



Kanabec County Board of Commissioners

Regular Meeting Agenda

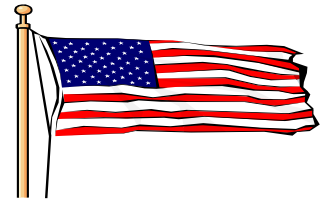
May 21, 2024 9:00AM

- 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: 2497 477 8937



Video Meeting link:

<https://kanabeccounty.webex.com/kanabeccounty/j.php?MTID=m3f1f1534df80fbf15cd1184e8b775043>

Meeting number: 2497 477 8937

Password: 5pgRZrNy8d7 (57479769 when dialing from a video system)

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

Please use the Maple Ave entrance and parking lot.

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

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

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

- 9:00am a. Call to Order
 b. Pledge of Allegiance
 c. Agenda approval
- 9:02am **Public Comment** Telephone call-in number for public access: 1-408-418-9388
 Access Code: 2497 477 8937
- 9:20am Recess County Board to a time immediately following the FSB.
 Family Services Board
- 9:45am Bob Voss, Executive Director East Central Regional Development Commission-
 ECRDC Informational Presentation
- 10:05am Board Chair Mattson- Presentation of Years of Service Award to Sheriff Brian Smith
- 10:10am Brian Smith, Sheriff-
 a. Request to renew an Emergency Management Performance Grant Agreement
 b. Kanabec County Sheriff's Office update

10:25am Denise Snyder, Auditor/Treasurer- Request to fill a vacancy above Step A

10:35am Recess County Board to a time immediately following the Community Health Board
Community Health Board

10:45am Chad Gramentz, Public Works

Other business to be conducted as time is available:

1. Minutes – May 7, 2024
2. Paid Bills
3. Regular Bills- Revenue Fund
4. Regular Bills- Road & Bridge Fund
5. Gambling Requests
 - a. Kanabec County Conservation Club
 - b. Vasaloppet, Inc.
 - c. Suicide Awareness Voices of Education
6. Future Agenda Items
7. Closed Session: Attorney Client Privilege (This portion of the meeting may be closed pursuant to Minnesota Statute §13D.05 subd.3.(b).)
8. Closed Session: Labor Negotiation Strategy (This portion of the meeting may be closed pursuant to Minnesota Statute §13D.03)
9. Discuss any other matters that may come before the County Board
10. 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

May 21, 2024

9:00 a.m.

- | | |
|--|------------------|
| 1. Agenda Approval | Pg. 1 |
| 2. Presentation: Alissa McDermeit – Foster Care
-See attached handout | Pg. 2 |
| 3. Foster Care Recruitment Bids and Resolution
-Action required
-See attached bids and resolution | Pg. 3-11 |
| 4. Director's Report
- Staffing – Case Aide and Child Protection Social Worker
-Action required
-See attached resolution
- Cash Assistance and SNAP Timeliness Measures
-See attached report
- Ongoing Number of Children in Placement – 24 | Pg. 12-24 |
| 5. Contract w/ Isanti County HHS/AMHI for Mental Health Services
- Action required
- See attached contract and resolution | Pg. 25-37 |
| 6. 1st Quarter Report
-See attached report | Pg. 38-55 |
| 7. Family Service Fund Report
-See attached report | Pg. 56 |
| 8. Financial Report
-See attached report | Pg. 57-58 |
| 9. Abstract Approval
-See attached abstract and board vendor paid list | Pg. 59-62 |
| 10. Other Business | |
| 11. Adjourn | |

Kanabec County Family Services Child Foster Care Recruitment Plan

5/1/2024 - 4/30/2025

Goal 1: Retain and support currently licensed families.

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Strategy 1: Survey current homes to identify strengths, interests, and needs.

Strategy 2: Increase engagement with current foster providers.

Strategy 3: Improve online presence, information, and resources available to current and prospective foster parents.

Goal 2: Recruit additional resource families

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Strategy 1: Improve online presence, information, and resources available to prospective resource families.

Strategy 2: Improve physical recruitment resources.

Strategy 3: Increase advertising presence in the community.

Strategy 4: Have four community recruitment events annually.

Goal 3: Retain prospective resource families during the inquiry to licensing phase.

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Strategy 1: Fully Implement child foster care licensing guidelines released (12/2023) into current practice.

Strategy 2: Determine and remove barriers from the inquiry, application, and licensing process.

Juettner Marketing

Estimate: Kanabec County Child Foster Care

Alissa McDermeit
Child Foster Care Licenser

Recruitment & Retention Estimate

Request: Design brochures, flyers, digital materials, and updates to web page to support child foster care recruitment and retention, engagement, education, and outreach.

Proposal:

- Collaborate with client to establish recruitment and retention goals
- Work with client to identify target audience
- Work with client to design an audience friendly theme, graphics, stock photos, child foster care brand, tagline, slogans, etc.
- **Media: \$8000**
 - Media Development:
Brochures, rack cards, counter cards, posters, flyers, banners, etc.; County waiting areas, hospital waiting area, school offices, hockey arena boards, baseball field boards, local bulletin boards, wherever potential foster parents are.
 - Learning and information events; Offer groups, meetings, community education, lunch & learns, for people to learn about foster care, provide information, Q & A, handouts & promos, testimonials.
 - Newspaper; Stories and articles for the Times, digital ads on Moraminn.com
- **Web & Social \$2000**
 - Website providing support, licensing requirements, resources, forms, testimonials, training material, meeting information, etc. similar to Anoka County.
 - Web content and updates are dependent on access and requirements of the County IT department. If restricted, we can set up site specific to Child Foster Care. More information is needed to determine. We can make either work.
 - Determine time efficient apps to maintain outreach without interruption to foster care work.
 - Set up social media pages to engage possible foster parents with content linking back to the website content so the viewer has all the information they need to consider foster care.
- Prepare a media plan and calendar
- Provide a marketing plan and tools for sustainable engagement and outreach independently.
- Determine metrics and measures to identify where we have successful results.

Timeline: As determined by grant requirements

Estimate: \$10,000



Marketing Plan Proposal:

Kanabec County Children's Services

Empowering Providers & Enriching Care: Elevating Access and Support
Through Integrated Marketing and Resources

From: Laura Honerbrink
The Brink Collective

To: Alissa McDermeit
Child Foster Care Licensor, Permanency, and Relative Search Worker
Kanabec County Children's Services

Date: 4/8/2024

Contents

Thank You!	2
Solution	3
Project Background	3
Proposed Solution	3
Scope of Work	3
Service Details	4
Investment	5
Money	5
Additional Services Available	5
Payment Terms	5
Agreement	6

Kanabec County Children's Services,

Marketing is about more than just spreading a message; it's about connecting the right message with the right audience at the right time. And our ultimate goal? Driving positive action that benefits the community.

Kanabec County Children's Services is deeply committed to supporting initiatives that enhance the well-being of our community's children. Recognizing the importance of your work, we propose a collaborative effort to develop a sustainable marketing plan aimed at increasing awareness and recruitment.

This proposal outlines the strategy to achieve this objective. From initial assessment to implementation, I'm dedicated to helping you create an effective and sustainable marketing plan.

Thank you for your unwavering dedication to the children of our community. I'm excited to embark on this journey together.

Sincerely,

Laura Honerbrink
The Brink Collective

Solution

Project Background

Kanabec County Children's Services is dedicated to supporting the well-being and development of Kanabec County's children through a range of essential programs. Despite the invaluable services offered, there's a noticeable lack of awareness and enrollment within the community. This gap highlights the need to enhance marketing and outreach efforts. By collaborating, I aim to develop a sustainable plan to increase awareness, enrollment, and community engagement.

Proposed Solution

The proposed solution involves a comprehensive approach to enhance Kanabec County Children's Services' marketing and outreach efforts. The website will be refreshed for improved user experience and integrated training resources. Visually appealing graphics and marketing collateral like brochures and flyers will highlight services and training opportunities. Digital marketing materials will be created for wider distribution. Training resources will be integrated into the website, providing easy access to relevant materials. This approach aims to revitalize the online presence, improve access to information and training, and engage providers effectively to support the well-being of Kanabec County's children.

Scope of Work

The scope involves refreshing the website, integrating training resources, and creating visually appealing marketing collateral. I'll develop digital materials for wider distribution and ensure easy access to training resources on the website. The aim is to enhance online presence, improve access to information and training, and engage providers effectively to support Kanabec County's children.

Service Details

This page provides further details regarding the services mentioned throughout this proposal. Estimated hours per service are also provided, but it's important to note that these estimates are all based on experience and may be subject to adjustments as the project progresses but will not exceed the project total investment.

Marketing Collateral

40 hours have been allotted in the development of assets for Kanabec County Children's Services.

Marketing Collateral: This refers to a collection of materials or assets that will be provided to Kanabec County Children's Services for use to promote its services and communicate with its target audience. The specific items included in marketing collateral can vary depending on the strategy and results that are desired. Here are some common items that can be included in marketing collateral:

- **Brochures:** digital documents that provide detailed information about services and the service provider. They often include images, text, and contact information.
- **Flyers:** single-page digital documents designed quickly to convey key information. They are often used for events, promotions, or announcements.
- **Business Cards:** Small cards that contain contact information typically for individuals within the company but often have general organization information instead to hand out at events or meetings.
- **Posters:** Large-format digital files ready for printing for promotional purposes. They can be displayed in various locations to gain attention.
- **Email Campaigns:** Series of emails designed to promote services or share news. They often include visually appealing designs and compelling copy.
- **Digital Ads:** Online advertisements in various formats and sizing for use in promoting the organization on other websites.

The specific mix of marketing collateral will depend on what is desired and deemed necessary once the project were to begin. Collaborative efforts will be key in establishing a sustainable library of marketing materials.

Web Updates

50 hours of time have been allocated for website updates that would include an audit of the current website and feedback provided for suggested updates.

Updates to the site could include Kanabec County Children's Services training resources, links to social media and other relevant content to help with SEO.

Investment

Here is the budget allocation outline for the comprehensive marketing strategy, ensuring optimal utilization of resources for effective marketing collateral and website updates.

Service	Investment
Graphic Design // Marketing <i>Digital print files will be provided of all marketing collateral including original working files. Printing available for an additional charge.</i> <ul style="list-style-type: none"> • Social Graphics • Brochures • Posters 	\$4,000*
Web Updates <i>The web update services will include a thorough audit of the current site. I will provide and implement strategic updates based on the access to content.</i> <ul style="list-style-type: none"> • Audit of Website • Updates to Website 	\$5,000*
Project Total	\$9,000

*These figures represent approximate investment amounts per each service. Once the project has started, these investment amounts may vary depending on the services but will not exceed the total bid amount of \$9,000.

Additional Services Available*

Includes but is not limited to the following services and products:

<ul style="list-style-type: none"> • QR Code Platform <i>Monthly plan for Beaconstac</i> • Marketing Collateral Printing <i>8.5" x 11" tri-folded brochure, Qty 500</i> <i>2.5' x 4' vinyl banner, Qty 1</i> • Merchandise Options (<i>Embroidery is also available.</i>) <i>T-shirts (S-XL standard, 2XL/3XL add \$2)</i> <i>Crewneck Sweatshirts (S-XL standard, 2XL/3XL add \$2)</i> <i>Hooded Sweatshirts (S-XL standard, 2XL/3XL add \$2)</i> <i>Pricing reflects Direct to Film Application.</i> 	\$15/month \$250 \$40 \$10/each \$20/each \$24/each
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*Additional services can be provided outside the project scope of \$9,000. The services mentioned above will involve additional charges, which are to be paid upon the agreement and signing of a contract outlining the requested services.

Payment Terms

50% Deposit, 50% Upon Completion:

- Payment 1 \$4,500: A non-refundable deposit of 50% of the total project cost is due at the beginning of the contract.
- Payment 2 \$4,500: The remaining half is due upon the satisfactory completion of the project.



This Agreement ("Agreement") is effective on the agreed upon Start Date determined by Kanabec County Children's Services ("Client") and The Brink Collective ("Service Providers").

Scope of Services

Service Provider agrees to provide marketing services to Client in accordance with the terms and conditions outlined in this Agreement. The services include the development and implementation of marketing collateral, and a website refresh to expand outreach efforts.

Payment

Client agrees to pay for the services rendered by Service Provider per the payment terms are as follows:

- A total sum of \$9,000 will be disbursed as agreed-upon in the payment terms listed in this proposal.
- Payment to be made within 30 days of receiving invoices from The Brink Collective.

Duration of Services

This Agreement shall commence on the agreed-upon Start Date and continue until all parties agree that the services have been completed to satisfaction.

Responsibilities of the Service Provider

Service Provider agrees to:

- Create marketing collateral and website updates as outlined in the agreed-upon plan.
- Provide regular updates on the progress of the marketing efforts.

Responsibilities of Kanabec County Children's Services

Client agrees to:

- Provide necessary information, materials, and approvals required for the timely execution of these services.
- Collaborate with The Brink Collective in a timely manner to facilitate the completion of the project.

Ownership of Work

Upon completion and full payment of the agreed-upon services, any work produced by The Brink Collective, including but not limited to marketing collateral and website updates, shall become the property of Kanabec County Children's Services. The Brink Collective may use any work created for professional portfolio purposes.

Confidentiality

Both parties agree to keep any information confidential received from the other party during the course of this Agreement.

Termination

Either party may terminate this Agreement with written notice if the other party breaches any material term or condition of this Agreement.

Signature

Date

Signature

Date

Resolution #FS – 5/21/24

Family Services Foster Care Recruitment Resolution

WHEREAS Kanabec County Family Services would like to provide and improve Child Foster Care recruitment and,

WHEREAS two bids have been received and the contractor has submitted a bid and can meet the goals of the agency for an advertising and marketing project for Child Foster Care recruitment and,

WHEREAS the Family Services agency will use ARPA funds to pay for services provided under agreement and,

THEREFORE the Family Services Director is requesting permission to enter into a contract with Brink Collective in order to provide services for the agency and,

THEREFORE BE IT RESOLVED the Kanabec County Family Services Board authorizes the Family Services Director to enter into a contract with Brink Collective and to sign such an agreement with the total cost not to exceed \$9,000.00.

Family Services Director's Report

May 2024

Staffing:

We have the retirement of a Case Aide in Child Support. We are still seeking a Child Protection Social Worker.

Cash Assistance and SNAP (Supplemental Nutrition Assistance Program) Timeline Measures:

Our eligibility unit continues to perform at a high level and is meeting all requirements. Our dedicated staff have allowed us to do better on the Medical Assistance unwinding than most other counties. This is a measure of that unit's success.

-See attached report.

Children in out-of-home placement:

Placement	Number
Foster Family Home - Relative and Non-Relative	14
Foster Family Home - Corporate/Shift Staff	1
Group Home - Staff Operated	5
Residential Program	3
Juvenile Correctional Facility	1
Total	24 Children

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.

Resolution #FS – 5/21/24
Family Services Case Aide Resolution

WHEREAS a Case Aide in the Child Support area has given notice of their retirement effective June 27th, 2024 and,

WHEREAS this position is necessary for the operation of this unit and,

WHEREAS the Family Services Director is requesting to replace this Case aide position and,

THEREFORE BE IT RESOLVED the Kanabec County Family Services Board authorizes the Family Services Director, assisted by the HR Director, to hire a full time Case Aide at Grade 7, Step A, which is \$19.52 per hour.

Kanabec County Performance Report

Adult Protection and Cash Assistance and SNAP Timeliness Measures April 2024

Reporting Periods

Adult Protection: July 1, 2022 – June 30, 2023

Cash and SNAP: Jan. 1, 2023 – Dec. 31, 2023



For more information contact:

Minnesota Department of Human Services
Human Services Performance Management System
DHS.HSPM@state.mn.us | (651) 431-5780

Performance Report Overview

About this Report

This report for the Human Services Performance Management system (referred to as the Performance Management system) compares county performance to the thresholds established for the system. A threshold is defined as the minimum level of acceptable performance, below which counties will need to complete a Performance Improvement Plan (PIP) as part of the remedies process defined in statute. For counties below the threshold, an official PIP notification—with instructions for accessing PIP forms, PIP completion directions, and available technical assistance—will be provided with the report.

This report contains data on the Adult Protection measure as well as the Expedited Supplemental Nutrition Assistance Program (SNAP) measure and the cash assistance and SNAP application timeliness measure including:

- State fiscal year (July 1, 2022 – June 30, 2023) performance data for the Adult Protection measure
- Calendar year (Jan. 1, 2023 – Dec. 31, 2023) performance data for the two cash and SNAP Support measures
- Performance data trends for recent years
- A performance comparison to other counties in the same Minnesota Association of County Social Services Administrators (MACSSA) region

Supplemental information about the Performance Management system can be found on CountyLink, www.dhs.state.mn.us/HSPM, including:

- A description of how performance is assessed for counties with 20 or fewer people or events in a measure
- A description of how race and ethnicity data are reported
- Information about the Performance Management system's history, outcomes, mission, vision, and Council

Expedited SNAP- Threshold Suspension

For many counties, the large increase in the number of applications for food and cash assistance during the COVID-19 pandemic continued to effect county operations. Additionally, people have increasingly turned to more convenient online methods of seeking assistance, such as MNbenefits, further increasing the volume of applications. The increased application volume compounded by workforce shortages and learning to work with a new system have caused a backlog for some counties making it difficult to approve and issue expedited SNAP benefits within one day.

Due to the unforeseen increase in applications, workforce challenges and transition to a new application system, preparing PIPs may not be a valuable way for counties to approach improving performance. By suspending the threshold, no PIPs will be issued for this measure. This will give counties an opportunity to continue in-progress efforts to address the backlog and adjust to the increased application counts. It will also give DHS an opportunity to make system improvements within the MNbenefits application and with other processes to better meet applicant needs and support efficiencies for counties' and Tribal Nations' application processing workflows.

Learn more:

https://www.dhs.state.mn.us/main/ldcplg?ldcService=GET_FILE&RevisionSelectionMethod=LatestReleased&Rendition=Primary&allowInterrupt=1&noSaveAs=1&dDocName=mnmdhs-062608

Adult Protection Reporting and Threshold Suspension

Following a reporting delay, county performance data from 2022-2023 for the measure, *percent of vulnerable adults reported as maltreated with initial disposition for response made within five working days* (initial disposition) is included in this report.

Due to the delay in reporting, the performance threshold for this measure has been suspended for the 2022-2023 data and no PIPs will be required.

The threshold will be reinstated when the 2023-2024 performance data for the measure is reported in November 2024.

Small Numbers Policy

The policy overview below reflects the assessment method for counties with small numbers.

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

About the Performance Data by Race and Ethnicity

Overview of Performance Data by Race and Ethnicity

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

Hispanic or Latino ethnicity is reported separately from race. People are counted once by Hispanic ethnicity and again with their reported race so groups added together exceed the total number of applications.

MAXIS data includes immigrant subgroups, but this report does not include these metrics. Instead, the major racial and ethnic groups are included to reduce the occurrence of small number exclusions. More detailed data about performance by immigrant subgroups may be available upon request. If you would like to request a more detailed report on your county's performance by race and ethnicity, please submit a request to DHS.HSPM@state.mn.us.

Purpose

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

No Data Available

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

Economic Supports

- Economic Supports training: <https://mn.gov/dhs/partners-and-providers/training-conferences/economic-supports-cash-food/>
- Economic Supports news, initiatives, and reports: <https://mn.gov/dhs/partners-and-providers/news-initiatives-reports-workgroups/economic-supports-cash-food/>
- Economic Supports policies and procedures: <https://mn.gov/dhs/partners-and-providers/policies-procedures/economic-supports-cash-food/>

SNAP

- Supplemental Nutrition Assistance Program (SNAP) Resources: <https://www.dhssir.ctv.dhs.state.mn.us/MAXIS/Pages/SNAP-Resource-Page.aspx>

Contacts

- **Lori Bona**, Minnesota's SNAP payment accuracy coordinator, 651-431-3950, lori.bona@state.mn.us
- **Melissa Miller**, SNAP quality assurance specialist, 651-431-4538, Melissa.Miller@state.mn.us
- **Erika Martin**, research and operations manager, Economic Assistance and Employment Supports Division, 651-431-3978, erika.martin@state.mn.us

Percent of SNAP and Cash Assistance Applications Processed Timely

What is this measure?

This measure looks at the difference between the application date and the date of the first issuance made for each program approved on the application. The included programs are regular SNAP, Minnesota Family Investment Program, Diversionary Work Program, Refugee Cash Assistance, Minnesota Supplemental Aid, General Assistance, and Group Residential Housing. Applications made the day before a weekend or state-recognized holiday take into account the non-working days. Denials are not included.

Why is this measure important?

Cash and food assistance are a way to help people meet their basic needs. Timely processing of applications is one measure of how well counties are able to help people meet their basic needs.

What affects performance on this measure?

- Service factors that may influence this measure include the complexity of program rules and eligibility requirements, agency case management models, aging technology and systems that are not integrated (MAXIS, MMIS, etc.), the quality and timeliness of information sharing between service areas, such as employment services, child care assistance, child support and child welfare services, location of offices and number of offices
- Staff factors that may influence this measure include staff training, the number of staff, agency culture, staffing structure, availability of translators, and staff to participant ratios
- Participant factors that may influence this measure include literacy levels, availability to participate in an interview, access to a telephone, housing stability, ability to provide documentation, access to transportation, and complicated reporting requirements
- Environmental or external factors that may influence this measure include the local economy and increased applications during economic downturns

Kanabec County

Outcome: People are Economically Secure

Percent of SNAP and Cash Assistance Applications Processed Timely

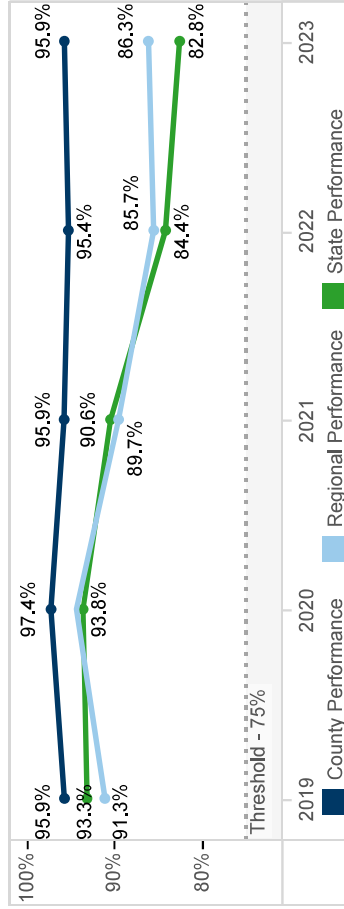
Kanabec County Performance by Year

	2019	2020	2021	2022	2023
County Performance	95.9%	97.4%	95.9%	95.4%	95.9%
Denominator	315	308	318	393	388

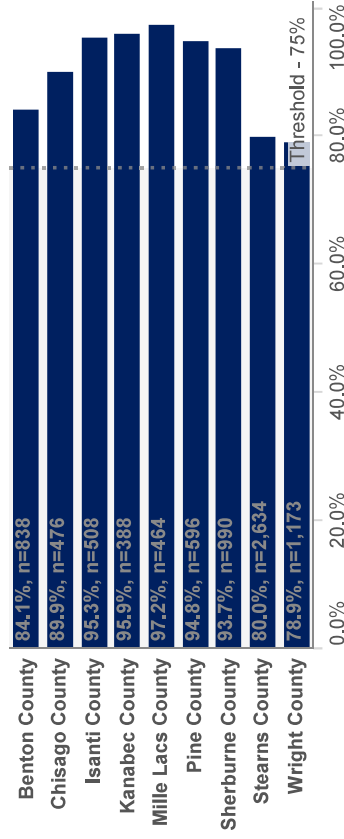
Kanabec County PIP Decision

No PIP Required - Performance is equal to or above the threshold of 75%.

County, State and Regional Performance Trends



2023 Performance for MACSAA Region 7



County Performance by Race and Ethnicity No Data Available

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

*The dotted line on each graph indicates the measure threshold of 75%.

Percent of Expedited SNAP Applications Processed within One Business Day

What is this measure?

The difference between the application date and the date the first benefit payment is issued for expedited SNAP applications. It compares total approved expedited SNAP applications in a month to those processed within one business day. Applications submitted on a Friday or the day before a state-recognized holiday are considered timely if payment was issued on the first working day following the weekend or holiday. The measure does not include denied applications.

Why is this measure important?

SNAP applicants are given expedited service when they have little to no other resources available to pay for food and, therefore, need basic safety net programs to overcome a crisis. Efficient and timely processing of these applications help ensure that people's basic need for food is met.

What affects performance on this measure?

- Service factors that may influence this measure include program complexity and changing policy, a complicated application, and challenges associated with online ApplyMN applications
- Staff factors that may influence this measure include staff training levels, staff-to-participant ratios, staff knowledge of policies, high turnover, and competition for resources between programs
- Participant factors that may influence this measure include participant completion of the mandatory interview, the number of migrant and seasonal farm workers making applications, delays due to incomplete applications, availability of advocates to assist with completing applications, and difficulty obtaining required documentation
- Environmental or external factors that may influence this measure include balancing error reduction with timeliness, emphasis on fraud that may result in conflicts between access and timeliness of service, increased applications during economic downturns, and availability of community resources such as food shelves, and natural disasters that result in increased applications

Kanabec County

Outcome: People are Economically Secure

Percent of Expedited SNAP Applications Processed within One Business Day

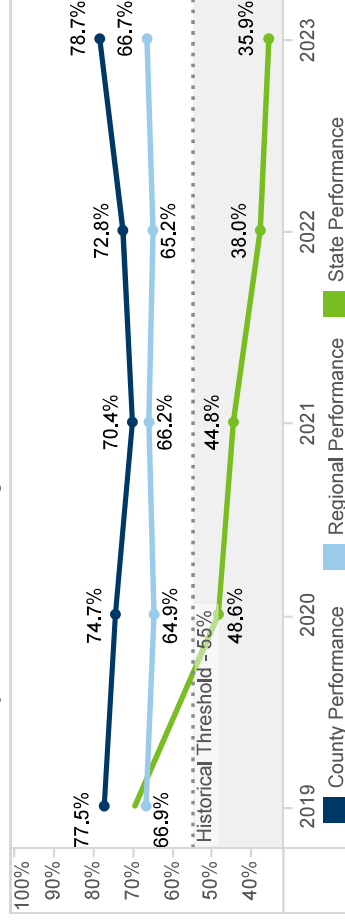
Kanabec County Performance by Year

	2019	2020	2021	2022	2023
County Performance	77.5%	74.7%	70.4%	72.8%	78.7%
Denominator	218	158	179	272	239

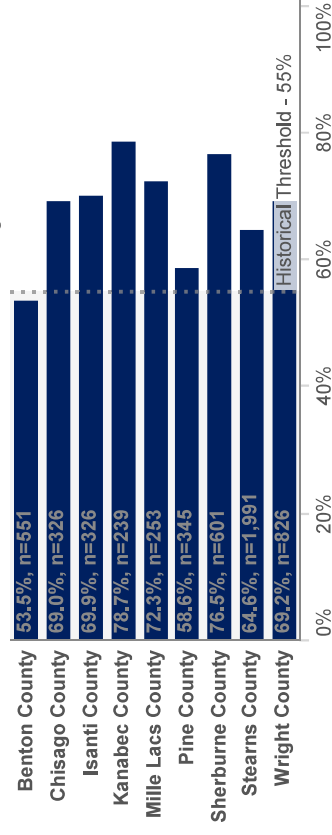
Kanabec County PIP Decision

No PIP Required – Performance is equal to or above the threshold of 55%.

County, State and Regional Performance Trends



2023 Performance for MACSSA Region 7



County Performance by Race and Ethnicity No Data Available

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

*The dotted line on each graph indicates the historical measure threshold of 55%. The threshold has been suspended, see page 2 for details.

About the Measure

Outcome: Adults and children are safe and secure.

Percent of vulnerable adults reported as maltreated with initial disposition for response made within five working days.

What is this measure?

The measure is calculated based upon the difference between the date a report was received by a county that a vulnerable adult was suspected of experiencing maltreatment and the date of the county's decision to offer adult protective services to the vulnerable adult. The measure compares the total number of reports received during the state fiscal year with an initial disposition date within five business days.

Why is this measure important?

This measure supports timely response for vulnerable adults that may be experiencing maltreatment. Additionally, it promotes statutory compliance for initial disposition being made within five business days. A timely response is important to safeguard vulnerable adults.

What affects performance on this measure?

- System factors include the number of reports received.
- Staff factors include lack of staff, understaffed, lack of knowledge and training, level of supervision, staff have many different roles and work many programs at once, and inconsistent interpretation of policy.
- Documentation factors include the accuracy of data and the timeliness of data entry.
- Environmental or external factors include delays in return response from reporter or others.

Percent of vulnerable adults reported as maltreated with initial disposition for response made within five working days.

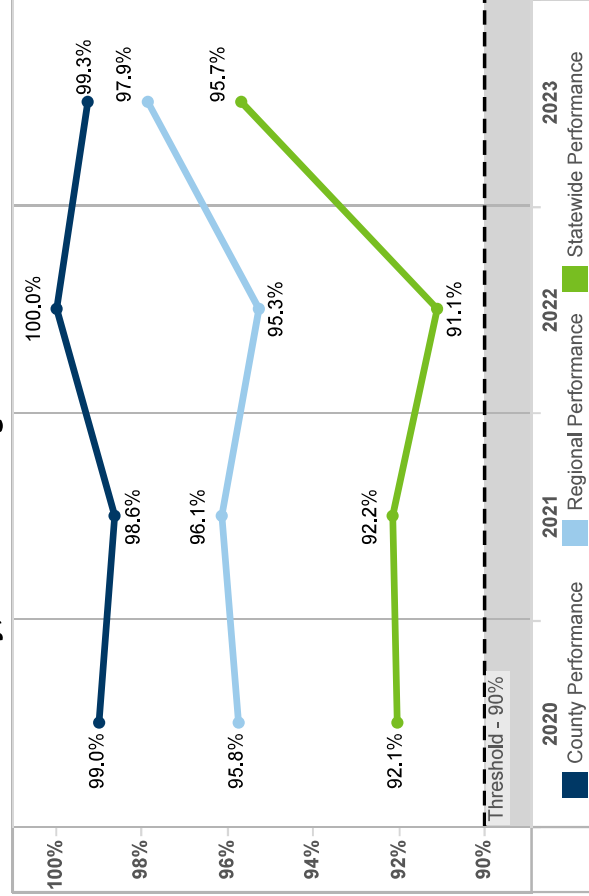
Kanabec County Performance by Year

	2020	2021	2022	2023
County Performance	99.0%	98.7%	100.0%	99.3%
Denominator	101	74	80	138

Kanabec County PIP Decision

No PIP Required - Performance is equal to or above the threshold of 90%.

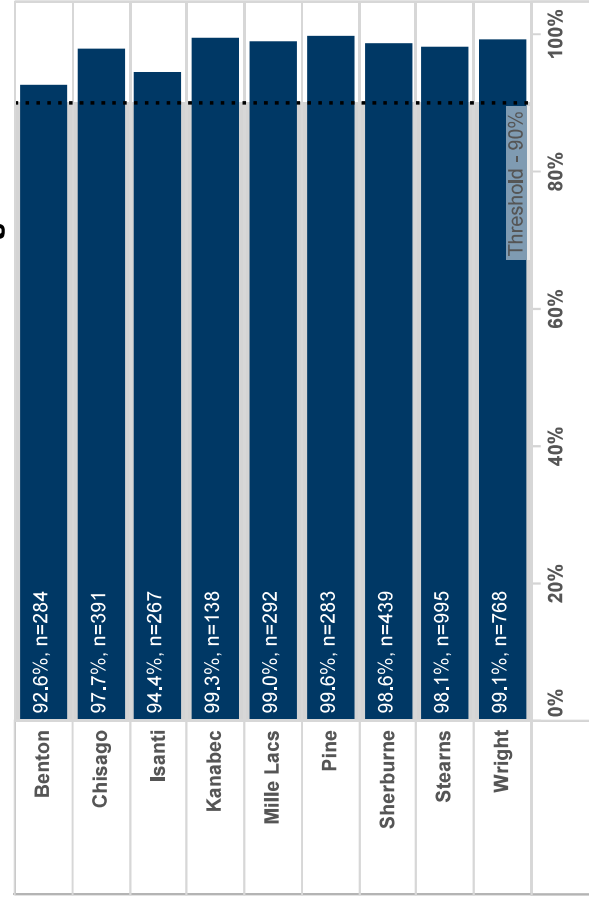
County, State and Regional Performance



*Blank values represent no cases for a reporting year.

**The dotted line on each graph indicates 90%, the threshold for this measure.

2023 Performance for MACSSA Region 7



Contract between Isanti County Health and Human Services

Acting as Fiscal Host for the Adult Mental Health Initiative and Kanabec County

This is an Agreement between Isanti County Health and Human Services as the Fiscal Host, hereafter referred to as the "COUNTY", as the contracting entity for the Counties of Chisago, Isanti, Kanabec, Mille Lacs, and Pine, members of the Region 7E Adult Mental Health Initiative, hereafter referred to as "REGION 7E", and Kanabec County hereafter referred to as "CONTRACTOR," entered into and agreed upon for the period January 1, 2024 to December 31, 2024.

WHEREAS, pursuant to Minnesota Statute 402.02, subd. 1, Region 7E has identified a certain population who are in need of family preservation, education/resources, related mental health services; and

WHEREAS, Minnesota Statute 245.461 through 245.486 establish the Minnesota Comprehensive Adult Mental Health Act; and

WHEREAS, the CONTRACTOR represents that it is duly licensed, qualified, and willing to perform such services; and

WHEREAS, pursuant to Minnesota Statute Chapter 402, the COUNTY wished to purchase such services from the CONTRACTOR; and

NOW, THEREFORE, in consideration for the mutual undertakings and agreements hereinafter set forth, the COUNTY and the CONTRACTOR agree as follows:

I. SERVICES TO BE PROVIDED

- A. ATTACHMENT A is incorporated hereinafter and outlines approved BRASS codes and BRASS codes that require SEAGR unit reporting.
- B. The CONTRACTOR shall, at their discretion, administer the utilization of the AMHI funding allocated. The CONTRACTOR agrees to ensure all AMHI expenses are within approved BRASS codes as outlined in ATTACHMENT A and have adequate supporting documentation to justify the expense.
- C. The CONTRACTOR agrees to track and provide SEAGR units for applicable BRASS codes. SEAGR units will be reported on any and all invoices submitted to the COUNTY.
- D. The CONTRACTOR will provide supporting documentation, upon request by the COUNTY, for any invoice submitted.

II. COMMUNITY MENTAL HEALTH REPORTING SYSTEM

The CONTRACTOR agrees to report to the Minnesota Department of Human Services (DHS), the COUNTY, and/or REGION 7E according to specifications of the Mental Health Information System (MHIS), and according to other specifications of DHS, COUNTY, or REGION 7E.

III. PAYMENT FOR SERVICES

- A. Invoices shall be submitted to the person designated by REGION 7E by the 10th of each month following the month of service. The Contract shall be fully signed prior to payment for services. Payment for services shall be made directly to the CONTRACTOR within 35 days of receipt of an invoice. The final invoice for 2024 shall be estimated and received by the designated person no later than noon on Monday, December 2, 2024. Because this is cash basis grant funding, no additional funds will be available if the cost of services covered by the last invoice of the year is underestimated.
- B. The allocated amount for Kanabec County is not to exceed \$92,100.05.
- C. The CONTRACTOR understands that the allocated amount may be reduced if the CONTRACTOR is underspending or not performing up to needs and expectations of the region. Invoices will be reviewed monthly and based upon billing history, may be reallocated during a quarterly reconciliation process resulting in a contract amendment that may increase or decrease the amount of the contract. These funds

may be reallocated and moved within the Region 7E programs under the direction of the Region 7E Governing Board generally following mandated and priority services established by the Region 7E and DHS.

IV. INDEMNIFICATION AND INSURANCE

- A. The CONTRACTOR agrees that in order to protect itself as well as the COUNTY, it will at all times during the term of this Contract keep in force an insurance policy. This liability insurance policy will meet the limits as shown below or be equal to the tort liability limits under Minnesota Statutes, section 3.736 and 466.04, subdivision 4, whichever is greater. However, should the coverage available to the CONTRACTOR exceed the liability limits, nothing by the way of that level of coverage shall be construed as a waiver of the limits available to the COUNTY. The CONTRACTOR must provide a current certificate of insurance to the COUNTY prior to the contract being executed.
 - 1. Commercial General Liability Insurance
 - a. \$500,000 per claimant/\$1,500,000 per occurrence/\$1,500,000 annual aggregate.
 - 2. Automobile Insurance: If vehicles are used to conduct this Contract.
 - a. Coverage shall be provided for hired, non-owned and owned auto.
 - b. Minimum limits: \$500,000 per claimant/\$1,500,000 occurrence/\$1,500,000 annual aggregate.
- B. Worker's Compensation and Employer's Liability as required by Minnesota Law.
- C. Professional Liability/Errors and Omissions Coverage
 - 1. Per Claim Limit: \$1,500,000
 - 2. Per Person: \$500,000
- D. Bonding: The CONTRACTOR will be required to always maintain, during the terms of this Contract, a fidelity bond or insurance coverage for employee dishonesty with a minimum amount of \$50,000 covering the activity of each person authorized to receive or distribute monies under the term of this Contract.
- E. Any policy obtained and maintained under this clause shall provide that it shall not be cancelled, materially changed, or not renewed without thirty days prior notice to the COUNTY.
- F. Prior to the effective date of this Contract, and as a condition precedent to this Contract, the CONTRACTOR will furnish the COUNTY with Certificates of Insurance.

V. COMPLIANCE WITH LAWS/STANDARDS

- A. The CONTRACTOR shall maintain in good standing all professional credentials necessary to provide the services contemplated and set forth herein.
- B. The CONTRACTOR shall abide by all Federal, State, or local laws, statutes, ordinances, rules, and regulations now in effect or hereinafter adopted pertaining to this Contract or to the subject matter thereof for which the CONTRACTOR is responsible.
 - 1. By signing this Contract, the CONTRACTOR certifies that it and its principals and its employees are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transacting business by or with any federal, state, or local governmental department or County; and have not within a three-year period preceding this Contract:

- a) been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction or contract;
 - b) violated any federal or state antitrust statutes; or
 - c) committed embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property; and
2. Are not presently indicted or otherwise criminally or civilly charged by a governmental entity for:
 - a) commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (federal, state or local) transaction;
 - b) violating any federal or state antitrust statutes; or
 - c) committing embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements or receiving stolen property; and
3. Are not aware of any information and possess no knowledge that any sub-Contractor(s) that will perform work pursuant to this contract are in violation of any of the certifications set forth above.
4. Shall immediately give written notice to the COUNTY should CONTRACTOR come under investigation for allegations of fraud or a criminal offense in connection with obtaining, or performing: a public (federal, state, or local government) transaction; violating any federal or state antitrust statutes; or committing embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property.

VI. CONDITIONS OF CONTRACTORS OBLIGATION

- A. The CONTRACTOR agrees to inform the COUNTY of changes in ownership, organizational structure, board of director membership, and/or chief operating officers within thirty (30) days after occurrence.
- B. It is understood and agreed that in the event the funding to the COUNTY from State and Federal sources is not obtained and continued at an aggregate level sufficient to allow for the purchase of the indicated quantity of Purchased Services, the obligations of each party hereunder shall be terminated.
- C. The CONTRACTOR must, within 10 days, notify the COUNTY in writing whenever it is unable to, or going to be unable to, provide the required quality or quantity of Purchased Services. Upon such notification, the COUNTY must determine whether such inability will require modification or cancellation of said contract.
- D. Either party may cancel this CONTRACT with or without cause upon ninety (90) days written notice.

Written notice of cancellation by the CONTRACTOR shall be addressed to the Division Leader, Isanti County Health and Human Services, Oakview Office Complex, 1700 East Rum River Drive South, Suite A, Cambridge, MN 55008.

- E. Before the termination date of this Contract, the COUNTY may evaluate the contract performance of the CONTRACTOR and determine whether such performance merits renewal of this Contract.
- F. The COUNTY will reimburse for services specified in this Contract that have been delivered. Any alterations, variations, modifications, or waivers of provisions of this Contract shall be valid only when they have reduced to writing, duly signed, and attached to the original of this Contract.
- G. If the COUNTY determines that funds are not being administered in accordance with the approved service plan and budget or that services are not being properly provided according to the terms of this Contract, the COUNTY may terminate this Contract after notice has been provided to the CONTRACTOR's designated agent.

VII. INDEPENDENT CONTRACTOR

- A. The CONTRACTOR acknowledges and agrees that it is not entitled to receive any of the benefits received by COUNTY employees and is not eligible for workers or unemployment compensation benefits.
- B. The CONTRACTOR also acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due and that it is the CONTRACTOR's sole obligation to comply with the applicable provision of all Federal and State laws.
- C. The CONTRACTOR utilizes independent Sub-Contractors and neither the position nor the work of the Sub-Contractor shall cause the CONTRACTOR or Sub-Contractor to be construed as an employee of the COUNTY in any way. The CONTRACTOR and Sub-Contractor shall at all times be free to exercise initiative, judgment and discretion as to how to best perform or provide services within the scope of approved policy/procedure.
- D. With regard to any subcontractors so retained by the CONTRACTOR, the CONTRACTOR shall be responsible for the Sub-Contractor performance under this Contract and agrees to comply with prompt payment of any and all subcontractors pursuant to Minnesota Statutes 471.425, Subd. 4a.

VIII. DATA PRACTICES

All data collected, created, received, maintained, or disseminated for any purposes by the activities of CONTRACTOR because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing said act now in force or as adopted, as well as HIPAA or other Federal regulations on data privacy.

IX. RECORDS-AVAILABILITY AND RETENTION

- A. Pursuant to Minnesota Statute § 16C.05 subd. 5, the CONTRACTOR agrees that the COUNTY, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the CONTRACTOR and involve transaction relating to this Contract.
- B. The CONTRACTOR agrees to maintain these records for a period of six (6) years from the date of termination of the Contract.
- C. The CONTRACTOR will maintain client and placement records according to business standard practices.

X. CONTRACTOR AUDIT AND RECORD DISCLOSURES

- A. At the end of each calendar year covered by this Contract, the CONTRACTOR will provide a financial review of program expenditures.
- B. Maintain all records pertaining to this Contract at the address of CONTRACTOR for six (6) years for audit purpose.

XI. CONTRACTOR QUALIFICATIONS AND TRAINING

- A. The CONTRACTOR agrees to use only qualified personnel to provide any purchased services. If licensing or certification is a necessary prerequisite for provision of services, the CONTRACTOR shall ensure that personnel are properly licensed or certified.
- B. The CONTRACTOR agrees to provide or arrange for staff training as required.
- C. A copy of the staff training plan shall be provided to the COUNTY upon request.
- D. A background check satisfactory to the COUNTY will be performed on all employees prior to hire in accordance with Minnesota Department of Human Services.
- E. The CONTRACTOR agrees to maintain at all times during the term of this Contract, a process whereby its current and prospective employees and volunteers who will have direct contact with persons served by the program or program services, will consent to a background check for evidence of maltreatment of adults or minors substantiated under Minnesota Statutes section 626.556.
- F. THE CONTRACTOR will ensure all personnel are trained in the Vulnerable Adult Act, know Region 7E Common Entry Points, and follow Minnesota Statutes 626.557 requirements.
- G. The CONTRACTOR will ensure all personnel are trained in the Maltreatment of Minors Act and follow Minnesota Statutes 626.557 reporting requirements.

XII. NONDISCRIMINATION

During the performance of this Contract, the CONTRACTOR agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, creed or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable federal or state laws.

XIII. REPRESENTATIVES

The following named persons are designated the authorized representatives of parties for purposes of this Contract. These persons have authority to bind the party they represent and to consent to modifications and subcontracts, except that, as to the COUNTY, the authorized representative shall have only the authority specifically or generally granted by the County Board of Commissioners. Notification required to be provided pursuant to this Contract shall be provided to the following named persons and addresses unless otherwise stated in this Contract, or in a modification of this Contract.

COUNTY Designee Amanda Stevenson, Region 7E AMHI Planner
Health and Human Services Division
Oakview Office Complex
1700 East Rum River Drive South, Suite A
Cambridge, MN 55008
763-689-1711

CONTRACTOR Designee Chuck Hurd, Director
Kanabec County Family Services
905 Forest Avenue East
Mora, MN 55051
320-679-6350

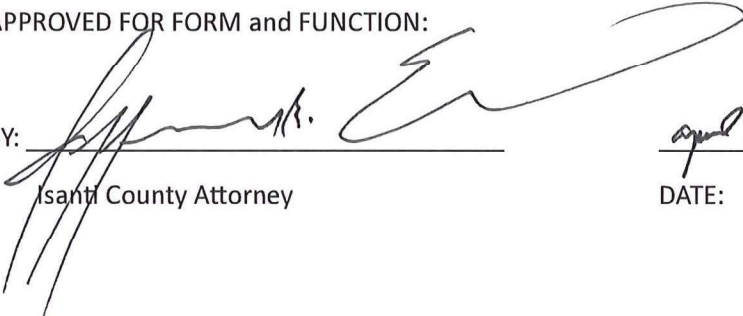
XIV. MODIFICATIONS

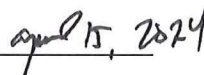
Any alterations, variations, modifications, or waivers of provisions of this Contract must be valid only when they have been reduced in writing, duly signed, and attached to the original of this Contract.

No claim for services furnished by the CONTRACTOR not specifically provided in the agreement will be allowed by the COUNTY nor must the CONTRACTOR do any work or furnish any material not covered by the Contract, unless this is approved in writing by the COUNTY. Such approval must be considered a modification of this Contract.

IN WITNESS THEREOF, the COUNTY and the CONTRACTOR, each intending to be bound by this Contract, effective January 1, 2024, certifies that the appropriate persons have executed the Contract, as required by applicable articles, by-laws, resolutions and ordinance.

APPROVED FOR FORM and FUNCTION:

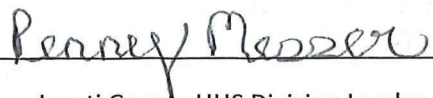
BY:  _____
Isanti County Attorney


DATE:

COUNTY OF ISANTI, STATE OF MINNESOTA

DIVISION LEADER: ISANTI COUNTY HHS DIVISION

BY: 
Chairperson of the County Board

BY: 
Isanti County HHS Division Leader

DATE: 4-16-24

DATE: 04.13.2024

ATTESTED TO

BY: 
Isanti County Administrator

4/16/2024
DATE:

CONTRACTOR

BY: _____
Kanabec County Family Services Director

DATE:

ATTACHMENT A:		
ELIGIBLE BRASS CODE CATEGORY BREAKDOWN	DESCRIPTION	REQUIRES SEAGR UNIT REPORTING Y/N AND UNIT (IF APPLICABLE)
401x- Fiscal Host Fee	Includes costs associated with management these grant funds. The AMHI coordinator position/salary should be listed in this category. The fiscal host fee may not exceed 10% of the total grant award.	No
402x- Community Education and Prevention	Activities designed to educate the public about mental health and co-occurring issues. The goals are to increase the understanding of mental health, reduce stigma, promote recovery, and increase awareness of the availability of resources and services, and improve skills in dealing with mental health issues. Includes training, conferences, and marketing efforts for the AMHI, time-limited subscription services, and incentives for people with lived experience to participate in AMHI activities.	No
403x- Adult Client Outreach	Activities within the community and segregated settings designed to locate and engage potentially eligible adults, inform them of available mental health services, and assure that they have access to those services. Recommend use of this BRASS code for activities that are directly tied to an individual.	No
408x- Adult Outpatient Diagnostic Assessment/Psychological Testing/Explanation of Findings	Diagnostic assessment, psychological testing, and explanation of findings as defined in Minnesota	Yes; Hour

	Administrative Rule parts 9505.0370 to 9505.0372 by a qualified mental health professional.	
416x- Transportation	Travel (escorted or unescorted) to and from site such as employment, stores, services, and medical and non-medical appointments to maintain or assist in recovery. This might include transit cards, mileage reimbursement, and taxis.	No
418x- Client Flex Funds	Goods or services purchased to meet basic physical or medical needs. Examples include: medications, clothing, auto repair, and food. Entities must have a written policy regarding the use of client flex funds.	No
420x- Peer Support Services	Non-clinical recovery focused activities encouraging empowerment, self-determination, and decision-making provided by Certified Peer Specialists.	Yes; Hour
431x- Adult Mobile Crisis Services	Face to face services for an adult who may be experiencing a mental health crisis or a mental health emergency. These services include assessment, intervention, and community (non-residential) stabilization. This code covers infrastructure development such as training, as well as ancillary and supportive services.	No
434x- Community Support Program Services	Services linked to a support plan provided to an individual at the location of their choice in order to stay in the community. Examples are grocery shopping, social activities, housekeeping,	No

	and the creation of a wellness plan.	
436x- Adult Residential Crisis Stabilization	Individualized services to assist the individual returning to their community. This service is provided following a mental health crisis assessment and intervention and as a part of the treatment plan for the crisis.	Yes; Hour
437x- Supported Employment/Individualized Placement and Support Services	Person-centered support provided to a person with a serious mental illness to locate and maintain competitive employment in the community. This cannot be used for center-based employment.	Yes; Hour
438x- Assertive Community Treatment (ACT)	Intensive, comprehensive, non-residential rehabilitative mental health service using a team approach. This service must meet standards specified in Minnesota Statutes, section 246B.0622.	No
443x- Housing Subsidy	Direct payments for rent, utility costs, deposits on housing and utilities, household furnishings, or storage and moving costs.	Yes; Day
446x- Basic Living/Social Skills and Community Integration	Basic living/ social skills and community intervention services provided to rehabilitate and enable the recipient to develop and enhance psychiatric stability, social competencies, personal and emotional adjustment, and independent living and community skills, including ARMHS and other rehabilitative treatments.	Yes; Hour

451x- Emergency Response Services	Response services available on a 24-hour seven-day-a-week basis for persons having a psychiatric crisis, a mental health crisis, or emergency. Emergency response services include telephone hotlines and similar services.	No
452x- Adult Outpatient Psychotherapy	Psychotherapy provided by or under the clinical supervision of a mental health professional to an adult with mental illness. This services is provided outside of inpatient or residential settings and excludes psychotherapy services provided as part of day treatment.	Yes; Hour
454x- Adult Outpatient Medication Management	Prescription medication education and review for an adult as a means of controlling or eliminating severe behavior problems, or the effects of mental illness. This excludes medication management services provided as part of day treatment, community support program, and services provided by staff of a residential or inpatient program.	Yes; Hour
468x- Adult Day Treatment	A time-limited structured program of psychotherapy, rehabilitative mental health, and other intensive therapeutic services provided by a multi-disciplinary team to reduce the effects of mental illness, promote recovery, and enable transition to a lower level of care in the community.	Yes; Hour
469x- Partial Hospitalization	A time-limited structured outpatient program of psychotherapy and other therapeutic services that is	Yes; Hour

	provided by a qualifying hospital of community mental health center. Services must comply with Minnesota Administrative rules parts 9505.0370 to 9505.0372.	
474x- Intensive Residential Treatment Services (IRTS)	Services delivered by an enrolled Minnesota health care program (MHCP) and include activities designed to develop and enhance psychiatric stability, personal and emotional adjustment, self-sufficiency, and skills to live in a more independent setting.	Yes; Day
491x- Adult Rule 70 Targeted Case Management (TCM)	Services designed to help persons gain access to needed medical, social, educational, vocational, financial, and other necessary services as they relate to the person's mental health needs. Services must comply with MN Comprehensive Mental Health Act, Minnesota Statutes, Section 245.462.	Yes; Hour
493x- Adult General Case Management	A systematic process of ongoing assessment, planning, referral, service coordination, and monitoring, consultation, and advocacy through which multiple service needs of clients are addressed.	Yes; Hour

Resolution #FS – 5/21/24

Contract for Mental Health Services with Isanti County Health & Human Services as
Fiscal Agent for Region 7E AMHI Resolution

WHEREAS pursuant to Minnesota Statute 402.02, subd. 1, Region 7E has identified a certain population who are in need of family preservation, education/resources and related mental health services; and

WHEREAS Minnesota Statute 245.461 through 245.486 establish the Minnesota Comprehensive Adult Mental Health Act; and

WHEREAS Kanabec County Family Services represents that it is duly licensed, qualified, and willing to perform such services; and.

THEREFORE the Family Services Director is requesting permission to enter into a contract with Isanti County Health & Human Services as the Fiscal Agent for the Region 7E Adult Mental Health Initiative (AMHI) to provide mental health services as described in the contract.

THEREFORE BE IT RESOLVED the Kanabec County Family Services Board authorizes the Family Services Director to enter into a contract with Isanti County Health & Human Services on behalf of the Region 7E AMHI for mental health services and to sign said contract, commencing January 1, 2024 through December 31, 2024.

Kanabec County Family Services

1st Quarter 2024 Report

FINANCIAL UNIT

Preparer: Tim Dahlberg

A. Major Highlights

- We were able to achieve the 95% or higher expedited application processing timeliness rate! This has been a difficult measure for us to reach as there are aspects to this measurement that we find are out of our control.
- Piper, our latest Eligibility Worker, has been able to complete all her major DHS program training. She's been eager to get going, managing her caseload, and contributing to our team. She has been doing quite well. The rest of the eligibility team has been great at welcoming and helping train Piper as she's been getting up-to-speed.

B. Challenges/Concerns

- Program policies continue to be in flux from the state. We continue to do our best at handling these changes.
- With healthcare renewals in full swing and eligibility beginning to close for some existing program recipients, we've been facing an increase in phone calls and difficult conversations.
- Although we're re-engaging in renewal processes that are more akin to pre-PHE procedures, DHS continues to implement programmatic changes that have not been seen before.

C. Looking Ahead

- We're getting closer to the time certain PHE policies will fully be phased out. We're looking forward to this as, hopefully, this will help slow down the ongoing complexity of administering these programs.

Program Totals as of 3/31/24		
Program	Active Cases	# of Persons Active
MFIP - MN Family Investment Program	55	155
DWP - Diversionary Work Program	1	4
General Assistance	72	72
MSA - MN Supplemental Assistance	79	82
Housing Supports (Formerly GRH)	78	77
Food Support (SNAP)	811	1355
Medical Assistance and/or Medicare Savings Programs (MAXIS)	885	914
Medical Assistance (METS) *as of 4/2/2024	1587	3181
MinnesotaCare (County Serviced) *as of 4/2/2024	87	120

Kanabec County Family Services

1st Quarter 2024 Report

CHILD SUPPORT

Preparer: Tammy Owens and Tim Dahlberg

A. Major Highlights

- Results for the federal fiscal year (FFY) 2023 Self-Assessment review came out at the end of February. We had two cases pulled. One was an establishment while the other was medical. Both cases came back correct.

B. Challenges/Concerns

- We've been preparing for the upcoming retirement of our Support Enforcement Aide (Case Aide) later this summer. She's had many years of experience in the role. This certainly will be an adjustment for our team. She has been putting together resources that will assist in the training of her replacement.

C. Looking Ahead

- We are gearing up for the annual COLA (Cost of Living Adjustment) process. This affects the cases on a bi-annual rotation. The process begins with reviewing reports with the upcoming cases to ensure that the information is correct, and the case moves through the process appropriately.

CHILD SUPPORT ENFORCEMENT STATISTICS					
	QUARTER ENDING				
AREA					Year to
	3/31/2024	6/30/2023	9/30/2023	12/31/2023	Date
Caseload By Type					
Non-Public Assistance	170				
Arrears Only	181				
Public Assistance	276				
Foster Care	1				
Spousal Maintenance Only	5				
Total	633				
Collections Report					
Total Collected	\$471,504.21				\$471,504.21
PA Collections					
Current	\$203,773.87				\$203,773.87
Arrears	\$36,958.96				\$36,958.96
Spousal Maintenance					\$0.00

Kanabec County Family Services 1st Quarter 2024 Report

Total	\$240,732.83				\$240,732.83
NPA Collections					
Current	\$164,107.75				\$164,107.75
Arrears	\$63,907.03				\$63,907.03
Spousal Maintenance	\$2,756.60				\$2,756.60
Total	\$230,771.38				\$230,771.38
Current Support due	\$518,931.95				\$518,931.95
Current Distributed	\$369,381.62				\$369,381.62
% of Distribution of Current	71.18%				71.18%
Cases with Arrears due	360				
Cases with Arrears Distributed	166				
% of Cases w/Arrears Payment	46.11%				

ACCOUNTING UNIT

Reporter: Jessica Gravich

A. Major Highlights

- All annual and quarterly reports were completed by the due dates.
- The 2024 Family Services Budget is within expectations.
- The annual audit has begun.

B. Challenges and Concerns

- We are continuing to monitor the FS fund balance. It is currently below the previous year.
- We are tracking the IV-E Children's Residential Facility payments that are currently not reimbursed.
- Federal and State reimbursement percentages are continuing to change due to COVID increases expiring.

Kanabec County Family Services 1st Quarter 2024 Report

C. Looking Ahead

- Beginning to work on the annual audit.
- Budget preparation for 2025.

D. Fiscal Fraud/Collections

For this quarter the following amounts were collected:

Type	Amount	County Portion	Number of Cases
Fraud	\$0	\$0	6
Estate (MA)	\$14,737.30	\$3,684.33	11
Estate (GA)	\$2,541.84	\$1,270.92	1

ADMINISTRATIVE STATISTICS

AREA	1/1/24 To 3/31/24	4/1/24 To 6/30/24	7/1/24 To 9/30/24	10/1/24 To 12/31/24	Year to Date Data	2024 Approved Budget
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Revenues - Income Maintenance

State Sources	50,062				50,062	198,300
Federal Sources	272,865				272,865	1,105,120
Other Sources	(12,621)				(12,621)	176,950
Fund Balance-Planned Use	-	-	-	-	-	-
Total	310,307	-	-	-	310,307	1,480,370

Expenditures - Income Maintenance

Public Aid	93,455				93,455	483,200
Personnel Services	357,963				357,963	1,550,480
Services & Charges	39,229				39,229	189,110

Kanabec County Family Services 1st Quarter 2024 Report

Direct Materials	1,534				1,534	16,650
Other Expenses	195	-	-	-	195	420
Total	492,376	-	-	-	492,376	2,239,860

Revenues - Social Services

State Sources	140,015				140,015	947,041
Federal Sources	244,169				244,169	1,289,070
Fees for Services	35,981				35,981	254,100
Other Sources	90,320				90,320	548,957
Fund Balance-Planned Use	-	-	-	-	-	-
Total	510,485	-	-	-	510,485	3,039,168

Expenditures - Social Services

Public Aid	523,018				523,018	1,502,781
Personnel Services	581,410				581,410	2,791,651
Services & Charges	49,432				49,432	198,150
Direct Materials	1,933				1,933	21,950
Other Expenses	-				-	200
Total	1,155,793	-	-	-	1,155,793	4,514,732

Revenues - IM & SS

State Sources	190,077	-	-	-	190,077	1,145,341
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Kanabec County Family Services 1st Quarter 2024 Report

Federal Sources	517,034	-	-	-	517,034	2,394,190
Fees for Services	35,981	-	-	-	35,981	254,100
Other Sources	77,699	-	-	-	77,699	725,907
Fund Balance-Planned Use	-	-	-	-	-	-
Total	820,792	-	-	-	820,792	4,519,538

Expenditures - IM & SS

Public Aid	616,473	-	-	-	616,473	1,985,981
Personnel Services	939,373	-	-	-	939,373	4,342,131
Services & Charges	88,661	-	-	-	88,661	387,260
Direct Materials	3,467	-	-	-	3,467	38,600
Other Expenses	195	-	-	-	195	620
Total	1,648,169	-	-	-	1,648,169	6,754,592

AGING SERVICES CARE COORDINATION

Reporter: Aliina Olson and Krista Eye

A. Major Highlights:

- Utilizing the MSHO supplemental benefits provided through Blue Plus and SCHAs to meet member's health and safety needs in their homes without having to be placed on a waiver program and possibly prevent a change in living arrangement, such as assisted living or NF.

B. Training Attended:

- Best Data Practices training, DHS annual MMIS system training, Blue Plus Supplemental Benefit training, various trainings for MnChoice assessor certification.

Kanabec County Family Services

1st Quarter 2024 Report

C. Challenges and Concerns:

- Continuing to learn and navigate through systems and guidelines with Blue Plus Health plan as case load increases with enrollment in Blue Plus. Working with members through renewal process to determine Medicaid eligibility after COVID emergency had been lifted.

D. Trends:

- Continue to see growth of the population of 65+ in our county and more mental health needs along with physical health needs.

E. Looking Ahead:

- Implementing the new MnChoices model for our assessments and reassessments as phase III has started on 04/01/2024.

COMMUNITY SUPPORT PROGRAM

Reporter: Rhonda Bergstadt

A. Major Highlights

- The LAC (Kanabec County Local Advisory Board on Mental Health) will continue to reach out to the general public to assure that others with mental health concerns are aware that they are not alone and that there is hope of recovery.

B. Training Attended

- Client specific training and research is completed as needed for individual treatment requirements.

C. Challenges and Concerns

- Lack of self-care is one of the first things that indicates a mental health concern. Multiple medical conditions linked to self-neglect due to mental illness is becoming a concern in this country. Assuring improved self-care will lead to decreased long term health care costs. This area is an area that we stress with everyone we work with.

D. Looking Ahead

- We are planning to move the support group to the park again this summer. Being outside and with people they are comfortable with is a boost to everyone's mood.

E. Trends

- Aging population with persistent severe mental illness is experiencing additional brain diseases. These include dementia and Alzheimer's. This is leading to additional services being required to keep people safe and in their own homes.

Kanabec County Family Services

1st Quarter 2024 Report

MNCHOICES ASSESSMENT

Reporter: Ashlee, Leah, Danielle

A. Major Highlights:

- MnChoices Revision
- Parents, stepparents, and legal guardians of minors, as well as spouses are no longer allowed to be paid caregivers for personal care assistance (PCA) services as of November 11, 2023.

B. Training Attended:

- Regional 7E Meeting
- Monthly regional assessor meeting - Isanti County

C. Challenges and Concerns:

- MnChoices revision – We have been rolling this out slowly as DHS continues to make adjustments to the system.
- Pending SMRT referrals are taking longer for DHS to process.

D. Trends:

- All New MnChoices must be done in revision starting April 1, 2024.
- Medical Assistance renewals are impacting waiver eligibility.
- Pending SMRT referrals are taking longer for DHS to process.

E. Looking Ahead:

- Completing more MnChoices reassessments in MnChoice revision.
- Assessor Meetings within the region to create support through the learning challenges of MnChoices revision.

ADULT MENTAL HEALTH

Reporters: Kurt Seidel

A. Major Highlights:

- New staff on board April 8. Several clients experienced positive life changing events through treatment and sobriety after years or decades of struggle. Outpatient psych service options continue to increase with Ampersand Psychological Services opening.

B. Training Attended:

- Miscellaneous individual training courses were attended, mostly virtual.

Kanabec County Family Services

1st Quarter 2024 Report

C. Challenges and Concerns:

- Housing options continue to be the biggest roadblock for persons struggling with mental health issues. Virtually all subsidized apartments have long wait lists.

D. Trends:

- Some noticeable reduction in the number of provider requests for civil commitment. There is continued assessment and accessing of the CADI Waiver by SPMI clients who are requiring residential placement with 24/7 staffing due to complex behaviors.

E. Looking Ahead:

- Lighthouse reports license changes to increase their menu of services including in home supports.

DISABILITY SERVICES CASE MANAGEMENT **DD, CADI, CAC, BI Waivers and Rule 185 Case Management**

Reporter: Kurt Seidel, Kelly Mitchell, Chelsey Bottelson, Eileen Wagner

A. Major Highlights

- Renewed push by DHS to offer employment related services through Employment First, which was developed with the belief that employment in the general workforce is the first and preferred outcome in the provision of publicly funded services for all working age citizens with disabilities, regardless of the level of disability.

B. Training Attended:

- Staff have attended various online and in-person training courses. Staff are transitioning to MnChoices Revision working with MnChoice assessors for assistance in this transition.

C. Challenges and Concerns:

- Continued lack of staffing in direct care positions such as PCA, group home staffing, and in-home services.
- Child placement options are extremely hard to find. Numerous Kanabec children are on waitlists or being denied from corporate foster care.
- Lack of in-home providers for behavioral challenges.
- Transportation continues to be a challenge for the individuals in our area. This is a big barrier for our individuals who are seeking employment or require assisted transportation for persons with wheelchairs, hospital transfers, etc.

Kanabec County Family Services

1st Quarter 2024 Report

- Regular difficulties with Social Security denials for disability, poor communication within agencies and outside agencies, regionalization of Rep Payee services and extremely slow processing of paperwork of all kinds.
- We are down a CADI/mental health case manager, which has increased the workload of current case managers.
- Challenges with children going on waivers and losing their health plans due to being on straight Medical Assistance.
- Lack of transportation for children to Medical Assistance billable services that are outside of the county.

D. Trends:

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

E. Looking Ahead:

- Complete implementation of MnChoices Revision.
- Case Managers must complete new Employment Training.
- Case Managers must now complete 20 hours of training per year.

ADULT PROTECTION

Reporter: Kurt Seidel

A. Major Highlights:

- MN Adult Protection Partnership continues to have quarterly meetings to enable collaboration among Adult Protection Teams in Region 7E.

B. Training Attended:

- Elder Justice, Supported Decision Making.

C. Challenges and Concerns:

- Phone scams continue to be a problem, especially with older adults living alone. Impossible to investigate on a vast majority of occasions.

D. Trends:

Kanabec County Family Services 1st Quarter 2024 Report

- General Public struggles with perceived lack of action to their reports that do not meet the strict standards needed to intervene with protective services.

E. Looking Ahead:

- No major changes expected.

KANABEC COUNTY FAMILY SERVICES - LICENSING

Reporters: Tonya Burk, Danielle Linkert, Ashlee Lovaas

A. Major Highlights:

	Family Childcare	Adult Foster Care
Last Quarters No. of Providers		
New Licenses		1
Relicensing	4	4
Off Year Visits	2	
Change of Premise		
Pending Applications		
Correction Orders	1	
Negative Actions		
Extensions		
Investigations	1	
Closed Licenses	1	
Orientation provided for (number of persons)	1	2
Total Number of Providers in Kanabec County	24	14-CRS 7 - AFC

Kanabec County Family Services

1st Quarter 2024 Report

B. Training Attended

- Monthly Licensors Call in Webex (FCC) – Danielle and Tonya
- Monthly ELICI Trainings – Danielle
- Hub Trainings – Danielle and Tonya
- Special Childcare Roundtable – Danielle
- Monthly Foster Care Webinars (AFC and CRS) – Ashlee

C. Challenges and Concerns

- Childcare Systems Transformation Project training for Licensors and Providers.
- Pending Family Childcare applicants or those interested falling off due to applicant not following through.
- Waiting list for new applicants for AFC with 245D with DHS.
- Moratorium approval barriers through DHS prevent CRS from opening multiple beds.

D. Looking Ahead

- Childcare Systems Transformation Project (HUB), rolling out and training.
- Fire Marshall Training in May 2024 – Danielle and Ashlee.

E. Trends

- Licensors meetings/consults scheduled monthly.

Kanabec County Family Services 1st Quarter 2024 Report

Program Area – Community Support Services	01/01/2024 To 03/31/2024	04/01/2024 To 06/30/2024	07/01/2024 To 09/30/2024	10/01/2024 To 12/31/2024	Year To Date Data
702 Social Services					
MnChoices					
# New Assessments	44				
# Reassessments	76				
Managed Care Community Well					
# New Enrollees	12				
Total Members Served	208				
CADI, CAC, BI Waiver					
# clients on waiver	123				
# adults	98				
# children	25				
# clients in residential setting	25				
# receiving employment services	22				

Kanabec County Family Services 1st Quarter 2024 Report

Additional Services					
# receiving Relocation Service	0				
Coordination					
# receiving Consumer Support Grant	4				
710 Licensing					
Family Childcare					
# homes active	24				
# newly licensed	0				
# relicensed	4				
Adult Foster Care/Comm Resid Setting					
# homes active	21				
# newly licensed	1				
# relicensed	4				
730 Chemical Dependency					
# Detox paid	2				

Kanabec County Family Services

1st Quarter 2024 Report

CHILD PROTECTION

A. Major Highlights:

- Children's Services has continued this quarter meeting with community members through various meetings. We continue to connect with our schools, our law enforcement, medical staff and many other agencies.
- Toys for Tots was a success again this year and was wrapped up in December.
- The County Attorney's Office has assigned two primary attorneys to the Children's Services Unit. This has been helpful for our unit in regard to court cases and legal needs.

B. Training Attended:

- Three Child Protection Workers attended MSSA in March.
- Two Children's Services Workers and a Children's Services Supervisor participated in ICWA training in preparation for motivational interviewing.
- Staff participated in webinar trainings with DHS:
 - Extended Foster Care
 - Parent Support Outreach
 - Educational Funding for Foster Youth

C. Challenges and Concerns:

- Truancy has continued to be a challenge in regard to finding motivation for youth to attend school when they struggle to attend.
- The Children's Services unit will be down by two staff members due to a retirement and a medical leave. There will be one position that will be posted.
- Wait lists for youth needing residential placement continues to be long.
- Mental health services continue to have long wait lists for both our youth and our parents.

D. Looking Ahead:

- Children's Services is gathering resources for families in our counties as we look forward to approaching the summer months.
- We are hopeful to have many applicants for the potential employment opening in the future.

CHILDREN'S MENTAL HEALTH

A. Major Highlights:

- We have had several recommendations for placement this quarter.
- Both staff have a large amount of travel time to see clients in placement.

Kanabec County Family Services 1st Quarter 2024 Report

- Six children in placement between both caseloads.

B. Training Attended:

- Staff have been doing research for specialized providers for children on caseloads with higher needs.
- Staff attended Children's Mental Health regional meeting hosted by Pine County.

C. Challenges and Concerns:

- We have not been able to access any in-home services due to long wait lists.
- Figuring out the Families First requirements and procedures have been a challenge.
- Recommendations for residential placements have gone up but wait lists have been a challenge.

D. Looking Ahead:

- One member of staff is retiring in May, which will bring on higher caseloads for the other staff for a period of time.
- A new staff member will transition to Children's Mental Health in July.

Child Foster Care Licensing/Family Connections/Permanency

A. Major Highlights:

- Participation in Kinship/Relative Search Collaboration meeting every other month, CFC Reform Community of Practice and Licensing Guidelines monthly, DHS Foster Care Licensing meeting monthly and Regional Foster Care meeting quarterly.
- Foster Care recruitment activity- offering orientations privately at the time of inquiry instead of making them wait for a bimonthly scheduled time.
- Five children achieved permanency during this period.

Child Foster Care	
Last Quarters No. of Providers	11
New Licenses	0
Relicensing's	1
Off Year Visits	2
Change of Premise	0
Pending Applications	4

Kanabec County Family Services 1st Quarter 2024 Report

Correction Orders	2
Negative Actions	0
Extensions	0
Investigations	2
Closed Licenses	1
Orientation provided for (number of persons)	1
Total Number of Providers in Kanabec County	10

B. Training Attended:

- Annual data privacy training DHS, setting realistic expectations for foster care and adoption, prudent and connected parenting, CFRS overview, outcomes, items, and process.

C. Challenges and Concerns:

- How to recruit and prepare providers to provide care in a home setting to children/youth who have very high needs/challenges.
- New child foster care licensing guidelines were released in December of 2023. This is great to have more clarity/guidance from DHS but will require many processes to be updated to meet updated guidelines.

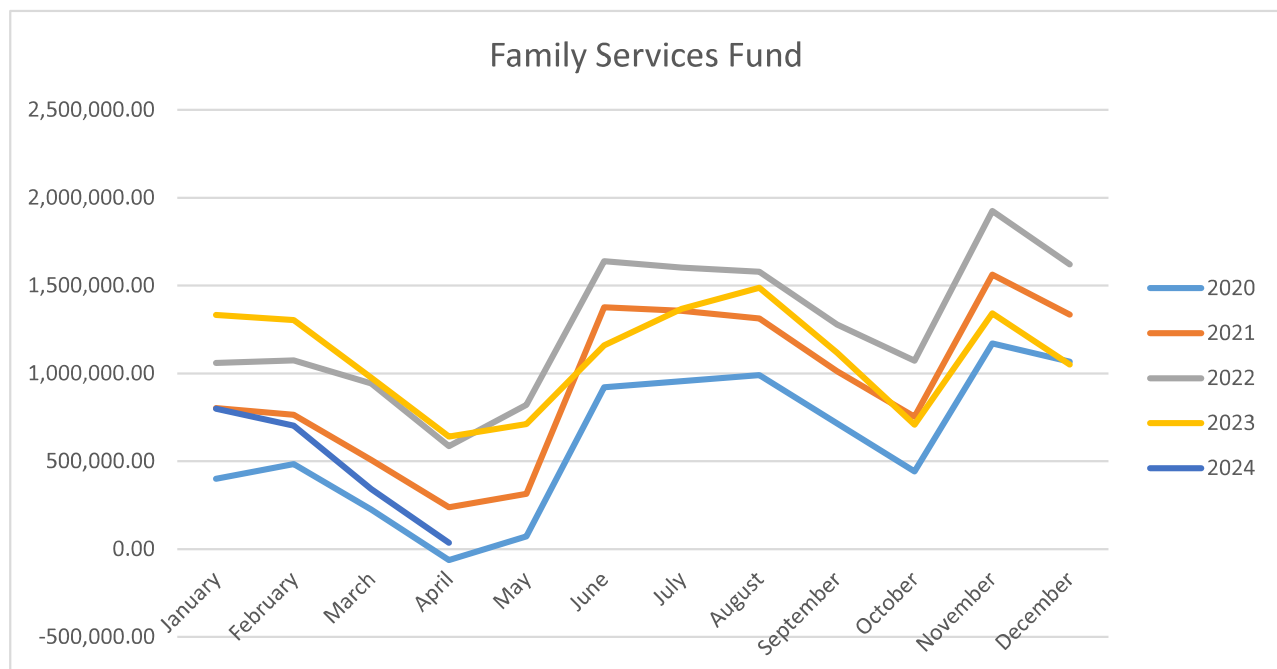
D. Looking Ahead:

- Increase in permanency role demands due to several placements.
- Finalizing a foster family recruitment plan.
- Foster Adopt Minnesota is providing an in-person training for the foster families on May 7th.
- May is Foster Care Month and foster families will be recognized for their support and commitment.
- Many exciting investments to the recruitment and retainment area of child foster care licensing.

Kanabec County Family Services 1st Quarter 2024 Report

<u>Children's Services Statistics</u>	October 2023- December 2023	January 2024- March 2024	April 2023-June 2023	July 2023- September 2023
Child Protection (CP)/Child Welfare (CW)				
CP/CW intakes				
o Opened for assessment	22	23		19
o Screened out (CP only)	63	69		40
• Assessments & investigations	21	23		26
• Case management	29	37		30
• Open CHIPS court files	19	18		22
• Open Adoption Cases	2	2		1
• Completed Adoptions	0	1		0
Parent Support Outreach Program (PSOP)				
• PSOP intakes	8	4		4
• Opened for case management	5	4		1
Children's Mental Health (CMH)				
CMH intakes				
o Opened for case management	0	4		0
o Screened out	0	0		0
• Case management (per child)	37	24		39
❖ Out of Home Placements				
• Children's services placements (includes CMH)	26	31		30
• Trial home visits	0	1		1
• Pre-adoptive/Pre-kinship home	12	12		14
• Extended foster care (Age 18-21)	1	1		1
• Probation placements	0	1		0

	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	
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	1,881,780.51
Averages	615,355.12	944,696.15	1,266,798.81	1,099,955.87	470,445.13
6 month Avg.	890,527.11	1,222,003.56	1,512,972.55	1,179,086.64	712,606.24
Rolling 12 month Avg	615,355.12	944,696.15	1,266,798.81	1,099,955.87	902,274.62



Kanabec County Family Services - Board Financial Report															Through April 2024											
Department	Budget	Total year to date/ % of budget		Total	8.33% January	16.67% February	25.00% March	33.33% April	41.67% May	50.00% June	58.33% July	66.67% August	75.00% September	83.33% October	91.67% November	100.00% December										
Income Main. Service																										
	Exp	860,797.00	33.39%	287,458.64	63,394.74	66,342.85	63,141.49	94,579.56																		
	Rev	400,920.00	27.56%	110,480.64	11,279.78	75,999.45	11,279.78	11,921.63																		
	Tax	453,352.92	4.73%	21,423.86	21,423.86																					
State Shared Rev			0.00																							
Recoveries																										
	Exp	12,200.00	0.00%	0.00	0.00	0.00	0.00	0.00																		
	Rev	16,400.00	40.93%	6,713.19	371.32	8,471.71	2,869.84	-4,999.68																		
	Tax	24,645.34	5.22%	1,287.58	1,287.58																					
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																		
	Rev			0.00																						
	Tax			0.00																						
Child Support																										
	Exp	385,670.00	34.10%	131,501.21	28,822.41	31,608.54	28,838.75	42,231.51																		
	Rev	404,000.00	30.15%	121,800.10	17,088.66	68,654.51	17,320.08	18,736.85																		
	Tax																									
MA Services																										
	Exp	483,900.00	25.64%	124,054.74	27,843.91	35,962.82	30,218.37	30,029.64																		
	Rev	476,000.00	16.75%	79,739.98	46,057.98	-8,354.59	14,188.70	27,847.89																		
	Tax	7,787.93	23.57%	1,835.99	1,835.99																					
State Shared Rev			0.00																							
Child Care																										
	Exp	230,950.00	19.91%	45,981.34	99.00	7,801.53	1,942.75	36,138.06																		
	Rev	232,699.00	31.66%	73,676.31	363.50	411.00	326.50	72,575.31																		
	Tax			11.92	11.92																					
State Shared Rev			0.00																							
Fraud																										
	Exp	81,122.00	30.64%	24,853.46	6,145.03	6,293.09	6,207.67	6,207.67																		
	Rev	2,500.00		0.00	0.00	0.00	0.00	0.00																		
	Tax	77,506.63	5.54%	4,291.93	4,291.93																					
State Shared Rev			0.00																							
Adult Services																										
	Exp	5,500.00	0.00%	0.00	0.00	0.00	0.00	0.00																		
	Rev	13,385.00	19.36%	2,591.93	1,021.41	590.25	958.86	21.41																		
	Tax																									
Dev. Disability																										
	Exp	71,500.00	37.29%	26,662.15	2,930.40	4,861.92	11,462.90	7,406.93																		
	Rev	52,847.00	12.96%	6,847.00	0.00	6,847.00	0.00	0.00																		
	Tax	18,388.38	6.35%	1,168.36	1,168.36																					
State Shared Rev			0.00																							

Mental Health													
Exp	1,300,634.00	40.03%	520,609.59	143,087.20	144,242.09	119,447.51	113,832.79						
Rev	873,649.00	22.74%	198,687.44	29,947.54	62,391.07	24,144.12	82,204.71						
Tax	420,927.56	5.83%	24,559.35	24,559.35									
State Shared Rev			0.00										
Chemical Dependency													
Exp	41,000.00	10.42%	4,270.91	3,242.91	0.00	-625.00	1,653.00						
Rev	16,600.00	49.67%	8,245.67	5,771.29	939.60	727.73	807.05						
Tax	24,053.85	6.20%	1,490.25	1,490.25									
State Shared Rev			0.00										
Child Services													
Exp	570,701.00	41.35%	235,992.65	60,067.76	54,068.64	55,013.91	66,842.34						
Rev	337,220.00	21.51%	72,532.17	9,093.51	40,617.66	15,783.42	7,037.58						
Tax	230,168.71	7.09%	16,321.24	16,321.24									
State Shared Rev			0.00										
Social Services													
Exp	1,604,407.00	31.17%	500,016.73	127,802.86	124,837.94	123,466.64	123,909.29						
Rev	1,447,543.00	23.94%	346,595.66	58,963.13	150,460.23	65,240.42	71,931.88						
Tax	154,638.64	4.55%	7,033.99	7,033.99									
State Shared Rev			0.00										
Income Main. Admin													
Exp	101,623.00	32.72%	33,255.51	8,255.67	8,459.31	8,304.67	8,235.86						
Rev	44,700.00	28.18%	12,596.62	1,121.67	9,179.47	1,121.24	1,174.24						
Tax	56,115.45	5.10%	2,861.28	2,861.28									
State Shared Rev			0.00										
Social Services Admin.													
Exp	271,214.00	29.27%	79,391.49	19,416.92	19,995.41	20,032.42	19,946.74						
Rev	65,000.00	23.62%	15,352.00	0.00	15,352.00	0.00	0.00						
Tax	203,288.53	5.62%	11,421.29	11,421.29									
State Shared Rev			0.00										
FS Admin													
Exp	708,374.00	28.71%	203,351.13	62,909.65	46,611.96	46,226.80	47,602.72						
Rev	136,075.00	27.70%	37,689.11	3,798.55	26,040.08	3,846.35	4,004.13						
Tax	564,180.06	4.52%	25,513.12	25,513.12									
State Shared Rev			0.00										
Agency Totals													
Exp	6,754,592.00	32.99%	2,228,279.17	556,018.46	553,755.72	517,888.88	600,616.11	0.00	0.00	0.00	0.00	0.00	0.00
Rev	4,519,538.00	24.20%	1,093,547.82	184,878.34	457,599.44	157,807.04	293,263.00	0.00	0.00	0.00	0.00	0.00	0.00
Tax	2,235,054.00	5.33%	119,220.16	119,220.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
State Shared Rev			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenue	6,754,592.00	17.95%	1,212,767.98	304,098.50	457,599.44	157,807.04	293,263.00	0.00	0.00	0.00	0.00	0.00	0.00

May 2024 Board Report

Vendor	Amount		
Amazon Capital Services	\$478.37		
Anderson Latasha	\$484.13		
Benton County	\$20.00		
Bergstadt Rhonda	\$265.99		
Bottelsohn Chelsey	\$145.52		
Dahlberg Timothy	\$89.95		
DHS	\$14,154.16		
DNA Diagnostice	\$81.00		
Goranson Lisa	\$80.40		
Hartland Sonia	\$91.12		
Heacock Katie	\$55.22		
Hosley Linda	\$465.65		
Hurd Chuck	\$297.48		
Innovative Office Solutions	\$550.29		
Itsavvy LLC	\$873.91		
Johnson Makala	\$367.16		
Kanabec County Attorney	\$6,055.20		
Kanabec County Aud Treasurers	\$6,405.81		
Kelasch Tamara	\$527.96		
Kukuk Ivy	\$287.43		
LexisNexis Risk Solutions FL Inc	\$247.20		
Linkert Danielle	\$67.00		
Lovaas Ashlee	\$130.99		
MARCO Tech LLC	\$1,173.00		
McDermeit Alissa	\$3.35		
Metro Legal Services	\$110.00		
Mitchell Kelly	\$330.98		
Mora Pulbic Schools	\$16,695.00		
Patron Companies	\$5,568.96		
Seidel Kurt	\$77.72		
Strelow Cheryl	\$33.50		
Sue's Bus Service	\$2,382.38		
Vork Katie	\$337.68		
Wagner Eileen	\$52.93		
TOTAL IFS DOLLARS	\$58,987.44	34	Total IFS Vendors
TOTAL SSIS DOLLARS	\$154,907.02	34	Total SSIS Vendors
Total	\$213,894.46		
Cost Effective Health Insuarnce & Medicare Part B Reimbursements	\$13,567.43	42	Ins. Reimb.Vendors
MA Medical Mileage	\$8,009.91	4	Med Mileage Vendors
Grand Total	\$235,471.80		
		114	Total Vendors

Board Approval Report

SSIS pymt. batch #: 184096001

Paid Cnty Vendor				Total Payments	Total Amount
Arrows Family Services, 000010501				3	1,071.00
Svc Description	Svc Code	Payments	Amount		
Prevention Services	103	3	1,071.00		
Bragdon/Hope & Shaun, 000010906				2	264.60
Svc Description	Svc Code	Payments	Amount		
Child Family Foster Care	181	2	264.60		
Card Services, 000011484				2	247.02
Svc Description	Svc Code	Payments	Amount		
Community Support Services	434	2	247.02		
Central Minnesota Jobs & Training, 000015800				2	12,762.37
Svc Description	Svc Code	Payments	Amount		
Statewide MFIP Employment Services	237	2	12,762.37		
Central Mn Mental Health Center, 000011298				1	1,000.00
Svc Description	Svc Code	Payments	Amount		
Detoxification	371	1	1,000.00		
CORE Professional Services P.A., 000011511				1	1,650.00
Svc Description	Svc Code	Payments	Amount		
Family-Based Counseling Services	162	1	1,650.00		
DHS, 000011849				2	128.49
Svc Description	Svc Code	Payments	Amount		
Behavioral Health Fund (BHF)	359	1	29.49		
Other Child Care	214	1	99.00		
DHS STATE OPERATED SERVICES, 000011816				6	10,670.20
Svc Description	Svc Code	Payments	Amount		
State-Operated Inpatient	472	6	10,670.20		
Dumas Counseling Center, 000012012				4	560.00
Svc Description	Svc Code	Payments	Amount		
Family-Based Counseling Services	162	4	560.00		
Dungarvin Minnesota, LLC, 000017781				2	1,708.20
Svc Description	Svc Code	Payments	Amount		
Children's Group Residential Care	183	2	1,708.20		
Family Pathways, 000012298				4	2,670.06
Svc Description	Svc Code	Payments	Amount		
Family-Based Counseling Services	162	4	2,670.06		
Ignaszewski/Karissa, 000012959				2	14,127.80
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	2	14,127.80		
Innovative Office Solutions, 000012990				1	211.18
Svc Description	Svc Code	Payments	Amount		
Adolescent Life Skills Training	146	1	211.18		
Jessica Stokes Inc., 000016761				2	8,927.50
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	2	8,927.50		
Kanabec County Community Health, 000013263				1	10,093.42
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	1	10,093.42		

Board Approval Report

Paid Cnty Vendor				Total Payments	Total Amount
Minnesota Monitoring, Inc., 000014649				1	70.00
Svc Description	Svc Code	Payments	Amount		
Health-Related Services	118	1	70.00		
Nexus-Aspen House, 000014595				1	10,391.36
Svc Description	Svc Code	Payments	Amount		
Children's Residential Treatment	483	1	10,391.36		
Nexus-Gerard Family Healing , LLC, 000012394				2	15,641.34
Svc Description	Svc Code	Payments	Amount		
Children's Residential Treatment	483	2	15,641.34		
NORTHWOOD CHILDREN'S HOME, 000015202				1	12,164.40
Svc Description	Svc Code	Payments	Amount		
Children's Residential Treatment	483	1	12,164.40		
Options Residential, 000015334				1	1,462.50
Svc Description	Svc Code	Payments	Amount		
Child Family Foster Care	181	1	1,462.50		
Patron Companies, 000015495				2	2,640.00
Svc Description	Svc Code	Payments	Amount		
Transportation	516	2	2,640.00		
PORT GROUP HOMES, 000015735				2	10,599.90
Svc Description	Svc Code	Payments	Amount		
Correctional Facilities	185	1	10,499.40		
Transportation	116	1	100.50		
Prairie Lake Youth Programs, 000015767				4	22,183.07
Svc Description	Svc Code	Payments	Amount		
Correctional Facilities	185	3	22,110.00		
Health-Related Services	118	1	73.07		
Premier Biotech Labs, LLC, 000015779				1	268.90
Svc Description	Svc Code	Payments	Amount		
Health-Related Services	118	1	268.90		
Procentive.com LLC, 000010757				1	599.85
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	1	599.85		
Residential Services of NE MN Inc., 000016246				2	1,412.10
Svc Description	Svc Code	Payments	Amount		
Children's Group Residential Care	183	1	854.10		
Semi-Independent Living Services (SILS)	534	1	558.00		
Richard Allan Anderson, 000016139				1	101.77
Svc Description	Svc Code	Payments	Amount		
Parent Support Outreach Services	167	1	101.77		
Richardson MD/Paul T, 000016136				2	4,445.00
Svc Description	Svc Code	Payments	Amount		
Adult Outpatient Psychotherapy	452	2	4,445.00		
RSI Laboratories, 000016249				1	49.50
Svc Description	Svc Code	Payments	Amount		
Family Assessment Response Services	164	1	49.50		
Russell James Palmer, 000016279				1	847.52
Svc Description	Svc Code	Payments	Amount		
Parent Support Outreach Services	167	1	847.52		
Sue's Bus Service, 000016825				2	3,258.97
Svc Description	Svc Code	Payments	Amount		

Board Approval Report

Paid Cnty Vendor				Total Payments	Total Amount
Transportation	516	2	3,258.97		
Timber Trails Public Transit, 000017159				1	50.00
Svc Description	Svc Code	Payments	Amount		
Transportation	116	1	50.00		
Tower Terrace Homes, 000011294				2	539.00
Svc Description	Svc Code	Payments	Amount		
Housing Services	144	2	539.00		
Volunteers Of America of MN, 000017460				2	2,090.00
Svc Description	Svc Code	Payments	Amount		
Semi-Independent Living Services (SILS)	534	2	2,090.00		
Report Totals:				65	154,907.02

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

9:45am Appointment

May 21, 2024

REQUEST FOR BOARD ACTION

a. Subject: East Central Regional Development Commission Informational Presentation	b. Origination: East Central Regional Development Commission
c. Estimated time: 20 minutes	d. Presenter(s): Bob Voss, Executive Director ECRDC

e. Board action requested:

Information only.

f. Background:

Supporting Documents: None: ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments:

10:05am Appointment

May 21, 2024

REQUEST FOR BOARD ACTION

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

e. Board action requested:

Recognition of 30 Years of Employee Service – Brian Smith, Sheriff

f. Background:

Supporting Documents: None ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments:

10:10am Appointment

Item a.

May 21, 2024

REQUEST FOR BOARD ACTION

a. Subject: Emergency Management Performance Grant Agreement - Renewal	b. Origination: MN Department of Public Safety
c. Estimated time: 5 minutes	d. Presenter(s): Sheriff Brian Smith

e. Board action requested:

Resolution#__ - 5/21/24

WHEREAS, Kanabec County was awarded an Emergency Management Performance Grant effective January 1, 2022; and

WHEREAS, said grant requires annual renewal and budget updates;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners approves the 2022 Emergency Management Performance Grant Agreement and authorizes the Board Chair, County Sheriff and County Auditor Treasurer to sign on behalf thereof.

f. Background:

Supporting Documents: None

Attached: ☒

Date received in County Coordinators Office: 5/16/24

Coordinators Comments:



Grant Contract Agreement

Page 1 of 2

Minnesota Department of Public Safety ("State") Homeland Security and Emergency Management Division 445 Minnesota Street, Suite 223 St. Paul, MN 55101-2190	Grant Program: 2022 Emergency Management Performance Grant Grant Contract Agreement No.: A-EMPG-2022-KANABECO-035
Grantee: Kanabec County 317 Maple Avenue East Mora, MN 55051	Grant Contract Agreement Term: Effective Date: 01/01/2022 Expiration Date: 09/30/2024
Grantee's Authorized Representative: Kanabec County Sheriff's Office / Emergency Management ATTN: Ashley Meier – Emergency Management Director 100 South Vine Street Mora, MN 55051 Phone: 320-679-8421 E-mail: ashley.meier@co.kanabec.mn.us	Grant Contract Agreement Amount: Original Agreement \$ 21,785.00 Matching Requirement \$ 21,785.00
State's Authorized Representative: Homeland Security and Emergency Management ATTN: Ms. Kyle Temme 445 Minnesota Street, Suite 223 St. Paul, MN 55101-2190 Phone: 651-201-7420 E-mail: kyle.temme@state.mn.us	Federal Funding: CFDA/ALN: 97.042 FAIN: EMC-2022-EP-00007 State Funding: None Special Conditions: None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

Term: The creation and validity of this grant contract agreement conforms with Minn. Stat. §16B.98 Subdivision 5. Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. §16B.98, Subdivision 7, whichever is later. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee's approved 2022 Emergency Management Performance Grant Application ("Application") which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 223. St. Paul, MN 55101-2190. The Grantee shall also comply with all requirements referenced in the 2022 Emergency Management Performance Grant Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

Budget Revisions: The breakdown of costs of the Grantee's Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee's Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.



Matching Requirements: (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the matching requirement will be met by the Grantee.

Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.

Signed: _____

Date: _____

3. STATE AGENCY

Signed: _____
(with delegated authority)

Title: _____

Date: _____

Grant Contract Agreement No./ P.O. No. A-EMPG-2022-KANABECO-035 / P.O. No. 3000084204

Project No.: N/A

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signed: Brian R. Smith

Print Name: Brian R. Smith

Title: Kanabec County Sheriff

Date: 5-9-2024

Signed: Denise M. Snyder

Print Name: Denise M. Snyder

Title: Kanabec County Auditor-Treasurer

Date: 5/16/2024

Signed: _____

Print Name: _____

Title: _____

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative

2022 (EMPG) Emergency Management Performance Grant

Budget Summary (Report)

Organization:
Kanabec County

EXHIBIT A
A-EMPG-2022-KANABECO-035

Budget		
Budget Category	Award	Match
Planning		
EM Dept Operating Expenses	\$300.00	\$0.00
Total	\$300.00	\$0.00
Training		
Training and associated travel costs.	\$800.00	\$0.00
Total	\$800.00	\$0.00
Organization		
EM Dept Salary and Fringe Benefits	\$20,685.00	\$21,785.00
Total	\$20,685.00	\$21,785.00
Total	\$21,785.00	\$21,785.00
Allocation	\$21,785.00	\$21,785.00
Balance	\$0.00	\$0.00

10:10am Appointment

Item b.

May 21, 2024

REQUEST FOR BOARD ACTION

a. Subject: Sheriff's Office Update	b. Origination: Board of Commissioners
c. Estimated time: 10-15 minutes	d. Presenter(s): Sheriff Smith

e. Board action requested:

Information only.

f. Background:

Supporting Documents: None: Attached: ☒

Date received in County Coordinators Office:

Coordinators Comments:



Annual Consolidated Monthly

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	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-			
911 Hang-ups, Abandoned, & C	58	41	-29	78	32	-59	84	28	-67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Agency Assist	26	22	-15	31	25	-19	26	31	19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Alarms All (Home, Business, B	19	17	-11	16	17	6	11	19	73	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Animal-All Other	32	32	0	31	48	55	60	29	-52	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Animal Bites	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Animal Neglect	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
County Dog Ordinance Violatio	0	1	0	0	2	0	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Assault - All	2	1	-50	4	3	-25	3	5	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Bicycle Calls	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Boat and Water all calls includi	3	3	0	1	1	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Building Security Checks	2	37	1750	4	49	1125	0	43	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Burglary all calls	4	2	-50	8	0	-100	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
City of Mora ordinance violation	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Civil Assist calls	13	24	85	14	28	100	30	26	-13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Civil Process calls including pag	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Community	2	0	-100	1	0	-100	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Criminal Sexual conduct calls	8	3	-63	1	2	100	5	1	-80	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Child Custody calls	3	4	33	3	0	-100	7	5	-29	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Damage to Property calls includi	8	3	-63	8	8	0	10	7	-30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Sudden Deaths and Bodies fou	0	0	0	1	0	-100	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Disorderly Conduct calls	7	12	71	7	8	14	9	10	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
DNR calls including Fish/Game,	0	0	0	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Domestic Disturbance/Assaults	9	14	56	7	8	14	11	12	9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Drug calls - All	2	6	200	3	3	0	4	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Escape / Flight	0	1	0	0	0	0	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				



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	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-			
Escorts - including Funerals, R	2	3	50	2	4	100	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Fires- Deputy Only or Outside I	3	2	-33	4	13	225	8	6	-25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Fire- Pages DNR Fire	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Fire- Pages Mora Area Fire	9	1	-89	1	2	100	7	3	-57	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Fire- Pages Ogilvie Fire	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Foot Patrol	27	76	181	18	99	450	36	94	161	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Found - All calls including anim	4	4	0	2	9	350	2	7	250	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Fraud	8	2	-75	8	5	-38	6	8	33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Garbage Dumping complaints	1	2	100	1	2	100	4	2	-50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Harassing communications call	1	12	1100	4	3	-25	1	6	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Hazardous Materials Calls - all	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Health and Safety	3	0	-100	6	1	-83	5	1	-80	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Secure Helipad	9	7	-22	8	5	-38	10	13	30	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Hospice Deaths	9	8	-11	2	6	200	4	6	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Information and misc calls	26	34	31	38	51	34	43	52	21	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Jail Incidents - Non Criminal	2	0	-100	0	0	0	2	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Jail-Cell Search	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Jail-Drugs	0	0	0	0	0	0	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Jail Medical	1	1	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Jail-All OTHER (non-criminal)	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Jail-Crim Sex (PREA)	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Juvenile Drug complaints	0	0	0	1	0	-100	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Juvenile calls excluding tobacc	6	5	-17	5	8	60	9	7	-22	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Juvenile Tobacco complaints	1	1	0	5	0	-100	6	1	-83	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
All Lost calls including animals,	1	1	0	0	0	0	1	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			



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	JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-			
Maltreatment	27	33	22	19	37	95	38	32	-16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Medical Emergency	150	140	-7	116	111	-4	142	129	-9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Medical - Drug Overdoses	1	2	100	1	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Meetings and Presentations	2	1	-50	2	3	50	1	3	200	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Missing Person(s)	0	1	0	0	2	0	1	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Motorist Assist calls	11	12	9	11	8	-27	9	24	167	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Neighborhood Disputes	5	4	-20	4	2	-50	2	4	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Noise complaints including loud	1	7	600	1	7	600	2	3	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Parking Violations	0	1	0	2	2	0	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
All Predatory Offender calls inc	73	6	-92	6	2	-67	7	72	929	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
All Public assist calls	21	15	-29	18	12	-33	10	8	-20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Records checks including empl	9	20	122	9	14	56	15	13	-13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Recovered goods including prop	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Resident Security Check	0	0	0	0	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Road hazards	12	10	-17	6	11	83	5	14	180	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Scams - All	3	3	0	5	8	60	8	6	-25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Search Warrants	0	0	0	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Shooting complaints	0	5	0	0	0	0	2	1	-50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Shoplifting complaints	0	0	0	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Snowmobile calls - all including	0	0	0	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Snowbird Parking	19	33	74	13	45	246	29	56	93	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Stolen Property calls - all	2	0	-100	1	0	-100	3	1	-67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Stop arm violations	2	1	-50	1	2	100	3	2	-33	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Sudden Deaths and Bodies fou	0	5	0	0	1	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
Suicide-Death	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			



Annual Consolidated Monthly

** For official use only **

Report covering 01/01/2023 through 03/31/2023

Compared to 1/1/2024 through 3/31/2024

	JAN			FEB			MAR			APR			MAY			JUN			JUL			AUG			SEP			OCT			NOV			DEC		
	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-	2023	2024	+/-			
Suicide threats-attempts	8	3	-63	3	4	33	4	6	50	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Suspicious calls including persc	33	39	18	37	55	49	44	45	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Theft calls - all not including m	13	21	62	22	23	5	15	22	47	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
All Threat calls	6	13	117	7	7	0	8	6	-25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Traffic / Driving complaints	25	23	-8	13	23	77	25	31	24	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Traffic Accidents including all p	20	15	-25	23	7	-70	23	14	-39	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Traffic violations all including ci	156	190	22	111	254	129	134	203	51	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Transport all (jail) except medi	9	8	-11	8	11	38	12	10	-17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Trespassing complaints	2	8	300	3	2	-33	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Unwanted person non criminal	12	6	-50	14	20	43	8	16	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Vandalism calls all except mail	0	1	0	0	1	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Vehicle theft all including moto	1	2	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Violation of Court orders all inc	11	4	-64	6	7	17	5	6	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Vehicle off Road/Vehicle in Dite	22	5	-77	14	2	-86	25	7	-72	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Warrant entry and arrests	17	12	-29	7	14	100	18	6	-67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Weapons offenses including fel	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Weather - Monthly Test	1	1	0	1	0	-100	1	0	-100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
Welfare checks	35	34	-3	32	22	-31	33	18	-45	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	1022	1070	5	845	1174	39	1049	1208	15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			

10:25am Appointment

May 21, 2024

REQUEST FOR BOARD ACTION

a. Subject: Request to Hire a Deputy Auditor- Finance Above Step A	b. Origination: Auditor/Treasurer's Office
c. Estimated time: 5-10 minutes	d. Presenter(s): Denise Snyder, Auditor/Treasurer

e. Board action requested:

Approve the following resolution:

Resolution #__ - 5/21/24

Approval to Hire a Deputy Auditor- Finance Above Step A

WHEREAS, Kanabec County Auditor/Treasurer's Office has a full-time Deputy Auditor-Finance vacancy, and

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

WHEREAS, said candidate has 13+ years of current governmental accounting experience, including 12 years in the Kanabec County Auditor Treasurer's Office; and

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

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

WHEREAS, the Auditor/Treasurer is recommending hiring this candidate at Grade 10, Step F (\$27.61/hour);

THEREFORE BE IT RESOLVED the Board of Commissioners hereby approves the Auditor/Treasurer and Human Resources to hire this Deputy Auditor- Finance candidate at Grade 10, Step F contingent on successful completion of the background study.

f. Background: Per policy P-106:

IX. CREDIT FOR EXPERIENCE POLICY

- A. It is the policy of Kanabec County to recognize prior education and experience that a new employee has had. Subsequently, when an individual with previous relevant education and experience is offered a position at Kanabec County, his/her previous education and experience may be taken into consideration when determining the starting rate of pay.
- B. The determination of the actual salary for a new employee which is above the beginning rate shall be made by the County Board of Commissioners upon the recommendation of the Department Head. As a guideline, one step into the pay range may granted for each year of education and/or experience which exceeds the education and experience requirements specified on the job description not to exceed the third step.
1. Exceptions may be made to this policy with demonstrated evidence of market need and a unanimous vote of the Board of Commissioners.
2. DEFINITION: PRIOR EXPERIENCE: Prior experience must be recent, relevant, and be of superior quality as indicated by references, background checks and any other pertinent information.

Supporting Documents: None: ☒ Attached:

Date Received in County Coordinator's Office:	
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10:35am Appointment

May 21, 2024

REQUEST FOR BOARD ACTION

a. Subject: Request to Fill a Vacancy- Home Care RN/PHN	b. Origination: Community Health
c. Estimated time: 5 minutes	d. Presenter(s): Kathy Burski, Community Health Director

e. Board action requested:

Kanabec County Community Health Board

AGENDA

Tuesday, May 21, 2024

10:45 a.m.

1. Call meeting to order
2. Agenda Approval
3. Request to Hire a Full Time Registered Nurse or Certified Public Health Nurse
 - Action requested
 - See attached Resolution
4. Other Business
5. Adjourn

f. Background: Kanabec County Community Health has had a certified Public Health Nurse submit her resignation. The position is in Home Care and we would like to advertise and hire a RN/PHN to replace. Position is in current budget.

Supporting Documents: Resolution to hire a RN/PHN **Attached:** X

Date Received in County Coordinator's Office:

Resolution #CH__ - 5/21/24

WHEREAS, Kanabec County Community Health has received a resignation of a Home Care Nurse (RN/PHN), and

WHEREAS, the position is in the current budget and work load dictates the need for the position to be refilled, and

WHEREAS, the Community Health Director is requesting to advertise and hire for the position;

THEREFORE, BE IT RESOLVED the Community Health Board authorizes the Community Health Director and the County Personnel Director to hire a either a Full Time Registered Nurse to fill the position at Step A, Range 13 of the pay plan which is \$28.48 per hour or the rate set by internal promotion or a Full Time Certified Public Health Nurse to fill the position at Step A, Range 15 of the pay plan which is \$32.91 per hour or the rate set by internal promotion, and

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

May 21, 2024
10:45am Appointment Agenda of
Chad T. Gramentz, PE
Public Works Director

- | | |
|---|------------------------------|
| 1. Plow Truck Chassis | Resolution # 1& 2 (05-21-24) |
| 2. Hire Highway Accountant Above Step A | Resolution # 3 (05-21-24) |
| 3. 23-24 Plowing Budget | |

Resolution #1 (5-21-24)
Rescind Resolution #21 – 4/16/24

WHEREAS the Kanabec County Board resolved to purchase a 2025 Western Star 47X plow truck chassis from Boyer Trucks St. Michael for the amount of \$151,045, and

WHEREAS Kanabec County has been notified that the order cannot be fulfilled due to supply chain issues, and

THEREFORE BE IT RESOLVED to rescind resolution #21 – 4/16/24 and cancel said order.

Resolution #2 (5-21-24)
Purchase Plow Truck Chassis

WHEREAS the following quote was received for a 2025 Volvo VHD tandem plow truck chassis:

Nuss Truck & Equipment: \$155,381

WHEREAS said quote is based on state contract pricing, and

WHEREAS vehicle specifications presented before the Board, and

THEREFORE BE IT RESOLVED to accept the quote of \$155,381 by Nuss Truck & Equipment for a 2025 Volvo VHD tandem plow truck chassis and approve the purchase thereof.

Resolution #3 (5-21-24)
Hire Highway Accountant Above Step A

WHEREAS, Kanabec County has a full-time Highway Accountant position vacant; and

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

WHEREAS, said candidate has 8 years of direct experience in governmental and cost accounting, in addition to an Accounting A.A.S.; and

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

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

WHEREAS, the Public Works Director is recommending hiring this candidate at Grade 10, Step D (\$25.86/hour);

THEREFORE, BE IT RESOLVED, the Kanabec County Board of Commissioners hereby authorizes the Public Works Director and Coordinator's Office to hire said candidate at Grade 10, Step D contingent upon the candidate passing the background study.

Resolution #21 – 4/16/24
Purchase Plow Truck Chassis

WHEREAS the following quote was received for a 2025 Western Star 47X plow truck chassis:

Boyer Trucks St. Michael: \$151,045

WHEREAS said quote is based on state contract pricing, and

WHEREAS vehicle specifications presented before the Board, and

THEREFORE BE IT RESOLVED to accept the quote of \$151,045 by Boyer Trucks St. Michael for a 2025 Western Star 47X plow truck chassis and approve the purchase thereof.



9403 Westgate Blvd.
Duluth, MN 55810

www.nussgrp.com
218-628-0333 / 800-835-6225

Mr. Nate Westling
Mr. Chad Gramentz
Kanabec County Highway Department
903 Forest Avenue E
Mora, MN 55051

May 14, 2024

Hello Gentlemen;

As Minnesota's premiere Mack Trucks and largest Volvo dealer, thank you for the opportunity to quote the 2025 Volvo VHD tandem Chassis. Please find a current specification for the truck enclosed.

1) 2025 Volvo VHD64F Chassis per specification dated 5/10/2024

\$155,381

Attached are the standard warranty certificates for truck and engine, these come with every new Volvo truck purchase. Pricing for Engine Plan II is;

60 months / 250,000 miles for an additional \$2,910

72 months / 250,000 for \$4,690

84 months / 250,000 for \$6,270

Pricing for EATS (Exhaust After-treatment System) is;

60 months / 250,000 miles for an additional \$942

72 months / 250,000 for \$1,708

84 months / 250,000 for \$2,274

No other tax, license fees or extended protection plans are included.

Thank you,

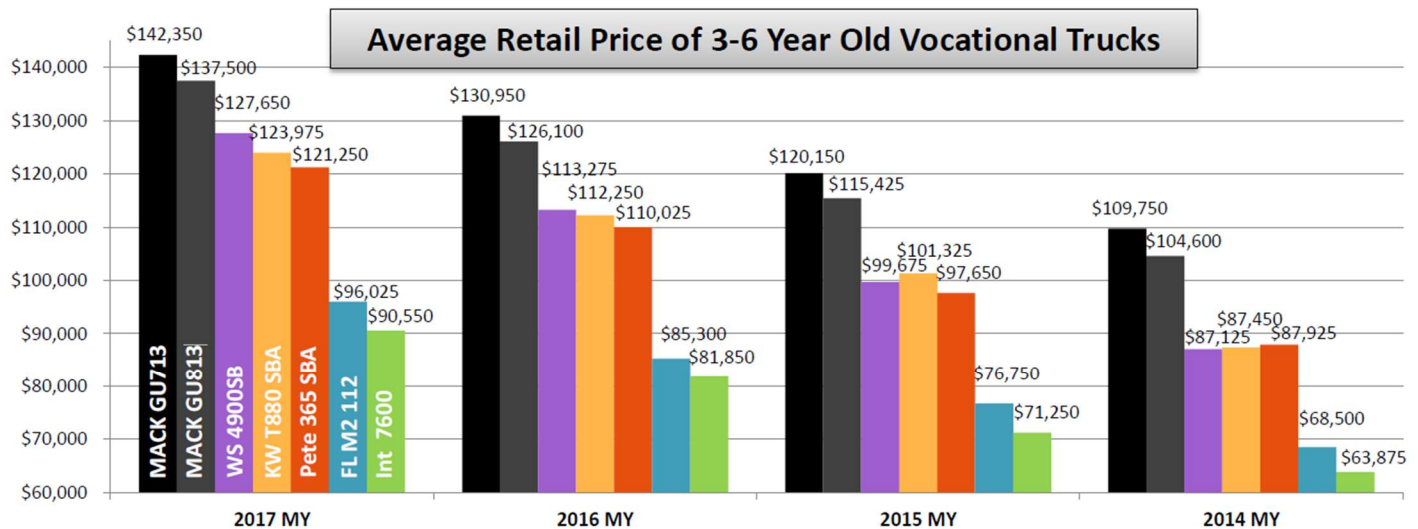
Steven Waller

Nuss Truck and Equipment

Mack Granite leads on re-sale value

MACK GRANITE - RESALE VALUE

- In the July 2019 edition of the Black Book Commercial Truck Guide, Mack vocational trucks reign as leaders in resale value over competition.
- This is testimony to the quality and longevity that comes with a Mack.
- Mack customers not only have a truck that delivers on strength and durability for all work requirements, but also delivers on resale value.
- Comparisons are based on 6x4 equipment with 10-speed transmissions, 20,000 lb. front and 44,000 lb. rear axles, plus comparable 450hp engines and components.



The information supplied in the Black Book Official Heavy Duty Truck and Trailer Guide has been gathered from leading dealer auctions across the country plus many special truck and trailer auctions and experienced industry contacts. For more information on the Black Book, including subscription services, please visit www.blackbookauto.com

MACK

About Nuss Truck & Equipment

Founded in 1959, we have grown from a few employees to over 350 today. Nuss Truck and Equipment IS the region's **Volvo Construction Equipment** franchise, and we've expanded Volvo Yellow Iron to all of our Minnesota locations. Over the last 20 years we were nominated three times as **American Truck Dealer of the Year** by the **American Trucking Association**. In 1997 Nuss Truck and Equipment was awarded **Mack Truck Dealer of the Year**. Today Nuss Truck and Equipment has an expanded fleet of full service trucks, and **dedicated offices** in Roseville, Rochester, St. Cloud, Burnsville, Duluth, Sauk Rapids, Monticello and Eau Claire, WI.

V O L V O

CUSTOMER PROPOSAL



TECHNICAL SPECIFICATION

VHD64F300 Daycab - 113.6" BBC

				WEIGHT (LB)	
MODEL PACKAGE		DESCRIPTION		FRONT	REAR
S	AAX04X	PRODUCT GENERATION	LEGACY HEAVY TRUCKS	0	0
S	012145	MARKETING MODEL	VHD64F300	0	0
S	99X76X	MANUFACTURING LOCATION	VOLVO TRUCKS - ASSEMBLED IN THE USA	0	0
S	007145	00 MODEL	VHD64F300	7,326	4,681
	DDX15X	CHASSIS TYPE	TRUCK	0	0
	CDX23X	MODEL SERIES	VHD / VAH Models - 113.6" BBC	0	0
	M84023	INTENDED REGISTRATION LOCATION	MINNESOTA	0	0
	MBT09T	VEHICLE CERTIFICATION	EPA (ONLY) FOR VOLVO 11L / 13L DIESEL	0	0

				WEIGHT (LB)	
VEHICLE ADAPTATION		DESCRIPTION		FRONT	REAR
	M46003	DEALERSHIP REGION	CENTRAL REGION	0	0
S	36XF1X	LANGUAGE ON DECALS	ENGLISH/SPANISH LANGUAGE ON DECALS	0	0
S	38XCNX	OPERATOR'S MANUAL LANGUAGE	ENGLISH	0	0
S	125001	AREA/DOMICILE (EXHAUST)	49 STATE + CANADA / NON CALIFORNIA	0	0
	GPXA1X	FEDERAL BRIDGE CALCULATION/SPIF CERTIFICATION	USA FEDERAL BRIDGE 34K LBS MAX REAR AXLE GAWR CALC (SEE VEHICLE CERTIFICATION SHEET FOR ACTUAL GVWR)	0	0
CA	263215	VEHICLE APPLICATION	TRUCK / SNOWPLOW OR BLOWER BODY	0	0
	DKXG2X	GROSS COMBINATION WEIGHT	80,000 LBS/36,000 KG (36 TONNES) GROSS COMBINATION WEIGHT	0	0
	2KEC1X	TRAILER TYPE	FIXED DRAWBAR TRAILER AND CENTERED AXLES	0	0
S	898003	VEHICLE WARRANTY QUALIFICATION	STANDARD HEAVY DUTY WARRANTY QUALIFIED	0	0
S	259003	VEHICLE VOCATION	CONSTRUCTION SERVICE	0	0
	P2CC1X	LOAD HANDLING EQ. SNOW PLOUGH	SNOW PLOW, BOTH FRONT AND SIDE MOUNTED	0	0
S	260006	OPERATING CONDITIONS	ON HIGHWAY, STARTING GRADES <16%	0	0
S	QCXA1X	TOPOGRAPHY	MOSTLY FLAT, MOST GRADES <3% (EX. OHIO)	0	0
S	E1BD1X	AMBIENT TEMPERATURE UPPER LIMIT	SUMMER AMBIENT TEMPERATURES DO NOT REGULARLY EXCEED 104 DEGREE F (40 DEGREE C)	0	0
S	264001	LOADING SURFACE FACTOR	CONCRETE LOADING AND / OR UNLOADING SURFACE	0	0
S	DHX20X	OPERATING CLASS	OPERATING CLASS TWO (ON/OFF HIGHWAY)	0	0
	938001	CUSTOMER FLEET SIZE	DEALER FLEET WITH LESS THAN 25 VEHICLES IN OWN FLEET OF ANY VEHICLE BRAND	0	0

				WEIGHT (LB)	
PASSIVE AND ACTIVE SAFETY		DESCRIPTION		FRONT	REAR
S	2CXD3X	CAB TYPE	300 - DAY CAB WITH B-PILLAR EXHAUST	25	20
S	DUXA1X	SRS AIR BAG	AIR BAG, BASIC CONFIGURATION	0	0
S	WPXB1X	ABS TRACTION CONTROL	6 CHANNEL TRACTION CONTROL WITH LIMITED DISABLE	0	5
CA	H9CA1X	ADDITIONAL TRACTION CONTROL DISABLE	FULL DISABLE FOR TRACTION CONTROL	0	0
	5RXA1X	BACKUP ALARM	ELECTRIC BACKUP ALARM	0	3
S	3MBA1X	PARK BRAKE ALARM	PARK BRAKE ALARM, SOUNDS IF BRAKE OFF AND DRIVER'S DOOR OPENED	0	0

TECHNICAL SPECIFICATION (cont.)

			WEIGHT (LB)	
ENGINE		DESCRIPTION	FRONT	REAR
1018F8	ENGINE PACKAGE	VOLVO D13 425HP 2100RPM 1550 LBFT - EPA'21 EMISSION LEVEL	347	0

				WEIGHT (LB)	
ENGINE EQUIPMENT			DESCRIPTION	FRONT	REAR
S	KWXA1X	AIR CLEANER	SINGLE STAGE AIR CLEANER	0	0
	CA JWXG3X	AIR INTAKE	HOOD AIR INTAKE; INSIDE/OUTSIDE AIR; SW IN POS 20	0	0
	H9XK1X	RADIATOR	1240 SQ IN, 2 ROW CORE RADIATOR	18	0
S	209012	RADIATOR COOLANT	EXTENDED LIFE ETHYLENE GLYCOL ANTI-FREEZE (RED-ORANGE), -34 F (-37 C)	0	0
S	208029	FAN CLUTCH PACKAGE	ELECTRONIC VISCOUS CSI FAN CLUTCH	0	0
S	NCXA5X	STARTER MOTOR	DELCO REMY 12V 39MTHD STARTER	0	0
S	PJXMNX	ALTERNATOR	160 AMP DELCO REMY 28SI ALTERNATOR (12V)	0	0
S	810113	BATTERY PACKAGE	3 VOLVO 760 CCA MAINTENANCE FREE 12V BATTERIES, 2280 CCA	36	12
	CA L4XC0X	BATTERY BOX MOUNTING	BATTERY BOX, LH MTD XM5100	0	0
S	NQXB1X	BATTERY BOX CONFIGURATION	BATTERY BOX - 3 CAPACITY	0	0
S	L5XA1X	BATTERY BOX COVER	BASIC BATTERY BOX COVER	0	0
S	NFXA0X	BATTERY DISCONNECT SWITCH	MANUAL BATTERY DISCONNECT MAIN SWITCH	0	0
	CA 428017	DIESEL EXHAUST FLUID TANK	6.6 GAL LH 22", FUEL TANK MTD @3407	84	45
S	230049	EXHAUST SYSTEM	INTEGRATED DPF AND SCR MOUNTED RIGHT HAND SIDE UNDER CAB WITH CAB-MOUNTED VERTICAL PIPE	0	0
S	232088	EXHAUST OUTLET PACKAGE	10' 0" ALUMINIZED STAINLESS STEEL SINGLE STACK	0	0
S	K0XC4X	EXHAUST FEATURES	STRAIGHT STACK, SIDE OUTLET DIFFUSER BOX	0	0
	KNXB1X	EXHAUST SHIELD	STAINLESS STEEL EXHAUST SHIELD	3	5
	JVXM1X	PRIMARY FUEL FILTER	DAVCO FUEL PRO 386, WATER-IN-FUEL (WIF) SENSOR	9	0
S	MBXA1X	PRIMARY FUEL FILTER LOCATION	STANDARD FUEL FILTER LOCATION	0	0
S	4SFB1X	OIL LIFE MONITORING SYSTEM	OIL LIFE MONITORING SYSTEM, PASSIVE	0	0
S	VWXCAX	COMPRESSOR	WABCO 31.8 CFM COMPRESSOR	0	0
	5NXA1X	ENGINE BLOCK HEATER	PHILLIPS 120V 1500W LEFT HAND RECEPTACLE BLOCK HEATER	5	0
S	J2EAAX	ENGINE BRAKE ACTIVATION	ENGINE BRAKE ACTIVATION, BASIC	0	0
	NDXA1X	ENGINE STARTING AID	WITH STARTING AID	7	0
	QHXABX	ENGINE OIL PAN	CORROSION RESISTANT STAMPED STEEL OIL PAN	0	0

				WEIGHT (LB)	
TRANSMISSION			DESCRIPTION	FRONT	REAR
	270769	TRANSMISSION PACKAGE	ALLISON 6 SPEED 4500 RDS SERIES WITH PTO PROVISION - SCAAN REQUIRED BEFORE ORDERING	206	69
CA	RVXK1X	GEAR SHIFT CONTROL	GEAR SHIFT CONTROL, PUSHBUTTON ON DASH, ALLISON	0	0
S	B1EC1X	TRANSMISSION AUTO NEUTRAL ON P-BRAKE	ALLISON AUTO NEUTRAL SINGLE INPUT WITH SHIFT SELECTOR OVERRIDE	0	0
	4LDA1X	TRANSMISSION OUTPUT TORQUE	STANDARD OUTPUT TORQUE	0	0
	779006	ALLISON INPUT AND OUTPUT PACKAGE	ALLISON INPUT/OUTPUT PACKAGE 223G	0	0
	E1EIOX	ALLISON GPIO PACKAGE	ALLISON GPIO PACKAGE 223 ON/OFF HIGHWAY	0	0
	E4EAAX	AUX FUNCTION RANGE INHIBIT	AUXILIARY FUNCTION RANGE INHIBIT ACTIVE (DATALINK)	0	0
	F5EA1X	PRESELECT GEAR IN ENG. BRAKE	ALLISON PRESELECTED GEAR DURING ENGINE BRAKING - FOURTH, STANDARD	0	0
	N5EA1X	DIRECTION CHANGE ENABLE	DIRECTION CHANGE ENABLE FUNCTION ACTIVE (DATALINK)	0	0

TECHNICAL SPECIFICATION (cont.)

				WEIGHT (LB)	
TRANSMISSION		DESCRIPTION		FRONT	REAR
	E5EAAX	PRIMARY CALIBRATION SHIFT MASK	PRIMARY CALIBRATION SHIFT SELECT MASK 6 SPEED, 1ST GEAR START	0	0
	E6ECAX	SECOND CALIBRATION SHIFT MASK	SECONDARY CALIBRATION SHIFT SELECT MASK 4 SPEED, 1ST GEAR START	0	0
	778050	FUEL SENSE PACKAGE	ALLISON FUEL SENSE, CUSTOM SETTINGS	0	0
	E7ECAX	FUELSENSE CALIBRATION	ALLISON FUELSENSE MAX, DYNACTIVE , NEUTRAL AT STOP, ARM	0	0
	E8EAAX	DYNACTIVE BIAS IN PRIMARY MODE	ALLISON DYNACTIVE BIAS, PRIMARY CAL, FULL PERFORMANCE	0	0
	E9EAAX	DYNACTIVE BIAS SECONDARY MODE	ALLISON DYNACTIVE BIAS, SECONDARY CAL, FULL PERFORMANCE	0	0
	F1EBAX	NEUTRAL AT STOP	ALLISON NEUTRAL AT STOP PREMIUM	0	0
	F6EA1X	ACCELERATION RATE MGMT BIAS	ALLISON ACCELERATION RATE MANAGEMENT BIAS 1, BASE ECONOMY	0	0
	258027	TRANSMISSION VOCATION CODE	STRAIGHT TRUCK DUMP TRUCK ON/OFF HIGHWAY WITH PLOW (14-55-11)	0	0
CA	T2XD3X	TRANSMISSION COOLER	HYDRAULIC TRANSMISSION OIL COOLER, WATER/OIL, SS TUBES	0	0
	T0XA1X	TRANSMISSION OIL LEVEL SENSOR	ELECTRONIC TRANS OIL LEVEL SENSOR	0	0
	V1FA1X	TRANSMISSION DIPSTICK ACCESS	TRANSMISSION DIPSTICK ACCESS, UNDER HOOD	0	0
S	195213	PROPSHAFT - MAIN	DANA/SPICER SPL250 LITE (PROPS-L)	0	0
	THXC5X	DRIVELINE MANUFACTURER	PROP. SHAFT MANUF. BY SPICER SPL LIGHT SERIES	124	124
	MRP002	MINIMUM REQUIRED PROPSHAFT SIZE (KAX)	MINIMUM REQUIRED PROPSHAFT (KAX), PROPS-M	0	0
S	204201	PROPSHAFT - INTERAXLE	DANA-SPICER SPL170XL EXTENDED LUBE SERIES	0	0

				WEIGHT (LB)	
PROGRAMMABLE FEATURES		DESCRIPTION		FRONT	REAR
S	Y7BB1X	IDLE EMISSION LABEL LOCATION	CAB MOUNTED CLEAN IDLE DECAL LOCATION	0	0
S	A3AAAX	ENGINE IDLE AUTOMATIC SHUTDOWN (AL)	ENGINE IDLE SHUTDOWN, ENABLE	0	0
S	E0XFLX	ENGINE IDLE SHUTDOWN TIME (AM)	IDLE SHUTDOWN TIME 5 MINUTES	0	0
S	K7XA1X	ENGINE IDLE CONTROL (CMQ)	BASIC ENGINE IDLE CONTROL	0	0
S	D3AAEX	AMBIENT TEMP MAX THRESHOLD (CMO)	MAXIMUM AMBIENT AIR TEMPERATURE OVER-RIDE, 80 DEG F (27 DEG C)	0	0
S	D2AACX	AMBIENT TEMP MIN THRESHOLD (CMN)	MINIMUM AMBIENT AIR TEMPERATURE OVER-RIDE, 45 DEG F (7 DEG C)	0	0
	JDXA1X	CRUISE CONTROL (AG)	WITH BASIC CRUISE CONTROL	0	0
	JFXNGX	CRUISE CONTROL, MAXIMUM SPEED (AI)	MAXIMUM CRUISE, 70 MPH (113 KM/H)	0	0
	Y3CE1X	PEDAL ROAD SPEED LIMIT SETTING (P1I16)	PEDAL ROAD SPEED LIMIT, 75 MPH (121 KM/H)	0	0
	JCXFPX	ROAD SPEED LIMIT SETTING (P1AOC)	ROAD SPEED LIMIT, 75 MPH (121 KM/H)	0	0
S	E3AAEX	CRUISE CONTROL MIN SPEED (BK)	MIN CRUISE, 30 MPH (48 KM/H)	0	0
S	E5AAEX	ENG BRAKE ENGAGE IN CRUISE (AF)	ENGAGE ENGINE BRAKE 5 MPH (8.0 KM/H) ABOVE SET CRUISE SPEED	0	0
	X2BB1X	ROAD SPEED LIMIT CONTROL TYPE (P1I01)	WITH BASIC RSL CONTROL	0	0
S	0NAA1X	OPTIMIZED FUEL ECON INDICATOR (P1LXM)	OPTIMIZED FUEL ECONOMY INDICATOR, SWEET SPOT	0	0
S	X1BA1X	ENGINE LOAD IN PTO (CMM)	30% MINIMUM ENGINE LOAD LIMIT IN PTO BEFORE ALLOW IDLE SHUTDOWN	0	0
	W5BK1X	MAXIMUM ENGINE SPEED AT 0 MPH (P1ANA)	MAXIMUM ENGINE SPEED AT 0 MPH, 2000 RPM	0	0
S	X4BA1X	COOLANT WARM HOLD TEMP (KBS)	COOLANT WARM HOLD TEMP ENABLED	0	0

TECHNICAL SPECIFICATION *(cont.)*

				WEIGHT (LB)	
PROGRAMMABLE FEATURES		DESCRIPTION		FRONT	REAR
S	R4BA1X	PRE-TRIP DIAGNOSTIC INSPECTION (JZU)	PRE-TRIP DIAGNOSTICS INSPECTION	0	0
S	K5XA2X	ENGINE PROTECTION SYSTEM (P1FQT)	ENGINE PROTECTION (SHUTDOWN)	0	0
S	EXXGSX	PTO MAXIMUM ENGINE SET SPEED (AND)	PTO ENGINE MAXIMUM 700 RPM	0	0
S	EYXGSX	PTO RESUME ENGINE SET SPEED (ANE)	PTO ENGINE RESUME 700 RPM	0	0

				WEIGHT (LB)	
FRONT AXLE		DESCRIPTION		FRONT	REAR
	370407	FRONT AXLE PACKAGE	VOLVO VF20 20,800 LB FRONT SPRINGS - VHD ONLY	161	0
S	70BB1X	BRAKE REGULATION	BRAKE REGULATION, STOPPING DISTANCE 310 FT (94M)	0	0
S	782005	FRONT BRAKE & HUB PACKAGE	FRONT BRAKE MERITOR, Q+ CAST, STANDARD LUBE	45	0
	U5XB1X	FRONT BRAKE DIMENSION	16.5X6 FRONT BRAKE SIZE	12	0
S	U3XA1X	BRAKE TYPE, FRONT AXLE	CAST IRON FRONT BRAKE DRUM OUTBOARD MOUNTED	0	0
S	LQXAWX	FRONT BRAKE LINING MATERIAL	BRAKE LINING MATERIAL FRONT, MERITOR MA 2301	0	0
S	K2EA1X	BRAKE SHOE COATING FRONT	BRAKE SHOE COATING FRONT, BASIC	0	0
S	UDXA1X	FRONT AXLE BRAKE DUST SHIELD	FRONT BRAKE DUST SHIELDS	0	0
	0KXG1X	HUBS, FRONT AXLE	IRON UNITIZED FRONT AXLE HUBS	0	0
	162001	FRONT AXLE LUBRICANT	GREASE, FAG NLGI2 FRONT AXLE LUBRICANT	0	0
S	XAXBFX	POWER STEERING GEAR	TRW THP60 INTEGRAL POWER STEERING GEAR	0	0
	XEXB1X	POWER STEERING ASSIST	DUAL STEERING GEARS	0	0
S	M0XB1X	STEERING SHAFT TYPE	GREASEABLE STEERING SHAFT	-2	0
S	371071	FRONT SUSPENSION PACKAGE	PARABOLIC LEAF FRONT SUSPENSION	78	0
S	IRXA1X	FRONT SUSP MAINTENANCE	LUBRICATED SPRING PINS AND BUSHINGS	0	0

				WEIGHT (LB)	
REAR AXLE		DESCRIPTION		FRONT	REAR
	330444	REAR AXLE PACKAGE	MERITOR RT46-160 46,000 LB CAPACITY	0	441
	R4XA1X	REAR AXLE LUBE PUMP	REAR AXLE LUBE PUMP	0	31
	TAXHGX	REAR AXLE RATIO	4.30 REAR AXLE RATIO	0	0
	TUXA1X	DIFFERENTIAL LOCK	FULL LOCKING WHEEL DIFFERENTIAL	0	64
	350380	REAR SUSPENSION PACKAGE	46,000 LB VOLVO T-RIDE (3-LEAF) 54" SPACING	0	499
S	YVXA1X	REAR SHOCK ABSORBER	SHOCK ABSORBERS, DRIVE AXLES	0	102
S	783006	REAR BRAKE & HUB PACKAGE	REAR BRAKES MERITOR Q+, CAST, STANDARD LUBE	0	0
S	U8XA1X	DRIVE AXLE BRAKE DIMENSION	16.5X7 REAR BRAKE SIZE	0	0
S	U4XA1X	BRAKE TYPE, DRIVE AXLE	CAST IRON DRIVE AXLE BRAKE DRUM OUTBOARD MOUNTED	0	0
S	UEXA1X	DRIVE AXLE BRAKE DUST SHIELD	REAR BRAKE DUST SHIELDS	0	0
S	MAXAKX	DRIVE AXLE BRAKE LINING MATERIAL	BRAKE LINING MATERIAL DRIVE, MERITOR MA 2301	0	0
S	J8EA1X	BRAKE SHOE COATING DRIVE	BRAKE SHOE COATING DRIVE, BASIC	0	0
S	0LXI5X	HUBS, DRIVE AXLE	IRON PRESET PLUS DRIVE AXLE HUB WITH INTEGRATED SPINDLE NUT	0	0
S	163002	DRIVE AXLE LUBRICANT	SYNTHETIC OIL, SHELL 75W90 DRIVE AXLE LUBRICANT	0	0
	781104	PARKING BRAKE CHAMBER PACKAGE	FOUR CAM TYPE HALDEX LIFE SEAL PLUS	0	0
S	V1AB1X	REAR BRAKE CHAMBER SIZE	REAR BRAKE CHAMBER 30 / 30 SQ INCHES (SERVICE / EMERGENCY)	0	0

TECHNICAL SPECIFICATION *(cont.)*

				WEIGHT (LB)	
REAR AXLE		DESCRIPTION		FRONT	REAR
	UKXB1X	CHAMBER STROKE LENGTH, DRIVE AXLE	EXTENDED LENGTH BRAKE CHAMBER STROKE	0	0
S	784009	BRAKE ADJUSTERS	HALDEX BRAKE ADJUSTER FRONT AND REAR	0	0
S	O5BD1X	FRONT BRAKE CHAMBER SIZE	FRONT BRAKE CHAMBER 24 SQUARE INCHES (SERVICE)	0	0
				WEIGHT (LB)	
CHASSIS		DESCRIPTION		FRONT	REAR
CA	3XBAMX	DRIVER SIDE FRONT CHASSIS CONFIGURATION	ZONE PACKAGE LEFT FRONT 4963MM	0	0
S	3YBAEX	PASSENGER SIDE FRONT CHASSIS CONFIGURATION	INTEGRATED DPF & SCR WITH B-PILLAR EXHAUST (VHDF / VAH)	0	0
S	400232	WHEELBASE	232" WHEELBASE	536	534
	402063	OVERHANG	63" OVERHANG	0	292
	KBXA2X	FUEL TANK SHAPE, LIQUID	22" DIA D-SHAPED FUEL TANK	0	0
	J8XEJX	LIQUID FUEL TANK, LEFTHAND SIDE	90 GALLON LEFT HAND FUEL TANK	23	23
S	KEXA1X	FUEL TANK MATERIAL, LIQUID	ALUMINUM FUEL TANK MATERIAL	0	0
CA	HBXFOX	FUEL TANK POSITION - DIESEL	SINGLE LH FUEL TANK, BOT XM4963	0	0
S	427998	HYDRAULIC OIL TANK PACKAGE	NO HYDRAULIC OIL TANK PROVIDED	0	0
	8NAB1X	DPF COVER	DPF COVER STAINLESS STEEL, POLISHED	0	0
S	JHXA1X	FUEL LINES	NYLON FUEL LINES	0	0
	KHXB1X	FUEL TANK STRAPS	STAINLESS STEEL FUEL TANK STRAPS	0	0
S	KFXA1X	FUEL TANK CAP	NON-LOCKING FUEL TANK CAP	0	0
	8HAC1X	AIR TANK ARRANGEMENT	IN FRAME AIR TANKS	-11	-6
S	U2XB1X	AIR TANKS	STEEL AIR TANK	0	0
S	VHXE5X	AIR DRYER	WABCO AIR DRYER SS - HP WITHOUT TURBO CUT OFF VALVE WITH COALESCING FILTER	0	0
S	UWXB1X	AIR TANK DRAIN VALVE	MANUAL PULL CORD ON BRAKE SYSTEM TANKS	0	0
	403011	FRAME RAIL PACKAGE	11.81"X4.13"X.44" STRAIGHT STEEL RAILS	0	0
	X4XB1X	FRONT FRAME EXTENSION	24" FRONT FRAME EXTENSION	168	-37
S	8EXB1X	INTERMEDIATE CROSSMEMBER MATERIAL	STEEL CROSSMEMBER MATERIAL	20	23
S	OAXA1X	INTERMEDIATE CROSSMEMBER CONFIGURATION	BASIC INTERMEDIATE CROSSMEMBER	0	0
S	X6XA1X	REAR FRAME TREATMENT	STRAIGHT CUT-OFF REAR CROSSMEMBER	0	38
	4DXZ1X	FRONT BUMPER	NO FRONT BUMPER PROVIDED	-63	0
S	FRXA1X	BUMPER POSITION	BUMPER MOUNTED STANDARD POSITION	0	0
	65XA1X	FRONT FENDER EXTENSION	WITH FRONT FENDER EXTENSION	5	0
	4EXZ1X	FRONT TOWING DEVICE	NO FRONT TOWING DEVICE PROVIDED	-22	7
S	Q8CH1X	CHASSIS WIRING HARNESS CASING	HEAVY DUTY MAIN CHASSIS WIRING HARNESS COVERING	0	0
S	U7CFCX	LH FUEL TANK FACE LOCATION	LH FUEL TANK FRONT FACE @ XM=4325	0	0
				WEIGHT (LB)	
TRANSPORT ADAPTATION		DESCRIPTION		FRONT	REAR
	WHXC1X	TRAILER BRAKE CONNECTION POSITION	TRAILER CONNECTIONS MTD END OF FRAME	7	12
	WGXBKX	TRAILER BRAKE VALVE	TWO TRAILER BRAKE VALVES	0	0
S	LOXB1X	ELECTRICAL CONNECTIONS BACK OF CAB	BODY BUILDER CONNECTIONS BACK OF CAB	3	0
	L2XA1X	ELECTRICAL RECEPTACLE END OF FRAME	ELECTRICAL RECEPTACLE END OF FRAME	0	5

TECHNICAL SPECIFICATION *(cont.)*

				WEIGHT (LB)	
TRANSPORT ADAPTATION		DESCRIPTION		FRONT	REAR
	WLXA1X	TRAILER BRAKE HAND CONTROL	FULL PRESSURE TRAILER BRAKE HAND CONTROL	3	0
S	6WXA1X	CENTER CONSOLE FOR BODY CONTROLS	MOUNTING PLATE ONLY FOR BODY CONTROLS	0	0
S	L3XC1X	BODY BUILDER ELECTRICAL PREP	ELECTRICAL COMPLETE KIT FOR BODY BUILDER AND/OR I-SHIFT PTO'S	0	0

				WEIGHT (LB)	
CALCULATED CODES - KAX		DESCRIPTION		FRONT	REAR
S	9JXA1X	PROPCALC SELECTION	YES, THE ORDER MUST BE CALCULATED	0	0

				WEIGHT (LB)	
CAB EXTERIOR		DESCRIPTION		FRONT	REAR
S	2DX30X	CAB SUSPENSION	AIR RIDE CAB SUSPENSION WITH LATERAL DAMPENERS	-11	-2
S	21XA1X	AUXILIARY REAR WINDOW	STANDARD REAR WINDOW	0	0
CA	WTXE3X	WINDSHIELD	HEATED WINDSHIELD W/ SWITCH IN POS 10	0	0
	D2XB1X	WIPER BLADES	ARCTIC WIPER BLADES	0	0
S	28XC3X	FRONT GRILLE	BLACK STATIONARY FRONT GRILLE	0	0
S	0EAC1X	AIR INTAKE GRILLE, FINISH	AIR INTAKE GRILLE, BLACK	0	0
CA	EDXB7X	AUXILIARY MIRROR, HOOD	TRIPOD HOOD MOUNTED MIRROR,CONVEX, LEFT AND RIGHT HAND HEATED	7	0
S	3FX49X	EXTERIOR SIDE VIEW MIRRORS	BLACK AERODYNAMIC MIRRORS	0	0
S	3GXC1X	EXTERIOR MIRROR FEATURES	HEATED, POWER AXIS MIRROR, BOTH SIDES	3	0
	LZXC2X	AIR HORN	DUAL ROOF MOUNTED BRIGHT AIR HORNS, DUAL TONE	3	0
S	4NXB1X	EXTERIOR SUNVISOR	EXTERIOR SUN VISOR WITH CLEAR LENS LED MARKER LAMPS	0	0
CA	Q2AB1X	CAB INSTEP VERSION	CAB STEP, BASIC, WITH ADDITIONAL REAR SUPPORT	0	0

				WEIGHT (LB)	
CAB INTERIOR		DESCRIPTION		FRONT	REAR
	540082	INTERIOR TRIM LEVEL	PREMIER - DESIGNER CLOTH PANELS WITH WOOD GRAIN TRIM	0	0
S	1DAF1X	SEAT MFG. AND SERIES, DRIVER	NATIONAL DRIVER SEAT	0	0
S	I5DA1X	SEAT PROFILE, DRIVER	STANDARD WIDTH DRIVER SEAT	0	0
	520107	DRIVER SEAT	X7 WREN LEATHER	12	0
	3ZXJ3X	DRIVER SEAT SUPPORT	DRIVER SEAT - AIR SUSPENDED, ADJUSTABLE SHOCK, RIDE HEIGHT MEMORY, QUICK AIR RELEASE	0	0
	I7DB4X	SEAT COMFORT, DRIVER	DRIVER SEAT - TWO AIR ADJUSTABLE LUMBAR CHAMBERS, SIDE BOLSTERS, BACK CYCLER MASSAGE	0	0
	I9DA1X	SEAT CLIMATE, DRIVER	HEATED DRIVER SEAT	0	0
S	1GAF1X	SEAT MFG. & SERIES, PASSENGER	NATIONAL PASSENGER SEAT	0	0
S	I6DA1X	SEAT PROFILE, PASSENGER	STANDARD WIDTH PASSENGER SEAT	0	0
	521107	PASSENGER SEAT	X7 WREN LEATHER	49	0
	34XK4X	PASSENGER SEAT SUPPORT	PASSENGER SEAT - AIR SUSPENDED,ADJUSTABLE SHOCK, RIDE HEIGHT MEMORY, QUICK AIR RELEASE	0	0
	I8DB4X	SEAT COMFORT, PASSENGER	PASSENGER SEAT - TWO AIR ADJUSTABLE LUMBAR CHAMBERS, SIDE BOLSTERS, BACK CYCLER MASSAGE	0	0
	J1DA1X	SEAT CLIMATE, PASSENGER	HEATED PASSENGER SEAT	0	0
	3PXA5X	SEAT ARMREST	INBOARD / OUTBOARD DRIVER SEAT ARMREST	7	0
	0HAB1X	SEAT SUPPORT, DUST COVER	SEAT BASE DUST COVER, BOTH SIDES	0	0

TECHNICAL SPECIFICATION *(cont.)*

				WEIGHT (LB)	
CAB INTERIOR		DESCRIPTION		FRONT	REAR
S	K7AA1X	SAFETY BELT LENGTH	STANDARD SAFETY BELT LENGTH	0	0
S	OUXA1X	SAFETY BELT DRIVER SEAT	SAFETY BELT DRIVER SEAT, BLACK	0	0
S	OXXA1X	SAFETY BELT PASSENGER SEAT	SAFETY BELT PASSENGER SEAT, BLACK	0	0
S	4AXB1X	CLIMATE UNIT	INTEGRAL AIR CONDITIONER WITH HEATER - MANUAL CONTROLS	0	0
S	31XK2X	FLOOR MATS	FRONT FLOOR INSERTS, RUBBER	0	0
S	4JXD1X	STORAGE OVERHEAD DRIVER	NETTED OVERHEAD STORAGE (DRIVER / PASSENGER SIDES) WITH CB MOUNTING AND AUXILIARY SWITCHES	0	0
	P9FADX	DEVICE MOUNTING PREP, DASH	DASH MOUNT DEVICE PREP	0	0
	XRXD1X	STEERING WHEEL ADJUSTMENT	POSITION PERFECT STEERING WHEEL	3	0
	7BAA6X	STEERING WHEEL MATERIAL	LEATHER WRAPPED STEERING WHEEL WITH ACCENT STITCHING	0	0
	571021	GAUGE PACKAGE	TEN GAUGE INSTRUMENT CLUSTER	0	0
	D9AAAX	GAUGE EXHAUST PYROMETER	EXHAUST PYROMETER GAUGE	0	0
	PGXA1X	TRANSMISSION TEMPERATURE GAUGE	TRANSMISSION TEMPERATURE GAUGE	0	0
	E1AAAX	GAUGE OIL TEMP-REAR AXLE	REAR AXLE OIL TEMP GAUGE	0	0
	PVXC2X	AIR RESTRICTION INDICATOR	GRADUATED ARI ON FILTER WITH GRAPHIC SYMBOL IN DRIVER MESSAGE CENTER	0	0
S	N8XD1X	SPEEDOMETER GRADUATION	MPH SPEEDOMETER GRADUATION	0	0

				WEIGHT (LB)	
LIGHTING		DESCRIPTION		FRONT	REAR
CA	NJXA5X	AUXILIARY LAMPS	AUXILIARY LAMPS, SNOW PLOW PREP KIT, SWITCH POS 19	0	0
S	P8XB9X	HEADLAMPS	LED HEADLAMPS WITH SIGNATURE DRL	0	0
	R7FA1X	HEADLAMP HEATER	HEADLAMP HEATER (VHD / VAH ONLY)	0	0
	LSXJ7X	DAYTIME RUNNING LAMPS (DRL)	DRL WHEN ENGINE RUNNING, PARK BRAKE OFF, INCLUDES OVERRIDE SWITCH	0	0
	X1AB0X	DRL OVERRIDE SWITCH, TIMED	DRL OVERRIDE TIME, 10 MIN	0	0
	X2AD1X	DRL OVERRIDE SPEED THRESHOLD	DRL OVERRIDE SPEED THRESHOLD 20 MPH (32 KMPH)	0	0
	NEXD2X	STOP AND TAIL LIGHTS	DUAL SUPER 44 LED WITH SEPARATE LED BACKUP	0	12
S	NPXB1X	TURN SIGNAL SWITCH	SELF CANCELLING TURN SIGNAL	0	0

				WEIGHT (LB)	
AUDIO SYSTEM		DESCRIPTION		FRONT	REAR
S	590031	AUDIO PACKAGE	AM / FM / MP3 / USB / BLUETOOTH RADIO	0	0
S	73AJ1X	RADIO ANTENNA	SINGLE RIGHT HAND 48 INCH MIRROR MOUNTED RADIO ANTENNA	3	0
S	LYXF1X	STEERING WHEEL CONTROLS	WITH STEERING WHEEL SWITCHES	3	0
S	NOXA1X	MARKER INTERRUPTER SWITCH	MARKER INTERRUPTER SWITCH	0	0
	5CXD1X	RADIO SPEAKERS	SPEAKERS IN DASHBOARD AND DOOR	3	0
S	5JXB1X	CB RADIO MOUNTING	OVERHEAD MOUNTED CB HOLD DOWN	0	0
S	5BXB5X	CB ANTENNA	SINGLE LEFT HAND 48 INCH MIRROR MOUNTED CB ANTENNA	0	0

				WEIGHT (LB)	
MISC CAB EQUIPMENT		DESCRIPTION		FRONT	REAR
S	2XX35X	WINDOW LIFT	POWER WINDOW LIFT BOTH DOORS	7	5

TECHNICAL SPECIFICATION (cont.)

				WEIGHT (LB)	
MISC CAB EQUIPMENT		DESCRIPTION		FRONT	REAR
S	3AXB1X	DOOR LOCKS CAB	MANUAL CAB DOOR LOCKS	0	0
S	20XA1X	KEY TYPE	BASIC UNIQUE KEY	0	0
S	8BXB1X	KEY QUANTITY PER UNIT	4 KEYS PROVIDED PER UNIT	0	0
CA	EAXCFX	AUXILIARY SWITCH	5 AUX SWITCHES IN POS 5,6,7,8,9	3	0
	40XL2X	FIRE EXTINGUISHER	5 POUND ABC DRY TYPE, RECHARGEABLE, MOUNTED IN CAB	5	3
	4VX31X	AUXILIARY SAFETY EQUIPMENT	TRIANGLE REFLECTOR KIT	3	0

				WEIGHT (LB)	
TIRES AND WHEELS		DESCRIPTION		FRONT	REAR
	093495	TIRE PACKAGE FRONT	385/65R22.5J MICHELIN XZY3 (18740 LBS. GAWR) ON/OFF ROAD USAGE (Total for QTY = 2)	358	0
	094351	TIRE PACKAGE DRIVE	11R22.5H MICHELIN XDN2 (24020 LBS. GAWR) LONG / REGIONAL HAUL (Total for QTY = 8)	0	1,059
	084440	WHEEL PACKAGE FRONT	22.5X12.25 ACCURIDE POLISHED ALUMINUM 3.9" OFFSET LOW INSET (Total for QTY = 2)	124	0
	085088	WHEEL PACKAGE DRIVE	22.5X8.25 ACCURIDE STEEL POWDER COAT WHITE 2 HAND HOLE (Total for QTY = 8)	0	565
S	4WCC1X	TIRE CLASSIFICATION FRONT (CA)	GHG FRONT TIRE CLASSIFICATION, LOW ROLLING RESISTANCE	0	0
	4XCG1X	TIRE CLASSIFICATION REAR (CA)	GHG REAR TIRE CLASSIFICATION, OTHER (NON-SPECIFIED)	0	0
CA	FIXA1X	HUB/WHEEL ISOLATOR FRONT	NYLON FRONT HUB/WHEEL ISOLATOR	0	0
CA	FMXA1X	HUB/WHEEL ISOLATOR DRIVE	NYLON DRIVE HUB / WHEEL AND WHEEL / WHEEL ISOLATORS	0	0
S	907002	FRONT WHEEL AND TIRE QUANTITY	TWO WHEELS AND TIRES FRONT	0	0
S	908008	DRIVE WHEEL AND TIRE QUANTITY	EIGHT WHEELS AND TIRES DRIVE	0	0
S	15XABX	TIRE INFLATION VALVE	TIRE INFLATION VALVE, STANDARD	0	0

				WEIGHT (LB)	
PAINT		DESCRIPTION		FRONT	REAR
S	950800	CAB PAINT SCHEME	1 COLOR	0	0
	9804Q4	FIRST TRUCK COLOR	OMAHA ORANGE; P9215	0	0
S	959998	NEW PAINT DEVELOPMENT FEE	NO NEW PAINT DEVELOPMENT FEE	0	0
	BG2052	PAINT BUG CODE	BUG CODE EYW	0	0
S	MPB980	CAB COLOR	CAB SAME AS FIRST COLOR	0	0
S	MPD980	HOOD COLOR	HOOD SAME AS FIRST COLOR	0	0
S	MPE980	COWL COLOR	COWL SAME AS FIRST COLOR	0	0
	987998	BUMPER COLOR	UNPAINTED BUMPER / POWDER COAT / NO BUMPER COLOR PROVIDED	0	0
S	996980	SUN VISOR COLOR	SUN VISOR SAME AS FIRST COLOR	0	0
S	9861U1	CHASSIS COLOR	BLACK; P3036	0	0
S	988401	DISC WHEEL OR RIM COLOR	STEEL DISC WHEELS - PREPAINTED WHITE, POWDER - COAT, ALUMINUM OR STYLIZED DISC - UNPAINTED	0	0

				WEIGHT (LB)	
BUSINESS SERVICES		DESCRIPTION		FRONT	REAR
	692093	ADDITIONAL PROGRAM	REGIONAL HAUL AND VOCATIONAL SUPPORT CREDIT	0	0
S	9LAA1X	PRE-DELIVERY INSPECT LOCATION	PRE-DELIVERY INSPECTION, OUTSIDE FACTORY	0	0
	975012	EXTENDED LEAD TIME	TWELVE WEEK LEAD TIME	0	0

TECHNICAL SPECIFICATION *(cont.)*

				WEIGHT (LB)	
BUSINESS SERVICES			DESCRIPTION	FRONT	REAR
935019		LEAD TIME ITEM	SS OIL PAN CA	0	0
				WEIGHT (LB)	
OUTSIDE MODIFICATION PLANNING			DESCRIPTION	FRONT	REAR
S	615998	OUTSIDE MODIFICATION IN-SERVICE PLANNING CODE	NO FONTAINE IN-SERVICE PLANNING CODE	0	0
S	617998	OUTSIDE MODIFICATION BODY INSTALL CODE	NO FONTAINE BODY INSTALL	0	0
S	618998	OUTSIDE MODIFICATION AUXILIARY AXLE INSTALL CODE	NO FONTAINE AUXILIARY INSTALL	0	0
S	609998	OUTSIDE MODIFICATION LEAD TIME CODE	NO FONTAINE LEAD TIME	0	0
				WEIGHT (LB)	
BASE WARRANTY AND PURCHASED COVERAGES			DESCRIPTION	FRONT	REAR
S	899302	WARRANTY TYPE	HEAVY_DUTY_STANDARD_BASE_COVERAGE 12_MONTHS / 100,000_MILES	0	0
S	896900	VOLVO D11/D13 ENGINE EXTENDED COVERAGE	VOLVO D11/D13 BASE ENGINE COVERAGE - 24MTHS/250K MILES	0	0
	M8309T	EMISSION - SURCHARGE	EPA (ONLY) FOR VOLVO 11L / 13L DIESEL	0	0
S	M99998	CUSTOM/BUNDLED COVERAGE OPTIONS	NO CUSTOM/BUNDLED PURCHASE COVERAGE OPTIONS PROVIDED	0	0
S	875001	VEHICLE EMISSIONS COMPONENTS COVERAGE	US & CANADA VOLVO ENGINE EQUIPPED VEHICLE EMISSIONS COMPONENTS COVERAGE_60 MONTHS/100K_MILES	0	0
S	685998	CLUTCH COVERAGE	NO CLUTCH COVERAGE PROVIDED	0	0
S	888900	ADDITIONAL EXTENDED CHASSIS TOWING COVERAGE	BASE CHASSIS TOWING COVERAGE, 90 DAY/5000 MILE/8050 KILOMETER	0	0
S	874900	ADDITIONAL EXTENDED ENGINE TOWING COVERAGE	BASE VOLVO ENGINE TOWING COVERAGE, 24 MO/250K MILE	0	0
				WEIGHT (LB)	
CONNECTED SERVICES			DESCRIPTION	FRONT	REAR
S	S03001	VOLVO UPTIME CARE	VOLVO UPTIME CARE - 24 MONTHS	0	0
S	S04001	VOLVO CONNECT LOCATION & REPORTING	VOLVO CONNECT LOCATION & REPORTING - 24 MONTHS	0	0
S	S05998	FLEET INTEGRATION	WITHOUT FLEET INTEGRATION	0	0
				WEIGHT (LB)	
ADDITIONAL OPTIONS (Non Approved)			DESCRIPTION	FRONT	REAR
CA	400-211	WHEELBASE	211" WHEELBASE	0	0
				WEIGHT (LB)	
ADDITIONAL ENGINEERING (Non Approved)			DESCRIPTION	FRONT	REAR
CA	1			0	0
FRONT / REAR AXLE WEIGHTS (LB)				9710	8616
TOTAL WEIGHT (LB)				18325	

PERFORMANCE - PREDICTOR

Inputs Required	DWGRef	Inputs	UOM
Vehicle Type		Aero Muscle Hood - No Fairing (0.68)	MPH
Performance Level		>67 MPH / >108KPH	MPH
Frontal Area		110.0	FEET ²
Accessory Power Loss		11.0	HP

VEHICLE SPECIFICATION SUMMARY		
Model		VHD64F300
Gross Combination Weight		80,000 LBS/36,000 KG (36 TONNES) GROSS COMBINATION WEIGHT
Vehicle Application		ON HIGHWAY, STARTING GRADES <16%
Body/Trailer Type		TRUCK / SNOWPLOW OR BLOWER BODY
Loading/Unloading Surface Type		CONCRETE LOADING AND / OR UNLOADING SURFACE
Engine		VOLVO D13 425HP 2100RPM 1550 LBFT - EPA'21 EMISSION LEVEL
Peak Power	HP	435.0 @ 1500 - 1700
Peak Torque	Newton Meters	2168 @ 1000
Transmission		ALLISON 6 SPEED 4500 RDS SERIES WITH PTO PROVISION - SCAAN REQUIRED BEFORE ORDERING
Rear Axle		MERITOR RT46-160 46,000 LB CAPACITY
Rear Axle Ratio		4.30
Rear Tire		11R22.5H MICHELIN XDN2 (24020 LBS. GAWR) LONG / REGIONAL HAUL
Tire Revolutions per	Mile	496
Total Reduction		2.88

CALCULATED PERFORMANCE SUMMARY					
	Speed	UOM	RPM	Desired / Recommended Value	Status
Engine RPM @ 65 MPH	65.2	MPH	1554		
Engine RPM @ Desired Cruise Speed	70.2	MPH	1672	1200 - 1500 rpm	CHECK!
Engine RPM @ Road Speed Limit (RSL)	75.2	MPH	1791	< 2100 rpm	OK
Sweet Spot Cruise Speed Range in Top Gear	50.4 - 63.0	MPH	1200 - 1500		
Top Gear Speed Range	42.0 - 88.2	MPH	1000 - 2100	64.6 MPH	OK
Minimum Practical Speed In Reverse	3.0	MPH	600		
Maximum Practical Speed in Reverse	10.6	MPH	2100		
Minimum Practical Speed In Lowest Forward Gear	1.5	MPH	600		
Maximum Practical Speed In Lowest Forward Gear	5.2	MPH	2100		
	Concrete / Asphalt		UOM		
Wheel HP Required at (65 MPH) Cruise Speed	349.5 / 386.4		HP		
Wheel HP Required at (75 MPH) Road Speed Limit	405.0 / 445.4		HP		
Wheel HP Required at (92 MPH) Top Speed	578.8 / 629.2		HP		

PERFORMANCE - PREDICTOR (cont.)

VEHICLE SPECIFICATION SUMMARY			
Gradeability		Recommended Min. Gradeability in Top Gear	
Maximum in Top Gear (Concrete)	1.2%	1.9%	CHECK!
Maximum in Top Gear (Asphalt)	0.9%	1.9%	CHECK!
Startability		Recommended Min. Startability	
In Lowest Gear	24.9%	16.0%	OK
Loading/Unloading Surface Type	CONCRETE LOADING AND / OR UNLOADING SURFACE		
		Recommended Speed on 1.5% Grade	
Speed on a 1.5% Grade (Concrete)	42.6 MPH	>67 MPH	CHECK!
	@1150 rpm in 6th gear	PL5	
Suggested Value for Gear Down Vehicle Speed	RSL - 10		
Driveability Rating	Status		
100% Max Power available after shift	CAUTION!		
>95% Very Good >90% Acceptable			
Performance Level	Recommended Speed on 1.5% Grade	Min. Gradeability in Top Gear	
PL5 - High Performance	>67 MPH	1.9%	
PL4 - Performance	61 - 67 MPH	1.7%	
PL3 - Economy	54 - 60 MPH	1.5%	
PL2 - Fleet / Construction	47 - 53 MPH	1.3%	
PL1 - Heavy Haul	40 - 46 MPH	1.1%	

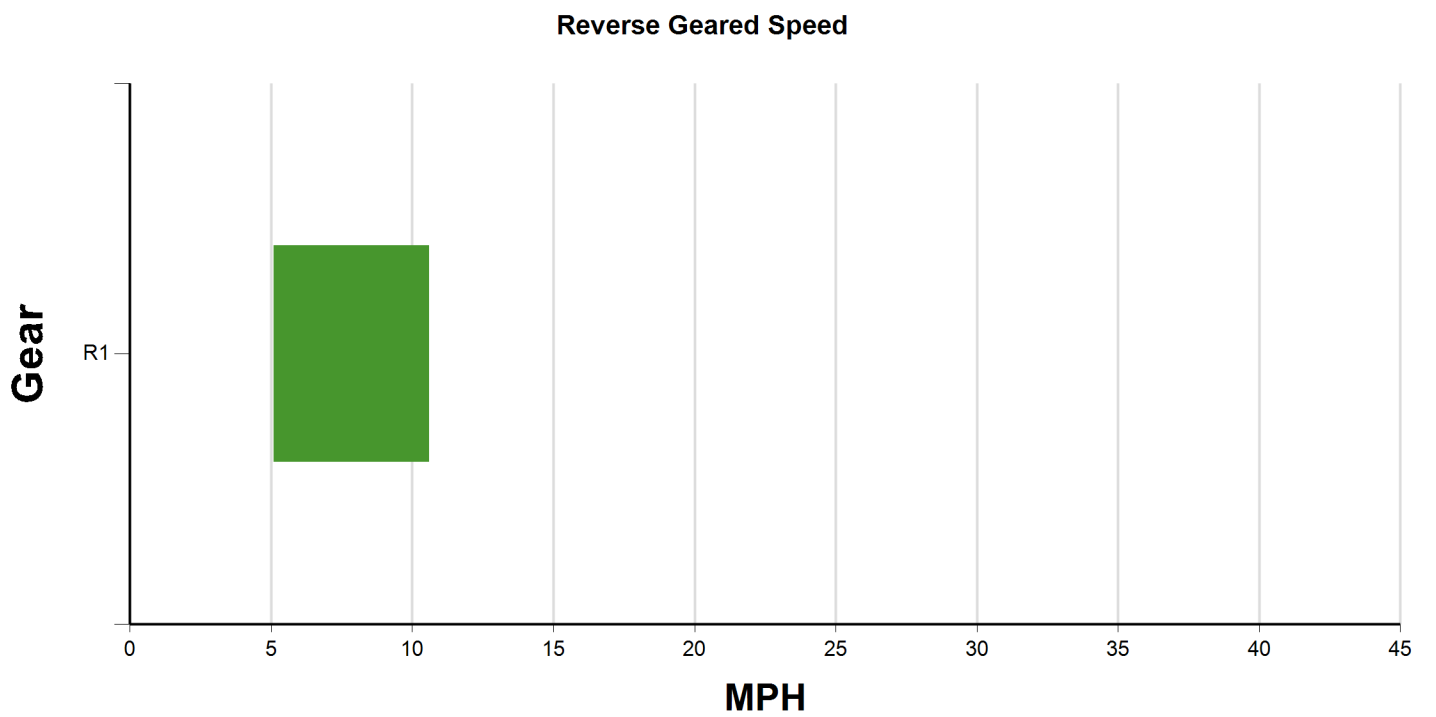
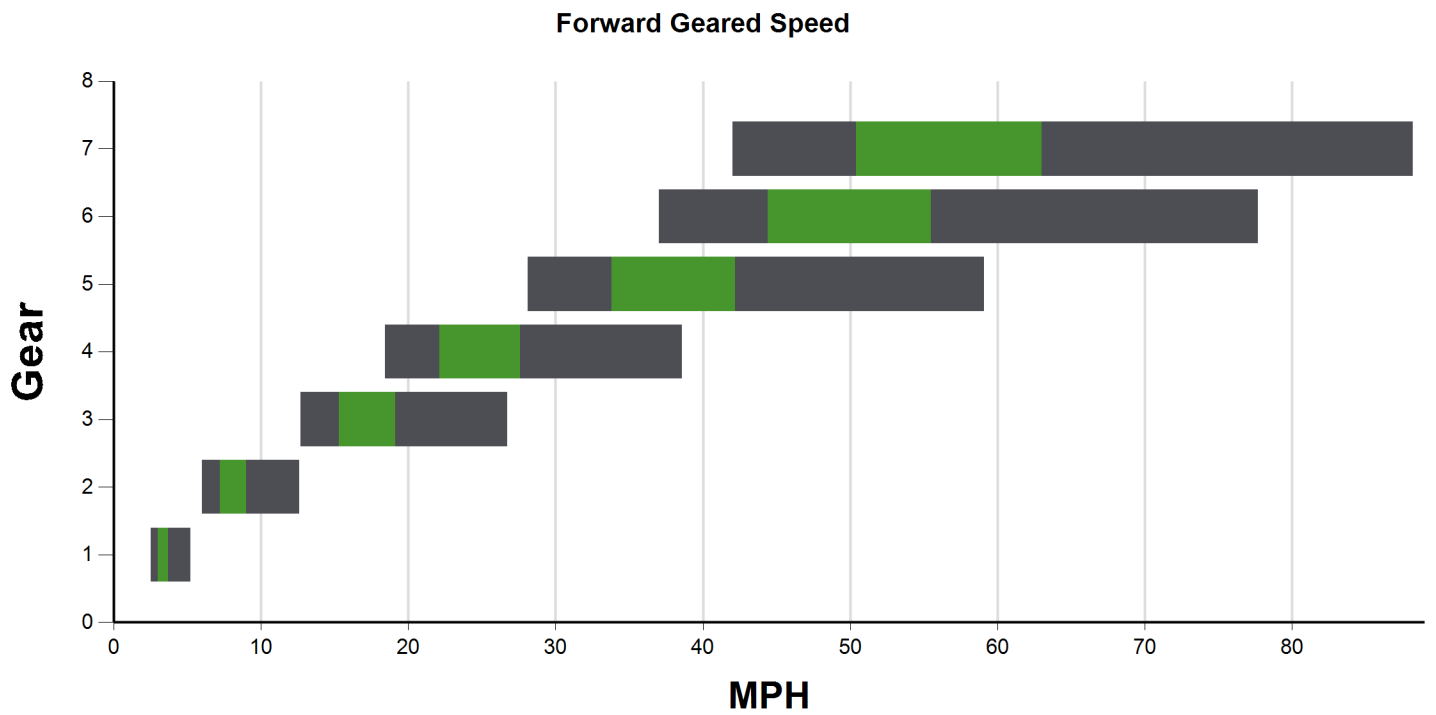
RPM at 65 MPH



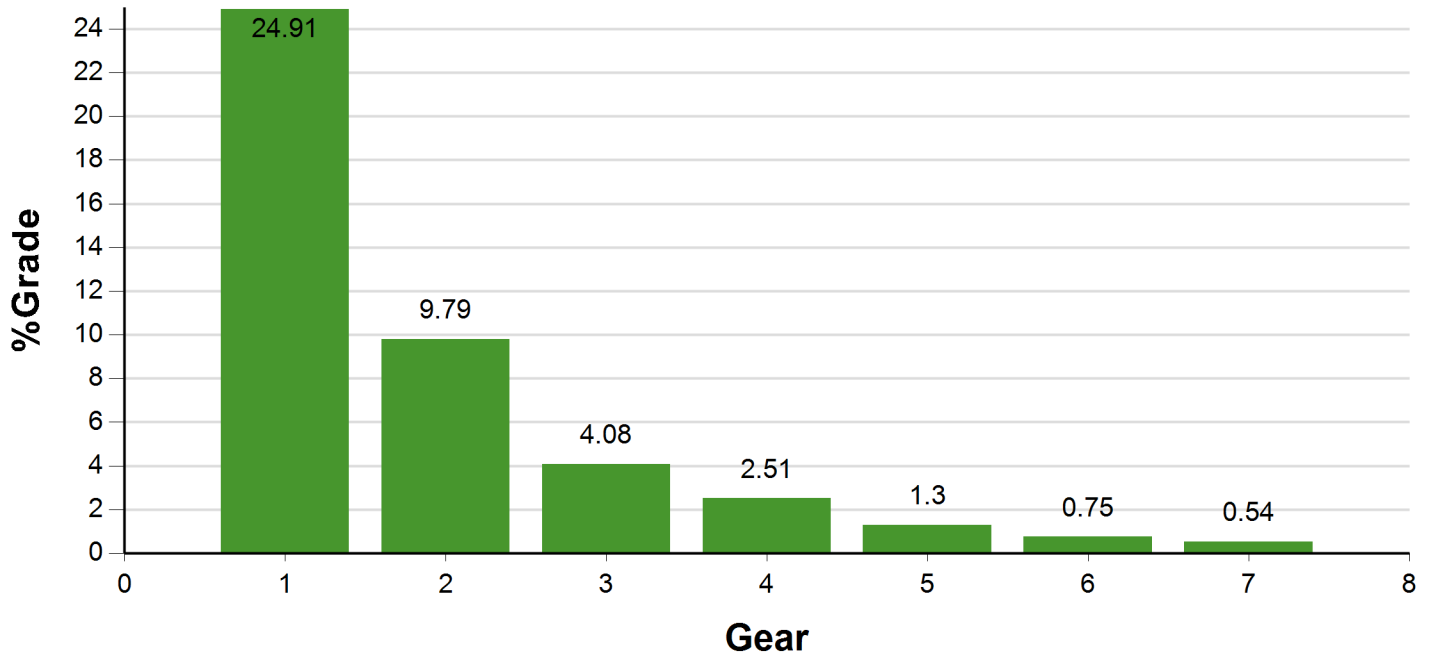
RPM at Cruise Speed



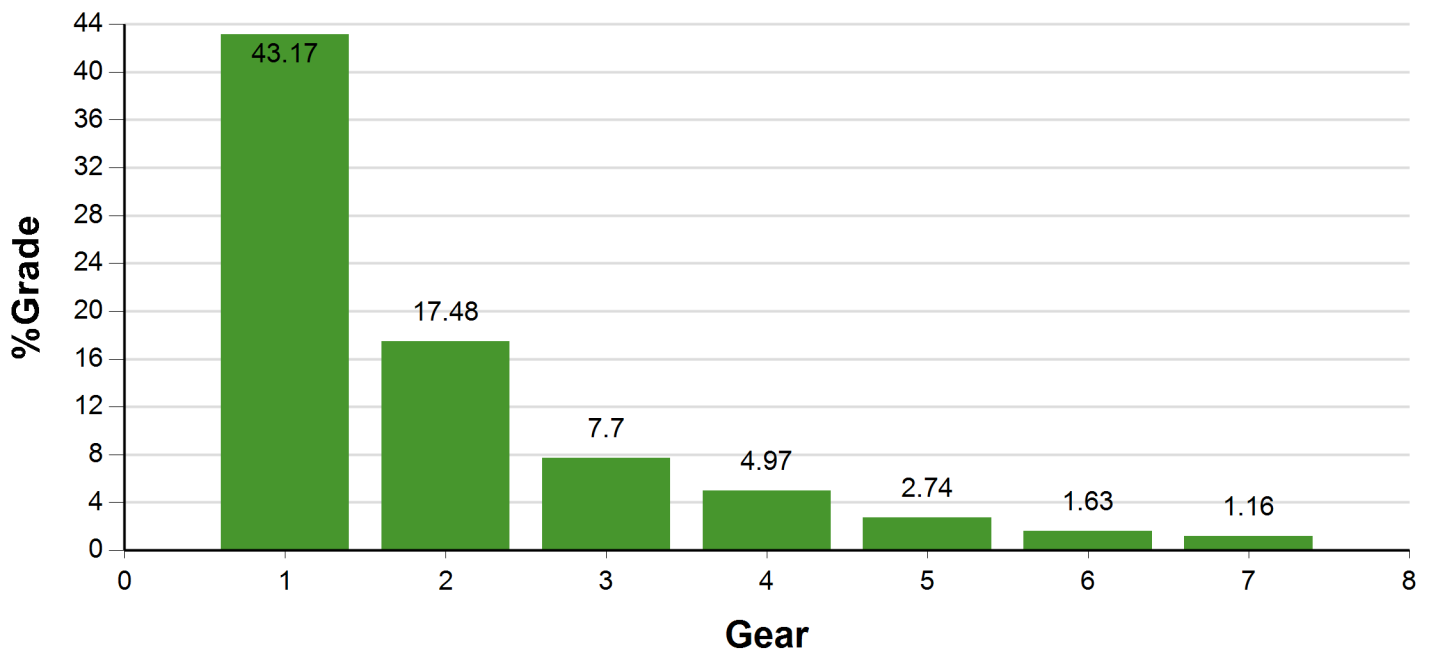
	MPH	RPM
Minimum of Engine Range	42.0	1000.00
Minimum of Economy Range	50.4	1200.00
Cruise Speed	70.2	1672.26
Maximum of Economy Range	63.0	1500.00
Road Speed Limit	75.2	1790.65
Maximum of Engine Range	88.2	2100.00



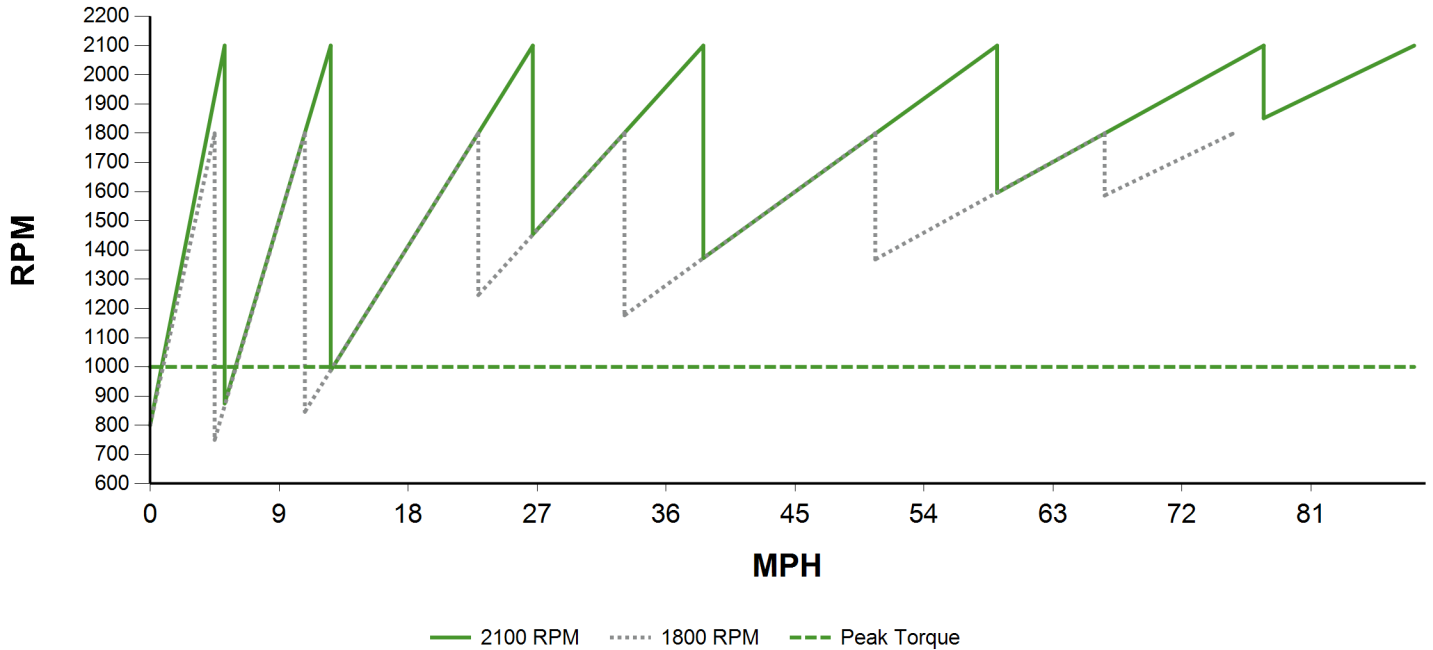
Startability



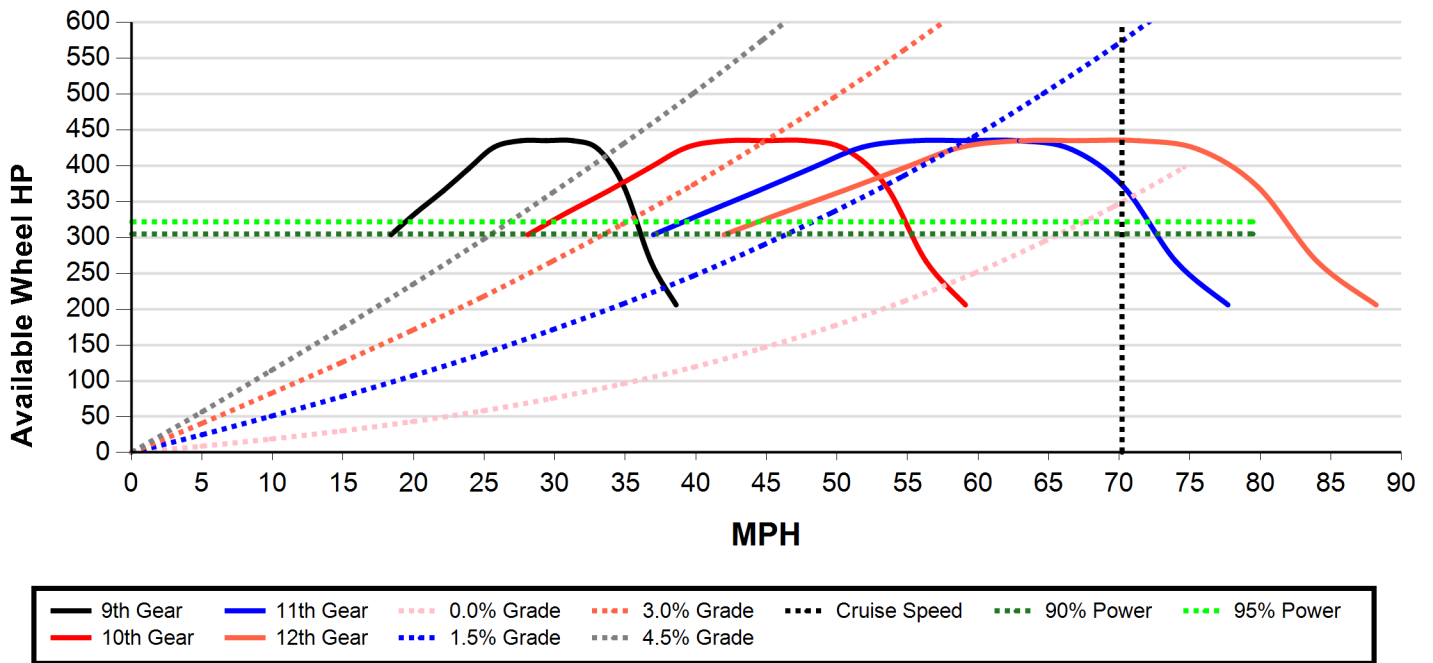
Gradeability at Max Torque



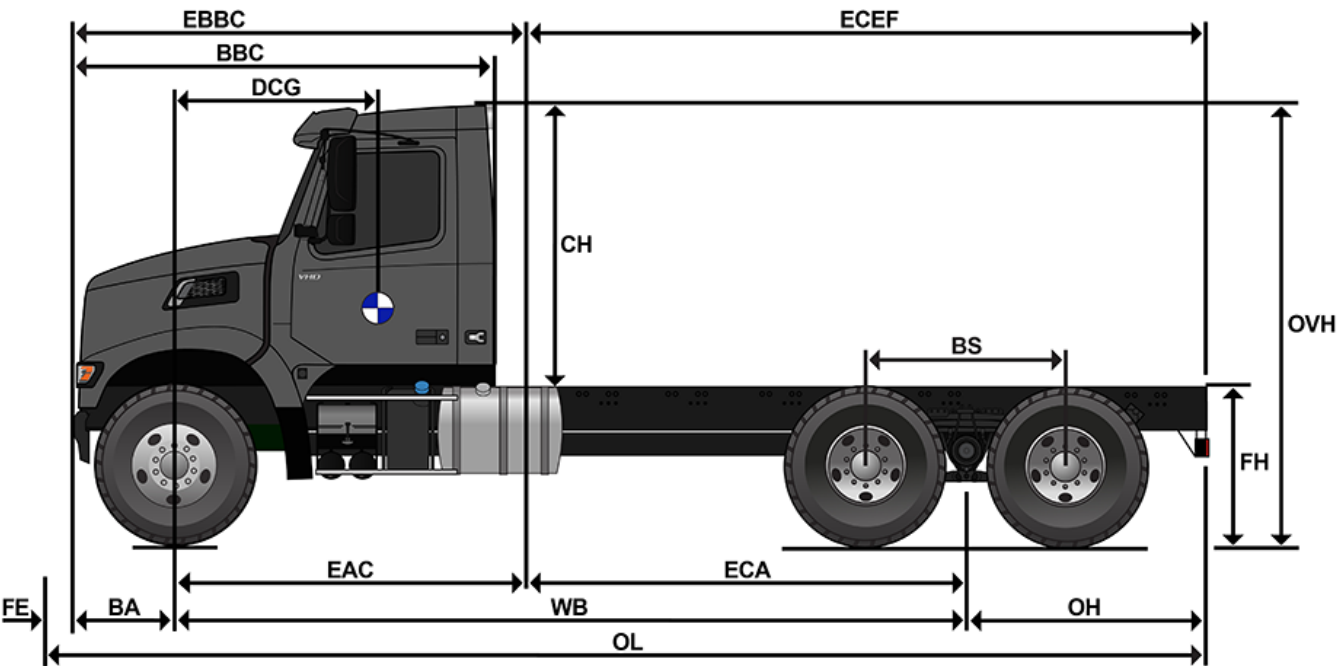
Shift Chart



Horsepower VS. Speed



VEHICLE SPECIFICATION/CALCULATED PERFORMANCE SUMMARY				
Description	Sales Code	Dwg Ref	Length	UOM
Front Frame Extension	N/A	FE	24.0	INCHES
Bumper to Front Axle	N/A	BA	29.1	INCHES
Eff. Bumper to Front Axle	N/A	N/A	29.1	INCHES
Wheelbase	N/A	WB	232.1	INCHES
Rear Overhang	N/A	OH	63.4	INCHES
Overall Length	N/A	OL	348.6	INCHES
Bumper to Back of Cab	N/A	BBC	113.6	INCHES
Eff. Bumper to Back of Cab	N/A	EBBC	113.6	INCHES
Eff. Cab to Rear Axle	N/A	ECA	147.6	INCHES
Eff. Front Axle to Back of Cab	N/A	EAC	84.5	INCHES
Eff. Cab to End of Frame	N/A	ECEF	211.0	INCHES
Unladen Frame Height	N/A	FH	42.4	INCHES
Cab Height	N/A	CH	74.3	INCHES
Overall Height	N/A	OVH	119.8	INCHES
Driver CG	N/A	DCG	64.5	INCHES
54" BOGIE SPREAD (1370MM)	GWXDGX	BS	54.0	INCHES

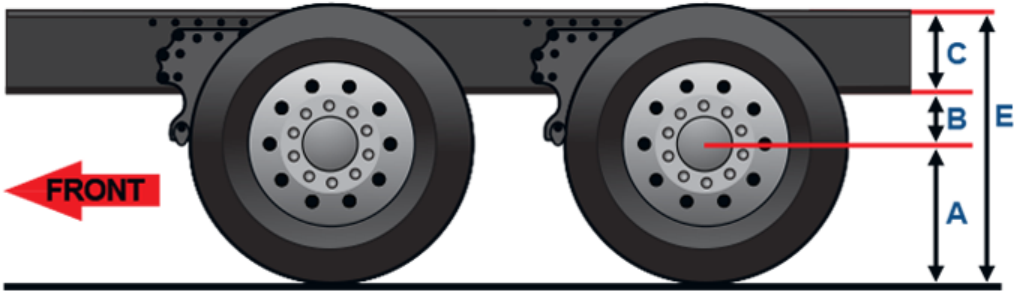


VEHICLE SPECIFICATION/CALCULATED PERFORMANCE SUMMARY				
Description	Sales Code	Dwg Ref	Left Value(in)	Right Value(in)
Wheelbase	N/A	WB	232.1	232.1
Eff. Front Axle to Back of Cab	N/A	EAC	84.5	84.5
90 GALLON LEFT HAND FUEL TANK / NO RIGHT HAND DIESEL TANK PROVIDED	J8XEJX / J9XK1X	FTL	54.0	0.0
Bumper to Back of Cab	N/A	BBC	113.6	113.6
Eff. Bumper to Back of Cab	N/A	EBBC	113.6	113.6
ZONE PACKAGE LEFT FRONT 4963MM	3XBAMX	DSCC	101.7	N/A
INTEGRATED DPF & SCR WITH B-PILLAR EXHAUST (VHDF / VAH)	3YBAEX	PSCC	N/A	91.3
Frame Space Front	N/A	FSF	-25.1	0.0
Frame Space Rear	N/A	FSR	0.0	84.8
46,000 LB VOLVO T-RIDE (3-LEAF) 54" SPACING	350380	RSB	29.0	29.0
HBS	GWXDGX	HBS	27.0	27.0

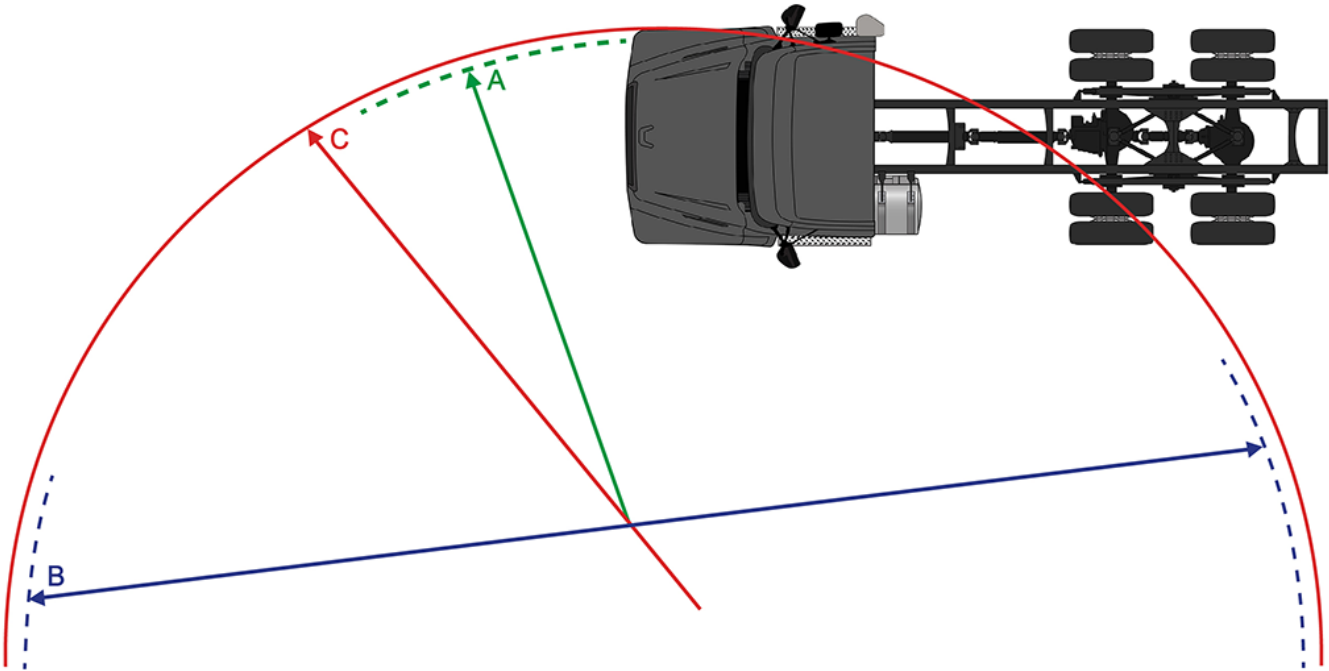
Top View image is intended for illustration purposes only and is not presented to scale. Wheelbase, Axle Spacing and After frame are not shown as specified, but are a representation. Customer Adaptation (CA) options and relocated components are not represented in these images. Most CA options impact the variation of the image, thus an image may not populate. Calculations are approximate to a tolerance of ± 4 inches due to component mounting variation. Certain chassis component options are NOT represented in the Top View image, such as, but not exclusive to, Front Frame Extensions, Fuel Water Separators, Air Dryers, PTOs, Fifth Wheels, Chassis Fairings, Toolboxes, Trailer Connections. For further information on these items and their respective locations on your specification, please refer to the data sheets associated with those items in the configurator.

VEHICLE SPECIFICATION/CALCULATED PERFORMANCE SUMMARY

Description	Sales Code	Dwg Ref	Rear		
			Unladen	Laden	UOM
Tire Radius	094351	A	20.8	19.5	INCHES
Suspension Height	350380	B	9.8	9.4	INCHES
Frame Depth	403011	C	11.8	11.8	INCHES
Total Height	N/A	E	42.4	40.7	INCHES



VEHICLE SPECIFICATION/CALCULATED PERFORMANCE SUMMARY				
Description	Sales Code	Dwg Ref	Length	UOM
SAE Turning Radius	N/A	A*	45.1	FEET
Adjusted Turning Radius	N/A	A	49.9	FEET
Curb-to-Curb Diameter	N/A	B	101.1	FEET
Wall-to-Wall Diameter	N/A	C	107.6	FEET



Tests have shown that the true location of the turning center is further to the rear than midway between drive axle sets (where applicable)

- The actual location of the turning center depends on:
- Whether the drive tire equipment is single or dual.
 - The overall load distribution for the vehicle (front/rear, between drive axles) in a loaded condition
 - Manufacturing tolerances within the steering components

Inputs Required	DWGRef	Inputs	UOM
Driver(s) & Equipment Weight		201	LB
Total Body Length	TL	16.4	FEET
Body Tare Weight		3501	LB
Front of Body to Body CG	BODY CG	96.0	INCHES
Additional Clearance from Back of Exhaust to Front of Body	BC	6.0	INCHES

VEHICLE SPECIFICATION SUMMARY				
Description	Description	Dwg Ref	Length	UOM
Bumper to Front Axle	N/A	BA	29.1	INCHES
Wheelbase	N/A	WB	232.1	INCHES
Rear Overhang	N/A	OH	63.4	INCHES
Bumper to Back of Cab	N/A	BBC	113.6	INCHES
BOC Exhaust Space	230049	N/A	0.0	INCHES
Driver CG from Front Axle	N/A	DCG	64.5	INCHES

CALCULATED PERFORMANCE SUMMARY				
Tare Weights	Front Axle	Rear Axle (s)	Total	UOM
Chassis	9710	8616	18325	LB
Driver(s) & Equipment Weight	145	56	201	LB
Fuel	342	275	616	LB
Body/Trailer	688	2814	3501	LB
Total Tare	10883	11761	22643	LB
Payloads				
First Body Payload	5908	24190	30098	LB
Total - Lift Axles Down	16790	35950	52740	LB
GAWR	18740	34000	80000	LB

VEHICLE SPECIFICATION/CALCULATED PERFORMANCE SUMMARY				
Sub-Category	Sales Code	Sales Code Description	Value	UOM
Front Axle	370407	VOLVO VF20 20,800 LB FRONT SPRINGS - VHD ONLY	20000	LB
Front Suspension	370407	VOLVO VF20 20,800 LB FRONT SPRINGS - VHD ONLY	20800	LB
Front Tires	093495	385/65R22.5J MICHELIN XZY3 (18740 LBS. GAWR) ON/OFF ROAD USAGE	18740	LB
Front Wheels	084440	22.5X12.25 ACCURIDE POLISHED ALUMINUM 3.9" OFFSET LOW INSET	22800	LB
Front GAWR			18740	LB
Rear Axle	330444	MERITOR RT46-160 46,000 LB CAPACITY	46000	LB
Rear Suspension	350380	46,000 LB VOLVO T-RIDE (3-LEAF) 54" SPACING	46000	LB
Rear Tires	094351	11R22.5H MICHELIN XDN2 (24020 LBS. GAWR) LONG / REGIONAL HAUL	48040	LB
Rear Wheels	085088	22.5X8.25 ACCURIDE STEEL POWDER COAT WHITE 2 HAND HOLE	59200	LB
Rear GAWR			34000	LB
Truck GVWR			52740	LB
Gross Combination Weight Rating			80000	LB
Tax Value GVWR (USA FET Only)			54000	LB



Volvo Trucks

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Agenda Item #1

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

UNAPPROVED MINUTES

May 7, 2024

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, May 7, 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 as presented.

Action #2 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the April 16, 2024 minutes 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>
Blaze Credit Union	4,099.95
Card Services (Coborn's)	7.58
Card Services (Coborn's)	106.45
Cigna Health & Life Insurance Company	774.46
City of Mora	16,744.33
Dearborn National Life Insurance Co	437.88
E C Riders	8,327.70
East Central Energy	1,840.13
Hewitt, Robert (Hewitt Family Trust)	600.00
Kanabec County AT ACH_VISA	266.69
Kanabec County AT ACH_VISA	102.15
Kanabec County Auditor-Treas	15,669.86

Marco Inc	159.00
Marco Inc	178.12
Marco Inc	3,335.71
MetLife	6,606.35
Minnesota Energy Resources Corp	8,580.87
Minnesota Unemployment Insurance	2,945.81
MN County Engineers Assn	625.00
Office of MN.IT Services	1,338.65
Powell, Thomas	500.00
Quadient Finance USA, Inc.	2,000.00
Schultz, Michael & Naomi	264,937.37
The Hartford Priority Accounts	6,638.70
VC3, Inc.	7,929.00
VSP Insurance Co	599.80
Zak, Arnold	75.00

27 Claims Totaling: \$ 355,426.56

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

Mel Heinrich	Comments regarding the Convention of States Project.
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9:11am – The Chairperson closed public comment.

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
1st Choice Document Destruction	54.00
1st Choice Document Destruction	156.00
1st Choice Document Destruction	274.80
1st Choice Document Destruction	6.00
1st Choice Document Destruction	12.00
1st Choice Document Destruction	18.00
1st Choice Document Destruction	48.00
1st Choice Document Destruction	24.00
1st Choice Document Destruction	280.00
Ace Hardware	6.59
Ace Hardware	179.00
Adam's Pest Control, Inc.	250.00
Advanced Correctional Healthcare	20,692.92
Amazon Capital Services	23.74
Amazon Capital Services	79.49

Amazon Capital Services	19.16
Amazon Capital Services	78.56
Amazon Capital Services	9.56
Amazon Capital Services	31.26
Amazon Capital Services	97.33
Amazon Capital Services	42.28
Amazon Capital Services	59.90
Amazon Capital Services	116.00
Amazon Capital Services	18.70
Amazon Capital Services	259.36
Amazon Capital Services	21.88
Amazon Capital Services	40.41
Arnold, Josh	147.06
Aspen Mills	462.11
Aspen Mills	285.09
Aspen Mills	20.56
Association of MN Counties	300.00
Association of MN Counties	150.00
Auto Value Mora	126.54
Barlow, Jeffery	1,487.37
Bliss, Erica	229.00
Bliss, Erica	93.42
Bob Barker	425.00
Bob Barker	155.69
Bob Barker	43.25
Carda, Ryan	1,670.00
Carney Forensics	2,119.93
Cragun's Resort & Conference Center	271.73
Curtis, Michael	651.24
DHS SWIFT	609.00
East Central Regional Juvenile Center	4,957.00
Ernest, Jennifer	75.00
Ernest, Jennifer	75.00
Galls	91.07
Granite City Jobbing Company	236.40
Granite City Jobbing Company	53.94
Hoefert, Robert	1,404.99
Holcomb, Lisa	75.00
Holcomb, Lisa	75.00
Holland, Alison	241.20
Horizon Towing	502.66
IT SAVVY	772.14
J. Buberl Law	50.00

James F. Schneider	545.00
Kanabec County Highway Dept	577.40
Kanabec County Highway Dept	48.23
Kanabec County Highway Dept	28.61
Kanabec Publications	73.00
Kanabec Publications	246.84
Kanabec Publications	45.82
Kanabec Publications	394.19
MACO	35.00
Made of Mora/Promotional Designs	47.95
Mattson, Jean	75.00
Mattson, Jean	75.00
MCCC Lockbox	5,100.00
MCCC, Mi33	394.75
McNally, Kris	93.80
McNally, Kris	150.77
Michael Keller, Ph.D., L.P.	650.00
Michael K. Pepin Law Offices	9,452.00
Minnesota Pollution Control Agency	18,904.37
Minnesota Pollution Control Agency	964.31
Minnesota Pollution Control Agency	15,842.25
Minnesota Pollution Control Agency	2,187.71
MN Energy Resources Corporation	1,334.00
MN Energy Resources Corporation	1,634.00
MN Energy Resources Corporation	354.00
MN Energy Resources Corporation	18,734.00
MN Energy Resources Corporation	41.08
MN Energy Resources Corporation	50.32
MN Energy Resources Corporation	10.90
MN Energy Resources Corporation	576.90
Mora Bakery	32.06
Motorola Solutions	216.00
Munsterteiger, Adam	83.71
North Central Bus & Equipment	526.04
O'Reilly Auto Parts	18.59
Paulsen, Stephanie	75.00
Paulsen, Stephanie	107.16
Peterson, Ronald	91.75
Porter, Dan	75.00
Porter, Dan	75.00
ProPhoenix Corporation	60,109.80
Ramsey County	1,440.00
Ratwik, Roszak & Maloney, PA	1,276.00

River Valley Forensic Services, P.A.	1,750.00
RS Eden	231.15
Sawatzky, Fred	109.12
Schiferli, Kelsey	75.00
Schiferli, Kelsey	75.00
Scott County Sheriff's Office	95.00
Segelstrom, Chad	175.00
Snyder, Denise	129.31
Stearns County Sheriff	70.00
Stellar Services	89.57
Stellar Services	96.67
Streicher's	30.98
Streicher's	129.99
Strickland Jr., Charlie	84.38
Summit Food Service Management	3,988.99
Summit Food Service Management	3,967.08
Summit Food Service Management	3,931.02
SWIFT	82.89
SwipeClock LLC	300.00
Van Alst, Lillian	1,675.00
VC3	875.00
122 Claims Totaling:	<u>\$ 201,509.79</u>

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

<u>Vendor</u>	<u>Amount</u>
Ace Hardware	69.90
Auto Value	2,049.48
B & F Fastener Supply	290.69
Barbara Ennis Living Trust	5,772.50
Beaudry Oil & Propane	20,269.41
Berndt, Steve	78.39
Besser, Brandon & Mary	8,463.60
Besser, Roberta	8,991.40
Carda, Larry	821.64
Docken, Miranda & Sundsvold, Christopher	4,164.75
Esteban, Steven & Durant, Diane	1,147.26
Frontier Precision, Inc	892.92
Garelick Steel (North 2nd Street Steel)	2,109.00
Granite City Jobbing	229.57
Halverson, Robert & Melanie	8,379.51

Johnson, Lennie	896.20
Kanabec County Highway Dept	96.00
MKJ Trucking	10,320.00
MN Equipment	2,666.15
Murphy, Timothy & Bonita and Bertschi, Shirley	3,339.13
Northern Tool & Equipment	279.98
Nuss Truck Equipment	331.20
Onasch, Debra & Daryl	1,935.34
Oslin Lumber	497.68
Power Plan	1,121.99
Price, Matt & Meghann	3,699.24
Rinke Noonan	2,480.00
Sanitary Systems	200.00
Schmidtbauer, Jason & Rebecca	10,705.54
Schmidtbauer, Jason & Rebecca	4,250.55
USIC	30.00
Vanvleet, Frank	6,273.30
Vestis Group (Aramark)	865.12
Ziegler Inc	25.16
34 Claims Totaling:	<u>113,742.60</u>

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

Resolution #6 – 5/7/24

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	\$557.45
Quality Disposal	\$3,630.20
Arthur Township	\$500.00
Total	\$4,687.65

Action #7 – It was moved by Alison Holland, seconded by Wendy Caswell and carried

unanimously to recess the meeting at 9:18am to a time immediately following the Community Health Board.

The Kanabec County Community Health Board met at 9:18am on Tuesday, May 7, 2024 pursuant to adjournment with the following Board Members present: Tom Roeschlein, Rick Mattson, Wendy Caswell, Alison Holland and Peter Ripka. Community Health Director Kathy Burski presented the Community Health Board Agenda.

Action #CH8 – It was moved by Peter Ripka, seconded by Wendy Caswell and carried unanimously to approve the Community Health Board Agenda as presented.

Public Health Nurse Kirsten Lejonvarn met with the Board to give a presentation regarding the Kanabec County Community Health Immunization Program. Information only, no action was taken.

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

Action #CH9 – It was moved by Wendy Caswell, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #CH9 – 5/7/24

Request to Apply for UCare Community Grant Resolution

WHEREAS, Kanabec County Community Health has the opportunity to apply for a UCare Community grant to fund programs that address Dental Care Access in Greater Minnesota; and

WHEREAS, Kanabec County Community Health works with Children's Dental Services (CDS) to provide access to dental services at the Public Services Building in Mora; and

WHEREAS, the funds would be used to continue CDS's services.

THEREFORE, the Community Health Director is requesting permission to apply for the UCare Community Grant to continue dental services here in Mora through Children's Dental Services.

THEREFORE BE IT RESOLVED, the Kanabec County Community Health Board approves the Community Health Director applying for the UCare Community grant, accepting the funds and signing an Agreement with UCare if they are approved for funding. The grant cycle for Dental Care Access in Greater Minnesota will begin September 1, 2024.

Action #CH10 – Alison Holland introduced the following resolution and moved its adoption:

Resolution #CH10 – 5/7/24

Central Minnesota Council on Aging Grant Resolution

WHEREAS, Kanabec County Community Health has been a recipient of Title III grant funding from the Central Minnesota Council on Aging for the Public Health Nurse Clinic and Assisted Transportation for many years; and

WHEREAS, Kanabec County Community Health will be receiving the Request For Proposal from Central Minnesota Council on Aging for the continuation of the Title III grant and Assisted Transportation in the near future, and

WHEREAS, the Community Health Director recommends applying for the continuation grant for seniors to remain being served through these programs.

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves the Community Health Director to apply for Title III funds to continue providing the Public Health Nurse Clinic and Assisted Transportation, from Central Minnesota Council on Aging and to accept the grant and sign the Agreement if it is awarded.

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

IN FAVOR THEREOF: Rick Mattson, Tom Roeschlein, Wendy Caswell, Alison Holland

OPPOSED: None

ABSTAIN: Peter Ripka

Whereupon the resolution was declared duly passed and adopted.

Action #CH11 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #CH11 – 5/7/24

Congratulate and Educate Compliance Checks Resolution

WHEREAS, the Better Together Coalition Coordinator would like to conduct Congratulate and Educate compliance checks of entities that are licensed to sell tobacco within Kanabec County, and

WHEREAS, the MN DHS through its Behavioral Health Division, in partnership with the Association for Non-smokers-MN (ANSR), is offering an educational tobacco compliance check opportunity called Congratulate and Educate, and

WHEREAS, the opportunity is to conduct one-on-one education on local, state, and federal youth access laws with tobacco retailers, with the goal being to educate retailers about the important role they play in keeping young people commercial tobacco-free, and

WHEREAS, DHS will pay \$50 per vendor/per educational compliance check and provide all educational materials for the vendors, as well as a certificate.

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves the Community Health Director to apply for the Congratulate and Educate funds from DHS to complete tobacco compliance checks throughout the county, and to accept said funds and sign an Agreement with DHS upon approval of application.

Action #CH12 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to approve the payment of 95 claims totaling \$47,858.78 on Community Health Funds.

Action #CH13 - It was moved by Wendy Caswell, seconded by Peter Ripka and carried unanimously to adjourn Community Health Board at 9:52am. The Community Health Board will meet again on Tuesday, June 4, 2024 at 9:20am.

The Board of Commissioners reconvened.

Community Health Director Kathy Burski met with the Board to present the Opioid Settlement Committee's recommendations for funding.

Action #14 – Alison Holland introduced the following resolution and moved its adoption:

Resolution #14 – 5/7/24

Opioid Settlement Committee Recommendation for Funding Resolution

WHEREAS, the Opioid Settlement Committee is recommending to approve Mora Public Schools to provide a speaker to educate students on the harms of opioid abuse, and

WHEREAS, the speaker would provide two sessions, (grades 7-9 and grades 10-12) as well as handouts and talking points to parents and students, and

WHEREAS, the cost would be \$1,200.00 plus travel expenses of approximately \$400.00, and

THEREFORE BE IT RESOLVED the Kanabec County Board of Commissioners approves the Opioid Settlement Committee's request to approve funding for Mora Schools to provide a speaker on the topic of opioid abuse not to exceed \$2,000.00 and to reimburse Mora Public Schools up to that amount.

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

IN FAVOR THEREOF: Rick Mattson, Tom Roeschlein, Alison Holland, Peter Ripka
OPPOSED: None

ABSTAIN: Wendy Caswell

Whereupon the resolution was declared duly passed and adopted.

Community Health Director Kathy Burski met with the Board to request authorization to send two new positions to the pay consultant.

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

Resolution #15 - 5/7/24

Authorization to Send Position(s) to the Pay Consultant

WHEREAS policy #P-106 states that job descriptions for new positions must be written, reviewed, and authorized by the appropriate Department Head with consultation from the Personnel Director; and

WHEREAS policy #P-106 further states that the descriptions must be submitted to the Board for review authorization to send to the pay consultant for scoring, or back to the Department Head for changes; and

WHEREAS the Community Health Director has prepared the job descriptions, physical analysis, and justification for adding the positions; and

WHEREAS the documents have been reviewed in consultation with Human Resources; and

WHEREAS the Board has examined and reviewed the documents;

BE IT RESOLVED the Kanabec County Board of Commissioners hereby approves sending the newly created job descriptions and physical analysis documents for the Public Health Supervisor and the Community Health Planner/Communications Coordinator to the pay consultant for review and scoring.

Veteran Services Officer Erica Bliss met with the Board to give a department update. Information only, no action was taken.

Kanabec History Center Executive Director Barb Barnes met with the Board to give a general update and present an appropriation request for consideration during the budgeting process for 2025. Information only, no action was taken.

Chairperson Rick Mattson presented Heavy Equipment Operator Mark Dooley with a plaque in recognition of his 25 years of service to Kanabec County.

10:20am – The Board took a five minute break.

10:25am – The Board reconvened.

Auditor/Treasurer Denise Snyder met with the Board to request approval of the Minnesota Snowmobile Trails Assistance Program Snowmobile FY 2025 Maintenance and Grooming Grant Agreement.

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

Resolution #16 - 5/7/24

WHEREAS the Minnesota Snowmobile Trails Assistance Program provides grants to local units of government for the maintenance of recreational trails pursuant to Minnesota Statutes Chapter 84.83, and

WHEREAS the County is the sponsor for such grant funds and the work performed by the trail club, and

BE IT RESOLVED to approve a “Minnesota Snowmobile Trails Assistance Program Snowmobile FY 2025 Maintenance and grooming Grant Agreement.”

Action #17 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to adjourn the meeting at 10:28am to a time immediately following the Drainage Authority Board.

The Kanabec County Drainage Authority Board met at 10:28am on Tuesday, May 7, 2024 pursuant to adjournment with the following Board Members present: Rick Mattson, Tom Roeschlein, Wendy Caswell, Alison Holland and Peter Ripka. Public Works Director/Ditch Inspector Chad Gramentz presented the Drainage Authority Board Agenda.

Action #18 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the Drainage Authority Agenda as presented.

Action #19 – Tom Roeschlein introduced the following resolution and moved its adoption:

Resolution #19 – 5/7/24

RESOLUTION TO CONFIRM AND RATIFY ISANTI AND KANABEC JOINT COUNTY DRAINAGE AUTHORITY FOR JD 1, CONFIRMING SELECTION OF MEMBERS TO JOINT COUNTY DRAINAGE AUTHORITY BOARD, DETERMINING SELECTION OF MEMBERS TO FILL VACANCIES, AND DESIGNATING MAJORITY COUNTY

WHEREAS, pursuant to Minnesota Statutes, section 103E.235, subdivision 2, a public drainage system established or benefitting land in two or more counties requires the formation of a joint county drainage authority board consisting of five members, with at least one member from each county board of commissioners; and

WHEREAS, Isanti and Kanabec Counties Judicial Ditch 1 (“JD 1”) is an established public drainage system that benefits lands in Isanti and Kanabec Counties; and

WHEREAS, the Joint County Drainage Authority of Isanti and Kanabec Counties for JD 1 (“Isanti and Kanabec JDA”) must be established to serve as the public drainage authority over Kanabec County property benefited by JD 1 and the Isanti and Kanabec JDA for JD 1 must include at least one member from Kanabec County; and

WHEREAS, a vacancy in the membership of the joint county drainage authority must be filled by joint action of the boards.

NOW, THEREFORE, BE IT RESOLVED by this Board of Commissioners as follows:

1. The Boards of Commissioners of Isanti and Kanabec Counties are taking joint and concurrent action through identical resolutions to each select members from their respective boards of commissioners for appointment to the Isanti and Kanabec JDA for JD1 and to proscribe the process for filling future vacancies in membership of the Isanti and Kanabec JDA.
2. That the Kanabec County Board of Commissioners appoints the following initial members from Kanabec County as members for appointment to the Isanti and Kanabec JDA for JD1:

Peter Ripka (District 1)
Tom Roeschlein (District 5)
3. That the Kanabec County Board of Commissioners confirms the concurrent appointment by the Isanti County Board of Commissioners the following initial members from Isanti County as members for appointment to the Isanti and Kanabec JDA for JD 1:

Bill Berg (District 2)
Steve Westerberg (District 3)
Mike Warring (District 4)
4. Future vacancies on the Isanti and Kanabec JDA for JD 1 from Kanabec County shall be filled by the successor Commissioner from the District indicated herein.
5. That since a majority of land benefited by JD 1 is located within Isanti County, Isanti County shall be the “majority” county under Minnesota Statutes, chapter 103E.

6. That this Resolution, upon being adopted by all counties constituting members of the Isanti and Kanabec JDA for JD 1, constitutes the joint meeting directed under Minnesota Statutes, section 103E.235, subdivision 2, and that said Resolutions by other member counties are cross-ratified by this Board for the formation of the Isanti and Kanabec Joint County Drainage Authority for JD 1 and for fulfilling all future vacancies by and through the process described herein.
7. That the Isanti and Kanabec JDA for JD 1 established herein shall be perpetual until either dissolved or modified by future action of the Isanti and Kanabec County Boards of Commissioners, seated jointly or through joint action.

The motion for the adoption of the foregoing Resolution was duly seconded by Peter Ripka and upon a roll call vote being taken thereon, the following voted:

Peter Ripka, **IN FAVOR**
Alison Holland, **IN FAVOR**
Wendy Caswell, **IN FAVOR**

Rick Mattson, **IN FAVOR**
Tom Roeschlein, **IN FAVOR**

Whereupon the resolution was declared duly passed and adopted.

Action #20 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to adjourn the Drainage Authority Board at 10:31am.

The Board of Commissioners reconvened.

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

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

Resolution #21 – 5/7/24

Concrete Slab for Fuel Tanks

WHEREAS the following quotes were received to construct a 15.5' x 44' concrete slab at the highway building for above ground fuel tanks:

NRC Construction	\$12,425.00
Premier Asphalt	\$9,290.00
Knife Lake Concrete	\$8,797.80

THEREFORE, BE IT RESOLVED, to accept the quote of \$8,797.80 by Knife Lake Concrete Inc. for the construction of concrete slab at the Highway Building.

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

Resolution #22 – 5/7/24
Electric for Fuel Tanks

WHEREAS the following quotes were received for extending electric circuits to fuel island location at the highway building:

Alpine Electric:	\$7,900.00
Mattson Electric:	\$11,725.00

THEREFORE BE IT RESOLVED to accept the quote of \$7,900.00 by Alpine Electric for extending electrical circuits to fuel island at the Highway Building.

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

Resolution #23 – 5/7/24
Bids for Courthouse Boiler Replacement

WHEREAS the following bids were received for replacement of the Courthouse boiler system project:

RJ Mechanical:	\$373,500.00
Advantage Mechanical, LLC	\$385,005.00

THEREFORE BE IT RESOLVED to accept the bid of \$373,500.00 by RJ Mechanical for the Courthouse Boiler Replacement project and authorize the Coordinator and Board Chair to sign the contract.

Public Works Director Chad Gramentz gave updates regarding road projects in the county. Information only, no action was taken.

County Coordinator Kris McNally presented a request for approval of an employment termination.

Action #24 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the following resolution:

Resolution #24 – 5/7/24
Approval of Employment Termination

WHEREAS, the Kanabec County Economic Development Authority (EDA) Executive Director is subject to the authority of the Kanabec County Board of Commissioners, and

WHEREAS, the Kanabec County Personnel Committee recommends termination of the employment of the Kanabec County EDA Executive Director James Hartshorn;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves the termination of the employment of James Hartshorn effective April 9, 2024.

County Coordinator Kris McNally presented a request for approval to temporarily suspend new tax abatement applications.

Action #25 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #25 - 5/7/24
Temporarily Suspending New Kanabec County EDA
Tax Abatement Applications

WHEREAS the Kanabec County Economic Development Authority (EDA) is currently without an acting director; and

WHEREAS the Kanabec County Board of Commissioners believes it is in the best interest of the County to temporarily suspend consideration of, as well as the distribution, acceptance, and processing of, any and all new Kanabec County EDA Tax Abatement applications;

THEREFORE BE IT RESOLVED that effective immediately, the Kanabec County Board of Commissioners hereby temporarily suspends distribution, acceptance, processing, and consideration of any and all new Kanabec County EDA Tax Abatement applications until such time as reinstatement is voted upon and passed by the County Board;

BE IT FURTHER RESOLVED that a new Kanabec County EDA Tax Abatement application is defined as any Kanabec County EDA Tax Abatement application that has not been reviewed by the Kanabec County Economic Development Authority Board prior to May 7, 2024;

BE IT FURTHER RESOLVED that this resolution has no impact on the administration of the current, existing Kanabec County tax abatement agreements.

County Coordinator Kris McNally led a facilitated discussion regarding stakeholder input on the Kanabec County Economic Development Authority. After discussion recapping input received by the Commissioners from stakeholder townships and cities to date, the Board expressed consensus to revisit the discussion during a future Board meeting to allow time for additional stakeholder input to be sought from participating townships and cities.

County Coordinator Kris McNally presented a request to rescind Resolution #14 – 4/16/24.

Action #26- It was moved by Alison Holland, seconded by Tom Roeschlein and carried unanimously to rescind Resolution #14 – 4/16/24 Approval to Hold a Fundraising Event & Create an Assigned Fund.

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

Future Agenda Items: EDA Stakeholder Input Discussion

Action #27 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to adjourn the meeting at 11:06am. The Kanabec County Board of Commissioners will meet again for a work session on Tuesday, May 7, 2024 at 1:30pm.

Action #28 - The Kanabec County Board of Commissioners met for a work session at 1:30pm on Tuesday, May 7, 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 and Public Works Director Chad Gramentz.

Tom Cruikshank and Jacob Bongard from the Minnesota Department of Transportation met with the Board to review and discuss updates regarding the Highway 65-23 Corridor Study. Information only, no action was taken.

Action #29 – Board Chair Mattson adjourned the meeting at 3:10pm. The Kanabec County Board of Commissioners will meet again in regular session on Tuesday, May 21, 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>
Consolidated Communications	1,141.86	Monthly Phone Bill	Various
East Central Energy	1,639.87	Intersection Lighting	Highway
Gardner, Chris	500.00	Driveway Permit Refund	Highway
Kanabec County AT ACH VISA	1,259.90	See Below	
Kanabec County Auditor HRA	21,522.06	VEBA Deposits - TW, TF, RP, LH	HR
Kanabec County Auditor-Treasurer	14,678.61	Vehicle Leases & Maintenance	Various
Kwik Trip Inc	12,612.66	County Gas Credit Cards	Various
Midcontinent Communications	467.72	Utilities	Various
Minnesota Department of Finance	5,931.00	State Fees & Surcharges, April	Recorder
Minnesota Energy Resources Corp	259.88	Natural Gas for Garage	Highway
Office of MN.IT Services	2,490.65	WAN, EndPoint Protection	IS
Quality Disposal	1,083.49	Garbage Pickup	Various
Schmid, Tanner	600.00	Driveway Permit Refund	Highway
Verizon Wireless Aircards	1,545.90	Monthly Aircards	Various
Verizon Wireless Cell Phones	3,574.51	Monthly Services	Various
15 Claims Totaling:	<u>\$ 69,308.11</u>		
Kanabec County AT ACH VISA	100.90	Northland Chemical - Foam Cleaner - Courthouse	Building Maintenance
	1,159.00	Lawler Mfg - Controller Repair - Jail	Building Maintenance
2 Claims Totaling:	<u>\$ 1,259.90</u>		

Agenda Item #3

Regular Bills - Revenue Fund

Bills to be approved: 5/21/24

Department Name	Vendor	Amount	Purpose
ASSESSOR	American Solutions for Business	1,533.94	2025 Valuation Notice Outsource Service
ASSESSOR	American Solutions for Business	1,028.22	2025 Valuation Notice Forms 11,707
		2,562.16	
AUDITOR	Amazon Capital Services	7.94	Adapter Cord
AUDITOR	American Solutions for Business	1,791.11	2024 Tax Statement Outsource Service
AUDITOR	American Solutions for Business	1,610.04	2024 Tax Statements/Envelopes 11,407
		3,409.09	
BUILDINGS MAINTENANCE	Amazon Capital Services	1,240.45	Hands Free Door Pull, 2 Way Mic for Svc Window - Courthouse
BUILDINGS MAINTENANCE	Amazon Capital Services	67.40	Wall Clocks (5) - Courthouse
BUILDINGS MAINTENANCE	Brrr Equipment Service	1,355.00	Repaired Dishwasher - Jail
BUILDINGS MAINTENANCE	FBG Service Corporation	4,829.00	April Cleaning Services - Courthouse
BUILDINGS MAINTENANCE	FBG Service Corporation	2,543.00	April Cleaning Services - PSB
BUILDINGS MAINTENANCE	FBG Service Corporation	672.00	April Cleaning Services - Jail
BUILDINGS MAINTENANCE	G & N Enterprises	420.00	LED Lightbulbs (25) - Jail
BUILDINGS MAINTENANCE	Granite City Jobbing Company	417.31	Paper Towels & Toilet Paper - Courthouse
BUILDINGS MAINTENANCE	Ziegler Inc.	329.86	Replace Circuit Breaker, Generator - Jail
		11,874.02	
COMMISSIONERS	McNally, Kris	160.31	Reimbursement for Commissioners Pictures
		160.31	
COUNTY ATTORNEY	Amazon Capital Services	293.39	VGA Adapter, Date Stamp, Keyboard & Mouse, Monitors (2)
COUNTY ATTORNEY	Booth, Jessica	72.77	Mileage to MCAA Training in Stearns County 5/7/24
COUNTY ATTORNEY	McFadden, Barbara	84.42	Mileage to MCAA Board Meeting 4/19
COUNTY ATTORNEY	Minnesota Attorney General's Office	93.80	AG Office Mileage & Meals 10/1-12/31/23
COUNTY ATTORNEY	ODP Business Solutions, LLC	73.38	Office Supplies
COUNTY ATTORNEY	RELX Inc. DBA LexisNexis	220.00	LexisNexis Account Services for March

		837.76	
COUNTY CORONER	Hamilton Funeral Homes	430.00	Removal & Transport
COUNTY CORONER	Ramsey County	3,050.00	Post Mortem Exam/Toxicology (2)
		3,480.00	
COURT ADMINISTRATOR	Anne M Carlson Law Office, PLLC	1,520.00	Juvenile Safety & Placement Fees, various dates in April & May
COURT ADMINISTRATOR	Anne M Carlson Law Office, PLLC	1,150.00	Juvenile Safety & Placement Fees, 4/3-4/16
COURT ADMINISTRATOR	Johnson Brothers Law	2,020.00	Court Appointed Attorney Fees 1/11-4/17
COURT ADMINISTRATOR	Johnson Brothers Law	1,240.00	Court Appointed Attorney Fees, various dates Dec-April
COURT ADMINISTRATOR	McKinnis & Doom PA	240.00	Juvenile Safety & Placement Fees 3/21-4/29
COURT ADMINISTRATOR	McKinnis & Doom PA	1,690.00	Juvenile Safety & Placement Fees, various dates March-April
		7,860.00	
ELECTIONS	Amazon Capital Services	103.80	Unitech Want Barcode Scanner
ELECTIONS	Kanabec Publications	349.00	2024 Filing Notice
		452.80	
ENVIRONMENTAL SERVICES	Kanabec County Soil & Water	10,000.00	SWCD County Allocation - 2024 Allocation
ENVIRONMENTAL SERVICES	Squires, Waldspurger & Mace, P.A.	1,625.00	Env Service/Land Use Quarterly Retainer, 1st Qtr 2024
		11,625.00	
HIGHWAY	G & N Enterprises	312.50	LED Lightbulbs (25)
		312.50	
HUMAN RESOURCES	American DataBank	73.45	Background Study for New Employee, CD
HUMAN RESOURCES	ECM Publishers	631.20	Job Ads for Corr Officer/Dispatcher, Hwy Acct, Deputy Aud Finance
HUMAN RESOURCES	Made of Mora/Promotional Designs	47.95	Employee Recognition Plaque, BS
HUMAN RESOURCES	WEX Health, Inc	431.75	Administrative Fees for April
		1,184.35	
INFORMATION SYSTEMS	Amazon Capital Services	6.17	Battery
INFORMATION SYSTEMS	Amazon Capital Services	37.81	Office Supplies
INFORMATION SYSTEMS	Blowers, Lisa	147.40	Mileage to TechConnect Yearly Conference in Willmar 4/30/24
INFORMATION SYSTEMS	Morris Electronics	250.00	Labor Invoice
		441.38	

LAW LIBRARY	RELX Inc. DBA LexisNexis	<u>238.70</u>	Law Library Invoice for April
		238.70	
PUBLIC TRANSPORTATION	A & E Cleaning Services	660.00	Timber Trails Office Cleaning, April
PUBLIC TRANSPORTATION	Barlow, Jeffery	795.96	Volunteer Mileage 4/29-5/12
PUBLIC TRANSPORTATION	Curtis, Michael	588.93	Volunteer Mileage 4/29-5/12
PUBLIC TRANSPORTATION	Glen's Tire	81.09	Bus & Van Repairs
PUBLIC TRANSPORTATION	Granite City Jobbing Company	237.84	Office Supplies
PUBLIC TRANSPORTATION	Granite Electronics	2,025.67	Bus Radio & Radio Repairs
PUBLIC TRANSPORTATION	Hoefert, Robert	1,061.28	Volunteer Mileage 4/29-5/12
PUBLIC TRANSPORTATION	Kanabec Publications	831.00	Advertising & Bus Fare Tickets
PUBLIC TRANSPORTATION	Pieper, Helen	111.76	Mileage for MnDOT Spring Workshop in Sauk Rapids 5/8-5/9
PUBLIC TRANSPORTATION	Premium Waters, Inc.	43.75	Bottled Water Supplies
PUBLIC TRANSPORTATION	Van Alst, Lillian	<u>850.23</u>	Volunteer Mileage 4/29-5/12
		7,287.51	
SANITATION	East Central Solid Waste Commission	<u>58.65</u>	Kanabec Co. Hwy Dept Mixed Solid Waste, Mattress, TV/Monitor
		58.65	
SHERIFF	Amazon Capital Services	28.88	Outlet Strip & Stereo Sound
SHERIFF	Amazon Capital Services	21.94	Dymo Folder Labels
SHERIFF	AT&T Mobility	1,499.14	Connected Devices & Phones
SHERIFF	Glen's Tire	141.23	Squad Oil Change, Dismount, Tire Disposal
SHERIFF	J.P Cooke Company	52.95	Custom Stamp, JS
SHERIFF	Oak Gallery	16.50	UPS Shipping to BCA
SHERIFF	SIRCHIE	65.80	THC Tests (20)
SHERIFF	Tinker & Larson Inc	<u>4,017.14</u>	Squad Oil Changes (9) & Repairs
		5,843.58	
SHERIFF - 911 EMERGENCY	Motorola Solutions	2,115.00	Vesta Services 5/2/24
SHERIFF - 911 EMERGENCY	State of Minnesota - BCA	300.00	2024 BCA Criminal Justice Info Users Conference Registration, BP
SHERIFF - 911 EMERGENCY	State of Minnesota - BCA	300.00	2024 BCA Criminal Justice Info Users Conference Registration, AW
SHERIFF - 911 EMERGENCY	State of Minnesota - BCA	<u>50.00</u>	MNJIS 2 Day Basic Operator Training
		2,765.00	
SHERIFF - BOAT & WATER	Auto Value	<u>41.98</u>	Boat & Water, Mechanix Fast Fit BL
		41.98	

SHERIFF - JAIL/DISPATCH	Amazon Capital Services	59.95	The Anger Workbook
SHERIFF - JAIL/DISPATCH	Amazon Capital Services	28.34	Jail Medical - Ibuprofen Tablets (2)
SHERIFF - JAIL/DISPATCH	SIRCHIE	129.30	Finger Printing Applicant Cards (400) & Fingerprint Pad
SHERIFF - JAIL/DISPATCH	Stellar Services	105.18	Canteen 5/6/24
SHERIFF - JAIL/DISPATCH	Stellar Services	90.67	Canteen 4/29/24
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	4,046.94	Inmate Meals 5/4/24-5/10/24
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	4,014.12	Inmate Meals 5/4/27/24-5/3/24
		8,474.50	
STATE FISCAL RECOVERY ARP	Amazon Capital Services	145.27	Thank you Cards, Brochure Holder, Folding
STATE FISCAL RECOVERY ARP	Emma's Pizza	320.00	Gift Certificates for Foster Care Appreciation Month 5/3
STATE FISCAL RECOVERY ARP	IT Savvy	874.00	1000ft Cat 6 Gigabit Solid Core Bulk Cable
STATE FISCAL RECOVERY ARP	Kanabec Publications	46.25	Foster Care Month Adv
STATE FISCAL RECOVERY ARP	Kanabec Publications	200.00	Kanabec County Info Guide Ad
		1,585.52	
UNALLOCATED	SafeAssure Consultants Inc	9,750.21	2024-2025 Safety Training
		9,750.21	
VETERAN SERVICES	Amazon Capital Services	209.46	Correction Tape, Sheet Protectors, Keyboard Trays, Mailing Labels
VETERAN SERVICES	Newton, Deb	60.00	April Yoga, Veteran Wellness Grant
VETERAN SERVICES	Q Media Properties LLC	16.00	Nice 95.5 & WCMP Advertising, Wellness Grant
		285.46	
84 Claims Totaling:		\$ 80,530.48	

Agenda Item #4

Regular Bills - Road & Bridge

5/21/24

Vendor	Amount	Purpose
A&E Cleaning	1,320.00	Office Cleaning
Amazon Capital Services	183.21	Office Supplies
B & F Fastener Supply	143.91	Shop/Equipment supplies
DKN Construction	8,585.00	Building Maintenance
Erkenbrack John & Nancy	1,960.55	ROW Acquisition
Frontier Precision, Inc	131.25	Engineering Supplies
Gopher State one-call	35.10	Locates
J.R. Oil Co	50.00	Used Oil Filter pickup
Johnson Dale & Kimberlee	3,243.85	ROW Acquisition
Johnson Hardware & Rental	538.73	Shop Supplies
Kanabec Co Highway	46.25	Petty Cash-Postage
Kanabec County Recorder	20.00	Recording Fee LM Notary
Kanabec Publications	148.00	Dust Control Ads (3)
Marco, Inc	352.17	Monthly printer lease
Martin Marietta	451.15	Bitumous Road Repairs
Med Compass	775.00	OSHA Training/Hearing test (14)
MN Pollution Control Agency	912.69	Hazardous Waste fees
Nelson, Ryan & Sheila	3,080.61	ROW Acquisition
Nuss Truck Equipment	1,819.74	Parts #215
ODP Business Solutions	356.19	Office Supplies
Olson Power & Equipment	399.06	Repair parts #2402
Oslin Lumber	149.67	Road Maintenance/Shop Supplies
Trueman Welters	10,949.00	Brush Hog #2403
USIC	300.00	Locates
Wiarcom, Inc	675.30	Truck monitoring
Ziegler Inc	18.15	Repair parts
26 Claims Totaling:	<u><u>36,644.58</u></u>	

Agenda Item #5a

May 21, 2024

REQUEST FOR BOARD ACTION

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

e. Board action requested: Approve the following resolution:

Resolution #__ - 5/21/24

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

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

BE IT RESOLVED to approve the Application for Exempt Permit for the Kanabec County Conservation Club for a raffle event to be held at Kanabec County Conservation Club at 1963 160th Ave Mora, MN 55051 on April 6, 2025.

f. Background:

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

Date received in County Coordinators Office: 5/9/24
Coordinators Comments:

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

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

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

- ☐ Fraternal
 ☐ Religious
 ☐ Veterans
 ☒ Other Nonprofit Organization

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

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

- ☐ **A current calendar year Certificate of Good Standing**
 Don't have a copy? Obtain this certificate from:
 MN Secretary of State, Business Services Division
 60 Empire Drive, Suite 100
 St. Paul, MN 55103
 Secretary of State website, phone numbers:
www.sos.state.mn.us
 651-296-2803, or toll free 1-877-551-6767
- ☒ **IRS income tax exemption (501(c)) letter in your organization's name**
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.
- ☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**
 If your organization falls under a parent organization, attach copies of both of the following:
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Kanabec County Conservation Club of Mora MINN

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

Check one:

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

Date(s) of activity (for raffles, indicate the date of the drawing): 4/6/2025

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

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

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

LG220 Application for Exempt Permit

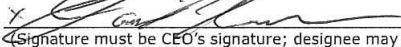
4/23
Page 2 of 3

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

<p style="text-align: center;">CITY APPROVAL for a gambling premises located within city limits</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>_____ Title: _____ Date: _____</p> <div style="border: 1px solid black; padding: 10px; text-align: center; margin-top: 20px;"> <p>The city or county must sign before submitting application to the Gambling Control Board.</p> </div>	<p style="text-align: center;">COUNTY APPROVAL for a gambling premises located in a township</p> <p><input type="checkbox"/> The application is acknowledged with no waiting period.</p> <p><input type="checkbox"/> The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.</p> <p><input type="checkbox"/> The application is denied.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>_____ Title: _____ Date: _____</p> <p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>_____ Title: _____ Date: _____</p>
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CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature:  Date: 4-18-2024
(Signature must be CEO's signature; designee may not sign)

Print Name: Dan Revier

REQUIREMENTS

Complete a separate application for:

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

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

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

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

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

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

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

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

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

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

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

An equal opportunity employer

Business Record Details »

Minnesota Business Name

Kanabec County Conservation Club

Business Type

Assumed Name

MN Statute

333

File Number

1231607600022

Home Jurisdiction

Minnesota

Filing Date

4/20/2021

Status

Active / In Good Standing

Renewal Due Date

12/31/2025

Principal Place of Business Address

1963 160th Ave
Mora, Mn 55051
United States

Mailing Address

PO Box 121
Mora, Mn 55051-5505
United States

Applicant	Applicant Address
Dan R Troupe	1425 130th Ave, Ogilvie, MN 56358
Dave Patenaude	2758 225th Ave, Mora, MN 55051
Dan Porter	3283 Velvet Street, Hinkley, MN 55037
Sue Kampa	1462 130th Ave, Ogilvie, MN 56358

Filing History

Filing History

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

<input type="checkbox"/>	Filing Date	Filing	Effective Date
<input type="checkbox"/>	4/20/2021	Original Filing - Assumed Name (Business Name: Kanabec County Conservation Club)	
	1/30/2023	Administrative Expiration - Assumed Name	
<input type="checkbox"/>	5/9/2024	Annual Reinstatement - Assumed Name	

Agenda Item #5b

May 21, 2024

REQUEST FOR BOARD ACTION

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

e. Board action requested: Approve the following resolution:

Resolution #__ – 5/21/24

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

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

BE IT RESOLVED to approve the Application for Exempt Permit for Vasaloppet, Inc. for a bingo event to be held at Sapsucker Farms, 2752 215th Ave, Mora, MN 55051 on August 8, 2024.

f. Background:

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

Date received in County Coordinators Office:	5/6/24
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Coordinators Comments:

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Vasaloppet, Inc.

Previous Gambling Permit Number: X- 05462-24-017

Minnesota Tax ID Number, if any: _____

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

Mailing Address: 100 Union St.

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

Name of Chief Executive Officer (CEO): Katie Kerr

CEO Daytime Phone: 218-464-3569 CEO Email: katiek@vasaloppet.org

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

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

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

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

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

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

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

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

Secretary of State website, phone numbers:

www.sos.state.mn.us

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

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

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

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

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

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

GAMBLING PREMISES INFORMATION

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

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

Check one:

☐ City: _____ Zip: _____ County: _____

☒ Township: Comfort Zip: 55051 County: Kanabec

Date(s) of activity (for raffles, indicate the date of the drawing): August 8, 2024

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

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

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

LG220 Application for Exempt Permit

4/23
Page 2 of 3

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

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

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature: Katie Kerr Date: 5/1/2024
(Signature must be CEO's signature; designee may not sign)

Print Name: Katie Kerr

REQUIREMENTS

Complete a separate application for:

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

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

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

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

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

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

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

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

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

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

Questions?

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

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

An equal opportunity employer

Business Record Details »

Minnesota Business Name

Vasaloppet, Incorporated

Business Type

Nonprofit Corporation (Domestic)

MN Statute

317A

File Number

O-637

Home Jurisdiction

Minnesota

Filing Date

08/09/1976

Status

Active / In Good Standing

Renewal Due Date

12/31/2024

Registered Office Address

100 UNION STREET

MORA, MN 55051-5505

USA

Number of Shares

NONE

Registered Agent(s)

(Optional) Currently No Agent

President

Jon Larson

100 So. Union St.

PO Box 22

Mora, MN 55051

United States

Filing History

Filing History

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

<input type="checkbox"/>	Filing Date	Filing	Effective Date
<input type="checkbox"/>	08/09/1976	Original Filing - Nonprofit Corporation (Domestic)	
	08/09/1976	Nonprofit Corporation (Domestic) Business Name (Business Name: Vasaloppet, Incorporated)	

	Filing Date	Filing	Effective Date
<input type="checkbox"/>	06/15/2000	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	09/20/2005	Involuntary Dissolution - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	6/18/2015	Annual Reinstatement - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	3/13/2019	Involuntary Dissolution - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	10/7/2020	Annual Reinstatement - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	1/25/2023	Involuntary Dissolution - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	6/3/2023	Annual Reinstatement - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	8/28/2023	Registered Office - Nonprofit Corporation (Domestic)	

Agenda Item #5c

May 21, 2024

REQUEST FOR BOARD ACTION

a. Subject: Gambling Request	b. Originating Department/Organization/Person: Suicide Awareness Voices of Education
c. Estimated time: 2 Minutes	d. Presenter(s): None

e. Board action requested: Approve the following resolution:

Resolution #__ - 5/21/24

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

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

BE IT RESOLVED to approve the Application for Exempt Permit for Suicide Awareness Voices of Education (SAVE) for a raffle event to be held at Loyal Order of the Moose 2353, 103rd Ave, Braham, MN 55006 on August 25, 2024.

f. Background:

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

Date received in County Coordinators Office:	5/13/24
Coordinators Comments:	

LG220 Application for Exempt Permit

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

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

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

Application Fee (non-refundable)

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

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

ORGANIZATION INFORMATION

Organization Name: Suicide Awareness Voices of Education

Previous Gambling Permit Number: X-_____

Minnesota Tax ID Number, if any: 3569589

Federal Employer ID Number (FEIN), if any: 41-1702239

Mailing Address: 7900 Xerxes Ave S Suite 810

City: Bloomington State: MN Zip: 55431 County: Hennepin

Name of Chief Executive Officer (CEO): Erich Mische

CEO Daytime Phone: 9529467998 CEO Email: emische@save.org

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

Email permit to (if other than the CEO): mfondell@save.org

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

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

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

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

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

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

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

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

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

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

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

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

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted

(for raffles, list the site where the drawing will take place): Loyal Order of the Moose 1544

Physical Address (do not use P.O. box): 2353 103rd Ave

Check one:

☐ City: _____ Zip: _____ County: _____

☒ Township: Grass Lake Zip: 55006 County: Kanabec

Date(s) of activity (for raffles, indicate the date of the drawing): August 25, 2024

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

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


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

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

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

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

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

Chief Executive Officer's Signature:  Date: 5/13/2024
 (Signature must be CEO's signature; designee may not sign)

Print Name: Erich Mische

REQUIREMENTS

Complete a separate application for:

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

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

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

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

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

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

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

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

Questions?

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

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

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

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

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

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Business Record Details »

Minnesota Business Name

Suicide Awareness Voices of Education (SAVE)

Business Type

Nonprofit Corporation (Domestic)

MN Statute

317A

File Number

1G-434

Home Jurisdiction

Minnesota

Filing Date

08/08/1991

Status

Active / In Good Standing

Renewal Due Date

12/31/2025

Registered Office Address

7900 Xerxes Ave S
Ste 810
Bloomington, MN 55431
USA

Registered Agent(s)

(Optional) Currently No Agent

President

Daniel J Reindenberg
7900 XERXES AVE S STE 810
BLOOMINGTON, MN 55431-1155
USA

Filing History

Filing History

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

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Filing Date

Filing

Effective Date

☐

08/08/1991

Original Filing - Nonprofit Corporation (Domestic)

08/08/1991

Nonprofit Corporation (Domestic) Business Name
(Business Name: SUICIDE AWARENESS \VOICES OF
EDUCATION (SAVE))

	Filing Date	Filing	Effective Date
<input type="checkbox"/>	02/21/1992	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	12/17/1992	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	11/07/1994	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	02/06/1998	Nonprofit Corporation (Domestic) Business Name (Business Name: Suicide Awareness \ Voices of Education)	
	02/06/1998	Nonprofit Corporation (Domestic) Restated Articles	
<input type="checkbox"/>	02/18/1998	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	01/23/2008	Involuntary Dissolution - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	08/20/2009	Nonprofit Corporation (Domestic) Business Name (Business Name: Suicide Awareness Voices of Education (SAVE))	
<input type="checkbox"/>	08/20/2009	Annual Reinstatement - Nonprofit Corporation (Domestic)	
	08/20/2009	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	2/27/2013	Involuntary Dissolution - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	2/24/2014	Annual Reinstatement - Nonprofit Corporation (Domestic)	
<input type="checkbox"/>	3/3/2020	Registered Office - Nonprofit Corporation (Domestic)	