

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of the County Coordinator

**January 21, 2020**

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, January 21, 2020 pursuant to adjournment with the following Board Members present: Kathi Ellis, Dennis McNally, Craig Smith, and Les Nielsen. Absent: Gene Anderson. Others Present: County Coordinator Kris McNally, County Attorney Barbara McFadden, and Recording Secretary Kelsey Schiferli.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the January 7, 2020 minutes with the following correction: Resolution #35 was a split vote: IN FAVOR: Kathi Ellis, Dennis McNally, Craig Smith. OPPOSED: Gene Anderson, Les Nielsen. Whereupon the resolution was passed.

Action #3 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to recess the board meeting at 9:03am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:03am on Tuesday, January 21, 2020 pursuant to adjournment with the following Board Members present: Kathi Ellis, Dennis McNally, Craig Smith, and Les Nielsen. Absent: Gene Anderson. Family Services Director, Chuck Hurd presented the Family Services Agenda.

Action #FS4 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the Family Services Agenda as presented.

Chuck Hurd, Family Services Director gave the Director's Report.

Action #FS5 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

## **Resolution #FS5 – 1/21/20** Family Services Social Worker Resolution

**WHEREAS** the case load for the Kanabec County Care Coordinator for South Country Health Alliance is at or above maximum capacity for the current employee, and

**WHEREAS** a request is being made for an additional Social Worker position in Family Services to help with this case load, and

**WHEREAS** this position will be funded by South Country Health Alliance reimbursements, and

**BE IT RESOLVED** that the County Board authorizes the Family Service Director and the County Personnel Director to hire a full time Social Worker to fill the position at Step A, Range 13 of the pay plan which is \$25.86 per hour or the rate set by internal promotion, and

**BE IT FURTHER RESOLVED** that the continuation of this position is contingent on full funding, and

**BE IT FURTHER RESOLVED** to authorize the Family Service Director and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Cheryl Jenkins, Fiscal Supervisor gave an accounting update. Information only, no action was taken.

*Action #FS6* – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

## **Resolution #FS6 - 1/21/20**

### Delegation Agreement

**WHEREAS**, South Country Health Alliance (SCHA) desires to delegate care coordination services to Kanabec County, and

**WHEREAS**, the care coordination services are intended to be provided by a team member to foster communication among SCHA members, providers, staff and other organizations, and

**WHEREAS** Kanabec County desires to provide the delegated services in accordance with SCHA policies and procedures and in compliance with applicable federal and state laws and regulations and National Committee for Quality Assurance accreditation standards, and

**THEREFORE BE IT RESOLVED** to approve a Delegation Agreement between South Country Health Alliance and Kanabec County for the time period January 1, 2020 through December 31, 2020.

*Action #FS7* – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the payment of 139 claims totaling \$222,392.60 on Welfare Funds.

Action #FS8 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to adjourn Family Services Board at 9:20am and to meet again on February 18, 2020 at 9:05am.

The Board of Commissioners reconvened.

Action #9 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following paid claims:

<b><u>Vendor</u></b>	<b><u>Amount</u></b>
Holiday Credit Office	4,897.68
Minnesota Department of Finance	6,098.50
Mora Municipal Utilities	12,199.20
Spire Credit Union	14,586.92
Minnesota Department of Finance	46.80
Kwik Trip Inc	3,949.91
Minnesota Unemployment Insurance	2,660.04
MN PIE	180.00
Quality Disposal	385.01
East Central Engery	44.85
Minnesota Energy Resources Corp	1,841.62
Mora Motor Vehicle	1,601.75
Health Partners	5,880.78
Life Insurance Company of North America	648.10
<b>14 Claims Totaling:</b>	<b><u><u>55,021.16</u></u></b>

Action #10 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the following claims on the funds indicated:

**Revenue Fund**

<b>Vendor</b>	<b>Amount</b>
A & E Cleaning Services	500.00
Advanced Correctional Healthcare	61.18
American DataBank	126.05
Anderson, Jeffrey	350.00
Aspen Mills	700.12
Association of Training Officers of MN	250.00
Bachman, Fran	86.20
Bob Barker	61.76
Bureau of Criminal Apprehension	120.00
Coborn's Inc.	1,055.93
Coborn's Pharmacy	61.90

Colors by Craig	75.00
Commissioner of Revenue	250.00
Consolidated Communications	740.94
Consolidated Communications	68.49
Consolidated Communications	172.16
Consolidated Communications	73.78
Curtis, Michael	695.75
D&T Ventures	225.00
DM Stamps & Specialties	23.80
DVS Renewal	134.75
E911 IES	129.24
East Central Exterminating	125.00
East Central Solid Waste Commission	21.26
EDAM	170.00
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
FBG Service Corporation	785.00
Glen's Tire	709.84
Glen's Tire	161.60
Grainger	42.78
Grainger	661.77
Granite City Jobbing Co	170.35
Granite City Jobbing Co	308.38
Granite Electronics	2,750.00
Handyman's Inc	129.99
Highway 23 Coalition	1,500.00
Hoefert, Robert	729.41
Horizon Towing	149.63
IAED	50.00
Industrial Health Services	89.80
Ingebrand Funeral Home	430.00
Innovative Office Solutions LLC	60.76
Johnson's Hardware & Rental	129.43
Kanabec County Highway Department	3,180.95
Kanabec County Highway Department	31.52
Kanabec County Highway Department	27.19
Kanabec Publications	495.00
Kanabec Publications	1,245.60
M&I Lockbox: MCCC	7,233.25
M&I Lockbox: MCCC	16,137.50
M&I Lockbox: MCCC	5,106.00
M&I Lockbox: MCCC	300.00
M&I Lockbox: MCCC	11,400.00

M&I Lockbox: MCCC	1,500.00
M&I Lockbox: MCCC	1,832.51
MACAI	85.00
MACVSO	250.00
MacTek Systems Inc	7,124.00
Manthie, Wendy	660.78
Marco	134.68
Marco, Inc	159.00
Maxfield Research & Consulting	2,500.00
MCCC Bin #135033	179.32
McKinnis & Doom PA	59.50
McKinnis & Doom PA	144.50
Midcontinent Communications	127.79
Midcontinent Communications	58.35
Minnesota Department of Agriculture	10.00
Minnesota Sheriffs' Association	5,645.55
MN Public Transit Association	695.00
Mora Motor Vehicle	38.50
Mora Motor Vehicle	57.75
NACO	450.00
NACVSO	50.00
Nelson, Ronette	369.95
Northland Fire Protection	601.20
Northland Securities Inc	1,500.00
Northstar	173.55
Office Depot	73.92
O'Reilly Auto Parts	6.96
Owens Auto Parts	20.78
Pakor Inc	50.97
Peterson, Fram & Bergman	311.50
Premium Waters Inc	21.59
Quality Disposal Systems	190.00
Quality Disposal Systems	24.15
Reliance Telephone, Inc	1,500.00
RS Eden	6.55
Stellar Services	978.81
Summit Food Service Management	5,139.34
Thomson Reuters West	1,040.00
Thomson Reuters West	605.98
Tinker & Larson	95.00
Twps/Cities/Schools/County/ECRDC/KLID	127,767.93
Van Alst, Lillian	49.45
Visser, Maurice	404.57

Zamora, Ray	1,040.13
<b>98 Claims Totaling:</b>	<b><u>231,023.66</u></b>

**Road and Bridge Fund**

<b>Vendor</b>	<b>Amount</b>
A and E Cleaning	1,000.00
Ameripride	672.80
Boyer Trucks	25.00
Compass Minerals America	20,166.33
DLT Solutions	8,967.00
FS Solutions	56.38
Glen's Tire	154.00
IT SAVVY	2,529.47
J A Smith Companies	1,020.00
Kanabec County Highway Department	59.30
Lakes Gas Co.	70.80
Maney International Inc.	372.49
M & H Appliance	459.95
Northern States Supply	62.05
Nuss Truck Equipment	1,422.59
Office Depot	60.31
Owens Auto Parts	431.51
Power Plan (RDO)	1,604.90
Quality Disposal Systems Inc	160.00
Scientific Sales Inc	94.00
USDA	1,877.01
Wiarcom	618.45
<b>22 Claims Totaling:</b>	<b><u>41,884.34</u></b>

*Action #11* – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

**Resolution #11 – 1/21/20**

**WHEREAS** Kanabec County has long supported the principle of equitable pay relationships, and

**WHEREAS** Kanabec County is required by Minnesota Statute to submit a Pay Equity Report for the data in place as of December 31, 2019;

**BE IT RESOLVED** that the Kanabec County Board of Commissioners approves the

attached Pay Equity Report and authorizes the Chairperson to sign the Pay Equity Report electronically;

**BE IT FUTHER RESOLVED** that the Kanabec County Board of Commissioners directs the Personnel Director to submit the report and all necessary supporting data to the Pay Equity Office, post the required notice, and disseminate the required notice to union representation in the jurisdiction.

Action #12 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #12 – 1/21/20**

**BE IT RESOLVED** to re-appoint Nick Solomon to the Board of Adjustment for a three year term commencing immediately and expiring January 3, 2023.

Action #13 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #13 – 1/21/20**

**BE IT RESOLVED** to appoint Rhonda Olson to the Planning Commission for a three year term commencing immediately and expiring January 3, 2023.

Erica Bliss, Veteran Service Officer met with the County Board to propose a request to attend the NACVSO Conference.

Action #14 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve sending Erica Bliss, Veteran Service Officer to County Veteran Service Officer National Training in Atlanta, GA June 6-12, 2020.

Action #15 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

### **Resolution #15 – 1/21/20**

**BE IT RESOLVED** to appoint Lisa Holcomb to the Safety Committee for a three year term commencing immediately and expiring January 3, 2023.

Action #16 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #16 – 1/21/20**

**BE IT RESOLVED** to appoint Jon Sanford to the Water Plan Committee for a three year term commencing immediately and expiring January 3, 2023.

Kris McNally led a discussion regarding the 2020 Board Meeting Schedule. The November meeting falls on Election Day, November 3, 2020. According to MN Statute 204C.03, meetings on Election Day are only prohibited between 6:00 p.m. and 8:00 p.m.

Action #17 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to set the date for the County Board of Appeals and Equalization Meeting to be Monday, June 15, 2020 at 6:30 p.m. and offer appointments until 7:00 p.m. to meet statutory requirements.

Action #18 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to set the date for the Truth in Taxation Meeting to be Thursday, December 3, 2020 at 6:30 p.m.

Action #19 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

## **Resolution #19 - 1/21/20**

**WHEREAS** Kanabec County is participating in the Snake River Watershed Comprehensive Watershed Management Planning, known as One Watershed, One Plan; and

**WHEREAS** the Steering Committee of the Snake River One Watershed One Plan has developed a Memorandum of Agreement for all parties participating in the Snake River One Watershed One Plan, and

**WHEREAS** the Memorandum of Agreement has been vetted by the Aitkin, Pine, Kanabec and Mille Lacs County Attorneys,

**BE IT RESOLVED** that Kanabec County Board of Commissioners approves this Memorandum of Agreement for development of the Snake River Comprehensive Watershed Plan (One Watershed One Plan) and authorizes the Board Chair to sign said Memorandum of Agreement.

Kris McNally presented the 2019 Gravel Tax Report. Information only, no action was taken.

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

Action #20 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

## **Resolution #20 – 1/21/2020**



**WHEREAS** Kanabec County is eligible for voting equipment grant funds from the Minnesota Secretary of State’s Office in the amount of \$100,000 (\$5,000 per precinct);

**WHEREAS** Kanabec County acknowledges that funds may be prorated by the Secretary of State’s office if statewide grant requests exceed the \$2,000,000 appropriation available, which may reduce the \$5,000 maximum allotted to each precinct;

**WHEREAS** Kanabec County will use voting equipment grant funds received to replace the assistive voting devices purchased in 2006 with new assistive voting equipment in twenty (20) Kanabec County precincts and that a county match of 50% is required;

**BE IT RESOLVED** to approve the “County Application for Voting Equipment Grant” as submitted by the Auditor-Treasurer.

Kathi Ellis explained that on Wednesday, January 15, 2020, a federal judge in the US District Court of Appeals in Maryland approved an injunction on the Executive Order regarding refugee resettlement. According to the Association of Minnesota Counties, “this decision effectively rules local governments cannot exercise veto power over refugee resettlement in their jurisdictions.”

**10:00 a.m.** – The Chairperson called for Public Comment. Those that responded included:

Dave Halvorson	Landfill Odors & Refugee Resettlement
Greg Wahlstrom	Refugee Resettlement
Rhonda Olson	Board Meeting Dates & Parking
David Nielsen	Refugee Resettlement
Jim Evenson	Refugee Resettlement
Jerry Crowell	Refugee Resettlement
Angie Johnson	Refugee Resettlement
John Perry	Refugee Resettlement
Ken Munson	Mini Landfill & Refugee Resettlement
Kenny Stumpf	Refugee Resettlement

**10:41 a.m.** – The Chairperson closed Public Comment.

Kris McNally led a discussion regarding the composition of the Extension Committee. The Board expressed consensus to keep the Extension Committee as is, and an effort should be made to recruit members from each district, but it is not a requirement.

Craig Smith led a discussion regarding the former jail facility.

Action #21 – Craig Smith introduced a resolution to tear down the former jail facility. The motion died for lack of a second.

The Board expressed consensus to discuss this at the next meeting when all board members are present.

Kris McNally presented the preliminary December 2019 budget report. Information only, no action was taken.

Barbara McFadden led a discussion regarding the Knife Lake Park. The Board expressed consensus to decline the continuation of the MnDOT project due to the property condemnation required in the process.

Future Agenda: Former Jail Facility

Action #22 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to adjourn the meeting at 11:11 a.m. and to meet again in regular session on Tuesday, February 4, 2020 at 9:00 a.m.

*Signed* \_\_\_\_\_  
Chairperson of the Kanabec County Board of Commissioners,  
Kanabec County, Minnesota

*Attest:* \_\_\_\_\_  
Board Clerk