



Kanabec County Board of Commissioners

Regular Meeting Agenda

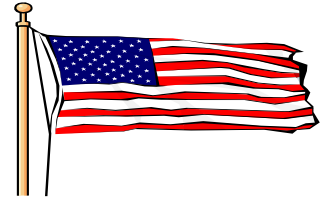
The Meeting of July 2, 2024

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

To be held via WebEx telephone call or video meeting:

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

Access Code: 2480 610 1620



Video Meeting link:

<https://kanabecounty.webex.com/kanabecounty/j.php?MTID=m11b2bc156041f7da44f629506d7577f1>

Meeting number: 2480 610 1620

Password: Ny8Qzm7GZF4 (69879674 when dialing from a video system)

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

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

*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*

Please use the Maple Ave entrance and parking lot.

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

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

9:02am **Public Comment** Telephone call-in number for public access: 1-408-418-9388
 Access Code: 2480 610 1620

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

9:45am Kathy Burski, Community Health Director- Request for approval of Opioid Committee funding recommendation

9:50am Deanna Pomije, Watershed Coordinator- Snake River Watershed Partnership project update

10:05am Ryan Carda, Environmental Services Supervisor-
 a. Discuss dissolution of the Snake River Watershed Management Board (SRWMB)

- b. Request for approval of Interim Use Permit (IUP) for Vacation Rental – 534 Fish Lake Drive, Mora, MN 55051
- c. Information about VRBOs in Kanabec County

10:25am Luke Athey, Court Services (Probation) Director- Department update

10:40am Chad Gramentz, Public Works Director

Other business to be conducted as time is available:

1. Minutes- June 18, 2024
2. Paid Bills
3. Regular Bills- Revenue Fund
4. Regular Bills- Road & Bridge Fund
5. Commissioner Reports
6. Employee appreciation meal date
7. Future Agenda Items
8. Closed Session: Security Issues- Public Services Building & Courthouse Infrastructure (This portion of the meeting may be closed pursuant to Minnesota Statute §13D.05 subd.3.d.)
9. Closed Session: Labor Negotiation Strategy (This portion of the meeting may be closed pursuant to Minnesota Statute §13D.03)
10. Discuss any other matters that may come before the County Board
11. Adjourn

**Kanabec County Community Health Board Agenda
Tuesday, July 2, 2024 – 9:20 a.m.**

- 1. Call meeting to order**
- 2. Agenda Approval** **page 1**
- 3. Presentation: Brianne McClellan – East Central Regional Suicide Prevention Coordinator** **page 2**
- 4. Director's Report** **page 3**
 - See attached report
- 5. Request to Sign Amendment with South Country Health Alliance**
 - Action requested
 - See attached amendment, new rates and resolution **page 4-7**
- 6. Request to Hire a Public Health Planner / Communications Coordinator and a Public Health Supervisor**
 - Action requested
 - See attached discussion and resolution **pages 8-10**
- 7. Request to Hire a Home Health Aide at Higher Pay Rate**
 - Action requested
 - See attached resolution **page 11**
- 8. Request to Hire a Certified Public Health Nurse at Higher Pay Rate**
 - Action requested
 - See attached resolution **page 12**
- 9. Request to Enter 2025 Agreement with Timber Trails**
 - Action requested
 - See attached resolution **page 13**
- 10. Financial Reports**
 - See attached
 - Trial Balance **page 14-16**
 - May 2024 Financial Report (2) **page 17-18**
- 11. Abstract Approval**
 - Action requested
 - See attached Abstract and Vendor List **page 19-26**
- 12. Other Business**
- 13. Adjourn**

Purpose:

The primary purpose of the Regional Suicide Prevention Coordinator is to collaborate with communities to reduce the stigma associated with mental health. This role involves the creation and implementation of comprehensive plans for suicide prevention, intervention, and postvention, ultimately aiming to reduce the incidence of suicide in local communities.

Goals:

- To significantly reduce the rate of suicide in local communities through targeted and effective strategies.
- To foster a supportive environment where mental health issues can be openly discussed without stigma.
- To develop and maintain strong, cooperative relationships with various community stakeholders.

Work Done with Communities:

1. Training on Mental Health & Suicide Prevention:
 - Conducted multiple training sessions for community members, including school staff, business employees, and county officials, focusing on the recognition of mental health issues and the appropriate responses.
 - Developed tailored training programs that address specific needs and concerns of different community groups.
2. Community Engagement and Resource Dissemination:
 - Actively participated in various community events to distribute resources related to mental health and suicide prevention.
 - Ensured that both local and national resources were made available to a wide audience, thereby increasing awareness and accessibility of mental health support services.
3. Collaboration with School Districts, Businesses, Counties, and Community Members:
 - Worked closely with school districts to implement age-appropriate suicide prevention programs and to establish protocols for intervention and postvention.
 - Partnered with local businesses to create supportive workplace environments and to provide mental health resources for employees.
 - Collaborated with county officials to align local suicide prevention efforts with broader national strategies, ensuring a cohesive approach.
 - Engaged with community members to gather input and feedback, fostering a sense of ownership and involvement in suicide prevention initiatives.

Next Steps:

- Continue to expand training programs and outreach efforts to reach more segments of the community.
- Strengthen partnerships with local organizations to further embed mental health support within the community infrastructure.
- Evaluate the effectiveness of current strategies and make data-driven adjustments to improve outcomes.

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

Staffing (Public Health):

We received permission to advertise to fill a vacated home care nurse position. We had a nurse from the case management unit that wanted to make a lateral move to the home care unit and the administrative team felt like it would be a good fit. We received one application for the open nurse position (explained that it had changed from home care to case management) and interviewed that candidate on June 25th.

I will be asking for permission to hire two positions created to help build foundational capacity within the Public Health agency. Please see the separate information and resolution(s).

Fourth Amendment to 2020 Delegation Agreement

This Fourth Amendment to the 2020 Delegation Agreement is entered into by and between Kanabec County (“Delegated Entity”) and South Country Health Alliance (“SCHA”) as of January 1, 2024.

1. Section 6.7 of the Delegation Agreement is deleted in its entirety and replaced with the following:

6.7 Delegated Entity adheres to the prohibited use of excluded practitioners.

6.7.1 Delegated Entity will search monthly, and require all subcontractors to search monthly, the OIG List of Excluded Individuals/Entities (LEIE), the Excluded Parties List System (EPLS, within the HHS System for Awards Management) database (and may search the Medicare Exclusion Database), and the Minnesota Excluded Providers Lists maintained by the State of Minnesota for any Providers, agents, Persons with an Ownership or Control Interest and Managing Employees to verify that these persons:

6.7.1.1 Are not excluded from participation in Medicaid by the State of Minnesota nor under §§ 1128 or 1128A of the Social Security Act; and

6.7.1.2 Have not been convicted of a criminal offense related to that person's involvement in any program established under Medicare, Medicaid or the title XX Social Security Act.

2. A new Section 6.11 is added to the Delegation Agreement as follows:

6.11 Delegated Entity shall report in writing to SCHA any fraud that Delegated Entity knows or has reason to believe has been committed by a provider, vendor, subcontractor, or member within five (5) business days after Delegated Entity learns of or has reason to believe such fraud has been committed.

3. A new Section 6.12 is added to the Delegation Agreement as follows:

6.12 Delegated Entity shall comply with all applicable SCHA compliance plan and program integrity requirements that are designed to guard against fraud, waste, abuse and improper payments. Delegated Entity shall cooperate fully in any investigation of fraud by SCHA, the State, the Minnesota Medicaid Fraud Control Unit (MFCU), and other regulatory or

law enforcement agencies and in any subsequent legal action that may result from those investigations.

4. The parties agree to amend Exhibit D of the 2020 Agreement by deleting it and all previous versions in its entirety and replacing it with Exhibit D as Amended January 1, 2024. This amendment reflects changes in rates for the Community Care Connector / Case Aide Positions.

The parties have executed this Fourth Amendment to the 2020 Delegation Agreement as of the effective date stated above.

DELEGATED ENTITY: Kanabec County	SOUTH COUNTRY HEALTH ALLIANCE
By: _____	By: _____
Print Name: _____	Print Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

EXHIBIT D

As amended January 1, 2024

2024 Rates

1. Non-Elderly Waiver (EW) Community Well and Skilled Nursing Facility Members

Procedure Code: G9005

- Care Coordination Activity for:
 - SeniorCare Complete (SCC) and MSC+ Non-EW Community Well and Skilled Nursing Facility SNBC (AbilityCare, SingleCare, SharedCare) \$24.01/15 Minute Unit

2. Transition Coordination for all MSC+ and SCC

\$16.63/15 Minute Unit

Procedure Code: T1017 U6

3. Elderly Waiver SCC and MSC+ Members

- Care Coordination Activity \$25.46/15 Minute Unit
- Case Management Aide Activity \$9.39/15 Minute Unit

4. Community Care Connector and Community Care Connector Case Aide Position

- Eight (8) average Connector weekly hours dedicated to South Country Connector duties
- Twenty (20) average Connector weekly hours dedicated to South Country Connector duties
- Eight (8) average Connector Case Aide weekly hours dedicated to South Country Connector Case Aide duties

Connector	\$21,574.95 Annually
Connector	\$41,829.93 Annually
Connector Case Aide	\$12,875.83 Annually

Payment will be made bi-annually on or about mid-September and mid-February.

Resolution # KCCH 7/2/2024
SCHA Delegation Agreement Fourth Amendment Resolution

WHEREAS, County of Kanabec through its Health and Human Services agencies is contracted with South Country Health Alliance to provide services to its members, and

WHEREAS, South Country Health Alliance and Kanabec County agree to amend Exhibit D of the Delegation Agreement dated January 1, 2020 by deleting it and all previous versions in its entirety and replacing it with Exhibit D as amended January 1, 2024, and

WHEREAS, this amendment reflects changes in rates for the Community Care Connector / Case Aide positions, and

THEREFORE, the Community Health Director is requesting permission to sign the amendment, and

THEREFORE BE IT RESOLVED that the Kanabec County Community Health Board approves the Amendment to the South Country Health Alliance Delegation Agreement dated January 1, 2020 effective January 1, 2024.

Background:

In the 2023 legislative session, additional funding was allocated to public health to be used only for activities within the Foundational Capabilities. The eight Foundational Capabilities are: Assessment & Surveillance, Policy Development & Support, Community Partnership Development, Accountability & Performance Management, Equity, Emergency Preparedness & Response, Organizational Competencies, and Communications.

All the Foundational Areas are addressed to some extent, mostly minimal, by the current staff. One of the issues that makes it difficult for staff to assist in many of these foundational capabilities is the fact that there is very little flexible funding. Most staff are paid for through grants and must dedicate work to deliverables of those grants. Work outside of the grant deliverables cannot be covered by the grants that they are working under.

The Foundational Public Health Responsibilities (FPHR) funding is dedicated funding that has been added to base funding and is to be used on these foundational capabilities and cannot be used for providing direct services or to reduce local tax levy.

Kanabec County Community Health participated in strategic planning sessions setting the mission and vision for the future. The group brainstormed how to meet the vision for the future. Through those discussions, themes evolved, and this informed the positions/job descriptions that will help to move the strategic work forward. The group highlighted the importance of involving the community, promoting public health in the community and with decision-makers, building trust and creating a healthy and engaged workplace environment as priorities. These key areas depend on strong internal and external communication, development of tools that will help to educate, inform, and engage. It also requires continual surveillance and assessment of the health of the community, policy development and monitoring, monitoring of data, planning and implementation of strategies to address local needs.

Filling these positions will allow the Director/CHS Administrator to focus on things like the day-to-day operations of the Agency, fiscal management/seek funding to address the priority areas, manage and develop a strong workforce, accountability and performance management.

Position information:

The pay consultant pointed these positions at the following levels:

Public Health Planner/Communications Coordinator – Grade 13 with a 2024 starting salary of \$59,238. With fringe this total would be \$78,558.

Public Health Supervisor – Grade 15 with a 2024 starting salary of 68,453. With fringe this total would be \$89,169.

Total salary and fringe: \$148,407. This could be higher if we had an internal candidate that would be promoted to the positions, but there is room for the additional costs.

How this will be paid for:

Foundational Public Health Responsibilities Grant: \$188,716 ongoing

Anticipated Cannabis funding: amount not yet known – conservatively guessing \$30,000 per year.

CDC Infrastructure Grant – not ongoing but we have \$100,519 to use by 11/30/2027. It is to be used to support efforts to recruit, retain, and train a skilled and diverse public health workforce, address longstanding public health infrastructure needs, and increase the size of the public health workforce. This funding could be used to provide training, and purchase items needed for start-up such as computers, computer programs, and other supplies.

The two positions would also have some time allocated to other grants as appropriate.

Summary:

Conservatively there is \$218,716 (\$188,716 in Foundational funds and \$30,000 in cannabis funds) available to cover the two new positions.

This is adequate to pay the salary and fringe as well as include other costs such as phone, mileage and other supplies that may be needed.

Resolution # KCCH 7/2/2024

Request for Public Health Supervisor and Public Health Planner / Communications Coordinator positions

WHEREAS, Kanabec County Community Health has been awarded \$188,716 in ongoing funding to increase the local agency's capacity to work on foundational capabilities, and

WHEREAS, Kanabec County Community Health staff participated in planning sessions discussing how to meet the vision of the future and has developed the job descriptions for a Public Health Supervisor and a Public Health Planner / Communications Coordinator that will assist in achieving that vision, and

WHEREAS, the positions have been sent to the pay consultant and it has been determined that the cost for the total salary and fringe for these two positions can be covered with the ongoing funding as well as other grants, and

THEREFORE, the Community Health Director is requesting to advertise and hire for these two positions; the Public Health Supervisor as an internal posting and the Public Health Planner / Communications Coordinator as an external posting, and

THEREFORE BE IT RESOLVED that the Kanabec County Community Health Board approves the Community Health Director and Human Resources Director to advertise and hire for these two positions.

Resolution # KCCH 7/2/2024
Request to Hire Home Health Aide at Higher Pay Rate

WHEREAS, Kanabec County Community Health has offered the position of full-time Home Health Aide to an individual who has worked as a Home Health Aide for us in the past, and

WHEREAS, the individual has requested to be hired at a higher pay rate due to their previous experience with Kanabec County, and

WHEREAS, the higher pay rate for this individual would be within the Kanabec County Community Health budget, and

THEREFORE, the Community Health Director is requesting to hire the Home Health Aide candidate at Step B (\$18.02), and

THEREFORE BE IT RESOLVED that the Kanabec County Community Health Board approves the Community Health Director and Human Resources Director to offer the higher pay rate to the Home Health Aide candidate.

Resolution # KCCH 7/2/2024
Request to Hire Certified Public Health Nurse at Higher Pay Rate

WHEREAS, Kanabec County Community Health has had a certified Public Health Nurse (PHN) position posted for over 30 days, and

WHEREAS, only one qualified application was received, and

WHEREAS, an interview was held and an offer has been made and subsequently a request was made to be hired at a level closer to her current wage and reflective of her experience, and

THEREFORE, the Community Health Director is requesting to hire a Public Health Nurse at grade 15 level C, or \$35.38 per hour, and

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves the Community Health Director and Human Resources Director to hire a certified Public Health Nurse at a grade 15 level C, which is \$35.38 per hour, compared to grade 15 level A, which is \$32.91 for 2024.

Resolution # KCCH 7/2/2024
Timber Trails 2025 Agreement

WHEREAS, Kanabec County has resolved to apply for the 2025 Transit Operating Grant and enter into an Agreement with the State of Minnesota to provide public transit service, and

WHEREAS, Kanabec County agrees to provide a local share of up to 15 percent of the total operating cost and up to 20 percent of the total capital costs, and

WHEREAS, Kanabec County agrees to provide 100 percent of the local share necessary for expenses that exceed funds available from the State, and

THEREFORE, the Community Health Director is requesting permission to sign the 2025 agreement, and

THEREFORE BE IT RESOLVED that Kanabec County authorizes the Director of Kanabec County Community Health or the Transit Director to execute the Agreement and any amendments.

CERTIFICATION

I hereby certify that the foregoing resolution is a true and correct copy of the resolution presented to and adopted by the Kanabec County Board of Commissioners at a duly authorized meeting held on July 2, 2024.

Authorized Agent _____



As of Date: 05/2024
Report Basis: 2 1 - Cash
 2 - Modified Accrual
 3 - Full Accrual

Save Report: N
Comment:

TRIAL BALANCE REPORT

FUND Range From 15 Thru 15

*** Kanabec County ***



Sheila
6/27/24 11:29AM

TRIAL BALANCE REPORT
As of 05/2024

Report Basis: Modified Accrual

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	705,196.15	57,618.46	256,119.78	961,315.93
1003	Audit Adjustments To Cash	23,163.57	0.00	23,163.57-	0.00
1110	Taxes Receivable - Prior & Delinquent	12,088.09	0.00	12,088.09-	0.00
1201	Accounts Receivable (Acc)	150,778.56	0.00	150,778.56-	0.00
1261	Due From Other Funds (Acc)	3,325.85	0.00	3,325.85-	0.00
1281	Due From Other Governments (Acc)	329,505.26	0.00	329,505.26-	0.00
	Total Assets	1,224,057.48	57,618.46	262,741.55-	961,315.93
---Liabilities and Balance-----					
Liabilities					
2020	Accounts Payable	523.17 -	0.00	0.00	523.17 -
2021	Accounts Payable (Acc)	1,539.90 -	0.00	1,539.90	0.00
2030	Salaries Payable	77,447.27 -	0.00	77,447.27	0.00
2091	Due To Other Funds (Acc)	1,671.62 -	0.00	1,671.62	0.00
2100	Due To Other Governments	5,081.53 -	0.00	5,081.53	0.00
2230	Deferred Inflows	12,088.09 -	0.00	12,088.09	0.00
	Total Liabilities	98,351.58 -	0.00	97,828.41	523.17 -
Fund Balance					
2881	Assigned Fund Balance	1,125,705.90 -	0.00	0.00	1,125,705.90 -
2910	Revenue Control	0.00	376,849.23 -	995,902.15 -	995,902.15 -
2925	Expenditure Control	0.00	319,230.77	1,160,815.29	1,160,815.29
	Total Fund Balance	1,125,705.90 -	57,618.46 -	164,913.14	960,792.76 -
	Total Liabilities and Balance	1,224,057.48 -	57,618.46 -	262,741.55	961,315.93 -
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
6/27/24 11:29AM
15 Community Health Fund

**** Kanabec County ****



TRIAL BALANCE REPORT
As of 05/2024

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>
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Kanabec County Community Health - Board Financial Report
15-484 cash basis

Through May 2024

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	83.33% October	91.67% November	100.00% December	
Pilt-Housing Authority																<u>outstanding payments/payments not yet posted</u>
Rev	0		0.00	0.00	0.00	0.00	0.00	0.00								Workforce Dev.
Exp	0		0.00	0.00	0.00	0.00	0.00	0.00								CTC
Local Public Health Infrastructure																FAP 705.52
Rev	498,428.00	57.78%	288,002.14	23,163.57	12,901.34	38,372.92	4,471.45	209,092.86								LCTS
Exp	381,933.00	46.45%	177,416.96	24,767.41	68,543.85	23,653.87	23,983.69	36,468.14								LPHG 9,200.75
Prevent Infectious Disease																MCH 7,948.00
Rev	30,502.00	21.92%	6,686.49	916.87	399.80	662.04	285.50	4,422.28								SF/cap bldg
Exp	34,377.00	14.28%	4,910.57	749.19	831.71	415.47	1,437.58	1,476.62								RSG
Environmental Health																RPC 14,608.28
Rev	36.00	16.67%	6.00	3.00	0.00	0.00	3.00	0.00								SHIP 50,045.36
Exp	5,545.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00								TANF
Healthy Communities-Adult Health																WIC 22,735.00
Rev	176,781.00	78.73%	139,171.53	15,401.48	59,796.96	12,050.61	39,210.51	12,711.97								PHEP
Exp	173,472.00	64.25%	111,460.14	22,193.38	21,034.44	19,595.11	19,861.95	28,775.26								mental hlth 13,844.55
Healthy Communities-Health Improvement																Suicide Prev 7,578.54
Rev	632,346.00	51.50%	325,658.76	108,413.95	61,020.12	46,059.08	65,801.92	44,363.69								Covid Federal
Exp	598,642.00	41.50%	248,450.70	51,178.83	47,002.09	41,787.42	53,127.08	55,355.28								Home care <u>23,136.55</u> estimate only see note below
Healthy Communities-Family Health																149,802.55
Rev	653,351.00	49.86%	325,734.31	117,916.27	29,985.47	49,433.94	95,978.39	32,420.24								
Exp	600,263.00	37.05%	222,416.24	37,262.76	45,414.40	37,811.78	36,297.60	65,629.70								
Emergency Preparedness																
Rev	108,151.00	58.62%	63,394.77	8,528.10	25,151.00	0.00	29,715.67	0.00								
Exp	100,117.00	45.77%	45,824.86	8,926.08	9,478.31	8,463.72	8,393.85	10,562.90								
Assure Access-Case Management																
Rev	366,400.00	44.11%	161,603.91	29,111.75	41,229.27	24,736.01	29,564.82	36,962.06								SCHA Connector - We get reimbursed twice a year. Not included above.
Exp	354,443.00	43.37%	153,716.67	26,848.13	26,913.28	24,515.93	26,003.76	49,435.57								
Assure Access-Home Care																
Rev	551,500.00	34.89%	192,417.48	48,249.04	43,402.18	24,654.09	39,236.04	36,876.13								
Exp	768,703.00	36.73%	282,359.47	53,496.17	50,222.72	53,872.66	53,240.62	71,527.30								Home Care-This is the billed amount and we are paid a percentage of that and that percentage varies by
Agency Totals																percentage of that and that percentage varies by
Rev	3,017,495.00	49.80%	1,502,675.39	351,704.03	273,886.14	195,968.69	304,267.30	376,849.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Exp	3,017,495.00	41.31%	1,246,555.61	225,421.95	269,440.80	210,115.96	222,346.13	319,230.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Also, VA may pay up to two years after the date of service.

amount has changed

Kanabec County Community Health - Board Financial Report
15-484 modified accrual basis

Through May 2024

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	83.33% October	91.67% November	100.00% December	
Pilt-Housing Authority																<u>outstanding payments/payments not vet posted</u>
Rev	0		0.00	0.00	0.00	0.00	0.00	0.00								Workforce Dev.
Exp	0		0.00	0.00	0.00	0.00	0.00	0.00								CTC
Local Public Health Infrastructure																FAP 705.52
Rev	498,428.00	53.13%	264,838.57	0.00	12,901.34	38,372.92	4,471.45	209,092.86								LCTS
Exp	381,933.00	51.10%	195,157.94	24,675.01	67,817.92	23,653.87	42,543.00	36,468.14								LPHG 9,200.75
Prevent Infectious Disease																MCH 7,948.00
Rev	30,502.00	16.05%	4,896.52	0.00	92.63	96.11	285.50	4,422.28								SF/cap bldg
Exp	34,377.00	11.46%	3,938.57	749.19	831.71	415.47	465.58	1,476.62								RSG
Environmental Health																RPC 14,608.28
Rev	36.00	16.67%	6.00	3.00	0.00	0.00	3.00	0.00								SHIP 50,045.36
Exp	5,545.00	0.00%	0.00	0.00	0.00	0.00	0.00	0.00								TANF
Healthy Communities-Adult Health																WIC 22,735.00
Rev	176,781.00	43.47%	76,840.22	801.00	12,066.13	12,050.61	39,210.51	12,711.97								PHEP
Exp	173,472.00	64.18%	111,335.25	22,193.38	20,909.55	19,595.11	19,861.95	28,775.26								mental hlth 13,844.55
Healthy Communities-Health Improvement																Suicide Prev 7,578.54
Rev	632,346.00	27.40%	173,263.79	0.00	17,039.10	46,059.08	65,801.92	44,363.69								Covid Federal
Exp	598,642.00	41.50%	248,431.13	51,016.26	47,002.09	41,787.42	53,270.08	55,355.28								Home care <u>23,136.55</u> estimate only see note below
Healthy Communities-Family Health																149,802.55
Rev	653,351.00	29.16%	190,536.04	0.00	12,703.47	49,433.94	95,978.39	32,420.24								
Exp	600,263.00	36.88%	221,358.17	36,896.37	44,774.29	37,811.78	36,246.03	65,629.70								
Emergency Preparedness																
Rev	108,151.00	27.48%	29,715.67	0.00	0.00	0.00	29,715.67	0.00								
Exp	100,117.00	51.77%	51,828.13	8,574.85	9,478.31	8,463.72	14,748.35	10,562.90								
Assure Access-Case Management																
Rev	366,400.00	33.49%	122,723.32	2,945.00	29,097.04	24,154.40	29,564.82	36,962.06								SCHA Connector - We get reimbursed twice a year. Not included above.
Exp	354,443.00	43.30%	153,468.57	26,779.50	26,733.85	24,515.93	26,003.72	49,435.57								
Assure Access-Home Care																
Rev	551,500.00	24.13%	133,082.02	0.00	35,500.95	21,468.90	39,236.04	36,876.13								
Exp	768,703.00	36.67%	281,859.53	52,997.49	50,221.46	53,872.66	53,240.62	71,527.30								Home Care-This is the billed amount and we are paid a percentage of that and that percentage varies by
Agency Totals																percentage of that and that percentage varies by
Rev	3,017,495.00	33.00%	995,902.15	3,749.00	119,400.66	191,635.96	304,267.30	376,849.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Exp	3,017,495.00	42.00%	1,267,377.29	223,882.05	267,769.18	210,115.96	246,379.33	319,230.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

amount has changed

Board Meeting 07/02/2024

Abstract Totals for Commissioner Vouchers

Board Meeting 07/02/24	Amount	Vendors	Transactions
Abstract #1	\$33,614.99	37	80
Abstract #2			
Totals	\$33,614.99	37	80

Abstract Totals for Auditor Vouchers

Board Meeting 07/02/24	Amount	Vendors	Transactions
Abstract #1			
Abstract #2			
Abstract #3			
Abstract #4			
Abstract #5			
Totals			

Sheila
6/27/24 11:24AM

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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
6/27/24 11:24AM
15 Community Health Fund

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
1619	Amazon Capital Services					
37	15-484-450-0000-6412		27.72	post it notes	1QDQ-MQX-6D3J	Office Supplies N
38	15-484-450-0000-6412		24.54	pens	1QDQ-MQX6-6D3J	Office Supplies N
39	15-484-450-0000-6412		7.99	paper clips	1QDQ-MQX6-6D3J	Office Supplies N
40	15-484-450-0000-6412		26.54	legall pads	1QDQ-MQX6-6D3J	Office Supplies N
41	15-484-450-0000-6412		26.14	kleenex	1QDQ-MQX6-6D3J	Office Supplies N
42	15-484-450-0000-6412		25.48	small post it notes	1QDQ-MQX6-6D3J	Office Supplies N
43	15-484-450-0000-6412		29.98	small legal pads	1QDQ-MQX6-6D3J	Office Supplies N
36	15-484-496-8447-6412		19.92	2 pocket folders	1QDQ-MQX6-6D3J	Office Supplies N
1	15-484-450-0000-6289		105.68	training shields/valves CPR	1RT6-7XYW-6RWN	Staff Development N
1619	Amazon Capital Services		293.99	9 Transactions		
538	Berg/Ashley					
23	15-484-487-8453-6331		104.52	Strong Foundations June mileag		Mileage & Meals N
538	Berg/Ashley		104.52	1 Transactions		
185	Bergstadt/Jennifer					
24	15-484-496-8449-6331		17.42	June HHA mileage		Mileage & Meals N
185	Bergstadt/Jennifer		17.42	1 Transactions		
1396	Biever/Laurie					
25	15-484-496-8449-6331		335.00	May/June HHA mileage		Mileage & Meals N
1396	Biever/Laurie		335.00	1 Transactions		
877	BlueStar Graphics					
2	15-484-485-8474-6411		140.00	4 dble sided signs	2645	Supplies Y
877	BlueStar Graphics		140.00	1 Transactions		
470	Breezy Point Resort					
3	15-484-450-0000-6289		810.00	lodging MN Co Sup Conf		Staff Development N
4	15-484-487-8453-6289		810.00	lodging MN Co Sup Conf		Staff Development N
470	Breezy Point Resort		1,620.00	2 Transactions		
3094	Burski/Kathy					
34	15-484-450-0000-6331		245.22	June mileage		Mileage & Meals N
35	15-484-469-8440-6205		12.45	postage-data loggers		Postage N
3094	Burski/Kathy		257.67	2 Transactions		
298	Childrens Dental Services					
5	15-484-485-8475-6285		315.26	transport equip/staff 050324		Contracted Work Y

Sheila
6/27/24 11:24AM
15 Community Health Fund

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
6	15-484-485-8475-6285		557.76	transport equip/staff 053124		Contracted Work	Y
	298 Childrens Dental Services		873.02	2 Transactions			
	278 City Of Mora						
44	15-484-485-8468-6211		2,999.99	mini grant water bottle stn		Services & Charges	N
51	15-484-487-8453-6411		180.00	incentives Mora aquatic center	KCCH02	Supplies	N
	278 City Of Mora		3,179.99	2 Transactions			
	1124 Control Solutions, Inc.						
7	15-484-490-8489-6411		108.00	2pt fridge/freezer calibration	CS279112	Progam Supplies	N
8	15-484-490-8489-6411		15.00	shipping	CS279112	Progam Supplies	N
	1124 Control Solutions, Inc.		123.00	2 Transactions			
	1644 Eklund/Nicole						
61	15-484-487-8450-6331		10.72	June mileage		Mileage & Meals	N
62	15-484-487-8451-6331		1.34	June mileage		Mileage & Meals	N
60	15-484-493-8452-6331		2.68	June mileage		Mileage & Meals	N
	1644 Eklund/Nicole		14.74	3 Transactions			
	1645 Hamilton/Stephanie						
26	15-484-496-8449-6331		433.49	May/Jun HHA mileage		Mileage & Meals	N
	1645 Hamilton/Stephanie		433.49	1 Transactions			
	1326 Hansen/Erika						
27	15-484-496-8447-6331		69.01	May/Jun home care mileage		Mileage & Meals	N
	1326 Hansen/Erika		69.01	1 Transactions			
	324 Healthcare First						
9	15-484-496-8447-6211		111.02	June HHCAHPS fee	INV5448649	Services & Charges	N
	324 Healthcare First		111.02	1 Transactions			
	234 Holland/Jeff						
73	15-484-496-8447-6331		379.22	May/Jun mileage		Mileage & Meals	N
	234 Holland/Jeff		379.22	1 Transactions			
	434 Inovalon Provider, Inc.						
47	15-484-487-8453-6211		187.31	June billing svc/eligibility	24M-0082905	Services & Charges	N
46	15-484-493-8452-6211		158.93	June billing svc/eligibility	24M-0082905	Services & Charges	N
45	15-484-496-8447-6211		221.36	June billing svc/eligibility	24M-0082905	Services & Charges	N

Sheila
6/27/24 11:24AM
15 Community Health Fund

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
434	Inovalon Provider, Inc.		567.60	3 Transactions		
3095	Isanti County Public Health					
48	15-484-485-8468-6880		234.06	May moves strategy		Grant Admin- Pass thru N
49	15-484-485-8468-6880		3,042.61	May well-being strategy		Grant Admin- Pass thru N
50	15-484-485-8468-6880		1,111.73	May tobacco strategy		Grant Admin- Pass thru N
3095	Isanti County Public Health		4,388.40	3 Transactions		
1323	Johnstone/Kristi					
74	15-484-496-8447-6331		417.41	May/Jun mileage		Mileage & Meals N
1323	Johnstone/Kristi		417.41	1 Transactions		
1617	Jones/Taylor					
58	15-484-493-8452-6331		5.36	June mileage		Mileage & Meals N
59	15-484-493-8452-6331		5.36	May mileage		Mileage & Meals N
1617	Jones/Taylor		10.72	2 Transactions		
1373	Krueger/Allison					
28	15-484-485-8474-6331		68.34	May mileage		Mileage & Meals N
1373	Krueger/Allison		68.34	1 Transactions		
1308	Lejonvarn/Kirsten					
63	15-484-487-8450-6331		2.68	June mileage		Mileage & Meals N
64	15-484-487-8453-6331		36.18	June mileage		Mileage & Meals N
65	15-484-487-8456-6331		2.68	June mileage		Mileage & Meals N
1308	Lejonvarn/Kirsten		41.54	3 Transactions		
667	Lighthouse Child & Family Services LLC					
79	15-484-487-8453-6211		300.00	2 hours EBFHV 052124	7333	Services & Charges N
80	15-484-487-8453-6211		80.40	travel 052124	7333	Services & Charges N
667	Lighthouse Child & Family Services LLC		380.40	2 Transactions		
377	Marco Inc					
10	15-484-450-8250-6341		399.67	Sharp BP-70C55 copier agmt	36756625	Rental & Service Contracts N
377	Marco Inc		399.67	1 Transactions		
1604	McClellan/Brianne					
29	15-484-485-8444-6331		365.82	May/Jun mileage		Mileage & Meals N
1604	McClellan/Brianne		365.82	1 Transactions		

Sheila
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15 Community Health Fund

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

	Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	1143	McKesson Medical-Surgical Govt Solution						
11		15-484-487-8456-6411		11.44	lysol all purpose cleaner	22214304	Supplies	N
14		15-484-487-8456-6411		7.20	scott kitchen towels	22214771	Supplies	N
12		15-484-487-8456-6432		8.04	bandage	22214771	Medical Supplies	N
13		15-484-487-8456-6432		4.00	alcohol prep pads	22214771	Medical Supplies	N
15		15-484-496-8447-6432		33.43	dressing, adaptic	22233039	Medical Supplies	N
16		15-484-496-8447-6432		20.89	bandage, kerlix RL	22233039	Medical Supplies	N
	1143	McKesson Medical-Surgical Govt Solution		85.00	6 Transactions			
	1663	MKG Parent Coach						
78		15-484-485-8480-6285		2,000.00	MKG parenting coaching	0046	Contracted Work	Y
	1663	MKG Parent Coach		2,000.00	1 Transactions			
	52	Olson/Autumn						
66		15-484-487-8451-6331		42.88	June mileage		Mileage & Meals	N
67		15-484-487-8453-6331		180.23	June mileage		Mileage & Meals	N
	52	Olson/Autumn		223.11	2 Transactions			
	632	Pine County Health & Human Services						
17		15-484-485-8468-6880		1,407.84	May JUUL settlement		Grant Admin- Pass thru	N
18		15-484-485-8468-6880		2,732.03	May eats strategy		Grant Admin- Pass thru	N
19		15-484-485-8468-6880		1,376.90	May moves strategy		Grant Admin- Pass thru	N
20		15-484-485-8468-6880		1,075.76	May tobacco strategy		Grant Admin- Pass thru	N
21		15-484-485-8468-6880		2,531.27	May well-being strategy		Grant Admin- Pass thru	N
	632	Pine County Health & Human Services		9,123.80	5 Transactions			
	2712	Raudabaugh/Carey						
68		15-484-493-8452-6331		327.63	May/Jun mileage		Mileage & Meals	N
	2712	Raudabaugh/Carey		327.63	1 Transactions			
	3174	Rosburg/Diane						
69		15-484-496-8447-6331		294.13	May/June mileage		Mileage & Meals	N
	3174	Rosburg/Diane		294.13	1 Transactions			
	1452	Sandberg/Debbie						
30		15-484-493-8452-6331		50.25	May/Jun mileage		Mileage & Meals	N
	1452	Sandberg/Debbie		50.25	1 Transactions			
	105	St. Clare Living Community of Mora						
52		15-484-496-8447-6211		85.00	May PT asst visits		Services & Charges	Y

Sheila
6/27/24 11:24AM
15 Community Health Fund

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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	15-484-496-8447-6211		2,295.00	May PT visits		Services & Charges	Y
54	15-484-496-8447-6211		255.00	May OT visits		Services & Charges	Y
55	15-484-496-8447-6211		30.00	May consult hours		Services & Charges	Y
56	15-484-496-8447-6211		650.00	May drive time		Services & Charges	Y
57	15-484-496-8447-6211		272.02	May mileage		Services & Charges	Y
105	St. Clare Living Community of Mora		3,587.02		6 Transactions		
1083	Swanson/Lori						
75	15-484-485-8468-6331		40.20	June all strategy mileage		Mileage & Meals	N
76	15-484-485-8468-6331		6.70	June JUUL mileage		Mileage & Meals	N
77	15-484-485-8468-6331		2.01	June eats mileage		Mileage & Meals	N
1083	Swanson/Lori		48.91		3 Transactions		
167	Telander/Sarah						
31	15-484-450-0000-6331		16.08	May/Jun mileage		Mileage & Meals	N
167	Telander/Sarah		16.08		1 Transactions		
1268	Tomczak/Kristi						
33	15-484-496-8448-6331		57.62	May/Jun mileage		Mileage & Meals	N
32	15-484-496-8449-6331		168.17	May/Jun HHA mileage		Mileage & Meals	N
1268	Tomczak/Kristi		225.79		2 Transactions		
1835	Universal Apparel						
22	15-484-485-8480-6411		2,985.00	promotional tiems and apparel		Program Supplies	G
1835	Universal Apparel		2,985.00		1 Transactions		
452	Zaiser/Kelly						
70	15-484-487-8450-6331		14.74	June mileage		Mileage & Meals	N
71	15-484-487-8453-6331		38.86	June mileage		Mileage & Meals	N
72	15-484-493-8452-6331		2.68	June mileage		Mileage & Meals	N
452	Zaiser/Kelly		56.28		3 Transactions		
15 Fund Total:			33,614.99	Community Health Fund		37 Vendors	80 Transactions
Final Total:			33,614.99	37 Vendors		80 Transactions	

Sheila
6/27/24 11:24AM

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	15	33,614.99	Community Health Fund	
	All Funds	33,614.99	Total	Approved by,
			
			

9:45am Appointment

July 2, 2024

REQUEST FOR BOARD ACTION

a. Subject: Request for approval of Opioid Settlement Committee Recommendation Funding Resolution	b. Origination: Opioid Settlement Committee
c. Estimated time: 5 minutes	d. Presenter(s): Kathy Burski

e. Board action requested:

To approve the Opioid Settlement Committee's recommendations for funding:

Funding to support the School Resource Officer (SRO) work in both Mora and Ogilvie School Districts. The SRO improves the connection with students and families, has been actively involved in the DARE education program (drug and alcohol prevention program), and works closely with health teachers in the high school with drug/alcohol prevention education and activities. The SRO also works closely with staff and students/families needing extra support with attendance or other risky behavior.

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 \$195,811.56 Expended/obligated so far is \$60,735.40 leaving a balance of \$135,076.16. The Opioid Settlement Committee reviewed the request from Mora/Ogilvie Public Schools and approved the activity and request for funding. Committee vote: 6 yes, 1 abstention.

Supporting Documents: Resolution to approve the 1 items noted above **Attached:** X

Date Received in County Coordinator's Office:

Resolution # KCCH – 7/2/24

Opioid Settlement Committee Recommendation for Funding Resolution

WHEREAS, the Opioid Settlement Committee is recommending to approve Mora and Ogilvie Public Schools request to help support the School Resource Officer position for the 2024-2025 school year, and

WHEREAS, the School Resource Officer improves the connection with students and families, is actively involved in the DARE education program and works with students/families needing extra support with attendance or other risky behavior, and

WHEREAS, the total cost of the School Resource Officer position would be shared by the Kanabec County Sheriff's Office, both school districts, and opioid settlement dollars, and

THEREFORE BE IT RESOLVED the Kanabec County Board of Commissioners approves the Opioid Settlement Committee's request to approve funding for Mora and Ogilvie Public Schools to help support the School Resource Officer not to exceed \$20,000.00 for the 2024-2025 school year.

9:50am Appointment

July 2, 2024

REQUEST FOR BOARD ACTION

a. Subject: Snake River Watershed Partnership Project Update	b. Origination: Snake River Watershed Partnership
c. Estimated time: 5-10 minutes	d. Presenter(s): Deanna Pomije, Watershed Coordinator

e. Board action requested:

Information only.

f. Background:

Supporting Documents: None: Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:

Snake Watershed Progress Update (May, June 2024)

6/21/24

Watershed Funds:

Approved / Contracted / Work Completed:

- 1) Fish Lake, Arthur sec 34, shoreland restoration project – this project work has begun and will be completed by the end of June, \$2,406 – Kanabec SWCD.
- 2) Shoreland buffer project on Cross Lake, \$4,473 – Pine SWCD
- 3) The Pokegama sub-watershed assessment has begun
- 4) Priority maps for the watershed have been developed for easier reference for staff, seeking out a minor adjustment on the maps.
- 5) Rain barrels for water retention & outreach, 2 have been sold

Steering Committee, meets monthly:

- The committee has reviewed two projects, three projects are slotted for review in July, not including sub-watershed assessments.
- A new watershed logo has been created, for review at the next Partnership meeting (thanks to Erin H. – Pine Co)
- Reviewed a potential wetland restoration project with another partner – still seeking out a water quality gain

Outreach:

- 17 contact hours have been completed
 - Amish outreach – nutrient supplements 2/23
 - Regenerative Ag. Conference in Braham 4/10
- 6 outreach materials have been developed

Watershed staffing updates:

- The Kanabec SWCD has the District Manager position open until 6/30 and a Soil Health Conservationist position open
- The Pine SWCD is refilling the watershed shared forester.
- Our fiscal agent staff with Pine Co. has acquired a new position with the Pine SWCD. She may continue to assist the watershed in the county staff refilling transition.



Next Steps:

- New elections are planned for the Partnership Chair position
- The Steering Committee is planning to discuss which forestry practices may be eligible for watershed funding.
- The Steering Committee is planning to review/discuss their operational procedures.
- Planning for MCIT to come present on the open meeting law and risks as a new entity at our July Partnership meeting.

- Planning a shoreland workshop on Fish Lake this summer
- Mailing for targeted Soil Health project promotion / development
- Planning to have the Ann Lake treatment assessment report updated this year, with an option for Nanobubbles added.

Other projects in development

- ✓ Shoreland restoration / buffer projects
- ✓ Prescribed grazing – livestock watering system
- ✓ Stream restoration
- ✓ Comprehensive Nutrient Management Plan
 - Possible livestock feedlot runoff system
 - Potential manure pit closure, just outside the watershed
- ✓ Low-income septic – Kanabec Co. developed application /
- ✓ Manure Pit Closure (2 potential)
- ✓ Well Sealing

Note: Projects in development may take one year plus to work with the landowner to plan, contract, survey, design, bid and construct/plant the project.

Other Watershed Plan Work:

Under the BWSR funded 'Reinvest in MN' Conservation Easement funds for the Snake / Kettle River Watersheds – 4 new voluntary conservation easements have been enrolled totaling 162 acres, Kanabec County.

May 10th Moleaer Company presentation on Nanobubbles:

There were 5 lakes in the watershed present for this meeting. In summary, Nanobubbles are tiny bubbles of oxygen pumped into a lake to create an oxygen rich environment / increased dissolved oxygen levels where greater natural biological and chemical reactions are possible in the lake to aid in reducing algae and preventing the release of Phosphorus from the lake's bottom (internal load).

Possible option for an Ann Lake treatment, or even a mobile unit option moved around within the watershed. As this is a new water quality treatment option for MN, more research in MN may be needed prior to grant funds becoming available for this option. Pokegama Lake may be pursuing this as an option for their lake. Planning to have the Ann Lake treatment assessment report updated this year. Will plan to have a Nanobubbles option added to the treatment options.

Nitrate Well Testing Open House Results, Kanabec SWCD - week of April 22-26

There was an amazing turnout of 80 private wells tested! Normally we test ~30 wells. A big thank you to Jerah Mattson for greeting the landowners and providing the testing and the newspaper ads getting the word out.

Results:	1-4.9 ppm	72 wells
	5-9.9	6 (3 were near 9)
	10 +	2

A large grazing operation in the Ann River Watershed has been certified into the MN Ag. Water Quality Certification Program, meeting the required conservation threshold.

One abandoned hand-dug well has been sealed & a 1,270 sq. ft. pollinator garden has been installed. 160 acres of cover crop are being contracted for planting in July.

Three lakes in Kanabec have been sprayed to control curly leaf pondweed, an aquatic invasive species. The Kanabec SWCD newsletter goes out this week.

All 4 SWCDs conducted their spring tree/shrub sales. These sales generally provide for the sale of smaller, cheaper bare root trees in smaller quantities which the private sector does not provide.

The no-till drill in Kanabec has been used 7 times on a total of 215 acres this spring.

10:05am Appointment

Item a.

July 2, 2024

REQUEST FOR BOARD ACTION

a. Subject: Discuss Dissolution of the Snake River Watershed Management Board (SRWMB)	b. Origination: Environmental Services
c. Estimated time: 10 minutes	d. Presenter(s): Ryan Carda, Environmental Services Supervisor

e. Board action requested:

Information Only

f. Background:

Pine and Aitkin intend to renew their petitions to dissolve and resubmit to SRWMB.

There are no outstanding projects or other work that the SRWMB is engaged in.

From the minutes of the 2/20/24 Kanabec County Board of Commissioners Regular Meeting:
Environmental Services Supervisor Ryan Carda met with the Board to discuss criteria to define successful implementation/functionality of the Snake River Watershed Plan Partnership. Board consensus was that they would define successful implementation/functionality of the Snake River Watershed Plan Partnership as the actual initiation of at least one project with a projected cost of under \$20,000 and one project with a projected cost of over \$20,000 within the next 12 months.

Supporting Documents: None **Attached:** ☒

Date received in County Coordinators Office:	6/28/24
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Coordinators Comments:

3. If funds remain in the preliminary fund after the first year it shall be transferred to the administrative account of the SRWMB.

VIII. AMENDMENTS

Amendments to this agreement shall be the agreement in writing of all parties hereto with the authority of the County Board of each member county.

IX. REVIEW

A. A member county can demand a review from any action taken by the SRWMB by filing an appeal to the SRWMB within thirty (30) days of the action taken by the SRWMB about which the member county desires review. Thereupon the SRWMB shall hold a hearing and reconsider its action in light of the testimony or other evidence introduced at the hearing.

B. Any member county or local unit of government with territory within the Snake River Watershed may request the Minnesota Board of Soil and Water Resources to resolve the dispute pursuant to 1990 M.S. Section 103B.345.

X. DURATION

A. Each member county agrees to be bound by the terms of this agreement until two (2) years from and after its effective date unless the member county withdraws from the agreement pursuant to X C. or the SRWMB is dissolved pursuant to X B. The Agreement may be continued thereafter upon the agreement of all the parties.

B. Any member may petition the SRWMB to dissolve the agreement. The SRWMB shall give the Minnesota Board of Soil and Water Resources written notification of the receipt by the SRWMB of any petition to dissolve the agreement. Upon ninety (90) days notice in writing to the clerk of each member governmental unit and to the SRWMB, the SRWMB shall hold a public hearing and upon a favorable vote by a majority of all eligible votes of then existing board members, the SRWMB may by resolution recommend that the SRWMB be dissolved. The resolution shall be submitted to each member governmental unit and each county within sixty (60) days. The SRWMB shall dissolve the SRWMB allowing a reasonable time to complete work in progress and to dispose of personal property owned by the SRWMB.

C. Any Member county may withdraw from this agreement at the end of any calendar year by providing written notice to the SRWMB and each member county boards of their intention to do so ninety (90) days in advance of the end of that calendar year providing that county shall have met any outstanding obligations by virtue of its membership in the joint powers agreement until the date of its withdrawal. The SRWMB shall give the

10:05am Appointment

Item b.

July 2, 2024

REQUEST FOR BOARD ACTION

a. Subject: Approve IUP for Vacation Rental – 534 Fish Lake Drive, Mora	b. Origination: Planning Commission/Environmental Services
c. Estimated time: 10 minutes	d. Presenter(s): Ryan Carda, Environmental Services Supervisor

e. Board action requested:

Approve the Interim Use Permit application for the vacation rental by Brian & Trisha Bengston at 534 Fish Lake Drive, Mora per the Planning Commission's recommendation.

f. Background:

Supporting Documents: None **Attached:** ☒

Date received in County Coordinators Office:	6/28/24
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Coordinators Comments:



**KANABEC
COUNTY**
Minnesota

Kanabec County Environmental Services
903 Forest Ave East
Mora, MN 55051
Phone: (320) 679-6456
Email: env@co.kanabec.mn.us

Interim Use Permit Application

Application Fee: \$670

As set forth in Section 3.7 of Ordinance #5 Ordinance of Shoreland Areas of Kanabec County, Minnesota.

Property Owner: Brian and Trisha Bengtson
Phone & Email: 612-961-0788 trishabengtson@hotmail.com
Mailing Address: 49830 Basswood Rd W Starchfield Mn 55080
Property Address: 534 Fish Lake Dr Mora Mn 55051
Parcel ID Number: R02.03760.00
Sec/Twp/Range: Sec 33 / Arthur Twp / Range 024

Zoning District: Residential Single

☒ Vacation Rental Home Section 6.2 of Ordinance #5

☐ Home Occupation Section 8.4 of Ordinance #5

It is the burden of the applicant to demonstrate satisfaction of the criteria for granting a interim use permit stated in Section 3.7 of Ordinance #5 (attached). Provide a detailed description and reason for the request that addresses the following:

1. Describe the existing use of the property. family cabin currently want to turn into vacation rental
2. Does the proposal involve any new buildings or additions? no
3. Does the interim use conform with the County Comprehensive Plan and the zoning regulation requirements within the proposed district? ☒ yes ☐ no
4. Explain any land alteration including vegetation removal/grading & filling no
5. Number of daily occupants on the premises (employees/customers) 2
6. Describe water and septic usage and locations of facilities.
private septic & well on site
7. The interim use will provide adequate access to a public road to not cause traffic hazards or congestion on the adjacent public roads and that there are sufficient off-street parking and loading space to serve the proposed use.
currently has access & parking on site

Buildings and Setbacks (As shown on site plan) Note: In order to fully evaluate the proposed use, please supply a site plan map that shows all applicable distances, setbacks, buildings, roads, wetlands, etc.

Structure type: _____
Dimensions of structure: _____ Height: _____
Distance of proposed dwelling to primary dwelling: _____
Lot size (approx. acres): _____
Setback: _____ Shoreland OHW Setback: _____
Road Type: Township _____ County _____ State Highway _____
Front Setback: _____ ROW Setback: _____ Centerline Setback: _____
Rear Setback: _____ Side Setback: _____ Side Setback: _____

I hereby swear and affirm that the information supplied to the Kanabec County Environmental Services Department is accurate and true. I acknowledge that this application is rendered invalid and void should the County determine that information supplied by me, the applicant, in applying for this conditional use permit, is inaccurate or untrue.

X *Austin Buegt*

Environmental Services Office Use only

Zoning District: Shoreland Lake/River/Stream Fish Lake
Proposed Use: Vac. Rental Sec. of Ord.: #5, 6.2
Meeting Date: 6/24/24 Reviewed for Accuracy by: Env. Services
(Date shall not be scheduled until staff confirms receipt of all materials)
Application approved ☐ yes ☒ no
Date/time and place of hearing: _____
Application approved by: _____

Planning Commission Chairman

Interim Use Permit issued in accordance with and in compliance with conditional requirements and special regulations and MN DNR notified this _____ day of _____ 20____

INTERIM USE CHECK LIST

- 1) ☒ A site visit with Environmental Services staff is required.
- 2) ☒ Provide applicant with a copy of Section 3.7 of Ordinance #5 Ordinance for the Management of Shoreland Areas "Criteria for granting Interim Use Permits"
- 3) ☒ Application packet is completed and signed
- 4) ☒ Applicant must provide evidence of ownership. (A valid purchase agreement is acceptable.)
- 5) ☒ Copy of the complete legal is needed for recording.
- 6) ☒ A detailed sketch, to scale, with a north arrow, of property is attached (show buildings, distance to property lines, septic, well, roads (name & number), driveway, wetlands, physical features and any other ordinance requirements.
- 7) ☒ Clearly identify proposed structure(s), driveways, septic, fences, etc.
- 8) ☒ A Compliance Inspection report must be provided for any existing sewage treatment system on the affected property at the time of application for a IUP.
- ~~9) ☒~~ n/a If the application is for a new building that will generate waste water/have plumbing, it must be able to support TWO "STANDARD" sewage treatment systems (proved by two soil borings: one for the primary site and one for the secondary site).
- ~~10) ☒~~ n/a Access approval from road authority if new access is proposed.
- 11) ☒ Completed description of the request and statement of justification is attached.
- 12) ☒ Application Fee of \$670.
Fees are non-refundable
- 13) ☒ Applicant (or their representative) must be present at the Planning Commission public hearing.
- 14) ☒ If the IUP is denied, by the Planning Commission, it cannot be resubmitted for six months.
- 15) ☒ Conditions may be included on granted IUP's.
- 16) ☒ Granted Interim Use Permits become void if applicant does not proceed substantially within one year of the date the IUP is granted.
- ~~17) ☒~~ ☒ The IP deals only with the use of the property. A Land Use Permit is required prior to construction of any structures.

NOTE: A Public Hearing will be scheduled for the next available Planning Commission meeting only if the applicant provides all the required information prior to the application deadline. State of Minnesota Law requires public notification for at least 10 days prior to the hearing.

* Applicant is responsible for utilizing accurate property boundaries in submitted documents.

Applicant

Date

WETLAND ADVISORY

Minnesota Law prohibits the draining or filling of any wetlands, unless specifically approved by the appropriate authorities.

"Wetlands" means lands transitional between terrestrial and aquatic systems where the water table is usually at or near the surface or the land is covered by shallow water. For purposes of this definition, wetlands must have the following three attributes:

- 1) A predominance of hydric soils;
- 2) Are inundated or saturated by surface or ground water at a frequency and duration sufficient to support a prevalence of hydrophytic vegetation typically adapted for life in saturated soil conditions; and,
- 3) Under normal circumstances, support prevalence of such vegetation.

If you fill or drain a wetland in violation of Minnesota Law, you are subject to criminal penalties. In addition, you could be ordered to restore any altered wetlands to their original condition at your own cost.

The placement of fill or dredged material in any wetland, lake, stream, river, pond, or prairie pothole may constitute a violation of Federal laws that are enforced by the U.S. Army Corps of Engineers. You are advised to contact that agency before commencing any such work.

Wetland Types:

Type 1 – Seasonally flooded basins or flats. Soil is covered with water or waterlogged during seasonal periods but is usually well drained during the growing season.

Type 2 – Wet meadows. Soil is usually without standing water most of the growing season but is waterlogged within a few inches of the surface.

Type 3 – Soils which are usually waterlogged during the growing season and often covered with up to 6 inches of water. Many Type 3 wetlands have cattails and bulrushes and small open water area.

Type 4 – Soils which are usually covered with 6 inches to 3 feet of water during the growing season. Many Type 4 wetlands have cattails and bulrushes and much open water.

Type 5 – Shallow water ponds and reservoirs water 3 feet to 10 feet deep.

Type 6 – Shrub swamps. Soil is usually waterlogged during the growing season and are often covered with as much as 6 inches of water.

Type 7 – Wooded swamps. Soil is waterlogged at least to within a few inches of the surface during the growing season with as much as one foot of water. Occur mostly along sluggish streams or flood plains.

Type 8 – Bogs. Soil is usually waterlogged and supports a spongy covering of mosses.

As the applicant for this land use permit, you are responsible for determining whether any wetlands will be affected by this proposed project. By signing this document, the applicant affirms that no wetlands will be drained or filled during the course of the project.

 6/6/24
Signature of Applicant Date

June 6, 2024

Dear Kanabec County Board,

We would like to turn our cabin into a vacation rental property for a couple of reasons. Firstly, we love the Mora area and it has so much to offer, from scenic views, great fishing, community pool, and a fun, friendly small-town atmosphere that people in larger communities look for in a vacation. Secondly, I am a vacation rental property cleaner and I really enjoy the whole process. I like communicating with the guests and trying to give them the best experience possible.

We think having this rental property will bring in welcome revenue to the area and will allow guests to enjoy this wonderful community and all it has to offer.

Thank you,

Trisha Bengtson

**PLEASE DIAL 911 FOR ANY
EMERGENCY**

Non-Emergency Phone Numbers

Mora Police Department ~ 320-679-8400

Non-Emergency Fire ~ 320-679-5837

Welia Hospital Mora ~ 320-679-1212

Welia Clinic Mora ~ 320-679-1313

Soderstrom Septic ~ 320-515-1081

Cabin Owner Trisha ~ 612-803-6023

Welcome to your home away from home!

We are happy you're here, and I bet you are ready to get your vacation started so please make yourself at home.

In this binder you will find phone numbers and information that will be useful during your stay.

We've included some points of interest around the area that we hope you find enjoyable.

If you have any questions at all during your visit, please give me a call or a text message and I will be happy to help!

Trisha's Cell # 612-803-6023

At the back of the binder you will find our checkout policy and directions on how to wrap up your stay.

We sure hope you love our neck of the woods and visit us again!

P.S. Don't forget to share your stay in our guest book:)

~Cabin Rules~

- **Quiet Hours...10:00pm-7:00am**
- **Large events are no allowed on property**
- **Maximum overnight guests-2**
- **Please put all water toys on shore or on lift before nightfall**
- **Please extinguish fire completely before going to bed**
- **NO Smoking allowed inside**
- **No Unauthorized guests overnight**
- **Treat our cabin as if it were your own**

Thank You!

Pet Policy

- **Up to two dogs under 30 pounds are welcome**
- **Dogs need to stay on a leash or in fenced in area at all times**
- **Please pick up after your dogs, doggy bags are provided and are hanging by the door**

Thank you

Fun Things to do in the area

This cute little Swedish town has so much to offer, from the Aquatic Center to big parks to fun little shops in the old main street part of town, where you'll find treasures and trinkets. Here are a few of our favorites...

Sapsucker Farms, Yellowbelly Cidery

2752 215th Ave, Mora, MN 55051

Ogilvie Raceway

201 W Bragg St

Ogilvie MN, 56358

Anne River Winery

1999 180th Ave

Mora MN, 55051

Checkout Instructions

- Checkout time is 10:00am
- Place all used towels and linens on living room floor
- Close and lock all windows and doors
- Check for personal items under furniture and behind doors
- Throw away or bring home any unused food
- Return all furnishings and water toys to original places
- Empty all garbage bags in outside waste receptacle
- Turn off all lights and air conditioner
- Notify owner of departure

Thank you for staying at Tosher Creek Cottage!

Safe travels home!

Please respect our neighbor's property lines, stay within the fence and orange property stakes.



Vacation/Private Home Rental Checklist (prior to application):

- ☒ Home owner must inhabit the home for no less than 30 days per year.
 - ☒ Rental has a Minnesota Department of Health Lodging License.
 - ☒ Floor plan drawing including number of bedrooms with dimensions and other sleeping accommodations.
 - ☒ A to-scale site plan showing location and dimensions of property lines, primary structure, accessory structures, parking areas, shore recreational facilities, and septic system.
 - ☒ Emergency contact information (police, fire, hospital, septic pumper, etc.) is posted in the home
 - ☒ Current compliance inspection on the septic system.
 - ☒ Current water test from an accredited laboratory with results for nitrate nitrogen and coliform bacteria.
 - ☒ Garbage disposal plan.
 - ☒ Pet policy for the guests.
 - ☒ Dimensions and style of egress windows submitted in a drawing for each bedroom and room that will be used for sleeping. Rooms used for sleeping shall be provided with egress windows that comply with the Minnesota State Building Code.
 - ☒ Overnight occupancy limited to no more than:
 - Two (2) persons per bedroom plus two (2) additional persons per building
OR
 - No more than one (1) person for every seventy-five (75) gallons of water per day that the building subsurface sewage treatment system (SSTS) is designed to handle
- Whichever is less. The maximum number of occupants, including both overnight and non-overnight occupants shall not exceed twice the approved overnight occupancy.
- Property is approved for 2 overnight guests (from Environmental Services Department).
- ☒ Vacation/private home rental is connected to an approved SSTS. The use of holding tanks for vacation/private home rental units shall be prohibited. The SSTS shall include a flow measuring device. Flow measurement readings and monitoring of the SSTS shall be recorded monthly and provided to the Environmental Services Department.
- ☒ On-site parking is sufficient to accommodate the maximum number of occupants. Parking is located on an improved surface (gravel, asphalt, concrete, etc.) and is located at least five (5) feet from any property lines. Septic systems and public streets cannot be used for parking areas.
 - Property parking can support 4 total vehicles.
- ☒ Additional occupancy through use of recreational vehicles, tents, accessory structures or fish houses may not be used.
- ☒ Carbon monoxide detectors shall comply with MN Statute Section 299F.51. Every room occupied for sleeping purposes by one person shall contain at least 70 square feet of usable floor space, and every room occupied for sleeping purposes by more than one person shall contain not less than 60 square feet of usable floor space for each occupant thereof.
- ☒ On-premise advertising is not displayed.

- ☒ Visual demarcation of property lines are clearly displayed for guests.
- ☒ A report will be kept detailing use of the home by guests by recording the full name, address, phone number and vehicle license number of guests using the property. A copy of the report shall be provided to the Environmental Services Department upon request.
- ☒ There are no more than two (2) vacation/private home rentals located on the parcel.
- ☒ Agree to follow any stipulations made by the Board or Adjustments or Planning Commission (fencing, vegetation screening, noise standards, duration or permit, watercraft docking restrictions, etc.).
- ☒ Websites and all other advertising of the rental property must be in compliance with the occupancy allowance and all other conditions per approved application.
- ☒ The applicant shall keep on file with the County Environmental Services Department the name and telephone number of a contact person who is responsible for responding to questions or concerns regarding the operation of the vacation/private home rental. This information must be kept current. This information shall also be posted in a conspicuous location within the dwelling unit.
- ☒ The contact person for the property must be available to accept phone calls on a 24 hour basis at all times that the vacation/private home rental is rented or occupied. The contact person must have a key to the vacation/private home rental and be able to respond to the vacation/private home rental within 60 minutes to address issues or must have arranged for another person to address issues within the same time frame.
- ☒ Each vacation rental must have a property information handbook available for renters that include the name and contact information for the owner and/or caretaker; quiet hours as per approved ; maximum number of overnight occupants; property rules related to the use of outdoor features such as decks, patios, fire pit, sauna and other recreational facilities; list of conditions that were placed on the approved IUP; and a notice that all ordinance and IUP conditions will be enforced by the Kanabec County Sheriff's Office and the Kanabec County Environmental Services Department.

I have read and completed the applicant checklist to verify compliance with Kanabec County Shoreland Ordinance #5 Section 6.2 Vacation Rental Homes.

Applicant

Aisha Bengtson

For County Use

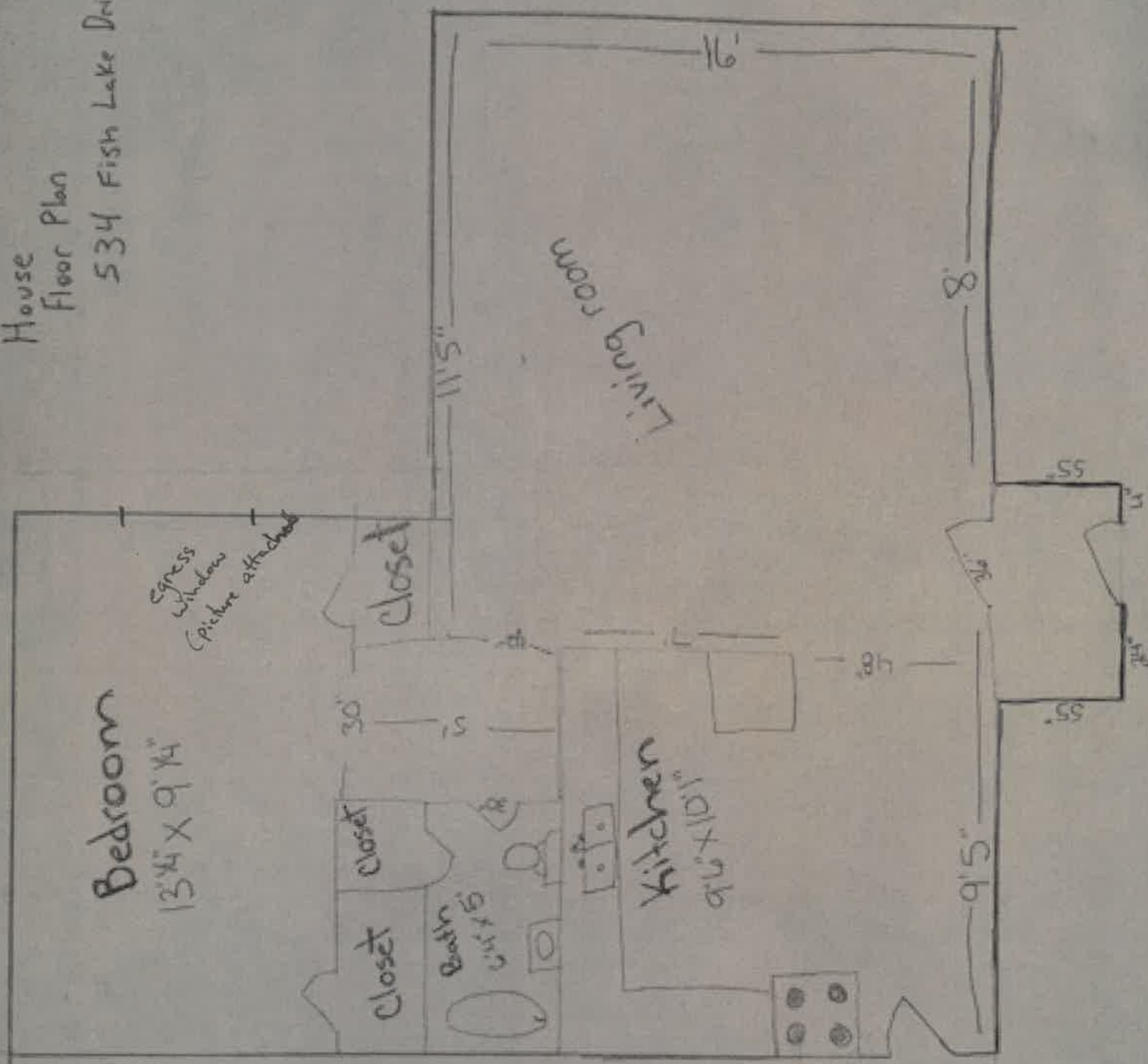
- ☒ This property meets license requirements, statutes, rules, regulations, and ordinances for the County.

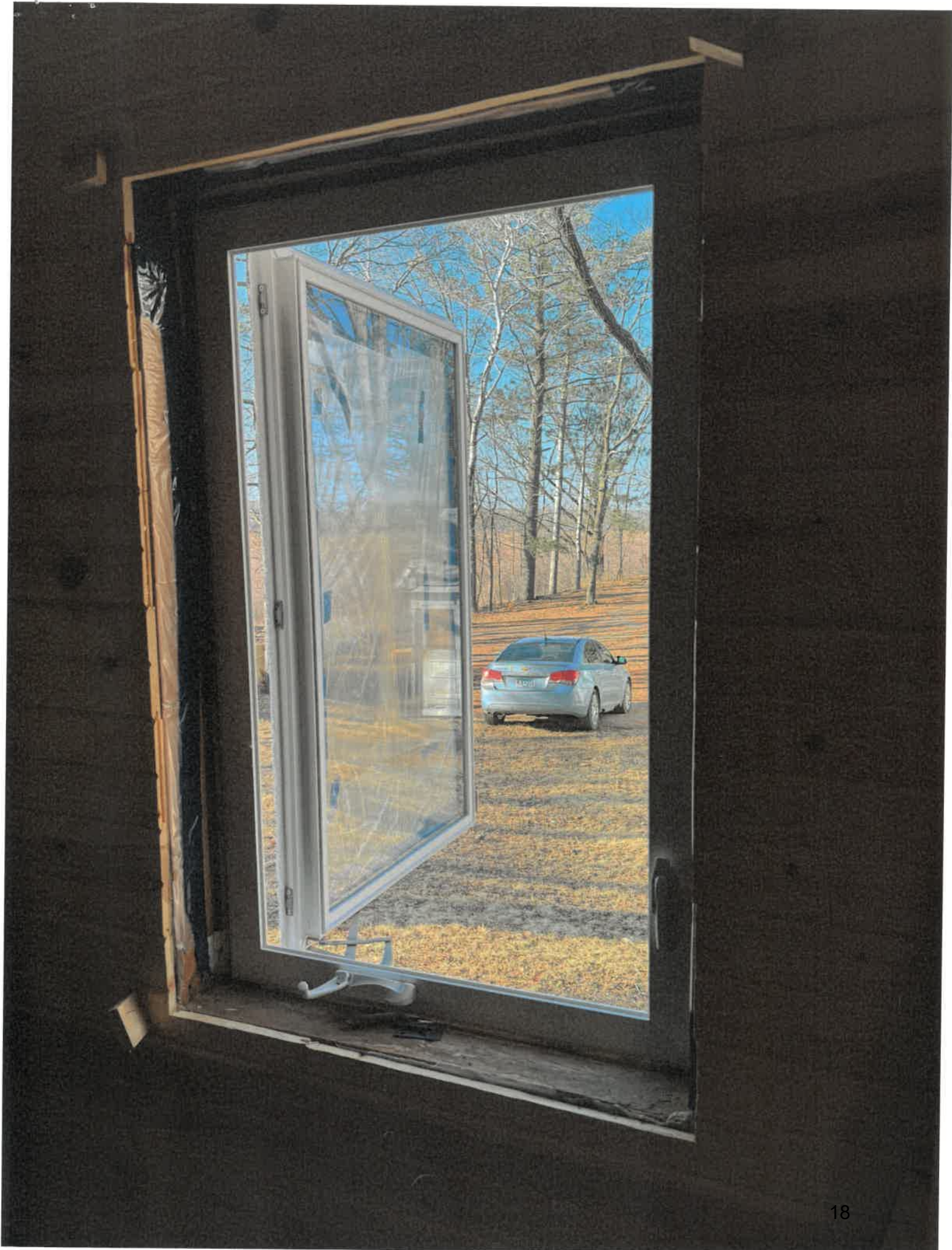
[Signature]

Environmental Services Department



House
Floor Plan
534 Fish Lake Drive





Rough Opening Size

30" x 48"

Width X Height

Actual Unit Size

29 1/2" x 47 1/2"

Width X Height

SKU# 404-2191

E

[B12C-B14C]

CS-Nrth-R



7 33213 14317 1

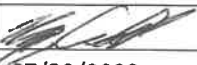




Kanabec County

Environmental Services

CERTIFICATE OF COMPLIANCE FOR SSTs INSTALLATION

Property Information	
Property Owners Name	Brian & Trisha Bengston
Property Address	534 Fish Lake Drive, Mora, MN 55051
Mailing Address	49830 Basswood Road West, Stanchfield, MN 55080
Legal Description or Lot & Block	Sec 33 Twp 039 Rng 024
Property I.D.#	R 02.03760.00
Licensed Septic Professional Information	
Designer/Lic #	EZ Excavating, LLC #1472
Contact info	Mora, MN
Installer/Lic #	EZ Excavating, LLC #1472
Contact info	Mora, MN
Replacement/New	Replacement
Tank-Type/Size/Material	Existing 1200gal septic; New Infiltrator Standard 1000gal
System Type	Type III Box Mound
System Sizing	1bdr/215GPD
Monitoring/Pumping/Maintenance	on file
Soils verified	stated on design
3' of vertical separation verified	stated on design
Certification	
<p>I hereby certify as a State of Minnesota Licensed Inspector, Designer 1 or Qualified Employee, that my observations recorded on this form are accurate as of the date below for the site listed. No determination of future hydraulic performance can be made due to unknown conditions during system construction, future water usage over the life of the system, abuse of the system and/or inadequate maintenance all of which will adversely affect the life of the system.</p>	
Inspector Information	
Name	Ryan Carda
Phone	320-679-6456
Registration	C1841
Signature	
Date	07/20/2022
<p>New installation certificate of compliance are valid for 5 years per MN Rules 7080.0700 subp.3 G</p>	



Alliance Analytical Services
4500 Ball Road NE
Circle Pines, MN 55014-1819
Tel: (763) 786-6020

www.AllianceTechnicalGroup.com

Laboratory Report

REVISION

May 13, 2024

Brian Bengtson
534 Fish Lake Drive
Mora, MN 55051

LABORATORY REPORT: #240525R

PROJECT SUMMARY

The following laboratory report contains the analytical results for one (1) water sample submitted to Alliance Analytical Services (AAS). The sample was collected on May 8, 2024 and received on May 8, 2024 at 8:15 according to AAS documented sample acceptance procedures. The sample was analyzed for the parameters requested on Chain-of-Custody #047326 that accompanied the sample. Upon receipt at the laboratory, the temperature of the sample was 9.8 °C, which exceeds the acceptable temperature range of 2 – 6°C. The sample was received within one hour of collection on ice.

Note: This report was revised to correct the spelling of the last name and to correct the nitrate results.

Sample Identification: Softner Bypass
Collection Time: 7:15
Sample Type: Water
Laboratory Log Number: 240525-01

Parameter	Method	Analysis Date/Time	Units	MDL	RL	Result	Pass/Fail
*Total Coliform	SM 9223B-Colilert-97	5/8/2024 9:29	P/A	N/A	N/A	Absent	Pass
Nitrite - N	EPA 300.0	5/8/2024	mg/L	0.020	0.051	< 0.051	Pass
Nitrate - N	EPA 300.0	5/8/2024	mg/L	0.020	0.051	< 0.051	Pass

*Analyzed within six hours of sample collection

Federal Drinking Water Standard (Maximum Contaminant Level) = 1 mg/L nitrite as N and 10 mg/L nitrate as N

Respectfully submitted,

Gregg W. Holman
Laboratory Manager

GWH/rw

MDL = method detection limit

RL = reporting limit

N/A = not applicable

P/A = present/absent

< = less than

All parameters are certified by MDH.

MN #027-003-148

As required by the Minnesota Department of Health (MDH) Laboratory Certification Program (MDH Rule 4740.2095, Section C, Subpart 15), AAS must state that the results appearing in this report relate only to the samples identified in this report

This report must not be reproduced, in part, without the written approval of AAS as per MDH Rule 4740.2095, Section C, Subpart 16.

047326

CHAIN-OF-CUSTODY RECORD

Analytical Request

www.AllianceTechnicalGroup.com

SPECIAL HANDLING REQUEST

RUSH

☐ OTHER

QUOTE NO.

Route Report To:

Bill to:

Purchase Order No.:

Project Name/No. AS-2024-0525

Client: Brian Benton

Address 5345 Hick / 200 Drive

Mora MN 55051

Phone 612 961 0788 Fax

E-mail: Brian@Gmail.com

[illegible]

HNO₃-F = Nitric acid preserved and filtered.

White – Original/File Copy

Yellow -- Report Copy

Pink – Client Copy

Page ____ of ____

Version 22.0



9399 West Higgins Rd Ste
1100
Rosemont, IL, 60018

Phone: 877-889-8195
Web: www.culligan.com

Page 1 of 5

Report Date: 2/9/2024

CERTIFICATE OF ANALYSIS

Analysis Number: 2401365

Culligan Water Conditioning of Pine City,
Minnesota
1230 Main Street South

Customer: Trisha Bengtson
534 Fish Lake Dr
Mora MN, 55051

Control Number:

Account Number: 10004757
Collected By: Brian Mansavage

Misc:
cc: brian.mansavage@culliganwater.com,
cwmt-info-pinecity@culliganwater.com

SAMPLE INFORMATION:

Analysis Type Requested: Silver/Realtor Well Test

Sampled: 2/6/2024 at 9:38 AM

Supply/Source: Private Well

Condition: Untreated Water

Received: 2/7/2024 at 11:22 AM

Sampling Point:

Application: Household

This Certificate of Analysis compares the actual test result to national standards as defined in the EPA's Primary and Secondary Drinking Water Regulations.

mg/L (ppm): Unless otherwise indicated, results and standards are expressed as an amount in milligrams per liter or parts per million.

ug/L (ppb): Unless otherwise indicated, results and standards are expressed as an amount in micrograms per liter or parts per billion.

CFU/ml: colony-forming units per milliliter

Reporting Level (RL): The lowest concentration level that the laboratory can detect a contaminant.

ND: The contaminant was not detected above the minimum detection level.

NA: The contaminant was not analyzed.

* - non-TNI accredited parameter

** - IL-IDPH accredited parameter

Status









The contaminant was not detected in the sample above the minimum detection level.



The contaminant was detected below National Standard limit.



The contaminant was detected above National Standard limit.

<u>Status</u>	<u>Contaminant</u>	<u>Results</u>	<u>RL</u>	<u>Units</u>	<u>Method</u>	<u>EPA Limit</u>	<u>Analysis Date/Time</u>	<u>Qual</u>
	Total Arsenic	<1.000	1.000	ug/L	200.8 R5.4	10.00	2/9/2024 at 10:44:00AM	
	Lead (Pb)	<1.000	1.000	ug/L	200.8 R5.4	15.00	2/9/2024 at 10:44:00AM	
	Nitrate as N	<0.200	0.200	mg/L	300.0 R2.1	10.00	2/8/2024 at 7:15:00AM	
	Nitrite as N	<0.100	0.100	mg/L	300.0 R2.1	1.00	2/8/2024 at 7:15:00AM	
	E. Coli**	Non-detected			SM9223B Coli-18		2/7/2024 at 11:22:00AM	*
	Total Coliform**	Non-detected			SM9223B Coli-18		2/7/2024 at 11:22:00AM	*

This report can only be reproduced in its entirety. The results reported here are representative of the sample as received in the laboratory. Unless noted holding times and temperature requirements for method 300 are not followed. pH results are out of hold time.

This analysis will not determine whether a water is safe for human consumption.

ANALYTE QUALIFIERS

- H1** Analysis conducted outside the EPA method holding time
- H2** Sample received outside EPA method temperature requirements
- P** Sample received outside the EPA method preservative requirement
- C** Sample received in an inappropriate sample container
- T** Insufficient sample received from client to perform the analysis per EPA method requirements
- B** Analyte was detected in an associated blank at a concentration greater than the MDL
- M** Microbiological analysis initiated more than 30 hours after sample collection. Analysis was completed upon client approval.
- SH** The sampler's name and signature were not listed on the COC
- SF** Sample collection dates and times were not listed on the COC
- A** The sample was analyzed by serial dilution
- D** The precision between the sample and sample duplicate exceeded laboratory control limits
- I** This analyte exceeded secondary source verification criteria low/high for the initial calibration. This reported result should be considered an estimated value.
- SS** This analyte did not meet the secondary source verification criteria for the initial calibration. The reported result should be considered an estimated value.
- FS** The sample was filtered in the laboratory prior to analysis
- R** Results confirmed by second analysis
- SC** This report contains data that were produced by subcontracted laboratory certified for the fields of testing performed
- DM** Non-method digestion process is followed
- MM** Method modification - not from the acidified well mixed sample

NELAP Certifications: IL-100213; PA-68-04623; NY-11756; TX-TX269-2007A
 State Certifications: IL-IDPH-17598; CA-2958; MT-CERT0091; IA-369; VA-00466
 VT-02199; WI-105-10119; CO-IL100213; MI-9988; MO-1060

Maria Mozden
 Analytical Lab Manager



pH – stands for “potential of hydrogen” and indicates the acidity or alkalinity level of water on a scale of 0 to 14 (neutral = pH 7.0). Levels below 7.0 are acidic and above 7.0 are alkaline. pH is logarithmic – 6.0 is 10 X more acidic and 5.0 is 100 X more acidic than 7.0.

Conductivity – the ability of water to conduct electrical current, used to estimate the total concentration of dissolved mineral ions.

TDS – Total Dissolved Solids – the total amount of minerals dissolved in the water as determined by the conductivity level.

Turbidity – cloudiness in water caused by the dispersion of light by extremely tiny particles. Measured on an arbitrary scale of Nephelometric Turbidity Units (NTUs). **Turbidity after filtration** is measured after passing water through and 11-micron filter paper.

Color – the amount of color in the water. Color can be caused by organic matter or oxidized metals and their combinations.

Color after Acidification – Acid added to the sample dissolves oxidized metals and the result after acidification is due to organics.

Hardness – The sum of calcium and magnesium ions and any metals. Calcium and magnesium are the cause of “hard water”.

Sodium – is naturally occurring. Sources can be sea water, underground deposits or the result of road salting in colder climates.

Iron – elemental metal responsible for orange, rust stains on laundry and fixtures and a metallic smell to water.

Manganese – elemental metal responsible for brown and black stains. Very soluble and often found in combination with iron.

Copper – causes blue/green staining in sinks and showers. Usually from copper pipe corrosion due to low pH and/or high TDS.

Zinc – may cause metallic taste and upset stomach, usually due to corrosion of galvanized plumbing materials.

Chloride – often found where sodium is present and is responsible for the “salty” taste associated with salt (sodium chloride).

Nitrate – sources of nitrate are human/animal wastes and fertilizers. Water supplies with high levels should also be tested for bacterial contamination and pesticides if in an agricultural area. Nitrate can be toxic to infants if ingested by causing “blue baby syndrome”.

Nitrite – may be present where nitrate is found and is more toxic at lower levels than nitrate.

Sulfate – a naturally occurring mineral in groundwater. At high levels it can cause a bitter taste and have a laxative effect.

Fluoride – often added to municipal water to inhibit tooth decay. Can also be present in well water at excessive levels.

Total Alkalinity – the sum of hydroxide (OH^-), carbonate (CO_3^{2-}), and bicarbonate (HCO_3^-) ions which buffer changes in pH level.

Bicarbonate – present in water from pH level 4.7 up to a pH level 8.3 in combination with carbon dioxide.

Carbonate – present where pH level is above 8.3. Typically, only present after the pH level has been increased chemically.

Silica – a naturally occurring dissolved mineral that can cause a glass etching, scale and water spots that are difficult to remove.

Cations – are ions with a positive (+) electrical charge. Cations are attracted to negatively charged cation ion-exchange resins.

Anions – are ions with a negative (-) electrical charge. Anions are attracted to positively charged anion ion-exchange resins.

TOC / Total Organic Carbon – the level of dissolved natural organic matter in water excluding carbon dioxide.

Hydrogen Sulfide / H_2S – a corrosive gas that smells like “rotten eggs”. Testing requires submitting water in a preserved sample bottle.

Arsenic – is a naturally occurring and toxic semi-metal element found in groundwater in some areas of the US and Canada.

Arsenic-Speciated – the specific amounts of Arsenite (Type III/Trivalent) and Arsenate (Type V/Pentavalent) concentrations.

Aluminum – occurs naturally in ground water leached from rock and soil. Can also be the result of municipal water treatment.

Lead – the source is often within the plumbing system. It is present in older brass valves and fixtures and lead solder joints.

Coliform Bacteria – a non-pathogenic, vegetative bacteria used as an “indicator” organism to determine a water’s overall potability.

E. Coli Bacteria – a pathogenic bacteria only found in the digestive systems of warm-blooded animals and humans. Sources include poorly constructed wells and cisterns, shallow wells, streams, springs, lakes, ponds and failed septic systems.

Slime Forming Bacteria – a nuisance bacteria that can cause odor and thick slime build-up, particularly when water is aerated.

Iron Related Bacteria – a nuisance bacteria that metabolizes iron causing red/brown film, stringy growths and many types of odor.

Sulfate Reducing Bacteria – anaerobic bacteria that reduces the sulfate ion to hydrogen-sulfide gas and causes “rotten egg” odor.

NUISANCE BACTERIA POPULATION LEVELS (reported in cfu/ml) – colony forming units per milliliter)

<u>Slime Forming Bacteria</u>	<u>Iron Related Bacteria</u>	<u>Sulfate Reducing Bacteria</u>
1,750,000 - Aggressive	570,000 - Aggressive	2,200,000 - Aggressive
440,000 - Aggressive	140,000 - Aggressive	500,000 - Aggressive
67,000 - Aggressive	35,000 - Aggressive	115,000 - Aggressive
13,000 - Moderate	9,000 - Aggressive	27,000 - Aggressive
2,500 - Moderate	2,200 - Aggressive	6,000 - Aggressive
500 - Moderate	500 - Moderate	1,400 - Moderate
100 - Not Aggressive	150 - Moderate	325 - Moderate
0 - None Present	25 - Moderate	75 - Moderate
	8 - Not Aggressive	20 - Not Aggressive
	0 - None Present	5 - Not Aggressive
		0 - None Present

Quick Guide - System Solution Options													
Parameter/Contaminant	Reverse Osmosis - RO System	RO with Total Dissolved Cartridge	RO with Arsenic Cartridge	Water Softener	Salt-Free Conditioner	Iron Chew - Iron D15	Sulfur Chew / Sulfur OX3	Gular - Activated Carbon	Filter-Cher - Depth Filter	Regenerating Filter - Dillmoe	Arsenic Filter - Whole House	Chemical Feed System	Chlorination
Alkalinity - high	•	•	•							•	•		
Alkalinity - low									•		•		
Aluminum	•	•	•										•
Ammonia	•	•	•										•
Antimony	•	•	•										•
Arsenic	•	•	•							•			
Arsenic +3 / Trivalent / Arsenite			•							•			
Arsenic +5 / Pentavalent / Arsenate	•	•	•							•			
Barium	•	•	•										•
Beryllium	•	•	•										•
Cadmium	•	•	•										•
Calcium (Hardness)	•	•	•	•	•								•
Chloride	•	•	•										•
Chlorine	•	•	•									•	•
Chloramine	•	•	•									•	•
Chromium	•	•	•										•
Coliform Bacteria											•		•
Color									•	•			•
Conductivity (TDS) - High	•	•	•										•
Copper	•	•	•							•			•
E. Coli Bacteria											•		•
Fluoride	•	•	•										•
Hardness (as CaCO3)			•	•									•
Hydrogen Sulfide (Gas/Odor)					•	•					•	•	
Iron - Soluble/Ferrous/Clear Water			•	•	•								•
Iron - Insoluble/Ferric/Rust					•		•						•
Iron Related Bacteria											•	•	
Lead - Point-of-Use	•	•	•									•	
Lead - Point-of-Entry												•	
Magnesium (Hardness)			•	•									•
Manganese			•										•
Mercury	•	•	•										•
Nitrate	•	•	•							•			•
Nitrite	•	•	•										•
pH - Low									•		•		
pH - High	•	•	•							•	•		•
PFOA / PFOS		•										•	
Potassium	•	•	•										•
Phosphate	•	•	•										•
Radium 226 & 228	•	•	•										•
Selenium	•	•	•										•
Silica	•	•	•										•
Silver	•	•	•										•
Slime Forming Bacteria											•	•	
Sodium	•	•	•										•
Suspended Solids									•				•
Strontium													•
Sulfate	•	•	•										•
Sulfate Reducing Bacteria											•	•	
Tannins (color present)									•				•
Thallium	•	•	•										•
TDC - Total Organic Carbon						•						•	•
Trihalomethanes / DBPs		•										•	•
Turbidity		•							•				•
Uranium	•	•	•							•			•
Volatile Organic Compounds - VOCs		•										•	•
Zinc	•	•	•										•
Notes: The product recommendations listed are potential solutions and may not be available in all states.													
Each water analysis is unique and must be reviewed to determine the best treatment approach.													
These recommendations are not guaranteed solutions and dealer/client is solely responsible for selection and application.													
Assistance with product selection is available from Technical Services, Regional Technical Advisors and Problem Water Specialist.													



2401365

RW

You could give your people

Culligan Water.

Control Number:

SAMPLE ANALYSIS REQUEST

Culligan International Company Analytical Laboratory
9399 W. Higgins Road Suite 1100 Rosemont, IL 60018

SAMPLE SUBMITTED BY:

Account Number: 22555
 Account Name: Culligan of Pine City
 Phone Number: (320) 629-3130
 E-mail Address: Brian.Mansavage@culliganwater.com
www-info-pinecity@culliganwater.com
 Person Taking Sample: Brian Mansavage
 Date Sample Taken: 2-6-2024 Time Sample Taken: 9:38 AM

CUSTOMER INFORMATION:

Customer Name: Trisha Bengtson
 Address: 534 Fish Lake Dr
 City: ROSA State: MN Zip: 55051

SAMPLE INFORMATION:

FEB 11:22A

Water Supply: Private ☒ Municipal ☒
 Source: Surface ☐ Well ☒ Unknown ☐
 Condition: Treated ☐ Untreated ☒ Sample Point: Faucet ☐ Equipment ☐ Other ☐
 Application: Household ☒ Commercial National Account ☐
 General Sample* ☐ Compliance Sample* ☐ * if not marked, will treat as general sample

ANALYSIS REQUESTED:

Comprehensive Analysis ☐ Standard Analysis ☐ Arsenic System Well Water ☐ Problem Water Analysis ☐
 Arsenic System POU/POE ☐ RO/HANS Well Analysis ☐ Depth Filter Analysis ☐
 RO/HANS Municipal Analysis ☐ Resin Analysis ☐ Silver/Realtr Well ☒ Scale Analysis ☐
 Expanded Well ☐ Iron/Slime/Sulfate Bacteria ☐ Gold Well ☐ Total Coliform/e-Coli ☐
 Other Analysis (List Analysis Requested): _____
 For Questions contact Maria Mowden at (847) 430-1219 or maria.mowden@culligan.com

LAB USE ONLY FOR COMPLIANCE SAMPLES:

Sample received in acceptable condition: Yes ☐ No ☐ Received by: _____ Date: _____ Time: _____

if not reason:

position of sample

Litigation samples are not accepted by the laboratory.

Promoter:

Signature:

Name:

Requested in advance Samples are not refrigerated upon receipt as per Illinois EPA Storage guidelines for Nitrate/Nitrite and Orthophosphate. Sample is for the use of Culligan International Company (Culligan) only.

POST
CONSPICUOUSLY

MINNESOTA DEPARTMENT OF HEALTH
625 Robert Street North, P.O. Box 64975
Environmental Health Division
St. Paul, Minnesota 55164-0975
(651) 201-4500

NOT TRANSFERABLE
AS TO PERSON
OR PLACE

Fee Paid: \$276.00
775

LICENSE NO. FBL-42874-62530 FOR THE OPERATION OF.
License Categories: Base Fee - FBL, Hospitality Fee, 1-Lodging, 1-Private Water

LICENSE PERIOD: May 21, 2024 THRU December 31, 2024

ISSUED TO:

Trisha A Bengston
49830 Basswood Rd W
Stanchfield, Minnesota 55080

ESTABLISHMENT NAME:
The Cottage at Tosher Creek
534 Fish Lake Dr
Mora, Minnesota 55051

License Type(s): Hotel/Motel
County: Kanabec

(Top 3 inches reserved for recording data)

WARRANTY DEED
Individual(s) to Individual(s)

Minnesota Uniform Conveyancing Blanks
Form 10.1.1 (2018)

DEED TAX DUE: \$ 610.50
eCRV # _____

DATE: August 6, 2021

FOR VALUABLE CONSIDERATION, James David Setzer, a single person ("**Grantor**"), hereby conveys and warrants to Brian Duane Bengtson and Trisha Ann Bengtson ("**Grantee**"), as

(Check only one box) ☐ tenants in common, (if more than one Grantee is named above and either no box is checked or both boxes
☒ joint tenants, are checked, this conveyance is made to the named Grantees as tenants in common.)

real property in Kanabec County, Minnesota, legally described as follows:

Lots 13, 14, 15 and 16 except the North 25 feet of said Lot 16, Plat of Highland Beach, Kanabec County, Minnesota.


Check here if all or part of the described real property is Registered (Torrens) ☐

together with all hereditaments and appurtenances belonging thereto, subject to the following exceptions:

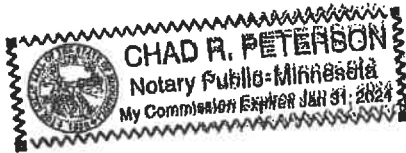
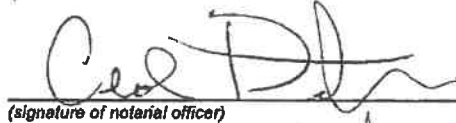
Check applicable box:

- ☐ The Seller certifies that the Seller does not know of any wells on the described real property.
- ☐ A well disclosure certificate accompanies this document or has been electronically filed. (If electronically filed, insert WDC number: _____).
- ☒ I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Grantor


 James David Setzer

State of Minnesota

County of WrightThis instrument was acknowledged before me on 8/5/21, by James David Setzer, a single person.

 (signature of notarial officer)

Title (and Rank): _____

My commission expires: 1/31/251
(month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:
 (insert name and address)
 Minnesota Title
 14711 Martin Drive, Suite 150
 Eden Prairie, MN 55344
 MT-2107-1393-EP

TAX STATEMENTS FOR THE REAL PROPERTY
 DESCRIBED IN THIS INSTRUMENT SHOULD BE
 SENT TO: Bengtson Bengtson
 Brian Duane Bengtson and Trisha Ann Bengtson
 534 Fish Lake Dr 49830 Basswood Road NW
 Mora, MN 55051 Stanchfield, MN 55080



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 June 24, 2024

MINUTES ARE CURRENTLY UNAPPROVED

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

EX OFFICIO PRESENT: none

MEMBERS ABSENT: none

EX OFFICIO ABSENT: Chad Gramentz

STAFF: Ryan Carda – Environmental Services Supervisor

APPLICANT REPRESENTATIVE(S): Brian & Trisha Bengston

PUBLIC ATTENDING: Fred Klein, Pam Cone, Rick Mattson

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

Pledge of Allegiance

Approval of Agenda/Additions to Agenda:

A motion was made by Wayne Zaudtke, seconded by Doug Sabinash to approve the agenda with the addition that "Discussion on the number of rentals in the County" be added to new business.

All in favor, motion carried.

Approval of Minutes:

A motion was made by Earl Bracewell, seconded by Wayne Zaudtke to approve the minutes from May 29th, 2024, as presented.

All in favor, motion carried.

Old Business:

None

New Business:

Public Hearing – Review IUP Application: Vacation Rental – 534 Fish Lake Drive, Mora, MN 55051, Brian & Trisha Bengston:

Staff presentation:

- Ryan Carda presented the findings of the Environmental Services Office
 - A site visit was conducted at the property to review the requirements of the Shoreland Ordinance for operating as a vacation rental
 - Requirements that were immediately met were verified at the first meeting and the requirements that weren't met were fixed by the property owner and verified with photos
 - Egress window added
 - Property line demarcation
 - The property has obtained a MDH lodging license
 - The property has met the requirements of the Shoreland Ordinance

Applicant presentation:

- Brian & Trisha Bengston
 - Gave background on the property
 - Trisha has experience with cleaning and managing rentals around the Rush Lake area, so she understands what it takes to operate a rental
 - They use the property frequently but felt that there was an opportunity there to start renting it out

Public hearing comments:

- Fred Klein
 - Asked about the public notice and the subdivision regulations and if the use is allowed in the subdivision
 - Asked about the capacity and who regulates the use
 - Brought up that an easement was located on the property to the north
- Pam Cone
 - Expressed concern about guests coming and going and how that would impact neighboring properties

Conclusion of public hearing:

- General discussions were had regarding different items such as the application, emergency contact information, and concerns from the neighbors

Board action:

- Planning Commission members went through the criteria for granting an interim use permit:
 - Given the nature of the land, is the requested use compatible with general welfare, public health and safety - YES
 - The requested use will not create an unreasonably excessive burden on the existing roads or other utilities - YES
 - The requested use is compatible with the surrounding area and will not significantly depreciate nearby properties - YES
 - The structure and the use shall have an appearance that will not have an unreasonably adverse effect on nearby properties - YES
 - The requested use is consistent with the County Shoreland Ordinance - YES
 - The requested use is not in conflict with the County Comprehensive Plan - YES
 - The requested use will not create an unreasonably adverse effect because of noise, odor, glare, or general unsightliness, for nearby property owners - YES
 - The requested use is reasonably related to the existing land use and environment - YES
 - There are no apparent unreasonable health risks posed to neighbors or the public in general - YES
 - The requested use will/will not have an adverse effect upon public health, safety and welfare due to the following other factors - NONE
- A motion was made by Pat O'Brien, seconded by Rhonda Olson, to recommend approval of the Interim Use Permit to the County Board.
All in favor, motion carried.

Discussion on the number of rentals in the County:

- Tom Roeschlein
 - The County Board had an agenda item to discuss status of the rentals
- Rhonda Olson
 - Felt that if there was a cap on the number of rentals it could lead to more illegal rentals
- Wayne Zaudtke
 - Asked if the taxes in the County were too low and if that is encouraging people to buy properties in

the County to operate as rentals

- Asked if there had been many complaints regarding the rental properties
- Earl Bracewell
 - Mentioned that he had rented through Airbnb many times and they can be somewhat self-regulating due to the requirements that the hosting websites have
- Wayne Zaudtke
 - Felt that the consideration of the safety of the neighbors hadn't been looked at as much in the past
- Rick Mattson
 - Brought up the rentals that are outside of shoreland and how there aren't any checks in place on them if the Townships don't regulate them
- Doug Sabinash
 - Brought up the question of there potentially being increased boat traffic on the lakes from the rental properties

Public Hearing Comment:

- None

Adjourn:

A motion was made by Rhonda Olson, seconded by Earl Bracewell to adjourn the meeting at 8:06pm.
All in favor, motion carried.

Respectfully submitted,
Ryan Carda
Recording Secretary

10:05am Appointment

Item c.

July 2, 2024

REQUEST FOR BOARD ACTION

a. Subject: Information about VRBOs in Kanabec County	b. Origination: Environmental Services
c. Estimated time: 10 minutes	d. Presenter(s): Ryan Carda, Environmental Services Supervisor

e. Board action requested:

Information only

f. Background:

- Currently, there are 24 properties that are advertising on Airbnb/VRBO in Kanabec County
 - 10 are within shoreland
 - 11 are outside of shoreland
 - 3 are outside of shoreland, but are homesteaded properties
- Information was gathered from surrounding counties on the number of rentals they have
 - Carlton County – 27 permitted, just adopted regulations in 2022, they imagine there are some unpermitted as well
 - Cook County – 360 in operation, regulated through an annual license
 - Pine County – 18 permitted, there are many more in the county because several townships around the lakes handle their own shoreland regulations, ordinance was just changed from an interim use permit to a regular permit good for three years that can be handled administratively with no public hearing
 - Lake County – 80 permitted, that is how many they know of, robust ordinance with caps on the number allowable in certain townships/areas, number may be low for a county like theirs with lots of tourism
 - Isanti County – 10 that have made IUP applications, figures there are more out there that they don't know about

Supporting Documents: None ☒ Attached:

Date received in County Coordinators Office: 6/28/24

Coordinators Comments:

10:25am Appointment

July 2, 2024

REQUEST FOR BOARD ACTION

a. Subject: Department Update	b. Origination: Court Services (Probation)
c. Estimated time: 10 minutes	d. Presenter(s): Lucas Athey, Court Services Director

e. Board action requested:

Information only

f. Background:

Supporting Documents: None: Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:

Topics for Department Update for Kanabec County Court Services for 7/2/24 County Board Meeting

1. **Staff update**-No turnover
2. **Status of Comprehensive Plan**-Just received a letter letting me know that it has been approved.
3. **Detention Beds**-Still under our 180 days of beds used but trending upward and hoping this does not continue as we have 6 more months in 2024.
4. **Correctional fees**-Fees need to be discontinued prior to 12/31/26
5. **Training and staff development**-Planning to request some additional funding in 2025 budget as we have increased the number of hours of required training

kelsey
6/28/24 8:36AM

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



REVENUES & EXPENDITURES BUDGET REPORT As of 06/2024

Page 2

1 FUND General Revenue Fund

Report Basis: Cash

<u>Account Number</u>		<u>Status</u>	<u>Quarter To Date</u>	<u>Year To Date</u>	Percent of Year <u>Budget</u>	50% <u>% of BDG</u>
252 DEPT	Probation					
----- REVENUES -----						
01-252-000-0000-5251	Intergovt Reimbursements - Gen Govt		50,940.00-	127,350.00-	305,645.00-	42
01-252-000-0000-5301	State Grants		13,160.00-	13,160.00-	13,160.00-	100
01-252-000-0000-5535	Chemical Use Assessment		0.00	300.00-	0.00	0
01-252-000-0000-5610	Underage Tobacco Fines		25.00-	50.00-	500.00-	10
----- EXPENDITURES -----						
01-252-000-0000-6103	Salaries-Regular		95,586.52	176,450.56	356,880.00	49
01-252-000-0000-6105	Salaries-Part Time		939.96	1,997.42	6,789.00	29
01-252-000-0000-6113	Flex Pay		700.56	1,167.60	3,637.00	32
01-252-000-0000-6130	VEBA - County Share		1,590.00	3,180.00	0.00	0
01-252-000-0000-6153	Co Share-Health Ins		15,535.14	31,823.24	79,601.00	40
01-252-000-0000-6158	Health Reserves - County Share		300.00	550.00	0.00	0
01-252-000-0000-6163	Co Share-Pera		7,168.98	13,233.78	27,548.00	48
01-252-000-0000-6175	Co Share-Fica		7,105.85	13,051.43	28,099.00	46
01-252-000-0000-6204	Cellular Phones		404.24	808.54	1,700.00	48
01-252-000-0000-6205	Postage		0.00	194.45	1,000.00	19
01-252-000-0000-6211	Services & Charges		1,703.80	3,920.17	10,000.00	39
01-252-000-0000-6277	Juvenile Placement Costs		14,871.00	29,265.50	60,000.00	49
01-252-000-0000-6289	Staff Development		1,729.00	2,139.00	2,000.00	107
01-252-000-0000-6331	Mileage & Meals		664.82	664.82	2,500.00	27
01-252-000-0000-6405	Computers & Hardware		0.00	0.00	1,500.00	0
01-252-000-0000-6411	Supplies		656.85	709.08	1,500.00	47
01-252-000-0000-6880	General Administration		152.00-	488.00	0.00	0
----- REVENUES -----						
01-252-260-0000-5541	Probation Correctional Fees		1,018.00-	7,577.31-	10,000.00-	76
----- EXPENDITURES -----						
01-252-260-0000-6880	General Administration		0.00	0.00	10,000.00	0
252 DEPT	Totals Probation	Revenue	65,143.00-	148,437.31-	329,305.00-	45
		Expend.	148,804.72	279,643.59	592,754.00	47
		Net	83,661.72	131,206.28	263,449.00	50
1 FUND	Totals General Revenue Fund	Revenue	65,143.00-	148,437.31-	329,305.00-	45
		Expend.	148,804.72	279,643.59	592,754.00	47
		Net	83,661.72	131,206.28	263,449.00	50

July 2, 2024
10:40am Appointment Agenda of
Chad T. Gramentz, PE
Public Works Director

- | | |
|-------------------------------|--------------------------|
| 1. Microsurfacing Quotes | Resolution #1 (07-02-24) |
| 2. Right-of-Way Counter Offer | |

Resolution #1 (7-2-24)
CSAH 27 Microsurfacing

WHEREAS the following quotes were received for microsurfacing on CSAH 27 from TH 65 to Hersey Ave:

ASTECH	\$67,965.44
Fahrner	\$50,470.00

THEREFORE, BE IT RESOLVED, to accept the low quote of \$50,470.00 By Fahrner Asphalt for microsurfacing on CSAH 27 from TH65 to Hersey Ave, and

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

UNCOMPLICATED ACQUISITION APPRAISAL

S.A.P: 033-605-023
Parcel No. 24.00010.00
Owner: ROGER HELMBRECHT
Property Address:
2316 QUARTER ST.
BROOK PARK MN 55007

PERMANENT EASEMENT TO BE ACQUIRED:

<u>0.065 Yard</u>	Acres @ \$8931	= <u>\$580.52</u>
<u>0.035 Pasture</u>	Acres @ <u>5050</u>	= <u>\$176.75</u>
<u>0.186 YARD SITE</u>	Acres @ 29000	= \$5394.00

TOTAL	<u>\$6151.27</u>
-------	------------------

TEMPORARY EASEMENT TO BE ACQUIRED:

_____ Acres @ _____ = \$0.00
 _____ Acres @ _____ = \$0.00

TOTAL	\$0.00
-------	--------

DAMAGES TO REMAINDER:

<u>Description of Damage Items</u>	<u>Value</u>
<u>PLANTATION PINES 9</u>	<u>\$90.00</u>
<u>TREES</u>	<u>-</u>
<u>FENCE (LINEAR FEET)</u>	<u>-</u>
<u>DAMAGES</u>	

TOTAL	\$810.00
-------	----------

Total Estimated Fair Market Value of Acquisition and Remainder Damage \$6961.27

Appraiser _____
Date of Signature _____

Agenda Item #1

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

UNAPPROVED MINUTES

June 18, 2024

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, June 18, 2024 pursuant to adjournment with the following Board Members present: Rick Mattson, Tom Roeschlein, Wendy Caswell, Alison Holland and Peter Ripka. Absent: None. Others Present: Board Clerk Kris McNally, County Attorney Barbara McFadden, and Recording Secretary Kelsey Schiferli.

The meeting was held in the County Board Room and via WebEx for anyone wishing to 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 Tom Roeschlein and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve the minutes of June 4, 2024 as presented.

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

<u>Vendor</u>	<u>Amount</u>
Kwik Trip Inc	13,767.18
MACPO	400.00
Midcontinent Communications	215.09
Minnesota Department of Finance	5,175.50
Quadient Finance USA, Inc.	5,500.00
City of Mora	1,318.13
Kwik Trip Inc	270.94

Consolidated Communications	1,141.86
Kanabec County AT ACH_VISA	77.16
Kanabec County Treas, Blaze Credit Union	7,526.47
Midcontinent Communications	244.09
Quality Disposal	1,083.49
Verizon Wireless Cell Phones	3,572.25
East Central Energy	222.69
Schneider, Deb	795.00
Soderstrom, Mary	75.00
Kanabec County	15,428.61

18 Claims Totaling: \$ 56,813.46

Action #4 – It was moved by Wendy Caswell, seconded by Alison Holland and carried unanimously to approve the following claims on the Revenue Fund:

<u>Vendor</u>	<u>Amount</u>
A & E Cleaning Services	630.00
Ace Hardware	46.14
Adam's Pest Control, Inc.	250.00
Advanced Correctional Healthcare	20,692.92
Amazon Capital Services	80.38
Amazon Capital Services	9.90
Amazon Capital Services	46.93
Aspen Mills	297.05
Aspen Mills	196.95
Athey, Lucas	124.62
Barlow, Jeffery	639.18
Baycom	27.00
Buresh, Corey	656.92
Cook, Brandon	76.38
Curtis, Michael	161.47
DC Design Works LLC	48.32
DKN Construction	5,511.00
East Central Regional Juvenile Center	4,957.00
East Central Solid Waste Commission	132.77
FBG Service Corporation	4,829.00
FBG Service Corporation	2,543.00
FBG Service Corporation	672.00

Glens Tire	28.00
Government Forms and Supplies	179.85
Granite City Jobbing Co	769.26
Granite City Jobbing Co	826.50
Granite Electronics	258.00
Gratitude Farms	500.00
Griffin, Zach	569.45
Hoefert, Robert	1,076.02
Hohn's Auto Body & Glass	8,231.65
Innovative Office Solutions, LLC	412.76
Kanabec County Community Health	2,511.12
Kanabec County Highway Dept	50.56
Kanabec Publications	1,406.99
Kastenbauer, Paul	1,259.08
Kelly, John	83.54
MEI Total Elevator Solutions	1,290.22
Michael Keller, Ph.D, L.P.	650.00
MN Energy Resources Corporation	402.56
Mora Bakery	32.06
Motorola Solutions	2,115.00
Newton, Deb	40.00
Northstar Computer Forms, Inc.	385.64
O'Brien, Pat	93.43
ODP Business Solutions LLC	113.29
ODP Business Solutions LLC	53.78
Olson, Rhonda	85.72
O'Reilly Auto Parts	50.60
Premium Waters, Inc	84.34
Q Media Properties LLC	184.00
Ramsey County	1,440.00
Ripka, Peter	133.21
River Valley Forensic Services, P.A.	750.00
RS Eden	29.90
Sabinash, Douglas	87.06
Sirchie	38.45
Snyder, Denise	94.85
State Chemical Solutions	849.90
State of Minnesota, BCA	375.00

Stellar Services	120.22
Streicher's	2,150.42
Summit Food Service Management	4,026.15
Summit Food Service Management	3,996.60
Thomas Sno Sports	140.33
Tinker & Larson Inc	1,899.12
Van Alst, Lillian	1,182.55
WEX Health, Inc.	434.50
Zaudtke, Wayne	79.02

69 Claims Totaling: \$ 84,199.63

9:02am – The Chairperson called for public comment three times. There were no responses.

9:14am – The Chairperson closed public comment.

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

<u>Vendor</u>	<u>Amount</u>
A & E Cleaning	1,260.00
Beaudry Oil & Propane	121.92
Braham Motor Service	67.27
Central Pension Fund	576.00
Federated Co-ops	692.45
Fueling MN	64.00
Gopher State One-call	67.50
Johnson Hardware	390.92
Kanabec Co Highway Department	70.10
Kanabec Publications	37.00
Marco Inc	352.17
Mark Madden	10.22
MEI Total Elevator Solutions	648.08
Mora Chev	1,671.90
North Central International	573.23
North Country Chevrolet GMC	47,475.00
ODP Business Solutions	56.59

Olson Power & Equipment	1,000.00
RJ Mechanical	3,590.70
Sanitary Systems	200.00
Trueman Welters	5,205.94
USIC Locating	60.00
22 Claims Totaling:	<u>\$ 64,190.99</u>

County Coordinator Kris McNally gave an update regarding encumbered, spent, and remaining ARPA funds, project status, and deadlines. The Board directed Kris McNally to obtain estimates for building security upgrades to the Public Health Office, the Board Room, and the Coordinator's Office, convene and discuss at the ARPA committee level, and bring back committee recommendations.

Action #6 – It was moved by Alison Holland, seconded by Tom Roeschlein, and carried unanimously to recess the meeting at 9:13am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:13am on Tuesday, June 18, 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 #FS7 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to approve the Family Services Board Agenda as presented.

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

Action #FS8 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve the payment of 107 claims totaling \$168,895.36.

Action #FS9 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to adjourn the Family Services Board at 9:22am. The Family Services Board will meet again on Tuesday, July 16, 2024 at 9:20am.

The Board of Commissioners reconvened.

Adrian Bixby, Executive Director of the Mora HRA, Kirsten Faurie, City of Mora Community Development Director, and Skip Duchesneau with DW Jones (via WebEx) met with the Board to request funding for a senior housing project, Mysa House II.

Action #10 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to allocate \$48,130, half of the 2023 Statewide Affordable Housing Aid to support a 24-unit affordable senior housing project in the county.

Kirsten Faurie, City of Mora Community Development Director met with the Board to discuss a potential tax abatement and next steps. Information only, no action was taken.

County Coordinator Kris McNally led a discussion regarding Statewide Affordable Housing Aid. Staff was directed to proceed with requesting formal proposals from two organizations in consideration of administration of the funds.

County Coordinator Kris McNally presented a request for approval of a resolution enabling part-time deputies to receive PERA.

Action #11 – It was moved by Tom Roeschlein, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #11 - 6/18/24

WHEREAS, Minnesota Statutes 353.64, Subdivision 2, permits the governing body of a governmental subdivision to declare that a position is that of a police officer and that the person who holds said position on a part-time basis is to be covered by the Police and Fire retirement plan if the following employment duties and qualification requirements are met:

1. The position requires a license by the Minnesota peace officer standards and training board and the employee is so licensed;
2. The primary (over 50%) duty of the position is to enforce the general criminal laws of the state;
3. The position charges the employee with the prevention and detection of crime;
4. The position gives this employee the full power of arrest, and
5. The position is assigned to a designated police or sheriff's department.

THEREFORE, BE IT RESOLVED that Kanabec County hereby declares that the position of Deputy Sheriff in the Kanabec County Sheriff's Office satisfies all of the requirements listed above and declares its desire to provide all future employees holding said part-time law enforcement position with coverage under the Police and Fire plan; AND

BE IT FURTHER RESOLVED that Kanabec County will provide a copy of this resolution to PERA each time it provides Police and Fire membership to a person who is hired to said part-time position and will indicate the name of the employee eligible for such coverage.

9:53am – The Board of Commissioners took a break.

10:01am – The Board of Commissioners reconvened.

County Sheriff Brian Smith met with the Board to request approval of the memorandum of agreement between the Kanabec County Sheriff's Office and the Ogilvie School District and the Mora School District.

Action #12– It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #12 - 6/18/24

School Resource Officer Program Memorandum of Agreement

WHEREAS, the Kanabec County Sheriff's Office, the Ogilvie School District, and the Mora School District agree that it is mutually beneficial to all parties for a Deputy Sheriff to be assigned as a School Resource Officer (SRO) to the Mora and Ogilvie School Districts; and

WHEREAS, the Kanabec County Board of Commissioners committed American Rescue Act funds in support Kanabec County's portion of the SRO program; and

WHEREAS, the Kanabec County Sheriff has successfully negotiated terms for the SRO program with the respective Ogilvie and Mora School District Administrations for the school year 2024-2025;

THEREFORE, BE IT RESOLVED the Kanabec County Board of Commissioners hereby approves the Memorandum of Agreement for the School Resource Office Program for the school year 2024-2025;

BE IT FURTHER RESOLVED the Board authorizes the Kanabec County Sheriff to sign said document on behalf of Kanabec County.

County Auditor/Treasurer Denise Snyder met with the Board to discuss matters concerning her department.

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

Resolution #13 – 6/18/24

RESOLUTION DESIGNATING THE IDENTIFIED OFFICIAL WITH AUTHORITY FOR

EDUCATION IDENTITY AND ACCESS MANAGEMENT

WHEREAS the Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local government agency that uses the Education Identity and Access Management (EDIAM) system, and

WHEREAS the designated IOwA is responsible for authorizing, reviewing and recertifying user access for their local government agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota systems must be reviewed and recertified at least annually, and

WHEREAS the IOwA is responsible for authorizing user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and further responsible for revoking the user's access when it is no longer needed to perform their job duties, and

WHEREAS the Kanabec County Board of Commissioners must designate an IOwA to authorize user access to State of Minnesota Education secure websites for Kanabec County and that an EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually as well as any time there is a change in the assignment of the IOwA;

THEREFORE, BE IT RESOLVED that the Kanabec County Board of Commissioners hereby designates Denise M. Snyder, Kanabec County Auditor-Treasurer, as the sole Identified Official with Authority (IOwA) for KANABEC COUNTY, Organization No. 0033-91;

BE IT FURTHER RESOLVED that it is Kanabec County's designated IOwA's exclusive responsibility to appoint any IOwA Proxy role(s) within Kanabec County.

County Court Administrator Heather Mickelson met with the Board to give a department update. Information only, no action was taken.

Action #14 – It was moved by Peter Ripka, seconded by Alison Holl and carried unanimously to close the meeting at 10:20am pursuant to the MN Statute §13D.05 subd. 3(b) to discuss matters under Attorney Client Privilege. Those present during the closed portion of the meeting were Commissioners Rick Mattson, Tom Roeschlein, Wendy Caswell, Alison Holland and Peter Ripka; as well as County Coordinator & Personnel Director Kris McNally, HR Specialist Kim Christenson and County Attorney Barbara McFadden.

Action #15 – It was moved by Peter Ripka, seconded by Alison Holland, and carried unanimously to return to open session at 11:13am.

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

Action #16 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #16 - 6/18/24 **2024 Highway Projects**

WHEREAS the following bids were received for the 2024 highway projects: SAP 033-605-023, KCP 21-04 (CR 71), KCP 24-02(CR 86), KCP 24-08 (patching), Arthur 24-01

Knife River Corporation	\$4,232,315.53
Duininck, Inc.	\$4,353,190.59

THEREFORE, BE IT RESOLVED, to accept the low bid of \$4,232,315.53 for the construction of SAP 033-605-023, KCP 21-04, KCP 24-02, KCP 24-08, and Arthur 24-01.

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

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

Resolution #17 - 6/18/24 **Safe Streets and Roads for All (SS4A) Program Safety Commitment**

WHEREAS, The Bipartisan Infrastructure Law (BIL) established the new Safe Streets and Roads for All (SS4A) discretionary program with \$5 billion in appropriated funds over 5 years. The SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries. To be an eligible applicant for this new safety funding, a county MUST have an eligible Action Plan in place; and

WHEREAS, the Minnesota Department of Transportation has selected Kanabec County to participate in Phase III of the Minnesota County Road Safety Plan (CRSP) update to develop an eligible Action Plan to participate in future SS4A grant opportunities; and

WHEREAS, the CRSP update with the SS4A action plan component will meet the requirements of the SS4A Discretionary Program to allow priority projects, identified in the planning process, to receive future SS4A capital grant funding; and,

WHEREAS, the SS4A action plan component of the CRSP requires an official public commitment from the local governing body establishing a goal of eventual zero roadway fatalities and serious injuries on its roadways.

WHEREAS, subject to funding award for an identified project in the plan, the County Board would be asked to consider authorization to execute a grant agreement at a future meeting.

BE IT RESOLVED, that Kanabec County commits to a goal of zero roadway fatalities and serious injuries by 2045, with an interim goal of 50 percent reduction in fatal and serious injury crashes within ten years.

BE IT FURTHER RESOLVED, that Kanabec County acknowledges that achieving the goal of zero roadway fatalities and serious injuries will require significant staff effort and financial resources over a sustained period, and that prioritizing safety investments will need to be elevated in the planning of future projects and policies. The Kanabec County Engineer or designee will establish a task force comprised of various area leaders charged with the oversight of the Action Plan development, implementation, and monitoring.

Public Works Director Chad Gramentz gave an update regarding Right-of-Way Acquisitions. Additional information was requested for discussion at a future meeting. No action was taken.

Future Agenda Items: Mora HRA funding request

Action #18 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to close the meeting at 11:50am pursuant to MN Statute §13D.03 to discuss matters related to Labor Negotiation Strategy. Those present during the Labor Negotiation Strategy closed portion of the meeting were Commissioners Rick Mattson, Tom Roeschlein, Wendy Caswell, Alison Holland and Peter Ripka; as well County Coordinator & Personnel Director Kris McNally and HR Specialist Kim Christenson.

Action #19 – It was moved by Alison Holland, seconded by Peter Ripka, and carried unanimously to return to open session at 12:36pm.

Action #20 – It was moved by Alison Holland, seconded by Tom Roeschlein, and carried unanimously to adjourn the meeting at 12:37pm and to meet again in regular session on Tuesday, July 2, 2024 at 9:00am.

Agenda Item #2

Paid Bills

<u>Vendor</u>	<u>Amount</u>	<u>Purpose</u>	<u>Dept</u>
AT&T Mobility	1,549.63	Monthly Service	Sheriff
Bruce, Mike	265.00	Dust Control Application Refund	Highway
Card Services (Coborn's)	8.28	Jail Medical - Rx Refill	Jail
Card Services (Coborn's)	694.63	Senior Cookouts - OHS/MHS	Sheriff
Card Services (Coborn's)	233.47	Wellness Snack Station	Employee Wellness
Cigna Health & Life Insurance Company	774.46	Accident, Critical Illness, Group Hospital Ins Premiums 7/24	Employee Benefits
City of Mora	21,180.57	Utilities	Various
Dearborn National Life Insurance	499.21	Short Term Disability Ins Premiums 7/24	Employee Benefits
East Central Energy	1,644.94	Intersection Lighting	Highway
Marco Inc	5,118.24	Printer Lease (5), Phone System Lease	Various
MetLife	6,637.59	Dental Insurance Premiums 7/24	Employee Benefits
Minnesota Energy Resources Corp	3,247.89	Gas Utilities	Various
Office of MN.IT Services	1,338.65	WAN Service	IS
Pierson, Kathryn	265.00	Dust Control Application Refund	Highway
Quadient Leasing USA, Inc.	2,086.20	Postage Machine Lease - PSB & Courthouse	Unallocated
The Hartford Priority Accounts	6,570.01	Life & Long Term Disability Ins Premiums 7/24	Employee Benefits
VSP Insurance Co	630.30	Vision Ins Premiums 7/24	Employee Benefits
Weaver, Heath	500.00	Driveway Permit Refund	Highway
18 Claims Totaling: \$ 53,244.07			

Agenda Item #3

Regular Bills - Revenue Fund

Bills to be approved: 7/2/24

Department Name	Vendor	Amount	Purpose
ASSESSOR	Ace Hardware	15.18	Bug Spray
ASSESSOR	Sunshine Printing	<u>141.50</u>	1000 #9 Envelopes, New Address
		156.68	
AUDITOR	Amazon Capital Services	19.25	Credit Card Paper, Certificates
AUDITOR	MCCC, Mi33	394.75	1Q24 Capital Assets Support, 1/1/24-3/30/24
AUDITOR	Snyder, Denise	<u>95.14</u>	Mileage to MACO Summer Conference in Brainerd 6/24 - 6/25
		509.14	
BUILDINGS MAINTENANCE	Ace Hardware	73.86	Bolts, Washers, Shower Curtain, Live Trap, Electric Box, Repalcement End - Courthouse
BUILDINGS MAINTENANCE	Amazon Capital Services	120.01	Belts, Cordless Tool Batory Converters, Work Lights - Jail
BUILDINGS MAINTENANCE	Brrr Equipment Service	250.00	Dishwasher Repairs - Jail
BUILDINGS MAINTENANCE	Grainger	245.04	Filters - Jail
BUILDINGS MAINTENANCE	Mid-American Research Chemical	<u>714.57</u>	Urinal Screens, Hand Sanitizer, Odor Neutralizer- Courthouse
		1,403.48	
COMPUTER EXPENSES	Young, Kathy	<u>129.34</u>	Mileage to MCIS A/T User Group Mtg 6/18/24 in Grand Rapids
		129.34	
COUNTY ATTORNEY	Amazon Capital Services	192.22	Office Supplies
COUNTY ATTORNEY	RELX Inc. DBA LexisNexis	<u>220.00</u>	Attorney Invoice May 2024
		412.22	

COUNTY EXTENSION	Amazon Capital Services	297.50	Toner for 4H Educator Printer
COUNTY EXTENSION	Ernest, Jennifer	93.76	Extension Committee Meeting Per Diem & Mileage 6/18/24
COUNTY EXTENSION	Holcomb, Lisa	95.10	Extension Committee Meeting Per Diem & Mileage 6/18/24
COUNTY EXTENSION	Mattson, Jean	75.00	Extension Committee Meeting Per Diem 6/18/24
COUNTY EXTENSION	Munsterteiger, Adam	75.00	Extension Committee Meeting Per Diem 6/18/24
COUNTY EXTENSION	Paulson, Stephanie	110.51	Extension Committee Meeting Per Diem & Mileage 6/18/24
COUNTY EXTENSION	Ripka, Peter	75.00	Extension Committee Meeting Per Diem 6/18/24
COUNTY EXTENSION	Schiferli, Kelsey	97.11	Extension Committee Meeting Per Diem & Mileage 6/18/24
		918.98	
CULTURES & RECREATION	Kanabec County Ag Society	4,500.00	2024 Contribution
CULTURES & RECREATION	Kanabec County History Center	6,000.00	2024 Contribution
CULTURES & RECREATION	Ogilvie Museum	1,500.00	2024 Contribution
		12,000.00	
EAST CENTRAL REGIONAL LIBRARY	East Central Regional Library	88,652.50	2nd Half of 2024 Appropriation
		88,652.50	
ENVIRONMENTAL SERVICES	Bracewell, Earl	89.07	Planning Commission Hearing & Mileage 6/24/24
ENVIRONMENTAL SERVICES	Kanabec Publications	33.47	Planning Commission 6/13 Public Notice
ENVIRONMENTAL SERVICES	O'Brien, Pat	93.09	Planning Commission Hearing & Mileage 6/24/24
ENVIRONMENTAL SERVICES	Olson, Rhonda	85.72	Planning Commission Hearing & Mileage 6/24/24
ENVIRONMENTAL SERVICES	Sabinash, Douglas	87.06	Planning Commissioner Hearing & Mileage 6/24/24
ENVIRONMENTAL SERVICES	Zaudtke, Wayne	79.02	Planning Commission Hearing & Mileage 6/24/24
		467.43	
HUMAN RESOURCES	American DataBank	282.35	Background Studies for New Employees (3)
HUMAN RESOURCES	MRA	277.50	Job Evaluation Services - May 2024
HUMAN RESOURCES	Osthus, Marlin	2,986.22	Arbitrator Fees
HUMAN RESOURCES	Ratwik, Roszak & Maloney, PA	3,568.00	Professional Fees May 2024
HUMAN RESOURCES	SwipeClock LLC	300.00	Monthly Billing 7/20/24-8/20/24 Applicant Stack
		7,414.07	

INFORMATION SYSTEMS	Morris Electronics	4,233.75	Labor Invoices, Various dates May-June 2024
INFORMATION SYSTEMS	REVIZE LLC	1,900.00	Revize Yearly Service Package for County Website 4/21/24 - 4/20/25
		6,133.75	
LAW LIBRARY	RELX Inc. DBA LexisNexis	238.70	Law Library Invoice May 2024
		238.70	
OPIOID SETTLEMENT	Wellness in the Woods	1,094.32	Jail Peer Support - May 2024
		1,094.32	
PROBATION & JUVENILE PLACEMENT	Minnesota Monitoring, Inc.	720.00	Remote Electronic Alcohol Monitoring, May 2024
		720.00	
PUBLIC TRANSPORTATION	Barlow, Jeffery	930.63	Volunteer Mileage 6/10 - 6/23
PUBLIC TRANSPORTATION	Bee Line Service Center, Inc.	1,028.22	Bus Repairs
PUBLIC TRANSPORTATION	BlueStar Graphics	65.00	County Name Magnet
PUBLIC TRANSPORTATION	Curtis, Michael	690.77	Volunteer Mileage 6/10 - 6/23
PUBLIC TRANSPORTATION	Hoefert, Robert	830.80	Volunteer Mileage 6/10 - 6/23
PUBLIC TRANSPORTATION	J.J. Keller & Associates	611.88	Inspection Books
PUBLIC TRANSPORTATION	North Central Bus & Equipment	257.50	Bus Parts
PUBLIC TRANSPORTATION	PeerPlace Networks LLC	1,500.00	Welcome Kit for CMCOA Assisted Transportation Program
PUBLIC TRANSPORTATION	Van Alst, Lillian	1,339.33	Volunteer Mileage 6/10 - 6/23
		7,254.13	
SHERIFF	Ace Hardware	6.99	AAA Batteries
SHERIFF	Baycom	8,841.00	Toughbook with Windows for Deputies (3)
SHERIFF	Northland Fire Protection	731.95	Service & Maintenance, Re-Cert
SHERIFF	Segelstrom, Chad	618.47	Reimbursement for Firearm & Accessories
		10,198.41	

SHERIFF - 911 EMERGENCY	Michael Keller, Ph.D., L.P.	<u>650.00</u>	Pre-Employment Psychological Exam 6/14/24
		650.00	
SHERIFF - JAIL/DISPATCH	Amazon Capital Services	76.77	Dish Soap, Windex, Secur Pen, Antacid Tablets
SHERIFF - JAIL/DISPATCH	Bob Barker	423.10	Paper Towels
SHERIFF - JAIL/DISPATCH	Garcia, Brenda	213.06	Mileage to CIT Training 6/6/24
SHERIFF - JAIL/DISPATCH	Kellum, Kendra	309.54	Mileage to CIT Training 6/6/24
SHERIFF - JAIL/DISPATCH	Stellar Services	444.97	Canteen 5/20, 5/28, 6/3
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	4,067.71	Inmate Meals 6/1/24 - 6/7/24
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	<u>4,069.86</u>	Inmate Meals 6/8/24 - 6/14/24
		9,605.01	
UNALLOCATED	Hildi Inc	<u>3,500.00</u>	Actuary Study GASB 75, 1/1/24-12/31/25
		3,500.00	
63 Claims Totaling:		<u>\$ 151,458.16</u>	

Agenda Item #4
Regular Bills - Road & Bridge
07/02/2024

Vendor	Amount	Purpose
Amazon Capital Services	111.96	Office supplies
Auto Value	2,870.29	Shop/equipment supplies
B & F Fastener Supply	391.15	Shop supplies
Gary Campbell	1,400.00	Nuisance beaver removal
Central McGowan, Inc.	161.44	Welding supplies
Federated Co-ops, Inc.	175.88	Shop supplies
Gilbert & Roxann Helmbrecht	3,634.54	Right-of-way acquisition
Charles Hippen-Koch	35.36	Expense reimbursement
North Central International	457.36	Repair parts (Unit #1501)
Pomp's Tire Service, Inc.	714.36	Tire order
Trueman Welters	368.00	Repair parts (Unit #2101 & #2103)
USIC Locating Services	470.00	Locate/site visits
Vestis Group	756.34	Coverall/uniform
Waircom, Inc.	675.30	Wireless service/tracking

14 Claims Totaling: \$ 12,221.98

Agenda Item #5

July 2, 2024

REQUEST FOR BOARD ACTION

a. Subject: Commissioner Reports	b. Origination: Board of Commissioners
c. Estimated time: 5-10 minutes	d. Presenter(s): County Commissioners

e. Board action requested:

Information only.

f. Background:

Supporting Documents: None: ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments:

Agenda Item #6

July 2, 2024

REQUEST FOR BOARD ACTION

a. Subject: Employee Appreciation Meal Date	b. Origination: Human Resources
c. Estimated time: 5-10 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested:

Discuss date and availability to assist with the employee appreciation meal.

f. Background:

Supporting Documents: None: ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments: