



Kanabec County Board of Commissioners

Regular Meeting Agenda

The Meeting of August 15, 2023

To be held via WebEx telephone call or video meeting:

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

Access Code: 2498 943 2957

Video Meeting link:

<https://kanabeccounty.webex.com/kanabeccounty/j.php?MTID=m77e2d7cee9c954d8129fbc7539ed94d9>

Meeting number: 2498 943 2957

Password: FBpe886dmtk (32738863 from video systems)

To be held at: Kanabec County Courthouse
Boardroom #164
317 Maple Avenue East
Mora, MN 55051

Please use the Maple Ave entrance and parking lot.

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. Call to Order
b. Pledge of Allegiance
c. Agenda approval

9:02am Public Comment Telephone call-in number for public access: 1-408-418-9388
Access Code: 2498 943 2957

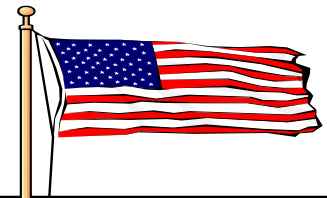
9:20am Recess County Board to a time immediately following the FSB.
Family Services Board

9:45am Kent Wilkening and Steven Tait, Emergency Communications Networks/ Minnesota Department of Public Safety- Next Generation 911

10:05am Sheriff Brian Smith and PSAP Administrator/Emergency Management Director Kelly Schmitt- Hazard Mitigation Plan Update

10:20am Erica Bliss, Veterans Services Officer- Request Application for the FY24 CVSO Operational Grant

10:40am Jim Hartshorn, EDA Executive Director- EDA Update



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

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

Other business to be conducted as time is available:

1. Minutes- August 1, 2023
2. Paid Bills
3. Regular Bills- Revenue Fund
4. Regular Bills- Road & Bridge
5. Gambling Requests
 - a. MAYRA raffle
 - b. Vasaloppet raffle
 - c. Pheasants Forever raffle
6. Future Agenda Items
7. CLOSED SESSION: Labor Negotiation Strategy–(This portion of the meeting may be closed pursuant to Minnesota Statute §13D.03)
8. Discuss any other matters that may come before the County Board

ADJOURN

Kanabec County Family Services

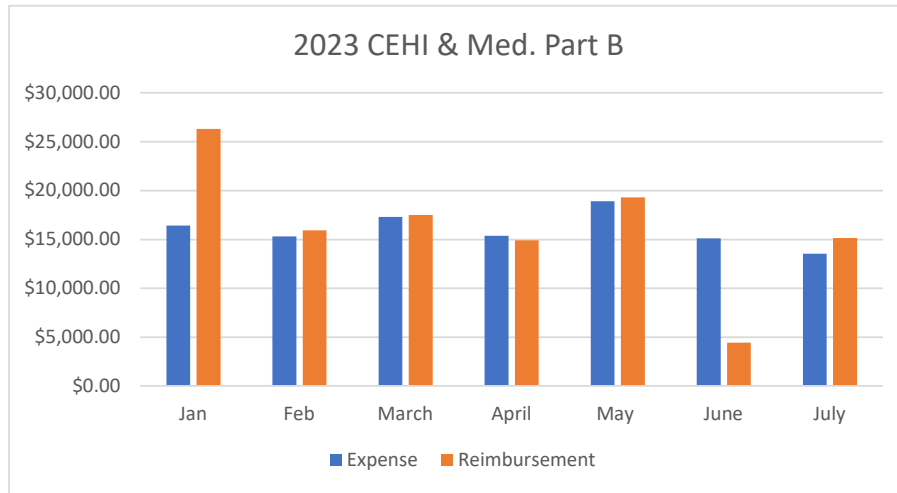
905 East Forest Avenue, Suite 150
Mora, MN 55051
Phone: 320-679-6350
Fax: 320-679-6351

Kanabec County Family Services Board Agenda August 15, 2023 9:20 a.m.

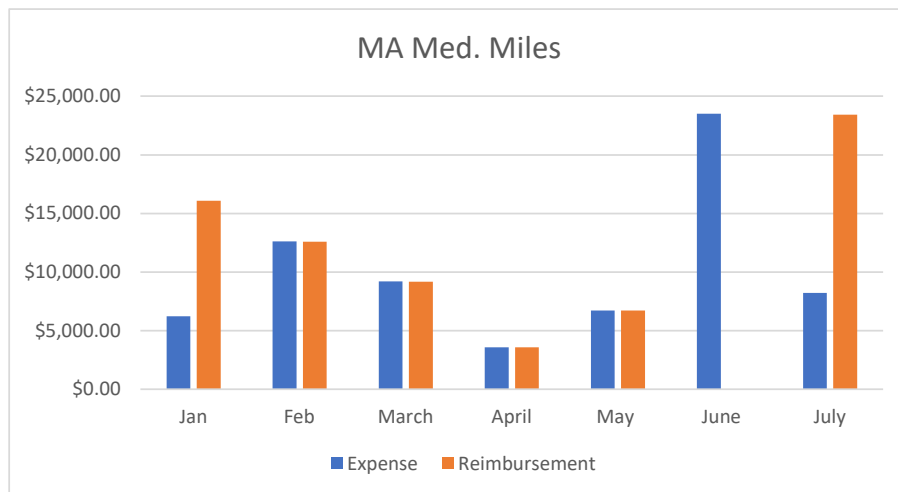
- 1. Agenda Approval** **Pg. 1**
- 2. Presentation Chart of Cost Effective Medical Milage, Health Insurance & Medicare Part B Reimbursements-Jessica Gravich, Fiscal Supervisor**
 - See attached report **Pg. 2**
 - Action Requested **Pg. 3**
 - See attached resolution
- 3. Director's Report** **Pg. 4**
 - Staffing –
 - Ongoing Number of Children in Placement
- 4. 2nd Quarter 2023 report**
 - See attached report **Pg. 5-21**
- 5. Family Service Fund Report**
 - See attached report **Pg. 22**
- 6. Financial Report**
 - See attached report **Pg. 23-24**
- 7. Abstract Approval**
 - See attached abstract and board vendor paid list **Pg. 25-27**
- 8. Other Business**
- 9. Adjourn**

Benefit Set Charts

2023 CEHI & Med. Part B	Jan	Feb	March	April	May	June	July
Expense	\$16,441.34	\$15,312.72	\$17,304.21	\$15,368.79	\$18,916.93	\$15,109.03	\$13,559.83
Reimbursement	\$26,311.35	\$15,927.48	\$17,502.88	\$14,925.61	\$19,302.93	\$4,452.30	\$15,155.72
Total	\$9,870.01	\$614.76	\$198.67	-\$443.18	\$386.00	-\$10,656.73	\$1,595.89



2023 MA Med. Miles	Jan	Feb	March	April	May	June	July
Expense	\$6,229.20	\$12,626.34	\$9,222.77	\$3,601.21	\$6,735.74	\$23,511.41	\$8,222.55
Reimbursement	\$16,098.14	\$12,606.33	\$9,172.77	\$3,601.21	\$6,735.72	\$0.00	\$23,429.69
Total	\$9,868.94	-\$20.01	-\$50.00	\$0.00	-\$0.02	-\$23,511.41	\$15,207.14



Note: Most of the time, state reimbursements will be delayed and added to the next month due to board dates & state claim cut-off dates.

Current Process:

Medical Assistance (MA) reimbursements are part of the benefit set for the MA program. These include Cost Effective Health Insurance (CEHI), Medicare Part B, and Medical Mileage reimbursements. Kanabec County Family Services is required to issue these payments to eligible program recipients. Currently, payments are sent out to these recipients on a monthly basis (FS Board Day). After payments are made, FS submits these expenditures to the state for full reimbursement.

Goal:

The goal is to be more consistent with the FS Budget, by expenditures and state reimbursements happening within the same month.

Resolution #HS – 8/15/2023

Medical Assistance Reimbursement Resolution

WHEREAS, Kanabec County Family Services is by Medical Assistance rules required to reimburse clients for Cost-effective Health Insurance, Medicare Part B reimbursements and MA Medical Mileage, and are reimbursed by the State of Minnesota for these payments, and

WHEREAS, in order to make more timely payments to clients and to meet the 35 day processing requirement, as well as to have the ability to bill the State of Minnesota in a more efficient manner the agency is requesting to pay said claims upon approval by the Fiscal and Eligibility units, rather than waiting to be approved by the Board, and

WHEREAS, these payments have been reported to the Board on the abstract and would continue to be noted there, and

THEREFORE BE IT RESOLVED the Kanabec County Family Services Board approves the Family Services agency changing the process for Cost-effective Health Insurance, Medicare Part B and MA Medical Mileage payment processing to allow the payments be made after approval by the Fiscal and Eligibility units and continue to be reported on the agency's monthly abstract.

Family Service Director's Report

August 2023

Staffing

The Child Protection worker opening has been filled by Latasha Anderson.

Ongoing Update on Number of Children in Placement

Last month we had 28 children in our care in out of home placements. We have 25 children in care this month compared to 19 last year for the same month.

Kanabec County Family Services

2nd Quarter 2023 Report

FINANCIAL ASSISTANCE

Preparer: Tim Dahlberg

A. Major Highlights

- We have been fortunate to have a skilled, experienced team in place prior to the restart of healthcare renewals. As part of this post-Public Health Emergency (PHE) programmatic shift, the state is issuing counties funds to assist with these changes. Unlike most counties, we aren't looking at adding additional positions. We'll likely be seeking to utilize these funds for overtime and technology upgrades to better assist us in our work.

B. Challenges/Concerns

- The processes that DHS has put into place for this healthcare unwinding period are elaborate. Keeping up with processing and on top of procedural changes has been time consuming. We will continue to monitor how things are progressing.
- The state has reinstituted Time Limited Recipient (TLR, formally referred to as ABAWD) SNAP policy. Kanabec County has been a waived county for many years. There are now only two counties and the state's tribal nations that are exempt from this policy. We will be getting used to implementing this new-to-us policy.

C. Looking Ahead

- We are up for our SNAP ME (Management Evaluation) Review in 2023. An initial orientation meeting has been completed. The categories for this review will be certification processes, program access, and expedited SNAP processing.

Program Totals as of 6/30/2023		
Program	Active Cases	# of Persons Active
MN Family Investment Program (MFIP)	54	128
Diversionsary Work Program (DWP)	3	10
General Assistance (GA)	79	79
MN Supplemental Assistance (MSA)	81	84
Housing Supports (Formerly GRH)	71	71
Food Support (SNAP)	833	1391
Medical Assistance and/or Medicare Savings Programs (MAXIS)	922	954
Medical Assistance (METS) *as of 7/5/23	1993	4004
MinnesotaCare (County Serviced) * as of 7/5/23	111	151

Kanabec County Family Services

2nd Quarter 2023 Report

CHILD SUPPORT

Preparer: Tammy Owens and Tim Dahlberg

A. Major Highlights

- With the resumption of healthcare renewals, we have seen an increase in system interfaces. This allows us to make sure cases better reflect their status of active public assistance. Whether a party to a case has active public assistance or not, can influence certain actions that can/cannot be taken.
- The 2023 Cost of Living Adjustment (COLA) reached completion on 151 cases. We had anticipated a high number of client contacts or Motions to Contest Cola due to the average increase of 14.3% but there were 2 Motions filed with the court and only a handful of contacts made.

B. Challenges/Concerns

- Over the next few years, DHS will be split up into multiple agencies. Child Support will be falling under the new agency, Department of Children, Youth and Families (DCYF). We are unsure what a change like this may bring to us.

C. Looking Ahead

- August is Child Support Awareness Month. There will be a webinar on Thursday, August 24th from 10-11:30 am. If interested in attending, please let us know and we'll share the webinar information.
- There will be upcoming changes to the Driver License Suspension enforcement tool that is currently in place. Child Support Officers will have more discretion in the suspending and reinstatement of driver's licenses when this enforcement remedy is utilized.

CHILD SUPPORT ENFORCEMENT STATISTICS					
AREA	QUARTER ENDING				Year to Date
	3/31/2023	6/30/2023			
Caseload By Type					
Non-Public Assistance	179	178			
Arrears Only	202	207			
Public Assistance	309	299			
Foster Care	2	2			
Spousal Maintenance Only	5	4			
Total	697	690			

Kanabec County Family Services 2nd Quarter 2023 Report

Collections Report					
Total Collected	\$497,618.09	\$551,364.76			\$1,048,982.85
PA Collections					
Current	\$212,939.96	\$216,585.89			\$429,525.85
Arrears	\$33,781.45	\$52,328.21			\$86,109.66
Spousal Maintenance					\$0.00
Total	\$246,721.41	\$268,914.10			\$515,635.51
NPA Collections					
Current	\$176,407.12	\$181,716.85			\$358,123.97
Arrears	\$69,439.56	\$96,570.81			\$166,010.37
Spousal Maintenance	\$5,050.00	\$4,163.00			\$9,213.00
Total	\$250,896.68	\$282,450.66			\$533,347.34
Current Support due	\$529,733.99	\$542,436.55			\$1,072,170.54
Current Distributed	\$394,512.08	\$402,435.74			\$796,947.82
% of Distribution of Current	74.47%	74.19%			74.33%
Cases with Arrears due	392	394			
Cases with Arrears Distributed	174	185			
% of Cases w/Arrears Payment	44.39%	46.95%			

ACCOUNTING UNIT

Reporter: Jessica Gravich

A. Major Highlights

- All annual and quarterly reports were completed by the due dates.
- The 2023 Family Services Budget remains within expectations.
- The annual audit has begun.
- The initial 2024 Family Services Budget has been submitted.

B. Challenges and Concerns

Kanabec County Family Services 2nd Quarter 2023 Report

- We are still tracking the IV-E Children's Residential Facility payments that are currently not reimbursed.
- We are keeping an eye on our fund balance. It is currently below the previous year.
- Federal and State reimbursement percentages are changing due to COVID increases starting to expire.

C. Looking Ahead

- Continuing work on the annual audit.
- Looking at new processes for upcoming changes for the billing process.
- Budget preparation for 2024.

FISCAL, FRAUD, COLLECTIONS

For this quarter the following amounts were collected:

Type	Amount	County Portion	Number of Cases
Fraud	\$100	\$35	6
Estate (MA)	\$43,277.17	\$10,819.29	9
Estate (GA)	\$0	\$0	0

ADMINISTRATIVE STATISTICS

AREA	1/1/2023 to 3/31/2023	4/1/2023 to 6/30/2023	7/1/2023 to 9/30/2023	10/1/2023 to 12/31/2023	Year to Date Data	2023 Approved Budget
Revenues - Income Maintenance						
State Sources	59,982	35,805			95,787	189,311

Kanabec County Family Services 2nd Quarter 2023 Report

Federal Sources	257,467	233,976			491,443	1,051,043
Other Sources	3,434	8,128			11,562	179,850
Fund Balance-Planned Use	-	-			-	100,000
Total	320,883	277,909	-	-	598,792	1,520,204

Expenditures - Income Maintenance

Public Aid	88,032	99,054			187,086	486,600
Personnel Services	316,391	392,217			708,607	1,431,120
Services & Charges	83,927	44,757			128,685	205,471
Direct Materials	2,494	968			3,462	17,450
Other Expenses	6	7			14	510
Total	490,850	537,003	-	-	1,027,854	2,141,151

Revenues - Social Services

State Sources	130,593	165,305			295,898	953,394
Federal Sources	278,885	257,419			536,304	1,166,899
Fees for Services	61,447	65,606			127,053	183,000
Other Sources	93,637	131,326			224,963	420,000
Fund Balance-Planned Use	-				-	100,000
Total	564,562	619,656	-	-	1,184,218	2,823,293

Expenditures - Social Services

Public Aid	462,426	466,837			929,263	1,580,689
Personnel Services	545,500	658,969			1,204,469	2,420,890
Services & Charges	63,225	54,477			117,702	225,239
Direct Materials	3,081	5,574			8,655	21,200
Other Expenses	9	11			20	690
Total	1,074,241	1,185,868	-	-	2,260,108	4,248,708

Kanabec County Family Services 2nd Quarter 2023 Report

Revenues - IM & SS

State Sources	190,575	201,110			391,685	1,142,705
Federal Sources	536,352	491,394			1,027,746	2,217,942
Fees for Services	61,447	65,606			127,053	183,000
Other Sources	97,071	139,454			236,525	599,850
Fund Balance-Planned Use					-	200,000
Total	885,445	897,565	-	-	1,783,010	4,343,497

Expenditures - IM & SS

Public Aid	550,458	565,891			1,116,349	2,067,289
Personnel Services	861,890	1,051,186			1,913,076	3,852,010
Services & Charges	147,152	99,234			246,386	430,710
Direct Materials	5,575	6,543			12,118	38,650
Other Expenses	15	18			33	1,200
Total	1,565,091	1,722,871	-	-	3,287,962	6,389,859

CHILD PROTECTION

A. Major Highlights

- Wrapped up school services in May including Family Support team meetings and Truancy Meetings. Families that qualified were offered services through the summer.
- We welcomed Ivy KuKuk, the new Child Protection Social Worker who started on May 15.
- Overall Truancy and Educational Neglects were down for the 2022-2023 school year.

B. Trainings

- Staff has participated in the following trainings:
 - New staff is completing Foundations Training.

Kanabec County Family Services

2nd Quarter 2023 Report

- Other Trainings Attended: Mandated reporter training, human trafficking and sexually exploited youth basic training,

C. Challenges/Concerns

- Limited resources and waiting lists present a challenge to address the needs of clients especially in regards to housing, mental health for both children and adults and disability services.
- Chronic chemical use/abuse in the county and its exposure to children we serve.
- Continued ongoing challenges to court hearing as part of the 10th PICK. Virtual hearings and in person hearing scheduling confusion and long wait times for families.
- Continued challenges with staff shortage in the County Attorney's office.
- Difficulty filling a Child Protection position. Interviews are continuing to be conducted.

D. Looking Ahead

- Will begin transitioning back to the school year for our families and youth. Will be working on providing backpacks to families with school supplies in conjunction with Salvation Army.
- Encouraging families to utilize community summer resources such as Mora Rocks the Park and helping families connect with other resources such as swimming lessons and pool passes.
- Hopeful to be fully staffed in our Children's Services and Child Protection by the next quarter.
- Mora Schools will be fully staffed for the Fall of 2023 with their school linked mental health provider from Lighthouse in Milaca. This will be a great resource for our families. Ogilvie schools will continue with their same Lighthouse provider.

CHILD FOSTER CARE LICENSING/FAMILY CONNECTIONS/PERMANENCY

A. Major Highlights

- A lot of collaboration with many different positions and staff members. Having the opportunity to work through some of the processes that have been developed.
- Participation in Kinship/Relative Search Collaboration meeting every other month, Child Foster Care Reform Community of Practice and Licensing Guidelines monthly, DHS Foster Care Licensing meeting monthly, Regional Foster Care meeting quarterly.
- Foster Care recruitment activity- sent out flyer to schools' staff and in school newsletter, received three inquiries from this and completed one orientation.
 - Licensed one new Family Foster home.

Kanabec County Family Services 2nd Quarter 2023 Report

	Child Foster Care
Last Quarters No. of Providers	11
New Licenses	1
Relicensing's	2
Off Year Visits	
Change of Premise	
Pending Applications	2
Correction Orders	1
Negative Actions	
Extensions	
Investigations	1
Closed Licenses	
Orientation provided for (number of persons)	1
Total Number of Providers in Kanabec County	12

B. Trainings

- o Fire Code Requirements for DHS, OSHA, Licensing and Complaint Investigations, and Permanency Regional Training

C. Challenges/Concerns:

- o Continuing to develop and update procedures as they are being used.
- o How to recruit and prepare providers to provide care in a home setting to children/youth who have very high needs/challenges.

D. Looking Ahead:

- o Continuing to develop and work out kinks in processes and procedures for these new roles.
- o Priority of increasing engagement and support with current foster families.
- o Working to develop a foster family recruitment plan.
- o Will have a booth at fair to engage community members about foster care.

Kanabec County Family Services

2nd Quarter 2023 Report

Children's Services Statistics	April 2023 – June 2023	July 2022 – September 2022	October 2022 – December 2022	January 2023 – March 2023
Child Protection (CP)/Child Welfare (CW)				
CP/CW intakes				
○ Opened for assessment	14	28	16	26
○ Screened out (CP only)	51	77	50	55
• Assessments & investigations	13	46	34	34
• Case management	33	33	25	41
• Open CHIPS court files (per child)	27	24	25	19
• Open Adoption Cases	2	5	2	2
• Completed Adoptions	1	3	0	3
Parent Support Outreach Program (PSOP)				
• PSOP intakes	2	7	6	5
• Opened for case management	2	0	0	0
Children's Mental Health (CMH)				
CMH intakes				
○ Opened for case management	5	4	6	7
○ Screened out	0	0	0	0
• Case management (per child)	32	48	51	54
• Out of Home Placements				
• Children's services placements	27	31	34	32
• Trial home visits	2	1	3	2
• Pre-adoptive/Pre-kinship home	7	10	7	7
• Extended foster care (Age 18-21)	1	0	0	0

Kanabec County Family Services 2nd Quarter 2023 Report

• Probation placements	1	0	0	1
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AGING SERVICES, CARE COORDINATION

Reporter: Aliina Olson and Krista Eye

A. Major Highlights

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

B. Training Attended

- Blue Plus Health Plan Training. Continued refresher training for MNChoices new roll out and MNChoices assessor training hours. BluePlus Advisory Committee meeting for the region.

C. Challenges and Concerns

- Among members continued concerns include isolation of older adults.
- Challenges as care coordinators include limited resources being in a rural area.
- Another challenge as care coordinators is balancing heavy caseloads that are continually growing while still devoting time to each client as they need.
- Along with new tasks assigned to Care Coordinators is that MA renewals are starting again due to COVID emergency orders ending, which include a discussion of options for our aging population.
- Learning the workflow of a new health plan.

D. Trends

- Continued growth of this case load and clients turning 65 in our county. We have seen our aging population's health decline significantly in past quarter.

E. Looking Ahead

- Implementing the new MNChoices model for our assessments and reassessments.
- Learning and collaborating with Blue Plus the new managed care plan.

MNCHOICES ASSESSMENT

Reporter: Ashlee, Leah and Danielle

A. Major Highlights

Kanabec County Family Services

2nd Quarter 2023 Report

- MnChoices 2.0 Launch-July 10, 2023
- New assessor hired

B. Training Attended

- Mn Choices 2.0
- Completed MnCHOICES certification-Leah

C. Challenges and Concerns

- MnChoices 2.0 agency plan
- Application process time can be lengthy for SMRT (certified disability), and MA for Long Term Care
- Increase in need of services creating a MnCHOICES waiting list

D. Trends

- Program malfunctions with MnChoices assessment requiring additional time.
- Medical Assistance renewals are occurring.
- MnC 2.0 has launched, Kanabec is in process of initiating this program.
- Over the phone reassessments
- Training/job shadowing with new hires

E. Looking Ahead

- MnChoices 2.0 Launch
- In person assessments starting October 2023
- Transition of public health case load for assessments and reassessments: this will include Elderly Waiver and Alternative Care.
- Federal Emergency end date changed to November 2023 (end of paid parent for PCA)

ADULT MENTAL HEALTH

Reporter: Katie Heacock

A. Major Highlights

- We have seen an increase in the number of persons being referred for Mental Health or Chemical Dependency Commitments

B. Training Attended

- Staff have completed required Mental Health Rule 79 trainings.
- Staff also attended the Civil Commitment Training provided by the Office of the Ombudsman for the region.

C. Challenges and Concerns

Kanabec County Family Services 2nd Quarter 2023 Report

- Mental health needs continue to become more complex. Many people are also being referred for CADI or Elderly waiver as well. Lack of housing and transportation resources impact people in our community.

D. Trends

- We continue to see an increase in the number of local mental health providers, including individual therapy, ARMHS, psychiatry, etc. However, there are still lengthy waiting lists for these services.

E. Looking Ahead

- We typically see an increase in request for mental health services in the fall and winter months.

LICENSING

Reporters: Tonya Burk, Danielle Linkert, Ashlee Lovaas

A. Major Highlights

	Family Child Care	Adult Foster Care
Last Quarters No. of Providers		
New Licenses	0	0
Relicensings	1	1
Off Year Visits	4	
Change of Premise	0	0
Pending Applications	1	0
Correction Orders	3	0
Negative Actions	0	0
Extensions	0	0
Investigations	0	0
Closed Licenses	1	0
Orientation provided for (number of persons)	3	0
Total Number of Providers in Kanabec County	24	8- AFC 13- CRS

B. Training Attended

- Monthly Licensors Call in Webex (FCC) –Danielle
- Monthly ELICI Trainings- Danielle
- Monthly Foster Care Webinars offered by DHS
- AFC Basics Plus Training June 5, 2023 – Ashlee

Kanabec County Family Services

2nd Quarter 2023 Report

C. Challenges and Concerns

- Over a year waiting list for new applicants for 245D with DHS.
- Pending interests in Family Child Care (FCC), declining or not following through with licensing process.

CI. Looking Ahead

- Five interests in FCC

CII. Trends

- Capacity change requests from providers, due to providers being fined monthly from DHS for said capacity even though there is no placement.
- FCC Variances for infant capacities

ADULT PROTECTION

Reporter: Kurt Seidel & Aliina Olson

A. Major Highlights

- Updates to screening and assessment tools with related training. Katie and Kurt provided training to Kanabec County Community Health, which included an overview of the Adult Protection Screening process, including who is a vulnerable adult and what actions or inactions constitute Abuse, Neglect or Financial Exploitation.

B. Training Attended

- Structured Decision -Making Assessment and Guidelines, Project Update.
- Region 7 Adult Protection Partnership Meeting (Quarterly).

C. Challenges and Concerns

- Self- neglect cases pose a challenge to offer help as in many cases the vulnerable adult is not willing to accept or participate in services. This in turn also creates concern for the individual and possible danger they are putting themselves in.

D. Trends

- Increase and continual trend in self- neglect cases and cases of financial exploitation often involving our veteran population.

E. Looking Ahead

- Maintain relationships with other local service providers for assessment and referral.

Kanabec County Family Services

2nd Quarter 2023 Report

Disability Services Case Management DD, CADI, CAC, BI Waivers and Rule 185 Case Management

Reporters: Kurt Seidel, Kelly Mitchell, Chelsey Bottelson, Eileen Wagner, Jen Anderson

A. Major Highlights

- Anticipating MNChoices 2.0 roll out.
- Change to caseloads with addition of new hires.
- Three new Social Workers in the Disability area.

B. Training Attended:

- Staff have attended various online and in-person trainings. Staff have new MNChoices 2.0 training to complete.

C. Challenges and Concerns:

- Lack of staffing in direct care positions such as PCA, group home staffing, and in-home services.
- Child placement options are extremely hard to find. Numerous Kanabec children on waitlists or being denied from corporate foster care.
- Increase in children being hospitalized due to no openings for respite or child foster care placement.
- Lack of in-home providers for behavioral challenges.
- Transportation continues to be a challenge for the individuals in our area. This is a big barrier for our individuals who are seeking employment.
- Continues to be long wait lists for day programs. Staffing continues to be an issue for this service.
- Parent's ability to do PCA for their minor children was extended, after many had switched to other options such as CDCS. This caused many parents to switch back to traditional services.

D. Trends:

- Rental costs continue to rise, making income-based housing necessary with a majority of our population who are looking for an apartment or house to rent.
- Continued Increase in Environmental Accessibility Adaptation referrals.
- Seeing an increase for exception rates for services for In-home supports due to higher need clients.
- Seeing an increased need in psychiatric residential treatment placements in children. Lack of beds available in the state.
- Increased in hospitalizations of children.

E. Looking Ahead:

- Preparation and beginning implementation of MNChoices 2.0
- Anticipated changes/cost reduction coming for parental fees.

Kanabec County Family Services

2nd Quarter 2023 Report

COMMUNITY SUPPORT PROGRAM

Reporter: Rhonda Bergstadt

A. Major Highlights

- Summer is a busy time for everyone. All of the people who utilize the Community Support program (CSP) are encouraged to get outside and increase movement. Some have lost weight. All have increased their physical stamina. This is very important for all MN residents but very difficult for those with severe and persistent mental illness. Hoping to continue to work on increased movement throughout the year.

B. Training Attended

- I continue to complete research and training as needed to offer the best and most effective treatment to those I serve.

C. Challenges and Concerns

- Person centered planning continues to be a major focus. Balancing a client's needs and wants is difficult.

D. Looking Ahead

- Comorbid occurring conditions continue to increase in the population in this unit. This has increased medical care requirements and need for assistance in getting the proper care from providers.
- The Local Advisory Council of Mental Health is planning on offering information at the Kanabec County Fair. We are hoping to expand this council and offer information to assist those going through a crisis.

E. Trends

- We continue to work on ideas for community projects to decrease stigma for those we serve.

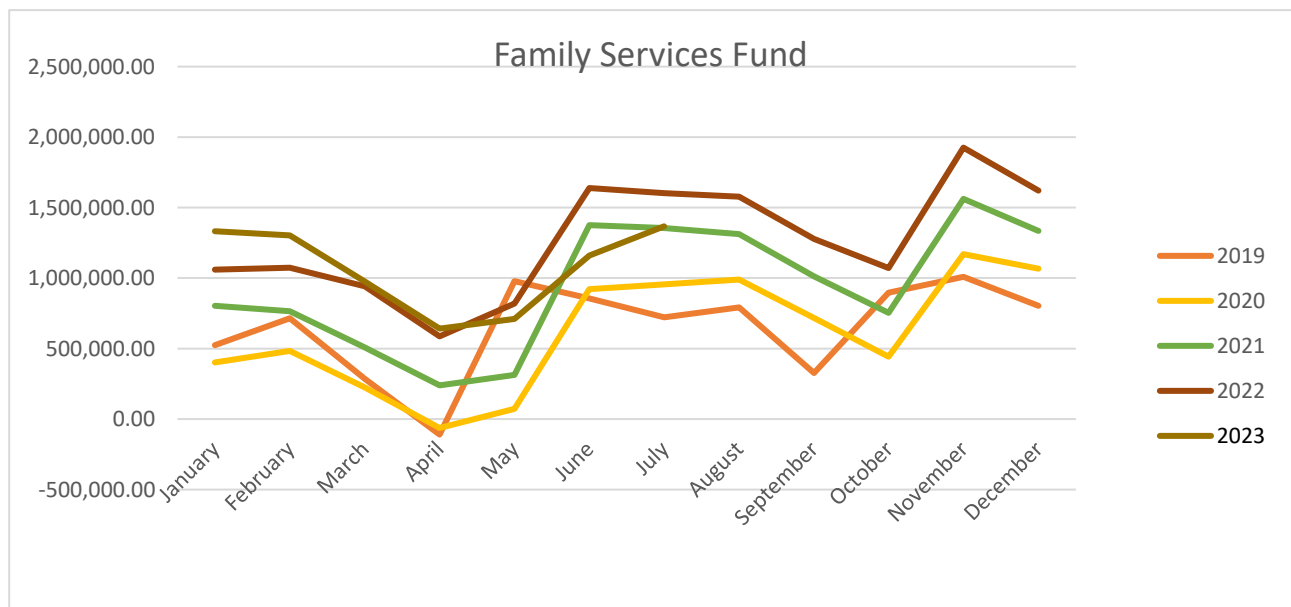
Kanabec County Family Services 2nd Quarter 2023 Report

Program Area – Community Support Services	01/01/2023 To 03/31/2023	04/01/2023 To 06/30/2023	07/01/2023 To 09/30/2023	10/01/2023 To 12/31/2023	Year To Date Data
702 Social Services					
MNChoices					
# New Assessments	20	9			
# Reassessments	87	70			
SCHA Community Well – New Enrollees					
# New Enrollees	19	13			
Total Members Served	192	194			
CADI, CAC, BI Waiver					
# clients on waiver	130	142			
# adults	100	117			
# children	30	23			
# clients in residential setting	31	39			
# receiving employment services	24	20			
Additional Services					
# receiving Relocation Service Coordination	0	0			
# receiving Consumer Support Grant	3	3			
710 Licensing					
Family Child Care					
# homes active	25	24			
# newly licensed	0	0			
# relicensed	1	1			
Adult Foster Care/Comm Resid Setting					
# homes active	21	21			
# newly licensed	1	0			
# relicensed	3	1			
730 Chemical Dependency					
# Detox paid	12	1			
Program Area – Community Support Services	01/01/2023 To 03/31/2023	04/01/2023 To 06/30/2023	07/01/2023 To 09/30/2023	10/01/2023 To 12/31/2023	Year To Date Data

Kanabec County Family Services 2nd Quarter 2023 Report

740 Mental Health – Adults					
Residential					
# persons in CBHHS	0	1			
# inpatient setting	5	4			
# IRTS setting	2	1			
# in residential setting	7	0			
Community Supports					
# CSP clients	18	20			
Case Management					
# Rule 79 clients	32	31			
# general case management clients	5	3			
# Rule 79 assessments	9	3			
Court					
# pre-petition screenings	3	6			
# judicial hearings	7	5			
750 Developmental Disabilities					
# DD clients – adult	68	65			
# DD clients – child	35	34			
# clients on waiver	85	85			
# SILS clients	5	5			
# clients in residential setting	26	27			
# clients in ICF-DD	1	1			
# clients in nursing home	2	2			
# receiving employment support	28	30			
# receiving Family Support Grant	0	2			
760 Adult Services					
# Adult Protection reports	50	31			
# Adult Protection cases	6	2			
# Court Visitor cases	0	1			
Overall Number of Workgroups	511	481			

	2019	2020	2021	2022	2023
January	523,556.70	401,131.39	802,602.99	1,060,669.83	1,332,846.30
February	715,738.74	483,781.08	764,375.81	1,074,400.99	1,303,079.82
March	285,341.21	225,078.17	507,711.89	942,838.71	976,432.91
April	-109,902.43	-63,141.11	239,129.82	586,755.76	641,596.45
May	979,247.26	73,382.15	313,993.85	820,322.23	711,400.40
June	855,820.47	920,867.09	1,376,518.14	1,638,762.92	1,159,594.67
July	721,467.48	955,700.06	1,355,779.92	1,603,064.80	1,366,971.18
August	791,435.79	990,235.56	1,312,346.82	1,578,429.94	
September	326,963.03	716,408.79	1,012,985.41	1,277,604.14	
October	897,606.65	443,084.51	753,774.16	1,072,396.60	
November	1,008,939.34	1,170,024.75	1,562,104.61	1,925,516.68	
December	804,618.63	1,067,709.00	1,335,030.43	1,620,823.12	
Totals	7,800,832.87	7,384,261.44	11,336,353.85	15,201,585.72	7,491,921.73
Averages	650,069.41	615,355.12	944,696.15	1,266,798.81	1,070,274.53
6 month Avg.	758,505.15	890,527.11	1,222,003.56	1,512,972.55	1,026,512.57
Rolling 12 month Avg	650,069.41	615,355.12	944,696.15	1,266,798.81	1,247,224.35



Kanabec County Family Services - Board Financial Report				Through July 2023						
	Total year to date/			8.33%	16.67%	25.00%	33.33%	41.67%	50.00%	58.33%
Department	Budget	% of budget	Total	January	February	March	April	May	June	July
Income Main. Service										
Exp	753,602.00	57.03%	429,781.44	53,804.48	53,379.65	82,336.98	54,893.92	50,144.12	81,537.68	53,684.61
Rev	560,191.00	54.90%	307,558.58	9,831.56	61,657.74	9,831.56	9,959.72	61,851.38	9,959.72	144,466.90
Tax	367,731.25	50.77%	186,694.52	5,406.53					181,287.99	
State Shared Rev			14,501.83							14,501.83
Recoveries										
Exp	15,600.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rev	21,600.00	8.39%	1,813.07	1,169.75	1,599.82	1,804.68	379.28	391.17	-3,906.42	374.79
Tax	22,100.71	50.89%	11,246.65	351.21					10,895.44	
State Shared Rev			871.56							871.56
Burials										
Exp	25,000.00	27.47%	6,867.75	1,336.50	0.00	0.00	3,731.25	0.00	1,800.00	0.00
Rev			0.00							
Tax			0.00							
Child Support										
Exp	379,758.00	58.47%	222,045.14	27,408.09	27,284.54	39,140.48	28,895.78	26,018.48	43,796.11	29,501.66
Rev	404,000.00	48.30%	195,149.58	16,364.47	64,184.46	16,245.33	18,174.26	61,667.24	16,973.69	1,540.13
Tax										
MA Services										
Exp	483,900.00	48.80%	236,154.84	24,920.54	44,697.74	26,526.98	32,887.42	31,465.01	49,968.96	25,688.19
Rev	452,000.00	38.79%	175,322.45	42,968.98	13,714.19	38,847.74	17,913.90	39,665.29	2,123.28	20,089.07
Tax	31,513.97	52.51%	16,547.16	1,011.07					15,536.09	
State Shared Rev			1,242.78							1,242.78
Child Care										
Exp	230,950.00	24.23%	55,967.40	99.00	5,154.41	10,254.82	13,694.72	15,828.67	10,935.78	0.00
Rev	230,776.00	33.51%	77,342.53	580.00	41,873.00	396.00	-26.17	62,055.40	-28,341.70	806.00
Tax	204.64	101.30%	207.31	106.43					100.88	
State Shared Rev			8.07							8.07
Fraud										
Exp	74,689.00	58.23%	43,490.34	5,646.39	5,662.23	5,759.23	6,011.48	5,646.41	8,942.52	5,822.08
Rev	0.00		1,055.56	200.00	605.56	150.00	0.00	0.00	100.00	0.00
Tax	73,669.03	50.94%	37,524.31	1,206.18					36,318.13	
State Shared Rev			2,905.21							2,905.21
Adult Services										
Exp	5,500.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rev	8,839.00	152.47%	13,476.62	2,165.03	523.12	-114.13	163.12	23.12	613.12	10,103.24
Tax										
Dev. Disability										
Exp	77,429.00	43.46%	33,647.96	4,411.87	5,845.33	4,620.24	5,123.88	4,474.08	4,757.76	4,414.80
Rev	57,015.00	34.26%	19,531.00	0.00	9,176.00	0.00	0.00	10,355.00	0.00	0.00
Tax	20,054.35	51.17%	10,262.65	376.05					9,886.60	
State Shared Rev			790.86							790.86
Mental Health										
Exp	1,225,163.00	70.57%	864,550.24	132,192.61	109,156.01	142,841.86	113,454.63	126,507.93	134,020.56	106,376.64
Rev	797,301.00	51.99%	414,489.78	32,971.07	34,781.02	94,880.65	26,541.27	80,520.00	87,113.34	57,682.43
Tax	421,550.57	51.01%	215,043.32	7,222.92					207,820.40	
State Shared Rev			16,624.25							16,624.25
Chemical Dependency										
Exp	46,000.00	42.89%	19,729.50	-17.19	2,460.62	8,840.08	2,747.21	0.00	4,678.78	1,020.00
Rev	20,000.00	30.55%	6,110.19	583.88	1,915.57	1,449.48	0.00	1,931.31	229.95	0.00
Tax	25,579.53	53.25%	13,621.53	1,011.07					12,610.46	
State Shared Rev			1,008.75							1,008.75
Child Services										
Exp	560,639.00	74.50%	417,702.83	59,596.08	57,996.44	68,037.79	42,849.03	60,045.98	66,121.84	63,055.67
Rev	276,235.00	108.42%	299,481.93	14,355.49	55,512.00	16,604.05	15,368.29	98,527.24	8,027.70	91,087.16
Tax	280,146.96	50.45%	141,323.90	3,214.13					138,109.77	
State Shared Rev			11,047.86							11,047.86
Social Services										
Exp	1,390,604.00	58.22%	809,654.54	100,568.86	94,259.80	101,854.12	98,074.90	111,084.24	184,768.19	119,044.43
Rev	1,267,977.00	61.06%	774,230.79	49,067.73	131,825.55	59,573.60	60,200.71	124,119.15	58,257.56	291,186.49
Tax	120,735.36	51.59%	62,281.41	2,760.03					59,521.38	
State Shared Rev			4,761.31							4,761.31
Income Main. Admin										
Exp	96,111.00	55.89%	53,715.45	7,188.53	7,370.08	7,156.32	7,156.31	7,279.74	10,304.99	7,259.48
Rev	46,300.00	47.54%	22,012.72	1,095.72	8,009.23	1,095.72	1,109.30	8,459.33	1,109.30	1,134.12
Tax	49,112.68	50.79%	24,942.90	730.81					24,212.09	
State Shared Rev			1,936.82							1,936.82

Social Services Admin.										
Exp	264,091.00	57.22%	151,122.18	19,869.02	20,070.97	20,176.38	22,698.46	20,153.58	27,967.14	20,186.63
Rev	65,000.00	46.22%	30,046.00	0.00	16,443.00	0.00	0.00	13,603.00	0.00	0.00
Tax	196,041.48	50.77%	99,523.69	2,877.11					96,646.58	
State Shared Rev			7,731.08							7,731.08
FS Admin										
Exp	760,823.00	57.74%	439,334.41	61,454.46	62,182.25	53,546.23	56,132.13	59,155.32	87,116.18	59,747.84
Rev	136,263.00	49.43%	67,351.49	3,672.72	24,161.03	3,672.72	3,730.98	24,520.08	3,730.98	3,862.98
Tax	437,921.47	51.40%	225,093.58	9,202.48					215,891.10	
State Shared Rev			17,641.18						371.33	17,269.85
Agency Totals										
Exp	6,389,859.00	59.22%	3,783,764.02	498,479.24	495,520.07	571,091.51	488,351.12	517,803.56	716,716.49	495,802.03
Rev	4,343,497.00	55.37%	2,404,972.29	175,026.40	465,981.29	244,437.40	153,514.66	587,688.71	155,990.52	622,333.31
Tax	2,046,362.00	51.03%	1,044,312.93	35,476.02	0.00	0.00			1,008,836.91	
State Shared Rev			81,071.56						371.33	80,700.23
Total Revenue	6,389,859.00	55.25%	3,530,356.78	210,502.42	465,981.29	244,437.40	153,514.66	587,688.71	1,165,198.76	703,033.54

Board Approval Report

SSIS pymt. batch #: 160894026

Paid Cnty Vendor				Total Payments	Total Amount
ASL Interpreting Services, Inc., 000001023				2	270.00
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	2	270.00		
Braham School District #314, 000006008				1	76.64
Svc Description	Svc Code	Payments	Amount		
Transportation	116	1	76.64		
Central Minnesota Jobs & Training, 000015800				4	22,565.73
Svc Description	Svc Code	Payments	Amount		
Statewide MFIP Employment Services	237	4	22,565.73		
DHS, 000011849				3	809.77
Svc Description	Svc Code	Payments	Amount		
Behavioral Health Fund (BHF)	359	1	536.77		
Other Child Care	214	2	273.00		
DHS STATE OPERATED SERVICES, 000011816				14	24,820.90
Svc Description	Svc Code	Payments	Amount		
State-Operated Inpatient	472	14	24,820.90		
Dungarvin Minnesota, LLC, 000017781				1	857.15
Svc Description	Svc Code	Payments	Amount		
Children's Group Residential Care	183	1	857.15		
EAST CENTRAL REG. JUVENILE CTR., 000012085				1	8,850.00
Svc Description	Svc Code	Payments	Amount		
Correctional Facilities	185	1	8,850.00		
Families in Transition Services Inc., 000012296				1	238.20
Svc Description	Svc Code	Payments	Amount		
Family-Based Counseling Services	162	1	238.20		
Family Pathways, 000012298				2	1,465.00
Svc Description	Svc Code	Payments	Amount		
Family-Based Counseling Services	162	2	1,465.00		
Ignaszewski/Karissa, 000012959				2	12,182.15
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	2	12,182.15		
INFAITH, 000012196				1	170.00
Svc Description	Svc Code	Payments	Amount		
Child Respite Care	489	1	170.00		
Jessica Stokes Inc., 000016761				2	8,417.50
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	2	8,417.50		
Kanabec Co. Flexible Funds, 000013286				1	500.00
Svc Description	Svc Code	Payments	Amount		
Client Flex Funds	418	1	500.00		
Kanabec County Community Health, 000013263				1	9,568.53
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	1	9,568.53		
Lakes & Pines Cac, 000013521				1	23,121.00
Svc Description	Svc Code	Payments	Amount		
Housing Services	144	1	23,121.00		

Board Approval Report

Paid Cnty Vendor				Total Payments	Total Amount
Modern Moving, 000014683				1	777.67
Svc Description	Svc Code	Payments	Amount		
Family Support Program	535	1	777.67		
Nexus-Gerard Family Healing , LLC, 000012394				2	18,631.93
Svc Description	Svc Code	Payments	Amount		
Children's Residential Treatment	483	2	18,631.93		
Nexus-Mille Lacs Family Healing, 000014598				1	16,262.60
Svc Description	Svc Code	Payments	Amount		
Children's Residential Treatment	483	1	16,262.60		
Options Residential, 000015334				1	1,511.25
Svc Description	Svc Code	Payments	Amount		
Child Family Foster Care	181	1	1,511.25		
Prairie Lake Youth Programs, 000015767				1	10,850.00
Svc Description	Svc Code	Payments	Amount		
Correctional Facilities	185	1	10,850.00		
Premier Biotech Labs, LLC, 000015779				2	1,203.10
Svc Description	Svc Code	Payments	Amount		
Health-Related Services	118	2	1,203.10		
Residential Services of NE MN Inc., 000016246				2	1,307.15
Svc Description	Svc Code	Payments	Amount		
Children's Group Residential Care	183	1	857.15		
Semi-Independent Living Services (SILS)	534	1	450.00		
Richardson MD/Paul T, 000016136				2	5,545.00
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	2	5,545.00		
Volunteers Of America of MN, 000017460				3	1,944.00
Svc Description	Svc Code	Payments	Amount		
Semi-Independent Living Services (SILS)	534	3	1,944.00		
Report Totals:				52	171,945.27

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

AUGUST 2023 BOARD REPORT			
Vendor Name	Amount		
Jen Anderson (MH Travel)	\$ 392.35		
Rhonda Bergstadt (MH Travel)	\$ 334.85		
Chelsey Bottelson (DD Travel)	\$ 71.92		
DNA Diagnostics (CS Blood Tests)	\$ 81.00		
Jessica Gravich (Admin Travel)	\$ 28.03		
Katie Heacock (SS Sdmin Travel)	\$ 51.09		
Leah Hjort (DD Travel)	\$ 389.73		
Linda Hosley (MH Travel)	\$ 527.87		
Innovativie Office Solutions (Office Supplies)	\$ 1,019.14		
Makala Johnson (CP Travel)	\$ 294.10		
Kanabec County Attorney	\$ 6,010.20		
Kanabec County Aud-Treasurer	\$ 9,225.67		
Kanabec County Comm Health	\$ 3,125.00		
Kanabec County Sheriff	\$ 52.71		
Ivy Kukuk (CP Travel)	\$ 289.64		
LexisNexis Risk Solutions FL Inc	\$ 240.00		
Kari Lindstrom (CP Travel)	\$ 332.74		
Alissa McDermeit (CP Travel)	\$ 40.35		
Metro Legals Sales Inc	\$ 73.00		
Kelly Mithcell (DD Trarvel)	\$ 98.25		
Tammy Owens (CS Travel)	\$ 103.49		
Kristen Struss (SS Travel)	\$ 89.08		
Timber Trails Public Transit (3rd Qtr Volunteer Driver)	\$ 9,450.00		
Treasure Island Resort & Casino (CS Conference Lodging 2 Staff)	\$ 357.00		
Pamela Vojvodich (SS Travel)	\$ 400.21		
Katie Vork (CP Travel)	\$ 186.68		
Eileen Wagner (SS Travel)	\$ 100.60		
TOTAL IFS DOLLARS	\$ 33,364.70	28	Total IFS Vendors
TOTAL SSIS DOLLARS	\$ 171,945.27	24	Total SSIS Vendors
Total	\$ 205,309.97		
Cost Effective Health Insuarnce & Medicare Part B Reimbursements	\$13,790.28	48	Ins. Reimb.Vendors
MA Medical Mileage	\$7,544.17	30	Med Mileage Vendors
Grand Total	\$ 226,644.42		
		130	Total Vendors

9:45am Appointment

August 15, 2023

REQUEST FOR BOARD ACTION

a. Subject: Next Gen 911	b. Origination: Minnesota Department of Public Safety
c. Estimated time: 20-30 minutes	d. Presenter(s): Kent Wilkening and Steve Tait, Emergency Communications Networks -Minnesota Department of Public Safety

e. Board action requested:

Information only

f. Background:

Supporting Documents: None: Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:



Next Generation 911 (NG911) for AMC Members



Next Generation 911 (commonly referred to as NG911) is an interoperable, standards based, digital Internet Protocol (IP)-based system that will replace the aging legacy 911 infrastructure that's been in place for decades. The nationwide transition to NG911 will include concurrent efforts to implement new technology, equipment, infrastructure, and operational policies and procedures. The change will enable Public Safety Answering Points (PSAPs) across Minnesota to quickly respond to 911

calls for assistance and get the right resource to the right location in a timely manner. When fully implemented, NG911 will:

- Utilize local GIS data to improve the delivery of accurate 911 caller location information.
- Improve community access to emergency services via voice, text and multimedia platforms.
- Provide greater resiliency, interoperability and response coordination.
- Improve emergency responder safety and awareness.

Shared Roles and Responsibilities:

While a variety of stakeholders will be engaged in efforts to complete the NG911 transition, the Minnesota Department of Public Safety (DPS) and Association of Minnesota Counties (AMC) members will each play a prominent role:

- The Minnesota Department of Public Safety's Emergency Communication Networks division (DPS-ECN) will:
 - Fulfill the Commissioner of Public Safety's statutory responsibility to design, implement and manage the network infrastructure (ESInet) and supporting Next Generation Core Services (NGCS) necessary to deliver 911 calls to each of Minnesota's 103 PSAPs.
 - Manage the collection and disbursement of 911 funds to support the NG911 transition.
 - Provide resources to support the planning and coordination of each PSAP's NG911 transition efforts.
 - Engage stakeholders to develop standards, policy and legislation related to the NG911 transition.
- Minnesota counties are statutorily responsible to ensure that their community members and visitors have access to emergency services when a 911 call is placed. At the county level, NG911 transition efforts will be focused on:
 - 911 Call Handling Equipment (CHE) and other PSAP systems.
 - GIS data collection and maintenance.
 - Network/PSAP system monitoring and cybersecurity.
 - Public Safety Telecommunicator (PST) staffing, wellness and professional development.

Action Items:

As Minnesota's PSAPs prepare for the 'final push' to complete the NG911 transition, DPS-ECN recommends that AMC members consult with PSAP leadership to:

- Ensure that adequate resources are in place to support the PSAP's ongoing GIS data collection and maintenance needs.
- Ensure that adequate IT resources are in place to support the PSAP's technology and cybersecurity needs.
- Address PST staffing, wellness and professional development needs.
- Document any unmet funding needs related to PSAP technology and operations.

Questions?

Please contact Kent Wilkening, PSAP Support Coordinator, at kent.wilkening@state.mn.us or 507-360-9161.

Minnesota's Transition to Next Generation (NG) 911

Kanabec County Board – August 15, 2023



ECN Overview

What is ECN?

Emergency Communication Networks (ECN), a division of the Minnesota Department of Public Safety, is the state agency tasked with supporting the emergency communications needs of Minnesota's stakeholders.



**Commissioner Bob
Jacobson**



**Assistant Commissioner
T. John Cunningham**



**Director Dana
Wahlberg**



ECN Overview



ECN Roles and Responsibilities

State Programs
(911 & ARMER)

Federal Programs
(WBB & IPAWS)

Interoperability
(Inter & Intra-State)

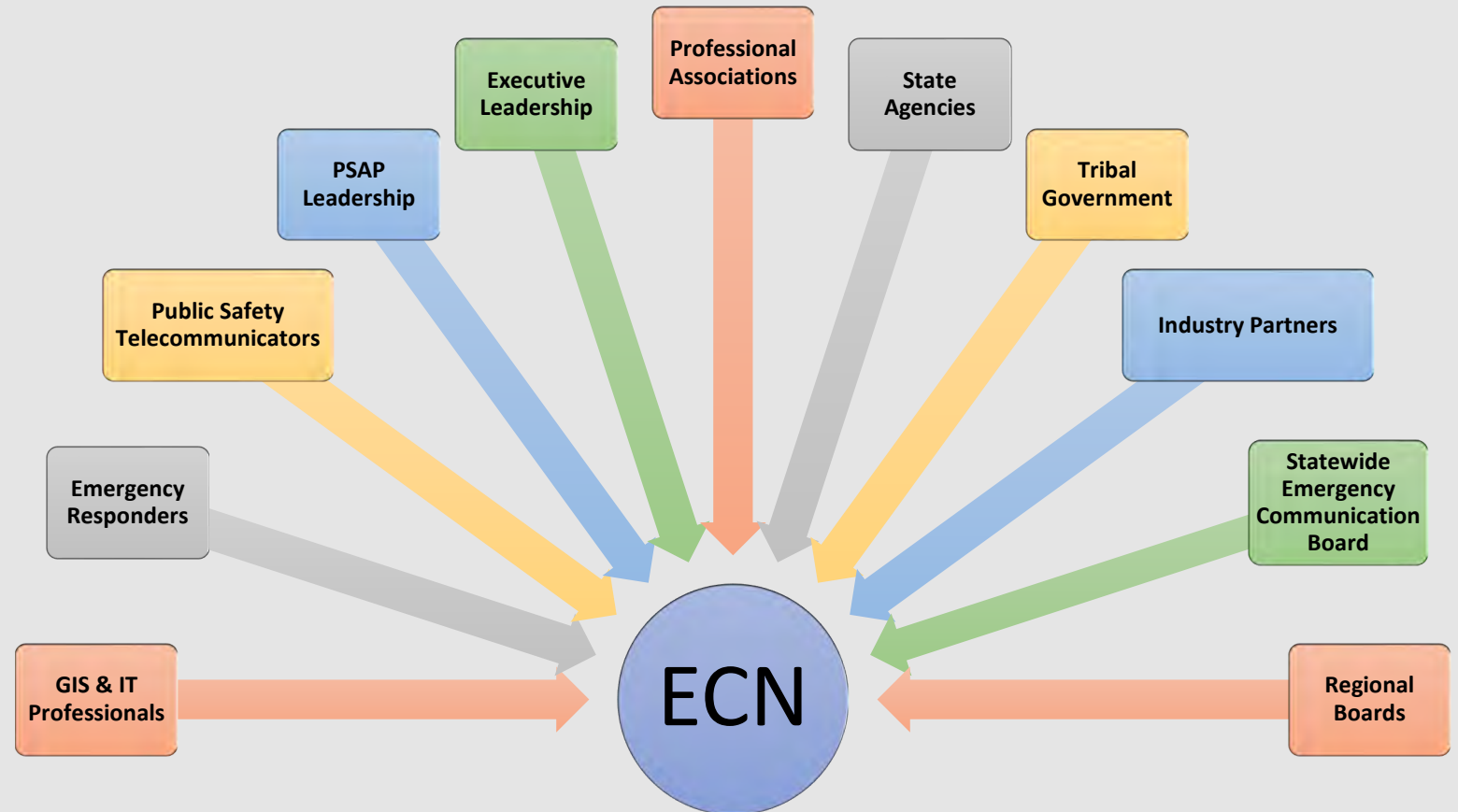
Governance Support
(State & Regional)

Finance
(911 Fee Collection &
Disbursement)

ECN Overview



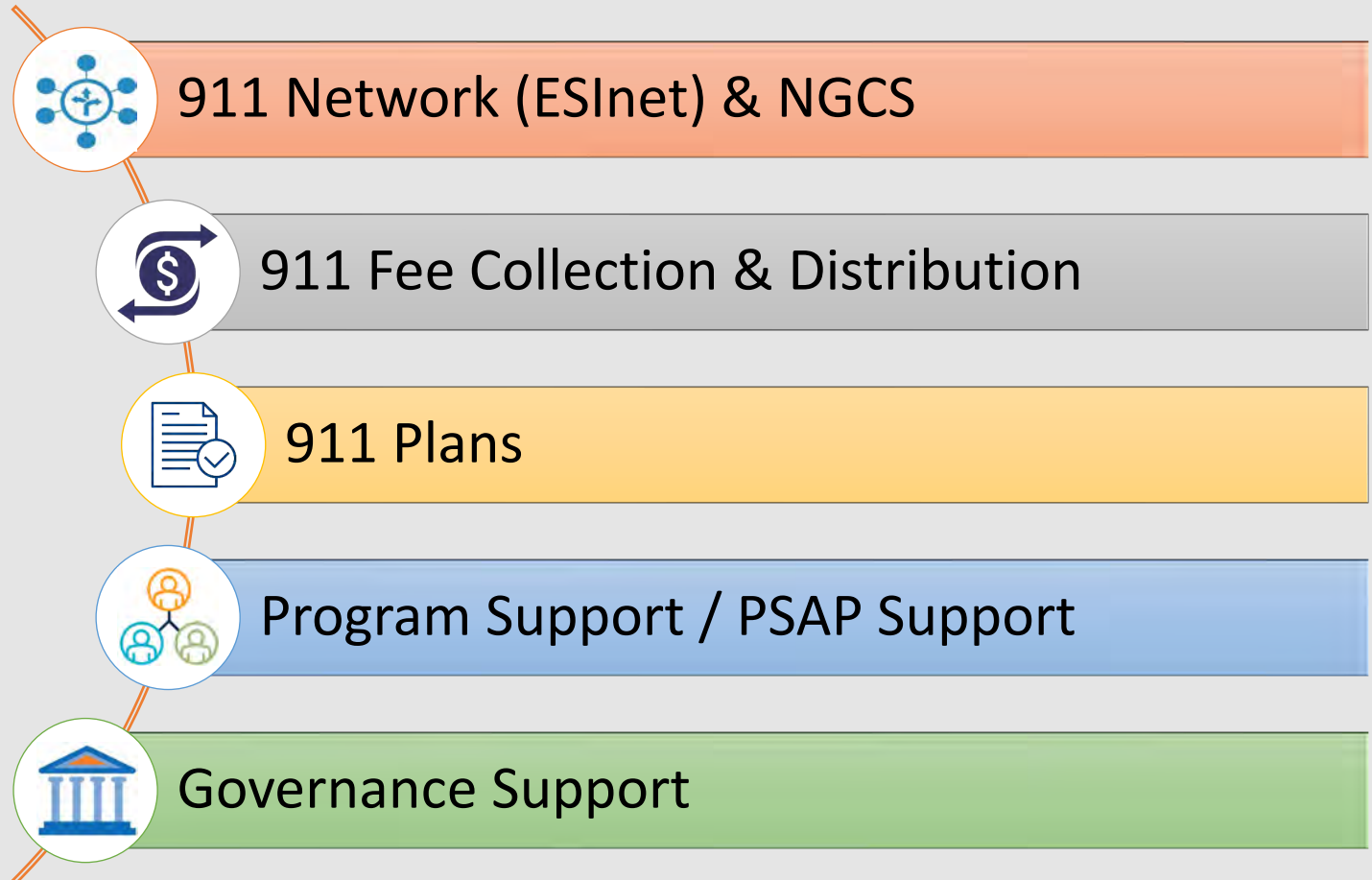
Who Does ECN Interact With?



ECN Overview



Why is ECN Involved in 911?



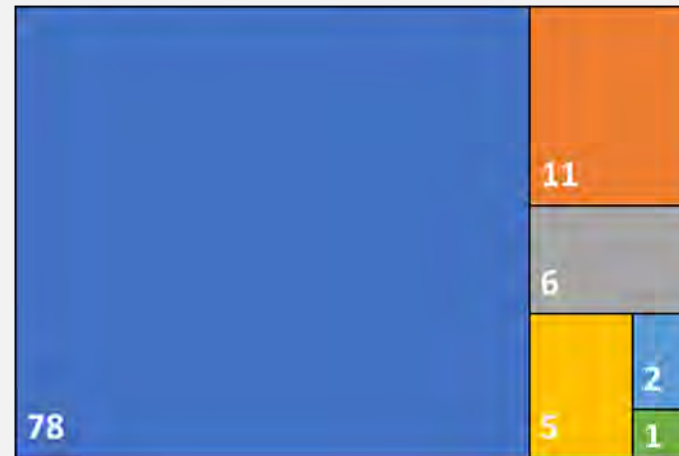
911 in Minnesota



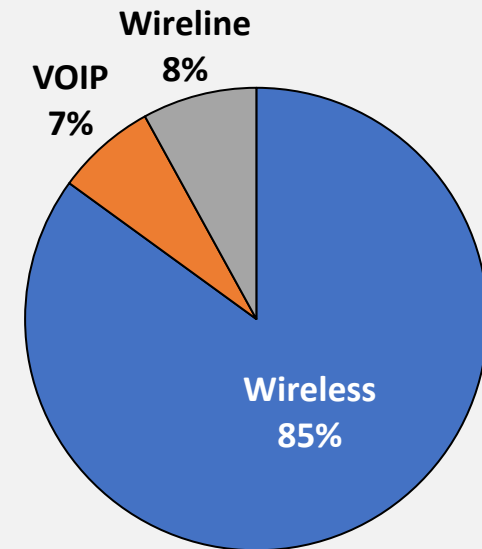
911 By the Numbers...

2022 PSAP Affiliation:

- Sheriff's Office
- Non-Traditional
- Secondary EMS
- Municipal
- State
- Tribal



2022 Call Source:



In 2022, Minnesota's 103 Public Safety Answering Points (PSAPs) handled over 2.85 million 911 call transactions.

Minnesota's Transition to NG911



What is Next Generation 911?

Next Generation (NG) 911 is the migration from our original (or legacy) analog 911 network infrastructure to a digital, internet protocol (IP) based system.



Minnesota's Transition to NG911



Why do we need NG911?

The original (or legacy) 911 network was designed and built to accommodate wireline calls placed from a fixed location.



Minnesota's Transition to NG911



Caller Location Accuracy



Community Access



Call Processing



Network Resiliency



Interoperability

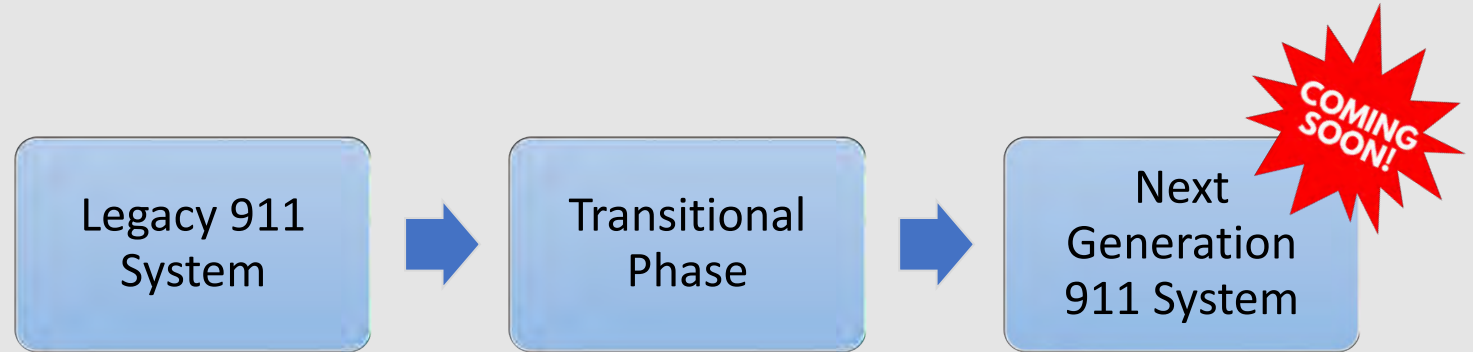


Response Coordination

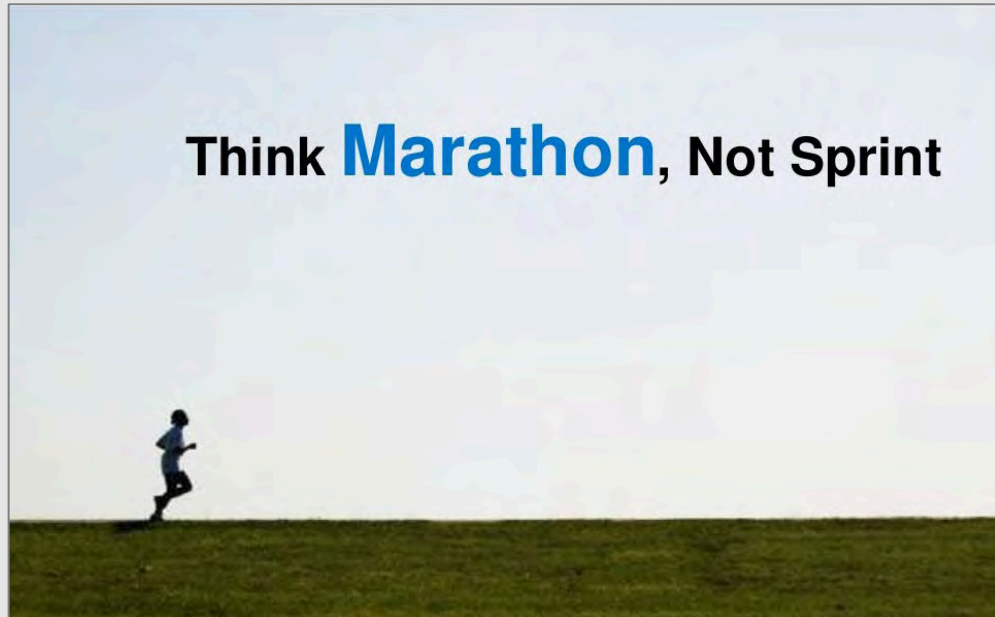


Minnesota's Transition to NG911

Transition Timeline



Think **Marathon**, Not Sprint



Minnesota's Transition to NG911

Key Tasks

Minnesota's transition to NG911 will require concurrent actions at the state and local level across each of these domains.

911 Call Handling
Equipment (CHE) &
PSAP Systems

GIS Data Collection &
Maintenance

Network / PSAP System
Monitoring &
Cybersecurity

PST Staffing, Wellness, &
Professional
Development

Emergency Services IP
Network (ESInet)

Next Generation Core
Services (NGCS)

Standards, Policy, &
Legislation



Minnesota's Transition to NG911



Shared Responsibility

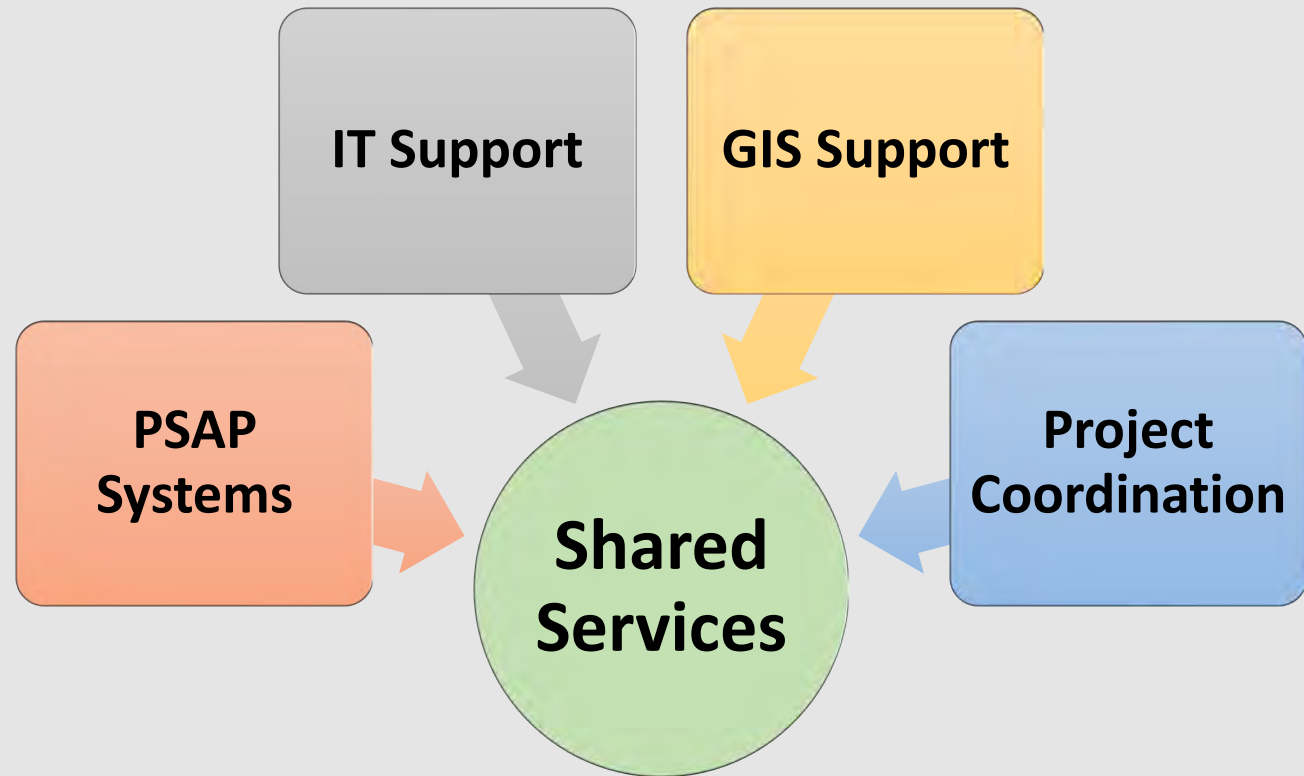


Minnesota's Transition to NG911



Opportunities

NG911 will allow stakeholders to evaluate options for delivering services in a more efficient, cost-effective manner.



Minnesota's Transition to NG911



Funding

- **911 Special Revenue Account Funds:**
 - Annually, DPS-ECN distributes ~\$28 million in 911 Special Revenue Account funding to eligible PSAPs. This reflects a 100%+ increase in funding distribution when compared to the FY 2022-2023 budget cycle.
- **FY 2024 Supplemental Funding:**
 - As part of the FY 2024-2025 budget cycle, DPS-ECN has secured legislative authority to provide eligible PSAPs with a one-time \$7 million 911 Special Revenue Account appropriation to help 'jump start' NG911 transition efforts. This funding will be distributed in August-September 2023.
- **FY 2024-2025 SECB Grant Program:**
 - The application period for this competitive grant program typically opens after July 1 of odd-numbered years (2023 for the upcoming grant cycle) and once awarded, these grants have a performance period of up to two years ending June 30 of the following odd-numbered year (2025 for the upcoming grant cycle).

Minnesota's Transition to NG911



Action Items

What can you do to support NG911 transition efforts?



Consult with PSAP leadership to:

- ☐ Ensure that adequate resources are in place to support your PSAP's ongoing GIS data collection & maintenance needs.
- ☐ Ensure that adequate IT resources are in place to support your PSAP's technology & cybersecurity needs.

Minnesota's Transition to NG911



Action Items

What can you do to support NG911 transition efforts?



Consult with PSAP leadership to:

- ☐ Evaluate opportunities to share services with other PSAPs (technology, expertise, etc.).
- ☐ Address PST staffing, wellness, & professional development needs.
- ☐ Document any unmet funding needs related to PSAP technology and operations.

Closing Thoughts

Questions?

Comments?

Concerns?



Please feel free to contact Kent Wilkening, PSAP Support Coordinator, at kent.wilkening@state.mn.us or 507-360-9161.



Thank You!



10:05am Appointment

August 15, 2023

REQUEST FOR BOARD ACTION

a. Subject: Hazard Mitigation Plan Update	b. Origination: Emergency Management
c. Estimated time: 15-20 minutes	d. Presenter(s): Kelly Schmitt, PSAP Administrator/Emergency Manager & Brian Smith, Sheriff

e. Board action requested:

Information only

f. Background:

Overview:

- The Kanabec County Hazard Mitigation Plan is a multi-jurisdictional plan that covers all of Kanabec County, including all cities and townships within the county.
- The plan assesses the natural hazards that pose risk to Kanabec County such as tornadoes, severe windstorms, flooding, winter storms, wildfire, landslides, and drought. The plan further identifies local vulnerabilities and specific mitigation actions to reduce the impacts of future severe storm or disaster events.
- An update of the plan is required by the Federal Emergency Management Agency (FEMA) and Minnesota Homeland Security and Emergency Management every 5 years in order to maintain eligibility for FEMA Hazard Mitigation Assistance grant program funding.
- The plan update is conducted with the participation and input of the county and local jurisdictions, as well as other stakeholders, including: local and regional agencies involved in hazard mitigation, representatives of businesses, academia, and other private organizations, representatives of non-profit organizations, and neighboring jurisdictions.
- All city governments within the county must have documented participation in the planning process in order to adopt the plan and be eligible to apply for FEMA HMA grants.

Supporting Documents: None: ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments:

10:20am Appointment

August 15, 2023

REQUEST FOR BOARD ACTION

a. Subject: MDVA FY24 CVSO Operational Enhancement Grant	b. Origination: Veteran Services
c. Estimated time: 5 minutes	d. Presenter(s): Erica Bliss

e. Board action requested:

Authorization to proceed with application process for FY24 CVSO Operational Grant from MN Department of Veterans Affairs.

Authorization of CVSO Erica Bliss to sign Operational Enhancement Grant Agreement and any supporting documentation.

f. Background:

CVSO has applied for this grant each year and has been authorized the ability to sign corresponding documents with County Board approval.

A County Board Resolution is necessary as part of the grant application process.

Supporting Documents: None

Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:

**KANABEC COUNTY
VETERAN SERVICE OFFICE**

317 E Maple Ave, Suite 291
Mora, MN 55051
Telephone: (320) 679-6380
Fax: (320) 679-6480



Resolution #__ – 08/15/2023

Regularly Scheduled County Board Meeting

WHEREAS the County Veterans Service Office recommends we apply for the MDVA FY24 Operational Enhancement Grant; and

WHEREAS, this is an annual grant offered to counties; and

WHEREAS MDVA FY24 Operational Enhancement Grant money must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office as specified in *Minnesota Statutes 197.608 and Minnesota Laws 2021, 1st Special Session, Chapter 12, Article 1, Section 37, Subdivision 2.*;

THEREFORE BE IT RESOLVED the Kanabec County Board approves the application of the Veterans Operational Grant for FY24;

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

Chairperson, Kanabec County Board of Commissioners

Date

10:40am Appointment

August 15, 2023

REQUEST FOR BOARD ACTION

a. Subject: Economic Development Authority (EDA) Update	b. Origination: Board Request
c. Estimated time: 10-15 minutes	d. Presenter(s): Jim Hartshorn, EDA Executive Director

e. Board action requested:

Information only

f. Background:

Supporting Documents: None: Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:

Kanabec County EDA Updates

8/15/2023

HOUSING DEVELOPMENT:

- Established good relationships with staff from the City of Mora, Mora EDA & HRA and the City of Ogilvie to work on housing projects together.
- Connected with investment companies regarding their plans for future housing and how we can help them find funding and market their projects (1 out of 4 homes in the U.S. is owned by an investment company – according to Dave Ramsey, Investment
- Met with many local property owners, local housing developers, bankers, and real estate professionals to establish good working relationships.

Current Housing Projects Include:

- Blue Waters Company recently received approval for rezoning for a six building, 24-unit town home project in Ogilvie. Construction expected by end of August 2023.
- I am working with a developer to construct fourteen double-wide, manufactured homes in Ogilvie along HWY. 23. They reviewed their plan with the EDA Board in July. I sent the developer a letter of support and helped them complete an application to the MN Dept. of Finance. They are applying for \$750,000. The total project costs is estimated to be \$2 million.
- Senior Housing project I – this project is a partnership between the Mora HRA, City of Mora staff and County EDA. I was able to secure grant funds for a feasibility study from the Initiative Foundation. The developer is seeking federal funds and will request letters of support in the future.
- Senior/Memory Care Housing Project II – I presented a developer a few locations that match what they are looking for. Their project would consist of 24-units for senior housing, including seven units for memory care. They are also seeking funds from a federal program. I have not received their site plans or funding proforma yet.
- Steve Kelling, a local developer reviewed his proposal with the EDA Board to build 4-plexes (all rentals) along 9th Avenue. He also mentioned that he owns land in other townships that he is interested in doing future housing projects.

- Staff from the City of Mora and I met with a developer who is interested purchasing land located in downtown Mora (Union and Forest Streets), which is owned by the City of Mora. He mentioned his plans include a restaurant and other retail use on the bottom floor with apartments on second and maybe a third floor. His plans will be determined by the number of parking stalls he can fit onto the site.
- Redevelopment of the former Mora High School – City Mora staff and I met with Dan Voce, Superintendent of Mora Public Schools to request a meeting with the School Board to present a proposal that outlines how we would market to developers to redevelop the site with some type of housing project. He mentioned that could be possible this fall. They recently received a demolition permit from the City of Mora.
- Members from Grasston reached out to me to discuss available land for housing development. I am planning to meet with them to discuss some options.
- Working with City Coordinator of Ogilvie to expand their industrial park. Also, investigating the possibility of purchasing land for new housing development.
- Exposed Kanabec County to multiple housing developers through various resources, including attending conferences, events and calling and scheduling visits.
- Provided 11 housing developer tours to developers located outside the County. We also reached out to local developers as well.
- Attended various housing conferences, including ECHO, MNCAR, DEED, and EDAM to identify funding sources for proposed housing projects.
- I reached out (so far) to 11 communities within Kanabec County to discuss their housing needs.

PROMOTING & BUILDING OUR BUSINESS COMMUNITY:

- Attended 11 Township Board meetings to promote the EDA's Strategic Plan and discuss their economic development needs.
- Continued working with the SBDC to schedule Business Retention and Expansion visits. Visited 48 commercial/industrial businesses so far.
- Continuing work to draft a County-Wide Business List.

- Working with Rachel Kytonen, City Coordinator, City of Braham regarding an expansion of their industrial park. She has since resigned, but I am planning to meet with whoever the Council selects to take over the position.
- Working with staff from the City of Mora on expanding two industrial businesses.
- Worked with the East Central Development Partnership (formerly known as GPS 45:93) LocationOne.
- I serve on the East Central Development Partnership's marketing committee to work on regional marketing efforts. We recently met to discuss participation at future events.
- Currently working with DEED's MN Marketing Partnership committee to participate in a Familiarization events and tours with site selectors, real estate agents and other influences to show case the region, including Kanabec County.
- Updated the EDA's Web Site listing funding/technical programs.
- Waiting to hear about re-applying to become a Small Business Development Consultant – with the North Central Regional SBDC satellite office for 2024.
- I am planning to attend the Community Venture Network (CVN) Event in September. CVN exists to connect rural communities with businesses searching for opportunities to expand and grow their operations.
- Consulted with three industrial and four commercial prospects – reviewed business plans and financial information and made recommendations.
- Marketed the Property Assessed Clean Energy (PACE) Program on the EDA's web site.
- Maintained a list of County-wide vacant commercial and industrial properties.
- Met with community leaders from Mora, Quamba, Ogilvie, and Grasston to build stronger partnerships with these communities and discuss future economic development needs.

BROADBAND:

- Continue partnership with East Central Energy and scheduling periodical visits with the Director of Broadband for ECE.
- EDA Board sent letter of support for next round of MN DEED grant funding.

CONNECTING BUSINESSES TO TRAINING RESOURCES:

- Started doing Business Retention & Expansion visits (commercial & industrial) in May and will continue visits after Labor Day.
- Working on compiling a list of available trainings around the County. I plan to connect the businesses from that list to the SBDC, DEED, SCORE, and Initiative Foundation's web sites.
- Planning on holding Industrial appreciation events during manufacturing month in October 2023.

SUPPORTING CHILD CARE GROWTH OPPORTUNITIES:

- The child care capacity committee has been changed and now consists of public and private sector committee members. This committee is still focused on finding new locations for a child care facilities and private/public funding members. We are currently working with Children's First Finance to complete a feasibility study. The purpose is still to increase more childcare slots in Kanabec County.
- The committee is in the process of updating the current Child Care Supply Plan, seeking funding/technical resources. Pine Tech offers a certificate program to future child care workers and facility owners.
- Business Retention & Expansion visits to childcare facilities will still be a major component to help the committee determine needs and future plans.
- I am currently working with City of Mora staff regarding two possible new childcare providers and have linked them to technical and financial resources.

Marketing/Exposure - attended the following Events, Conferences and Seminars:

1. MN Association of Commercial Realtor's (MNCAR'S) – Spring/Fall Conference

2. East Central Regional Development Commission – Fall/Spring Brainstorming Visits
3. Community Venture Network (CVN) – Winter/Summer Conference
4. Economic Development Association of MN (EDAM) – Winter/Summer Conference
5. East Central Housing Organization (ECHO) - Winter Housing Conference
6. Association of MN County’s Economic Development Committee (MAPCED) Conferences
7. Initiative Foundation - Zoom Meetings
8. GPS: 45/93 Events and Committee Meetings
9. Hwy. 23 Coalition Day at the Capitol - spring
10. SBDC Regional Meetings
11. Childcare Capacity Committee Meetings
12. Dept. of Employment and Economic Development (DEED)
 - a. Launch MN Spring Event
 - b. MN Marketing Partnership Spring Event
 - c. FAM Tours

Other:

The EDA Board is in the process of revising the 2021 – 2023 Strategic Plan. The Board will review the current plan and discuss revisions for the next three years on September 13.

kelsey
8/11/23 10:35AM

**** Kanabec County ****



REVENUES & EXPENDITURES BUDGET REPORT As of 07/2023

Page 2

9 FUND Economic Development Authority

Report Basis: Cash

		<u>Status</u>	<u>Quarter</u>		<u>Year</u>		<u>Percent of Year</u>	<u>58%</u>
<u>Account Number</u>			<u>To Date</u>		<u>To Date</u>		<u>Budget</u>	<u>% of</u>
701 DEPT	Economic Development							
----- REVENUES -----								
09-701-000-0000-5001	Property Taxes - Rp Current		0.00		75,565.02-		138,514.00-	55
09-701-000-0000-5271	Pilt - Housing Authority		0.00		35.23-		0.00	0
09-701-000-0000-5272	Pilt - Hunting Grounds		457.68-		457.68-		0.00	0
09-701-000-0000-5290	Local & County Grants		0.00		2,500.00-		0.00	0
09-701-000-0000-5760	Sponsorships & Contributions		0.00		0.00		2,000.00-	0
09-701-000-0000-5989	Fund Balance-Planned Use		0.00		0.00		30,000.00-	0
----- EXPENDITURES -----								
09-701-000-0000-6103	Salaries - Regular		7,115.20		53,260.80		93,344.00	57
09-701-000-0000-6111	Per Diems		0.00		0.00		3,000.00	0
09-701-000-0000-6130	VEBA - County Share		106.00		742.00		0.00	0
09-701-000-0000-6153	Health Insurance - County Share		746.73		5,227.11		10,232.00	51
09-701-000-0000-6163	Pera - County Share		533.64		3,994.56		7,001.00	57
09-701-000-0000-6175	Fica - County Share		541.00		4,051.27		7,141.00	57
09-701-000-0000-6204	Cell Phone EDA		41.11		287.87		0.00	0
09-701-000-0000-6205	Postage EDA		0.00		7.85		435.00	2
09-701-000-0000-6211	Marketing Services & Charges		0.00		56.16-		8,000.00	-1
09-701-000-0000-6245	Registration & Membership Dues		0.00		1,320.00		2,500.00	53
09-701-000-0000-6275	Consulting, Attorney & Legal Fees		0.00		269.00		2,500.00	11
09-701-000-0000-6289	Staff Development		0.00		740.00		3,000.00	25
09-701-000-0000-6331	Mileage & Meals		0.00		564.64		160.00	353
09-701-000-0000-6356	Property & Casualty Insurance		0.00		2,178.00		2,178.00	100
09-701-000-0000-6357	Workers Compensation Insurance		0.00		1,723.00		1,723.00	100
09-701-000-0000-6411	Supplies		0.00		197.51		750.00	26
09-701-000-0000-6567	Gasoline & Oil		286.89		1,440.48		2,000.00	72
09-701-000-0000-6818	Tax Rebate Payments		0.00		23,242.64		20,000.00	116
09-701-000-0000-6880	General Administration		0.00		2,050.00		2,550.00	80
09-701-000-8250-6692	Vehicle Leases		0.00		0.00		4,000.00	0
701 DEPT	Totals Economic Development	Revenue	457.68-		78,557.93-		170,514.00-	46
		Expend.	9,370.57		101,240.57		170,514.00	59
		Net	8,912.89		22,682.64		0.00	0
9 FUND	Totals Economic Development Authority	Revenue	457.68-		78,557.93-		170,514.00-	46
		Expend.	9,370.57		101,240.57		170,514.00	59
		Net	8,912.89		22,682.64		0.00	0

kelsey
8/11/23 10:35AM

**** Kanabec County ****



REVENUES & EXPENDITURES BUDGET REPORT As of 07/2023

Page 3

9 FUND Economic Development Authority

Report Basis: Cash

				Percent of Year		58%
<u>Account Number</u>		<u>Status</u>	<u>Quarter To Date</u>	<u>Year To Date</u>	<u>Budget</u>	<u>% of BDG</u>
FINAL TOTALS	26	Accounts	Revenue	457.68 -	78,557.93 -	170,514.00 - 46
			Expend.	9,370.57	101,240.57	170,514.00 59
			Net	8,912.89	22,682.64	0.00 0

10:55am Appointment

August 15, 2023

REQUEST FOR BOARD ACTION

a. Subject: Update Election Computer for 2024 Election Cycle	b. Origination: Auditor/Treasurer's Office
c. Estimated time: 5 minutes	d. Presenter(s): Denise Snyder, Auditor/Treasurer

e. Board action requested:

Approve purchase of upgrade. Need to update standalone election computer to be compatible with state system (legislative changes)

f. Background:

(Will come out of election equipment fund – assigned)

Supporting Documents: None: **Attached:**

Date received in County Coordinators Office:

Coordinators Comments:



Election Systems & Software, LLC
11208 John Galt Blvd
Omaha, NE 68137

EVS 6.0.7.0 Reporting Standard Standalone Upgrade System Purchase Order

August 10, 2023

Kanabec County, Minnesota
Kanabec County Auditor
18 Vine St N Ste 261A
Mora, MN 55051

Quantity	Part #	Description	Price	Ext. Price
EMS WORKSTATION				
1	96035	8GB DDR4 3200 UBIMM 1RX8 (OPTIPLEX 5050)	\$100.00	\$100.00
1	96032	MICROSOFT WIN10 IOT ENT 2019 LTSC VALUE	\$128.00	\$128.00
1	10005	BITLOCKER KEY OPTIONAL	\$37.00	\$37.00
1	96053	YUBICO YUBIKEY 5A OPTIONAL	\$51.00	\$51.00
MISCELLANEOUS COMPONENTS				
1	51737	DELL OPTIPLEX 5040/5050 MINI TOWER – UPGRADE BOX & PACKING MATERIAL	\$67.00	\$67.00
1	MISC	SHIPPING AND HANDLING	\$203.00	\$203.00
SERVICES				
1	510210	STANDALONE EMS INSTALL	\$1,540.00	\$1,540.00
		<ul style="list-style-type: none"> • Staging of EMS workstations at ES&S Technical Services lab. o Includes the installation, configuration, and testing of EMS workstation. • Equipment is shipped to customer location. o Physical installation of workstation and related hardware (Printer, UPS, etc.) performed by customer. • EMS installation summary documentation provided to customer upon completion of installation. 		
		Order Total		\$2,126.00

Invoicing and Payment Terms:

100% of Order Total Due Thirty (30) Calendar Days after the later of (a) Equipment Delivery, or (b) Receipt of corresponding ES&S Invoice.

Note 1: Pricing of purchase order is valid for 30 days due to fluctuating pricing in 3rd party hardware and software. Agreements will need to be updated if not executed within 30 days.

Note 2: In no event shall Customer's payment obligations hereunder, or the due dates for such payments, be contingent or conditional upon Customer's receipt of federal and/or state funds.

Note 3: Any applicable (City & State) sales taxes have not been included in pricing and are the responsibility of the customer.

Note 4: Shipping and Handling is not included in the Order Total and will be invoiced separately.

Note 5: Network Cabling is not included.

Customer acknowledges that ES&S is purchasing the third party items set forth herein ("Third Party Items") for resale to Customer, and that the proprietary and intellectual property rights to the Third Party Items are owned by parties other than ES&S ("Third Parties"). Customer further acknowledges that except for the payment to ES&S for the Third Party Items, all of its rights and obligations with respect thereto flow from and to the Third Parties. ES&S shall provide Customer with copies of all documentation and warranties for the Third Party Items which are provided to ES&S.

Customer Signature

Date

Title

FDI # 673838

Page 1 of 1

Agenda Item #1

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

UNAPPROVED MINUTES

August 1, 2023

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, August 1, 2023 pursuant to adjournment with the following Board Members present in person: Tom Roeschlein, Rick Mattson, Wendy Caswell, Alison Holland and Peter Ripka. Others Present: Board Clerk Kris McNally, County Attorney Barbara McFadden (via WebEx) and Recording Secretary Kelsey Schiferli.

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

The Chairperson called the meeting to order at 9:00am and led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the agenda with the following addition: Request for approval of digital forensics service agreement.

Action #2 – It was moved by Peter Ripka, seconded by Wendy Caswell and carried unanimously to approve the July 18, 2023 minutes as presented.

Action #3 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Ann Lake Twp	3,262.23
Arthur Twp	453.45
Braham Public Schools	1,727.37
Brunswick Twp	75.69
CLH Properties LLC	71.00
Comfort Twp	460.85

Consolidated Communications	1,126.24
Cummings, Linda	34.00
Dearborn National Life Insurance	555.88
East Cent. Reg Dev Commission	96.40
East Central Energy	1,132.30
East Central Energy	218.00
East Central School District	134.17
Fischer, Richard	35.00
Ford Twp	2,434.67
Grass Lake Twp	1,237.32
Haberman, Wayne	88.00
Haybrook Twp	525.60
Health Partners	6,856.45
Helmbrecht, Conner	14.00
Hemmer, Debra	20.00
Hillman Twp	383.66
Hinckley-Finlayson Schools	5,248.73
Kanabec County Auditor-Treasurer	10,990.41
Kanabec Twp	930.83
Kaydi Vanthof	38.00
Knife Lake Twp	376.80
Kroschel Twp	2,074.33
Krulc, Laurie	145.00
Life Insurance Company of North America	621.56
Marco	176.00
Midcontinent Communications	225.26
MN Energy Resources Corp	5,848.32
Mora Public Schools	5,950.78
Nestrud, Helen	49.00
Office of MN.IT Services	1,338.65
Ogilvie Public Schools	6,116.57
Osmonson, Terry	44.00
Peace Twp	362.76
Pomroy Twp	2,314.02
Southfork Twp	51.02
The Hartford Priority Accounts	6,751.65
Verizon Wireless Aircards	1,415.36
VSP Insurance Co	574.56

Warnke, Margo	105.00
Whited Twp	90.16
Young, Sabrina	32.00

47 Claims Totaling: \$ 72,813.05

9:02am – The Chairperson called for public comment three times. None responded.

9:04am – The Chairperson closed public comment.

Action #4 – It was moved by Peter Ripka, seconded by Tom Roeschlein and carried unanimously to approve the following claims on the Revenue Fund:

<u>Vendor</u>	<u>Amount</u>
Anne M. Carlson Law Office, PLLC	1,210.00
Anne M. Carlson Law Office, PLLC	140.00
Applied Concepts, Inc.	2,995.00
Association of MN Counties	150.00
Attorney General's Office	212.41
Baycom	1,726.00
Bowland, Jacob	148.26
Bowland, Tim	85.50
Brooke, Phillip	274.00
Clifton Larson Allen LLP	1,260.00
Curtis, Michael	767.27
Eric Hartman - Rock County Planning & Zoning	250.00
Granite City Jobbing Company	326.09
Hamilton Funeral Homes	430.00
Hartshorn, Jim	189.95
Hayford Ford	3,505.13
Hoefert, Robert	1,160.66
Horizon Towing	429.50
Horizon Towing	161.06
Horizon Towing	214.75
IT Savvy LLC	1,827.86
IT Savvy LLC	547.84
Jacobs, Tim	169.64
Johnson Brothers Law	450.00
Kanabec County Community Health	192.50

Kanabec County Community Health	7,382.60
Kanabec County Community Health	2,209.99
Kanabec County Highway Dept	270.24
Kanabec Publications	568.00
Kirby Kennedy & Associates	4,582.40
Koenings, Katie	185.48
Lakeland Printers Inc	376.00
Larson, Randy	373.00
Law Office of Rick Hodsdon	520.00
McNally, Kris	385.64
MEI Total Elevator Solutions	1,217.52
Meich, Jennifer	991.00
Menards	449.98
Menards	230.97
Michael Keller, Ph.D., L.P.	650.00
Milaca Chiropractic Center	85.00
MN Department of Transportation	31,995.49
Niedzielski, Denny & Jennifer	86.00
Northern Technology Initiative (GPS 45:93)	13.00
Obrycki, Chaz	119.40
Office Depot	28.99
Office Depot	83.16
Office Depot	140.39
Office of MNIT Services	840.02
O'Reilly Auto Parts	22.99
Oslin Lumber	75.94
PD'S Embroidery	20.00
Premium Waters, Inc.	35.10
Ratwik, Roszak & Maloney, PA	40.00
Ratwik, Roszak & Maloney, PA	2,014.00
RELX Inc. DPA LexisNexis	231.75
Rinke Noonan	1,715.00
Ripka, Peter	37.20
Ruud, Sandra	185.63
Stellar Services	84.20
Streicher's	415.99
Summit Food Service Management	4,062.16
Summit Food Service Management	4,032.21

SwipeClock LLC	332.00
Van Alst, Lillian	1,114.81
VC3	2,712.50
VC3	1,069.00
WEX	420.75
Wickeham, Teresa	498.49

69 Claims Totaling: \$ 91,727.41

Action #5 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve the following claims on the Road & Bridge Fund:

<u>Vendor</u>	<u>Amount</u>
CPF	535.95
Crawford's Equipment	812.56
Frisch, Nick	59.98
Kanabec County Highway Dept	65.45
Knife River	95.70
Locators & Supplies	154.90
MEI Total Elevator Solutions	611.74
Midwest Machinery	67.89
Nuss Truck	500.97
Pomp's Tire	5,321.44
Trueman Welters	1,300.00
USIC Locating	100.00
Ziegler	2,076.91
13 Claims Totaling:	<u>\$11,703.49</u>

Action #6 – It was moved by Wendy Caswell, seconded by Tom Roeschlein and carried unanimously to approve the following resolution:

Resolution #6 – 8/1/23

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	\$799.22
Quality Disposal	\$5,825.80
Arthur Township	\$500.00
Total	\$7,125.02

County Coordinator Kris McNally led a discussion regarding the annual Welia payment related to budget preparation. Information only, no action was taken. The Board expressed consensus to further discuss this with Public Works Director Chad Gramentz at the Budget Work Session on August 8, 2023.

County Coordinator Kris McNally presented a request for approval of a Digital Forensics Service Agreement.

Action #7 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #7 – 8/1/23

WHEREAS the Kanabec County Coordinator's Office is engaged in an investigation into potential employee misconduct; and

WHEREAS said investigation requires digital forensic services; and

WHEREAS a recommendation has been received from the consulting labor attorney for Carney Forensics, LLC; and

WHEREAS Carney Forensics, LLC. has provided a service agreement;

THEREFORE BE IT RESOLVED the Kanabec County Board of Commissioners hereby approves the service agreement with Carney Forensics, LLC.;

BE IT FURTHER RESOLVED that Coordinator Kris McNally is authorized to sign said service agreement;

BE IT FURTHER RESOLVED payment of the \$5,000 retainer to Carney Forensics, LLC. is hereby authorized.

County Coordinator Kris McNally led a discussion regarding contested reevaluation results for Family Services job descriptions.

Action #8 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #8a – 08/01/23

Rescind Resolution #17f-07/05/23

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 by Resolution #17f-07/05/23 the Board of Commissioners approved no grade change for multiple Family Services positions following the evaluation by the wage consultant, and

WHEREAS additional information was provided following adoption of Resolution #17f-07/05/23 which caused the wage consultant to request a modification to her recommendation about two positions covered under said resolution;

THEREFORE BE IT RESOLVED that Resolution #17f-07/05/23 is hereby rescinded.

Resolution #8b – 08/01/23

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 HR Specialist has submitted updated job descriptions and physical analysis to the wage consultant at MRA for evaluation for the following positions:

- Office Support Specialist
- Accounting Technician
- Lead Child Support Officer

WHEREAS the wage consultant has examined and evaluated the job descriptions and recommends the above job titles remain at the same pay grade;

BE IT RESOLVED that it is the decision of the County Board to accept the job descriptions and approve the wage consultant's recommendations for the above job titles.

Resolution #8c – 08/01/23

Community Support Tech- Adult Position Re-Evaluation

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 Community Support Tech- Adult position was on the rotation schedule for reevaluation in 2023, and

WHEREAS the HR Specialist has submitted the updated job description and physical analysis to the wage consultant at MRA for evaluation, and

WHEREAS the wage consultant has examined and evaluated the job description and recommends the grade for the above job title increase from Grade 9 to Grade 10 based on an increase in overall points;

BE IT RESOLVED that it is the decision of the County Board to accept the changes to the job description and approve the wage consultant's recommendations;

BE IT FUTHER RESOLVED to accept the ranking for the "Community Support Tech-Adult" position, which results in Pay Range 10;

BE IT FURTHER RESOLVED that this change is effective July 1, 2023.

Resolution #8d - 08/01/23

Community Support Tech- Child Position Re-Evaluation

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 Community Support Tech- Child position was on the rotation schedule for reevaluation in 2023, and

WHEREAS the HR Specialist has submitted the updated job descriptions and physical analysis to the wage consultant at MRA for evaluation, and

WHEREAS the wage consultant has examined and evaluated the job description and recommends the grade for the above job title increase from Grade 9 to Grade 12 based on an increase in overall points;

BE IT RESOLVED that it is the decision of the County Board to accept the changes to the job description and approve the wage consultant's recommendations;

BE IT FUTHER RESOLVED to accept the ranking for the "Community Support Tech-Child" position, which results in Pay Range 12;

BE IT FURTHER RESOLVED that this change is effective July 1, 2023.

Action #9 – It was moved by Peter Ripka, seconded by Wendy Caswell and carried unanimously to recess the board meeting at 9:19am to a time immediately following the Community Health Board.

The Kanabec County Community Health Board met at 9:19am on Tuesday, August 1, 2023 pursuant to adjournment with the following Board Members present: Tom Roeschlein, Rick Mattson, Wendy Caswell, Alison Holland and Peter Ripka. Community Health Director Kathy Burski presented the Community Health Board Agenda.

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

Action #CH10 – It was moved by Alison Holland, seconded by Tom Roeschlein and carried unanimously to approve the Community Health Board Agenda as presented.

Action #CH11 - It was moved by Alison Holland, seconded by Tom Roeschlein and carried unanimously to approve the following resolution:

Resolution #CH11 – 8/1/23 **SHAH Software Agreement resolution**

WHEREAS, SHAH Software Inc. has developed and marketed a web-based computer software application for transportation scheduling called Transportation Manager -NewGen System and,

WHEREAS, Kanabec County's Timber Trails Public Transit desires to acquire a license to use the Transportation Manager-NewGen System and

WHEREAS, SHAH Software Inc. desires to grant Timber Trails Public Transit said license.

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners approves the Agreement for the Transportation Manager-NewGen System web-based computer software application commencing September 1, 2023 for a five year period, unless previously cancelled by either party and will be renewed annually, and

THEREFORE BE IT FURTHER RESOLVED that the Kanabec County Board of Commissioners approves the Transit or Community Health Director sign said Agreement.

Action #CH12 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the payment of 88 claims totaling \$44,568.39 on Community Health Funds.

Action #CH13 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to adjourn Community Health Board at 9:37am and to meet again on Tuesday, September 5, 2023 at 9:20am.

The Board of Commissioners reconvened.

Community Health Director Kathy Burski and County Sheriff Brian Smith met with the County Board to give an update from the Cannabis Committee. Information only, no action was taken.

Auditor/Treasurer Denise Snyder and Deputy Auditor Property & Tax Tim Jacobs met with the Board to discuss property taxes at point of sale. Information only, no action was taken. Denise and Tim will research and prepare a draft resolution to require the payment of property taxes at point of sale and bring it back to the board for approval.

Information Systems Director Lisa Blowers met with board to give a department update. Information only, no action was taken.

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

Action #14 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to approve the following resolution:

Resolution #14 – 8/1/23
Geotechnical Services for Bridge Design
Br. 33519

WHEREAS the following quotes were received for geotechnical services for assistance with bridge design of CSAH 17 crossing of Mud Creek:

Chosen Valley Testing	\$8,600.00
American Engineering Testing	\$8,840.00

THEREFORE BE IT RESOLVED to accept the quote of \$8,600.00 by Chosen Valley Testing for geotechnical services on CSAH 17 for the replacement of Br. 33519.

Public Works Director Chad Gramentz led a discussion regarding the replacement of fuel tanks at the highway building. Chad will obtain quotes for both above and below ground tanks, and bring them back to the board for further consideration.

Action #15 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #15 – 8/1/23

Purchase Pickups

WHEREAS the following quotes were received from North Country GM for three pickups based on state contract CPV pricing:

2024 GMC 1500 Double Cab 4x4	\$38,846.50
2024 GMC 3500 Crew Cab 4x4	\$47,455.80
2024 GMC 3500 Double Cab 4x4	\$45,470.40
Total:	\$131,772.70

WHEREAS pricing and specification sheets were presented before the Board and included herein, and

THEREFORE BE IT RESOLVED to accept the quote of \$131,772.70 by North Country GM for a 2024 GMC 1500 Double Cab 4x4, 2024 GMC 3500 Crew Cab 4x4, and a 2024 GMC 3500 Double Cab 4x4 pickup.

Action #16 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to approve the following resolution:

Resolution #16 – 8/1/23

Crack Sealing Services

WHEREAS a quote of \$16,632 was received from Fahrner Asphalt Sealers LLC for polymastic crack filling services for CSAH 21 from CSAH 20 to Pine County Line, and

WHEREAS said crack filling will improve roughness caused by deep, cupping cracks in the driving surface due to the age of the asphalt, and

WHEREAS said quote is based on estimated quantities, and

THEREFORE BE IT RESOLVED to accept the quote of \$16,632 by Fahrner Asphalt Sealers LLC for polymastic crack filling service on CSAH 21.

Public Works Director Chad Gramentz led a discussion regarding courthouse parking and the possibility of purchasing the old high school student parking lot. Chad will gather more information and bring it back to the board. Information only, no action was taken.

County Coordinator Kris McNally presented a resolution to approve a memorandum of agreement with Local 107.

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

Resolution #17 - 8/1/22
Memorandum of Agreement with Local 107

WHEREAS, the Employer and the Local 107 are parties to a Labor Agreement for 2022-2024 negotiated pursuant to the Public Employment Labor Relations Act of Minnesota; and

WHEREAS, the Employer and the Local 107 wish to implement additional temporary terms effective March 1, 2023 stemming from mandatory changes in shift duration to ensure adequate essential public safety coverage related to lack of trained personnel; and

WHEREAS the Local 107 has indicated acceptance by signature of the Union Business Agent and Stewards on the corresponding Memorandum of Agreement;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves the Memorandum of Agreement between Kanabec County and the Law Enforcement Labor Services, Inc., Local 107;

BE IT FURTHER RESOLVED the Board Chair is authorized to sign said Memorandum of Agreement.

Future Agenda Items: Courthouse parking, property tax at point of sale, unit numbers for shared driveways, Next Generation 911, Cannabis Committee

Action #18 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to adjourn the meeting at 10:48am and to meet again for a budget work session on

Tuesday, August 8, 2023 at 8:00am.

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>
Card Services (Coborn's)	827.80	Gift Cards for BADGES & National Night Out	Sheriff
Carney Forensics	5,000.00	Retainer for EE Investigation	HR
Chamberlain Oil	1,687.36	Shop Supplies	Highway
City of Mora	23,833.88	Utilities	Various
Consolidated Communications	1,126.25	Monthly Services	Various
East Central Energy	85.72	Intersection Lighting	Highway
East Central Energy	174.53	Intersection Lighting	Highway
Engbretsen, Josh	500.00	Driveway Permit Refund	Highway
Johnson, Phyllis	105.00	2023 MH Prepay Refund	Prepaid Tax Fund CF
Kanabec County Auditor HRA	6,000.00	2/3 Retirement VEBA - BF	HR
Kwik Trip Inc	14,552.37	Gas Credit Cards	Various
Midcontinent Communications	446.61	Utilities	Various
Minnesota Department of Finance	5,810.00	July State Fees & Surcharges	Recorder
Quadient Finance USA, Inc.	2,000.00	PSB Postage	Unallocated
Quadient Finance USA, Inc.	2,500.00	Courthouse Postage	Unallocated
Quality Disposal	795.31	Solid Waste Fees	Various
Sanborn, Mason	500.00	Driveway Permit Refund	Highway
Spire Credit Union	11,856.72	See Below	
Verizon Wireless Cell Phones	3,100.60	Monthly Services	Various
19 Claims Totaling:	\$ 80,902.15		
Spire Credit Union	117.50	League of MN Cities - Online Ad	HR
	46.98	Amazon - Headphones	Auditor/Treasurer
	14.99	Amazon - Packing Tape	IS
	175.00	MN Co. Attryu Assn - Leader Forum	Attorney
	267.00	Supreme Ct Lawyer Reg - BM	Attorney
	1,172.56	Madden's - MCAA CHIPS Conf	Attorney

271.98	Amazon - Monitors	Attorney
156.00	Realtors Assn - MLS Qrtly Serv	Assessor
156.00	Realtors Assn - MLS Qrtly Serv	Assessor
86.83	MN Board of Assessors - CMA Renew	Assessor
153.22	MN Board of Assessors - CMA Renew	Assessor
153.22	MN Board of Assessors - CMA Renew	Assessor
551.85	Holiday Inn - MAAO Conf	Assessor
16.08	Amazon - Office Supplies	Veteran Services
57.59	Amazon - Office Supplies	Veteran Services
78.97	Amazon - TTPT Fair Items	Transit
17.99	Amazon - Phone Case	Sheriff
24.83	GamberJohnson - Shipping	Sheriff
14.99	Amazon Prime Membership	Sheriff
25.73	Amazon - SD Memory Cards	Sheriff
16.06	Amazon - Supplies	Sheriff
213.57	Candy - National Night Out	Sheriff
104.40	Amazon - ID Card Ribbons	Sheriff
150.00	USPCA - K9	Sheriff
112.60	Chewy - Dog Food	Sheriff
140.00	PackTrack - Handler Subscription	Sheriff
14.99	Amazon - USB Cables	Jail
299.56	Amazon - Staff Supplies	Jail
51.50	Amazon - Office Supplies	Jail
19.32	Amazon - Office Supplies	Jail
24.13	Amazon - Jail Supplies	Jail
31.44	Amazon - Medical	Jail
85.88	Amazon - Inmate Supplies	Jail
75.00	In-Pulse CPR	E911
200.00	EMPG Membership	E911
615.00	Breezy Point Resort - EMPG	E911
225.00	EMPG Conference	E911
85.59	Smarpak - Buckets - Fair Supplies	Extension
31.11	Amazon - Cricut Supplies - Fair Supplies	Extension
67.57	Amazon - Odor Eliminator - Fair Supplies	Extension

259.98	Amazon - Ice Chest - Fair Supplies	Extension
0.99	Apple - Storage	Highway
(30.00)	Deed Business & Comm Credit	EDA
119.99	Canva Program Registration	Community Health
135.44	Amazon - Office Supplies	Community Health
8.14	Amazon - Calculator Ribbons	Community Health
16.99	Amazon - Phone Case	Community Health
250.00	Toward Zero Death Conf Ex Reg	Community Health
168.76	Hilton Garden Inn - RPC Meeting	Community Health
685.07	Amazon - Program/Office Supplies	Community Health
135.29	Sticker Mule - Program Supplies	Community Health
159.55	Amazon - Wireless Presenter etc.	Community Health
25.60	Availity Subscription Fee	Community Health
759.00	B&H Photo - Laptops EBHV	Community Health
50.94	Amazon - Program Supplies	Community Health
45.84	Amazon - Envelopes	Community Health
1,306.71	Amazon - Standup Desks	Community Health
90.00	Amazon - Lanyards	Community Health
22.40	Availity Subscription Fee	Community Health
759.00	B&H Photo - Laptops CM	Community Health
32.00	Availity Subscription Fee	Community Health
759.00	B&H Photo - Laptops HC	Community Health
(26.00)	Walmart - Wellness Supply Credit	Employee Wellness
63 Claims Totaling:	\$ 11,856.72	

Agenda Item #3

Regular Bills - Revenue Fund

Bills to be approved: 8/15/23

Department Name	Vendor	Amount	Purpose
ASSESSOR	Marco	<u>159.00</u>	Standard Payment, Sharp Copier
		159.00	
AUDITOR	Primadata	<u>4,500.00</u>	2023 TNT Postage Est
		4,500.00	
BUILDINGS MAINTENANCE	Ace Hardware	219.89	Toilet Flange, Wax Rings, Bolts, Caps, 4 Gallons Paint, Rollers - PSB
BUILDINGS MAINTENANCE	Ace Hardware	30.17	Gorilla Glue, Staples, Batteries - Courthouse
BUILDINGS MAINTENANCE	Ace Hardware	31.77	Compression Fittings & Hose - Jail
BUILDINGS MAINTENANCE	Auto Value	8.99	Flap Wheel - Courthouse
BUILDINGS MAINTENANCE	FBG Service Corporation	4,829.00	July Cleaning Services - Courthouse
BUILDINGS MAINTENANCE	FBG Service Corporation	2,543.00	July Cleaning Services - PSB
BUILDINGS MAINTENANCE	FBG Service Corporation	672.00	July Cleaning Services - Jail
BUILDINGS MAINTENANCE	Granite City Jobbing Co	948.49	Cleaning Spray, Trash Bags, Paper Towels, TP, Handsoap - PSB
BUILDINGS MAINTENANCE	Handyman's Inc	659.92	Gasket & Toilet Bowl - Courthouse
BUILDINGS MAINTENANCE	Johnsons Hardware	229.75	Demo Hammer Rental, Concrete Grinder Rental, Caulk, Sealant - PSB
BUILDINGS MAINTENANCE	Metropolitan Mechanical Contractors, Inc.	1,261.98	Chiller Repair - Courthouse
BUILDINGS MAINTENANCE	Summit Companies	<u>695.00</u>	Monitoring 8/1/23 - 7/31/24 - PSB
		12,129.96	
COMMISSIONERS	U.S. Imaging, Inc.	<u>3,057.64</u>	Commissioner Book Scanning - Travel, Setup, On-Site Scanning
		3,057.64	
COMPUTER EXPENSES	MCCC, Mi33	394.75	3Q Capital Assets Support

COMPUTER EXPENSES	Young, Kathy	<u>224.01</u>	Mileage to MCIS Board Meeting 7/27/23 in Montivideo
		618.76	
COUNTY COORDINATOR	Office Depot	<u>53.50</u>	Divider Tabs, Legal Pads, Colored Paper, Paper Clips, Tape, White Out
		53.50	
COUNTY CORONER	Methven Funeral and Cremation Services	400.00	Removal & Transport
COUNTY CORONER	Ramsey County	4,945.00	Post Mortem Exam/Toxicology (3)
COUNTY CORONER	Ramsey County	<u>1,712.00</u>	Post Mortem Exam/Toxicology (1)
		7,057.00	
COUNTY RECORDER	Government Forms & Supplies	<u>684.81</u>	Marriage Wallets, Birth Certificate Folders
		684.81	
COUNTY SURVEYOR	Kroschel Land Surveyors, Inc.	<u>1,300.00</u>	Services & Charges (Co Corners Only)
		1,300.00	
COURT ADMINISTRATOR	Anne M. Carlson Law Office, PLLC	130.00	Court Appt Attorney Fees
COURT ADMINISTRATOR	Autism Advocacy & Law Center, LLC	1,350.00	Court Appt Attorney Fees
COURT ADMINISTRATOR	Federle Law	110.00	Court Appt Attorney Fees
COURT ADMINISTRATOR	Rhonda J. Magnussen LLC	<u>150.00</u>	Court Appt Attorney Fees
		1,740.00	
ECONOMIC DEVELOPMENT	Hartshorn, Jim	<u>90.39</u>	Mileage for Meeting w/ Housing Developer in St. Paul 8/3
		90.39	
ELECTIONS	DS Solutions	500.00	Online EJ Training Final
ELECTIONS	SWIFT	<u>70.39</u>	PVC Mailing 175
		570.39	
ENVIRONMENTAL SERVICES	Kanabec County Soil & Water	5,000.00	SWCD County Allocation 2nd half 2023
ENVIRONMENTAL SERVICES	Squires, Waldspurgen & Mace, P.A.	1,500.00	Env Svc/Land Use Quarter Retainer April - June 2023

		6,500.00	
HUMAN RESOURCES	American DataBank	215.85	Background Studies for New Employees (4)
HUMAN RESOURCES	Kanabec Publications	248.45	HHA/Homemaker & Correctional Officer/Dispatcher Job Ads
HUMAN RESOURCES	WEX	423.50	Administrative Fees for July
		887.80	
INFORMATION SYSTEMS	KnowBe4 Inc.	2,089.89	6 Month Subscription
INFORMATION SYSTEMS	Marco	3,267.40	Phone Lease
		5,357.29	
LAW LIBRARY	RELX Inc. DBA LexisNexis	231.75	Law Library Invoice
		231.75	
PROBATION & JUVENILE PLACEMENT	East Central Regional Juvenile Center	4,487.00	July 2023 Contracted Beds at East Central Juvenile Center
PROBATION & JUVENILE PLACEMENT	Minnesota Monitoring, Inc.	412.50	Detention Electronic Bracelet, July 2023
PROBATION & JUVENILE PLACEMENT	Minnesota Monitoring, Inc.	248.00	REAM Grant - July 2023
PROBATION & JUVENILE PLACEMENT	RS EDEN	23.10	3 Urine Samples Sent to Lab
		5,170.60	
PUBLIC TRANSPORTATION	A and E Cleaning Services	630.00	Timber Trails Office Cleaning 7/1 - 7/31
PUBLIC TRANSPORTATION	Ace Hardware	6.49	Office Supplies
PUBLIC TRANSPORTATION	Auto Value	187.93	Bus Parts
PUBLIC TRANSPORTATION	Curtis, Michael	415.93	Volunteer Mileage 7/24 - 8/6
PUBLIC TRANSPORTATION	Glen's Tire	527.77	Van Repairs, Bus Tires, Bus Repairs
PUBLIC TRANSPORTATION	Hoefert, Robert	1,243.19	Volunteer Mileage
PUBLIC TRANSPORTATION	Industrial Health Services Network Inc	249.00	Annual Program Fee
PUBLIC TRANSPORTATION	Novus Glass	80.00	Bus Windshield Repair
PUBLIC TRANSPORTATION	SHAH Software, Inc.	29,840.00	Transportation Manager System Sept 2023 - Aug 2024
PUBLIC TRANSPORTATION	Van Alst, Lillian	953.03	Volunteer Mileage 7/24 - 8/6
PUBLIC TRANSPORTATION	Welia Health	48.00	Drug Screen
		34,181.34	

SANITATION	East Central Solid Waste Commission	<u>50.00</u>	Kanabec Co. Hwy Dept Mixed Solid Waste & Recycling
		50.00	
SHERIFF	Ace Hardware	15.58	Key FOB Battery & Repair Control Battery for Squad
SHERIFF	AT&T Mobility	1,547.54	Monthly Service
SHERIFF	Baycom	957.00	Antennas (9) for Squads
SHERIFF	Baycom	288.00	Power Supply (2) for Squads
SHERIFF	EATI	1,104.94	Light Control & Hardwired Mic for Squad
SHERIFF	EATI	827.06	Grille Guard for Squad
SHERIFF	E-Kit Supply	990.00	Field Search Software Certification Course (2) - SM & CO
SHERIFF	Glen's Tire	768.08	Tires for Squad
SHERIFF	Grand Rental Station	114.45	Dunk Tank for National Night Out
SHERIFF	Gratitude Farms	500.00	Animal Control Services
SHERIFF	Griffin, Zach	681.49	Reimbursement for Tools, Clothes, Tactix Backpack
SHERIFF	Mclalwain, Shanna	120.00	Reimbursement for Uniform Shirts
SHERIFF	Motorola Solutions	5,790.40	Squad Setup - Wifi Kit & Video Equipment
SHERIFF	O'Reilly Auto Parts	47.98	Wiper Blades for Squad
SHERIFF	Streicher's	118.50	5 Point Star Badge - CS
SHERIFF	Thomsen, Brandon	129.50	Reimbursement for Aspen Mills Purchase
SHERIFF	Tinker & Larson Inc	<u>1,499.74</u>	Squad Oil Changes & Maintenance
		15,695.25	
SHERIFF - 911 EMERGENCY	IAEMD	55.00	EMD Recertification - TH
SHERIFF - 911 EMERGENCY	Michael Keller, Ph.D., L.P.	650.00	Psych Eval - New Employee, Dispatcher
SHERIFF - 911 EMERGENCY	Motorola Solutions	345.00	Transmitter - Microphone
SHERIFF - 911 EMERGENCY	Priority Dispatch Corporation	5,341.11	System License Renewal Service
SHERIFF - 911 EMERGENCY	ProPhoenix Corporation	2,500.00	Server Migration Services
SHERIFF - 911 EMERGENCY	State of Minnesota - BCA	50.00	Basic Operator Training - EL
SHERIFF - 911 EMERGENCY	State of Minnesota - Department of Transp	<u>300.00</u>	MnDOT Communications 9/1/23 - 8/31/24
		9,241.11	

SHERIFF - JAIL/DISPATCH	Aspen Mills	819.13	Initial Issue Uniform for Dispatcher - CB
SHERIFF - JAIL/DISPATCH	Coon, Susan	50.00	Reimbursement for Uniform Zipper Repair (2)
SHERIFF - JAIL/DISPATCH	Adam's Pest Control, Inc.	250.00	Prevention Plus
SHERIFF - JAIL/DISPATCH	Advanced Correctional Healthcare	19,890.93	Sept. 23 On-Site Medical, Mental Health & TPA Pool Mgmt
SHERIFF - JAIL/DISPATCH	Daniels Health	297.58	Sharp Disposal Service
SHERIFF - JAIL/DISPATCH	Law Enforcement Seminars LLC	425.00	Background Training - BG
SHERIFF - JAIL/DISPATCH	Michael Keller, Ph.D., L.P.	650.00	Psych Eval - New Employee, Corrections
SHERIFF - JAIL/DISPATCH	Michael Keller, Ph.D., L.P.	650.00	Psych Eval - New Employee, Corrections
SHERIFF - JAIL/DISPATCH	Minnesota Monitoring, Inc.	70.00	Programs, Kanabec Jail - GPS 7/1 - 7/7
SHERIFF - JAIL/DISPATCH	Stellar Services	165.67	Canteen 7/31/23
SHERIFF - JAIL/DISPATCH	Stellar Services	82.73	Canteen 7/24/23
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	3,990.49	Inmate Meals 7/22/23 - 7/28/23
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	4,092.10	Inmate Meals 7/29/23 - 8/4/23
SHERIFF - JAIL/DISPATCH	Wilder, Daniel	194.99	Reimburesment for Boots
		31,628.62	
SHERIFF - RESERVES	Kastenbauer, Paul	120.00	Reimbursement for Sewn Patches
SHERIFF - RESERVES	Streicher's	1,807.99	Softshell Vests (12), Embroidery
		1,927.99	
STATE FISCAL RECOVERY ARP	VC3	5,600.00	365 Migration
STATE FISCAL RECOVERY ARP	Widseth Smith Nolting & Assoc., Inc.	450.00	Professional Engineer Services for Boiler Replacement
		6,050.00	
UNALLOCATED	Kanabec Publications	319.32	County Board Minutes 6/6 & 6/20
		319.32	
VETERAN SERVICES	4Imprint	702.64	Neck Tote First Aid Kit (250) - CVSO Grant FY23, LinkVet
VETERAN SERVICES	St Cloud Stamp	46.61	Certification Stamp - Homestead
		749.25	
99 Claims Totaling:		<u>\$ 149,756.78</u>	

Agenda Item #4

Regular Bills - Road & Bridge

Bills to be approved: 8/15/23

Vendor	Amount	Purpose
A & E Cleaning Services	1,260.00	Office cleaning
Ace	38.13	Shop supplies
Aramark	446.36	Coveralls and janitor supplies
Auto Value	2,149.31	Repair parts
Bjorklund Companies LLC	4,926.40	Gravel
Capitalone Trade Credit	39.99	Repair parts
Glens Tire	148.00	Tire repair
Gopher State One-Call	20.25	Locates
Grainger	156.00	Repair parts
Houston Engineering	7,070.84	CD 2 engineering
Jacon LLC	135,464.72	CD 2 Repair PR4
JD Heating and Air LLC	610.00	Refrigerant
Kanabec County Highway Dept	206.09	Petty cash, postage
Knife River Corporation	68.15	Gravel
Kwik Trip	88.18	Fuel and car wash
Little Falls Machine	3,908.74	Repair parts
Marco	352.17	Printer fee
MN Dept of Public Safety	25.00	Hazardous material fee 2023
Mora Chev	1,142.19	Repair parts
Novus Glass	505.00	Glass repair
Nuss Truck	156.76	Repair parts
Power Plan	137.10	Repair parts
Quality Disposal Systems	208.24	Garbage pickup
Summit	695.00	Fire alarm inspection
Towmaster	2,647.64	Repair parts
USIC Locating	145.00	Locates
Vault Health	122.32	DOT drug screening
Warning Lites	4,340.70	Sign rental
Wiacom	675.30	GPS
Widseth	19,131.91	Professional engineering
Yotter, Tom	596.00	Straw bales
Ziegler	129.68	Repair parts

32 Claims Totaling: 187,611.17

Agenda Item #5a

August 15, 2023

REQUEST FOR BOARD ACTION

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

e. Board action requested: Approve the following resolutions:

Resolution #__ – 8/15/23

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

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

BE IT RESOLVED to approve the Application to Conduct Off-Site Gambling for MAYRA for a raffle event to be held at Spring Brook Golf Course 2276 200th Ave, Mora, MN 55051 on September 16, 2023.

f. Background:

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

Date received in County Coordinators Office:	7/31/23
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Coordinators Comments:

LG230 Application to Conduct Off-Site Gambling**No Fee****ORGANIZATION INFORMATION**

Organization Name: MAYRA License Number: B-01119
Address: PO BOX 122 City: Mora, MN Zip: 55051
Chief Executive Officer (CEO) Name: Rozalyn Hoff Daytime Phone: 320-761-3315
Gambling Manager Name: Jodi Erickson Daytime Phone: 612-501-1949

GAMBLING ACTIVITY

Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.

From 9/16/23 to 9/16/23

Check the type of games that will be conducted:



Raffle



Pull-Tabs



Bingo



Tipboards



Paddlewheel

GAMBLING PREMISES

Name of location where gambling activity will be conducted: Springbrook Golf Course

Street address and City (or township): 2276 200th Ave Mora Zip: 55051 County: Kanabec

- Do not use a post office box.

- If no street address, write in road designations (example: 3 miles east of Hwy. 63 on County Road 42).

Does your organization own the gambling premises?



Yes If yes, a lease is not required.



No If no, the lease agreement below must be completed, and signed by the lessor.

LEASE AGREEMENT FOR OFF-SITE ACTIVITY (a lease agreement is not required for raffles)

Rent to be paid for the leased area: \$ _____ (if none, write "0")

All obligations and agreements between the organization and the lessor are listed below or attached.

- Any attachments must be dated and signed by both the lessor and lessee.
- This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities.
- Other terms, if any:

Lessor's Signature: _____ Date: _____

Print Lessor's Name: _____

CONTINUE TO PAGE 2

Acknowledgment by Local Unit of Government: Approval by Resolution

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: _____	County Name: _____
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____ _____	Signature of County Personnel: _____ _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
<div style="border: 1px solid black; padding: 20px; text-align: center;"> Local unit of government must sign. </div>	Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date Signed: _____

CHIEF EXECUTIVE OFFICER (CEO) ACKNOWLEDGMENT

The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

I have read this application, and all information is true, accurate, and complete and, if applicable, agree to the lease terms as stated in this application.



Signature of CEO (must be CEO's signature; designee may not sign)

7/30/23

Date

Mail or fax to:

Minnesota Gambling Control Board
 Suite 300 South
 1711 West County Road B
 Roseville, MN 55113
Fax: 651-639-4032

No attachments required.

Questions? Contact a Licensing Specialist at 651-539-1900.

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

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

Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public.

If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.

Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor; national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

Business Record Details »

Minnesota Business Name

Mora Area Youth Recreation Association, Incorporated**Business Type**

Nonprofit Corporation (Domestic)

MN Statute

317A

File Number

O-679

Home Jurisdiction

Minnesota

Filing Date

04/23/1976

Status

Active / In Good Standing

Renewal Due Date

12/31/2023

Registered Office Address2643 Jade St
Mora, MN 55051
USA**Number of Shares**

NONE

Registered Agent(s)

Jane Skramstad

PresidentRoz Hoff
2038 220th Ave
Mora, MN 55051
USA

Renewal History

Renewal History**Filing Date****Filing**

05/07/1998

Annual Renewal - Nonprofit Corporation (Domestic)

08/30/2000

Annual Renewal - Nonprofit Corporation (Domestic)

06/15/2001

Annual Renewal - Nonprofit Corporation (Domestic)

11/18/2003

Nonprofit Corporation (Domestic) Annual Renewal Deferred

Filing Date	Filing
01/01/2004	Nonprofit Corporation (Domestic) Annual Renewal Deferred
11/26/2007	Annual Renewal - Nonprofit Corporation (Domestic)
11/14/2008	Annual Renewal - Nonprofit Corporation (Domestic)
06/21/2009	Annual Renewal - Nonprofit Corporation (Domestic)
05/18/2010	Annual Renewal - Nonprofit Corporation (Domestic)
1/16/2012	Annual Renewal - Nonprofit Corporation (Domestic)
8/11/2014	Annual Reinstatement - Nonprofit Corporation (Domestic)
10/17/2015	Annual Renewal - Nonprofit Corporation (Domestic)
11/19/2016	Annual Renewal - Nonprofit Corporation (Domestic)
9/25/2017	Annual Renewal - Nonprofit Corporation (Domestic)
12/18/2018	Annual Renewal - Nonprofit Corporation (Domestic)
12/16/2019	Annual Renewal - Nonprofit Corporation (Domestic)
10/23/2020	Annual Renewal - Nonprofit Corporation (Domestic)
11/20/2021	Annual Renewal - Nonprofit Corporation (Domestic)
12/23/2022	Annual Renewal - Nonprofit Corporation (Domestic)

Agenda Item #5b

August 15, 2023

REQUEST FOR BOARD ACTION

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

e. Board action requested: Approve the following resolutions:

Resolution #__ – 8/15/23

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

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

BE IT RESOLVED to approve the Application for Exempt Permit for Vasaloppet USA for a raffle event to be held at Sapsucker Farms 2752 215th Ave, Mora, MN 55051 on October 18, 2023.

f. Background:

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

Date received in County Coordinators Office:	8/1/23
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Coordinators Comments:

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Vasaloppet USA

Previous Gambling Permit Number: X- 05462-20-011

Minnesota Tax ID Number, if any: 5695367

Federal Employer ID Number (FEIN), if any: 41-1286376

Mailing Address: 100 Union St.

City: Mora State: Mn Zip: 55051 County: Kanabec

Name of Chief Executive Officer (CEO): Katie Kerr

CEO Daytime Phone: 218-464-3569 CEO Email: _____

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): information@vasaloppet.us

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

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

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

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Sapsucker Farms

Physical Address (do not use P.O. box): 2752 215th Ave, Mora MN 55051

Check one:

☐ City: _____ Zip: _____ County: _____

☒ Township: Comfort Zip: 55051 County: Kanabec

Date(s) of activity (for raffles, indicate the date of the drawing): October 18, 2023

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

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

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900. **2**

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

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

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

Print City Name: _____

Signature of City Personnel: _____

Title: _____ Date: _____

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

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

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

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

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

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: Katie Kerr Date: 7/27/23

(Signature must be CEO's signature; designee may not sign)

Print Name: Katie Kerr

REQUIREMENTS

Complete a separate application for:

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

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

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

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

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

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

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

Questions?

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

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

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

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

Business Record Details »

Minnesota Business Name
Vasaloppet, Incorporated

Business Type Nonprofit Corporation (Domestic)	MN Statute 317A
File Number O-637	Home Jurisdiction Minnesota
Filing Date 08/09/1976	Status Active / In Good Standing
Renewal Due Date 12/31/2024	Registered Office Address 100 S Union Str PO Bx 22 Mora, MN 55051 USA
Number of Shares NONE	Registered Agent(s) (Optional) Currently No Agent
President Jon Larson 100 So. Union St. PO Box 22 Mora, MN 55051 United States	

Filing History

Filing History

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

<input type="checkbox"/>	Filing Date	Filing	Effective Date
<input type="checkbox"/>	08/09/1976	Original Filing - Nonprofit Corporation (Domestic)	

	Filing Date	Filing	Effective Date
	08/09/1976	Nonprofit Corporation (Domestic) Business Name (Business Name: Vasaloppet, Incorporated)	
<input type="checkbox"/>	06/15/2000	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	09/20/2005	Involuntary Dissolution - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	6/18/2015	Annual Reinstatement - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	3/13/2019	Involuntary Dissolution - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	10/7/2020	Annual Reinstatement - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	1/25/2023	Involuntary Dissolution - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	6/3/2023	Annual Reinstatement - Nonprofit Corporation (Domestic)	

Agenda Item #5c

August 15, 2023

REQUEST FOR BOARD ACTION

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

e. Board action requested: Approve the following resolutions:

Resolution #__ – 8/15/23

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

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

BE IT RESOLVED to approve the Application for Exempt Permit for Kanabec County Pheasants Forever for a raffle event to be held at Pheasant Ridge Shooting Preserve 1547 Imperial St, Ogilvie, MN 56358 on October 7, 2023.

f. Background:

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

Date received in County Coordinators Office:	8/9/23
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Coordinators Comments:

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Kanabec County Pheasants Forever

Previous Gambling Permit Number: X-34129

Minnesota Tax ID Number, if any: _____

Federal Employer ID Number (FEIN), if any: 41-1429149

Mailing Address: 2518 Ivory ST

City: Mora State: MN Zip: 55051 County: Kanabec

Name of Chief Executive Officer (CEO): Dale Barnick

CEO Daytime Phone: 612-390-1913 CEO Email: farmer_guy55@hotmail.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

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

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

☐ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☒ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Pheasant Ridge Shooting Preserve

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

Check one:

☒ City: Ogilvie Zip: 56358 County: Kanabec

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 10/7/2023

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

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

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

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

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
<input type="checkbox"/> The application is acknowledged with no waiting period. <input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city). <input type="checkbox"/> The application is denied.	<input type="checkbox"/> The application is acknowledged with no waiting period. <input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days. <input type="checkbox"/> The application is denied.
Print City Name: _____ Signature of City Personnel: _____ Title: _____ Date: _____	Print County Name: _____ Signature of County Personnel: _____ Title: _____ Date: _____
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;"> The city or county must sign before submitting application to the Gambling Control Board. </div>	TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: *Dale M. Barnick* Date: 8-9-2023
(Signature must be CEO's signature; designee may not sign)

Print Name: Dale Barnick

REQUIREMENTS	MAIL APPLICATION AND ATTACHMENTS
<p>Complete a separate application for:</p> <ul style="list-style-type: none"> all gambling conducted on two or more consecutive days; or all gambling conducted on one day. <p>Only one application is required if one or more raffle drawings are conducted on the same day.</p> <p>Financial report to be completed within 30 days after the gambling activity is done: A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.</p> <p>Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).</p>	<p>Mail application with:</p> <p>_____ a copy of your proof of nonprofit status; and</p> <p>_____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is \$100; otherwise the fee is \$150. Make check payable to State of Minnesota.</p> <p>To: Minnesota Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113</p> <p>Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.</p>

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

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

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

Business Record Details »

Minnesota Business Name

PHEASANTS FOREVER, INC.

Business Type

Nonprofit Corporation (Domestic)

MN Statute

317A

File Number

V-156

Home Jurisdiction

Minnesota

Filing Date

08/05/1982

Status

Active / In Good Standing

Renewal Due Date

12/31/2023

Registered Office Address

2345 Rice Street
Suite 230
Roseville, MN 55113
USA

Number of Shares

NONE

Registered Agent(s)

CORPORATION SERVICE COMPANY

President

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

Filing History

Filing History

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

Order Selected Copies

<input type="checkbox"/>	Filing Date	Filing	Effective Date
<input type="checkbox"/>	08/05/1982	Original Filing - Nonprofit Corporation (Domestic)	

	Filing Date	Filing	Effective Date
	08/05/1982	Nonprofit Corporation (Domestic) Business Name (Business Name: PHEASANTS FOREVER, INC.)	
<input type="checkbox"/>	08/14/1985	Nonprofit Corporation (Domestic) Restated Articles	
<input type="checkbox"/>	01/09/1986	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	03/28/1990	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	09/22/1994	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	04/04/1996	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
	04/04/1996	Nonprofit Corporation (Domestic) Restated Articles	
<input type="checkbox"/>	01/16/2007	Involuntary Dissolution - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	01/19/2007	Annual Reinstatement - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	6/26/2015	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	