

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

March 17, 2020

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, March 17, 2020 pursuant to adjournment with the following Board Members present: Gene Anderson, Kathi Ellis, Dennis McNally, Craig Smith, and Les Nielsen. 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 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 March 3, 2020 minutes with the following changes: Add page numbers, change “adjourned to basement” to “recessed to basement”, and add language to say “a roll call vote was called for”.

Action #3 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
CW Technology	1,166.40
EC Riders	8,620.78
Kwik Trip	5,648.16
Midcontinent Communications	605.71
Minnesota Department of Finance	5,138.50
Spire Credit Union	12,993.43
Chamberlain Oil	3,143.59
East Central Energy	188.47
Minnesota Energy Resources Corp	991.87
Dearborn National Life Insurance Co	788.43
Health Partners	6,172.60
11 Claims Totaling:	<u><u>45,457.94</u></u>

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 Family Services Board.

The Kanabec County Family Services Board met at 9:05am on Tuesday, March 17, 2020 pursuant to adjournment with the following Board Members present: Gene Anderson, Kathi Ellis, Dennis McNally, Craig Smith, and Les Nielsen. Family Services Director, Chuck Hurd presented the Family Services Agenda.

Action #FS5 – It was moved Craig Smith, seconded by Les Nielsen and carried unanimously to approve the Family Services Agenda with the following addition: COVID-19 Discussion.

Tim Dahlberg, Financial Supervisor met with the County Board to give a presentation regarding Able-Bodied Adults WE (ABAWD). Information only, no action was taken.

Action #FS6 – It was moved by Gene Anderson, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #FS6 – 3/17/20
Respite Care Services Grant for Children

WHEREAS, Kanabec County Family Services has been presented with the opportunity to apply for funding for Respite Care services for families with children who are experiencing an emotional disturbance, with or without a case manager, and

WHEREAS, respite services are a much needed support for the caregivers of children with emotional disturbances and there is little funding available to provide the needed break for families, and

WHEREAS, Kanabec County Family Services Director requests the Board approve the Respite Services Grant Agreement.

THEREFORE BE IT RESOLVED that the Kanabec County Family Services Board approves the Agreement for Respite Services grant through the Minnesota Department of Human Services in the amount of \$5394.00 for the grant period April 1, 2020 through June 30, 2021 and approves the Family Services Director to sign said Agreement.

Action #FS7 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the payment of 128 claims totaling \$158,493.45 on Welfare Funds.

Action #FS8 – It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to adjourn Family Services Board at 9:31am and to meet again on April 21, 2020 at 9:05am.

The Board of Commissioners reconvened.

County Assessor Tina Von Eschen met with the County Board to follow up on the discussion regarding hospital taxation. Information only, no action was taken.

Action #9 - It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

Vendor	Amount
A and E Cleaning Services	500.00
Ace Hardware	42.68
Advanced Correctional Healthcare	19,954.35
American DataBank	125.65
Assured Security	25.40
AT&T Mobility	1,388.24
Auto Value Mora	446.63
Bachman, Fran	155.07
Braham Motor Service Inc	3,278.95
Clifton Larson Allen LLP	6,250.00
CORE Professional Services PA	800.00
CORE Professional Services PA	800.00
Curtis, Michael	723.85
CW Technology	9,000.00
D&T Ventures	625.00
Department of Transportation, State of MN	300.00
East Central Exterminating	125.00
East Central Regional Library	5,253.60
Eustice, Todd	195.50
Faust, Patrick	68.43
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
FedEx	372.13
Field Training Solutions	295.00
First Witness Child Advocacy Center	100.00
Frisch, Justin	51.56
Glen's Tire	812.95
Grainger	427.27
Grainger	173.63
Granite City Jobbing	1,075.62
Handyman's Inc	368.64

Handyman's Inc	317.76
Hoefert, Robert	982.10
Horizon Towing	277.17
Industrial health Services Network Inc	44.90
Kanabec County Ag Society	2,500.00
Kanabec County Treasurer	3,617.68
Kanabec Publications	131.25
Kanabec Publications	272.73
Kanabec Publications	346.00
Kanabec Publications	501.27
Kanabec Soil & Water	3,422.43
Knife River Corporation	15,106.38
Manthie, Wendy	982.68
Marco	134.68
Mark's	487.48
MCCC	4,550.00
McFadden, Barbara	71.87
McKinnis & Doom PA	102.00
MEI Total Elevator Solutions	979.20
Methven Funeral and Creamation Services	400.00
Midcontinent Communications	127.91
Midcontinent Communications	58.23
Minnesota County Attorneys Association	95.00
Minnesota Monitoring Inc	144.00
Nelson, Ronette	426.64
Oak Gallery	33.92
Office Depot	63.83
Office Depot	34.99
Office Depot	15.19
Office Depot	86.95
Pacific Dunes Forensic Psychological Services	2,812.50
PHASE Inc	44.80
Premium Waters Inc	21.59
Priority Dispatch	730.00
Prochazka, Thomas	28.75
Quality Disposal	388.36
Quality Disposal	24.15
Quality Disposal Systems	199.35
Quill	89.98
RELX Inc DBA LEXISNEXIS	187.41
RT Vision	6,850.00
SIRCHIE	97.26

Stellar Services	810.87
Sterling Solutions Inc	750.00
Summit Companies	500.00
Summit Food Service Management	8,890.06
Swank Motion Pictures	509.00
Tenth Judicial District	307.45
Thomson Reuters - West	155.00
Tinker & Larson Inc	46.10
Tinker & Larson Inc	49.50
Tinker & Larson Inc	696.92
Van Alst, Lillian	134.95
Verizon Wireless	206.31
Verizon Wireless	406.97
Verizon Wireless	(25.83)
Verizon Wireless	691.16
Verizon Wireless	51.22
Verizon Wireless	592.20
Verizon Wireless	68.25
Verizon Wireless	225.48
Verizon Wireless	61.22
Verizon Wireless	51.22
Verizon Wireless	112.44
Verizon Wireless	183.66
Verizon Wireless	42.65
Vertiv Corporation	6,360.00
Visser, Maurice	561.58
Zamora, Ray	1,333.83

100 Claims Totaling: \$132,290.79

Road & Bridge

Vendor	Amount
A and E Cleaning	950.00
Ace	255.34
Ameripride	506.13
Auto Value	3,805.25
Beaudry Oil Propane	27,085.80
Cargill Incorporated	25,242.39
Central McGowan	179.91
Currie Michael	18.00
Dultmeier Sales	25.10

E.A.T.I.	576.20
Frontier Precision	95.00
Glen's Tire	573.45
Gopher State One-call	13.50
Kanabec County Highway Department	87.00
Kanabec Publications	632.91
Kroschel Land Surveyors	1,840.00
Kwik Trip	14.75
Marco	188.00
Midwest Machinery Co	1,090.80
MN Dept of Public Safety	56.00
North Central International	3,654.88
Northern States Supply	97.93
Olson Power & Equipment	241.74
Oxygen Service	176.14
Owens Auto Parts	121.72
Quality Disposal Systems Inc.	164.25
Stearns County Highway	51.12
USIC	140.00
28 Claims Totaling:	<u><u>\$67,883.31</u></u>

Action #10 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #10 – 3/17/20
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	\$4,983.52
Quality Disposal	\$3,916.60
Arthur Township	\$400.00
Total	\$9,300.12

The Board held a discussion regarding an easement request for the property at 312 Forest Ave E. Information only, no action was taken. Staff was directed to contact the property owner to seek additional information about the request.

Randy Ulseth, Welia Health CEO met with the County Board to give an update regarding the hospital.

Action #11 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to approve the extension to the existing agreement with Allina Healthcare.

County Coordinator Kris McNally led a discussion regarding a counter-proposal from the Knife Lake “Parcel C” adjoining land owners. Property owner Jim Griesgraber was present and discussed his county-proposal with the Board. The Board expressed consensus to allow the Coordinator to negotiate with the adjoining land owners for an extension of the proposed encroachment agreement to allow for structure maintenance and to be brought back to a future meeting for approval.

10:38am – The Chairperson called for public comment. Those that responded included:

Dave Halverson	Comments regarding 2 nd Amendment dedicated County.
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10:45am – The Chairperson closed public comment.

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

Resolution #12 - 3/17/20

WHEREAS the County has employed a 4-H Summer Assistant in past years, and

WHEREAS the Board did budget for this position in 2020, and

WHEREAS the Board desires to fill this position;

BE IT RESOLVED that the County Board authorizes the County Personnel Director to hire a 4-H Summer Assistant to refill the vacant position at \$10.00 per hour, or \$10.30 per hour if the person has prior experience as a Kanabec County 4-H Summer Assistant, and

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

Kris McNally gave the Coordinator's Report. Information only, no action was taken.

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

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

Resolution #13 – 3/17/20

KCP 19-04(CR 47), KCP 20-02 (CR 81), KCP 20-20 (Patching), SAP 033-610-017, SAP 033-610-018, SAP 033-613-005, Arthur 20-01

WHEREAS the following bids were received on March 10, 2020 for bituminous paving and associated construction:

Knife River Corp.	\$2,534,534.53
Central Specialties Inc.	\$2,979,160.85
Duninck Inc.	\$3,290,418.89

WHEREAS the lowest responsible bid was \$2,534,534.53 submitted by Knife River Corp., and

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners accepts the bid of \$2,534,534.53 submitted by Knife River Corp. for bituminous paving and associated construction, and

BE IT FURTHER RESOLVED that the Chairperson and County Coordinator are authorized to sign contracts for this project.

Action #14 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #14 – 3/17/20

Equipment Rental and Service Bids

WHEREAS bids were received and opened on March 16, 2020 for equipment rental rates and services, and

WHEREAS long term equipment rental quotes were received and presented before the board, and

WHEREAS Kanabec County may require various equipment and services throughout the year;

THEREFORE BE IT RESOLVED to accept all bids and quotes as submitted, and

BE IT FURTHER RESOLVED that the Public Works Director is directed to utilize the bids as necessary based on the availability of the lowest responsible bid.

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

Resolution #15 – 3/17/20
Final Payment
SAP 033-618-003, KCP 19-08 (Patching), Arthur 19-01

WHEREAS Projects SAP 033-618-003, KCP 19-08 (Patching), Arthur 19-01 have in all things been completed and in accordance with the contract and the County Board being fully advised in the premises,

THEREFORE BE IT RESOLVED that we do hereby accept said completed project for and on behalf of the County of Kanabec and authorize final payment to Knife River Corp, in the amount of \$15,106.38.

Chad Gramentz gave an update regarding the repair of the water service line to the County Highway Building. Information only, no action was taken.

Public Health Director Kathy Burski met with the County Board to discuss COVID-19.

Action #16 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to restrict all non-essential public access to all county buildings effective immediately and until further notice in response to the COVID-19 pandemic.

Action #17 – It was moved by Craig Smith, seconded by Gene Anderson and carried unanimously to temporarily delegate authority to department heads to consider telecommuting for some positions and to offer alternative schedules to implement greater social distancing practices in response to the COVID-19 pandemic.

The Board expressed consensus to recommend the following: No non-essential travel for staff. Employees that have traveled and are non-symptomatic will be asked to self-quarantine. If employees choose not to self-quarantine, social distancing practices will be applied if remote work isn't an option for their position. Specific quarantine issues will be addressed on a case by case basis by the public health staff in conjunction with human resources. Employees who exhibit symptoms will be asked to go home.

The Board discussed a request to consider advancing paid time off hours (PTO) to employees who run out of accrued time related to the pandemic. The Board tabled this discussion until a future meeting.

The Board expressed consensus to send a press release to the following entities: Kanabec County Times, Advertiser, Scotsman (this region), KBK, Lakes 103, WCMP, and the county's website & Facebook page. A memo will also be sent to all staff.

Future agenda items: 312 Forest Ave E. easement request, Knife Lake Property

Action #22 – It was moved by Gene Anderson, seconded by Craig Smith and carried unanimously to adjourn the meeting at 12:30pm and to meet again in regular session on April 7, 2020 at 9:00am.

Signed _____

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

Attest: _____

Board Clerk