

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

January 5, 2021

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, January 5, 2021 pursuant to adjournment with the following Board Members present: Gene Anderson, Rickey Mattson, Dennis McNally, Craig Smith, and Les Nielsen. Others Present: Board Clerk Kris McNally, County Attorney Barbara McFadden (via WebEx), 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 meeting was called to order by the Board Clerk.

The Board Clerk led the assembly in the Pledge of Allegiance.

The Board Clerk administered an Oath of Office to Commissioner Gene Anderson and Commissioner Rickey Mattson.

Nominations for Board Chairperson for 2021 were called for.

Action #1 – Dennis McNally nominated Gene Anderson for Chairperson. The nomination was seconded by Les Nielsen.

The Board Clerk called for nominations for Chairperson three times with no further nominations.

Upon a vote being held on the nomination for Gene Anderson to be elected Chairperson, the following voted:

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

Commissioner Anderson was declared Board Chairperson for 2021. The gavel was handed over to Chairperson Anderson.

Nominations for Board Vice-Chairperson for 2021 were called for.

Action #2 – Les Nielsen nominated Dennis McNally for Vice-Chairperson. The nomination was seconded by Craig Smith.

The Chairperson called for nominations for Vice-Chairperson three times with no further nominations.

Upon a vote being held on the nomination for Dennis McNally to be elected Vice-Chairperson, the following voted:

IN FAVOR THEREOF: Gene Anderson, Rickey Mattson, Craig Smith, Les Nielsen

OPPOSED: None

ABSTAIN: Dennis McNally

Commissioner McNally was declared Vice-Chairperson for 2021.

Action #3 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the agenda as presented.

Action #4 – It was moved by Dennis McNally, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #4 – 1/5/21

Meeting Dates

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 5, 2021, regular meetings of the Kanabec County Board of Commissioners shall be held in the County Courthouse in the City of Mora, Minnesota on the first and third Tuesday of each month, and

BE IT FURTHER RESOLVED that all regular meetings shall commence at 9:00am, and

BE IT FURTHER RESOLVED that the Board of Equalization and Truth in Taxation Hearings shall be scheduled separately from the regular County Board Meetings, and

BE IT FURTHER RESOLVED, that if any such regularly scheduled meeting of the County Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

BE IT FURTHER RESOLVED, Special Meetings may be called by posting notice of the meeting on the county's principal bulletin board and with 72 hours-notice to each person who has filed a written request for such meetings, and

BE IT FURTHER RESOLVED, Emergency Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort

will be made to contact the media and to each person who has filed a written request for such meetings.

Action #5 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #5 - 1/5/21
Board of Appeals & Equalization

BE IT RESOLVED to set the date for the County Board of Appeals and Equalization Meeting to be Wednesday, June 16, 2021 at 6:30pm.

BE IT FURTHER RESOLVED to offer appointments until 7:00pm to meet statutory requirements pursuant to Minnesota Statutes Section 274.14.

Action #6 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #6 - 1/5/21
Truth-in-Taxation Meeting

BE IT RESOLVED to set the date for the Truth-in-Taxation Meeting to be Thursday, December 9, 2021 at 6:00pm.

Action #7 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #7 - 1/5/21
Family Service Board Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 5, 2021, regular meetings of the Kanabec County Family Service Board shall be held in the County Courthouse in the City of Mora, Minnesota on the third Tuesday of each month.

BE IT FURTHER RESOLVED that the meetings shall be held commencing at approximately 9:05am, and

BE IT FURTHER RESOLVED, that if any such regularly scheduled meeting of the Family Service Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

BE IT FURTHER RESOLVED, Special Meetings may be called by posting notice of the meeting on the county's principal bulletin board and with 72 hours-notice to each person who

has filed a written request for such meetings, and

BE IT FURTHER RESOLVED, Emergency Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Action #8 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #8 - 1/5/21
Community Health Board Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 5, 2021, regular meetings of the Kanabec County Community Health Board shall be held in the County Courthouse in the City of Mora, Minnesota on the first Tuesday of each month.

BE IT FURTHER RESOLVED that the meetings shall be held commencing at approximately 9:05am, and

BE IT FURTHER RESOLVED, that if any such regularly scheduled meeting of the Community Health Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

BE IT FURTHER RESOLVED, Special Meetings may be called by posting notice of the meeting on the county’s principal bulletin board and with 72 hours-notice to each person who has filed a written request for such meetings, and

BE IT FURTHER RESOLVED, Emergency Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Action #9 – It was moved by Les Nielsen, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #9 – 1/5/21
Resolution Granting a Term Limit Exception

WHEREAS Welia Health and Kanabec County entered into an agreement on 12/15/2020 by Board Resolution #21 – 12/15/20 to transition Welia Health to a private, 501(c)(3) non-profit entity; and

WHEREAS Kanabec County has a three-term or 9-year limit (whichever is least) policy

for County Board appointed committees and boards unless otherwise required by statute; and

WHEREAS Welia Health requests an exception be granted to the term limit policy to allow appointment of Teri Heggernes to a 1-year term to allow for consistency on the Hospital Board through the privatization transition;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves a one-time exception to the term limit policy and appoints Teri Heggernes to the Hospital Board for a 1-year term.

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

Resolution #10 – 1/5/21

Resolution to Modify the Number of Commissioners Appointed to the Hospital Board

WHEREAS Welia Health and Kanabec County have entered into an agreement on 12/15/2020 by Board Resolution #21-12/15/20 to transition Welia Health to a private, 501(c)(3) non-profit entity; and

WHEREAS historically Kanabec County Commissioners have held two positions on the Hospital Board; and

WHEREAS the agreement of 12/15/2020 allows for appointment of one commissioner to the Hospital Board; and

WHEREAS Welia Health requests that former Commissioner Kathi Ellis be appointed to a position on the Hospital Board instead of appointing two commissioners at this time to allow for consistency on the Hospital Board through the privatization transition;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners hereby appoints Kathi Ellis to the Hospital Board for a 1-year term in place of appointing a second commissioner.

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

Resolution #11 - 1/5/21

BE IT RESOLVED to re-appoint Pat O'Brien to the Board of Adjustment for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Gene Carda to the Board of Adjustment for a three year term commencing immediately and expiring January 2, 2024.

Action #12 – It was moved by Dennis McNally, seconded by Les Nielsen and carried

unanimously to approve the following resolution:

Resolution #12 - 1/5/21

BE IT RESOLVED to re-appoint Greg Yankowiak to the City/County Airport Zoning Board for a three year term commencing immediately and expiring January 2, 2024.

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

Resolution #13 - 1/5/21

BE IT RESOLVED to re-appoint Karen Rasmusson to the East Central Regional Library Board for a three year term commencing immediately and expiring January 2, 2024.

Action #14 – It was moved by Dennis McNally, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #14 - 1/5/21

BE IT RESOLVED to re-appoint Gene Anderson to the Economic Development Authority for a three year term commencing immediately and expiring January 2, 2024.

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

Resolution #15 - 1/5/21

BE IT RESOLVED to appoint Craig Smith to the Economic Development Authority for a three year term commencing immediately and expiring January 2, 2024.

The Board expressed consensus to postpone filling the vacancy for an At-Large Representative on the EDA pending a recommendation from the EDA.

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

Resolution #16 - 1/5/21

BE IT RESOLVED to appoint Rickey Mattson to the Extension Committee for a three year term commencing immediately and expiring January 2, 2024.

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

Resolution #17 - 1/5/21

BE IT RESOLVED to re-appoint Terry Salmela to the Extension Committee for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Jean Mattson to the Extension Committee for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Barbara McFadden to the Extension Committee for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to appoint Jane Schmidt to the Extension Committee for a three year term commencing immediately and expiring January 2, 2024.

Action #18 – It was moved by Rickey Mattson, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #18 - 1/5/21

BE IT RESOLVED to re-appoint Roberta Anderson to the Insurance Committee for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Kate Mestnik to the Insurance Committee for a three year term commencing immediately and expiring January 2, 2024.

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

Resolution #19 - 1/5/21

BE IT FURTHER RESOLVED to appoint Chad Gramentz to the Insurance Committee for a three year term commencing immediately and expiring January 2, 2024.

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

Resolution #20 - 1/5/21

BE IT RESOLVED to re-appoint Todd Eustice to the Juvenile Detention Center Advisory Board for a three year term commencing immediately and expiring January 2, 2024.

Action #21 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #21 - 1/5/21

BE IT RESOLVED to re-appoint Liane Heupel to the Personnel Board of Appeals for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Leona Dressel to the Personnel Board of Appeals for a three year term commencing immediately and expiring January 2, 2024.

Action #22 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #22 - 1/5/21

BE IT RESOLVED to appoint Douglas Sabinash to the Planning Commission for a three year term commencing immediately and expiring January 2, 2024.

Action #23 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #23 - 1/5/21

BE IT RESOLVED to re-appoint Jody Anderson to the Railroad Authority Advisory Committee for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Bruce Anderson to the Railroad Authority Advisory Committee for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Mike Papenhausen to the Railroad Authority Advisory Committee for a three year term commencing immediately and expiring January 2, 2024.

Action #24 – It was moved by Dennis McNally, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #24 - 1/5/21

BE IT RESOLVED to appoint Patricia Kruse to the Safety Committee for a three year term commencing immediately and expiring January 2, 2024.

Action #25 – It was moved by Les Nielsen, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #25 - 1/5/21

BE IT RESOLVED to re-appoint Robin Etter to the Safety Committee for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Kathy Burski to the Safety Committee for a three year term commencing immediately and expiring January 2, 2024.

Action #26 – It was moved by Rickey Mattson, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #26 - 1/5/21

BE IT RESOLVED to appoint Eric Renstrom to the Snake River Water Management Advisory Board for a three year term commencing immediately and expiring January 2, 2024.

Action #27 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #27 - 1/5/21

BE IT RESOLVED to appoint Rickey Mattson as an alternate to the Central Minnesota Council on Aging for a partial term commencing immediately and expiring January 3, 2023.

Action #28 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #28 - 1/5/21

BE IT RESOLVED to re-appoint Les Nielsen to Central Minnesota Jobs & Training for a three year term commencing immediately and expiring January 2, 2024.

Action #29 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #29 - 1/5/21

BE IT RESOLVED to re-appoint Dennis McNally to the E-911 Committee for a three year term commencing immediately and expiring January 2, 2024.

Action #30 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #30 - 1/5/21

BE IT RESOLVED to appoint Gene Anderson to the East Central Regional Development Commission for a three year term commencing immediately and expiring January 2, 2024.

Action #31 – It was moved by Rickey Mattson, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #31 - 1/5/21

BE IT RESOLVED to re-appoint Craig Smith to the Emergency Medical Service Board for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Les Nielsen as an alternate to the Emergency Medical Service Board for a three year term commencing immediately and expiring January 2, 2024.

The Board expressed consensus to postpone appointments to the Health and Human Services Advisory Committee pending information to be presented at the Family Services Board on January 19, 2021.

Les Nielsen led a discussion regarding the idea of including information about per diems in future advertisements for committee vacancies. Information only, no action was taken.

Action #32 – It was moved by Les Nielsen, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #32 - 1/5/21

BE IT RESOLVED to re-appoint Dr. Jack Schwinghammer to the Hospital Board for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Carl Pederson to the Hospital Board for a three year term commencing immediately and expiring January 2, 2024.

Action #33 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #33 - 1/5/21

BE IT RESOLVED to appoint Rickey Mattson as an alternate to the Insurance Committee for a three year term commencing immediately and expiring January 2, 2024.

Action #34 – Les Nielsen introduced the following resolution and moved its adoption:

Resolution #34 - 1/5/21

BE IT RESOLVED to re-appoint Dennis McNally to the Planning Commission for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Chad Gramentz to the Planning Commission for a three year term commencing immediately and expiring January 2, 2024.

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

IN FAVOR THEREOF: Gene Anderson, Rickey Mattson, Craig Smith, Les Nielsen

OPPOSED: None

ABSTAIN: Dennis McNally

whereupon the resolution was declared duly passed and adopted.

Action #35 – It was moved by Les Nielsen, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #35 - 1/5/21

BE IT RESOLVED to re-appoint Dennis McNally to the Regional Radio Board for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Brian Smith as an alternate to the Regional Radio Board for a three year term commencing immediately and expiring January 2, 2024.

Action #36 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #36 - 1/5/21

BE IT RESOLVED to re-appoint Gene Anderson to the Snake River Water Management Advisory Board for a three year term commencing immediately and expiring January 2, 2024.

Action #37 – Craig Smith introduced the following resolution and moved its adoption:

Resolution #37 - 1/5/21

BE IT RESOLVED to appoint Les Nielsen to the Southern Minnesota County Based Purchasing Committee for a three year term commencing immediately and expiring January 2,

2024.

BE IT FURTHER RESOLVED to re-appoint Dennis McNally as an alternate to the Southern Minnesota County Based Purchasing Committee for a three year term commencing immediately and expiring January 2, 2024.

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

IN FAVOR THEREOF: Gene Anderson, Rickey Mattson, Dennis McNally,
Craig Smith

OPPOSED: Les Nielsen

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

Action #38 - It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #38 - 1/5/21

BE IT RESOLVED to appoint Rickey Mattson to the Outlook Health Services Board for a partial term commencing immediately and expiring January 3, 2022.

Action #39 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #39 - 1/5/21

BE IT RESOLVED to appoint Rickey Mattson as the alternate to the Snake River One Watershed, One Plan for a partial term commencing immediately and expiring January 3, 2022.

Action #40 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #40 - 1/5/21

BE IT RESOLVED to appoint Rickey Mattson as an alternate to the Timber Trails Advisory Board for a partial term commencing immediately and expiring January 2, 2024.

Action #41 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #41 - 1/5/21

BE IT RESOLVED to appoint Rickey Mattson to the LELS Local 106 Union Negotiation Committee commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to appoint Rickey Mattson to the Laborers Local 363 Union Negotiation Committee commencing immediately and expiring January 2, 2024.

Action #42 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #42 - 1/5/21

BE IT RESOLVED to re-appoint Erica Bliss as the Veteran Service Officer for a three year term commencing immediately and expiring January 2, 2024.

Action #43 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #43- 1/5/21

BE IT RESOLVED to re-appoint Chad Gramentz to the Water Plan Committee for a three year term commencing immediately and expiring January 2, 2024.

BE IT FURTHER RESOLVED to re-appoint Gene Anderson to the Water Plan Committee for a three year term commencing immediately and expiring January 2, 2024.

Action #44 – It was moved by Les Nielsen, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #44 - 1/5/21

Official Newspaper

BE IT RESOLVED by the Kanabec County Board of Commissioners that the offer submitted by the Kanabec County Times for all legal publications during the year 2021 is hereby accepted, and

BE IT FURTHER RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the publication of the official proceedings and public notices and that the Kanabec County Times is hereby designated as the official newspaper for the publication of the 2020 Financial Statement, and

BE IT FURTHER RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the newspaper in which the notice and list of Real Estate Taxes remaining delinquent on the first Monday in January, 2021, shall be published.

BE IT FURTHER RESOLVED that a condition of this resolution is that the Kanabec County Times agree to post all the notices on its Web site at no additional cost pursuant to Minnesota Statute 331A.02, Subd 5 and that the notice must remain on the Web site during the notice's full publication period.

Action #45 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #45a – 1/5/21

WHEREAS Minnesota Statutes require counties to establish the minimum salaries that will be paid to certain elected officials within the county, and

WHEREAS said minimum salaries must be set at the January meeting in the year that individuals may file for elected offices within the county;

BE IT RESOLVED by the Kanabec County Board of Commissioners, that the minimum annual salary in 2021 for the following elected positions shall be set as follows:

County Attorney	\$108,409	M.S. 388.18
County Auditor/Treasurer	\$ 92,934	M.S. 384.151
County Recorder	\$ 68,307	M.S. 386.015
County Sheriff	\$100,380	M.S. 387.20

Resolution #45b – 1/5/21

WHEREAS the Kanabec County Board of Commissioners has considered the matter of the wage for year 2021 for the County Auditor/Treasurer, and

WHEREAS the board has reviewed the experience, qualifications and performance of the County Auditor/Treasurer;

BE IT RESOLVED to set the Y2021 annual wage of County Auditor/Treasurer Denise Snyder at \$113,089.00, which will be accomplished in the following manner with pay distribution based on 40 hours per week at: January 1, 2021 = \$54.37 per hour.

Resolution #45c – 1/5/21

WHEREAS the Kanabec County Board of Commissioners has considered the matter of the wage for year 2021 for the County Sheriff, and

WHEREAS the board has reviewed the experience, qualifications and performance of the County Sheriff;

BE IT RESOLVED to set the Y2021 annual wage of County Sheriff Brian Smith at \$122,969.00, which will be accomplished in the following manner with pay distribution based on 40 hours per week at: January 1, 2021 = \$59.12 per hour.

Resolution #45d – 1/5/21

WHEREAS the Kanabec County Board of Commissioners has considered the matter of the wage for year 2021 for the County Recorder, and

WHEREAS the board has reviewed the experience, qualifications and performance of the County Recorder;

BE IT RESOLVED to set the Y2021 annual wage of County Recorder Lisa Holcomb at \$83,678.00 which will be accomplished in the following manner with pay distribution based on 40 hours per week at: January 1, 2021 = \$40.23 per hour.

Resolution #45e – 1/5/21

WHEREAS the Kanabec County Board of Commissioners has considered the matter of the wage for year 2021 for the County Attorney, and

WHEREAS the board has reviewed the experience, qualifications and performance of the County Attorney;

BE IT RESOLVED to set the Y2021 annual wage of County Attorney Barb McFadden at \$132,808.00 which will be accomplished in the following manner with pay distribution based on 40 hours per week at: January 1, 2021 = \$63.85 per hour.

Action #46 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to the following resolution:

Resolution #46 - 1/5/21

WHEREAS, Minnesota Statute 375.055 requires that the County Commissioners' compensation be set by resolution in the year preceding the action;

WHEREAS, the Kanabec County Board of Commissioners approved Y2021 compensation for the County Commissioners by Resolution #18c – 12/15/20;

BE IT HEREBY RESOLVED to confirm the annual wage for the year 2021 for Kanabec County Commissioners at \$23,095.

Action #47 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to the following resolution:

Resolution #47 – 1/5/21

BE IT RESOLVED to appoint the following AMC Committee Delegates for 2021:

Environment & Natural Resources Policy Committee	Teresa Wickeham
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General Government Policy Committee	Kris McNally
Health & Human Services Policy Committee	Kathy Burski
Public Safety Policy Committee	Brian Smith
Transportation & Infrastructure Policy Committee	Chad Gramentz

BE IT FURTHER RESOVED to appoint the following AMC Voting Delegates for 2021:

1. Gene Anderson
2. Dennis McNally
3. Rickey Mattson
4. Craig Smith
5. Les Nielsen
6. Kris McNally
7. Barb McFadden
8. Kathy Burski

Action #48 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to the following resolution:

Resolution #48– 1/5/21

Mileage Reimbursement

BE IT RESOLVED that the federal mileage reimbursement rate of \$0.56 per mile is the official rate for Kanabec County mileage reimbursements.

Action #49 – Les Nielsen introduced the following resolution and moved its adoption:

Resolution #49 – 1/5/21

BE IT RESOLVED that appointees by the Board of Commissioners that attend meetings of paid county committees and boards shall receive a per diem of \$75.00 per meeting.

BE IT FUTHER RESOLVED that County Commissioners may personally accept per diems, if any, at the rate determined by the hosting entity, for all committee and board meetings, both internal and external and including virtual meetings, effective January 5, 2021.

The motion was duly seconded by Dennis McNally 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.

Action #50 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to recess the board meeting at 10:17am to a time immediately following the Community Health Board.

The Kanabec County Community Health Board met at 10:17am on Tuesday, January 5, 2021 pursuant to adjournment with the following Board Members present: Gene Anderson, Rickey Mattson, Dennis McNally, Craig Smith, and Les Nielsen. Community Health Director Kathy Burski presented the Community Health Board Agenda.

Action #CH51 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the Community Health Agenda as presented.

Action #CH52 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #CH52 – 1/5/21

WHEREAS there is a vacancy in the position of an Certified Public Health Nurse, and

WHEREAS the board desires to refill this vacant position with Registered Nurse or a Certified Public Health Nurse;

BE IT RESOLVED that the County Board authorizes the Community Health Director Kathy Burski and the County Personnel Director to hire a either a Full Time Registered Nurse to fill the position at Step A, Range 13 of the pay plan which is \$26.32 per hour or the rate set by internal promotion or a Full Time Certified Public Health Nurse to fill the position at Step A, Range 15 of the pay plan which is \$30.41 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.

Community Health Director Kathy Burski gave an update on the COVID-19 Pandemic.

The Board expressed consensus to authorize Community Health Director Kathy Burski to work with the County Attorney to develop an agreement to contract to with nurses/pharmacy trained vaccinators and ancillary staff to assist in the administration of the COVID-19 vaccine.

Action #CH53 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #CH53 – 1/5/21

Volunteers of America/RSVP Memorandum of Understanding Resolution

WHEREAS, Timber Trails Public Transit, a department of Kanabec County, has had a Memorandum of Understanding (MOU) in place with Volunteers of America through their Retired and Senior Volunteer Program (RSVP) to provide volunteer opportunities for local community members, and

WHEREAS, the MOU states that it needs to be reviewed and renewed at least every three years.

THEREFORE, the Transit and Community Health Directors have reviewed and wish to renew the MOU with Volunteers of America through their RSVP.

THEREFORE BE IT RESOLVED, the Kanabec County Community Health Board approves the renewal of the MOU with Volunteers of America for the Retired and Senior Volunteer program through Timber Trails Public Transit for a period of three years.

Action #CH54 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the payment of 75 claims totaling \$31,383.83 on Community Health Funds.

Action #CH55 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to adjourn Community Health Board at 10:55am.

The Board of Commissioners reconvened.

10:55am – The Chairperson called for public comment. Those that responded included:

Steve Hansberry	Comments regarding the composition of the Health and Human Services Advisory Committee.
Denise Akkerman	Comments regarding the effect of COVID-19 restrictions on local businesses.

11:14am – The Chairperson closed public comment.

The Board held a discussion regarding Kanabec County’s No Net Gain Resolution #13 – 7/26/17.

Action #56 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to table the No Net Gain Discussion pending further investigation of the policy, revisions, etc. and for Rickey Mattson and Dennis McNally to work with County Attorney Barbara McFadden on legalities.

Environmental Services Supervisor Teresa Wickham met with the County Board to discuss matters concerning her department.

Action #57 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #57- 1/5/21

WHEREAS Kanabec County wishes to continue to retain legal services for specialized land and environmental issues, and

WHEREAS Scott Anderson, of Rupp, Anderson, Squires and Waldspurger, P.A. has previously provided these services in a cost effective manner, and

WHEREAS a retainer fee of \$5,000, is proposed for 2021, and

THEREFORE BE IT RESOLVED to approve renewing a retainer with Scott Anderson of Rupp, Anderson , Squires and Waldspurger, P.A. for calendar year 2021 at a cost of \$5,000 paid from wetland funds and authorize the chairperson and Public Works Director to sign the agreement.

Action #58 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #58 – 1/5/21 Environmental Services Fee Schedule

WHEREAS the Environmental Services office recommends an update to its fee schedule, and

WHEREAS “Environmental Services Fee Schedule” has been updated with recommended changes and presented before the Board, and

WHEREAS said fee schedule is included herein, and

THEREFORE BE IT RESOLVED that we do adopt “Environmental Services Fee Schedule” as presented with the exception of changing the fee for Vacation Rental License to \$200/year.

Craig Smith led a discussion regarding the removal of tires from a property in the county. Information only, no action was taken.

County Coordinator Kris McNally led a discussion regarding the results of the request for proposals for real estate professional services.

Action #59 – Craig Smith introduced the following resolution and moved its adoption:

Resolution #59 - 1/5/21

WHEREAS the County received two responses to the advertised request for proposals for real estate professional services:

- Rose Krie from Northern Lights Realty- Commission rate 6% of sale price, no other realtor fees
- Remax Select, Inc. Lonnie Ness, Anna Magaard, & Tim Haley – Commission rate of 5% of sale price if awarded Knife Lake B & Knife Lake C, no other realtor fees

WHEREAS the lower commission rate was submitted by Remax Select, Inc.;

BE IT RESOLVED that the Coordinator is hereby authorized to enter in to an agreement on behalf of Kanabec County with Remax Select, Inc. to sell Knife Lake Parcels B & C pursuant to the requirements in MN Statute 373.01.

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

IN FAVOR THEREOF: Gene Anderson, Rickey Mattson, Dennis McNally, Craig Smith

OPPOSED: None

ABSTAIN: Les Nielsen

whereupon the resolution was declared duly passed and adopted.

Action #60 – It was moved by Craig Smith, seconded by Rickey Mattson and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #60a - 1/5/21

Housing and Redevelopment Authority Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 31, 2021, regular meetings of the Kanabec Housing and Redevelopment Board shall be held in the County Courthouse in the City of Mora, Minnesota, and

BE IT FURTHER RESOLVED meetings shall be held as necessary with proper notice commencing at a time the Board of Commissioners of the Authority determines. Future monthly meetings may also be scheduled when deemed necessary, and

BE IT FURTHER RESOLVED, Special Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Resolution #60b – 1/5/21

Appointment of HRA Officers

RESOLUTION APPOINTING OFFICERS OF THE HOUSING AND REDEVELOPMENT OF
KANABEC COUNTY, MINNESOTA

BE IT RESOLVED by the Kanabec County Housing and Redevelopment Authority (the “Authority”) of Kanabec County, Minnesota, as follows:

APPOINTMENT OF OFFICERS: The following are appointed to hold the HRA offices set forth opposite their respective names:

Chair: Gene Anderson

Vice-Chair: Dennis McNally

Secretary* Kris McNally, County Coordinator

*The Auditor-Treasurer will be appointed by the Secretary to disburse funds and to assist the Secretary.

Resolution #60c – 1/5/21
Official Newspaper

BE IT RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the publication of the official proceedings and public notices of the Kanabec County Housing and Redevelopment Authority, and

BE IT FURTHER RESOLVED that a condition of this resolution is that the Kanabec County Times agree to post all the notices on its Web site at no additional cost pursuant to Minnesota Statute 331A.02, Subd. 5 and that the notice must remain on the Web site during the notice's full publication period.

Resolution #60d – 1/5/21
Official Depository Bank

BE IT RESOLVED that First Citizens Bank is hereby designated as the official depository bank of the Kanabec County Housing and Redevelopment Authority.

Resolution #60e – 1/5/21
Mileage Reimbursement

BE IT RESOLVED that the federal mileage reimbursement rate of \$0.56 per mile is the official rate for the Housing and Redevelopment Authority's mileage reimbursements.

Action #61 – It was moved by Les Nielsen, seconded by Craig Smith and carried

unanimously to approve a consent agenda including all of the following actions:

Resolution #61a - 1/5/21

Railroad Authority Board Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 31, 2021, regular meetings of the Kanabec Railroad Authority Board shall be held in the County Courthouse in the City of Mora, Minnesota, and

BE IT FURTHER RESOLVED meetings shall be held as necessary with proper notice commencing at a time the Board of Commissioners of the Authority determines. Future monthly meetings may also be scheduled when deemed necessary, and

BE IT FURTHER RESOLVED, Special Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Resolution #61b – 1/5/21

Appointment of Railroad Authority Board Officers

RESOLUTION APPOINTING OFFICERS OF THE RAILROAD AUTHORITY BOARD OF KANABEC COUNTY, MINNESOTA

BE IT RESOLVED by the Kanabec County Railroad Authority Board of Kanabec County, Minnesota, as follows:

APPOINTMENT OF OFFICERS: The following are appointed to hold the Railroad Authority Board offices set forth opposite their respective names:

Chair: Gene Anderson

Vice-Chair: Dennis McNally

Secretary* Kris McNally, County Coordinator

*The Auditor-Treasurer will be appointed by the Secretary to disburse funds and to assist the Secretary.

Resolution #61c – 1/5/21

Official Newspaper

BE IT RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the publication of the official proceedings and public notices of the Kanabec County Railroad Authority Board, and

BE IT FURTHER RESOLVED that a condition of this resolution is that the Kanabec County Times agree to post all the notices on its Web site at no additional cost pursuant to Minnesota Statute 331A.02, Subd. 5 and that the notice must remain on the Web site during the notice's full publication period.

Resolution #61d – 1/5/21
Official Depository Bank

BE IT RESOLVED that First Citizens Bank is hereby designated as the official depository bank of the Kanabec County Railroad Authority Board.

Resolution #61e – 1/5/21
Mileage Reimbursement

BE IT RESOLVED that the federal mileage reimbursement rate of \$0.56 per mile is the official rate for the Railroad Authority Board's mileage reimbursements.

Action #62 – It was moved by Dennis McNally, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #62 – 1/5/21
County Coroner

WHEREAS the term of office for County Coroner expired December 31, 2020, and

WHEREAS Minnesota Statute §390.005 requires that the county board appoint a Coroner, and

WHEREAS the County Sheriff recommends appointment of Dr. Kelly Mills;

BE IT RESOLVED to appoint Dr. Kelly Mills as Kanabec County Coroner effective January 5, 2021 for a term ending December 31, 2021.

Action #63 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the December 15, 2020 minutes with the following correction: Change Resolution #15 – 12/15/20 2021 Maximum Levy Sub-Total to \$12,504,911.

Action #64 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Card Services (Coborn's)	61.91
City of Quamba	4,884.66

Consolidated Communications	1,188.78
Dearborn National Life Insurance Co	782.06
East Central Energy	1,363.72
Further	668.90
Golly, Linda	500.00
Health Partners	6,773.97
Kanabec County Auditor HRA	54,018.00
Kanabec County Auditor-Treas	305.83
Kwik Trip Inc	5,471.38
Life Insurance Company of North America	1,033.19
Minnesota Department of Finance	6,475.50
Minnesota Energy Resources Corp	7,694.02
Minnesota Energy Resources Corp	668.12
MNPEIP	165,648.60
Mora Municipal Utilities	1,227.45
Sun Life Financial	4,161.55
The Hartford Priority Accounts	2,233.06
VISA	629.49
VSP Insurance Co	316.32

21 Claims Totaling: \$266,106.51

Action #65 – It was moved by Craig Smith, seconded by les Nielsen and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

<u>Vendor</u>	<u>Amount</u>
A&M Pumps	500.00
Ace Hardware	23.99
Advanced Correctional Healthcare	44.97
American Solutions for Business	5,968.80
Anne M. Carlson Law Office, PLLC	1,020.00
Aspen Mills	854.10
Aspen Mills	260.38
Association of MN Counties	9,282.00
Association of MN Counties	50.00
Assured Security	1,359.50
AT&T Mobility	809.23
AT&T Mobility	44.83
Auto Value	106.42
BlueStar Graphics	960.00
Children's Hospitals and Clinics	383.00
CliftonLarsonAllen	45.94

Coborn's Inc.	823.80
CORE Profesional Services P.A.	800.00
Cundy, Steven	252.00
Curtis, Michael	1,225.94
CW Technology	215.00
CW Technology	1,337.40
CW Technology	150.00
DS Solutions	220.00
East Central Exterminating	240.00
Galls	35.96
Gerhardson, Alex	93.65
Grainger	176.92
Granite City Jobbing Co Inc	680.65
Granite Electronics	3,330.70
Granite Electronics	368.27
Handyman's Inc	65.17
Handyman's Inc	261.42
Handyman's Inc	64.68
Hildi Inc	3,100.00
Hoefert, Robert	1,127.00
Information Systems Corporation	13,334.00
Juettner Marketing	180.00
Kanabec County Highway Department	341.24
Kanabec County Information Systems	729.97
Kanabec County Times	69.00
Kanabec Publications	2,398.20
Kanabec SWCD	112.22
Kubes, Pamela	31.50
LexisNexis Matthew Bender	562.41
MACA	771.00
MACO	720.00
MACO	360.00
MACPZA	170.00
Manthie, Wendy	1,140.23
Marco	726.91
Marco	97.62
Marco	1,785.54
Marco	1,094.31
Marco	466.97
Marco	352.70
Marco	239.40
Marco	517.34
Mattson Electric	469.08

Methven Funeral and Cremation Services	400.00
MN Counties Insurance Trust	118,689.00
MN Counties Insurance Trust	93,795.00
MN Counties Insurance Trust	10,790.00
MN Counties Insurance Trust	6,216.00
MN Counties Insurance Trust	5,755.00
MN Counties Insurance Trust	10,332.00
MN Counties Insurance Trust	41,339.00
MN Counties Insurance Trust	34,935.00
MN Counties Insurance Trust	11,726.00
MN Counties Insurance Trust	20,239.00
MRA	1,600.00
NACO	450.00
Nelson, Jerald	132.83
Nelson, Ronette	457.13
Novus Glass	570.00
Office Depot	61.28
Office Depot	145.09
Office Depot	222.05
Office Depot	30.96
Office Depot	4.99
Oslin Lumber	7.99
Owens Auto Parts	28.89
Premium Waters Inc	10.81
Quadient Leasing USA Inc	1,686.42
Quadient Leasing USA Inc	2,143.25
Ratwik, Roszak & Maloney, PA	342.00
RJ Mechanical	4,270.83
Rupp, Anderson, Squires & Waldspurger, PA	1,051.82
SHI	656.00
St. Cloud State University	1,335.00
Stellar Services	100.92
Stenstrom Collision & Detail	200.00
Summit Companies	780.00
Summit Food Service Management	11,337.74
SWAA/AMC	200.00
Tinker & Larson Inc	1,128.77
Tinker & Larson Inc	51.00
United States District Court	14.50
Verizon Wireless	80.02
Verizon Wireless	40.01
Verizon Wireless	35.01
Verizon Wireless	619.56

Verizon Wireless	360.11
Verizon Wireless	240.06
Visser, Maurice	987.89
Zamora, Ray	972.33
106 Claims Totaling:	<u><u>\$ 449,522.62</u></u>

Road & Bridge

<u>Vendor</u>	<u>Amount</u>
A & E Cleaning	950.00
Auto Value	2,845.58
Caswell Cycle	658.59
Central McGowan	122.05
Deutschlander Fencing LLC	1,453.75
Federated Co-ops	998.37
Frisch, Nick	108.96
FS Solutions	155.20
Kanabec County Highway Department	67.50
Lacal Equipment	830.94
Magnuson, Dale	23.88
Northern States Supply	114.53
Office Depot	247.23
Pomp's Tire Service	4,473.00
Premier Outdoor Services	3,775.00
Ringler, Jeremy	298.89
Stegeman, Jesse	300.00
Trueman Welters	658.12
USIC	70.00
Wallace, Bruce	106.95
Wiarcom	675.30
Yotter, Tim	49.98
22 Claims Totaling:	<u><u>\$ 18,983.82</u></u>

EDA Director Heidi Steinmetz met with the board to discuss the State of Minnesota COVID-19 Economic Relief Fund for Businesses.

Action #66 – It was moved by Dennis McNally, seconded by Rickey Mattson and carried unanimously to approve the following resolution:

Resolution #66 - 1/5/21

WHEREAS, the State of Minnesota has approved a new business relief program intended to help businesses negatively impacted by the COVID-19 pandemic, and

WHEREAS, Kanabec County was allocated \$314,035.70 for said aid to businesses and nonprofits, and \$7,850.89 for administration of the program, and

WHEREAS, Kanabec County’s Economic Development Authority administered the applications, screening and determination of qualifications for the CARES Act business assistance program, thus has an infrastructure and system in place to handle the administration of the new program funds;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves the acceptance of the County Relief Grants to Local Business funds and authorizes the Board Chair to sign the certification form;

BE IT FUTURE RESOLVED that the Kanabec County Board of Commissioners hereby directs the County EDA to administer the program marketing, applications, screening and disbursement of the funds for the business assistance grant program in accordance with the State’s guidelines and staff’s proposed timeline, and to receive the \$7,850.89 in administrative fees.

BE IT FUTURE RESOLVED that the Kanabec County EDA will provide regular updates to the Board of Commissioners regarding the status of the program.

The Board held a discussion regarding a request from the Coordinator’s Office to extend the effective date of the Families First Coronavirus Response Act (FFCRA) from December 31, 2020 to February 12, 2021 for employees who have not exhausted the hours permitted under the FFCRA. Information only, no action was taken.

Action #67 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #67 – 1/5/21

Medical Examiner Contract

WHEREAS the terms of the contract with River Valley Forensic Services, P.A. expired December 31, 2020, and

WHEREAS River Valley Forensic Services, P.A. has agreed to contract for services in 2021; and

WHEREAS the County Sheriff is satisfied with the services provided by River Valley Forensic Services, P.A.; and

WHEREAS the County Attorney has reviewed and approved the contract language;

BE IT RESOLVED to approve the Medical Examiner Contract Agreement with River Valley Forensic Services, P.A. for services provided by or under Dr. Kelly Mills as Kanabec County Medical Examiner effective January 5, 2021 for a term ending December 31, 2021.

County Coordinator Kris McNally gave an update regarding the advertisement of the sale of the property at 330 Forest Ave E Mora, MN 55051. It was discovered that the advertising requirements as defined under MN Statute 373.01 had not been met due to an oversight by the local newspaper of general circulation. To correct this error and ensure compliance with stator

requirements, staff has re-advertised the sale of this property and will bring any bids to the board for approval on January 19, 2021 at 10:15am. Re-advertising expenses were covered by the publisher. Information only, no action was taken.

The board reviewed the Board of Commissioners Operating Guideline Draft.

Action #68 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the Kanabec County Board of Commissioners Operating Guidelines 2021 with the following changes: Update section IX. E. Per Diems and Mileage to reflect Resolution #49 – 1/5/21.

Future Agenda Items: Railroad Authority Discussion. No Net Gain Policy Discussion.

Action #69 – It was moved by Craig Smith, seconded by Rickey Mattson and carried unanimously to adjourn the meeting at 12:24pm and to meet again in regular session on Tuesday, January 19, 2021 at 9:00am.

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

Attest: _____
Board Clerk