



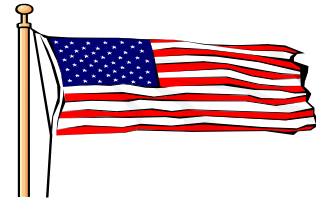
# Kanabec County Board of Commissioners

## Regular Meeting Agenda The Meeting of September 20, 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) may be limited and social distancing/safety protocol may be in effect.

### **To be held via WebEx telephone call or video meeting:**

Telephone call-in number for public access: 1-408-418-9388  
Access Code: 2494 343 4657



### **Video Meeting link:**

<https://kanabeccounty.webex.com/kanabeccounty/j.php?MTID=m279fe8e402c2ea8411c7b43ae6303cb9>

Meeting number: 2494 343 4657

Password: k2vVQiSSW23 (52887477 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.

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

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

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

9:30am      Tim Jacobs, Deputy Auditor Property & Tax- Demolition Bids Results for Tax Forfeited Property

9:40am      Deanna Pomije, District Manager SWCD- Presentation on the Snake River Watershed Comprehensive Management Plan

10:00am      Public Hearing- The Snake River Watershed Comprehensive Management Plan  
                 Telephone call-in number for the public hearing: 1-408-418-9388  
                 Access Code: 2494 343 4657

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*

**10:30am Public Comment**

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

Access Code: 2494 343 4657

10:45am Kris McNally, Coordinator on Behalf of the Kanabec County Economic Development Authority-

- a. Request to Fill the Vacancy on the Kanabec County EDA Board for Representation from the City of Mora
- b. Request for Board Proclamation of Minnesota Manufacturing Week

11:00am Teresa Wickeham, Environmental Services Supervisor & Jodi Bakke, Interim 4-H Extension Educator - 2022 Household Hazardous Waste Day & County Clean-Up Day

11:10am Chad Gramentz, Public Works

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Other business to be conducted as time is available:

1. Minutes
2. Paid Bills
3. Regular Bills
  - a. Revenue Fund
  - b. Road & Bridge
4. SCORE Claims
5. Consider 2023 Appropriation to the Veterans' Memorial from 2022 MCIT Dividend
6. Certify the FY2023 Preliminary Budget and Maximum Tax Levy
7. AMC District 5 Meeting October 24 – Meeker County Courthouse, Litchfield
8. Request to Fill a Vacancy on the Insurance Committee for Representation from the Local 320
9. Unauthorized Paint Markings on Paved County Roads
10. Commissioner Reports
11. Future Agenda Items
12. 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**

**September 20, 2022**

**9:05 a.m.**

- 1. Agenda Approval** **Pg. 1**
- 2. Tim & Kristen presentation - Child Safety and Permanency and MFIP/DWP Self Support Index Performance Report – see attached report** **Pg. 2-15**
- 3. Director's Report** **Pg. 16**
  - Staffing –
  - Update on SCHS/DHS situation
  - Ongoing Number of Children in Placement
- 4. Children's Mental Health Respite grant Amendment 1**
  - Action requested
  - See attached Grant Amendment # 1 and resolution**Pg. 17-21**
- 5. Welfare Fund Report**
  - See attached report**Pg. 22**
- 6. Financial Report**
  - See attached report**Pg. 23-25**
- 7. Abstract Approval**
  - See attached abstract and board vendor paid list**Pg. 26-28**
- 8. Other Business**
- 9. Adjourn**

# **Kanabec County Performance Report**

## **Child Safety and Permanency and MFIP/DWP Self-Support Index July 2022**

### **Reporting Periods**

Child Safety and Permanency: Jan. 1, 2021 – Dec. 31, 2021

MFIP/DWP Self-Support Index: April 2021 – March 2022



### **For more information contact:**

Minnesota Department of Human Services

Human Services Performance Management System

DHS.HSPM@state.mn.us | (651) 431-5780



# Child Safety and Permanency and MFIP/DWP Self-Support Index Performance Report

## About this Report

The purpose of this report is to share county performance data on the Child Safety and Permanency and Minnesota Family Investment Program/Diversionary Work Program (MFIP/DWP) Self-Support Index measures as they relate to the Human Services Performance Management system (referred to hereafter as the Performance Management system).

This report contains data on four measures including:

- Jan. 1, 2021 – Dec. 31, 2021 performance for Child Safety and Permanency measures,
- annualized April 2021 to March 2022 performance for the MFIP/DWP Self-Support Index measure,
- performance data trends for recent years, and
- a performance comparison to other counties in the same Minnesota Association of County Social Services Administrators (MACSSA) region.

This report compares county performance to the thresholds established for the Performance Management system. The Performance Management system defines a threshold as the minimum level of acceptable performance, below which counties will need to complete a Performance Improvement Plan (PIP) as defined in statute ([Minnesota Statutes Chapter 402A](#)). For counties below the threshold, an official PIP notification—with instructions for accessing PIP forms, PIP completion directions, and available technical assistance—will be sent in addition to this report.

## Counties with Small Denominators

**Child Safety and Permanency** - When a county has a denominator of 20 or fewer, performance is assessed using the updated small numbers policy outlined on page three of this report.

**Self-Support Index** - The Minnesota Family Investment Program/Diversionary Work Program Self-Support Index measure does not exclude counties with small denominators.

## Additional Information

Supplemental and background information about the Performance Management System can be found on CountyLink:  
[www.dhs.state.mn.us/HSPM](http://www.dhs.state.mn.us/HSPM).

## Small Numbers Policy Update

The policy for assessing performance in counties with small numbers was updated and a policy update bulletin issued in 2022:

[https://www.dhs.state.mn.us/main/idcplg?IdcService=GET\\_FILE&RevisionSelectionMethod=LatestReleased&Rendition=Primary&allowInterrupt=1&noSaveAs=1&dDocName=dhs-337635](https://www.dhs.state.mn.us/main/idcplg?IdcService=GET_FILE&RevisionSelectionMethod=LatestReleased&Rendition=Primary&allowInterrupt=1&noSaveAs=1&dDocName=dhs-337635)

The policy overview below reflects the updated assessment method.

- If a county has a denominator of 20 or fewer and is meeting the threshold for a measure, the county is performing to expectations and no further assessment will take place.
- If a county has no people in a measure, it will be considered to be meeting the threshold.
- If a county has a denominator of 20 or fewer and is not meeting the threshold for a measure, performance will be reviewed across two years of data. Two years below the performance threshold for any one measure will trigger the PIP process.
- Measures using a regression threshold model, such as the Self-Support Index, will not be subject to the small numbers policy. The reason for this is that the regression models account for a variety of factors outside of county control, including caseload size.

# About the Racial and Ethnic Groups Performance Data

## Performance Data by Racial and Ethnic Groups

This report provides performance data for counties by racial and ethnic groups where there were 30 or more people of a group included in the denominator. The race and ethnicity is that of the case applicant; other household members may have a different race and/or ethnicity that is not reported here.

### *Child Safety and Permanency*

Child Safety and Permanency measures report Hispanic or Latino ethnicity separately from race. People are counted once by Hispanic ethnicity and again with their reported race, so groups added together may exceed the total number of cases.

### *Self-Support Index*

This report contains state-level performance data by racial and ethnic group for the Self-Support Index.

## Purpose

The racial and ethnic data included in this report is for informational and planning purposes. We encourage you to review this data to identify opportunities for improvement. As the Performance Management reports evolve, we intend to add additional demographic data to help counties better understand their performance and improve outcomes for all Minnesotans. The racial and ethnic group data included in this report does not give a complete picture of county performance, the communities being served, nor systemic inequities. The Performance Management system is not currently using this data to assess a county's need for PIPs.

## No Data Available

Counties with low numbers (fewer than 30) for all but one racial or ethnic group do not have a graph of performance by racial and ethnic group available in this report.

## Details for Child Safety and Permanency Measures

### Ongoing Performance Reports for CSP Measures

The Child Safety and Permanency and Charts and Analysis teams at DHS recommend using the public-facing dashboards (<https://mn.gov/dhs/partners-and-providers/news-initiatives-reports-workgroups/child-protection-foster-care-adoption/child-welfare-data-dashboard/>) to check your county's ongoing performance for CSP measures. The dashboards are refreshed monthly and feature a tab for 2022 Progress/Performance information.

### Where to Find Measures included in the Performance Management Report on the CSP Dashboard:

	Child Repeat Maltreatment	Permanency	Relative Placement
Performance Management System Measures	Of all children who were victims of a substantiated maltreatment report during a 12-month reporting period, the percent who were not victims of another substantiated maltreatment report within 12 months of their initial report.	Of all children who enter foster care in a 12-month period, the percent who are discharged to permanency within 12 months of entering foster care. (Includes discharges from foster care to reunification with the child's parents or primary caregivers, living with a relative, guardianship, or adoption.)	Of all days that children spent in family foster care settings during a 12-month reporting period, the percentage of days spent with a relative.
Location on Child Safety and Protection Dashboards	<b>Federal Performance Measures Dashboard</b> Performance Measure: (1) Maltreatment Reoccurrence  <i>Note: Performance Management measures the inverse outcome. To find your percentage for Performance Management, subtract the CSP dashboard performance data from 100.</i>	<b>Federal Performance Measures Dashboard</b> Performance Measure: (4) Permanency: 12 Months	<b>State Performance Measures Dashboard</b> Performance Measure: (3) Relative Care

### 2022 threshold for Relative Care measure: 35.7%

The 2022 threshold for the measure, *percent of days children in family foster care spent with a relative* will continue to align with the DHS CSP division threshold for this measure of 35.7%.

# Timelines for Child Repeat Maltreatment and Permanency Measures

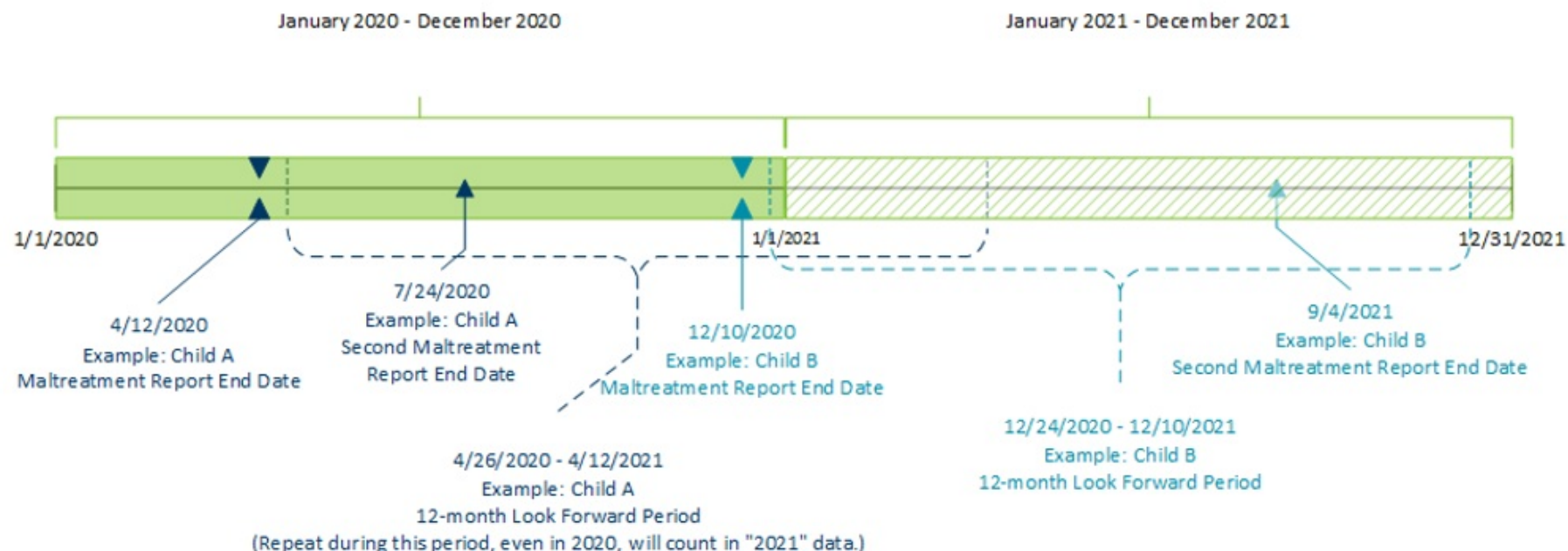
## Understanding the 12-month timeline for Child Repeat Maltreatment.

The Child Repeat Maltreatment measure requires two complete years of data to report performance. The measure uses the first finding from a calendar year, plus a twelve month look forward into the reporting year for reoccurrence. The data featured in this report is for data year 2021 (base year of 2020 with a look forward into 2021). Note, both events related to the measure could take place in the base year.

### Maltreatment Examples:

Looking at cases with a child maltreatment report end date that occurred in the year prior to the year under review. When reviewing the data for 2021, we will look for maltreatment end dates in 2020.

The 12-month look forward will look for recurrence with a child maltreatment report end date that is both greater than 14 days after the first identified child maltreatment report end date and less than 366 days after the first identified child maltreatment report end date.



## About the Measure

**Outcome: Children are safe and secure**

### **Percent of children with a substantiated maltreatment report who do not experience a repeat substantiated maltreatment report within 12 months.**

#### **What is this measure?**

Of all children who were victims of a substantiated maltreatment report during a 12-month reporting period, the percent who were not victims of another substantiated maltreatment report within 12 months of their initial report.

#### **Why is this measure important?**

County social services should increase the likelihood that children are safe from abuse and neglect. When a maltreatment determination is made, there is a heightened responsibility of the county to mitigate the threat of future harm to children. A repeat maltreatment determination indicates that the risk for the child has not been fully mitigated.

#### **What affects performance on this measure?**

- Service factors that may influence this measure are the availability of the service array within the community; funding sources for services; support for the agency service plan by public partners, partnerships with schools, law enforcement, courts and county attorneys; the culture of the agency; and clear support and guidance from the Department of Human Services (DHS).
- Staff factors that may influence this measure are the maturity, experience, and training of staff; the availability of experienced supervisors with sufficient time/workloads to mentor staff; adequate staffing capacity; turnover; and sufficient cultural responsiveness for diverse populations.
- Participant factors that may impact this measure are poverty; chemical use; economic stability; cultural perception of minimally adequate parenting as compared to ideal parenting; and the availability of safety net support for the parents from family, friends, and the community.
- Environmental or external factors that may impact this measure are community understanding of cultural differences in child rearing, the diversity of new immigrant populations, existing cultural biases, and the availability of transportation and available housing.

# Kanabec County Performance

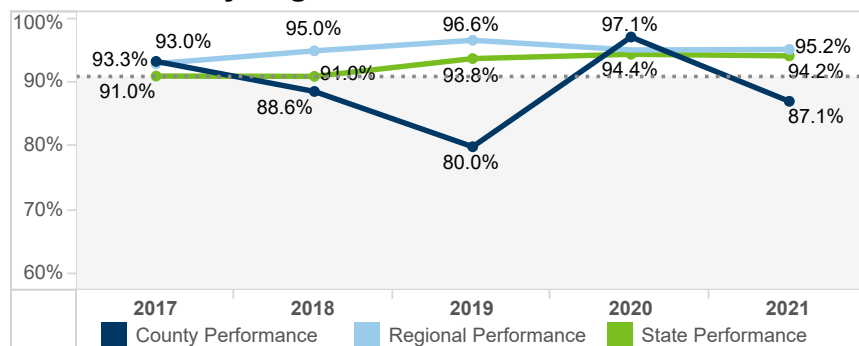
**Outcome: Children are safe and secure.**

## Percent of children with a substantiated maltreatment report who do not experience a repeat substantiated maltreatment report within 12 months.

### County Performance by Year

	2017	2018	2019	2020	2021
County Performance	93.3%	88.6%	80.0%	97.1%	87.1%
Denominator	15	44	35	35	31

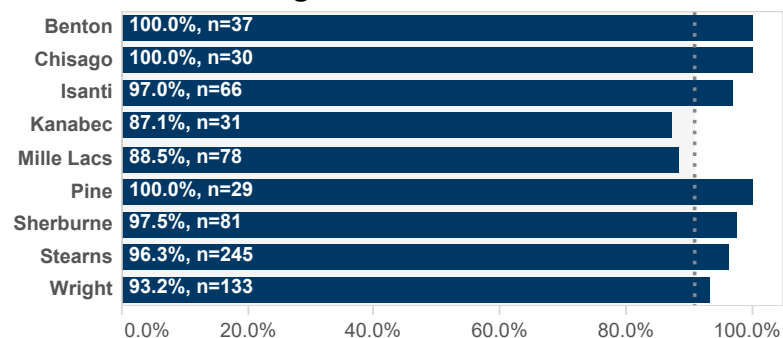
### County/Region/State Performance Trends



### Kanabec County PIP Decision

**PIP Required – Performance is below the threshold of 90.9%.**

### Current Regional Performance



### No Data Available

Counties with low numbers (fewer than 30) for all but one racial or ethnic group do not have a graph of performance by racial and ethnic group available in this report. Additional information may be available upon request, please contact [DHS.HSPM@state.mn.us](mailto:DHS.HSPM@state.mn.us) for additional information.

*\*The dotted line on each graph indicates the measure threshold of 90.9%.*



## About the Measure

**Outcome: Children have stability in their living situation**

### **Percent of children discharged from out-of-home placement to permanency in less than 12 months.**

#### **What is this measure?**

Of all children who enter foster care in a 12-month period, the percent who are discharged to permanency within 12 months of entering foster care. (Includes discharges from foster care to reunification with the child's parents or primary caregivers, living with a relative, guardianship, or adoption.)

#### **Why is this measure important?**

For children removed from their birth family, the timely establishment of permanency is an important indicator of county efforts to ensure children have permanent families.

#### **What affects performance on this measure?**

- Service factors that may influence this measure are the availability of the service array within the community; funding sources for services; support for the agency service plan by public partners, partnerships with schools, law enforcement, courts, and county attorneys; the culture of the agency; clear support and guidance from DHS; and the willingness of courts and county attorneys to engage in planning for families rather than waiting for perfection.
- Staff factors that may influence this measure are the maturity, experience, and training of staff; the availability of experienced supervisors with sufficient time/workloads to mentor staff; adequate staffing capacity; turnover; and sufficient cultural responsiveness for diverse populations.
- Participant factors that may influence this measure are a family history of maltreatment; poverty; chemical use; economic stability; cultural perceptions of minimally adequate parenting as compared to ideal parenting; safety net support for the parents from family, friends, and the community; the availability of affordable housing options; and accessible transportation.
- Environmental or external factors that may influence this measure are economic conditions that support low income families, "blame and punish" societal attitude toward parents who have failed, and the economy.



# Kanabec County Performance

**Outcome: Children have stability in their living situation**

## Percent of children discharged from out-of-home placement to permanency in less than 12 months.

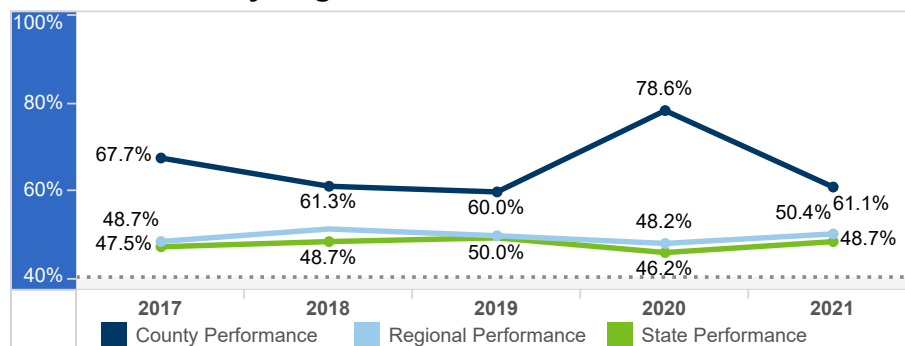
### County Performance by Year

	2017	2018	2019	2020	2021
County Performance	67.7%	61.3%	60.0%	78.6%	61.1%
Denominator	31	31	15	14	18

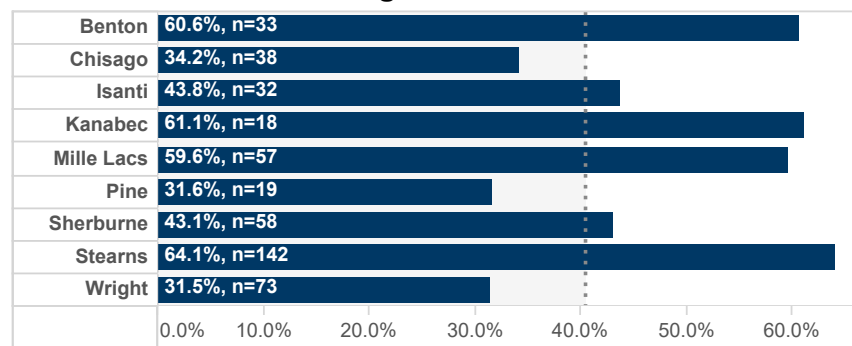
### Kanabec County PIP Decision

No PIP Required – Performance is equal to or above the threshold of 40.5%.

### County/Region/State Performance Trends



### Current Regional Performance



### No Data Available

Counties with low numbers (fewer than 30) for all but one racial or ethnic group do not have a graph of performance by racial and ethnic group available in this report. Additional information may be available upon request, please contact DHS.HSPM@state.mn.us for additional information.

\*The dotted line on each graph indicates the measure threshold of 40.5%.

## About the Measure

**Outcome: Children have the opportunity  
to develop to their fullest potential**

### **Percent of days children in family foster care spent with a relative.**

#### **What is this measure?**

Of all days that children spent in family foster care settings during a 12-month reporting period, the percentage of days spent with a relative.

#### **Why is this measure important?**

Relationships with relatives are a source of continuity for children whose lives have been disrupted by abuse or neglect. There is an emphasis on establishing and supporting important relationships in children's lives through placement with relatives.

#### **What affects performance on this measure?**

- Service factors that may influence this measure are the cultural appreciation of the importance of relatives as compared to professional parenting; systems to help identify and find family members; economic support for relative caretakers; accommodations in licensing standards for relatives; the culture of the agency; clear support and guidance from DHS; and the conflict between relative placement and the stability of remaining in the same neighborhood and school.
- Staff factors that may influence this measure are the maturity, experience, and training of staff; the availability of experienced supervisors with sufficient time/workloads to mentor staff; adequate staffing capacity; turnover; and the ability of staff to engage relatives in the government process.
- Participant factors that may influence this measure are a family history of maltreatment; disqualifying factors; hostile family relationships; distrust of the system; poverty; chemical use; economic stability; and the availability of safety net support for the parents from family, friends, and the community.
- Environmental or external factors that may influence this measure are timeliness of locating relatives; cultural norms that blame parents; community understanding of cultural differences in child rearing; the diversity of new immigrant populations; existing cultural biases; and the availability of transportation and available housing.

# Kanabec County Performance

**Outcome: Children have the opportunity  
to develop to their fullest potential.**

## Percent of days children in family foster care spent with a relative.

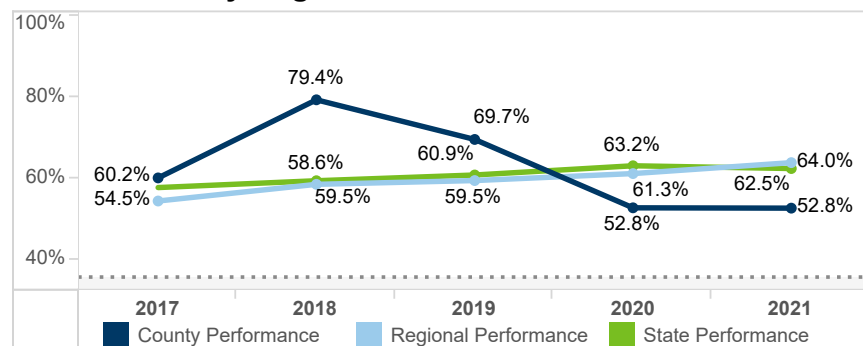
### County Performance by Year

	2017	2018	2019	2020	2021
County Performance	60.2%	79.4%	69.7%	52.8%	52.8%
Number of Cases	40	33	23	19	26

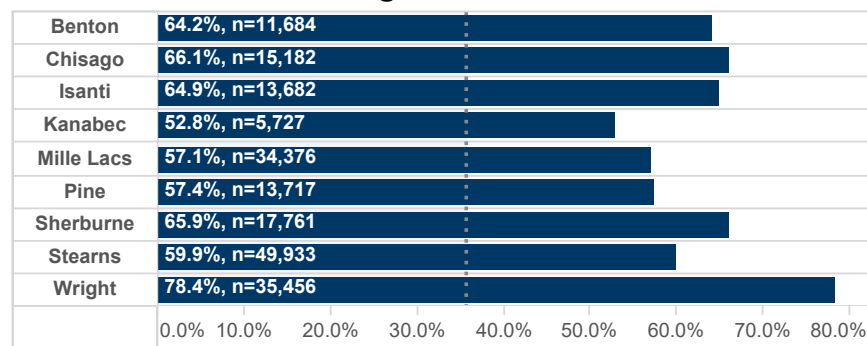
### Kanabec County PIP Decision

**No PIP Required – Performance is equal to or above the  
threshold of 35.7%.**

### County/Region/State Performance Trends



### Current Regional Performance



### No Data Available

Counties with low numbers (fewer than 30) for all but one racial or ethnic group do not have a graph of performance by racial and ethnic group available in this report. Additional information may be available upon request, please contact [DHS.HSPM@state.mn.us](mailto:DHS.HSPM@state.mn.us) for additional information.

*\*The dotted line on each graph indicates the measure threshold of 35.7%.*

### **Minnesota Family Investment Program/Diversionary Work Program Self-Support Index.**

#### **What is this measure?**

The MFIP/DWP Self-Support Index (S-SI) is the percent of adults eligible for MFIP or DWP that are off cash assistance or are on and working at least 30 hours per week three years after a baseline quarter. The Range of Expected Performance (REP) is a target range individual to each county or tribe that controls for variables beyond the control of the county, including caseload characteristics and economic variables.

#### **Why is this measure important?**

Providing support that allows families the opportunity to attain and maintain employment is an essential role of county government. Counties, service providers and tribes contribute to and support employment through providing employment services and coordinating other resources such as housing, child care, and transportation that support a person's ability to get and keep a job.

#### **What affects performance on this measure?**

- Service factors that may affect this measure include the quality of the employment plan, communication between county financial workers and employment service agencies, lack of interface between the DHS and Department of Employment and Economic Development's (DEED) administrative databases, availability and convenience of work supports such as child care assistance and transportation; work activity requirements of the federal Work Participation Rate (WPR) performance measure; recruitment of employers and relationships with employers; and complexity of program rules for both the participant and the staff.
- Staff factors that may affect this measure include staff education, training, and experience; caseload size, understanding of program policies; turnover; and time needed for program documentation.
- Participant and environmental/external factors that may affect this measure are controlled for in the formula used to calculate each county's unique REP for the Self-Support Index.

# Kanabec County Performance

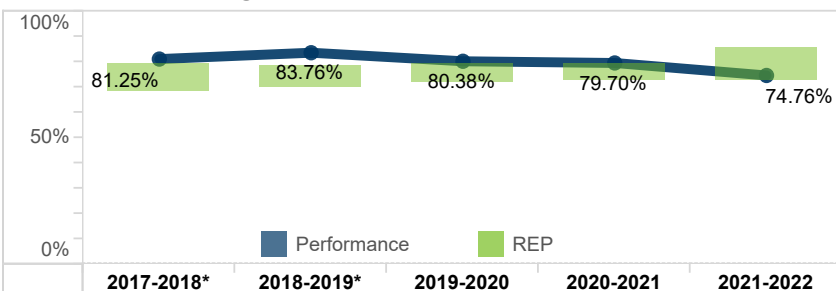
**Outcome: People are economically secure.**

## Minnesota Family Investment Program/Diversionsary Work Program Self-support Index.

### Kanabec County PIP Decision

No PIP Required - Performance is within the Range of Expected Performance for 2021/2022.

### County Performance versus the Range of Expected Performance (REP)



\*The range of expected performance before 2019-2020 was calculated using an old version of the regression model. The model was updated for the 2020 report.

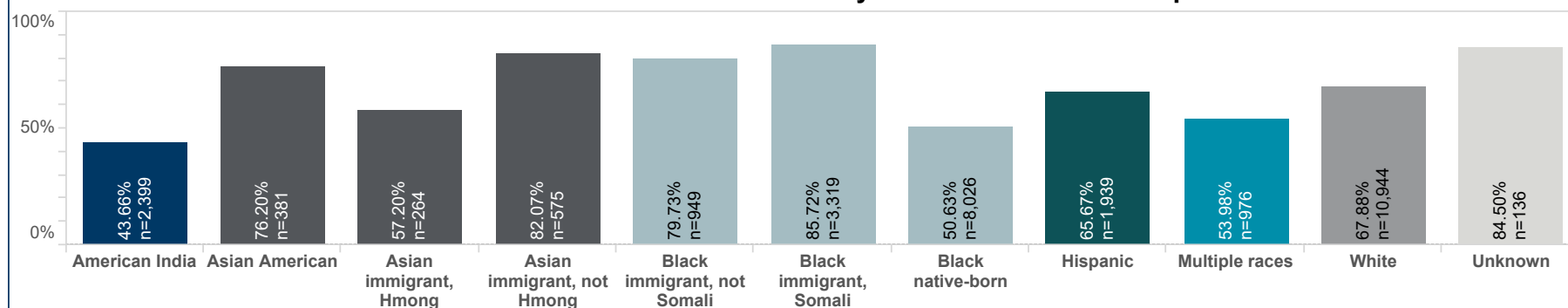
### Regional Performance

County	Performance	REP-Lower	REP-Upper
Benton County	68.09%	60.70%	69.61%
Chisago County	79.65%	66.65%	75.90%
Isanti County	78.28%	72.54%	80.27%
Kanabec County	74.76%	72.96%	85.57%
Mille Lacs County	62.98%	57.10%	69.05%
Pine County	75.40%	70.06%	80.25%
Sherburne County	65.53%	67.09%	73.25%
Stearns County	70.45%	61.84%	73.37%
Wright County	70.41%	65.87%	73.44%

### Performance Compared to Range of Expected Performance (REP)

■ Above ■ Below ■ Within

### 2021-2022 Statewide Performance by Racial and Ethnic Group



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

September, 2022

### **Staffing**

October 3rd Makala Johnson is starting in our Child Protection unit. No other staff changes.

### **DHS Mediation Update**

From the information received from the attorney's office representing the County in mediation The Commissioner has affirmed DHS's decision regarding contracts for South Country Health Alliance. This is unsurprising. However, the panel's recommendation was better than expected overall. It includes detailed recommendations for DHS depending on what the Court does, and specific suggestions for legislative change.

We are where we have been from the start of this process in that the court decision will dictate the number of plans in our county. I have not seen any information on the court action at this time.

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

Last month we had 20 children in our care in out of home placements. We have 18 children in care this month compared to 10 last year for the same month.

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

Contract Start Date:	04/01/2020	Original Contract Amount:	\$ 5,394
Original Contract Expiration Date:	06/30/2021	Previous Amendment(s) Total:	\$ 0.00
Current Contract Expiration Date:	06/30/2021	This Amendment:	\$ 5,357
Requested Contract Expiration Date:	12/31/2022	Total Contract Amount:	\$ 10,751

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

### Recitals

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

### Contract Amendment

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

The parties agree to the following revisions:

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

**1.2. Expiration date.** This CONTRACT is valid through ~~June 30, 2021~~ December 31, 2022, or until all obligations set forth in this CONTRACT have been satisfactorily fulfilled, whichever occurs first.

**REVISION 2:** Clause 2, "**Grantee's Duties**," is amended as follows:

**2. GRANTEE'S DUTIES.** Clause 2.1 “Duties”,

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

Service Period	Quarterly Report Due Date
April 1, 2020 – June 30, 2020	July 31, 2020
July 1, 2020 - September 30, 2020	October 31, 2020
October 1, 2020 – December 31, 2020	January 31, 2021
January 1,2021 – March 31,2021	April 30, 2021
April 1, 2021 – June 30, 2021	July 31, 2021
<u>July 1, 2021 – September 30, 2021</u>	<u>October 31, 2021</u>
<u>October 1, 2021 – December 31, 2021</u>	<u>January 31, 2022</u>
<u>January 1, 2022 – March 31, 2022</u>	<u>April 30, 2022</u>
<u>April 1, 2022 – June 30, 2022</u>	<u>July 31, 2022</u>
<u>July 1, 2022 – September 30, 2022</u>	<u>October 31, 2022</u>
<u>October 1, 2022 – December 31, 2022</u>	<u>January 31, 2023</u>

**REVISION 3:** Clause 3.1, subclauses 3.1.a., “**Compensation,**” and 3.1.c., “**Total obligation,**” only, are amended as follows:

**a. Compensation.** GRANTEE will be paid in accordance with Attachment A “Revenue and Budget,” and in accordance with “Attachment A-1, Budget,” for SFY 2022-2023, which is attached and incorporated into this grant contract.

**c. Total obligation.** The total obligation of STATE for all compensation and reimbursements to COUNTY shall not exceed ~~eight thousand nine hundred sixty five dollars (\$8,965).~~ Ten thousand seven hundred fifty one dollars(\$10,751).



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

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Signature page follows

**APPROVED:**

**1. STATE ENCUMBRANCE VERIFICATION**

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

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

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

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

**2. GRANTEE**

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

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

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

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

**3. STATE AGENCY**

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

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

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

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

**Resolution # HS – 9/20/2022**  
**Children’s Respite Services Grant Amendment # 1 Resolution**

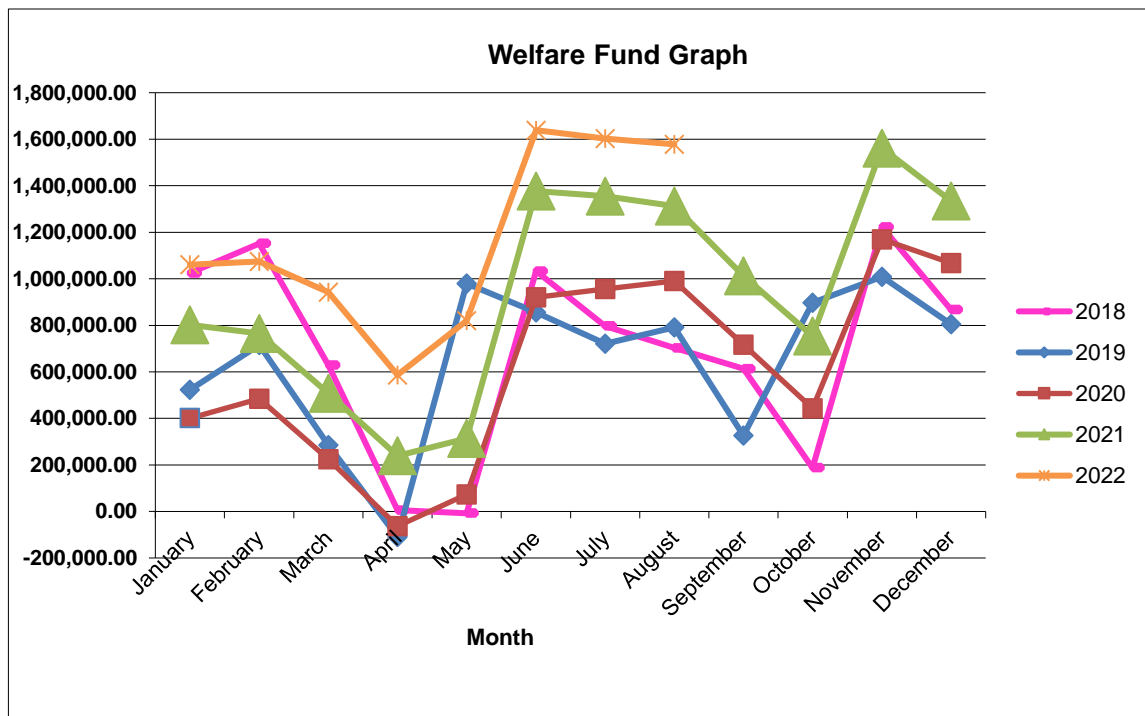
**WHEREAS**, Kanabec County Family Services has funding available for Children’s Mental Health Respite Care services for families with children who are experiencing an emotional disturbance, with or without a case manager, and

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

**WHEREAS**, the Kanabec County Family Services Director requests the Board approve the amendment to the Children’s Respite Services Grant Agreement which includes the expiration date being extended from June 30, 2021 to December 31, 2022; promoting and ensuring equal access to all youth with an emotional disturbance (ED) or severe emotional disturbance (SED) and their families; the addition of quarterly reports for the extended grant period; the authorization to use funds for any BRASS codes identified in - Budget; and the total compensation will not exceed \$10,751.00.

**THEREFORE BE IT RESOLVED** that the Kanabec County Family Services Board approves Amendment I to the Children’s Mental Health Respite Services grant through the Minnesota Department of Human Services in the amount of \$10,751.00 for the grant period April 1, 2020 through December 31, 2022 and approves the Family Services Director to sign said Amendments I.

	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	
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	9,305,245.18
Averages	685,614.37	650,069.41	615,355.12	944,696.15	1,163,155.65
6 month Avg.	731,853.61	758,505.15	890,527.11	1,222,003.56	1,195,029.06
Rolling 12 month Avg	685,614.37	650,069.41	615,355.12	944,696.15	1,164,094.98



Kanabec County Family Services - Board Financial Report				Through August 2022							
	Total year to date/			8.33%	16.67%	25.00%	33.33%	41.67%	50.00%	58.33%	66.67%
Department	Budget	% of budget	Total	January	February	March	April	May	June	July	August
Income Main. Service											
Exp	717,387.00	65.06%	466,743.31	51,831.67	48,106.77	80,924.69	53,106.34	52,548.82	52,868.70	73,249.81	54,106.51
Rev	364,991.00	61.40%	224,108.06	7,767.70	60,202.65	10,634.90	9,823.22	57,730.12	9,823.22	10,055.92	58,070.33
Tax	345,232.48	51.33%	177,191.79	4,846.42					172,345.37		
State Shared Rev			14,518.14							14,518.14	
Recoveries											
Exp	19,100.00	90.07%	17,202.66	1,368.08	2,734.61	236.82	8,189.75	0.00	0.00	4,673.40	0.00
Rev	21,100.00	92.61%	19,540.04	8,478.45	1,272.36	4,949.84	1,224.96	1,190.92	972.72	39.00	1,411.79
Tax	22,426.52	51.74%	11,602.62	406.95					11,195.67		
State Shared Rev			943.11							943.11	
Burials											
Exp	25,000.00	99.24%	24,810.42	5,400.00	5,076.69	3,089.50	3,504.92	0.00	3,062.20	3,177.11	1,500.00
Rev			0.00								
Tax			0.00								
Child Support											
Exp	367,603.00	64.95%	238,772.64	28,185.73	27,219.76	35,570.35	29,925.04	27,313.36	27,319.45	36,457.37	26,781.58
Rev	410,000.00	64.20%	263,236.13	1,766.08	77,547.00	17,547.55	16,174.48	61,633.51	16,420.64	29,562.23	42,584.64
Tax											
MA Services											
Exp	483,900.00	62.88%	304,283.35	36,658.39	36,290.38	17,701.02	72,826.52	19,329.61	38,645.07	31,681.21	51,151.15
Rev	418,000.00	69.71%	291,390.75	59,484.31	26,993.02	45,877.24	28,436.21	65,208.57	8,950.23	24,547.76	31,893.41
Tax	64,561.19	51.55%	33,280.62	1,050.67					32,229.95		
State Shared Rev			2,715.01							2,715.01	
Child Care											
Exp	230,950.00	75.85%	175,169.87	36,031.78	93.00	18,896.48	24,495.11	38,761.74	14,138.85	22,728.20	20,024.71
Rev	224,025.00	99.18%	222,195.08	392.00	0.00	86,358.00	462.00	73,807.08	895.00	752.00	59,529.00
Tax	6,795.92	50.19%	3,411.13	18.50					3,392.63		
State Shared Rev			285.79							285.79	
Fraud											
Exp	78,622.00	58.67%	46,126.72	5,508.04	5,429.00	5,430.06	5,655.37	5,428.98	5,636.81	7,609.46	5,429.00
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	
Adult Services											
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
Rev	8,581.00	147.13%	12,625.15	18.41	36.40	18.20	18.20	3,190.88	18.20	9,306.66	18.20

Tax											
Dev. Disability											
Exp	94,389.00	39.63%	37,402.42	4,574.62	4,909.09	3,506.09	5,919.59	4,751.33	4,979.64	3,811.70	4,950.36
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
Tax	24,012.23	51.08%	12,264.75	277.47					11,987.28		
State Shared Rev			1,009.79							1,009.79	
Mental Health											
Exp	1,211,095.00	66.77%	808,666.45	99,533.69	87,914.73	79,526.55	99,411.21	84,887.65	117,900.40	117,092.80	122,399.42
Rev	740,269.00	80.07%	592,710.61	75,366.67	46,370.88	82,767.84	61,291.77	149,017.91	84,299.63	29,720.12	63,875.79
Tax	461,216.10	51.73%	238,588.70	8,342.49					230,246.21		
State Shared Rev			19,395.62							19,395.62	
Chemical Dependency											
Exp	117,000.00	14.68%	17,171.40	1,500.00	0.00	4,612.35	1,923.72	0.00	6,635.33	0.00	2,500.00
Rev	51,000.00	57.81%	29,484.97		15,181.89	1,000.60	2,124.15	4,476.00	1,292.40	0.00	5,409.93
Tax	64,561.19	51.55%	33,284.32	1,054.37					32,229.95		
State Shared Rev			2,715.01							2,715.01	
Child Services											
Exp	586,512.00	64.90%	380,629.10	32,504.74	42,541.26	54,226.44	42,529.13	32,200.75	75,359.11	53,451.46	47,816.21
Rev	377,005.00	73.36%	276,565.24	6,657.07	42,641.16	10,351.13	5,926.90	67,710.07	26,068.22	65,045.64	52,165.05
Tax	205,236.63	51.68%	106,060.66	3,603.36					102,457.30		
State Shared Rev			8,630.86							8,630.86	
Social Services											
Exp	1,324,304.00	63.46%	840,364.25	106,484.12	101,570.28	102,421.94	106,012.27	101,399.99	101,981.50	143,365.88	77,128.27
Rev	1,144,459.00	77.89%	891,370.80	35,569.68	140,631.39	70,194.47	58,141.60	136,048.36	52,275.60	295,752.26	102,757.44
Tax	176,240.73	51.89%	91,444.88	3,462.78					87,982.10		
State Shared Rev			7,411.49							7,411.49	
Income Main. Admin											
Exp	92,014.00	64.46%	59,316.28	7,236.42	6,916.35	6,698.47	7,541.00	7,066.37	6,793.37	9,923.12	7,141.18
Rev	44,300.00	66.89%	29,632.71	908.20	8,858.52	1,129.75	1,098.78	8,452.19	1,098.78	1,017.51	7,068.98
Tax	46,665.28	51.14%	23,865.77	569.74					23,296.03		
State Shared Rev			1,962.43							1,962.43	
Social Services Admin.											
Exp	252,170.00	64.48%	162,590.54	19,236.45	18,767.34	17,416.47	22,712.06	19,056.44	19,079.71	27,006.13	19,315.94
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
Tax	183,716.24	51.98%	95,498.63	3,784.64					91,713.99		
State Shared Rev			7,725.86							7,725.86	
FS Admin											
Exp	742,159.00	60.61%	449,844.72	74,095.17	57,510.68	46,459.92	60,511.19	47,976.79	44,566.61	66,259.52	52,464.84
Rev	142,305.00	57.26%	81,478.23	2,824.10	22,964.83	3,774.35	3,678.00	21,929.69	3,678.00	3,726.57	18,902.69
Tax	587,620.12	51.35%	301,717.44	8,368.39					293,349.05		
State Shared Rev			25,055.38							24,711.32	344.06

Agency Totals											
Exp	6,346,205.00	63.51%	4,030,634.13	510,588.90	445,299.94	476,937.15	544,483.22	440,941.83	519,186.75	600,487.17	492,709.17
Rev	4,080,900.00	73.75%	3,009,595.77	199,232.67	459,031.10	345,374.87	188,400.27	674,508.30	205,792.64	469,525.67	467,730.25
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
State Shared Rev			95,607.44	0.00	0.00	0.00	0.00	0.00	0.00	95,263.38	344.06
Total Revenue	6,346,205.00	67.33%	4,177,466.59	236,228.20	459,031.10	345,374.87	188,400.27	674,508.30	1,336,667.93	564,789.05	468,074.31

# Board Approval Report

SSIS pymt. batch #: 121227018

Paid Cnty Vendor				Total Payments	Total Amount
Central Minnesota Jobs & Training, 000015800				2	9,231.64
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>		
Statewide MFIP Employment Services	237	2	9,231.64		
Central Mn Mental Health Center, 000011298				6	5,000.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>		
Detoxification	371	6	5,000.00		
Community Living Options, 000011478				1	315.98
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>		
Semi-Independent Living Services (SILS)	534	1	315.98		
CORE Professional Services P.A., 000011511				1	600.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>		
Health-Related Services	118	1	600.00		
DHS STATE OPERATED SERVICES, 000011816				8	12,633.45
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>		
State-Operated Inpatient	472	8	12,633.45		
Family Pathways, 000012298				1	945.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>		
Family-Based Counseling Services	162	1	945.00		
Ignaszewski/Karissa, 000012959				2	10,421.80
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>		
Adult Outpatient Psychotherapy	452	2	10,421.80		
Little Sand Group Homes, 000013715				1	8,870.65
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>		
Children's Group Residential Care	183	1	8,870.65		
Nexus-Gerard Family Healing , LLC, 000012394				2	24,800.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>		
Children's Residential Treatment	483	2	24,800.00		
Options Residential, 000015334				1	1,469.71
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>		
Child Family Foster Care	181	1	1,469.71		
PHASE, Inc., 000015579				2	1,587.60
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>		
Day Training and Habilitation	566	1	1,069.20		
Transportation	516	1	518.40		
Prairie Lake Youth Programs, 000015767				2	8,934.85
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>		
Correctional Facilities	185	1	8,866.00		
Family-Based Counseling Services	162	1	68.85		
Quality Disposal Systems, Inc., 000017403				1	314.30
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>		
Housing Services	144	1	314.30		
Richardson MD/Paul T, 000016136				2	5,045.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>		
Adult Outpatient Psychotherapy	452	2	5,045.00		
RS EDEN, 000016247				1	75.00
<b>Svc Description</b>	<b>Svc Code</b>	<b>Payments</b>	<b>Amount</b>		



# Board Approval Report

Paid Cnty Vendor				Total Payments	Total Amount
Family Assessment Response Services		164	1	75.00	
RSI, 000016246				2	477.54
Svc Description	Svc Code	Payments	Amount		
Semi-Independent Living Services (SILS)		534	2	477.54	
Soft Dental Corporation, 000016568				1	101.80
Svc Description	Svc Code	Payments	Amount		
Health-Related Services		118	1	101.80	
Stokes, Jessica, 000016761				1	2,125.00
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy		452	1	2,125.00	
Village Ranch, Inc., 000017414				6	995.40
Svc Description	Svc Code	Payments	Amount		
Child Family Foster Care		181	6	995.40	
Volunteers Of America, 000017460				4	3,888.00
Svc Description	Svc Code	Payments	Amount		
Semi-Independent Living Services (SILS)		534	4	3,888.00	
WELIA HEALTH, 000012306				1	2,248.00
Svc Description	Svc Code	Payments	Amount		
Child Respite Care		489	1	2,248.00	
Report Totals:				48	100,080.72

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

Signature

Title

Date

SEPTEMBER 2022 BOARD REPORT			
Vendor Name	Amount		
Jen Anderson (Child Protection Travel)	\$ 224.38		
Rhonda Bergstadt (Mental Health Travel)	\$ 346.88		
Card Services (CSP Program)	\$ 317.95		
Cassandra Dahlberg (Mental Health Travel)	\$ 156.88		
Tim Dahlberg (IM Admin Travel)	\$ 90.00		
DHS	\$ 2,553.76		
Krista Eye (SCHA Care Coordinator Travel)	\$ 36.25		
Lisa Goranson (Fraud Travel)	\$ 127.50		
Jessica Gravich (Admin Travel)	\$ 160.00		
Leah Hjort (Child Protection Travel)	\$ 706.21		
Linda Hosley (Mental Health Travel)	\$ 640.00		
Charles Hurd (Admin Travel)	\$ 495.79		
Innovative Office Solutions (Office Supplies)	\$ 408.30		
Kanabec County Attorney	\$ 6,010.20		
Kanabec County LCTS (LCTS Services)	\$ 23,065.00		
Kanabec County AT ACH VISA	\$ 1,636.44		
Kanabec County Auditor Treasurer	\$ 9,019.44		
Kanabec County Aud Treasurer County Vehicle	\$ 438.90		
Kanabec County Comm Health	\$ 14,999.00		
Kanabec County Sheriff (Child support services)	\$ 87.63		
Kanabec Publications	\$ 352.48		
Tamara Kelash (Child Protection Travel)	\$ 90.00		
Patricia Kruse (Admin Travel)	\$ 35.63		
Kari Lindstrom (Child Protection Travel)	\$ 223.75		
Danielle Linkert (DD Travel)	\$ 65.63		
Ashlee Lovaas (DD Travel)	\$ 256.56		
Abby Malecha (Mental Health Travel)	\$ 493.13		
Alissa McDermeit (Mental Health Travel)	\$ 293.75		
Medica (Mental Health Recovery)	\$ 24.46		
MFIA (Fraud Staff Development)	\$ 150.00		
Minnesota County Attorney's Assoc. (Child Support Staff Development)	\$ 300.00		
Kelly Mitchell (DD Travel)	\$ 278.75		
Premier Biotech Labs LLC (Drug Tests)	\$ 387.85		
Procentive .Com LLC	\$ 1,390.00		
Kurt Seidel (Mental Health Travel)	\$ 89.38		
Seven County Process Servers LLS (Child Support)	\$ 75.00		
Simple Traditions Funeral & Cremations (GA Burial)	\$ 1,364.00		
St Louis County PHHS (Mental Health & Social Services Staff Development)	\$ 500.00		
Timber Trails Public Transit	\$ 4,054.22		
Katie Vork (Child Protection Travel)	\$ 47.08		
<b>TOTAL IFS DOLLARS</b>	<b>\$ 71,992.18</b>	41	Total IFS Vendors
<b>TOTAL SSIS DOLLARS</b>	<b>\$ 100,080.72</b>	20	Total SSIS Vendors
<b>Total</b>	<b>\$ 172,072.90</b>		
<b>Cost Effective Health Insurance &amp; Medicare Part B Reimbursements</b>	<b>\$ 16,175.40</b>	48	Ins. Reimb.Vendors
<b>MA Medical Mileage</b>	<b>\$ 3,236.93</b>	19	Med Mileage Vendors
<b>Grand Total</b>	<b>\$ 191,485.23</b>		
		128	Total Vendors

# 9:30am Appointment

September 20, 2022

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Tax Forfeit Property Demolition Bids	<b>b. Origination:</b> Auditor Treasurer's Office
<b>c. Estimated time:</b> 10 minutes	<b>d. Presenter(s):</b> Tim Jacobs, Deputy Auditor Property & Tax

**e. Board action requested:**

Review bids for demolition of buildings on tax forfeit parcel 12.02185.00 located at 3232 Hwy 65 and consider the following resolution:

**Resolution #\_\_\_-9/20/22**

### **Demolition Quotes for property located at 3232 Hwy 65**

WHEREAS the following bids were received between 9/2 and 9/15 2022 for the demolition of buildings located at 3232 Hwy 65 Mora, MN in Peace Township.

Stafford Trucking & Aggregate	\$ 7,500.00
Ron Kadlec Excavating	\$ 7,500.00
Black's Excavating	\$15,240.00

WHEREAS two bidders submitted the same low price; and

WHEREAS on 9/16/22 the two low bidders participated in a "coin flip" to determine to whom the job would be awarded;

WHEREAS the winner of the coin flip was Stafford Trucking & Aggregate;

THEREFORE BE IT RESOLVED to award the job to Stafford Trucking & Aggregate;

BE IT FURTHER RESOLVED to authorize the Board Chair to sign the agreement;

BE IT FURTHER RESOLVED for the Deputy Auditor Property & Tax to proceed with scheduling the demolition.

---

**f. Background:**

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

<b>Date received in County Coordinators Office:</b>
---

**Coordinators Comments:**



**Office of Kanabec County  
Auditor-Treasurer**

18 North Vine St Suite 261A  
Mora, Minnesota 55051  
Phone (320) 679-6430  
Fax (320) 679-6431

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09/16/2022

RE: Demolition Contract for the property located at 3232 Hwy 65 Mora, MN 55051

Three bids for the demolition and removal of two pole buildings and one house located at 3232 Hwy 65 were received. The two low bids came in at the exact same amount of \$7500.00.

The two contactors with a tie for low bid are:

- Stafford Trucking and Aggregate
- Ron Kadlec Excavating Inc.

The bid was awarded via coin flip in the office of the Kanabec County Coordinator on 9/16/2022  
At 11:30 AM.

The bid was awarded to: Stafford Trucking.

Signatures:

Stafford Trucking and Aggregate: [Signature]

Ron Kadlec Excavating: [Signature]

Tim Jacobs, Deputy Auditor: [Signature]

Kris McNally, County Coordinator: [Signature]

# 9:40am Appointment

September 20, 2022

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Presentation on the Snake River Watershed Comprehensive Management Plan	<b>b. Origination:</b> Kanabec Soil and Water Conservation District
<b>c. Estimated time:</b> 20 minutes	<b>d. Presenter(s):</b> Deanna Pomije, Kanabec Soil and Water District Manager

**e. Board action requested:**

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**f. Background:**

Supporting Documents: None Attached: ☒

**Date received in County Coordinators Office:**

**Coordinators Comments:**

# Snake River Watershed Draft Comprehensive Plan Highlights

6/22

Plan Location for your Review: <https://www.millelacsswcd.org/snake-river-one-watershed-one-plan/>

Priority Issues (in order of priority)

## 1. Surface Water Quality

- Phosphorus reduction Best Management Practices (shoreland restoration,
- Priority Lake Tier 1 (early in 10-yr.) & Tier 2 (later in 10-yr.)
- Two possible lake treatments preventing Phosphorus release (Ann & Cross Lakes)
- Pokegama Lake – focus on watershed conservation work to reduce nutrient and sediment runoff
- Decrease E. coli bacteria through upgrading septic systems and improving livestock feedlot runoff concerns

## 2. Land Cover / Land Use

- Increase protection efforts (voluntary conservation easements, forest stewardship planning) in 3 focus areas

## 3. Surface Water Quantity

- Conduct a study on flooding impacts/cause from Mora down to the St. Croix outlet
- No net increase in the flow of the Snake River by increasing water storage

## 4. Drinking Water / Groundwater

- Increase understanding on groundwater trends and contamination issues
- Continue nitrate well testing and monitor trends for increased focus

## 5. Erosion / Soil Health / Soil Loss

- Soil Health practice (cover crops, reduced tillage) promotion & implementation
- Decrease erosion through installation of conservation practices
- Peer to peer learning opportunities
- Long term goal – develop a landowner led council supporting water quality work

## 6. Habitat

- Continue invasive species awareness, education and control efforts
- Culvert inventory for improved channel connectivity and stream restoration projects

## 7. Extreme Weather

- Educate ourselves and the public for future policy or action implementations

Implementation Organizational Structure – revision of the existing Snake River Watershed Management Board

Outreach Core Values: Relationship building, Partnering, one-on-one conversations, inclusivity, improve efficacy and adapt, promoting active participation – we all have a role to play for cleaner water

Promote Do It Yourself (DIY) Conservation Projects – in part due to limited staff capacity in watershed

Proposed New Employees: Watershed Coordinator, part-time Forester, to evaluate added technical needs in the first few years

Continue the Citizen Committee involvement for public input on our activities

# Snake River Comprehensive Watershed Management Plan

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PRESENTATION BY:

KANABEC SOIL & WATER CONSERVATION DISTRICT



# Partners

Counties and SWCDS from:

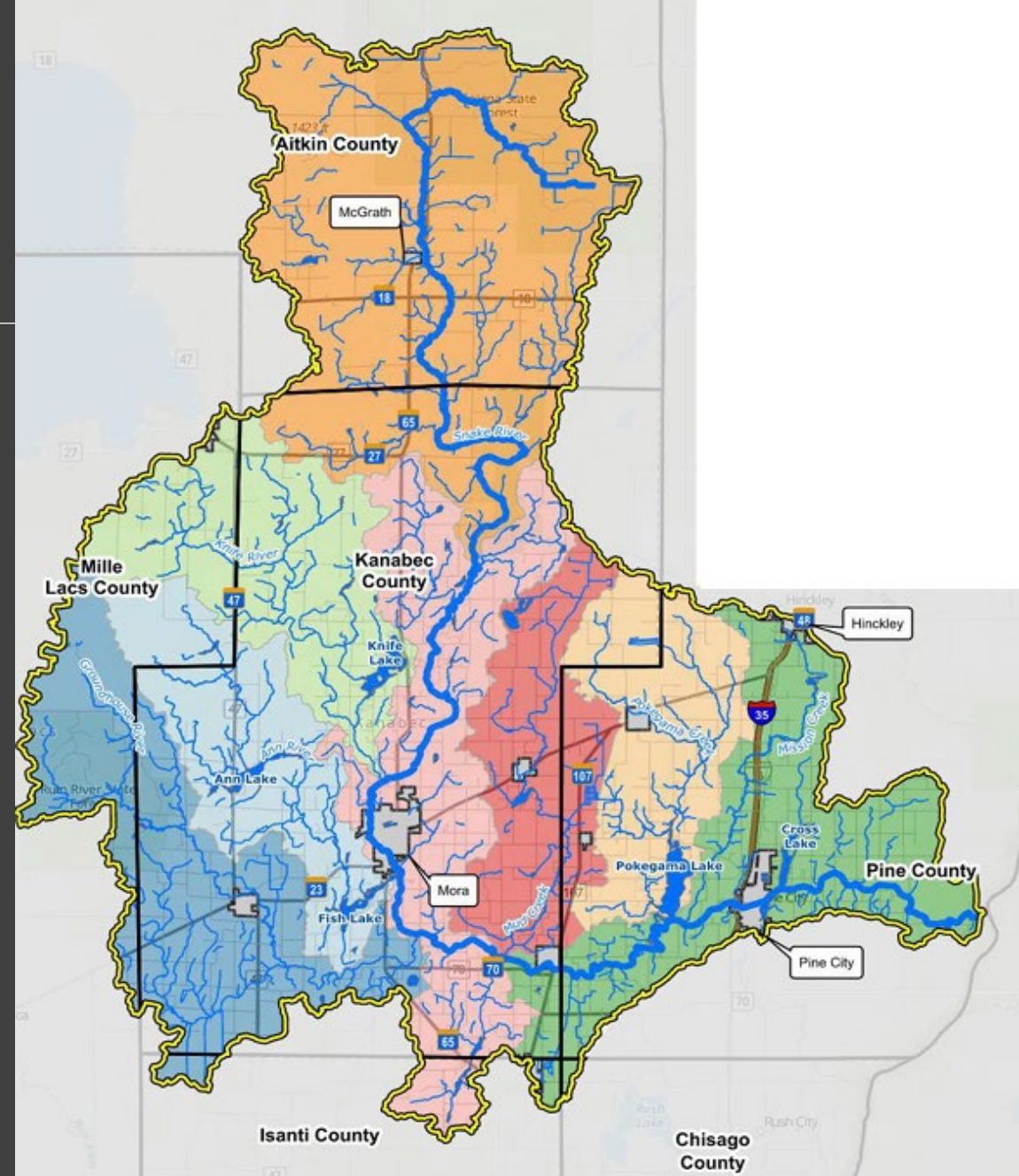
Pine, Kanabec, Mille Lacs, Aitkin

State agencies:

MPCA, MN DNR, MDH, MN BWSR, MDA

The Public:

Multiple public meetings including lake associations, farmers, and concerned citizens





# Timeline

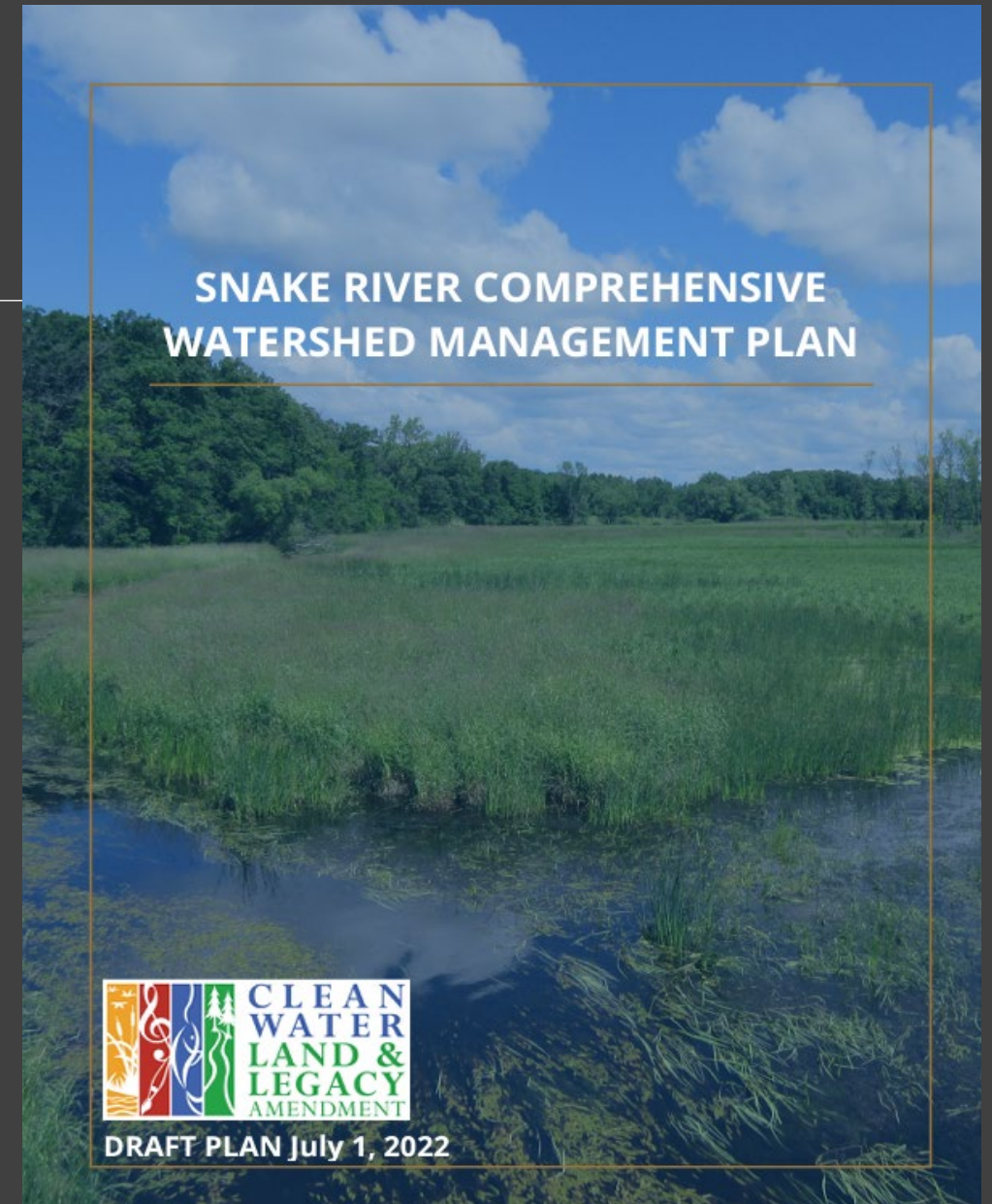
We are here

Task	Task Detail
	<b>Pre-Planning</b>
1.1	Establish and Maintain Partnership*
1.2	Develop Grant Work Plan, Budget, and Timeline* (completed prior to 3/20)
1.4	Notify plan review authorities
1.5	Hire consultants
	<b>Planning</b>
2.01	Aggregate Watershed Information
2.02	Host public kickoff meeting (3)
2.03	Write the land and water resources narrative
2.04	Identify and prioritize resources and issues
2.05	Establish measurable goals
2.06	Develop a targeted implementation schedule
2.07	Describe implementation programs
2.08	Determine Plan Implementation and Coordination (Organizational Arrangement)
2.09	Write Plan Final Review Draft
	<b>Plan review and submission</b>
3.1	Submit plan for 60-day state agency review and conduct public hearing
3.2	Submit plan to BWSR for 90 day review
3.3	Adopt plan, implementation structure and first biennium workplan

# Plan Outline

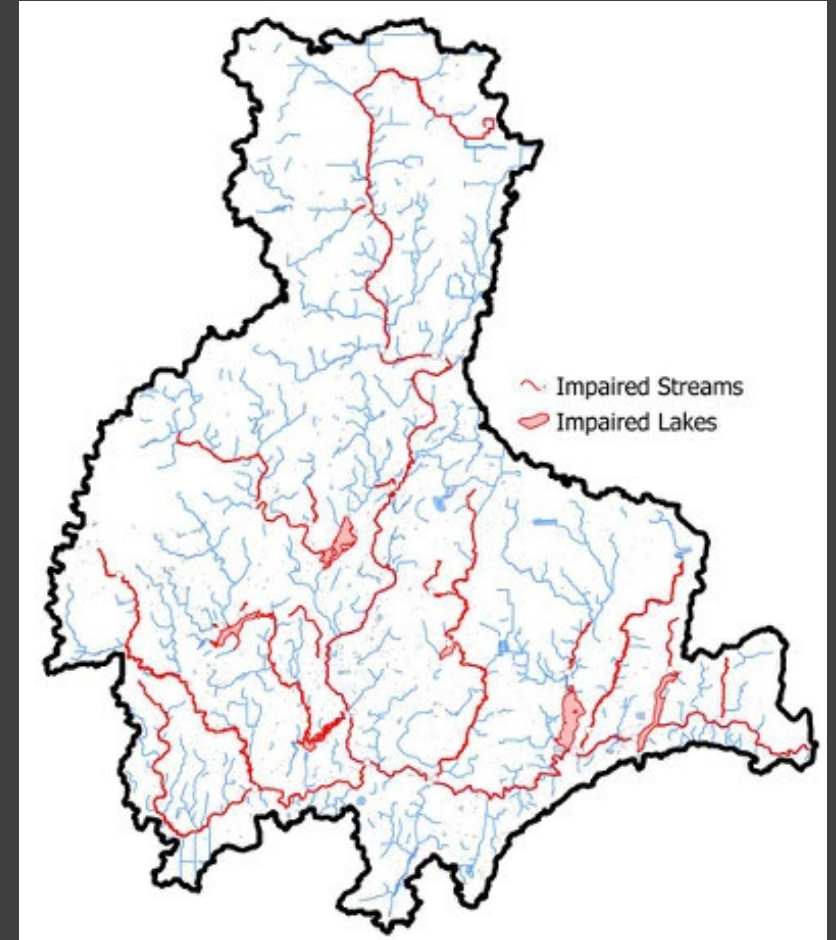
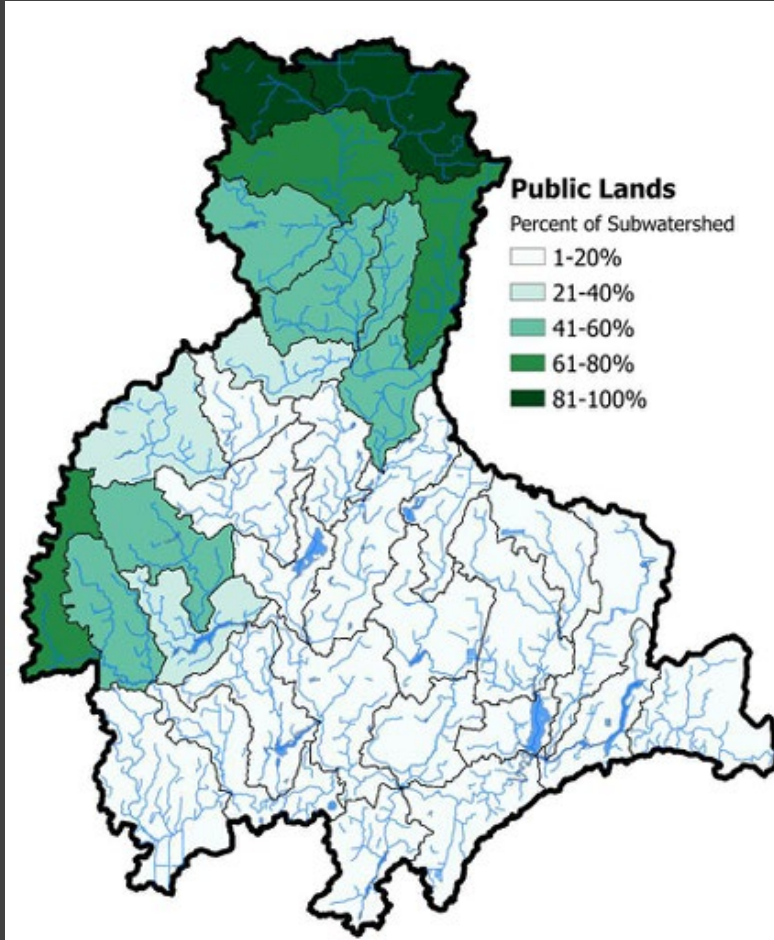
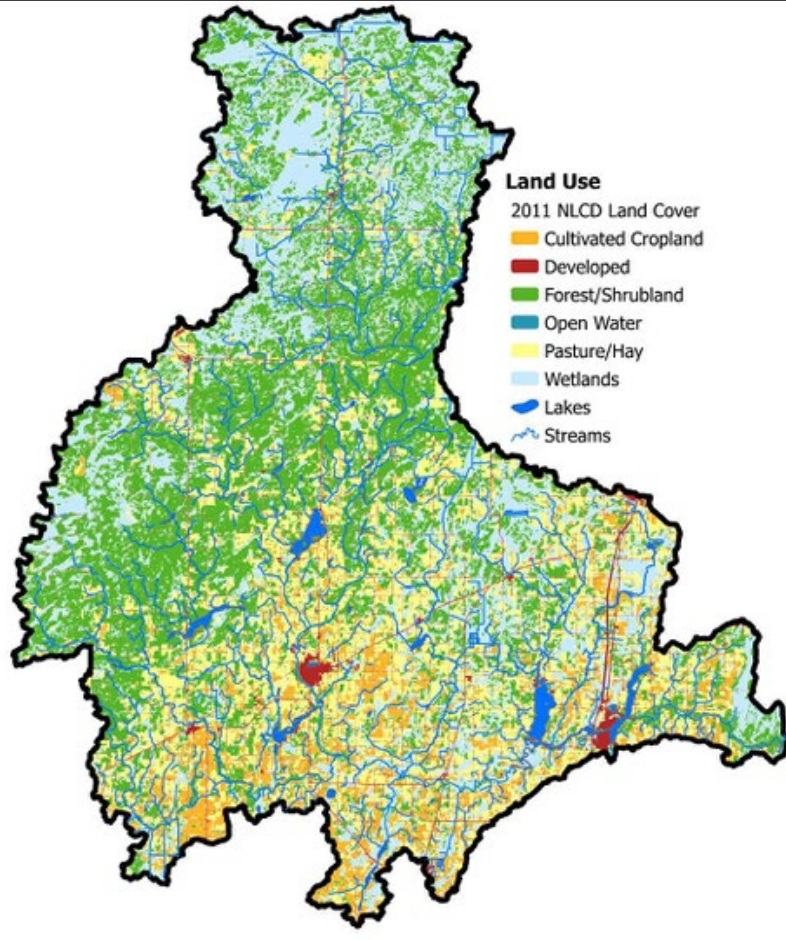
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- Section 1: Executive Summary
- Section 2: Land & Water Resources Narrative
- Section 3: Implementation Actions
- Section 4: Looking Forward
- Section 5: Plan Implementation Programs
- Section 6: Plan Administration and Coordination





# Watershed Characterization

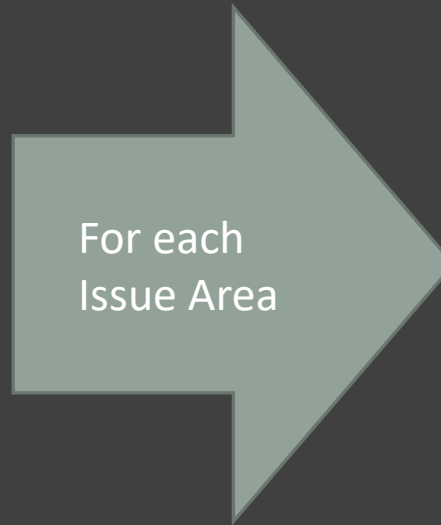


# Implementation Actions

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## Issue Areas

- Surface Water Quality
- Land Cover & Use
- Surface Water Quantity
- Drinking Water & Groundwater
- Erosion, Soil Health, & Soil Loss
- Habitat
- Extreme Weather



## Prioritized, Targeted, and Measurable

- Issue Statement
- Goals (Prioritized)
- Targeted locations (Targeted)
- Strategies (Measurable)

# Surface Water Quality

## Issue Statement:

*Runoff contributes to algae and water quality and aquatic habitat degradation.*

*Management of runoff across land uses is needed to reduce impacts to lakes, streams, and rivers. Additionally, internal nutrient loads in lakes can compound efforts to improve water quality and habitat also needs to be addressed.*

## Kanabec County Locations: From Table 3-2

Table 3-1. Surface Water Quality Goals	
Goal 1	Reduce phosphorus in priority impaired lakes by 420 pounds per year.
Goal 2	Protect priority unimpaired lakes by maintaining or reducing current phosphorus levels.
Goal 3	Reduce sediment in priority streams and rivers by 220 tons per year.
Goal 4	Reduce <i>E. coli</i> exceedances in priority impaired streams and rivers by 10%.

T1: Fish L, Ann L, T2: Knife L, Quamba L

T1: Pennington L, Mora L T2: Devils L,  
Pomroy L

Snake R, Groundhouse R, Ann R, Mud C

Snake R, Groundhouse R, Ann R, Knife R,  
Mud C

# Surface Water Quality

Action ID	Action	Priority Area	Measurable output/outcome	Lead/Supporting Entities	2023-2024	2025-2026	2027-2028	2029-2030	2031-2033	Estimated Cost (Outside Funding Needed)
Water Quality—Goal 3: Reduce sediment in priority streams and rivers by 220 tons/year										
SWQual-21	Complete sub-watershed analysis to identify priority BMP locations	Goal 3 Priority Streams & Rivers	2-5 sub-watershed analyses completed	SWCDs / Counties	■	■				\$60,000◇
SWQual-22	Promote and install non-structural BMPs (i.e., cover crops, reduced tillage, prescribed grazing, etc.)	Ann River Groundhouse River Upper Mud Creek	TSS reduced by 100 T/year	SWCDs / NRCS, MAWQCP	■	■	■	■	■	\$50,000◇
SWQual-23	Install 10-14 structural BMPs	Goal 3 Priority Streams and Rivers	TSS reduced by 40 T/year	SWCDs / NRCS, MAWQCP		■	■	■	■	\$330,000◇
SWQual-24	Complete 1,400+ feet of streambank buffers for habitat improvement and channel stabilization	Goal 3 Priority Streams and Rivers	TSS reduced by 80 lbs/year	SWCDs	■	■	■	■	■	\$180,000◇
SWQual-25	Implement 10 stream restoration and channel stabilization projects	Goal 3 Priority Streams and Rivers	10 projects completed	SWCDs, DNR/ DOT, road authorities			■	■	■	\$100,000◇

# Plan Outline

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- Section 1: Executive Summary
- Section 2: Land & Water Resources Narrative
- Section 3: Implementation Actions
- Section 4: Looking Forward
- Section 5: Plan Implementation Programs**
- Section 6: Plan Administration and Coordination**

# Plan Implementation Programs

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- Cost Share Programs  
MN Ag Water Quality Cert. Program; Enviro. Quality Incentive Program (EQIP – Fed.); Reinvest in MN (RIM)
- Low Interest Loans/Grants  
SSTS, Ag Conservation Infrastructure
- Equipment Rental  
No-till drill, weed wrench
- Ordinances
- Future Monitoring



# Plan Administration and Coordination

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## **Committees:**

- A JPA & by-laws to be developed or amended to oversee plan implementation decisions
- Citizen Advisory Council of stakeholders to advise the plan
- Technical Advisory Committee of staff from the member entities and state agencies
- Steering Committee to guide overall process

## **Shared Staff and Services:**

- 1-3 FTE to be added to coordinate and implement the plan.





## Questions



# 10:00am PUBLIC HEARING

September 20, 2022

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> PUBLIC HEARING- To Solicit Testimony on The Snake River Watershed Comprehensive Management Plan	<b>b. Origination:</b> Kanabec Soil and Water Conservation District
<b>c. Estimated time:</b> 20 minutes	<b>d. Presenter(s):</b> Deanna Pomije, Kanabec Soil and Water District Manager

### e. Board action requested:

#### SNAKE RIVER WATERSHED PLAN - PUBLIC HEARING NOTICE

The Kanabec County Board of Commissioners (along with the Kanabec SWCD) will conduct a public hearing at 10:00 a.m., Tuesday, September 20, 2022, at the Kanabec County Courthouse, Boardroom #164, 18 N Vine St. Mora, MN 55051. A plan presentation is scheduled for 9:40 a.m. A remote meeting option is available at: <https://kanabecounty.webex.com/kanabecounty/j.php?MTID=m279fe8e402c2ea84117b43a6303cb9> with meeting number 2494 343 4657 or by calling 1-408-418-9388.

The purpose of the public hearing is to solicit testimony on The Snake River Watershed Comprehensive Management Plan.

The plan contains the following content:

Section 1: Executive Summary

Section 2: Land & Water Resources Narrative

Section 3: Implementation Actions

Section 4: Looking Forward

Section 5: Plan Implementation Programs

Section 6: Plan Administration & Coordination

Section 7: References

A draft copy of the Plan is available online at <https://www.millelacsswcd.org/snake-river-one-watershed-one-plan/> or in person at the Kanabec SWCD 2008 Mahogany St. Ste. 3 Mora MN, 55051.

The hearing is open to the public, at which time you may appear and offer testimony regarding the draft plan. Written comments may be sent to Deanna Pomije, Kanabec SWCD, 2008 Mahogany St. Ste. 3 Mora MN, 55051 or [Deanna@KanabecSWCD.org](mailto:Deanna@KanabecSWCD.org), (320) 679-1391. Published in the Kanabec County Times Sept. 8, 2022

### f. Background:

Supporting Documents: None ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments:

# 10:45am Appointment

## Item a.

**September 20, 2022**

### REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Request for City of Mora Representative Appointment to the Kanabec County EDA	<b>b. Origination:</b> Kanabec County EDA & City of Mora
<b>c. Estimated time:</b> 10 minutes	<b>d. Presenter(s):</b> Kris McNally, Coordinator

**e. Board action requested:**

Approve the following resolution:

#### RESOLUTION # \_\_\_\_-9/20/22

**WHEREAS**, the Kanabec County Economic Development Authority's enabling resolution and bylaws established a governing body of nine appointed members including a representative from the City of Mora, and

**WHEREAS**, the representative from the City of Mora position is currently vacant; and

**WHEREAS**, on 9/7/22 the Mora City Council has recommended the City's Community Development Director, Kirsten Faurie for the vacant Kanabec County EDA position; and

**WHEREAS**, on 9/14/22 the Kanabec County EDA recommended Ms. Faurie to fill the vacancy to represent the City of Mora;

**BE IT THEREFORE RESOLVED** that Kirsten Faurie, City of Mora Community Development Director, is hereby appointed to the Kanabec County Economic Development Authority to represent the City of Mora for a partial term beginning on this date and ending January 4, 2028.

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**f. Background:**

From the City Council Meeting Minutes (UNAPPROVED DRAFT)  
September 06, 2022

12 (c.) EDA County Seat Representative: Kirsten Faurie brought forward Kanabec County Economic Development Authority vacant seat for the City representative. Council had previously recommended Angela Grafstrom, Community Development Director, for the county's EDA board in April, 2022 and Grafstrom has since resigned from the City of Mora. MOTION made by Broekemeier, seconded Anderson and unanimously carried to recommend Community Development Director Kirsten Faurie as the City Seat on the Kanabec County Economic Development Authority Board to Kanabec County.

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

**Date received in County Coordinators Office:**

**Coordinators Comments:**

# 10:45am Appointment

## Item b.

September 20, 2022

### REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Minnesota Manufacturing Week Proclamation	<b>b. Origination:</b> Kanabec County EDA
<b>c. Estimated time:</b> 5 minutes	<b>d. Presenter:</b> Kris McNally, County Coordinator on behalf of the Kanabec County EDA Board

**e. Board action requested:**

Authorize County Board to proclaim October 2022, as Minnesota Manufacturing Month in Kanabec County



**f. Background:**

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

The attached proclamation is one way for Kanabec County to recognize its manufacturers. In addition, the Kanabec County EDA will place a "thank you" ad in the Kanabec County Times on October 6, 2022.

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

**Supporting Documents:** Yes    **Attached:** ☒

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

Coordinators Comments:

October is

# MANUFACTURING MONTH



## 2022 PROCLAMATION

- WHEREAS:** Manufacturing is a dynamic and robust industry, crucial to the health and strength of Minnesota's diverse economy; and
- WHEREAS:** Manufacturing added \$56 billion to Minnesota's economy in 2021, representing the second largest contribution (14%) to the state's gross domestic product by any industry; and
- WHEREAS:** Manufactured exports brought about \$22 billion into the Minnesota economy in 2021; and
- WHEREAS:** Workers took home \$23.4 billion in wages from Minnesota manufacturing jobs in 2021, the second-largest total payroll among private sector industries; and
- WHEREAS:** Manufacturing in Minnesota pays an average annual wage of \$74,630, which is 10% higher than the state's overall average private sector wage; and
- WHEREAS:** Manufacturing provides more than 310,000 highly skilled, well-paying jobs, which significantly contribute to Minnesota's high standard of living and economic vitality; and
- WHEREAS:** Minnesota manufacturers will have more than 75,000 job openings for production occupations through 2030 as older workers retire

**NOW, THEREFORE,** the Kanabec County Board of Commissioners, does hereby proclaim the month of October 2022 shall be observed as:

**MANUFACTURING MONTH** in Kanabec County

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

Date: 9/20/22

# 11:00am Appointment

September 20, 2022

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> County Clean-up Day and Household Hazardous Waste Collection	<b>b. Origination:</b> Environmental Services
<b>c. Estimated time:</b> 10 mins	<b>d. Presenter(s):</b> Environmental Services Supervisor Teresa Wickeham & Interim Extension 4-H Educator Jodi Bakke

**e. Board action requested:**

### Resolution #\_\_ - 9/20/22

**WHEREAS** the board has received a request for support of a Kanabec County Clean-Up Day and Household Hazardous Waste Collection to be held on Saturday, October 15, 2022, and

**WHEREAS** the Kanabec County Board of Commissioners and Environmental Services Supervisor support such an event;

**BE IT RESOLVED** that the county will provide up to \$5,000, to be paid using SCORE/Surcharge funds to help fund the County Clean-up Day.

**BE IT FURTHER RESOLVED** that the county will provide up to \$9,000, to be paid using SCORE funds to help fund the Household Hazardous Waste Collection.

### f. Background:

Household Hazardous Waste Day 2021 served 76 households. The cost was \$9,113.68 from Kanabec County SCORE fund for Veolia Environmental Services and \$1,248.00 Kanabec Publications for advertising.

Supporting Documents: None: ☒ Attached:

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

9/13/22

**Coordinators Comments:**

Per the Auditor/Treasurer-

These balances are as of 8/31/2022:

SCORE \$ 119,083.04

SURCHARGE \$ 1,122,544.35

YE2021 Balance

**September 20, 2022**  
**11:10am Appointment Agenda of**  
**Chad T. Gramentz, PE**  
**Public Works Director**

- |  |               |
|--|---------------|
| 1. Snow Removal Quotes   | Resolution #1 |
| 2. Bridge Supported Inspection on Timber Piles/Caps - L2576 Quotes |               |

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**Resolution #1 (9/20/2022)**  
**Snow Removal**

WHEREAS the following quotes were received for 2022 / 2023 snow removal:

	<u>\$/Snow Event</u>
Central Whitetail Lawncare LLC	\$3,676.76
Scott's Lawn & Landscapes	\$1,160.00

WHEREAS the low quote of \$1,160.00/event was submitted by Scott's Lawn & Landscapes, and

THEREFORE BE IT RESOLVED to accept the quote of \$1,160.00 by Scott's Lawn & Landscapes and authorize the Public Works Director and Chairperson to sign the contract.

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**Resolution #2 (9/20/2022)**  
**Bridge Inspection**

WHEREAS the following quotes were received for Bridge L2576:

LHB	\$2,152.50
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WHEREAS the low quote of \$2,152.50 was submitted by LHB, and

THEREFORE BE IT RESOLVED to accept the quote of \$2,152.50 by LHB and authorize the Public Works Director to sign the contract.

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## Agenda Item #1

### PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of the County Coordinator

**UNAPPROVED MINUTES**

**September 6, 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, September 6, 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 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 Alison Holland and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the August 2, 2022 amended meeting minutes as presented.

Action #3 – It was moved by Alison Holland, seconded by Rick Mattson and carried unanimously to approve the August 16, 2022 meeting minutes as presented.

Action #4 – It was moved by Alison Holland, seconded by Rick Mattson and carried unanimously to recess the meeting at 9:02am to a time immediately following the Community Health Board.

Action #CH5 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to approve the Public Health Board Agenda as presented.

WIC Coordinator Ellie White met with the Board to give a WIC presentation.

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

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

### **Resolution #CH6 – 9/6/22**

#### **Peer Recovery Support Services Resolution**

**WHEREAS**, the Kanabec County Board authorized up to a total of \$90,000 for peer recovery services for 2022, 2023 and 2024 from ARPA funds by Resolution #19 on 2/15/2022; and

**WHEREAS**, a request for proposals was advertised online May 16, 2022 and in the Kanabec County Times newspaper May 19, 2022; and

**WHEREAS**, the following bid was received on June 30, 2022 for Peer Recovery Support Services: True Directions Inc.

**WHEREAS**, the bid, not to exceed \$30,000 each year for the three (3) year period met the requirements of the RFP for Peer Recovery Support Services and was submitted by True Directions Inc.

**WHEREAS**, a detailed budget and contract was presented before the Board and included herein; and

**WHEREAS**, the County Attorney has reviewed and approved said contract.

**THEREFORE BE IT RESOLVED**, the Kanabec County Community Health Board accepts the purchase of service contract and budget for Peer Recovery Support Services submitted by True Directions Inc; and

**BE IT FURTHER RESOLVED** to authorize the Board Chair and Kanabec County Community Health Director to sign the Agreement.

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

### **Resolution #CH7 – 9/6/22**

#### **Grant Application for Funding Children's Dental Services Resolution**

**WHEREAS**, Children's Dental Services has been providing dental services for children and pregnant women up to age 27 at the Public Services Building since January, 2018;and

**WHEREAS**, Kanabec County Community Health is in need of funding to continue to provide this service to our community, and

**WHEREAS**, the Community Health Director is requesting permission to apply for grant funding and to accept such funding if approved, from agencies such as Citizens Community Bank, East Central Energy's Roundup program and other such institutions to continue the much needed dental services for community members.

**THEREFORE BE IT RESOLVED** the Community Health Board approves the Kanabec County Community Health Director to apply for and accept grant funds if approved, to continue having Children's Dental Services provide dental services for children and pregnant women up to age 27 here in Kanabec County.

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

### **Resolution #CH8 – 9/6/22**

#### **Public Health Partners' Grant for School Sealant Programs Resolution**

**WHEREAS**, according to the Center for Disease Control (CDC), dental tooth decay is one of the most common chronic diseases among children. Untreated cavities can cause pain and infections that may lead to problems with eating, speaking, playing, and learning, and children who have poor oral health often miss more school and receive lower grades than children who don't, and

**WHEREAS**, dental sealants, which are thin coatings applied on the chewing surfaces of back teeth (molars) can protect against 80% of cavities, and

**WHEREAS**, Kanabec County has been designated a Dental Health Professional Shortage Area (DHPSA), and

**WHEREAS**, Kanabec County Community Health has an opportunity to apply for a Public Health Partners' Grant for School Sealant Programs (SSP grant) to identify and cultivate relationships with public health partners and referral sources in the community to bring School Sealant programs to the community, and

**WHEREAS**, the Community Health Director is requesting permission to accept the Public Health Partners' grant funding for School Sealant Programs if approved, as well as sign a contract with the State of Minnesota, through its Department of Health.

**THEREFORE BE IT RESOLVED** the Community Health Board approves the Kanabec County Community Health Director to accept the Public Health Partners' grant for School Sealant Program funds if approved, to identify and cultivate relationships with public health partners and referral sources in the community to bring a School Sealant program to the community. Contract would begin 1/1/2022 and end July 15, 2023 for up to \$5,000.

Action #CH9 – It was moved by Craig Smith, seconded by Alison Holland and carried unanimously to approve the payment of 71 claims totaling \$36,283.45 on Community Health Funds.

Action #CH10 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to adjourn Community Health Board at 9:28am and to meet again on Tuesday, October 4, 2022 at 9:05am.

The Board of Commissioners reconvened.

County Auditor Treasurer Denise Snyder met with the Board to discuss a letter received by each Kanabec County Commissioner from Wadena County Commissioner Bill Stearns regarding disparities in the distribution of county program aid and to review Kanabec County tax calculation data.

The Board expressed consensus and directed the Coordinator's Office to request the attendance of State Senators and Representatives to future County Board Meetings to discuss county program aid disparities.

Environmental Services/GIS Technician Ryan Carda met with the Board to present the Planning Commission's recommendations for the Proposed Interim Ordinance Placing a Moratorium on the Sale of Hemp Derived Tetrahydrocannabinol (THC) Food and Beverages within the County of Kanabec.

Public Health Director Kathy Burski met with the Board to present Community Health related data supporting the Proposed Interim THC Ordinance.

Dennis McNally led a discussion regarding the process to approve the Proposed Interim THC Ordinance.

**10:03am** – A Public Hearing was held to discuss an Interim Ordinance Placing a Moratorium on the Sale of Hemp Derived Tetrahydrocannabinol (THC) Food and Beverages within the County of Kanabec.

A notice of public hearing was posted in the courthouse lobby, on the county website, and in the Kanabec County Times on August 25, 2022 and in the Advertiser on August 28, 2022. County Coordinator, Kris McNally read the following public notice aloud:

**INTENT TO ADOPT AND ENACT AN INTERIM ORDINANCE PLACING A MORATORIUM ON THE SALE OF HEMP DERIVED TETRAHYDROCANNABINOL (THC) FOOD AND BEVERAGES WITHIN THE COUNTY OF KANABEC**

**NOTICE IS HEREBY GIVEN** that the Kanabec County Board of Commissioners intends to adopt and enact an interim ordinance placing a moratorium on the sale of hemp-derived Tetrahydrocannabinol (THC) food and beverages within Kanabec County. A public hearing will be held on this topic at 10:00 a.m. on September 6, 2022 at the Kanabec County Board Room #164; 18 North Vine Street, Mora, MN 55051 and via WebEx during the Kanabec County Board of Commissioners Regular Meeting.

**To attend virtually via WebEx:**

Phone number: 1-408-418-9388

Meeting ID (access code): 2489 393 6726

The subject matter and general purpose of the ordinance will be to temporarily prohibit the sales of hemp-derived THC food and beverage products within Kanabec County.

Comments may be submitted in writing prior to the meeting at: Kanabec County Coordinator, 18 North Vine Street, Suite 181, Mora, MN 55051, or via email at [coordinator@co.kanabec.mn.us](mailto:coordinator@co.kanabec.mn.us)

*For further information, contact the office of the Kanabec County Coordinator at 679-6440 or [coordinator@co.kanabec.mn.us](mailto:coordinator@co.kanabec.mn.us) or visit our website at [kanabeccounty.org](http://kanabeccounty.org)*

The Chairperson called for public comment regarding the proposed interim THC Ordinance. The following responded:

Micah Rogers	Comments regarding clarification of the purpose of the public hearing and support of the moratorium.
Charlie Strickland Jr.	Comments regarding the negative effects of THC in the community and the process of approving the proposed Interim THC Ordinance.
Peter Ripka	Comments regarding clarification of the type of sales to be restricted in the proposed Interim THC Ordinance.

David Howe (Via WebEx)	Comments regarding the potential loss of sales tax revenue to the County if the proposed Interim THC Ordinance is approved.
Regina Howe (WebEx)	Comments regarding clarification of the types of cannabinoids to be restricted in the proposed Interim THC Ordinance.

No written comments were submitted.

**10:20am** – The Chairperson closed the public comment portion of the public hearing.

County Sheriff Brian Smith met with the Board to discuss the proposed interim THC Ordinance and potential challenges regarding enforcement of the ordinance.

Health Promotion Coordinator Patti Miller met with the Board to discuss the benefits of the proposed interim THC Ordinance to youth in the community.

The Board of Commissioners reconvened.

*Action #11* – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the following resolution:

## **Resolution #11 – 9/6/22**

**WHEREAS**, Minnesota laws that took effect July 1, 2022, now make it legal to sell certain edibles and beverages infused with tetrahydrocannabinol (THC), a cannabis ingredient extracted from hemp; and

**WHEREAS**, Minnesota Statutes Section 394.34 allows the County to adopt a temporary Interim Ordinance for a period of up to twelve (12) months from the date it is effective to allow for such study and adoption in order to protect public health, safety and general welfare of its citizens; and

**WHEREAS**, the Kanabec County Planning Commission held a public hearing on the topic of using an Interim Ordinance to put in place a moratorium on sales of hemp derived tetrahydrocannabinol (THC) food and beverages within Kanabec County 8/22/22; and

**WHEREAS**, the Kanabec County Planning Commission made recommendation to the Kanabec County Board of Commissioners to adopt and enact an interim ordinance placing a moratorium on the sale of hemp derived tetrahydrocannabinol (THC) food and beverages within Kanabec County; and

**WHEREAS**, the Kanabec County Board of Commissioners held a public hearing on the topic of using an Interim Ordinance to put in place a moratorium on the sale of hemp derived tetrahydrocannabinol (THC) food and beverages within Kanabec County on 9/6/22;

**BE IT RESOLVED** that the Kanabec County Board of Commissioners does hereby ordain and enact on September 6, 2022 the INTERIM ORDINANCE PLACING A MORATORIUM ON THE SALE OF HEMP DERIVED TETRAHYDROCANNABINOL (THC) FOOD AND BEVERAGES WITHIN THE COUNTY OF KANABEC as recommended by the Kanabec County Planning Commission;

**BE IT FURTHER RESOLVED** that this interim ordinance shall take effect upon adoption and shall remain in effect for a period of twelve (12) months from the date of adoption, unless earlier terminated by the Kanabec County Board of Commissioners.

**10:35am** – The Chairperson called for public comment. Those that responded included the following:

Micah Rogers	Comments regarding appreciation for the County Commissioners and invitation to Friendship Church.
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**10:38am** – The Chairperson closed public comment.

Action #12 – It was moved by Dennis McNally, seconded by Alison Holland and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Kanabec County Auditor-Treasurer	8,224.96
Kanabec County AT ACH_VISA	2,035.65
Kanabec County Auditor HRA	530.00
Minnesota Energy Resources Corp	7,066.77
Office of MN.IT Services	1,338.65
Ling, Valerie	500.00
Simon Momanyi Nyamari	500.00
Kanabec County Auditor HRA	106.00
Card Services (Coborn's)	115.31
Midcontinent Communications	462.48
MNPEIP	11,007.17
Bender, Wayne	600.00
Chamberlain Oil	2,665.56
East Central Energy	1,461.45

Minnesota Energy Resources Corp	51.40
Paulson, Joshua	75.00
Dearborn National Life Insurance Co	773.97
Health Partners	6,434.92
Life Insurance Company of North America	664.85
MNPEIP	145,123.07
The Hartford Priority Accounts	6,273.89
VSP Insurance Co	534.52

**22 Claims Totaling: \$196,545.62**

Action #13 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the following claims on the funds indicated:

**Revenue Fund**

<b><u>Vendor</u></b>	<b><u>Amount</u></b>
Aaron's Total Car Care	2,229.89
A and E Cleaning Services	500.00
ACE Hardware	293.78
Adam's Pest Control, Inc.	250.00
Anne M. Carlson Law Office, PLLC	1,309.00
Anne M. Carlson Law Office, PLLC	331.50
Anne M. Carlson Law Office, PLLC	195.50
Anne M. Carlson Law Office, PLLC	1,742.50
Anne M. Carlson Law Office, PLLC	3,145.00
Apex Software	5,000.00
Applied Concepts, Inc.	2,995.00
Aspen Mills	2,064.76
Auto Value	43.99
Auto Value	132.44
Bob Barker	17.94
Bob Barker	159.03
Bowland, Tim	112.93
Bracewell, Earl	88.13
CliftonLarsonAllen	46.20
CliftonLarsonAllen	29,717.31
Curtis, Michael	1,826.00
DS Solutions	906.25



East Central Veterinarians	141.89
EATI	11,350.99
Election Systems & Software Inc.	2,549.37
Eric Hartman Rock County Planning & Zoning	250.00
Further	581.40
G & N Enterprises	60.80
Government Forms & Supplies	38.25
Granite Electronics	7,287.64
Griffin, Zach	187.98
Hamilton Funeral Home	860.00
High's Quality Woodcraft, Inc	8,187.00
Hoefert, Robert	1,325.00
Horizon Towing	214.75
IT SAVVY	889.87
IT SAVVY	1,779.74
IT SAVVY	889.87
Kanabec Publications	38.67
Kanabec Publications	229.75
Kanabec Publications	210.27
Kanabec Soil & Water Cons.	4,041.93
Klodd, Annie	122.00
Knife Lake Improvement District	6,815.00
Larkin Hoffman Daly & Lindgren LTD	256.16
M&I Lockbox: MCCC	110.00
Marco	251.00
Marco Business Products	5,894.05
Marco, Inc.	477.00
Marotte, Amber	259.74
McKinnis & Doom PA	204.00
McKinnis & Doom PA	34.00
McNally, Dennis	85.00
Minnesota Monitoring, Inc.	429.00
Minnesota Monitoring, Inc.	210.00
MN Attorney General's Office	192.53
MNCCC Lockbox	800.04
Mora Bakery	32.06
Mora Municipal Utilities	264.93
Motorola Solutions	2,115.00

Motorola Solutions	136,475.42
MRA	46.25
Northland Business Systems	6,827.42
O'Brien, Pat	92.50
Office Depot DBA: ODP Business Solutions LLC	60.57
Patras, Dianne	47.88
PD's Embroidery	51.49
ProPhoenix Corporation	745.00
Reliance Telephone, Inc	1,100.00
Rinke Noonan	102.50
River Valley Forensic Services, P.A.	250.00
RMB Environmental Laboratories Inc	25.00
RS EDEN	37.65
Sabinash, Douglas	86.25
Sea Change Print Innovations	434.54
State of MN, Property Tax Division	50.00
State of MN, Property Tax Division	50.00
Stellar Services	280.49
Stellar Services	206.26
Stevens, Joel	34.36
Streicher's	1,203.45
Summit Food Service Management	4,031.14
Summit Food Service Management	4,051.47
Summit Food Service Management	4,095.30
Thomas Sno Sports	313.82
Van Alst, Lillian	2,038.13
Von Eschen, Tina	372.40
Zaudtke, Wayne	78.75
Ziegler Inc.	5,466.45

**89 Claims Totaling: \$ 281,428.32**

#### **Road & Bridge**

<b><u>Vendor</u></b>	<b><u>Amount</u></b>
A&E Cleaning	1,000.00
Auto Value	2,703.47
Beaudry Oil & Propane	13,306.79
Bjorklund Companies	4,907.65

Granite Ledge Electrical	1,820.00
Houston Engineering	4,475.50
Johnson Hardware	222.31
Kanabec County Highway Dept	146.95
Kanabec Publications	40.00
Knife River Corp	1,093,690.69
Midwest Machinery	545.74
MN Petroleum Marketers	627.50
Mora Utilities	972.16
Newman Traffic Signs	80.30
Northpost	5,656.50
Novus Glass	305.00
Olson Power	546.49
Premier Asphalt	13,282.50
Sanitary Systems	160.00
Kevin Schiferli	204.10
Sir Lines-A-Lot	172,866.53
Trueman Welters	551.47
Uline	834.70
USIC Locating	30.00
Widseth Smith Nolting	8,954.00
Ziegler	7,083.59

**26 Claims Totaling: 1,335,013.94**

HR Specialist Kim Christenson met with the Board to present Job Description Re-evaluations.

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

### **Resolution #14 – 09/06/22**

Sign Technician Evaluation

**WHEREAS** the board did by Resolution #9 – 09/06/22 refer the position of Sign Technician the pay plan consultant for review, and

**WHEREAS** the board has been presented with the results of that study;

**BE IT RESOLVED** to accept the following ranking for the “Sign Technician” position, which results in Pay Range 9:

Category	Rank	Points
Qualifications	q24	57
Decisions	d16	36
Problem Solving	p10	41
Relationships	r8	36
Effort A	ea11	12
Effort B	eb9	5
Hazards	h19	38
Environment	N18	26
<b>TOTAL POINTS</b>		<b>251</b>

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

### **Resolution #15 – 9/6/22**

**WHEREAS** Kanabec County Policy P-106, Section IV.A. calls for a reevaluation of all county job classifications on a three year rotation, and

**WHEREAS** the following positions are on the rotation schedule for 2022:

Department	Position
Probation	Corrections Agent
Probation	Senior Agent
Probation	Career Agent
Probation	Probation Director
Public Works-ES	ES/GIS Technician
Public Works-Highway	Hwy Maintenance Lead Worker

and,

**WHEREAS** the job descriptions were given to the Department Heads for updating and returned to the County Coordinator and HR Specialist for final review, and

**WHEREAS** the County Coordinator and HR Specialist has examined the above job titles and feel changes made do not warrant further review by the pay consultant and should remain at the same pay grade;

**BE IT RESOLVED** that it is the decision of the county board to accept and approve the remaining job descriptions with updates made.

Public Works Director Chad Gramentz met with the Board to discuss matters concerning his department.

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

**Resolution #16 – 9/6/22**  
**Demolition Quotes for the old County Jail**

**WHEREAS** the following price quotes were received on August 25, 2022 for the demolition of the old Kanabec County Jail:

Stafford Trucking Inc.	\$112,000.00
Hjort Excavating Inc.	\$124,027.50
MM Miller Brothers Excavating	\$147,000.00
Black's Excavating	\$196,000.00

**WHEREAS** the low quote of \$112,000.00 was submitted by Stafford Trucking Inc, and

**THEREFORE BE IT RESOLVED** to accept the bid of \$112,000.00 from Stafford Trucking Inc., for the demolition of the old Kanabec County Jail, and

**BE IT FURTHER RESOLVED** to authorize the Board Chair and County Coordinator to sign the contract.

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

**Resolution #17 – 9/6/22**

**WHEREAS** the following quotes were received for installation of a window and repair of courthouse wall at the connection of the old jail:

DKN Construction

\$12,733.00

**THEREFORE BE IT RESOLVED** to accept the quote of \$12,733.00 by DKN Construction for installation of a window and wall repair at the Courthouse, and

**BE IT FURTHER RESOLVED** to authorize the Board Chair and Coordinator to sign the contract.

Public Works Director Chad Gramentz gave verbal updates regarding projects in his department. Information only, no action was taken.

Action #18 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to approve the following resolution:

### **Resolution #18– 9/6/22**

#### **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	\$1,043.18
Quality Disposal	\$4,255.00
Arthur Township	\$500.00
Total	\$5,798.18

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

### **Resolution #19 - 9/6/22**

**WHEREAS**, Kanabec County has a full-time EDA Executive Director position vacant; and

**WHEREAS**, Kanabec County has an opportunity to hire a highly qualified candidate;  
and

**WHEREAS**, said candidate has 20+ years of economic development experience in addition to a master's degree; and

**WHEREAS**, said candidate has expressed a desire to work for Kanabec County;

**WHEREAS**, Kanabec County's Wage & Salary Policy P-106 allows the Board to recognize relevant experience and education for hiring a candidate above Step A on the wage chart; and

**WHEREAS**, the Economic Development Hiring Committee is recommending hiring this candidate at Grade 17, Step F (\$43.18/hour);

**THEREFORE BE IT RESOLVED**, the Kanabec County Board of Commissioners hereby authorizes the Coordinator's Office to proceed with hiring said candidate at Grade 17, Step F contingent on an acceptable background study and reference checks.

County Coordinator Kris McNally led a discussion regarding the 2022 MCIT dividend payment. Information only, no action was taken.

Future Agenda Items: Posting the Ten Commandments in the Courthouse.

Action #20 – It was moved by Rick Mattson, seconded by Alison Holland and carried unanimously to close the meeting at 11:26am 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 #21 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to re-open the meeting at 12:05pm.

Action #22 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to adjourn the meeting at 12:06pm. The Kanabec County Board of Commissioners will meet again in regular session on Tuesday, September 20, 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>
Minnesota Department of Finance	6,854.50	8.22 State Fees & Surcharges	Recorder
Mora Municipal Utilities	19,194.41	Electric & Water Utilities	Various
Quadient Finance USA, Inc.	2,202.00	PSB Postage	Unallocated
Spire Credit Union	6,615.06	See Below	
Verizon Wireless Aircards	1,382.02	County Aircards	Various
Verizon Wireless Cell Phones	2,318.03	County Cell Phones	Various
City of Mora	1,466.52	2022 PILT HRA	Taxes & Penalties
East Central Regional Dev Commission	5.61	2022 PILT HRA	Taxes & Penalties
Mora Public Schools	1,553.51	2022 PILT HRA	Taxes & Penalties
Kanabec County Auditor-Treas	8,303.46	Vehicle Leases & Maintenance	Various
Consolidated Communications	1,114.14	Monthly Service	Various
Kanabec County AT ACH_VISA	2,618.16	See Below	
Kwik Trip Inc	15,046.48	County Gas Cards	Various
Marco Inc	3,267.40	Phone Lease	IS
Midcontinent Communications	497.47	Monthly Service	Various
Office of MN.IT Services	1,338.65	Monthly Service	IS
VC3, Inc.	3,224.40	Monthly Service	Various
East Central Energy	177.02	Intersection Lighting	Highway
Card Services (Coborn's)	27.34	Wellness Supplies	Employee Wellness
	<b><u>\$ 77,206.18</u></b>		
Spire Credit Union	15.11	RS Warehouse - Engraved Plate	Commissioners
	29.99	Amazon - iPad Case	Commissioners
	329.00	B&H Photo - iPad	Commissioners
	64.41	Amazon - Office Supplies	Auditor/Treasurer
	6.98	Amazon - Patch Cable	IS

29.50	Amazon - Patch Cable	IS
14.75	Amazon - Patch Cable	IS
12.47	Amazon - Speakers	IS
31.12	Amazon - Audio Extension Cables	IS
25.49	Amazon - Headset Indicator	IS
60.00	Amazon - UPS Battery Backup	IS
39.99	Amazon - Wireless Mouse	Attorney
11.99	Amazon - Dry Erase Markers	Attorney
59.99	Amazon - Dry Erase Board	Attorney
17.79	Amazon - USB Webcamera	Attorney
215.31	Country Inn - Assessor Conference	Assessor
500.00	MAAO Fall Conference Reg	Assessor
129.00	MAAO Fall Conference Reservations	Assessor
127.78	Craguns - MNCVSO Asst Conf	Veteran Services
116.40	Amazon - Office Supplies	Veteran Services
299.94	Amazon - Transit Emerg Kits	Transit
199.96	Amazon - Transit Emerg Kits	Transit
14.99	Amazon - Prime Membership	Sheriff
1,036.98	Hilton Garden Inn - DARE Training	Sheriff
24.67	iPhone Case - BS	Sheriff
105.23	Amazon - Storage Totes Impound	Sheriff
190.00	MSA Jail Admin Conf Reg - CB	Jail
548.65	Craguns - MSA Jail Admin Conf	Jail
25.00	BCA Training - JP	Jail
100.00	Jail Nurses Conf Reg - AH	Jail
87.36	Office Supplies	Jail
91.99	Brother Printer Drum	Jail
27.95	Cleaning Supplies	Jail
15.33	Office Supplies	Jail
96.39	Coffee	Jail
6.98	Office Supplies	Jail
24.59	Stethoscope	Jail
32.25	Shipping & Handling Charges	Jail
59.99	Otoscope Diagnostic Kit	Jail

40.00	Jail Medical	Jail
25.31	Jail Inmate Supplies	Jail
275.00	BCA User Conf Reg - SC	E911
24.94	Amazon - Speakers	E911
9.10	Amazon - Dispatch Supplies	E911
11.87	Amazon - Dispatch Supplies	E911
18.34	Cleaning Supplies - Dispatch	E911
0.99	Apple - Storage	Highway
16.95	Amazon - Power Strip	Highwaay
59.10	Amazon - Car Charger, etc.	Highway
129.99	Amazon - Viewsonic Monitor	Welfare
139.00	Amazon - Plugable Docking Station	Community Health
157.55	Amazon - Office Supplies	Community Health
10.26	Amazon - Program Supplies	Community Health
11.72	Amazon - Program Supplies	Community Health
39.90	Amazon - Oximeters	Community Health
25.60	Availity Subscription Fee	Community Health
39.90	Amazon - Oximeters	Community Health
59.07	Amazon - Office Supplies	Community Health
22.40	Availity Subscription Fee	Community Health
139.00	Amazon - Plugable Docking Station	Community Health
199.99	Amazon - Viewsonic Monitor	Community Health
32.00	Availity Subscription Fee	Community Health
18.80	Amazon - Program Supplies	Community Health
39.90	Amazon - Oximeters	Community Health
52.79	Walmart - Wellness Supplies	Employee Wellness
113.17	Walmart - Wellness Supplies	Employee Wellness
77.10	Walmart - Wellness Supplies	Employee Wellness

**\$ 6,615.06**

Kanabec County AT ACH\_ VISA

25.99	Amazon - Seat Cushion - Courthouse	Building Maintenance
493.19	WebstaurantStore - Emerg LED - Courthouse	Building Maintenance
385.63	Amazon - Copper Coupling, etc. - Courthouse	Building Maintenance
426.14	WebstaurantStore - Emerg LED - Courthouse	Building Maintenance

124.99	Amazon - Sit to Stand Desk Conv - PSB	Building Maintenance
564.89	SupplyHouse - Circulator Pump - Jail	Building Maintenance
160.23	Amazon - Curtain Splash - Jail	Building Maintenance
34.24	Amazon - End Cap Wash Assemb - Jail	Building Maintenance
25.68	Amazon - End Cap Wash Assemb - Jail	Building Maintenance
125.95	Amazon - Dishwasher Curtain - Jail	Building Maintenance
241.19	Amazon - Curtain Splash - Jail	Building Maintenance
10.04	Amazon - Electric Extension Ring - Jail	Building Maintenance
<b>\$ 2,618.16</b>		

# Agenda Item #3a

## Regular Bills - Revenue Fund

### Bills to be approved: 9/20/22

Department Name	Vendor	Amount	Purpose
ASSESSOR	Marco	159.00	Standard Payment
		<b>159.00</b>	
AUDITOR	IMPACT	4,271.70	TNT Postage Est
AUDITOR	Metro Sales, Inc.	132.00	Printer Annual Maintenance 8/14/22 - 11/13/22
		<b>4,403.70</b>	
BUILDINGS MAINTENANCE	Ace Hardware	2,678.65	Rock Solid Kits, Garage Floor Cover, Primer, Epoxy, Brushes, Hardware, etc. - Jail
BUILDINGS MAINTENANCE	Adam's Pest Control	125.00	Prevention Rodents, Transit
BUILDINGS MAINTENANCE	Adam's Pest Control	125.00	Prevention Plus, PSB
BUILDINGS MAINTENANCE	Bluebird Window Cleaning	1,600.00	Exterior Glass Cleaning, Courthouse
BUILDINGS MAINTENANCE	FBG Service Corporation	4,829.00	August 2022 Cleaning - Courthouse
BUILDINGS MAINTENANCE	FBG Service Corporation	2,543.00	August 2022 Cleaning - PSB
BUILDINGS MAINTENANCE	FBG Service Corporation	672.00	August 2022 Cleaning - Jail
BUILDINGS MAINTENANCE	Grainger	813.76	Potable Circulating Pump - Jail
BUILDINGS MAINTENANCE	Granite City Jobbing Co	436.48	Paper Towels (6 cases)
BUILDINGS MAINTENANCE	Ideal Service, Inc.	960.00	Preventative Maintenance on Jail VFDs
BUILDINGS MAINTENANCE	Ideal Service, Inc.	800.00	Preventative Maintenance on Courthouse VFDs
BUILDINGS MAINTENANCE	Jamar Company	988.85	Investigated leak, repairs made to flashing and caulking around RTU
BUILDINGS MAINTENANCE	Johnsons Hardware	16.99	Tub O Towels 90ct
BUILDINGS MAINTENANCE	Mattson Electric	1,086.37	Staples, Screws, Wire Nuts, Glue, Electrical Inspection, 4.75hrs Labor

BUILDINGS MAINTENANCE	Mattson Electric	150.00	Check Rooftop Unit on Jail, 1hr Labor
BUILDINGS MAINTENANCE	MEI Total Elevator Solutions	1,159.82	Sept-Nov Quarterly Service
BUILDINGS MAINTENANCE	Oak Gallery	57.20	UPS Shipping, Returns to Grainger - Jail
BUILDINGS MAINTENANCE	Quality Disposal	458.27	Solid Waste Fees - Courthouse & PSB
BUILDINGS MAINTENANCE	Rick's Home Furnishings	67.10	Real Seal, Belt, Shipping - Jail
BUILDINGS MAINTENANCE	Summit Companies	1,249.25	Fire Extinguisher Annual Inspections & Maintenance - PSB, Jail, Courthouse
		<b>20,816.74</b>	
COMPUTER EXPENSES	MNCCC Lockbox	2,480.00	Tax/Cama Extracts
		<b>2,480.00</b>	
COUNTY ATTORNEY	Karpel Solutions	8,674.35	2022-2023 Annual Billing
COUNTY ATTORNEY	McFadden, Barbara	491.43	MCAA CLE at Mystic Lake Casino Hotel, Meal & Mileage
COUNTY ATTORNEY	RELX Inc. DBA LexisNexis	189.08	LexisNexis - August 2022
		<b>9,354.86</b>	
COUNTY RECORDER	Schneider Geospatial, LLC	3,312.00	Beacon Setup Database Connection MCIS TAX/CAMA
		<b>3,312.00</b>	
COURT ADMINISTRATOR	Anne M. Carlson Law Office, PLLC	119.00	Court Appt Attorney Fees
COURT ADMINISTRATOR	McKinnis & Doom PA	153.00	Court Appt Attorney Fees
COURT ADMINISTRATOR	Mora Psychological Services, PLLC	1,980.00	Doctor Fees for Rule 20.01 Evaluation
		<b>2,252.00</b>	
ECONOMIC DEVELOPMENT	Mora Area Chamber of Commerce	75.00	2022-2023 Membership Dues
		<b>75.00</b>	
ELECTIONS	Sea Change Print Innovations	3,204.48	P2022 Ballots
		<b>3,204.48</b>	
ENVIRONMENTAL SERVICES	Carda, Ryan	72.50	Mileage to MN Planning & Zoning 101 Training in St. Cloud

ENVIRONMENTAL SERVICES	Kanabec County Highway Department	249.41	Fuel & Postage
ENVIRONMENTAL SERVICES	Novus Glass	65.00	Repairs/Maintenance - Windshield Repair
ENVIRONMENTAL SERVICES	Rinke Noonan	3,080.50	One Watershed One Plan SRW
ENVIRONMENTAL SERVICES	Rupp, Anderson, Squires & Waldspurger, F	1,250.00	Environmental Service/Land Use Quarterly Retainer
		<b>4,717.41</b>	
FORFEIT TAX SALE	Jacobs, Tim	48.37	Mileage for 3 round trips to meet with demolition contractors to obtain bids for building removal
		<b>48.37</b>	
HUMAN RESOURCES	4imprint, Inc.	412.80	Lunch Bags for Employee Appreciation Gifts
HUMAN RESOURCES	American DataBank	85.10	Background Study for New Employees (2)
HUMAN RESOURCES	Rupp, Anderson, Squires & Waldspurger, F	22.00	Legal Services, June 2022
		<b>519.90</b>	
LAW LIBRARY	RELX Inc. DBA LexisNexis	225.00	Law Library Invoice
		<b>225.00</b>	
PROBATION & JUVENILE PLACEMENT	Athey, Lucas	261.36	Mileage to attend monthly PICK Director's Meetings (Apr-Sept) in North Branch
PROBATION & JUVENILE PLACEMENT	East Central Regional Juvenile Center	4,335.00	August 2022 Invoice for Contracted Beds at East Central Juvenile Center
PROBATION & JUVENILE PLACEMENT	RS Eden	34.00	Drug Testing
		<b>4,630.36</b>	
PUBLIC TRANSPORTATION	A&E Cleaning Services	575.00	Cleaning Timber Trails Offices
PUBLIC TRANSPORTATION	Curtis, Michael	726.29	Volunteer Mileage, Meals, Parking
PUBLIC TRANSPORTATION	Glen's Tire	392.48	Bus Oil, Repairs, Tires, Van Repairs
PUBLIC TRANSPORTATION	Hoefert, Robert	528.13	Volunteer Mileage
PUBLIC TRANSPORTATION	Innovative Office Solutions, LLC	291.00	Office Supplies
PUBLIC TRANSPORTATION	Kanabec County Highway Department	359.98	Bus Repairs, Fuel, Oil, Oil for Shop, Ford Van Repairs
PUBLIC TRANSPORTATION	Kanabec Publications	562.00	Advertising

PUBLIC TRANSPORTATION	Marco	251.00	Printer Contracts
PUBLIC TRANSPORTATION	Premium Waters, Inc.	30.53	Bottled Water Supplies
PUBLIC TRANSPORTATION	Van Alst, Lillian	1,358.13	Volunteer Mileage
		<b>5,074.54</b>	
SANITATION	East Central Solid Waste Commission	61.21	Kanabec County Highway Department - Mixed Solid Waste
		<b>61.21</b>	
SHERIFF	Aspen Mills	123.70	Vest Carrier
SHERIFF	Coborn's Inc.	417.85	BADGES Gift Cards \$100 (2) \$200 (1) & Fees (3)
SHERIFF	Feine, Jeffrey	220.00	Uniform Reimbursement - Boots
SHERIFF	Glen's Tire	28.00	Squad Flat Repair
SHERIFF	Gratitude Farms	500.00	Animal Control Services
SHERIFF	Motorola Solutions	5,446.90	Radios/Programming/Mics
SHERIFF	Oak Gallery	30.14	Mailed Evidence to BCA
SHERIFF	Tinker & Larson Inc.	3,786.23	Squad Oil Changes (7), Replace Belt Pulley, Front/Rear Brakes,
		<b>10,552.82</b>	
SHERIFF - 911 EMERGENCY	Accurate Controls Inc.	145.00	Technical Support Call
		<b>145.00</b>	
SHERIFF - ATV	Thomas Sno Sports	73.29	ATV Spark Plugs
		<b>73.29</b>	
SHERIFF - JAIL/DISPATCH	Adam's Pest Control	250.00	Prevention Plus, Jail
SHERIFF - JAIL/DISPATCH	Advanced Correctional Healthcare	18,464.14	October 2022 On Site Medical & MH Services
SHERIFF - JAIL/DISPATCH	Aspen Mills	3,327.85	Initial Issue Uniform (1), Uniform Pants (1), Badges (10), Collar Brass Sergeant (10), Collar Brass Custom KCSO (50)
SHERIFF - JAIL/DISPATCH	Bob Barker	321.93	Shampoo (60), Thermal Tops (12), Towels(5 dozen)
SHERIFF - JAIL/DISPATCH	Bob Barker	144.44	Clear Pens 144/case (4)



SHERIFF - JAIL/DISPATCH	Stellar Services	29.84	Canteen
SHERIFF - JAIL/DISPATCH	Stellar Services	180.39	Canteen
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	4,047.19	Inmate meals 8/27/22-8/2/22
		<b>26,765.78</b>	
STATE FISCAL RECOVERY ARP	Henry Schein	523.33	At-Home COVID Tests 25 tests/box (2)
		<b>523.33</b>	
TAX & PENALTY	Armstrong, Randy	12.00	2022 Abatement Refund 09.90410.08
TAX & PENALTY	Arthur Township	12,894.06	AR22HAMM Payoff 02.02330.20 R#72760, Hammargren Rd Paving
		<b>12,906.06</b>	
VEHICLE POOL	Kanabec County Highway Department	159.28	Unit #25 Replaced Right Rear Wheel Cyl & Hose, Bled Brakes, 3.5hrs Labor
		<b>159.28</b>	
VETERAN SERVICES	Bliss, Erica	532.17	Grandview Lodge, MACVSO Fall Conference
VETERAN SERVICES	VetPRO	900.00	Two User License VetPro Annual
		<b>1,432.17</b>	
<b>81 Claims Totaling:</b>		<b>\$ 113,892.30</b>	

# Agenda Item #3b

## Regular Bills - Road & Bridge

### Bills to be approved: 9/20/22

<b>Vendor</b>	<b>Amount</b>	<b>Purpose</b>
A & E Cleaning Services	1,150.00	Cleaning offices
Aramark	453.90	Coveralls and janitorial supplies
Central Pension Fund	528.00	Training center use fee
Erickson, Curt	347.68	Clothing allowance
Glens Tire	699.52	Tire repair
Gopher State One-Call	58.05	Locates
Houtsma, Wes	1,000.00	Beaver removal
Kanabec County Highway Dept	105.50	Petty Cash, Postage
Kwik Trip	274.06	Fuel
Marco	435.73	Printer fee & Supplies
MEI	643.39	Elevator service
MN Dept of Transportation	1,949.77	Pavement testing
Minnesota Energy Resources	52.08	Heat
North Central International	1,648.12	Repair parts
Northern States Supply	272.21	Shop supplies
ODP	147.89	Office supplies
Owens Auto Parts	36.45	Repair parts
Power Plan	345.72	Repair parts
Quality	189.31	Garbage pickup
Summit Companies	1,208.00	Fire alarm monitoring
Trueman Welters	2,747.96	Repair parts
Usic Locating	160.00	Locates
Wiacom	675.30	GPS
Ziegler	206.77	Repair parts

**24 Claims Totaling:    \$ 15,335.41**

# Agenda Item #4

September 20, 2022

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> SCORE Claims – August	<b>b. Originating Department:</b> County Coordinator
<b>c. Estimated time:</b> 2 minutes	<b>d. Presenter(s):</b> None

**f. Board action requested:**

### Resolution #\_\_ – 9/20/22

#### SCORE CLAIMS

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

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

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

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

Waste Management	-
Quality Disposal	\$4,244.00
Arthur Township	\$500.00
Total	\$4,744.00

**g. Background:**

Provider	Billed	Paid Amount
QUALITY DISPOSAL (August)	\$3,744.00	\$3,744.00
WASTE MANAGEMENT (August)	-	-
Sub-Total	\$3,744.00	\$3,744.00
<b>Recycling Center Incentive Payments:</b>		
Quality Disposal (August)	\$500.00	\$500.00
Arthur Township (August)	\$500.00	\$500.00
<b>TOTAL PAYMENTS =</b>		<b>\$4,744.00</b>

**Date received in County Coordinators Office:** Various dates in September

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

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

*Expenditure: 01-391-392-0000-6211 = \$38,020.35*

*Current SCORE Funds balance is = \$82,329.96*

# Agenda Item #5

September 20, 2022

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Consider One-Time Appropriation to the Kanabec County Veterans Memorial	<b>b. Origination:</b> Veterans' Memorial Committee
<b>c. Estimated time:</b> 10 minutes	<b>d. Presenter(s):</b> Board of Commissioners

**e. Board action requested:**

Discuss budgeting an appropriation to the Kanabec County Veterans Memorial in 2023 from the 2022 MCIT dividend funds (planned use of fund balance) on a one-time basis.

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**f. Background:**

Per MCIT the dividend Kanabec County will receive in 2022 is \$84,475.

Supporting Documents: None    Attached: ☒

**Date received in County Coordinators Office:**

**Coordinators Comments:**

# Exciting News

It's true, Kanabec County is in the planning stages of a Kanabec County Veterans Memorial and Museum.

## What to Expect

This memorial will be a place to honor veterans and their service to our country. We envision a walking path lined with Wall of Honors listing names and service information. Any veteran who served honorably can be recognized on the wall.

Service will be verified by the Memorial Committee. There will be a special memorial constructed to honor the service of Kanabec County veterans killed in action.

## Memorial Committee



**Chairman:** Craig Schultz

**Post 201 Commander:** Greg Ardner

**Secretary:** Erica Bliss

**Historian:** Walt Olen

**Treasurer:** Alan Skramstad

**Vice Chair:** Kenny Burggraff

**County Commissioner:** Dennis McNally

Rick Martens, Maynard Moen, John Perry, Paul Hoppe, Jane Schmidt

## Veterans Museum



The Kanabec County Veterans Memorial will also be the home of a Veterans Museum.

This museum will honor all veterans including our local veterans. After the building is completed we will be looking for military items to be on loan for the displays. Help us tell the stories of our beloved veterans.

## Silent Battle Statue



The museum will proudly display the Silent Battle Statue. This statue was designed by artist Anita Miller to highlight the invisible wounds of war and to encourage our nation's heroes with PTSD to seek help.



## Kanabec County Veterans Memorial

203 Barker Street  
Mora, Minnesota 55051



To simply recognize our veterans isn't enough. Our mission is to HONOR. We hope the Kanabec County Veterans Memorial & Museum will be a place for reflection of sacrifice and to increase the sense of pride we have for our country. We hope a journey through the history of our resident veterans will touch your hearts and increase your pride for our country.



# Memorial Wall

The picture below will be similar to the completed walls at the memorial. We expect 45 names per side. The memorial walls will be two-sided and designed to allow for future veterans.

This tribute will be maintained and we expect it to last for generations.



**SGT Clark Swanson**  
Army 1966-1968  
Vietnam 1967-1968

*example*

Each block will be approximately 12" long and 6" high. 20 characters per line maximum - NO EXCEPTIONS.

## Contact Information

kcveteransmemorial@gmail.com

The Memorial wall will allow for veterans and families to purchase a block.

Each block will be approximately 12" long and 6" high. 20 characters per line maximum-NO EXCEPTIONS



Example

The cost of each block will be \$300

ROW 1: Military rank/Veterans Name:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Row 2: Branch of Service

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Row 3: Theater and Years

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Branch of Service: Army, Navy, Air Force, Coast Guard, Merchant Marines, National Guard, Space Force , Marine Corps

Theater: Civil War, Spanish-American War, WWI, WWII, Korea, Vietnam, Grenada, Panama, Persian Gulf, Afghanistan, Iraq, Peacetime,  
Other/Year Served: \_\_\_\_\_

Purchaser: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Enclosed Payment: **\$300/Monument block**

Please make checks payable to: **Veterans Memorial** c/o American Legion PO Box 44 Mora, MN 55051

You will receive a PROOF for approval prior to engraving on the Wall.

# Agenda Item #6

September 20, 2022

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> FY2023 Preliminary Budget and Maximum Tax Levy	<b>b. Origination:</b> Board of Commissioners
<b>c. Estimated time:</b> 10-15 mins	<b>d. Presenter(s):</b> Kris McNally, Coordinator

**e. Board action requested:**

Discuss and approve 2023 preliminary budget and maximum tax levy. Resolve to adopt the Preliminary 2023 Budget and Maximum Tax Levy.

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**f. Background:**

Supporting Documents: None      Attached: ☒

<b>Date Received in County Coordinator's Office:</b>	
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**Coordinators Comments:**

# Resolution # \_\_\_\_ – 9/20/22

A Resolution to set the Maximum Levy and  
Proposed Preliminary Budget for FY2023

**BE IT RESOLVED** by the Kanabec County Board of Commissioners that the following proposed fiscal year 2023 levies and proposed budget be adopted:

FUND	PROPOSED BUDGET	PROPOSED LEVY
<i>a.</i> Revenue Fund	15,200,528	8,213,173
<i>b.</i> Welfare Fund (Family Services)	6,407,405	2,163,908
<i>c.</i> Community Health	3,066,407	427,331
<i>d.</i> Road & Bridge Fund	6,363,019	1,766,019
<i>e.</i> Railroad Authority Fund	1,965	1,090
<i>f.</i> Debt Service – Tax Capacity based ( <i>not including market value levy</i> ) “ <i>Building Fund</i> ”	1,049,816	869,486
<i>g.</i> SUB-TOTALS ( <i>total of a. through f.</i> )	\$32,089,140	13,441,007
<i>i.</i> + Debt Service For Market Based Referendum Levy		\$178,740
<i>ii.</i> + EDA Levy		\$140,037
<i>j.</i> TOTAL PRELIMINARY PAYABLE Y2023 LEVY (total= <i>g +i+ii</i> )		\$13,759,784

**BE IT FURTHER RESOLVED** that \$869,486 of the debt service tax capacity based and all of the market value based of \$178,740 are dedicated to debt service.

**BE IT FURTHER RESOLVED** that the budget reflects revenue of \$ 1,136,623 in County Program Aid.

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Les Nielsen, Board Chair

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Kris McNally, Clerk



# Agenda Item #7

September 20, 2022

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> AMC District 5 Fall Meeting	<b>b. Origination:</b> Association of Minnesota Counties (AMC)
<b>c. Estimated time:</b> 10-15 minutes	<b>d. Presenter(s):</b> Commissioner Rick Mattson

**e. Board action requested:**

Discuss attending AMC's District 5 Fall Meeting on October 24 at the Meeker County Courthouse in Litchfield.

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**f. Background:**

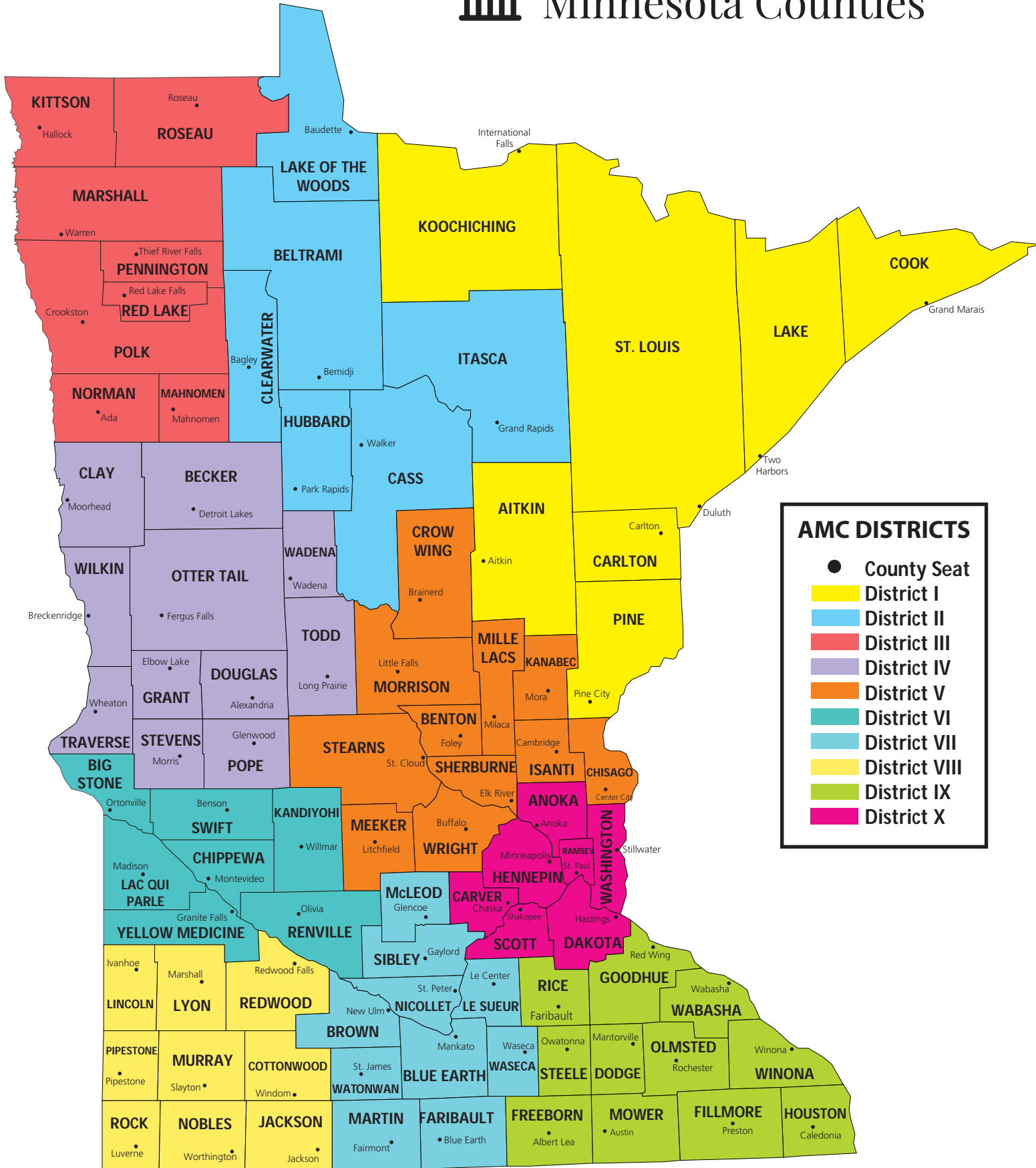
Supporting Documents: None    Attached: ☒

**Date received in County Coordinators Office:**

**Coordinators Comments:**



# Association of Minnesota Counties



# Agenda Item #8

September 20, 2022

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Insurance Committee vacancy	<b>b. Origination:</b> Coordinator's Office
<b>c. Estimated time:</b> 2 minutes	<b>d. Presenter(s):</b> Kris McNally, Coordinator

**e. Board action requested:**

Approve the following resolution:

### Resolution #\_\_ - 09/20/22

**BE IT RESOLVED** to appoint Kathy Young to the Insurance Committee for a partial term commencing immediately and expiring January 2, 2024.

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#### **f. Background:**

Kathy Young has agree to complete the term on the insurance committee that was vacated by Roberta Anderson when she retired. Kathy would be representing the Local 320 union.

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

<b>Date received in County Coordinators Office:</b>	N/A
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**Coordinators Comments:**

# Agenda Item #9

September 20, 2022

## REQUEST FOR BOARD ACTION

<b>a. Subject:</b> Unauthorized Paint Markings on Paved County Roads	<b>b. Origination:</b> Commissioner McNally
<b>c. Estimated time:</b> 5-10 minutes	<b>d. Presenter(s):</b> Commissioner McNally

**e. Board action requested:**

Discuss unauthorized paint markings (i.e. event markers) on paved county roads

*These are example pictures not from within Kanabec County:*



**f. Background:**

Supporting Documents: None ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments: