries.

Action #16 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the following resolution:

**Resolution #16- 10/5/21**

**WHEREAS**, the Kanabec County Board of Commissioners has authority to establish and revise county personnel policies; and

**WHEREAS**, the proposed policy updates in P-106 have been reviewed in consultation with the County Attorney; and

**WHEREAS**, the County Human Resources Department recommends the adoption of the proposed revisions to Personnel Policy P-106 to continue effective workplace practices, to support continued compliance with applicable law and regulations, and to continue to provide effective delivery of public services;

**THEREFORE BE IT FURTHER RESOLVED** that the recommended updates to existing Policy P-106 are approved and effective immediately.

**9:50am** – The Board took a 3 minute recess.

**9:53am** – The Board reconvened.

HR Specialist Kim Christenson met with the Board to discuss health insurance.

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

## **Resolution #17 – 10/5/21**

### **Life Insurance**

**WHEREAS** the County offers Life Insurance to its employees, and

**WHEREAS** the current contract with SunLife Financial expires on December 31, 2021, and

**WHEREAS** the County Insurance Committee has reviewed proposals from SunLife Financial, The Hartford, Dearborn, Equitable, Met Life, Principal, Standard, and Symetra for the January 1, 2022 through December 31, 2022 contract year, and

**WHEREAS** the Insurance Committee recommends accepting the Hartford proposal;

**BE IT RESOLVED** to accept the recommendation of the Kanabec County Insurance Committee and approve an agreement with The Hartford for employee life insurance for the January 1, 2022 through December 31, 2022 contract year.

Deputy Auditor Property & Tax Roberta Anderson met with the Board to discuss a repurchase request and the upcoming tax forfeit land sale.

Action #18 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the repurchase request for Parcel 12.02455.00, Jefferey & Andrea Bourcy.

Roberta Anderson led a discussion regarding the tax forfeit land sale. Information only, no action was taken.

County Auditor/Treasurer Denise Snyder and CPA Doug Host from Clifton, Larson, Allen, LLP. met with the Board to present the 2020 Audit. Information only, no action was taken.

**10:39am** – The Chairperson called for public comment. Those that responded included:

Jeff Hamme	Comments regarding the status of a letter submitted to the County Board and County Attorney. Comments regarding the evaluation of development within shorelands of Kanabec County.
Ron Peterson	Comments regarding statements made by County Engineer Chad Gramentz during a recent Board of Adjustments hearing regarding setbacks.

**10:46am** – The Chairperson closed public comment.

County Sheriff Brian Smith met with the Board to discuss matters concerning his department.

Action #19 – It was moved by Les Nielsen, seconded by Rick Mattson and carried unanimously to approve the following resolution:

## **Resolution #19 - 10/5/21**

### **RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT**

**BE IT RESOLVED** that Kanabec County Sheriff's Office enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety enforcement projects during the period from October 1, 2021 through September 30, 2022.

**BE IT FURTHER RESOLVED** that the Kanabec County Sheriff is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of Kanabec County and to be the fiscal agent and administer the grant.

Representative Sondra Erickson ( R) District 15A met with the Board to give for a legislative update and Q&A with commissioners.

**11:01am** – Dennis McNally returned to the meeting.

Topics discussed with Representative Sondra Erickson included MN legislative update, welfare reform, the need for four land roads in Kanabec County, Knife Lake Rest Area, library funding, and chronic wasting disease. Information only, no action was taken.

**11:50am** – Craig Smith left the meeting.

Assistant County Engineer Jay Munson met with the Board to present the Public Works agenda.

Action #20 - It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:



## **Resolution #20 – 10/5/21**

### **Snow Removal**

**WHEREAS** the following quotes were received for 2021 / 2022 snow removal:

	<u>\$/Snow</u> <u>Event</u>
Premier Outdoor Services	\$785.00
Scott's Lawn & Landscape	\$1235.00

**WHEREAS** the low quote of \$785.00/event was submitted by Premier Outdoor Services, and

**THEREFORE BE IT RESOLVED** to accept the quote of \$785.00 by Premier Outdoor Services and authorize the Public Works Director and Chairperson to sign the contract.

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

## **Resolution #21 – 10/5/21**

### **KCP 21-08**

### **Final Payment**

**WHEREAS** the following projects have in all things been completed and in accordance with the contract and the County Board being fully advised in the premises:

KCP 21-08 - Graveling

**THEREFORE BE IT RESOLVED** that we do hereby accept said completed projects for and on behalf of the County of Kanabec and authorize final payment to DLL Excavating, in the amount of \$40,609.64.

The Commissioners continued to give reports on the boards and committees in which they participate.

Future Agenda Items: State Senator Jason Rarick, October 19<sup>th</sup>. Health insurance renewal. Roberta Anderson, tax forfeit land sale.

Action #22 – It was moved by Rick Mattson, seconded by Les Nielsen and carried unanimously to adjourn the meeting at 12:16pm and to meet again in regular session on Tuesday, October 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>
Kwik Trip Inc	11,061.38	Gas Credit Cards	Various
Midcontinent Communications	245.07	Utilities	Transit
Minnesota Department of Finance	5,603.50	State Fees & Surcharges	Recorder
Mora Municipal Utilities	17,972.47	Utilities	Various
Verizon Wireless	3,943.33	Monthly Service	Various
Heins, Kevin	500.00	Driveway Permit Refund	Highway
Minnestoa Department of Finance	24.00	3Q21 Real Est Assurance/Torrens	State Revenue Fund
Minnesota Department of Health	1,530.00	3Q21 Well Cert Fees	State Revenue Fund
Consolidated Communications	1,130.85	Monthly Service	Various
Kanabec County Auditor HRA	6,000.00	VEBA Deposit, RG	HR
Midcontinent Communications	187.58	Utilities	Various
Minnesota Department of Finance	1,597.37	1Q21 - 3Q21 Forfeiture St Fees	Sheriff
Minnesota Energy Resources Corp	7,854.74	Gas Utilities	Various
VISA	107.22	Trudoor/Pull Plate w/Deadbolt	Transit
Barnick, Loren	500.00	Driveway Permit Refund	Highway
East Central Energy	85.56	Intersection Lighting	Highway
Minnesota Department of Finance	1,882.50	3Q21 3% State Assurance Fees	State Revenue Fund
City of Mora	1,450.46	2021 HRA PILT	Taxes & Penalties
East Central Regional Development Commis	6.63	2021 HRA PILT	Taxes & Penalties
Mora Public Schools	1,755.35	2021 HRA PILT	Taxes & Penalties
Card Services (Coborns)	58.54	Wellness Snacks	Employee Wellness
<b>21 Claims Totaling:</b>	<b><u>\$63,496.55</u></b>		

# Agenda Item #3a

## Regular Bills - Revenue Fund

### Bills to be approved: 10/19/21

Department Name	Vendor	Amount	Purpose
911 EMERGENCY TELEPHONE SYSTEM	Schmitt, Kelly	149.30	AMEM Conference - Mileage Lodging, Meals
		<b>149.30</b>	
ASSESSOR	Jacobs, Tim	87.36	Mileage Reimbursement for Form Report Class
	Kanabec County Highway Dept	161.23	Labor & Parts for Impala
ASSESSOR	Marco	159.00	Lease Agreement
		<b>407.59</b>	
BUILDINGS MAINTENANCE	Auto Value	7.98	Steel Cutting Wheels (2)
BUILDINGS MAINTENANCE	East Central Exterminating	125.00	Service for September
BUILDINGS MAINTENANCE	FBG Service Corporation	6,410.24	September 2021 Cleaning
BUILDINGS MAINTENANCE	Grainger	161.96	Jaw Couplings (6)
BUILDINGS MAINTENANCE	Grainite City Jobbing Co	1,264.04	Cleaning & Paper Supplies
BUILDINGS MAINTENANCE	Handyman's Inc	365.40	Filters
BUILDINGS MAINTENANCE	Johnsons Hardware	7.99	Threaded Rod
BUILDINGS MAINTENANCE	Quality Disposal	394.21	Solid Waste Fees
BUILDINGS MAINTENANCE	Summit Companies	177.50	Annual Fire Extinguisher Inspections
		<b>8,914.32</b>	
COMPUTER EXPENSES	MCIS	7,931.00	MCIS Property Tax 4th Quarter Quarterly Support
COMPUTER EXPENSES	MNCCC LockBox	12,920.50	4th Qtr Tax 7 CAMA Support & Fees
		<b>20,851.50</b>	
COUNTY ATTORNEY	Bureau of Criminal Apprehension	120.00	BCA CJDN 3rd Quarter Fees
COUNTY ATTORNEY	Hunter, Robb	276.24	Reimbursement for Top Gun Training
COUNTY ATTORNEY	Office Depot	142.69	Office Supplies
COUNTY ATTORNEY	RELX Inc. DBA LexisNexis	189.08	September Charges

COUNTY ATTORNEY	St. Cloud Stamp & Sign	97.81	Signature Stamps
		<b>825.82</b>	
COUNTY COORDINATOR	Office Depot	179.21	Calendars, Colored Paper, File Folders
		<b>179.21</b>	
COUNTY CORONER	Ingebrand Funeral Home	430.00	Removal & Transport
COUNTY CORONER	River Valley Forensic Services, P.A.	250.00	Contract Monthly Medical Examiner Services
		<b>680.00</b>	
COUNTY RECORDER	Kanabec Publications	58.00	Marrige Certificate Paper
COUNTY RECORDER	Northstar Computer Forms, Inc.	153.62	Vital Records Paper
		<b>211.62</b>	
HUMAN RESOURCES	American DataBank	127.25	New Employee Background Studies (3)
HUMAN RESOURCES	ECM Publishers	301.00	Network Specialist Job Ads
HUMAN RESOURCES	Kanabec Publications	180.00	HEO, Correctional Officer/Dispatcher, HHA Employment Ads
HUMAN RESOURCES	MRA	101.25	Compensation Services
HUMAN RESOURCES	Rupp, Anderson, Squires & Waldspurger,	1,340.14	July Legal Services
		<b>2,049.64</b>	
INFORMATION SYSTEMS	Marco	3,216.80	Phone Lease
INFORMATION SYSTEMS	Office of MNIT Services	1,338.65	Monthly Service
		<b>4,555.45</b>	
LAW LIBRARY	Matthew Bender, LexisNexis	238.10	Law Library Invoice
		<b>238.10</b>	
PREPAID TAX FUND	Kanabec County Auditor-Treasurer	400.00	COJ Payment 03.02995.00 to Post in Tax
		<b>400.00</b>	
PUBLIC TRANSPORTATION	Curtis, Michael	884.56	Volunteer Driver
PUBLIC TRANSPORTATION	East Central Exterminating	125.00	Service for September



PUBLIC TRANSPORTATION	Glen's Tire	65.61	Oil Changes for Buses
PUBLIC TRANSPORTATION	Industrial Health Services Network	45.90	Drug Screen
PUBLIC TRANSPORTATION	Kanabec Publications	980.00	Advertising
PUBLIC TRANSPORTATION	Manthie, Wendy	738.64	Volunteer Driver
PUBLIC TRANSPORTATION	Marco	134.68	Printer Contracts
PUBLIC TRANSPORTATION	Quality Disposal	24.15	Solid Waste Fees
PUBLIC TRANSPORTATION	Van Alst, Lillian	30.24	Volunteer Driver
		<b>3,028.78</b>	
SANITATION	Kanabec Publications	420.00	HHW Advertisement
		<b>420.00</b>	
SHERIFF	AT&T Mobility	930.94	Monthly Service
SHERIFF	Coborn's Inc.	1,233.21	BADGES \$300 Visa Gift Cards & Fees (4)
SHERIFF	Glen's Tire	695.84	Flat Repair & Tires
SHERIFF	Pieri, Jessica	178.82	Background Investigations Training & Lodging
SHERIFF	State of Minnesota - BCA	560.00	Permit to Carry
SHERIFF	Tinker & Larson	176.00	Oil Changes, Set Tire Pressures
		<b>3,774.81</b>	
SHERIFF - CITY OF MORA	AT&T Mobility	44.89	Monthly Service
SHERIFF - CITY OF MORA	Tinker & Larson	227.13	Oil Change, Tire Rotation, Brake Pads
		<b>272.02</b>	
SHERIFF - JAIL/DISPATCH	Axon Enterprise Inc.	2,876.99	Tasers and Holsters (2)
SHERIFF - JAIL/DISPATCH	Bob Barker	177.52	Inmate Supplies, Boxers
SHERIFF - JAIL/DISPATCH	Daniels Health	420.00	Sharp Disposal Services
SHERIFF - JAIL/DISPATCH	FBG Service Corporation	584.80	September 2021 Cleaning
SHERIFF - JAIL/DISPATCH	Handyman's Inc	573.64	Filters
SHERIFF - JAIL/DISPATCH	Hirsch, Autumn	359.58	MSA Correctional Health Conference & Lodging
SHERIFF - JAIL/DISPATCH	Financial Services Office	50.00	Boilers (5)
SHERIFF - JAIL/DISPATCH	Owens Auto Parts	86.52	Bearings (4)
SHERIFF - JAIL/DISPATCH	Quality Disposal	199.35	Solid Waste Fees

SHERIFF - JAIL/DISPATCH	Schmitt, Kelly	617.84	ProPhoenix Conference - Mileage Lodging, Meals
SHERIFF - JAIL/DISPATCH	State Of MN Public Safety BCA	270.00	CJDN Access Fees
SHERIFF - JAIL/DISPATCH	Stellar Services	128.24	Canteen
SHERIFF - JAIL/DISPATCH	Summit Companies	1,763.00	Annual Fire Extinguisher Inspections
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	3,897.00	Inmate Meals 9/25-10/1
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	3,828.06	Inmate Meals 10/2-10/8
		<b>15,832.54</b>	
STATE FISCAL RECOVERY ARP	CliftonLarsonAllen	350.00	ARPA Consultation - Professional Services, Sept 2021
STATE FISCAL RECOVERY ARP	Marco	5,944.00	Sharp Copier, Part of New Mobile Cart for Attorney Office
STATE FISCAL RECOVERY ARP	Tierney	1,338.64	Video Display, Part of New Mobile Cart for Attorney Office
		<b>7,632.64</b>	
UNALLOCATED	CliftonLarsonAllen	29,811.25	FY2020 Audit Services
UNALLOCATED	Kanabec Publications	396.31	Minutes, Drainage Authority Minutes
		<b>30,207.56</b>	
VEHICLE POOL	Auto Value	23.94	Windshield Wash (6)
VEHICLE POOL	Glen's Tire	1,442.53	2013 Taurus - Tires, Tie Rods, Lateral Links, Alignment
		<b>1,466.47</b>	
VETERAN SERVICES	Tuorila Consulting	450.00	Second Opinion
		<b>450.00</b>	
75 Claims Totaling:		<b><u>\$ 102,547.37</u></b>	

**Agenda Item #3b**  
**Regular Bills - Road & Bridge**  
**Bills to be approved: 10/19/21**

<b>Vendor</b>	<b>Amount</b>	<b>Purpose</b>
A & E Cleaning Services	1,250.00	Office cleaning
Auto Value	2,671.35	Repair Parts
Central Pension Fund	204.00	Training center fee
Corrpro	1,650.00	Survey underground storage tank
Federated Co-ops	186.57	Shop supplies
Glens Tire	709.22	Tire repair
Gopher State One-Call	28.35	Locates
Grainger	43.64	Building maintenance
Hass Construction	1,439.74	Sand
J.R. Oil	50.00	Used oil pick-up
Kanabec County Coordinator	132.51	Postage
Kanabec County Highway Department	46.95	Petty Cash, Postage
Kwik Trip	8.10	Car wash
Marco	312.38	Printer contract
MN Dept of Transportation	373.48	Material Testing
M-R Sign	44,567.92	Sign order
Northpost	2,618.35	Mail box posts
Nuss Truck	268.88	Repair Parts
Office Depot	272.76	Office Supplies
Oslin Lumber	7.25	Building maintenance
Owens Auto Parts	1,567.48	Scan Tool
Power Plan	3,285.00	Repair Parts
Quality Disposal	164.25	Garbage pickup
Schiferli, Kevin	69.99	Clothing allowance
Trueman Welters	297.69	Repair Parts
USIC Locating Services	30.00	Locates
WiarCom	1,350.60	GPS Vehicles
Widseth Smith Nolting	3,606.50	Professional engineering
<b>28 Claims Totaling:</b>	<b><u>\$ 67,212.96</u></b>	

# Agenda Item #4

October 5, 2021

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Merit System Certification	<b>b. Origination:</b> Coordinator's Office
<b>c. Estimated time:</b> 10 minutes	<b>d. Presenter(s):</b> Kris McNally

**e. Board action requested:** Approve the following resolution:

### Resolution #\_\_ 10/19/21

#### Establishment of a Merit System of Personnel Administration

**WHEREAS**, Minn. Stat. §§375.56 – 375.71 were enacted by the Minnesota Legislature authorizing Minnesota counties to establish a Personnel Administration System; and

**WHEREAS**, the Kanabec County Board of Commissioners adopted the County Personnel Act pursuant to Minn. Stat. §§375.56 – 375.71 on July 12, 1995, and

**WHEREAS**, the Board of Commissioners previously adopted and appointed members to a Personnel Board of Appeals, whereby three members are currently appointed to serve staggered terms pursuant to Minn. Stat. §§375.56 – 375.71.

**NOW, THEREFORE, BE IT RESOLVED** that Kanabec County is in substantial compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900); and that Kanabec County has met all the Merit System of Personnel Administration and the County Personnel Act (Minn. Stat. §§375.56 – 375.71) requirements; and that all personnel services will be provided by the Human Resources Specialist and County Coordinator.

**BE IT FURTHER RESOLVED** that the effective date for the implementation and establishment of a Merit System of Personnel in Kanabec County is January 1, 2022.

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**f. Background:**

Supporting Documents: None    Attached: ☒

**Date received in County Coordinators Office:**

**Coordinators Comments:**



Minnesota Department of Human Services  
Elmer L. Andersen Building  
Commissioner Jodi Harpstead  
Post Office Box 64998  
St. Paul, Minnesota 55164-0998

October 13, 2021

Kris McNally, County Coordinator  
Kanabec County Coordinator's Office  
18 North Vine Street, Suite 181  
Mora, Minnesota 55051

Dear Kris McNally:

I am writing to notify you that your county personnel system is in compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR Part 900). Minnesota Statutes, section 256.012 (2) (b) provides that a county may withdraw from the Minnesota Merit System only after the Commissioner of Human Services certifies that its personnel system meets federal requirements.

This decision is based upon a review of your human resources policies and practices outlined in the following documents:

- Personnel policies/rules;
- Summary of the assessment/selection processes to be used, including procedures for job analysis, and development of selection/assessment tools;
- Classification plan, including classification specifications, or position descriptions/questionnaires;
- Compensation plans;
- Performance evaluation forms and plan; and
- Employee development/training plan.

The final step in the process consists of a formal written resolution passed by your county board. The resolution should attest to the fact that you have met all of the requirements of the Federal Standards for a Merit System of Personnel Administration and the County Personnel Act, Minnesota Statutes, sections 375.56 - 375.71, and that your county human resources office will provide human resources services in compliance with these standards. Please send a copy of the resolution to Jessica Page in the Minnesota Merit System.

Staff from the Minnesota Merit System office will be contacting you to discuss the disposition of any outstanding employee transactions.

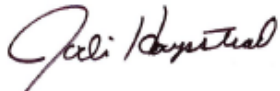
If you have any questions, please contact Jessica Page at 651-431-3025 or [Jessica.page@state.mn.us](mailto:Jessica.page@state.mn.us).



Kris McNally  
October 13, 2021  
Page 2

Thank you for your continued partnership.

Sincerely,

A handwritten signature in dark ink, appearing to read "Jodi Harpstead". The signature is fluid and cursive, with the first name "Jodi" being more prominent than the last name "Harpstead".

Jodi Harpstead  
Commissioner

Cc: Gene Anderson, Chair of Kanabec County Board  
Chuck Hurd, Kanabec County Family Services Agency Director

# Agenda Item #5

October 19, 2021

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Building Lease Agreements	<b>b. Origination:</b> County Coordinator's Office
<b>c. Estimated time:</b> 10 minutes	<b>d. Presenter(s):</b> Kris McNally

**e. Board action requested:**

**a. Nemeth Orthodontics Lease for 2022**

**Resolution #\_\_\_ - 10/19/21**

**WHEREAS** the Nemeth Orthodontics utilizes space in the Courthouse Building, and

**WHEREAS** the annual lease agreement is due for renewal,

**BE IT RESOLVED** that the Kanabec County Commissioners approve the attached lease agreement and rate increase from \$110 per month to \$115 per month for Nemeth Orthodontics for FY 2022.

**b. Rise, Inc. Lease for 2022**

**Resolution #\_\_\_ - 10/19/21**

**WHEREAS** the Rise, Inc. utilizes space in the Public Services Building, and

**WHEREAS** the annual lease agreement is due for renewal,

**BE IT RESOLVED** that the Kanabec County Commissioners approve the attached lease agreement and rate increase from \$175 per month to \$180 per month for Rise, Inc. for FY 2022.

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**f. Background:**

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

**Date received in County Coordinators Office:**

**Coordinators Comments:**



OFFICE OF THE  
**KANABEC COUNTY COORDINATOR**

18 North Vine Street Suite 181

Mora, MN 55051

Telephone: (320) 679-6440

Fax: (320) 679-6441

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## Lease Agreement

**This Agreement** (“Agreement”) between the County of Kanabec, Minnesota (“County”) and Nemeth Orthodontics (“Lessee”) is effective January 1, 2022.

The term of this Agreement shall be one (1) year, beginning on January 1, 2022 and ending on December 31, 2022, unless earlier terminated as provided herein.

The leased space is owned by the County and is located at 18 North Vine St, Meeting Rooms #3, 4, 5 and the basement entry area, Mora, MN 55051. The leased space is described as office space for the purpose of business, is approximately 1024 square feet, and is reserved for use from 7:00 a.m. to 1:00 p.m. on the second Friday of the month.

Lessee shall pay rent in the amount of **\$115.00** per month, due on or before the first of each month. The check shall be made payable to the Kanabec County Auditor/Treasurer and delivered to the Kanabec County Coordinator at 18 N. Vine Street, Suite 181, Mora, MN 55051.

The County shall furnish and pay for all utilities not including telephone service. The County will provide telephone service under separate agreement.

Lessee agrees to carry insurance for its property located in the leased space, and is solely responsible for securing and maintaining its own insurance.

Each party agrees that it will be responsible for its own actions and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party or the results thereof. The County’s liability is governed by the provisions of Minn. Stat. Chap. 466 and other applicable laws.

Any and all employees of Lessee shall be considered employees of Lessee only, and not of the County, and that any and all claims that may or might arise under the Workers’ Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act or omission on the part of said employees which so engaged on any of the work or services provided to be rendered herein shall be the sole obligation and responsibility of Lessee.

The Lessee will pay for any damages or alterations done to premises. Any alterations to the leased space must be pre-approved and in writing before starting. Premises and fixtures shall be in as good a condition as when tenant took possession except for normal wear. Lessees shall keep grounds and premises clean and free of all trash and litter.

Termination of the Agreement in its entirety requires a minimum of thirty (30) days prior notice. Notice shall be dated and provided in writing to the parties listed below as the contacts for this Agreement as follows:

Contact Name: Wendy Gilbert  
Nemeth Orthodontics  
3131 12<sup>th</sup> St N  
St. Cloud, MN 56303  
Phone: 320-253-4981  
Fax: 320-253-6268  
e-mail: [wendy@nemethorthodontics.com](mailto:wendy@nemethorthodontics.com)

Contact Name: Kris McNally  
Kanabec County  
18 N Vine Street, Suite 181  
Mora, MN 55051  
Phone: 320-679-6440  
Fax: 320-679-6441  
email: [kris.mcnally@co.kanabec.mn.us](mailto:kris.mcnally@co.kanabec.mn.us)

**IN WITNESS WHEREOF**, the parties by their respective authorized agents or officers have executed this Agreement.

**COUNTY OF KANABEC**

**NEMETH ORTHODONTICS**

DATE \_\_\_\_\_

DATE \_\_\_\_\_

BY \_\_\_\_\_  
Gene Anderson, Board Chair

BY \_\_\_\_\_  
Benjamin Nemeth, Owner



OFFICE OF THE  
**KANABEC COUNTY COORDINATOR**

18 North Vine Street Suite 181

Mora, MN 55051

Telephone: (320) 679-6440

Fax: (320) 679-6441

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## Lease Agreement

**This Agreement** (“Agreement”) between the County of Kanabec, Minnesota (“County”) and Rise, Inc. (“Lessee”) is effective January 1, 2022.

The term of this Agreement shall be one (1) year, beginning on January 1, 2022 and ending on December 31, 2022, unless earlier terminated as provided herein.

The leased space is owned by the County and is located at 905 East Forest Avenue, Suite 150, Room 162, Mora, MN 55051. The leased space is described as office space for the purpose of business, and is approximately 100 square feet.

Lessee shall pay rent in the amount of **\$180.00** per month, due on or before the first of each month. The check shall be made payable to the Kanabec County Auditor/Treasurer and delivered to the Kanabec County Coordinator at 18 N. Vine Street, Suite 181, Mora, MN 55051.

The County shall furnish and pay for all utilities not including telephone service. The County will provide telephone service under separate agreement.

Lessee agrees to carry insurance for its property located in the leased space, and is solely responsible for securing and maintaining its own insurance.

Each party agrees that it will be responsible for its own actions and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party or the results thereof. The County’s liability is governed by the provisions of Minn. Stat. Chap. 466 and other applicable laws.

Any and all employees of Lessee shall be considered employees of Lessee only, and not of the County, and that any and all claims that may or might arise under the Workers’ Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act or omission on the part of said employees which so engaged on any of the work or services provided to be rendered herein shall be the sole obligation and responsibility of Lessee.

The tenant will pay for any damages or alterations done to premises. Any alterations to the leased space must be pre-approved and in writing before starting. Premises and fixtures shall be in as good



a condition as when tenant took possession except for normal wear. Tenants shall keep grounds and premises clean and free of all trash and litter.

Termination of the Agreement in its entirety requires a minimum of thirty (30) days prior notice. Notice shall be dated and provided in writing to the parties listed below as the contacts for this Agreement as follows:

Contact Name: Mike Harper  
Rise Incorporated  
8406 Sunset Road NE  
Spring Lake Park, MN 55432  
Phone: 763-783-2817  
Fax: 763-783-0008  
e-mail: Mharper@rise.org

Contact Name: Kris McNally  
Kanabec County  
18 N Vine Street, Suite 181  
Mora, MN 55051  
Phone: 320-679-6440  
Fax: 320-679-6441  
email: kris.mcnally@co.kanabec.mn.us

|                   **IN WITNESS WHEREOF**, the parties by their respective authorized agents or \_\_\_\_ officers have executed this Agreement.

**COUNTY OF KANABEC**

**RISE, INC.**

DATE\_\_\_\_\_

DATE\_\_\_\_\_

BY \_\_\_\_\_  
Chair, County Board of Commissioners

BY \_\_\_\_\_  
Tim Dickie, Vice President