

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

December 7, 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, December 7, 2021 pursuant to adjournment with the following Board Members present on-site: Gene Anderson, Rick Mattson, Dennis McNally, Craig Smith, and Les Nielsen. Absent: None. Staff present on-site: County Coordinator 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 greater 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 Les Nielsen and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Kanabec County Auditor-Treas	8,114.86
Kanabec County Auditor-Treas	9,106.74
Minnesota Energy Resources Corp	9,885.97
Verizon Wireless	2,366.81
East Central Energy	2,026.77
Federated Coop	575.00
Minnesota Energy Resources Corp	255.15
Osterdyk, Russ	500.00
Verizon Wireless	953.60
Further	603.20
MNPEIP	6,800.06
VISA	1,011.52

East Central Energy	228.53
Mora Motor Vehicle	3,593.19
Dearborn National Life Insurance	799.09
Health Partners	6,173.34
Life Insurance Company of North America	917.70
MNPEIP	141,707.66
Sun Life Financial	3,923.23
The Hartford Priority Accounts	2,121.66
VSP Insurance Co	324.40
Ann Lake Twp	3,988.05
Arthur Twp	11,528.47
Braham Public Schools	24,616.79
Brunswick Twp	12,407.84
City of Braham	13.14
City of Grasston	1,453.50
City of Mora	17,733.85
City of Ogilvie - Clerk	2,979.05
City of Quamba	1,965.00
Comfort Twp	11,567.01
Comm of Finance-Treas Div	1.50
East Cent. Reg Dev Commission	1,477.87
East Central School District	5,219.08
Ford Twp	6,008.98
Grass Lake Twp	11,548.11
Haybrook Twp	4,119.82
Hillman Twp	4,238.42
Hinckely-Finlayson Schools	8,696.44
Isle Public Schools	3,560.50
Kanabec County	12,429.70
Kanabec Twp	8,408.47
Knife Lake Twp	5,290.89
Kroschel Twp	2,782.17
Milaca Public Schools	1,583.67
Mora Public Schools	211,916.82
Ogilvie Public Schools	61,329.70
Peace Twp	5,161.01
Pine City Public Schools ISD 578	23.85
Pomroy Twp	10,880.83

Southfork Twp	6,000.73
St Paul Port Authority	829.65
Whited Twp	4,141.26
Mora Municipal Utilities	12,784.83
Quadient Finance USA, Inc.	2,500.00
Rossitar, William	600.00
56 Claims Totaling:	<u><u>\$681,775.48</u></u>

Action #3 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

<u>Vendor</u>	<u>Amount</u>
Accurate Controls, Inc.	55,164.15
Advanced Correctional Healthcare	17,966.35
Advanced Correctional Healthcare	15,238.66
Ahlgren, Sally	125.00
Aspen Mills	201.00
Axon Enterprise Inc.	375.00
Bliss, Erica	40.06
Braham Motor Service Inc	101.36
CliftonLarsonAllen	253.31
CliftonLarsonAllen	1,638.00
Convenc, LLC	1,497.00
Curtis, Michael	762.06
CW Technology	9,000.00
DataWorks Plus LLC	2,388.23
East Central Exterminating	250.00
Forestry Suppliers	62.40
Government Forms and Supplies	30.00
Grainger	26.21
Granite City Jobbing Co Inc.	680.65
Hirsch, Dean	17.58
Hometown Productions	495.00
HR Green Fiber and Broadband, Inc.	4,661.53
Ingebrand Funeral Home	430.00
Ingebrand Funeral Home	325.00

Ingebrand Funeral Home	325.00
IT SAVVY LLC	808.24
J.F. Ahern Co	1,017.16
J.F. Ahern Co	434.06
Kanabec County Abstract	8.75
Kanabec County Aud-Treas	1,685.58
Kanabec County Aud-Treas	1,685.58
Kanabec County Aud-Treas	1,010.07
Kanabec County Family Services	5,640.00
Kanabec County Hwy Dept	188.98
Kanabec County Hwy Dept	185.53
Kanabec Publications	114.40
Kanabec Publications	507.15
Kanabec Publications	116.00
Kanabec Publications	175.00
Kanabec Publications	62.00
Kanabec Publications	175.00
Kanabec Publications	2,371.16
Kanabec Publications	805.00
Lake Superior Laundry	171.75
Lindberg Law Office PA	10.00
Lindberg Law Office PA	10.00
MAAO Region III	100.00
MACO	720.00
MACO	360.00
MACVSO	250.00
Manthie, Wendy	1,358.56
Marco	477.00
Marco	91.00
McKinnis & Doom PA	323.00
McKinnis & Doom PA	178.50
Michael Keller, Ph.D., L.P.	1,300.00
MN Counties Insurance Trust	180.00
MN Dept of Labor & Industry	220.00
MNCCC	238.44
MNCCC	238.44
MNCCC	59.61
MRA	540.00

NACO	450.00
NEB Farm LLC	508.00
North Central Bus & Equipment	27.84
Office Depot	88.40
Office Depot	23.99
Office Depot	71.22
Office Depot	110.25
Office Depot	16.09
Office Depot	66.77
Oslin Lumber	19.99
Pemberton, Kaitlyn	990.00
Premium Water, Inc.	36.54
Ramsey County	642.00
River Valley Forensic Services, P.A.	500.00
Rupp, Anderson, Squires & Waldspurger, PA	1,283.54
Sanford Health	1,015.00
Schmitt, Kelly	23.78
Society for Human Resources Management	219.00
Steinmetz, Heidi	64.37
Stellar Services	148.16
Stellar Services	453.08
Streicher's	651.04
Streicher's	408.92
Summit Food Service Management	3,789.42
Summit Food Service Management	7,777.79
Sunshine Printing	136.85
Thomson-Reuters-West	607.96
Tierney	610.04
Tierney	15,786.60
Tinker & Larson Inc	114.40
Trimin Systems, Inc.	25,438.00
Van Alst, Lillian	64.40

94 Claims Totaling: \$ 198,012.95

Road & Bridge Fund

<u>Vendor</u>	<u>Amount</u>
Astech Asphalt	426,433.59

Auto Value	1,543.81
Berndt, Steve	134.30
Cornelius, Jake	300.00
East Central Energy	10,200.00
East Central Energy	89.77
Erickson, Curt	296.90
Frisch, Nick	249.99
Frontier Precision, Inc.	895.00
Granite Electronics	1,817.80
Kanabec County Highway Dept	59.21
Knife River Corporation	62,438.67
Marco, Inc.	312.38
Mille Lacs County Public Works	133.27
Minnesota Paving & Materials	2,640.60
Minnesota Pesticide Information & Education	310.00
MN Dept of Labor & Industry	110.00
MN Dept of Transportation	305.34
Morton Salt	3,635.92
North Central International	722.59
North Country GM	54,510.64
Northern Lines Contracting Inc.	154,627.28
Northern States Supply	216.10
Office Depot	98.70
Power Plan (RDO)	1,791.99
Regents of the University of Minnesota	430.00
Sanitary Systems	140.00
Tomlinson, Tim	264.99
USIC Locating Services	120.00
29 Claims Totaling:	<u>724,828.84</u>

Action #4 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to recess the meeting at 9:09am to a time immediately following the Community Health Board.

Action #CH5 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the Community Health Board agenda as presented.

The Kanabec County Community Health Board met at 9:09am on Tuesday, December 7, 2021 pursuant to adjournment with the following Board Members Present: Gene Anderson, Rick Mattson, Dennis McNally, Craig Smith and Les Nielsen. Community Health Director Kathy Burski presented the Community Health Board Agenda.

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

Action #CH6 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #CH6 – 12/7/21

Audacious Inquiry, LLC Alert/Notification Resolution

WHEREAS, Kanabec County Community Health has an opportunity to subscribe and participate in an alert/notification system with respect to Minnesota Medical Assistance beneficiaries, and

WHEREAS, South Country Health Alliance is terminating their agreement through Timeron Group for an alert/notification system and will be contracting with Audacious Inquiry, LLC. and

WHEREAS, Audacious Inquiry, LLC, through the MN Department of Human Services, Health Care Administration will be providing this service and therefore requires a participation and subscription agreement, and

WHEREAS, Kanabec County Community Health intends to participate in the EAS service as a sender and/or receiver of data.

THEREFORE, the Kanabec County Community Health director is recommending signing the Alert Service Multi-Party Participation and Service Agreement as well as the Qualified Service Organization Agreement with Audacious Inquiry, LLC

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves the Community Health Director signing the Minnesota Encounter Alert Service (EAS) Multi-Party Participation and Subscription Agreement and the Qualified Service Organization Agreement with Audacious Inquiry, LLC. for information exchange and alert services with respect to Minnesota Medical Assistance beneficiaries effective this 7th day of December 2021.

Action #CH7 – It was moved by Rick Mattson, seconded by Les Nielsen and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #CH7a – 12/7/21

Health Dimensions Rehabilitation for OT, PT, ST Contract

WHEREAS, Kanabec County Community Health does contract for services in support of the Home Care Program, and

WHEREAS, such a contract has been presented to the Community Health Board for 2022;

BE IT RESOLVED to approve an agreement between Kanabec County Community Health and Health Dimensions Rehabilitation for Occupational, Speech and Physical Therapy for the Home Health Program clients for the year 2022 at a rate of \$85.00 per hour plus mileage and drive time.

Resolution #CH7b – 12/7/21

Infant Mental Health Consultant Agreement Resolution

WHEREAS, Kanabec County Community Health is responsible for ensuring that the terms of the Maternal Infant Early Childhood Family Home Visiting Grant contract (hereinafter “MIECHV”) are met, and

WHEREAS, the Mental Health Consultant desires to function in the role of Infant Mental Health Consultant to Kanabec County Community Health for the Evidence-Based Family Home Visiting Program.

THEREFORE BE IT RESOLVED to approve an agreement between Kanabec County Community Health and Julie Hanenburg of Lighthouse Child and Family Services for Infant Mental Health Consulting for the year 2022 and for the Community Health Administrator to sign said agreement.

Resolution #CH7c – 12/7/21

Medical Consultant Resolution

WHEREAS, The Kanabec County Community Health Board has the responsibility to and shall ensure responsible medical consultation and direction by employing or contracting with a practicing licensed physician pursuant to Minnesota Statute 145A.04, subdivision 3, and ,

WHEREAS, Randall Bostrom, M.D. represents that he is a practicing licensed physician and is duly qualified and willing to perform the services and duties set forth herein.

THEREFORE BE IT RESOLVED that the Kanabec County Community Health Board approves a contract with Randall Bostrom, M.D. for Medical Consultant services for the period January 1, 2022 through December 31, 2022.

Resolution #CH7d – 12/7/21

Welia Health Occupational, Speech and Physical Therapy Contract

WHEREAS, Kanabec County Community Health does contract for services in support of the Home Care Program, and

WHEREAS, such a contract has been presented to the Community Health Board for 2022;

BE IT RESOLVED to approve an Agreement between Kanabec County Community Health and Welia Health System for Occupational, Speech and Physical Therapy for the Home Health Program clients for the year 2022.

Action #CH8 – It was moved by Rick Mattson, seconded by Les Nielsen and carried unanimously to approve the payment of 82 claims totaling \$25,624.62 on Community Health Funds.

Action #CH9 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to adjourn Community Health Board at 9:22am.

Executive Director of South Country Health Alliance Leota Lind met with the County Board to request approval of the amended South Country Health Alliance Joint Powers Agreement.

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

Resolution #10 – 12/7/21

RESOLUTION OF KANABEC COUNTY APPROVING AMENDMENT OF THE SOUTH COUNTRY HEALTH ALLIANCE JOINT POWERS AGREEMENT

WHEREAS, the board of directors of South Country Health Alliance, of which this county is a member, has recommended certain changes in the Joint Powers Agreement last amended in 2013;

WHEREAS, the proposed changes, and the reasons therefor, are said forth on the list of changes attached as Exhibit A; and

WHEREAS, these recommendations have been made after consultation with representatives, including legal counsel, of SCHA and of the member counties;

NOW, THEREFORE, the County Board of Kanabec County hereby approves the amendments to the 2013 Joint Powers Agreement of South County Health Alliance, as set forth on Exhibit B to this resolution.

Action #11 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the Regular Meeting Minutes of November 16, 2021 as presented and the Special Meeting Minutes of November 23, 2021 with the addition of a note that the WebEx audio malfunctioned.

The Board directed County Coordinator Kris McNally to contact the Association of Minnesota Counties to determine whether or not the hearing and minutes of a public hearing for ordinance changes are required to be separate from a regular board meeting and minutes.

EDA Director Heidi Steinmetz met with the Board to request sponsorship of the Kanabec County EDA for Minnesota Counties Intergovernmental Trust (MCIT) Membership.

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

Resolution #12 -12/7/21

WHEREAS Kanabec County is a member of the Minnesota Counties Intergovernmental Trust; and

WHEREAS a current member of the Minnesota Counties Intergovernmental Trust must sponsor a new entity for membership; and

WHEREAS the Kanabec County Economic Development Authority desires to become a member for the purpose of obtaining liability and workers' compensation coverage;

THEREFORE BE IT RESOLVED that Kanabec County sponsors the Kanabec County Economic Development Authority for membership.

10:08am – The Board took a five minute recess.

10:13am – The Board reconvened.

County Recorder Lisa Holcomb met with the Board to discuss changing the County Recorder Position from an elected position to an appointed position.

Action #13 – Rick Mattson introduced a motion to direct the County Coordinator to move forward with the statutorily defined process of appointing the County Recorder which will include a formal resolution, a public hearing, and signing an employment agreement.

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

IN FAVOR: Rick Mattson, Dennis McNally, Craig Smith, Les Nielsen
OPPOSED: Gene Anderson
ABSTAIN: None

Whereupon the motion was duly passed and adopted.

Action #14 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to approve the County Recorder Employment Agreement with the following changes: clarify the language regarding PTO maximum accrual rate to ensure it reflects the plan consistent with a new hire

10:28am – The Chairperson called for public comment three times. None responded.

10:30am – The Chairperson closed public comment.

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

Resolution #15 – 12/7/21

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	\$887.62
Quality Disposal	\$3,967.40
Arthur Township	\$500.00
Total	\$5,355.02

County Coordinator Kris McNally presented American Rescue Plan Funding Request #3.

Chairperson Gene Anderson passed the gavel to Vice Chairperson Dennis McNally.

Action #16 – Gene Anderson introduced the following resolution and moved its adoption:

Resolution #16 - 12/7/21

WHEREAS, Kanabec County received the first tranche of the American Rescue Plan- Coronavirus Local Fiscal Recovery Fund on 6/1/21; and

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

WHEREAS, the following expenditures have been recommended by the Kanabec County ARPA Committee for Board consideration; and

WHEREAS, the following items have been reviewed with Clifton Larson Allen Consultant and have received a positive opinion for their American Rescue Plan- Coronavirus Local Fiscal Recovery Fund eligibility:

- Labor, materials and inspection fees to install a generator at the Public Services Building for a backup power supply to the vaccine refrigerator in an amount not to exceed \$11,000; and
- Up to \$20,000 in additional funds for the jail camera system (project initially approved 7/6/21) due to unanticipated costs related to retrofitting an outdated system; and
- Up to \$150,000 for a technology upgrade to the audio and microphone system in the court area to bring system into ADA compliance and assist with court backlog; and

- Up to \$3,500 for a new shredder for Public Health; and
- Up to \$7,750 for collaboration with Mora Public Schools Social Emotional Learning Program for mental health and wellness services for students; and

BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves the expenditures as stated using American Rescue Plan-Coronavirus Local Fiscal Recovery Funds.

The motion for the adoption of the forgoing resolution was duly seconded by Les Nielsen and upon a vote being taken thereon, the following voted:

IN FAVOR: Gene Anderson, Les Nielsen
OPPOSED: Rick Mattson, Dennis McNally, Craig Smith
ABSTAIN: None

Whereupon the motion failed.

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

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

Resolution #17 - 12/7/21

WHEREAS, Kanabec County received the first tranche of the American Rescue Plan-Coronavirus Local Fiscal Recovery Fund on 6/1/21; and

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

WHEREAS, the following expenditures have been recommended by the Kanabec County ARPA Committee for Board consideration; and

WHEREAS, the following items have been reviewed with Clifton Larson Allen Consultant and have received a positive opinion for their American Rescue Plan- Coronavirus Local Fiscal Recovery Fund eligibility:

- Labor, materials and inspection fees to install a generator at the Public Services Building for a backup power supply to the vaccine refrigerator in an amount not to exceed \$11,000; and
- Up to \$20,000 in additional funds for the jail camera system (project initially approved 7/6/21) due to unanticipated costs related to retrofitting an outdated system; and
- Up to \$150,000 for a technology upgrade to the audio and microphone system in the court area to bring system into ADA compliance and assist with court backlog; and
- Up to \$3,500 for a new shredder for Public Health; and

BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves the expenditures as stated using American Rescue Plan-Coronavirus Local Fiscal Recovery Funds.

Environmental Services/GIS Technician Ryan Carda met with the Board to present additional revisions to Ordinance #11, Waste Tire Ordinance.

Action #18 – Dennis McNally introduced a motion to approve Ordinance #11, Waste Tire Ordinance with the following changes: Under section 3.2.3, change the limit of tires stored from 500 to 50; and add that the waste tires must be removed within 120 days following one year of non-use.

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

IN FAVOR: Rick Mattson, Dennis McNally

OPPOSED: Gene Anderson, Craig Smith, Les Nielsen

ABSTAIN: None

Whereupon the motion failed.

Commissioners Smith and McNally will arrange a time to meet with Ryan Carda to discuss the details and recommendations for changes of section 3.2.3 of Ordinance #11 and bring it back to the Board for approval at a later date.

Deputy Auditor Property & Tax Roberta Anderson met with the Board to open sealed bids submitted for purchase of tax forfeit parcel #24.00305.00 by informal sale process.

Action #19 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to accept the high bid of \$758.94 by Dustin Stradal for the purchase of tax forfeit parcel #24.00305.00.

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

Chad Gramentz led a discussion regarding the demolition of the old jail building. The Board expressed consensus to build a vestibule only at this time.

Chad Gramentz gave department updates including staffing, equipment and projects. A discussion was held regarding the date of the next Public Works Committee Meeting. Federal funding and the infrastructure bill were also discussed. Information only, no action was taken.

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

Action #20 - It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to close the meeting at 11:48am pursuant to the Open Meeting Law, MN Statute §13D.03 to discuss matters related to labor negotiations strategy. Those present during the closed portion of the meeting include Commissioners Gene Anderson, Rick Mattson, Dennis McNally, Craig Smith, and Les Nielsen; as well as County Coordinator & Personnel Director Kris McNally.

Action #21 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to return to open session at 12:28pm.

The Board discussed the FY2022 budget and consensus was to proceed with the budget as presented for the Truth in Taxation Meeting.

Future Agenda Items: Getting a representative at Kanabec County Soil & Water; Public Hearing for Ordinance; Tire Ordinance

Action #23 – It was moved by Rick Mattson, seconded by Les Nielsen and carried unanimously to recess the meeting at 12:39pm to the Truth in Taxation Meeting on December 9, 2021 at 6:00pm.

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

Attest: _____
Board Clerk