

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of the County Coordinator

## July 7, 2020

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, July 7, 2020 pursuant to adjournment with the following Board Members present: Gene Anderson, Kathi Ellis, Dennis McNally, Craig Smith, and Les Nielsen. Others Present: Board Clerk Kris McNally, County Attorney Barbara McFadden, and Recording Secretary Kelsey Schiferli.

The meeting was held in meeting rooms 3 & 4 in the basement of the courthouse to allow for social distancing due to COVID-19. The meeting was also held via WebEx for anyone wishing to attend virtually.

The Chairperson led the assembly in the Pledge of Allegiance.

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

Action #2 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the June 16, 2020 minutes with the following correction: Action #13, Les Nielsen was opposed.

Action #3 – Les Nielsen introduced a motion to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Kanabec County Auditor HRA	48,654.00
Kanabec County Auditor HRA	636.00
Kwik Trip Inc	4,806.34
Minnesota Energy Resources Corp	5,990.76
East Central Energy	1,113.55
Absolute Title	1,686.00
Collins, Jennifer	500.00
East Central Energy	219.98
Card Services	124.93
Life Insurance Company of North America	648.10
MNPEIP	149,118.00
Sun Life Financial	3,876.88
VSP Insurance Co	275.24

Mora Municipal Utilities	11,160.28
Spire Credit Union	2,617.29
MN Laborers Health & Welfare Fund	197.38
<b>16 Claims Totaling:</b>	<b><u><u>\$231,624.73</u></u></b>

The motion was duly seconded by Gene Anderson and upon a vote being taken thereon, the following voted:

**IN FAVOR THEREOF:** Gene Anderson, Kathi Ellis, Craig Smith, Les Nielsen  
**OPPOSED:** Dennis McNally  
**ABSTAIN:**

Whereupon the motion was passed.

Action #4 – It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to recess the Board Meeting at 9:05am to a time immediately following the Public Health Board.

The Kanabec County Public Health Board met at 9:05am on Tuesday, July 7, 2020 pursuant to adjournment with the following Board Members present: Gene Anderson, Kathi Ellis, Dennis McNally, Craig Smith, and Les Nielsen. Public Health Director, Kathy Burski presented the Public Health Agenda.

Action #PH5 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to approve the Public Health Board Agenda with the following changes: Remove #4, SHIP Grant.

Action #PH6 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

**Resolution #PH6 – 7/7/20**  
Revised AmericInn Agreement Resolution

**WHEREAS** one of the essential services Community Health is expected to provide if it is needed is shelter, and

**WHEREAS** the AmericInn located at 1877 Frontage Road, Mora, Minnesota 55051 has agreed to assist with meeting this essential service, and

**WHEREAS** the costs associated with providing these essential services are expected to be reimbursable through FEMA or other Federal/State COVID-19 aid, and

**WHEREAS** the Agreement has been reviewed by Emergency Management, the County Attorney and Community Health; and

**WHEREAS** on May 18, 2020 this Board approved said Agreement, after which changes were made by the vendor.

**WHEREAS** approval of said changes are being requested.

**THEREFORE BE IT RESOLVED** that the Kanabec County Commissioners approve the revised Agreement with the AmericInn on a month to month basis and authorizes the Community Health Director to sign the Agreement at this time and ongoing monthly until these services are no longer needed.

*Action #PH7* – It was moved by Dennis McNally, seconded by Gene Anderson and carried unanimously to approve the following resolution:

### **Resolution #PH7 – 7/7/20**

#### 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

**WHEREAS**, Kanabec County Community Health is in possession of the Request For Proposal for Central Minnesota Council on Aging for the continuation of the Title III grant, and

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

**THEREFORE BE IT RESOLVED** to approve the Kanabec County Community Health Director to apply for the continuation grant for the Title III funds and to accept the grant and sign the Agreement with CMCOA if it is approved.

*Action #PH8* – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to approve the payment of 64 claims totaling \$45,108.20 on Community Health Funds.

*Action #PH9* – It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to adjourn Public Health Board at 9:22am and to meet again on August 4, 2020 at 9:05am.

The Board of Commissioners reconvened.

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

#### **Revenue Fund**

<b>Vendor</b>	<b>Amount</b>
Ace Hardware	225.29
Ace Hardware	56.75
Advanced Correctional Healthcare	681.69
Anderson, Jeffrey	83.95
Anderson, Jeffrey	52.50
Anne M. Carlson Law Office, PLLC	195.50
Anne M. Carlson Law Office, PLLC	289.00
Anne M. Carlson Law Office, PLLC	93.50
Aquatic Solutions	4,043.27
Aspen Mills	228.60
AT&T Mobility	1,596.68
AT&T Mobility	89.26
Athey, Lisa	263.00
Bina & Guptil Law Firm	276.25
Bluebird Window Cleaning	1,600.00
Braham Motor Service Inc.	101.36
C & D Auto	526.58
CLH Properties LLC	2.00
Curtis, Michael	1,019.15
CW Technology	1,203.40
DM Stamps & Specialties	19.66
DM Stamps & Specialties	37.15
Doering, Carleen	263.00
East Central Exterminating	240.00
Enriquez, Alysha	263.00
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
Fiedler, Kaylynn	263.00
Field Training Solutions	295.00
Further	669.60
Glen's Tire	2,506.20
Glen's Tire	77.80
Grainger	362.00
Grainger	(166.26)
Hartford-Priority Accounts	2,181.70
Hoefert, Robert	1,161.28
Johnson, Barbara	263.00
Johnson, Samuel	425.00
Johnson, Samuel	221.00
Johnson, Samuel	221.00

Johnston, Emily	263.00
Kanabec County Recorder	397.50
Kanabec Publications	23.36
Kanabec Publications	539.71
Kanabec Publications	29.58
Kanabec Publications	7.31
Kanabec Publications	508.56
Kanabec Publications	200.48
Kanabec Soil & Water Cons.	5,557.43
Lessard, Hillary	263.00
Made of Mora-PD Embroidery	45.00
Mattson, Pam	263.00
Meinen, Ron	2,692.40
Meta13	100.00
Mora Municipal Utilities	247.50
Motorola Solutions	12,918.48
NCVSO	350.00
Nelson, Jerald	63.25
Nelson, Ronette	381.23
Nordenstrom, Sara	263.00
Novus, Gary Fix & Son	70.00
Office Depot	54.44
Office Depot	21.34
Office Depot	95.99
Oslin Lumber	45.31
PD's Embroidery	357.36
PD's Embroidery	33.50
Pitman, Emily	263.00
Quadient Leasing USA	1,686.42
Ramsey County	1,490.00
Ratwik, Roszak & Maloney, PA	36.00
Regents of the University of MN	18,813.99
Reliance Telephone, Inc	537.50
River Valley Forensic Services, PA	400.00
RJ Mechanical	1,525.50
RJ Mechanical	791.00
Ruport, Robert	10.00
Sholtz, Dianna	263.00
Sholtz, Mark	263.00
Stellar Services	658.82
Summit Food Service Management	7,584.34

Sunshine Printing	53.20
Swan, Jessica	263.00
Tencate, Fredrick or Patricia	149.00
Thomson-Reuters-West	588.30
Tinker & Larson Inc	100.00
Tinker & Larson Inc	550.48
Van Alst, Lillian	963.65
VanGorden, Dylan	40.50
Verizon Wireless	210.06
Visser, Maurice	632.50
WCMP	180.00
Zamora, Ray	1,096.36
<b>93 Claims Totaling:</b>	<b><u><u>\$93,867.25</u></u></b>

### Road & Bridge Fund

<b>Vendor</b>	<b>Amount</b>
Ace	130.16
Auto Value	2,037.46
Beaudry Oil & Propane	9,463.32
BuckleyII	376.55
EATI	200.40
ESRI Inc	5,007.52
Federated Co-ops	1,842.01
Kanabec County Coordinator	258.98
Kanabec County Highway Department	45.00
Knife River Corp	631,751.32
Marco	188.00
Newman Traffic Signs	36,004.19
Northern States Supply	52.02
Northwest Laser & Instruments	66.37
Office Depot	102.68
Sanbeck, Deb	109.25
Sanitary Systems	140.00
Scott's Lawn & Landscapes	1,995.00
Tinker & Larson	52,039.40
Traffic Marking Service	148,545.96
USIC	595.00
Water Conservation Services	<u>540.85</u>

**22 Claims Totaling:**

**\$ 891,491.44**

Roberta Anderson, Deputy Auditor Property & Tax met with the County Board to discuss the 2020 Tax Forfeit Land Sale.

Chad Gramentz, Public Works Director met with the County Board to discuss a gravel contract.

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

### **Resolution #11 – 7/7/20**

**WHEREAS** certain road segments are in need of aggregate surfacing due to effects of the spring thaw, and

**WHEREAS** the Kanabec County Public Works Director has requested the addition of the following three roadway segments to the 2020 aggregate surfacing contract with Bjorklund Companies:

1. CR 10 – 2.0 miles from CR 26 to 210th Avenue.
2. CR 57 – 2.0 miles from CR 10 to TH 47.
3. CR 57 – 1.04 miles from Falcon Street to CR 59.

**WHEREAS** the additional quantity is 7,925 cubic yards stockpile volume of aggregate surfacing at \$12.49 per cubic yard for a total amount of \$98,983.25, and

**THEREFORE BE IT RESOLVED** to approve a contract amendment with Bjorklund Companies for 7,925 cubic yards stockpile volume of aggregate surfacing at 12.49 per cubic yard for a total amount of \$98,983.25.

Denise Snyder, County Auditor/Treasurer met with the County Board via WebEx to present a liquor license renewal.

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

### **Resolution #12 - 7/7/20**

Liquor & Tobacco Licenses

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

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

**BE IT RESOLVED** to approve the following license applications:

**LIQUOR LICENSE RENEWALS 2020-2021  
KANABEC COUNTY BOARD - JULY 7, 2020**

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<b>Establishment</b>	<b>LIQUOR</b>	<b>BEER</b>	<b>TOBACCO</b>
Eagles Cove Resort	On/Sun	-	-
Fish Lake Resort & Campground	On/Off/Sun	-	Yes

Randy Ulseth, Weila CEO met with the County Board to discuss matters concerning Welia Health.

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

**Resolution #13 – 7/7/20**

Welia Health Bylaw Revisions

**WHEREAS**, pursuant to Minnesota Statutes, Chapter 376, as amended, the County Board of Kanabec County, Minnesota, has established a county hospital and has committed the care, management and operation of Kanabec Hospital to a hospital board consisting of nine 9 members; and

**WHEREAS**, the hospital board of Kanabec Hospital has changed the name to Welia Health; and

**WHEREAS**, the hospital board of Welia Health must be governed by a comprehensive set of bylaws in order to carry out the duties delegated to it by the county board; and

**WHEREAS**, the hospital board of Kanabec County dba Welia Health has prepared this set of restated bylaws for adoption by the county board of Kanabec County.

**NOW, THEREFORE**, the Kanabec County Board of Commissioners does hereby adopt these bylaws under which the Hospital Board shall operate.

Randy Ulseth, Welia CEO led a discussion regarding the impact of COVID-19 on Welia Health. He also discussed the progress on defining taxable areas of the hospital campus. Information only, no action was taken.

Roberta Anderson, Deputy Auditor Property & Tax continued the discussion regarding the 2020 Tax Forfeit Land Sale.



**10:30am** – The Chairperson called for Public Comment. Those that responded included:

Charlie Strickland	Comments regarding the Health and Human Services Advisory Committee.
Chuck Cole	Comments regarding property lines and surveying of his property.

**10:53am** – The Chairperson closed public comment.

Roberta Anderson, Deputy Auditor Property & Tax again continued the discussion regarding the 2020 Tax Forfeited Land Sale. The Board expressed consensus to consider conducting the 2020 Tax Forfeited Land Sale by phone and/or online. Roberta will look into both options and report back to the Board.

Action #14 – It was moved by Gene Anderson, seconded by Craig Smith and carried unanimously to approve a consent agenda including all of the following actions:

**Resolution #14a – 7/7/20**  
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	\$3,057.59
Quality Disposal	\$3,176.20
Arthur Township	\$0.00
Total	\$6,233.79

**Resolution #14b – 7/7/20**  
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	\$3,533.90
Quality Disposal	\$2,549.22
Arthur Township	\$0.00
Total	\$6,083.12

Action #15 – It was moved by Craig Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

### **Resolution #15 – 7/7/20**

**WHEREAS** Roberta Anderson, Deputy Auditor & Tax has presented the Kanabec County Board of Commissioners with a recommended list of parcels to be included in a tax forfeited property sale;

**BE IT RESOLVED** to set the minimum bids for the tax forfeited property sale as follows:

Number	Township	PID	Section	Legal Description	Acres	Conditions	Min Bid
1	Ann Lake	01.00270.00	14	N1/2 of SE1/4	80.00		\$120,000
2	Brunswick	03.00880.00	12	Pt SW1/4 of SW1/4. Beg at NE cor then W210', S to ctr of Groundhouse River, then Sely along ctr of river to pt where ctr of river inters E line of forty, then N along E line of forty to POB, ex road r/w	2.00	Groundhouse River, 210' m/l	\$50,000
3	Brunswick	03.01140.00	14	Pt SW1/4 of NE1/4	1.75	Old Station 65 gas station/bar	\$20,000
4	Brunswick	03.01200.00	14	Pt NW1/4 of NE1/4	3.86		\$20,000
5	Haybrook	07.00875.10	20	NE1/4 of NE1/4 of SE1/4	10.00		\$24,000
6	Haybrook	07.01175.40	27	NE1/4 of SW1/4 of NE1/4, incl/subj to 30' easement	10.00		\$20,000
7	Haybrook	07.01175.50	27	W1/2 of N1/2 of SW 1/4 of NE1/4, incl/subj to 30' easement	10.00		\$15,000
8	Hillman	08.01995.00	23	Raspberry Acres, Lot 5 Block 5, Pt NW1/4 of NW1/4	5.16	Subj to flowage easement Bk	\$24,000

						54 of Deeds, Pg 269-270	
9	Kroschel	11.01480.00	35	Pt SE1/4 of SE1/4, S 483' ex beg at SE cor of SE1/4 of SE1/4, then W along S line of said forty 418'. Then N & par to E line of said forty 313.5' then E par to S line of said forty 418' to E line of said forty then S along E line of said forty 313.5' to POB	10.00		\$28,500
10	Peace	12.00390.00	7	Pt SE1/4 of NE1/4, E 30 rods ex S 16 rods	12.00		\$35,000
11	Peace	12.02180.00	5	Village of North Mora, Lots 3, 4, 7 & 8, Block A	n/a		\$20,000
12	Peace	12.03550.00	28	Blackberry Acres, Lot 11 Block 2 Pt NW1/4 of NE1/4 & SE1/4 of NE1/4 & SW1/4 of NE1/4	8.90	Snake River, 550" m/l	\$50,000
13	Peace	12.04170.00	24	Pine View Beach North, Lot 1 Block 3 Pt NE1/4 of NE1/4	1.17		\$20,000
14	Pomroy	13.01185.00	25	W1/4 of NE1/4 of NE1/4	10.00		\$15,000
15							
16	Pomroy	13.01895.00	19	Pine View Beach North, Outlot A Pt Govt Lot 1	5.90	Pomroy Lake, 410' m/l	\$4,000
17	Southfork	14.00265.00	6	Pt NW1/4 of NW1/4, E 262' of W 1034' of N 450'	2.71		\$10,000
18	City of Mora	22.06275.00	11	Lake Park Addition, Lots 8, 9, 10, 11 & 13, Blk 3	n/a	Lake Mora, not public waters	\$1,000
19	City of Quamba	24.00185.00	35	Pt SE1/4 of NW1/4, Com at NW cor Lot 4, Blk 4 of Town of Quamba, S 150" to SW cor of Lot 6 Blk 4, W to W line, N 150', E to POB. 22691 Quamba St, Brook Park	0.85		\$5,000
20	City of Quamba	24.00200.00	35	Plat of Quamba, Lots 1 & 4, Blk 1 26355 Whited Ave, Brook Park	n/a		\$25,000
21	City of Quamba	24.00250.00	35	Plat of Qumaba, Lots 3 & 4, Blk 4 22723 Quamba St, Brook Park	n/a		\$13,500
22	City of Quamba	24.00255.00 & 24.00260.00	35	Plat of Quamba, Lots 5 & 6, Blk 4 22695/22705 Quamba St, Brook Park	n/a	City requests these parcels be sold together	\$35,000

**BE IT FURTHER RESOLVED** to reduce the minimum bid amounts by 25% for the following parcels that were previously offered for sale:

Number	Township	PID	Section	Legal Description	Acres	Conditions	Previous Min	Min Bid
23	Arthur	02.04780.00	24	Spring Brook Estates, Lot 12, Block 1	1.39		\$10,000	\$7,500
24	Grass Lake	06.01765.00	26	Pt NW1/4 of SW1/4, N 250' of W 160' of E 350', Address: 2621 115 Ave Braham	0.91		\$10,000	\$7,500
25	Kroschel	11.01505.00	36	NE1/4	160.00		\$120,000	\$90,000
26	Pomroy	13.00805.00	16	NE1/4 of SW1/4; & SE1/4	200.00		\$120,000	\$90,000
27	Pomroy	13.00800.00	16	W1/2 of NE1/4 incl easement	80.00		\$50,000	\$37,500
28	Pomroy	13.01065.00	23	S1/2 of S1/2 of N1/2 of SE1/4 of SE1/4, Landlocked	5.00		\$500	\$375
29	Pomroy	13.01135.00	24	N1/2 of N1/2 of N1/2 of NW1/4 of SE1/4, Landlocked	5.00		\$500	\$375
30	Southfork	14.00055.00	2	Pt W1/2 of NW1/4, Address: 1580 Eagle St, Ogilvie	3.20		\$25,000	\$18,750
31	Whited	15.00470.00	12	S1/2 of N1/2 of SE1/4 of SE1/4	10.00	Timber value \$1300	\$10,000	\$7,500
32	Whited	15.02435.00	28	Woodmor, E1/2 of Lot 14, Block 2	4.80	Timber value \$2500	\$12,000	\$9,000
33	Grasston	21.00325.00	12	John Runquists 2nd Addn, Lots 9 & 10, Block 2	n/a		\$2,500	\$1,875
34	Grasston	21.00605.00	12	Grasston Acres, Lot 16, Block 1	n/a		\$2,500	\$1,875
35	Grasston	21.00610.00	12	Grasston Acres, Lot 17, Block 1	n/a		\$2,500	\$1,875
36	Grasston	21.00615.00	12	Grasston Acres, Lot 18, Block 1	n/a		\$2,500	\$1,875
37	Grasston	21.00620.00	12	Grasston Acres, Lot 19, Block 1	n/a		\$2,500	\$1,875

Action #16 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to close the meeting at 11:37am pursuant to the Open Meeting Law, Minn. Stat. §13D.05, subd. 3(b) to discuss matters related to pending litigation which are attorney-client privileged and that are not public data under the Minnesota Government Data Practices Act. Those present during the closed portion of the meeting include Commissioners Gene Anderson, Les Nielsen, Kathi Ellis, Dennis McNally, and Craig Smith; as well as Attorney Dyan Ebert, County Coordinator & Personnel Director Kris McNally, County Attorney Barb McFadden, and County Coordinator’s Assistant Kelsey Schiferli.

Action #17 – It was moved by Dennis McNally, seconded by Gene Anderson and carried unanimously to re-open the meeting at 12:01pm.

**12:01pm** - County Attorney Barb McFadden left the meeting.

The County Board held a discussion regarding the Knife Lake Rest Area.

Action #18 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to notify MnDOT that the County is interested in proceeding with the process of acquiring the Knife Lake Rest Area Property and would like to meet to discuss the next steps.

The Board expressed consensus for Kathi Ellis to send a letter to MnDOT regarding the Knife Lake Rest Area Property.

County Coordinator Kris McNally led a discussion regarding the CARES Act.

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

## **Resolution #19 - 7/7/20**

**WHEREAS**, Governor Walz has taken executive action to authorize distribution of Federal CARES Act funds to Minnesota counties, townships and cities for relief efforts related to the COVID-19 pandemic, and

**WHEREAS**, the U.S. Department of Treasury and Minnesota Department of Revenue have provided guidance on eligible and ineligible expenses, as well as instructions for spending and reporting, and

**WHEREAS**, Kanabec County’s intent is to maximize the relief impact of these funds both internally and across our County,

**BE IT RESOLVED** that the Kanabec County Board of Commissioners hereby approves acceptance of the CARES Act funds;

**BE IT FURTHER RESOLVED** that the Kanabec County Board of Commissioners orders the development of a CARES Act committee or committees to oversee fund expenditures and ensure compliance with related regulations;

**BE IT FURTHER RESOLVED** that no less than 10% of Kanabec County's Cares Act fund shall be disbursed to Kanabec County businesses in grant form through administration by the Kanabec County EDA (not limited to EDA participating townships).

The Board expressed consensus to appoint Kathi Ellis to the CARES Act Committee.

**12:37pm** – Les Nielsen left the meeting.

The Commissioners gave reports on the boards and committees in which they participate.

Future Agenda Items: Welia 501c3, PERA Representative, Jail Administrator Chris Bergwick & County Sheriff Brian Smith – Jail Expenses, Auditor/ Treasurer Denise Snyder – Succession Plan, EDA Director Heidi Steinmetz - Local Business Update.

Action #20 – It was moved by Gene Anderson, seconded by Craig Smith and carried unanimously to adjourn the meeting at 1:03pm and to meet again in regular session on Tuesday, July 21, 2020 at 9:00am.

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

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