

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of the County Coordinator

**April 20, 2021**

The Kanabec County Board of Commissioners held a Regular Board Meeting in person and via telephone/video conference call at 9:00am on Tuesday, April 20, 2021 pursuant to adjournment with the following Board Members present on-site: Gene Anderson, Rickey Mattson, Craig Smith, Dennis McNally, and Les Nielsen. Staff present on-site: County Coordinator Kris McNally and Recording Secretary Kelsey Schiferli. Staff participating via telephone/video included: County Attorney Barbara McFadden.

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 Dennis McNally, seconded by Rickey Mattson and carried unanimously to approve the agenda with the following changes: Remove Employee Service Recognition, Luke Athey – 25 Years. Add closed session regarding a security issue pursuant to MN Statute 13D.05, Subd. 3d.

Action #2 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the April 6, 2021 minutes as presented.

Action #3 - It was moved by Dennis McNally, seconded by Rickey Mattson and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
A and E Cleaning Services	575.00
Chamberlain Oil	436.44
City of Mora	1,913.93
Consolidated Communications	1,149.46
E C Riders	8,510.76
East Central Energy	181.59
Further	636.60
Kanabec County Aud-Treas	9,344.98
Kwik Trip	9,663.72
Midcontinent Communications	439.89
Minnesota Department of Finance	8,079.50
Minnesota Department of Finance	2,873.88

Minnesota Department of Health	1,020.00
Minnesota Energy Resources Corp	6,337.98
Minnesota Management & Budget	2,773.70
Office of MN.IT Services	1,300.00
Paycom Payroll LLC	9,500.00
Quality Disposal	394.21
The Public Group	3,202.31
Verizon Wireless	3,767.02
VISA	2,598.46

**21 Claims Totaling: \$74,699.43**

Action #4 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to recess the board meeting at 9:06am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:06am on Tuesday, April 20, 2021 pursuant to adjournment with the following Board Members present: Gene Anderson, Rickey Mattson, Dennis McNally, Craig Smith, and Les Nielsen. Family Services Director Chuck Hurd presented the Family Services Board Agenda.

Action #FS5– It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the Family Services Board Agenda as presented.

Fiscal Supervisor Cheryl Jenkins presented a revenue/expenditure report. Information only, no action was taken.

Family Service Director Chuck Hurd presented the Director’s Report. Information only, no action was taken.

Action #FS6 – It was moved by Craig Smith, seconded by Rickey Mattson and carried unanimously to approve the payment of 61 claims totaling \$99,681.87 on Welfare Funds.

Action #FS7 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to adjourn Family Services Board at 9:25am and to meet again on May 18, 2021 at 9:05am.

The Board of Commissioners reconvened.

Action #8 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following claims on the funds indicated:

**Revenue Fund**

<u><b>Vendor</b></u>	<u><b>Amount</b></u>
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Advanced Correctional Healthcare	129.87
Advanced Correctional Healthcare	16,955.41
Advanced Correctional Healthcare	970.94
Advanced Correctional Healthcare	(945.54)
American DataBank	45.95
American DataBank	54.00
American DataBank	31.50
Anoka County Corrections	840.00
AT&T Mobility	886.11
AT&T Mobility	44.90
Auto Value Mora	24.98
BCA Business Shared Services	120.00
Centerpoint Energy Resources	26.00
Centerpoint Energy Resources	3.05
Centerpoint Energy Resources	84.00
Centerpoint Energy Resources	9.87
Centerpoint Energy Resources	212.00
Centerpoint Energy Resources	24.91
Coborn's Inc.	1,317.85
Curtis, Michael	986.81
CW Technology	9,000.00
East Central Exterminating	125.00
East Central Solid Waste Commission	194.87
ECM Publishers	388.00
Emergency Automotive Technologies	924.81
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
Glen's Tire	985.33
Grainger	25.02
Granite City Jobbing Co Inc	680.65
Granite City Jobbing Co Inc	432.62
Hoefert, Robert	1,015.84
Horizon Towing	261.07
Industrial Health Services Network Inc	45.90
Kanabec County Highway Department	747.72
Kanabec County Highway Department	82.85
Kanabec Publications	613.00
Kanabec Publications	585.21
Kanabec Publications	60.00
Kanabec Publications	66.32
Kanabec Publications, Inc.	124.25
MACPO, Jackson County Probation	410.00
Made of Mora/P-D's Embroidery	525.00

Manthie, Wendy	939.12
Marco	134.68
Marco Technologies, LLC	116.64
Marco, Inc.	159.00
Mathhew Bender, LexisNexis	238.10
MCIS	7,931.00
Methven Funeral and Cremation Services	400.00
Mid-American Research Chemical	213.96
Minnesota Monitoring, Inc.	8.00
MNCCC Lockbox	12,920.50
Nelson, Ronette	510.72
Northland Trust Services Inc	75,487.50
Office Depot	72.49
Owens Auto Parts	18.48
Premium Waters Inc	23.96
Quality Disposal Systems	24.15
Quality Disposal Systems	199.35
RELX Inc. DBA LexisNexis	187.58
RJ Mechanical	1,406.70
RS Eden	6.80
State of Minnesota – BCA	1,625.00
State of Minnesota Public Safety BCA	270.00
Stellar Services	526.49
Stevens, Joel	49.49
Summit Food Service Management	7,678.32
SWIFT	65.17
Thomason, Swanson & Zahn	306.00
Tinker & Larson Inc	51.35
UAC	450.00
Van Alst, Lillian	77.28
Visser, Maurice	883.62
Watch Guard	24.00
<b>75 Claims Totaling:</b>	<b><u><u>\$ 159,116.56</u></u></b>

### Road & Bridge

<u>Vendor</u>	<u>Amount</u>
A & E Cleaning	1,150.00
Ace Hardware	1,175.61
Aramark	565.60
Avenu	6,224.08
Beaudry Oil & Propane	14,430.00

Cargill	42,213.57
Central McGowan	350.31
Central Pension Fund	316.60
Federated Co-op	27.98
Gopher State	6.75
Grainger	57.12
Johnson Hardware	273.08
Kanabec County Highway Department	108.30
Kanabec County Coordinator Department	405.64
Kwik Trip	34.37
Marco	296.29
MN Energy	449.36
Northpost	2,032.56
Nuss Truck	127.33
Office Depot	195.98
Olson Power & Equipment	2,317.09
Pomp's Tire Service	4,473.00
Power Plan	1,339.04
Quality Disposal	164.25
Safety-Kleen Systems	407.85
Westling, Mark	250.00
Ziegler Inc	913.65

**27 Claims Totaling: \$ 80,305.41**

Action #9 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to reimburse the Ogilvie American Legion for landfill fees related to county road ditch clean-up performed by their organization.

Mora Public Schools Superintendent Dan Voce met with the County Board to give an update on Mora Public Schools including CARES Funds, KCPH Partnership, 2020-21 School Year, and Update on New Mora High School. Information only, no action was taken.

EDA Director Heidi Steinmetz met with the County Board to request a County Commissioner to participate in the Blandin Foundation’s Accelerate! Program. Information only, no action was taken.

EDA Director Heidi Steinmetz presented a request from Mora Public Schools for a promotional video opportunity. The Board expressed consensus for the EDA Director and/or County Coordinator to gather more information for further consideration.

County Coordinator Kris McNally presented a vendor change for fingerprinting services.

Action #10 – It was moved by Craig Smith, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

**Resolution #10 – 4/20/21**  
**IDEMIA Vendor Change Resolution**

**WHEREAS**, Kanabec County Family Services, Community Health and Timber Trails Public Transit are required to complete Net Study 2.0 background checks on staff, and

**WHEREAS**, a part of the background study process is a photograph and fingerprinting, and

**WHEREAS**, this is a service provided to other members of the community as needed on a fee for service basis, and

**WHEREAS**, the Kanabec County Board of Commissioners approved a Service Agreement with 3M Cogent (Resolution #HS7 – 2/22/17) to acquire the photo and fingerprinting equipment to provide Net Study 2.0 Background Studies, and

**WHEREAS**, in 2021 the Minnesota Department of Human Services awarded IDEMIA Identity and Security USA the contract for fingerprinting enrollment services for the State of Minnesota;

**THEREFORE BE IT RESOLVED**, the Kanabec County Board of Commissioners approves a vendor change to IDEMIA to acquire the photo and fingerprinting equipment to provide Net Study 2.0 Background Studies.

County Coordinator Kris McNally presented a resolution to rescind Resolution #13 – 5/5/20. The Board expressed consensus not to rescind Resolution #13 – 5/5/20 at this time.

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

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

**Resolution #11- 4/20/21**  
**Human Trafficking Agreement Amendment**

**WHEREAS** in 2020 Kanabec County entered into a joint powers agreement with the BCA to become part of a Human Trafficking Investigators Task Force, and

**WHEREAS** this JPA has been updated to add specifics related to the Line 3 Pipeline project to allow funding to be received from the MNPUC, and

**WHEREAS** this has been a successful Task Force and the Sheriff’s Office desires to continue being part of it and receiving revenue for service;

**THEREFORE BE IT RESOLVED** that Kanabec County Board of Commissioners approves the amendment as presented;

**BE IT FURTHER RESOLVED** that the Board Chair, Sheriff, and Coordinator are hereby authorized to sign said amend on behalf of Kanabec County.

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

### **Resolution #12 – 4/20/21**

**WHEREAS** there is a vacancy in the position of a Part-Time Dispatcher, and

**WHEREAS** the board desires to refill this vacant position;

**BE IT RESOLVED** that the County Board authorizes the County Sheriff and the County Personnel Director to hire a Part Time Dispatcher to fill the position at Step A, Range 9 of the pay plan which is \$20.26 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.

Dennis McNally led a discussion regarding the Kanabec County Dog Ordinance. Information only, no action was taken.

The Chairperson presented Probation Director Todd Eustice with a plaque of recognition for his 35 years of service to the County.

**10:35am** – The Chairperson called for public comment. Those that responded included:

Rod Scott	Comments regarding the County Dog Ordinance
Chuck Cole	Comments regarding a driveway on his property in the City of Mora.

**10:55am** – The Chairperson closed public comment.

DNR Area Wildlife Manager Tim Marion, family land representative Richard Huddle, and Minnesota Sharp-tailed Grouse Society President Dave Pauly met with the County Board to present a proposed land acquisition in Kroschel Township.

Action #13 – Rickey Mattson introduced the following resolution and moved its adoption:

## **Resolution #13 – 4/20/21**

### **Proposed State Land Acquisition**

In accordance with Minnesota Statutes 97A.145, Subd. 2, the Commissioner of the Department of Natural Resources on April 20, 2021, provided the Kanabec County Board with a description of lands to be acquired by the State of Minnesota for water, forestry, wildlife, and natural plant community conservation purposes.

Lands to be acquired are described as follows: **Marlin Huddle Parcel (60 acres), Kanabec County, Kroschel Township, Section 32 Township 42N Range 22W (legal description below).**

The Southwest Quarter of the Northeast Quarter.

AND

That part of the Northwest Quarter of the Northeast Quarter lying south of the north 20 acres.

**IT IS HEREBY RESOLVED**, by the Kanabec County Board Commissioners on April 20, 2021 that the State's proposed acquisition of the above described property be approved.

Chairperson Gene Anderson handed the gavel over to Vice Chairperson Dennis McNally.

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

**IN FAVOR THEREOF:** Gene Anderson, Rickey Mattson, Dennis McNally, Les Nielsen

**OPPOSED:** Craig Smith

**ABSTAIN:** None

whereupon the resolution was declared duly passed and adopted.

Vice Chairperson Dennis McNally handed the gavel back to Chairperson Gene Anderson.

Public Works Director Chad Gramentz and Environmental Services Supervisor Teresa Wickeham met with the Board to present the SCORE Report and discuss the SCORE Program.

Action #14 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to increase the SCORE incentive for Quality Disposal and Arthur Township from \$400 to \$500 per month.

Environmental Services Supervisor Teresa Wickeham presented a resolution she received from Arthur Township. The resolution stated that the township is relinquishing their shoreland



zoning responsibilities to Kanabec County. Teresa Wickeham has arranged a meeting with Arthur Township to clarify their expectations. Information only, no action was taken.

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

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

**Resolution #15 – 4/20/21**  
**County Jail Refrigeration Unit**

**WHEREAS** the refrigeration unit for the jail kitchen cooler is beyond repair and needs replacement, and

**WHEREAS** the following quotes were received:

Metropolitan Mechanical Contractors, Inc.	\$8,682.46
RJ Mechanical	\$11,160.56

**WHEREAS** the low quote of \$8,682.46 was provided by Metropolitan Mechanical Contractors, Inc., and

**THEREFORE BE IT RESOLVED** to accept the quote of \$8,682.46 by Metropolitan Mechanical Contractors, Inc. for replacement of the jail cooler refrigeration unit.

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

**Resolution #16 – 4/20/21**  
**Cooperative Construction Agreement with MnDOT**  
**For CSAH 10**

**BE IT RESOLVED** that the County of Kanabec enter into MnDOT agreement No. 1035980 with the State of Minnesota, Department of Transportation for the following purposes: To provide payment by the State of Minnesota to the County of Kanabec for the State's share of the costs of the highway and drainage improvements, and other associated construction to be performed upon, along, and adjacent to Trunk Highway No. 23 in the general area of the intersection of Rutheford St. (CSAH 10) and Trunk Highway No. 23 under State Project No. 3306-31, and

**BE IT FURTHER RESOLVED** that the Public Works Director and Board Chair are hereby authorized to execute the Agreement and any amendments to the Agreement.

Action #17 – It was moved by Craig Smith, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

**Resolution #17 – 4/20/21**  
**County Road 81 Load Posting**

**WHEREAS** the Kanabec County Board of Commissioners wishes to protect the structural integrity of County Road No. 81 and prevent any further subgrade deterioration, and

**WHEREAS** State Statute No. 169.87 stats that road authorities with respect to highways under their jurisdiction, may prohibit the operation of vehicles upon any such highway or impose restrictions as to the weight of vehicles to be operated upon any such highway, whenever any such highway, by reason of deterioration, rain, snow, or other climatic conditions, will be seriously damaged or destroyed unless the use of vehicles thereon is prohibited or the permissible weights thereof reduced, and

**THEREFORE BE IT RESOLVED** to designate a weight restriction of 7 tons per axle until then end of the 2022 spring load restrictions at which time the condition of the roadway shall be reassessed.

Public Works Director Chad Gramentz led a discussion regarding a possible Intersection Policy. The Board expressed consensus for the Public Works Committee to further discuss this matter.

Update regarding road work on frost boils. Discussion regarding access to county land around the dam. The Board expressed consensus to approve establishment of a dam access point on Jerry Nelson’s property but not to relinquish access to the legal easement on property #10.01385.10.

Future Agenda Items:

Action #18 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to close the meeting at 12:38pm pursuant to the Open Meeting Law, MN Statute §13D.05 to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures and to discuss security deficiencies in or recommendations regarding public services, infrastructure and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses. Those present during the closed portion of the meeting include Commissioners Gene Anderson, Rickey Mattson, Dennis McNally, Craig Smith, and Les Nielsen; as well as County Coordinator & Personnel Director Kristine McNally.

Action #19 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to re-open the meeting at 1:00pm.

Action #20– It was moved by Craig Smith seconded by Rickey Mattson and carried unanimously to adjourn the meeting at 1:01pm and to meet again in regular session on Tuesday, May 4, 2021 at 9:00am.

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

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