



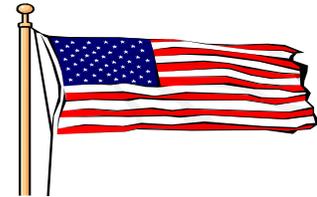
# Kanabec County Board of Commissioners

## Regular Meeting Agenda The Meeting of October 18, 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: 2494 331 2536



### **Video Meeting link:**

<https://kanabeccounty.webex.com/kanabeccounty/j.php?MTID=m680a73e1382b6c353a597bb246917317>

Meeting number: 2494 331 2536

Password: NXp9WTyAm33 (69799892 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. Stairs and an elevator to the basement level are accessible through the entrance lobby.

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

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*

9:00am      a. Call to Order  
                 b. Pledge of Allegiance  
                 c. Agenda approval

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

9:20am      Leota Lind, Executive Director South Country Health Alliance- Fall 2022 Update

9:45am      Chad Gramentz, Public Works

10:00am      Representative Nathan Nelson- Discuss County Program Aid Disparities

**10:30am Public Comment**

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

Other business to be conducted as time is available:

1. Minutes
2. Paid Bills
3. Regular Bills
  - a. Revenue Fund
  - b. Road & Bridge
4. Gambling Request – Isanti County Pheasants Forever
5. Request to Hire a Public Health Nurse Above Step A
6. Resolution Authorizing a Tax Forfeit Land Sale
7. Rise, Inc. Termination of Office Space Lease
8. Resolution to Adopt Collective Bargaining Unit Agreement with Law Enforcement Labor Services, Inc., Local 106 (2023-2025)
9. Commissioner Reports
10. Future Agenda Items
11. Discuss any other matters that may come before the County Board

ADJOURN

## **Kanabec County Family Services**

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

### **Kanabec County Family Services Board Agenda October 18, 2022 9:05 a.m.**

- |  |                 |
|--|-----------------|
| <b>1. Agenda Approval</b>  | <b>Pg. 1</b>    |
| <b>2. Director's Report</b><br>- Staffing – no change<br>- Audits<br>- Ongoing Number of Children in Placement | <b>Pg. 2</b>    |
| <b>3. CRRSA grant approval</b><br>- Action requested<br>- See attached application and resolution              | <b>Pg. 3-5</b>  |
| <b>4. Welfare Fund Report</b><br>-See attached report  | <b>Pg. 6</b>    |
| <b>5. September Financial Report</b><br>-See attached report   | <b>Pg. 7-8</b>  |
| <b>6. Abstract Approval</b><br>-See attached abstract and board vendor paid list                               | <b>Pg. 9-11</b> |
| <b>7. Other Business</b>   |                 |
| <b>8. Adjourn</b>  |                 |

# Family Service Director's Report

October 2022

## **Staffing**

No change

## **Audits and Reviews**

The Department of Human Services has completed the waiver review and we did well. A presentation will be provided once we receive the final report on the audit. This program is provided jointly with Public Health. DHS licensing is reviewing our licensing unit as well and I will update the Board when it is completed and a final report is received.

## **Ongoing Update on Number of Children in Placement**

Last month we had 18 children in our care in out of home placements. We have 21 children in care this month compared to 11 last year for the same month.

# KANABEC COUNTY FAMILY SERVICE AGENCY

PUBLIC SERVICE BUILDING

905 Forest Avenue East ♦ Suite 150

**MORA, MINNESOTA 55051**

FAMILY SERVICE: 320/679-6350

FAX: 320/679-6351

An Equal Opportunity Employer

September 28, 2022.

Re: County Allocated CRRSA Funding Letter of Assurance

To whom it may concern:

Kanabec County Family Services hereby assures the following:

1. The funds provided through the grant will supplement and not supplant existing Adult Protective Services (APS) funding.
2. The funds provided through this grant opportunity will be spent in accordance with the attached spending plan, and in ways consistent with Elder Justice Act Section 2042(b), the Coronavirus Response and Relief Supplemental Appropriations Act, 2021, and guidance provided by the Administration for Community Living and Minnesota Department of Human Services.
3. Kanabec County Family Services consents to the Minnesota Department of Human Services using BRASS code expenditures and other existing county reporting requirements to monitor spending under this grant opportunity.

Included on the following pages is our spending plan.

The Minnesota Department of Human Services should contact the following person to coordinate the contracting process to disburse the funds:

- Charles Hurd, Director
- [Chuck.hurd@co.kanabec.mn.us](mailto:Chuck.hurd@co.kanabec.mn.us)
- 320-679-6354

Sincerely,



Charles Hurd

Director

Kanabec County Spending Plan for CRRSA funding for APS

Kanabec County intends to use the allocated \$1057.98 towards the cost of providing short-term services, which may include emergency food, shelter, clothing, transportation, financial management, housing, case management, or other care or services. Other expenditures may include the purchase of technology to allow for mobile work.

**Resolution # FS 10/18/2022**  
CRRSA Grant Resolution

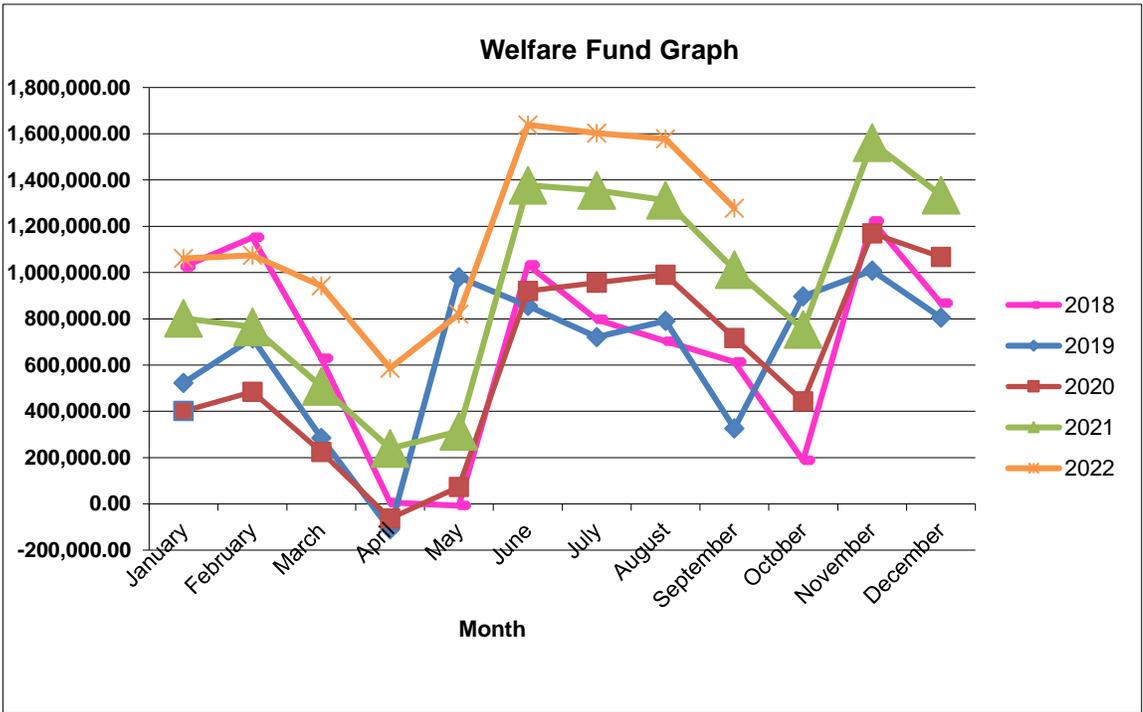
**WHEREAS**, Kanabec County Family Services was given an opportunity to apply for a small Coronavirus Response and Relief Supplemental Appropriations (CRRSA) grant from the Minnesota Department of Human Services (DHS) to be used for adult protection services, and

**WHEREAS**, there was a very short turn-around time for applying for the grant and there are no requirements of the county for matching funds or any other monetary obligations.

**THEREFORE**, the Family Services Director made the application and is now requesting approval for acceptance of the funds.

**NOW, THEREFORE, BE IT RESOLVED**, that the Kanabec County Family Services Board approves the Family Service Director accepting \$1141.91 through the CRRSA grant from MN DHS to be expended by September 21, 2023 for use in adult protection and also to sign the contract, upon approval by the County Attorney.

	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	1,578,429.94
September	613,301.63	326,963.03	716,408.79	1,012,985.41	1,277,604.14
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	10,582,849.32
Averages	685,614.37	650,069.41	615,355.12	944,696.15	1,175,872.15
6 month Avg.	731,853.61	758,505.15	890,527.11	1,222,003.56	1,250,823.30
Rolling 12 month Avg	685,614.37	650,069.41	615,355.12	944,696.15	1,186,146.54



Kanabec County Family Services - Board Financial Report				Through September 2022											
Total year to date/				8.33%	16.67%	25.00%	33.33%	41.67%	50.00%	58.33%	66.67%	75.00%	83.33%	91.67%	100.00%
Department	Budget	% of budget	Total	January	February	March	April	May	June	July	August	September	October	November	December
<b>Income Main. Service</b>															
Exp	717,387.00	72.51%	520,200.01	51,831.67	48,106.77	80,924.69	53,106.34	52,548.82	52,868.70	73,249.81	54,106.51	53,456.70			
Rev	364,991.00	64.13%	234,058.86	7,767.70	60,202.65	10,634.90	9,823.22	57,730.12	9,823.22	10,055.92	58,070.33	9,950.80			
Tax	345,232.48	51.33%	177,191.79	4,846.42					172,345.37						
State Shared Rev			14,518.14							14,518.14					
<b>Recoveries</b>															
Exp	19,100.00	102.81%	19,635.81	1,368.08	2,734.61	236.82	8,189.75	0.00	0.00	4,673.40	0.00	2,433.15			
Rev	21,100.00	92.79%	19,579.04	8,478.45	1,272.36	4,949.84	1,224.96	1,190.92	972.72	39.00	1,411.79	39.00			
Tax	22,426.52	51.74%	11,602.62	406.95					11,195.67						
State Shared Rev			943.11							943.11					
<b>Burials</b>															
Exp	25,000.00	105.90%	26,474.42	5,400.00	5,076.69	3,089.50	3,504.92	0.00	3,062.20	3,177.11	1,500.00	1,664.00			
Rev			0.00												
Tax			0.00												
<b>Child Support</b>															
Exp	367,603.00	72.39%	266,106.67	28,185.73	27,219.76	35,570.35	29,925.04	27,313.36	27,319.45	36,457.37	26,781.58	27,334.03			
Rev	410,000.00	68.18%	279,533.79	1,766.08	77,547.00	17,547.55	16,174.48	61,633.51	16,420.64	29,562.23	42,584.64	16,297.66			
Tax															
<b>MA Services</b>															
Exp	483,900.00	67.72%	327,702.28	36,658.39	36,290.38	17,701.02	72,826.52	19,329.61	38,645.07	31,681.21	51,151.15	23,418.93			
Rev	418,000.00	75.67%	316,308.05	59,484.31	26,993.02	45,877.24	28,436.21	65,208.57	8,950.23	24,547.76	31,893.41	24,917.30			
Tax	64,561.19	51.55%	33,280.62	1,050.67					32,229.95						
State Shared Rev			2,715.01							2,715.01					
<b>Child Care</b>															
Exp	230,950.00	79.89%	184,500.51	36,031.78	93.00	18,896.48	24,495.11	38,761.74	14,138.85	22,728.20	20,024.71	9,330.64			
Rev	224,025.00	99.49%	222,880.08	392.00	0.00	86,358.00	462.00	73,807.08	895.00	752.00	59,529.00	685.00			
Tax	6,795.92	50.19%	3,411.13	18.50					3,392.63						
State Shared Rev			285.79							285.79					
<b>Fraud</b>															
Exp	78,622.00	66.06%	51,934.39	5,508.04	5,429.00	5,430.06	5,655.37	5,428.98	5,636.81	7,609.46	5,429.00	5,807.67			
Rev			0.00												
Tax	77,020.37	51.49%	39,659.51	1,209.75					38,449.76						
State Shared Rev			3,238.95							3,238.95					
<b>Adult Services</b>															
Exp	4,000.00	38.50%	1,540.00	440.00	220.00	220.00	220.00	220.00	220.00	0.00	0.00	0.00			
Rev	8,581.00	153.74%	13,192.35	18.41	36.40	18.20	18.20	3,190.88	18.20	9,306.66	18.20	567.20			
Tax															
<b>Dev. Disability</b>															
Exp	94,389.00	46.27%	43,671.54	4,574.62	4,909.09	3,506.09	5,919.59	4,751.33	4,979.64	3,811.70	4,950.36	6,269.12			
Rev	69,865.00	44.14%	30,840.00		0.00	10,771.00	0.00	9,153.00	0.00	0.00	10,916.00	0.00			
Tax	24,012.23	51.08%	12,264.75	277.47					11,987.28						
State Shared Rev			1,009.79							1,009.79					

<b>Mental Health</b>																
Exp	1,211,095.00	75.06%	909,045.19	99,533.69	87,914.73	79,526.55	99,411.21	84,887.65	117,900.40	117,092.80	122,399.42	100,378.74				
Rev	740,269.00	86.98%	643,881.83	75,366.67	46,370.88	82,767.84	61,291.77	149,017.91	84,299.63	29,720.12	63,875.79	51,171.22				
Tax	461,216.10	51.73%	238,588.70	8,342.49					230,246.21							
State Shared Rev			19,395.62							19,395.62						
<b>Chemical Dependency</b>																
Exp	117,000.00	18.95%	22,171.40	1,500.00	0.00	4,612.35	1,923.72	0.00	6,635.33	0.00	2,500.00	5,000.00				
Rev	51,000.00	61.20%	31,213.62		15,181.89	1,000.60	2,124.15	4,476.00	1,292.40	0.00	5,409.93	1,728.65				
Tax	64,561.19	51.55%	33,284.32	1,054.37					32,229.95							
State Shared Rev			2,715.01							2,715.01						
<b>Child Services</b>																
Exp	586,512.00	76.78%	450,319.15	32,504.74	42,541.26	54,226.44	42,529.13	32,200.75	75,359.11	53,451.46	47,816.21	69,690.05				
Rev	377,005.00	75.94%	286,284.52	6,657.07	42,641.16	10,351.13	5,926.90	67,710.07	26,068.22	65,045.64	52,165.05	9,719.28				
Tax	205,236.63	51.68%	106,060.66	3,603.36					102,457.30							
State Shared Rev			8,630.86							8,630.86						
<b>Social Services</b>																
Exp	1,324,304.00	70.90%	938,920.31	106,484.12	101,570.28	102,421.94	106,012.27	101,399.99	101,981.50	143,365.88	77,128.27	98,556.06				
Rev	1,144,459.00	83.22%	952,370.66	35,569.68	140,631.39	70,194.47	58,141.60	136,048.36	52,275.60	295,752.26	102,757.44	60,999.86				
Tax	176,240.73	51.89%	91,444.88	3,462.78					87,982.10							
State Shared Rev			7,411.49							7,411.49						
<b>Income Main. Admin</b>																
Exp	92,014.00	72.34%	66,562.50	7,236.42	6,916.35	6,698.47	7,541.00	7,066.37	6,793.37	9,923.12	7,141.18	7,246.22				
Rev	44,300.00	69.43%	30,755.34	908.20	8,858.52	1,129.75	1,098.78	8,452.19	1,098.78	1,017.51	7,068.98	1,122.63				
Tax	46,665.28	51.14%	23,865.77	569.74					23,296.03							
State Shared Rev			1,962.43							1,962.43						
<b>Social Services Admin.</b>																
Exp	252,170.00	72.19%	182,049.74	19,236.45	18,767.34	17,416.47	22,712.06	19,056.44	19,079.71	27,006.13	19,315.94	19,459.20				
Rev	65,000.00	68.34%	44,418.00		16,331.00	0.00	0.00	14,960.00	0.00	0.00	13,127.00	0.00				
Tax	183,716.24	51.98%	95,498.63	3,784.64					91,713.99							
State Shared Rev			7,725.86							7,725.86						
<b>FS Admin</b>																
Exp	742,159.00	67.64%	501,989.72	74,095.17	57,510.68	46,459.92	60,511.19	47,976.79	44,566.61	66,259.52	52,464.84	52,145.00				
Rev	142,305.00	59.87%	85,204.80	2,824.10	22,964.83	3,774.35	3,678.00	21,929.69	3,678.00	3,726.57	18,902.69	3,726.57				
Tax	587,620.12	51.35%	301,717.44	8,368.39					293,349.05							
State Shared Rev			25,493.92							24,711.32	344.06	438.54				
<b>Agency Totals</b>																
Exp	6,346,205.00	71.11%	4,512,823.64	510,588.90	445,299.94	476,937.15	544,483.22	440,941.83	519,186.75	600,487.17	492,709.17	482,189.51	0.00	0.00	0.00	
Rev	4,080,900.00	78.18%	3,190,520.94	199,232.67	459,031.10	345,374.87	188,400.27	674,508.30	205,792.64	469,525.67	467,730.25	180,925.17	0.00	0.00	0.00	
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	0.00	0.00	0.00	0.00	0.00	
State Shared Rev			96,045.98	0.00	0.00	0.00	0.00	0.00	95,263.38	344.06	438.54	0.00	0.00	0.00	0.00	
<b>Total Revenue</b>	<b>6,346,205.00</b>	<b>70.19%</b>	<b>4,358,391.76</b>	<b>236,228.20</b>	<b>459,031.10</b>	<b>345,374.87</b>	<b>188,400.27</b>	<b>674,508.30</b>	<b>1,336,667.93</b>	<b>564,789.05</b>	<b>468,074.31</b>	<b>181,363.71</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

# Board Approval Report

SSIS pymt. batch #: 124812000

Paid Cnty Vendor		Total Payments	Total Amount
AZ Ventures LLC, 000010529		1	189.97
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Parent Support Outreach Services	167	1	189.97
Central Minnesota Jobs & Training, 000015800		2	17,129.82
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Statewide MFIP Employment Services	237	2	17,129.82
DHS STATE OPERATED SERVICES, 000011816		7	12,793.50
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
State-Operated Inpatient	472	7	12,793.50
Family Pathways, 000012298		1	760.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Family-Based Counseling Services	162	1	760.00
Ignaszewski/Karissa, 000012959		2	11,904.20
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Adult Outpatient Psychotherapy	452	2	11,904.20
Kwik Trip, 000013511		1	100.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Transportation	116	1	100.00
Little Sand Group Homes, 000013715		2	8,734.50
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Adolescent Life Skills Training	146	1	150.00
Children's Group Residential Care	183	1	8,584.50
Minnesota Monitoring, Inc., 000014649		2	579.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Health-Related Services	118	2	579.00
Nexus-Gerard Family Healing , LLC, 000012394		2	4,883.84
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Children's Residential Treatment	483	2	4,883.84
Options Residential, 000015334		1	1,422.30
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Child Family Foster Care	181	1	1,422.30
PHASE, Inc., 000015579		2	1,164.24
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Day Training and Habilitation	566	1	784.08
Transportation	516	1	380.16
Prairie Lake Youth Programs, 000015767		2	8,586.93
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Correctional Facilities	185	1	8,580.00
Health-Related Services	118	1	6.93
Richardson MD/Paul T, 000016136		2	4,045.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Adult Outpatient Psychotherapy	452	2	4,045.00
RSI, 000016246		2	511.65
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>
Semi-Independent Living Services (SILS)	534	2	511.65
Stokes, Jessica, 000016761		2	9,565.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>



<b>OCTOBER 2022 BOARD REPORT</b>			
<b>Vendor Name</b>	<b>Amount</b>		
Jen Anderson (Child Protection Travel)	\$ 269.38		
Rhonda Bergstadt (Mental Health Travel)	\$ 325.00		
Card Services (CSP Program)	\$ 129.39		
Cassandra Dahlberg (Mental Health Travel)	\$ 55.00		
DHS	\$ 5,283.58		
DNA Diagnostics (Child Support Blood Tests)	\$ 54.00		
Krista Eye (SCHA Care Coordinator Travel)	\$ 25.63		
Hamilton Funeral Home (GA Burials)	\$ 958.71		
Katie Heacock ( SS Admin Travel)	\$ 115.00		
Innovativie Office Solutions (Office Supplies)	\$ 598.12		
J.P. Cooke Company ( Regional Psych Grant Stamp)	\$ 35.95		
Kanabec County Aud Treasurer	\$ 8,518.02		
Kanabec County Flex Funds	\$ 500.00		
Kanabec County Comm Health	\$ 14,999.00		
Kanabec County Records Office	\$ 52.00		
Kanabec County Court Services (LCTS Probation Family Functioning)	\$ 13,160.00		
Kanabec County Aud Treasurer/Car Pools Vehicle Lease Agreement	\$ 438.90		
Kari Lindstrom (Child Protection Travel)	\$ 358.13		
Danielle Linkert (DD Travel)	\$ 54.38		
Ashlee Lovaas (DD Travel)	\$ 149.06		
Alissa McDermeit (Mental Health Travel)	\$ 375.63		
Metro Sales Inc (Copier Maintenance Agreement)	\$ 377.65		
MN Department of Health (MFAR Search)	\$ 25.00		
Kelly Mitchell (DD Travel)	\$ 148.75		
Ogilvie Public Schools (LCTS Child Development & School)	\$ 19,915.00		
Kurt Seidel (Mental Health Travel)	\$ 80.63		
Timber Trails Public Transit	\$ 11,115.49		
Pam Vojvodich (SS Travel)	\$ 22.50		
Katie Vork (Child Protection Travel)	\$ 155.63		
Abby Malecha (Mental Health Travael)	\$ 182.50		
<b>TOTAL IFS DOLLARS</b>	<b>\$ 78,478.03</b>	31	Total IFS Vendors
<b>TOTAL SSIS DOLLARS</b>	<b>\$ 85,512.95</b>	17	Total SSIS Vendors
<b>Total</b>	<b>\$ 163,990.98</b>		
<b>Cost Effective Health Insuarncce &amp; Medicare Part B Reimbursements</b>	<b>\$ 15,845.71</b>	50	Ins. Reimb.Vendors
<b>MA Medical Mileage</b>	<b>\$ 1,962.36</b>	15	Med Mileage Vendors
<b>Grand Total</b>	<b>\$ 181,799.05</b>		
		113	<b>Total Vendors</b>

# 9:20am Appointment

October 18, 2022

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> South County Health Alliance Fall 2022 Update	<b>b. Origination:</b> South Country Health Alliance
<b>c. Estimated time:</b> 20 minutes	<b>d. Presenter(s):</b> Leota Lind, Executive Director SCHA

**e. Board action requested:**

Informational

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**f. Background:**

Supporting Documents: None    Attached:

**Date received in County Coordinators Office:**

**Coordinators Comments:**

# Member County Board 2022 Fall Report

Leota Lind, CEO





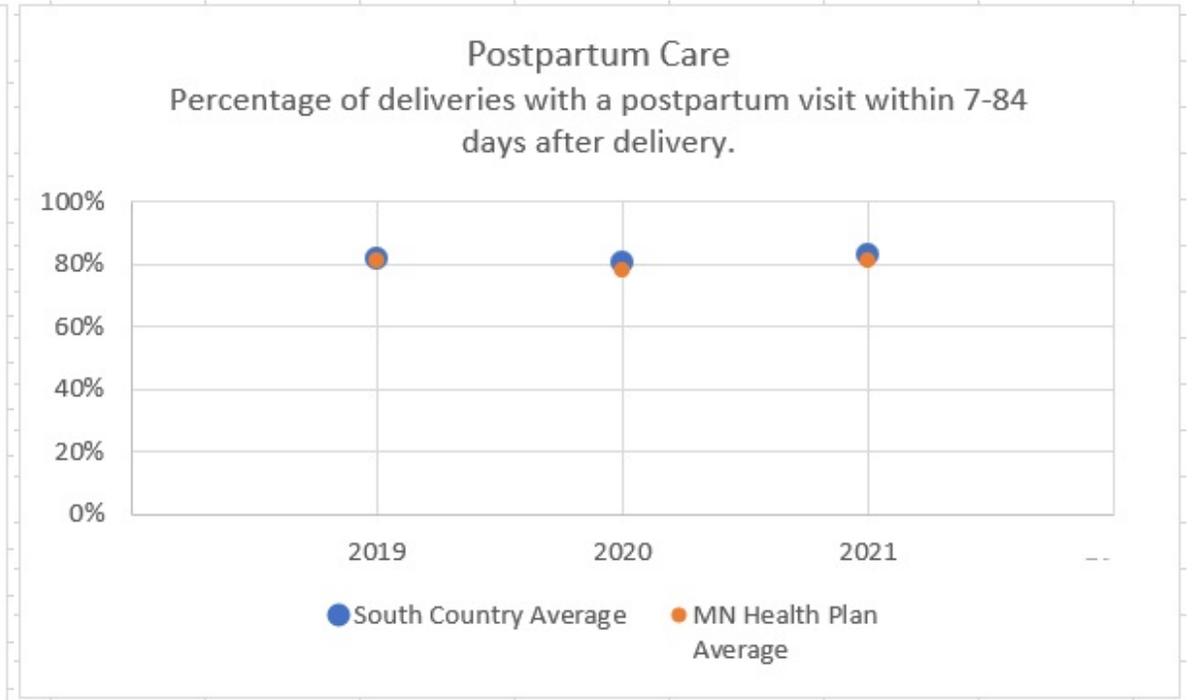
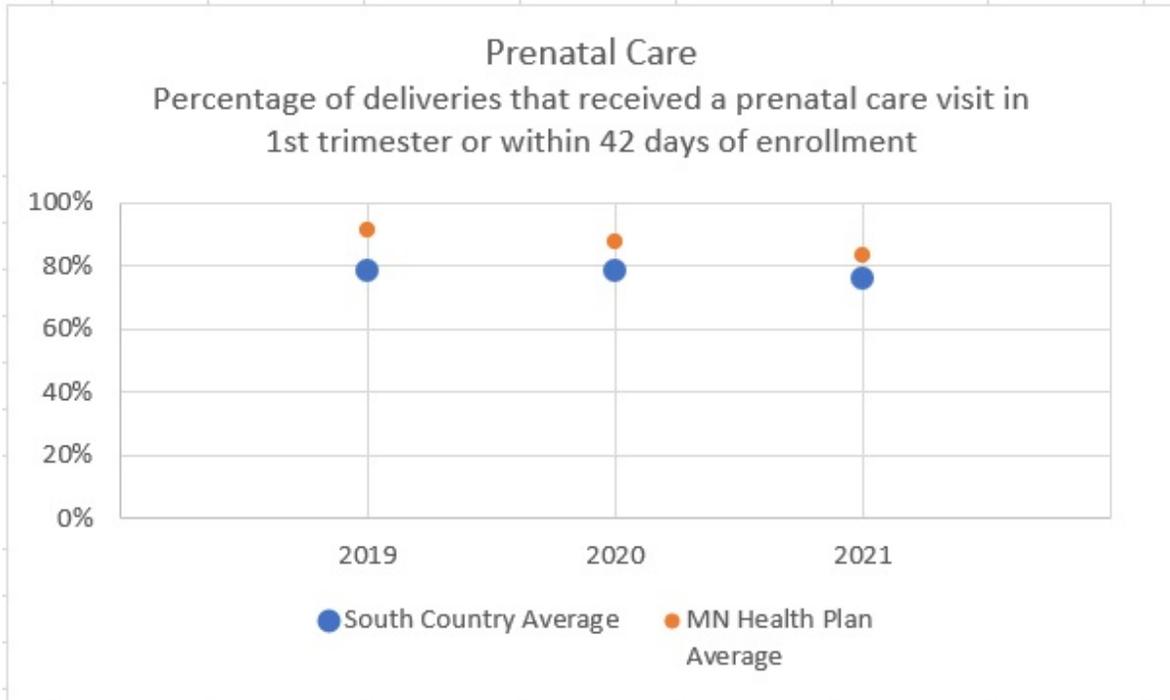
## A HEALTHY START

### Promoting a Healthy Start for Mothers & Children in Rural Minnesota

- 2021-2023 DHS Performance Improvement Project (PIP)
- Children ages 0-15 months
- Addresses geographic disparities due to living in rural communities

# HEDIS Rates

# Healthcare Effectiveness Data and Information Set



# A HEALTHY START

2020 and 2021 South Country averaged 416 pregnancies with approximately 30/month identified as high risk.

## Goals

- Increase 1st trimester prenatal care visit rate
- Increase postpartum care visit rate
- Increase primary care well-child visit rates



# A HEALTHY START

## Partnering with Counties



- Training video for county financial workers
- Referral lists of pregnant members are sent to counties
- Member Pregnancy Packets (available benefits, Community Care Connector info, local resources, Embracing Life prenatal guide, crucial advice)
- Baby's First Year Calendar (520 distributed in 2022)
- Healthy Baby Healthy Teeth Kits (580 kits distributed in 2022)
- Be Buckled™ Free Car Seat Program and Education (236 provided since 2021)

# A HEALTHY START

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- Perinatal depression screening
- Be Rewarded™ Prenatal Care
- Be Rewarded™ Postpartum Care
- Be Rewarded™ Infant Well-care Visits
- Free Breast Pump Program (350+ provided since 2021)
- 24-hour Nurse Advice
- EFCE Classes (700+ discounts given since 2021)

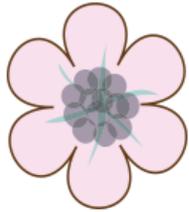


## Reminder:

Children should have a well-care visit at these ages:

- 0 -1 month
- 1 month
- 2 months
- 4 months
- 6 months
- 9 months
- 12 months
- 15 months

# Embracing Life Online



## Welcome to the supplementary content for our printed Embracing Life booklet

Embracing Life is a helpful guide book produced by South Country Health Alliance for health plan members who are pregnant. Our guide contains a calendar, helpful tips, and resources for new mom's both during and after their pregnancy.

The content of these pages is only part of what we have to offer – if you don't have a guide book, call Member Services to request one or download it from the Resource box on the right.

### [How you and baby share](#)

Whatever you put in your body is shared with your baby. Here are some things to avoid and why.

### [Childproofing, First Aid, and Safety](#)

Childproofing keeps your baby safe from dangers in your home. Look here for tips, first aid, and safety help.

### [Vaccinations](#)

Vaccinations help protect you and your baby from serious illness. Here's what you need to know.

### [Breastfeeding](#)

Breastfeeding is important for both you and the baby. Look here for more information.

### [Dental Care](#)

Dental care is even more important when you are pregnant. Find out how you and baby can both benefit.

### [More Resources & Numbers](#)

There are many resources available for new moms. Look here for them.

## More Resources for Parents

- [Prenatal & Postpartum Care](#)
- [Breastfeeding](#)
- [Childproofing, First Aid, and Safety](#)
- [Dental Care](#)
- [Vaccinations](#)
- [Well-care for Babies and Children](#)
- [What You Share with Your Baby](#)
- [More Resources and Numbers](#)
- [RideConnect Transportation](#)
- [24/7 Nurse Advice Phone Service](#)
- [Tobacco Cessation](#)
- [Dental Appointments](#)
- [Community Care Connectors](#)

### Documents to download

[Embracing Life Guide \(pdf\)](#)

[Pregnancy Brochure \(pdf-English\)](#) [\(pdf-Spanish\)](#) [\(pdf-Somali\)](#)



FIND A PROVIDER



FIND A PHARMACY

# NEW ENROLLEE HEALTH SURVEY: Response Rates

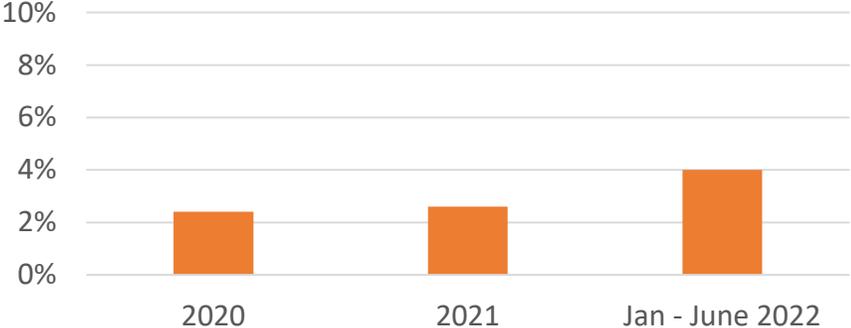


## South Country Response Rates

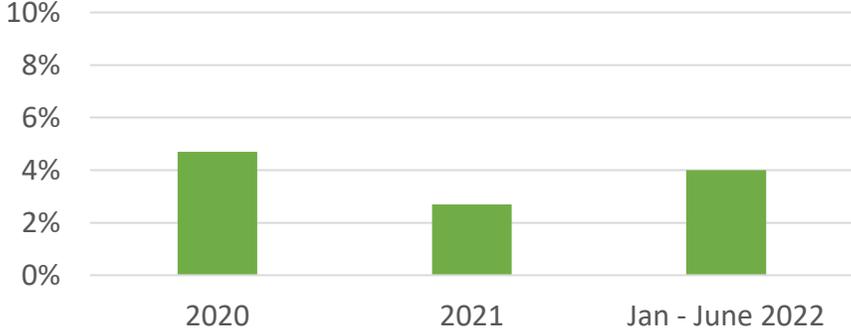
Outreach	2020	2021	Jan-June 2022
1 <sup>st</sup> outreach (Mail)	8%	19%	18%
2 <sup>nd</sup> outreach (Phone & Mail)	5%	8%	16%
3 <sup>rd</sup> outreach (Mail)	3%	11%	21%
<b>Total Combined</b>	<b>16%</b>	<b>38%</b>	<b>55%</b>

# NEW ENROLLEE HEALTH SURVEY: Social Drivers of Health Responses

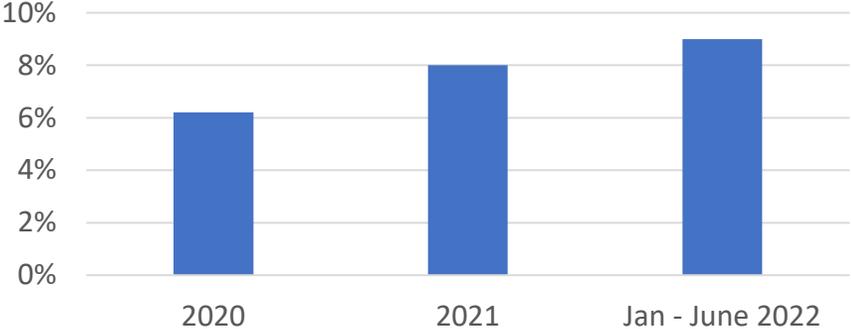
Are you worried in the next 2 months you might not have stable housing?



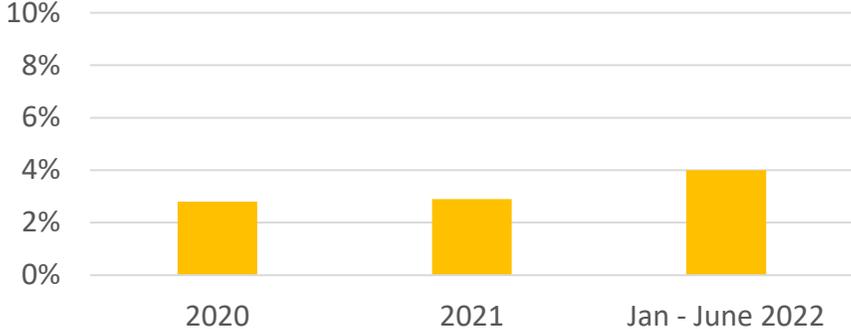
In the past year, have you or your family members had difficulty getting food?



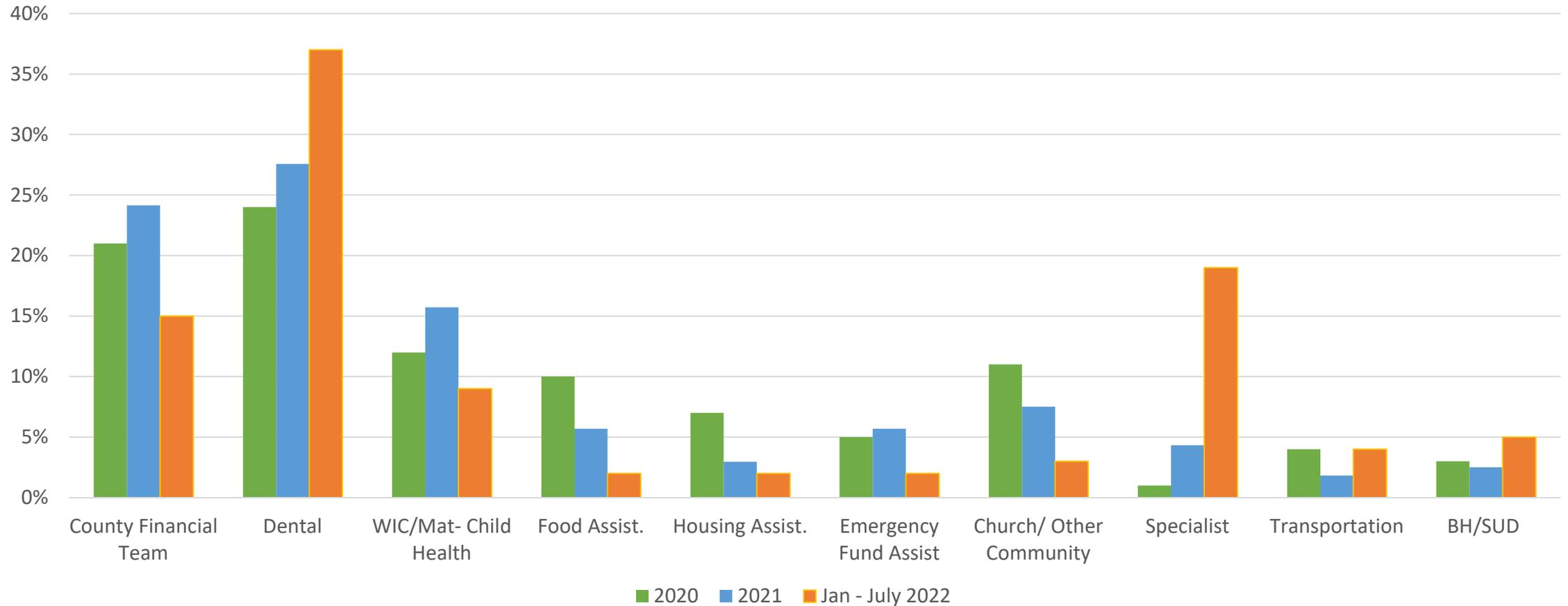
In the past year, have you or your family members had difficulty paying utilities?



In the past year, have you or your family members had difficulty getting clothing?



# NEW ENROLLEE HEALTH SURVEY: Member Follow-up / Referrals Made



# AUGUST 30, 2022 FINANCIALS

- Net Income \$12,500,000
- Revenues on budget with favorable program expenses
- Overall loss ratio of 86.5%
- Administrative Expenses \$954,000 favorable to budget
  - Admin expense ratio to revenue is 6.8%

**October 18, 2022**  
**9:45am Appointment**  
**Agenda of Chad T.**  
**Gramentz, PE Public**  
**Works Director**

1. Intersections Controls (CSAH 11 & TH 70)
  2. Event Permits & Pavement Markings
-

# Kanabec County Public Works- Department Policy

## Rural Through/STOP Intersections

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8-17-2021

### Policy Purpose/Introduction

The purpose of this policy is to establish uniformity and consistency in the application, installation, and maintenance of through/STOP intersection safety strategies on the Kanabec County roadway system. This document is intended as a guideline only, not a mandate.

### Policy

It is the policy of Kanabec County to implement safety strategies on through/STOP intersections based on a review and prioritization of intersections risk assessment and as included in the County Road Safety Plan. Strategies that will be considered to address the majority of gap-recognition, right-angle crashes include:

- *Change in Intersection Geometry*—Roundabouts and directional median intersections designs are effective at reducing, if not eliminating, right-angle crashes.
- *Mainline Dynamic Warning Sign*—Implementation of a mainline dynamic warning sign includes the installation of loop detectors on the minor leg approaches and a dynamic flashing sign on the major leg approaches. When a vehicle approaches on a minor leg, the loop detectors send a signal to the mainline sign and flashers warn drivers of a vehicle at the STOP sign.
- *Clearing and Grubbing*—Sight distance at intersections can be improved by clearing and grubbing adjacent right-of-way.
- *Street Lights*—Adding rural street lighting at intersections.

If crash records or comments by law enforcement indicate that intersection recognition (drivers running the STOP sign) is contributing to angle crashes, three additional strategies will be considered:

- *Upgraded Signs and Markings*—Installation of a standard set of signs and pavement markings on the minor intersection approaches.
- *Transverse Rumble Strips*—Transverse rumble strips are horizontal grooves in the pavement at approaches to intersections, typically between 450 to 700 feet from the intersection. Their purpose is to alert drivers to the approaching intersection by both noise and tactile sensation. The goal is to reduce unintentional running of STOP-controlled intersections in rural settings. The long-term success of transverse rumble strips as a traffic control enhancement lies in their very select, limited, and uniform application across an agencies system of intersections that have been identified as being at-risk for right-angle crashes associated with intersection recognition. Transverse rumble strips should not be used as the standard treatment for alerting motorists to conditions ahead. Overuse of transverse rumble strips could reduce their effect on road users, thereby reducing their effectiveness as a safety tool.
- *Flashing Lights*—Flashing lights mounted on STOP signs or LED-style flashing STOP signs.

### Policy Criteria

Installation of safety strategies should be considered across the system, as opposed to only at individual locations as a reactive application. Research has proven that crashes are not the only indication of risk at rural intersections and decisions to implement should be based on a system-wide evaluation based on the following intersection risk factors:

- Geometry of intersection (skew)
- Geometry of roadway (on or near curves—both vertical and horizontal)
- Commercial development in quadrants
- Distance from previous STOP sign (greater than 5 miles from the previous stop)
- Average Daily Traffic (ADT) ratio (a ratio of 0.4 to 0.8)
- Railroad crossing on minor approach
- Crash history

Rumble strips should be considered only after an adequate trial of less intrusive strategies such as upgrading of signs and marking or flashing STOP signs. The installation of transverse rumble strips should be implemented only after an assessment of the system of intersections, including the review of the following factors:

- The traffic control issues at the site
- Traffic control devices currently in use
- Traffic control alternatives considered or previously used
- Collision history of the site
- The reason transverse rumble strips are being considered
- A description of the location, including distances to nearby residences

## Consideration of Fatal Crashes

A fatal review panel shall be established to review fatal and serious injury crashes. The panel shall include representatives from the Public Works Department, Sheriff’s Office, and when appropriate, representatives from other agencies/road authorities. The panel shall establish a regular meeting schedule and the County Sheriff shall appoint a fatal review coordinator to facilitate meetings and records.

When a fatal or serious injury crash, classified as K or A, occurs at an intersection including a roadway under the authority of Kanabec County, and it is determined by a crash review that signage recognition was a primary factor in the crash, the following may be implemented:

- upgraded signs and markings
- flashing lights – if upgraded signs and markings are present at the time of the crash

## Implementation

The improvements and enhancements set forth in this policy are subject to available funding, available staffing, and professional judgement of Kanabec County’s transportation professionals. The intent of this policy is to provide guidelines and is not intended to be a mandate.

# Intersection Safety Screening

Intersection: MN 70 @ CSAH 11 - Kanabec County



Crash Data, 2006-2015(Toolkit Data). CrashMART Data Taken from 2009-2019.

Crashes by Crash Severity	
Fatal	1
Incapacitating Injury	0
Non-incapacitating Injury	2
Possible Injury	1
Property Damage	0
<b>Total Crashes</b>	<b>4</b>

Intersection Characteristics	
Entering Volume	1,975
Traffic Control	Thru / stop
Environment	Rural
Speed Limit	55 mph

Annual crash cost = \$156,300

## Statewide Comparison

Rural Thru / Stop

Total Crash Rate	
Observed	0.55
Statewide Average	0.27
Critical Rate	0.83
<b>Critical Index</b>	<b>0.66</b>

Fatal & Serious Injury Crash Rate	
Observed	13.86
Statewide Average	1.14
Critical Rate	13.18
<b>Critical Index</b>	<b>1.05</b>

The observed crash rate is the number of crashes per million entering vehicles (MEV). The critical rate is a statistical comparison based on similar intersections statewide. An observed crash rate greater than the critical rate indicates that the intersection operates outside the expected, normal range. The critical index reports the magnitude of this difference.

The observed total crash rate for this period is 0.55 per MEV; this is 34% below the critical rate. Based on similar statewide intersections, an additional 2 crashes over the ten years would indicate this intersection operates outside the normal range.

The observed fatal and serious injury crash rate for this period is 13.86 per 100 MEV; this is 1.1 times the critical rate.

# LED STOP Signs

## What are LED STOP Signs?

Light-emitting diode (LED)-enhanced STOP signs are the familiar octagonal red signs with white lettering that also include red LEDs on the outer edge of the sign. The LEDs are configured to either operate continually, or to only flash when a detection system senses a vehicle approaching the sign.

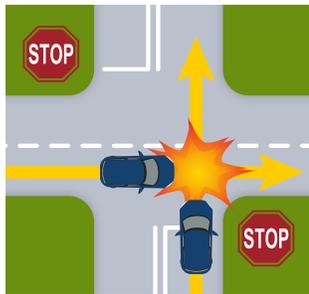


### Key Functions

Drivers approaching an intersection receive heightened visual input via the flashing LEDs, which:

- Increases conspicuity and awareness of the STOP sign under normal and low-visibility conditions
- Attempts to increase driver compliance and caution at stop-controlled intersections

Figure 1: Enhanced LED STOP Sign



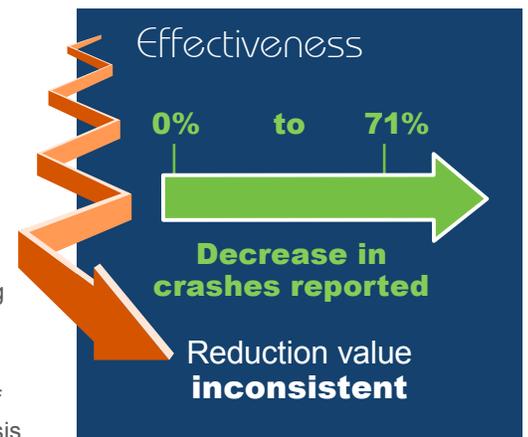
## What is the purpose of LED STOP signs?

The purpose of LED STOP signs is to capture the driver's attention through supplemental visual input. It is intended to increase stopping compliance and prevent right-angle crashes by alerting drivers of upcoming roadway changes so they do not unintentionally run the STOP sign. Right-angle crashes are the most common type of crash that result in a fatality or serious injury at through-stop controlled intersections. Although some crashes involve drivers running a STOP sign, nearly two-thirds of angle crashes are attributed to drivers not selecting a large enough gap between their car and the approaching vehicle on the major road to safely complete a crossing or turning maneuver. This type of right-angle crash is not addressed by the installation of an LED STOP sign.

## How effective are LED STOP signs?

Research<sup>1</sup> documents three primary performance measures for LED STOP signs: (1) deceleration rates of approaching vehicles, (2) the fraction of vehicles making a complete stop, and (3) change in the frequency of crashes at the intersection. The research included the following results<sup>1</sup>:

1. Adding LED STOP signs did not substantially change driver reaction to slow their vehicles as they approached the intersections – reported reductions were in the range of 1 to 3 miles per hour with slightly higher reductions at night.
2. The LED STOP signs did not change the fraction of vehicles making complete stops at the intersections (when minor approach drivers did not encounter opposing vehicles on the major approaches).
3. The estimated crash reduction was determined to be approximately 42 percent. However, this estimate is not statistically significant because of the small number of right-angle crashes at intersections with the LED installations. The statistical analysis indicates that the reduction may range between 0 and 71 percent; a more precise number cannot credibly be supported by the data.



## What are the most suitable applications for LED STOP signs?

Installing LED STOP signs reactively in response to one severe crash at one intersection is not likely to be an effective approach because of a low density of severe right-angle crashes at through-stop intersections, only a minority of crashes involve running the STOP sign, and a lack of consistent crash reduction estimate. Instead, a potentially more effective approach would be to install LED STOP signs selectively at the few intersections along a system that have actually experienced multiple crashes from drivers running stop signs. Alternatively, broader effective deployment across a system should include intersections identified to be high-risk based on a data-driven evaluation and where sight lines to the STOP sign are restricted by road geometry or topography.

Guidance from the MnDOT Traffic Engineering Manual (TEM) suggests that at least two of the following criteria should be met for the intersection to be considered for LED STOP sign installation:

- Limited visibility on approach to the intersection
- History of crashes documented to be caused by a failure to stop and deemed preventable by implementation of conspicuity improvements
- At a rural junction of two or more high speed trunk highways to warn drivers of an unexpected crossing of another highway
- At a rural junction of a trunk highway and a local road which has no STOP controlled intersection within five miles

In addition, the TEM advises that alternative improvements should be considered at the intersection prior to selecting a LED STOP sign, such as:

- Installing a STOP AHEAD sign or pavement message
- Increasing the size of the STOP sign or adding a second sign on the left side
- Adding retroreflective strips to the STOP sign support
- Install transverse rumble strips
- Add a STOP bar



*“Flashing LED STOP and YIELD signs should only be considered for installation in situations necessitating enhanced visibility of the sign. When usage is limited to special circumstances, flashing LED STOP and YIELD signs may be effective safety countermeasures.”*

*Section 6-5.07,  
MnDOT Traffic Engineering Manual*

### Cost

- Per Intersection: \$2,000 to \$6,000
- Includes one LED-enhanced STOP sign on two approaches, sizes between 30” and 48”
- Cost primarily covers the LED and commonly solar charging equipment

## Are there additional considerations?

If an agency decides to install an LED STOP sign at a particular intersection, it is recommended to document why that intersection was selected and why other similar intersections were not. Minnesota tort law provides a variety of immunities from accusations of negligence when an agency can clearly demonstrate their thought process leading to the decision to implement. **END**

## References

1. Davis, G. and J. Hourdos. 2014. *Estimating the Crash Reduction and Vehicle Dynamics Effects of Flashing LED STOP Signs*. MnDOT Report 2014-02. <http://www.its.umn.edu/Publications/ResearchReports/reportdetail.html?id=2330>. Accessed June 2017.
2. Arnold, E. and K. Lantz. 2007. *Evaluation of Best Practices in Traffic Operations and Safety: Phase I: Flashing LED STOP Signs and Optical Speed Bars*. Report VTRC 07-R34. [http://www.virginiadot.org/vtrc/main/online\\_reports/pdf/07-r34.pdf](http://www.virginiadot.org/vtrc/main/online_reports/pdf/07-r34.pdf). Accessed June 2017.
3. Minnesota Department of Transportation (MnDOT). 2015. *Traffic Engineering Manual, Chapter 6 – Traffic Signs and Delineation*. <http://www.dot.state.mn.us/trafficeng/publ/tem/>. Accessed June 2017.



## BENTON COUNTY BOARD OF COMMISSIONERS

### Policy for Use of Highway Right of Way for Special Events

Adopted 5/19/2015

#### PURPOSE

The main purpose of this Policy is to provide safe roadways for the traveling public. As designated in Minnesota Statute §160.02, subd. 25 and §169.04, the Benton County Board of Commissioners (“County Board”) has traffic regulation authority over all streets and highways under their jurisdiction (county state-aid highways, county highways, and municipal state-aid streets). As outlined in the statutes, the local authority may enact any ordinance or regulation authorized by the statutes affecting traffic operation on these facilities.

Minnesota Statute §169.06, Subd. 2 and 3 provide requirements that local authorities conform to the Minnesota Manual of Uniform Traffic Control Devices (MMUTCD) for sign and traffic control requirements.

#### BACKGROUND

The use of county highway right-of-way for special events may be in the public interest. Special events may include parades, marathons and races. Notices, in the form of signs or banners erected within the right-of way, for certain events or information pertaining to those events or for other purposes may also be in the public interest. Therefore, the following guidelines have been developed to help assure that all requests for such use of the right of-way are responded to in a uniform manner throughout the County.

#### GUIDELINES

Use of the county highway right-of-way for activities will not be allowed unless a legitimate public interest is to be served. Use of highway right-of-way not related to construction or maintenance requires that the requester contact the Benton County Public Works Department and obtain a permit for the special event that calls for a complete or partial closure of the public right of way. County authorization may be granted, through the approval of the Benton County Board of Commissioners, if all pertinent criteria covered in these guidelines are satisfied. (Applicants should note that circumstances may exist that preclude a partial or complete closure of the a roadway regardless of whether or not applicants meet the below described criteria.) Applications for a special event partial or complete closure of a public right of way must be submitted 60 days prior to the special event.

The applicant/organization shall complete a permit application form and submit all pertinent data deemed necessary to properly evaluate the request. All applications for use of County highways for special events presented to the County Public Works Director must meet the following minimum



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requirements:

1. A definite area of the public right of way will be designated for the exclusive or partial use for the special event. The applicant/organization is not authorized to use any area of the roadway outside the area defined in the permit.
2. Proof of Commercial General Liability/Automobile Insurance in the amount of \$500,000 per person and \$1.5 million per occurrence. Benton County shall be listed as an additional insured. The certificate must be in place 10 days prior to the special event. The applicant/organization shall not cancel the insurance until the event is complete and the highway has been reopened. The insurer shall provide notice to the County Public Works Department immediately upon modification or termination of the insurance policy.
3. Applicant/organization agrees to assume the entire responsibility and liability for all damages or injury to all persons, whether employees or otherwise, and to all property, arising out of, resulting from or in any manner connected with the operation of the special event.
4. Applicant/organization shall agree to defend and indemnify Benton County, its agents and employees, from all such claims including, without limiting the generality of the foregoing, claims for which Benton County may be claimed to be liable and legal fees and disbursements paid or incurred to enforce the provisions of this paragraph.
5. Applicant/organization shall allow periodic inspection during the event and shall remove all traffic control devices as soon as safely possible after a special event.
6. Applicant/organization shall restore the area and roads used to its original condition.

The permit shall also identify that the applicant/organization shall be responsible for damage done to the highway property as a result of the special event, damages payable upon receipt of invoice.

If Benton County provides assistance in the form of traffic control devices, signs and/or labor, the applicant/organization should be billed for the actual costs incurred by Benton County.

In the event that County Personnel are requested or required to provide traffic control or professional law enforcement services for a special event, the Benton County Sheriff and Public Works Director are given authority to charge applicant/organization for overtime labor and equipment costs. The use of County forces for traffic control or professional law enforcement shall be at the discretion of the Sheriff and Public Works Director.

### **Approval Guideline**

For purposes of these guidelines, the use of highway right-of-way is split into two categories:

1. Use of Right-of-Way Involving Road Closure.
2. Use of Right-of-Way Involving Traffic Restrictions.



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Within each of these categories, the categories are subdivided as follows:

1. *High Speed Roads* - Speed limit 45 miles per hour or greater.
2. *Low Speed Roads* - Speed limit 40 miles per hour or less.
3. *Low Speed County Roads within a Municipality* – Speed limit 30 miles per hour or less.

#### **Use of Right-of-Way Involving Road Closure**

Examples of road closures include parades, races, filming, etc.

1. High Speed Roads – Partial or complete Closures should not be allowed. However, use may be allowed in those cases where there is a limited impact on traffic, subject to the criteria covered Under "Low Speed Roads." If a partial or complete closure is allowed for a special event, the number of permits issued for any given High Speed Road shall be limited to two per calendar year.
2. Low Speed County Roads including Low Speed County Roads within a Municipality - Closures may be allowed at the discretion of the County subject to the following criteria:
  - a. Closures shall not be allowed during peak traffic periods unless authorized by the County Engineer. The period of time for which a road is closed should be during daylight hours not to exceed 12 hours.
  - b. Written traffic control plans and adequate personnel to insure the safety of the participants, spectators and traveling public have been prepared and submitted as required above. (Traffic control plans must be approved by the County Public Works Director.)
  - c. A written plan to assure fire and emergency vehicle access to the area affected has been prepared and submitted as required above. (The emergency vehicle access plan must be approved by the Chief Law Enforcement Officer and Fire Chief of the affected jurisdiction(s))
  - d. A written plan to assure ingress and egress for property owners along the impacted public right of way has been prepared and submitted as required above as part of the traffic control plan required in letter (b) .
  - e. An adequate written detour route shall be included in the traffic control plan required in letter (b). Motorists shall be guided through the detour by signs, traffic control personnel, law enforcement personnel or a combination of the three.
  - f. Signs shall be in accordance with the Minnesota Manual on Uniform Traffic Control Devices (MNMUTCD) latest edition; or the Temporary Traffic Control Zone Layout Field Manual, latest edition; whichever is applicable. Detour signing, advance notices and publications are the responsibility of the sponsor.
  - g. The use of spray paint on roadways, telephone poles and sidewalks/trails is prohibited, with the exception of temporary chalk-based material. All temporary signage for the event will be allowed during the event period only. Permanent road signs shall not be removed or covered with event signage.
  - h. No stands, buildings, tents or other encroachments will be permitted within the public right of way unless specifically noted in the permit.
  - i. All road closures shall be coordinated with the State Patrol and the local law enforcement agency.



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- j. The sponsor shall arrange adequate traffic control and law enforcement personnel. The head of the law enforcement agency having primary jurisdiction of the proposed road closure shall determine the adequate level of staffing needed to ensure public safety in and around the road closure.
- k. The sponsor shall be responsible for removal of all signage and litter after the event.
- l. The Main Point of Contact listed on the permit shall monitor the event to ensure the safety of the public from such hazards as traffic conflicts because of blocking of the roadways, inspection of barriers, etc. This person shall be available during the event should police, county, city or township officials or staff have concerns with the safety aspects of this event.

**Denial of Permit Application**

Failure to meet all the requirements of an approved permit application, as determined by the County, may be grounds for denial of any subsequent applications for that event.



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Wright County Highway Dept.  
Public Works Building  
3600 Braddock Ave. N.E.  
Buffalo, MN. 55313

SPECIAL EVENT PERMIT NO.

Highway Dept 763-682-7706  
Fax. 763-682-7313  
Sheriff Dept 763-682-7616

## SPECIAL EVENT APPLICATION

Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_  
City: \_\_\_\_\_ MN \_\_\_\_\_ Fax/e-mail: \_\_\_\_\_

Event Name: \_\_\_\_\_ Event Description: \_\_\_\_\_

Estimated Number of Participants:

Starting Location: \_\_\_\_\_

Ending Location: \_\_\_\_\_

Event Date: \_\_\_\_\_ Event Time: \_\_\_\_\_ To \_\_\_\_\_

Highway Routes Used (Supply Map): \_\_\_\_\_

Safety Procedures/Traffic Control (Event Personnel): \_\_\_\_\_

The undersigned applicant hereby agrees to the Sheriff's & Highway's Departments requirements and holds harmless Wright County for any acts resulting from the negligence of his organizers, participants or any spectators.

Name Signature: \_\_\_\_\_ Date \_\_\_\_\_

### SHERIFF DEPARTMENT

Number of Sheriff's Officers Required: \_\_\_\_\_ X \$ 75.00/Hr. = \$ \_\_\_\_\_  
Total = \$ \_\_\_\_\_

Sheriff Dept. Comments/Requests: \_\_\_\_\_

Authorized Sheriff's Dept. Signature: \_\_\_\_\_ Date \_\_\_\_\_

### HIGHWAY DEPARTMENT

Highway Dept. Comments/Requirements: \_\_\_\_\_

Authorized Highway Dept. Signature: \_\_\_\_\_ Date \_\_\_\_\_

# WRIGHT COUNTY SPECIAL EVENT PERMIT

## REGULATIONS

1. The organization or responsible party for the event shall fill out the permit.
1. The applicant should submit a permit to the Wright County Highway Department a minimum of one month prior to the event. Questions should be directed to Adam Backes at 763-682-7706.
2. The Sheriff's Department will determine the number of officers required to control traffic, etc. (These services will cost approximately \$75.00/hr. per man and unit).
3. Applicants should contact Sergeant Drew Scherber at 763-684-4534 to schedule Sheriff Department assistance.
4. A map showing the highway routes used, shall be included with the permit.
5. **APPLICANT SHALL LIST ALL SAFETY AND TRAFFIC CONTROL PROCEDURES HE OR SHE INTENDS TO PROVIDE FOR THE EVENT.**
6. Off street parking facilities must be provided for at the start and finish locations.
7. All participants shall obey all traffic laws and the enforcement officers that are assisting in the traffic control for the event.
8. Failure to abide by the regulations of the permit will be cause for denial of future applications.
9. Organizers will be responsible for all costs involved in or as a result of the event.
10. Applicants should make a special effort to provide visible/reflective clothing for its officials and participants.



Sherburne County Sheriff's Office  
Recreational Enforcement  
13880 Business Center Dr.  
Elk River, MN 55330  
763-765-3500  
[cole.petroske@co.sherburne.mn.us](mailto:cole.petroske@co.sherburne.mn.us)

## SPECIAL EVENT

Minnesota Statute 86B.121 requires a permit be issued before holding or sponsoring any scheduled or public race, regatta, tournament or other competition or exhibition, or trial race on water or ice, whether or not involving watercraft.

**The statute further states that the County's issuance of a permit under this section does not make the County liable for any injury occurring at the event.**

The applicant shall provide a non-cancellable comprehensive general liability policy with Sherburne County named as an additional insured.

In addition to an insurance policy, proof of notification to the City or Township where the event is being held must be provided. This ensures that the City or Township is aware of the event. Be sure to discuss parking/land use issues with the City or Township. Please note that no more than 50% of a State owned public access may be used for an event. (MN Rule 6212.2700)

Other documents that may apply to your event include DNR tournament permits, food and alcohol vendor permits, pyrotechnic permits, gambling permits, etc. Be sure to include copies of these with the application. To obtain these permits contact the MN DNR or the Sherburne County Auditor Treasurer Department.

The application must be submitted to the Recreational Enforcement Division **30 days** prior to the event. Delivery can be done in-person, by mail, fax, or e-mail. All other supporting documents and permits must be submitted **7 days** prior to the event. Upon review of all documents you will be notified of approval or denial. Approved applications will be signed by the Sheriff and have a permit number listed in the upper right corner. The application and supporting documents must be on site and readily available during the duration of the event.

Watercraft being used for an event will be inspected by event staff before entering and upon leaving public waters to prevent the spread of Aquatic Invasive Species.

Events held on the ice are subject to adequate ice thickness. Generally, there will be no parking of contestant vehicles on the ice. Support vehicles and event structures may be placed on the ice but must maintain a minimum of 30 feet between vehicles and structures. If water rises above holes drilled in the ice or sagging is observed. **All** vehicles must be removed from the area immediately. To ensure safety for all, these requirements will be strictly enforced.

Failure to follow guidelines and requirements set forth by your permit will result in the cancellation of the permit.





Sherburne County Sheriff's Office  
 Recreational Enforcement  
 13880 Business Center Dr.  
 Elk River, MN 55330  
 763-765-3500  
[cole.petroske@co.sherburne.mn.us](mailto:cole.petroske@co.sherburne.mn.us)

**PERMIT**  
**NUMBER:**

\*Office use only\*

## SPECIAL EVENT

**Site Layout:**

Use the space provided below to indicate the events impact on the area. Note the following:  
 Access points, Parking areas, Event perimeter, Location of structures/vendors, etc.....

Event access location(s): \_\_\_\_\_

Event parking location(s): \_\_\_\_\_

*Please either use drawing tool, print and draw freehand, or print a map and draw on it.*

**NORTH**

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*\*I certify that I am authorized to represent the organization holding this event and hereby agree that this event will comply with all statutes, rules, regulations, and special requirements as they apply to this event. I acknowledge that any violation of statute, rule, regulation, or special requirement of this event will be cause for immediate revocation of this special event permit and thereby terminate the event activities. I also acknowledge that I have received a guide outlining the basic requirements related to this application and hosting a special event.\*\*\*\*

Sheriff's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**APPROVED WITH ATTACHED CONDITIONS (Office Use Only)**



# MnDOT Traffic AWS Warrant Analysis

Location: MN 70 @ CSAH 11

County: Kanabec

Ref. Point: 1+00.512

Date: 9/12/2019

Approach	Description	Speed
<i>Major 1</i>	MN 70 EB	55
<i>Major 3</i>	MN 70 WB	55
<i>Minor 2</i>	CSAH 11 SB	55
<i>Minor 4</i>	CSAH 11 NB	55

EXISTING VOLUMES FROM AUGUST 28/29, 2019

Factor Used:  
70%      80%  
210/140    240/160

Hour	Major App. 1	Major App 3	MINOR APP. 2	MINOR APP. 4	Major Total (App.1 + App. 3)	Minor App. Total (App.2 + App. 4)	Warrant Met	Warrant Met
0:00 - 1:00	0	0	0	0	0	0	/	/
1:00 - 2:00	0	0	0	0	0	0	/	/
2:00 - 3:00	0	0	0	0	0	0	/	/
3:00 - 4:00	0	0	0	0	0	0	/	/
4:00 - 5:00	0	0	0	0	0	0	/	/
5:00 - 6:00	0	0	0	0	0	0	/	/
6:00 - 7:00	24	30	42	10	54	52	/	/
7:00 - 8:00	24	40	55	19	64	74	/	/
8:00 - 9:00	23	24	28	14	47	42	/	/
9:00 - 10:00	23	40	32	15	63	47	/	/
10:00 - 11:00	34	37	27	12	71	39	/	/
11:00 - 12:00	24	39	36	23	63	59	/	/
12:00 - 13:00	25	34	34	20	59	54	/	/
13:00 - 14:00	40	40	48	25	80	73	/	/
14:00 - 15:00	25	27	31	22	52	53	/	/
15:00 - 16:00	35	57	45	39	92	84	/	/
16:00 - 17:00	33	54	54	68	87	122	/	/
17:00 - 18:00	37	41	41	55	78	96	/	/
18:00 - 19:00	0	0	0	0	0	0	/	/
19:00 - 20:00	0	0	0	0	0	0	/	/
20:00 - 21:00	0	0	0	0	0	0	/	/
21:00 - 22:00	0	0	0	0	0	0	/	/
22:00 - 23:00	0	0	0	0	0	0	/	/
23:00 - 24:00	0	0	0	0	0	0	/	/

Hours Conditions were met:

Warrant Condition	Same Hours Met	Warrant Satisfied?
AWS@ 70%	0	No
AWS@ 80%	0	No

# 10:00am Appointment

October 18, 2022

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Representative Nathan Nelson to Discuss County Program Aid Disparities	<b>b. Origination:</b> MN Dept of Revenue
<b>c. Estimated time:</b> 20 minutes	<b>d. Presenter(s):</b>

**e. Board action requested:**

Informational

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**f. Background:**

Supporting Documents: None  Attached:

**Date received in County Coordinators Office:**

**Coordinators Comments:**

# Agenda Item #1

## PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of the County Coordinator

**UNAPPROVED MINUTES**

**October 4, 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, October 4, 2022 pursuant to adjournment with the following Board Members present on-site: Les Nielsen, Rick Mattson, Dennis McNally, Alison Holland, and Craig Smith. Absent: None. Staff present on-site: County Coordinator Kris McNally, County Attorney Barbara McFadden 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 Rick Mattson, seconded by Craig Smith and carried unanimously to approve the agenda as presented.

Jim Hartshorn met with the Board to introduce himself as the new EDA Director. Information only, no action was taken.

Action #2 – It was moved by Rick Mattson, seconded by Alison Holland and carried unanimously to approve the September 20, 2022 minutes as presented.

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

<u>Vendor</u>	<u>Amount</u>
Kanabec County Auditor HRA	51,330.14
Kanabec County AT ACH_ VISA	2,555.02
Marco Inc	3,267.40

Minnesota Energy Resources Corp	9,919.41
MNPEIP	11,075.42
Quadient Leasing USA, Inc.	2,086.20
Verizon Wireless Aircards	1,370.41
Chamberlain Oil	350.00
East Central Energy	1,434.61
Heartland Homes	500.00
Meier, Brian	500.00
Mora Municipal Utilities	919.58
Munstersteiger, Tony	600.00
Dearborn National Life Insurance Co	773.97
Health Partners	6,395.52
Life Insurance Co of North America	655.15
MNPEIP	146,146.50
The Hartford Priority Accounts	6,243.02
VSP Insurance Co	473.52
<b>19 Claims Totaling:</b>	<b><u>\$ 246,595.87</u></b>

Action #4 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to recess the meeting at 9:08am to a time immediately following the Community Health Board.

Action #CH5 – It was moved by Alison Holland, seconded by Craig Smith and carried unanimously to approve the Community Health Board Agenda with the following addition: Discuss hiring a Regional Prevention Coordinator (RPC) at a higher wage.

Health Promotion Coordinator Patti Miller met with the County Board to give a presentation regarding Mental Health/Regional Suicide Prevention/Substance Abuse Prevention. Information only, no action was taken.

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

Community Health Director Kathy Burski gave an update regarding COVID-19. Information only, no action was taken.

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

## **Resolution #CH6 – 10/4/22**

Agreement for Clinical Laboratory Training – Mayville State University

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

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

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

**THEREFORE BE IT RESOLVED** to approve the Community Health Administrator to sign an Agreement with Mayville State University for Clinical Laboratory Training commencing October 1, 2022 through October 31, 2027.

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

**Resolution #CH7 – 10/4/22**

Community Health Planner/Regional Prevention Coordinator Resolution

**WHEREAS** Kanabec County Community Health has a vacant Regional Prevention Coordinator position, and

**WHEREAS** after reposting the position, two viable candidates were received and interviewed by the Community Health Director and Minnesota Department of Human Services, and

**WHEREAS** both the Community Health Director and Minnesota Department of Human Services have agreed upon a candidate to be hired, and

**WHEREAS** an offer was made to said candidate and the candidate requested to be paid at a Level G, which is near her current wage, and

**WHEREAS** this position is a grant funded position by the Minnesota Department of Human Services, who has approved the requested wage differential.

**THEREFORE BE IT RESOLVED** that the Kanabec County Community Health Board authorizes the Community Health Director and the County Personnel Director to hire the full time Community Health Director/Regional ATOD Prevention Coordinator at Step G Range 13 at \$33.05 per hour, and

**BE IT FURTHER RESOLVED** that the hours of work for this position be limited to those budgeted and approved via the Department of Human Services grant.

Action #CH8 – Craig Smith introduced the following resolution and moved its adoption:

### **Resolution #CH8 – 10/4/22**

Resolution endorsing Kanabec County - Timber Trails Public Transit's Title VI Program Plan.

**WHEREAS**, Kanabec County - Timber Trails Public Transit under the Title VI and the Civil Rights Act of 1964, is committed to a Title VI Program that prohibit discrimination by/from Kanabec County - Timber Trails Public Transit based on race, color, or national origin.

**WHEREAS**, Kanabec County - Timber Trails Public Transit must establish a Title VI Program that meets Federal Transit Administration (FTA) guidelines (Circular 4702), as stated and provided in the Kanabec County - Timber Trails Public Transit's MnDOT data management system, known as BlackCat, requires the following compliance elements:

- Notification to the Public of their rights under Title VI of the Civil Rights Act;
- A Complaint Procedures and Complaint Form;
- A list of the transit-related Title VI Investigations, Complaints, and Lawsuits;
- A Public Participation Program;
- A Language Assistance Plan to ensure reasonable access to information for those with Limited English Proficiency;
- A chart of the minority status of members of any non-elected decision making board and/or committees;
- Title VI training program for staff; and
- Governing Body/Organizational Body Resolution adopting Title VI Program Plan.

**BE IT RESOLVED THAT** Kanabec County - Timber Trails Public Transit will follow the Title VI Program Plan compliance elements to ensure all passengers and staff are treated equally.

**BE IT RESOLVED THAT** Kanabec County - Timber Trails Public Transit shall review and adopt or update all Title VI Program requirements every three (3) years. Said adoption or updates will include a public comment period for input in program plan.

**BE IT FURTHER RESOLVED THAT** Kanabec County Board of Commissioners authorizes the Transit Director and/or Kanabec County Community Health Director to implement and oversee compliance of Kanabec County - Timber Trails Public Transit 2022 Title VI Program.

The motion for the adoption of the foregoing Resolution was duly seconded by Rick Mattson and upon a vote being taken thereon, the following voted:

**IN FAVOR THEREOF:** Les Nielsen, Rick Mattson, Alison Holland, Craig Smith  
**OPPOSED:** Dennis McNally  
**ABSTAIN:** None

whereupon the resolution was declared duly passed and adopted.

Action #CH9 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the payment of 56 claims totaling \$40,257.73 on Community Health Funds.

Action #CH10 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to adjourn Community Health Board at 9:48am and to meet again on Tuesday, November 2, 2022 at 9:05am.

The Board of Commissioners reconvened.

Commissioner Craig Smith led a discussion regarding language in the proposed revised Snake River One Watershed One Plan.

Action #11 – Craig Smith introduced a motion to reject the revised Snake River One Watershed One Plan language as presented and send it back to the policy committee to amend the language regarding acknowledging Tribal land within the watershed.

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

**IN FAVOR THEREOF:** Les Nielsen, Rick Mattson, Dennis McNally, Craig Smith  
**OPPOSED:** Alison Holland  
**ABSTAIN:** None

whereupon the motion was passed.

County Sheriff Brian Smith met with the County Board to present the 2023 TZD Enforcement Grant.

*Action #12* – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to approve the following resolution:

### **Resolution #12 - 10/4/22**

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

**BE IT RESOLVED** that Kanabec County Sheriff's Office enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety enforcement projects during the period from October 1, 2022 through September 30, 2023.

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

Clifton Larson Allen LLP Assurance Principal Doug Host met with the County Board to present the 2021 audit and draft financial statements.

*Action #13* – It was moved by Alison Holland, seconded by Rick Mattson and carried unanimously to approve the following resolution:

### **Resolution #13 – 10/4/22**

#### **Resolution Accepting Kanabec County's Audited Financial Statements for Year-Ending December 31, 2021**

**WHEREAS**, the independent audit firm, Clifton Larson Allen LLP, has issued their opinion that Kanabec County's financial statements, as of December 31, 2021, are presented fairly and in accordance with generally accepted accounting principles; and

**WHEREAS**, Doug Host, authorized representative of Clifton Larson Allen LLP, and Denise Snyder, Kanabec County Auditor/Treasurer, presented a summary of key information in the 2021 Comprehensive Annual Financial Report to the Kanabec County Board of Commissioners; and

**WHEREAS**, the State Auditor’s Office requires the Kanabec County Board of Commissioners to accept the audited financial statements and make them available for public inspection in the Office of the State Auditor and in the Office of the County Auditor;

**THEREFORE BE IT RESOLVED** by the Kanabec County Board of Commissioners to accept the audited financial statements for year-ending December 31, 2021 as presented.

**10:37am** – The Chairperson called for public comment. Those that responded included:

Charlie Strickland Jr.	Comments regarding the law referenced in the THC Ordinance.
Deanna Pomije (via WebEx)	Comments regarding the Snake River 1W1P
Kim Johnson	Comments regarding the Snake River 1W1P

**10:48am** – The Chairperson closed public comment.

Family Services Director Chuck Hurd met with the County Board to request approve of a contract for out of state child placement.

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

**Resolution #14 – 10/4/22**  
**Children’s Residential Treatment Contract Resolution**

**WHEREAS**, Kanabec County Family Services is responsible, under MN Statute 245.487- 245.4889 which is known as the “Children’s Mental Health Act” to provide child-oriented mental health services for emotionally disturbed children and their families, and

**WHEREAS**, there are no vacancies in the type of facility needed at this time in the State of Minnesota, and

**WHEREAS**, Eastway Behavioral Healthcare has availability in The Heritage of Hannah Neil facility in Columbus, Ohio and are willing to accept the client, and

**WHEREAS**, Kanabec County Family Services and the parents have determined and agree on the need to have this placement occur as soon as possible for and in the best interest of the child

**THEREFORE BE IT RESOLVED** that the Kanabec County Family Services Board approves the Family Services Director signing a Service Agreement and Contract with Eastway Behavioral Healthcare for the period October 1, 2022 through September 30, 2023 upon approval of the documents by the County Attorney.

County Veteran Service Officer Erica Bliss met with the County Board to request permission to apply for and accept the Veterans Memorial Grant from Arts & Cultural Heritage Fund.

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

### **Resolution #15 – 10/4/22**

**WHEREAS** the County Veterans Service Office recommends application for the Arts & Cultural Heritage Fund Competitive Veterans Memorial Grant FY23, a competitive grant available to local units of government; and

**WHEREAS** the Kanabec County Veterans Memorial Project is not a unit of government; and

**WHEREAS** grant funding is allowed per Minn.Stat§ 129D.17 for arts, art education and arts access and to preserve Minnesota’s history and cultural heritage; and

**WHEREAS** the Kanabec County Veterans Memorial project will preserve the culture and history of Minnesota and Kanabec County veterans with walls of honor, Memorials for those killed in action and static displays of military memorabilia; and

**WHEREAS** the grant will be used to request \$10,000 for scaled drawing(s) of the Veterans Memorial Project by SEH to include the building (static display), memorial plaza, walls of honor and landscaping (\$5,000) and the custom construction of flag poles for the Memorial Plaza to include 6-35 ft. flags for each military service branch and 1-55 ft. pole for the US Flag (\$5,000); and

**WHEREAS** fiscal year 2023 appropriations are available until June 30, 2024;

**THEREFORE BE IT RESOLVED** the Kanabec County Board approves the application and acceptance, if awarded, of the Arts & Cultural Heritage Fund Competitive Veterans Memorial Grant FY23;

**BE IT FUTHER RESOLVED** that Kanabec County Veteran Service Officer Erica Bliss is authorized to sign the grant agreement on behalf of the Kanabec County Board.

Deputy Auditor Property & Tax Tim Jacobs met with the County Board to discuss matters regarding the upcoming tax forfeit land sale.

Action #16 – It was moved by Dennis McNally, seconded by Alison Holland and carried unanimously to set the minimum bid for parcel 23.00350.00 located in the City of Ogilvie at \$10,000.

HR Specialist Kim Christenson met with the County Board to present insurance renewals for approval.

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

### **Resolution #17 – 10/04/22**

**WHEREAS** the county offers health insurance to its employees, and

**WHEREAS** the current contract with Minnesota Public Employees Insurance Program expires December 31, 2022, and

**WHEREAS** the Kanabec County Board of Commissioners has been presented with a renewal notice for the county health insurance from Minnesota Public Employees Insurance Program, and

**WHEREAS** the county did receive a quote for health insurance plans from Minnesota Healthcare Consortium, and

**WHEREAS** the Insurance Committee has recommended switching to the Minnesota Healthcare Consortium health insurance plans January 1, 2023;

**NOW THEREFORE BE IT RESOLVED** to reject the 2023 renewal notice from Minnesota Public Employees Insurance Program and cancel the health insurance contract with Minnesota Public Employees Insurance Program effective December 31, 2022; and

**BE IT FURTER RESOLVED** to accept the recommendation of the Kanabec County Insurance Committee and sign a 2 year contract with Minnesota Healthcare Consortium and offer the following health insurance plans at the following rates:

Medica Passport Plan	Proposed Rates	
	Single	Family
\$850 Deductible	\$745.37	\$1,989.71
\$2,000 Deductible	\$655.55	\$1,749.93

Medica Elect Plan	Proposed Rates	
	Single	Family
\$850 Deductible	\$652.20	\$1,741.00
\$2,000 Deductible	\$573.60	\$1,531.19

Action #18 – It was moved by Alison Holland, seconded by Craig Smith and carried unanimously to approve a consent agenda including all of the following actions:

### **Resolution #18a – 10/04/22**

LIFE INSURANCE

**WHEREAS** the Kanabec County Board of Commissioners has been presented with a renewal notice for the county life insurance coverage, and

**WHEREAS** the proposed rates are unchanged from the current contract, and

**WHEREAS** the Insurance Committee has recommended approval of the renewal;

**BE IT RESOLVED** to accept the recommendation of the Kanabec County Insurance Committee and renew the Life Insurance Contract with The Hartford.

### **Resolution #18b – 10/04/22**

LTD INSURANCE

**WHEREAS** the Kanabec County Board of Commissioners has been presented with a renewal notice for the voluntary long term disability coverage, and

**WHEREAS** the proposed rates are unchanged from the current contract, and

**WHEREAS** the Insurance Committee has recommended approval of the renewal;

**BE IT RESOLVED** to accept the recommendation of the Kanabec County Insurance Committee and renew the voluntary Long Term Disability Insurance Contract with The Hartford.

## **Resolution #18c – 10/04/22**

### DENTAL INSURANCE

**WHEREAS** the Kanabec County Board of Commissioners has been presented with a renewal notice for the voluntary Dental Insurance, and

**WHEREAS** the Insurance Committee has recommended approval of the renewal;

**BE IT RESOLVED** to approve an agreement with Health Partners for employee voluntary dental insurance for the January 1, 2023 through December 31, 2023 contract year.

## **Resolution #18d – 10/04/22**

### SHORT TERM DISABILITY INSURANCE

**WHEREAS** the Kanabec County Board of Commissioners has been presented with a renewal notice for the voluntary short term disability coverage, and

**WHEREAS** the proposed rates are unchanged from the current contract, and

**WHEREAS** the Insurance Committee has recommended approval of the renewal;

**BE IT RESOLVED** to accept the recommendation of the Kanabec County Insurance Committee and renew the voluntary Short Term Disability Insurance Contract with Dearborn National.

## **Resolution #18e – 10/04/22**

### VISION INSURANCE

**WHEREAS** the Kanabec County Board of Commissioners has been presented with a renewal notice for the voluntary vision coverage, and

**WHEREAS** the Insurance Committee has recommended approval of the renewal;

**BE IT RESOLVED** to accept the recommendation of the Kanabec County Insurance Committee and renew the voluntary Vision Insurance with VSP pool plan.

## **Resolution #18f – 10/04/22**

### ACCIDENT, CRITICAL ILLNESS, & HOSPITAL INSURANCE

**WHEREAS** the Kanabec County Board of Commissioners has been presented with a renewal notice for the voluntary Accident Insurance, Critical Illness Insurance, and Hospital Insurance, and

**WHEREAS** the proposed rates are unchanged from the current contract, and

**WHEREAS** the Insurance Committee has recommended approval of the renewal;

**BE IT RESOLVED** to accept the recommendation of the Kanabec County Insurance Committee and renew the voluntary Accident Insurance, Critical Illness Insurance, and Hospital Insurance with Cigna.

*Action #19* – It was moved by Alison Holland, seconded by Rick Mattson and carried unanimously to authorize Payroll & Human Resources to add a voluntary Health Savings Account (H.S.A.) as a benefit option for employees with eligible health plans effective January 1, 2023.

*Action #20* – It was moved by Craig Smith, seconded by Alison Holland and carried unanimously to approve the following claims on the funds indicated:

<b>Revenue Fund</b>	
<b>Vendor</b>	<b>Amount</b>
Aspen Mills	1,320.96
AT&T Mobility	2,798.75
AT&T Mobility	89.46
Auto Value	35.96
Auto Value Mora	40.26
Blowers, Lisa	542.01
Braiedy, Kevin	231.51
Coborn's Inc.	35.62
Coborn's Inc.	2,529.75
Curtis, Michael	822.75
East Central Veterinarians	46.89
EATI	7,818.79
Grainger	51.41
Hamilton Funeral Homes	430.00
Hero Industries, Inc.	1,655.00
Hoefert, Robert	885.63

Horizon Towing	241.59
Kanabec County A/T	3,558.79
Kanabec County A/T	3,558.80
Kanabec Publications	655.20
Kanabec Publications	655.20
Lakeland Printers Inc.	568.00
Marco	176.00
Marco	273.00
Marco Technologies, LLC	94.80
Marco Technologies, LLC	5,811.05
Mattson, Jean	113.75
MCIT	65.00
MCIT	65.00
Minnesota Monitoring, Inc.	234.00
Minnesota Monitoring, Inc.	165.00
MN Public Transit Association	300.00
ODP Business Solutions, LLC	32.99
ODP Business Solutions, LLC	57.83
ODP Business Solutions, LLC	193.98
ODP Business Solutions, LLC	70.32
Petersen, Kevin	80.00
Premium Waters, Inc.	26.63
Quadient Finance USA, Inc.	3,500.00
Quality Disposal Systems	238.22
Quality Disposal Systems	28.97
Quill	49.47
Ramsey County	1,472.00
Ramsey County	1,615.00
Rick's Home Furnishings	51.42
RS Eden	44.80
Safe Assure Consultants Inc.	8,684.61
Samuel Johnson Law	263.50
Stellar Services	159.25
Streicher's	1,347.98
Summit Companies	559.25
Summit Food Service Management	4,088.88
Summit Food Service Management	4,006.53
Swipe Clock LLC	591.27

Terhaar, Cheryl	75.00
Tuorila Consulting	450.00
Van Alst, Lillian	1,468.13
Vye	420.00
<b>58 Claims Totaling:</b>	<b><u>\$ 65,445.96</u></b>

**Road & Bridge**

<b><u>Vendor</u></b>	<b><u>Amount</u></b>
Kanabec County Auditor HRA	51,330.14
Kanabec County AT ACH_ VISA	2,555.02
Marco Inc	3,267.40
Minnesota Energy Resources Corp	9,919.41
MNPEIP	11,075.42
Quadient Leasing USA, Inc.	2,086.20
Verizon Wireless Aircards	1,370.41
Chamberlain Oil	350.00
East Central Energy	1,434.61
Heartland Homes	500.00
Meier, Brian	500.00
Mora Municipal Utilities	919.58
Munsterteiger, Tony	600.00
Dearborn National Life Insurance Co	773.97
Health Partners	6,395.52
Life Insurance Co of North America	655.15
MNPEIP	146,146.50
The Hartford Priority Accounts	6,243.02
VSP Insurance Co	473.52
<b>19 Claims Totaling:</b>	<b><u>\$ 246,595.87</u></b>

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

**Resolution #21 – 10/4/22**  
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	\$1,310.56
Quality Disposal	-
Arthur Township	-
Total	\$1,310.56

Future Agenda Items: Flashing light at County Roads 11 and 70.

**11:20am** – The County Board took a ten minute break.

**11:30am** – The County Board reconvened.

Action #22 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to close the meeting at 11:31am 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, Alison Holland, and Craig Smith; as well as County Coordinator & Personnel Director Kris McNally and HR Specialist Kim Christenson.

Action #23 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to return to open session at 11:49am.

Action #24 – It was moved by Craig Smith, seconded by Alison Holland and carried unanimously to adjourn the meeting at 11:50am. The Board will meet again in regular session on Tuesday, October 18, 2022 at 9:00am.

*Signed* \_\_\_\_\_  
Chairperson of the Kanabec County Board of Commissioners,

Kanabec County, Minnesota

*Attest:* \_\_\_\_\_  
Board Clerk

DRAFT

## Agenda Item #2 Paid Bills

<u>Vendor</u>	<u>Amount</u>	<u>Purpose</u>	<u>Dept</u>
Midcontinent Communications	261.00	Utilities	Transit
Mora Municipal Utilities	17,553.34	Utilities - Electric & Water	Various
Spire Credit Union	8,759.10	See Below	
VC3, Inc.	12,224.40	Monthly Services & Labor	Various
Verizon Wireless Cell Phones	3,144.74	Monthly Service	Various
Deboer, Mark	500.00	Driveway Permit Refund	Highway
Diamond H Construction	500.00	Driveway Permit Refund	Highway
East Central Energy	85.65	Intersection Lighting	Highway
Fetzesk, Michael	500.00	Driveway Permit Refund	Highway
Lynne Vanhale-Whiteford	500.00	Driveway Permit Refund	Highway
Kanabec County Auditor - Treasurer	8,184.91	Leased Vehicles	Various
Consolidated Communications	1,081.63	Monthly Service	Various
Kwik Trip Inc	13,934.16	Fuel Cards for County Vehicles	Various
Midcontinent Communications	225.26	Monthly Service	Various
Minnesota Department of Finance	6,489.00	3Q22 Recorder State Fees & Surcharges	Recorder
Office of MN.IT Services	1,338.65	Monthly Service	IS
Consolidated Communications	75.78	Monthly Service	Highway
East Central Energy	178.40	Intersection Lighting	Highway
Gerking, Anita	500.00	Driveway Permit Refund	Highway
Quality Disposal	189.31	Garbage Disposal Services	Highway
Minnesota Department of Finance	39.00	3Q22 Real Estate Assurance	State Revenue Fund
Minnesota Department of Health	1,360.00	3Q22 Well Cert Fees	State Revenue Fund
Card Services (Coborn's)	237.54	Wellness Supplies	Employee Wellness

**23 Claims Totaling: \$ 77,861.87**

Spire Credit Union

15.02	Amazon - Labels	Auditor
(64.41)	Amazon - Return Label Maker	Auditor
42.94	Amazon - Label Maker	Auditor
38.48	Amazon - Microphone	IS
14.99	Amazon - Cable	IS
3,349.00	K-9 Unit Dog Trotter	ARPA
267.00	Supreme Court Lawyer Reg	Attorney
159.99	Amazon - Office Chair	Attorney
152.07	AmericInn - Assessor Conference Lodging	Assessor
105.00	MN Assoc of Assessor Member	Assessor
400.00	MN Assoc of Assessor Class Reg	Assessor
526.60	Hilton Garden Inn - Conference Reservation	Assessor
120.86	IM Hotel - Lodging (TV)	Assessor
57.79	Amazon - Office Supplies	Assessor
11.47	Amazon - Phone Case etc	Transit
11.47	Amazon - Phone Case etc	Transit
14.99	Amazon Prime Membership	Sheriff
375.00	BCA Training - DMT Cert - BT	Sheriff
56.59	Amazon - Axe	Sheriff
143.96	Amazon - Portable Harddrives	Sheriff
73.56	Amazon - Flash Drives	Sheriff
705.85	Dare Catalog - Cert Pencils etc.	Sheriff
28.00	Emma's Pizza - Jail Training	Jail
59.99	Amazon - APS Surge Protector	Jail
(6.43)	Amazon - Return	Jail
30.04	Amazon - Ping Pong Paddles	Jail
18.19	Amazon - Hydrocortizone Cream	Jail
147.15	Amazon - OTC Jail Med Supplies	Jail
25.00	Amazon - Antibiotic Cream	Jail
25.00	Amazon - Paper Portion Cups	Jail
275.00	BCA Training - BP	E-911
90.00	Kalaharir Resorts - Training - KS	E-911
50.00	BCA Training - KC	E-911
23.37	Amazon - Adhesive Remover	E-911

48.63	Amazon - File Folders Disp	E-911
200.00	AMEM - EMPG Dues - KS	E-911
0.99	Apple - Storage	Highway
159.99	Amazon - Viewsonic Monitor	Highway
309.00	B&H Photo - iPad	EDA
29.99	Amazon - iPad Case	EDA
138.77	Amazon - 2023 Planners	Community Health
7.99	Amazon - 2023 Desk Pad Calendar	Community Health
44.06	Eventbrite - 22 Suicide & MH Conference	Community Health
10.98	Amazon - 2023 Desk Pad Planner	Community Health
10.98	Amazon 2023 Planners	Community Health
25.60	Availity Subscrip Fee	Community Health
51.91	Amazon - 2023 Planners	Community Health
21.96	Amazon - 2023 Planners	Community Health
125.00	UofM Toward Zero Death Conf	Community Health
9.95	Amazon - 2023 Planners	Community Health
22.40	Availity Subscrip Fee	Community Health
14.64	Amazon - Laptop Bag	Community Health
29.95	Amazon - 2023 Planners	Community Health
32.00	Availity Subscrip Fee	Community Health
43.92	Amazon - 2023 Planners	Community Health
76.86	Amazon - 2023 Planners	Community Health
<b>56 Claims Totaling:</b>	<b>\$ <u>8,759.10</u></b>	

# Agenda Item #3a

## Regular Bills - Revenue Fund

### Bills to be approved: 10/18/22

Department Name	Vendor	Amount	Purpose
ASSESSOR	Bowland, Tim	131.73	Reimbursement for Mileage and Meals to St. Cloud
ASSESSOR	Marco, Inc.	159.00	Standard Payment
ASSESSOR	MN Dept of Revenue, Property Tax Division	50.00	Mass Appraisal Training Course - TV
ASSESSOR	MN Dept of Revenue, Property Tax Division	100.00	Mass Appraisal & SFIA Training Courses - JL
		<b>440.73</b>	
AUDITOR	Marco Business Products	42.40	Printer Maintenance Contract Balance
AUDITOR	ODP Business Solutions (Office Depot)	144.50	Office Supplies
		<b>186.90</b>	
BUILDINGS MAINTENANCE	Ace Hardware	47.90	Roller Covers, Brushes, Painting Tape, Sanding Blocks, Spray Paint
BUILDINGS MAINTENANCE	Adam's Pest Control, Inc.	125.00	Pest Control Services - Transit
BUILDINGS MAINTENANCE	Adam's Pest Control, Inc.	125.00	Pest Control Services - PSB
BUILDINGS MAINTENANCE	Colors by Craig	160.00	EDA Lettering Installed, 2 Small U of M Stickers
BUILDINGS MAINTENANCE	FBG Service Corporation	4,829.00	September Cleaning - Courthouse
BUILDINGS MAINTENANCE	FBG Service Corporation	2,543.00	September Cleaning - PSB
BUILDINGS MAINTENANCE	FBG Service Corporation	672.00	September Cleaning - Jail
BUILDINGS MAINTENANCE	Grainger	158.87	Motor & Capacitor - PSB
BUILDINGS MAINTENANCE	Grainger	(140.13)	Return Motor - Courthouse
BUILDINGS MAINTENANCE	Granite City Jobbing Co	720.00	Cleaning Spray, TP, Paper Towels - PSB
BUILDINGS MAINTENANCE	Granite City Jobbing Co	339.13	Garbage Bags, Paper Towels, TP - Courthouse
BUILDINGS MAINTENANCE	Johnsons Hardware	894.73	Salt 40lb (126), Teflon Lube Tri-Flow
BUILDINGS MAINTENANCE	MN Dept of Labor and Industry	20.00	Boiler License - Jail
BUILDINGS MAINTENANCE	Quality Disposal	222.65	Solid Waste Fees - Courthouse

BUILDINGS MAINTENANCE	Quality Disposal	235.62	Solid Waste Fees - PSB
BUILDINGS MAINTENANCE	Stafford Trucking Inc	112,000.00	Demolition of Old Jail Building
		<b>122,952.77</b>	
COMPUTER EXPENSES	MCIS	15,681.00	MCIS Property Tax Quarterly Support, FormsPrint Runtime, DBU Maintenance
COMPUTER EXPENSES	MNCCC Lockbox	13,277.50	4th Qtr Tax/Cama Support, Tax Beta Testing, Tax Enhancement Fund
		<b>28,958.50</b>	
COUNTY ATTORNEY	Bureau of Criminal Apprehension	480.00	BCA CJDN Access Fee 7/1/22 - 6/30/23
COUNTY ATTORNEY	MNCCC Lockbox	31.92	Adobe Subscription - Attorney
COUNTY ATTORNEY	RELX Inc. DBA LexisNexis	189.08	LexisNexis September 2022 Charges
		<b>701.00</b>	
COUNTY COORDINATOR	ODP Business Solutions (Office Depot)	38.98	Wall Calendar, Colored Paper, Return Wall Calendar
		<b>38.98</b>	
COUNTY CORONER	Ramsey County	2,987.00	Post Mortem Exam/Toxicology (2)
COUNTY CORONER	Ramsey County	3,183.57	Post Mortem Exam/Toxicology (2)
COUNTY CORONER	River Valley Forensic Services, P.A.	3,250.00	Contract Monthly Medical Examiner Service Aug '22 & Post Mortem Exams (6)
		<b>9,420.57</b>	
COUNTY EXTENSION	ODP Business Solutions (Office Depot)	90.14	Colored Paper
COUNTY EXTENSION	Regents of the University of MN	18,234.89	Jul-Sept 2022 MOA Billing & Extension Stationary - Envelopes, Letterhead, Bond Paper
		<b>18,325.03</b>	
COUNTY RECORDER	Kanabec Publications	70.00	Printed Envelopes
COUNTY RECORDER	MCIS	2,198.00	MCIS Property Tax Quarterly Support
COUNTY RECORDER	ODP Business Solutions (Office Depot)	52.20	Desk Calendars (2), Wall Calendar, Markers

		<u>2,320.20</u>	
COURT ADMINISTRATOR	Anne M. Carlson Law Office, PLLC	833.00	Court Appt Attorney Fees
COURT ADMINISTRATOR	McKinnis & Doom PA	705.50	Court Appt Attorney Fees
COURT ADMINISTRATOR	Rhonda J. Magnussen LLC	<u>677.50</u>	Court Appt Attorney Fees
		<b>2,216.00</b>	
ECONOMIC DEVELOPMENT	Kanabec Soil & Water District	36.00	Plat Book for EDA Director
ECONOMIC DEVELOPMENT	ODP Business Solutions (Office Depot)	<u>6.59</u>	File Folders
		<b>42.59</b>	
ELECTIONS	DS Solutions	64.38	Election Judge Badges
ELECTIONS	ODP Business Solutions (Office Depot)	41.24	Election Supplies
ELECTIONS	Sea Change Print Innovations	<u>7,612.98</u>	G2022 Ballots
		<b>7,718.60</b>	
FORFEIT TAX SALE	Scott's Lawn & Landscape	<u>50.00</u>	TF 22.06720.00 Mowing Services
		<b>50.00</b>	
HIGHWAY	Ace Hardware	<u>119.10</u>	Batteries, Power Plug, Dish Soap
		<b>119.10</b>	
HUMAN RESOURCES	American DataBank	13.40	Background Study for New Employee
HUMAN RESOURCES	SwipeClock LLC	99.00	Recruiting/Onboarding Implementation
HUMAN RESOURCES	WEX	<u>682.50</u>	Administrative Fees for September for FSA/VEBA Accounts
		<b>794.90</b>	
INFORMATION SYSTEMS	MNCCC Lockbox	<u>63.84</u>	Adobe Subscription - Family Services
		<b>63.84</b>	
JAIL PROJECT FUND	Northland Trust Services Inc	<u>928,382.50</u>	2015A Jail Ref Bonds Principal, Interest, Agency Fee
		<b>928,382.50</b>	

LAW LIBRARY	RELX Inc. DBA LexisNexis	<u>225.00</u>	Law Library Invoice
		<b>225.00</b>	
PROBATION & JUVENILE PLACEMENT	East Central Regional Juvenile Center	4,335.00	Sept '22 Contracted Beds at East Central Juvenile Center
PROBATION & JUVENILE PLACEMENT	Minnesota Monitoring, Inc.	<u>200.00</u>	REAM Grant - September 2022
		<b>4,535.00</b>	
PUBLIC TRANSPORTATION	A and E Cleaning Services	525.00	Cleaning Timber Trails Offices
PUBLIC TRANSPORTATION	Curtis, Michael	873.00	Volunteer Mileage, Meals & Parking
PUBLIC TRANSPORTATION	Hoefert, Robert	958.13	Volunteer Mileage
PUBLIC TRANSPORTATION	Innovative Office Solutions, LLC	130.04	Office Supplies
PUBLIC TRANSPORTATION	Kanabec Publications	562.00	Advertising
PUBLIC TRANSPORTATION	Novus Glass	60.00	Bus Windshield Repair
PUBLIC TRANSPORTATION	Premium Waters, Inc.	33.70	Bottled Water Supplies
PUBLIC TRANSPORTATION	Van Alst, Lillian	<u>1,373.75</u>	Volunteer Mileage
		<b>4,515.62</b>	
SANITATION	Kanabec Publications	<u>655.20</u>	HHW Advertisement - Advertiser & Times
		<b>655.20</b>	
SHERIFF	Ace Hardware	257.98	Rope (240ft), String (2)
SHERIFF	Aspen Mills	950.26	Shirts (4), Pants (3), Jacket, Boots, Gloves - Deputy
SHERIFF	Auto Value	69.99	12 v Battery Charger
SHERIFF	City of Mora	50,082.00	State Police Aid Reimbursement 2021 Payable 2022, Per Contract
SHERIFF	Feine, Jeffrey	59.99	Reimbursement for Uniform Pants
SHERIFF	Frisch, Justin	200.00	Reimbursement for iPhone Purchase
SHERIFF	Galls	336.49	Boots - Deputy
SHERIFF	Glen's Tire	809.82	Squad Tires - Mount, Dismount, Disposal
SHERIFF	Glen's Tire	28.00	Flat Repair for Squad
SHERIFF	Gratitude Farms	500.00	Animal Control Services
SHERIFF	Mclalwain, Shanna	130.00	Reimbursement for Sheriffs Office Shirts (4)

SHERIFF	Michael Keller, Ph.D., L.P.	650.00	Psych Eval - New Employee
SHERIFF	Minnesota Sheriffs' Association	240.00	Advanced Civil Process Course - RE
SHERIFF	O'Reilly Auto Parts	234.33	Squad Headlight (2), Stabil, Battery
SHERIFF	SHI	2,583.40	Toughbook Laptop for Deputy
SHERIFF	State of Minnesota - BCA	505.00	Permit to Carry
SHERIFF	Tinker & Larson Inc	840.88	Squad Oil Changes (6), Manifold Labor (1), Tire Repair (1)
		<b>58,478.14</b>	
SHERIFF - 911 EMERGENCY	Coon, Susan	18.50	Reimbursement for Parking Fees at Training in St. Cloud
SHERIFF - 911 EMERGENCY	Granite Electronics	93.80	Service Call - Disconnect Cable
SHERIFF - 911 EMERGENCY	IT Savvy LLC	889.87	Desktop Computer
SHERIFF - 911 EMERGENCY	State of Minnesota - BCA	1,080.00	CJDN Access Fees (State GF & BCA)
		<b>2,082.17</b>	
SHERIFF - CITY OF MORA	Glen's Tire	28.00	Flat Repair for Squad
SHERIFF - CITY OF MORA	O'Reilly Auto Parts	18.59	Squad Fog Light
SHERIFF - CITY OF MORA	Tinker & Larson Inc	439.83	Squad Oil Change and Front Brakes
		<b>486.42</b>	
SHERIFF - JAIL/DISPATCH	Adam's Pest Control, Inc.	250.00	Pest Control Services - Jail
SHERIFF - JAIL/DISPATCH	Advanced Correctional Healthcare	18,464.14	November '22 On Site Medical and MH Services
SHERIFF - JAIL/DISPATCH	Advanced Correctional Healthcare	51.19	August '22 Pharmacy for Mille Lacs
SHERIFF - JAIL/DISPATCH	Aspen Mills	924.10	Initial Issue Uniform - Correctional Officer
SHERIFF - JAIL/DISPATCH	Electric Motor Service, Inc	2,358.00	Parts & Labor to Rebuild Motors in the Jail for Liebert Unit, Air Handler, Water Pumps
SHERIFF - JAIL/DISPATCH	Granite Electronics	621.36	Radio Battery (6)
SHERIFF - JAIL/DISPATCH	Granite Electronics	113.40	Microphone - Jail Radio
SHERIFF - JAIL/DISPATCH	Lindblom, Jay	33.16	Reimbursement for Gas for Transport Vehicle
SHERIFF - JAIL/DISPATCH	Mattson Electric	187.50	Labor to Replace Fan Motor on Jail Rooftop
SHERIFF - JAIL/DISPATCH	Michael Keller, Ph.D., L.P.	650.00	Psych Eval - New Employee
SHERIFF - JAIL/DISPATCH	ODP Business Solutions (Office Depot)	91.75	Paper Clips, Correction Tape, Notepads, Memo Books
SHERIFF - JAIL/DISPATCH	Schmitt, Kelly	33.49	Reimbursement for Gas for Transport Vehicle & Meals for Training

SHERIFF - JAIL/DISPATCH	Stellar Services	108.82	Canteen
SHERIFF - JAIL/DISPATCH	Stellar Services	133.28	Canteen
SHERIFF - JAIL/DISPATCH	Stellar Services	102.45	Canteen
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	4,078.21	Inmate Meals 9/24/22 - 9/30/22
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	4,094.23	Inmate Meals 10/1/22 - 10/7/22
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	4,057.89	Inmate Meals 9/17/22 - 9/23/22
		<b>36,352.97</b>	
UNALLOCATED	Clifton Larson Allen LLP	28,413.00	FY2021 Audit Services
UNALLOCATED	Kanabec Publications	386.75	County Board Minutes (8/22 & 8/16), THC Ordinance #35
		<b>28,799.75</b>	
VETERAN SERVICES	IT Savvy LLC	81.35	Dell Premium Active Pen
VETERAN SERVICES	IT Savvy LLC	892.52	MACVSO Grant to Reimburse Touchscreen Laptop
VETERAN SERVICES	Sundsvold, Taylor	102.50	Reimbursement for Mileage to MDVA Grant Assistant Fall Conference
		<b>1,076.37</b>	
<b>108 Claims Totaling:</b>		<b><u><u>\$ 1,259,938.85</u></u></b>	

**Agenda Item #3b**  
**Regular Bills - Road & Bridge**  
**Bills to be approved: 10/18/22**

<b>Vendor</b>	<b>Amount</b>	<b>Purpose</b>
A & E Cleaning Services	1,050.00	Cleaning offices
Ace	230.91	Shop supplies
Aramark	367.28	Coveralls and janitorial supplies
Central Pension Fund	352.00	Training center use fee
Diesel Laptops	1,895.00	Laptop software update
EGT Testing	300.00	Gravel testing
Glens Tire	1,187.12	Tire repair
Gopher State One-Call	21.60	Locates
Granite City Jobbing	48.81	Paper towels
Kanabec County Highway Dept	80.35	Petty Cash, Postage
Kwik Trip	21.56	Fuel
Locators & Supplies	354.55	Maintenance supplies
Marco	330.89	Printer fee
McGriff, Anders	38.00	Clothing allowance
Northern States Supply	13.07	Shop supplies
Northpost	1,014.64	Shop supplies
Novus Glass	110.00	Windshield repair
ODP	781.41	Office supplies
Olson Power & Equipment	958.32	Repair parts
Power Plan	989.12	Repair parts
Towmaster	960.81	Repair parts
Usic Locating	60.00	Locates
Wiacom	675.30	GPS
Ziegler	309.59	Repair parts

**24 Claims Totaling: 12,150.33**

# Agenda Item #4

October 18, 2022

## REQUEST FOR BOARD ACTION

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

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

### Resolution #\_\_ – 8/18/22

**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 Isanti County Pheasants Forever for a raffle event to be held at Pheasants Ridge Shooting Preserve, 1547 Imperial St, Ogilvie, MN 55358 on October 25-27, 2022.

**f. Background:**

Supporting Documents: None: Attached:

<b>Date received in County Coordinators Office:</b>	10/10/22
<b>Coordinators Comments:</b>	

## Business Record Details »

Minnesota Business Name

**PHEASANTS FOREVER, INC.**

**Business Type**

Nonprofit Corporation (Domestic)

**MN Statute**

317A

**File Number**

V-156

**Home Jurisdiction**

Minnesota

**Filing Date**

08/05/1982

**Status**

Active / In Good Standing

**Renewal Due Date**

12/31/2022

**Registered Office Address**

2345 Rice Street  
Suite 230  
Roseville, MN 55113  
USA

**Number of Shares**

NONE

**Registered Agent(s)**

CORPORATION SERVICE COMPANY

**President**

Howard K Vincent  
1783 BUERKLE CIRCLE  
ST PAUL, MN 55110  
USA

### Filing History

## Filing History

Select the item(s) you would like to order:

<input type="checkbox"/>	Filing Date	Filing	Effective Date
<input type="checkbox"/>	08/05/1982	Original Filing - Nonprofit Corporation (Domestic)	
	08/05/1982	Nonprofit Corporation (Domestic) Business Name (Business Name: PHEASANTS FOREVER, INC.)	

<input type="checkbox"/>	Filing Date	Filing	Effective Date
<input type="checkbox"/>	08/14/1985	Nonprofit Corporation (Domestic) Restated Articles	
<input type="checkbox"/>	01/09/1986	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	03/28/1990	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	09/22/1994	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	04/04/1996	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
	04/04/1996	Nonprofit Corporation (Domestic) Restated Articles	
<input type="checkbox"/>	01/16/2007	Involuntary Dissolution - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	01/19/2007	Annual Reinstatement - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	6/26/2015	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	

MINNESOTA LAWFUL GAMBLING  
**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: Isanti County Pheasants Forever Previous Gambling Permit Number: X-04107-22-032

Minnesota Tax ID Number, if any: 4874648 Federal Employer ID Number (FEIN), if any: \_\_\_\_\_

Mailing Address: p.o box 28

City: cambridge State: mn Zip: 55008 County: isanti

Name of Chief Executive Officer (CEO): Alex Gerhardson

CEO Daytime Phone: 218-731-7786 CEO Email: alexgerhardson@gmail.com  
 (permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): \_\_\_\_\_

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

Fraternal       Religious       Veterans       Other Nonprofit Organization

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

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

**A current calendar year Certificate of Good Standing**  
 Don't have a copy? Obtain this certificate from:  
 MN Secretary of State, Business Services Division      Secretary of State website, phone numbers:  
 60 Empire Drive, Suite 100      [www.sos.state.mn.us](http://www.sos.state.mn.us)  
 St. Paul, MN 55103      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): Pheasants Ridge Shooting Preserve

Physical Address (do not use P.O. box): 1547 Imperial St

Check one:  
 City: Ogilvie Zip: 55358 County: Kanabec  
 Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): 11-25-2022 - 11-27-2022

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/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

# LG220 Application for Exempt Permit

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

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

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

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

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

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

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

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

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

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

#### TOWNSHIP (if required by the county)

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

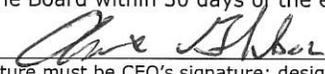
Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

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

## CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature:  Date: 10-10-2022  
(Signature must be CEO's signature; designee may not sign)

Print Name: Alex Gerhardson

## REQUIREMENTS

### Complete a separate application for:

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

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

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

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

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

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

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

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

## MAIL APPLICATION AND ATTACHMENTS

### Mail application with:

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

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

### Questions?

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

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

# Agenda Item #5

October 18, 2022

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> PHN/RN – Case Manager	<b>b. Origination:</b> Community Health
<b>c. Estimated time:</b> 5 minutes	<b>d. Presenter(s):</b> Kris McNally

**e. Board action requested:**

Approval to hire a Public Health Nurse at level 15C

### Resolution KCCH #\_\_\_ – 10/18/22

PHN/RN Case Manager Resolution

**WHEREAS** Kanabec County Community Health has a vacant PHN/RN - Case Manager position, and

**WHEREAS** after reposting the position, one qualified candidate applied and was interviewed by the Community Health staff, and

**WHEREAS** an offer was made to said candidate and the candidate requested to be paid at a Step C, which would offset the disproportion to her current wage.

**THEREFORE** the Community Health Director is requesting that the Kanabec County Community Health Board approve hiring the Certified PHN candidate at Step C, Range 15.

**THEREFORE BE IT RESOLVED** that the Kanabec County Community Health Board authorizes the Community Health Director and the County Personnel Director to hire the full time Certified PHN at Step C, Range 15 at \$33.51 per hour.

**f. Background:**

The applicant has over 12 years of experience as a nurse plus over a year teaching pre-nursing courses for Pine Technical College. We feel she would be an excellent candidate to fill this position.

The applicant has been interviewed and was offered the position of Case Manager and is considering the position. This person is duly qualified. The condition of acceptance of the position is the wage. She has asked to be hired at a comparable wage to her current position which would be a level 15C at \$33.51.

**Supporting Documents:** None X

**Attached:**

**Date Received in County Coordinator's Office:**

# Agenda Item #6

October 18, 2022

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Resolution Authorizing a Tax Forfeit Land Sale	<b>b. Origination:</b> Auditor Treasurer's Office
<b>c. Estimated time:</b> 5 minutes	<b>d. Presenter(s):</b> Kris McNally, Coordinator

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

### Resolution #\_\_ – 10/18/22

**WHEREAS** the Deputy Auditor Property & Tax has presented the Kanabec County Board of Commissioners with a recommended list of parcels to be included in a tax forfeited property sale; and

**WHEREAS** the minimum bids for the tax forfeited property sale have been set by the Board as follows:

Township	PID	Section	Legal Description	Acres	Conditions	Min Bid
Arthur	02.04900.00	24	Spring Brook Estates, Lot 20 Block 3	1.00		\$12,000.00
Ford	05.00340.00	8	NE1/4 of NW1/4 of NW1/4 & N1/2 of SE1/4 of NW1/4 of NW1/4	15.00		\$38,900.00
<u>Haybrook</u>	07.00105.20	4	NE1/4 of SW1/4	40.00		\$12,000.00
<u>Haybrook</u>	07.00130.00	4	N1/4 of NW 1/4 of SW1/4	10.00		\$3,000.00
Peace	12.02285.00	6	Plan of Warman, Lot 6, Block 3 ex <u>hwy</u> r/w	0.16		\$500.00
Whited	15.01250.20	25	N1/2 of N1/2 of NE1/4 of SE1/4 lying S of RR r/w	9.93		\$15,000.00
City of Ogilvie	23.00350.00	35	Ogilvie Plat, Lot 1, Block 2, 209 Hill Ave N, Ogilvie MN	0.16		\$10,000.00

**THEREFORE BE IT RESOLVED** that the Board hereby authorizes the sale of said properties through an online format at [www.publicsurplus.com](http://www.publicsurplus.com) beginning at 9:00a.m. on 11/2/22 and ending at noon on 11/14/22.

### f. Background:

The Ogilvie parcel's price was approved at the 10/4/22 regular meeting. The other parcels' prices were approved on 6/7/22.

Supporting Documents: None  Attached:

Date received in County Coordinators Office:

Coordinators Comments:

# Agenda Item #7

October 18, 2022

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Termination of the Lease with Rise, Inc.	<b>b. Origination:</b> Family Services/Board of Commissioners
<b>c. Estimated time:</b> 5 minutes	<b>d. Presenter(s):</b> Kris McNally, Coordinator

**e. Board action requested:**

Information only

Rise, Inc. is terminating their lease for space at Kanabec County Family Services effective October 31, 2022. They have found space in downtown Mora.

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**f. Background:**

In 2021, the Board renewed the lease agreement for office space with Rise, Inc. through Dec 31, 2022; however made it known that their wishes were for Rise, Inc. to find office space to lease through a private, local entity, not the County.

Supporting Documents: None  Attached:

**Date received in County Coordinators Office:**

**Coordinators Comments:**

# Agenda Item #8

October 18, 2022

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Resolution to Approve Collective Bargaining Agreement Local 106	<b>b. Origination:</b> Negotiation Committees
<b>c. Estimated time:</b> 5 minutes	<b>d. Presenter(s):</b> Kris McNally, Coordinator

**e. Board action requested:**

Approve the following resolutions:

### Resolution # \_\_\_ - 10/18/22

**WHEREAS** the negotiating committee has presented the Board with a proposed 2023-2025 bargaining unit agreement between Kanabec County and the Law Enforcement Labor Services, Inc., Local 106, and

**WHEREAS** the Union has indicated acceptance by signature of the Union Business Agent and Stewards;

**BE IT RESOLVED** to approve a 2023-2025 bargaining unit agreement between Kanabec County and the Law Enforcement Labor Services, Inc., Local 106.

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**f. Background:**

Supporting Documents: None  Attached:

Date received in County Coordinators Office:

Coordinators Comments: