



Kanabec County Board of Commissioners

Regular Meeting Agenda

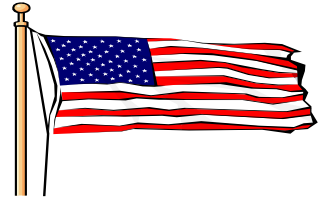
June 18, 2024 9:00AM

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

To be held via WebEx telephone call or video meeting:

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

Access Code: 2483 928 8726



Video Meeting link:

<https://kanabecounty.webex.com/kanabecounty/j.php?MTID=m8b87a604f2284d0760e9ff057e923f2a>

Meeting number: 2483 928 8726

Password: dMPehzgg957 (36734944 when dialing from a video system)

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

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

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

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: 2483 928 8726

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

9:35am Adrian Bixby, Executive Director of the Mora HRA and Kirsten Faurie, City of Mora
Community Development Director- Request for Affordable Housing Aid Funding

9:50am Kirsten Faurie, City of Mora Community Development Director- City/County Potential Tax
Abatement update

10:05am Brian Smith, Sheriff-School Resource Officer Program update and request for approval
of the Memorandum of Agreement with the Ogilvie and Mora School Districts for the 2024-2025
school year

10:15am Denise Snyder, Auditor/Treasurer- Request for approval of a Resolution Designating the Identified Official with Authority for Education Identity and Access Management

10:20am Heather Mickelson, Court Administrator- Annual Update

10:35am Closed Session: Attorney Client Privilege (This portion of the meeting may be closed pursuant to Minnesota Statute §13D.05 subd.3.(b).)

11:00am Chad Gramentz, Public Works Director

Other business to be conducted as time is available:

1. Minutes – June 4, 2024
2. Paid Bills
3. Regular Bills- Revenue Fund
4. Regular Bills- Road & Bridge Fund
5. Statewide Affordable Housing Aid update
6. Request Approval of a Resolution Enabling Part-Time Deputies to Receive PERA
7. American Rescue Plan Act- State & Local Recovery Funds update
8. Future agenda items
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 Family Services

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

Kanabec County Family Services Board

Agenda

June 18, 2024

9:20 a.m.

- 1. Agenda Approval** **Pg. 1**
- 2. Director's Report** **Pg. 2**
 - Staffing – Child Support Case Aide, Child Protection Social Worker
 - Ongoing Number of Children in Placement – 24
- 3. Family Service Fund Report** **Pg. 3**
 - See attached report
- 4. Financial Report** **Pgs. 4-5**
 - See attached report
- 5. Abstract Approval** **Pgs. 6-9**
 - See attached abstract and board vendor paid list
- 6. Other Business**
- 7. Adjourn**

Family Services Director's Report

June 2024

Staffing:

We have a Child Protection Social Worker candidate in process. We are interviewing for a Child Support Case Aide to replace the retiring Mary Stromberg.

Children in out-of-home placement:

Placement	Number
Foster Family Home - Relative and Non-Relative	16
Foster Family Home - Corporate/Shift Staff	1
Group Home - Staff Operated	4
Residential Program	2
Juvenile Correctional Facility	1
Total	Children = 24

Foster Family Home - Relative: Children are placed in the home of a relative and that relative has gone/is going through the foster care licensing process. Licensed non-family homes are in this count as well.

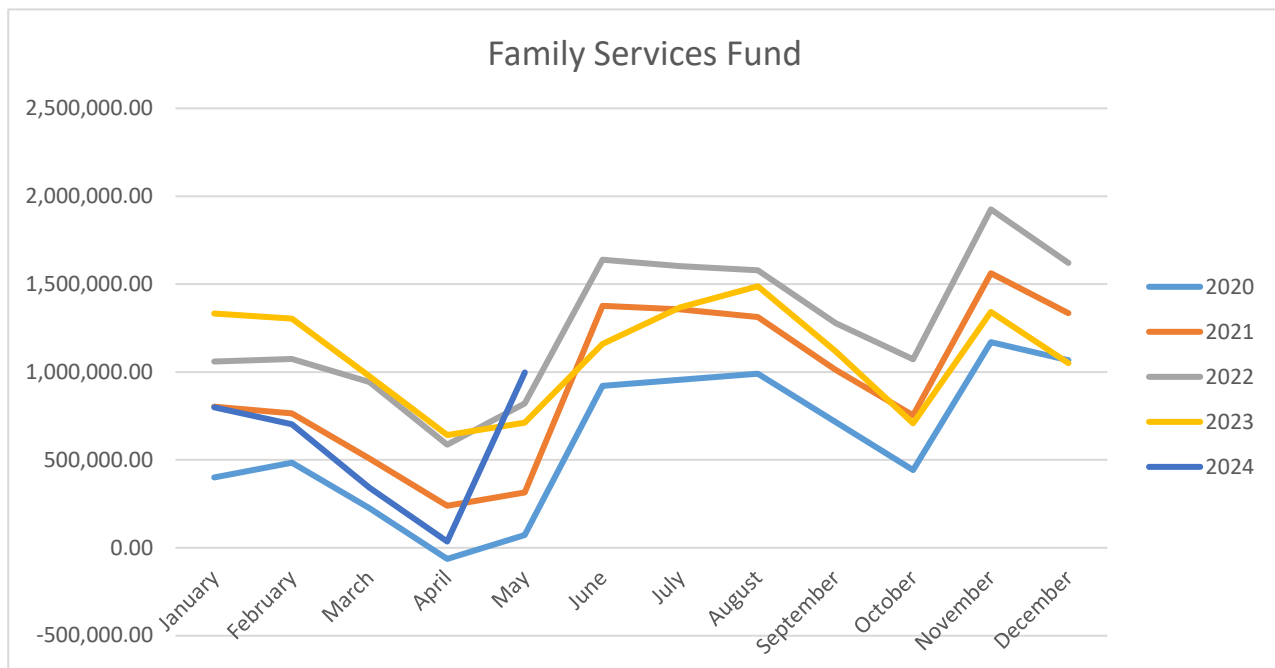
Foster Family Home - Corporate: Corporate foster care is foster care in which the primary license holder does not reside in the residence, and the foster care home is operated by a corporation with shift staff delivering services to clients.

Group Home - Staff Operated: A group home, congregate living facility, care home, adult family home, etc., is a structured and supervised residence that is operated by staff and not family. They have higher levels of care than foster homes can provide.

Residential Program: Provides temporary care or treatment to children in a group setting when not living with a parent or guardian. Services include supervision, food, lodging, training, education, or treatment.

Juvenile Correctional Facility: Non-secure detention temporarily houses juveniles for safe custody, who are accused of breaking laws and have a criminal record. These are probation placements and have been ordered by the court to be in this setting.

	2020	2021	2022	2023	2024
January	401,131.39	802,602.99	1,060,669.83	1,332,846.30	799,813.22
February	483,781.08	764,375.81	1,074,400.99	1,303,079.82	703,104.94
March	225,078.17	507,711.89	942,838.71	976,432.91	343,023.73
April	-63,141.11	239,129.82	586,755.76	641,596.45	35,838.62
May	73,382.15	313,993.85	820,322.23	711,400.40	997,813.55
June	920,867.09	1,376,518.14	1,638,762.92	1,159,594.67	
July	955,700.06	1,355,779.92	1,603,064.80	1,366,971.18	
August	990,235.56	1,312,346.82	1,578,429.94	1,487,944.78	
September	716,408.79	1,012,985.41	1,277,604.14	1,118,266.82	
October	443,084.51	753,774.16	1,072,396.60	707,480.12	
November	1,170,024.75	1,562,104.61	1,925,516.68	1,342,363.76	
December	1,067,709.00	1,335,030.43	1,620,823.12	1,051,493.18	
Totals	7,384,261.44	11,336,353.85	15,201,585.72	13,199,470.39	2,879,594.06
Averages	615,355.12	944,696.15	1,266,798.81	1,099,955.87	575,918.81
6 month Avg.	890,527.11	1,222,003.56	1,512,972.55	1,179,086.64	655,181.21
Rolling 12 month Avg	615,355.12	944,696.15	1,266,798.81	1,099,955.87	926,142.38



Kanabec County Family Services - Board Financial Report																
Department	Budget	Total year to date/ % of budget		Total	Through May 2024											
		January	February		March	April	May	June	July	August	September	October	November	December		
Income Main. Service																
Exp	860,797.00	43.93%		378,150.70	63,394.74	66,342.85	63,141.49	94,579.56	90,692.06							
Rev	400,920.00	43.70%		175,206.72	11,279.78	75,999.45	11,279.78	11,921.63	64,726.08							
Tax	453,352.92	53.15%		240,978.92	21,423.86				219,555.06							
State Shared Rev				0.00												
Recoveries																
Exp	12,200.00	0.00%		0.00	0.00	0.00	0.00	0.00	0.00							
Rev	16,400.00	-12.68%		-2,079.61	371.32	8,471.71	2,869.84	-4,999.68	-8,792.80							
Tax	24,645.34	53.55%		13,196.38	1,287.58				11,908.80							
State Shared Rev				0.00												
Burials																
Exp	25,000.00	43.52%		10,879.62	2,000.00	2,669.62	4,210.00	2,000.00	0.00							
Rev				0.00												
Tax				0.00												
Child Support																
Exp	385,670.00	44.48%		171,529.76	28,822.41	31,608.54	28,838.75	42,231.51	40,028.55							
Rev	404,000.00	43.44%		175,515.45	17,088.66	68,654.51	17,320.08	18,736.85	53,715.35							
Tax																
MA Services																
Exp	483,900.00	32.68%		158,145.21	27,843.91	35,962.82	30,218.37	30,029.64	34,090.47							
Rev	476,000.00	20.81%		99,060.12	46,057.98	-8,354.59	14,188.70	27,847.89	19,320.14							
Tax	7,787.93	72.23%		5,625.16	1,835.99				3,789.17							
State Shared Rev				0.00												
Child Care																
Exp	230,950.00	25.48%		58,842.71	99.00	7,801.53	1,942.75	36,138.06	12,861.37							
Rev	232,699.00	32.72%		76,136.06	363.50	411.00	326.50	72,575.31	2,459.75							
Tax				11.92	11.92											
State Shared Rev				0.00												
Fraud																
Exp	81,122.00	41.62%		33,760.41	6,145.03	6,293.09	6,207.67	6,207.67	8,906.95							
Rev	2,500.00			0.00	0.00	0.00	0.00	0.00	0.00							
Tax	77,506.63	54.01%		41,858.80	4,291.93				37,566.87							
State Shared Rev				0.00												
Adult Services																
Exp	5,500.00	0.00%		0.00	0.00	0.00	0.00	0.00	0.00							
Rev	13,385.00	26.08%		3,491.14	1,021.41	590.25	958.86	21.41	899.21							
Tax																
Dev. Disability																
Exp	71,500.00	49.24%		35,209.12	2,930.40	4,861.92	11,462.90	7,406.93	8,546.97							
Rev	52,847.00	38.32%		20,251.00	0.00	6,847.00	0.00	0.00	13,404.00							
Tax	18,388.38	54.63%		10,045.82	1,168.36				8,877.46							
State Shared Rev				0.00												

June 2024 Board Report

Vendor	Amount		
Breezy Point Resort (MCHHSA 2024 Conference for 3 Staff Lodging)	\$2,374.38		
MN Secretary of State Notary (2 staff Notary Commissions)	\$240.00		
Heacock Katie Employee Mileage	\$34.84		
Hjort Leah Employee Mileage	\$139.70		
Johnson Makala Employee Mileage	\$356.44		
Kanabec County Aud Treas	\$9,000.10		
Linkert Danielle Employee Mileage	\$211.72		
Lovaas Ashlee Employee Mileage	\$211.72		
MCHHSA (Regsitration fee for 3 staff to attend Conference)	\$300.00		
Mithcell Kelly Employee Mileage	\$178.89		
Olson Aliina Employee Mileage	\$38.79		
Patron Companies (Medical transportation)	\$3,577.48		
Timber Trails (Medical transportation)	\$3,871.58		
Wagner Eileen Employee Mileage	\$114.44		
DHS	\$214.28		
Sue's Bus Service Medical transportation	\$2,528.24		
Amazon Capital Services Office supplies	\$402.77		
Bergstadt Rhonda Employee Mileage	\$373.19		
Gravich Jessica Employee Mileage	\$178.35		
Hartland Sonia Employee Mileage	\$423.44		
Innovative Office Supplies (Office Supplies)	\$365.56		
Kelash Tamara Employee Mileage	\$220.37		
Kwik Trip (Gas cards for Childrens Services)	\$576.00		
LexisNexis Solutions FL Inc	\$247.20		
Marco Tech LLC (New Phone Systems Soft Phones)	\$4,658.73		
Medica (Claim overpayment)	\$115.49		
Vork Katie Employee Mileage	\$438.18		
Bottelson Chelsey Employee Mileage	\$318.92		
TOTAL IFS DOLLARS	\$31,710.80	28	Total IFS Vendors
TOTAL SSIS DOLLARS	\$121,213.22	31	Total SSIS Vendors
Total	\$152,924.02		
Cost Effective Health Insuarnce & Medicare Part B Reimbursements	\$14,232.03	37	Ins. Reimb.Vendors
MA Medical Mileage	\$1,739.31	11	Med Mileage Vendors
Grand Total	\$168,895.36		
		107	Total Vendors

Board Approval Report

SSIS pymt. batch #: 185654028

Paid Cnty Vendor				Total Payments	Total Amount
Coborn's, 000011467				1	250.00
Svc Description	Svc Code	Payments	Amount		
Parent Support Outreach Services	167	1	250.00		
DHS, 000011849				2	1,580.59
Svc Description	Svc Code	Payments	Amount		
Behavioral Health Fund (BHF)	359	1	1,481.59		
Other Child Care	214	1	99.00		
DHS STATE OPERATED SERVICES, 000011816				6	10,476.00
Svc Description	Svc Code	Payments	Amount		
State-Operated Inpatient	472	6	10,476.00		
Dungarvin Minnesota, LLC, 000017781				2	1,765.14
Svc Description	Svc Code	Payments	Amount		
Children's Group Residential Care	183	2	1,765.14		
EAST CENTRAL REG. JUVENILE CTR., 000012085				1	75.12
Svc Description	Svc Code	Payments	Amount		
Health-Related Services	118	1	75.12		
Family Pathways, 000012298				3	1,550.04
Svc Description	Svc Code	Payments	Amount		
Family-Based Counseling Services	162	3	1,550.04		
Ignaszewski/Karissa, 000012959				2	12,089.50
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	2	12,089.50		
INFAITH, 000012196				1	150.00
Svc Description	Svc Code	Payments	Amount		
Child Respite Care	489	1	150.00		
Jessica Stokes Inc., 000016761				2	9,990.00
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	2	9,990.00		
Julia Cruz LPC, 000013175				4	450.00
Svc Description	Svc Code	Payments	Amount		
Family-Based Counseling Services	162	4	450.00		
Kanabec County Ag Society, 000001061				2	240.00
Svc Description	Svc Code	Payments	Amount		
Community Support Services	434	1	120.00		
Licensing and Resource Development	198	1	120.00		
Kanabec County AT ACH_VISA, 000001318				1	142.57
Svc Description	Svc Code	Payments	Amount		
Housing Services	144	1	142.57		
Kanabec County Auditor-Treas, 000013260				1	72.42
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	1	72.42		
Kanabec County Community Health, 000013263				1	13,844.55
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	1	13,844.55		
Lewison/Shirley, 000013640				1	1,191.99
Svc Description	Svc Code	Payments	Amount		

Board Approval Report

Paid Cnty Vendor			Total Payments	Total Amount
Housing Services	144	1	1,191.99	
Lighthouse Child & Family Services LLC, 000000667			1	600.00
Svc Description	Svc Code	Payments	Amount	
Child Outpatient Diagnostic Assessment/Psychologica	405	1	600.00	
Nexus-Aspen House, 000014595			1	649.46
Svc Description	Svc Code	Payments	Amount	
Children's Residential Treatment	483	1	649.46	
Nexus-Gerard Family Healing , LLC, 000012394			2	13,533.99
Svc Description	Svc Code	Payments	Amount	
Children's Residential Treatment	483	2	13,533.99	
NORTHWOOD CHILDREN'S HOME, 000015202			1	12,569.88
Svc Description	Svc Code	Payments	Amount	
Children's Residential Treatment	483	1	12,569.88	
Options Residential, 000015334			1	1,511.25
Svc Description	Svc Code	Payments	Amount	
Child Family Foster Care	181	1	1,511.25	
Patron Companies, 000015495			2	1,672.00
Svc Description	Svc Code	Payments	Amount	
Transportation	516	2	1,672.00	
PHASE, Inc., 000015579			2	423.36
Svc Description	Svc Code	Payments	Amount	
Day Training and Habilitation	566	1	285.12	
Transportation	516	1	138.24	
PORT GROUP HOMES, 000015735			1	3,149.82
Svc Description	Svc Code	Payments	Amount	
Correctional Facilities	185	1	3,149.82	
Prairie Lake Youth Programs, 000015767			5	22,753.14
Svc Description	Svc Code	Payments	Amount	
Correctional Facilities	185	3	22,607.00	
Health-Related Services	118	2	146.14	
Premier Biotech Inc, 000015777			1	47.04
Svc Description	Svc Code	Payments	Amount	
Health-Related Services	118	1	47.04	
Premier Biotech Labs, LLC, 000015779			1	51.00
Svc Description	Svc Code	Payments	Amount	
Health-Related Services	118	1	51.00	
Residential Services of NE MN Inc., 000016246			2	1,093.05
Svc Description	Svc Code	Payments	Amount	
Children's Group Residential Care	183	1	427.05	
Semi-Independent Living Services (SILS)	534	1	666.00	
Richardson MD/Paul T, 000016136			2	3,345.00
Svc Description	Svc Code	Payments	Amount	
Adult Outpatient Psychotherapy	452	2	3,345.00	
Roberta Gale Godsey, 000012012			2	140.00
Svc Description	Svc Code	Payments	Amount	
Family-Based Counseling Services	162	2	140.00	
Sue's Bus Service, 000016825			2	3,456.31
Svc Description	Svc Code	Payments	Amount	
Transportation	516	2	3,456.31	
Timber Trails Public Transit, 000017159			1	400.00

Board Approval Report

Paid Cnty Vendor				Total Payments	Total Amount
Svc Description	Svc Code	Payments	Amount		
Transportation	116	1	400.00		
Volunteers Of America of MN, 000017460				2	1,950.00
Svc Description	Svc Code	Payments	Amount		
Semi-Independent Living Services (SILS)	534	2	1,950.00		
Report Totals:				59	121,213.22

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

Signature

Title

Date

9:35am Appointment

June 18, 2024

REQUEST FOR BOARD ACTION

a. Subject: Mora HRA Funding Request for Senior Housing Project	b. Origination: Mora Housing and Rehabilitation Authority
c. Estimated time: 15 minutes	d. Presenter(s): Adrian Bixby, Executive Director of the Mora HRA and Kirsten Faurie, City of Mora Community Development Director

e. Board action requested:

Consider the request for the County to allocate \$96,260 from the Statewide Affordable Housing Aid to support a 24-unit affordable senior housing project in the county. The goal is to use the Affordable Housing Aid funds to leverage applications for additional funding – ultimately helping to build a \$9 million facility in the community.

f. Background:

Per the Minnesota Department of Revenue- Statewide Affordable Housing Aid website

Qualifying projects include:

- Emergency rental assistance for households earning less than 80% of area median income as determined by the United States Department of Housing and Urban Development
- Financial support to nonprofit affordable housing providers in their mission to provide safe, dignified, affordable, and supportive housing
- Construction, acquisition, rehabilitation, demolition or removal of structures, construction financing, permanent financing, interest rate reduction, refinancing, and gap financing of housing to provide affordable housing for households that have incomes not exceeding:
 - **For homeownership projects**, 115% of the greater of state or area median income as determined by the United States Department of Housing and Urban Development
 - **For rental housing projects**, 80% of the greater of state or area median income as determined by the United States Department of Housing and Urban Development

Supporting Documents: None: Attached: ☒

Date received in County Coordinators Office: 6/11/24

Coordinators Comments:

D. W. JONES

P. O. BOX 340
WALKER, MN 56484
P: 218.547.3307
F: 218.547.3662

June 10, 2024

Kanabec County Board of Commissioners
317 Maple Ave. E
Mora, MN 55051

Dear Commissioners,

I am writing to request your support for the Mysa House II project, a proposed senior housing development in Mora, Minnesota. Located east of the existing Mysa House on Valhalla Circle, this new project aims to provide much-needed affordable housing for low-income seniors in the community.

Mysa House II will be a 24-unit independent living facility, designed to serve residents of Mora and Kanabec County. Of these units, seven will be reserved for individuals with incomes at or below 30% of the Area Median Income (AMI), and the remaining seventeen units will be for those at or below 50% AMI. Each unit will feature Energy Star appliances, LED lighting, in-unit laundry, hot water baseboard heat, and through-wall air conditioning. The building will also offer amenities such as a community room with a small serving kitchen and fireplace, an outdoor patio with gas grills, an exercise room, and a garbage chute for tenant convenience. All units will include a heated, attached garage stall at no additional cost.

The Mora Housing Redevelopment Authority (HRA), which successfully developed and owns the original Mysa House, will own and oversee Mysa House II. We are committed to providing quality housing and supportive services to our senior residents. Although Mysa House II is not an assisted living facility and is not licensed by the Minnesota Department of Health, it will have a Tenant Coordinator/Activity Director on-site to help residents access local and county services.

The estimated total project cost is \$9,224,646. We are requesting a first mortgage from Minnesota Housing for \$426,000 and a deferred loan of \$2,758,490. Also included in our request to Minnesota Housing are Housing Infrastructure Bonds, which will generate housing tax credits that we estimate will sell for \$2,753,149. The funding request will be submitted in July 2024, with awards announced in December 2024. However, securing funding for projects like Mysa House II is highly competitive. Last year, we applied but were not awarded the funds.

We have already taken significant steps to secure funding for this project, including applying for a \$3,000,000 grant from the Federal Home Loan Bank, with an award decision expected in December 2024.

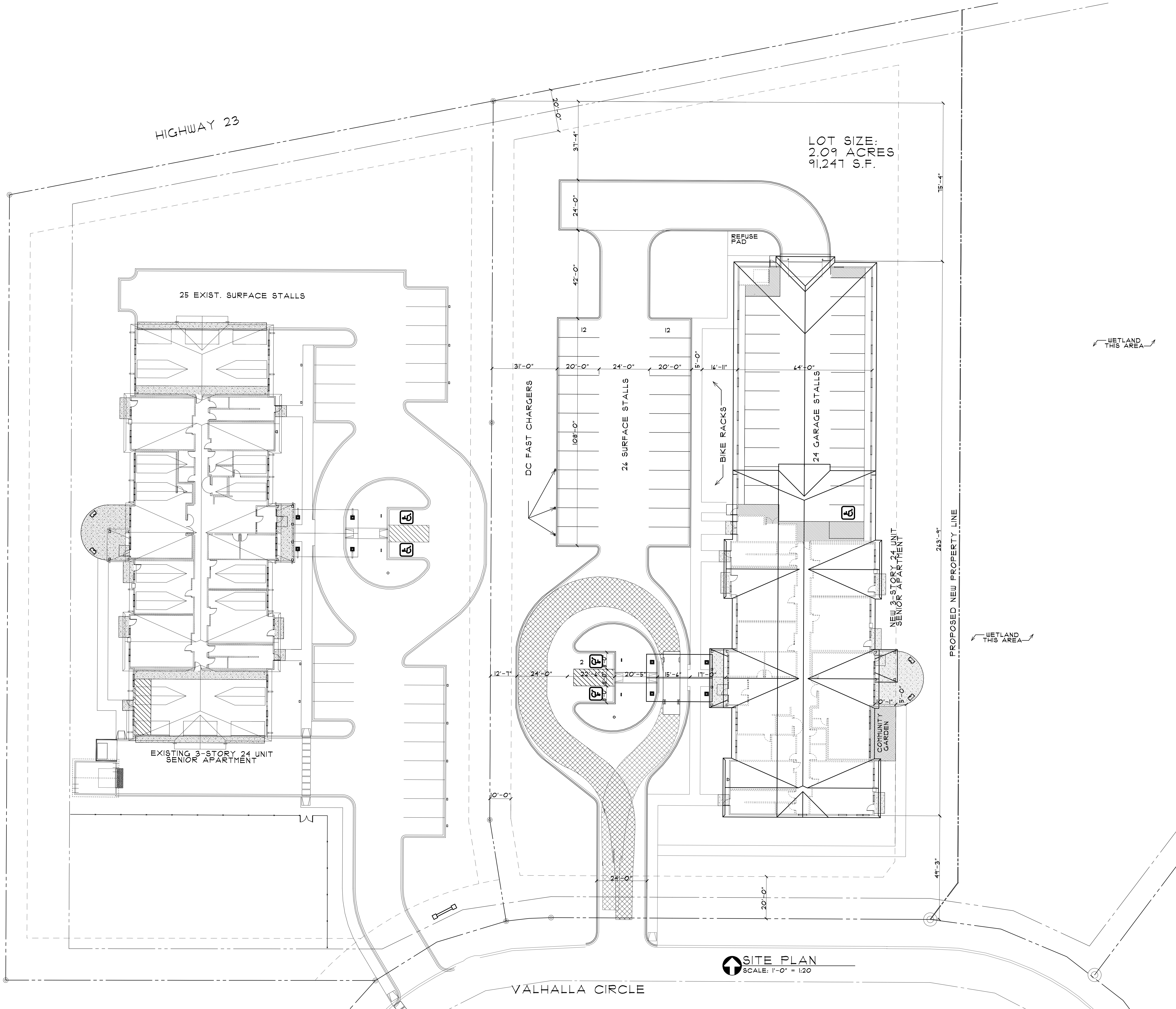
To strengthen our application and increase our chances of success, we are seeking a contribution from Kanabec County. Specifically, we are requesting an award of \$96,260 from the Affordable Housing Aid provided to the county by the Minnesota Legislature. This contribution would allow us to count these funds as committed, thereby boosting our application points and improving our chances of securing the necessary funding.

The need for affordable senior housing in Kanabec County is great, and we believe that Mysa House II can significantly contribute to meeting this need. We are encouraged by the positive response from the Federal Home Loan Bank, which invited us to reapply, and we feel optimistic about our chances with their support.

Thank you for considering our request. We do not expect any additional costs for this project to the city, county, or HRA. We have included preliminary plans for Mysa House II for your reference. Your support will be instrumental in helping us provide high-quality, affordable housing for the seniors of Mora and Kanabec County.

Sincerely,

A handwritten signature in blue ink, appearing to read "Paula Dwyer", with a long horizontal flourish extending to the right.



SITE PLAN
SCALE: 1" = 20'

PLOTTED: 06-02-23 FILE: 23028S COM: 5

Project No.
23028
Issue Date:
1
Document Set:
PRELIMINARY

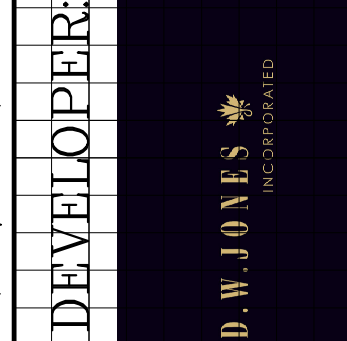
REVISIONS COMMENTS

REVISIONS COMMENTS

PROPOSED PROJECT:

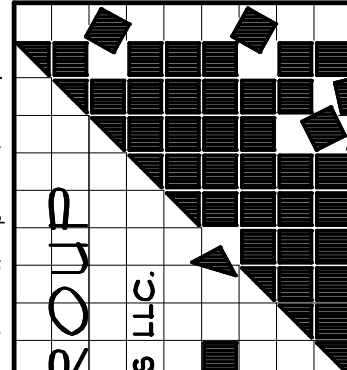
MYSA HOUSE II
SENIOR HOUSING
MORA, MN

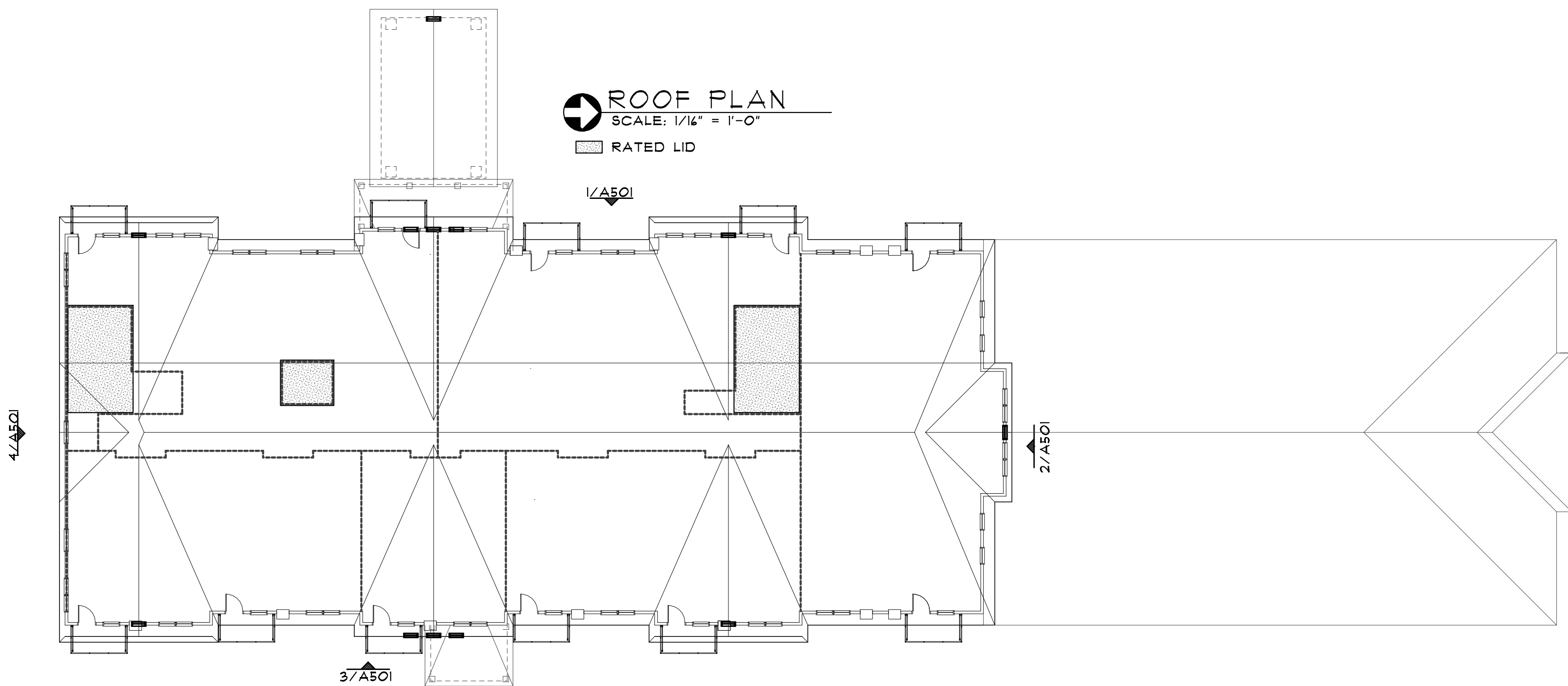
DEVELOPER:



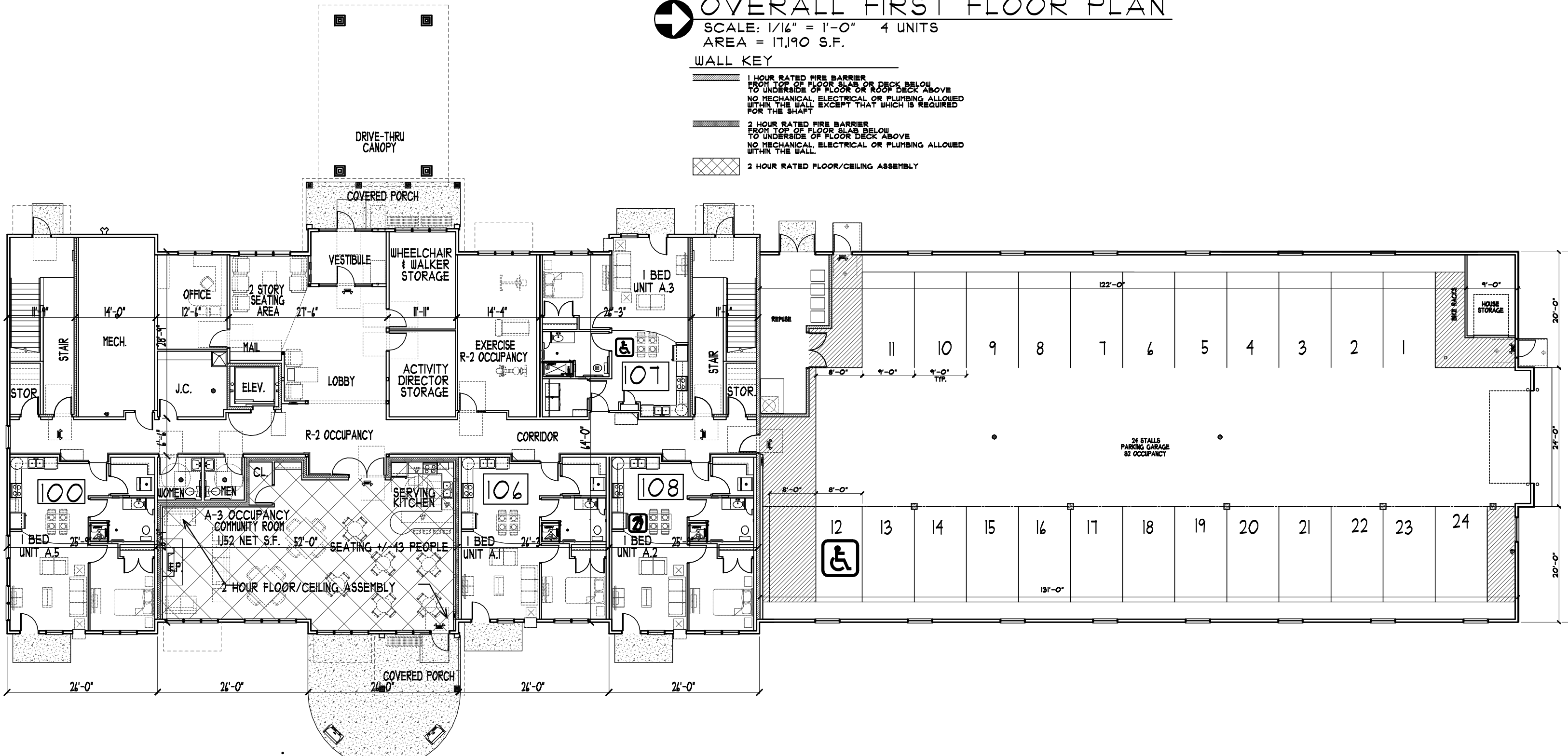
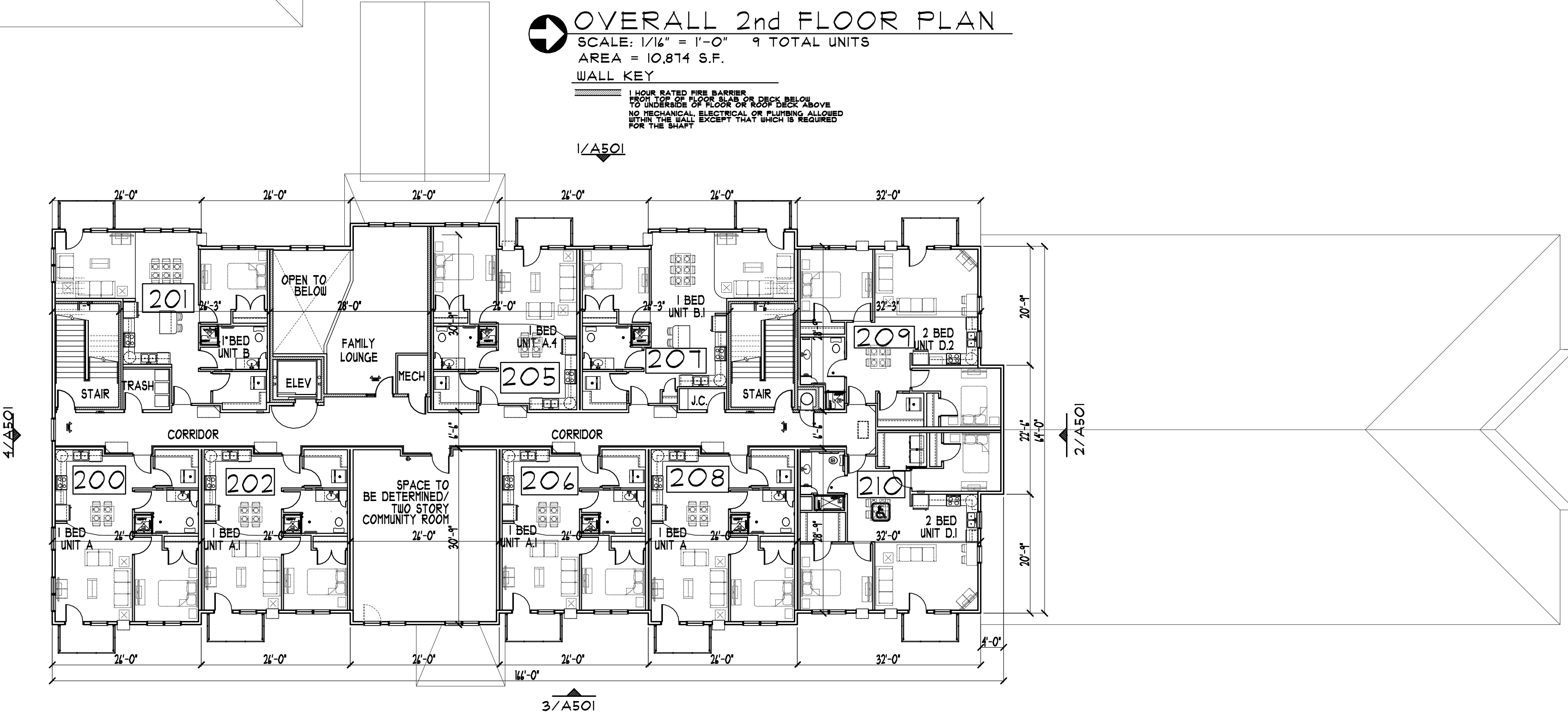
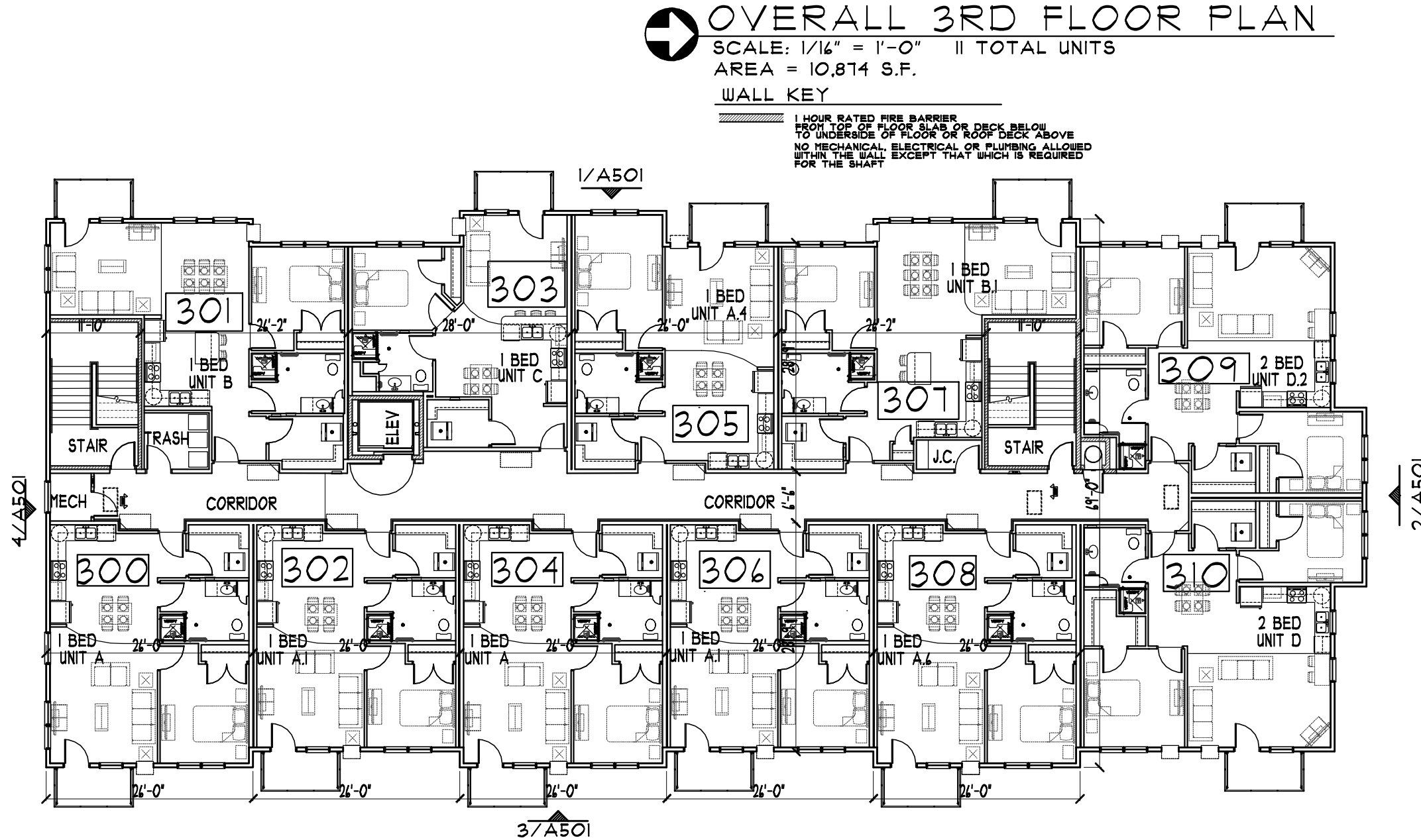
These documents are not valid for building permit unless signed in ink and over sealed. Copies are not valid.
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Architect under the laws of the state of MINNESOTA.
Name: **DAVID MAJCHERZAK**

COLE GROUP
ARCHITECTS LLC
214 Park Avenue South
Suite 102
St. Paul, MN 55101
(612) 484-4510
www.colegrouparchitects.com





BUILDING S.F.		ACCESSIBILITY	UNIT MIX						S.F.	% BY TYPE
			UNIT TYPE	1ST FLR.	2ND FLR.	3RD FLR.	TOTAL			
FIRST FLOOR GARAGE = 8,453 SF	11,190 SF	B	"A" (1 BED) (1 BATH)	1	2	2	5	789 SF	84%	
FIRST FLOOR APARTMENT = 8,731 SF		B	"A.1" (1 BED) (1 BATH)	1	2	2	5	731 SF		
SECOND FLOOR APARTMENT = 10,814 SF		B	"A.2" (1 BED) (1 BATH)	1	0	0	1	780 SF		
THIRD FLOOR APARTMENT = 10,814 SF		A	"A.3" (1 BED) (1 BATH)	1	0	0	1	781 SF		
TOTAL BUILDING SF = 38,998 SF		B	"A.4" (1 BED) (1 BATH)	0	1	1	2	761 SF		
		B	"A.4" (1 BED) (1 BATH)	0	0	1	1	789 SF		
		B	"B" (1 BED) (1 BATH)	0	1	1	2	868 SF		
		B	"B.1" (1 BED) (1 BATH)	0	1	1	2	903 SF		
		B	"C" (1 BED) (1 BATH)	0	0	1	1	745 SF		
		B	"D" (2 BED) (1 BATH)	0	0	1	1	1,019 SF	16%	
		A	"D.1" (2 BED) (1 BATH)	0	1	0	1	1,019 SF		
		B	"D.2" (2 BED) (1 BATH)	0	1	1	2	1,004 SF		
			TOTAL	4	9	11	24		100%	



COLE GROUP ARCHITECTS LLC.

214 Park Avenue South
Suite 102
Saint Cloud, MN 56301
(320) 454-4570
www.colegrouparchitects.com

DEVELOPER:

D.W. JONES INCORPORATED

PROPOSED PROJECT:

MYSA HOUSE II

SENIOR HOUSING

MORA, MN

REVISIONS COMMENTS

REVISIONS COMMENTS

Project No. 23028

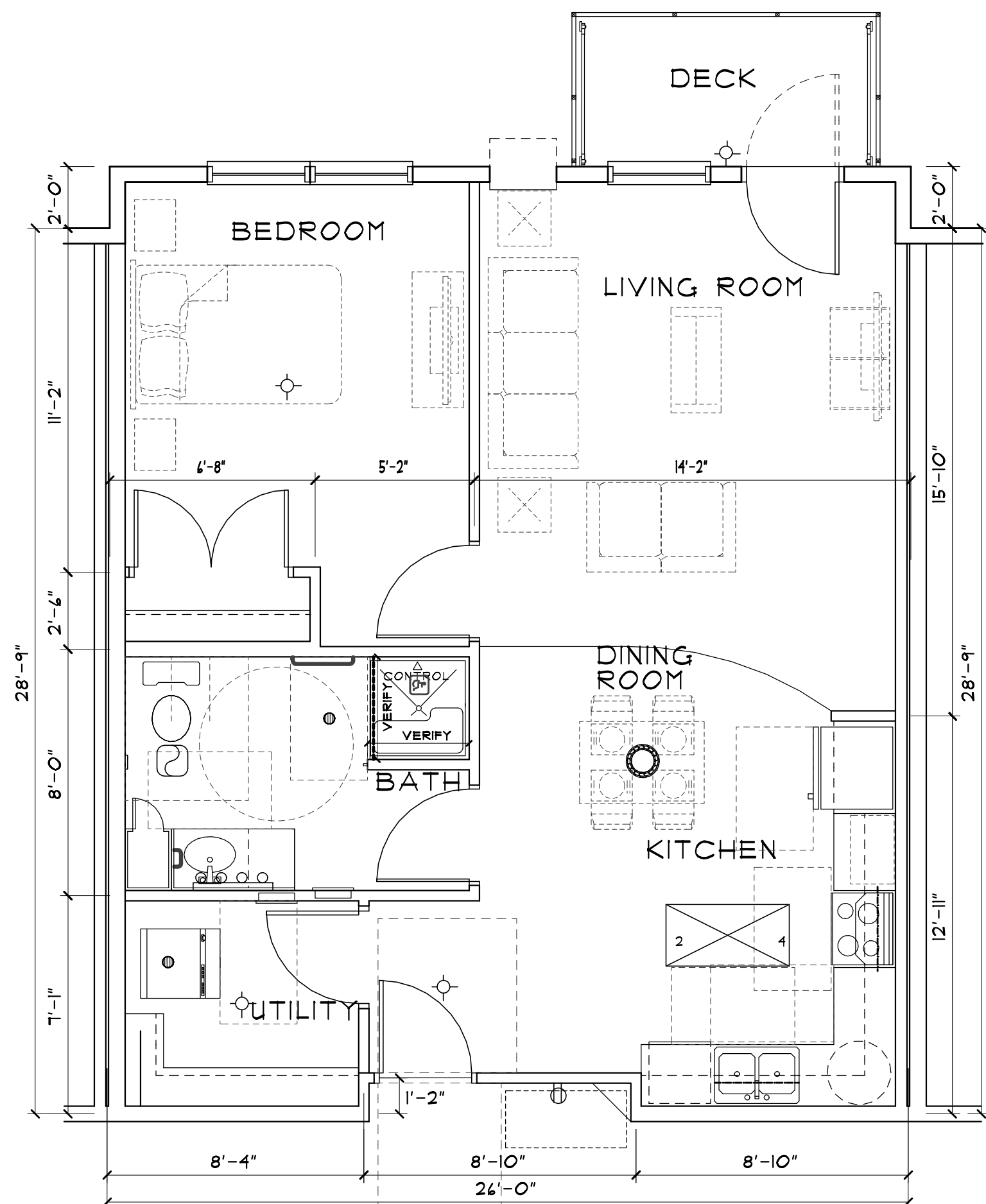
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Document Set: PRELIMINARY

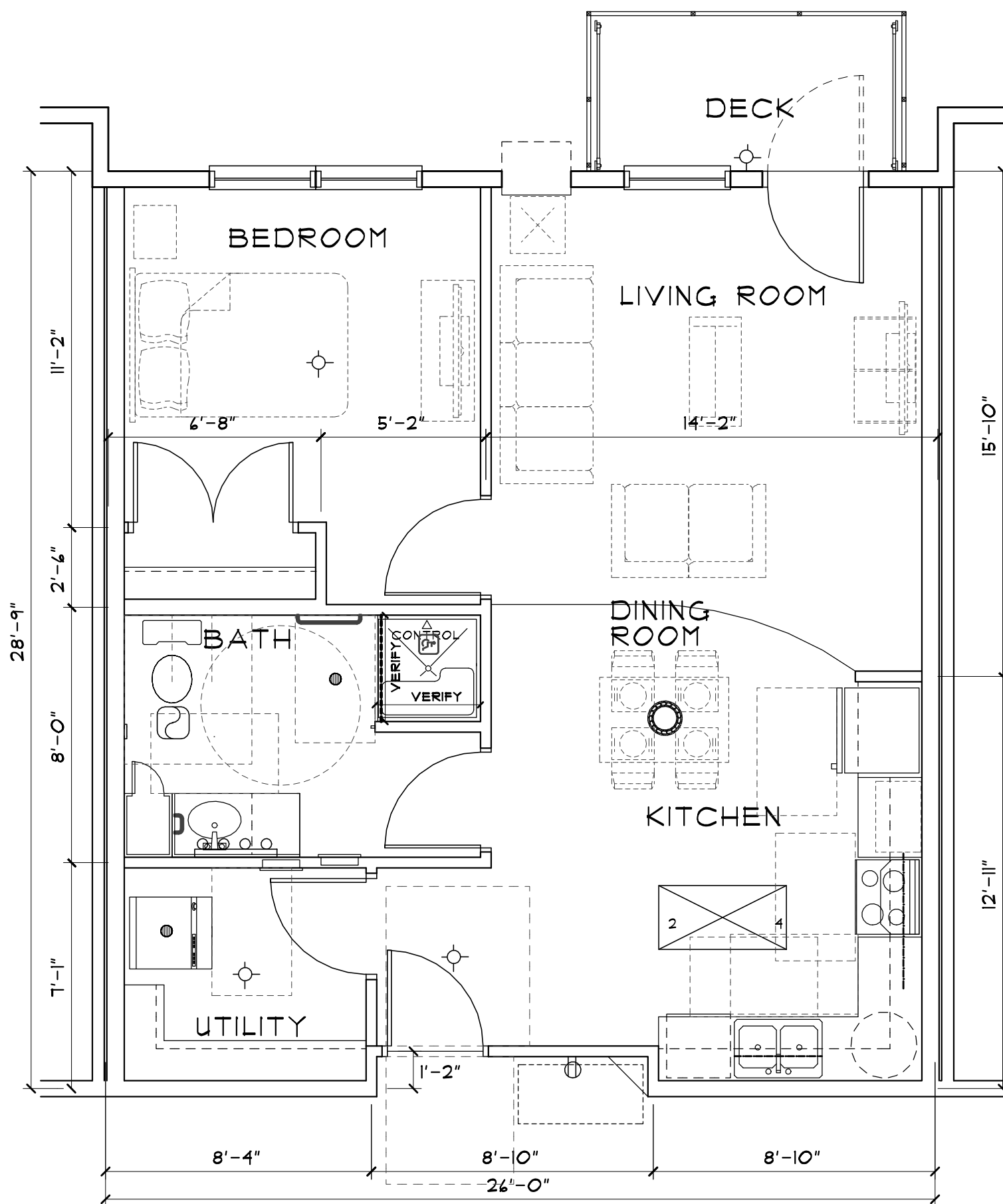
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PLOTTED: 06-02-23 FILE: 23028P.COM: 5

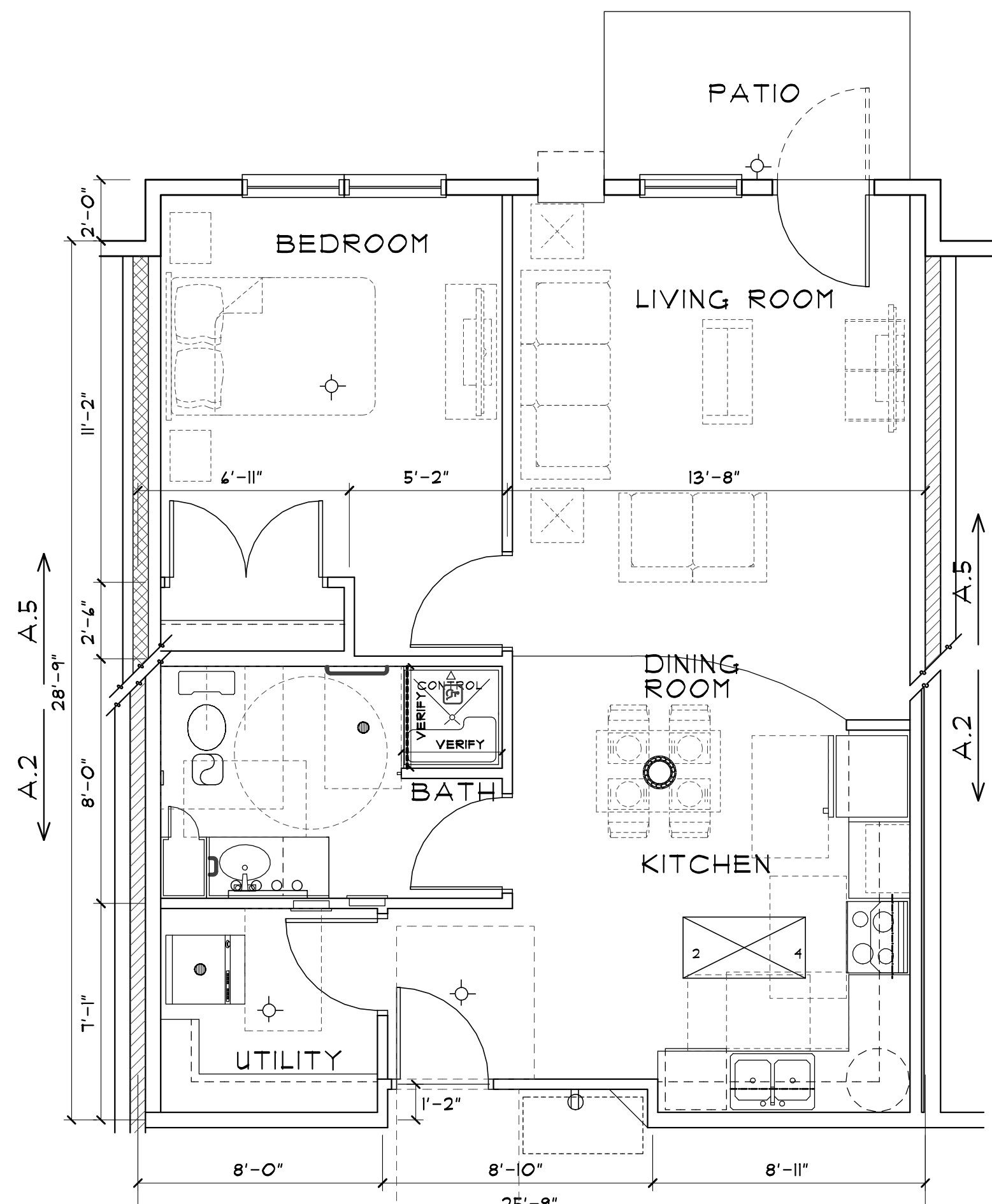
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"TYPE B" ACCESSIBLE UNIT
UNIT "A" - ONE BR.
SCALE: 1/4" = 1'-0"
4 UNITS TOTAL 189 S.F.

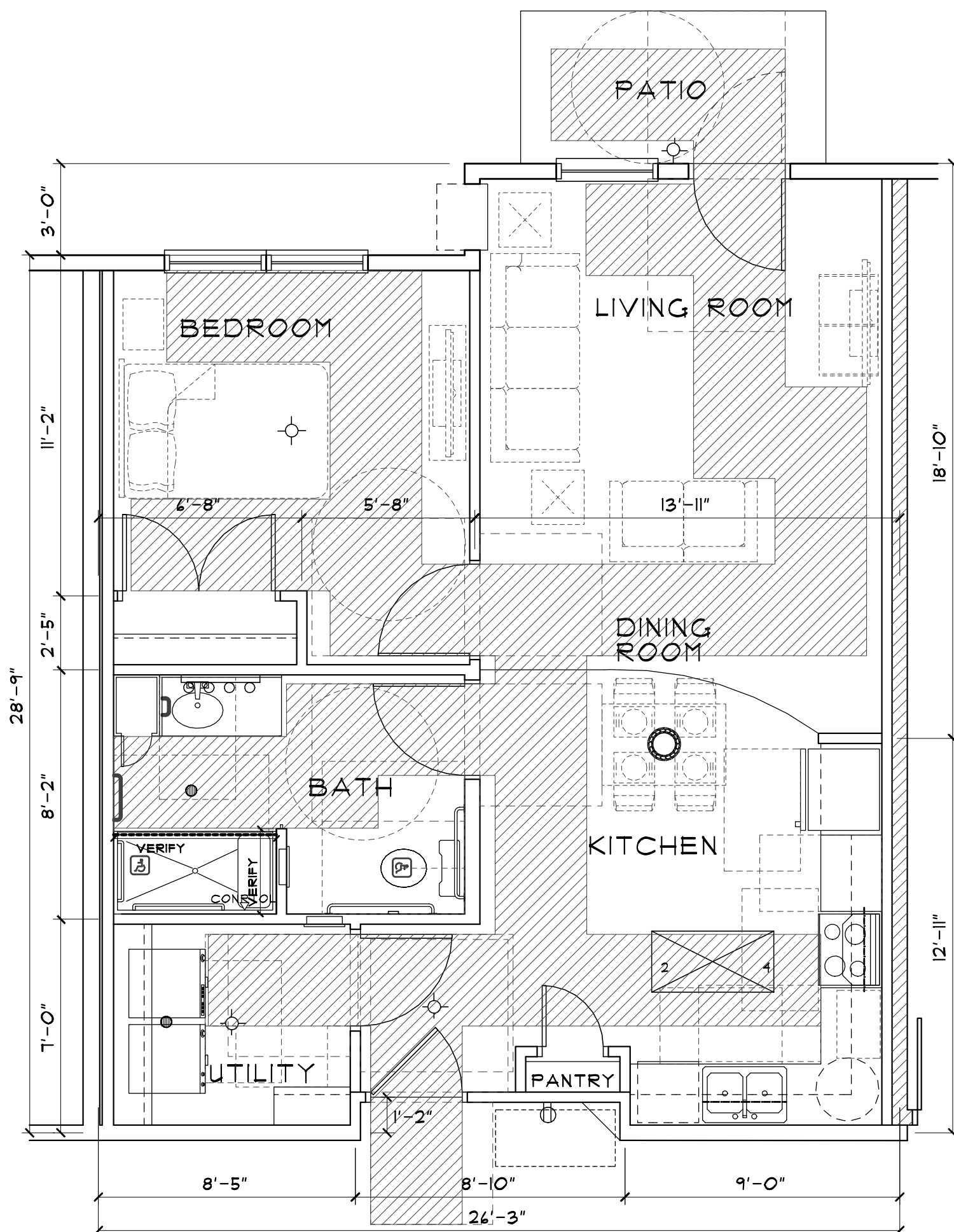


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UNIT "A.1" - ONE BR.
SCALE: 1/4" = 1'-0"
5 UNITS TOTAL 131 S.F.

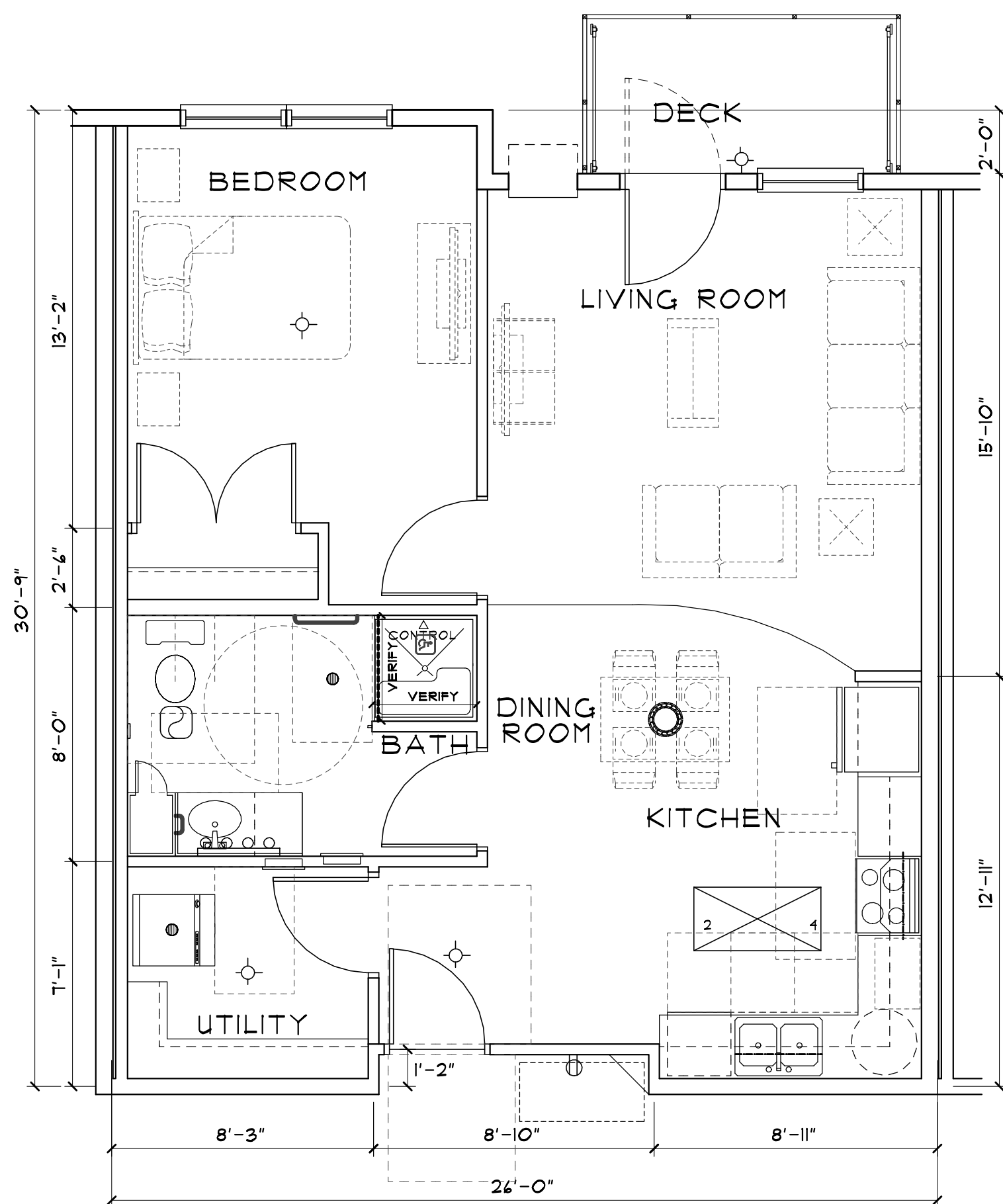


"TYPE B" ACCESSIBLE UNIT (HEARING IMPAIRED)
UNIT "A.2" - ONE BR.
SCALE: 1/4" = 1'-0"
1 UNIT TOTAL 180 S.F.
"TYPE B" ACCESSIBLE UNIT

NOTE FOR UNIT A.2:
PROVIDE ROUGH-IN
FOR FUTURE VIDEO
DOOR BELL, INTERIOR
HORN AND STROBE
MUST BE PROVIDED.



"TYPE A" ACCESSIBLE UNIT
UNIT "A.3" - ONE BR.
SCALE: 1/4" = 1'-0"
1 UNIT TOTAL 181 S.F.



"TYPE B" ACCESSIBLE UNIT
UNIT "A.4" - ONE BR.
SCALE: 1/4" = 1'-0"
2 UNITS TOTAL 141 S.F.

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PROJECT: **MYSA HOUSE II SENIOR HOUSING** MORRIS, MN

DEVELOPER: **D.W. JOHNS INCORPORATED**

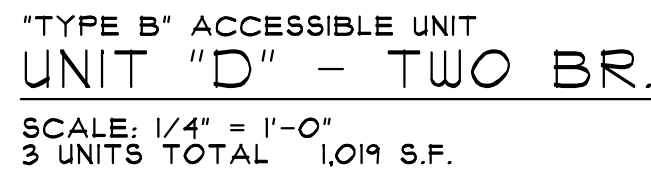
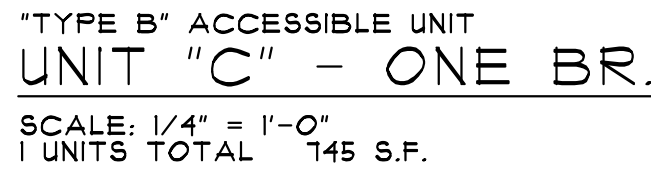
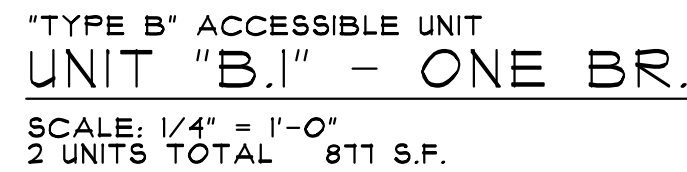
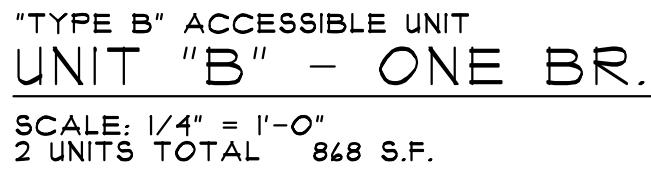
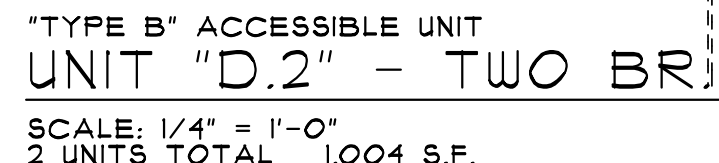
REVISIONS COMMENTS

Project No. 23028
Issue Date: 1
Document Set: PRELIMINARY

PLOTTED: 06-02-23 FILE: 23028.DWG CDM: S

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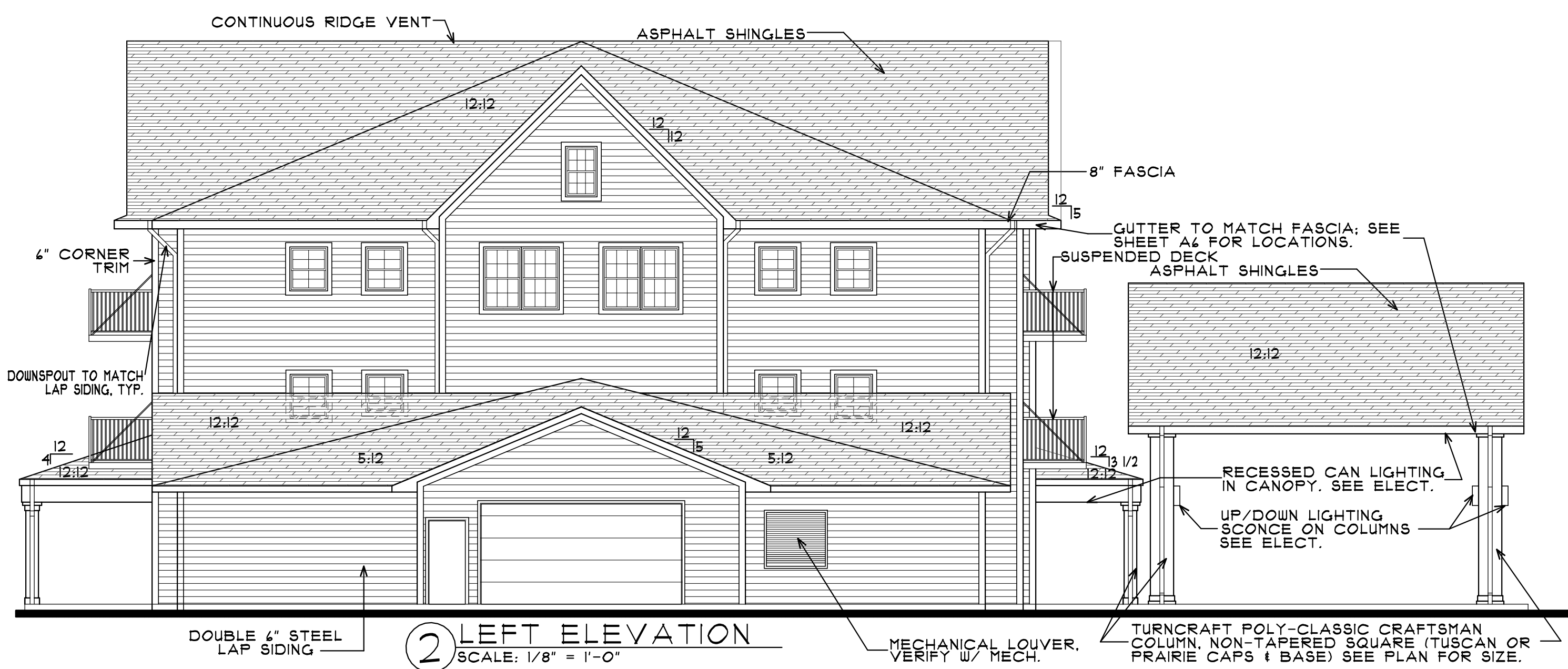
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214 Park Avenue South
Suite 200
St. Paul, MN 55101
612.291.4510
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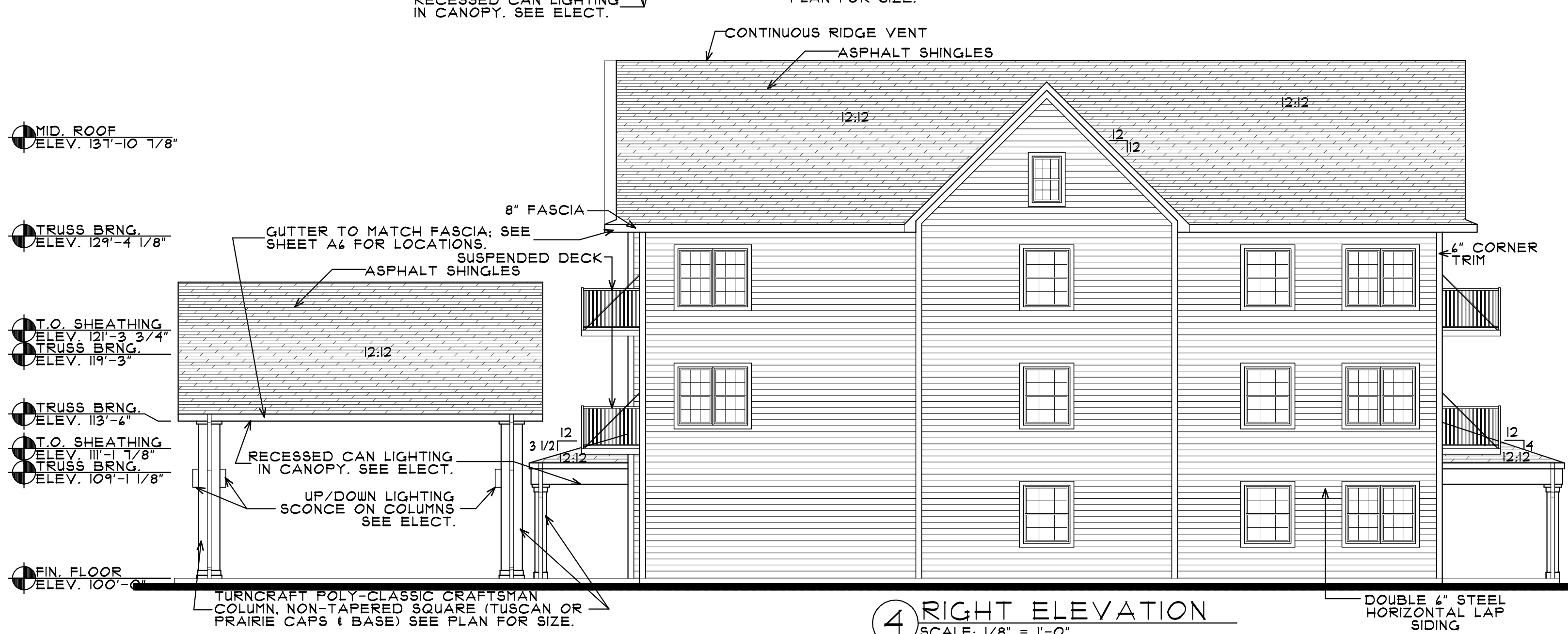
"TYPE A" ACCESSIBLE UNIT
UNIT "D.1" - TWO BR.
SCALE: 1/4" = 1'-0"
1 UNITS TOTAL 1.019 S.F.



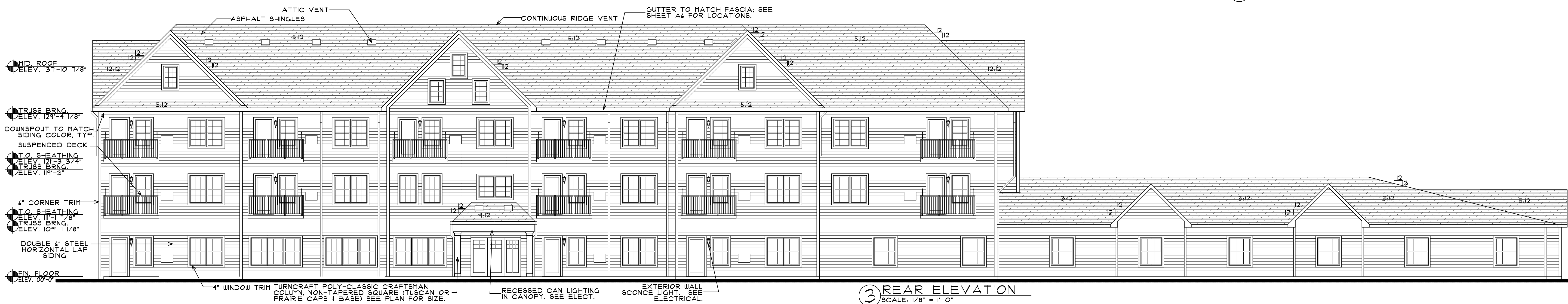
1 FRONT ELEVATION
SCALE: 1/8" = 1'-0"



2 LEFT ELEVATION
SCALE: 1/8" = 1'-0"



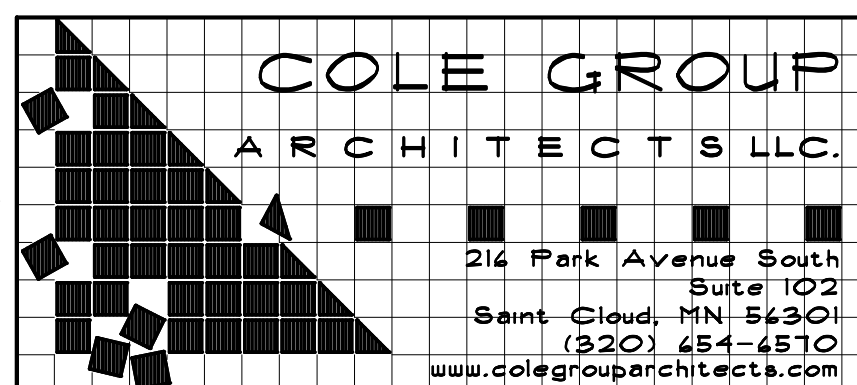
4 RIGHT ELEVATION
SCALE: 1/8" = 1'-0"



3 REAR ELEVATION
SCALE: 1/8" = 1'-0"

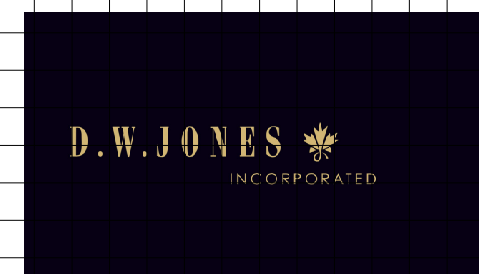
COLORS AND FINISHES TO
MATCH EXIST. BUILDING

COLE GROUP ARCHITECTS, Inc.
architects llc
214 Park Avenue South
Suite 102
Saint Cloud, MN 56301
(320) 454-4510
www.colegrouparchitects.com



These documents are not valid for building permit unless signed in ink and over sealed. Copies are not valid.
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Architect under the laws of the state of MINNESOTA
Name: DAVID MAJCHREZAK

DEVELOPER:



PROPOSED PROJECT:
**MYSA HOUSE II
SENIOR HOUSING**
MORA, MN

REVISIONS/COMMENTS

REVISIONS/COMMENTS

Project No. 23028
Document Set: PRELIMINARY
Issue Date: -

A501

FILE: 23028E COM: 5 PLOTTED: 06-02-23

9:50am Appointment

June 18, 2024

REQUEST FOR BOARD ACTION

a. Subject: Potential Tax Abatement	b. Origination: EDA
c. Estimated time: 10 minutes	d. Presenter(s): Kirsten Faurie, City of Mora Community Development Director

e. Board action requested:

Discuss the potential tax abatement and next steps.

f. Background:

Supporting Documents: None: ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments:

10:05am Appointment

June 18, 2024

REQUEST FOR BOARD ACTION

a. Subject: Request for Approval of the Memorandum of Agreement between the Kanabec County Sheriff's Office and the Ogilvie School District and the Mora School District	b. Origination: Sheriff's Office
c. Estimated time: 5-10 minutes	d. Presenter(s): Sheriff Brian Smith

e. Board action requested:

Approve the following resolution:

Resolution #____-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.

f. Background:

Supporting Documents: None: Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:

SCHOOL RESOURCE OFFICER PROGRAM

MEMORANDUM OF AGREEMENT

BETWEEN

KANABEC COUNTY SHERIFF'S OFFICE MORA SCHOOL DISTRICT #332 OGILVIE SCHOOL DISTRICT #333

We do hereby 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. It is understood by all parties that the School Resource Officer is an employee of the Kanabec County Sheriff's Office.

The purpose of this document is to facilitate a clear understanding of the roles, duties, term, and responsibilities of the SRO, as well as each entities' administrative responsibilities and the expense commitments. This Memorandum of Agreement (MOA) is being set forth on this 1st day of July 2024 with full recognition that the agreement and document must be a living document to allow for program evolution and provide for some variances, needs, and future changes.

The Kanabec County Sheriff's Office recognizes and supports the need for safe schools and a safe learning environment for our youth. In furtherance of that goal, the Kanabec County Sheriff's School Resource Officer shall work in partnership with school officials towards this end. Each school district will provide a private office, office furnishings, office telephone, and all necessary technology hardware, software, and related access to the SRO for his/her use in that school. The Sheriff's Office will provide any required law enforcement/public safety equipment that is needed for this position.

MISSION STATEMENT – SCHOOL RESOURCE OFFICER PROGRAM

Through education and enforcement and by cooperating efforts with the school staff, the students, and their parents, the SRO program strives to assist the schools with providing a safe school environment, to hold juveniles responsible for their actions, and to prevent individual problems from developing into patterns of delinquency and substance abuse.

DUTIES OF THE SCHOOL RESOURCE OFFICER

1. Provide intervention services and protection to the school district.
2. Support classroom activities when requested.
3. Investigate all discipline referrals that include a criminal element and that are referred to law enforcement.
4. Serve on the school district's crises management committee and regularly attend meetings.
5. Maintain visibility throughout the school district and community.
6. Maintain working relationships with other agencies.

7. Maintain regular contact with at-risk students.
8. Be available to counsel and assist students with personal problems.
9. Maintain frequent communication with school district administration.
10. Maintain MN POST required SRO training certification.

EXPLANATION OF DUTIES WHEN SCHOOL IS IN SESSION

1. The SRO will be available to the school district during the agreed upon SRO service time (7:30 AM – 3:30PM) on days when school is in session unless the SRO is out on personal time (PTO) or if an exigent circumstance exists that requires the SRO to leave the school district upon the direction of the Sheriff or his designee. The SRO must communicate his/her schedule and how to be reached in case of emergency.
2. The SRO will be available to support classroom activities when requested.
3. The SRO will rotate parking lot supervision duties with school staff as needed.
4. All school referrals will start with the school district administration. If it is believed that the referral has a criminal element, the school district administration will communicate with the SRO to decide if the referral requires law enforcement investigation, involvement, or consequences.
5. Attending regularly scheduled crisis management team meetings. If these meetings fall outside of the agreed upon SRO service time, the SRO will attend as his/her schedule permits. Assist in drills, planning, and implementation of new safety and security procedures and practices.
6. Be visible in all buildings as time and schedule permits. Be in the hallways during passing time and the lunchroom during lunch.
7. The SRO shall serve as a liaison between the school district, Kanabec County Sheriff's Office, and other agencies throughout the county and state.
8. While the SRO will have contact with all students, some students may require more attention because they are either high-risk or involved with the judicial system.
9. The SRO will be available to counsel students that need professional police-related advice, guidance, or assistance.
10. The SRO will communicate with school district administration on a variety of issues including, but not limited to, student concerns, day-to-day operations, emergency procedures and practices.
11. The SRO will participate in the high school Risk Review Team meetings. If these meetings fall outside of the agreed upon SRO service time, the SRO will attend as his/her schedule permits.
12. The SRO will participate in the Truancy Diversion Team.
13. The SRO will teach the DARE program in both Ogilvie and Mora schools.

SCHOOL DISTRICT PROCEDURES FOR CONTACTING THE SRO OR OTHER OFFICERS FOR ASSISTANCE

1. If a situation arises that is an emergency or is time sensitive, always call 911 or Kanabec County Dispatch at 320-679-8400 first.

2. If a situation arises that is not an emergency but requires deputy assistance:
 - a. Contact the SRO first, if he/she is in the building or if he/she is currently working in the school district during the agreed upon SRO service time (07:30 AM – 3:30PM)
 - b. Contact dispatch to have a deputy respond if the SRO is not currently working in the school district or it is outside of the agreed upon SRO service time (07:30 AM – 3:30PM)

EXPLANATION OF DUTIES WHEN SCHOOL IS NOT IN SESSION

The SRO will be utilized on a full-time basis within the Sheriff's Office patrol division as a replacement, supplemental, or special detail patrol deputy defined by the Sheriff or his designee.

SCHOOL RESOURCE OFFICER SELECTION AND PROGRAM ASSESSMENT

Although the school district's administrations are encouraged to provide input and recommendations on which deputy they would like to see appointed as the school resource officer, the selection of the SRO is at the sole discretion of the Sheriff. The SRO's effectiveness in the program will be evaluated at the end of each school term. School district administrations will provide input into the evaluation and may include a recommendation to the Sheriff that the SRO not be assigned to that school the following year. The Sheriff will seriously consider the evaluation and the input of the school district administrators when assigning a Deputy as an SRO and will make a good faith effort to address any concerns raised. Ultimately, however, the final decision on which Deputy will be assigned as an SRO is at the sole discretion of the Sheriff. If any problems or concerns arise with the SRO or with the SRO's performance during the school term, the school district shall immediately notify the Sheriff.

INDEMNIFICATION

All parties and each of them agree to indemnify and hold any and all other parties, and their affiliates, and their respective agents, owners, directors, trustees, contractors, employees and volunteers, harmless against any and all claims of loss or damage (including reasonable attorneys' fees) associated with the performance or resulting from its failure to perform its obligations under this Memorandum of Agreement.

COSTS AND BILLING

The compensation expenses for the SRO shall be paid by Kanabec County at 100% between September 1-December 31, 2024.

Effective January 1, 2025, the school districts shall be responsible for 100% of the SRO compensation expenses through May 31, 2025, as follows:

Mora School District #332 is responsible for no less than 60%, not to exceed \$29,377; and
Ogilvie School District #333 is responsible for no less than 40%, not to exceed \$19,585.

Before the conclusion of the 2024/2025 school year a funding formula must be developed and agreed upon in order to consider the continuation of the SRO program into and beyond the year 2025.

EFFECTIVE DATE AND TERMINATION OF AGREEMENT

This Memorandum of Agreement is effective September 1st, 2024, and shall remain in effect until June 30th, 2025.

Any party may terminate this agreement upon ninety (90) days' written notice to the other parties.

No modification of this agreement shall be valid or binding unless the modification is in writing, duly dated, and signed by all parties.

Executed this 1st day of July 2024

MORA SCHOOL DISTRICT

By: _____
SUPERINTENDENT

OGILVIE SCHOOL DISTRICT

By: _____
SUPERINTENDENT

KANABEC COUNTY SHERIFF'S OFFICE

By: _____
SHERIFF

10:15am Appointment

June 18, 2024

REQUEST FOR BOARD ACTION

a. Subject: RESOLUTION DESIGNATING THE IDENTIFIED OFFICIAL WITH AUTHORITY FOR EDUCATION IDENTITY AND ACCESS MANAGEMENT	b. Origination: Minnesota Dept of Education/ Auditor Treasurer's Office
c. Estimated time: 10 minutes	d. Presenter(s): Denise Snyder, Auditor/Treasurer

e. Board action requested:

Adopt the following resolution:

RESOLUTION # __ – 6.18.2024

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.

f. Background:

Supporting Documents: None: ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments:

10:20am Appointment

June 18, 2024

REQUEST FOR BOARD ACTION

a. Subject: Annual Update	b. Origination: Kanabec County Court Administration
c. Estimated time: 15 minutes	d. Presenter(s): Heather Mickelson, Court Administrator

e. Board action requested:

Information Only

f. Background:

Supporting Documents: None: ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments:

June 18, 2024
11:00am Appointment Agenda of
Chad T. Gramentz, PE
Public Works Director

- | | |
|--|--------------------------|
| 1. Construction Bids | Resolution #1 (06-18-24) |
| 2. Safe Streets for All Safety Program | Resolution #2 (06-18-24) |
| 3. Right-of-Way Counter Offer | |

Resolution #1 (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.

Resolution #2 (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.

Section Title	Line Item	Item Code	Item Description	UofM	Quantity	Engineer Estimate		Knife River Corporation		Duininck, Inc.	
						Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
SECTION A - CSAH 5 SAP 033-605-023							\$1,904,773.92		\$2,996,212.95		\$2,937,650.56
	1	2021.501	MOBILIZATION	LUMP SUM	1	\$85,000.00	\$85,000.00	\$255,560.00	\$255,560.00	\$160,000.00	\$160,000.00
	2	2051.501	MAINTENANCE AND RESTORATION OF HAUL ROADS	LUMP SUM	1	\$5,000.00	\$5,000.00	\$1.00	\$1.00	\$1.00	\$1.00
	3	2101.501	CLEARING AND GRUBBING	LUMP SUM	1	\$44,000.00	\$44,000.00	\$45,000.00	\$45,000.00	\$85,000.00	\$85,000.00
	4	2103.501	BUILDING REMOVAL	LUMP SUM	1	\$5,000.00	\$5,000.00	\$18,500.00	\$18,500.00	\$18,500.00	\$18,500.00
	5	2103.507	BASEMENT EXCAVATION FILL	CU YD	400	\$10.00	\$4,000.00	\$26.00	\$10,400.00	\$26.00	\$10,400.00
	6	2104.503	REMOVE PIPE CULVERT AND APRONS	LIN. FT.	1367	\$8.00	\$10,936.00	\$17.00	\$23,239.00	\$17.00	\$23,239.00
	7	2104.503	SAWING BITUMINOUS PAVEMENT	LIN. FT.	150	\$5.00	\$750.00	\$5.00	\$750.00	\$8.00	\$1,200.00
	8	2106.507	COMMON EXCAVATION (E.V) (P)	CU. YD.	10379	\$3.80	\$39,440.20	\$7.30	\$75,766.70	\$7.30	\$75,766.70
	9	2106.507	GRANULAR EMBANKMENT (E.V.)	CU. YD.	48320	\$10.00	\$483,200.00	\$19.40	\$937,408.00	\$20.00	\$966,400.00
	10	2123.51	MOTOR GRADER	HOURL	12	\$150.00	\$1,800.00	\$200.00	\$2,400.00	\$200.00	\$2,400.00
	11	2123.51	2 CU. YARD SHOVEL	HOURL	12	\$150.00	\$1,800.00	\$225.00	\$2,700.00	\$225.00	\$2,700.00
	12	2123.51	20 CU. YD SCRAPER	HOURL	12	\$150.00	\$1,800.00	\$0.01	\$0.12	\$275.00	\$3,300.00
	13	2123.51	DOZER	HOURL	12	\$150.00	\$1,800.00	\$205.00	\$2,460.00	\$205.00	\$2,460.00
	14	2130.523	WATER	MGAL	1000	\$1.00	\$1,000.00	\$25.00	\$25,000.00	\$25.00	\$25,000.00
	15	2211.507	AGGREGATE BASE (LV) CLASS 5	CU. YD.	1500	\$18.00	\$27,000.00	\$28.00	\$42,000.00	\$31.25	\$46,875.00
	16	2215.504	FULL DEPTH RECLAMATION	SQ. YD.	45670	\$1.50	\$68,505.00	\$1.90	\$86,773.00	\$1.25	\$57,087.50
	17	2221.507	SHOULDER BASE AGGREGATE (LV) CLASS 1	CU YD	4103	\$17.00	\$69,751.00	\$36.00	\$147,708.00	\$32.55	\$133,552.65
	18	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	1920	\$1.00	\$1,920.00	\$0.01	\$19.20	\$3.80	\$7,296.00
	19	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	TON	5374	\$75.00	\$403,050.00	\$74.00	\$397,676.00	\$74.45	\$400,094.30
	20	2360.509	TYPE SP 9.5 NONWEARING COURSE MIXTURE (2,C)	TON	5374	\$75.00	\$403,050.00	\$74.00	\$397,676.00	\$72.52	\$389,722.48
	21	2501.502	15" GS SAFETY APRON 3148A	EACH	50	\$200.00	\$10,000.00	\$360.00	\$18,000.00	\$360.00	\$18,000.00
	22	2501.502	18" GS SAFETY APRON 3148A	EACH	16	\$360.00	\$5,760.00	\$540.00	\$8,640.00	\$540.00	\$8,640.00
	23	2501.502	24" GS SAFETY APRON 3148A	EACH	4	\$590.00	\$2,360.00	\$680.00	\$2,720.00	\$680.00	\$2,720.00
	24	2501.502	18" RC SAFETY APRON & GRATE 3022C 1:4 SLOPE	EACH	4	\$1,000.00	\$4,000.00	\$2,500.00	\$10,000.00	\$2,500.00	\$10,000.00
	25	2501.502	24" RC SAFETY APRON & GRATE 3022C 1:4 SLOPE	EACH	6	\$1,250.00	\$7,500.00	\$2,950.00	\$17,700.00	\$2,950.00	\$17,700.00
	26	2501.503	15" C.S. PIPE CULVERT	LIN. FT.	863	\$19.00	\$16,397.00	\$45.00	\$38,835.00	\$45.00	\$38,835.00
	27	2501.503	18" C.S. PIPE CULVERT	LIN. FT.	349	\$19.00	\$6,631.00	\$59.00	\$20,591.00	\$59.00	\$20,591.00
	28	2501.503	24" C.S. PIPE CULVERT	LIN. FT.	74	\$28.00	\$2,072.00	\$61.00	\$4,514.00	\$61.00	\$4,514.00
	29	2501.503	18" R.C. PIPE CULVERT CL II	LIN. FT.	152	\$150.00	\$22,800.00	\$560.00	\$85,120.00	\$600.00	\$91,200.00
	30	2501.503	24" R.C. PIPE CULVERT CL II	LIN. FT.	228	\$187.00	\$42,636.00	\$575.00	\$131,100.00	\$615.00	\$140,220.00
	31	2506.502	ADJUST FRAME & RING CASTING	EACH	8	\$500.00	\$4,000.00	\$1,065.00	\$8,520.00	\$600.00	\$4,800.00
	32	2511.507	RANDOM RIPRAP, CLASS II	CU. YD.	80	\$40.00	\$3,200.00	\$165.00	\$13,200.00	\$165.00	\$13,200.00
	33	2540.602	MAILBOX SUPPORT	EACH	23	\$125.00	\$2,875.00	\$225.00	\$5,175.00	\$225.00	\$5,175.00
	34	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$20,000.00	\$20,000.00	\$18,500.00	\$18,500.00	\$8,500.00	\$8,500.00
	35	2573.503	SILT FENCE, TYPE MACHINE SLICED	LIN. FT.	3730	\$1.50	\$5,595.00	\$1.80	\$6,714.00	\$1.80	\$6,714.00
	36	2573.503	SEDIMENT CONTROL LOG TYPE STRAW BIOROLL	LIN. FT.	1000	\$2.50	\$2,500.00	\$2.50	\$2,500.00	\$2.50	\$2,500.00
	37	2573.503	FLOTATION SILT CURTAIN TYPE (MOVING WATER)	LIN. FT.	300	\$20.00	\$6,000.00	\$17.00	\$5,100.00	\$17.00	\$5,100.00
	38	2574.507	LOAM TOPSOIL BORROW (L.V.)	CU. YD.	1657	\$20.00	\$33,140.00	\$28.00	\$46,396.00	\$28.00	\$46,396.00
	39	2574.508	FERTILIZER TYPE 1, ANALYSIS 6-12-24	TON	5	\$1,500.00	\$7,500.00	\$1,350.00	\$6,750.00	\$1,350.00	\$6,750.00
	40	2575.504	ROLLED EROSION PREVENTION , CAT. 25	SQ. YD.	8133	\$1.00	\$8,133.00	\$1.65	\$13,419.45	\$1.65	\$13,419.45
	41	2575.505	SEEDING	ACRE	27	\$75.00	\$2,025.00	\$250.00	\$6,750.00	\$250.00	\$6,750.00
	42	2575.505	DISK ANCHORING	ACRE	27	\$50.00	\$1,350.00	\$125.00	\$3,375.00	\$125.00	\$3,375.00
	43	2575.508	SEED, MIXTURE 25-151 (HYDROSEED)	POUND	370	\$4.50	\$1,665.00	\$3.00	\$1,110.00	\$3.00	\$1,110.00
	44	2575.508	SEED, MIXTURE 25-141	POUND	1600	\$4.00	\$6,400.00	\$4.00	\$6,400.00	\$4.00	\$6,400.00
	45	2575.508	HYDRAULIC MULCH MATRIX	POUND	10800	\$0.50	\$5,400.00	\$1.30	\$14,040.00	\$1.30	\$14,040.00
	46	2575.509	MULCH MATERIAL, TYPE 1	TON	54	\$240.00	\$12,960.00	\$450.00	\$24,300.00	\$450.00	\$24,300.00
	47	2582.503	4" PAINT YELLOW	LIN. FT.	15096	\$0.07	\$1,056.72	\$0.13	\$1,962.48	\$0.13	\$1,962.48
	48	2583.503	4" PAINT WHITE	LIN. FT.	28800	\$0.07	\$2,016.00	\$0.13	\$3,744.00	\$0.13	\$3,744.00
SECTION B - County Road 71 KCP 21-04							\$796,628.10		\$785,985.63		\$854,257.72
	49	2021.501	MOBILIZATION	L.S.	1	\$30,000.00	\$30,000.00	\$25,700.00	\$25,700.00	\$64,000.00	\$64,000.00
	50	2051.501	MAINTENANCE & RESTORATION OF HAUL ROADS	L.S.	1	\$5,000.00	\$5,000.00	\$1.00	\$1.00	\$1.00	\$1.00
	51	2104.503	SAWING BITUMINOUS PAVEMENT	L.F.	100	\$2.00	\$200.00	\$3.00	\$300.00	\$8.00	\$800.00
	52	2105.504	GEOTEXTILE FABRIC TYPE 5	SQ. YD.	250	\$2.00	\$500.00	\$4.00	\$1,000.00	\$2.15	\$537.50
	53	2123.51	DOZER	HOURL	4	\$130.00	\$520.00	\$280.00	\$1,120.00	\$225.00	\$900.00
	54	2123.51	MOTOR GRADER	HOURL	4	\$125.00	\$500.00	\$365.00	\$1,460.00	\$215.00	\$860.00
	55	2123.51	2.0 CU. YD.SHOVEL	HOURL	4	\$195.00	\$780.00	\$280.00	\$1,120.00	\$245.00	\$980.00
	56	2123.51	DISK HARROW	HOURL	4	\$150.00	\$600.00	\$0.95	\$3.80	\$245.00	\$980.00
	57	2123.51	TAMPERING ROLLER	HOURL	4	\$125.00	\$500.00	\$0.95	\$3.80	\$200.00	\$800.00
	58	2211.507	AGGREGATE BASE (LV) CLASS 5	CU. YD.	200	\$20.00	\$4,000.00	\$28.00	\$5,600.00	\$38.70	\$7,740.00
	59	2221.507	SHOULDER BASE AGGREGATE (LV), CLASS 1	CU. YD.	1543	\$20.00	\$30,860.00	\$36.00	\$55,548.00	\$36.50	\$56,319.50
	60	2231.501	BITUMINOUS PATCHING MIXTURE	TON	150	\$85.00	\$12,750.00	\$67.00	\$10,050.00	\$105.00	\$15,750.00
	61	2232.504	MILL BITUMINOUS SURFACE (2")	SQ. YD.	48925	\$2.00	\$97,850.00	\$1.90	\$92,957.50	\$1.75	\$85,618.75
	62	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	5871	\$2.00	\$11,742.00	\$0.01			

Roger Helmbrecht

2316 Quarter St Brook Park, MN 55007

PID # 24.00010.00

763-227-3253

jessi_the_body@yahoo.com

March 29, 2024

Kanabec County

18 N Vine St

Mora, MN 55051

To whom it may concern,

I reviewed the county's acquisition appraisal, I found a mathematical error with the proposed permanent easement, I contacted the Public Works Director - Chad Gramentz to inform him of the error; he verified the mistake and corrected it.

The proposed permanent easement you/yours are seeking adds 27' feet to the existing road right-of-way (which is currently 62' feet from my house), this will lessen my front (yard) property from 62' feet down to 35' feet from my house; diminution of almost half of the land between the road and my home.

I'm finding the valuation of damages on the appraisal of my property unjust. This pertains to the removal of mature (pine) tree's in my front yard that provide shade, windbreak and safety (from storms and passing cars/trucks) to my home, myself & children.

The replacement and/or relocation of the trees on my property is not possible, this is due to reduction of footage between the road right-of-way and my home. The appraiser valued the eight (8) 60' tall pines and one (1) ten 10' tall pine on my property at \$90 per tree, the same appraiser valued my neighbors thirty-three (33) 28' tall pines at \$120 per tree (whose trees serve no purpose as mine do and his on the other hand can be replaced or relocated).

Knowing the fact that my trees cannot be replaced or relocated, and taking into consideration their purpose of providing windbreak, shade and safety to my home &

family, I've calculated and placed a valuation of \$364 per tree; an average cost of replacement trees or wind/protection fence at \$16.5 per ft. x 200' installed.

My Father planted the trees after he'd purchased the property following his service in the Military (after WW2 back in 1948); the repair cost of one hail storm or wind storm damage that the trees provide in protection is more than three times my valuation alone; it'll be sad for our family to see them go.

Sincerely,

Roger Helmbrecht

Agenda Item #1

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

UNAPPROVED MINUTES

June 4, 2024

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, June 4, 2024 pursuant to adjournment with the following Board Members present: Rick Mattson, Tom Roeschlein, Wendy Caswell, Alison Holland and Peter Ripka. Others Present: Board Clerk Kris McNally, County Attorney Barbara McFadden (via WebEx) and Recording Secretary Kelsey Schiferli.

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

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

Action #1 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve the agenda with the following changes: Add late addition, Gambling Request – Event Date Change. Remove agenda item #12, Closed Session: Attorney Client Privilege.

Action #2 – It was moved by Wendy Caswell, seconded by Peter Ripka and carried unanimously to approve the minutes of May 21, 2024 as presented.

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

<u>Vendor</u>	<u>Amount</u>
Absolute Title LLC	3,492.00
Ann Lake Twp	45,226.37
Arthur Twp	180,714.79
Braham Public Schools	95,174.93
Braham Public Schools	95,174.92
Brunswick Twp	83,481.72
Card Services (Coborns)	80.00
Card Services (Coborns)	188.18
Cigna Health & Life Insurance Company	774.46
City of Braham	23,388.15

City of Grasston	10,762.86
City of Mora	1,130,866.52
City of Mora	16,482.21
City of Ogilvie	73,755.75
City of Quamba	26,473.20
Comfort Twp	83,221.09
Comm of Finance - Treas Div	472.04
Dearborn National Life Ins Co	481.67
E C Riders	1,665.53
East Cent Reg Dev Commission	15,009.98
East Central Energy	277.35
East Central Energy	108.17
East Central School District	29,926.29
East Central School District	29,926.28
Ford Twp	50,562.20
Grass Lake Twp	75,083.66
Haybrook Twp	58,674.89
Hillman Twp	38,291.75
Hinckley-Finlayson Schools	34,158.63
Hinckley-Finlayson Schools	34,158.62
Isle Public Schools	29,616.58
Isle Public Schools	29,616.58
Kanabec County	139,406.42
Kanabec County	139,306.43
Kanabec County Aud-Treas	792.95
Kanabec Twp	52,323.61
Knife Lake Improvement District	23,066.06
Knife Lake Twp	72,170.03
Kroschel Twp	15,784.12
Marco Inc	178.12
Marco Inc	3,812.71
MetLife	6,433.50
Milaca Public Schools	10,607.99
Milaca Public Schools	10,607.99
Minnesota Energy Resources Corp	7,000.34
MN Commissioner of Revenue	99.98
Mora Motor Vehicle Inc	3,321.53
Mora Public Schools	1,698,660.12
Mora Public Schools	1,676,176.09
Ogilvie Public Schools	555,977.77
Ogilvie Public Schools	555,977.76
Peace Twp	78,162.50
Pine City Public Schools	295.46

Pine City Public Schools	295.45
Pomroy Twp	66,101.52
Southfork Twp	31,732.07
St Paul Port Authority	17,903.37
The Hartford Priority Accounts	6,755.00
VC3, Inc.	29,102.00
Verizon Wireless Aircards	1,730.44
VSP Insurance Co	581.50
Whited Twp	46,496.67

62 Claims Totaling: \$ 7,548,146.87

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

Vendor	Amount
Accurate Controls Inc	681.00
Accurate Controls Inc	517.00
ACE Hardware	42.14
Advanced Correctional Healthcare	2,089.10
Advanced Correctional Healthcare	20,692.92
Amazon Capital Services	173.34
Amazon Capital Services	22.25
Amazon Capital Services	21.23
Amazon Capital Services	303.13
Amazon Capital Services	133.66
Amazon Capital Services	15.15
Amazon Capital Services	77.14
American Red Cross	434.44
American Red Cross	546.42
American Red Cross	770.42
Aspen Mills	190.27
Aspen Mills	162.11
Aspen Mills	305.24
Aspen Mills	2,286.75
Athey, Lucas	218.42
Auto Value Mora	38.95
Barlow, Jeffery	571.91
Bliss, Erica	1,304.42
Brink Collective	4,500.00
Brr Equipment Service	957.00
Cook, Brandon	26.80
Curtis, Michael	98.49
DSC Communications	31,115.35

Gratitude Farms	500.00
Handyman's Inc	249.98
Hoefert, Robert	1,148.38
Johnson Brothers Law	200.00
Johnson Brothers Law	100.00
Kanabec Publications	46.25
Kanabec Publications	275.00
Kanabec Publications	44.88
LSQ Funding Group	3,798.20
Minnesota Monitoring, Inc.	488.00
MN Highway Safety & Research Center	510.00
Office Depot	129.35
R.M. Cotton Company	2,239.80
Ratwik, Roszak & Maloney, PA	11,122.41
RS Eden	104.00
Sarah Schumacher	121.94
Sheriff's Office Pine County	500.00
State of Minnesota - BCA	25.00
Stellar Services	155.78
Summit Food Service Management	4,038.19
SwipeClock LLC	300.00
Timothy J. Peterson - Attorney at Law, LLC	840.00
Van Alst, Lillian	778.54
VC3	1,443.75
VC3	300.00
Wellness in the Woods	82.72
Wellness in the Woods	531.51
55 Claims Totaling:	<u>\$ 98,368.73</u>

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

9:04am – The Chairperson closed public comment.

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

<u>Vendor</u>	<u>Amount</u>
Ace Hardware	475.52
Alexis Vanwagner & Blake Hein	648.96
Auto Value	2,787.01
Beaudry Oil & Propane	1,605.28

Central Pension Fund	568.80
Duane Helmbrecht	16,787.35
Ian Pratt & Paige Gobel	1,157.71
Kanabec Co Highway	162.08
Kanabec Publications	490.01
Knife River Concrete	8,797.80
Knife River Corp-North	664.62
Martin Breuer & Rosemary Breuer	2,590.19
ODP Business Solutions	186.69
Rinke Noonan	1,563.50
Shaun VanVleet & Alyssa Vanvleet	6,900.25
Trueman Welters	254.77
Tysonn Peterson	12,843.28
USIC	530.00
Vestis Group	438.24
Wes Houtsma	650.00
Widseth Smith Nolting	3,410.00
21 Claims Totaling:	<u>\$ 63,512.06</u>

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

Resolution #6 – 6/4/24

SCORE CLAIMS

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

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

WHEREAS SCORE Funds appear adequate for the purpose;

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

Waste Management	\$908.56
Quality Disposal	\$3,104.00
Arthur Township	\$500.00
Total	\$4,512.56

County Coordinator Kris McNally led a discussion regarding the process, draft calendar, and goals in establishment of the 2025 budget and preliminary levy. The board expressed consensus to support the budget calendar as presented, and to direct department heads to target an overall budget increase of no more than 3-3.5%.

County Coordinator Kris McNally led a discussion regarding the replacement of the Minnesota state flags and state seals at Kanabec County. The Board expressed consensus that it should be the responsibility of the State to replace flags and seals in Court Administration. The County will replace stamps and seals as required for County offices by January 2025, and state flags will be replaced in accordance with their natural replacement cycle.

County Coordinator Kris McNally led a discussion regarding consideration to revise the County's hiring process.

Action #7 – Wendy Caswell introduced a consent agenda including all of the following actions:

Resolution #7a – 6/4/24

Rescind Resolution #25-12/7/23- Board Approval Required for Filling Vacancies

WHEREAS, the Board of Commissioners is responsible for overseeing Kanabec County's management and administration, participating in long-range planning, and managing the county budget and finances; and

WHEREAS, the Board continuously looks for opportunities to run Kanabec County operations more efficiently and cost-effectively in the short and long-term; and

WHEREAS, as with most government agencies, employee wages and benefits are one of the County's primary expenses; and

WHEREAS, the Board currently requires all major expenditures to be reviewed and approved prior to purchase and desires to implement a similar process prior to filling vacancies;

THEREFORE BE IT RESOLVED, that the Kanabec County Board of Commissioners hereby requires County management and administration, including the County Sheriff, County Attorney, County Auditor-Treasurer, and all department heads, to receive approval from the Board prior to posting, advertising, and filling position vacancies effective immediately.

Resolution #7b – 6/4/24

Board Approval Required for Filling Vacancies

WHEREAS, the Board of Commissioners is responsible for overseeing Kanabec County's management and administration, participating in long-range planning, and managing the county budget and finances; and

WHEREAS, the Board continuously looks for opportunities to run Kanabec County operations more efficiently and cost-effectively in the short and long-term; and

WHEREAS, as with most government agencies, employee wages and benefits are one of

the County's primary expenses; and

WHEREAS, the Board currently requires all major expenditures to be reviewed and approved prior to purchase and desires to implement a similar process prior to filling vacancies;

THEREFORE BE IT RESOLVED, that the Kanabec County Board of Commissioners hereby requires County management and administration, including the County Sheriff, County Attorney, County Auditor-Treasurer, and all department heads, to receive approval from the Board prior to filling position vacancies effective immediately.

The motion for the adoption of the foregoing Resolutions was duly seconded by Alison Holland and upon a vote being taken thereon, the following voted:

IN FAVOR THEREOF: Rick Mattson, Wendy Caswell, Alison Holland, Peter Ripka

OPPOSED: Tom Roeschlein

ABSTAIN: None

whereupon the resolutions were declared duly passed and adopted.

Action #8 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to recess the meeting at 9:23am to a time immediately following the Community Health Board.

The Kanabec County Community Health Board met at 9:23am on Tuesday, June 4, 2024 pursuant to adjournment with the following Board Members present: Tom Roeschlein, Rick Mattson, Wendy Caswell, Alison Holland and Peter Ripka. Family Health Supervisor Ashley Berg presented the Community Health Board Agenda.

Action #CH9 – It was moved by Peter Ripka, seconded by Wendy Caswell and carried unanimously to approve the Community Health Board Agenda as presented.

Action #CH10 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the following resolution:

Resolution #CH10– 6/4/24

Ninja Anywhere Contract Resolution

WHEREAS, Kanabec County Community Health has a goal to provide activities for older youth/adolescents and have planned to bring in a ninja event and,

WHEREAS, Kanabec County Community Health wrote and was awarded a grant through their reducing isolation and increasing connections fund. The cost of this would be \$2,900.00 and 100% covered by this grant and,

WHEREAS, Kanabec County Community Health has received permission from the Kanabec County Fair Board to utilize space on the grounds to host this event.

Participants/parents would sign a waiver and Ninja Anywhere carries insurance of \$1,000,000 per occurrence/\$2,000,000 annual aggregate and,

WHEREAS, the County Attorney reviewed the contract and recommended different language under the indemnification section of the contract. This request has been forwarded to the Ninja Anywhere legal representative and,

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves the Community Health Director to enter into a contract with Ninja Anywhere where they will bring and set up inclusive movement opportunities for all ages and ability levels.

THEREFORE BE IT FURTHER RESOLVED that the Community Health Director will only enter into the contract with Ninja Anywhere if a change in the indemnification section of the contract meets the approval of the County Attorney.

Action #CH11 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to approve the payment of 104 claims totaling \$47,125.96 on Community Health Funds.

Action #CH12 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to adjourn Community Health Board at 9:30am. The Community Health Board will meet again on Tuesday, July 2, 2024 at 9:20am.

The Board of Commissioners reconvened.

Chair Mattson led a discussion regarding attendance at AMC's District 5 Spring Meeting. The Board expressed consensus for Commissioner Ripka to attend, and for Commissioner Holland to serve as the alternate.

County Coordinator Kris McNally led a discussion regarding attendance at the Kanabec County GIS Committee Meeting. The Board expressed consensus for Commissioners Roeschlein and Holland to attend.

County Assessor Tina Von Eschen led a discussion regarding the upcoming County Board of Appeals and Equalization Meeting to be held on Monday, June 17th at 6:30pm. Information only, no action was taken.

County Assessor Tina Von Eschen led a discussion regarding whether the board would like to move to having a "True County" Assessment or continue to charge back fees to the jurisdictions. The Board requested cost estimates for both options, including staff time, to be presented a future meeting for further consideration.

Deputy Auditor – Property & Tax Tim Jacobs met with the Board to present a request from the Minnesota Department of Natural Resources to perform a 10 year ecological study on a

tax forfeit parcel. Tim Jacobs will contact the DNR to obtain a proposed agreement to include details regarding the ability of the county to sell the property in the future. Tim Jacobs will bring the agreement to the County Board for further consideration after it's been reviewed by the County Attorney.

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

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

Resolution #13 - 6/4/24

Liquor & Tobacco Licenses

WHEREAS the Kanabec County Auditor/Treasurer has recommended the following applications for liquor and tobacco licenses, and

WHEREAS the applications were complete, included all necessary documentation, appear in accordance with County Policies and the facility owners are in good standing with the County;

BE IT RESOLVED to approve the following license applications:

LIQUOR/BEER/ TOBACCO LICENSE RENEWALS 2024-2025

KANABEC COUNTY BOARD - JUNE 4, 2024

Establishment	LIQUOR	BEER	TOBACCO
Ann River Winery	On/Sun	-	-
Braham Moose Lodge 1544	Club/Sun	-	-
The Crows Nest	On/Off/Sun	-	Yes
Mauer Fish Lake Restaurant & Bar	On/Off/Sun	-	-
McBees Bar & Grill	On/Off/Sun	-	-
Northwoods Steakhouse	On/Off/Sun	-	-
Ogilvie Raceway	Wine/SB/On/Sun	On	-
Fire Pit Bar & Grill	On/Sun	-	-
Springbrook Golf Course	On/Sun	-	-
Eagles Cove Resort	On/Sun	-	-
Dollar General	-	-	Yes

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

Resolution #14 – 6/4/24

**RESOLUTION AUTHORIZING SNAKE RIVER TRAIL #150 EXTENSION
OPERATED AND MAINTAINED BY EC RIDERS**

WHEREAS the EC Riders Snowmobile Club currently operates and maintains the Snake River Snowmobile Trail within Kanabec County and Kanabec County acts as the legal sponsor for DNR funding for maintenance of snowmobile trails managed by EC Riders, and

WHEREAS Kanabec County has received a request from EC Riders to extend the Snake River Snowmobile Trail #150 for a distance of 5.8 miles north from Braham to Henriette thus connecting with Hinckley Flames Snowmobile Club Trail #189, and

WHEREAS this trail extension provides added safety to drivers by reducing the oncoming headlights of snowmobilers and reduces the number of driveway approaches to groom over, and

WHEREAS this trail extension does not fall under the current DNR Grant-in-Aid trail funding and maintenance would be the financial responsibility of the EC Riders Snowmobile Club,

THEREFORE BE IT RESOLVED that Kanabec County approves the 5.8 mile extension of the Snake River Snowmobile Trail #150 along Kanabec County Road 66 and 155th Avenue and north along Highway 107 in Kanabec County, and

BE IT FURTHER RESOLVED the trail extension will be approved contingent on the EC Riders Club obtaining all the necessary permissions from effected property owners, Kanabec County and the State of Minnesota.

County Sheriff Brian Smith met with the Board to discuss matters concerning his department.

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

Resolution #15 - 6/4/24

DPS/State Patrol Lease Agreement Resolution

WHEREAS, the Kanabec County has been leasing office space to the MN Department of Public Safety/State Patrol since 2002, and

WHEREAS, both the Kanabec County Sheriff's Office and the Department of Public Safety find said leasing arrangement to be of mutual benefit to the partnership between the organizations and in the best interest of the public therefore desire it to continue, and

WHEREAS, the current lease agreement has expired and an updated agreement with a current lease rate has been negotiated;

THEREFORE, BE IT RESOLVED the Kanabec County Board of Commissioners hereby approves lease agreement #11211 through the MN Department of Administration for Public Safety/State Patrol;

BE IT FURTHER RESOLVED the Board authorizes the Board Chair and Coordinator to execute all necessary documents related to said lease.

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

Resolution #16 – 6/4/24

Approve Renewal of the Memorandum of Agreement with LELS to Extend the Chief Deputy's Leave of Absence from the Union

WHEREAS, licensed peace officer Kevin Braiedy accepted the position of Chief Deputy effective January 5, 2015, after serving in the Union as a Deputy, Investigator, and Sergeant for the Kanabec County Sheriff's Office beginning March 16, 2005; and

WHEREAS, Chief Deputy Braiedy was granted a leave of absence from the Union for a period not to exceed January 5, 2025; and

WHEREAS, Chief Deputy Braiedy has requested an extension of this leave of absence through January 5, 2027; and

WHEREAS, the Kanabec County Sheriff, Law Enforcement Labor Services, Inc., and the Union Stewards have expressed support for the extension of this leave of absence as stated;

NOW, THEREFORE, the Kanabec County Board of Commissioners hereby approves the Memorandum of Agreement with Law Enforcement Labor Services, Inc. to extend Chief Deputy Braiedy's leave of absence from the union while preserving his departmental seniority;

BE IT FURTHER RESOLVED, the Board Chair is authorized to sign said Memorandum of Agreement on behalf of the Board of Commissioners;

BE IT FURTHER RESOLVED, the Kanabec County Board of Commissioners continues to recognize Board Resolution #12-01/06/15 which states that "Should Braiedy be dismissed from the position of Chief Deputy for reasons other than just cause, he will be reinstated in the Sheriff's Department in a Post-licensed Sergeant position with his seniority preserved as it was at the time of appointment to Chief Deputy Sheriff. The reinstatement shall not result in an increase in staff in the Sheriff's Department. Staff reduction consistent with the bargaining unit agreement will be used if necessary to achieve this end."

10:19am – The Board of Commissioners took a break.

10:25am – The Board of Commissioners Reconvened.

The Chairperson presented a request from Vasaloppet Inc. for a date change on an existing exempt permit for a lawful gambling event.

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

Resolution #17– 6/4/24

WHEREAS the Kanabec County Board of Commissioners by Resolution #24-5/21/24 approved a Vasaloppet, Inc. request for an exempt permit for a lawful gambling event within Kanabec County to be held on August 8, 2024, and

WHEREAS the Vasaloppet, Inc. notified the County that the date of the event had changed and requires County Board approval for the date change;

THEREFORE BE IT RESOLVED to approve the date change for the Vasaloppet, Inc. bingo event to be held at Sapsucker Farms, 2752 215th Ave, Mora, MN 55051 on August 1, 2024, instead of August 8, 2024.

Environmental Services Supervisor Ryan Carda met with the Board to discuss matters concerning his department. Ryan Carda led a discussion regarding participation in the adoption of the Kettle River/Upper St. Croix River and the Rum River Comprehensive Watershed Plans and Joint Powers Agreements. The Board requested additional information regarding the County's involvement if they were to opt in or out.

Environmental Services Supervisor Ryan Carda presented two interim use permit applications for vacation rentals.

Action #18 – It was moved by Tom Roeschlein, seconded by Alison Holland and carried unanimously to approve the Interim Use Permit application for the short term/vacation rental by Juley Speed, Ryan Speed, Jean Viger & Christopher Viger at 2639 Chris Haven Drive, Mora with the condition that the new well be approved by MDH and that the lodging license is obtained, per the Planning Commission's recommendation.

Action #19 – It was moved by Wendy Caswell, seconded by Tom Roeschlein and carried unanimously to approve the Interim Use Permit application for the short term/vacation rental by David & Ragenia Howe at 20379 Ann River Drive, Mora with the condition that if the overnight occupancy is going to be increased greater than 10, the property owners will need to re-apply for an amendment to the IUP to increase the occupancy, per the Planning Commission's recommendation.

The Board held a discussion regarding stakeholder input on the County's Economic Development Authority (EDA). Discussion was held regarding input from townships and cities. The Commissions haven't heard from all of the townships and cities at this time.

City of Mora Community Development Planner Kirsten Faurie spoke with the Board about matters concerning the City and County Economic Development Authorities, a current

request for a City and a County Tax Abatement, and opportunities for the county to continue processing tax abatements in the absence of an EDA Director.

Action #20 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to rescind Resolution #25 – 5/7/24 Temporarily Suspending New Kanabec County EDA Tax Abatement Applications.

The Board directed County Coordinator Kris McNally to collaborate with the City of Mora to find a consultant to provide guidance on the consideration of Kanabec County EDA Tax Abatement Applications.

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

Future Agenda Items: Kanabec County’s Economic Development Authority and the pending tax abatement application; Statewide Affordable Housing Aid - Lakes & Pines and CMHP; ARPA funds.

Action #21 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to close the meeting at 11:26am pursuant to the Open Meeting Law, MN Statute §13D.03 to discuss matters related to Labor Negotiation Strategy. 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 and HR Specialist Kim Christenson.

Action #22 – It was moved by Peter Ripka, seconded by Alison Holland, and carried unanimously to return to open session at 12:25pm.

Tom Roeschlein inquired about remaining ARPA funds and requested information be provided at a future meeting.

Action #23 – It was moved by Peter Ripka, seconded by Alison Holland, and carried unanimously to adjourn the meeting at 12:30pm. The Kanabec County Board of Commissioners will meet again for the County Board of Appeal and Equalization Meeting on Monday, June 17, 2024 at 6:30pm, and in regular session on Tuesday, June 18, 2024 at 9:00am.

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

Attest: _____
Board Clerk

Agenda Item #2

Paid Bills

<u>Vendor</u>	<u>Amount</u>	<u>Purpose</u>	<u>Dept</u>
Kwik Trip Inc	13,767.18	Fuel Cards	Various
MACPO	400.00	2024 MACPO Spring Conf, SS & AM	Probation
Midcontinent Communications	215.09	Utilities	Transit
Minnesota Department of Finance	5,175.50	May 2024 State Fees & Surcharges	Recorder
Quadient Finance USA, Inc.	5,500.00	Postage for Courthouse & PSB	Unallocated
City of Mora	1,318.13	Antenna, Electric, Intersection Lighting	Highway
Kwik Trip Inc	270.94	Fuel Cards	Highway
Consolidated Communications	1,141.86	Utilities	Various
Kanabec County AT ACH_VISA	77.16	See Below	
Kanabec County Treas, Blaze Credit Union	7,526.47	See Below	
Midcontinent Communications	244.09	Utilities	Various
Quality Disposal	1,083.49	Solid Waste Services	Various
Verizon Wireless Cell Phones	3,572.25	Monthly Service	Various
East Central Energy	222.69	Intersection Lighting	Highway
Schneider, Deb	795.00	Dust Control Refund	Highway
Soderstrom, Mary	75.00	Mailbox Permit Refund	Highway
Kanabec County	15,428.61	Vehicle Leases	Various
18 Claims Totaling:	<u>\$ 56,813.46</u>		
 Kanabec County AT ACH_VISA	 42.16	 SupplyHouse.com, Belts - Jail	 Building Maintenance
	30.00	PayPal AMC, Registration (DM)	Building Maintenance
	5.00	FAA - Drone Registration	Highway
3 Claims Totaling:	<u>\$ 77.16</u>		
 Blaze Credit Union	 102.75	 Suffolk Co Civil Proc	 Court Admin

373.71	Grandview Lodge - Conference Lodging, LB	Elections
373.71	Grandview Lodge - Conference Lodging, TJ	Elections
373.71	Grandview Lodge - Conference Lodging, DS	Elections
51.07	MN Board of Assesors - License, AM	Assessor
300.00	MAAO - Seminar Registration, TB	Assessor
110.92	Hotels.com - Conference Lodging	Assessor
676.79	Craguns Lodge - MSA Conference, BS	Sheriff
675.00	Post Board Licensing Renewals	Sheriff
139.59	WiFi Antennas (2)	Sheriff
534.00	Breezy Point - Conference Lodging, SS	Probation
43.86	Amazon - Phone Case & Screen Protector	Sheriff
18.92	Amazon - White Out	Sheriff
157.20	Amazon - Barricade Tape	Sheriff
210.30	Amazon - Folders, Gloves	Sheriff
112.60	Chewy.com - K-9 Dog Food	Sheriff
300.00	PayPal USPCA - K-9 Registration	Sheriff
298.48	Galls - Riot Helmets	Jail
62.27	Galls - Safety Traffic Vest, DV	Sheriff
118.11	Galls - Uniform Boots, DV	Sheriff
300.00	MSA - Conference Registration, BS	Sheriff
82.09	Thrift Books - Inmate Books	Jail
306.85	Country Inn & Suites - Training, BP	E911
406.68	Schilling Supply - Laundry Soap	Jail
44.00	MN DHS Background, CD	Community Health
637.22	Paris LC AAS Conf Lodging, BM	Community Health
445.53	Kahler Hotel - RPC SAPST Training, PM	Community Health
191.11	Kahler Hotel - RPC SAPST Training, PM	Community Health
25.60	Availity Subscription April 2024	Community Health
22.40	Availity Subscription April 2024	Community Health
32.00	Availity Subscription April 2024	Community Health
24 Claims Totaling: \$ 7,526.47		

Agenda Item #3

Regular Bills - Revenue Fund

Bills to be approved: 6/18/24

Department Name	Vendor	Amount	Purpose
ASSESSOR	Glens Tire	28.00	Jeep Tire Repair
		28.00	
AUDITOR	Kanabec Publications	1,406.99	Notice Exp Redemption 2024, Published 5/30 & 6/6
AUDITOR	ODP Business Solutions LLC	113.29	Office Supplies
		1,520.28	
BUILDINGS MAINTENANCE	A & E Cleaning Services	630.00	Timber Trails Office Cleaning
BUILDINGS MAINTENANCE	Ace Hardware	46.14	Lube, Super Glue, PVC Part, Oil, Coupling - Jail
BUILDINGS MAINTENANCE	Amazon Capital Services	46.93	Lock Core Kits with Keys, File Cabinet Keys - Courthouse
BUILDINGS MAINTENANCE	FBG Service Corporation	4,829.00	May Cleaning Services - Courthouse
BUILDINGS MAINTENANCE	FBG Service Corporation	2,543.00	May Cleaning Services - PSB
BUILDINGS MAINTENANCE	FBG Service Corporation	672.00	May Cleaning Services - Jail
BUILDINGS MAINTENANCE	Granite City Jobbing Co	769.26	Trash Bags, Paper Towels - Courthouse
BUILDINGS MAINTENANCE	Granite City Jobbing Co	826.50	Trash Bags, Paper Towels, Toilet Paper - PSB
BUILDINGS MAINTENANCE	MEI Total Elevator Solutions	1,290.22	Jun-Aug Quarterly Service - Courthouse
BUILDINGS MAINTENANCE	State Chemical Solutions	849.90	Insecticide, Air Fresheners, Urinal Screens, Dry Drain Treatment - Courthouse
		12,502.95	
COMMISSIONERS	Ripka, Peter	133.21	Mileage to Board Meetings March - May 2024
		133.21	
COUNTY COORDINATOR	ODP Business Solutions LLC	53.78	Expanding Pocket Files, Coffee Cups, Sticky Notes

		53.78	
COUNTY CORONER	Ramsey County	1,440.00	Post Mortem Exam/Toxicology
COUNTY CORONER	River Valley Forensic Services, P.A.	750.00	April 2024 Contract, Post Mortem Exam
		2,190.00	
COUNTY RECORDER	Government Forms and Supplies	179.85	New State Seal Embosser - Recorder & Registrar
COUNTY RECORDER	Northstar Computer Forms, Inc.	385.64	Vital Records Paper
		565.49	
ELECTIONS	Snyder, Denise	94.85	Postage & Insurance to Mail 44 Thumb Drives for Programming
		94.85	
ENVIRONMENTAL SERVICES	Kanabec County Highway Dept	50.56	April & May 2024 Postage
ENVIRONMENTAL SERVICES	O'Brien, Pat	93.43	Planning Commission Hearing & Mileage 5/29/24
ENVIRONMENTAL SERVICES	Olson, Rhonda	85.72	Planning Commission Hearing & Mileage 5/29/24
ENVIRONMENTAL SERVICES	Sabinash, Douglas	87.06	Planning Commission Hearing & Mileage 5/29/24
ENVIRONMENTAL SERVICES	Zaudtke, Wayne	79.02	Planning Commission Hearing & Mileage 5/29/24
		395.79	
HUMAN RESOURCES	WEX Health, Inc.	434.50	Administrative Fees for May
		434.50	
PROBATION & JUVENILE PLACEMENT	Athey, Lucas	124.62	Mileage to Meetings on 6/4 in North Branch & 6/6 in Lino Lakes
PROBATION & JUVENILE PLACEMENT	Cook, Brandon	76.38	Mileage to Meeting in Lino Lakes 6/6/24
PROBATION & JUVENILE PLACEMENT	East Central Regional Juvenile Center	4,957.00	May 2024 Contracted Beds at East Central Juv. Center
PROBATION & JUVENILE PLACEMENT	RS Eden	29.90	Urine Samples Sent to Lab for Testing
		5,187.90	
PUBLIC TRANSPORTATION	Amazon Capital Services	9.90	15ft HDMI Cable
PUBLIC TRANSPORTATION	Barlow, Jeffery	639.18	Volunteer Mileage 5/27 - 6/9
PUBLIC TRANSPORTATION	Curtis, Michael	161.47	Volunteer Mileage 5/27 - 6/9

PUBLIC TRANSPORTATION	DC Design Works LLC	48.32	Window Visors
PUBLIC TRANSPORTATION	Granite Electronics	258.00	Handheld Radio Repairs
PUBLIC TRANSPORTATION	Hoefert, Robert	1,076.02	Volunteer Mileage 5/27 - 6/9
PUBLIC TRANSPORTATION	Innovative Office Solutions, LLC	412.76	Office Supplies
PUBLIC TRANSPORTATION	Premium Waters, Inc	84.34	Bottled Water Supplies
PUBLIC TRANSPORTATION	Van Alst, Lillian	1,182.55	Volunteer Mileage 5/27 - 6/9
		3,872.54	
SANITATION	East Central Solid Waste Commission	132.77	Highway Mixed Solid Waste, Mattress, TV
		132.77	
SHERIFF	Aspen Mills	196.95	Under Vest Shirt w/ Patches (3), NB
SHERIFF	Baycom	27.00	Battery Cable for Squad
SHERIFF	Buresh, Corey	656.92	Reimbursement for Sight, Magnifier, and Holster
SHERIFF	Gratitude Farms	500.00	May 2024 Animal Control Services
SHERIFF	Griffin, Zach	569.45	Reimbursement for Utility Heater, Shirts (5), Hoodies, Shorts, Pants (5)
SHERIFF	Hohn's Auto Body & Glass	8,231.65	Repair Damaged Squad
SHERIFF	Kelly, John	83.54	Reimbursement for 9mm Magazines (3)
SHERIFF	O'Reilly Auto Parts	50.60	Unit 171, Headlight Capsule
SHERIFF	State of Minnesota, BCA	375.00	DMT Training, JK
SHERIFF	Streicher's	2,150.42	Sgt Chevrons, 5 Point Stars, Sights, Weapon Lights, Slings, Gas Mask & Pouch
SHERIFF	Tinker & Larson Inc	1,899.12	Oil Changes (6), Tire Rotation, Alternator, Brakes for Squads
		14,740.65	
SHERIFF - 911 EMERGENCY	Michael Keller, Ph.D, L.P.	650.00	Psych Exam for New Employee
SHERIFF - 911 EMERGENCY	Motorola Solutions	2,115.00	June 2024 Vesta Services
		2,765.00	
SHERIFF - ATV	Thomas Sno Sports	140.33	ATV Fuel Line Replacement with Labor
		140.33	

SHERIFF - JAIL/DISPATCH	Adam's Pest Control, Inc.	250.00	Prevention Plus
SHERIFF - JAIL/DISPATCH	Advanced Correctional Healthcare	20,692.92	July '24 On Site Medical, Mental Health, TPA Pool Mgmt
SHERIFF - JAIL/DISPATCH	Amazon Capital Services	80.38	Office Cleaning Duster, Plastic Magnet Clips, DVD Player
SHERIFF - JAIL/DISPATCH	Aspen Mills	297.05	Sgt Shirts w/ Patches (3), DH
SHERIFF - JAIL/DISPATCH	Sirchie	38.45	Fingerprint Pad
SHERIFF - JAIL/DISPATCH	Stellar Services	120.22	Canteen 6/10/24
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	4,026.15	Inmate Meals 5/25/24 - 5/31/24
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	3,996.60	Inmate meals 5/18/24 - 5/24/24
		29,501.77	
SHERIFF - RESERVES	Kastenbauer, Paul	1,259.08	Reimbursement for AED & AED Batteries (2)
		1,259.08	
STATE FISCAL RECOVERY ARP	DKN Construction	5,511.00	Supply and Install 2 Pieces of Armor Protect Glass with Speaker
STATE FISCAL RECOVERY ARP	Kanabec County Community Health	2,511.12	Peer Recovery Service Reimbursement 4/16/24 - 5/15/24
		8,022.12	
UNALLOCATED	MN Energy Resources Corporation	402.56	2023 Interest Balance Due for (4) Parcels
		402.56	
VETERAN SERVICES	Mora Bakery	32.06	Donuts for Coffee Talk 5/28/24
VETERAN SERVICES	Newton, Deb	40.00	May 2024 Yoga Classes, Veterans Wellness Grant
VETERAN SERVICES	Q Media Properties LLC	184.00	Nice 95.5 & WCMP Advertising, Wellness Grant 5/1 - 5/31
		256.06	
69 Claims Totaling:		\$ 84,199.63	

Agenda Item #4

Regular Bills - Road & Bridge

6/18/2024

Vendor	Amount	Purpose
A & E Cleaning	1,260.00	Office Cleaning
Beaudry Oil & Propane	121.92	Delivery
Braham Motor Service	67.27	Parts
Central Pension Fund	576.00	CPT Training Center use
Federated Co-ops	692.45	Grass/Rye
Fueling MN	64.00	Tank Reading Inspection
Gopher State One-call	67.50	Ticket locates
Johnson Hardware	390.92	Shop/Sign/Equip Supplies
Kanabec Co Highway Department	70.10	DL postage
Kanabec Publications	37.00	Dust Contral Ad 5/19
Marco Inc	352.17	Monthly Printer Leae
Mark Madden	10.22	Pesticide Test
MEI Total Elevator Solutions	648.08	Jun-Aug Quarterly Service
Mora Chev	1,671.90	Parts/Labor
North Central International	573.23	Repair Parts
North Country Chevrolet GMC	47,475.00	2024 One-Ton Chev
ODP Business Solutions	56.59	Office Supplies
Olson Power & Equipment	1,000.00	3-pt hitch
RJ Mechanical	3,590.70	A/C Unit Repair
Sanitary Systems	200.00	Knife Lake Portable Restroom
Trueman Welters	5,205.94	Repair Parts
USIC Locating	60.00	Locate/Site Visits
22 Claims Totaling:	<u><u>64,190.99</u></u>	

Agenda Item #5

June 18, 2024

REQUEST FOR BOARD ACTION

a. Subject: Statewide Affordable Housing Aid- Kanabec County Program	b. Origination: Department of Revenue and the Kanabec County Board of Commissioners
c. Estimated time: 15 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested:

f. Background:

2023 allocation = \$96,260
2024 allocation = \$96,260

On January 16, 2024, the EDA Director met with the Board to discuss Statewide Affordable Housing Aid. The Board directed the EDA Director to move forward with preparing a resolution, guidelines, policies and applications to include two allowable program focus areas: **rehabilitation for existing affordable housing properties**; and **new affordable housing development projects' grant match funding** for Kanabec County's Statewide Affordable Housing Aid.

According to the EDA Director, those focus areas would be allowable qualifying projects under the Affordable Housing Program:

Per the [Department of Revenue-Statewide Affordable Housing Aid website](#): Construction, acquisition, rehabilitation, demolition or removal of structures, construction financing, permanent financing, interest rate reduction, refinancing, and gap financing of housing to provide affordable housing for households that have incomes not exceeding:

- **For homeownership projects**, 115% of the greater of state or area median income as determined by the United States Department of Housing and Urban Development
- **For rental housing projects**, 80% of the greater of state or area median income as determined by the United States Department of Housing and Urban Development

On March 19, 2024, the EDA Director provided program guidelines for an affordable housing rehab program and an affordable housing gap financing program (see attached). The Board had concerns about the time commitment and expertise levels needed to administer these programs, therefore the EDA Director was directed to contact Lakes & Pines and the Central Minnesota Housing Partnership to explore potentially contracting with either of those organizations for administration of the proposed programs.

Supporting Documents: None **Attached:** ☒

Date received in County Coordinators Office:

Coordinators Comments:

During the 6/4/24 regular board meeting, discussion was held on the Statewide Affordable Housing Aid and previous board decisions regarding focus areas. Staff was directed to bring information back to the next board meeting. Staff contacted program staff at Lakes & Pines, Inc. CAC and Central Minnesota Housing Partnership to gather preliminary information for the Board's consideration.

Lakes & Pines currently administers the following similar programs:

Focus Area #1- Rehabilitation for Existing Affordable Housing Properties (10% admin fee)

Home Improvement Programs

Housing Rehabilitation Loan

Financing to eligible households to make basic permanent repairs to their home which can also include making improvements for handicap accessibility.

Small Cities Development Program

Lakes & Pines can contract with interested communities to assist them with their application as well as administration of their program.

Current Program Applications Available:

[Pine City](#), [Twin Lakes](#)

Focus Area #2- New Affordable Housing Development Projects' Grant Match Funding- They do not administer gap or grant financing.

Central Minnesota Housing Partnership currently administers the following similar programs:

Focus Area #1- Rehabilitation for Existing Affordable Housing Properties

Small Cities Development Program (SCDP)

Central Minnesota Housing Partnership, Inc. administers the Small Cities Development Program (SCDP) which provides funding assistance for low to moderate-income homeowners (below 80% of area median income) to complete needed repairs to their homes in a specifically designated area of the community. SCDP funding typically covers 85-90% of construction costs up to \$25,000. The loan terms are 0% interest, seven-year forgivable loans.

Kanabec

Mora – Owner-Occupied, Single-Family Rental

Morrison

Swanville – Owner-Occupied, Single-Family Rental, Commercial

Todd

Bertha Hewitt – Owner-Occupied

Wadena

Sebeka – Owner-Occupied, Single-Family Rental, Commercial

Wadena – Owner-Occupied, Single-Family Rental, Commercial

Wright

Buffalo – Owner-Occupied, Commercial

Focus Area #2- New Affordable Housing Development Projects' Grant Match Funding- Confirmed verbally with Program Manager that CMHP administers funds for this type of focus area

Agenda Item #6

June 18, 2024

REQUEST FOR BOARD ACTION

a. Subject: Request Approval of a Resolution Enabling Part-Time Deputies to Receive PERA	b. Origination: County Coordinator's Office
c. Estimated time: 2 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested:

Approve the following resolution:

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.

f. Background:

Per state statute 353.64, a public entity has a choice of whether to provide PERA retirement benefits to part time Deputies. Kanabec County currently offers PERA retirement to part time Deputies and would like to continue to offer PERA retirement benefits to our newly hired part time Deputies.

In order to do this the statute states that the entity adopt a resolution stating the employee should be covered by the PERA Police and Fire plan. Once approved the resolution will be provided to PERA each time a new part time deputy is hired.

This resolution needs to be approved each year.

Statute attached.

Supporting Documents: None Attached: ☒

Date Received in County Coordinator's Office:

N/A

353.64 MEMBERSHIP; QUALIFICATIONS; POLICE OFFICER, FIREFIGHTER.

Subdivision 1.Police and fire plan membership; mandatory.

A governmental subdivision must report a public employee for membership in the police and fire plan if the employee is employed full time as specified in clause (1), (2), or (3):

(1) a full-time police officer or a person in charge of a designated police or sheriff's department, who by virtue of that employment is required by the employing governmental subdivision to be and is licensed by the Minnesota peace officer standards and training board under sections [626.84](#) to [626.863](#), who is charged with the prevention and detection of crime, who has the full power of arrest, who is assigned to a designated police or sheriff's department, and whose primary job is the enforcement of the general criminal laws of the state;

(2) a full-time firefighter or a person in charge of a designated fire company or companies who is engaged in the hazards of firefighting; or

(3) a full-time police officer or firefighter meeting all requirements of clause (1) or (2), as applicable, who as part of the employment position is periodically assigned to employment duties in the same department that are not within the scope of this subdivision.

An individual to which clause (3) applies must contribute as a member of the police and fire plan for both the primary and secondary services that are provided to the employing governmental subdivision.

Subd. 1a. Police and fire plan; other members.

(a) A person who was employed by a governmental subdivision as a police officer and was a member of the police and fire plan on July 1, 1978, by virtue of being a police officer as defined by this section on that date, and if employed by the same governmental subdivision in a position in the same department in which the person was employed on that date, continues to be a member of the plan, whether or not that person has the power of arrest by warrant and is licensed by the Peace Officers Standards and Training Board after that date.

(b) A person who was employed as a correctional officer by Rice county before July 1, 1998, for the duration of employment in the correctional position held on July 1, 1998, continues to be a member of the public employees police and fire plan, whether or not the person has the power of arrest by warrant and is licensed by the Peace Officers Standards and Training Board after that date.

§

Subd. 2.Police and fire fund membership; part-time employment coverage option.

(a) The governing body of a governmental subdivision may adopt a resolution, subject to requirements specified in paragraph (b), declaring that a public employee employed in a position on a part-time basis by that governmental subdivision is covered by the police and fire plan for that employment.

(b) If the public employee's position is related to police service, the resolution is valid if the conditions specified in paragraph (c) are met. If the public employee's position is related to fire service, the resolution is valid if the conditions specified in paragraph (d) are met. If the public employee in the applicable position is periodically assigned to employment duties not within the scope of this subdivision, the resolution is considered valid if the governing body of the governmental subdivision declares that the public employee's position, for primary services provided, satisfies all of the requirements of subdivision 1, clause (3), other than the requirement of full-time employment.

(c) For the governing body of the governmental subdivision to declare a position to be that of a police officer, the duties and qualifications of the person so employed must, at a minimum, satisfy all of the requirements of subdivision 1, clause (1), other than the requirement of full-time employment.

Agenda Item #7

June 18, 2024

REQUEST FOR BOARD ACTION

a. Subject: ARPA Funds Update	b. Origination: ARPA Committee/Coordinator's Office
c. Estimated time: 10 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested:

f. Background:

Staff was directed to provide the Board with an update on encumbered, spent, and remaining ARPA funds and project status.

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

Date received in County Coordinators Office:

Coordinators Comments:

Re-convene the ARPA Committee to gather additional requests and costing information for consideration of re-allocating remaining funds?

Ideas for consideration include:

- building security upgrades to the Public Health Office, the Board Room, and the Coordinator's Office;
- fund the fuel tank replacement project at Public Works \$66,336 (*estimates \$49,638 removal of old tanks +\$8,798 concrete +\$7,900 electrical*);

Project Code	Project	Amount Allocated/Encumbered	Amount Spent to date	Amount Needed to Complete Project	Project Balance
1.11	Peer Support Program for PH	\$ 90,000.00	\$ 48,241.76	\$ 2,511.12	\$ 39,247.12
1.12	Probation- Intoximeters	\$ 2,000.00	\$ 1,190.00	\$ -	\$ 810.00
1.12	Jail-Technology for Inmates to attend Virtual Court	\$ 2,500.00	\$ 2,121.84	\$ -	\$ 378.16
1.12	Attorneys- Cart for Virtual Court	\$ 6,000.00	\$ 5,416.54	\$ -	\$ 583.46
1.12	Public Health- COVID Test Kits for Staff	\$ 5,000.00	\$ 5,295.49	\$ -	\$ (295.49)
1.12	Technology Upgrade in Courtrooms	\$ 150,000.00	\$ -	\$ 150,000.00	
1.14	Jail Camera System Replacement	\$ 360,000.00	\$ 360,000.00	\$ -	\$ -
1.18	Public Health- New Shredder	\$ 3,500.00	\$ 839.49	\$ -	\$ 2,660.51
1.18	Public Health- New Copy Mach	\$ 6,000.00	\$ 5,944.00	\$ -	\$ 56.00
1.18	Public Health- Generator/Installation	\$ 11,000.00	\$ 10,633.65	\$ -	\$ 366.35
1.18	Public Health- Refrigerator Calibration	\$ 3,500.00	\$ 1,804.00	\$ -	\$ 1,696.00
1.90	S.O. K-9 Unit Start Up and Expenses	\$ 37,300.00	\$ 34,302.56	\$ 2,997.44	\$ -
3.40	Family Services Collaborative	\$ 40,000.00	\$ 40,000.00	\$ -	\$ -
3.80	Family Services- Foster Care Recruitment & Retention	\$ 18,000.00	\$ 5,577.77	\$ 12,422.23	\$ -
5.70	Broadband	\$ 237,040.00	\$ 117,701.53	\$ 119,338.47	\$ -
7.10	Professional Consultation	\$ 5,000.00	\$ 1,855.76	\$ 2,500.00	\$ 644.24
7.10	Office Chair Replacement	\$ 20,000.00	\$ 19,971.39	\$ -	\$ 28.61
7.10	HR- Compensation Market Study	\$ 20,000.00	\$ 16,881.25	\$ -	\$ 3,118.75
7.10	HR- Employee Handbook Update/Legal Review	\$ 3,000.00	\$ -	\$ 3,000.00	\$ -
7.10	EDA Laptop	\$ 1,000.00	\$ 976.15	\$ -	\$ 23.85
8.00	S.O. - School Resource Officer	\$ 300,000.00	\$ 165,497.57	\$ 119,169.00	\$ 15,333.43
9.00	Capital Replacement Items				
	HWY- Under-budgeted Blade	\$ 174,000.00	\$ 174,000.00	\$ -	\$ -
	A/T- Ballot Machine	\$ 96,000.00	\$ 95,256.00	\$ -	\$ 744.00
	Hwy- Motor Grader	\$ 305,000.00	\$ 284,250.00	\$ -	\$ 20,750.00
	Bldg- Courthouse Boilers	\$ 250,000.00	\$ 8,846.84	\$ 364,653.16	\$ (123,500.00)
	Bldg- HVAC Controls	\$ 300,000.00	\$ 52,561.86	\$ 80,000.00	\$ 167,438.14
10.00	S.O.- ARMER Radio Replacement	\$ 350,000.00	\$ 333,829.75	\$ 16,170.25	\$ -
10.00	S.O.- Rifles & Accessories	\$ 10,000.00	\$ 9,626.64	\$ 373.36	\$ 0.00
10.00	S.O.- Signal Boosters/Schools	\$ 94,400.00	\$ 81,115.35	\$ -	\$ 13,284.65
11.00	I.S.- Additional Technology	\$ 92,000.00	\$ 85,535.38	\$ 6,464.62	\$ -
11.00	I.S.- Office 365 Migration	\$ 30,000.00	\$ 21,237.75	\$ 8,762.25	\$ -
11.00	I.S.- EOC Technology Upgrade	\$ 110,000.00	\$ 99,214.30	\$ 10,785.70	\$ (0.00)
11.00	I.S.- P.A. System for All County Buildings	\$ 40,000.00	\$ -	\$ 40,000.00	\$ -
12.00	Courthouse Security- Glass in Probation and SO	\$ 5,600.00	\$ 5,511.00	\$ -	\$ 89.00
	over committed			\$ 4,569.00	\$ (4,569.00)
TOTALS	\$	3,173,271.00	\$ 3,177,840.00	\$ 2,095,235.62	\$ 943,716.60
					\$ 138,887.78

over committed \$ 4,569.00

Pending courts. ADA required updates

Re-allocated funds from Hwy motor grader

Through Dec 2026 (4 months per year)

Re-allocated funds from the Signal Booster project

The deadline to encumber all funds for the SLFRF-funded portion is **December 31, 2024**. Encumbrance must be in contract or documentation of the order being placed. Funds must be fully spent by December 31, 2026.