



Kanabec County Board of Commissioners

Regular Meeting Agenda

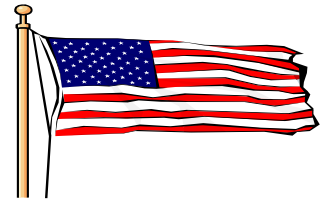
February 6, 2024

- The public may join the meeting via WebEx or in-person in the meeting room.
- If attending the meeting in-person, the total number of persons (including commissioners) may be limited and social distancing/safety protocol may be in effect.

To be held via WebEx telephone call or video meeting:

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

Access Code: 2481 297 4053



Video Meeting link:

<https://kanabeccounty.webex.com/kanabeccounty/j.php?MTID=md37b6920a40bcf816f1e20b558c1755d>

Meeting number: 2481 297 4053

Password: 2Vbaud4uEP3 (28228348 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.

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

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

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

9:00am a. 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: 2481 297 4053

9:20am Recess County Board to a time immediately following the CHB.
 Community Health Board

9:40am Rick Mattson, Board Chair- Presentation of 25 Years of Service Recognition to
 Lori Swanson, Health Promotion Coordinator

9:45am Bryan Wood, Osprey Wilds Executive Director- Outdoor School for All Legislation Presentation

10:05am Kathy Burski, Community Health Director- Opioid Committee Funding Requests

10:15am Ryan Carda, Environmental Services Supervisor and Kathy Burski, Community Health Director –
 a. Planning Commission's recommendations for the proposed revisions to Kanabec County Ordinance #19, an Ordinance Regulating the Sale of Tobacco and Related Devices and Products within Kanabec County Minnesota

- b. Community Health's recommendations for the proposed revisions to Kanabec County Ordinance #19, an Ordinance Regulating the Sale of Tobacco and Related Devices and Products within Kanabec County Minnesota
- c. Request to schedule a public hearing regarding the intent to adopt and enact revisions to Ordinance #19 Regulating the Sale of Tobacco and Related Devices and Products within Kanabec County Minnesota

10:30am Ryan Carda, Environmental Services Supervisor and Kathy Burski, Community Health Director-

- a. Planning Commission's recommendations for a proposed new ordinance, an Ordinance Regulating the Use of Cannabis and Cannabis Derived Products in Public Places within the County of Kanabec
- b. Community Health and the Cannabis Committee's recommendations for a proposed new ordinance, an Ordinance Regulating the Use of Cannabis and Cannabis Derived Products in Public Places within the County of Kanabec
- c. Request to set a public hearing regarding the intent to adopt and enact an ordinance regulating the use of cannabis and cannabis derived products in public places within Kanabec County

10:50am Recess County Board to a time immediately following the FSB.

Family Services Board

10:55am Recess County Board to a time immediately following the Railroad Authority Board.

Railroad Authority Board

11:05am Barb McFadden, County Attorney- Request to Fill an Upcoming Legal Assistant Vacancy

11:10am Kim Christenson, HR Specialist-

- a. Correction on 2024 Wage Scale
- b. Correction on 2024 Auditor Treasurer's wage

11:15am Chad Gramentz, Public Works

Other business to be conducted as time is available:

1. Minutes- January 16, 2024
2. Paid Bills
3. Regular Bills- Revenue Fund
4. Regular Bills- Road & Bridge Fund
5. Gambling Request – Kanabec Conservation Club of Mora, Minnesota
6. SCORE Claims – December 2023
7. Consider the request received by Hunters for Hunters for a letter of support and resolution to establish wolf hunting and trapping seasons in Minnesota
8. Consider a request for a resolution to recognize the members of all school boards within Kanabec County by proclaiming February 2024 as School Board Recognition Month
9. Consider approval of the 2024-2026 bargaining agreement and memorandums of understanding with Local 49
10. Committee appointments (continued)
11. Coordinator department update
12. Future agenda items
13. CLOSED SESSION: Labor Negotiation Strategy–(This portion of the meeting may be closed pursuant to Minnesota Statute §13D.03)
14. Discuss any other matters that may come before the County Board
15. Adjourn

Kanabec County Community Health Board
AGENDA
Tuesday, February 6, 2024
9:20 a.m.

1. Call meeting to order
2. Agenda Approval page 1-2
3. Presentation: SHIP – Lori Swanson, SHIP Coord.
-See attached SHIP Talking Points page 3-4
4. Director's Report page 5-6
 - Staffing – HHA; PHN
 - Foundational Public Health Grant Award
 - Medical Director
 - Update on Cannabis and Tobacco Ordinances
 - Transportation
5. Marco Copier Lease page 7-10
 - Action requested
 - See attached Marco information and resolution
6. Amhurst Wilder/Better Together Coalition Contract page 11-17
 - Action requested
 - See attached contract and resolution
7. Additional SHIP Funding page 18
 - Action requested
 - See attached resolution
8. Safe Drinking Water for Private Well Users grant page 19
 - Action requested
 - See attached resolution
9. SAMHSA Stipend request page 20
 - Action requested
 - See attached resolution
10. Fourth Quarter 2023 report page 21-37
 - See attached report
11. Financial Reports page 38-40
 - see attached page 41-42
 - Trial Balance
 - Dec 2023 Financial Report
12. Abstract Approval

Kanabec County Community Health Board
AGENDA
Tuesday, February 6, 2024
9:20 a.m.

- Action Requested
- See attached Abstract and Vendor List

page 43-50

13. Other Business

14. Adjourn



Statewide Health Improvement Partnership (SHIP)/Partners in Healthy Living (PiHL)

Why Prevention Matters:

- **Ninety percent** of the nation's health care costs are for people with chronic conditions, and most of those costs are preventable (CDC)
- Minnesota adult obesity rate in 2022 was **33.6%** (Behavior Risk Factor Surveillance System)
- 2019 cost of obesity in the US: **173 billion** per year (CDC)
- 2017 Cost of obesity in Minnesota: **\$3.2 billion** per year (CDC)
- 2021 cost of smoking in Minnesota: **\$9.4 billion** per year and over **6000** deaths (BCBS, Minnesotans for a Smoke-Free Generation)

SHIP's Goals:

- Help Minnesotans live longer, healthier lives by preventing risk factors that lead to chronic disease and death. (i.e. cancer, heart disease, type 2 diabetes, stroke)
- Build the capacity of communities to create health by:
 - Supporting healthy eating – MN Eats
 - Supporting regular physical activity – MN Moves
 - Reducing commercial tobacco use – MN Tobacco-Free Living
 - Supporting community well-being, including mental, physical, social, and emotional health – MN Well-being

PiHL's Goals (11/01/2023-10/31/2024):

- Create opportunities for more community members to access locally grown food and educate them on the advantages of growing their own food.
- Encourage SNAP/EBT acceptance and a voucher produce programs at Farmers Markets to increase access to fresh, local fruits and vegetables.
- Increase physical activity, healthy eating opportunities, and smoke-free environments in the community through a comprehensive health in all approach.
- Increase awareness and education on the current youth tobacco use rates and the harmful effects of tobacco products, along with policy options to address the current youth tobacco use issues.
- Update tobacco point of sale ordinances to reflect the State Tobacco 21 law.
- Conduct tobacco audits at all tobacco retailers (Price, Promotion, Placement, Product)
- All workplaces will have received education on tobacco free grounds including model policy language.
- Work with Local Public Health to promote Quit Partner resources.
- Work with school partners to implement farm to school and school-based agriculture, smarter lunchrooms, healthy celebrations, fundraiser restrictions, and staff role modeling.

- Work with school partners to increase opportunities for students to be physically active throughout the day and before and after school.
- Increase opportunities to address the well-being of students through social emotional learning practices into the school system, along with incorporating mindfulness activities for students.
- Provide opportunities for community members to share family and community strengths that contribute to well-being.
- Increase capacity for school and workplace well-being. Investigate evidence-based tools to address mental health and well-being.

Additional Components:

- Settings: worksite, schools, healthcare, community, early childhood education/childcare
- Policy, Systems, and Environmental Changes
- Community Partner Awards
- Communications/Community Engagement
- Health Equity
- Reach (number of people we are reaching)
- Locally Lead Evaluation

Partners:

Kanabec	Pine	Isanti	Mille Lacs
Mora Farmers Market	Pine City Community Garden	Cambridge Farmers Market	Mille Lacs County Farmers Market
Kanabec County	Pine County	Isanti County	Mille Lacs County
City of Mora	Pine City Elementary	Allina Health – CMC	City of Princeton/Age Friendly Princeton
Ogilvie Elementary	Pine City High School	Woodland Campus	City of Isle
Ogilvie High School	Hinckley Elementary	Grace Pointe Crossing	Princeton Farmers Market
Mora Elementary	Hinckley High School	Cambridge-Isanti School District	Princeton South Elementary
Mora High School	Empower Area Learning Center	East Central Energy	Princeton North Elementary
Welia Health	Willow River High School	Anoka- Ramsey Cambridge Campus	Princeton Middle School
Recovering Hope	Willow River High School	Freedom Center	Princeton High School
Lakes and Pines, CAC	East Central Elementary	Woodcraft Industries, Inc.	Princeton Family Center
Ogilvie School District	East Central High School	Advanced Telemetry Systems, Inc.	Princeton School District
Mora School District	East Central School District	Coborns - Isanti	
Ogilvie CSA	City of Pine City	Isanti Intermediate School	
Farmer – Jan Windsperger			
		B's Homecare	
		TEAMS Industry	
		Rum River Sp. Ed. Coop	
		East Central Reg. Library	
		Willow Bridge Center	
		Comprehensive Health Clinics	

Kanabec County Community Health/Timber Trails
Director's Report
February 2024

Staffing (Public Health):

Home Health Aide – interviewed 1/18

Public Health Nurse – still have advertised

Foundational Public Health Grant Award – I received the grant award letter on January 3rd for this new, ongoing funding. Kanabec County Community Health will receive \$188,716 to be used to support the implementation of Foundational Public Health Responsibilities. The Foundational Public Health Responsibilities are the unique responsibilities of governmental public health that define a minimum package of public health capabilities and programs that must be available in every community.

Foundational capabilities

[Assessment and Surveillance](#)

[Community Partnership Development](#)

[Equity](#)

[Organizational Competencies](#)

[Policy Development and Support](#)

[Accountability and Performance Management](#)

[Emergency Preparedness and Response](#)

[Communication](#)

Foundational areas

[Communicable Disease Control](#)

[Environmental Public Health](#)

[Chronic Disease and Injury Prevention](#)

[Maternal, Child, and Family Health](#)

[Access to and Linkage to Care](#)



There is a required 75% match which Kanabec County can easily meet through available third-party reimbursements, fees, other local funds, donations, or nonfederal grants.

The funding formula that was used to distribute the new funds included:

- Base annual funding of \$115,000 to each community health board
- Allocate 60% of remaining funds based on social vulnerability index (SVI)
- Allocate 40% of remaining funds based on capacity to community health boards serving fewer than 100,000 people.

Initially it was estimated that Kanabec County would receive between \$204,000 - \$220,000 annually but it ended up being less based on the Social Vulnerability Index score in Kanabec County. Kanabec County was in the Low/Medium Quartile for Social Vulnerability.

Neighboring counties such as Mille Lacs and Pine both ranked High while Isanti and Chisago were ranked Low in the Social Vulnerability Index.

The Community Health Department is working through an Organizational Assessment and some strategic Planning to assist in determining the best way to utilize the funds for Foundational work.

Medical Director – Our current Medical Director, Dr. Randall Bostrom has notified us that he will be retiring in the next 12-18 months and stated that we should start looking for a replacement. I will be reaching out to other doctors in the area to try and recruit someone for the position of Medical Director.

Update on Cannabis and Tobacco Ordinances

Both Ordinances were presented to the Kanabec County Planning Commission on January 22nd. Both ordinances were recommended to be brought to the Kanabec County Board of Commissioners.

Transportation –

There is limited funding available for bus capital this year. MNDOT assessed all systems and system fleets to determine which to prioritize for receipt of the limited resources. MNDOT notified Timber Trails that they did not make the cut to receive a bus in 2024.



January 9, 2024

PROPOSAL FOR

KANABEC COUNTY COORDINATOR

Prepared by:

Jennifer Bohnsack

Technology Advisor

800.847.3098

jennifer.bohnsack@marconet.com

Expiration Date: 2.7.2024



Managed Services



Copiers & Printers



Audio Visual



Business IT Services

KANABEC COUNTY COORDINATOR

CURRENT PAYMENT SUMMARY:

Monthly Payment (Lease and/or Maintenance)..... \$777.11

RECOMMENDED PRINT SOLUTION

QTY	ITEM	DESCRIPTION
1	BP-70C55	SHARP BP-70C55 55 PPM A3 COLOR MFP

Sharp BP-70C55

- 55 B/W and Color Per Minute
- 140/280 ipm Scan Speed
- OCR Capabilities
- Pantone Color Matching
- Right Side Exit Tray
- Utility Table
- Fax
- Stapling Finisher
- 100 Sheet Bypass Tray
- (4) 550 Sheet Paper Tray
- 300 Sheet Single Pass Document Feeder
- Scan to E-Mail/Network Folder
- 20 AMP Power Requirement



MANAGED ACCOUNT PROGRAM (MAP)

Our Managed Account Program includes equipment, service and supplies (except staples and paper). The result is a system with the capabilities and features you need—without the administrative headaches.

60 Month MAP..... \$389.67/Month

- Black and White Prints included per Month: 5,500
- Black and White Print Overage: \$0.0069 /Print
- Color Prints included per Month: 3,500
- Color Print Overages: \$0.045 /Print

DELIVERY, INSTALLATION, INITIAL SUPPLIES AND INITIAL TRAINING

Delivery, Installation, Initial Supplies & Initial Training.....Included



PURCHASE PLAN

Purchase Price\$8,709.26

DELIVERY, INSTALLATION, INITIAL SUPPLIES AND INITIAL TRAINING

Delivery, Installation, Initial Supplies & Initial TrainingIncluded

SERVICE AND SUPPLIES

The service and supply contract includes all parts, labor, mileage, drums, toner, and developer (except paper and staples).

SERVICE & SUPPLIES\$195.45

- Black and White Prints included per Month: 5,500
- Black and White Print Overage: \$0.0069 /Print
- Color Prints included per Month: 3,500
- Color Print Overages: \$0.045 /Print

MARCO SUPPORT DESK (RECOMMENDED OPTION)

Our network and hardware technicians support hardware malfunctions, connectivity, and device settings. You can receive support directly from your workstation or we can also provide interactive, remote sessions. Remote work allows our staff access to your computer, so we can walk you through the solution visually.

- Live-call answer Monday-Friday, 8:00 a.m. to 5:00 p.m.
- Setting up scan to e-mail folder and desktop solutions.
- Help with duplex printing, desktop publishing, booklet printing, etc.
- Identification of solutions for device connection and printing
- Support with Sharp, HP, Lexmark, Konica Minolta, Kyocera, Canon and Toshiba
- Proficiency with both Windows and Mac
- Coordination with IT staff members to resolve server issues.

1-5 Devices\$10.00/Month*
6-15 Devices\$20.00/Month*
16+ Devices\$30.00/Month*

**Note: The monthly cost is per contract.*

The above pricing does not include applicable sales tax.

Accepted by: _____ Date: _____

By signing this proposal, you are authorizing Marco Technologies LLC to order, install and invoice the above listed equipment.

Kanabec County Community Health # 2/6/2024
Resolution

Marco Copier Lease Agreement Resolution

WHEREAS, Kanabec County Community Health has a lease agreement for a copier/printer, and

WHEREAS, it was noted that the current lease agreement has expired, and

WHEREAS, the I.S. Director researched the cost of a new lease for a copier/printer and found the cost to be significantly less at \$389.67 per month compared to the \$787.11 that it is currently costing KCCH.

THEREFORE, the Community Health Director, is requesting the lease of a new copier/printer at a cost of \$389.67 per month or possibly slightly higher due to the number of copies covered under the contract.

THEREFORE, BE IT RESOLVED the Kanabec County Community Health Board approves the Community Health Director with assistance from the I.S. Director to lease a new copier/printer from Marco for Kanabec County Community Health.



AMHERST H. WILDER FOUNDATION CONSULTING AGREEMENT

This Consulting Agreement (the “**Agreement**”) is made and entered into by and between Kanabec County Public Health, a local public health agency with a principal place of business at 905 East Forest Avenue, Suite 127, Mora, MN 55051 (“**Organization**”), and the Amherst H. Wilder Foundation, a Minnesota nonprofit corporation with a principal place of business at 451 Lexington Parkway North, St. Paul, MN 55104 (through Wilder Research® and referred to as “**Wilder**”).

TERMS OF AGREEMENT

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Services to be Performed. Organization hereby engages Wilder, and Wilder hereby accepts such engagement, as an independent contractor to perform the services (the “**Services**”) as set forth in the applicable Statement of Work as shown in Exhibit A. The parties shall prepare a new Statement of Work for any changes to scope, schedule, or fees, or additional work requested by the Organization and any other changes. Any work performed outside of the original scope at the direction of the Organization will be deemed to be included as Services under this Agreement. Organization shall provide Wilder with access to its premises, employees and agents, information and data, and other resources to the extent necessary for the performance of the Services.
2. Term. This Agreement will begin on 2/15/2024 and continue through 6/15/2024, unless terminated earlier by prior written notice in accordance with Section 9 of this Agreement.
3. Acceptance of Certain Deliverables. Wilder will produce any work product or Deliverable (as defined below) and perform Services at the time and in the manner specified under this Section and the Statement(s) of Work. Organization shall have thirty (30) days to provide written comments on draft products. Comments which require material revisions to the scope of Services may require renegotiation of the payment due to Wilder and/or timetable described in Section 4 of the Statement of Work. If none are received during the 30-day review period then the Deliverable shall be considered final. Any material changes requested by Organization after the 30-day review period will be performed at an additional expense based on the standard billable hourly rate of the staff person required to make the changes.
4. Fees and Expenses.
 - a. Fees. Organization will pay Wilder the amounts as specified in the Statement(s) of Work. Wilder shall invoice Organization for Wilder’s fees in accordance with the terms of the Statement(s) of Work. All payments shall be due within thirty (30) days of an invoice date. Organization agrees to pay all expenses incurred by Wilder in the collection of any unpaid invoice or in the enforcement of this Agreement, including reasonable attorneys’ fees.
 - b. Expenses. Organization shall pay Wilder for the supplies, materials, and other reasonable expenses required in the performance of the Services as set forth in the Statement of Work. Except for these approved expenses, Wilder shall furnish, at Wilder’s own expense, the equipment, supplies and other materials used to perform the Services.
 - c. Taxes. Organization shall be responsible for all sales, use, and excise taxes, and any other similar

taxes, duties, and charges of any kind on any amounts paid by Organization under this Agreement. Wilder shall be responsible for any taxes imposed on Wilder's income received under this Agreement.

5. Ownership and Intellectual Property Rights.

a. Organization Data. As between the Organization and Wilder, the Organization shall be the exclusive owner of all right, title, and interest in and to all data, materials, and information received or retrieved from Organization ("Organization Data"), including all IP rights, subject to the rights and permissions granted in this section. The Organization hereby grants to Wilder a non-exclusive, worldwide, irrevocable, perpetual, royalty-free license and right to (i) use the Organization Data as necessary or useful to perform the Services pursuant to the applicable Statement of Work; and (ii) retain, use, and publish such Organization Data consistent with Wilder's mission and as long as any public use of such Organization Data, including publications, is presented in a manner that prevents individual identification of the Organization, any of its employees, volunteers, directors, officers, or other agents, and the Organization's clients. For purposes of this Agreement, "**IP Rights**" shall mean all registered and unregistered rights granted, applied for or otherwise now or hereafter in existence under or related to any copyright, patent, trade secret, trademark, service mark, trade dress, and any other intellectual property or proprietary rights.

b. Deliverables. Wilder shall provide the Services. Upon final payment by the Organization, Wilder shall provide the Organization with copies of the final work product, including documents, manuals, reports, designs, specifications and similar tangible deliverables developed under this Agreement (the "**Deliverables**"). Wilder shall be the sole and exclusive owner of all rights, title and interest in and to the Deliverables and to any generic, non-Organization specific pre-existing know-how, concepts, techniques, methodologies, ideas, processes, models, templates, tools, utilities, routines and trade secrets that do not contain any of the Organization's Confidential Information, together with any and all related IP Rights. Wilder hereby grants the Organization a worldwide, perpetual, non-exclusive, non-transferable license to make copies of, publicly display, and distribute the Deliverables in connection with the Organization's internal business purposes, but the Organization may not modify, translate, or otherwise revise the Deliverables, including any copyright or proprietary notices in the Deliverables.

c. Wilder Materials. In the course of providing the Services, Wilder may use pre-existing, or develop new marks, ideas, materials, information, concepts, techniques, measurement tools, processes, methods, works of authorship, or other intellectual property owned or licensed by Wilder ("**Wilder Materials**"). Wilder shall be the exclusive owner of all right, title, and interest in and to the Wilder Materials, together with any and all related IP Rights. Except as expressly stated above, nothing in this Agreement grants the Organization any rights in the Wilder Materials.

6. Warranties and Representations of Organization. The Organization represents and warrants to Wilder that it owns or has the authority to use any ideas, materials, information, concepts, techniques, processes, works of authorship, trademarks, or any intellectual property furnished to Wilder in connection with the Services, including the Organization Materials and Client Data. The Organization shall be solely responsible for the Organization Materials, Client Data and any other data, information, and documents provided to Wilder. Wilder shall be entitled to rely on such data, information, and documents in performing its Services and shall have no duty to independently verify the accuracy of the same. The Organization represents and warrants that it is legally authorized to enter into this Agreement and perform its obligations herein. The Organization shall provide full information in a timely manner regarding requirements for and limitations on the Services. The Organization shall provide prompt written notice to Wilder whenever the Organization observes or becomes aware of any development that affects the scope or time of performance of the Services.

7. Warranties of Wilder. Wilder represents and warrants that the Services will be performed in a professional and workmanlike manner, in accordance with generally accepted professional standards

applicable to the Services. The Services will conform substantially to any Organization specifications detailed in the applicable Statement of Work. EXCEPT AS PROVIDED HEREIN, WILDER MAKES NO OTHER WARRANTIES, EXPRESS OR IMPLIED, WITH RESPECT TO THE SERVICES AND DELIVERABLES PROVIDED HEREUNDER, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF TITLE, INFRINGEMENT, MERCHANTABILITY, AND FITNESS FOR ANY PARTICULAR PURPOSE.

8. Independent Contractor. The parties agree that Wilder is an independent contractor of the Organization and neither Wilder nor its employees will be considered employees of the Organization and are therefore not entitled to any rights, benefits or privileges provided by Organization to its employees. This Agreement shall not be construed to create an association, partnership, joint venture, employment or agency relationship between Wilder and Organization. Organization will not deduct from Wilder's compensation income tax, FICA payments, or any other expenses, unless required by law. Payment of federal income tax, FICA payments, and state income taxes are the responsibility of Wilder. Wilder has no authority (and shall not hold itself out as having authority) to bind the Organization and Wilder shall not make any agreements or representations on the Organization's behalf without the Organization's prior written consent. It is further understood and agreed that Wilder may use subcontractors in the performance of this Agreement, provided that Wilder shall be fully responsible for the work of its subcontractors.

9. Termination.

a. Termination for Convenience. Either party may terminate this Agreement upon thirty (30) days written notice. In the event of early termination, Wilder will stop work under the Statement(s) of Work upon receipt of such notice and the Organization shall pay Wilder for any work performed through the date of termination.

b. Termination for Breach. Either party may terminate this Agreement upon a material breach of this Agreement by the other party and such breach continues for more than thirty (30) days after the breaching party receives written notice from the non-breaching party of its failure to perform its obligations under this Agreement. Consent to extend the cure period shall not be unreasonably withheld, so long as the breaching Party has commenced cure during the thirty (30) day period and is pursuing such cure diligently and in good faith. Any extension of the cure period provided herein will extend the due dates of any deliverables provided in the applicable Statement of Work to the extent affected by such extension or material breach. Upon termination for breach, the non-breaching party is not liable to perform any additional work or to pay for any work not yet performed. A breach is considered material if it deprives either party of a substantial benefit of this Agreement.

c. Termination for Insolvency or Bankruptcy. A party may terminate this Agreement immediately upon written notice if the other party enters into insolvency or bankruptcy proceedings of any sort and such proceedings are not withdrawn or dismissed within sixty (60) days.

d. Post-Termination Obligations. Within thirty (30) days following termination for breach, or during the period between notice and termination absent breach of the Agreement, Wilder will, (i) terminate all Services; (ii) transfer to Organization all materials in progress paid for by Organization; and/or (iii) at Organization's option return or destroy all of the Organization's property in Wilder's possession or control.

e. Survival. Sections 6 -7 (warranties), 8 (independent contractor), 9 (termination), 10 (limitation of liability), 11 (indemnification), 14 (confidentiality) and 16 (miscellaneous) shall survive termination of this Agreement, as well as other provisions that are contemplated to survive by this Agreement.

10. Limitation of Liability. IN NO EVENT SHALL EITHER PARTY'S LIABILITY FOR BREACH OF THIS AGREEMENT INCLUDE DAMAGES FOR WORK STOPPAGE, LOST DATA, OR

INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES (INCLUDING LOST PROFIT), OF ANY KIND. WILDER'S AGGREGATE LIABILITY FOR DAMAGES UNDER THIS AGREEMENT SHALL NOT EXCEED AN AMOUNT EQUAL TO THE MONETARY CONSIDERATION PAID TO WILDER UNDER THIS AGREEMENT.

11. Indemnification. Both parties agrees to indemnify, defend, and hold harmless each other, its directors, officers, employees, agents, contractors and volunteers from and against any and all third party claims, liabilities, costs or penalties of any nature whatsoever arising from: (i) breach of this Agreement; (ii) use of the Services or any information, reports, deliverables, materials, products or other results of Wilder's work under this Agreement; (iii) infringement of a third party's intellectual property rights or violation of any rule, law, or regulation; (iv) any negligent act.

12. Insurance. Wilder will carry appropriate levels of general liability, professional liability, workers compensation coverage and other coverage as appropriate under the Agreement.

13. Compliance with Laws and Regulations. Each party agrees to comply with all applicable federal, state, county and local laws, regulations, ordinances, rules, and certificates.

14. Confidentiality. Confidential information includes information regarding the business affairs, products, services, intellectual property, trade secrets, and other sensitive or proprietary information in any form, whether or not designated as confidential, of either party. Confidential information does not include information (i) at the time of or after disclosure, is published, known publicly or becomes part of the public domain, through no fault of the receiving party; (ii) if any time prior to the disclosure, is known by the receiving party as evidenced by appropriate means; (iii) is or becomes available on an unrestricted basis from a third party who does not knowingly breach a confidentiality relationship with the disclosing party; or (iv) is required by law to be disclosed, after first advising the disclosing party, if permissible under law, of such demand with reasonably sufficient notice so as to afford the disclosing party an opportunity to seek a protective order. The parties shall receive, maintain and use any confidential information in the strictest of confidence and use commercially reasonable efforts to keep the confidential information strictly confidential and to prevent disclosure thereof, but at a minimum the same efforts it uses to keep its own confidential and proprietary information secure. The parties shall not use any confidential information except as required in the performance of the Services or as authorized under this Agreement. Organization and Wilder may disclose confidential information to employees, agents, subcontractors and vendors on a need to know basis in performance of this Agreement if such disclosure would constitute reasonable business practices and such employees, agents, subcontractors, and vendors are subject to confidentiality and use restrictions at least as restrictive as this Section 14. Confidential information may not be disclosed to other third parties unless agreed to in writing and signed by the parties.

15. Force Majeure. Wilder's performance of the Services is contingent on, and Wilder shall not be responsible for delays or failure to perform due to, any delays or failure to perform any obligation under this Agreement due to fires, explosions, acts of God, strikes or other disturbances, including, without limitation, war, insurrection, embargoes, civil unrest, pandemic, government restrictions, compliance with or any action taken to carry out the intent or purpose of any law or regulation, lack of correct or complete data, changes or revisions, or other causes or contingencies not caused by Wilder or outside of its control.

16. Miscellaneous.

(a) Entire Agreement. This Agreement (including all exhibits and Statement(s) of Work) represents the entire agreement between Wilder and the Organization with respect to the subject matter of this Agreement, and supersedes all prior and contemporaneous understandings, agreements, representations and warranties, with respect to such subject matter.

(b) Procedures. Dispute Resolution. The parties agree that any and all disputes, claims or controversies arising out of or related to this Agreement and any amendments signed by both parties, including any claims under any statute or regulation (collectively, “Disputes”), shall be submitted first to non-binding mediation. If the Disputes are not resolved through mediation, then, upon the election of either party, the Disputes shall be submitted for binding arbitration. Unless the parties agree otherwise, any mediation and/or arbitration shall take place in the State of Minnesota, Ramsey County, and shall be administered by, and pursuant to the Commercial Arbitration Rules of the American Arbitration Association (“AAA”). The parties will be responsible for paying their respective shares of the arbitration fees (including filing, administrative, hearing and/or other fees) as provided by AAA rules. The provisions of this Section 16(b) may be enforced in a court of competent jurisdiction and the party seeking enforcement shall be entitled to an award of all costs, fees and expenses (including reasonable attorneys’ fees and expenses) incurred in obtaining the enforcement of this provision, to be paid by the party against whom enforcement is sought.

(c) Amendment. No modification or amendment to this Agreement or any Statement of Work or consent to the waiver of any of the terms hereof, shall be binding unless made in writing and signed by both Wilder and Organization.

(d) Notices. Any notices required or permitted to be given under this Agreement: (i) shall be in writing signed by or on behalf of the party making the same; (ii) shall be deemed given or delivered (a) if sent by confirmed e-mail, when received, (b) if sent by messenger, reputable overnight courier service, or certified or registered U.S. mail, when delivered; and (iii) shall be addressed to each party at its address set forth below, or at such other address as the parties shall designate in writing by confirmed e-mail, overnight courier service, or certified or registered U.S. mail.

(e) No waiver. Failure of either party to enforce the terms of this Agreement does not waive those terms or preclude enforcement of them.

(f) Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

(g) Construction. This Agreement will be construed as if drafted by both parties and will not be strictly construed against either party as a result of drafting.

(h) Severability. If any provision of this Agreement is determined to be invalid, illegal or unenforceable, the remaining provisions of this Agreement remain in full force, if the essential terms and conditions of this Agreement for each party remain valid, binding and enforceable.

IN WITNESS WHEREOF, the undersigned agrees to the Consulting Agreement as of this ____ day of _____, 20__.

**Amherst H. Wilder Foundation
Wilder Research**

Kanabec County Public Health

By: _____
Its: _____

By: _____
Its:

Enter title

Exhibit A
Amherst H. Wilder Foundation Consultant Agreement
Statement of Work No. 1

This Statement of Work No. 1 ("Statement of Work") is in accordance with and is hereby made a part of that certain Amherst H. Wilder Foundation Consulting Agreement between Kanabec County Public Health ("Organization") and Amherst H. Wilder Foundation, ("Wilder") with an effective date of 2/15/2024 (the "Agreement"). Capitalized terms not otherwise defined herein shall have the meaning ascribed to them in the Agreement. In the event of a conflict among the terms and conditions of this Statement of Work and the terms and conditions of the Agreement, the terms and conditions of this Statement of Work shall govern and control such conflict. The following services will be performed by Wilder.

1. Description of Services: Better Together Youth Survey

Internal Review Board review of survey materials. Program online survey, clean and code data, and prepare data file. |

2. Obligations of Organization: Enter Obligations of Customer

- Develop survey tool, parent notification letter, survey instructions, and resource handout.
- Collaborate with area schools on administration of the survey.
- Analyze and summarize survey findings. |

3. Deliverable(s): Enter Deliverables

- Complete IRB application and submit for review. Make all edits required by the IRB.
- Program and test the online survey.
- Clean and code data, and prepare a data file for the client. |

4. Delivery date(s) and Timelines:

Peer review by the IRB will be completed within 3 weeks of receiving the survey tool, parent notification letter, survey instructions, and resource handout. The online survey will be programmed within 2 weeks after IRB approval. The data file will be prepared within 4 weeks of closing out the last survey. |

5. Fees: \$3,000

In exchange for the Services listed in Section 1, the parties agree to the following compensation schedule: \$1,500 due upon programming of the online survey. \$1,500 due upon delivery of the data file.

|

Kanabec County Community Health # 2/6/2024
Resolution

Amherst Wilder Foundation Consulting Agreement Resolution

WHEREAS, the Kanabec County Opioid Settlement Committee has approved an application for funding from Kanabec County Community Health/the Better Together Coalition to partner with local schools and the Amherst Wilder Foundation to administer a substance use and mental health survey, and

WHEREAS, Amherst Wilder Foundation has agreed to provide consulting services and to complete the analysis of the survey results.

THEREFORE, the Community Health Director is requesting to sign an Agreement with Amherst Wilder for said consulting and analysis services in the amount of \$3,000 based on the Board's approval of the Opioid Committee's recommendations.

THEREFORE, BE IT RESOLVED the Kanabec County Community Health Board approves the Community Health Director entering into an Agreement and signing said Agreement for consulting and analysis services with the Amherst Wilder Foundation for \$3,000.

Kanabec County Community Health # 2/6/2024
Resolution

Request to Apply for Additional SHIP funds resolution

WHEREAS, Kanabec County Community Health, with Isanti, Mille Lacs and Pine counties has received funds for the purpose of reducing tobacco use and exposure through increasing healthy eating, increased activity, and managing chronic disease through the Statewide Health Improvement Program (SHIP) grant, and

WHEREAS, funds have been made available to the Statewide SHIP program from the Juul Settlement for additional funding to local SHIP grantees, and

WHEREAS, Kanabec, Isanti, Mille Lacs and Pine counties have agreed they would like to apply for the funding available for local SHIP grantees to conduct point-of-sale audits to collect data that can be shared to inform strategies that can be used to protect youth and other vulnerable populations.

THEREFORE, the Kanabec County Community Health Administrator requests permission to apply for up to \$30,000 to be spent conducting store audits during the 3-month-period March 11 through June 14, 2024.

WHEREAS, if funding is awarded, the SHIP contracts with Isanti, Mille Lacs and Pine counties will be amended to account for time and expenses to complete this work.

NOW THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves the Community Health Director applying for, accepting funds, and signing a contract if awarded funding for additional SHIP funding from the Juul Settlement for work to be performed between March 11 and June 14, 2024.

Kanabec County Community Health # 2/6/2024
Resolution

Safe Drinking Water for Private Well Users Grant Request Resolution

WHEREAS, Kanabec County Community Health has an opportunity to apply for the Safe Drinking Water for Private Well Users grant, and

WHEREAS, the purpose of the grant is to ensure safe drinking water for private well users, and

WHEREAS, the grant is for up to \$100,000 for the period 7/1/2024 through 5/1/ 2027, there is no match required and the grant is funded through the MN Department of Health, and

THEREFORE, the Community Health Director, is requesting permission to apply for, accept, and sign a contract if the agency is funded.

THEREFORE, BE IT RESOLVED the Kanabec County Community Health Board approves the Community Health Director to apply for, accept, and sign a contract for if funded with the Safe Drinking Water for Private Well Users grant.

Kanabec County Community Health # 2/6/2024
Resolution

SAMHSA Stipend Request Resolution

WHEREAS, the Substance Abuse and Mental Health Services Administration (SAMHSA) is awarding \$750 stipends to be used for *Communities Talk* activities and

WHEREAS, Kanabec County Community Health, through the local Better Together Coalition would like to plan one or more Communities Talk activity (ies) to educate the community about the consequences of alcohol and other substance use and misuse, use evidence-based approaches that reduce alcohol and other substance use and misuse and/or to mobilize communities around substance use and misuse prevention initiatives at the local, state and national levels.

THEREFORE, the Community Health Director is requesting to apply for the SAMHSA \$750 stipend to work with the local Better Together Coalition to provide activities to educate communities about alcohol and other substance use and misuse by providing an activity or activities by November 30, 2024.

THEREFORE, BE IT RESOLVED the Kanabec County Community Health Board approves the Community Health Director applying for, accepting funds, and signing a contract with SAMHSA if awarded the stipend of \$750.00.

Kanabec County Community Health (KCCH)
Timber Trails Public Transit (TTPT)
Report to County Board
October - December 2023

Major Highlight(s):

Cannabis and Opioids continued to require more time and effort during this quarter. Work continued on a Cannabis Public Use Ordinance with two meetings being held with interested municipalities and township members. A draft of the ordinance was sent to the County Attorney. The Community Health Director then worked with Ryan Carda to schedule a Planning Commission Meeting in January. The Community Health Director also worked with the SHIP Coordinator, Lori Swanson, to revise the Tobacco Ordinance. The Tobacco Ordinance revision was worked on by a committee and that group's recommendations were included in the proposed revised Ordinance. The Tobacco Ordinance will also be presented to the Planning Commission in January.

Opioid Work: The Director completed work on an application that interested groups could use to apply for funds from the Opioid Settlement to assist the community in Opioid abatement. Applications were due on December 22nd. An Opioid Committee meeting will be held to review the applications in the beginning of January.

Foundational Public Health: To assess the best way to utilize the Foundational Public Health funding that will be awarded to Kanabec County, some strategic planning will take place, facilitated by our Public Health System Consultant from the MN Department of Health. An Organizational Assessment took place during the quarter. The group looked at strengths, accomplishments, opportunities, external factors that might impact programs/services/responsibilities, aspirations, and evaluation. In January the group will review the Mission and Values and create a Vision for the future. We will begin developing strategies to achieve the vision.

Staffing: There are two upcoming retirements that are being planned for. In February, the WIC Coordinator will retire. An internal candidate was chosen to replace the WIC Coordinator and current efforts are being made to recruit a nurse to replace the individual making the move. The second retirement is for the Administrative Assistant shared between Health & Human Services. That retirement is expected to occur in early May. It is anticipated that a request to replace that position will go to the Board in March.

Audits/site visits completed:

- Strong Foundations (Evidence-Based Home Visiting Program) site visit – November 1

Audits/site visits upcoming:

- Public Health Emergency Preparedness Grant site visit – January 23

Grant reporting/work during quarter:

MN Vaccine for Children	Annual Training and reporting	November 30
Workforce Development Grant	Progress Report	November 17
COVID Grant	Progress Report	December 31
Infrastructure Grant	Progress Report	December 31
Report to Board	Program Report	Quarterly
Opioid Settlement Fund	Grant Application created for community partners to apply for funding	Created in December, due to committee Dec 22
Public Health Emergency Preparedness	Hazard Vulnerability Assessment	Biennial

Grant/other work upcoming:

Dental Grants	Continue to seek funding	Ongoing
Title V – Maternal Child Health	Annual statistical report and expense report	Due January 31
Opioid Settlement Fund	Spending Report	3/31/2024
MN Department of Health	End of Year – Financial, staffing and performance measure reporting	3/31/2024
SHIP	Carryover Budget Revision	February 28

Meetings/Trainings attended (not an all-inclusive list):

- Lakes & Pines Annual Meeting
- Department Administrative meetings
- County Department Head Meeting
- Kanabec County Family Services Collaborative
- Health & Human Services Joint Administrative meeting
- Statewide Community Health Services Advisory Committee (SCHSAC) Quarterly Meeting
- Statewide Community Health Services Advisory Committee (SCHSAC) 1:1 meeting
- Weekly check-in calls with Helen (Timber Trails)
- Local Public Health Association Annual Conference
- Local Public Health Association Opioid Learning Sessions
- SCHA Directors Meetings
- SCHA Compliance Meeting
- SCHA Joint Powers Board
- SCHA Rural Stakeholders Meeting
- Health and Human Services Advisory Committee
- Informatic Course (8 weeks)
- Central Directors meetings (Public Health)
- Check-in with MDH Public Health System Consultant
- Local Opioid Committee Meeting
- Annual Opioid Public Meeting
- Local Cannabis Committee Meetings
 - Internal group
 - Municipalities/townships
- PHEP Oversight Committee (Statewide)
- Presented MN Student Survey Data to Mora Public School staff
- Anoka-Hennepin Nursing Advisory Board
- Better Together Coalition Meetings
- Family Health Community Advisory Group Meeting
- Mora City Council
- Motivational Interview Training
- HR Training by MCIT
- Various Cannabis Webinars
- All Staff Meeting
- MN Academy of Science Meetings

Other work:

- Budget work.

- Day to day management of workforce, grant compliance, reporting, monitoring, evaluation, planning
- Weekly fiscal duties – deposits
- Transit Operations discussions
 - Weekly connect with Transit Director
- Review and signing of invoices for month/quarter.
- Interview for vacant positions

Looking forward:

- There will be a large amount of work to be done around education and messaging to youth about Cannabis use. In addition to cannabis, continued work is still needed around the harms of vaping and counter acting the marketing and targeting of information to youth that gets them hooked. Public Health desires a strong ordinance around the Public Use of Cannabis that will help to reduce the normalization of product use, protect against secondhand smoke exposure, unintentional ingestion of cannabis in edible forms by children and youth and protect youth from exposure and access to products. Flavored tobacco/nicotine products continue to hook adolescents into a lifelong habit of use that leads to chronic disease and other health issues.
- The Department will continue to seek the best avenues for building capacity to meet the foundational capabilities with the additional funding that is available for community health boards.

The following pages provide more detail about the programs provided through Kanabec County Community Health.

Family Health

Reporter: Ashley Berg, Family Health Supervisor

Acronym definitions:

WIC = Women, Infant and Children supplemental nutrition program
 TANF = Temporary Assistance for Needy Families Home Visiting Program
 MCH – Maternal Child Health Programs
 MESCH = Maternal Early Childhood Sustained Home-visiting (Evidence-Based)
 C&TC = Child & Teen Check-up
 CQI – Continuous Quality Improvement
 NFP = Nurse-Family Partnership (Evidence-Based)
 HFA – Health Families America (Evidence-Based)
 UBV – Universal Baby Visit

Major Highlights:

WIC (Women, Infant and Children)/ Maternal-Child Health Programs:

- WIC participation enrollment continued to see a decrease this quarter. There has been a steady decline since June (453). October had 404 participants, November had 415 participants, and December 413 had participants. This appears to be a trend for this time of year; however, this is an all-time low for the WIC program. Despite WIC participant enrollment numbers being down, there has been an increase from 94% in quarter three to 96% in quarter four for participation and benefit use.
- WIC continued to extend the increased cash value benefit for fruits and vegetables through the end of January 2024. This benefit has been in effect since October 2021. Families received \$24 per child, \$47 for pregnant and postpartum women (partially breastfeeding or non-breastfeeding), and \$52 for a postpartum woman (fully breastfeeding) each month.
- WIC staff attended “The Valuable Role WIC Staff Play in Preventing and Addressing Iron Deficiency Anemia” training. This training described the impact of iron deficiency anemia

during pregnancy and early childhood, WIC's role in identifying iron-deficient anemia early on, and when a referral to a healthcare provider is necessary. In addition, this program provided education for WIC nurses to help identify food sources that are rich in iron (including sources for vegetarian/vegan diets).

- East Central Breastfeeding Coalition meeting met November 16th and Jacque Ordner, International Board-Certified Lactation Consultant (IBCLC) with Motif Medical provided a demonstration on the Spectra model S1PLUS and the Motif Luna breast pumps to aid both WIC and home visiting clients.

Family Home Visiting Programs:

- Two (2) new families enrolled in MECOSH. We were able to meet our caseload of 43 families enrolled throughout the quarter with 40 active and 3 inactive. We have met our target caseload of 40 families for the MECOSH program. There were 4 families that completed the program and 1 family that was transferred to another county.
- 12 new TANF families enrolled for short term services and 12 families graduated from TANF and/or no longer receive services. Over the course of the quarter, 19 families received services through the TANF program.
- This quarter, 2 universal baby visits were conducted.
- We had our first site visit for our evidence-based home visiting program MECOSH (maternal early childhood sustained home-visiting) and remain in good standing with the Minnesota Department of Health. Some takeaways from the site visit include meeting our year-end target caseload of 85%, serving 35 families (88%). We can incorporate physical assessments into practice that has shown to be a direct link to connecting a client to resources for pregnant woman and embody the underpinnings of MECOSH by intentionally working to support a family's ability to adapt and self-manage and parent effectively despite challenges they are experiencing. Our staff have been able to effectively provide and receive reflective supervision in a parallel process that teaches skills and self-awareness to staff in a positive way to help us better meet the needs of our families. The approach to community advisory committee opportunities is inclusive and innovative.

Immunizations/ Child & Teen Checkups Screens (C&TC) and Outreach/ Disease Prevention:

- We continue to be the safety net for children & adult vaccinations. Immunization appointments are available to the public. We provided seven (7) MnVFC (MN vaccine for children program) vaccinations to children under the age of 18 and one (1) UUAV (Uninsured and underinsured adult vaccinations).
- Child-find and outreach efforts continue with families to provide education and direct services for blood lead screens. Nurses continue to complete referral and follow-up for children indicated as having a high lead level per MDH algorithm. Nineteen (19) lead screens were completed by staff during this quarter.
- C&TC outreach efforts are focused on locating and encouraging preventive care for children on MN Health Care Programs.
- Our C&TC outreach display board provided information on Blood Lead Awareness, Managing Stress, and Eating Healthy through the Holidays. This board presents a variety of information for visitors to the Public Services Building.
- 72 adult flu vaccinations and 10 pediatric flu vaccinations were provided to residents of Kanabec County
- 8 COVID vaccinations were provided to homebound patients within Kanabec County

SCHA Community Connector (Kanabec):

- The Community Connector continues to play a vital role in keeping the team updated on SCHA changes/initiatives and supports the connection of services to our families. Meetings continue to take place virtually to best support the structure of this role. The Community Connector role continues to take on additional responsibilities that were previously set aside due to the pandemic.

Other Family Health Activities and Highlights:

- KCCCH Family Health Supervisor has been working collaboratively with Welia Health to establish a presence during prenatal appointments for individuals who are identified as high-risk, first-time pregnancy, and/or interested in services. There are multiple goals behind this collaboration; improve pregnancy and birth outcomes as well as increase acceptance of family home visiting and increase WIC enrollment. It is our hope that this will start January 2024.
- We have completed the health surveys with the Amish to determine what genetic disorders/chronic conditions are most common among the Amish of Minnesota. The group in Iowa is compiling the data and we should know the outcomes soon. The meetings continue to develop an Amish clinic that will be housed in Iowa, with the hope to have satellite clinics that serve those in Minnesota.
- Our home visiting nurse, Autumn, and Mary Lagaard, continue to meet with Dr. Niskanen and two of the Welia nurses to establish better continuity of care for the Amish and working on affordable medical care.
- In addition, KCCCH home visitor Autumn will complete UBVs and/or medical questions/requests to the Amish population.
- Kanabec County Community Health is currently precepting two students from Elmhurst University in their Community Health class. This clinical requires 72 hours of observation.

Thinking Ahead:

- Our family home visiting staff are utilizing the child and teen checkup outreach board to present information to the public. January will present information on Birth Defects prevention, intervention, and referrals.
- Continue to actively enroll more families in the Evidence Based Home Visiting Program (MESCH) to maintain at least 40 families.
- Continue outreach efforts with health care systems and other referral sources to identify and increase the ability/desire of families to access appropriate services.
- Continue dialogue during our quarterly Community Advisory Group meetings on how we ensure families are receiving appropriate services from providers and partners within the community; make effective and efficient use of all our community resources.

Concerns and Challenges:

- There has been a reduction in the number of WIC participants. This has been the trend over the last 6 months and is concerning as we are unsure of the cause currently. It is suspected that with the lifting of the COVID waivers, families having fewer children, and less individuals qualifying for medical assistance may be contributing factors.

Numbers Served:

- Total families seen in Family Home Visiting programs during this quarter

- MECSH (Quarter 4 of 2023) = 40 families visited with 160 nursing assessments (2 were telehealth) this is similar to Quarter 3 of 2023 and up 9 families and 29 assessments at the same time in 2022.
 - TANF (Quarter 4 of 2023) =19 families visited with 37 nursing assessments completed
 - TANF Quarter 3 of 2023: 18 families with 49 assessments
 - TANF Quarter 4 of 2022: 8 families with 17 assessments
 - MCH **infants and children** (Quarter 4 of 2023) = 0 families visited with 0 assessments completed; this was the same for Quarter 3 of 2023 and Quarter 4 for 2022.
 - MCH **prenatal AND postnatal** (Quarter 4 of 2023) =14 prenatal assessments and 0 postpartum assessments; this is down 2 for prenatal assessments and down 5 for postpartum assessments in Quarter 3 of 2023 and down 11 for prenatal assessments and down 3 postpartum assessments from the same time in 2022
 - MCH **Special Needs** (Quarter 4 of 2023) = 0 visits completed with 0 families: down from 2 visits with 1 family in Quarter 3 of 2023 and down from 5 visits with 3 families for the same period in 2022
-
- 17 families provided with car seat education and car seat (up 4 from quarter 3 of 2023)
 - 19 lead screens completed (up 2 from quarter 3 of 2023)
 - 6 dental varnishes completed (up 6 from quarter 3 of 2023-done at Operation Community Connect)
 - 2 pregnancy tests were administered, and education provided (up 2 from quarter 3 of 2023)
 - 0 CT&C examinations were performed during the quarter

Success Stories:

-In our car seat program, we were able to serve a deserving family who lost two of their car seats after their vehicle was stolen. Our car seat technician was able to contact the insurance company (South Country Health Alliance) and discuss the situation to approve two new car seats. Typically, a family can only receive one car seat per child, but the staff was able to advocate for two new car seats to replace what was stolen.

-A client that staff began visiting prenatally has since recently enrolled in counseling. This client has been experiencing mood and anger changes since delivery of her child and has had displayed some concerning results on mental health screens throughout the home visits. The client was highly encouraged by the home visitor to consider counseling, but the client was firm in not wanting to do so. In the meantime, the home visitor and client worked on creating time for self, using mindset shifts to get through tough moments, and verbalizing with the father of the baby (FOB) on things that she is struggling with or things that she needs from him. This spring, the client finally agreed to do counseling at Manes for Change. The client is going weekly, and reports that she has a lot less anger, and is better managing her feelings. Client notes that it has been helpful to have someone to talk to that does not know her or FOB personally. The home visitor has praised the client for putting in this work and overcoming her fear of counseling. The home visitor recently graduated this client and feels confident that the client now has tools to manage her mental wellbeing. At the graduation visit, the home visitor told the client that she appears to be more confident and surer of herself, and that it is great to see that transition. The client agreed, and said she is proud of herself.

-A client who enrolled in MECSH was initially living at home with her mom. She has since moved out on her own, is now engaged to FOB and successfully completed schooling to get her Medical Assistant

license. She has become financially stable, and no longer uses any county services aside from health insurance coverage.

Adult Health- Home Care, Case Management, and Public Health Nurse Clinic
Reporter: Farrah Gajewski, RN, Adult Health Supervisor

Program acronyms/definitions:

AbilityCare – a Medicare Advantage Special Needs Basic Care (SNBC) program for people with disabilities. AbilityCare is designed to help people with disabilities access the health care, medications, and support services they need. Must be certified disabled, between the ages of 18-64 at the time of enrolment, eligible for Medical Assistance and have Medicare Parts A and B.

SingleCare – is a Special Needs Basic Care (SNBC) program for people with disabilities. SingleCare is designed to help people with disabilities access the health care, medications, and support services they need. Must be certified disabled, between the ages of 18-64 at the time of enrolment and be eligible for Medical Assistance.

Nursing Home Care Coordination (NF) – provided to people needing assistance with coordination of care within a facility.

Alternative Care (AC)– A state-funded program that pays for home and community-based services for people aged 65 and older who require the level of care a nursing facility provides, and who, if they enter a nursing facility, will be eligible for Medical Assistance within 180 days of admission.

Community Access for Disability Inclusion (CADI) Waiver – A Medical Assistance program that funds home and community-based services for people under the age of 65 people with disabilities who require the level of care provided in a nursing facility and who choose to reside in the community.

Personal Care Assistant Services (PCA) – provide assistance and support for persons with disabilities, living independently in the community. This includes the elderly and others with special health care needs. *Public Health provides assessments to determine the level of eligible services people may receive.*

Elderly Waiver (EW) – A Medical Assistance program that funds home and community-based services for people age 65 or older who require the level of care provided in a nursing facility, and who choose to reside in the community.

Care coordination (CC): A service for people enrolled in Minnesota Senior Health Options (MSHO) and/or Minnesota Senior Care Plus (MSC+). It provides assessment and coordination of the delivery of all health and long-term care services among different health and social service professionals and across settings of care. Care coordination also includes waiver case management.

Preadmission Screening (PAS) – a screening for anyone planning to be admitted into a nursing home. It is legally required to measure a person's need for nursing home level of care and to connect them with supportive services.

Omnibus Budget Reconciliation Act (OBRA) – part of the preadmission screening (PAS) process used to determine if a person has a diagnosis or suspected diagnosis of developmental disabilities/related conditions or mental illness. It must happen before a person is admitted to a Medical Assistance (MA)-certified nursing facility (NF).

QAPI – Quality Assurance and Performance Improvement

Highlights:

Home Care:

- 613 Home care visits were completed (Up 41 from last quarter)
 - 524 visits were made with a pay source of Medicaid, Veterans Affairs, Waivered Services, etc.
 - 84 were straight Medicare visits
 - 0 South Country Health Alliance Medication Reconciliation
 - 5 Private pay
- Throughout the quarter we served approximately 62-69 clients in their homes. This average is about the same as last quarter.
- There was a total of 30 referrals (down 15 from last quarter). Of the 30 referrals, we had 5 that did not open to home care for various reasons. The primary reasons for not opening for services are that the clients were not interested in home care and that the clients were not homebound. We had 25 that opened to home care (down 7 from last quarter). We are currently at an 83% start of care rate.
- There were 628 Home Health Aide hours. This is down 274 hours from last quarter. This can be attributed to the VA taking away a lot of hours from the Veterans, being short staffed, the holidays and sicknesses.
- 160 hours were completed for homemaking. This is down 15 hours from last quarter.
- 10 OT/OT Assistant visits
- 111 PT/PT Assistant visits

Public Health Nurse Clinic:

168-foot care visits, 52 cancellations or no shows from the clients. Cancellations by the clients were down by 16 visits while foot clinic visits were down by 2 this quarter.

There were 71 medication set up visits and 2 cancellations. The total number of medication set up visits was up by 2 from last quarter and the cancellations were up by 1. Our medication set up clinic has grown; we are now up to 16 people.

Case Management:

- Care coordination visits: 84.25 (Down 31.75 hours from last quarter)
- Nursing Home Care Coordination Hours: 19 hours (Down 27 hours from last quarter)
- Care Connector: 54 hours (Down 24 hours from last quarter)
- Case Aide: 106 hours spent on client specific billable hours (Up 42 hours from last quarter)
- MnChoices Assessments: 5.75 hours (Down 7.25 from last quarter)
- MnChoices Re-assessments: 2 hours (Down 2.75 from last quarter)
- MnChoices documentation, after assessment/re-assessment documentation and follow up time: 25.5 hours (Down 14.75 from last quarter)
- MnChoices service coordination, time invested prior to assessment: 4.75 hours (Down 11.25 hours from last quarter)
- Care Coordination Indirect, coordination time in the office-billable: 652 hours (Down 7 hours from last quarter)
- Care Transition, visits and time required in office for coordination: 11.5 hours (Up 7.25 hours from last quarter)
- PAS completed: 4 (Up 1.75 hours from last quarter)
- Service Coordination, client specific and general: 113.5 hours (Down 9 hours from last quarter)

Charts/Numbers Served:

Home Care:

We are currently serving an average of 62-69 home care clients per month. This is slightly lower than last quarter. The payers of the home care clients include self-pay, medical assistance, Medicare, VA, Medicare

Advantage Plans, and some private insurance companies. We currently have contracts with the following companies: Blue Cross Blue Shield, Health Partners, Humana, Medica, VA, Preferred One, SCHa, and UCare. We are working on our contract with United Health.

Public Health Nurse Clinic:

We served a total of 167 clients. This includes clients that we served through medication set up and foot clinic. We have 155 clients we served in foot clinic and 12 clients we served in medication set up clinic.

Case Management:

Our case managers currently serve 298 clients which is up 6 from the previous quarter.

- Ability Care SCHa: 25 – Down 1 from last quarter
- Single Care SCHa: 75 – Down 3 from last quarter
- SNBC UCare: 41 – Up 1 from last quarter
- Nursing Home Clients: 32 – The same as last quarter
- AC: 5 – Up 1 from previous quarter
- CADI: 47 – Up 12 from previous quarter
- EW SCHa: 54 – Down 1 from the previous quarter
- EW BluePlus: 8 – Up 2 from last quarter
- EW Non MCO: 11 – Up 2 from previous quarter

Trends:

Home care:

Into the fourth quarter, St. Clare's has continued to provide exceptional care to our home care clients. We have built a trusting relationship with St. Clare and will continue to work with them to serve the home care clients of Kanabec County.

Our home care staff is continuing to work on the DHS mandated Electronic Visit Verification (EVV) system. We are using the state funded program, HHAEExchange. There have been some challenges with using the system, but we have managed to work most of them out. DHS originally stated that all home care agencies needed to be up and running as of 1/1/2024. DHS has now dropped that mandated start date and has stated that they will announce the next steps when they are ready to give a different timeline.

Case Management:

The new MNCHOICE 2.0 roll out has also proven to be a big challenge for our case managers. Some of our case managers started completing assessments in MNCHOICE 2.0 but have now stopped due to the amount of time it is taking to complete the paperwork. There have been reports of the assessments taking up to three times longer than doing the assessment in the current MNCHOICES. There has also been a lot of work arounds that DHS has not figured out yet, which is causing a lot of problems with providers.

We were able to hire a new case manager that started in December. She will be case managing SNBC for South Country Health Alliance and she will also be taking over our nursing home clients. We are very excited to have her and finally to be fully staffed. The needs of our clients are still very high, and our caseloads are at capacity. Our dream is to eventually have another case manager to assist with the anticipated increase in caseloads.

Public Health Nurse Clinic

No significant trends to report from our public health nurse clinic.

Major Activities:

Home Care:

- Preparing for the home care audit
- EVV
- Policy Review

Case Management:

- Health plan audits
- Workflow changes with MNCHOICES assessments/intakes
- Policy Review

Public Health Nurse Clinic:

- None

Success Stories:

Home Care:

We had an individual that was referred to KCCH after a lung cancer diagnosis and partial lung resection. The client was reluctant to receive homecare services, but the home care nurse saw a significant need. The client agreed to have services and KCCH kept them on for services after their Medicare episode. The nurse assisted the client in completing a MNCHOICE intake. They were assessed and approved for waived services. The nurse was able to get a medication box, a home health aide, and more nurse support in the home.

Case Management:

One of our case managed clients has suffered from major depressive disorder, anxiety, and other health problems. This individual was not doing well at home. They were struggling with their independence and needing more one on one care. This individual's mental health was suffering the most. They had admitted they had been thinking about suicide. Our case manager worked diligently to find the client an assisted living that was appropriate for the client. The client is really enjoying where they are and is very thankful for the case manager's assistance.

Public Health Nurse Clinic:

We have a client that comes in for foot care every 12 weeks. They were aware of our homecare program because of the education provided at nurse clinic. The client was not feeling well and went to the ER. The client was found to be having a heart attack. The client chose to not have invasive treatment and wanted to go to a rehab facility for strengthening and then go home. KCCH was able to accept the referral for home care and they were opened for services. They have been discharged from our homecare program and now continue to come to the nurse clinic for foot care and medication set-up.

Partners in Healthy Living (PIHL)/Statewide Health Improvement Partnership (SHIP) Lori Swanson, Health Promotion Coordinator

PiHL is working with **62** partners in the four-county region: Kanabec, Pine, Mille Lacs, and Isanti.

Training/TA provided and number of participants:

- The workplace wellness cohort was held on October 25th with **3** partners. TA was provided on creating healthy employees beyond wellness programs, maintaining momentum, and the importance of social connections.
- The Community Leadership Team (CLT) met on October 19th with **4** members and **4** SHIP coordinators. The Tableau website was shared with members. This site is a comprehensive tool that shows REACH numbers by SHIP context areas and activities.

Major Activities:

- Th year 4 workplan and budget was approved by MDH.

- The Kanabec County Tobacco Ordinance is in its final draft stage and will be presented to the Planning Commission in January 2024.
- SHIP coordinators have been working heavily with our partners providing training and TA in the MN Well-being context area. Social Emotional Learning trainings with schools and Question, Persuade, Refer (QPR) with workplaces.
- Many of our school partners are beginning a new project called “share table” at breakfast and lunch. If a student has an unopened food item, they can place it on the share table for other students to take for free. This reduces waste and gives other students additional food if they are still hungry. According to MN Extension, there is a possibility that schools can add any of the unopen items that are left on the share table back into the sales circulation if the items are kept at the correct temperature.
- Collaboration with East Central Regional Development Commission to support small- and mid-sized food producers in our region with the tools and support they need to sell their products. This includes farmers and growers, food processors and distributors, food outlets like grocery stores and farmers markets, food chain partners like senior nutrition sites, schools, and healthcare facilities.
- Mille Lacs County LPH implemented the Quit Partner referral program with WIC & Family Home Visiting (FHV) clients.

Success Story:

- A total of **\$78,250** of leveraged funds was obtained by our PiHL partners that implemented a policy, system, or environmental change.

Better Together Coalition

Allison Krueger

Activities:

- Talk Early Talk Often campaign
- Social media messaging
- Sticker messaging on popcorn bags
- Planning with the schools to work on videos produced by students with ATOD prevention messages

Success Stories:

- We've received enthusiastic praise from community members regarding the "Talk Early Talk Often" messaging campaign. This messaging not only provides crucial information about marijuana, vaping, and mental health but also offers valuable guidance on approaching difficult conversations with your youth. The campaign emphasizes the significance of meaningful dialogues with your children and offers practical tips on how to engage them in these discussions. We have even developed conversation starters that have been distributed at various events and are also accessible on The Better Together website.
- Our social media outreach efforts have been highly effective. Through regular posts on Facebook and Instagram, we've successfully expanded our reach to a wider audience. Notably, we've witnessed a significant surge in engagement on both platforms. We consistently share valuable content covering a spectrum of topics, including mental health, strategies for open communication with your youth, substance use, and updates on community events.
- We created messaging stickers that had marijuana myths and facts along with other facts. We printed these out and put them on popcorn bags for various sporting events. This was a great way to spread more information to community members. We will be continuing this with new messaging in the following months.

Challenges:

- With the legalization of recreational marijuana, we are still facing a lot of unknowns, regulations and rules which have made policy work difficult. It has also made more of a challenge to reach the community about the negative effects that marijuana has on your body.
- We're encountering a pressing issue with vaping in schools as the number of students engaging in vaping is rising, raising concerns for their health and well-being. Our focus is on educating the community about the adverse health effects of vaping. Vaping, particularly with flavored products, is highly addictive, making cessation challenging. There is also a lack of accessible resources to support quitting.

Data:

- We have received data from the Minnesota Student Survey that has guided us on what things we need to focus on in Kanabec County. The topics of data we have focused on are mental health and substance use. These facts have been a powerful tool in helping guide the coalition to what is most important. Below are some of the facts:
- 39% of Kanabec County 9th graders believe there is a moderate risk in harming themselves using e-cigarettes.
- Although 38% of Kanabec County 9th graders believe that their peers vape daily, a remarkable 93% of them have never tried vaping.
- 89% of Kanabec County students report that they have not vaped in the past 30 days.
- 65% of Minnesota 9th graders are unaware of the health risks of using e-cigarettes.
- 92% of Kanabec County 9th graders have never used marijuana.
- 72% of 9th Graders in Kanabec County have never had alcohol.
- 94% of Kanabec County 9th graders in Kanabec County have had no alcohol in the last 30 days.
- Kanabec County students over the past 2 weeks feeling nervous, anxious, or on edge: 9th grade female- 88%, 9th grade males- 38%
- Kanabec County students over the past 2 weeks being bothered by not being able to stop or control worrying: 9th grade females: 77%, 9th grade males: 32%
- Kanabec County students over the past 2 weeks being bothered by feeling down, depressed, or hopeless: 9th grade females: 81%, 9th grade males: 33%
- Kanabec County students seriously considered attempting suicide: 9th grade females: 47%, 9th grade males: 12%
- Kanabec County students attempting suicide: 9th grade females: 21%, 9th grade males: 6%

Trainings Attended:

- Minnesota Prevention Program Sharing Conference
- Responsible Beverage Server Training
- Various Cannabis and Marijuana Prevention and Education webinars

Opioid Task Force:

- Taking part in Kanabec County Opioid Task Force group. We have had meetings to talk about how the county should use the opioid settlement funds.
- Review applications for the Opioid Settlement Funds.

East Central Regional Suicide Prevention

Brianne McClellan, Coordinator

Activities:

- Leadership role in PICK'M (Pine, Isanti, Chisago, Kanabec, & Mille Lacs Counties). Planning action items, community outreach, marketing material, and coalition capacity building.
 - Support the coalition efforts to connect with community members, businesses, and community partners in the PICK'M counties that would be beneficial to have part of the coalition.
 - TA with creation of social media pages and posts to create awareness of the coalition.
- Providing resources, information, and promotional items to regional partners and at community events - Wellness Expo in Onamia for Mille Lacs Grand Casino employees, school conferences for Mora Public Schools, Kanabec County Operation Community Connect, Recovering Hope's Trick r' Truck event, Meshakwad Community Center, Chisago County, Milaca Public Schools, & Braham Public Schools
- Attended Program Sharing Conference, MN School Behavioral Health Conference, & ASIST (Applied Suicide Intervention Skills Training)

Success Stories:

- A partnership connection was made with local tribal communities including event participation and providing resources.
- Received training to become a trainer for CALM (Counseling Access to Lethal Means) & YMHFA (Youth Mental Health First Aid)

Training/TA Provided:

- The PICK'M (Pine, Isanti, Chisago, Kanabec, & Mille Lacs Counties) Suicide Prevention Coalition has reached out for resources, information, and training opportunities during the past three months.
- Provided TA for Mora Public Schools on creating mental health & suicide prevention awareness nights at varsity athletic events.
- Provided TA for Cambridge-Isanti Schools on creating and implementing a new system of evaluating students for behavioral health and safety risks as well as training opportunities.
- Provided QPR training for Kanabec County Community Health employees, East Central High School juniors, & school staff from Mora, Pine City, East Central, & Hinckley-Finlayson Public Schools at a multi-district staff development.
- Provided student mental health & suicide prevention awareness presentations for students at Onamia, Isle, & Hinckley-Finlayson Public Schools

Challenges:

- Creating working partnerships with community members outside of school districts has been slow the past three months.

Region 4 – Regional Prevention Coordination

Patti Miller, Coordinator

Regional Prevention Coordinator (RPC):

- Continued capacity building with other RPCs and partners throughout the state of MN.
- Continue to share resource, trainings, and other information with growing list of partners working on prevention efforts in East Central Minnesota (Region 4)
- Continuing to work with communities to better understand the Recreational Cannabis Legislation and how they can protect their communities. The Regional Prevention Coordinators have hosted webinars in conjunction with the Public Health Law Center.
- Working with other RPC to create a better communication plan, organizing the abundance of information stored in the google share drive, and challenging the team to plan and prioritize the work of the RPCs in a way that is more effective and cohesive.

Success Stories:

- This quarter has been extremely busy, attending conferences, trainings, and providing technical assistance to various groups and coalitions. The most rewarding aspect of this work is creating connections and sharing information. Substance Use Prevention can often feel like working against the current in a canoe in the ocean. Attending conferences, trainings and connecting with others doing similar work feels like progress is being made and positive changes will continue to happen.

Challenges:

- Continuing to work with communities to better understand the Recreational Cannabis Legislation and how they can protect their communities. The Regional Prevention Coordinators have hosted three webinars in conjunction with the Public Health Law Center that have been very well received and valuable to those working on cannabis policy.
- The Regional Prevention Coordinators have seen some turnover in the eight positions held across the state. Those that have left been senior members of the team and picking up those pieces has been a struggle for those of us that are new and still trying to understand our roles and responsibilities.

Data:

- Created a presentation for Mora School Staff

Trainings provided:

- *Teen Mental Health First Aid* students in Pequot Lakes. This was provided as technical support for the Northern MN Suicide Prevention grant. Program costs were covered by this grant, and time and travel were donated.
- *Youth Mental Health First Aid* – Pequot Lake School staff and community members (15). Program costs were covered by the Northern MN Suicide Prevention Grant, time and travel were donated.
- *Positive Community Norms Semi-Annual Training* was by The Montana Institute with the Regional Prevention Coordinators providing technical assistance for breakout sessions and work groups.

Conferences/Trainings Attended:

- *St. Louis County Health and Human Services Conference*. Attended breakout sessions, connected with regional partners and vendors.
- *Program Sharing Conference*. Presented with community partners, Sadie Broekemeier, Recovering Hope Treatment Center, and Kristi Bryant, Welia Health. The focus of the presentation was how community collaboration is key to rural health care. The Regional Prevention Coordinators also had a table and resources during the conference.
- *Strategic Prevention Technical Assistance Center (SPTAC) Diversity, Equity, and Inclusion (DEI) Training* for PCN Cohort. This was a one-day in-person training session from SPTAC with the goal of helping coalitions/coordinator create a DEI plan with their coalitions.
- *Toward Zero Death (TZD) Conference*. The Southeast Regional Prevention Coordinator and I attended this conference and provided resources for attendees and attended breakout sessions and keynote speakers.
- *Youth Leadership Academy (YLA)* In collaboration with the PCN Coordinators the RPCs helped lead and coordinate the YLA. Youth groups from the PCN grant were invited to bring 10- 15 youth group members for a 2-day leadership training. RPCs provided training on leadership, assisted with organization of the event, and provided additional technical support.
- *Rebecca Slaby & Anne Phibbs DEI Training*. The RPCs were lead on this one-day in-person training.
- *Prevention Learning Collaborative* through Prevention Technology Transfer Center (PTTC) is providing a collaborative partnership for those interested in obtaining their certification in prevention. This collaborative meets once a month with leaders from PTTC in the Great Lakes Region.

People/groups provided technical assistance too:

- Spent time working with the new *Better Together Coalition Coordinator*, Allison Krueger.
- *Kanabec County Family Health/Kanabec County Community Health*
 - Social Media
 - Website Updates
- *Big Lake PCN Coalition Retreat*. This one-day retreat was a coalition initiative to work on strategic planning.

Programs: Public Health Emergency Preparedness (PHEP) and Radiation Emergency Preparedness (REP)
Coordinator: Kate Mestnik

Major Activities:

- Prepare for CMS Survey – Updated the following plans and policies to bring current in preparation for Centers for Medicare and Medicaid homecare conditions of participation compliance survey.
 - All Hazard Plan (AHP)
 - Continuity Of Operations Plan (COOP)
 - Communications Plan
 - Volunteer Management Plan (VMP)
 - Staff Notification Procedure
 - Resource Manual
 - Multi-Year Training and Exercise Plan (MY-TEP)
 - Improvement Plan (IP)
 - Emergency and Disaster Preparedness Policy
 - Staff Safety Expectations
 - Staff Safety Guidelines Orientation Document
- Partner with Adult Health Supervisor to update the following policies:
 - Infection Control Policy
 - Transfer Policy
- Submitted Mid-Year Report – PHEP grant duty progress was accepted as satisfactory.
- Participated in a regional project with the CDC to test out a game style exercise running through a mass dispensing scenario.
- Conducted the Agency Hazard Vulnerability Assessment (HVA) identifying the following as the top hazard for the KCCH facility: Active Shooter; the following tied for 2-4th: Electrical Failure (mitigated – generator installed), workplace violence, hostage situation – while unlikely, there are significant consequences with limited mitigation resources causing these to rise to the surface.

Nuisance:

Reporter: Farah Gajewski, RN

Nuisance calls: In quarter 4, there were no nuisance calls to Kanabec County.

Timber Trails Public Transit**Ridership Report -year end with previous years for comparison:**

	2023 System Ridership	2022 System Ridership	2021 System Ridership	2020 System Ridership	2019 System Ridership
Disabled	7,274	7,185	6,357	4,926	10,868
Senior Citizen	4,605	3,950	3,164	2,950	5,479
Adult	14,804	13,401	11,412	8,177	12,018
Youth/Student	562	518	478	311	466
Children	1,721	2,389	4,417	1,703	2,062
	28,966	27,443	25,828	18,067	30,893

Fleet Report – Vehicle Mileage

Public Transit Buses

Month Ending	Unit #14 2018	Unit #13 2014	Unit #15 2018	Unit #16 2018	Unit #17 2018	Unit #18 2018
VIN	B05565	B160129	170128	170127	170126	170129
December 31, 2022	185,263	137,836	94,348	101,973	68,301	79,066
December 31, 2023	201,750	151,380	113,452	120,553	86,416	99,626

Total 2023 Bus Fleet Mileage: 106,390 miles

County Owned Vans

Unit#	Year	Model	Quarter End Mileage
22	2022	Chrysler Pacifica	33,827
19	2019	Dodge Grand Caravan	93,072
15	2015	For Transit Connect	145,992
9	2009	Grand Caravan SE	250,517

Fleet Report/Road calls

Public Transit Buses – No roads calls.

County Owned Vans – No road calls.

On Time performance (Public Transit):

October 100%; November 100%; December 100%

*On-Time pick-up window is 15 minutes before/15 minutes after scheduled pick-up time

**Bus will wait three minutes and then needs to move on to the next pick-up

Major Initiatives

New bus status: Expect delivery of bus ordered 2021 in mid-February. We did not make the cut for ordering a bus in 2024. The next new bus we can expect will be in late 2025 or even into 2026.

Statewide Transit Advisory Group Meeting (12/14/2023): Several items were discussed at that meeting including the allocation of \$40 million in one-time funding available in 2024-2027. Most of it will be dedicated to local match relief. At some point we will be going back to the traditional 15%; but for 2024 our contracted local match is 5%.

The cost of replacement vehicles continues to increase, further complicating the statewide fleet shortage (higher costs per bus means fewer buses can be purchased with the pot of money allocated to buses). The statewide fleet is in tough shape – aged and worn out. Other agencies are in far worse shape than we are.

There was also considerable discussion of MnDOT backing both with procurement and financing small vehicles to be utilized in providing super-rural public transit services. The need is there and MnDOT will be looking into options.

MnDOT Funding Award: We have received confirmation that our funding request for 2024 was approved for the amount that we requested. Our budget request of \$756,500 breaks out to: \$257,517 Federal 5311 funds; \$461,158 state funds and a local match of \$37,825 (5%).

Operation Community Connect: Timber Trails again shared a table with Karen Onan and the ECRCC (East Central Regional Coordinating Council). The event was well attended, and we were able to talk with a lot of people about our services. We continually seek volunteer drivers at events like these, and as usual – recruitment efforts were unsuccessful.

***New Volunteer Driver:** we have a new volunteer driver! He started driving in December.

Trip Type Report:

Trip Type	2023	2022	2021	2020	2019	2018
Adult Daycare	79	127	305	365	1048	1759
Church	116	47	46	39	74	123
Education	1720	2187	3133	1904	2204	1006
Medical	7302	5855	5288	4248	6410	7437
Other	1494	1508	1627	1004	1787	4285
Public Health	76	68	138	39	101	22
Recreation	1528	1222	2066	171	720	974
Shopping	3695	4120	3281	2727	2498	3819
Social Services	60	24	34	23	30	45
Social	1236	820	131	335	1048	2755
Work	11660	11465	9779	7212	13749	27116
Totals	28966	27443	25828	18067	29669	49341

Accident/Incident Report Summary:

Public Transit - None

County Owned Vans – Deer Strike (Transit Connect-October), Parking Lot Damage (Pacifica), Airbag system repair (Dodge Caravan), Windshield repair(s) (Pacifica)

Customer Service Comment Report Summary:

None Reportable

Title VI Complaints Report:

None

ADA/Reasonable Modification Requests/Complaints Report:

None

Financial Reports

The 2023 year-end budget numbers are still being processed. It appears that the CY 2023 MnDOT contract will be underspent. Reserve account calculations and final budget numbers are due to MnDOT by March 31, 2024. At that time, we will know the amount that we can expect to have to pay back.

*The MnDOT grant for CY 2023 has a 5% local match.

Respectfully Submitted

Kathy Burski, Director/CHS Administrator



As of Date: 12/2023
Report Basis: 2 1 - Cash
 2 - Modified Accrual
 3 - Full Accrual

Save Report: N

Comment:

FUND Range From 15 Thru 15

*** Kanabec County ***



Sheila
1/31/24 2:02PM

TRIAL BALANCE REPORT
As of 12/2023

Report Basis: Modified Accrual

Page 2

15 Community Health Fund

<u>Account</u>	<u>Beginning Balance</u>	<u>Actual This-Month</u>	<u>Actual Year-To-Date</u>	<u>Current Balance</u>
-----Assets-----				
1001 Cash	572,797.85	132,036.15 -	133,456.48	706,254.33
1003 Audit Adjustments To Cash	5,329.58	23,163.57	17,833.99	23,163.57
1110 Taxes Receivable - Prior & Delinquent	8,694.84	0.00	8,694.84 -	0.00
1201 Accounts Receivable (Acc)	122,280.28	0.00	122,280.28 -	0.00
1261 Due From Other Funds (Acc)	19,551.26	0.00	19,551.26 -	0.00
1281 Due From Other Governments (Acc)	210,237.96	0.00	210,237.96 -	0.00
Total Assets	938,891.77	108,872.58 -	209,473.87 -	729,417.90
---Liabilities and Balance-----				
Liabilities				
2020 Accounts Payable	523.17 -	0.00	0.00	523.17 -
2021 Accounts Payable (Acc)	42,813.34 -	0.00	42,813.34	0.00
2030 Salaries Payable	67,009.55 -	77,447.27 -	10,437.72 -	77,447.27 -
2091 Due To Other Funds (Acc)	1,864.26 -	0.00	1,864.26	0.00
2100 Due To Other Governments	4,508.34 -	5,081.53 -	573.19 -	5,081.53 -
2101 Due To Other Governments (Acc)	28,907.61 -	0.00	28,907.61	0.00
2230 Deferred Inflows	8,694.84 -	0.00	8,694.84	0.00
2231 Deferred Inflows (Acc)	76,419.00 -	0.00	76,419.00	0.00
2232 Deferred Inflows - Prepaid Taxes (Acc)	1,182.00 -	0.00	1,182.00	0.00
Total Liabilities	231,922.11 -	82,528.80 -	148,870.14	83,051.97 -
Fund Balance				
2881 Assigned Fund Balance	706,969.66 -	0.00	0.00	706,969.66 -
2910 Revenue Control	0.00	194,148.20 -	2,802,185.23 -	2,802,185.23 -
2925 Expenditure Control	0.00	385,549.58	2,862,788.96	2,862,788.96
Total Fund Balance	706,969.66 -	191,401.38	60,603.73	646,365.93 -
Total Liabilities and Balance	938,891.77 -	108,872.58	209,473.87	729,417.90 -
488 Kanabec Pine Community Health (fka 59)				
-----Assets-----				
Total Assets	0.00	0.00	0.00	0.00
---Liabilities and Balance-----				
Liabilities				
Total Liabilities	0.00	0.00	0.00	0.00
Total Liabilities and Balance	0.00	0.00	0.00	0.00
15 Community Health Fund	0.00	0.00	0.00	0.00

Sheila
1/31/24 2:02PM
15 Community Health Fund

**** Kanabec County ****



TRIAL BALANCE REPORT
As of 12/2023 Report Basis: Modified Accrual

<u>Account</u>	<u>Beginning Balance</u>	<u>Actual This-Month</u>	<u>Actual Year-To-Date</u>	<u>Current Balance</u>
----------------	------------------------------	------------------------------	--------------------------------	----------------------------

Kanabec County Community Health - Board Financial Report
15-484

Through December 2023

Department	Budget	Total year to date/ % of budget	Total	8.33% January	16.67% February	25.00% March	33.33% April	41.67% May	50.00% June	58.33% July	66.67% August	75.00% September
Pilt-Housing Authority												
Rev	0		73.76	0.00	0.00	0.00	0.00	0.00	73.76	0.00	0.00	0.00
Exp	0		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cares Act COVID-19 Grant												
Rev	0		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Exp	0		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Local Public Health Infrastructure												
Rev	482,287.00	95.81%	462,076.92	5,288.63	0.00	22,458.26	27,321.23	0.00	222,093.04	15,912.72	59.84	0.00
Exp	358,571.00	96.34%	345,450.04	44,533.53	48,901.91	18,693.96	24,143.87	17,497.82	38,311.48	22,155.22	22,299.28	26,151.66
Prevent Infectious Disease												
Rev	23,100.00	99.30%	22,937.71	617.94	186.43	64.31	27.42	4,154.50	1,986.41	522.58	126.62	3,565.17
Exp	22,518.00	91.99%	20,714.60	723.86	1,588.75	728.57	923.28	1,766.84	2,478.05	1,069.28	1,213.07	4,997.35
Environmental Health												
Rev	30.00	96.67%	29.00	0.00	3.00	3.00	3.00	0.00	0.00	0.00	0.00	0.00
Exp	5,272.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Healthy Communities-Adult Health												
Rev	276,109.00	103.24%	285,048.03	12,988.46	9,642.85	63,640.44	20,885.85	22,242.25	10,604.26	14,800.27	24,758.19	15,276.31
Exp	260,448.00	83.73%	218,077.54	16,395.40	16,780.96	15,727.44	16,374.02	16,082.49	23,128.10	16,274.17	18,317.07	16,894.54
Healthy Communities-Health Improvement												
Rev	584,957.00	102.98%	602,374.54	12,432.61	18,398.64	74,237.93	75,368.57	41,345.54	87,190.80	60,136.34	42,997.05	56,856.45
Exp	554,054.00	111.02%	615,108.70	31,508.40	42,740.22	31,028.26	41,267.89	24,313.71	56,858.59	72,525.69	52,691.97	73,784.45
Healthy Communities-Family Health												
Rev	581,672.00	105.00%	610,750.45	95,339.78	52,084.08	6,195.21	119,765.97	25,402.64	22,651.38	109,733.16	23,315.02	23,095.87
Exp	538,977.00	90.90%	489,920.31	36,389.12	38,026.73	39,051.97	41,082.16	37,322.96	49,260.09	38,627.13	40,273.07	37,818.64
Emergency Preparedness												
Rev	219,775.00	67.96%	149,358.08	7,002.77	28,205.24	0.00	22,883.65	11,136.67	17,635.00	22,007.16	12,159.21	0.00
Exp	185,517.00	76.06%	141,105.27	8,487.27	9,215.41	15,201.34	9,717.96	14,128.29	26,945.55	9,833.19	8,988.85	7,731.13
Assure Access-Case Management												
Rev	349,564.00	104.09%	363,860.17	22,342.40	28,447.31	25,723.98	24,729.15	30,767.00	30,726.92	27,392.54	41,566.20	36,447.54
Exp	328,046.00	107.65%	353,155.66	24,422.66	29,279.57	28,918.28	22,867.99	25,408.71	38,077.31	31,304.15	32,074.93	30,187.35
Assure Access-Home Care												
Rev	528,000.00	105.77%	558,440.63	34,967.26	31,582.98	40,537.89	55,291.23	48,873.38	60,192.00	44,864.61	46,730.01	42,191.60
Exp	792,091.00	93.99%	744,479.69	64,076.37	64,636.18	61,105.01	71,401.44	42,752.85	82,343.76	61,034.23	62,485.72	52,032.00
Agency Totals												
Rev	3,045,494.00	100.31%	3,054,949.29	190,979.85	168,550.53	232,861.02	346,276.07	183,921.98	453,153.57	295,369.38	191,712.14	177,432.94
Exp	3,045,494.00	96.14%	2,928,011.81	226,536.61	251,169.73	210,454.83	227,778.61	179,273.67	317,402.93	252,823.06	238,343.96	249,597.12

amount has changed

83.33%	91.67%	100.00%	
October	November	December	
			<u>outstanding payments/payments not yet posted</u>
			Workforce Development 5,973.08
0.00	0.00	0.00	CTC
0.00	0.00	0.00	FAP
			LCTS 8,000.00
0.00	0.00	0.00	LPHG
0.00	0.00	0.00	MCH
			SF/EBHV 70,844.01
3,322.64	142,622.27	22,998.29	WIC TANF
23,038.76	23,229.85	36,492.70	RPC 14,501.86
			SHIP
2,106.54	6,926.37	2,653.42	TANF
1,326.98	2,298.86	1,599.71	WIC 12,899.00
			PHEP
0.00	6.00	14.00	mental hlth
0.00	0.00	0.00	Suicide Prev
			Covid Federal 19,177.92
52,689.16	11,522.52	25,997.47	Home care <u>22,014.35</u> estimate only see note below
16,619.56	17,069.52	28,414.27	153,410.22
59,172.01	55,691.60	18,547.00	
52,934.34	84,122.92	51,332.26	
82,664.49	27,439.00	23,063.85	
37,070.41	37,138.85	57,859.18	
			SCHA Connector - We get reimbursed twice a year. Not included above.
11,890.64	16,437.74	0.00	
8,864.80	8,861.18	13,130.30	
27,425.45	39,246.36	29,045.32	Home Care-This is the billed amount and we are paid a
25,718.86	25,037.52	39,858.33	percentage of that and that percentage varies by
			paysource. Also, VA may pay up to two years after the
57,430.73	47,113.66	48,665.28	date of service.
52,318.01	55,960.09	74,334.03	
296,701.66	347,005.52	170,984.63	
217,891.72	253,718.79	303,020.78	

Board Meeting 02/06/2024

Abstract Totals for Commissioner Vouchers

Board Meeting 02/06/24	Amount	Vendors	Transactions
Abstract #1	\$57,538.42	34	88
Abstract #2			
Totals	\$57,538.42	34	88

Abstract Totals for Auditor Vouchers

Board Meeting 02/06/24	Amount	Vendors	Transactions
Abstract #1			
Abstract #2			
Abstract #3			
Abstract #4			
Abstract #5			
Totals			

Sheila
1/31/24 10:32AM

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 1
1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Explode Dist. Formulas: Y

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

Sheila
1/31/24 10:32AM
15 Community Health Fund

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

	Vendor Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
75	185 Bergstadt/Jennifer	R	84.50	December mileage		Mileage & Meals	N
81	15-484-496-8449-6331		87.77	January mileage		Mileage & Meals	N
	185 Bergstadt/Jennifer		172.27	2 Transactions			
76	1396 Biever/Laurie	R	148.69	December mileage		Mileage & Meals	N
82	15-484-496-8449-6331		301.50	January mileage		Mileage & Meals	N
	1396 Biever/Laurie		450.19	2 Transactions			
54	1617 Boeck/Taylor	R	24.24	December cm mileage		Mileage & Meals	N
	1617 Boeck/Taylor		24.24	1 Transactions			
55	3094 Burski/Kathy		73.70	January admin mileage		Mileage & Meals	N
	15-484-450-0000-6331		73.70	1 Transactions			
5	981 Champ Software		22,341.00	8 NN gold concurrent/6NN gold	6078	Rental & Service Contracts Copier	N
	15-484-450-0000-6341		22,341.00	1 Transactions			
3	298 Childrens Dental Services	R	557.76	transport equip/staff 121423		Contracted Work	Y
4	15-484-485-8475-6285	R	557.76	transport equip/staff 122223		Contracted Work	Y
	298 Childrens Dental Services		1,115.52	2 Transactions			
61	1326 Hansen/Erika	R	117.25	December mileage		Mileage & Meals	N
	15-484-496-8447-6331		117.25	1 Transactions			
6	324 Healthcare First		104.74	January HHCAHPS fee	5416843	Services & Charges	N
	15-484-496-8447-6211		104.74	1 Transactions			
7	1951 Hemo Cue, Inc		216.00	2 hb 201 single pk cuvettes	1521688	Medical Supplies	N
8	15-484-487-8456-6432		30.00	shipping and handling	1521688	Medical Supplies	N
	1951 Hemo Cue, Inc		246.00	2 Transactions			

Sheila
1/31/24 10:32AM
15 Community Health Fund

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 3

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
9	1616 Holistic Homestead		80.00	pgm incentives for 2 families		Supplies	N
	1616 Holistic Homestead		80.00	1 Transactions			
14	4151 Innovative Office Solutions, LLC		468.80	10 cases paper	4336359	Supplies	N
13	15-484-450-0000-6412		505.36	general office supply	4340352	Office Supplies	N
	4151 Innovative Office Solutions, LLC		974.16	2 Transactions			
12	434 Inovalon Provider, Inc.		261.34	Jan billing svc/eligibility	24M-0007343	Services & Charges	N
11	15-484-493-8452-6211		221.74	Jan billing svc/eligibility	24M-0007343	Services & Charges	N
10	15-484-496-8447-6211		308.86	Jan billing svc/eligibility	24M-0007343	Services & Charges	N
	434 Inovalon Provider, Inc.		791.94	3 Transactions			
15	3095 Isanti County Public Health	R	888.17	December Eats strategy		Grant Admin- Pass thru	N
16	15-484-485-8468-6880	R	2,812.52	December well-being strategy		Grant Admin- Pass thru	N
	3095 Isanti County Public Health		3,700.69	2 Transactions			
62	1323 Johnstone/Kristi	R	64.19	December mileage		Mileage & Meals	N
	1323 Johnstone/Kristi		64.19	1 Transactions			
17	322 Kanabec County	R	89.91	4th qtr postage	PH044	Postage	N
20	15-484-450-0000-6205	R	123.39	4th qtr postage	PH044	Postage	N
24	15-484-481-8481-6205	R	1.50	4th qtr postage	PH044	Postage	N
21	15-484-481-8482-6205	R	51.03	4th qtr postage	PH044	Postage	N
26	15-484-487-8451-6205	R	4.02	4th qtr postage	PH044	Postage	N
18	15-484-487-8453-6205	R	88.80	4th qtr postage	PH044	Postage	N
19	15-484-487-8456-6205	R	24.93	4th qtr postage	PH044	Postage	N
22	15-484-487-8457-6205	R	471.33	4th qtr postage	PH044	Postage	N
25	15-484-487-8461-6205	R	179.43	4th qtr postage	PH044	Postage	N
23	15-484-493-8452-6205	R	1.26	4th qtr postage	PH044	Postage	N
	322 Kanabec County		1,035.60	10 Transactions			
27	2162 Kanabec County Information Systems	R	636.02	4th qtr phone service	6323	Telephone	N
	15-484-450-0000-6203						

Sheila
1/31/24 10:32AM
15 Community Health Fund

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 4

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
2162	Kanabec County Information Systems		636.02	1 Transactions			
1308	Lejonvarn/Kirsten						
63	15-484-487-8450-6331	R	5.24	December mileage		Mileage & Meals	N
66	15-484-487-8450-6331		16.08	January mileage		Mileage & Meals	N
64	15-484-487-8453-6331	R	28.82	December mileage		Mileage & Meals	N
67	15-484-487-8453-6331		133.33	January mileage		Mileage & Meals	N
68	15-484-487-8457-6331		34.84	January mileage		Mileage & Meals	N
65	15-484-490-8489-6331	R	17.03	December mileage		Mileage & Meals	N
1308	Lejonvarn/Kirsten		235.34	6 Transactions			
667	Lighthouse Child & Family Services LLC						
30	15-484-487-8453-6211	R	300.00	2 hrs EBFHV 112123	7287	Services & Charges	N
31	15-484-487-8453-6211	R	29.47	travel 112123	7287	Services & Charges	N
667	Lighthouse Child & Family Services LLC		329.47	2 Transactions			
377	Marco Inc						
32	15-484-450-8250-6341		787.11	Sharp MX5070v copier agmt	35595428	Rental & Service Contracts	N
33	15-484-450-8250-6341		787.11	Sharp MX5070v copier agmt	35788828	Rental & Service Contracts	N
377	Marco Inc		1,574.22	2 Transactions			
1604	McClellan/Brianne						
88	15-484-485-8444-6331		244.55	January mileage		Mileage & Meals	N
1604	McClellan/Brianne		244.55	1 Transactions			
1143	McKesson Medical-Surgical Govt Solution						
37	15-484-481-8481-6432		88.55-	credit per 123123 statement		Medical Supplies	N
36	15-484-481-8481-6432		145.93	cavacide, underpad	21571995	Medical Supplies	N
35	15-484-496-8447-6432		15.82	safety push button lancets	21571995	Medical Supplies	N
34	15-484-481-8481-6432		46.37	exam table paper	21614014	Medical Supplies	N
1143	McKesson Medical-Surgical Govt Solution		119.57	4 Transactions			
198	Mille Lacs Co. Community & Veterans Ser						
38	15-484-485-8468-6880	R	1,291.12	December Eats strategy		Grant Admin- Pass thru	N
39	15-484-485-8468-6880	R	1,814.78	December tobacco strategy		Grant Admin- Pass thru	N
40	15-484-485-8468-6880	R	2,128.89	December well-being strategy		Grant Admin- Pass thru	N
41	15-484-485-8468-6880	R	698.06	December active living strat		Grant Admin- Pass thru	N
198	Mille Lacs Co. Community & Veterans Ser		5,932.85	4 Transactions			
1618	MN Assoc for Children's Mental Health						

Sheila
1/31/24 10:32AM
15 Community Health Fund

***** Kanabec County *****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 5

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
42	15-484-485-8444-6289		410.00	registration 3 day conf	25105282	Staff Development	N
1618	MN Assoc for Children's Mental Health		410.00	1 Transactions			
52	Olson/Autumn						
69	15-484-487-8451-6331		5.36	January mileage		Mileage & Meals	N
70	15-484-487-8453-6331		137.35	January mileage		Mileage & Meals	N
71	15-484-487-8453-6331	R	19.65	December mileage		Mileage & Meals	N
52	Olson/Autumn		162.36	3 Transactions			
3333	Petersen/Renee						
73	15-484-487-8453-6411		20.40	January program supplies		Supplies	N
74	15-484-487-8453-6411		40.00	gift card-incentives		Supplies	N
3333	Petersen/Renee		60.40	2 Transactions			
632	Pine County Health & Human Services						
43	15-484-485-8468-6880	R	1,440.06	December Eats stragety		Grant Admin- Pass thru	N
44	15-484-485-8468-6880	R	1,336.69	December Tobacco strategy		Grant Admin- Pass thru	N
45	15-484-485-8468-6880	R	2,086.06	December well-being strategy		Grant Admin- Pass thru	N
46	15-484-485-8468-6880	R	1,801.82	December Moves strategy		Grant Admin- Pass thru	N
632	Pine County Health & Human Services		6,664.63	4 Transactions			
2712	Raudabaugh/Carey						
72	15-484-493-8452-6331	R	92.36	December mileage		Mileage & Meals	N
2712	Raudabaugh/Carey		92.36	1 Transactions			
1322	Ringler/Jezzalyn						
84	15-484-496-8448-6331		30.15	January mileage		Mileage & Meals	N
77	15-484-496-8449-6331	R	33.41	December mileage		Mileage & Meals	N
83	15-484-496-8449-6331		85.76	January mileage		Mileage & Meals	N
1322	Ringler/Jezzalyn		149.32	3 Transactions			
105	St. Clare Living Community of Mora						
47	15-484-496-8447-6211	R	2,380.00	December PT visits		Services & Charges	Y
48	15-484-496-8447-6211	R	340.00	December PT asst visits		Services & Charges	Y
49	15-484-496-8447-6211	R	425.00	December OT visits		Services & Charges	Y
50	15-484-496-8447-6211	R	45.00	December consult time		Services & Charges	Y
51	15-484-496-8447-6211	R	712.50	December drive time		Services & Charges	Y
52	15-484-496-8447-6211	R	247.72	December mileage		Services & Charges	Y
105	St. Clare Living Community of Mora		4,150.22	6 Transactions			

Sheila
1/31/24 10:32AM
15 Community Health Fund

***** Kanabec County *****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 6

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
53	1893 Tamarac Medical,Inc	R	29.90	2 blood lead	121324	Medical Supplies N
	1893 Tamarac Medical,Inc		29.90	1 Transactions		
28	2048 The Lamar Companies		500.00	child vax Hwy 23 & 65	115505587	Progam Supplies N
29	15-484-490-8489-6411		350.00	Child vax hwy 47 & 23	115505587	Progam Supplies N
1	15-484-490-8489-6411		500.00	child vax hwy 23 & 65	115587746	Progam Supplies N
2	15-484-490-8489-6411		350.00	child vax hwy 47 & 23	115587746	Progam Supplies N
	2048 The Lamar Companies		1,700.00	4 Transactions		
78	1333 Tomczak/Kailey	R	39.96	December mileage		Mileage & Meals N
85	15-484-496-8449-6331		94.47	January mileage		Mileage & Meals N
	1333 Tomczak/Kailey		134.43	2 Transactions		
80	1268 Tomczak/Kristi	R	27.52	December mileage		Mileage & Meals N
87	15-484-496-8448-6331		42.21	January mileage		Mileage & Meals N
79	15-484-496-8449-6331	R	112.65	December mileage		Mileage & Meals N
86	15-484-496-8449-6331		122.61	January mileage		Mileage & Meals N
	1268 Tomczak/Kristi		304.99	4 Transactions		
56	1328 True Directions, Inc.		900.00	6 weeks PRSS on call	15	Contracted Work Peer Recovery Sup N
57	15-484-485-8490-6285		187.00	January cell phone service	15	Contracted Work Peer Recovery Sup N
58	15-484-485-8490-6285		433.00	January admin costs	15	Contracted Work Peer Recovery Sup N
59	15-484-485-8490-6285		1,286.30	PRSS treatment services	15	Contracted Work Peer Recovery Sup N
60	15-484-485-8490-6285		510.00	Franklin Outdoor Ad 2 months	15	Contracted Work Peer Recovery Sup N
	1328 True Directions, Inc.		3,316.30	5 Transactions		
15 Fund Total:			57,538.42	Community Health Fund	34 Vendors	88 Transactions
Final Total:			57,538.42	34 Vendors	88 Transactions	

Sheila
1/31/24

10:32AM

Kanabec County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 7

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	15	57,538.42	Community Health Fund	
	All Funds	57,538.42	Total	Approved by,
			
			

9:40am Appointment

February 6, 2024

REQUEST FOR BOARD ACTION

a. Subject: Employee Service Recognition	b. Origination: Coordinator's Office
c. Estimated time: 5 minutes	d. Presenter(s): Rick Mattson, Board Chair

e. Board action requested:

Recognition of 25 Years of Employee Service – Lori Swanson, Health Promotion Coordinator

f. Background:

Supporting Documents: None ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments:

9:45am Appointment

February 6, 2024

REQUEST FOR BOARD ACTION

a. Subject: Outdoor School for All Legislation	b. Origination: Osprey Wilds Environmental Learning Center
c. Estimated time: 15-20 minutes	d. Presenter(s): Bryan Wood, Executive Director

e. Board action requested:

Information only

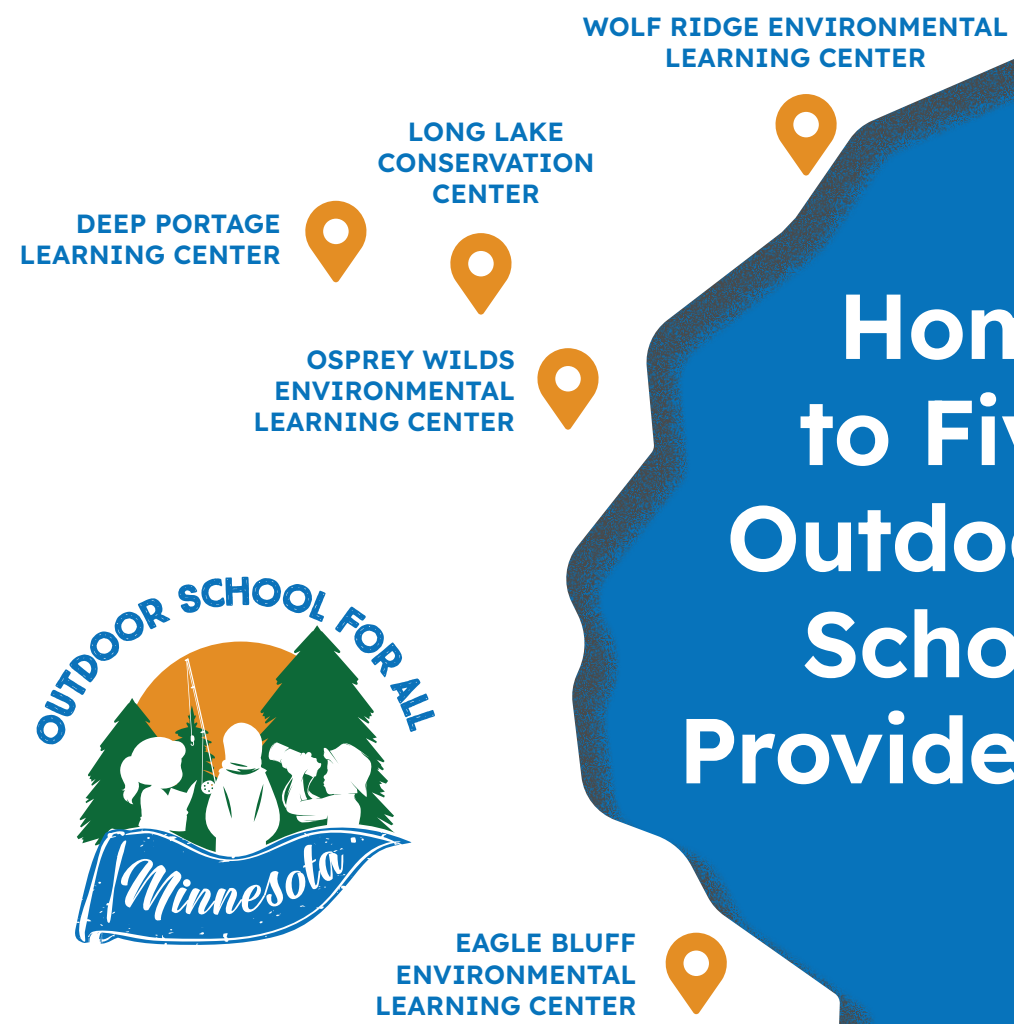
f. Background:

My name is Bryan Wood and I am Executive Director of Osprey Wilds Environmental Learning Center in Sandstone, MN. We have enjoyed having K-12 students from Mora to Osprey Wilds (formerly the Audubon Center of the North Woods). I'd like to request time at one of your upcoming Kanabec County Commissioners meetings to present legislation we have introduced at the State Legislature to fund every MN K-12 student a multi-day outdoor learning experience at a site like Osprey Wilds. We are very glad to have such strong bipartisan support for the bill and want to make sure area leaders are aware of it.

Supporting Documents: None **Attached:** ☒

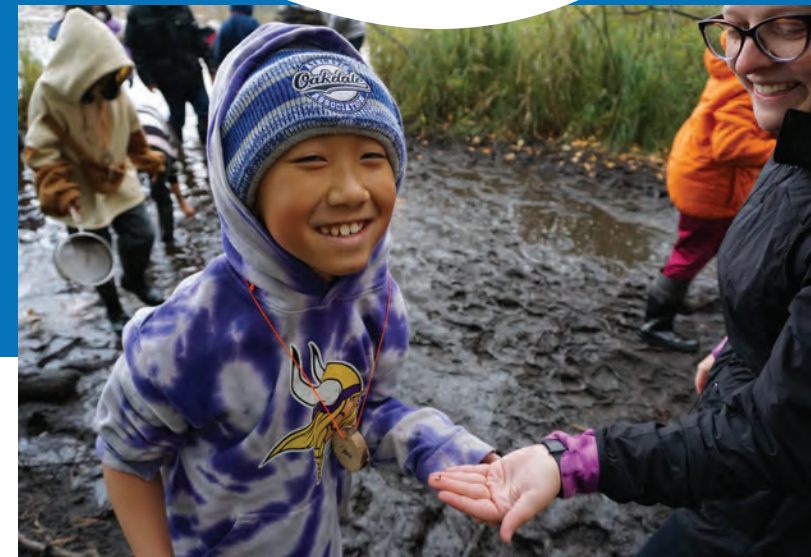
Date received in County Coordinators Office:

Coordinators Comments:



Home to Five Outdoor School Providers

outdoorschoolforallmn.org



Outdoor School For All Minnesota grants must be used for students to attend programming accredited by a state-recognized accrediting agency. Minnesota's five accredited outdoor school providers have met the criteria for educational quality established by the Cognia Global Commission.

ENSURING **IMMERSIVE OUTDOOR EDUCATION** IS ACCESSIBLE



Bringing the power of the outdoors to all Minnesota students.

About the Bill

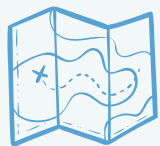
Outdoor School for All Minnesota will establish a state-wide grant program to support immersive, multi-day, accredited overnight outdoor education experiences administered by the Department of Natural Resources for fourth to eighth grade students. This would include all programming fees, transportation and teacher stipends, making these trips possible at no cost to students and schools.

2024 Legislative Session Outlook

- HF 3321, chief authored by DFL Representative Kristi Pursell (Northfield), was introduced during the 2023 Legislative Session. The bill has 34 co-authors.
- SF 3347, Chief Authored by DFL Senator Grant Hauschild (Hermantown), and SF 3355, chief authored by GOP Senator Jeremy Miller (Winona), were introduced during the 2023 Legislative Session. The eight co-authors include three DFL and five GOP senators.
- An additional House bill will be introduced in February 2024 by GOP Representative Dean Urdahl (Grove City) and will have 34 co-authors.
- The Outdoor School for All Minnesota Bills will be the most bi-partisan and widely supported legislative proposals in recent years.



Teacher surveys indicate that lack of **funding is a top concern** for access to Outdoor School programming.



Only 29% of Minnesota students are able to access Outdoor School.



According to the American Academy of Pediatrics, the typical Minnesota student spends an **average of seven hours of screen time but less than 10 minutes of outdoor activity** each day.



There is the opportunity for **2,759 more schools** throughout Minnesota to attend Outdoor School.



66% of Minnesota principals say they need mental health support for students, and spending time outdoors **reduces stress by 30%**.



Sharing Minnesota's Legacy of Outdoor Heritage

Through Outdoor School for All Minnesota, students experience:

- Multi-day immersive outdoor school programming
- Improved academic outcomes in physical education, social studies, and physical and natural science
- Improved social outcomes, like self-esteem, critical thinking, and relationship building

Outdoor School For All Minnesota will not be a mandate. Interested schools opt-in to participate in the programming and have the flexibility to choose from any accredited Outdoor School provider.



“Today more than ever, all Minnesota children need these important Outdoor School learning experiences. This bill ensures our rich, shared Minnesota outdoor heritage will continue for future generations.”

– House co-author Rep. Nathan Nelson, Hinckley

“Our students benefit from an outdoor education experience because they primarily come from low-income families who reside in an urban setting. Many of our families do not have access to such opportunities or trips outside of [Outdoor School].”

– Fifth grade teacher, Minneapolis

Meet Minnesota's Accredited Outdoor Schools

Deep Portage Learning Center

Location: Hackensack, MN

Founded: 1973

Acreage: 6,307

Annual K-12 Students Served: 4,200

Executive Director: Lindsay Bjorklund



Eagle Bluff Environmental Learning Center

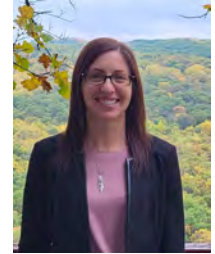
Location: Lanesboro, MN

Founded: 1978

Acreage: 300

Annual K-12 Students Served: 10,000

Executive Director: Colleen Foehrenbacher



Long Lake Conservation Center

Location: Palisade, MN

Founded: 1963

Acreage: 720

Annual K-12 Students Served: 4,000

Executive Director: Dave McMillan



Osprey Wilds Environmental Learning Center

Location: Sandstone, MN

Founded: 1969

Acreage: 1,427

Annual K-12 Students Served: 3,000

Executive Director: Bryan Wood



Wolf Ridge Environmental Learning Center

Location: Finland, MN

Founded: 1971

Acreage: 2,100

Annual K-12 Students Served: 13,000

Executive Director: Peter Smerud



Deep Portage's Story

In 1949, a local forester named Fay Harrington was taking an inventory of tax-forfeited land in Cass County and came through the area that would eventually become Deep Portage. Harrington recognized the land's unique qualities and became convinced that it had "greater potential and more significance than ordinary forest land." In the following two decades, Harrington and others with an interest in conservation began to discuss how the land could be used. In 1973, 6,307 acres of Cass County land was officially set aside for public use, education, and responsible forestry. Today, the campus includes a 54,000 sq ft residential dorm building, Interpretive Center, observation tower, bog boardwalk, and much more.



Eagle Bluff's Story

Following his forestry studies at the University of Minnesota, Eagle Bluff founder Joe Deden spent time in Germany studying how students in that country learned about the environment and nature. He found that it was simple: they learned how to care about the environment by being in nature. Joe returned to Minnesota in 1978 and within two years the nonprofit Root River Hardwood Forest Interpretive Center was created. In the mid-1990s the name was changed to Eagle Bluff Environmental Learning Center and the center started overnight trips for schools.



Long Lake's Story

Long Lake Conservation Center became one of the country's first overnight outdoor schools when it opened its doors in 1963. The center was the brainchild of James Marcum, a DNR officer, who believed that educating the population, particularly the youth, was a better way to preserve our precious natural resources than writing tickets. He joined forces with Bob Burwell from the Department of Fish and Wildlife, and others, to acquire the land from the Minneapolis Kiwanis Club, and construct the center's first classrooms. Marcum's mission to promote wise-use of natural resources, inspire a deep appreciation of nature and encourage lifelong stewardship of the environment is still at the core of Long Lake's curriculum.



Osprey Wilds' Story

When Marguerite Schwyzer bequeathed an abandoned farm in rural Pine County to the National Audubon Society in 1968, no one could have predicted that 55 years later, Osprey Wilds would have become an accredited, nonprofit environmental learning center that would grow from 535 to 1,427 acres, annually hosting approx. 3,000 K-12 students through its outdoor school program, and annually educating thousands more each year through its youth and family camps, post-secondary courses, community and adult programs, as well as oversee an additional 10,000 students through its network of 40 authorized Minnesota charter schools.



Wolf Ridge's Story

During the week of the first Earth Day in 1970, the idea was crafted by a school teacher in Cloquet, Jack Pichotta, to build the first center designed specifically for school children to spend a week of outdoor learning. The Environmental Learning Center opened in 1971 and in 1980 was the first in the nation to be accredited as a school. A move from Isabella to Finland, MN occurred in 1988 and a change of name, the Wolf Ridge Environmental Learning Center, which has grown to be the largest accredited center in the nation, and a model for development of programs and facilities throughout the world.



1.1 A bill for an act
1.2 relating to natural resources; creating Outdoor School for All grant program;
1.3 appropriating money; proposing coding for new law in Minnesota Statutes, chapter
1.4 84.

1.5 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

1.6 Section 1. **LEGISLATIVE FINDINGS AND INTENT.**

1.7 (a) Minnesota is known for its rich outdoor heritage and ethic. The state prides itself on
1.8 its close connection to nature through outdoor recreation, appreciation, and conservation
1.9 and is seen as a leader in the country for its residents' relationship with natural resources.
1.10 Yet the state's children today are losing their connection to the outdoors like never before,
1.11 spending up to 44 hours per week in front of a screen and less than 10 minutes each day
1.12 doing activities outdoors. It is well documented and proven that time outdoors helps children
1.13 thrive physically, emotionally, and academically, yet over the past few generations, childhood
1.14 has dramatically moved indoors. For too many kids, access to the outdoors is determined
1.15 by race, income, ability, and zip code. All children deserve equitable access to outdoor
1.16 spaces where they can learn, play, and grow, but current access to outdoor educational
1.17 opportunities is inequitable.

1.18 (b) From stress reduction to improved focus and engagement and better academic
1.19 performance, outdoor-based learning helps kids thrive. Research shows participants in
1.20 outdoor educational activities have higher graduation rates; improved behavior in school
1.21 and relationships with peers; higher academic achievement; enhanced critical thinking skills;
1.22 direct experience in scientific concepts in the field, leadership, and collaboration; and deeper
1.23 engagement with learning, place, and community. Outdoor educational programs also offer

new opportunities for work-integrated learning in science, natural resources, education, land management, agriculture, outdoor recreation, and other employment sectors.

Outdoor-based learning activities can also be a key element in the larger system of regular outdoor instructional time and outdoor experiences that includes STEM fields, after-school programs, summer camps, 4-H, scouting, and related programs that can spark a lifelong appreciation for the natural world.

(c) Therefore, the legislature intends to establish a statewide Outdoor School for All grant program to support immersive, multiday, accredited overnight outdoor education program experiences for students in grades 4 to 8 to address these needs and to ensure that all students have a chance to benefit from outdoor education.

Sec. 2. [84.9766] OUTDOOR SCHOOL FOR ALL; GRANT PROGRAM.

Subdivision 1. **Establishment.** The commissioner of natural resources must establish and administer a program to provide grants to learning centers eligible under subdivision 2 for outdoor education programs serving students in grades 4 to 8.

Subd. 2. **Eligibility.** (a) The commissioner may award grants under this section to accredited overnight outdoor school providers established under section 84.0875 and to other regional nonprofit learning centers offering similar programming.

(b) To be eligible for a grant under this section, the outdoor education program must:

(1) provide a multiday, residential educational experience that is comprised mainly of outdoor-based learning activities;

(2) provide students with opportunities to directly experience and understand nature and the natural world, including field study opportunities for student learning;

(3) use a research-based environmental, ecological, agricultural, or other natural-resource-based educational curriculum;

(4) be integrated with local school curricula to help students meet academic standards;

(5) provide students with opportunities to develop:

(i) leadership;

(ii) critical thinking;

(iii) self-sufficiency;

(iv) decision-making skills; and

(v) social and emotional skills; and

3.1 (6) address accessibility of outdoor educational opportunities for underserved students,
3.2 including students with disabilities.

3.3 Sec. 3. **APPROPRIATION; OUTDOOR SCHOOL FOR ALL.**

3.4 \$..... in fiscal year 2024 and \$..... in fiscal year 2025 are appropriated from the general
3.5 fund to the commissioner of natural resources for the Outdoor School for All program under
3.6 Minnesota Statutes, section 84.9766.



Carlton County Board of Commissioners

Carlton County Courthouse
PO Box 130, Carlton, MN 55718-0130

Dick Brenner (Chairperson)-District 1
Marv Bodie-District 2
Thomas Proulx-District 3
Susan Zmyslony (Vice-Chairperson)-District 4
Gary Peterson-District 5

November 14, 2023

Bryan Wood, Executive Director
Osprey Wilds Environmental Learning Center
54165 Audubon Dr.
Sandstone, MN 55072

Re: Letter of Support for Outdoor School for All Minnesotans

Dear Mr. Wood:

I am writing on behalf of the Carlton County Board of Commissioners who, on November 14, 2023 approved the following resolution in support of legislation for the proposed Outdoor School for All Minnesota.

WHEREAS, Minnesota is known for its rich outdoor heritage and ethic. We pride ourselves on our close connection to nature through outdoor recreation, appreciation, and conservation.

AND WHEREAS, the State's children are losing their connection to the outdoors like never before. It is documented and proven **that** time outdoors helps children thrive. All children deserve access to outdoor spaces where they can learn, play, and grow.

THEREFORE BE IT RESOLVED: That the Carlton County Board of Commissioners supports the State in the establishment of a statewide Outdoor School for All grant program to provide immersive, multiday, accredited overnight education program experiences for students in grades 4 to 8, to ensure that all students have a chance to benefit from outdoor education.

Sincerely,

Dick Brenner, Chairperson
Carlton County Board of Commissioners



PINE COUNTY

Administrator's Office

635 Northridge Drive NW
Suite 200
Pine City, MN 55063
1-800-450-7463 Ext. 1620
Fax: 320-591-1628

Commissioners

Steve Hallan – Dist. 1
Josh Mohr – Dist. 2
Terry Lovgren – Dist. 3
J.J. Waldhalm – Dist. 4
Matt Ludwig – Dist. 5

County Administrator

David J. Minke

August 7, 2023

Bryan Wood, Executive Director
Osprey Wilds Environmental Learning Center
54165 Audubon Dr.
Sandstone, MN 55072

Re: Letter of Support for Outdoor School for All Minnesotans

Dear Mr. Wood:

I am writing on behalf of the Pine County Board of Commissioners who, on August 1, 2023 approved Resolution 2023-41, A Resolution In Support of Legislation for the Proposed Outdoor School for All Minnesota.

Beginning first as the Audubon Center of the North Woods and continuing as the Osprey Wilds Environmental Learning Center, the center has been a leader in environmental education since the 1970's. Pine County is proud of the impact the center has had on the local community and the entire region and supports the proposed legislation for the Outdoor School for All Minnesotans.

Sincerely,

Stephen M. Hallan, Chair
Pine County Board of Commissioners

SMH/dg

Resolution 2023-41
of the
Pine County Board of Commissioners

***A Resolution In Support of Legislation for the Proposed
Outdoor School for All Minnesota***

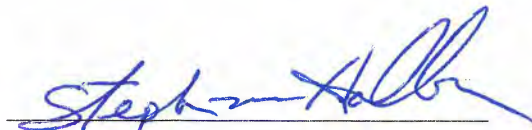
WHEREAS, Minnesota is home to five accredited outdoor schools, including the Osprey Wilds Environmental Learning Center in Pine County; and

WHEREAS, Minnesota has a rich outdoor heritage and ethic, and prides itself on its close connection to nature through outdoor recreation, appreciation, and conservation; and

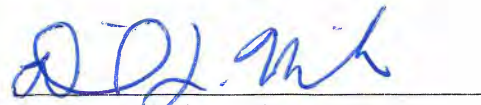
WHEREAS, all Minnesotans benefit from education in environment-related subjects.

NOW, THEREFORE, BE IT RESOLVED that Pine County supports the Osprey Wilds Environmental Learning Center in its pursue of legislation to provide an opportunity for all Minnesota students in grades 4 to 8 to attend an accredited overnight outdoor school.

Approved this 1st day of August, 2023, Pine County, Minnesota.



Stephen M. Hallan, Chair
County Board of Commissioners



David J. Minke, Administrator
Clerk to Board of Commissioners

10:05am Appointment

February 6, 2024

REQUEST FOR BOARD ACTION

a. Subject: Opioid Committee Funding Requests	b. Origination: Opioid Settlement Committee
c. Estimated time: 10 minutes	d. Presenter(s): Kathy Burski

e. Board action requested:

To approve the Opioid Settlement Committee's recommendations for funding: Wellness in the Woods to provide Peer Recovery Support in the jail, to financially support the Better Together Coalition in youth engagement and community connectedness around substance use prevention and mental well-being and to approve the administration of a student survey focused on substance use and some well-being.

The Community Health Director would also like direction from the board as to how the notification and contracting duties should be handled.

f. Background:

Kanabec County expects to receive over one million dollars over the next 18 years from the Opioid Settlement Fund. To date, Kanabec County has received \$166,875.42. Expended so far is \$40.32 for a public meeting notice leaving a balance of \$166,835.10. The Opioid Settlement Committee published an application process to provide funding to support local organizations and initiatives focused on opioid abuse and misuse prevention.

Two applications were received:

Wellness in the Woods - \$12,803.40

Kanabec County Community Health/Better Together Coalition - \$45,892

Wellness in the Woods applied for funding to provide Peer Recovery Support in the jail. True Directions does provide this service but has had difficulty staffing it. The Committee unanimously voted to recommend funding the proposal. Once the board approves entering into an Agreement with Wellness in the Woods, Kathy B. will contact them and make them aware that there is another entity providing the service, but it has been inconsistent. Kathy B. will ask them to coordinate with True Directions.

Kanabec County Community Health/Better Together Coalition – would like financial support to further youth engagement and community connectedness around substance use prevention and mental well-being. Kathy B. and Allison K. both abstained from the vote. The rest of the Committee voted to recommend funding this proposal.

The Opioid Settlement Committee also voted unanimously to recommend entering

into a contract with Wilder Research to administer a student survey focused on substance use and some well-being to be conducted in the Spring. Wilder would also complete the analysis of the survey results. Mora, Ogilvie and Braham schools have already agreed to participate. It is anticipated that the survey will cost somewhere between \$3,000 and \$5,000. It will provide up-to-date data around youth use, perception of harm, and possible causes of use that will aid in prevention efforts and messaging to youth.

Supporting Documents: Resolution to approve the 3 items noted above **Attached:** X

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

Resolution #__ - 2/6/24
Opioid Settlement Committee Recommendations Resolution

WHEREAS, the Kanabec County Opioid Settlement Committee has received three requests for funding, and

WHEREAS, the Committee met and reviewed all three funding requests: Wellness in the Woods for Peer Recovery Support in the jail; Better Together Coalition to further youth engagement and community connectedness around substance use prevention and mental well-being; and contracting with Wilder Research for a student survey focused on substance use and some well-being, and

WHEREAS, the Committee is recommending funding all three requests.

THEREFORE, BE IT RESOLVED the Kanabec County Board of Commissioners approves the Opioid Settlement Committee's recommendations for funding Wellness in the Woods for Peer Recovery Support for \$12,803.40, the Better together Coalition for youth engagement and community connectedness activities for \$45,892 and Wilder Research in the amount of \$3,000 for a student survey focused on substance use and well-being.

10:15am Appointment

February 6, 2024

REQUEST FOR BOARD ACTION

a. Subject: Proposed Revisions to the Tobacco Ordinance (#19)	b. Origination: Planning Commission and Community Health Department
c. Estimated time: 10-15 minutes	d. Presenter(s): Ryan Carda, Environmental Services Supervisor and Kathy Burski, Community Health Director

e. Board action requested:

- a. Review and discuss the Planning Commission's Recommendations for proposed changes to Kanabec County Ordinance No. 19 An ordinance relating to the sale, possession and use of tobacco, tobacco products and tobacco related devices in the county and to reduce the illegal sale, possession and use of such items to and by minors
- b. Review and discuss Community Health's recommendations for the proposed revisions to Kanabec County Ordinance #19
- c. Consider a request to schedule a public hearing regarding the intent to adopt and enact revisions to Ordinance #19 Regulating the Sale of Tobacco and Related Devices and Products within Kanabec County Minnesota

f. Background:

Supporting Documents: None: Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:

KANABEC COUNTY ORDINANCE NO. _____

**AN ORDINANCE REGULATING THE SALE OF TOBACCO
AND RELATED DEVICES AND PRODUCTS WITHIN KANABEC
COUNTY MINNESOTA**

Sec. 1 **PURPOSE.** Because the county recognizes that the sale of commercial tobacco, tobacco-related devices, electronic delivery devices, and nicotine or lobelia delivery products to persons under the age of 21 violates federal law; and that the sale of commercial tobacco, tobacco-related devices, electronic delivery devices, and nicotine or lobelia delivery products to persons under the age of 21 violates state law; this ordinance is intended to regulate the sale of commercial tobacco, tobacco-related devices, electronic delivery devices, and nicotine or lobelia delivery products for the purpose of enforcing and furthering existing laws, to protect youth and young adults against the serious health effects associated with use and initiation, and to further the official public policy of the state to prevent young people from starting to smoke, as stated in Minn. Stat. § 144.391, as it may be amended from time to time.

Sec. 2 **DEFINITIONS AND INTERPRETATIONS.** Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. The singular shall include the plural and the plural shall include the singular. The masculine shall include the feminine and neuter, and vice-versa. The term “shall” means mandatory and the term “may” means permissive. The following terms shall have the definitions given to them:

CHILD-RESISTANT PACKAGING: Packaging that meets the definition set forth in Code of Federal Regulations, title 16, section 1700.15(b), as in effect on January 1, 2015, and was tested in accordance with the method described in Code of Federal Regulations, title 16, section 1700.20, as in effect on January 1, 2015.

CIGAR: Any roll of tobacco that is wrapped in tobacco leaf or in any other substance containing tobacco, with or without a tip or mouthpiece, which is not a cigarette as defined in Minn. Stat. § 297F.01, subd. 3, as it may be amended from time to time.

COMPLIANCE CHECKS: The system the County uses to investigate and ensure that those authorized to sell licensed products are following and complying with the requirements of this ordinance. Compliance checks shall involve the use of persons under the age of 21 as authorized by this ordinance. Compliance checks shall also mean the use of persons under the age of 21 who attempt to purchase licensed products for educational, research and training purposes as authorized by State and Federal laws.

Compliance checks may also be conducted by other units of government for the purpose of enforcing appropriate Federal, State or local laws and regulations relating to licensed products.

ELECTRONIC DELIVERY DEVICES: Any product containing or delivering nicotine, lobelia, or any other substance, whether natural or synthetic, intended for human consumption through the inhalation of aerosol or vapor from the product. Electronic Delivery Device includes, but is not limited to, devices manufactured, marketed, or sold as e-cigarettes, e-cigars, e-pipes, vape pens, mods, tank systems, or under any other product name or descriptor. Electronic Delivery Device includes any component part of a product, whether or not marketed or sold separately. Electronic Delivery Device does not include any product that has been approved or certified by the U.S. Food and Drug Administration for sale as a tobacco-cessation product, as a tobacco-dependence product, or for other medical purposes, and is marketed and sold for such an approved purpose.

FLAVORED PRODUCT: Any licensed product that contains a taste or smell, other than the taste or smell of tobacco, that is distinguishable by an ordinary consumer either prior to or during the consumption of the product, including, but not limited to, any taste or smell relating to chocolate, cocoa, menthol, mint, wintergreen, vanilla, honey, fruit, or any candy, desert, alcoholic beverage, herb, or spice. A public statement or claim, whether express or implied made or disseminated by the manufacturer or a licensed product, or by any person authorized or permitted by the manufacturer to make or disseminate public statements concerning such products, that a product has or produces a taste or smell other than a taste or smell of tobacco will constitute presumptive evidence that the product is a flavored product.

INDOOR AREA: All space between a floor and a ceiling that is bounded by walls, doorways, or windows, whether open or closed, covering more than 50 percent of the combined surface area of the vertical planes constituting the perimeter of the area. A wall includes any retractable divider, garage door, or other physical barrier, whether temporary or permanent.

LICENSED PRODUCT: Any tobacco, tobacco-related device, electronic delivery device, or nicotine or lobelia delivery product

LOOSIES Single cigarettes, cigars, and any other licensed product that have been removed from their original retail packaging and offered for sale. Loosies does not include premium cigars that are hand-constructed, have a wrapper made entirely from whole tobacco leaf, and have a filler and binder made entirely of tobacco, except for adhesives or other materials used to maintain size, texture, or flavor.

MOVEABLE PLACE OF BUSINESS: Any form of business operated out of

a truck, van, automobile, or other type of vehicle or transportable shelter and not a fixed address store front or other permanent type of structure authorized for sales transactions.

NICOTINE OR LOBELIA DELIVERY: Means any product containing or delivering nicotine or lobelia intended for human consumption, or any part of such a product, that is not tobacco or an electronic delivery device as defined in this section. Nicotine or Lobelia Delivery Product does not include any product that has been approved or otherwise certified for legal sale by the U.S. Food and Drug Administration as a tobacco-cessation product, a tobacco-dependence product, or for other medical purposes, and is being marketed and sold solely for that approved purpose.

RETAIL ESTABLISHMENT: Any place of business where licensed products are available for sale to the general public. Retail establishments shall include, but not be limited to, grocery stores, gas stations, bars, convenience stores, and restaurants.

SALE: Any transfer of goods for money, trade, barter, or other consideration.

SELF-SERVICE MERCHANDISING: Open displays of licensed products in any manner where any person shall have access to the licensed products without the intervention of the licensee or the licensee's employee and where a physical exchange of the licensed product from the licensee or the licensee's employee to the customer is not needed in order to access the licensed products.

SMOKING: Inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, or pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. Smoking also includes carrying or using an activated electronic delivery device.

TOBACCO OR TOBACCO PRODUCTS: Any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product, including but not limited to: cigarettes; cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobaccos; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco. Tobacco excludes any tobacco product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose. (Minn. Stat. 609.685 (a)).

TOBACCO RELATED DEVICES: Rolling papers, wraps, pipes, or other device intentionally designed or intended to be used with tobacco products. Tobacco Related Device includes components of tobacco-related devices or tobacco products, which may be marketed or sold separately. Tobacco Related Device may or may not contain tobacco.

VENDING MACHINES: Any mechanical, electric or electronic, or other type of device which dispenses licensed products upon the insertion of money, tokens, or other form of payment directly into the machine by the person seeking to purchase the licensed product.

YOUTH-ORIENTED FACILITY: any facility with residents, customers, visitors, or inhabitants of which 25 percent or more are regularly under the age of 21 or that primarily sells, rents, or offers services or products that are consumed or used primarily by persons under the age of 21. Youth-oriented facility includes, but is not limited to, schools, playgrounds, recreation centers, and parks.

Sec. 3 LICENSE. No person shall sell or offer to sell any licensed product without first having obtained a license to do so from the County.

The issuance of a license under this ordinance shall be considered a privilege and not absolute right of the applicant and shall not entitle the holder to an automatic renewal of the license.

(1) Application.

- a. An application for a license to sell licensed products shall be made on a form provided by the county. The application shall contain the full name of the applicant, the applicant's residential and business addresses and telephone numbers, the name of the business for which the license is sought, and any additional information the county deems necessary. Upon receipt of a completed application, the Auditor/Treasurer shall forward the application to the County Board for action at its next regularly scheduled board meeting. If the Auditor/Treasurer determines that an application is incomplete, they shall return the application to the applicant with notice of the information necessary to make the application complete.
- b. The application shall be accompanied by the appropriate fee as established by ordinance by the County Board (see attached fee schedule).
- c. The applicant shall be in compliance with all local, State and Federal requirements, including payment of taxes.

(2) Decision. The County Board may either approve or deny the license, or it may delay action for such reasonable period of time as necessary to complete any investigation of the application or the

applicant it deems necessary.

- a. Approval of License. If the County Board approves the license, the Auditor/Treasurer shall provide written notice of the approval to the applicant and issue the license to the applicant. The following shall be conditions of approval:
 - i. All licenses issued under this article shall be valid for one calendar year from the date of issue.
 - ii. All licenses issued under this ordinance shall be valid only on the premises for which the license was issued and only for the person to whom the license was issued.
 - iii. All licenses shall be posted and displayed in plain view of the general public on the licensed premise.
 - iv. All licensees under this article shall be responsible for the actions of their employees in regard to the sale of licensed products on the licensed premises, and the sale of such an item by an employee shall be considered a sale by the license holder. Nothing in this section shall be construed as prohibiting the County from also subjecting the employee to any civil penalties appropriate under this Article, State or Federal law, or other applicable law or regulation.
- b. Licenses Issued or Renewed by Mistake. If a license is mistakenly issued or renewed to a person, it shall be revoked upon the discovery that the person was ineligible for the license and under this Section.
- c. Denial of License. If the County Board denies the license, written notice of the denial shall be mailed by certified mail to the applicant along with notice of the applicant's right to appeal the decision. The following shall be grounds for denying the issuance or renewal of a license under this ordinance; however, except as may otherwise be provided by law, the existence of any particular ground for denial does not mean that the county must deny the license.
 - i. The applicant is under the age of 21 years.
 - ii. The applicant has been convicted within the past five years of any violation of a Federal, State, or local law, ordinance provision, or other regulation relating to licensed products.
 - iii. The applicant has had a license to sell licensed products revoked within the preceding twelve months of the date of application.
 - iv. The applicant fails to provide any information required on the application or provides false or misleading information.
 - v. The retail establishment for which the license is requested is a moveable place of business. Only fixed-location businesses are eligible to be licensed.

- vi. The applicant is prohibited by Federal, State, or other local law, ordinance, or other regulation, from holding such a license.
- (3) Renewal. The renewal of a license issued under this section shall be handled in the same manner as the original application. The request for a renewal shall be made at least thirty days but no more than sixty days before the expiration of the current license.
 - a. Instructional program. Licensees must complete and ensure that all employees complete a training program on the legal requirements related to the sale of licenses products and the licensed products and the possible consequences of license violations. Licensees must maintain documentation demonstrating their compliance and must provide this documentation to the county at the time of renewal, or whenever it is requested to do so during the license term. Licensees may use the free training at www.stopsalestominors.org to meet this requirement.
- (4) Revocation. Any license issued under this article may be revoked or suspended as provided in the Violations and Penalties section of this ordinance.

Sec. 4 PROHIBITED SALES. It shall be a violation of this article for any person to sell or offer to sell any licensed product:

- (1) To any person under the age of twenty-one (21) years.
 - a. Age Verification. Licensees must verify by means of government-issued photographic identification that the purchaser is at least 21 years of age. Verification is not required for a person over the age of 30. That the person appeared to be 30 years of age or older does not constitute a defense to a violation of this subsection.
 - b. Signage. Notice of the legal sales age and age verification requirement must be posted prominently and in plain view at all times at each location where licensed products are offered for sale. The required signage, which will be provided to the licensee by the county, must be posted in a manner that is clearly visible to anyone who is or is considering making a purchase.
- (2) By means of any type of vending machine.
- (3) By means of self-service merchandising. All licensed products must be stored behind the sales counter, in a locked case, in a storage unit, or in another area not freely accessible to the general public.
- (4) By means of loosies as defined above.

- (5) Containing opium, morphine, jimson weed, bella donna, strychnos, cocaine, marijuana, or other deleterious, hallucinogenic, toxic, or controlled substances except nicotine and other substances found naturally in tobacco or added as part of an otherwise lawful manufacturing process.
- (6) That is any liquid, whether or not such liquid contains nicotine, which is intended for human consumption and use in an electronic delivery device, in packaging that is not child-resistant. Upon request by the county, a licensee must provide a copy of the certificate of compliance or full laboratory testing report for the packaging used.
- (7) Flavored products. No person shall sell or offer for sale any flavored products.
- (8) Imitation tobacco products. No person shall sell, offer to sell, or otherwise distribute any imitation tobacco products within the county.
- (9) By any other means, to any other person, or in any other manner or form prohibited by Federal, State, or other local law, ordinance provision, or other regulations.

Sec. 5 SMOKING PROHIBITED.

- (1) Smoking, including smoking for the purpose of the sampling of licensed products, is prohibited within the indoor area of any retail establishment licensed under this ordinance.
- (2) No person shall distribute samples of any licensed product free of charge or at a nominal cost.

Sec. 6 COMPLIANCE CHECKS AND INSPECTIONS. All licensed premises shall be open to inspection by the local law enforcement or other authorized County officials during regular business hours. The county will conduct at least one unannounced compliance check at licensed premises each calendar year that involves the participation of a person at least 17 years of age, but under the age of 21, to enter the licensed premises to attempt to purchase licensed products. Prior written consent from a parent or guardian is required for any person under the age of 18 years to participate in a compliance check. Persons used for the purpose of compliance checks shall be supervised by designated law enforcement officers or other designated county personnel.

No person used in compliance checks shall attempt to use a false identification misrepresenting their age, and all persons lawfully engaged in a compliance check shall produce any identification, if any exists, for which he or she is asked. Nothing in this Section shall prohibit compliance checks authorized by State or Federal laws for educational, research, or training purposes or those required for the enforcement of a particular State or

Federal law.

Sec. 7 OTHER ILLEGAL ACTS. Unless otherwise provided, the following acts shall be a violation of this ordinance.

- (1) For any person 21 years of age or older to purchase or otherwise obtain any licensed product on behalf of a person under the age of 21. It is also a violation for any person 21 years of age and older to coerce or attempt to coerce a person under the age of 21 to purchase or attempt to purchase any licensed product.
- (2) It is a violation of this ordinance for any person to use any form of false identification, whether the identification is that of another person or has been modified or tampered with to represent an age older than the actual age of the person using that identification.

Sec. 8 VIOLATIONS.

- (1) Notice. A person violating this ordinance may be issued, either personally or by mail, a citation from the county that sets forth the alleged violation and that informs the alleged violator of their right to a hearing on the matter and how and where a hearing may be requested, including a contact address and phone number.
- (2) Hearings. Upon issuance of a citation, a person accused of violating this ordinance may request in writing a hearing on the matter. Hearing requests must be made within 10 business days of the issuance of the citation and delivered to the appropriate designee within the county. Failure to properly request a hearing within 10 business days of the issuance of the citation will terminate the person's right to a hearing.
- (3) Hearing Officer. The Kanabec County Board of Commissioners or its designee shall serve as the hearing officer.
- (4) Decision. The Hearing Officer's determination, along with the findings supporting the determination as well as the penalty to be imposed under Section 9 of this ordinance, if any, shall be recorded in writing, a copy of which shall be provided to the recipient of the violation within thirty (30) days from the date of the hearing.
- (5) Costs. If the citation is upheld by the hearing officer, the county's actual expenses in holding the hearing up to a maximum of \$1,000 must be paid by the person requesting the hearing.
- (6) Appeals. Appeals of any determination made by the Hearing Officer shall be filed in the Kanabec County District Court.
- (7) Continued Violation. Each violation, and every day in which a

violation occurs or continues, shall constitute a separate offense.

Sec. 9 PENALTIES.

- (1) Licensees. Any licensee found to have violated this ordinance, or whose employee shall have violated this ordinance, shall be charged an administrative penalty of \$300.00 for a first violation; \$600.00 for a second offense at the same licensed premises within a 36-month period after the initial violation; and \$1,000.00 for a third or subsequent offense at the same location within a 36-month period after the initial violation. Upon the third violation, the license will be suspended for a period of not less than 30 consecutive days and may be revoked. Upon a fourth violation within a 36-month period, the license will be revoked.
- (2) Other Individuals. Other individuals, other than minors regulated by (3) of this Section, found to be in violation of this ordinance shall be charged an administrative fee of \$50.00.
- (3) Persons Under the Age of 21. Persons under the age of 21 found in unlawful possession of, or who unlawfully purchase or attempt to purchase licensed products shall be required to pay a \$50 administration fee and/or attend and complete an approved commercial tobacco-free education/diversion program if available in the community. Persons under the age of 18 are additionally subject to the notification of the parents or guardians.
- (4) Misdemeanor. Nothing in this Section shall prohibit the County from seeking prosecution as a misdemeanor for any alleged violation of this ordinance by a person 21 years of age or older.

Sec. 3-609 EXCEPTIONS AND DEFENSES.

- (1) Nothing in this Article shall prevent the providing of tobacco or tobacco related devices to any person as part of a lawfully recognized religious, spiritual, or cultural ceremony.
- (2) It shall be an affirmative defense to the violation of this Article for a person to have reasonably relied on proof of age as described by State law.

Sec. 3-610 SEVERABILITY AND SAVINGS CLAUSE. If any section or portion of this Article shall be found unconstitutional or otherwise invalid or unenforceable by a court of competent jurisdiction, that finding shall not serve as an invalidation or effect the validity and enforceability of any other section and provision of this Article.

Sec 3-611 JURISDICTION. Whereas Minn. Stat. § 451.12 permits the County Board to license and regulate retail tobacco in the unincorporated area of the County

and in those towns or cities that do not license and regulate retail tobacco sales, this Ordinance shall apply.

Sec 3-612 EFFECTIVE DATE. This Ordinance shall take effect and be enforced upon passage and publication.

Passed and approved this XX day of (month, year) by the Kanabec County Board of Commissioners.



KANABEC COUNTY PLANNING COMMISSION
Environmental Services Department
903 Forest Ave E
Mora, MN 55051
Phone: (320) 679-6456
Email: env@co.kanabec.mn.us

Kanabec County Planning Commission Meeting Minutes of January 22, 2024

MINUTES ARE CURRENTLY UNAPPROVED

MEMBERS PRESENT: Tom Roeschlein, Pat O'Brien, Rhonda Olson, Earl Bracewell, Wayne Zaudtke, Doug Sabinash

EX-OFFICIAL PRESENT: none

MEMBERS ABSENT: none

EX-OFFICIAL ABSENT: Chad Gramentz

STAFF: Ryan Carda – Environmental Services Tech.

APPLICANT REPRESENTATIVE(S): Kathy Burski, Lori Swanson, Patti Miller, Allison Krueger

PUBLIC ATTENDING: David Youngquist, Jeff Krie, Rose Krie, Jason Keller, Janelle Lambert, Mark Sholtz, Sarah Rosburg, Brent Nelson

Call to Order: Kanabec County Planning Commission was called to order at 7:00pm by Ryan Carda.

Pledge of Allegiance

Approval of Agenda/Additions to Agenda:

A motion was made by Pat O'Brien, seconded by Doug Sabinash to approve the agenda with the revision that the "Oath of Office" be removed.

All in favor, motion carried.

Organizational Meeting:

- A motion was made by Pat O'Brien, seconded by Doug Sabinash to select Tom Roeschlein as the Chairperson. All in favor, motion carried.
- A motion was made by Rhonda Olson, seconded by Pat O'Brien to select Doug Sabinash as the Vice Chairperson. All in favor, motion carried.
- A motion was made by Pat O'Brien, seconded by Doug Sabinash to select Environmental Services staff as the recording secretary. All in favor, motion carried.

Approval of Minutes:

A motion was made by Earl Bracewell, seconded by Rhonda Olson to approve the minutes from June 26th, 2023 as presented.

All in favor, motion carried.

Old Business:

None

New Business:

Public Hearing – NEW ORDINANCE – AN ORDINANCE REGULATING THE USE OF CANNABIS AND CANNABIS DERIVED PRODUCTS IN PUBLIC PLACES WITHIN THE COUNTY OF KANABEC

Staff presentation:

- Kathy Burski presented the findings of the Kanabec County Public Health department
 - The ordinance was creative internally through collaboration with different departments and staff
 - The State statute regulating cannabis products doesn't include very many regulations
 - The intent of the ordinance is to promote and maintain a healthier environment for all
 - There have been many changes to current cannabis products
 - There is particular concern for youth
 - Cannabis has no measurable unit of intoxication
 - Use ordinance was modeled after Pine County's ordinance
 - Similar ordinances have been passed by many counties and municipalities
- Patti Miller
 - Ordinance will be looked at similar to the tobacco and alcohol ordinance
- Pat O'Brien asked about protections for kids
 - Kathy Burski said the state has loose guidelines and requirements would need to be created as part of a later ordinance
- Doug Sabinash asked about Section 2, Item f. 8
 - Kathy Burski said they could look at the phrasing and see if it needs to be changed
- Tom Roeschlein asked about the state's rule
 - Kathy Burski responded by saying there are some restrictions in place from the state, but they are limited, and she explained the population limit on businesses
- Earl Bracewell asked about the status of the state office handling cannabis
- Doug Sabinash asked about the moratorium that was previously put in place
- Wayne Zaudtke asked about Section 2, Item i. 3
- Pat O'Brien asked about notification to the townships when the ordinance was being worked on

Applicant presentation:

- There was no applicant presentation

Public hearing comments:

- Brent Nelson, Mora High School Principal
 - Kids are utilizing vapes that have nicotine and THC in them and are becoming addicted
 - They are sneaking them around to use
 - Exotic flavors and smells are making them attractive to kids
 - Families are struggling with dealing kids that have become addicted to these products
- Earl Bracewell asked what consequences are in place for use
 - Brent Nelson responded by saying that they hold parent meetings, suspension, and homework
- Wayne Zaudtke asked whether school bathrooms is a public place as well as the school
- Pat O'Brien asked about the recirculation system in the school and law enforcement involvement

Conclusion of public hearing:

- Wayne Zaudtke
 - Asked about funding sources from taxes
- Tom Roeschlein
 - Asked if anything else could be added to the ordinance
 - Asked about enforcement actions and whether funding would be coming from the state
- Rhonda Olson
 - Brought up the public park near Knife Lake
- Kathy Burski and Patti Miller
 - Answered questions about
- Other general discussion was had regarding policing and enforcement of the ordinance

Board action:

- A motion was made by Earl Bracewell, seconded by Rhonda Olson, to recommend approval of the cannabis ordinance as written to the County Board.
All in favor, motion carried.

Public Hearing – REVISED ORDINANCE – KANABEC COUNTY ORDINANCE #19, AN ORDINANCE REGULATING THE SALE OF TOBACCO AND RELATED DEVICES AND PRODUCTS WITHIN KANABEC COUNTY MINNESOTA

Staff presentation:

- Lori Swanson presented the findings of the Kanabec County Public Health department
 - The ordinance was last updated in 1998
 - Primary change is to increase the age to 21 years old from 18 years old
 - Trying to come in conformance with MDH requirements
 - Point of sale requirements
 - Youth are susceptible to flavored tobacco products
 - Increasing fees in the Auditor/Treasurer to cover costs
 - Increasing penalty fee
- Tom Roeschlein asked what primary changes were present
 - Lori Swanson talked on some of the main changes
 - The county looked at surrounding counties to see what should be included
 - Increase in licensing fees
 - There are 16 total businesses within the county that sell tobacco products
 - An instructional program requirement for renewal
 - Compliance checks
 - Flavored products
- Kathy Burski added that the ordinance revisions were done with the Better Together Coalition
- Wayne Zaudtke asked if anything in this ordinance was also applicable to the cannabis ordinance
- Doug Sabinash asked about the term “lobelia” in the ordinance
- Tom Roeschlein asked for clarification on whether some of these sections were completely new
- Rhonda Olson asked for further clarification on “child resistant packaging”

Applicant presentation:

- There was no applicant presentation

Public hearing comments:

- There was no public comment

Conclusion of public hearing:

- Doug Sabinash
 - Was opposed to not allowing flavored products due to potential backlash from older residents, specifically ones that use menthol cigarettes
- Wayne Zaudtke
 - Made the comment that flavoring is extremely common with the youth
- Patti Miller
 - Stated that the cost to use would greatly outweigh complaints
- Other general discussion was had regarding ordinance impacts and content

Board action:

- A motion was made by Pat O'Brien, seconded by Rhonda Olson, to recommend approval of the tobacco ordinance revisions as written to the County Board.
Tom Roeschlein, Pat O'Brien, Rhonda Olson, Earl Bracewell, and Wayne Zaudtke voted in favor and Doug Sabinash voted against, motion carried.

Public Hearing Comment:

- None

Adjourn:

A motion was made by Earl Bracewell, seconded by Doug Sabinash to adjourn the meeting at 8:11pm.
All in favor, motion carried.

Respectfully submitted,
Ryan Carda
Recording Secretary

Tobacco Ordinance Discussion

What is the overall goal from the public health perspective?

- to prevent initiation, misuse, and abuse of substances known to be harmful
- to protect the health of the public
- to save money

Tobacco companies have decades of experience marketing their products to kids and teens. From ad campaigns to product placement to cartoon characters, Big Tobacco has spent big bucks on getting kids to start smoking. These tactics are grossly deceptive and gloss over the fact that tobacco is the leading cause of preventable death in the United States. The truth is that the only way the tobacco industry can make up for the adults who die from tobacco-related disease is to have kids start smoking. Every day, close to 1,000 youth under age 18 will smoke their first cigarette and close to 100 kids and teens who had previously been occasional cigarette smokers become regular daily cigarette smokers (American Lung Association).

We are no longer just talking about typical cigarettes. These are the items that are getting youth to start and once they start, making it very difficult to stop using nicotine.



what are they...



The nicotine delivery devices are made to look like everyday items such as USB drives, watches, highlighters, pens, sweatshirt strings. This allows people to puff on them without being noticed and they do it (puff) many times every hour.

what are they... Other “tobacco-free” nicotine products popular with young people



it's just a vape...



Escobar Bar:
2500 puffs (6 ml x 50 mg)
= 15 packs of cigarettes



Loon Pluto Bar:
2500+Puffs (8.5 ml x 60 mg)
= 25.5 packs of cigarettes



Loon JuiceBox:
4000+Puffs (14 ml x 50 mg)
= 35 packs of cigarettes



flavors & e-juice...



chemicals...

The same chemicals found in e-cigarettes are also found in cleaning products, nail polish remover, weed killer, and bug spray.



Tobacco Use Initiation:

- Nearly 9 out of 10 adults who smoke cigarettes daily first try smoking by age 18, and 99% first try smoking by age 26.
- Each day in the U.S., about 1,600 youth smoke their first cigarette and nearly 200 youth start smoking every day.
- Young people who have ever used e-cigarettes have 7x higher odds of becoming smokers 1 year later compared with those who have never vaped.

Health Impacts of Tobacco Use:

- Tobacco use is the leading **preventable** cause of disease and death in the U.S.
 - Leading to more than 480,000 deaths each year
- In the U.S., 1 of every 3 cancer deaths is linked to smoking.
- Smoking causes 1 of every 4 deaths from cardiovascular disease.
 - Smoking is a major cause of cardiovascular disease, which is the single leading cause of death in the U.S.
- Nearly 4 out of 5 cases of chronic obstructive pulmonary disease (COPD) are caused by smoking.
- Deaths from stroke are more likely among smokers than among former smokers or those who have never smoked.
- Smoking causes more deaths each year than the following causes combined: HIV, illegal drug use, alcohol use, motor vehicle injuries, and firearm-related incidents.
- Estimates show smoking increases the risk for:
 - coronary heart disease by 2-4x
 - stroke by 2-4x.
 - lung cancer by 25x
- Smoking can reduce fertility in both men and women.

- Smoking can cause preterm delivery, stillbirth, low birth weight, SIDS, ectopic pregnancy, orofacial clefts.
- Smoking is a cause of type 2 diabetes and can make it harder to control. The risk of developing diabetes is 30-40% higher for smokers compared to non-smokers.

There is a strong relationship between youth smoking and depression, anxiety, and stress.



There is a heavy tax burden on every household as we pay for the illnesses caused by smoking either through direct medical costs for those on Medicare and Medicaid or in lost productivity.

Minnesota Teens Prefer Commercial Tobacco Products with Flavors

March 2022

ENDING THE SALE OF FLAVORED E-CIGARETTES IS ESSENTIAL FOR REDUCING TEEN VAPING

Why are e-cigarettes flavored?

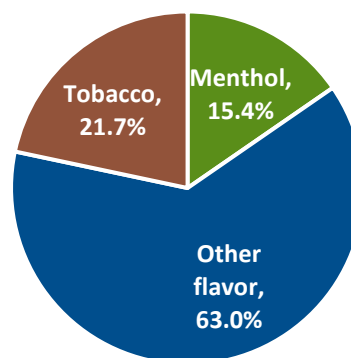
There are over 15,000 unique e-cigarette flavors on the market.¹ Flavors added to commercial tobacco products mask their harsh and bitter taste. Sweet flavors in particular appeal to youth and young adults.² Menthol, a minty flavor additive, has cooling and painkilling effects that can make commercial tobacco products easier for new users to tolerate.³

Most teens initiate commercial tobacco use with a flavored product, either menthol or another flavor (**Figure 1**),⁴ and use of flavored products is more common among teens than adults.⁵ In 2020, 81.8% of Minnesota middle school and high school students who had recently used commercial tobacco reported having used a flavored product, including 87.1% of students who had used an e-cigarette (**Figure 2**).

What can be done about it?

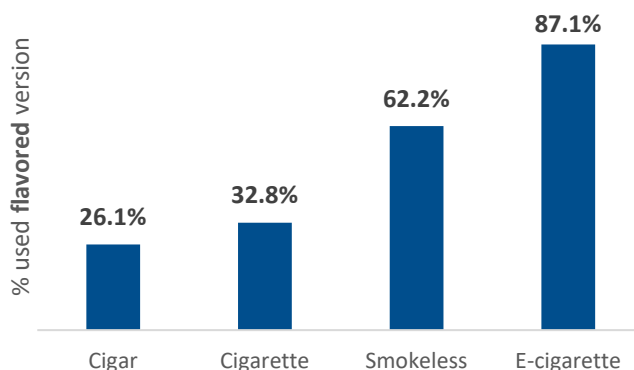
In 2015, Minneapolis became the first city in Minnesota to restrict the sale of flavored commercial tobacco (adding menthol to the ban in 2017) to adults-only stores. Many other cities and some counties have adopted policies to end the sale of flavored commercial tobacco products. As of June 2021, 23% of Minnesotans are covered by a flavor restriction policy.⁶

Figure 1. Was the first product you tried menthol or any flavor other than plain tobacco?



Source: 2020 Minnesota Youth Tobacco Survey; denominator: students who reported having ever used a tobacco product

Figure 2. Percentage of students who reported having used a flavored version of a commercial tobacco product



Source: 2020 Minnesota Youth Tobacco Survey; denominator: students who used that tobacco product in the past 30 days

Will ending the sale of flavored tobacco products keep teens from vaping?

Flavors influence teens to try and keep using commercial tobacco products. Teens report that they use e-cigarettes because they come in flavors they like (**Figure 3**).⁷ In Minnesota, teens who had recently used fruity, sweet, or other flavored e-cigarettes were more likely to report intolerable cravings and other signs of e-cigarette dependence than teens who used tobacco-flavored e-cigarettes (**Figure 4**).

Teens who say they might use an e-cigarette if offered one by a friend are more likely to start using e-cigarettes in the future.⁸ In 2020, nearly four in 10 Minnesota teens were willing to use an e-cigarette when the flavor offered could be any flavor the student imagined (**Figure 5**). This is the real-world situation for teens living in areas with no restrictions on selling flavored tobacco. The percentage of students who were willing to use an e-cigarette fell 45% when the flavor offered was plain tobacco.

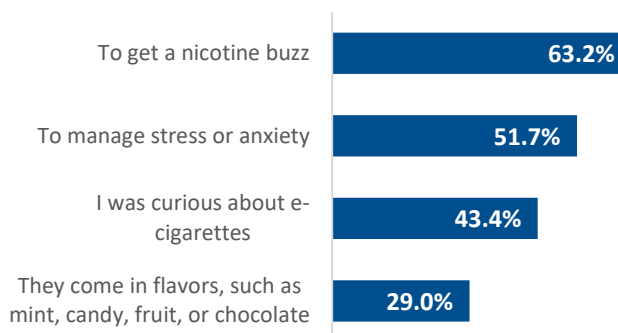
Researchers measured Massachusetts high school students' tobacco use before and after a sales ban on flavored tobacco. They compared the results to a matched community without a ban. Tobacco use prevalence (both flavored and unflavored) decreased among students in the community that restricted flavored tobacco sales and increased among students in the comparison community.⁹

The bottom line

Policies that end the sale of flavored commercial tobacco are needed to discourage teens from trying or continuing to use e-cigarettes or other commercial tobacco products.

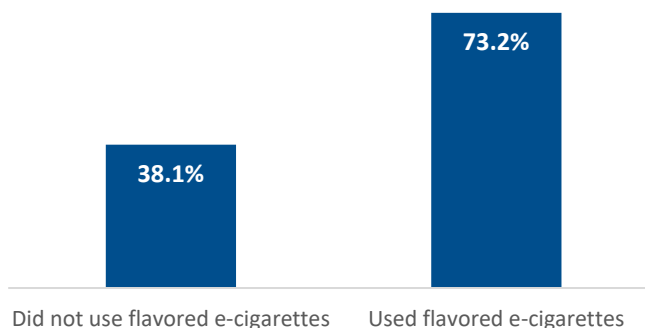
Minnesota Department of Health
PO Box 64882
St. Paul, MN 55164-0882
651-201-3535
tobacco@state.mn.us
www.health.mn.gov/tobacco

Figure 3. Top reasons teens use e-cigarettes



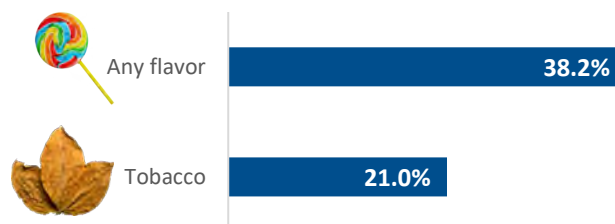
Source: 2020 Minnesota Youth Tobacco Survey; denominator: students who reported having used e-cigarettes in the past 30 days

Figure 4. Percentage of students who reported signs of e-cigarette dependence, by flavor use



Source: 2020 Minnesota Youth Tobacco Survey; denominator: students who reported having used e-cigarettes in the past 30 days

Figure 5. Percentage of students susceptible to using e-cigarettes, by flavor offered



Source: 2020 Minnesota Youth Tobacco Survey; denominator: middle school and high school students

Suggested citation: Helgertz, S. *Teens prefer commercial tobacco products with flavors*. Saint Paul, MN: Minnesota Department of Health 2021.

For questions, contact the Minnesota Center for Health Statistics.

To obtain this information in a different format, call: 651-201-3535

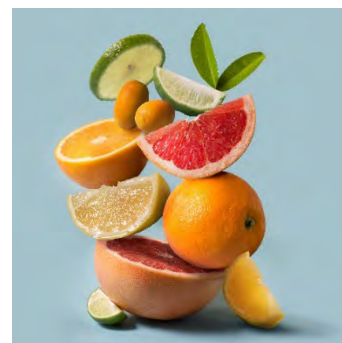
1. Hsu G, Sun JY, Zhu S-H. Evolution of electronic cigarette brands from 2013-2014 to 2016-2017: analysis of brand websites. *Journal of medical Internet research*. 2018;20(3):e8550. doi:<https://doi.org/10.2196/jmir.8550>
2. US Department of Health and Human Services. *E-cigarette Use Among Youth and Young Adults. A Report of the Surgeon General*. 2016.
3. Lee YO, Glantz SA. Menthol: putting the pieces together. *Tobacco Control*. 2011;20(Suppl 2):ii1-ii7.
4. Villanti AC, Johnson AL, Glasser AM, et al. Association of Flavored Tobacco Use With Tobacco Initiation and Subsequent Use Among US Youth and Adults, 2013-2015. *JAMA network open*. 2019;2(10):e1913804-e1913804.
5. Villanti AC, Johnson AL, Ambrose BK, et al. Flavored tobacco product use in youth and adults: findings from the first wave of the PATH study (2013–2014). *American journal of preventive medicine*. 2017;53(2):139-151.
6. Association for Nonsmokers-Minnesota. Flavored Tobacco. Accessed 11/3/2021, 2021. <https://www.ansrmn.org/issues-resources/flavored-tobacco/>
7. Ambrose BK, Day HR, Rostron B, et al. Flavored tobacco product use among US youth aged 12-17 years, 2013-2014. *JAMA*. 2015;314(17):1871-1873. doi:10.1001/jama.2015.13802
8. Bold KW, Kong G, Cavallo DA, Camenga DR, Krishnan-Sarin S. E-cigarette susceptibility as a predictor of youth initiation of e-cigarettes. *Nicotine and Tobacco Research*. 2017;20(1):140-144.
9. Kingsley M, Setodji CM, Pane JD, et al. Short-term impact of a flavored tobacco restriction: changes in youth tobacco use in a Massachusetts community. *American journal of preventive medicine*. 2019;57(6):741-748.

Minnesota Teens Vape Sweet and Minty Flavors

REGULATION OF SWEET AND MINTY E-CIGARETTE FLAVORS COULD HELP REDUCE E-CIGARETTE USE AMONG TEENS

May 2022

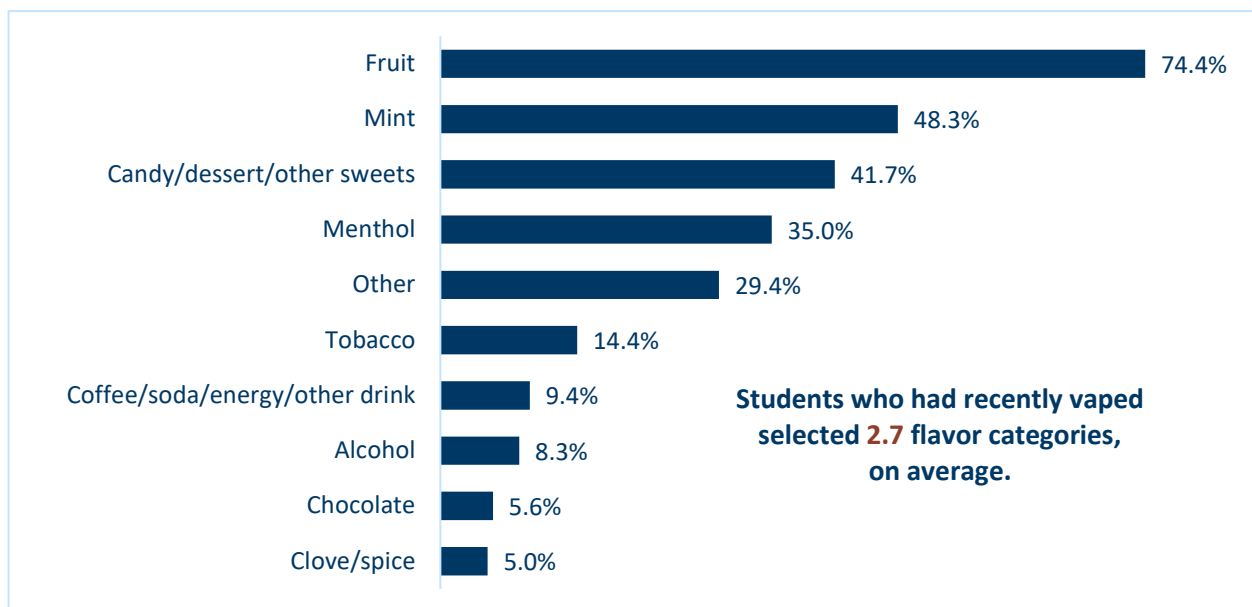
Decades of research shows that flavors added to commercial tobacco products appeal more to teens than adults.¹ To help address the teen vaping epidemic,² the FDA banned all flavors other than tobacco and menthol in cartridge- or pod-based e-cigarettes³ (e.g., JUUL) in 2019. Refillable open-tank systems and disposable e-cigarettes (e.g., Puff Bar) are not included in the ban. As a result, e-cigarettes in thousands of flavors remain on the market, and teens continue to use them.



Which e-cigarette flavors do teens use?

We asked a representative sample of Minnesota teens which e-cigarette flavors they had used during the past 30 days. Among teens who had recently vaped, 74.4% reported having used fruit flavors, 48.3% had used mint, and 41.7% used candy, dessert, and other sweets. In contrast, only 14.4% reported having used an e-cigarette that tastes like conventional tobacco (**Figure 1**).

Figure 1. Percentage of teens who reported having used different e-cigarette flavors in the past 30 days



Source: 2020 Minnesota Youth Tobacco Survey; denominator: students who reported having used e-cigarettes in the past 30 days (grades 6-12)

Older adults choose tobacco-flavored e-cigarettes over fruit- or candy-flavored

In 2018, a representative sample of U.S. and Canadian adult smokers and former smokers who regularly vape were asked which e-cigarette flavors they had used in the past 30 days. Their responses showed

that flavor preferences depend on one's age: older adults were more likely than younger adults to have used tobacco-flavored e-cigarettes (**Figure 2**); while younger adults were more likely to have used fruit-flavored e-cigarettes (**Figure 3**). Similarly, a larger share of young adults (ages 18 to 24) than older adults (ages 55 or older) in the study reported having used e-cigarettes that taste like candy or dessert (19.2% vs. 7.0%).⁴

Figure 2. Percentage of adults who vaped tobacco flavor

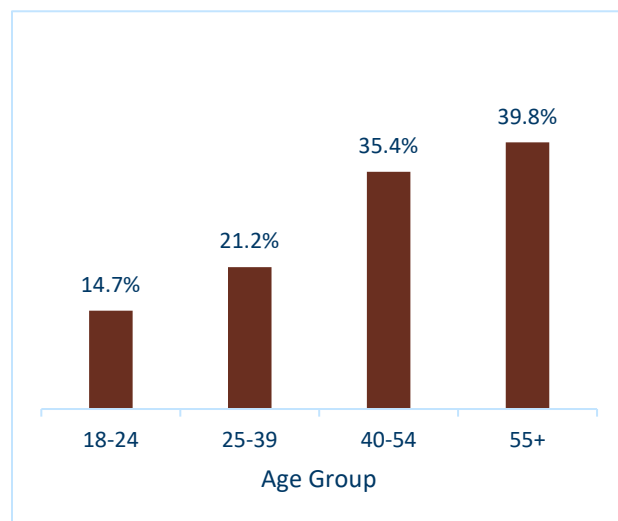
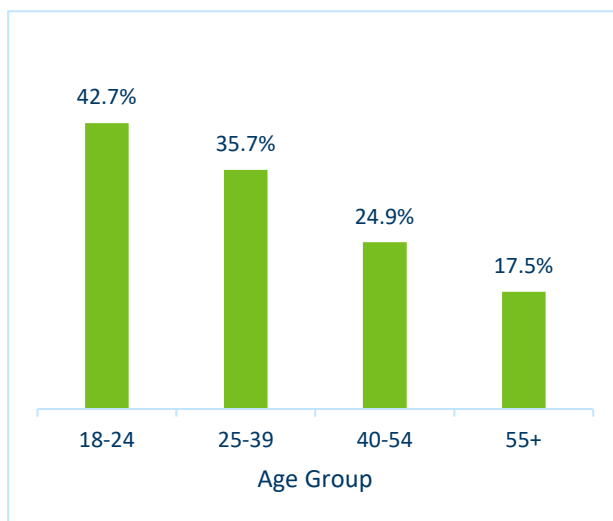


Figure 3. Percentage of adults who vaped fruit flavor



Source: Adapted from Gravely et. al (2020); denominator: US and Canadian adult smokers or former smokers who vape one or more times per week, 2018

Implications

Flavors make e-cigarettes more appealing to new users. They can taste sweet and feel cooling, which hides the unpleasant taste and harsh feeling of inhaling nicotine. Teens and young adults are more likely than older adults to use fruit- and candy-flavored e-cigarettes. Policies that limit teens' access to sweet and minty flavored e-cigarettes are needed to address the teen vaping epidemic.

Minnesota Department of Health
PO Box 64882
St. Paul, MN 55164-0882
651-201-3535
tobacco@state.mn.us
www.health.mn.gov/tobacco

Suggested citation: Helgertz, S. Minnesota Teens Vape Sweet and Minty Flavors. Saint Paul, MN: Minnesota Department of Health 2022.

To obtain this information in a different format, call: 651-201-3535

1. Helgertz S. *Minnesota teens prefer commercial tobacco products with flavors*. Minnesota Department of Health; 2022. *Tobacco NUMBRS*. Accessed 3/25/2022.
https://www.health.state.mn.us/communities/tobacco/data/docs/03-24-2022_flavors.pdf

2. US Food and Drug Administration. Statement from FDA Commissioner Scott Gottlieb, M.D., on new steps to address epidemic of youth e-cigarette use. Updated September 12, 2018. Accessed March 13, 2019, <https://www.fda.gov/NewsEvents/Newsroom/PressAnnouncements/ucm620185.htm>
3. FDA finalizes enforcement policy on unauthorized flavored cartridge-based e-cigarettes that appeal to children, including fruit and mint. 2020. Accessed 3/25/2022. <https://www.fda.gov/news-events/press-announcements/fda-finalizes-enforcement-policy-unauthorized-flavored-cartridge-based-e-cigarettes-appeal-children>
4. Gravely S, Cummings KM, Hammond D, et al. The association of e-cigarette flavors with satisfaction, enjoyment, and trying to quit or stay abstinent from smoking among regular adult vapers from Canada and the United States: Findings from the 2018 ITC Four Country Smoking and Vaping Survey. *Nicotine and Tobacco Research*. 2020;22(10):1831-1841.

10:30am Appointment

February 6, 2023

REQUEST FOR BOARD ACTION

a. Subject: Proposed New Ordinance Regulating the Use of Cannabis in Public Places	b. Origination: Planning Commission and Community Health Department
c. Estimated time: 15-20 minutes	d. Presenter(s): Ryan Carda, Environmental Services Supervisor and Kathy Burski, Community Health Director

e. Board action requested:

- a. Review and Discuss the Planning Commission's recommendations for a proposed new ordinance, an Ordinance Regulating the Use of Cannabis and Cannabis Derived Products in Public Places within the County of Kanabec
- b. Review and Discuss Community Health and the Cannabis Committee's recommendations for a proposed new ordinance, an Ordinance Regulating the Use of Cannabis and Cannabis Derived Products in Public Places within the County of Kanabec
- c. Consider the request to set a public hearing regarding the intent to adopt and enact an ordinance regulating the use of cannabis and cannabis derived products in public places within Kanabec County

f. Background:

Supporting Documents: None: Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:

ORDINANCE No. _____

**ORDINANCE REGULATING THE USE OF CANNABIS AND CANNABIS
DERIVED PRODUCTS IN PUBLIC PLACES**

SECTION 1. PURPOSE AND INTENT

This Ordinance is adopted by the Kanabec County Board of Commissioners for the purpose of protecting public health and safety by regulating/prohibiting the use of cannabis and cannabis-derived products in public places and places of public accommodation within Kanabec County ("the County").

The County recognizes the risks that unintended access and use of cannabis products present to the health, welfare, and safety of youth in Kanabec County.

By enacting 2023 Session Law, Chapter 63, H. F. No. 100 ("State Legislation"), the Minnesota Legislature passed the adult-use cannabis bill. Under that bill, the adult use, possession, and personal growing of cannabis became legal August 1, 2023.

State legislation authorizes adoption of a local ordinance establishing a petty misdemeanor offense for public use of cannabis. See State Legislation Sec. 19, MINN. STAT. §152.0263 subd. 5, or successor statute.

SECTION 2. DEFINITIONS

Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. The following words, terms, and phrases, when used in this Ordinance, shall have the meanings ascribed to them except where the context clearly indicates a different meaning.

- a. "Adult-use cannabis flower" means cannabis flower that is approved for sale by the Office of Cannabis Management or is substantially similar to a product approved by that office. Adult-use cannabis flower does not include medical cannabis flower, hemp plant parts, or hemp- derived consumer products.
- b. "Adult-use cannabis products" means a cannabis product that is approved for sale by the Office of Cannabis Management or is substantially similar to a product approved by that office. Adult-use cannabis product includes edible cannabis products but does not include medical cannabinoid products or lower-potency hemp edibles.
- c. "Cannabis flower" means the harvested flower, bud, leaves, and stems of a cannabis plant. Cannabis flower includes adult-use cannabis flower and medical cannabis flower. Cannabis flower does not include cannabis seed, hemp plant parts, or hemp-derived consumer products.
- d. "Cannabis product" means any of the following:

- (1) cannabis concentrate;
- (2) a product infused with cannabinoids, including but not limited to tetrahydrocannabinol, extracted, or derived from cannabis plants or cannabis flower; or
- (3) any other product that contains cannabis concentrate.

e. Hemp derived consumer products.

- (1) "Hemp derived consumer products" means a product intended for human or animal consumption, does not contain cannabis flower or cannabis concentrate, and:
 - (a) contains or consists of hemp plant parts; or
 - (b) contains hemp concentrate or artificially derived cannabinoids in combination with other ingredients.
- (2) "Hemp derived consumer products" does not include artificially derived cannabinoids, lower-potency hemp edibles, hemp-derived topical products, hemp fiber products, or hemp grain.

f. "Lower-potency hemp edible" means any product that:

- (1) is intended to be eaten or consumed as a beverage by humans;
- (2) contains hemp concentrate or an artificially derived cannabinoid, in combination with food ingredients;
- (3) is not a drug;
- (4) consists of servings that contain no more than five milligrams of delta-9 tetrahydrocannabinol, 25 milligrams of cannabidiol, 25 milligrams of cannabigerol, or any combination of those cannabinoids that does not exceed the identified amounts;
- (5) does not contain more than a combined total of 0.5 milligrams of all other cannabinoids per serving;
- (6) does not contain an artificially derived cannabinoid other than delta-9 tetrahydrocannabinol;
- (7) does not contain a cannabinoid derived from cannabis plants or cannabis flower; and

- (8) is a type of product approved for sale by the office or is substantially similar to a product approved by the Office of Cannabis Management, including but not limited to products that resemble nonalcoholic beverages, candy, and baked goods.
- g. "Public place" means any outdoor or indoor area, whether privately or publicly owned, to which the public have access by right of invitation, expressed or implied. This includes but is not limited to a public park or trail, public street or sidewalk, any enclosed, indoor area used by the general public, including, but not limited to, theaters, restaurants, bars, food establishments and their decks, places licensed to sell intoxicating liquor, wine, or malt beverages, retail businesses, gyms, common areas in buildings, public shopping areas, auditoriums, arenas, or other places of public accommodation.
- h. "Place of public accommodation" means a business, refreshment, entertainment, recreation, or transportation facility of any kind, whose goods, services, facilities, privileges, advantages, or accommodations are extended, offered, sold, or otherwise made available to the public.
- i. Exceptions to definition of public place or place of public accommodation:
 - (1) a private residence, including the individual's curtilage or yard.
 - (2) private property, not generally accessible by the public, unless the individual is explicitly prohibited from consuming cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products on the property by the owner of the property; or
 - (3) on the premises of an establishment or event licensed to permit on-site consumption.
- j. "Smoking" means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, or any other lighted or heated product containing cannabis flower, cannabis products, artificially derived cannabinoids, or hemp-derived consumer products. Smoking includes carrying or using an activated electronic delivery device for human consumption through inhalation of aerosol or vapor from the product.

SECTION 3. PROHIBITED ACTS

Subd. 1. No person shall use cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in a public place or a place of public accommodation unless the premises is an establishment or an event licensed to permit on-site consumption of adult-use cannabis flower and adult use cannabis products. See State Legislation Sec. 9, MINN. STAT. § 342.09 subd. 1(2), or successor statute. See also State Legislation, MINN. STAT. § 342.09, subd. 1 (7)(iii), or successor statute, and State Legislation Sec. 19, MINN. STAT. § 152.0263, subd. 5, or successor statute.

Subd. 2. No person shall vaporize or smoke cannabis flower, cannabis products, artificially derived cannabinoids, or hemp-derived consumer products in any location where the smoke, aerosol, or vapor would be inhaled by a minor. See State Legislation Sec. 9, MINN. STAT. §342.09, subd. 1(7)(b)(9) or successor statute.

SECTION 4. PENALTY

Criminal Penalty. A violation of this ordinance shall be a petty misdemeanor having a fine payable up to \$300.00. Nothing in this ordinance prohibits the County from seeking prosecution for an alleged violation.

SECTION 5. SEVERABILITY

If any section or provision of this ordinance is held invalid, such invalidity will not affect other sections or provisions that can be given force and effect without the invalidated section or provision.

SECTION 6. EFFECTIVE DATE

This ordinance shall be in full force and effect from and after its passage and publications as required by law.



KANABEC COUNTY PLANNING COMMISSION
Environmental Services Department
903 Forest Ave E
Mora, MN 55051
Phone: (320) 679-6456
Email: env@co.kanabec.mn.us

Kanabec County Planning Commission Meeting Minutes of January 22, 2024

MINUTES ARE CURRENTLY UNAPPROVED

MEMBERS PRESENT: Tom Roeschlein, Pat O'Brien, Rhonda Olson, Earl Bracewell, Wayne Zaudtke, Doug Sabinash

EX-OFFICIAL PRESENT: none

MEMBERS ABSENT: none

EX-OFFICIAL ABSENT: Chad Gramentz

STAFF: Ryan Carda – Environmental Services Tech.

APPLICANT REPRESENTATIVE(S): Kathy Burski, Lori Swanson, Patti Miller, Allison Krueger

PUBLIC ATTENDING: David Youngquist, Jeff Krie, Rose Krie, Jason Keller, Janelle Lambert, Mark Sholtz, Sarah Rosburg, Brent Nelson

Call to Order: Kanabec County Planning Commission was called to order at 7:00pm by Ryan Carda.

Pledge of Allegiance

Approval of Agenda/Additions to Agenda:

A motion was made by Pat O'Brien, seconded by Doug Sabinash to approve the agenda with the revision that the "Oath of Office" be removed.

All in favor, motion carried.

Organizational Meeting:

- A motion was made by Pat O'Brien, seconded by Doug Sabinash to select Tom Roeschlein as the Chairperson. All in favor, motion carried.
- A motion was made by Rhonda Olson, seconded by Pat O'Brien to select Doug Sabinash as the Vice Chairperson. All in favor, motion carried.
- A motion was made by Pat O'Brien, seconded by Doug Sabinash to select Environmental Services staff as the recording secretary. All in favor, motion carried.

Approval of Minutes:

A motion was made by Earl Bracewell, seconded by Rhonda Olson to approve the minutes from June 26th, 2023 as presented.

All in favor, motion carried.

Old Business:

None

New Business:

Public Hearing – NEW ORDINANCE – AN ORDINANCE REGULATING THE USE OF CANNABIS AND CANNABIS DERIVED PRODUCTS IN PUBLIC PLACES WITHIN THE COUNTY OF KANABEC

Staff presentation:

- Kathy Burski presented the findings of the Kanabec County Public Health department
 - The ordinance was creative internally through collaboration with different departments and staff
 - The State statute regulating cannabis products doesn't include very many regulations
 - The intent of the ordinance is to promote and maintain a healthier environment for all
 - There have been many changes to current cannabis products
 - There is particular concern for youth
 - Cannabis has no measurable unit of intoxication
 - Use ordinance was modeled after Pine County's ordinance
 - Similar ordinances have been passed by many counties and municipalities
- Patti Miller
 - Ordinance will be looked at similar to the tobacco and alcohol ordinance
- Pat O'Brien asked about protections for kids
 - Kathy Burski said the state has loose guidelines and requirements would need to be created as part of a later ordinance
- Doug Sabinash asked about Section 2, Item f. 8
 - Kathy Burski said they could look at the phrasing and see if it needs to be changed
- Tom Roeschlein asked about the state's rule
 - Kathy Burski responded by saying there are some restrictions in place from the state, but they are limited, and she explained the population limit on businesses
- Earl Bracewell asked about the status of the state office handling cannabis
- Doug Sabinash asked about the moratorium that was previously put in place
- Wayne Zaudtke asked about Section 2, Item i. 3
- Pat O'Brien asked about notification to the townships when the ordinance was being worked on

Applicant presentation:

- There was no applicant presentation

Public hearing comments:

- Brent Nelson, Mora High School Principal
 - Kids are utilizing vapes that have nicotine and THC in them and are becoming addicted
 - They are sneaking them around to use
 - Exotic flavors and smells are making them attractive to kids
 - Families are struggling with dealing kids that have become addicted to these products
- Earl Bracewell asked what consequences are in place for use
 - Brent Nelson responded by saying that they hold parent meetings, suspension, and homework
- Wayne Zaudtke asked whether school bathrooms is a public place as well as the school
- Pat O'Brien asked about the recirculation system in the school and law enforcement involvement

Conclusion of public hearing:

- Wayne Zaudtke
 - Asked about funding sources from taxes
- Tom Roeschlein
 - Asked if anything else could be added to the ordinance
 - Asked about enforcement actions and whether funding would be coming from the state
- Rhonda Olson
 - Brought up the public park near Knife Lake
- Kathy Burski and Patti Miller
 - Answered questions about
- Other general discussion was had regarding policing and enforcement of the ordinance

Board action:

- A motion was made by Earl Bracewell, seconded by Rhonda Olson, to recommend approval of the cannabis ordinance as written to the County Board.
All in favor, motion carried.

Public Hearing – REVISED ORDINANCE – KANABEC COUNTY ORDINANCE #19, AN ORDINANCE REGULATING THE SALE OF TOBACCO AND RELATED DEVICES AND PRODUCTS WITHIN KANABEC COUNTY MINNESOTA

Staff presentation:

- Lori Swanson presented the findings of the Kanabec County Public Health department
 - The ordinance was last updated in 1998
 - Primary change is to increase the age to 21 years old from 18 years old
 - Trying to come in conformance with MDH requirements
 - Point of sale requirements
 - Youth are susceptible to flavored tobacco products
 - Increasing fees in the Auditor/Treasurer to cover costs
 - Increasing penalty fee
- Tom Roeschlein asked what primary changes were present
 - Lori Swanson talked on some of the main changes
 - The county looked at surrounding counties to see what should be included
 - Increase in licensing fees
 - There are 16 total businesses within the county that sell tobacco products
 - An instructional program requirement for renewal
 - Compliance checks
 - Flavored products
- Kathy Burski added that the ordinance revisions were done with the Better Together Coalition
- Wayne Zaudtke asked if anything in this ordinance was also applicable to the cannabis ordinance
- Doug Sabinash asked about the term “lobelia” in the ordinance
- Tom Roeschlein asked for clarification on whether some of these sections were completely new
- Rhonda Olson asked for further clarification on “child resistant packaging”

Applicant presentation:

- There was no applicant presentation

Public hearing comments:

- There was no public comment

Conclusion of public hearing:

- Doug Sabinash
 - Was opposed to not allowing flavored products due to potential backlash from older residents, specifically ones that use menthol cigarettes
- Wayne Zaudtke
 - Made the comment that flavoring is extremely common with the youth
- Patti Miller
 - Stated that the cost to use would greatly outweigh complaints
- Other general discussion was had regarding ordinance impacts and content

Board action:

- A motion was made by Pat O'Brien, seconded by Rhonda Olson, to recommend approval of the tobacco ordinance revisions as written to the County Board.
Tom Roeschlein, Pat O'Brien, Rhonda Olson, Earl Bracewell, and Wayne Zaudtke voted in favor and Doug Sabinash voted against, motion carried.

Public Hearing Comment:

- None

Adjourn:

A motion was made by Earl Bracewell, seconded by Doug Sabinash to adjourn the meeting at 8:11pm.
All in favor, motion carried.

Respectfully submitted,
Ryan Carda
Recording Secretary

Cannabis Ordinance Discussion

What is the overall goal from the public health perspective?

- to prevent initiation, misuse, and abuse of substances known to be harmful
- to protect the health of the public
- to save money

The Public Health Law Center has recently issued answers to some frequently asked questions.

Q6: Can local units of government restrict or prohibit all use of cannabis in public places?

A6: Yes. Local government may adopt an ordinance prohibiting any method of using cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in a public place, *other than* a private residence (including the curtilage or yard), private property not generally accessible by the public (unless explicitly prohibited by the property owner), or the premises of an establishment or event licensed to permit on-site consumption.⁹ The methods of consumption that may be restricted or prohibited include smoking, vaping, consumption of edibles, and other possible methods of consumption. There are many reasons why a local unit of government may wish to restrict or prohibit use of these products in public. Such rationales include, but are not limited to, preventing youth access and exposure, preventing normalization of use, minimizing public intoxication and impaired driving, and avoiding the litter and other product waste that result from allowing public use.

Similar to local restrictions on commercial tobacco use and alcohol use, it is a public health best practice for local government to enact ordinances that protect people from secondhand smoke exposure and reduce the availability and accessibility of these products. Local units of government will need to work with their attorneys to craft ordinances expressly defining where public use of cannabis will be prohibited.

The goal of limiting public use, however, is *not* to recriminalize the use of cannabis. While state law establishes a petty misdemeanor offense for a person who unlawfully uses in violation of a local ordinance, local government should consider equitable enforcement of its laws. Using racial impact analysis tools developed by local public health or public safety units is encouraged to avoid profiling and other inequities in enforcement. Local governments should also consider ensuring transparency through community engagement, as well as using historical data on cannabis use and possession enforcement to ensure their policy development does not perpetuate the harms of cannabis criminalization.

Q7: Can local units of government ban the smoking or vaping of cannabis in public places?

A7: Yes. Local units of government may adopt an ordinance prohibiting the smoking or vaping of cannabis flower, cannabis products, or hemp-derived consumer products in a public place. The cannabis legalization law allows local restrictions on public use (see above). Additionally, under the Minnesota Clean Indoor Air Act (MCIAA), local units of government are authorized to enact and enforce more stringent regulations than required under state law to protect individuals from secondhand smoke or involuntary exposure to aerosol or vapor from electronic delivery devices.¹⁰ Local governments have historically used this local control provision of the MCIAA to prohibit commercial tobacco smoking and vaping in parks, restaurant patios, and distances around business entrances. Because the MCIAA defines “smoking” to include “marijuana, or

other plant, whether natural or synthetic,”¹¹ local units of government would have the same authority to prohibit cannabis smoking and vaping in those areas, as well.

It should be noted, however, that while the MCIAA provides broad authority for local governments to restrict smoking and vaping, the cannabis law expressly prohibits local units of government from adopting an ordinance prohibiting use of cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in: (1) a private residence, including the person’s curtilage or yard; (2) private property not generally accessible by the public, unless the person is explicitly prohibited from consuming cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products on the property by the owner of the property; or (3) the premises of an establishment or event licensed to permit on-site consumption.¹² As a result, local government may be limited in regulating smoking or use of cannabis in multiunit housing, or other private properties not generally accessible by the public. The Office of Cannabis Management may provide clarification as it promulgates rules, or the legislature could address the conflict between the MCIAA’s broad authority of local government to regulate smoking and vaping and the limitations of local government to regulate more stringently in private residences and other private properties not generally accessible by the public. In the meantime, local governments should work with their attorneys as they interpret both the MCIAA and the cannabis legalization law.

What we are up against? big money (big tobacco, also working in cannabis)



THC Pre Rolled Joints



Alcohol with THC

CANNABIS CONCENTRATES



CRUMBLE
Dried oil with a honey-comb like consistency



BADDER/BUDDER
Concentrates whipped under heat to create a cake-batter like texture



SHATTER
A translucent, brittle, & often golden to amber colored concentrate made with a solvent



DISTILLATE
Refined cannabinoid oil that is typically free of taste, smell & flavor. It is the base of most edibles and vape cartridges



CRYSTALLINE
Isolated cannabinoids in their pure crystal structure



DRY SIFT
Ground cannabis filtered with screens leaving behind complete trichome glands. The end-product is also referred to as kief



ROSIN
End product of cannabis flower being squeezed under heat and pressure



BUBBLE HASH
Uses water, ice, and mesh screens to pull out whole trichomes into a paste-like consistency



Candy and Snacks with THC

Is cannabis really that much more potent than 50 years ago?

Cannabis plants have been modified to contain higher amounts of THC. Cannabis today contains more than 10 times as much THC, on average, than it did in the 1970's.



SOURCE: NIDA POTENCY MONITORING PROGRAM, UNIVERSITY OF MISSISSIPPI

And this is just the plant. Today's marijuana is much more potent than in the past – with pot edibles, candies, cookies, ice creams, and waxes being up to 99% THC.

Perception of Risk

As Kanabec County students grow older, the perception of risk/harm from marijuana *decreases dramatically* from 8th grade to 11th grade, dropping 23.6 percentage points from 67.8% to 38.1%. In general, youth's perception of risk toward marijuana is inversely proportional to youth use. If adolescents do not believe that marijuana is harmful then they are more likely to use marijuana. Below is Kanabec County youth data depicting past 30-day use and perception of risk data from 2013 to 2022. The perception of risk should be significantly higher, and past 30-day use rates lower.

Kanabec County Youth Data	8 th Grade* Only one of the two county school districts surveyed 8 th graders in 2022		9 th Grade		11 th Grade	
	Past 30-Day Use	Perception of Risk	Past 30-Day Use	Perception of Risk	Past 30-Day Use	Perception of Risk
2013	5.6%	65.2%	14.7%	67.5%	26.3%	46.5%
2016	5.8%	57.5%	15.4%	45.4%	30%	43.1%
2019	9.3%	63.2%	20.3%	46.3%	17.5%	44.6%
2022	0%	67.8%	3.2%	46.4%	10.8%	38.1%

Bottom line, we do not want to see use normalized.

Normalization – is the process that makes something more normal or regular.

Public Health promotes and tries to normalize healthy choices and wants the healthy choice to be the easy choice. Our children/youth learn behaviors by observing what others are doing (both good and bad behaviors). Creating fewer spaces where our youth observe the use of things like alcohol, tobacco, and marijuana reduces the risk of normalizing the use and fewer children/youth initiate use.

Public health concerns for youth who use cannabis:

- Cannabis dependence increases when someone starts using at an early age and when they use heavily.
- Cannabis use increases the risk of abuse or dependence on other substances.
- Edible cannabis products pose a risk of accidental poisoning.
- For teens, regular THC use can impair memory, concentration, and impact learning. It's also linked to psychological problems and a higher chance of substance abuse when they grow up.
- Cannabis use by youth may increase if it is legalized and becomes more available.

Effects of edible cannabis on youth:

Anyone who consumes edible cannabis products can experience effects, such as:

- Altered perception/intoxication/nausea/vomiting
- Anxiety/panic/paranoia
- Dizziness/weakness/poor coordination/slurred speech
- Excessive sleepiness/apnea (not breathing for 10 seconds or longer)/heart problems

Community Risk and Protective Factors:

According to SAMHSA, community risk factors for youth marijuana use include:

- Widespread availability of marijuana
- Greater marijuana outlet density
- More days and hours of marijuana sales
- Exposure to marijuana marketing
- Youth liking or following marijuana businesses on social media
- Owning marijuana-branded merchandise or having a favorite marijuana brand
- New marijuana products that attract youth

For each of these risk factors, the opposite can be considered important as a protective factor that can reduce or prevent youth marijuana use. Prevention is possible when youth have positive influences, including community norms that discourage youth use and public policies that support prevention and prevent access to products.

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 February 6, 2024 10:50am

- 1. Agenda Approval** **Pg. 1**
- 2. Staffing- Refill Office Support Specialist position**
 - Action requested
 - See attached resolution**Pg 2**
- 3. Term for Health and Human Services Advisory Committee Member**
 - Action requested
 - See attached resolution**Pg. 3**
- 4. Adjourn**

Resolution #FS – 2/6/24

Family Services Office Support Specialist Replacement Resolution

WHEREAS an Office Support Specialist in the Family Service agency has resigned effective 1/19/2024, and

WHEREAS this position plays an essential role in assisting other members in the agency to fulfill their duties as well as having a designated workload of its own.

THEREFORE the Family Services Director is requesting to refill the Office Support Specialist position.

THEREFORE BE IT RESOLVED the Kanabec County Family Services Board authorizes the Family Service Director with assistance from the HR Director to hire a full-time Office Support Specialist at Step A, Range 5 of the pay plan which is \$17.37 per hour for this budgeted position.

Resolution #FS____ - 2/6/24

Health & Human Services Advisory Committee Appointment Term Date Correction

WHEREAS, on January 2, 2024 the Family Services Board reappointed Tina Simons from an alternate to a regular position as a representative on the Health and Human Services Advisory Committee, and

WHEREAS, the specified term dates for the regular appointment were incorrect as the term was treated as a new appointment instead of a continuation of the existing appointment;

THEREFORE, BE IT RESOLVED that the term dates for Tina Simons's appointment to the Health and Human Services Advisory Committee as a Community member commenced February 7, 2023 and expires January 7, 2025.

10:55am Appointment

February 6, 2024

REQUEST FOR BOARD ACTION

a. Subject: Discuss Upcoming Railroad Authority Advisory Committee Meeting	b. Origination: Coordinator's Office
c. Estimated time: 10 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested:

Railroad Authority Board

Agenda

February 6, 2024

- a. Agenda Approval
- b. Discuss upcoming Railroad Authority Advisory Committee Meeting
- c. Adjourn

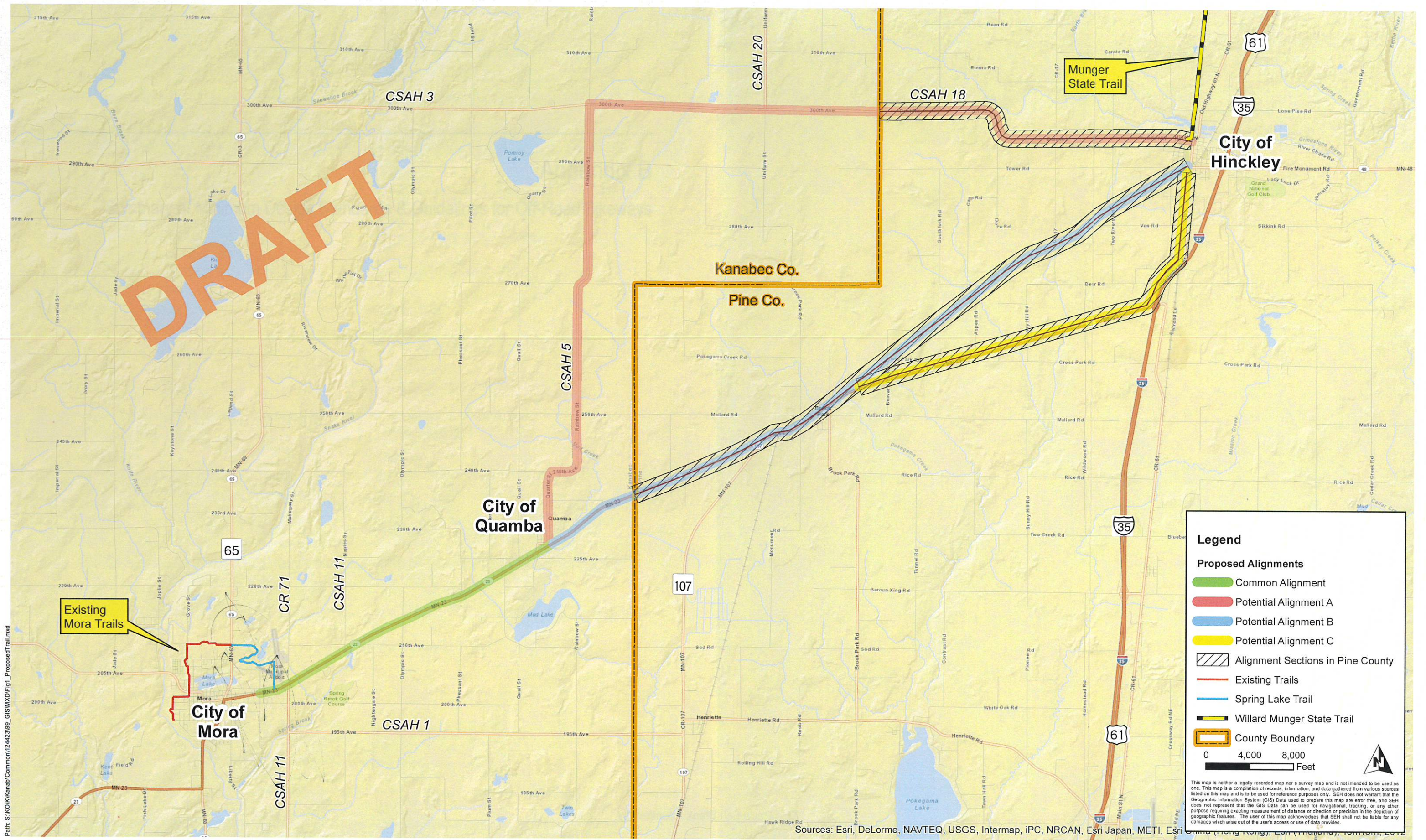
f. Background:

The Coordinator's Office was asked to convene a meeting of the Railroad Authority Advisory Committee to discuss the potential for the development of a trail system between Kanabec and Pine Counties using the existing railroad beds on the east side of Mora.

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

Date received in County Coordinators Office:

Coordinators Comments:



Path: S:\KOK\KanabCommon\12442399_GISMXD\Fig1_ProposedTrail.mxd

11:05am Appointment

February 6, 2024

REQUEST FOR BOARD ACTION

a. Subject: Request to Fill a Vacancy	b. Origination: County Attorney's Office
c. Estimated time: 5-10 minutes	d. Presenter(s): Barbara McFadden, County Attorney

e. Board action requested:

Approve the following resolution:

Resolution #__ – 2/06/24

Approval to Post & Fill a Vacancy

WHEREAS there is an upcoming vacancy in the position of Legal Assistant in the County Attorney's Office as the result of a retirement, and

WHEREAS the Board desires to refill this position;

BE IT RESOLVED that the County Board authorizes the County Attorney and the County Personnel Director to post and fill this full-time position at Grade 8, Step A of the pay plan which is \$20.68 per hour or the rate set by internal promotion;

BE IT FURTHER RESOLVED that the hours of work for this position be limited to those budgeted.

f. Background:

Supporting Documents: None ☒ **Attached:**

Date received in County Coordinators Office:

Coordinators Comments:

11:10am Appointment

Item a.

February 6, 2024

REQUEST FOR BOARD ACTION

a. Subject: 2024 Wage Scale Correction	b. Origination: Coordinator's Department
c. Estimated time: 2 minutes	d. Presenter(s): HR Specialist Kim Christenson

e. Board action requested:

Approve a corrected 2024 wage scale:

Resolution #__ – 02/06/2024 2024 Wage Scale Correction

WHEREAS the County Board approved the 2024 wage scale for County employees on December 19, 2023, and

WHEREAS an error was discovered on the wage scale pertaining to wages on Grade 20;

BE IT RESOLVED to approve the following corrected wage scale for non-union employees and elected officials effective January 1, 2024:

2024 - 2.5% Increase								
Grade	A	B	C	D	E	F	G	Grade
1	\$ 13.76	\$ 14.27	\$ 14.79	\$ 15.31	\$ 15.83	\$ 16.34	\$ 16.86	1
2	\$ 14.58	\$ 15.13	\$ 15.68	\$ 16.23	\$ 16.78	\$ 17.32	\$ 17.87	2
3	\$ 15.46	\$ 16.04	\$ 16.62	\$ 17.20	\$ 17.78	\$ 18.36	\$ 18.94	3
4	\$ 16.39	\$ 17.00	\$ 17.62	\$ 18.23	\$ 18.84	\$ 19.46	\$ 20.08	4
5	\$ 17.37	\$ 18.02	\$ 18.67	\$ 19.32	\$ 19.98	\$ 20.63	\$ 21.28	5
6	\$ 18.41	\$ 19.11	\$ 19.79	\$ 20.49	\$ 21.18	\$ 21.86	\$ 22.56	6
7	\$ 19.52	\$ 20.25	\$ 20.98	\$ 21.71	\$ 22.44	\$ 23.18	\$ 23.91	7
8	\$ 20.68	\$ 21.46	\$ 22.24	\$ 23.02	\$ 23.79	\$ 24.57	\$ 25.35	8
9	\$ 21.93	\$ 22.75	\$ 23.58	\$ 24.40	\$ 25.22	\$ 26.04	\$ 26.87	9
10	\$ 23.24	\$ 24.12	\$ 24.99	\$ 25.86	\$ 26.73	\$ 27.61	\$ 28.48	10
11	\$ 24.88	\$ 25.80	\$ 26.74	\$ 27.68	\$ 28.60	\$ 29.54	\$ 30.47	11
12	\$ 26.61	\$ 27.61	\$ 28.61	\$ 29.61	\$ 30.60	\$ 31.61	\$ 32.60	12
13	\$ 28.48	\$ 29.55	\$ 30.61	\$ 31.68	\$ 32.75	\$ 33.81	\$ 34.89	13
14	\$ 30.48	\$ 31.62	\$ 32.76	\$ 33.89	\$ 35.04	\$ 36.18	\$ 37.32	14
15	\$ 32.91	\$ 34.15	\$ 35.38	\$ 36.61	\$ 37.85	\$ 39.08	\$ 40.32	15
16	\$ 35.54	\$ 36.88	\$ 38.20	\$ 39.54	\$ 40.88	\$ 42.20	\$ 43.54	16
17	\$ 38.39	\$ 39.83	\$ 41.26	\$ 42.70	\$ 44.14	\$ 45.58	\$ 47.02	17
18	\$ 41.46	\$ 43.01	\$ 44.57	\$ 46.12	\$ 47.68	\$ 49.23	\$ 50.78	18
19	\$ 44.77	\$ 46.45	\$ 48.13	\$ 49.81	\$ 51.49	\$ 53.17	\$ 54.85	19
20	\$ 48.35	\$ 50.17	\$ 51.98	\$ 53.79	\$ 55.61	\$ 57.42	\$ 59.23	20
21	\$ 52.22	\$ 54.18	\$ 56.14	\$ 58.10	\$ 60.05	\$ 62.02	\$ 63.97	21
22	\$ 56.41	\$ 58.52	\$ 60.63	\$ 62.75	\$ 64.86	\$ 66.98	\$ 69.09	22

f. Background:**Supporting Documents:** None ☒**Attached:**

Old scale

20	\$ 48.35	\$ 49.92	\$ 51.73	\$ 53.53	\$ 55.34	\$ 57.14	\$ 58.94
-----------	----------	----------	----------	----------	----------	----------	----------

Corrected scale

20	\$ 48.35	\$ 50.17	\$ 51.98	\$ 53.79	\$ 55.61	\$ 57.42	\$ 59.23
-----------	----------	----------	----------	----------	----------	----------	----------

Date Received in County Coordinator's Office:
--

N/A

Coordinator's Comments:

11:10am Appointment

Item b.

February 6, 2024

REQUEST FOR BOARD ACTION

a. Subject: 2024 Wage Correction for the County Auditor/Treasurer	b. Origination: Coordinator's Department
c. Estimated time: 2 minutes	d. Presenter(s): HR Specialist Kim Christenson

e. Board action requested:

Approve a corrected 2024 wage for the County Auditor/Treasurer:

Resolution #__ – 02/06/2024

2024 Auditor/Treasurer Wage

WHEREAS the County Board approved the 2024 annual wage for County Auditor/Treasurer Denise Snyder on January 2, 2024, and

WHEREAS an error was discovered on the wage scale pertaining to wages on Grade 20;

BE IT RESOLVED to correct the wage and set the Y2024 annual wage of County Auditor/Treasurer Denise Snyder at \$123,198.40, which will be accomplished in the following manner with pay distribution based on 40 hours per week at: January 1, 2024 = \$59.23 per hour

f. Background:

Supporting Documents: None ☒

Attached:

Old scale

20	\$ 48.35	\$ 49.92	\$ 51.73	\$ 53.53	\$ 55.34	\$ 57.14	\$ 58.94
-----------	----------	----------	----------	----------	----------	----------	----------

Corrected scale

20	\$ 48.35	\$ 50.17	\$ 51.98	\$ 53.79	\$ 55.61	\$ 57.42	\$ 59.23
-----------	----------	----------	----------	----------	----------	----------	----------

Date Received in County Coordinator's Office:

N/A

Coordinator's Comments:

February 6, 2024
11:15am Appointment Agenda of
Chad T. Gramentz, PE
Public Works Director

- | | |
|---------------------------------------|------------------------|
| 1. MnDOT Detour Agreement | Resolution #1 (2-6-24) |
| 2. Final Payment KCP 22-06 SW Gravel | Resolution #2 (2-6-24) |
| 3. Final Payment 2022 Paving Contract | Resolution #3 (2-6-24) |
-

Resolution #1 (2-6-24)
MnDOT Detour Agreement

WHEREAS MnDOT is planning to perform bridge work on TH 23 between Milaca and Ogilvie that requires a detour, and

WHEREAS Kanabec County State Aid Highway No. 26 from the West county line to TH 47 is included in the detour route selected by MnDOT for this project, and

WHEREAS MnDOT has proposed a detour agreement, agreement no. 1055538, which was presented before the Board, and

THEREFORE BE IT RESOLVED that Kanabec County enter into MnDOT agreement No. 1055538 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State of Minnesota to Kanabec County for the use of County State Aid Highway No. 26 as a detour route during the construction to be performed upon, along, and adjacent to Trunk Highway No. 23 from 250' East of County State Aid Highway No. 2 East of Milaca to the Ground House River Bridge East of Ogilvie under State Project No. 4802-25 (T.H. 23=023), and

BE IT FURTHER RESOLVED that the Board Chair and the Public Works Director are authorized to execute the Agreement and any amendments to the Agreement.

Resolution #2 (2-6-24)
Final Payment
KCP 22-06
Aggregate Surfacing

WHEREAS the project, KCP 22-06 has in all things been completed and in accordance with the contract and the County Board being fully advised in the premises, and

THEREFORE BE IT RESOLVED that we do hereby accept said project for and on behalf of the County of Kanabec and authorize final payment to Wm. D. Scepaniak, Inc. in the amount of \$4,781.30.

Resolution #3(2-6-24)
Final Payment
2022 Bituminous Paving
SAP 033-620-011, SAP 033-630-003, SAP 033-617-010,
SAP 033-605-022, KCP 22-04, Arthur 22-01

WHEREAS the projects, SAP 033-620-011, SAP 033-630-003, SAP 033-617-010, SAP 033-605-022, KCP 22-04, and Arthur 22-01 has in all things been completed and in accordance with the contract and the County Board being fully advised in the premises, and

THEREFORE BE IT RESOLVED that we do hereby accept said project for and on behalf of the County of Kanabec and authorize final payment to Knife River Corporation in the amount of \$48,427.93.

**STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
And
KANABEC COUNTY
DETOUR AGREEMENT
For Trunk Highway No. 23 Detour**

State Project Number (S.P.):	<u>4802-25</u>	Original Amount Encumbered
State Project Number (S.P.):	<u>3301-39</u>	<u>\$4,889.62</u>
Trunk Highway Number (T.H.):	<u>23 = 023</u>	
Federal Project Number:	<u>NHPP-HSIP 0023(326)</u>	

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State") and Kanabec County acting through its Board of Commissioners ("County").

Recitals

1. The State is about to perform construction on Bridge Nos. 33X03 and No. 33X04, culvert work, grading and mill & overlay construction upon, along, and adjacent to Trunk Highway No. 23 from 250' East of County State Aid Highway (C.S.A.H.) No. 2 East of Milaca to the Ground House River Bridge East of Ogilvie under State Project No. 4802-25 (T.H. 23=023); and
2. The State requires a detour to carry T.H. 23 traffic on County State Aid Highway No. 26 during the construction; and
3. The State is willing to reimburse the County for the road life consumed by the detour as hereinafter set forth; and
4. Minnesota Statutes § 471.59, subdivision 10, § 161.25, and § 161.20, subdivision 2(b), authorize the parties to enter into this Agreement.

Agreement

1. Term of Agreement; Incorporation of Exhibits

- 1.1. **Effective Date.** This Agreement will be effective on the date the State obtains all signatures required by Minnesota Statutes § 16C.05, subdivision 2.
- 1.2. **Expiration Date.** This Agreement will expire when the State removes all detour signs, returns the temporary Trunk Highway detour to the County, and pays for the detour compensation.

2. Agreement Between the Parties

2.1. Detour.

- A. **Location.** The State will establish the T.H. 23 detour route on the following County road as detailed in the project plans or Special Provisions:
C.S.A.H. 26 for a total distance of 4.26 miles.
- B. **Modification of the Detour Route.** The State may modify the detour route or may add additional roadways to the official detour during construction. The State will request concurrence from the County for changes to the detour route. If such change increases the States total payment amount over the maximum obligation in Article 3.2, the Agreement will be amended.

- C. **Axle Loads and Over-Dimension Loads.** The County will permit 10-ton axle loads on the detour route. Over-dimension loads will not be permitted except in cases of extreme emergency.
- D. **Traffic Control Devices.** The State may install, maintain, and remove any traffic control devices it considers necessary to properly control the detoured traffic. The State may paint roadway markings, such as the centerline, edge lines, and necessary messages.
- E. **Detour Maintenance.** The State will perform any necessary bituminous patching and ordinary maintenance on the roadway or shoulder of the County roads used for the detour, at no cost or expense to the County. Bituminous patching is defined as any work, including continuous full width overlays, less than 100 feet in length. All State expenditures beyond those required for bituminous patching and ordinary maintenance will be credited against the road life consumed reimbursement due the County.
- F. **Duration.** The State will provide the County with advance notice identifying the dates the State intends to place and remove the detour signing.

2.2. **Basis of State Cost (Road Life Consumed).** The State will reimburse the County for the road life consumed by the detour using the following methods, as set forth in the Detour Management Study Final Report dated January 1991, and updated by MnDOT's Policy on Cost Participation for Cooperative Construction Projects and Maintenance Responsibilities between MnDOT and Local Units of Government.

- A. The "Gas Tax Method" formula, multiplies the Combined Tax Factor per mile times the Average Daily Traffic ("ADT") count of vehicles diverted from the Trunk Highway times the county road length in miles times the duration of the detour in days to determine the State's cost for the road life consumed by the detour. If an ADT changes, the parties will amend the Agreement.
- B. The County may, at its option, perform an "Equivalent Overlay Method" analysis. A State-approved firm, at no cost or expense to the State, must perform the testing and analysis. The County will keep records and accounts to verify any claim it might bring against the State for additional costs using the "Equivalent Overlay Method".

3. Payment

3.1. **For Road Life Consumed.** \$4,899.62 is the State's estimated cost for the road life consumed by the detour based on the data below:

[Fill in table below and delete rows that are not needed]

<u>Stage 1</u>	<u>Tax Factor</u>	<u>ADT</u>	<u>Road Length</u> <u>(Miles)</u>	<u>Duration (Days)</u>	<u>Cost</u>
C.S.A.H. 26	0.00513	5,900	4.26	38	\$4,899.62

Road Life Consumed Amount: \$4,899.62

The State's total payment for the road life consumed by the detour is equal to the amount computed by using the "Gas Tax Method" formula plus any amount determined by using the "Equivalent Overlay Method" analysis that is in excess of twice the "Gas Tax Method" amount.

3.2. **Maximum Obligation.** \$12,500.00 is the maximum obligation of the State under this Agreement and must not be exceeded unless the maximum obligation is increased by execution of an amendment to this Agreement.

3.3. Conditions of Payment. The State will pay the County the State's total road life consumed payment amount after performing the following conditions.

- A. Execution of this Agreement and the County's receipt of the executed Agreement.
- B. State's encumbrance of the State's total payment amount.
- C. State's removal of all detour signs.
- D. State notifies the County of the removal of the detour signs, and the number of days the detour was in effect.
- E. State's receipt of a written request from the County for payment.

4. Release of Road Restoration Obligations

By accepting the State's road life consumed payment plan and total payment amount, the County releases the State of its obligation, under Minnesota Statutes § 161.25, to restore the county roads used as a T.H. 23 detour to as good of condition as they were before designation as temporary trunk highways.

5. Authorized Representatives

Each party's Authorized Representative is responsible for administering this Agreement and is authorized to give and receive any notice or demand required or permitted by this Agreement.

5.1. The State's Authorized Representative will be:

Name, Title: Scott Zeidler – Engineering Specialist Senior (or successor)
Address: 7694 Industrial Park Rd. Baxter, MN 56425
Telephone: (218) 828-5800
E-Mail: scott.zeidler@state.mn.us

5.2. The County's Authorized Representative will be:

Name, Title: Chad Gramentz, Kanabec County Engineer (or successor)
Address: 903 Forest Avenue East, Mora, MN 55051
Telephone: (320) 679-6300
E-Mail: chad.gramentz@co.kanabec.mn.us

6. Assignment; Amendments; Waiver; Contract Complete

6.1. Assignment. No party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

6.2. Amendments. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.

6.3. Waiver. If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.

6.4. Contract Complete. This Agreement contains all prior negotiations and agreements between the State and the County. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

7. Liability

The County and State will be responsible for their own acts and omissions, to the extent authorized by law. Minnesota Statutes § 3.736 governs the State's liability. Minnesota Statutes, Chapter 466 governs the liability of the County.

8. State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the County's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

9. Government Data Practices

The County and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the County under this Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the County or the State.

10. Governing Law; Jurisdiction; Venue

Minnesota law governs the validity, interpretation, and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

11. Termination; Suspension

11.1. *By Mutual Agreement.* This Agreement may be terminated by mutual agreement of the parties or by the State for insufficient funding as described below.

11.2. *Termination for Insufficient Funding.* The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the County. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the County will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if this Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds.

11.3. *Suspension.* In the event of a total or partial government shutdown, the State may suspend this Agreement and all work, activities, performance, and payments authorized through this Agreement. Any work performed during a period of suspension will be considered unauthorized work and will be undertaken at the risk of non-payment.

12. Force Majeure

No party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance), if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

[The remainder of this page has been intentionally left blank]

STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT Purchase Order: 3000743237

KANABEC COUNTY

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

Approved:

By: _____
(District Engineer)

Date: _____

COMMISSIONER OF ADMINISTRATION

By: _____
(With Delegated Authority)

Date: _____

INCLUDE COPY OF THE RESOLUTION APPROVING THE AGREEMENT AND AUTHORIZING ITS EXECUTION.

Agenda Item #1

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

UNAPPROVED MINUTES

January 16, 2024

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, January 16, 2024 pursuant to adjournment with the following Board Members present: Rick Mattson, Tom Roeschlein, Wendy Caswell, Alison Holland and Peter Ripka. Others Present: Board Clerk Kris McNally, County Attorney Barbara McFadden (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 as presented.

Action #2 – It was moved by Peter Ripka, seconded by Tom Roeschlein and carried unanimously to approve the minutes of January 2, 2024 with the following correction: Action #1 – Correct the spelling of “Allison” to “Alison”.

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>
Blaze Credit Union	5,947.34
Card Services (Coborn's)	40.00
Chamberlain Oil	118.49
Consolidated Communications	1,147.84
E C Riders	14,989.86
East Central Energy	280.95
Kanabec County Auditor HRA	12,000.00
Kanabec County Auditor HRA	106.00
Kwik Trip Inc	11,943.18
MetLife	6,709.32
Midcontinent Communications	435.91

Minnesota Department of Health	1,275.00
Minnesota Department of Finance	4,877.50
Minnesota Department of Finance	37.50
Quadient Finance USA, Inc	5,584.94
Quality Disposal	743.06
VC3, Inc.	8,058.00
Verizon Wireless	4,187.00

18 Claims Totaling: \$ 78,481.89

9:02am – The Chairperson called for public comment three times. Those that responded included the following:

Charlie Strickland Jr.	Comments and questions regarding the request for letters of support for an EV charging station. Comments in support of opposition to the redesigned state flag & seal. Comments regarding fairness and equality when considering committee reappointments and term limits.
------------------------	--

9:07am – 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:

Vendor	Amount
A and E Cleaning Services	570.00
Ace Hardware	297.84
Ace Hardware	3.17
Adam's Pest Control	250.00
Advanced Correctional Healthcare	19,890.93
Applied Concepts, Inc.	2,995.00
Aspen Mills	216.71
Aspen Mills	671.19
Association of MN Counties	10,751.00
Association of MN Counties	4,900.00
Association of MN Counties	1,497.00
Attorney Richard Hodsdon	280.00
Auto Value	71.94
Barlow, Jeffery	148.03
Barlow, Jeffery	462.30
Bee Line Service Center, Inc.	1,044.82
Brownells, Inc	94.48
Clifton Larson Allen LLP	3,675.00
DataWorks Plus LLC	350.00

DVS Renewal	202.50
East Central Regional Juvenile Center	4,480.50
East Central Solid Waste Commission	66.00
Econ. Dev. Associaion of MN (EDAM)	320.00
FBG Service Corporation	4,829.00
FBG Service Corporation	2,543.00
FBG Service Corporation	672.00
Glen's Tire	736.12
Glen's Tire	1,518.08
Grainger	1,420.08
Grainger	714.36
Granite City Jobbing Co	720.93
Gratitude Farms	500.00
Hoefert, Robert	568.16
Hoefert, Robert	434.92
Information Systems Corporation	2,491.99
Information Systems Corporation	1,208.65
Information Systems Corporation	4,349.03
Information Systems Corporation	382.46
Information Systems Corporation	3,067.18
Information Systems Corporation	3,412.30
Information Systems Corporation	28.39
Initiative Foundation	1,550.00
IT SAVVY LLC	204.88
IT SAVVY LLC	1,126.22
Johnson Brothers Law	1,190.00
Johnsons Hardware	133.63
Kanabec County SWCD	8,000.00
Kanabec Publications	558.00
Kanabec Publications	26.10
Kanabec Publications	367.11
Kanabec Soil & Water Cons.	2,956.78
Kanabec Soil & Water Cons.	155.95
KnowBe4 Inc.	2,089.89
League of Minnesota Cities	2,340.00
Lease, Kevin	100.00
MACA	771.00
MACO-MOMS	750.00
MACVSO	500.00
MAPCED	500.00
Marco	248.06
Marco	2,095.96
Marco	328.10

Marco	496.58
Marco	514.00
Marco	363.09
Marco	(26.70)
Marco	159.00
Marco	651.00
MCHRNA	125.00
McIalwain, Shanna	119.97
MCIS	21,416.00
MCIS	530.00
MCIS	5,633.00
MCIS	6,290.00
Minnesota Counties Intergovernmental Trust	2,204.00
Minnesota Counties Intergovernmental Trust	1,958.00
Minnesota Monitoring Inc.	328.00
Minnesota UI	608.56
MNCCC Lockbox	1,712.78
MNCCC Lockbox	2,500.00
MNCCC Lockbox	2,150.00
MNCCC Lockbox	7,576.70
MNCCC Lockbox	2,800.00
MNCCC Lockbox	2,600.00
MNCCC Lockbox	2,800.00
Motorola Solutions	2,115.00
Noble Medical Inc	362.87
Northland Securities Inc	1,500.00
Novus Glass	130.00
Premium Waters, Inc.	52.40
Q Media Properties LLC	225.00
RELX Inc. DBA LexisNexis	238.70
RELX Inc. DBA LexisNexis	220.00
Resource Training & Solutions	250.00
River Valley Forensic Services, P.A.	250.00
RJ Mechanical	216.00
RMB Environmental Laboratories	31.20
RS Eden	6.80
Schneider, James	445.00
Snyder Denise	92.65
State of Minnesota - BCA	670.00
State of Minnesota - BCA	300.00
State of Minnesota - BCA	75.00
Stellar Services	31.41
Summit Companies	487.50

Summit Food Service Management	3,851.57
Summit Food Service Management	3,810.93
Timothy J. Peterson - Attorney at Law, LLC	720.00
Tinker & Larson Inc	3,193.11
ULINE	76.50
Van Alst, Lillian	548.89
Van Alst, Lillian	844.87
WEX	423.50

113 Claims Totaling: \$ 193,504.62

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

<u>Vendor</u>	<u>Amount</u>
A & E Cleaning	1,140.00
Aramark	444.72
Auto Value	1,934.66
Beaudry Oil	4,420.01
Caswell Cycle	778.86
Central McGowan	59.35
City of Mora	1,026.21
Federated Co-ops	36.40
Gopher State One-Call	21.60
Johnson Hardware	213.13
Kanabec County Highway Dept	57.45
Kwik Trip	36.04
LHB Inc.	175.50
Marco	352.17
North Central International	232.43
Northern Safety Co	196.66
Northern States Supply	290.67
Nuss Truck	534.01
Oslin Lumber	76.80
Power Plan	295.80
Schultz, Michael and Naomi	500.00
Totzke, Paul	83.96
USIC Locating	60.00
Wiarcom	675.30

24 Claims Totaling: \$ 13,641.73

Action #6 – It was moved by Wendy Caswell, seconded by Peter Ripka and carried

unanimously to approve the following resolution:

Resolution #6 – 1/16/24

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

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

BE IT RESOLVED to approve the Application for Exempt Permit for Isanti County Pheasants Forever for a raffle event to be held at Pheasants Ridge Shooting Preserve 1547 Imperial St, Ogilvie, MN 56358 on April 6, 2024.

County Coordinator Kris McNally led a discussion regarding a request for authorization to send a new position to the pay consultant for review and scoring.

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

Resolution #7 – 1/16/24

Approve Job Description and Refer for Evaluation Behavioral Health Nurse

WHEREAS County Policy P-106 calls for Board authorization for all new position job descriptions, and

WHEREAS the Family Services Director has submitted a new job description and physical analysis for the position of Behavioral Health Nurse, and

WHEREAS the Personnel Director has examined and evaluated the information for referral to the Board;

BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves the job description and physical analysis, and

BE IT FURTHER RESOLVED that the Board authorizes the Behavioral Health Nurse job description and physical analysis be sent to the salary consultant for review and scoring.

Action #8 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to recess the meeting at 9:17am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:17am on Tuesday, January 16, 2024 pursuant to adjournment with the following Board Members present: Tom Roeschlein, Rick Mattson, Wendy Caswell, Alison Holland and Peter Ripka. Family Services Director Chuck Hurd presented the Family Services Board Agenda.

Action #FS9 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve the Family Services Board Agenda as presented.

Family Services Director Chuck Hurd gave the Director's report.

Social Services Supervisor Katie Heacock met with the Board to give an overview of the Care Coordination Program.

Action #FS10 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #FS10 – 1/16/24

Family Services Social Worker Resolution

WHEREAS the case load for the Kanabec County Care Coordinators is at or above maximum capacity for the current employees, and

WHEREAS a request is being made for the continuation of the additional Social Worker position in Family Services which was authorized by Board resolution # FS 5 on 1/21/2020 to address the need in this area, and

WHEREAS this position will be funded by reimbursements and County Levy funds.

THEREFORE BE IT RESOLVED the Kanabec County Family Services Board authorizes the Family Service Director to continue this budgeted position ongoing.

Action #FS11 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the payment of 115 claims totaling \$229,018.99 on Family Services Funds.

Action #FS12 – It was moved by Peter Ripka, seconded by Tom Roeschlein and carried unanimously to adjourn Family Services Board at 9:33am and to meet again on Tuesday, February 20, 2024 at 9:20am.

The Board of Commissioners reconvened.

Extension Educator, 4H Youth Development Nikki Priebe met with the Board to request authorization of payment for 2023 Kanabec County 4-H Clean Up Day Claims. Nikki Priebe led a discussion regarding the history of Clean Up Day Claims, as well as possibilities for future event check in, payment, and fees.

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

Resolution #13 - 1/16/24

2023 Clean Up Day Claim

WHEREAS the board did authorize by Resolution #15 – 9/5/23 the expenditure of up to \$5,000 in SCORE funds in support of Kanabec County Clean-Up Day to be held on Saturday, October 14, 2023, and

WHEREAS the board has received a report of the Clean-Up Day and request for support payment;

BE IT RESOLVED to authorize payment of \$3,990.01 in SCORE funds to “Kanabec County 4-H” for Kanabec County Clean-Up Day 2023.

Chairperson Rick Mattson administered the Oath of Office to Veterans Service Officer, Erica Bliss.

Veterans Service Officer Erica Bliss met with the Board to request authorization for out-of-state travel.

Action #14 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to authorize Veteran Service Officer Erica Bliss to travel to Denver, CO for the National Association of County Veteran Service Officer Training May 13-17, 2024.

Commissioner Wendy Caswell led a discussion regarding a request from the South Country Health Alliance Joint Powers Board to schedule a work session with the Kanabec County Board of Commissioners and key staff. The Board expressed consensus to decline the request to meet with South Country Health Alliance.

EDA Director Jim Hartshorn met with the Board to discuss Statewide Affordable Housing Aid. The Board directed Jim Hartshorn to move forward with preparing a resolution, guidelines, policies and applications to include two allowable program focus areas: rehabilitation for existing affordable housing properties; and new affordable housing development projects’ grant matches for Kanabec County’s Statewide Affordable Housing Aid.

EDA Director Jim Hartshorn gave an update regarding the recent EDA annual meeting, EDA activity, and the EDA Strategic Plan 2024-2026. The Board directed Jim Hartshorn to include a more County-inclusive variety of pictures in the strategic plan, as well as changing the color scheme to be consistent with Kanabec County’s branding.

Commissioner Alison Holland led a discussion regarding a request from the Highway 23 Coalition for letters of support for an EV charging station in Rockville, MN. The Board directed

County Coordinator Kris McNally to draft a letter of support for the EV charging station on behalf of the County Board.

Environmental Services Supervisor Ryan Carda met with the Board to request approval of a retainer for legal services for 2024.

Action #15 – It was moved by Tom Roeschlein, seconded by Alison Holland and carried unanimously to approve the Flat Fee Agreement for Legal Services entered between Kanabec County, and Squires, Waldspurger, & Mace, P.A.

Commissioner Rick Mattson led a discussion regarding a resolution in opposition to redesigning the state flag and seal.

Action #16 – Tom Roeschlein introduced the following resolution and moved its adoption:

Resolution #16 - 1/16/24

RESOLUTION IN OPPOSITION TO REDESIGNING THE STATE FLAG AND SEAL

WHEREAS, the 2023 Legislature created a State Emblems Redesign Commission in the Laws of Minnesota , Chapter 62, Article 2, Section 118 the purpose of which is to redesign the official state flag and official state seal, and

WHEREAS, the Redesign Commission was charged with bringing recommendations on the redesign to the Legislature by no later than January 1, 2024, and

WHEREAS, the official seal of the State of Minnesota has remained unchanged since 1858; the current official state flag was created in 1957 with minor modifications done in 1983, and

WHEREAS, the official state flag and seal are not only symbols of our state, but also of our history and both the current official state flag and official state seal contain historical information on our farming background, Native American heritage and the co-existence that is part of the rich history of our state, and

WHEREAS, there is a substantial public cost associated with making this change that does not advance the public interest, including every deputy badge, seals in every courtroom and County Board Rooms across the state at substantial public expense, and

WHEREAS, the public reaction to the proposed designs has thus far been overwhelmingly negative.

NOW, THEREFORE, BE IT RESOLVED the Kanabec County Board of Commissioners hereby urges our legislative delegation and the Governor to reject the work of the State Emblems Redesign Commission.

BE IT FURTHER RESOLVED the Kanabec County Board of Commissioners hereby

urges our legislative delegation and the Governor to retain the existing state seal and state flag as the official emblems for the State of Minnesota.

Chairperson Rick Mattson handed the gavel over to Vice Chairperson Alison Holland.

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

IN FAVOR THEREOF: Rick Mattson, Tom Roeschlein

OPPOSED: Alison Holland

ABSTAIN: Wendy Caswell, Peter Ripka

whereupon the resolution was declared duly passed and adopted.

Vice Chairperson Alison Holland handed the gavel back to Chairperson Rick Mattson.

Chairperson Rick Mattson led a discussion regarding an existing policy regarding maximum terms for committee members. Board consensus was to enforce the existing policy, with the option to waive in cases of vacancies in difficult to fill positions.

The Board continued Board & Committee Appointments from the January 2, 2024 Organizational Meeting.

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

Resolution #17 – 1/16/24

BE IT RESOLVED to appoint Stephanie Paulsen to the Extension Committee for a three year term commencing immediately and expiring January 5, 2027.

Action #18 – It was moved by Peter Ripka, seconded by Tom Roeschlein and carried unanimously to approve the following resolution:

Resolution #18 – 1/16/24

BE IT RESOLVED to reappoint Peter Ripka to the Housing Redevelopment Authority Board for a one year term commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to reappoint Alison Holland to the Housing Redevelopment Authority Board for a one year term commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to reappoint Wendy Caswell to the Housing Redevelopment Authority Board for a one year term commencing immediately and expiring

January 7, 2025.

BE IT FURTHER RESOLVED to reappoint Rick Mattson to the Housing Redevelopment Authority Board for a one year term commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to reappoint Tom Roeschlein to the Housing Redevelopment Authority Board for a one year term commencing immediately and expiring January 7, 2025.

Action #19 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #19 – 1/16/24

BE IT RESOLVED to reappoint Kathy Young to the Insurance Committee as a representative of the Local 320 for a three year term commencing immediately and expiring January 5, 2027.

BE IT FURTHER RESOLVED to reappoint Chad Gramentz to the Insurance Committee as a representative of the Department Heads for a three year term commencing immediately and expiring January 5, 2027.

Action #20 – It was moved by Tom Roeschlein, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #20 – 1/16/24

BE IT RESOLVED to reappoint Peter Ripka to the Railroad Authority Board for a one year term commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to reappoint Alison Holland to the Railroad Authority Board for a one year term commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to reappoint Wendy Caswell to the Railroad Authority Board for a one year term commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to reappoint Rick Mattson to the Railroad Authority Board for a one year term commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to reappoint Tom Roeschlein to the Railroad Authority Board for a one year term commencing immediately and expiring January 7, 2025.

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

Resolution #21 – 1/16/24

BE IT RESOLVED to appoint Mora City Council Member Kyle Shepard to the Railroad Authority Advisory Committee as a representative of the City of Mora for a three year term commencing immediately and expiring January 5, 2027.

Action #22 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to approve the following resolution:

Resolution #22 – 1/16/24

BE IT RESOLVED to reappoint Patricia Kruse to the Safety Committee as a representative of the Public Service Building for a three year term commencing immediately and expiring January 5, 2027.

Action #23 – It was moved by Wendy Caswell, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #23 – 1/16/24

BE IT RESOLVED to appoint Ashley Berg to the Water Plan Committee as a representative of Community Health for a three year term commencing immediately and expiring January 5, 2027.

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

Future Agenda Items: Committee Appointments

Action #24 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to adjourn the meeting at 11:58am. The Kanabec County Board of Commissioners will meet again in regular session on Tuesday, February 6, 2024 at 9:00am.

Signed _____

Chairperson of the Kanabec County Board of Commissioners,
Kanabec County, Minnesota

Attest: _____
Board Clerk

Agenda Item #2

Paid Bills

<u>Vendor</u>	<u>Amount</u>	<u>Purpose</u>	<u>Dept</u>
Ann Lake Twp	5,847.26	Final 2023 Settlement	Taxes & Penalties
Arthur Twp	12,898.03	Final 2023 Settlement	Taxes & Penalties
Braham Public Schools	27,500.73	Final 2023 Settlement	Taxes & Penalties
Brunswick Twp	10,670.80	Final 2023 Settlement	Taxes & Penalties
Cigna Health & Life Ins Co	774.46	2.24 Accident, Group Hospital & Critical Illness Ins Premiums	Employee Benefits
City of Braham	5,737.72	Final 2023 Settlement	Taxes & Penalties
City of Grasston	1,047.89	Final 2023 Settlement	Taxes & Penalties
City of Mora	46,346.46	Final 2023 Settlement	Taxes & Penalties
City of Mora	13,191.30	Utilities	Various
City of Mora	1,670.40	Water Tower Antenna, Hwy Bldg Elec, Metered Lights	Highway
City of Ogilvie	3,154.05	Final 2023 Settlement	Taxes & Penalties
City of Quamba	2,333.94	Final 2023 Settlement	Taxes & Penalties
Comfort Twp	13,321.57	Final 2023 Settlement	Taxes & Penalties
Dearborn National Life Ins Co	490.11	2.24 Short Term Disability Insurance Premiums	Employee Benefits
East Cent. Reg Dev Commission	1,680.66	Final 2023 Settlement	Taxes & Penalties
East Central Energy	1,630.98	Intersection Lighting	Highway
East Central School District	7,701.60	Final 2023 Settlement	Taxes & Penalties
Ford Twp	8,699.46	Final 2023 Settlement	Taxes & Penalties
Grass Lake Twp	12,744.05	Final 2023 Settlement	Taxes & Penalties
Haybrook Twp	7,498.72	Final 2023 Settlement	Taxes & Penalties
Hillman Twp	6,074.25	Final 2023 Settlement	Taxes & Penalties
Hinckley-Finalyson Schools	12,696.36	Final 2023 Settlement	Taxes & Penalties
Isle Public Schools	10,228.43	Final 2023 Settlement	Taxes & Penalties
Kanabec County	20,212.38	Final 2023 Settlement	Taxes & Penalties
Kanabec County Aud-Treas	12,951.30	County Vehicle Leases & Maintenance	Various
Kanabec Twp	8,418.11	Final 2023 Settlement	Taxes & Penalties

Knife Lake Improvement District	1,226.72	Final 2023 Settlement	Taxes & Penalties
Knife Lake Twp	7,010.90	Final 2023 Settlement	Taxes & Penalties
Kroschel Twp	1,904.17	Final 2023 Settlement	Taxes & Penalties
MetLife	6,819.69	2.24 Dental Insurance Premiums	Employee Benefits
Milaca Public Schools	1,818.07	Final 2023 Settlement	Taxes & Penalties
Minnesota Energy Resources Corp	618.95	Natural Gas for Garage	Highway
Mora Public Schools	318,727.94	Final 2023 Settlement	Taxes & Penalties
Ogilvie Public Schools	143,570.77	Final 2023 Settlement	Taxes & Penalties
Peace Township	5,022.78	Final 2023 Settlement	Taxes & Penalties
Pine City Public Schools	7.71	Final 2023 Settlement	Taxes & Penalties
Pomroy Twp	12,357.22	Final 2023 Settlement	Taxes & Penalties
Quadient Finance USA, Inc.	3,240.30	PSB Postage & Ink Cartridge	Unallocated
Southfork Twp	6,381.00	Final 2023 Settlement	Taxes & Penalties
The Hartford Priority Accounts	6,721.94	2.24 Life & Long Term Disability Insurance Premiums	Employee Benefits
VC3, Inc	8,070.00	Monthly Services	IS/ARPA
Verizon Wireless Aircards	1,565.36	Monthly Aircards	Various
VSP Insurance Co	612.84	2.24 Vision Insurance Premiums	Employee Benefits
Whited Twp	4,108.00	Final 2023 Settlement	Taxes & Penalties

44 Claims Totaling: \$ 785,305.38

Agenda Item #3

Regular Bills - Revenue Fund

Bills to be approved: 2/6/24

Department Name	Vendor	Amount	Purpose
ASSESSOR	Glens Tire	47.73	Jeep Oil Change
ASSESSOR	MN Dept of Revenue - Property Tax Division	30.00	Assessing Property Using Private Data - JL 12/7
ASSESSOR	Von Eschen, Tina	242.54	Mileage to Meetings on 1/9, 1/10, 1/11
		320.27	
AUDITOR	Creative Forms & Concepts Inc	643.89	IFS Check Stock 2750 County
		643.89	
BUILDINGS MAINTENANCE	A and E Cleaning Services	660.00	Timber Trails Office Cleaning 1/1-1/31/24 - Transit
BUILDINGS MAINTENANCE	Ace Hardware	79.90	DAP, Paint Roller, Pan, Bolts, Washers, Screws, Kwik Seal - Jail
BUILDINGS MAINTENANCE	Assured Security	208.50	Repaired and Rekeyed Lock 1/11/24 - Courthouse
BUILDINGS MAINTENANCE	Auto Value	74.95	Belts - Courthouse (1), PSB (4)
BUILDINGS MAINTENANCE	Beaudry Oil & Propane	2,130.49	Dyed Fuel Oil Tank - Generator (626.8 gallons @ \$3.399000) - Jail
BUILDINGS MAINTENANCE	Building Controls Group	974.89	HYP Modulating S.R. Actuator - Jail
BUILDINGS MAINTENANCE	ETS Health	10,646.00	Application of ETS 180 Floor Coating - Jail
BUILDINGS MAINTENANCE	Grainger	91.41	Replacement Lens 24x10", Wrench, Sloan - Courthouse
BUILDINGS MAINTENANCE	Grainger	621.06	Filters - PSB
BUILDINGS MAINTENANCE	Handyman's Inc	1,061.47	Filters, Gasket - Courthouse
BUILDINGS MAINTENANCE	Handyman's Inc	1,207.90	Gasket, Toiletbowls (7) - Courthouse
BUILDINGS MAINTENANCE	Mattson Electric	390.50	Install 80 watt LED retrofit lamp on pole light-Courthouse
		18,147.07	
COMMISSIONERS	Government Forms and Supplies	307.47	Commissioners Record "CC"
COMMISSIONERS	Ripka, Peter	37.20	Mileage to December County Board Meetings

COMMISSIONERS	Ripka, Peter	38.06	Mileage to January County Board Meetings
COMMISSIONERS	US Imaging	1,897.12	Scan Historical Commissioner Books, Final Invoice
		2,279.85	
COMMUNITY HEALTH	MN Counties Insurance Trust	20,165.00	2024 PC & WC Renewals
		20,165.00	
COUNTY ATTORNEY	Cundy, Steve	78.39	Mileage to Meet with Victim on 1/13/24
COUNTY ATTORNEY	ODP Business Solutions	160.09	Envelopes, Deskpads, Bandages, Legal Pads, File Folders
COUNTY ATTORNEY	Terhaar, Cheryl	73.57	Mileage to Meet with Victim on 1/13/24
		312.05	
COUNTY COORDINATOR	Amazon Capital Services	46.58	Date Stamp, Notepads, Legal Pads, Cardstock
		46.58	
COUNTY EXTENSION	Kanabec County Coordinator's Office	161.94	4Q23 4-H & Master Gardener Printing
		161.94	
COUNTY RECORDER	Northstar Computer Forms, Inc.	192.82	Vital Records Paper
COUNTY RECORDER	Schneider Geospatial, LLC	13,512.00	Beacon Hosting - Assessors Dept
		13,704.82	
COURT ADMINISTRATOR	Michael K. Pepin Law Offices	2,388.50	Court Appt Attorney Fees 12/9/19 - 7/31/20
		2,388.50	
EAST CENTRAL REGIONAL LIBRARY	East Central Regional Library	88,652.50	1st Half of 2024 Appropriation
EAST CENTRAL REGIONAL LIBRARY	East Central Regional Library	4,363.84	Annual Contracted Branch Staff Hours, 4 hours per week
		93,016.34	
ECONOMIC DEVELOPMENT	IT Savvy LLC	56.75	LC Power Adapter - Office Supplies
ECONOMIC DEVELOPMENT	MN Counties Insurance Trust	429.00	2024 PC Renewal
		485.75	

ELECTIONS	DS Solutions	1,596.00	2024 PNP Test Deck Creation
ELECTIONS	Sea Change Print Innovations	782.20	T2024 Ballots
ELECTIONS	SEACHANGE	3,553.77	PNP Ballots/Supplies
ELECTIONS	SEACHANGE	1,323.20	PNP OB Programming
ELECTIONS	SWIFT	121.34	PVC Mialing 200
		7,376.51	
ENVIRONMENTAL SERVICES	Bracewell, Earl	89.07	Planning Commission Hearing & Mileage 1/22/24
ENVIRONMENTAL SERVICES	Eric Hartman, Treasurer	170.00	2024 MN Assoc.Co Planning & Zoning Administrators (MACPZA)
ENVIRONMENTAL SERVICES	Kanabec County Highway Dept	52.89	Fuel & Postage 12/1-12/31/23
ENVIRONMENTAL SERVICES	Kanabec County Highway Dept	106.65	Fuel & Postage 11/1-11/31/23
ENVIRONMENTAL SERVICES	Kanabec Publications	37.40	BOA & Planning Commission Yearly Public Meeting Notices
ENVIRONMENTAL SERVICES	Kanabec Publications	46.75	New Cannabis Ord & Tobacco Ord Update
ENVIRONMENTAL SERVICES	O'Brien, Pat	93.09	Planning Commission Hearing & Mileage 1/22/24
ENVIRONMENTAL SERVICES	Olson, Rhonda	85.72	Planning Commission Hearing & Mileage 1/22/24
ENVIRONMENTAL SERVICES	Sabinash, Douglas	87.06	Planning Commission Hearing & Mileage 1/22/24
ENVIRONMENTAL SERVICES	Schneider Geospatial, LLC	8,460.00	Software Maint. & Annual Schneider Geospatial 1/1-12/31/24
ENVIRONMENTAL SERVICES	Zaudtke, Wayne	79.02	Planning Commission Hearing & Mileage 1/22/24
		9,307.65	
HIGHWAY	MN Counties Insurance Trust	65,416.00	2024 PC & WC Renewals
		65,416.00	
HUMAN RESOURCES	ECM Publishers	358.40	HHA/Homemaker & Building Maintenance Tech Job Ads
HUMAN RESOURCES	MN Counties Insurance Trust	85,356.00	2024 WC Renewal
HUMAN RESOURCES	Ratwik, Roszak & Maloney, PA	5,207.04	Professional Fees - December 2023
HUMAN RESOURCES	SwipeClock LLC	332.00	Monthly Bill for 1/20-3/20/24
		91,253.44	
INFORMATION SYSTEMS	Marco	3,335.71	Phone Lease
		3,335.71	

PROBATION & JUVENILE PLACEMENT RS Eden		125.40	Urine Sample that needed to be tested at lab (6)
		125.40	
PUBLIC TRANSPORTATION	Ace Hardware	209.53	Shop Supplies
PUBLIC TRANSPORTATION	Barlow, Jeffery	873.01	Volunteer Mileage 1/9 - 1/28
PUBLIC TRANSPORTATION	Colors by Craig	900.00	Bus Lettering with New Logo 8/31/23
PUBLIC TRANSPORTATION	Granite Electronics	3,025.00	2024 Airtime Fees 1/1-12/31/24
PUBLIC TRANSPORTATION	Hoefert, Robert	1,290.42	Volunteer Mileage 1/9 - 1/28
PUBLIC TRANSPORTATION	Hohn's Auto Body LLC	1,444.50	2022 Chrylser Pacifica Repairs
PUBLIC TRANSPORTATION	Innovative Office Solutions, LLC	53.19	Office Supplies
PUBLIC TRANSPORTATION	Kanabec County Highway Dept	1,172.89	Bus Repairs
PUBLIC TRANSPORTATION	MN Counties Insurance Trust	15,091.00	2024 PC & WC Renewals
PUBLIC TRANSPORTATION	MN Public Transit Association	780.00	2024 Membership Dues
PUBLIC TRANSPORTATION	Novus Glass	575.00	2022 Chrysler Pacifica Repairs
PUBLIC TRANSPORTATION	Stenstrom Collision & Detail	360.00	Wash Tokens
PUBLIC TRANSPORTATION	Tinker & Larson	1,122.10	Van Repairs & Parts
PUBLIC TRANSPORTATION	Van Alst, Lillian	1,572.49	Volunteer Mileage 1/9 - 1/28
		28,469.13	
RAILROAD AUTHORITY			
	MN Counties Insurance Trust	1,119.00	2024 PC Renewal RRA
		1,119.00	
SHERIFF	Axon Enterprise Inc.	1,223.28	Tasers (3)
SHERIFF	Axon Enterprise Inc.	1,746.00	Taser - Annual Pmt (6)
SHERIFF	Baycom	826.00	MDT Setup & 120w Power Supply (2) for Squads
SHERIFF	BlueStar Graphics	1,655.00	Lettering Packages for New Squads (3) & Drone
SHERIFF	Minnesota County Attorney's Association	33.00	Reciept, Inventory and Return Form - Packet of 8 (3)
SHERIFF	Minnesota Sheriffs' Association	5,862.48	ICLD Project, MSA Dues, Lexipol Project Dues
SHERIFF	Streicher's	570.72	Granade - Flameless (3), 40mm Projectile (15)
		11,916.48	

SHERIFF - 911 EMERGENCY	MacTek Systems Inc	8,336.00	Annual Preventative Maintenance 3/1/24 - 2/28/25
SHERIFF - 911 EMERGENCY	OnSolve LLC	9,411.75	CodeRED RenewAL, Weather Warning, IPAWS Integration 1/1-12/31/24
		17,747.75	
SHERIFF - JAIL/DISPATCH	24Restore	1,315.70	Biohazard Cleanup
SHERIFF - JAIL/DISPATCH	Accurate Controls Inc	760.00	Technical Support Calls 9/29/23 & 12/31/23
SHERIFF - JAIL/DISPATCH	Aspen Mills	423.50	Initial Issue Uniform - CH
SHERIFF - JAIL/DISPATCH	Bob Barker	505.22	Jail Supplies - Shampoo & Lifeline Smocks
SHERIFF - JAIL/DISPATCH	Bob Barker	30.52	Shoes, Size 18
SHERIFF - JAIL/DISPATCH	Hirsch, Autumn	685.96	Correctional Health Training
SHERIFF - JAIL/DISPATCH	Kruzel, Jordan	101.58	Mileage for Training 1/18/24
SHERIFF - JAIL/DISPATCH	Michael Keller, Ph.D., L.P.	650.00	Psych Eval - New Employee
SHERIFF - JAIL/DISPATCH	Michael Keller, Ph.D., L.P.	650.00	Psych Eval - New Employee
SHERIFF - JAIL/DISPATCH	Stellar Services	83.75	Canteen 1/22
SHERIFF - JAIL/DISPATCH	Stellar Services	91.56	Canteen 1/8 & 1/15
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	3,859.07	Inmate Meals 1/13-1/19
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	3,830.19	Inmate Meals 1/6-1/12
		12,987.05	
SHERIFF - RESERVES	Kastenbauer, Paul	222.10	Boat Safety Throw Ring, Kayaker's Throw Bags (3)
		222.10	
SNAKE RIVER WATER MGMT BOARD	Kanabec County Environmental Services	25,000.00	Env Svcs.Kanabec County 2023 Contract
SNAKE RIVER WATER MGMT BOARD	Kanabec Publications	16.83	Public Notice Snake River Watershed
SNAKE RIVER WATER MGMT BOARD	Minnesota Counties Intergovernmental Trust	1,424.00	Ins & Work Comp 1/1-12/31/24
		26,440.83	
STATE FISCAL RECOVERY ARP	Building Controls Group	51,687.86	HVAC Control Upgrade
		51,687.86	
TAX & PENALTY	Kanabec County Townships	53,978.90	2023 Gravel Tax Dist
		53,978.90	

TOWN & CITY FUND	Kanabec County Townships	225,194.00	2024 Twp Road Allotments
TOWN & CITY FUND	Kanabec County Townships	<u>50.00</u>	2023 Beer License Dist Ogilvie Raceway
		225,244.00	
UNALLOCATED	Clifton Larson Allen LLP	1,470.00	FY2023 Audit
UNALLOCATED	Kanabec Publications	91.26	Publish 2024 Budget
UNALLOCATED	MN Counties Insurance Trust	<u>176,800.00</u>	2024 PC Renewal
		178,361.26	
VEHICLE POOL	Kanabec County Highway Dept	<u>17.96</u>	Vehicle Pool Impala - Oil & Filter 10/18/23
		17.96	
VETERAN SERVICES	4Imprint	409.62	Veteran Wellness Grant, Water Bottles (25)
VETERAN SERVICES	Asolare Yoga & Wellness	340.00	Veteran Wellness Grant, Qi-Gong
VETERAN SERVICES	Bliss, Erica	306.20	NACVSO Conference - Flights, Delta Airlines
VETERAN SERVICES	Mora Bakery	32.06	Coffee Talk 1/23/24
VETERAN SERVICES	NCVSO	400.00	NACVSO 2024 Conference
VETERAN SERVICES	Newton, Deb	<u>180.00</u>	Veteran Wellness Grant - January Yoga
		1,667.88	
111 Claims Totaling:		<u><u>\$ 938,346.97</u></u>	

2023 Gravel Tax

81-851.5011

										01.041.5011		03.300.5011		01.061.5011	
Last/Company	First	Twp	PID	QYYYYY	Yards/0.215	Tons/0.15	Amount due	Collected	Date	Receipt	AT	Hwy	Twp	Pit Fund	
A&M Aggregate		10	10.00690.00	4Q2022	9,458.40		2,033.56		3/8/23	74825	101.68	821.05	821.05	289.78	2,033.56
A&M Aggregate		10	10.00690.00	1-4Q23	10,401.67		2,236.36		12/12/23	76269	111.82	902.93	902.93	318.68	2,236.36
Bjorklund Companies		2	02.02575.00/2770.00/02800.00	4Q2022		28,477.71	4,271.66		2/2/23	74640	213.58	1,724.68	1,724.68	608.71	4,271.66
Bjorklund Companies		2	02.02575.00/2770.00/02800.00	1Q2023		7,215.44	1,082.32		4/19/23	75032	54.12	436.99	436.99	154.23	1,082.32
Bjorklund Companies		2	02.02575.00/2770.00/02800.00	2Q2023		48,552.77	7,282.92		7/31/23	75578	364.15	2,940.48	2,940.48	1,037.82	7,282.92
Bjorklund Companies		2	02.02575.00/2770.00/02800.00	3Q2023		95,095.51	14,264.33		10/17/23	75996	713.22	5,759.22	5,759.22	2,032.67	14264.3265
Blum Sand & Gravel		10	10.00725.00	4Q2022	9,358.00	3,285.00	2,504.72		1/9/23	74513	125.24	1,011.28	1,011.28	356.92	2,504.72
Blum Sand & Gravel		10	10.00725.00	2Q2023	15,560.00	4,490.00	4,018.90		7/10/23	75472	200.95	1,622.63	1,622.63	572.69	4,018.90
Blum Sand & Gravel		10	10.00725.00	3Q2023	21,266.00	6,510.00	5,548.69		10/6/23	75946	277.43	2,240.28	2,240.28	790.69	5,548.69
Camp Creek Enterprise	Bossen	1	01.00970.20	4Q2022	2,584.00		555.56		1/17/23	74556	27.78	224.31	224.31	79.17	555.56
Camp Creek Enterprise	Bossen	1	01.00970.20	2Q2023	1,376.00		295.84		7/14/23	75492	14.79	119.45	119.45	42.16	295.84
Camp Creek Enterprise	Bossen	1	01.00970.20	3Q2023	572.00		122.98		10/13/23	75980	6.15	49.65	49.65	17.52	122.98
Carda	Hellen	9	09.00455.00	4Q2022	540.00		116.10		2/9/23	74685	5.81	46.88	46.88	16.54	116.10
Cemstone		12	12.00600.10	4Q2022		51,381.13	7,707.17		1/17/23	74546	385.36	3,111.77	3,111.77	1,098.27	7,707.17
Cemstone		12	12.00600.10	1Q2023		2,810.27	421.54		4/17/23	75015	21.08	170.20	170.20	60.07	421.54
Cemstone		12	12.00600.10	2Q2023		9,601.49	1,440.22		7/17/23	75504	72.01	581.49	581.49	205.23	1,440.22
Cemstone		12	12.00600.10	3Q2023		14,961.69	2,244.25		10/18/23	76010	112.21	906.12	906.12	319.81	2,244.25
Hass	Richard	14	14.01110.10	2Q2023	7,441.00		1,599.82	1,599.81	7/14/23	75498	79.99	645.93	645.93	227.97	1,599.82
Hass	Dawn	14	14.01115.00	3Q2023	24,767.00		5,324.91	5,324.90	10/17/23	75994	266.25	2,149.93	2,149.93	758.80	5,324.91
Hass	Richard	14	14.01110.10	3Q2023	8,601.00		1,849.22	1,849.21	10/18/23	76008	92.46	746.62	746.62	263.51	1,849.22
Hass Construction		14	14.01115.00	2Q2023	22,898.00		4,923.07		7/28/23	75564	246.15	1,987.69	1,987.69	701.54	4,923.07
Heikes	Warren	9	09.00655.50	4Q2022	4,781.00		1,027.92		1/11/23	74526	51.40	415.02	415.02	146.48	1027.915
Heikes	Warren	9	09.00655.50	4Q2023	4,621.00		993.52		12/28/23	76347	49.68	401.13	401.13	141.58	993.515
Knife River	Swanson	4	04.01605.00	4Q2022		663.20	99.48		1/17/23	74547	4.97	40.17	40.17	14.18	99.48
Knife River	Rittenour	2	02.01290.00	4Q2022		3,975.20	596.28		1/17/23	74547	29.81	240.75	240.75	84.97	596.28
Knife River	Hall	3	03.02405.20	4Q2022		5,797.93	869.69		1/17/23	74547	43.48	351.14	351.14	123.93	869.6895
Knife River	Oslin	12	12.01220.00	4Q2022		7,239.73	1,085.96		1/17/23	74547	54.30	438.46	438.46	154.75	1,085.96
Knife River	Anderson	11	11.00285.00	4Q2022		40,177.67	6,026.65		1/17/23	74547	301.33	2,433.26	2,433.26	858.80	6,026.65
Knife River	Kollar	14	14.01575.00	4Q2022		55,745.47	8,361.82		1/17/23	74547	418.09	3,376.09	3,376.09	1,191.56	8361.8205
Knife River	Kollar	14	14.01575.00	1Q2023		400.00	60.00		4/26/23	75073	3.00	24.23	24.23	8.55	60.00
Knife River	Swanson	4	04.01605.00	2Q2023		890.40	133.56		7/14/23	75493	6.68	53.92	53.92	19.03	133.56
Knife River	Rittneour	2	02.01290.00	2Q2023		3,438.20	515.73		7/14/23	75493	25.79	208.23	208.23	73.49	515.73
Knife River	Hall	3	03.02405.20	2Q2023		8,813.14	1,321.97		7/14/23	75493	66.10	533.75	533.75	188.38	1321.971
Knife River	Kollar	14	14.01575.00	2Q2023		39,187.87	5,878.18		7/14/23	75493	293.91	2,373.32	2,373.32	837.64	5878.1805
Knife River	Swanson	4	04.01605.00	3Q2023		968.80	145.32		10/17/23	75995	7.27	58.67	58.67	20.71	145.32
Knife River	Hall	3	03.02405.20	3Q2023		13,174.73	1,976.21		10/17/23	75995	98.81	797.89	797.89	281.61	1,976.21
Knife River	Rittenour	2	02.01290.00	3Q2023		16,213.33	2,432.00		10/17/23	75995	121.60	981.92	981.92	346.56	2,432.00
Knife River	Kollar	14	14.01575.00	3Q2023		129,806.60	19,470.99		10/17/23	75995	973.55	7,861.41	7,861.41	2,774.62	19470.99
Koch	Raymond	12	12.00630.00	4Q2022	2,032.00	2,967.14	881.95		1/12/23	74533	44.10	356.09	356.09	125.68	881.95
Koch	Raymond	12	12.00630.00	2Q2023	4,127.00	253.00	925.26	925.31	6/29/02	75790	46.26	373.57	373.57	131.85	925.26
Koch	Raymond	12	12.00630.00	3Q2023	2,860.00	493.76	688.96		10/13/23	75978	34.45	278.17	278.17	98.18	688.96
Larson Enterprises		7	07.00032.20	4Q2022	3,184.00		684.56		2/6/23	74664	34.23	276.39	276.39	97.55	684.56
Larson Enterprises		7	07.00032.20	2Q2023	783.00		168.35	168.34	7/17/23	75503	8.42	67.97	67.97	23.99	168.35
Larson Enterprises		7	07.00032.20	3Q2023	3,011.00		647.37	647.36	10/17/23	75992	32.37	261.37	261.37	92.25	647.37
Nielsen	Terry	3	03.01530.00	3Q2023	4,127.00		887.31	887.30	10/17/23	75993	44.37	358.25	358.25	126.44	887.31

81-851.5011

[illegible]

Agenda Item #4 **Regular Bills - Road & Bridge** **Bills to be approved: 2/6/2024**

Vendor	Amount	Purpose
A&E Cleaning Services	1,260.00	Office cleaning
Ace Hardware	242.90	Shop supplies
Ahlgren Law Office	5,130.00	ROW encumbrance reports for SAP 033-605-023
Auto Value	3,372.16	Repair parts
City of Mora	8,117.60	Road maintenance for CSAH 6 and 27
CPF	569.55	Training center use fee
Granite Ledge Electrical	1,471.29	Intersection light repair
Houston Engineering	3,673.28	CD 2 engineering
Johnson Hardware	445.05	Shop supplies
Kanabec County Highway Dept	48.68	Petty cash, postage
Kanabec County Coordinator Dept	29.61	Postage
Lake Superior College	1,000.00	Classes for Tyler
LHB Inc	3,402.80	Engineering bridge 33514
Locators & Supplies	4,446.46	Maintenance supplies
MKJ Trucking	2,175.00	Snow removal
Mora Motor Vehical	722.50	Tabs 2024
North Central International	1,509.21	Repair parts
Northern States Supply	1,113.85	Shop supplies
Northland Chemical	129.56	Cleaning supplies
Oslin Lumber	305.85	Shop supplies
Trueman Welters	604.29	Repair parts
USIC Locating	90.00	Locates
White Cap	202.49	Maintenance supplies

23 Claims Totaling: 40,062.13

Agenda Item #5

February 6, 2024

REQUEST FOR BOARD ACTION

a. Subject: Gambling Request	b. Originating Department/Organization/Person: Kanabec Conservation Club of Mora, Minnesota
c. Estimated time: 2 Minutes	d. Presenter(s): None

e. Board action requested: Approve the following resolution:

Resolution #__ – 2/6/24

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 the Kanabec Conservation Club of Mora, Minnesota for a raffle event to be held at the Kanabec County Conservation Club of Mora, Minnesota, 1963 160th Ave, Mora, MN 55051 on June 19, 2024.

f. Background:

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

Date received in County Coordinators Office:	1/19/24
---	---------

Coordinators Comments:

MINNESOTA LAWFUL GAMBLING
LG220 Application for Exempt Permit

4/23
Page 1 of 3

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: Kanabe Conservation Club of Mora MINN Previous Gambling Permit Number: X-95367-23-001
Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 41-6037629
Mailing Address: PO Box 121
City: Mora State: MN Zip: 55051 County: Kanabec
Name of Chief Executive Officer (CEO): Dan Revier
CEO Daytime Phone: 763-350-7334 CEO Email: ddrevier@gmail.com
(permit will be emailed to this email address unless otherwise indicated below)
Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

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

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

- ☐ **A current calendar year Certificate of Good Standing**
Don't have a copy? Obtain this certificate from:
MN Secretary of State, Business Services Division
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): Kanabec County Conservation Club of MINN

Physical Address (do not use P.O. box): 1963 - 160th Ave.

Check one:

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

Date(s) of activity (for raffles, indicate the date of the drawing): 6-19-2024

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

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

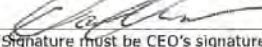
Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized 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: _____	Print County Name: _____
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date: _____	Title: _____ Date: _____
<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: 0 auto;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p>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.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature:  Date: 1/19/2024
(Signature must be CEO's signature; designee may not sign)

Print Name: Dan Revier

REQUIREMENTS

Complete a separate application for:

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

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

Financial report to be completed within 30 days after the gambling activity is done:
 A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

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

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

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

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

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

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

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

An equal opportunity employer

Business Record Details »

Minnesota Business Name

The Kanabec Conservation Club of Mora, Minnesota

Business Type

Nonprofit Corporation (Domestic)

MN Statute

317A

File Number

A-440

Home Jurisdiction

Minnesota

Filing Date

11/04/1952

Status

Active / In Good Standing

Renewal Due Date

12/31/2023

Registered Office Address

1963 160th Ave
PO box 121
Mora, MN 55051-0121
USA

Number of Shares

NONE

Registered Agent(s)

Gary L Finden

President

Dan Troupe
P.O. Box 121
Mora, MN 55051
USA

Filing History

Filing History

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

<input type="checkbox"/>	Filing Date	Filing	Effective Date
<input type="checkbox"/>	11/04/1952	Original Filing - Nonprofit Corporation (Domestic)	

	Filing Date	Filing	Effective Date
	11/04/1952	Nonprofit Corporation (Domestic) Business Name (Business Name: The Kanabec Conservation Club of Mora, Minnesota)	
<input type="checkbox"/>	03/15/1968	Amendment - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	12/31/1997	Involuntary Dissolution - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	01/27/2011	Annual Reinstatement - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	01/27/2011	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	2/27/2013	Involuntary Dissolution - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	2/11/2014	Annual Reinstatement - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	12/14/2014	Registered Office - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	2/22/2017	Involuntary Dissolution - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	2/18/2022	Annual Reinstatement - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	2/18/2022	Registered Office - Nonprofit Corporation (Domestic)	

Agenda Item #6

February 6, 2024

REQUEST FOR BOARD ACTION

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

f. Board action requested:

Resolution #__ – 2/6/24 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	\$794.31
Quality Disposal	\$3,351.60
Arthur Township	\$500.00
Total	\$4,645.91

g. Background:

Provider	Billed	Paid Amount
QUALITY DISPOSAL (December)	\$2,851.60	\$2,851.60
WASTE MANAGEMENT (December)	\$794.31	\$794.31
Sub-Total	\$3,645.91	\$3,645.91
Recycling Center Incentive Payments:		
Quality Disposal (December)	\$500.00	\$500.00
Arthur Township (December)	\$500.00	\$500.00
TOTAL PAYMENTS =		\$4,645.91

Date received in County Coordinators Office: Various dates in January

January 1, 2023 SCORE Fund balance = \$111,602.85

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

Expenditure: 01-391-392-0000-6211 = \$68,011.36

Current SCORE Funds balance is = \$43,591.49

Agenda Item #7

February 6, 2024

REQUEST FOR BOARD ACTION

a. Subject: Consider the Request for a Letter of Support and Resolution in Support of Creation of a Wolf Hunting and Trapping Season	b. Origination: Hunters for Hunters
c. Estimated time: 5-10 minutes	d. Presenter(s): Chair Mattson & Commissioner Ripka

e. Board action requested:

Consider the request for a letter of support and resolution received from Hunters for Hunters.

f. Background:

Supporting Documents: None Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:

RECEIVED JAN 18 2024



HUNTERS FOR HUNTERS

RESOLUTION REQUEST – WOLF HUNTING & TRAPPING SEASON

CONTACT

Dillan Porter, Chairman
1514 410th Ave
Karlstad, MN 56732
218.526.0318

Chairman@hunters4hunters.com
Hunters4Hunters.org

Dear County Commissioners

This letter is being written to formally request that you adopt a resolution which would create an official county board stance on the following:

- 1) Your County Board is officially in favor of wolves being removed from Federal protection and wolf management would be returned to the state of MN.
- 2) Your County Board is officially in favor of the state of MN immediately having a wolf hunting season once wolves are removed from Federal protection.
- 3) Your County Board is officially in favor of signing the letter requesting Senator Amy Klobuchar to vote for wolves to be removed from Federal protection.

We have enclosed a copy of the letter that we will be sending to Senator Amy Klobuchar. We are asking that when you pass your county board resolution, you would please forward us a copy of said document.

This same letter and request is being sent to all counties in Minnesota, many of which are being negatively impacted by wolves that are kept unregulated and under Federal protection. When we receive all the county board resolutions as described above, we will send them to Senator Klobuchar and our Minnesota Legislators.

Sincerely,

Dillan Porter

Dillan Porter

Chairman - Hunters For Hunters



1514 410th Ave
Karlstad, MN 56732

www.Hunters4Hunters.org
218.526.0318

COPY

Dear Senator Klobuchar,

Thank you for serving our State and our Nation.

In the past you supported some Federal timber harvest reform to help rural Minnesotans.

We call upon your help again.

It is well documented that too many wolves - populations far exceeding agreed upon recovery levels are contributing significantly to dramatic reductions of our Minnesota Whitetail populations. Without wolf management, it will also stop any Whitetail Deer population recovery.

The economic damage to small Minnesota towns; from hotels, restaurants, bars, farm equipment, etc... is substantial, and growing.

As you have seen, there are literally thousands of non-political, uninvolved everyday people coming out to town hall meetings. We need our voices heard and our interests protected.

We, as citizens and County Commissioners ask that you join with other members of the US Congress and return wolf management to the State of Minnesota, just like Congress did in 2011 for the states of Wyoming, Idaho and Montana.

Sincerely

Dillan Porter
Chairman – Hunters For Hunters

(When we receive a list of participating counties, the county names will be listed below Dillan's Signature)

Agenda Item #8

February 6, 2024

REQUEST FOR BOARD ACTION

a. Subject: Request for Proclamation of School Board Recognition Month	b. Origination: Mora Public Schools
c. Estimated time: 5 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested:

Consider the request for a resolution proclaiming February 2024 School Board Recognition Month.

f. Background:

Good Afternoon Kris and Kanabec County Commissioners,

I am reaching out on behalf of Independent School District 332 DBA Mora Public Schools. The Minnesota School Boards Association has declared February 2024 as School Board Recognition Month. It is our deepest hope that you would support our request to proclaim February 2024 is School Board Recognition Month.

ISD #332- Mora Public Schools will join school districts throughout the state to salute their local school board members during Minnesota School Board Recognition Month in February.

The commemorative month is designed to recognize the contributions made by Minnesota's school board members, including the ISD #332- Mora Public Schools School Board, who are charged with governing public education under state law.

Minnesota school board members are chosen by their communities through election or appointment to manage local schools. They oversee multimillion dollar budgets which fund education programs for more than 893,000 students in more than 2,000 schools. Their personnel decisions affect more than 58,000 teachers and thousands of administrators and support workers.

These volunteer leaders also are responsible for formulating school district policy, approving curriculum, maintaining school facilities, and adhering to state and federal education law. Legal concerns and the complexities of school finance, including budgeting and taxation, require them to spend many hours in board training programs and personal study to enhance their understanding of these issues.

We appreciate you taking the time to consider this proposed proclamation and recognizing the contributions that our school board makes for our school district and the community.

I have attached a copy of the proposed proclamation for your review.

Kelly Fischer
Executive and Finance Assistant, Mora Public Schools

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

Date received in County Coordinators Office:

Coordinators Comments: The attached resolution was edited to reflect appreciation for all school boards within Kanabec County to be consistent with 2023's approved resolution.

Resolution # __ - 2/6/24
Minnesota School Board Recognition Month
Proclamation Resolution

WHEREAS, Kanabec County Board of Commissioners recognizes the importance of public education in our community; and

WHEREAS, Kanabec County Board of Commissioners appreciates the vital role played by those individuals who, as local school board members, establish policies to ensure an efficient, effective school system; and

WHEREAS, school board members serve as a voice that enables our community to preserve local management and control of our public schools; and

WHEREAS, school board members are charged with representing our local education interests to state and federal governments and ensuring compliance with state and federal laws; and

WHEREAS, school board members selflessly devote their knowledge, time and talents as advocates for our schoolchildren;

WHEREAS, local school board members are strong advocates for public education and responsible for communicating the needs of the school district to the public and the public's expectations to the district;

NOW THEREFORE, BE IT RESOLVED, that Kanabec County Board of Commissioners recognizes and salutes the members of all School Boards within Kanabec County by proclaiming February 2024 as School Board Recognition Month.

Agenda Item #9

February 6, 2024

REQUEST FOR BOARD ACTION

a. Subject: Resolution to Approve Collective Bargaining Agreement and Related Memorandums of Understanding with Local 49	b. Origination: Labor Negotiation Committee
c. Estimated time: 5 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested:

Approve the following resolution:

Resolution #__ - 2/6/24

WHEREAS the Kanabec County Labor Negotiating Committee has presented the Board with a proposed 2024-2026 collective bargaining unit agreement and related memorandums of understanding between Kanabec County and the International Union of Operating Engineers, Local 49, and

WHEREAS the Local 49 has indicated acceptance by signature of the Union Business Agent and Stewards;

BE IT RESOLVED to that the 2024-2026 collective bargaining unit agreement and related memorandums of understanding between Kanabec County and the International Union of Operating Engineers, Local 49 is hereby approved;

BE IT FURTHER RESOLVED the Board Chair and Coordinator are authorized to sign said bargaining unit agreement and memorandums of understanding.

f. Background:

Supporting Documents: None ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments:

Agenda Item #10

February 6, 2024

REQUEST FOR BOARD ACTION

a. Subject: Board & Committee Appointments (Continued from 1/2/24; 1/16/24)	b. Origination: Coordinator's Office
c. Estimated time: 10 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested:

Review the attached 2024 Board & Committee Appointment listing and continue appointments.

f. Background:

Supporting Documents: None **Attached:** ☒

Date received in County Coordinators Office:

Coordinators Comments:

Committee vacancies (external) were advertised in the Advertiser for 3 weeks in November, as well as on the County's Facebook page, the County's website, and were on display in the Coordinator's Office.

Internal committee vacancies were initially emailed to department heads and the respective union stewards. More recently, the vacancies were emailed to all staff.

2024 – BOARD & COMMITTEE APPOINTMENTS

BOARD OF ADJUSTMENTS

Regular Members:

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
VACANT			
Position A, Planning Commission Member			
Fred Sawatzky	01/03/23	01/06/26	1 st
Position B, Unincorporated Area			

VACANT

Position C, Regular Member

Alternate Member:

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

APPLICANT(S) FOR VACANCY:

Position C. or Alternate- Charlie Strickland Jr.; Ronald Peterson

Position A. - Wayne Zaudke

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

CITY/COUNTY AIRPORT ZONING BOARD

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

APPLICANT(S) FOR VACANCY: Pending information from Comm. Ripka

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

EMERGENCY MEDICAL SERVICE BOARD

Advisory Committee

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

Advisory Committee meets 6 times per year.

APPLICANT(S) FOR VACANCY: None. Will re-advertise.

EXTENSION COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>District</u>	<u>Term</u>
VACANT			3 (preferred)	
Jennifer Ernest	01/03/23	01/06/26	2	3 rd
Stephanie Paulsen	01/16/24	01/02/27	5	1 st
Kelsey Schiferli	01/03/23	01/06/26	4	3 rd
Barbara McFadden	01/05/21	01/02/24	1	2 nd
Dan Porter	01/02/24	01/02/27	at large	1 st
Peter Ripka	01/03/23	01/06/26	Commissioner	1 st
Rick Mattson	2023 Chairperson of the County Board (Statutory)			
Lisa Holcomb	Auditor/Treasurer Designee (Statutory)			

APPLICANT(S) FOR VACANCY: None. Will re-advertise.

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

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

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

INSURANCE COMMITTEE (INTERNAL)

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Representing</u>	<u>Term</u>
Members:				
Rick Mattson	01/03/23	01/06/26	[Commissioners]	1 st
Kathy Young	01/16/24	01/02/27	[Local 320]	2 nd
Michael Currie	01/04/22	01/07/25	[Local 49]	1 st
Vacant			[Local 107]	
Tammy Owens	01/03/23	01/06/26	[Local 363]	3 rd
Chad Gramentz	01/16/24	01/02/27	[Dept Heads]	2 nd
VACANT			[Non-union]	
Jayke Kleszyk	01/02/24	01/06/26	Local 106	1 st
Kim Christenson	[Secretary] indeterminate term			
Kristine McNally	n/a - ex officio			

Insurance Committee Alternates:

Tom Roeschlein	01/03/23	01/06/26	[Commissioners]	1 st
Marie Sward	01/03/23	01/06/26	[Local 320]	2 nd
Kevin Schiferli	01/18/22	01/07/25	[Local 49]	1 st
Dan Schulz	01/02/24	01/06/26	[Local 106]	1 st partial
Vacant			[Local 107]	
Jennifer Anderson	01/03/23	01/06/26	[Local 363]	2 nd
Vacant	01/07/20	01/03/23	[Non-union]	
Lisa Blowers	01/03/23	01/06/26	[Dept Heads]	3 rd

APPLICANT(S) FOR VACANCY: None. Advertising again internally.

PLANNING COMMISSION

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Rhonda Olson Position A, Unincorporated	01/03/23	01/06/26	2 nd
Earl Bracewell Position B, Unincorporated	01/04/22	01/07/25	2 nd
Tom Roeschlein Position C, Elected Official	01/03/23	01/06/26	1 st
Douglas Sabinash Position D, Shoreland Resident	01/05/21	01/02/24	1 st
Wayne Zaudtke Position E, Regular Member	01/03/23	01/06/26	2 nd
Pat O'Brien Position F, Board of Adjustment Member Regular Member	01/04/22	01/07/25	6 th
Chad Gramentz Ex-Officio (non-voting)			N/A

Must be a resident of Kanabec County. At least two must be from unincorporated areas of the county (not in a city). No more than one shall be an employee or elected official of the County. **One must represent the Planning Commission on the Board of Adjustment. At least one member shall be a shoreland resident.** No voting member shall have received, during the 2 years prior to appointment, any substantial portion of income from business operations involving the development of land within the county for urban and urban related purposes. **The Commissioner's term is yearly.** All other members have 3 year terms.

Description: Reviews proposed plats and makes recommendations to the County Board concerning implementation of the Kanabec County Subdivision and Platting Ordinance. **Reviews and makes recommendations to the County Board concerning County Interim Use and Conditional Use Permits.** Periodically, the Planning Commission reviews existing County Ordinances and makes recommendations to the County Board regarding changes.

RAILROAD AUTHORITY ADVISORY COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Represents</u>	<u>Term</u>
Rick Mattson - Chairperson	ex officio (voting)			
Kyle Shepard	01/16/24	01/02/27	City of Mora	1 st
VACANT			Whited Township	
VACANT			Comfort Township	
VACANT			At Large	
Lanny Stegeman	01/04/22	01/07/25	At Large	6 th
Teri Huro	01/04/22	01/07/25	City of Quamba	1 st
<hr/>				
Kristine McNally, Advisory Committee Clerk		Appointed 01/08/19 non-voting		

APPLICANT(S) FOR VACANCIES: None. Will re-advertise.

SAFETY COMMITTEE (INTERNAL)

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Representing</u>	<u>Term</u>
Chad Gramentz	11/09/11	n/a, <i>Ex-Officio</i> (Safety Officer)		
Chris Bergwick	01/03/23	01/06/26	Sheriff's Office	3 rd
VACANT			Sheriff's Office	
Dave Mulvaney	01/04/22	01/07/25	Courthouse	3 rd
Lisa Holcomb	01/03/23	01/06/26	Courthouse	2 nd
VACANT			Public Service Bldg	
Patricia Kruse	01/16/24	01/02/27	Public Service Bldg	2 nd
Nate Westling	01/03/23	01/06/26	Highway Building	2 nd
Steve Berndt	02/01/22	01/07/25	Highway Building	1 st

APPLICANT(S) FOR VACANCY:

Public Services Building: Kate Mestnik

Sheriff's Office: Kevin Braiedy

SNAKE RIVER WATERSHED CITIZEN ADVISORY COMMITTEE

<u>Person</u>	<u>Appointed</u>	<u>Expires</u>	<u>Term</u>
Darrel Golly	01/02/24	01/05/27	1 st
VACANT			

3 year terms.

APPLICANT(S) FOR VACANCIES: None. Will re-advertise.

County Commissioner Appointments as of 1/4/24

Appointment	Peter Ripka	Alison Holland	Wendy Caswell	Rick Mattson	Tom Roeschlein
American Rescue Plan (ARPA) Committee				X	
Association of Minnesota Counties	X	X	X	X	X
Aquatic Invasive Species Committee	X				
Cafeteria Plan				X	
Central Minnesota Council on Aging	X				
<i>Central Minnesota Council on Aging Alternate</i>		X			
Central Minnesota Jobs & Training			X		
City of Mora Economic Development Authority		X			
Community Health Board	X	X	X	X	X
County Board of Appeal & Equalization	X	X	X	X	X
Department Head Meetings				X	
Drainage Authority Board	X	X	X	X	X
Driver's License Project Committee		X			X
E-911 Committee					X
<i>E-911 Alternate</i>	X				
East Central Regional Development	X				
East Central Regional Library				X	
East Central Solid Waste Commission		X			
<i>ECSWC Alternate</i>					X
Economic Development Authority	X	X			
Emergency Medical Service Board			X		X
<i>Emergency Medical Alternate</i>					X
Extension Committee	X			X	
Family Services Board	X	X	X	X	X
Health & Human Services Advisory Committee			X		
Highway 23 Coalition		X			
Hospital Board			X		
Housing and Redevelopment Authority	X	X	X	X	X
Insurance Committee				X	
<i>Insurance Comm. Alternate</i>					X
Juvenile Detention Center Advisory Board			X		
Lakes & Pines Board	X				
Law Library		X			
North Highway 65 Corridor Coalition		X			
Opioid Settlement Committee (Internal)			X		
Personnel Committee		X		X	
Planning Commission					X
Public Works Committee	X				X
Railroad Authority Board	X	X	X	X	X
Railroad Authority Advisory Committee				X	
Regional Radio Board			X		
Snake River One Watershed, One Plan					X
<i>Snake River One Watershed, One Plan Alternate</i>				X	
Snake River Watershed Management Board					X
<i>Snake River Watershed Mgmt Board Alternate</i>	X			X	
State Community Health Services Advisory Cmte (SCHSAC) Alt.				X	
Southern MN County Based Purchasing			X		
<i>Southern MN County Based Purchasing Alternate</i>					X
Substance Abuse Coalition/Better Together Coalition			X		
Timber Trails Advisory Board					X
<i>Timber Trails Alternate</i>				X	
Negotiating Team: Local 107 (Jail/Dispatcher)				X	
Negotiating Team: Local 320 (Courthouse)				X	
Negotiating Team: Local 106 (Deputies)				X	
Negotiating Team: Local 49 (Highway)				X	
Negotiating Team: Local 363 (Welfare)				X	
Water Plan					X
TOTAL APPOINTMENTS	16	16	16	24	20

The Commissioners of Kanabec County are seeking applicants to serve on Kanabec County Boards and Committees:

City/County Airport Zoning Board. This board is designated under state statute and consists of members appointed by the City of Mora and the county. The board meets as needed to make, revise and approve airport zoning. There is one opening for this board for a three year term.

Emergency Medical Services Board Advisory Committee – Alternate. Evaluates the funding for Emergency Medical Services and advises the executive board on recommended expenditures. There is one opening for an alternate position on this board for a three year term. This committee meets six times per year. Click [here](#) for more information about the EMS Advisory Committee.

Extension Committee. Oversees program development and performance of the County's Extension Office working with such things as 4H, agriculture and community issues. This committee meets quarterly. There are two openings for this board, each for a three year term: one resident of District 3 (Arthur or Kanabec Twp) and one resident of District 1 (Southfork, Brunswick, or Grass Lake Twp)

Railroad Authority Advisory Committee. Advise the Railroad Authority Board of interests and recommendations of the use of the railroad bed. This committee meets as needed. There are three openings on this board, each for a three year term: one at-large member, one representative of Whited Township and one representative of Comfort Township.

Snake River Watershed Citizen Advisory Committee. Works with the Snake River Watershed Board overseeing restoration projects on the Snake River. This committee meets monthly as needed, with a minimum of one meeting per quarter. There is one opening for this board for a three year term.

All applicants should be Kanabec County residents.

Applications can be found at www.kanabecounty.org/committees or by contacting the County Coordinator's Office.

**Please submit your application to the Kanabec County Coordinator
by 4:30pm on February 26, 2024**

Kanabec County Coordinator
317 Maple Ave E, Suite 181
Mora, MN 55051
coordinator@co.kanabec.mn.us
320-679-6440



KANABEC
COUNTY

Agenda Item #11

February 6, 2024

REQUEST FOR BOARD ACTION

a. Subject: Department Update	b. Origination: Coordinator's Office
c. Estimated time: 15 minutes	d. Presenter(s): Kris McNally, County Coordinator

e. Board action requested:

Department update, information only.

f. Background:

Supporting Documents: None: ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments: