

Kanabec County Board of Commissioners

Regular Meeting Agenda

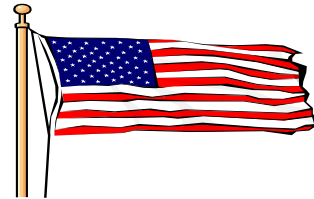
The Meeting of March 15, 2022

- 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: 2490 791 1717



Video Meeting link:

<https://kanabeccounty.webex.com/kanabeccounty/j.php?MTID=mcb74821f7059386e58960ef4eb9067c2>

Meeting number: 2490 791 1717

Password: gHpGe6m3JD6

To be held at: Kanabec County Courthouse
Board Meeting Room #164
18 North Vine Street
Mora, MN 55051

Please use the Maple Ave Entrance. Main floor.

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

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

9:05am Recess County Board to a time immediately following the FSB.
Family Services Board

9:30am Dan Voce, Superintendent of Mora Schools- Update

9:45am Erica Bliss- Out of State Travel Request and Department Update

10:00am Chad Gramentz, Public Works

10:30am Public Comment

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

Access Code: 2490 791 1717

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

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

Other business to be conducted as time is available:

1. Minutes
2. Paid Bills
3. Regular Bills
 - a. Revenue Fund
 - b. Road & Bridge
4. Consent Agenda
 - a. SCORE Claims
 - b. Gambling Request – Knife Lake Sportsmen's Club
5. Request to Suspend the Kanabec County COVID-19 Re-Opening Plan
6. Future Agenda Items
7. Discuss any other matters that may come before the County Board

ADJOURN

Kanabec County Family Services

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

Kanabec County Family Services Board Agenda March 15, 2022 9:05 a.m.

- | | |
|---|----------------|
| 1. Agenda Approval | Pg. 1 |
| 2. Director's Report | Pg. 2 |
| - Staffing – | |
| -Housing Funding | |
| - Ongoing Number of Children in Placement | |
| 3. Welfare Fund Report | |
| -See attached report | Pg. 3 |
| 4. Financial Report | |
| -See attached report | Pg. 4-5 |
| 5. Abstract Approval | |
| -See attached abstract and board vendor paid list | Pg. 6-9 |
| 6. Other Business | |
| 7. Adjourn | |

Family Services Director's Report

March 2022

Staffing

The Office Support Specialist position has been filled. Eileen Wagner will start on March 18th.

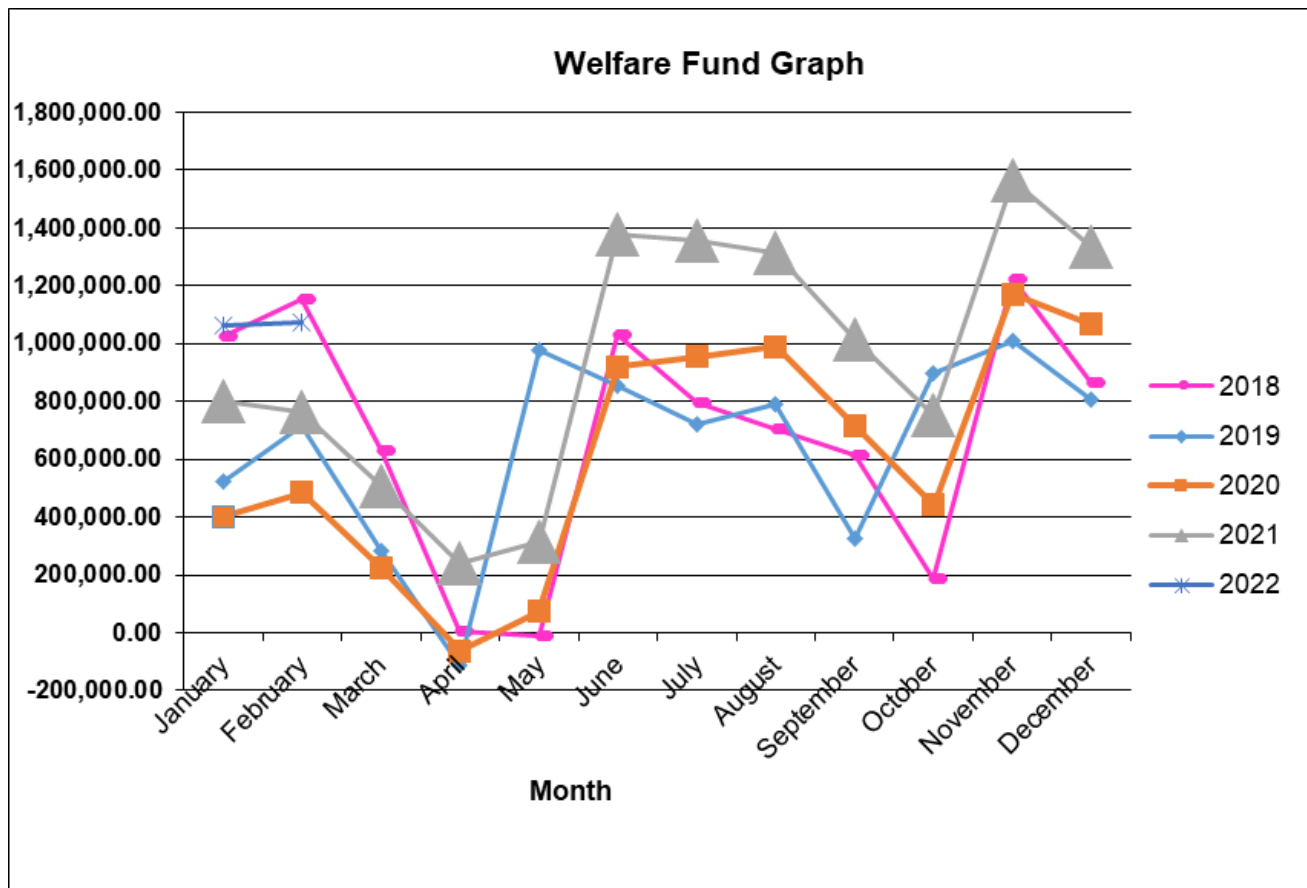
Homeless Funding

Our county should receive money over the next few years. The purpose is to help local governments ensure no child is homeless within a local jurisdiction by keeping families from losing housing and helping those experiencing homelessness find housing. Details including final amounts have not been set yet. Funding will take many forms but the Board should have some discretion in usage. These funds and services are currently evolving and I plan to have more information next month.

Ongoing Update on Number of Children in Placement

Last month we had 23 children in our care in out of home placements. We have 22 children in care this month compared to 19 last year for the same month.

	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	
April	5,607.36	-109,902.43	-63,141.11	239,129.82	
May	-7,853.46	979,247.26	73,382.15	313,993.85	
June	1,032,778.15	855,820.47	920,867.09	1,376,518.14	
July	796,820.09	721,467.48	955,700.06	1,355,779.92	
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	2,135,070.82
Averages	685,614.37	650,069.41	615,355.12	944,696.15	1,067,535.41
6 month Avg.	731,853.61	758,505.15	890,527.11	1,222,003.56	1,133,160.91
Rolling 12 month Avg	685,614.37	650,069.41	615,355.12	944,696.15	992,037.16



Kanabec County Family Services - Board Financial Report				Through February 2022			
	Total year to date/			8.33%	16.67%	25.00%	33.33%
Department	Budget	% of budget	Total	January	February	March	April
Income Main. Service							
Exp	717,387.00	13.93%	99,938.44	51,831.67	48,106.77		
Rev	364,991.00	18.62%	67,970.35	7,767.70	60,202.65		
Tax	345,232.48	1.40%	4,846.42	4,846.42			
State Shared Rev			0.00				
Recoveries							
Exp	19,100.00	21.48%	4,102.69	1,368.08	2,734.61		
Rev	21,100.00	46.21%	9,750.81	8,478.45	1,272.36		
Tax	22,426.52	1.81%	406.95	406.95			
State Shared Rev			0.00				
Burials							
Exp	25,000.00	41.91%	10,476.69	5,400.00	5,076.69		
Rev			0.00				
Tax			0.00				
Child Support							
Exp	367,603.00	15.07%	55,405.49	28,185.73	27,219.76		
Rev	410,000.00	19.34%	79,313.08	1,766.08	77,547.00		
Tax							
MA Services							
Exp	483,900.00	15.08%	72,948.77	36,658.39	36,290.38		
Rev	418,000.00	20.69%	86,477.33	59,484.31	26,993.02		
Tax	64,561.19	1.63%	1,050.67	1,050.67			
State Shared Rev			0.00				
Child Care							
Exp	230,950.00	15.64%	36,124.78	36,031.78	93.00		
Rev	224,025.00	0.17%	392.00	392.00	0.00		
Tax	6,795.92	0.27%	18.50	18.50			
State Shared Rev			0.00				
Fraud							
Exp	78,622.00	13.91%	10,937.04	5,508.04	5,429.00		
Rev			0.00				
Tax	77,020.37	1.57%	1,209.75	1,209.75			
State Shared Rev			0.00				
Adult Services							
Exp	4,000.00	16.50%	660.00	440.00	220.00		
Rev	8,581.00	0.64%	54.81	18.41	36.40		
Tax							
Dev. Disability							
Exp	94,389.00	10.05%	9,483.71	4,574.62	4,909.09		
Rev	69,865.00	0.00%	0.00		0.00		
Tax	24,012.23	1.16%	277.47	277.47			
State Shared Rev			0.00				

Mental Health							
Exp	1,211,095.00	15.48%	187,448.42	99,533.69	87,914.73		
Rev	740,269.00	16.45%	121,737.55	75,366.67	46,370.88		
Tax	461,216.10	1.81%	8,342.49	8,342.49			
State Shared Rev			0.00				
Chemical Dependency							
Exp	117,000.00	1.28%	1,500.00	1,500.00	0.00		
Rev	51,000.00	29.77%	15,181.89		15,181.89		
Tax	64,561.19	1.63%	1,054.37	1,054.37			
State Shared Rev			0.00				
Child Services							
Exp	586,512.00	12.80%	75,046.00	32,504.74	42,541.26		
Rev	377,005.00	13.08%	49,298.23	6,657.07	42,641.16		
Tax	205,236.63	1.76%	3,603.36	3,603.36			
State Shared Rev			0.00				
Social Services							
Exp	1,324,304.00	15.71%	208,054.40	106,484.12	101,570.28		
Rev	1,144,459.00	15.40%	176,201.07	35,569.68	140,631.39		
Tax	176,240.73	1.96%	3,462.78	3,462.78			
State Shared Rev			0.00				
Income Main. Admin							
Exp	92,014.00	15.38%	14,152.77	7,236.42	6,916.35		
Rev	44,300.00	22.05%	9,766.72	908.20	8,858.52		
Tax	46,665.28	1.22%	569.74	569.74			
State Shared Rev			0.00				
Social Services Admin.							
Exp	252,170.00	15.07%	38,003.79	19,236.45	18,767.34		
Rev	65,000.00	25.12%	16,331.00		16,331.00		
Tax	183,716.24	2.06%	3,784.64	3,784.64			
State Shared Rev			0.00				
FS Admin							
Exp	742,159.00	17.73%	131,605.85	74,095.17	57,510.68		
Rev	142,305.00	18.12%	25,788.93	2,824.10	22,964.83		
Tax	587,620.12	1.42%	8,368.39	8,368.39			
State Shared Rev			0.00				
Agency Totals							
Exp	6,346,205.00	15.06%	955,888.84	510,588.90	445,299.94	0.00	0.00
Rev	4,080,900.00	16.13%	658,263.77	199,232.67	459,031.10	0.00	0.00
Tax	2,265,305.00	1.63%	36,995.53	36,995.53	0.00	0.00	0.00
State Shared Rev			0.00	0.00	0.00	0.00	0.00
Total Revenue	6,346,205.00	10.96%	695,259.30	236,228.20	459,031.10	0.00	0.00

Board Approval Report

SSIS pymt. batch #: 110514790

Paid Cnty Vendor				Total Payments	Total Amount
ANOKA COUNTY NON SECURE, 000010478				1	79.74
Svc Description	Svc Code	Payments	Amount		
Correctional Facilities	185	1	79.74		
Bliss/Jenny, 000010784				2	5,229.38
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	2	5,229.38		
Central Minnesota Jobs & Training, 000015800				4	18,797.48
Svc Description	Svc Code	Payments	Amount		
Statewide MFIP Employment Services	237	4	18,797.48		
Central Mn Mental Health Center, 000011298				2	2,000.00
Svc Description	Svc Code	Payments	Amount		
Detoxification	371	2	2,000.00		
DHS STATE OPERATED SERVICES, 000011816				7	11,008.20
Svc Description	Svc Code	Payments	Amount		
State-Operated Inpatient	472	7	11,008.20		
Families in Transition Services Inc, 000012298				5	726.00
Svc Description	Svc Code	Payments	Amount		
Family-Based Counseling Services	162	5	726.00		
Family Pathways, 000012298				40	3,730.00
Svc Description	Svc Code	Payments	Amount		
Family-Based Counseling Services	162	40	3,730.00		
Ignaszewski/Karissa, 000012959				2	11,163.00
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	2	11,163.00		
Minnesota Monitoring, Inc., 000014649				1	195.00
Svc Description	Svc Code	Payments	Amount		
Health-Related Services	118	1	195.00		
Options Residential, 000015334				1	1,312.64
Svc Description	Svc Code	Payments	Amount		
Child Family Foster Care	181	1	1,312.64		
PHASE, Inc., 000015579				2	978.20
Svc Description	Svc Code	Payments	Amount		
Day Training and Habilitation	566	1	658.20		
Transportation	516	1	320.00		
Resource Training and Solutions, 000016106				1	220.00
Svc Description	Svc Code	Payments	Amount		
Guardianship/Conservatorship	695	1	220.00		
Richardson MD/Paul T, 000016136				2	3,045.00
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	2	3,045.00		
RSI, 000016246				2	306.99
Svc Description	Svc Code	Payments	Amount		
Semi-Independent Living Services (SILS)	534	2	306.99		
Village Ranch, Inc., 000017414				6	6,705.16
Svc Description	Svc Code	Payments	Amount		
Child Family Foster Care	181	6	6,705.16		

Board Approval Report

Paid Cnty Vendor		Total Payments	Total Amount
Volunteers Of America, 000017460		4	2,220.90
Svc Description	Svc Code	Payments	Amount
Semi-Independent Living Services (SILS)	534	4	2,220.90
Report Totals:		82	67,717.69

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

Signature

Title

Date

Vendor Name	Amount
Akkerman Ingebrand Funeral Home (GA Burial)	\$ 1,289.50
Health Insurance Reimbursement	\$ 170.10
Jen Anderson	\$ 583.25
Health Insurance Reimbursement	\$ 749.14
Health Insurance Reimbursement	\$ 246.18
Health Insurance Reimbursement	\$ 241.92
Health Insurance Reimbursement	\$ 170.10
Health Insurance Reimbursement	\$ 170.10
Health Insurance Reimbursement	\$ 1,632.41
Health Insurance Reimbursement	\$ 170.10
Medical Mileage	\$ 64.68
Health Insurance Reimbursement	\$ 590.02
Card Services (CSP Group)	\$ 63.20
Health Insurance Reimbursement	\$ 170.10
Medical Mileage	\$ 123.31
Medical Mileage	\$ 578.46
Health Insurance Reimbursement	\$ 170.10
Medical Mileage	\$ 72.60
DHS	\$ 2,669.78
Health Insurance Reimbursement	\$ 119.04
DNA Diagnostic Center (Child Support)	\$ 54.00
Health Insurance Reimbursement	\$ 1,104.76
Health Insurance Reimbursement	\$ 170.10
Health Insurance Reimbursement	\$ 170.10
Health Insurance Reimbursement	\$ 170.10
Medical Mileage	\$ 91.96
Health Insurance Reimbursement	\$ 170.10
Health Insurance Reimbursement	\$ 170.10
Health Insurance Reimbursement	\$ 170.10
Katie Heacock	\$ 89.51
Health Insurance Reimbursement	\$ 231.46
Health Insurance Reimbursement	\$ 170.10
Linda Hosley	\$ 69.62
Innovative Office Solutions	\$ 537.12
Health Insurance Reimbursement	\$ 168.30
Health Insurance Reimbursement	\$ 170.10
Kanabec Co Lcts	\$ 20,206.00
Kanabec County Aud Treasurer	\$ 4,856.02
Kanabec County Aud Treasurer County Vehicle	\$ 877.80
Kanabec County Comm Health	\$ 14,999.03
Health Insurance Reimbursement	\$ 170.10
Health Insurance Reimbursement	\$ 170.10
Medical Mileage	\$ 114.88
Health Insurance Reimbursement	\$ 410.52
Medical Mileage	\$ 254.90
Patty Kruse	\$ 18.72

Medical Mileage	\$	33.39
Medical Mileage	\$	26.13
Abby Malecha	\$	89.51
Alissa McDermeit	\$	274.95
Ogilvie Public Schools (Lcts-Family Resource Adv)	\$	19,915.00
Health Insurance Reimbursement	\$	170.10
Miller Funeral Home & Crematory (GA Burial)	\$	1,800.00
Kelly Mitchell	\$	55.58
Health Insurance Reimbursement	\$	187.16
Health Insurance Reimbursement	\$	170.10
Health Insurance Reimbursement	\$	327.44
Next Chapter Technology	\$	40,338.00
Health Insurance Reimbursement	\$	167.32
Health Insurance Reimbursement	\$	98.50
Health Insurance Reimbursement	\$	170.10
Health Insurance Reimbursement	\$	170.10
Health Insurance Reimbursement	\$	170.10
Medical Mileage	\$	25.52
Premier Biotech Labs LLC	\$	30.90
Procentive LLC	\$	295.00
Health Insurance Reimbursement	\$	170.10
Health Insurance Reimbursement	\$	170.10
Health Insurance Reimbursement	\$	170.10
Health Insurance Reimbursement	\$	565.44
Health Insurance Reimbursement	\$	654.28
Health Insurance Reimbursement	\$	170.10
Health Insurance Reimbursement	\$	170.10
Health Insurance Reimbursement	\$	100.60
Health Insurance Reimbursement	\$	170.10
Teen Focus Recovery Center	\$	300.00
Timber Trails	\$	2,248.72
Health Insurance Reimbursement	\$	170.10
Pam Vojvodich	\$	334.04
Health Insurance Reimbursement	\$	425.72
Health Insurance Reimbursement	\$	170.10
Health Insurance Reimbursement	\$	458.48
Health Insurance Reimbursement	\$	327.44
Health Insurance Reimbursement	\$	327.44

TOTAL IFS DOLLARS	\$	127,447.55	84	Total IFS Vendors
TOTAL SSIS DOLLARS	\$	67,717.69	15	Total SSIS Vendors
GRAND TOTAL	\$	195,165.24	99	Total Vendors

9:30am Appointment

March 15, 2022

REQUEST FOR BOARD ACTION

a. Subject: Mora Public Schools Update	b. Origination: Mora Public Schools District Office
c. Estimated time: 10-15 minutes	d. Presenter(s): Dan Voce, Superintendent of Mora Schools

e. Board action requested:

Informational update from Superintendent Voce.

f. Background:

Supporting Documents: None: Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:



Northland

Consulting Engineers L.L.P.

Structural, Civil and Forensic Engineering



ISD 332 – MORA PUBLIC SCHOOLS NEW HIGH SCHOOL

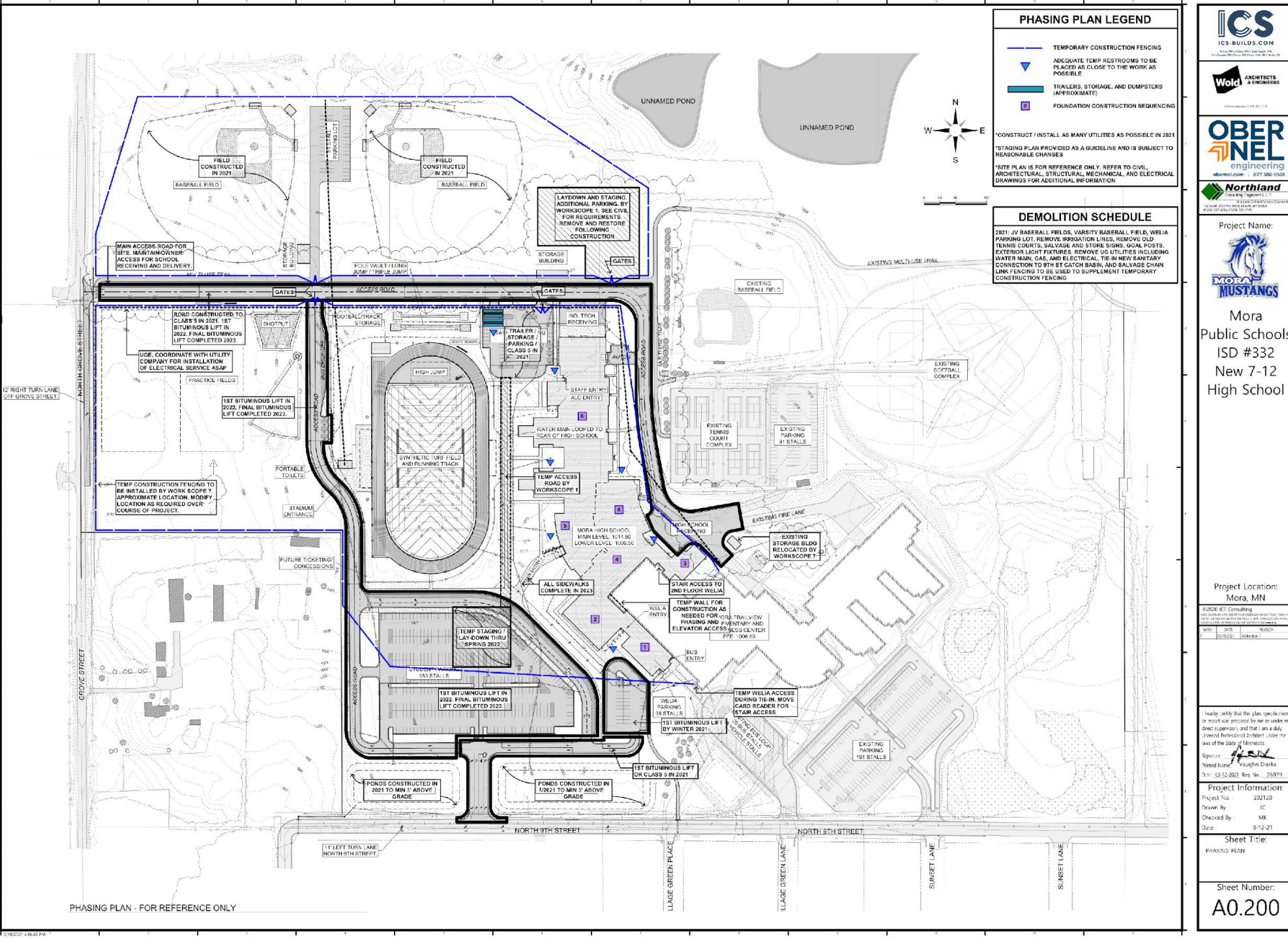
Kanabec County Board Meeting –
March 15, 2022

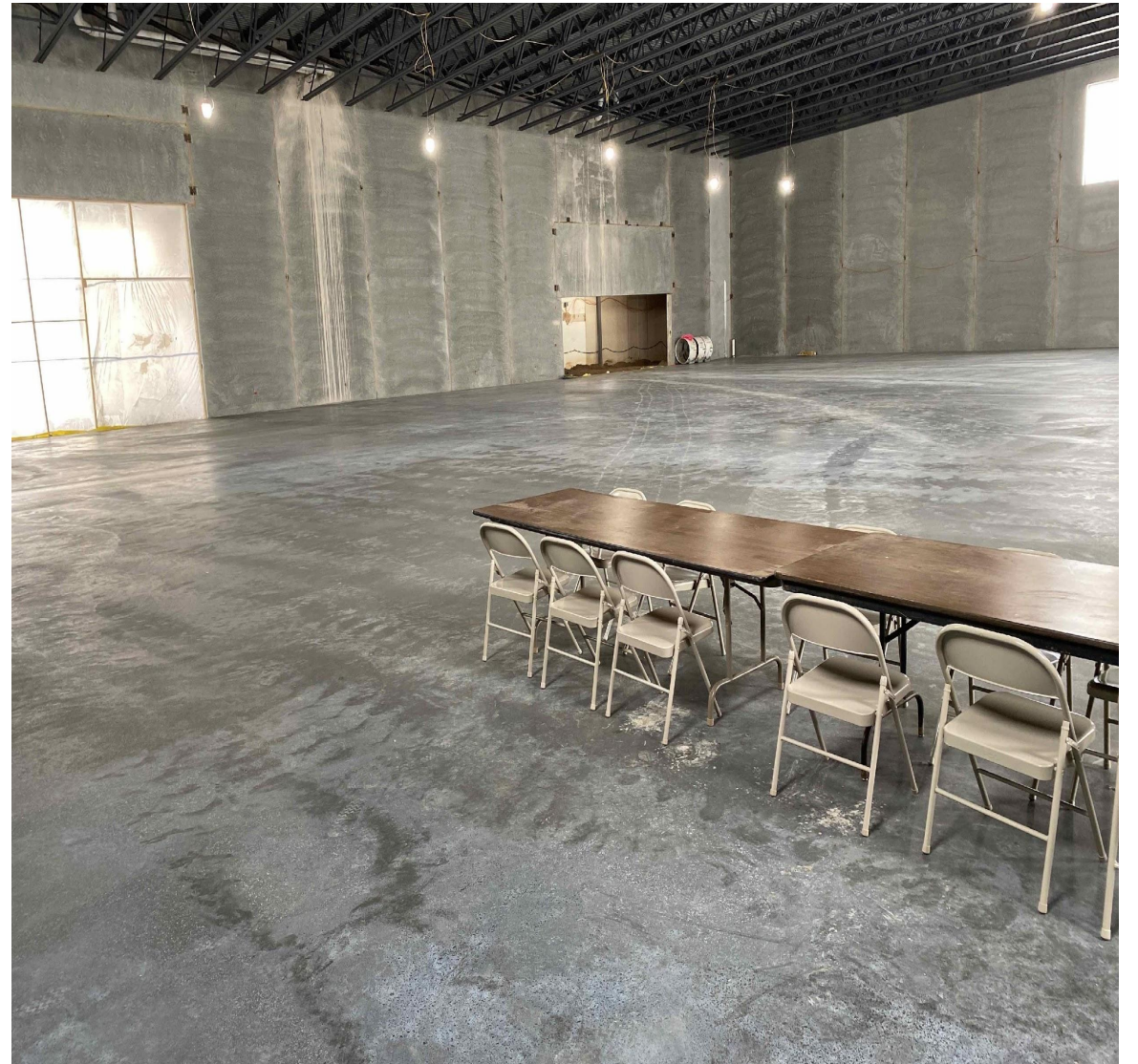
Within Budget

On Schedule

MILESTONES:

- March 2022 Finish Precast Concrete
- March/April Structural Steel & Joists
- March/April Roofing System
- March/April Exterior Wall Framing
- Spring/Summer Interior Construction
- Summer 2022: Brick and Metal Panel Installation, Interior Construction, Complete Practice Fields, and Continue Site Work.
- Summer 2023 Occupy New HS!





Concrete Poured at the Gym Floor



Prepping Locker Room Concrete Floor Slab



Upper Commons Structural Steel Installed







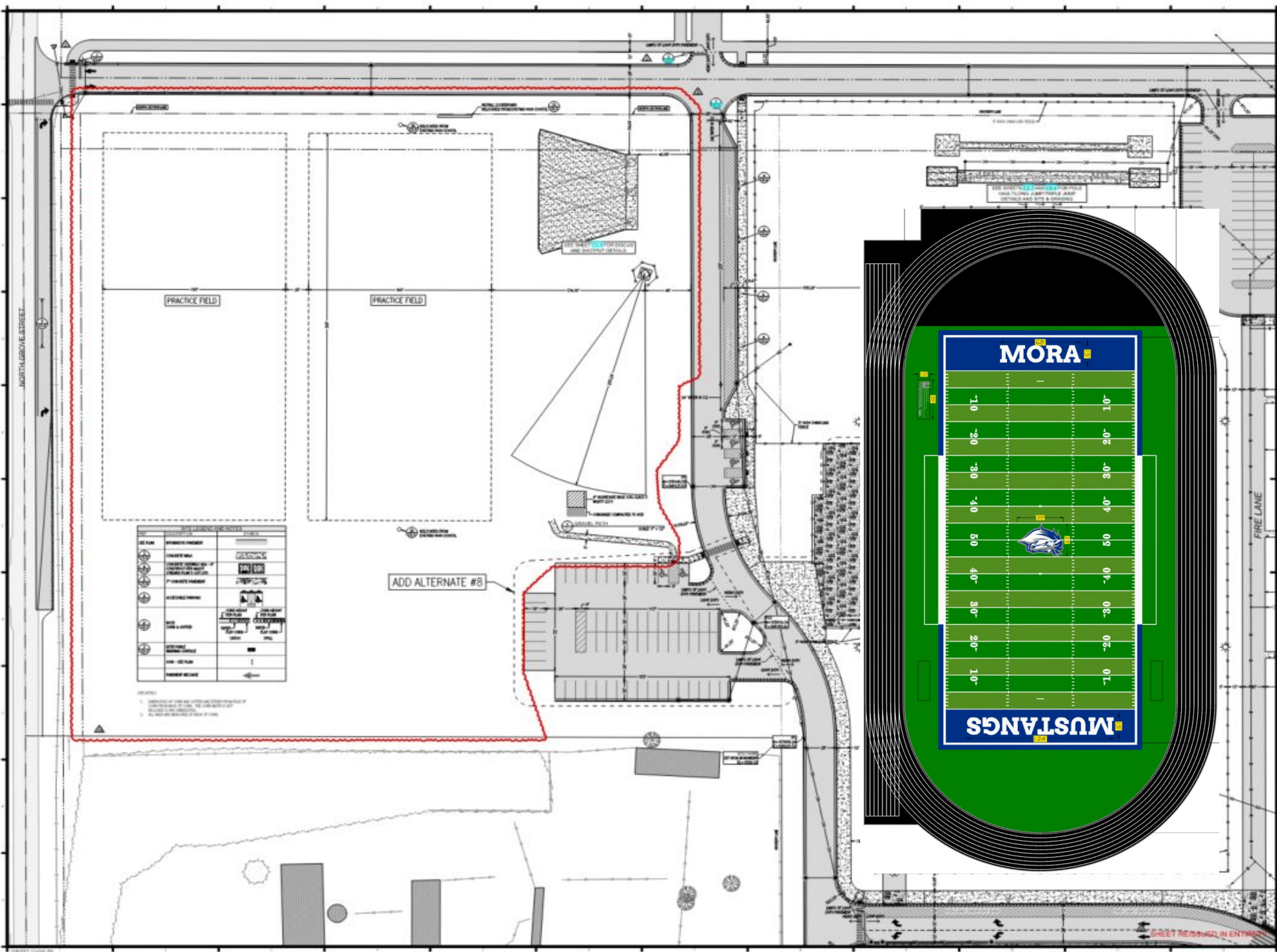








Track and Fields
Layout





ICS
ICS-BUILDS.COM



Wold
ARCHITECTS & ENGINEERS



OBERNEL
engineering



Northland
Consulting Engineers LLP

Project Name:



Mora
Public Schools
ISD #332
New 7-12
High School



Project Location:
Mora, MN

ICB201-03 Consulting

NO.	DATE	DESCRIPTION
1	08/11/2021	001-001-001
2	08/11/2021	001-001-002
3	08/11/2021	001-001-003
4	08/11/2021	001-001-004
5	08/11/2021	001-001-005

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Signature: 
Printed Name: David G. Bell P.E.
Date: 08/11/2021 Reg. No.: 45505

Project Information:

Project No.	20-081
Drawn By	171/000
Checked By	008
Date	08/11/2021

Sheet Title:
SITE PLAN AREA B

Sheet Number:
C5.1

Miscellaneous Items

- Land Sale Discussion
- Historical Committee





What's next?

- **March/April 2022**
 - Finish Precast Concrete.
 - Steel & Roof Structure.
 - Roofing and Exterior Walls.
 - Continue Interior Construction.
 - Continue pouring floor slabs.
 - Begin Stadium/Field Construction.
- **Summer 2023**
 - Finish construction
 - Occupy new High School!

9:45am Appointment

March 15, 2022

REQUEST FOR BOARD ACTION

a. Subject: NACVSO Conference	b. Origination: Veteran's Services Office
c. Estimated time: 5 minutes	d. Presenter(s): Erica Bliss

e. Board action requested:

Consider approving the Kanabec County Veterans' Services Officer to attend an out of state training.

KCVSO is requesting authorization to travel to San Antonio, TX for National Association of County Veteran Service Officer training. Training dates: Sunday June 5-June 10, 2022.

KCVSO was unable to attend in 2020 due to COVID. KCVSO has credit with Delta for airfare related to the cancelled 2020 NACVSO Conference. Grant funds are available for this training.

f. Background:

KCVSO attended National Conference for required accreditation training in 2018. The KCVSO budgets national training every two years. MDVA Grant funds are used for this training to include: Training, Travel, Hotel and Meals.

Supporting Documents: None: ☒ Attached:

Date received in County Coordinators Office:	3/8/22
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Coordinators Comments:

March 15, 2022
10:00am Appointment Agenda of
Chad T. Gramentz, PE
Public Works Director

- | | |
|-------------------------------------|--------------------------|
| 1. Seasonal Employees | Resolution #1 (03-15-22) |
| 2. Right-of-Way – Just Compensation | Resolution #2 (03-15-22) |
| 3. Special Event Road Closures | |
| 4. Driver’s License Update | |

Resolution #1 (3-15-22)
Seasonal Employees

WHEREAS the County Highway Department budget includes funds for the hiring of seasonal employees, and

WHEREAS the County Engineer has requested approval to hire two (2) seasonal employees to perform seasonal maintenance work on county grounds and highways and assist with construction observation/testing, and

WHEREAS the County Engineer has requested to hire a part time Engineering Technician and/or use consultant services to assist with construction inspection, and

WHEREAS the Board desires to fill these seasonal positions;

BE IT RESOLVED that the County Board authorizes the Public Works Director, and the County Personnel Director to hire two(2) full-time seasonal workers for the 2022 season, and

BE IT FURTHER RESOLVED that the rate of pay for seasonal workers will be set at the time of hire by the Public Works Director and Personnel Director at \$13.03, \$13.81, \$14.65 or \$15.52 per hour, respective to seasons worked, and that the hours of work for the seasonal workers be limited to those budgeted, and

BE IT FURTHER RESOLVED that the County Board authorizes the Public Works Director, and the County Personnel Director to hire one (1) part-time Engineering Technician (CADD tech) for the 2021 construction season, and

BE IT FURTHER RESOLVED that the rate of pay for the part-time Engineering Technician (CADD tech) will be set at the time of hire by the Public Works Director and Personnel Director at \$25.21 to \$30.88 per hour, depending on experience and qualifications, and

Resolution #2 (3-15-22)
SAP 033-628-001Right-of-Way
Determination of Just Compensation

WHEREAS Kanabec County wishes to proceed with the project development of improvements to CSAH 28 from TH 107 to Kanabec/Pine County line as identified in the five year plan, and

WHEREAS the planned improvements require acquisition of additional right-of-way, and

WHEREAS staff with prior experience applied the Minimum Damage Acquisition (MDA) standard analysis to assign values to applicable types of land and damages based on comparable sales using Kanabec County's "Beacon" land management system, and

WHEREAS the MDA values for following parcels were determined to be as follows:

Parcel	Owner	Grand Total
1	Reid A. Willmert	\$6,395.00
2	Kenneth R Herreid	\$5,824.00

THEREFORE BE IT RESOLVED the Kanabec County Board determines the MDA values as presented are just compensation, and

BE IT FURTHER RESOLVED to authorize the Public Works Director to initiate property acquisition based on the appraised values.



S.P./S.A.P. No. 033-628-001
Parcel No. 06.00775.00

Property Address 10152 Liberty Lane Chisago City MN 55013-5419

Owner Kenneth R Herreid II C/O Kendall Howard

The purpose of the acquisition is for **Highway reconstruction and drainage improvements**

An inspection of the above-mentioned property was made on **01-31-2022**. The purpose of the inspection was to aid in the estimation of the value for the acquisition of that portion of the subject property, which will be acquired by **Kanabec County** as well as to determine the impact of that acquisition on the remainder of the subject property.

Subject Property Before the Acquisition

The subject property is a 149.56 acre irregularly shaped parcel which is divided by TH 107 running approximately through the middle. The subject property is currently zoned Agricultural / Residential Homestead. The Land Use Plan shows this area as N/A. The subject property is Unimproved mixed agricultural and woodland. The subject property is located along the north boundary of the property, east of TH 107 and west of Pine County Highway 112. The Acquisition property is the north 60 feet of the subject property except the existing road right of way. The subject property's present highest and best use is Agricultural homestead and recreational. The current access is from County State Aid Highway 28.

Acquisition Description

The acquisition is 1.39 acres (2242' x 27') of new permanent right of way. The area being acquired is located the North 60 of the east 2242' of the South 1/2 of the SE 1/4th of Section 13 Township 038 Range 023 except any existing road right-of-way. There is also a temporary easement containing 0.41AC of the subject property.

Subject Property After the Acquisition

Other than the loss of the land and the impairment caused by the temporary easement, the acquisition will not adversely affect the subject property's current or future highest and best use.

Value Research Data

Comparable sales research was comprised from sale transactions examined through the County GIS system. Attached is a location map and sales data.

The lack of larger parcel sales required adjustments to the comparable sales.

The weighted average approach was used to determine the price per acre. Four comparable sales were used.

Items Damaged

None

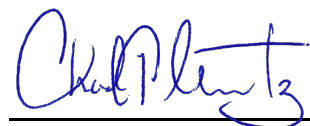
Temporary Easement

The subject property will have a temporary construction easement as shown on easement exhibit.

Summary of Damages

Permanent Right of Way	1.39 Acres @ \$3573 / ac	\$4966
Temporary Easement	.41 Acres @ \$1786	\$732
See Exhibit B for location details		
Building Improvements	None	\$000.00
Site Improvements	None	\$000.00
Timber stumpage value		\$126.00
Access	Not Taken	<u>\$000.00</u>
Total Damages		<u>\$5824.00</u>

On February 8, 2022, I have personally inspected the property herein and that I have afforded the property owner the opportunity to accompany me at the time of the inspection. Such opportunity was afforded to Kenneth Herreid on _____ and said individual did not choose to accompany me.



(County Engineer)

3/11/22

Date

(Approving Representative)
Kanabec County Board

Date

Attachments:

Subject and Comparable Sales Location Map
18 month sales data Grass Lake Township
Exhibit B



S.P./S.A.P. No. 033-628-001
Parcel No. 06.00745.00

Property Address 31215 Rendova St NE Cambridge, MN 55008

Owner Reid A. Willmert Etal

The purpose of the acquisition is for **Highway reconstruction and drainage improvements**

An inspection of the above-mentioned property was made on **01-31-2022**. The purpose of the inspection was to aid in the estimation of the value for the acquisition of that portion of the subject property, which will be acquired by **Kanabec County** as well as to determine the impact of that acquisition on the remainder of the subject property.

Subject Property Before the Acquisition

The subject property is a 170.7 acre irregularly shaped parcel which is divided by TH 107 running approximately through the middle. The subject property is currently zoned Agricultural / Residential Homestead. The Land Use Plan shows this area as N/A. The subject property is Unimproved. The subject property is located along the south boundary of the property, east of TH 107 and west of Pine County Highway 112. The Acquisition property is the south 60 feet of the subject property except existing road right-of-way. The subject property's present highest and best use is Agricultural homestead and recreational and is a mix of Agricultural and woodland. The current access is from County State Highway 28.

Acquisition Description

The acquisition is 1.39 acres (2242' x 27') of new permanent right of way. The area being acquired is located the south 60 of the east 2242' of the North 1/2 of the SE 1/4th of Section 13 Township 038 Range 023 except existing road right-of-way. There is also a temporary easement containing 0.61 AC of the subject property.

Subject Property After the Acquisition

Other than the loss of the land and the impairment caused by the temporary easement, the acquisition will not adversely affect the subject property's current or future highest and best use.

Value Research Data

Comparable sales research was comprised from sale transactions examined through the County GIS system. Attached is a location map and sales data.

The lack of larger parcel sales required adjustments to the comparable sales.

The weighted average approach was used to determine the price per acre. Four comparable sales were used.

Items Damaged

None

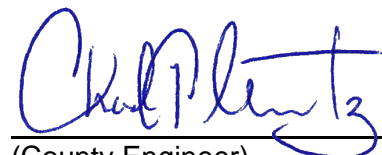
Temporary Easement

The subject property will have a temporary construction easement as shown on easement exhibit.

Summary of Damages

Permanent Right of Way	1.39 Acres	@	\$3573 / ac	\$4966.00
Temporary Easement	0.61 Acres	@	\$1786	\$1089.00
See Exhibit B for location details				
Building Improvements			None	\$000.00
Site Improvements			None	\$000.00
Timber stumpage value				\$340.00
Access			Not Taken	<u>\$000.00</u>
Total Damages				<u>\$6395.00</u>

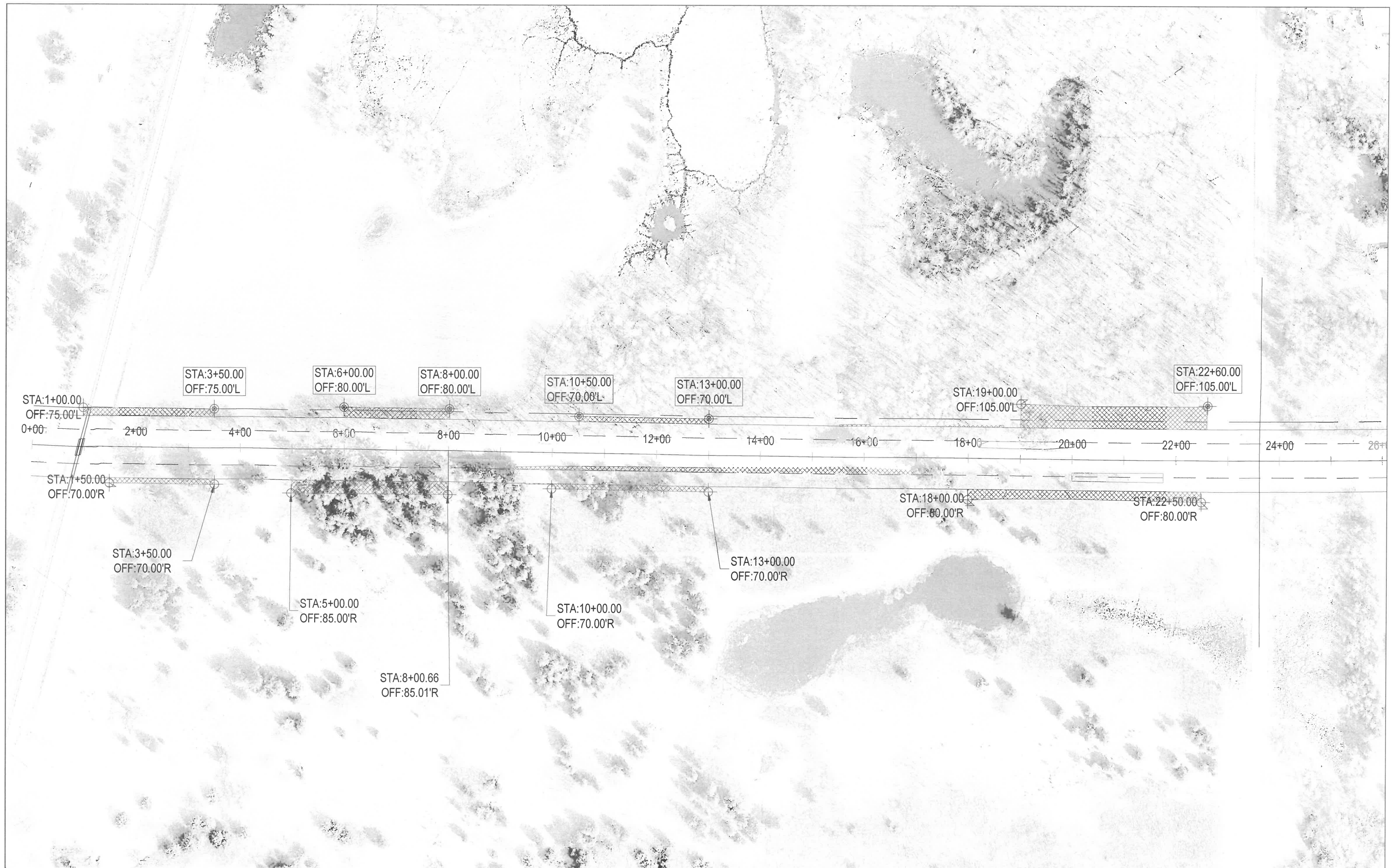
On February 8, 2022, I have personally inspected the property herein and that I have afforded the property owner the opportunity to accompany me at the time of the inspection. Such opportunity was afforded to Reid Willmert. on February 8, 2022 and said individual did choose to accompany me.

 3/11/22
(County Engineer) _____ Date

(Approving Representative) _____ Date
Kanabec County Board

Attachments:

Subject and Comparable Sales Location Map
18 month sales data Grass Lake Township
Certified Forester appraisal
Exhibit B



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED
BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED
PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

COUNTY ENGINEER CHAD T. GRAMENTZ

REG. NO.: 47090
DATE:

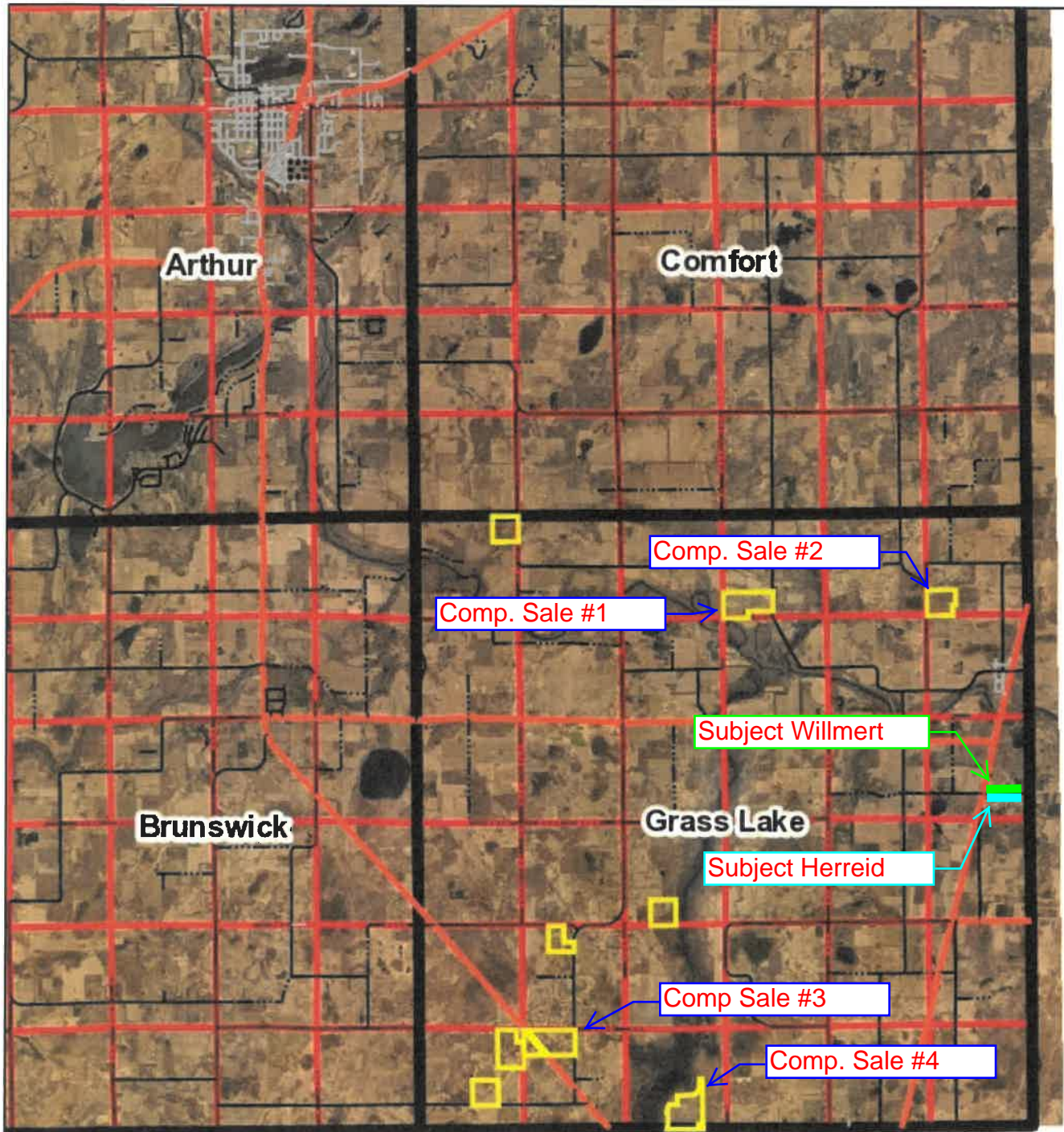
EXHIBIT B

S.A.P. 033-628-001

7

Tree R/w Inventory

[illegible]



Comparable sale
Location map
033-628-001



Comparables Results

29 Results

Parcel ID ▼	Address ▼	Sale Price ▼	Sale Date ▼	Multi ▼	Assessed Value ▼	Year Built ▼	Acreage ▼	Bed-rooms ▼	Heated Sq Ft ▼	Architecture ▼
06.00035.00		\$120,000	02/05/2021	N	\$93,100		43.00			
06.00035.00		\$120,000	02/05/2021	N	\$93,100		43.00			Comp #2
06.00125.10		\$284,240	11/12/2021	N			67.99			
06.00125.10		\$284,240	11/12/2021	N			67.99			Comp #1
06.00260.10	1589 NAPLES ST	\$130,000	07/08/2021	N	\$69,000		39.32			
06.00260.10	1589 NAPLES ST	\$130,000	07/08/2021	N	\$69,000		39.32			
06.00260.10	1589 NAPLES ST	\$130,000	07/08/2021	N	\$69,000		39.32			
06.00260.10	1589 NAPLES ST	\$130,000	07/08/2021	N	\$69,000		39.32			
06.01335.00		\$60,000	04/17/2020	N	\$67,900		40.00			
06.01335.00		\$60,000	04/17/2020	N	\$67,900		40.00			
06.01335.00		\$60,000	04/17/2020	N	\$67,900		40.00			
06.01335.00		\$60,000	04/17/2020	N	\$67,900		40.00			
06.01910.00	2333 120 AVE	\$35,000	06/08/2021	N	\$183,600	1910	40.00	3	1459	1.50 STORY
06.01910.00	2333 120 AVE	\$35,000	06/08/2021	N	\$183,600	1910	40.00	3	1459	1.50 STORY
06.02015.30		\$102,999	07/08/2021	N	\$94,900		55.00			
06.02015.30		\$102,999	07/08/2021	N	\$94,900		55.00			
06.02015.30		\$102,999	07/08/2021	N	\$94,900		55.00			
06.02015.30		\$102,999	07/08/2021	N	\$94,900		55.00			
06.02030.10		\$64,000	05/24/2021	N	\$66,600		40.00			
06.02030.10		\$64,000	05/24/2021	N	\$66,600		40.00			
06.02030.10		\$64,000	05/24/2021	N	\$66,600		40.00			
06.02030.10		\$64,000	05/24/2021	N	\$66,600		40.00			
06.02080.20		\$239,000	04/21/2020	Y	\$110,000		55.76			Comp #3

06.02080.25	1091 HWY 65	\$50,000	01/31/2020	N	\$27,800	16.71	
06.02080.25	1091 HWY 65	\$50,000	01/31/2020	N	\$27,800	16.71	
06.02155.00		\$200,000	04/29/2021	N	\$125,200	69.80	
06.02155.00		\$200,000	04/29/2021	N	\$125,200	69.80	
06.02155.00		\$200,000	04/29/2021	N	\$125,200	69.80	
06.02155.00		\$200,000	04/29/2021	N	\$125,200	69.80	Comp #4

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Developed
by
 Schneider
GEOSPATIAL

Comp 1 29% at \$4180/Acre
Comp 2 18% at \$2790/Acre
Comp 3 24% at \$4286/Acre
Comp 4 29% at \$2865/Acre

Agenda Item #1

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

UNAPPROVED MINUTES

March 1, 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, March 1, 2022 pursuant to adjournment with the following Board Members present on-site: Les Nielsen, Rick Mattson, Dennis McNally, and Craig Smith. Staff present on-site: County Coordinator Kris McNally and Recording Secretary Kelsey Schiferli.

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

The Chairperson led the assembly in the Pledge of Allegiance.

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

Action #2 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the February 15, 2022 minutes as presented.

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

<u>Vendor</u>	<u>Amount</u>
Consolidated Communications	1,115.46
East Central Energy	1,256.95
Minnesota Energy Resources Corp	2,133.60
Brunswick Twp	32,012.57
Comfort Twp	23,670.45
Grass Lake Twp	25,462.43
Haybrook Twp	6,131.86

Kanabec Twp	17,027.40
Kanabec Twp	50.00
Peace Twp	26,755.49
Ann Lake Twp	383.47
Arthur Twp	10,731.44
Brunswick Twp	3,971.67
Comfort Twp	607.30
Grass Lake Twp	160.07
Haybrook Twp	1,075.99
Hillman Twp	650.17
Kanabec Twp	3,436.87
Knife Lake Twp	3,368.62
Kroschel Twp	1,233.49
Peace Twp	4,543.35
Southfork Twp	13,402.39
Kanabec County Auditor-Treas	8,117.13
Minnesota Energy Resources Corp	9,967.84
Verizon Wireless	3,837.07

25 Claims Totaling: \$201,103.08

Action #4 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

Vendor	Amount
Ace Hardware	37.57
Ace Hardware	16.99
Aspen Mills	123.15
Aspen Mills	1,543.51
Bob Barker	1,018.97
Bohnsack Law Office	95.75
Carda, Eugene	105.48
Coborn's Inc.	2,041.65
Creative Forms & Concepts Inc.	1,242.11
Curtis, Michael	342.81
East Central Exterminating	250.00

East Central Regional Juvenile Center	4,335.00
Fairview Health Services	115.00
Further	624.40
Galls	46.99
Griffin, Zach	38.95
Hamilton Funeral Homes	430.00
Hoefert, Robert	471.51
Hoisington Koegler Group Inc.	930.00
Holcomb, Lisa	86.58
Horizon Towing	214.75
Information Systems Corp	2,500.00
IT SAVVY LLC	816.01
IT SAVVY LLC	976.15
IT SAVVY LLC	504.24
Kanabec County Aud/Treas	4,423.55
Kanabec County Aud/Treas	4,423.56
Kanabec County Recorder's Office	20.00
Kanabec Publications, Inc.	430.00
League of MN Cities	184.00
M&I Lockbox:MCCC	1,375.00
M&I Lockbox:MCCC	1,918.97
M&I Lockbox:MCCC	1,375.00
M&I Lockbox:MCCC	9,690.00
MACATFO	25.00
Manthie, Wendy	835.95
Marco	91.00
Marco	477.00
McFadden, Barbara	89.04
Mid-American Research Chemical	195.36
Milaca Chiropractic Center	80.00
Minnesota Secretary of State Notary	120.00
Northland Fire Protection	388.40
O'Brien, Pat	91.38
Office Depot	50.34
Premium Waters, Inc.	36.54
Ramsey County	1,455.00
Ramsey County	1,542.00
RandiAnn C. Harvey, RDR, CRR, CRC	63.75

Ratwik, Roszak & Maloney, PA	203.50
RS EDEN	1,319.82
Rupp, Anderson, Squires & Waldspurger, PA	386.30
Sawatzky, Fred	102.55
Stellar Services	197.02
Stellar Services	251.14
Streamworks LLC	3,800.00
Streicher's	753.00
Streicher's	118.50
Streicher's	1,118.88
Summit Food Service Management	4,014.02
Summit Food Service Management	4,027.93
Van Alst, Lillian	197.15
Vertiv Corporation	4,175.00

60 Claims Totaling: \$ 68,953.22

Road & Bridge Fund

<u>Vendor</u>	<u>Amount</u>
Beaudry Oil & Propane	20,764.40
Boyer Trucks	97.37
Capital One Trade Credit (Northern Tool)	119.90
Central McGowan	146.88
Forestry Suppliers	679.66
Frontier Precision, Inc.	27.00
Granite Electronics	3,884.46
Kanabec County Highway Dept	66.15
Little Falls Machine	497.69
Mora Chevrolet Buick	597.23
North Central International	1,027.34
Northern States Supply	3.77
NorthPost, Inc.	294.10
Premier Outdoor Services, LLC	3,775.00
Ziegler Inc.	742.92

15 Claims Totaling: \$32,723.87

Action #5 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to recess the meeting at 9:08am to a time immediately following the Community Health Board.

The Kanabec County Community Health Board met at 9:08am on Tuesday, March 1, 2022 pursuant to adjournment with the following Board Members Present: Les Nielsen, Rick Mattson, Dennis McNally, and Craig Smith. Community Health Director Kathy Burksi presented the Community Health Board Agenda.

Action #CH6 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the Community Health Board Agenda as presented.

Family Health Supervisor Ashley Berg met with the County Board to give an overview of the Family Home Visiting Programs. Information only, no action was taken.

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

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

Resolution #CH7 – 3/1/22

Public Health Emergency Preparedness Concurrence Resolution

WHEREAS, the Minnesota Department of Health (MDH) Public Health Emergency Preparedness fourth budget period of the five year project period (2022-2023 Budget Period 4) will focus on continuing COVID-19 response activities, preparing for and demobilizing COVID 19 response activities, identifying strengths, challenges, and areas of improvement based on COVID-19 response experiences, and developing strategies to move public health emergency preparedness work forward during Budget Periods 4 and 5, and

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

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

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves Minnesota Department of Health's approach to Public Health Emergency Preparedness for the 2022-23 budget period.

Action #CH8 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #CH8 – 3/1/22

Agreement for Clinical Laboratory Training – Moorhead State University resolution

WHEREAS, Minnesota State University Moorhead has a nursing program and is in need of Clinical Laboratory training sites, and

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

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

THEREFORE BE IT RESOLVED to approve the Community Health Director to sign an Agreement with Minnesota State Colleges and Universities/ Moorhead for Clinical Laboratory Training commencing March 1, 2022 through January 31, 2027.

Action #CH9 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the payment of 45 claims totaling \$13,657.94 on Community Health Funds.

Action #CH10 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to adjourn Community Health Board at 9:37am and to meet again on Tuesday, April 5, 2022 at 9:05am.

The Board of Commissioners reconvened.

EDA Director Heidi Steinmetz met with the Board to give an update regarding broadband.

Action #11 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to authorize EDA Director Heidi Steinmetz and the HR Green consultant to distribute the proposed Request for Information (RFI) to internet service providers, and to advertise it in the Kanabec County Times.

County Recorder Lisa Holcomb met with the Board to give an update regarding her department. Information only, no action was taken.

Public Works Director Chad Gramentz met with the Board to discuss an upcoming retirement in his department, whether or not the position should be refilled, and the current and future status of the drivers' license operations within the County.

Action #12 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to hire a temporary employee to work in the driver's license office through April 15, 2022.

Environmental Services/GIS Technician Ryan Carda met with the Board to present a proposed updated Environmental Services Fee Schedule to coincide with the newly adopted Tire Ordinance #11.

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

Resolution #13 - 3/1/22

Environmental Services Fee Schedule

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

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

WHEREAS said fee schedule is included herein, and

THEREFORE BE IT RESOLVED that we do adopt "Environmental Services Fee Schedule" as presented.

County Assessor Tina Von Eschen met with the Board to discuss an upcoming tax court case.

Action #14 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously not to hire an expert witness or retain an appraiser to contest the former Shopko building Pay 2020 tax court petition, but to continue to take all steps necessary to contest the Pay 2021 petition at this time.

10:39am – The Chairperson called for public comment three times. None responded.

10:40am – The Chairperson closed public comment.

10:40am – The Board took a five minute break.

10:48am – The Board reconvened.

County Coordinator Kris McNally presented American Rescue Plan Funding Request #6.

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

Resolution #15 - 3/1/22

WHEREAS, Kanabec County received the first tranche of the American Rescue Plan-Coronavirus Local Fiscal Recovery Fund on 6/1/21; and

WHEREAS, Kanabec County's intent is to maximize the short and long-term relief impact of these funds both internally and across our County, and

WHEREAS, the following expenditures have been recommended by the Kanabec County ARPA Committee for Board consideration; and

WHEREAS, the following items are eligible expenditures under the provisions of general government services under the American Rescue Plan- Coronavirus Local Fiscal Recovery Fund:

- Up to \$96,000 for new election equipment; and
- Up to \$110,000 for upgraded technology for the jail training room/emergency operations center; and

BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves the expenditures as stated using American Rescue Plan-Coronavirus Local Fiscal Recovery Funds.

County Coordinator Kris McNally led a discussion regarding a notification of desire to negotiate from the Local 106. Information only, no action was taken.

The Commissioners gave reports regarding the boards and committees in which they serve. Information only, no action was taken.

Future Agenda: Use of county equipment, update on tire ordinance and known violation.

Action #16 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to close the meeting at 11:18am pursuant to the Open Meeting Law, MN Statute §13D.05 to discuss matters related to Attorney-Client Privilege. Those present during the closed portion of the meeting include Commissioners Les Nielsen, Rick Mattson, Dennis McNally, and Craig Smith; as well as County Coordinator & Personnel Director Kris McNally, Community Health Director Kathy Burski, and Family Services Director Chuck Hurd.

Action #17 - It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to re-open the meeting at 11:54am.

Action #18 – It was moved by Rick Mattson, seconded by Dennis McNally, and carried unanimously to close the meeting at 11:55a.m. pursuant to the Open Meeting Law, MN Statute §13D.03 to discuss matters related to Union Negotiation Strategy. Those present during the closed portion of the meeting include Commissioners Les Nielsen, Rick Mattson, Dennis McNally, and Craig Smith; as well as County Coordinator & Personnel Director Kris McNally.

Action #19 - It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to re-open the meeting at 12:13p.m.

Action #20 – Board Chair Les Nielsen adjourned the meeting at 12:14p.m. The Kanabec County Board of Commissioners will meet again in regular session on Tuesday, March 15, 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>
Kwik Trip	10,911.61	Gas Credit Cards	Various
Midcontinent Communications	224.45	Monthly Service	Various
Minnesota Department of Finance	5,314.00	State Fees & Surcharges	Recorder
Quadient Finance	4,500.00	Courthouse & PSB Postage	Unallocated
Spire Credit Union	9,876.90	See Below	
Verizon Wireless Cellphones	3,713.11	Monthly Service	Various
Chamberlain Oil	2,981.65	Shop Supplies	Highway
CW Technology	1,520.40	Monthly Service	IS
E C Riders	8,671.07	2022 BM#1 Snake River Trail	Unallocated
MNPEIP	11,182.18	3.22 Health Reserves	HR
Mora Municipal Utilities	12,002.67	Electric & Water Utilities	Various
Verizon Wireless Aircards	1,285.41	Monthly Service	Various
East Central Energy	327.22	Intersection Lighting	Highway
Mora Municipal Utilities	1,491.04	Electric Utilities	Highway
Card Services (Coborn's)	85.06	Employee Wellness Supplies	Employee Wellness
Dearborn National Life Insurance Co	865.23	3.22 Short Term Disability Premiums	Employee Benefits
Health Partners	6,285.64	3.22 Dental Insurance Premiums	Employee Benefits
Life Insurance Company of North America	788.52	3.22 Accident, Group Hospital, Critical Illness Ins Premiums	Employee Benefits
MNPEIP	148,675.46	3.22 Health Insurance Premiums	Employee Benefits
The Hartford Priority Accounts	6,330.57	3.22 Life Insurance & Long Term Disability Premiums	Employee Benefits
VSP Insurance Co	549.28	Vision Ins Premiums	Employee Benefits
20 Claims Totaling:	<u>\$237,581.47</u>		
Spire Credit Union	103.20	Checksforless - Deposit Tickets	Auditor
	179.99	Amazon - Viewsonic Monitor	Computer Expenses
	16.79	Amazon - Batteries	IS
	34.99	Amazon - Wireless Keyboard	IS

113.00	Control Sol - Calibrate Data Log	ARPA
146.99	K9 Medical Kit	ARPA
288.70	K9 Supplies	ARPA
176.52	K9 Dog Food	ARPA
90.45	K9 Supplies	ARPA
314.00	K9 Supplies	ARPA
1,188.74	K9 Supplies	ARPA
2,388.04	Amazon - Paper Shredder	ARPA
39.98	Amazon - Viewsonic Monitor etc	ARPA
27.98	Amazon - Office Supplies	Assessor
279.16	Best Buy - Sony Camera	Assessor
64.41	Amazon - Office Supplies	Veterans
401.02	Amazon - Office Furniture	Veterans
58.41	Vista Print - Rack Cards	Transit
9.98	Amazon - Quarter Paper Wrappers	Transit
8.50	Amazon - Phone Case	Transit
58.41	Vista Print - Rack Cards	Transit
8.49	Amazon - Phone Case	Transit
3.14	Foreign Transaction Fee	Sheriff
11.89	Foreign Transaction Fee	Sheriff
375.00	DMT Cert - Kubesh	Sheriff
107.74	Amazon - ID Card Ribbon	Sheriff
12.99	Amazon Prime Membership	Sheriff
60.00	Pizza - Use of Force Training	Jail
20.00	MSA Online Course Reg - Nurse	Jail
322.77	Hotel Stay - Jail Conf (Dingman)	Jail
95.47	Jail Conf Room Supplies	Jail
13.14	Jail Conf Room Supplies	Jail
75.98	Nitrile Gloves	Jail
126.57	Spit Hoods	Jail
20.84	Table Tennis Balls	Jail
32.16	Dictionaries	Jail
43.54	Postsurgical Abdominal Support	Jail
165.00	Testing Supplies - EMD	911 Emergency
25.00	BCA Training - Coon	911 Emergency

31.96	Amazon - Flash Drives	911 Emergency
70.20	Checksforless - Deposit Tickets	Highway
0.99	APPLE - Storage	Highway
9.50	Amazon - Printer Cable	Highway
219.99	Amazon - Brother Printer	Highway
17.98	Amazon - Bluetooth Headset	Welfare
11.99	Amazon - Phone Splitter	Welfare
29.99	Amazon - Headset Battery	Welfare
17.98	Amazon - Headset	Welfare
16.99	Amazon - Cellphone Case	Welfare
39.98	Amazon - Headset USB	Welfare
217.62	Amazon - Standup Desk, White Board	Community Health
37.36	Amazon - Office Supplies	Community Health
59.99	Amazon - Dual Monitor Stand	Community Health
27.42	Amazon - Business Cards	Community Health
17.60	Availity Subscription Fee	Community Health
50.00	MN St Regional Trng Member Fee	Community Health
820.75	CLC Training & Cert	Community Health
90.85	Amazon - White Board, Folders	Community Health
148.49	Amazon - Standup Desk	Community Health
15.40	Availity Subscription Fee	Community Health
22.00	Availity Subscription Fee	Community Health
50.00	MN St Regional Trng Member Fee	Community Health
46.98	Amazon - Office Supplies	Community Health
173.25	Walmart - Wellness Supplies	Employee Wellness
122.66	Walmart - Wellness Supplies	Employee Wellness
65 Claims Totaling:	<u><u>\$9,876.90</u></u>	

Agenda Item #3a

Regular Bills - Revenue Fund

Bills to be approved: 3/15/22

Department Name	Vendor	Amount	Purpose
911 EMERGENCY TELEPHONE SYSTEM	Granite Electronics	<u>495.50</u>	Service Call & Labor
		495.50	
ASSESSOR	M&I Lockbox: MCCC	220.00	Legal Description Training - SR, TB
ASSESSOR	Marco	159.00	Standard Payment
ASSESSOR	Mike's Auto Body	<u>10,340.65</u>	Repair 2019 Jeep Cherokee
		10,719.65	
AUDITOR	M&I Lockbox: MCCC	<u>180.00</u>	Legal Description Training - TJ
		180.00	
COMPUTER EXPENSES	CPS Technology Solutions	<u>4,278.00</u>	Hardware and Software Maintenance
		4,278.00	
COUNTY CORONER	Hamilton Funeral Homes	430.00	Removal & Body Bag
COUNTY CORONER	Methven Funeral and Cremation Services	400.00	Removal & Transport
COUNTY CORONER	Methven Funeral and Cremation Services	400.00	Removal & Transport
COUNTY CORONER	River Valley Forensic Services, P.A.	<u>1,250.00</u>	Post Mortem Examination (3)
		2,480.00	
COUNTY RECORDER	Kanabec Publications	36.00	Marriage Certificate Paper
COUNTY RECORDER	Northstar Computer Forms, Inc.	<u>153.62</u>	Vital Records Paper
		189.62	

COUNTY SURVEYOR	Kroschel Land Sruveyors Inc.	3,300.00	Services & Charges (Co Corners Only)
		3,300.00	
ECONOMIC DEVELOPMENT	Kanabec Publications	24.78	Broadband Provider RFI
ECONOMIC DEVELOPMENT	Kanabec Publications	280.00	Driver's License Business Ad
		304.78	
ELECTIONS	Election Systems & Software Inc.	873.46	T2022 Ballot Programming
		873.46	
HUMAN RESOURCES	American DataBank	82.90	Background Study for New Employees (2)
HUMAN RESOURCES	ECM Publishers	694.50	Job Ads - Correctional Officer/Dispatcher, HHA/Homemaker, CADD Tech, Secretary/Legal Assistant
HUMAN RESOURCES	Kanabec Publications	299.80	Job Ads - HHA/Homemaker, Correctional Officer/Dispatcher, HEO II
		1,077.20	
LAW LIBRARY	RELX Inc. DBA LexisNexis	225.00	Law Library Invoice
		225.00	
PROBATION & JUVENILE PLACEMENT	East Central Regional Juvenile Center	4,335.00	February Invoice for Contracted Beds at East Central Regional
PROBATION & JUVENILE PLACEMENT	IT Savvy LLC	104.30	Brother Toner
PROBATION & JUVENILE PLACEMENT	MACPO, Jackson County Probation	410.00	MACPO Agent Membership and Training
PROBATION & JUVENILE PLACEMENT	Minnesota Monitoring Inc.	504.00	Ream Grant January 2022
PROBATION & JUVENILE PLACEMENT	Minnesota Monitoring Inc.	232.00	Ream Grant February 2022
		5,585.30	
PUBLIC TRANSPORTATION	A and E Cleaning Services	475.00	Cleaning Timber Trails Offices
PUBLIC TRANSPORTATION	Curtis, Michael	198.32	Volunteer Driver
PUBLIC TRANSPORTATION	Glen's Tire	176.12	Van & Bus Repairs
PUBLIC TRANSPORTATION	Hoefert, Robert	418.34	Volunteer Driver
PUBLIC TRANSPORTATION	Hoglund Bus & Truck Company	145.83	Bus Parts

PUBLIC TRANSPORTATION	Kanabec Publications	524.00	Advertising
PUBLIC TRANSPORTATION	Manthie, Wendy	863.46	Volunteer Driver
PUBLIC TRANSPORTATION	Marco	134.68	Printer Contracts
PUBLIC TRANSPORTATION	Mora Municipal Utilities	294.70	Utilities for 300 Industrial Park Rd
PUBLIC TRANSPORTATION	Quality Disposal Systems	26.34	February Service
PUBLIC TRANSPORTATION	Van Alst, Lillian	367.97	Volunteer Driver
		3,624.76	
SANITATION	East Central Solid Waste Commission	30.00	Kanabec County Highway Dept Mixed Solid Waste
		30.00	
SHERIFF	Aspen Mills	65.95	Cargo Pants
			Belt, Badge Holder, Shirts, Patches, Vest Carrier, Pants, Boots, Holster
SHERIFF	Aspen Mills	1,297.30	
SHERIFF	AT&T Mobility	928.90	Monthly Service
SHERIFF	Gertken, Adam	353.98	Reimbursement for Uniform Allowance
SHERIFF	Griffin, Zach	51.50	Reimbursement for Travel to Training
SHERIFF	Horizon Towing	590.56	Towing Services
SHERIFF	Mclalwain, Shanna	465.00	Uniform Reimbursement
SHERIFF	Mora Psychological Services	900.00	CS - Law Enforcement Psych New Employee
SHERIFF	Obrycki, Chaz	494.95	Reimbursement for Uniform Allowance
SHERIFF	O'Reilly Auto Parts	80.63	Wiper Blades
SHERIFF	River Valley Forensic Services, P.A.	250.00	Contract Monthly Medical Examiner Service, Jan 2022
SHERIFF	Tinker & Larson Inc	525.94	Oil Changes (5), Replace Battery
		6,004.71	
SHERIFF - CITY OF MORA	AT&T Mobility	44.60	Monthly Service
SHERIFF - CITY OF MORA	Glen's Tire	537.37	City Squad - Tires, Brakes, Rotors
SHERIFF - CITY OF MORA	Novus Glass	260.00	City Squad - Windshield Installation & Labor
SHERIFF - CITY OF MORA	O'Reilly Auto Parts	60.60	Mini Bulb, Capsule, Antifreeze
		902.57	

SHERIFF - JAIL/DISPATCH	Advanced Correctional Healthcare	18,464.14	April 22 On Site Medical & MH Per Contract
SHERIFF - JAIL/DISPATCH	Bob Barker	240.32	Toothpaste, Toothbrushes, Conditioner, Shampoo
SHERIFF - JAIL/DISPATCH	Minnesota Energy Resources	7,902.42	Gas Utilities
SHERIFF - JAIL/DISPATCH	Quality Disposal Systems	216.56	February Service
SHERIFF - JAIL/DISPATCH	Schmitt, Kelly	5.15	Reimbursement for Dispatch Cleaning Supplies
SHERIFF - JAIL/DISPATCH	St. Louis County	367.66	2022 Regional Radio Fees
SHERIFF - JAIL/DISPATCH	State of MN - Dept of Transportation	300.00	Communications Use Agreement
SHERIFF - JAIL/DISPATCH	Stellar Services	263.77	Canteen
SHERIFF - JAIL/DISPATCH	Stellar Services	220.68	Canteen
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	3,990.50	Inmate Meals 2/19-2/25
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	4,015.12	Inmate Meals 2/26-3/4
SHERIFF - JAIL/DISPATCH	Stellar Services	121.50	Canteen
		36,107.82	
STATE FISCAL RECOVERY ARP	Accurate Controls, Inc.	3,641.63	VMS System Upgrade, part of new camera system in the jail
STATE FISCAL RECOVERY ARP	Brownells Inc.	4,998.00	Firearms
STATE FISCAL RECOVERY ARP	Brownells Inc.	1,148.43	Firearms and Accessories
STATE FISCAL RECOVERY ARP	SHI	726.00	Computer Hardware
STATE FISCAL RECOVERY ARP	Tierney	1,233.67	NEC Display
STATE FISCAL RECOVERY ARP	Voretex Optics	2,474.85	Rifle Accessories
		14,222.58	
TAX & PENALTY	Kanabec County Auditor-Treasurer	65.31	12.01315.10 COJ Payment 2021
		65.31	
UNALLOCATED	Kanabec Publications	508.52	County Board Minutes 1/4, 1/18
UNALLOCATED	MN Counties Insurance Trust	154.00	SO K9 Update Prop/Cas
		662.52	
74 Claims Totaling:		<u>\$ 91,328.78</u>	

Agenda Item #3b

Regular Bills - Road & Bridge

Bills to be approved: 3/15/22

Vendor	Amount	Purpose
A & E Cleaning	950.00	Office cleaning
Ace Hardware	30.98	Shop supplies
Aramark	385.40	Coveralls and janitorial supplies
Auto Value	4,492.82	Repair parts
Beaudry Oil & Propane	11,428.57	Gasoline
Bjorklund	17.20	Gravel
Chosen Valley Testing	10,560.00	Geotechnical engineering services, soils
Central Pension Fund	230.20	Training center use fee
Force America	87.85	Repair parts
Forestry Suppliers	649.00	Shop supplies
Glens Tire	135.50	Tire Repair
Gopher State One-Call	2.70	Locates
Houston Engineering	2,385.50	County ditch 2 repair report presentation/hearing
Johnson Hardware	340.68	Shop supplies
Kanabec County Highway Dept	69.60	Petty Cash, Postage
Marco	312.38	Printer fee
Morton Salt	12,626.42	Salt
North Central International	1,649.51	Repair parts
Nuss Truck	198.07	Repair parts
Office Depot	136.38	Office supplies
Oslin Lumber	49.50	Lumber
Owens Auto Parts	2,049.48	Repair parts
Power Plan (RDO)	11,570.80	Repair parts and blade rental
Quality Disposal	172.10	Garbage pickup
Wiacom	675.30	GPS
Widseth Smith Nolting	11,662.00	Engineering
Ziegler Inc	400.18	Repair Parts

27 Claims Totaling: \$73,268.12

Agenda Item #4a

March 15, 2022

REQUEST FOR BOARD ACTION

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

f. Board action requested:

Resolution #__ – 3/15/22

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	-
Quality Disposal	\$3,481.20
Arthur Township	\$500.00
Total	\$3,981.20

g. Background:

Provider	Billed	Paid Amount
QUALITY DISPOSAL (January)	\$2,981.20	\$2,981.20
WASTE MANAGEMENT (January)	-	-
Sub-Total	\$2,981.20	\$2,981.20
Recycling Center Incentive Payments:		
Quality Disposal (January)	\$500.00	\$500.00
Arthur Township (January)	\$500.00	\$500.00
TOTAL PAYMENTS =		\$3,981.20

Date received in County Coordinators Office: Various dates in February

January 1, 2022 SCORE Fund balance = \$120,350.31

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

Expenditure: 01-391-392-0000-6211 = \$3,981.20

Current SCORE Funds balance is = \$116,369.11

Agenda Item #4b

March 15, 2022

REQUEST FOR BOARD ACTION

a. Subject: Gambling Request	b. Originating Department/Organization/Person: Pheasants Forever
c. Estimated time: 2 Minutes	d. Presenter(s): None

e. Board action requested: Approve the following resolutions:

Resolution #__ – 3/15/22

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 Exempt Permit for Knife Lake Sportsmen's Club for a raffle event to be held at the Knife Lake Sportsmen's Club Clubhouse at 2825 Hwy 65, Mora, MN 55051 on July 2, 2022.

f. Background:

Supporting Documents: None: Attached: ☒

Date received in County Coordinators Office: 3/7/22

Coordinators Comments:

To: Kanabec County Coordinator's Office
Kanabec County Board of Commissioners

From: Ed Hamlin, Knife Lake Sportsmen's Club President

Date: March 3, 2022

RE: Application of Exempt Permit

Good Day Commissioners!

The Knife Lake Sportsmen's Club is looking forward to our Summer Raffle event. On 7/2/22, along with our many 4th of July Celebration events, we will be drawing for a 2002 Polaris Ranger 1000 Premium side by side. Proceeds from this raffle will again be used for the care and maintenance of Knife Lake, the Knife Lake Sportsmen's Club clubhouse, as well as assist in the financing of future Knife Lake Sportsmen's Club events.

Please see the attached Exempt Permit Application. Would you please place this request for approval on the agenda of your next board meeting? If approved, please contact me. I am available to pick up the permit, or you can mail it to me at: 2675 Kite Street, Mora, MN 55051, or you can also email it to me at: vp@knifelake.us.

If question arise, please contact me at 952-250-0642.

Thank you in advance for your consideration.

Ed Hamlin, President of the Knife Lake Sportsmen's Club

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Knife Lake Sportsmen's Club Previous Gambling Permit Number: X-02117-20-033
 Minnesota Tax ID Number, if any: 41-1350036 Federal Employer ID Number (FEIN), if any: _____
 Mailing Address: 2825 Hwy 65 PO Box 254
 City: Mora State: MN Zip: 55051 County: Kanabec
 Name of Chief Executive Officer (CEO): Ed Hamlin
 CEO Daytime Phone: 320-703-8007 CEO Email: pres@knifelake.us
 (permit will be emailed to this email address unless otherwise indicated below)
 Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

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

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

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

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted
 (for raffles, list the site where the drawing will take place): Knife Lake Sportsmens' Club Clubhouse

Physical Address (do not use P.O. box): 2825 Hwy 65

Check one:

☐ City: _____ Zip: _____ County: _____
☒ Township: Peace Zip: 55051 County: Kanabec

Date(s) of activity (for raffles, indicate the date of the drawing): July 2, 2022

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

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

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

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

**CITY APPROVAL
for a gambling premises
located within city limits**

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

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

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

**COUNTY APPROVAL
for a gambling premises
located in a township**

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

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

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

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: Ed Hamlin Date: March 3, 2022
(Signature must be CEO's signature; designee may not sign)

Print Name: Ed Hamlin

REQUIREMENTS

Complete a separate application for:

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

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

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

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

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

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

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

Questions?

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

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

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

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

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

Business Record Details »

Minnesota Business Name

Knife Lake Sportsmen's Club, Inc.

Business Type

Nonprofit Corporation (Domestic)

MN Statute

317A

File Number

Q-1078

Home Jurisdiction

Minnesota

Filing Date

11/22/1978

Status

Active / In Good Standing

Renewal Due Date

12/31/2022

Registered Office Address

2825 N Hwy 65
Mora, MN 55051
USA

Number of Shares

NONE

Registered Agent(s)

(Optional) Currently No Agent

President

ED HAMLIN
PO BOX 254
MORA, MN 55051
USA

Filing History

Filing History

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

<input type="checkbox"/>	Filing Date	Filing	Effective Date
<input type="checkbox"/>	11/22/1978	Original Filing - Nonprofit Corporation (Domestic)	
	11/22/1978	Nonprofit Corporation (Domestic) Business Name (Business Name: Knife Lake Sportsmen's Club, Inc.)	

<input type="checkbox"/>	Filing Date	Filing	Effective Date
<input type="checkbox"/>	07/16/1990	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	03/16/1992	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	06/24/1997	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	7/8/2021	Amendment - Nonprofit Corporation (Domestic)	

Agenda Item #5

March 15, 2022

REQUEST FOR BOARD ACTION

a. Subject: Request to Suspend the Kanabec County COVID-19 Re-Opening Plan	b. Origination: Coordinator's Office
c. Estimated time: 10 minutes	d. Presenter(s): Kris McNally, County Coordinator

e. Board action requested:

Resolution # _____ - 3/15/22

WHEREAS, Kanabec County instituted the Kanabec County COVID-19 Re-Opening Plan (the Plan) in response to the COVID-19 pandemic and related regulatory requirements; and

WHEREAS, current COVID-19 statistics and trends indicate a reduced COVID-19 risk to the Kanabec County employees and public; and

WHEREAS, Kanabec County departments are currently operating under the Plan's Phase 3; and

WHEREAS, the next step in the process to resume normal operations is to suspend the Plan; and

WHEREAS, a written COVID-19 Preparedness Plan is no longer mandated by executive order; and

WHEREAS, the Community Health Director is not opposed to suspending the Plan at this time;

THEREFORE BE IT RESOLVED that the Kanabec County COVID-19 Re-Opening Plan be suspended immediately;

BE IT FURTHER RESOLVED that Kanabec County will continue to monitor COVID-19's impact on the residents of Kanabec County and will take appropriate actions to respond appropriately;

BE IT FURTHER RESOLVED that the Kanabec County COVID-19 Re-Opening Plan may be updated and reinstated by Board action if necessary;

BE IT FURTHER RESOLVED that human resource matters related to COVID-19 will continue to be administered in consultation with Community Health using updated Minnesota Department of Health and CDC guidelines.

f. Background:

Supporting Documents: None **Attached:** ☒

Date received in County Coordinators Office:

Coordinators Comments: The most recent guidance from Kanabec County's Community Health Department and the MN Department of Health is attached.

COVID-19 COMMUNITY FRAMEWORK & TESTING

MN Department of Health has updated their framework for monitoring the level of COVID-19 in communities. With this new framework, the focus of recommendations is on minimizing severe disease, limiting strain on the health care system, and enabling those at highest risk to protect themselves against infection and severe disease.

The new framework is called the “COVID-19 Community level.” It moves beyond looking just at cases and test positivity to look at factors that reflect the severity of disease – including hospitalizations and hospital capacity – and helps to determine whether the level of COVID-19 and severe disease are low, medium, or high in a community.

The COVID-19 Community Level will inform CDC recommendations on prevention measures, like masking and screening testing in public settings, including schools. And CDC’s recommendations for layered prevention measures will depend on the COVID-19 Level in the community.

The current level in a community can be found [here](#) or at [KanabecCounty.org/health](https://www.kanabeccounty.org/health).

What Prevention Steps Should You Take Based on Your COVID-19 Community Level?

Low	Medium	High
<ul style="list-style-type: none">• Stay up to date with COVID-19 vaccines• Get tested if you have symptoms.	<ul style="list-style-type: none">• If you are at high risk for severe illness, talk to your healthcare provider about whether you need to wear a mask and take other precautions• Stay up to date with COVID-19 vaccines• Get tested if you have symptoms	<ul style="list-style-type: none">• Wear a mask indoors in public• Stay up to date with COVID-19 vaccines• Get tested if you have symptoms• Additional precautions may be needed for people at high risk for severe illness
<i>People may choose to mask at any time. People with symptoms, a positive test, or exposure to someone with COVID-19 should wear a mask.</i>		

COVID-19 Helplines

- Minnesota Helpline: 651-297-1304 or 800-657-3504
- CDC Hotline: 800-CDC-INFO (800-232-4635)
- Kanabec County Community Health 320-679-6330

COVID-19 COMMUNITY FRAMEWORK & TESTING

WHAT YOUR COVID-19 TEST RESULT MEANS

IF YOUR TEST IS **POSITIVE**



The test detected the virus and **you have an infection.**

- Stay home for at least 5 days and isolate from others in your home.
- Tell your close contacts.
- Wear a well-fitted mask when around others. If available, a N95 or KN95 respirator is recommended.
- Watch for symptoms. If you have any emergency warning signs, seek emergency care immediately.
- Tell your healthcare provider. Contact them as soon as possible if:
 - Your symptoms get worse
 - You are more likely to get very sick because you are an older adult or have an underlying medical condition. Possible treatment may be available to you.
 - You have questions about your isolation.

IF YOUR TEST IS **NEGATIVE**



The test did not detect the virus, **but doesn't rule out an infection.**

- If you have a negative test, but have symptoms of COVID-19:
 - You may have COVID-19, but tested before the virus was detectable, or you may have another illness, such as the flu.
 - Contact your healthcare provider if you have any questions about your test result, recommendations for quarantine or isolation, or your symptoms, especially if they worsen.
- If you do not have symptoms of COVID-19 but were a close contact to someone with COVID-19, and you tested negative 5 days after exposure:
 - The virus was not detected. You are likely not infected, but an infection cannot be completely ruled out.
 - Follow CDC's Quarantine and Isolation guidance, including monitoring for symptoms and wearing a well-fitting mask.
- If you do not have symptoms of COVID-19 and do not have a known exposure to a person with COVID-19:
 - You do not need to quarantine.

What is Isolation?

Staying home and separating yourself from others if you have symptoms or have a positive COVID-19 test result to prevent infecting others.

As much as possible, isolate yourself away from others in your household. Use a separate bathroom, wear a mask in shared areas, wash hands often, practice social distancing, and do not share items such as drinking glasses, plates, utensils, towels, etc. with other members of your household.

Who in the family needs to quarantine and for how long?

If you and/or a family member have been exposed to COVID-19 it may be necessary to quarantine to prevent additional spread of the COVID-19 virus.

- If you are 5 years of age or older and up-to-date on ALL recommended doses of COVID-19 vaccine when eligible, including a booster or additional doses, and it has been two weeks from your most recent dose OR
- Have tested positive for COVID-19 within the last 90 days
 - No quarantine is required, unless you develop symptoms.
 - Wear a well-fitting mask for 10 days from the date of exposure (if a household member is in isolation, wear a mask for the duration of the 5 day isolation plus 10 days).
 - It is recommended that you get tested five days after you had close contact with someone with COVID-19.
- If you are **NOT** up to date on your COVID-19 vaccinations (i.e. have NOT completed all recommended doses of the COVID-19 vaccine when eligible, including a booster dose):
 - Stay home and quarantine for at least 5 days.
 - Wear a well-fitted mask if you must be around others in your home.
 - Even if you do not develop symptoms, get tested 5 days after you last had close contact with someone with COVID-19.
 - After quarantine, watch for symptoms until 10 days after you last had close contact with someone with COVID-19.
 - Take precautions until day 10 – social distancing, avoid crowds, use good hand hygiene.
 - After completing quarantine, wear a well-fitted mask for 10 full days any time you are around others inside your home or in public.
 - Avoid being around people who are at high risk of developing complications of COVID-19.
 - If living with someone with COVID-19, stay home during the ill person's isolation period and then begin your quarantine period on the day that the ill person's isolation ends.