



Kanabec County Board of Commissioners

Regular Meeting Agenda

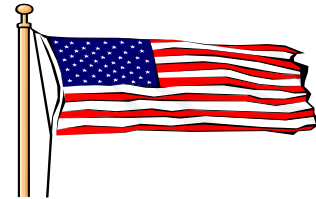
The Meeting of August 16, 2022

- Due to COVID-19 safety protocol, this meeting will be in-person and via WebEx (video/phone conference)
- The public may join the meeting via WebEx or in-person at the meeting room.
- If attending the meeting in-person, the total number of persons (including commissioners) will be limited and social distancing/safety protocol 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: 2499 388 9142



Video Meeting link:

<https://kanabeccounty.webex.com/kanabeccounty/j.php?MTID=m973573ad9d7c887403e89b19fe64ac55>

Meeting number: 2499 388 9142

Password: CrnkEutM628 (27653886 from video systems)

To be held at: **Kanabec County Courthouse
Boardroom #164
18 North Vine Street
Mora, MN 55051**

Please use the Maple Ave Entrance.

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

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

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

- 9:00am a. Pledge of Allegiance
 b. Oath of Office for newly-elected Commissioner Alison Holland- District 2
 c. Agenda approval
- 9:05am Recess county board to a time immediately following the FSB.
- Family Services Board**
- 9:25am Kim Christenson, HR Specialist- Request to Send Highway Sign Technician Job
 Description in for Re-Evaluation
- 9:35am Potential Ballot Question Discussion Related to the University of Minnesota
 Extension Programs and Services
- 10:00am Sheriff Smith- a. Creation of an Assigned Fund for Future Capital Equipment
 Purchases
 b. Quarterly Report
- 10:30am Public Comment**
- Telephone call-in number for public access: 1-408-418-9388
 Access Code: 2499 388 9142

Other business to be conducted as time is available:

1. Minutes
2. Paid Bills
3. Regular Bills
 - a. Revenue Fund
 - b. Road & Bridge
4. Update on the Proposed Interim Ordinance Prohibiting the Sale of THC Food and Beverages within Kanabec County
5. MCIT Special One-Time Distribution from WCRA
6. Update Commissioner Committee Appointments
7. Commissioner Reports
8. Future Agenda Items
9. Closed Session: Union Negotiation Strategy (This portion of the meeting may be closed pursuant to MN Statute 13D.03)
10. Discuss any other matters that may come before the County Board

ADJOURN

Kanabec County Family Services

905 East Forest Avenue, Suite 150
Mora, MN 55051
Phone: 320-679-6350
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Kanabec County Family Services Board

Agenda

August 16, 2022

9:05 a.m.

- | | |
|--|------------------|
| 1. Agenda Approval | Pg. 1 |
| 2. Director's Report | Pg. 2 |
| <ul style="list-style-type: none">- Staffing – nothing new- Introduction of Fiscal Supervisor – Jessica Gravich- Ongoing Number of Children in Placement | |
| 3. 2nd Quarter Report | Pg. 3-14 |
| <ul style="list-style-type: none">-See attached report | |
| 4. Welfare Fund Report | |
| <ul style="list-style-type: none">-See attached report | |
| | Pg. 15 |
| 5. Financial Report | |
| <ul style="list-style-type: none">-See attached report | |
| | Pg. 16-18 |
| 6. Abstract Approval | |
| <ul style="list-style-type: none">-See attached abstract and board vendor paid list | |
| | Pg. 19-21 |
| 7. Other Business | |
| 8. Adjourn | |

Family Service Director's Report

August, 2022

Staffing

No change

Introduction of Fiscal Supervisor

Jessica Gravich has started as the Fiscal Supervisor and is doing well. She was involved heavily in our annual budget process. She has quickly began to learn many of our reporting and tracking systems.

Ongoing Update on Number of Children in Placement

Last month we had 20 children in our care in out of home placements. We have 19 children in care this month compared to 13 last year for the same month.

Kanabec County Family Services
2nd Quarter 2022 Report

FINANCIAL ASSISTANCE

Preparer: Tim Dahlberg

A. Major Highlights

- Mistea and Jodi, our newest hires, in their respective roles have continued to do well

B. Challenges/Concerns

- We continue to monitor for PHE (public health emergency) program changes. Certain program waivers have been lifted, but others have been extended.

C. Looking Ahead

- We have upcoming trainings in October that will be very helpful in navigating program rules as we transition out of the PHE
- The SNAP income limit will be switching to 200% FPG effective 9/1/22. This will likely result in an influx of applicants and newly eligible program recipients.

Program Totals as of 3/31/22		
Program	Active Cases	# of Persons Active
MN Family Investment Program (MFIP)	65	163
Diversionary Work Program (DWP)	4	12
General Assistance (GA)	89	89
MN Supplemental Assistance (MSA)	72	73
Housing Supports (Formerly GRH)	85	85
Food Support (SNAP)	796	1340
Medical Assistance and/or Medicare Savings Programs (MAXIS)	881	913
Medical Assistance (METS) *as of 07/05/2022	1916	3799
MinnesotaCare (County Serviced) * as of 07/05/2022	103	143

CHILD SUPPORT

Preparer: Tammy Owens and Tim Dahlberg

A. Major Highlights

- Lisa has completed six months in her new position as the Child Support and Collections Officer/Fraud Prevention Specialist. She has been working closely with the other team members learning the processes and her caseload.

Kanabec County Family Services 2nd Quarter 2022 Report

- 2022 COLA (cost of living adjustment) actions have wrapped up with only a couple of cases resulting in a contested court hearing concerning the appropriateness of the increase in support obligation.

B. Challenges/Concerns

- The referral process for children in foster care is changing and it could affect the way we establish and redirect support in these cases. We are following the developments of this policy.

C. Looking Ahead

- Lisa continuing to develop her knowledge and ability managing her child support cases.

Accounting Unit

Reporter: Jessica Gravich

A. Major Highlights

- All Fiscal staff are working to ensure that accounting changes due to COVID-19 across all systems are correct and updated timely.
- All annual and quarterly reports were completed by the due dates.
- The 2022 Family Services Budget remains within expectations.

B. Challenges and Concerns

- We are still tracking the IV-E Children's Residential Facility payments that are currently not reimbursed.
- Continuing to keeping an eye on the fund balance. It remains positive to the previous year.
- Ensuring changes to all systems are accurate and up to date given the many that happened with COVID-19.

C. Looking Ahead

- Starting to work on the budget for 2023
- New Fiscal Supervisor starting.

D. Fiscal Fraud/Collections

- Fraud and collection are moving to Financial/Child Support Unit.
- For this quarter the following amounts were collected:

Type	Amount	County Portion	Number of Cases
Fraud	\$0	\$0	5
Estate (MA)	\$51,276.20	\$12,819.05	4
Estate (GA)	\$0	\$0	0

ADMINISTRATIVE STATISTICS

Kanabec County Family Services 2nd Quarter 2022 Report

AREA	1/1/2021 to 3/31/2022	4/1/2022 to 6/30/2022	7/1/2022 to 9/30/2022	10/1/2022 to 12/31/2022	Year to Date Data	2022 Approved Budget
Revenues - Income Maintenance						
State Sources	51,412	35,468			86,880	185,021
Federal Sources	243,456	223,175			466,631	1,074,843
Other Sources	68,113	58,881			126,994	137,661
Fund Balance-Planned Use					-	
Total	362,981	317,524	-	-	680,505	1,397,525
Expenditures - Income Maintenance						
Public Aid	99,105	136,108			235,213	490,100
Personel Services	306,436	315,761			622,197	1,390,172
Services & Charges	82,021	35,509			117,530	204,365
Direct Materials	668	1,490			2,158	4,850
Other Expenses					-	
Total	488,230	488,868	-	-	977,098	2,089,487
Revenues - Social Services						
State Sources	112,035	240,025			352,060	981,971
Federal Sources	327,356	298,609			625,965	1,159,904
Fees for Services	85,962	68,813			154,775	127,000
Other Sources	115,304	143,730			259,034	414,500
Fund Balance-Planned Use					-	
Total	640,657	751,177	-	-	1,391,834	2,683,375
Expenditures - Social Services						
Public Aid	240,757	315,817			556,574	1,691,847
Personel Services	534,768	537,238			1,072,006	2,321,727
Services & Charges	55,360	47,872			103,232	237,244
Direct Materials	1,090	1,700			2,790	5,900

Kanabec County Family Services 2nd Quarter 2022 Report

Other Expenses				-	
Total	831,975	902,627	-	-	1,734,602 4,256,718
Revenues - IM & SS					
State Sources	163,447	275,494		438,941	1,166,992
Federal Sources	570,812	521,784		1,092,596	2,234,747
Fees for Services	85,962	68,813		154,775	127,000
Other Sources	183,417	202,610		386,027	552,161
Fund Balance-Planned Use				-	
Total	1,003,638	1,068,701	-	-	2,072,339 4,080,900
Expenditures - IM & SS					
Public Aid	339,862	451,925		791,787	2,181,947
Personal Services	841,204	852,999		1,694,203	3,711,899
Services & Charges	137,381	83,381		220,762	441,609
Direct Materials	1,758	3,190		4,948	10,750
Other Expenses				-	
Total	1,320,205	1,391,495	-	-	2,711,700 6,346,205

CHILD PROTECTION

A. Major Highlights:

- Adult and Teen Challenge of Minnesota is now offering a Child Protection Program Track for those clients that are working to build parenting skills and reunification and provided referral information and presentation of the new service to the Agency to access.

B. Trainings:

- Staff participated the following trainings:
Gut-Brain Addiction Connection: The Role in Mental Health and Addiction
Shaken Baby
Working with SUD, Moms and Child Protection
QRTP (Qualified Residential Treatment Program) Placements and Reviews

C. Challenges/Concerns:

- There has been a rise in aggressive behaviors and mental health in the youth and children we are serving. The increase and the lack of services available has exceeded the providers in our area and has put youth and children on waiting lists for months along with social workers having to

Kanabec County Family Services 2nd Quarter 2022 Report

reach further out into the state and other states for services. This in turn has been challenging for those being served as some have to seek services further away than family is able to travel.

- Rising prices and gas prices has affected those we serve with the ability to afford to get to work, appointments and other services.
- Court hearings within the new PICK and schedules continue to be an issue. Court hearings are mostly virtual which has reduced the opportunity to meet directly with the clients and their attorneys, along with the loss of their sense for urgency to the importance of the court process and timelines. Because of this there have been many delays making the court process longer for families and children, especially those in placement.
- Limited resources and waiting lists present a challenge to address the needs of clients.

D. COVID-19 Pandemic

- This continues to be a concern and has significantly changed the way we are able to interact with families safely. There are still limitations of services and restrictions because of COVID and recent concerns in the increase in cases in our community. We continue to do our best to social distance, mask when appropriate, screen home visits for symptoms and communicating with supervisors to stay up to date on changes to help reduce the risk of further spreading COVID.

E. Looking Ahead:

- Sharon Wright will be retiring in July after providing the community and families years of parenting skills and support.
- Sharon's retirement will open a position within the children's services team.
- Summer Kid's Group Activity Groups will be starting

<u>Children's Services Statistics</u>	July 2021 - September 2021	October 2021 – December 2021	January 2022 – March 2022	April 2022 – June 2022
Child Protection (CP)/Child Welfare (CW)				
CP/CW intakes				
○ Opened for assessment	20	25	45	28
○ Screened out (CP only)	49	84	87	66
• Assessments & investigations	36	47	44	45
• Case management	30	28	45	42
• Open CHIPS court files (per child)	26	25	31	27
• Open Adoption Cases	3	3	3	3
• Completed Adoptions	0	0	0	0
Parent Support Outreach Program (PSOP)				
• PSOP intakes	2	1	2	0
• Opened for case management	1	0	0	0
Children's Mental Health (CMH)				
CMH intakes				

Kanabec County Family Services 2nd Quarter 2022 Report

○ Opened for case management	4	6	5	11
○ Screened out	0	0	0	0
• Case management (per child)	52	53	58	51
❖ Out of Home Placements				
• Children's services placements	29	23	37	34
• Trial home visits	0	1	5	6
• Pre-adoptive/Pre-kinship home	4	4	6	7
• Extended foster care (Age 18-21)	1	1	1	0
• Probation placements	2	0	0	0

Children's Mental Health

A. Major Highlights:

- One youth entered and discharged from foster care in this period.
- One youth remained in foster placement.
- One youth remained in residential placement.
- Three youth entered residential placements this quarter.
- Missing/runaway youth located that had been missing since 6/2021.

B. Trainings:

- Alissa and Linda's training highlights include, MN Adopt Spring Summit series of webinars, The Aftermath of Suicide, Domestic Violence and its impact on children and youth, In The Best Interest of the Child, and Caregivers of Children in Crisis.

C. Challenges/Concerns:

- There were 13 children's mental health intakes in this quarter compared to 6 in the second quarter of 2021. 18 total intakes for 2022.
- Caseloads have continued being high along with the intensity of client needs. New intakes continue to be received and clients are needing to utilize case management for longer periods of time.
- Youth needing higher levels of care are having difficulty accessing this due to unavailable resources for youth with acute needs.
- Continuing to work through the process of the Family First Prevention Services Act. This adds many steps to the placement process for kids seeking residential placement.
- Additional options for kids needing higher levels of care are needed.
- We are still struggling to get required assessment instruments (Child and Adolescent Service Intensity Instrument and Strengths and Difficulties Questionnaire) from therapists.

D. Looking Ahead:

- Continued rising case numbers due to the increasing mental health crisis, steady intakes and clients needing to receive case management services longer.

Kanabec County Family Services 2nd Quarter 2022 Report

Aging Services Care Coordination

Reporter: Aliina Olson and Krista Eye

A. Major Highlights:

- Completing initial assessments and reassessments with clients in their homes and getting to see them in person. Connecting members with the resources they need when they are at the most critical point in their lives.

B. Training Attended:

- Completed annual training to keep access for state system MMIS, and annual Kanabec County training.

C. Challenges and Concerns:

- A challenge that may arise is the affordable housing for our seniors in this area. Mora has senior apartments that are subsidized and make it more affordable, but there is always a waiting list. Ogilvie also has some senior housing options, and also a wait list. I think our population may be growing faster than our housing options are. They often need this when they can no longer take care of their home or don't need all the space they had in their home.

D. Trends:

- Continued growth of this case load and clients turning 65 in our county.

E. Looking Ahead:

- Implementing the new MNCHOICE model for our assessment/reassessment and care plan piece with SCHS. Hopes that Kanabec County can implement more housing choices for our growing elderly population.

Case Load Total-168

New- 11

Licensing

Reporters: Tonya Burk, Danielle Linkert, Ashlee Lovaas

A. Major Highlights

	Family Child Care	Child Foster Care	Adult Foster Care
Last Quarters No. of Providers			
New Licenses	0	1	0
Relicensings	5	0	0
Off Year Visits	4		
Change of Premise	0	0	0

**Kanabec County Family Services
2nd Quarter 2022 Report**

Pending Applications	1	3	0
Correction Orders	1	0	1
Negative Actions	0	0	0
Extensions	0	0	0
Investigations	0	0	0
Closed Licenses	0	2	1
Orientation provided for (number of persons)	0	1	0
Total Number of Providers in Kanabec County	25–licensed by us 1-licensed by Pine	10 – CFC 1 – CRS CFC	7 – AFC 13- CRS

B. Training Attended

- Monthly Licensor Call in Webex (FCC) –Danielle
- Monthly ELICI Trainings- Danielle
- FCC Roundtable Trainings- Danielle
- 245D Roundtable Discussions-Ashlee
- Monthly Foster Care Webinars-Ashlee

C. Challenges and Concerns

- Changes in Special Child Care
- Changes in Background Study process
- CFC closures and application withdrawals

D. Looking Ahead

- Pending FCC applicants
- Pending CFC applicants
- Providers were recognized on Foster Care and Day Care Appreciation Month in May, looking forward to this every May

E. Trends

- In person Child Foster Care Orientation held every 2 months (April 12th and June 14th)
- Staff shortages in Community Residential Settings

Community Support Program

Reporter: Rhonda Bergstadt

A. Major Highlights

- We hope we are decreasing the stress of reconnecting with family and friends by offering social interaction in a safe environment such as groups.

Kanabec County Family Services 2nd Quarter 2022 Report

B. Training Attended

- Client specific training and research is completed as needed for individual treatment requirements.

C. Challenges and Concerns

- The stress of isolation is very hard on my people. People now are in the habit of isolating. We are doing our best to make everyone comfortable being in public and around each other again.

D. Looking Ahead

- We continue to support people with safety plans to decrease hospitalizations.

E. Trends

- As our society continues to age, we are seeing increased dementia and memory related illnesses. When combined with mental health concerns it is difficult to determine the best way to respect people's rights and the responsibility of our society to keep people safe. This is a situation that must be individually determined to fit each person and respect their needs while respecting their rights.

Adult Mental Health

Reporter: Cassie Dahlberg

A. Major Highlights:

- There continue to be requests for Targeted Case Management.

B. Training Attended:

- No conferences were attended during the second quarter. A few miscellaneous individual training courses were attended virtually.

C. Challenges and Concerns:

- DHS added the service of Housing Stabilization Services (HSS) for individuals covered by Medicaid and who have a diagnosed disability. HSS providers around the state have extended wait lists.

D. Trends:

- Emergency Room visits for mental health symptoms appears to be continuing at a high rate.

E. Looking Ahead:

- Rents and housing tax continue to climb with community members struggling to make rent and mortgage payments. Thoughts of homelessness in their near future are prevalent.

DD Case Management

Kanabec County Family Services 2nd Quarter 2022 Report

Reporter: Kelly Mitchell, Chelsey Bottelson

A. Major Highlights

- COVID restrictions lifting more.
- Continued changes to the waiver system.

B. Training Attended

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

C. Challenges and Concerns

- Day Programs waiting list. They are having a hard time getting staff.
- Lack of staffing in Community Residential Settings; some closing due to no staffing.
- More children with autism are utilizing Early Intensive Developmental and Behavioral Intervention (EIDBI) services, which are all out of county. Transportation is a challenge for these clients.
- There continues to be a need for Social and Independent Living Skills (SILS), In-home supports, and Personal Care Attendants (PCAs) in the area. There has been a wait list for individuals waiting for those services.
- Continue working on case reviews to prepare for audit.
- Long waitlists for Diagnostic Assessments and Psychological Evaluations.
- Transportation in general is a challenge in our area.

D. Looking Ahead

- Waiver Audits
- With COVID increases, many providers are requesting virtual meetings.
- New psychological service coming to Mora.
- Preparing for changes to MNChoices and waivers.

E. Trends

- Increased use of Housing Stabilization Services.
- Increase in Environmental Accessibility Adaptation referrals and referrals to ConnectAbility.
- Continued need for respite, specifically children.
- Seeing an increase for exception rates for services for In-home supports due to higher need clients.
- Increase in parents providing PCA for minor children as allowed under COVID.
- Seeing an increased need for in-home therapy and skills work for children.

Program Area – Adult Services	01/01/2022 To 03/31/2022	04/01/2022 To 06/30/2022	07/01/2022 To 09/30/2022	10/01/2022 To 12/31/2022	Year To Date Data
702 Social Services					
MNChoices					

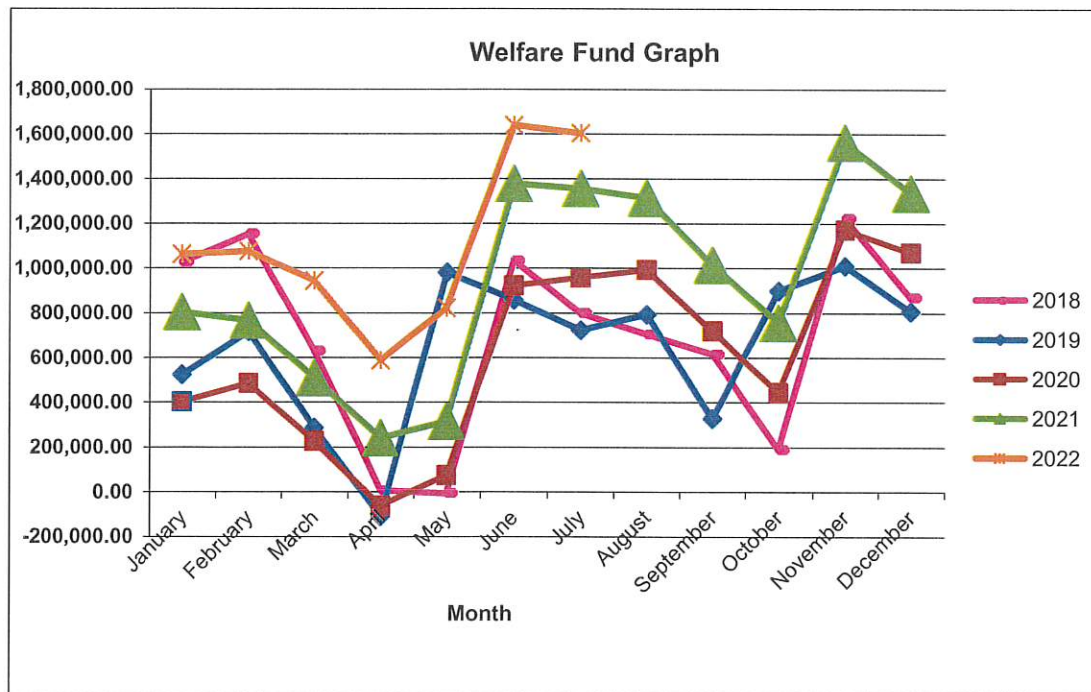
**Kanabec County Family Services
2nd Quarter 2022 Report**

# New Assessments	14	15			
# Reassessments	53	66			
SCHA Community Well – New Enrollees					
# New Enrollees	13	11			
Total Members Served	157	168			
CADI Waiver					
# clients on waiver	103	104			
# adults	79	81			
# children	24	23			
# clients in residential setting	24	14			
# receiving employment services	22	21			
Relocation Services					
# receiving RSC	2	0			
710 Licensing					
Family Child Care					
# homes active	25	26			
# newly licensed	0	1			
# relicensed	5	5			
Child Foster Care					
# homes active	12	11			
# newly licensed	0	1			
# relicensed	0	0			
Adult Foster Care/Comm Resid Setting					
# homes active	21	20			
# newly licensed	0	0			
# relicensed	3	0			
730 Chemical Dependency					
# Rule 25 assessments	3	1			
# Detox paid	4	3			
Program Area – Adult Services	01/01/2022 To 03/31/2022	04/01/2022 To 06/30/2022	07/01/2022 To 09/30/2022	10/01/2022 To 12/31/2022	Year To Date Data

Kanabec County Family Services
2nd Quarter 2022 Report

740 Mental Health – Adults					
Residential					
# persons in CBHHS	0	0			
# inpatient setting	3	6			
# IRTS setting	1	2			
# in residential setting	6	4			
Community Supports					
# CSP clients	26	24			
# Adult services	2	1			
Case Management					
# Rule 79 clients	29	35			
# general case management clients	2	0			
Court					
# pre-petition screenings	3	4			
# judicial hearings	8	3			
750 Developmental Disabilities					
# DD clients – adult	64	64			
# DD clients – child	31	34			
# clients on waiver	77	78			
# SILS clients	7	7			
# clients in residential setting	31	31			
# clients in ICF-DD	1	1			
# clients in nursing home	1	1			
# receiving employment support	28	25			
# receiving Family Support Grant	0	0			
760 Adult Services					
# Adult Protection reports	12	25			
# Adult Protection cases	5	8			
# Court Visitor cases	3	1			
# CSG Cases	4	4			
Overall Number of Workgroups	499	492			

	2018	2019	2020	2021	2022
January	1,024,705.97	523,556.70	401,131.39	802,602.99	1,060,669.83
February	1,151,821.98	715,738.74	483,781.08	764,375.81	1,074,400.99
March	629,190.77	285,341.21	225,078.17	507,711.89	942,838.71
April	5,607.36	-109,902.43	-63,141.11	239,129.82	586,755.76
May	-7,853.46	979,247.26	73,382.15	313,993.85	820,322.23
June	1,032,778.15	855,820.47	920,867.09	1,376,518.14	1,638,762.92
July	796,820.09	721,467.48	955,700.06	1,355,779.92	1,603,064.80
August	703,093.77	791,435.79	990,235.56	1,312,346.82	
September	613,301.63	326,963.03	716,408.79	1,012,985.41	
October	187,807.92	897,606.65	443,084.51	753,774.16	
November	1,222,983.64	1,008,939.34	1,170,024.75	1,562,104.61	
December	867,114.62	804,618.63	1,067,709.00	1,335,030.43	
Totals	8,227,372.44	7,800,832.87	7,384,261.44	11,336,353.85	7,726,815.24
Averages	685,614.37	650,069.41	615,355.12	944,696.15	1,103,830.75
6 month Avg.	731,853.61	758,505.15	890,527.11	1,222,003.56	1,111,024.24
Rolling 12 month Avg	685,614.37	650,069.41	615,355.12	944,696.15	1,141,921.39



Kanabec County Family Services - Board Financial Report											
		Total year to date/ % of budget	Total								
Department	Budget			January	February	March	April	May	June	July	
				8.33%	16.67%	25.00%	33.33%	41.67%	50.00%	58.33%	
Income Main. Service											
Exp	717,387.00	57.52%	412,636.80	51,831.67	48,106.77	80,924.69	53,106.34	52,548.82	52,868.70	73,249.81	
Rev	364,991.00	45.49%	166,037.73	7,767.70	60,202.65	10,634.90	9,823.22	57,730.12	9,823.22	10,055.92	
Tax	345,232.48	51.33%	177,191.79	4,846.42					172,345.37		
State Shared Rev			14,518.14							14,518.14	
Recoveries											
Exp	19,100.00	90.07%	17,202.66	1,368.08	2,734.61	236.82	8,189.75	0.00	0.00	4,673.40	
Rev	21,100.00	85.92%	18,128.25	8,478.45	1,272.36	4,949.84	1,224.96	1,190.92	972.72	39.00	
Tax	22,426.52	51.74%	11,602.62	406.95					11,195.67		
State Shared Rev			943.11							943.11	
Burials											
Exp	25,000.00	93.24%	23,310.42	5,400.00	5,076.69	3,089.50	3,504.92	0.00	3,062.20	3,177.11	
Rev			0.00								
Tax			0.00								
Child Support											
Exp	367,603.00	57.67%	211,991.06	28,185.73	27,219.76	35,570.35	29,925.04	27,313.36	27,319.45	36,457.37	
Rev	410,000.00	53.82%	220,651.49	1,766.08	77,547.00	17,547.55	16,174.48	61,633.51	16,420.64	29,562.23	
Tax											
MA Services											
Exp	483,900.00	52.31%	253,132.20	36,658.39	36,290.38	17,701.02	72,826.52	19,329.61	38,645.07	31,681.21	
Rev	418,000.00	62.08%	259,497.34	59,484.31	26,993.02	45,877.24	28,436.21	65,208.57	8,950.23	24,547.76	
Tax	64,561.19	51.55%	33,280.62	1,050.67					32,229.95		
State Shared Rev			2,715.01							2,715.01	
Child Care											
Exp	230,950.00	67.18%	155,145.16	36,031.78	93.00	18,896.48	24,495.11	38,761.74	14,138.85	22,728.20	
Rev	224,025.00	72.61%	162,666.08	392.00	0.00	86,358.00	462.00	73,807.08	895.00	752.00	
Tax	6,795.92	50.19%	3,411.13	18.50					3,392.63		
State Shared Rev			285.79							285.79	
Fraud											
Exp	78,622.00	51.76%	40,697.72	5,508.04	5,429.00	5,430.06	5,655.37	5,428.98	5,636.81	7,609.46	
Rev			0.00								
Tax	77,020.37	51.49%	39,659.51	1,209.75					38,449.76		

Tax	183,716.24	51.98%	95,498.63	3,784.64					91,713.99	
State Shared Rev			7,725.86							7,725.86
FS Admin										
Exp	742,159.00	53.54%	397,379.88	74,095.17	57,510.68	46,459.92	60,511.19	47,976.79	44,566.61	66,259.52
Rev	142,305.00	43.97%	62,575.54	2,824.10	22,964.83	3,774.35	3,678.00	21,929.69	3,678.00	3,726.57
Tax	587,620.12	51.35%	301,717.44	8,368.39					293,349.05	
State Shared Rev			24,711.32							24,711.32
Agency Totals										
Exp	6,346,205.00	55.75%	3,537,924.96	510,588.90	445,299.94	476,937.15	544,483.22	440,941.83	519,186.75	600,487.17
Rev	4,080,900.00	62.29%	2,541,865.52	199,232.67	459,031.10	345,374.87	188,400.27	674,508.30	205,792.64	469,525.67
Tax	2,265,305.00	51.55%	1,167,870.82	36,995.53	0.00	0.00	0.00	0.00	1,130,875.29	0.00
State Shared Rev			95,263.38	0.00	0.00	0.00	0.00	0.00	0.00	95,263.38
Total Revenue	6,346,205.00	59.96%	3,709,736.34	236,228.20	459,031.10	345,374.87	188,400.27	674,508.30	1,336,667.93	564,789.05

Board Approval Report

SSIS pymt. batch #: 108273769

Paid Cnty Vendor			Total Payments	Total Amount
Bliss/Jenny, 000010784			2	4,682.50
Svc Description	Svc Code	Payments	Amount	
Adult Outpatient Psychotherapy	452	2	4,682.50	
Central Minnesota Jobs & Training, 000015800			2	19,925.71
Svc Description	Svc Code	Payments	Amount	
Statewide MFIP Employment Services	237	2	19,925.71	
Central Mn Mental Health Center, 000011298			3	2,500.00
Svc Description	Svc Code	Payments	Amount	
Detoxification	371	3	2,500.00	
Community Living Options, 000011478			1	230.58
Svc Description	Svc Code	Payments	Amount	
Semi-Independent Living Services (SILS)	534	1	230.58	
DHS STATE OPERATED SERVICES, 000011816			14	23,796.10
Svc Description	Svc Code	Payments	Amount	
State-Operated Inpatient	472	14	23,796.10	
Family Pathways, 000012298			9	1,145.00
Svc Description	Svc Code	Payments	Amount	
Family-Based Counseling Services	162	9	1,145.00	
Family Therapy Associates, LLC, 000012288			1	29.40
Svc Description	Svc Code	Payments	Amount	
Health-Related Services	118	1	29.40	
Ignaszewski/Karissa, 000012959			2	11,163.00
Svc Description	Svc Code	Payments	Amount	
Adult Outpatient Psychotherapy	452	2	11,163.00	
Kanabec County AT ACH_VISA, 000001318			3	75.00
Svc Description	Svc Code	Payments	Amount	
Adoptions & Kinship	196	3	75.00	
Little Sand Group Homes, 000013715			1	8,870.65
Svc Description	Svc Code	Payments	Amount	
Children's Group Residential Care	183	1	8,870.65	
Nexus-Gerard Family Healing , LLC, 000012394			2	24,800.00
Svc Description	Svc Code	Payments	Amount	
Children's Residential Treatment	483	2	24,800.00	
Options Residential, 000015334			2	1,469.71
Svc Description	Svc Code	Payments	Amount	
Child Family Foster Care	181	2	1,469.71	
PHASE, Inc., 000015579			2	1,164.24
Svc Description	Svc Code	Payments	Amount	
Day Training and Habilitation	566	1	784.08	
Transportation	516	1	380.16	
Prairie Lake Youth Program, 000015767			1	8,866.00
Svc Description	Svc Code	Payments	Amount	
Correctional Facilities	185	1	8,866.00	
Richardson MD/Paul T, 000016136			2	3,045.00
Svc Description	Svc Code	Payments	Amount	
Adult Outpatient Psychotherapy	452	2	3,045.00	

Board Approval Report

Paid Cnty Vendor				Total Payments	Total Amount
RSI, 000016246				2	477.54
Svc Description	Svc Code	Payments	Amount		
Semi-Independent Living Services (SILS)	534	2	477.54		
Village Ranch, Inc., 000017414				6	7,714.35
Svc Description	Svc Code	Payments	Amount		
Child Family Foster Care	181	6	7,714.35		
Volunteers Of America, 000017460				4	3,078.00
Svc Description	Svc Code	Payments	Amount		
Semi-Independent Living Services (SILS)	534	4	3,078.00		
Report Totals:				59	123,032.78

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
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20

AUGUST 2022 BOARD REPORT			
Vendor Name	Amount		
Jen Anderson (Child Protection Travel)	\$ 170.00		
Arrowwood Resort & Conference Center (Accounting Conference Lodging)	\$ 1,013.44		
Rhonda Bergstadt (Mental Health Travel)	\$ 296.25		
Card Services (CSP Program)	\$ 168.19		
ChristiansonFroehling LLC (County Burial)	\$ 1,500.00		
Cassandra Dahlberg (Mental Health Travel)	\$ 120.73		
DHS	\$ 37,139.43		
DNA Diagnostic Center (Child Support Blood Test)	\$ 87.00		
Krista Eye (SCHA Care Coordinator Travel)	\$ 17.50		
Katie Heacock (Social Services Travel)	\$ 38.75		
Leah Hjort (Child Protection Travel)	\$ 382.41		
Linda Hosley (Mental Health Travel)	\$ 417.41		
Innovative Office (Office Supplies)	\$ 440.67		
Kanabec County Attorney	\$ 5,875.20		
Kanabec County AT ACH VISA	\$ 130.55		
Kanabec County Aud-Treas	\$ 4,856.02		
Kanabec County Aud-Treas (Vehilce Lease)	\$ 438.90		
Kanabec County Comm Health	\$ 19,473.73		
Laboratory Corp of America Holdings (Child Support Blood Tests)	\$ 82.50		
Danielle Linkert (DD Travel)	\$ 29.38		
Abby Malecha (Mental Health Travel)	\$ 222.50		
Alissa McDermeit (Mental Health Travel)	\$ 395.00		
MFWCAA (Financial Worker Conference)	\$ 1,625.00		
Minnesota Dept of Health (Child Support)	\$ 80.00		
Kelly Mitchell (DD Travel)	\$ 78.13		
Brainna Nikodym (Financial Worker Travel)	\$ 24.75		
Timber Trails Public Transit	\$ 2,056.02		
Katie Vork (Child Protection Travel)	\$ 345.00		
TOTAL IFS DOLLARS	\$ 77,504.46	36	Total IFS Vendors
TOTAL SSIS DOLLARS	\$ 123,032.78	16	Total SSIS Vendors
Total	\$ 200,537.24		
Cost Effective Health Insuarnce & Medicare Part B Reimbursements	\$ 10,226.40	43	Ins. Reimb.Vendors
MA Medical Mileage	\$ 1,882.33	13	Med Mileage Vendors
Grand Total	\$ 212,645.97		
		108	Total Vendors

9:25am Appointment

August 16, 2022

REQUEST FOR BOARD ACTION

a. Subject: Highway Sign Technician Job Description	b. Origination: Highway Department
c. Estimated time: 5-10 minutes	d. Presenter(s): Kim Christenson, HR Specialist

e. Board action requested:

Resolution #__ - 8/16/22

WHEREAS policy #P-106 states that job descriptions for existing positions that change substantively must be reviewed by the Board; and

WHEREAS policy #P-106 further states that the Board may authorize sending the revised job description to the pay consultant for scoring; and

WHEREAS the job description for the Highway Sign Technician has been updated resulting in substantive changes; and

BE IT RESOLVED to approve sending the updated job descriptions to the pay consultant for review and scoring.

f. Background:

Supporting Documents: None **Attached:** ☒

Date received in County Coordinators Office:

Coordinators Comments:

Kanabec County Position Description

Sign Technician

Department: Highway

Exemption Status: Non-exempt

Board Approved:

Updated: 2022

Job Specifications		
Education & experience qualifications are a job-related combination substantially equivalent to the levels shown at right.	FACTOR	LEVEL
	Education:	High School Graduate or equivalent
	Experience:	3 years
	Other Requirements:	<ul style="list-style-type: none">• Class A drivers license• Service Truck Crane (STC) certification
	Supervision given to:	None
	Supervision received from:	Maintenance Superintendent

Job Summary

The Sign Person is responsible for traffic control through the installation and maintenance of the County sign system.

Some Examples of Essential Duties

75% Sign Maintenance and Installation

1. Replaces damaged signs.
2. Installs temporary signs to warn of construction, road hazards, and weight limits.
3. Assesses the need for highway signs according to state and federal regulations by interpreting and technical writings contained in the Manual on Uniform Traffic Control Devices.
4. Determines proper placement of highway signs according to state and federal regulations by analyzing and interpreting detailed signage layout diagrams.
5. Installs highway signs with great care and attention to detail to ensure all highway signage installations meet the detailed requirements contained in the Manual on Uniform Traffic Control Devices.
6. Utilizes powered and manual tools to install/remove sign infrastructure.
7. Communicates with utility companies to determine cable locations.
8. Communicates with Gopher State One Call regularly for utility locate tickets.
9. Works with Vendors to specify sign supply orders and review sign proofs.
10. Repairs damaged highway signs by straightening, touch up painting or resurfacing.
11. Cuts brush interfering with sign visibility.
12. Performs sign work for other jurisdictional road authorities as required.

10% Crew Assistance

13. Operates tandem dump truck with wing to plow and sand roads during winter.
14. Assists backhoe operator in the installation of culverts.
15. Works with blacktop patching crew to patch holes in pavement.

16. Assists crack-sealing crew by operating equipment truck, squeegee, tar kettle or warning sign.
17. Assists surveying crew.

15% Miscellaneous

18. Updates sign inventory system by removing signs and recording dates and locations.
19. Constructs barricades from wood and reflective material.
20. Maintains a log of time and materials usage.
21. Orders sign and supply needs to maintain inventory and meet specific needs.
22. Confers with public concerning inconveniences and safety issues.
23. Operates other county equipment i.e., tandem axle dump truck, rubber tired front-end loader (over 30 HP), self-propelled pneumatic roller, power driven mower, as needed.
24. Prepares a budget annually of sign requirements for the County Engineer's approval.
25. Performs related duties as assigned.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment of the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

The County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

9:35am Appointment

August 16, 2022

REQUEST FOR BOARD ACTION

a. Subject: Potential Ballot Question Discussion Related to the University of Minnesota Extension Programs and Services	b. Origination: Board of Commissioners
c. Estimated time: 20 minutes	d. Presenter(s): Commissioner Mattson

e. Board action requested:

Discuss adding a ballot question to the November general election ballot to determine whether Kanabec County should continue levying dollars to provide Extension programs and employing Extension Staff within the county.

☐

Yes

Shall the Board of County Commissioners of Kanabec County be authorized to continue to contract with the University of Minnesota to provide Extension 4-H programs to be levied on all taxable property in Kanabec County?

☐

No

BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE.

f. Background:

Currently, Kanabec County contracts with the University of Minnesota for Extension programs and employing Extension staff. The position is a full-time Extension Educator, 4-H Youth Development.

Contract prices are:

2022= \$76,949

2023= \$78,681

2024= \$80,648

Levy amounts are:

2022= \$88,369

2023 (requested) = \$ 91,076

2024= unknown

Current enrollment in 4-H programs in Kanabec County is approximately 250.

Supporting Documents: None

Attached: ☒

Date received in County Coordinators Office: 8/10/22

Coordinators Comments:

**Agreement
Between the University of Minnesota
And
Kanabec County
For providing Extension programs locally and
employing Extension Staff**

This Agreement ("Agreement") between the County of Kanabec, Minnesota ("County") and Regents of the University of Minnesota on behalf of its Extension unit, 240 Coffey Hall, St. Paul, Minnesota, 55108 ("University") is effective January 1, 2022, and supersedes and replaces any and all current or existing agreements relating to Extension and its programs that may exist between the County and University.

The term of this Agreement shall be three (3) years, beginning on January 1, 2022 and ending on December 31, 2024, unless earlier terminated as provided in paragraphs 8 and 9.

WITNESSETH:

WHEREAS, Minn. Stat. §38.34 authorizes a Board of County Commissioners to incur expenses and spend money for County Extension work; and

WHEREAS, the money set aside and appropriated by the County Board in the County Extension Fund may be paid out by orders of the University's Director of Extension, or the Director's designee, as identified in Minn. Stat. §38.36, Subd. 3; and

WHEREAS, Minn. Stat. §38.37 provides that Extension educators must be employed according to University personnel procedures and must be University employees; and

WHEREAS, it is the intention of the County and University that the University shall provide Extension services on behalf of the County in exchange for considerations as detailed herein.

NOW THEREFORE, in consideration of the mutual undertaking and agreements contained within this Agreement, the County and University hereby agree as follows:

1. In accordance with Minn. Stat. §38.37 County desires to augment University's state-wide Extension programs. The programs that the County will augment are detailed in Table A below.

Table A

Program/Position	FTE	2022 Price	FTE	2023 Price	FTE	2024 Price
Extension Educator, Agriculture						
Extension Educator, 4-H Youth Development	1	\$ 76,949	1	\$ 78,681	1	\$ 80,648
Program Coordinator, Horticulture or Master Gardener						
Total						

¹ List program area of responsibility: Agriculture, Food, Natural Resources; Community Vitality; Family Development

2. County recognizes that University costs for supporting these positions may increase from year to year. The costs payable for these positions are reviewed by the Association of Minnesota Counties' ("AMC") Extension Committee and University's Extension central administration, at which time the parties will agree on an appropriate inflation factor for the coming year(s). Unless County and University otherwise agree, the inflation factor will be as agreed to by AMC and University.

3. Based on the County's funding commitment, University will be responsible for providing salary & fringe benefits for the positions, enhanced programming from regional extension educator staff, program supervision, travel (mileage, meals, and lodging), in-service training within program area, payroll, and accounting services.

The County agrees to provide local support in the form of support staff, office space, office furnishings, telephone, computer, software, internet service,, storage space, and general office supplies. The University will recommend support staff responsibilities, technology needs and other office standards. Nevertheless, the level of availability and type of local support will be determined by the County as established in the annual budget.

4. University will bill the County on a quarterly basis and the County will submit payment within thirty-five (35) days of receipt of the bill. The total annual amount to be paid by the County shall be paid in four (4) equal quarterly payments.

5. During an extended leave of absence (e.g. FMLA; educational leave), the University will continue the program with regional educators and/or temporary employees with involvement and concurrence of the County, The County will be billed at the contract price and will not incur any additional charges for regional educators or temporary employees.

6. As vacancies occur (e.g. retirement, resignation), and if the County and University agree to continue to support the desired program and position, University will hire new personnel with involvement and concurrence of the County. The County will not be billed for a position during the time that position is vacant. If temporary employees are hired to continue the program during the hiring process, the County will be billed at the contract price.

7. The University will complete an annual performance evaluation of each University Extension employee working in the County and supporting the programs identified in paragraph 1. The County Extension Committee will have the option to provide input to University on such evaluation. The

University in accordance with University personnel guidelines will determine salary adjustment of each University Extension employee.

8. Annually, the County Extension Committee, in coordination with University, will be responsible for approving the County Extension educational programming and services, as provided for in Minn. Stat. §38.34.

9. Nothing in this Agreement precludes the County or University at any time during the term of this Agreement from requesting a modification of the County Extension program, including an adjustment of the number of University Extension personnel working in the County. The County or University will provide a minimum of ninety (90) days prior notice if either party desires a change in programs that results in a decrease in the staffing or funding level, and both parties agree to enter into good faith discussions to address such request.

10. If University or the County in good faith determines that funding is no longer available to support the programs or positions providing services locally, either party may terminate this Agreement. Termination of the Agreement in its entirety requires a minimum of ninety (90) days prior notice. Notice shall be dated and provided in writing to the parties listed below as the contacts for this Agreement.

If to County:	Kanabec County Board of Commissioners c/o County Coordinator 18 North Vine St, Suite 181 Mora, MN 55051 Facsimile No: 320-679-6441
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If to University:	University of Minnesota Minnesota Extension Attn: Dean Beverly Durgan 240 Coffey Hall 1420 Eckles Avenue St. Paul, MN 55108 Facsimile No.: 612-625-6227 E-mail: mnext@umn.edu
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11. 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. The University's liability is governed by the provisions of the Minnesota Tort Claims Act, Minn. Stat. §3.736 and other applicable law.

12. Pursuant to Minn. Stat. §16C.05, Subd. 5, the University agrees that County, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices

and procedures of relating to this Agreement. University agrees to maintain these records in accordance with applicable law.

13. All data collected, created, received, maintained, or disseminated for any purposes by the activities of University because of this Agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Chap. 13, as amended, the Minnesota Rules implementing such Act now in force or as adopted, as well as Federal Regulations on data privacy.

14. The University is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, sexual orientation or other classifications protected by state or federal law. In adhering to this policy, the University abides by the Minnesota Human Rights Act, Minnesota Statute Ch. 363A; by the Federal Civil Rights Act, 42 U.S.C. 2000e; by the requirements of Title IX of the Education Amendments of 1972; by Sections 503 and 504 of the Rehabilitation Act of 1973; by the Americans With Disabilities Act of 1990; by Executive Order 11246, as amended; by 38 U.S.C. 2012, the Vietnam Era Veterans Readjustment Assistance Act of 1972, as amended; and by other applicable statutes and regulations relating to equality of opportunity.

15. This Agreement may be executed in counterparts and/or by electronic signature, each counterpart of which will be deemed an original, and all of which together will constitute one agreement. The executed counterparts of this Agreement may be delivered by electronic means, such as email and/or facsimile, and the receiving party may rely on the receipt of such executed counterpart as if the original had been received.

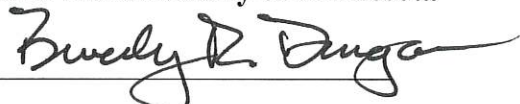
IN WITNESS WHEREOF, the parties by their respective authorized agents or officers have executed this Agreement.

COUNTY of Kanabec

BY 
Chair, County Board of Commissioners


DATE 11/16/21

Regents of the University of Minnesota

BY 

DATE 12-16-21

Approved as to form:

BY 
County Attorney

DATE 11/16/21

BY 
County Coordinator

DATE 11/16/21

Extension FY2023

		2021			2022			2023			
Object Code		Request	Actual	Variance	Request	thru 7/31	% @ 58%	Request	Change	Variance vs 2022	
Revenue:											
Misc other revenue	01-663-000-0000-5830	-	40		-	30			-		
Donations	01-663-000-0000-5751										
Reimbursements	01-663-000-0000-5891	-	90		-				-		
Registration Fees Educatio	01-663-000-8963-5501										
Expenditures:											
Salaries -- Regular	01-663-000-0000-6103										
Salaries -- Part-time	01-663-000-0000-6105	4,560	-	0%	5,700	2,411	42%	5,700	-	0%	Summer: 380 hours at \$15/hr
Contract Salaries	01-663-000-0000-6109	75,256	-	0%	76,949	-	0%	78,681	1,732	2%	MOA contract 4-H Educator
Per Diems	01-663-000-0000-6111	1,125	2,875	256%	1,125	825	73%	2,700	1,575	140%	Increase in county per diems
County Share -- PERA	01-663-000-0000-6163										
County Share -- FICA	01-663-000-0000-6175	350	-	0%	425	184	43%	425	-	0%	
Telephone	01-663-000-0000-6203								-		
Postage	01-663-000-0000-6205	750	430	57%	750	213	28%	750	-	0%	
Services & Charges	01-663-000-0000-6211	600	94,303	15717%	900	38,511	4279%	300	(600)	-67%	FairEntry Software subscription \$300
Staff Development	01-663-000-0000-6289								-		
Mileage	01-663-000-0000-6331	20	234	1171%	20	137	687%	20	-	0%	
Computers	01-663-000-0000-6405	750	2,252	300%	750	-	0%	750	-	0%	
Supplies	01-663-000-0000-6411	1,250	926	74%	1,250	989	79%	1,250	-	0%	
Misc expeditures	01-663-000-0000-6803										
Serv & Chrgs Education Ex	01-663-000-8963-6211										
Supplies Education Expo	01-663-000-8963-6411	500	323	65%	500	-		500	-	0%	
Mileage & Meals	01-663-666-0000-6331								-		
Supplies	01-663-666-0000-6411								-		
Totals:											
Expenditures		85,161	101,343	119%	88,369	43,271	49%	91,076	2,707		
Revenues		-	130		-	30		-	-		
Net Budget		85,161	101,213	119%	88,369	43,241	49%	91,076	2,707	0%	

4/8/22 - Created

6/16/22 - updated thru 4/30

7/25/22 - added 2023 request

8/3/22 - updated thru 7/31

Dept 663, Extension, Historical Budgets

		2017		2018		2019		2020	
		Request	Actual	Request	Actual	Request	Actual	Request	Actual
Revenue:									
Misc other revenue	01-663-000-0000-5830	100	50	100	30	-	70	-	10
State Grants - Fall for All	01-663-000-8963-5301								
Registration Fees Education	01-663-000-8963-5501	200		200	-	-		-	
Reimbursements	01-663-000-0000-5891		325						
Expenditures:									
Salaries -- Regular	01-663-000-0000-6103					-	134		
Salaries -- Part-time	01-663-000-0000-6105	4,243	1,535	4,243	4,005	3,243	3,289	4,560	1,993
Contract Salaries	01-663-000-0000-6109	70,431	70,431	72,492	54,144	74,080	73,383	75,256	69,870
Per Diems	01-663-000-0000-6111	1,250	1,015	1,250	-	1,250	2,625	1,250	-
County Share -- PERA	01-663-000-0000-6163								
County Share -- FICA	01-663-000-0000-6175	350	117	350	306	350	262	350	152
Telephone	01-663-000-0000-6203	300	-						
Postage	01-663-000-0000-6205	750	642	750	750	620	469	750	237
Services & Charges	01-663-000-0000-6211	600	19	600	14	300	6	300	693
Staff Development	01-663-000-0000-6289	100	-						
Mileage	01-663-000-0000-6331	100	301	20	214	20	384	20	-
Computers & Equipment	01-663-000-0000-6405	350	866	1,500	255	1,000	517	750	111
Supplies	01-663-000-0000-6411	1,250	893	1,250	1,153	1,000	941	1,250	376
Small Tools 1200-5000	01-663-000-0000-6480								
Serv & Chrgs Education Ex	01-663-000-8963-6211		278						
Supplies Education Expo	01-663-000-8963-6411		315	500	292	500	380	500	75
Postage	01-663-665-0000-6205								
Supplies	01-663-665-0000-6411								
Mileage & Meals	01-663-666-0000-6331	200							
Supplies	01-663-666-0000-6411	250							
Totals:									
Expenditures		80,174	76,412	82,955	61,133	82,363	82,390	84,986	73,509
Revenues		300	375	300	30	-	70	-	10
Net Budget		79,874	76,037	82,655	61,103	82,363	82,320	84,986	73,499

10:00 Appointment- Item a.

August 16, 2022

REQUEST FOR BOARD ACTION

a. Subject: Creation of an Assigned fund for Future Capital Equipment for Sheriff's Office	b. Origination: Sheriff's Office
c. Estimated time: 5 minutes	d. Presenter(s): Sheriff Smith

e. Board action requested:

Resolution #_____ – 8/16/22

Sheriff's Office – Unrestricted- Assigned Fund

WHEREAS the Kanabec County Sheriff's Office budgets revenue each year to fund future capital equipment expenses, and

WHEREAS the Sheriff's Office believes it would be in the best interest of the County to be able to carry unspent revenue over from one year to the next in an unrestricted, assigned fund to build a fund balance and reduce future levy impact,

THEREFORE BE IT RESOLVED to approve the Sheriff's Future Capital Equipment fund 01-201-000-0000-6685 as an Unrestricted-Assigned Fund for effective in budget year 2022.

f. Background:

Supporting Documents: None ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments:

10:00 Appointment- Item b.

August 16, 2022

REQUEST FOR BOARD ACTION

a. Subject: Quarterly Report	b. Origination: Sheriff's Office
c. Estimated time: 5 minutes	d. Presenter(s): Sheriff Smith

e. Board action requested:

Information only

f. Background:

Supporting Documents: None Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:



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	JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-			
911 Hang-ups, Abandoned, & C	0	0	0	0	0	0	0	0	0	49	37	-24	51	42	-18	73	38	-48	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Agency Assist	0	0	0	0	0	0	0	0	0	39	38	-3	24	29	21	30	42	40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Airplane - All incidents	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Alarms All (Home, Business, B	0	0	0	0	0	0	0	0	0	20	8	-60	8	20	150	21	17	-19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Animal-All Other	0	0	0	0	0	0	0	0	0	32	45	41	53	51	-4	49	53	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Animal Bites	0	0	0	0	0	0	0	0	0	0	4	0	2	0	-100	2	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Animal Neglect	0	0	0	0	0	0	0	0	0	2	1	-50	2	0	-100	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
County Dog Ordinance Violatio	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Assault - All	0	0	0	0	0	0	0	0	0	3	5	67	7	6	-14	7	2	-71	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
ATV Complaints - All including	0	0	0	0	0	0	0	0	0	6	4	-33	3	8	167	8	1	-88	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Bicycle Calls	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Boat and Water all calls includi	0	0	0	0	0	0	0	0	0	4	2	-50	5	3	-40	6	3	-50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Building Security Checks	0	0	0	0	0	0	0	0	0	0	2	0	1	1	0	2	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Burglary all calls	0	0	0	0	0	0	0	0	0	5	4	-20	10	2	-80	7	4	-43	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
City of Mora ordinance violatio	0	0	0	0	0	0	0	0	0	0	0	0	6	0	-100	3	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Civil Assist calls	0	0	0	0	0	0	0	0	0	37	28	-24	44	40	-9	38	32	-16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Civil Process calls including pag	0	0	0	0	0	0	0	0	0	1	1	0	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Community	0	0	0	0	0	0	0	0	0	0	1	0	2	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
County Ordinance Violation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Criminal Sexual conduct calls	0	0	0	0	0	0	0	0	0	1	2	100	6	5	-17	2	3	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Child Custody calls	0	0	0	0	0	0	0	0	0	10	0	-100	11	6	-45	10	6	-40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Damage to Property calls includ	0	0	0	0	0	0	0	0	0	21	14	-33	13	13	0	24	5	-79	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Sudden Deaths and Bodies fou	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Disorderly Conduct calls	0	0	0	0	0	0	0	0	0	7	6	-14	7	4	-43	11	12	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
DNR calls including Fish/Game,	0	0	0	0	0	0	0	0	0	0	1	0	1	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	



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	JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-			
Domestic Disturbance/Assaults	0	0	0	0	0	0	0	0	0	9	12	33	8	10	25	16	13	-19	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Drug calls - All	0	0	0	0	0	0	0	0	0	12	2	-83	4	2	-50	2	3	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Escape / Flight	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Escorts - including Funerals, R&D	0	0	0	0	0	0	0	0	0	6	4	-33	5	7	40	8	4	-50	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Fires- Deputy Only or Outside Incident	0	0	0	0	0	0	0	0	0	13	2	-85	9	8	-11	9	6	-33	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Fire- Pages DNR Fire	0	0	0	0	0	0	0	0	0	5	1	-80	0	1	0	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Fire- Pages Mora Area Fire	0	0	0	0	0	0	0	0	0	7	3	-57	9	9	0	4	3	-25	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Fire- Pages Ogilvie Fire	0	0	0	0	0	0	0	0	0	2	1	-50	5	2	-60	2	4	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Foot Patrol	0	0	0	0	0	0	0	0	0	18	27	50	26	23	-12	26	19	-27	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Forgery	0	0	0	0	0	0	0	0	0	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Found - All calls including animal	0	0	0	0	0	0	0	0	0	6	6	0	9	10	11	9	8	-11	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Fraud	0	0	0	0	0	0	0	0	0	12	6	-50	4	10	150	7	3	-57	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Garbage Dumping complaints	0	0	0	0	0	0	0	0	0	5	4	-20	8	4	-50	4	2	-50	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Harassing communications call	0	0	0	0	0	0	0	0	0	3	7	133	7	9	29	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Health and Safety	0	0	0	0	0	0	0	0	0	5	4	-20	10	6	-40	7	3	-57	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Secure Helipad	0	0	0	0	0	0	0	0	0	10	5	-50	14	9	-36	12	13	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Hospice Deaths	0	0	0	0	0	0	0	0	0	5	5	0	2	4	100	9	4	-56	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Information and misc calls	0	0	0	0	0	0	0	0	0	60	30	-50	39	66	69	51	49	-4	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Jail Incidents - Non Criminal	0	0	0	0	0	0	0	0	0	0	2	0	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Jail Medical	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Juvenile Alcohol complaints	0	0	0	0	0	0	0	0	0	1	0	-100	3	0	-100	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Juvenile Drug complaints	0	0	0	0	0	0	0	0	0	1	1	0	0	2	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Juvenile calls excluding tobacco	0	0	0	0	0	0	0	0	0	12	7	-42	13	18	38	7	9	29	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Juvenile Tobacco complaints	0	0	0	0	0	0	0	0	0	0	3	0	3	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Abduction / Kidnapping	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				



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	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-			
All Lost calls including animals,	0	0	0	0	0	0	0	0	0	2	0	-100	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Maltreatment	0	0	0	0	0	0	0	0	0	24	39	63	19	20	5	14	16	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Medical Emergency	0	0	0	0	0	0	0	0	0	122	102	-16	120	117	-3	143	103	-28	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Medical - Drug Overdoses	0	0	0	0	0	0	0	0	0	2	2	0	1	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Meetings and Presentations	0	0	0	0	0	0	0	0	0	0	0	0	1	0	-100	1	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Missing Person(s)	0	0	0	0	0	0	0	0	0	1	1	0	4	2	-50	3	2	-33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Motorist Assist calls	0	0	0	0	0	0	0	0	0	10	4	-60	5	11	120	10	5	-50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Neighborhood Disputes	0	0	0	0	0	0	0	0	0	6	2	-67	2	0	-100	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Noise complaints including loud	0	0	0	0	0	0	0	0	0	8	4	-50	10	6	-40	9	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Parking Violations	0	0	0	0	0	0	0	0	0	2	2	0	1	2	100	4	2	-50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
All Predatory Offender calls inc	0	0	0	0	0	0	0	0	0	85	5	-94	1	7	600	3	7	133	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
All Public assist calls	0	0	0	0	0	0	0	0	0	18	12	-33	11	24	118	20	13	-35	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Records checks including empl	0	0	0	0	0	0	0	0	0	11	9	-18	14	24	71	11	18	64	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Recovered goods including prop	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Road hazards	0	0	0	0	0	0	0	0	0	11	10	-9	5	38	660	10	9	-10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Scams - All	0	0	0	0	0	0	0	0	0	13	5	-62	7	7	0	13	2	-85	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Search Warrants	0	0	0	0	0	0	0	0	0	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Shooting complaints	0	0	0	0	0	0	0	0	0	3	0	-100	9	6	-33	3	4	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Shoplifting complaints	0	0	0	0	0	0	0	0	0	0	1	0	2	0	-100	4	1	-75	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Special Detail	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Stolen Property calls - all	0	0	0	0	0	0	0	0	0	2	1	-50	0	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Stop arm violations	0	0	0	0	0	0	0	0	0	3	0	-100	4	1	-75	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Sudden Deaths and Bodies fou	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	1	-50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Suicide-Death	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Suicide threats-attempts	0	0	0	0	0	0	0	0	0	9	7	-22	5	8	60	6	8	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			



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	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-	2021	2022	+/-			
Suspicious calls including persc	0	0	0	0	0	0	0	0	0	92	85	-8	105	70	-33	70	73	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Theft calls - all not including m	0	0	0	0	0	0	0	0	0	36	23	-36	22	18	-18	27	37	37	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
All Threat calls	0	0	0	0	0	0	0	0	0	5	6	20	18	10	-44	10	8	-20	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Tobacco compliance checks.	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Traffic / Driving complaints	0	0	0	0	0	0	0	0	0	39	20	-49	48	23	-52	37	35	-5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Traffic Accidents including all p	0	0	0	0	0	0	0	0	0	16	11	-31	17	17	0	10	18	80	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Traffic violations all including ci	0	0	0	0	0	0	0	0	0	112	127	13	104	109	5	124	153	23	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Transport all (jail) except medi	0	0	0	0	0	0	0	0	0	13	7	-46	6	12	100	7	13	86	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Trespassing complaints	0	0	0	0	0	0	0	0	0	3	0	-100	6	6	0	1	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
TZD -All Towards Zero Death s	0	0	0	0	0	0	0	0	0	0	32	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Unwanted person non criminal	0	0	0	0	0	0	0	0	0	13	13	0	14	16	14	13	16	23	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Vandalism calls all except mail	0	0	0	0	0	0	0	0	0	1	2	100	0	0	0	1	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Vehicle theft all including moto	0	0	0	0	0	0	0	0	0	0	0	0	1	2	100	4	2	-50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Violation of Court orders all inc	0	0	0	0	0	0	0	0	0	7	5	-29	9	6	-33	5	12	140	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Vehicle off Road/Vehicle in Dite	0	0	0	0	0	0	0	0	0	3	7	133	6	9	50	2	8	300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Salvation Army	0	0	0	0	0	0	0	0	0	0	0	0	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Warrant entry and arrests	0	0	0	0	0	0	0	0	0	6	15	150	11	9	-18	17	6	-65	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Weapons offenses including fel	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Weather - Monthly Test	0	0	0	0	0	0	0	0	0	1	3	200	0	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Weather - Severe Storm Warni	0	0	0	0	0	0	0	0	0	0	0	0	1	4	300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Weather - Tornado Warning	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Welfare checks	0	0	0	0	0	0	0	0	0	24	31	29	39	41	5	39	41	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	0	0	0	0	0	0	0	0	0	1135	930	-18	1065	1075	1	1110	1014	-9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		

Agenda Item #1

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

UNAPPROVED MINUTES

August 2, 2022

The Kanabec County Board of Commissioners held a Regular Board Meeting in person and via telephone/video conference call at 9:00am on Tuesday, August 2, 2022 pursuant to adjournment with the following Board Members present on-site: Les Nielsen, Dennis McNally and Craig Smith. Absent: Rick Mattson. Staff present on-site: County Coordinator Kris McNally and Recording Secretary Kelsey Schiferli.

The meeting was held in the County Board Room and via WebEx for anyone wishing to participate remotely.

The Chairperson called the meeting to order and led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the agenda with the following modification: Move Agenda Item #6, Courthouse Parking for 4th Tuesday of the Month (Veteran's Coffee Talk) to 10:00am when Veteran Service Officer Erica Bliss is present.

Action #2 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the July 19, 2022 minutes as presented.

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

<u>Vendor</u>	<u>Amount</u>
Ann Lake Twp	3,121.62
Arthur Twp	497.83
Braham Public Schools	1,161.79
Brunswick Twp	71.59
Comfort Twp	434.72

Dearborn National Life Insurance Co	773.97
East Cent. Reg Dev Commission	86.61
East Central Energy	216.37
East Central Energy	1,180.61
East Central School District	105.17
Ford Twp	2,331.18
Further	581.40
Grass Lake Twp	789.06
Haybrook Twp	574.16
Health Partners	6,360.28
Hillman Twp	350.49
Hinckley-Finlayson Schools	3,855.38
Kanabec County Auditor HRA	7,200.00
Kanabec County Auditor-Treas	8,259.96
Kanabec Twp	940.22
Knife Lake Twp	374.12
Kroschel Twp	2,709.17
Lambright, Christian	500.00
Life Insurance Company of North America	684.63
Miller, Jason	500.00
Minnesota Energy Resources Corp	9,161.68
Minnesota Energy Resources Corp	51.40
MNPEIP	10,950.76
MNPEIP	146,271.16
Mora Municipal Utilities	19,852.49
Mora Public Schools	4,923.16
Office of MN.IT Services	1,338.65
Ogilvie Public Schools	3,035.72
Peace Twp	354.37
Pomroy Twp	2,237.62
Southfork Twp	64.79
The Hartford Priority Accounts	5,846.13
Verizon Wireless Aircards	1,010.28
Verizon Wireless Aircards	360.11
VSP Insurance Co	528.42
Whited Twp	101.52

41 Claims Totaling: \$ 249,748.59

Action #4 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to recess the meeting at 9:02am to a time immediately following the Community Health Board.

Action #CH5 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the Community Health Board Agenda with the following addition: Central MN Healthcare Preparedness Coalition Resolution.

Certified Public Health Nurse Kirsten Lejonvarn met with the County Board to give a presentation regarding immunizations. Information only, no action was taken.

Community Health Director Kathy Burski gave the Director's Report.

Community Health Director Kathy Burski presented a proposed interim THC Ordinance.

9:16am – County Attorney Barbara McFadden Arrived.

Action #CH6 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to move forward with the process of adopting the proposed interim THC Sales Moratorium Ordinance by Planning Commission review to be following by a public hearing and further Board discussion.

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

Resolution #CH7 – 8/2/22

Central MN Healthcare Preparedness Coalition Resolution

WHEREAS, according to the Public Health Emergency Preparedness (PHEP) BP1 2022-2023 recurring grant duties Kanabec County Community Health is required to: Maintain Health Care Coalition (HCC) signed membership, ensure CHB representation on the Health Care Coalition steering/advisory committees, and report back to Kanabec County Community Health Board, Directors and Emergency Preparedness Coordinators on actions, information, and other important items; and

WHEREAS, Kanabec County Community Health has maintained membership on the Central MN Healthcare Preparedness Coalition for many years through an MOU and is presenting this annual update of that MOU for approval.

THEREFORE BE IT RESOLVED, the Kanabec County Community Health Board approves the Community Health Administrator signing the Annual Signature Form and agree to

be a member of the coalition as required and agrees to collaborate and assist other healthcare facilities/agencies as resources allow during times of disaster/crisis, as described in the CMHPC MOU.

Action #CH8 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the payment of 93 claims totaling \$35,881.08 on Community Health Funds.

Action #CH9 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to adjourn Community Health Board at 9:25am and to meet again on Tuesday, September 6, 2022 at 9:05am.

The Board of Commissioners reconvened.

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

Revenue Fund

<u>Vendor</u>	<u>Amount</u>
Adam's Pest Control, Inc.	250.00
Applied Concepts, Inc.	894.00
Applied Concepts, Inc.	5,990.00
AREMA Arrowhead Region Emergency Mgmt	100.00
Aspen Mills	201.00
Aspen Mills	2,573.62
Aspen Mills	2,155.65
Auto Value	24.98
Blue Star Graphics	36.00
Bob Barker	11.78
Bob Barker	1,124.11
Bowland, Tim	102.32
Bracewell, Earl	88.75
Braham Motor Service	739.26
Brownells, Inc	2,696.94
C & D Auto	576.60
Children's Hospitals and Clinics of MN	1,000.00
CLIA Laboratory Program	180.00
Curtis, Michael	724.63

Granite Electronics	199.99
Gratitude Farms	500.00
Hamilton Funeral Homes	430.00
Henry Schein	523.33
Hoefert, Robert	1,003.13
Horizon Towing	1,127.44
IT SAVVY	515.82
IT SAVVY	24.98
Kanabec County A/T	2,545.56
Kanabec County A/T	2,545.56
Kanabec County Soil & Water	15,176.00
Kanabec County Soil & Water	5,000.00
Kanabec Publications	623.57
Lakeland Printers Inc	30.00
Lakeland Printers Inc	10.00
Larkin Hoffman Daly & Lindgren Ltd	7,758.00
Larkin Hoffman Daly & Lindgren Ltd	421.24
League of MN Cities	94.00
MACO-MOMS	750.00
Marco	3,216.80
Marco	131.30
MCAA	50.00
McNally, Dennis	85.00
Michael Keller, Ph.D., L.P.	650.00
Milaca Chiropractic Center	85.00
MN Alliance on Crime	150.00
Mora Municipal Utilities	266.12
Motorola Solutions	14,920.46
Motorola Solutions	188,780.60
Motorola Solutions	8,573.73
MRA	231.25
North Central Fabricators, LLC	3,221.25
North Metro Animal Care & Control	1,225.00
Novus Glass	345.00
Oak Gallery	15.39
O'Brien, Pat	92.50
ODP Business Solutions, LLC	71.71
ODP Business Solutions, LLC	53.76

ODP Business Solutions, LLC	53.08
Office Depot	47.88
Office Depot	56.67
Office of MNIT Services	604.00
Olson, Rhonda	85.00
O'Reilly Auto Parts	58.08
Priority Dispatch Corporation	5,317.80
Priority Dispatch Corporation	365.00
Ramsey County	1,445.00
Ramsey County	1,445.00
Recovering Hope Treatment Center	1,579.00
RELX Inc. DBA LexisNexis	225.00
Schmitt, Kelly	106.00
Scotts Lawn & Landscapes	107.38
Sea Change Print Innovations	29.00
SHI	159.00
SHI	159.00
SHI	159.00
SHI	159.00
SHI	159.00
SHI	159.00
SHI	954.00
State of Minnesota - BCA	680.00
Stellar Services	153.90
Stellar Services	106.31
Stellar Services	64.62
Stenstrom Collision & Detail	26.00
Summit Food Service Management	4,035.42
Summit Food Service Management	4,103.86
Summit Food Service Management	4,051.47
SWIFT	87.24
Uline	507.24
Van Alst, Lillian	1,354.38
Wickeham, Teresa	388.50
Zaudtke, Wayne	76.88

92 Claims Totaling: \$ 309,980.84

Road & Bridge Fund

<u>Vendor</u>	<u>Amount</u>
Beaudry Oil & Propane	33,541.33
Bjorklund Companies	1,958.98
Black's Excavating	300.00
Campbell, Gary	600.00
Central McGowan	256.17
EGT Testing	1,500.00
Federated Co-ops	120.50
Granite Ledge Electrical	1,695.00
Houston Engineering	7,436.18
IT Savvy LLC	783.40
Johnson Hardware	114.95
Kanabec County Highway Dept	122.90
Knife River Corp	678.38
McGriff, Anders	312.00
Mora Municipal Utilities	962.42
Mustang Signs & Graphics	190.00
North Central International	764.59
Northern States Supply	97.53
Nuss Truck	85,864.45
Sanitary Systems	160.00
Trueman Welters	671.43
USIC Locating	30.00
Wallace, Bruce	58.98
Widseth Smith Nolting	2,620.50
Willmert, Reid and Ross	6,395.00
Wm. D. Scepaniak, Inc.	473,348.54
26 Claims Totaling:	<u><u>\$ 620,583.23</u></u>

Environmental Services/GIS Technician Ryan Carda met with the County Board to present an Interim Use Permit Application for a Vacation Rental.

Action #11 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the Interim Use Permit Application for a Vacation Rental, located at 2595 300th Ave, Brook Park, owned by Jaramie Wood.

Action #12 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #12a – 8/2/22

WHEREAS the Kanabec County Board of Commissioners has been presented with a request for lawful gambling within Kanabec County, and

WHEREAS the application was complete, included all necessary documentation, appears in accordance with County Policies and the applicant and facility owners are in good standing with the County;

BE IT RESOLVED to approve the Application for Knife Lake Sportsmen’s Club for a bingo event to be held at Northwoods Steakhouse, 2732 Hwy 65, Mora, MN 55051 on October 20, 2022.

Resolution #12b – 8/2/22

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	\$1,023.41
Quality Disposal	\$3,954.40
Arthur Township	\$1,000.00
Total	\$5,977.81

County Coordinator Kris McNally led a discussion regarding a one-time special distribution from MCIT in the amount of \$107,414. The Board expressed consensus to table allocation of these funds until the next County Board meeting when all County Commissioners are present.

9:46am – The Chairperson recessed the meeting for a break.

9:55am – The Board of Commissioners reconvened.

County Coordinator Kris McNally led a discussion regarding the purchase of an application tracking system.

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

Resolution #13 - 8/2/22

WHEREAS the current application tracking system is expiring December 31, 2022, and

WHEREAS the County Coordinator and HR Specialist have viewed various application tracking systems and would like to sign an agreement with ApplicantStack by SwipeClock;

BE IT RESOLVED to approve an agreement with SwipeClock for the county's application tracking system;

BE IT FUTHER RESOLVED that the HR Specialist is authorized to sign the agreement with SwipeClock for said system.

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

Action #14 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #14a – 8/2/22

Resolution Granting Authorization to Apply for the MDVA Operational Enhancement Grant

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

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

the operations of the county veterans service office as specified in *Minnesota Statutes 197.608 and Minnesota Laws 2021, 1st Special Session, Chapter 12, Article 1, Section 37, Subdivision 2*. And

BE IT RESOLVED the Kanabec County Board authorizes the application of the Veterans Operational Grant for FY23.

THEREFORE BE IT RESOLVED that Kanabec County Veterans Service Officer Erica Bliss is authorized to sign the grant application.

Resolution #14b – 8/2/22

Resolution to Accept the MDVA Operational Enhancement Grant and Enter Into a Grant Contract with the MN Department of Veterans Affairs

BE IT RESOLVED by the Kanabec County Board of Commissioners that the County accept the MDVA Operational Enhancement Grant and hereby agrees to enter into a Grant Contract with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: County Veterans Service Office Operational Enhancement Grant Program;

BE IT FURTHER RESOLVED said grant must be used to provide outreach to the county's Veterans; to assist in the reintegration of combat Veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county Veterans service office, as specified in Minnesota Statutes 197.608 and Minnesota Laws 2021, 1st Special Session, Chapter 12, Article 1, Section 37, Subdivision 2. This Grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by the Kanabec County Board of Commissioners that Erica Bliss, the County Veteran Service Officer, be authorized to execute the Grant Contract for the above-mentioned Program on behalf of the County.

Commissioner Dennis McNally led a discussion regarding the proposed reservation of the Courthouse parking lot on the 4th Tuesday of each month from 8:00am – 12:00pm for Veteran's Coffee Talk.

The Board expressed consensus for Veteran Service Officer Erica Bliss to work with County Sheriff Brian Smith in an effort to relocate Coffee Talk to the Jail Training Room. The jail facility would provide more parking spaces as well as a more accessible meeting room at ground level.

Deputy Auditor Property & Tax Tim Jacobs met with the Board to determine a plan of action for tax forfeit parcel 12.02185.00 located at 3232 Hwy 65. The estimated cost to clean up the property is \$14,000. The Board expressed consensus to obtain a quote to demolition all structures on the property, to move forward with the clean-up on trash on the property, and to notify adjoining landowners of the property's availability status.

10:50am – The Chairperson called for public comment in the room and online three times. None responded.

10:51am – The Chairperson closed public comment.

The Board expressed consensus to move Closed Session, Union Negotiation Strategy to the next meeting when the full Board is present.

Future Agenda Items: Warman Property; Allocation of funds from one-time special MCIT distribution; Closed Session – Union Negotiation Strategy

Action #15 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to recess the meeting at 10:50am to a Board Budget Work Session on August 9, 2022 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>
CW Technology	3,225.40	Monthly Service	IS
Verizon Wireless Cell Phones	3,113.38	Monthly Service	Various
East Central Energy	85.44	Intersection Lighting	Highway
Martin, Josh	500.00	Driveway Permit Refund	Highway
New Look Center	500.00	Driveway Permit Refund	Highway
Nosbush, Brian	500.00	Driveway Permit Refund	Highway
Peterson, Tysonn	500.00	Driveway Permit Refund	Highway
Schultz, Craig	500.00	Driveway Permit Refund	Highway
Consolidated Communications	1,141.63	Monthly Service	Various
Kanabec County Auditor HRA	3,876.43	VEBA Deposit/PTO Conv	HR
Kwik Trip Inc	17,139.53	Gas Credit Cards	Various
Minnesota Department of Finance	6,503.00	State Fees & Surcharges	Recorder
Quadient Finance USA, Inc.	4,500.00	Postage, Courthouse & PSB	Unallocated
Spire Credit Union	5,281.49	See Below	
East Central Energy	170.58	Intersection Lighting	Highway
Evenson, Rick & Ling/Val	500.00	Driveway Permit Refund	Highway
Gossen, John	500.00	Driveway Permit Refund	Highway
Harp, Larry	500.00	Driveway Permit Refund	Highway
Libra, Alyssa	500.00	Driveway Permit Refund	Highway
Segelstrom, Natasha	500.00	Driveway Permit Refund	Highway
Thao, Chongneng	500.00	Driveway Permit Refund	Highway
Woods, Robert	500.00	Driveway Permit Refund	Highway
22 Claims Totaling:	<u>\$ 51,036.88</u>		

Spire Credit Union

16.99	Amazon - TZ Tape	IS
7.79	Amazon - HDMI to DVI Cable	IS
140.00	Packtrack - K-9 Unit Subscription	ARPA
176.52	K-9 Unit Dog Food	APRA
89.88	K-9 Unit - Chameleon System	ARPA
153.75	MN DOR - State Board of Assessor	Assessor
153.75	MN DOR - State Board of Assessor	Assessor
150.00	Realtor Assn - MLS Qrtly Serv	Assessor
263.30	Hilton Garden Inn - Assessor Conf	Assessor
131.65	Hilton Garden Inn - Assessor Conf	Assessor
354.78	Holiday Inn - Assessor Conf	Assessor
64.91	Amazon - Office Supplies	Assessor
84.00	MDHS - Background Studies (2)	Transit
14.99	Amazon - Prime Membership	Sheriff
15.93	Amazon - USB Cables (2)	Sheriff
64.39	Batteries	Sheriff
17.99	Amazon - iPads Screen Protector	Sheriff
17.99	Amazon - iPads Screen Protector	Sheriff
10.99	Amazon - iPads Screen Protector	Sheriff
31.00	Emma's Pizza - Jail Training Lunch	Jail
29.10	Mora Bakery - Jail Training Donuts	Jail
40.00	Emma's Pizza - Jail Training Lunch	Jail
29.45	Mora Bakery - Jail Training Donuts	Jail
249.99	B&H Photo - Brother Printer	Jail
103.82	Amazon - Printer Drum	Jail
38.60	Amazon - Jail Supplies	Jail
71.72	Amazon - Jail Supplies	Jail
106.48	Amazon - Brother Printer Drum	Jail
30.00	Priority Disp - Retest EMD (DS)	E-911
50.00	BCA Training - CJIS Course (DS)	E-911
30.00	Priority Disp - Retest EMD (KC)	E-911
30.00	Priority Disp - Retest (DS)	E-911
615.00	Breezy Pt Lodging/EM Conf (KS)	E-911
225.00	AMEM Conf - Schmitt	Emergency Mgmt

116.98	Amazon - Brother Toner	Extension
0.99	Apple - Storage	Highway
166.14	Amazon - Viewsonic Monitor	Highway
719.00	IXL - 1yr IXL Classroom License	EDA
16.99	Amazon - iPhone Case	Welfare
19.98	Amazon - Cellphone Case Etc	Community Health
150.00	U of M Summer Inst	Community Health
274.51	Power Graphics - Banner & Stand	Community Health
7.15	Big Sky Resort Lodging Tax	Community Health
25.60	Availity Subscription Fee	Community Health
119.99	Canva Publishing Program	Community Health
22.40	Availity Subscription Fee	Community Health
32.00	Availity Subscription Fee	Community Health
47 Claims Totaling: \$ <u>5,281.49</u>		

Agenda Item #3a

Regular Bills - Revenue Fund

Bills to be approved: 8/16/22

Department Name	Vendor	Amount	Purpose
ASSESSOR	Marco	159.00	Standard Payment, Copier
		159.00	
BUILDINGS MAINTENANCE	Ace Hardware	2,826.96	Floor Coating, GFI, Krud Kutter, Patch Kit, Primer, Tape, Caulk (Jail)
BUILDINGS MAINTENANCE	Adam's Pest Control	125.00	Prevention Rodents (Transit)
BUILDINGS MAINTENANCE	Adam's Pest Control	125.00	Prevention Plus (PSB)
BUILDINGS MAINTENANCE	Eric Hanson Consulting	5,500.00	Building Control Services (Jail)
BUILDINGS MAINTENANCE	FBG Service Corporation	4,829.00	July 2022 Cleaning Services (Courthouse)
BUILDINGS MAINTENANCE	FBG Service Corporation	2,543.00	July 2022 Cleaning Services (PSB)
BUILDINGS MAINTENANCE	FBG Service Corporation	672.00	July 2022 Cleaning Services (Jail)
BUILDINGS MAINTENANCE	Grainger	121.76	1/3HP Motor for Bath Fan (PSB)
BUILDINGS MAINTENANCE	Grainger	49.23	Pick-Proof Adhesive Sealant (Jail)
BUILDINGS MAINTENANCE	Granite City Jobbing Co	280.00	Garbage Bags, Paper Towels, Hand Soap (Courthouse)
BUILDINGS MAINTENANCE	Granite City Jobbing Co	530.20	Garbage Bags, Paper Towels, TP, Hand Soap (PSB)
BUILDINGS MAINTENANCE	Handyman's Inc	319.44	Filters (Courthouse)
BUILDINGS MAINTENANCE	Handyman's Inc	145.32	Filters (Jail)
BUILDINGS MAINTENANCE	Johnsons Hardware	38.44	Wire Connector Box, Teflon Lube, Bolts, Hooks (Courthouse)
BUILDINGS MAINTENANCE	Metropolitan Mechanical	1,725.05	Cleaned One Chiller (Courthouse)
BUILDINGS MAINTENANCE	Metropolitan Mechanical	1,725.05	Cleaned One Chiller and One Liebert Unit (Jail)
BUILDINGS MAINTENANCE	Quality Disposal Systems	222.65	July Services (Courthouse)
BUILDINGS MAINTENANCE	Quality Disposal Systems	235.62	July Services (PSB)
BUILDINGS MAINTENANCE	Summit Companies	632.00	Monitoring 8/1/22 - 7/31/23 (PSB)
		22,645.72	

COUNTY ATTORNEY	Barbo, Elizabeth	1,600.00	Services Provided by South Metro Forensic & Psychological Services LLC, Independent Commitment Records Review
COUNTY ATTORNEY	LexisNexis (RELX Inc)	<u>189.08</u>	LexisNexis - July 2022
		1,789.08	
COUNTY COORDINATOR	Association of MN Counties	150.00	MACA Tech Training - KM
COUNTY COORDINATOR	McNally, Kris	<u>363.50</u>	Mileage & Lodging for MACA Conference in Duluth
		513.50	
COUNTY CORONER	Methven Funeral and Cremation Services	400.00	Removal and Transport
COUNTY CORONER	River Valley Forensic Services, P.A.	<u>1,000.00</u>	Post Mortem Examinations (2)
		1,400.00	
ELECTIONS	DS Solutions	546.00	P2022 Test Deck Creation
ELECTIONS	Election Systems & Software Inc	205.00	DS200 Firmware License Annual Maintenance
ELECTIONS	Jacobs, Tim	23.75	Election Trips, Ballots
ELECTIONS	Oak Gallery	35.18	P2022 Abstract to SOS Overnight
ELECTIONS	Sea Change Print Innovations	1,229.77	P2022 OmniBallot Programming
ELECTIONS	Snyder, Denise	65.63	Election Trips, Rosters & Ballots
ELECTIONS	Young, Kathy	<u>39.38</u>	Election Trips, Ballots
		2,144.71	
ENVIRONMENTAL SERVICES	Kanabec County Highway Department	<u>169.44</u>	Fuel & Postage
		169.44	
HUMAN RESOURCES	American DataBank	<u>150.25</u>	Background Study for New Employees - EH, JL, DS
		150.25	
INFORMATION SYSTEMS	KnowBe4 Inc.	<u>2,018.25</u>	Subscription
		2,018.25	

LAW LIBRARY	LexisNexis (RELX Inc)	225.00	Law Library Invoice
		225.00	
PROBATION & JUVENILE PLACEMENT East Central Regional Juvenile Center		4,335.00	July 2022 Contracted Beds at East Central Juvenile Center
PROBATION & JUVENILE PLACEMENT Minnesota Monitoring, Inc.		132.00	Detention - Electronic Bracelet, June 2022
PROBATION & JUVENILE PLACEMENT Office Depot		58.01	Office Supplies
PROBATION & JUVENILE PLACEMENT RS EDEN		23.10	Drug Testing - Samples that Needed to be Sent to the Lab
		4,548.11	
PUBLIC TRANSPORTATION	Auto Value Mora	160.71	Bus Parts
PUBLIC TRANSPORTATION	Curtis, Michael	672.88	Volunteer Driver - Mileage, Meals, Parking
PUBLIC TRANSPORTATION	Fairview Health Services	45.00	Drug Screens
PUBLIC TRANSPORTATION	Glen's Tire	199.49	Bus & Van Repairs
PUBLIC TRANSPORTATION	Hoefert, Robert	1,080.00	Volunteer Driver - Mileage
PUBLIC TRANSPORTATION	Industrial Health Services Network Inc	229.00	Annual Program Fee for Drug Screens
PUBLIC TRANSPORTATION	Kanabec County Highway Department	719.80	Bus & Van Repairs, Fuel, Oil
PUBLIC TRANSPORTATION	Kanabec Publications	551.00	Advertising
PUBLIC TRANSPORTATION	Marco	134.68	Printer Contracts
PUBLIC TRANSPORTATION	Midcontinent Communications	259.91	Utilities Mora
PUBLIC TRANSPORTATION	Quality Disposal Systems	28.97	July Services
PUBLIC TRANSPORTATION	SHAH Software, Inc.	26,840.00	Transportation Manager System, Sept 2022 - Aug 2023
PUBLIC TRANSPORTATION	Van Alst, Lillian	1,674.38	Volunteer Driver - Mileage
		32,595.82	
SHERIFF	ALPHA Training & Tactics LLC & Sales	1,300.00	Firearms Instructor Course - AG & JK
SHERIFF	Aspen Mills	52.95	Cargo Pants, Initial Issue - TS
SHERIFF	Aspen Mills	302.84	Jacket/Patches, Initial Issue - TS
SHERIFF	AT&T Mobility	1,367.88	Monthly Service
SHERIFF	Coborn's Inc.	917.85	BADGES Gift Cards \$200 (2), \$500 (1), Gift Card Fees
SHERIFF	Glen's Tire	742.77	Squad Repairs - Brakes, Sensor, Flat Repair, Tire Mount/Dismount
SHERIFF	Gratitude Farms	500.00	Animal Control Services

SHERIFF	Horizon Towing	536.88	Towing Services (2)
SHERIFF	Michael Keller, Ph.D., L.P.	650.00	Psychiatric Evaluation, New Employee - JK
SHERIFF	River Valley Forensic Services, P.A.	250.00	Contract Monthly Medical Examiner Service, June 2022
SHERIFF	Tinker & Larson Inc	124.80	Squad Oil Changes (2)
		6,745.97	
SHERIFF - 911 EMERGENCY	Accurate Controls Inc	72.50	Technical Support Call
SHERIFF - 911 EMERGENCY	ProPhoenix Corporation	57,775.64	Annual Maintenance & Support Contract
		57,848.14	
SHERIFF - CITY OF MORA	AT&T Mobility	44.74	Monthly Service
SHERIFF - CITY OF MORA	Tinker & Larson Inc	1,558.20	Squad Oil Change, Front & Rear Brakes/Rotors
		1,602.94	
SHERIFF - JAIL/DISPATCH	Advanced Correctional Healthcare	18,464.14	September 2022 On-Site Medical and MH Services
SHERIFF - JAIL/DISPATCH	Aspen Mills	49.49	Mock Neck/Tie Clip, Initial Issue - JL
SHERIFF - JAIL/DISPATCH	Bio-Tec Emergency Services, LLC	500.00	Bio-Hazard Clean Up
SHERIFF - JAIL/DISPATCH	Coborn's Inc.	23.94	Jail Supplies
SHERIFF - JAIL/DISPATCH	Quality Disposal Systems	238.22	July Services
SHERIFF - JAIL/DISPATCH	State of Minnesota - Dept of Transportation	300.00	MNDOT Ogilvie Tower Agreement
SHERIFF - JAIL/DISPATCH	Stellar Services	13.96	Canteen
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	4,065.38	Inmate Meals 7/30/22 - 8/5/22
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	4,089.96	Inmate Meals 7/23/22 - 7/29/22
		27,745.09	
UNALLOCATED	Kanabec Publications	271.79	County Board Minutes - 6/21 & 7/5
UNALLOCATED	Rupp, Anderson, Squires & Waldspurger, PA	506.00	Legal Services, May 2022
		777.79	
VEHICLE POOL	Kanabec County Highway Department	69.28	Unit #25, '02 Caravan - Engine Coolant Thermostat & 1.5hrs Labor
		69.28	

VETERAN SERVICES	MNCVSO	180.50	CVSO Assistant Conference
VETERAN SERVICES	Mora Bakery	<u>47.50</u>	Donuts - Coffee Talk
		228.00	

76 Claims Totaling: \$ 326,524.18

Agenda Item #3b **Regular Bills - Road & Bridge** **Bills to be approved: 8/16/22**

Vendor	Amount	Purpose
Ace Hardware	146.19	Shop supplies
Aramark	348.88	Coveralls and janitorial supplies
Auto Value	3,978.24	Repair parts
Braham Motor Service	227.40	Repair parts
Capitalone Trade Credit	759.97	Repair parts
Central McGowan	230.45	Welding supplies
Central Pension Fund	357.20	Training center use fee
Crawford	343.67	Repair parts
Diamond Mowers	1,861.98	Repair parts
Federated Co-ops	139.99	Engineering supplies
Glens Tire	1,479.52	Tire repair
Gopher State One-Call	25.65	Locates
Johnson Hardware and Rental	57.44	Shop supplies
Kanabec County Highway Dept	82.21	Petty Cash, Postage
Kanabec Publications	730.00	Purchase orders
Knife River	197.40	Gravel
Kwik Trip	118.25	Fuel
Marco	1,160.95	Printer fee
Mille Lacs County Public Works	1,801.31	Plowing and mowing
Newman Traffic Signs	7,455.18	Signs
ODP	739.36	Office supplies
Pomp's Tire Service	4,033.60	Tires
Power Plan	1,836.12	Repair parts
Quality	189.31	Garbage pickup
Summit Companies	632.00	Fire alarm monitoring
Usic Locating	60.00	Locates
Wiacom	675.30	GPS

27 Claims Totaling: \$ 29,667.57

Agenda Item #4

August 16, 2022

REQUEST FOR BOARD ACTION

a. Subject: Update on the Proposed Interim Ordinance Placing a Moratorium on the Sale of Hemp Derived THC Food and Beverages within Kanabec County	b. Origination: Community Health
c. Estimated time: 5 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested:

Information only

f. Background:

An interim ordinance placing a moratorium on the sale of hemp derived THC food and beverages within Kanabec County was proposed by the Community Health Director at the Board meeting on 8/2/22. Per Board directive, that interim ordinance was given to the Planning Commission for review and input. The Planning Commission is holding a public hearing on this issue at 7PM on 8/22/22.

The Board of Commissioners will hear the Planning Commission's recommendations as well as conduct a second public hearing on this proposed interim ordinance in conjunction with their regular meeting on 9/6/22.

Supporting Documents: None ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments:

Agenda Item #5

August 16, 2022

REQUEST FOR BOARD ACTION

a. Subject: MCIT Special Distribution	b. Origination: Minnesota Counties Intergovernmental Trust (MCIT)
c. Estimated time: 10-15 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested:

Resolution #__ - 8/16/22

MCIT Special Distribution

WHEREAS, the Minnesota Workers' Compensation Reinsurance Association has issued Minnesota Counties Intergovernmental Trust (MCIT) a special distribution due to better than expected investment returns and favorable claims experience; and

WHEREAS, MCIT will be issuing member counties a portion of this special distribution; and

WHEREAS, Kanabec County is a member of MCIT and received a payment of \$107,414 in August;

THEREFORE BE IT RESOLVED, it is the intention of the Kanabec County Board of Commissioners to utilize this special distribution for the following purposes:

f. Background:

Supporting Documents: None Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments: This is not a reoccurring event. This is a special, one-time distribution.

**MCIT**

Minnesota Counties Intergovernmental Trust

100 Empire Drive, Suite 100, St. Paul, MN 55103-1885 • 651.209.6400 • 1.866.547.6516 • MCIT.org

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**BOARD OF
DIRECTORS**

Felix Schmiesing
Chair
Sherburne County
Commissioner

Ron Antony
Vice-chair
Yellow Medicine
County
Commissioner

Randy Schreifels
Secretary/Treasurer
Stearns County
Auditor-Treasurer

Don Wachal
Jackson County
Commissioner

Marcia Ward
Winona County
Commissioner

Kirk Peysar
Aitkin County
Auditor

Jack Swanson
Roseau County
Commissioner

Kevin Corbid
Washington County
Administrator

Ben Grimsley
Becker County
Commissioner

July 22, 2022

Dear Kanabec County:

On behalf of the MCIT Board of Directors I am pleased to inform you about a special distribution of funds the Minnesota Counties Intergovernmental Trust (MCIT) is making to its members participating in the workers' compensation division.

Earlier in March 2022, the Minnesota Workers' Compensation Reinsurance Association (WCRA), a nonprofit association which provides all Minnesota-based organizations with reinsurance services for workers' compensation, notified MCIT that we would be receiving approximately \$11.3 million on behalf of our members. This special distribution from the WCRA comes as a result of better than expected investment returns and favorable claims experience, among other factors.

MCIT has received this distribution due, in large part, to the active way our members have managed their workers' compensation programs. Our positive experience is due to your success. As a result, the MCIT Board of Directors has decided to refund the majority of these funds - \$9.6 million - to our members. The difference is being set aside to invest in improvements to the MCIT building in St. Paul, also a benefit to members, along with a portion set aside as a hedge against future potential assessments from the WCRA.

In early August your organization will be receiving a check in the amount of \$107,414.

Separately, each year since 1991, MCIT has been proud to issue dividend payments to our members, and our Board aims to do this again in 2022. However, this special distribution from the WCRA is a single event, and I want to emphasize the unique nature of this particular distribution.

Thank you for your dedication to the mission of MCIT, and your steadfast work in keeping our public employees healthy and engaged in our shared, critical public service mission.

Sincerely,

Felix Schmiesing, Sherburne County Commissioner
MCIT Board Chair

Agenda Item #6

August 16, 2022

REQUEST FOR BOARD ACTION

a. Subject: Update Commissioner Committee Appointments	b. Origination: Coordinator's Office
c. Estimated time: 10 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested: Approve the following resolutions:

Resolution #__ - 8/16/22

BE IT RESOLVED to appoint Alison Holland to the Central Minnesota Council on Aging for a partial term commencing immediately and expiring January 7, 2025.

Resolution #__ - 8/16/22

BE IT RESOLVED to appoint Alison Holland to the Drainage Authority Board.

Resolution #__ - 8/16/22

BE IT RESOLVED to appoint Alison Holland to the East Central Regional Development Commission for a partial term commencing immediately and expiring January 2, 2024.

Resolution #__ - 8/16/22

BE IT RESOLVED to appoint Alison Holland to the Economic Development Advisory for a partial term commencing immediately and expiring January 2, 2024.

Resolution #__ - 8/16/22

BE IT RESOLVED to appoint Alison Holland to the Housing Redevelopment Authority Board for a partial term commencing immediately and expiring January 3, 2023.

Resolution #__ - 8/16/22

BE IT RESOLVED to appoint Alison Holland to the Lakes & Pines Community Action Council Board for a partial term commencing immediately and expiring January 7, 2025.

Resolution #__ - 8/16/22

BE IT RESOLVED to appoint Alison Holland to the Law Library Board for a partial

term commencing immediately and expiring January 3, 2023.

Resolution #__ - 8/16/22

BE IT RESOLVED to appoint Alison Holland to the North TH 65 Corridor Coalition for a partial term commencing immediately and expiring January 3, 2023.

Resolution #__ - 8/16/22

BE IT RESOLVED to appoint Alison Holland to the Public Works Committee.

Resolution #__ - 8/16/22

BE IT RESOLVED to appoint Alison Holland to the Railroad Authority Board for a partial term commencing immediately and expiring January 7, 2025.

f. Background:

Supporting Documents: None Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:

2022 - COMMITTEE MEMBERSHIP

AQUATIC INVASIVE SPECIES COMMITTEE

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

ASSOCIATION OF MN COUNTIES

VOTING DELEGATES (Annual appointment)

All Five (5) Commissioners, plus;

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

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

POLICY COMMITTEE MEMBERS

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

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

BOARD OF ADJUSTMENT

Regular Members:

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

Alternate Member:

Ronald Peterson	01/04/22	01/07/25	2 nd
Position D, Alternate			

Description: Collects information and conducts public hearings on variance requests pertaining to shoreline regulations as defined by the Kanabec County Shoreline Ordinance. One must be from the Planning Commission. One must be from an unincorporated area of the county (not in a city). The implication in Statute is that the others be county residents, but it doesn't explicitly state this. The Board of Adjustment serves as the Wetland appeal board and the County Weed appeal Board.

CAFETERIA (SECTION 125) PLAN COMMITTEE

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

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

CENTRAL MINNESOTA COUNCIL ON AGING

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Rick Mattson	01/04/22	upon election of District 2 Commissioner	interim
Alison Holland	8/16/22	01/07/25	1 st partial
Rick Mattson (alternate)	01/05/21	01/03/23	1 st partial

CENTRAL MINNESOTA JOBS & TRAINING

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

CITY/COUNTY AIRPORT ZONING BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Vacant			
Greg Yankowiak	01/05/21	01/02/24	2 nd

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

COUNTY ASSESSOR

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

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

COUNTY CORONER

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Dr. Kelly Mills, M.D.	01/04/21	12/31/22	n/a

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

COUNTY ENGINEER

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Chad Gramentz	05/31/19	05/30/23	n/a
Appointed per §163.07			

COUNTY SURVEYOR

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

DITCH INSPECTOR

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

DRAINAGE AUTHORITY BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Dennis McNally	01/05/21		N/A
Alison Holland	08/16/22		N/A
Les Nielsen	01/05/21		N/A
Rick Mattson	01/05/21		N/A
Craig Smith	01/05/21		N/A

E-911 COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Craig Smith	01/04/22	01/07/25	2 nd
Dennis McNally (<i>alternate</i>)	01/05/21	01/02/24	3 rd

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

EAST CENTRAL REGIONAL DEVELOPMENT COMMISSION

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Rick Mattson	01/04/22	upon election of District 2 Commissioner	interim
Alison Holland	08/16/22	01/02/24	1 st partial

EAST CENTRAL REGIONAL LIBRARY

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Rick Mattson	01/04/22	01/07/25	1 st
Rhonda Olson	01/07/20	01/03/23	1 st
Karen Rasmusson	01/05/21	01/02/24	2 nd

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

EAST CENTRAL SOLID WASTE COMMISSION

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Dennis McNally	01/04/22	01/07/25	3 rd
<u>Alternate</u>			
Les Nielsen	01/04/22	01/07/25	3 rd

ECONOMIC DEVELOPMENT ADVISORY

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Role</u>	<u>Term</u>
Kathi Ellis	01/19/21	01/02/27	At-large Representative	1 st
Lonnie Ness	01/07/20	01/03/23	At-large Representative	1 st
Jerry Tvedt	01/07/20	01/03/23	Electric Utility Representative	3 rd
Lisa Holcomb	01/18/22	01/04/28	Township Elected Official	2 nd
			City Representative	2 nd
Wayne Davis	02/18/20	01/03/23	At-large Representative	1 st

Ivan Black	01/18/22	01/04/28	City Representative	2 nd
Dennis McNally	01/04/22	upon election of District 2 Commissioner	County Commissioner	interim
Alison Holland	08/16/22	01/02/24	County Commissioner	1 st partial
Craig Smith	01/05/21	01/02/24	County Commissioner/County HRA	1 st

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

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

EMERGENCY FOOD AND SHELTER PROGRAM (EFSP) BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Chuck Hurd	01/04/22	01/07/25	2 nd

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

EMERGENCY MEDICAL SERVICE BOARD

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

Alternate

2 year terms. Limited to 3 terms.

Advisory Committee

Todd Groninga	02/15/22	01/07/25	1 st
alternate - Vacant	01/10/07	01/04/10	

Advisory Committee meets 6 times per year.

EXTENSION COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>District</u>	<u>Term</u>
Terry Salmela	01/05/21	01/02/24	5	3 rd
Jennifer Ernest	01/07/20	01/03/23	2	2 nd
Jean Mattson	01/05/21	01/02/24	5	4 th
Kelsey Schiferli	01/07/20	01/03/23	4	2 nd
Barbara McFadden	01/05/21	01/02/24	1	2 nd
Jane Schmidt	01/05/21	01/02/24	At large	1 st
Rick Mattson	01/05/21	01/02/24	Commissioner	1 st
Les Nielsen	2022 Chairperson of the County Board (Statutory)			
Lisa Holcomb	Auditor/Treasurer Designee (Statutory)			

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

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

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

HEALTH AND HUMAN SERVICES ADVISORY COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Representing</u>	<u>Term</u>
Jenny Danielson	8/18/20	01/03/23	Recipient of Service	1 st
Randy Hall	8/18/20	01/03/23	Recipient of Service	1 st
Carol Peterson	8/18/20	01/03/23	Recipient of Service	1 st
Charlie Strickland, Jr.	8/18/20	01/03/23	Recipient of Service	1 st
Jack Doughty			Citizen of the County	1 st
Dave Montray			Citizen of the County	1 st
Taryn Nyblom			Citizen of the County	1 st
Vacant			Citizen of the County	
Bob Benes	8/18/20	01/03/23	Lakes and Pines CAC, Inc.	1 st
Desi Panek	8/18/20	01/03/23	7 County Senior Federation	1 st
Diane Bankers	8/18/20	01/03/23	Welia Health	1 st
Sadie Broekemeier			Recovering Hope	
Les Nielsen	8/18/20	01/03/23	Co Commissioner/Corrections Advisory Board	1 st
Chuck Hurd	8/18/20	01/03/23	Human Services Director	1 st
Kathy Burski	8/18/20	01/03/23	Community Health Director	1 st
Kathy Belsheim	8/18/20	01/03/23	Ogilvie Schools Superintendent	1 st
Dan Voce	8/18/20	01/03/23	Mora Schools, Superintendent	1 st
			Mora City Administrator	1st
Gary Baker	8/18/20	01/03/23	City of Ogilvie	1 st

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

HIGHWAY 23 COALITION

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

HOSPITAL BOARD:

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Les Nielsen	01/04/22	01/07/25	2 nd

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

HOUSING REDEVELOPMENT AUTHORITY BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Alison Holland	08/16/22	01/03/23	N/A
Rick Mattson	01/04/22	01/03/23	N/A
Dennis McNally (Vice-Chair)	01/04/22	01/03/23	N/A
Craig Smith	01/04/22	01/03/23	N/A
Les Nielsen (Chair)	01/04/22	01/03/23	N/A

Kristine McNally, Board Secretary Appointed 01/04/22 non-voting

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

INSURANCE COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Representing</u>	<u>Term</u>
Members:				
Craig Smith	01/04/22	01/07/25	[Commissioners]	2 nd
Roberta Anderson	01/05/21	01/02/24	[Local 320]	2 nd
Michael Currie	01/04/22	01/07/25	[Local 49]	1 st
Susan Coon	01/07/20	01/03/23	[Local 107]	2 nd
Tammy Owens	01/07/20	01/03/23	[Local 363]	2 nd
Chad Gramentz	01/05/21	01/02/24	[Dept Heads]	1 st
Kate Mestnik	01/05/21	01/02/24	[Non-union]	3 rd
Justin Frisch	01/07/20	01/03/23	Local 106	2 nd
Kim Christenson	<i>[Secretary] indeterminate term</i>			
Kristine McNally	<i>n/a - ex officio</i>			

Insurance Committee Alternates:

Rick Mattson	01/05/21	01/02/24	[Commissioners]	1 st
Marie Sward	01/07/20	01/03/23	[Local 320]	1 st
Kevin Schiferli	01/18/22	01/07/25	[Local 49]	1 st
Vacant			[Local 106]	
Vacant			[Local 107]	
Jennifer Anderson	01/07/20	01/03/23	[Local 363]	1 st
Vacant	01/07/20	01/03/23	[Non-union]	
Lisa Blowers	01/07/20	01/03/23	[Dept Heads]	2 nd

JUVENILE DETENTION CENTER ADVISORY BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Advisory Board			
Les Nielsen	01/07/20	01/03/23	7 th
Luke Athey	01/04/22	01/07/25	1 st

Operations Sub-Committee

Luke Athey	01/04/22	01/07/25	1 st
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Description: Part of the East Central Regional Juvenile Detention Center Joint Powers Board to set policy and make financial decisions for the Juvenile Detention Center in Lino Lakes.

LAKES & PINES COMMUNITY ACTION COUNCIL BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Rick Mattson	01/04/22	upon election of District 2 Commissioner	interim
Alison Holland	08/16/22	01/07/25	1 st partial

LAW LIBRARY

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Craig Smith	01/04/22	upon election of District 2 Commissioner	interim
Alison Holland	08/16/22	01/03/23	1 st partial

MAGIC FUND DESIGNEE

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

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

MINNESOTA COUNTIES COMPUTER COOPERATIVE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
<u>Delegate</u>			
Kathy Young	07/18/22	no term limit	
<u>Alternates:</u>			
Denise Snyder	01/04/98	no term limit	
Marie Sward	03/15/19	no term limit	

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

MINNESOTA COUNTIES INFORMATION SYSTEMS (MCIS)

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
<u>Director</u>			
Tina Von Eschen	08/18/20	no term limit	
<u>Alternates:</u>			
Kathy Young	07/18/22	no term limit	
Katie Koenings	08/18/20	no term limit	

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

NORTH TH 65 CORRIDOR COALITION

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
<u>Delegate</u>			
Dennis McNally	01/04/22	upon election of District 2 Commissioner	interim
Alison Holland	08/16/22	01/03/23	1 st partial
<u>Alternates:</u>			
Dennis McNally	01/07/20	01/03/23	1 st

VISION STATEMENT: The general purpose of this agreement is to create an organization through which the members that are parties to this Agreement may jointly and cooperatively plan for and maximize the

opportunities for sub-regional transportation and transit development, quality growth and diversification along TH 65 through a system of collaboration, pursuant to Minnesota Statutes, 2004, Section 471.59.

OPIOID SETTLEMENT COMMITTEE (INTERNAL)

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Craig Smith	05/17/22		1 st

OUTLOOK HEALTH SERVICES BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Rick Mattson	01/04/22	01/07/25	1 st

PERSONNEL BOARD OF APPEALS

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Linda Holida	01/04/22	01/07/25	2 nd
Liane Heupel	01/05/21	01/02/24	2 nd
Leona Dressel	01/05/21	01/02/24	3 rd

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

PERSONNEL COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
<u>Primary</u>			
Les Nielsen	2022 Chairperson of the County Board		
<u>Alternate</u>			
Craig Smith	2022 Vice Chairperson of the County Board		
Kristine McNally	County Coordinator - ex officio		

PLANNING COMMISSION

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Rhonda Olson	01/21/20	01/03/23	1 st
Earl Bracewell	01/04/22	01/07/25	2 nd
Dennis McNally	01/05/21	01/02/24	3 rd
Vacant	01/08/19	01/03/22	
Douglas Sabinash	01/05/21	01/02/24	1 st
Wayne Zaudtke	09/01/20	01/03/23	1 st
Chad Gramentz (non-voting)	01/05/21	01/02/24	3 rd
Pat O'Brien (Board of Adjustment member)			

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

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

and makes recommendations to the County Board regarding changes.

PUBLIC WORKS COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Dennis McNally	(interim)		
Alison Holland	08/16/22		
Craig Smith	01/04/22		

RAILROAD AUTHORITY BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Dennis McNally	01/07/20	01/03/23	N/A
Alison Holland	08/16/22	01/07/25	N/A
Les Nielsen	01/07/20	01/03/23	N/A
Rick Mattson	01/05/21	01/07/25	N/A
Craig Smith	01/07/20	01/03/23	N/A

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

RAILROAD AUTHORITY ADVISORY COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Represents</u>	<u>Term</u>
Les Nielsen - Chairperson	ex officio (voting)			
Jody Anderson	01/05/21	01/02/24	City of Mora	2 nd
Vacant			Whited Township	
Bruce Anderson	01/05/21	01/02/24	Comfort Township	6 th
Mike Papenhausen	01/05/21	01/02/24	At Large	6 th
Lanny Stegeman	01/04/22	01/07/25	At Large	6 th
Teri Huro	01/04/22	01/07/25	City of Quamba	1 st

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

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

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

RUM RIVER ONE WATERSHED, ONE PLAN

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Dennis McNally	01/04/22	01/07/25	2 nd

KANABEC COUNTY WITHDREW FROM PARTICIPATION 6/30/22

SAFETY COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Representing</u>	<u>Term</u>
Chad Gramentz	11/09/11	n/a, Ex-Officio (Safety Officer)		
Chris Bergwick	01/07/20	01/03/23	Sheriff's Office	2 nd
Robin Etter	01/05/21	01/02/24	Sheriff's Office	6 th
Dave Mulvaney	01/04/22	01/07/25	Courthouse	3 rd
Lisa Holcomb	01/21/20	01/03/23	Courthouse	1 st
Kathy Burski	01/05/21	01/02/24	Public Service Bldg	4 th
Patricia Kruse	01/05/21	01/02/24	Public Service Bldg	1 st
Nate Westling	01/07/20	01/03/23	Highway Building	1 st

SNAKE RIVER WATERSHED CITIZEN ADVISORY COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Eric Renstrom	01/05/21	01/02/24	1 st
Vacant			
3 year terms.			

SNAKE RIVER WATERSHED MANAGEMENT BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Craig Smith	01/18/22	01/03/23	2 nd
1 year terms.			

SNAKE RIVER ONE WATERSHED, ONE PLAN

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Craig Smith	02/01/22	01/07/25	2 nd
Rick Mattson (Alternate)	02/01/22	01/07/25	1 st
Teresa Wickeham (Staff)	10/23/19	no term limit	

SOUTHERN MINNESOTA COUNTY BASED PURCHASING (SOUTH COUNTRY HEALTH ALLIANCE)

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

STATE COMMUNITY HEALTH SERVICES ADVISORY COMMITTEE (SCHSAC)

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Primary			
Rick Mattson	02/02/21	01/02/24	1 st
Alternate			
Kathy Burski			

Description: SCHSAC voting members represent Minnesota's community health boards. Each community health board selects one member and one alternate to represent its board within SCHSAC.

SUBSTANCE ABUSE COALITION

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Les Nielsen	01/04/22	01/07/25	6 th

TIMBER TRAILS ADVISORY BOARD

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Primary			
Craig Smith	01/04/22	01/07/25	2 nd
Alternate			
Rick Mattson	01/05/21	01/07/25	1 st

UNION NEGOTIATION COMMITTEES: 2022

County Coordinator plus;

LELS Local 107 (Jailers/Dispatchers): Craig Smith, Rick Mattson (interim),
Alison Holland

LELS Local 106 (Deputies): Rick Mattson, ~~Craig Smith (interim)~~, Alison Holland

Teamsters Local 320 (Courthouse): Dennis McNally, Craig Smith

Oper. Engineers Local 49 (Highway): Les Nielsen, Dennis McNally

Laborers Local 363 (Welfare): Rick Mattson, Les Nielsen

VETERAN SERVICE OFFICER

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

(90 day notice to not reappoint)

WATER PLAN

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Represents</u>	<u>Term</u>
Chad Gramentz	01/05/21	01/02/24		4 th
Teresa Wickeham	ex-officio		Water Plan Coordinator	
Ellen White			Public Health	
Deanna Pomije			Kanabec Soil & Water	
Vacant	02/13/19	01/03/22	Citizen Appointee	2 nd
Jon Sanford	01/21/20	01/03/23	Citizen Appointee	1 st
Rick Mattson	01/04/22	upon election of District 2 Commissioner	County Board	interim

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

** UPDATED: 08/12/22

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County Commissioner Appointments as of 01/04/22-8/16/22

Appointment	Dennis McNally	Alison Holland	Les Nielsen	Rick Mattson	Craig Smith
Association of Minnesota Counties	X	X	X	X	X
Aquatic Invasive Species Committee	X				
Central Minnesota Council on Aging		X			
<i>Central Minnesota Council on Aging Alternate</i>				X	
Central Minnesota Jobs & Training			X		
Drainage Authority Board	X	X	X	X	X
E-911 Committee					X
<i>E-911 Alternate</i>	X				
East Central Regional Development		X			
East Central Regional Library				X	
East Central Solid Waste Commission	X				
<i>ECSWC Alternate</i>			X		
Economic Development Advisory		X			X
Emergency Medical Service Board					X
<i>Emergency Medical Alternate</i>			X		
Extension Committee			X	X	
Health & Human Services Advisory Committee			X		
Highway 23 Coalition	X				
<i>Highway 23 Coalition Alternate</i>			X		
Hospital Board			X		
Housing and Redevelopment Authority	X	X	X	X	X
Insurance Committee					X
<i>Insurance Comm. Alternate</i>				X	
Juvenile Detention Center Advisory Board			X		
Lakes & Pines Board		X			
Law Library		X			
North Highway 65 Corridor Coalition		X			
<i>North Highway 65 Corridor Coalition Alternate</i>	X				
Opioid Settlement Committee (Internal)					X
Outlook Health Services Board				X	
Personnel Committee			X		X
Planning Commission	X				
Public Works Committee		X			X
Railroad Authority Board	X	X	X	X	X
Railroad Authority Advisory Committee			X		
Regional Radio Board	X				
Rum River One Watershed, One Plan	X				
Snake River One Watershed, One Plan					X
<i>Snake River One Watershed, One Plan Alternate</i>				X	
Snake River Watershed Management Board					X
State Community Health Services Advisory Cmte (SCHSAC)				X	
Southern MN County Based Purchasing			X		
<i>Southern MN County Based Purchasing Alternate</i>	X				
Substance Abuse Coalition/Better Together Coalition			X		
Timber Trails Advisory Board					X
<i>Timber Trails Alternate</i>				X	
Negotiating Team: Local 107 (Jail/Dispatcher)		X			X
Negotiating Team: Local 320 (Courthouse)	X				X
Negotiating Team: Local 106 (Deputies)		X		X	
Negotiating Team: Local 49 (Highway)	X		X		
Negotiating Team: Local 363 (Welfare)			X	X	
Water Plan		X			
TOTAL APPOINTMENTS	18	15	18	19	18