

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of the County Coordinator

**July 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, July 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, County Attorney Barbara McFadden and Recording Secretary Kelsey Schiferli.

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

The Chairperson led the assembly in the Pledge of Allegiance.

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

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

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

<u>Vendor</u>	<u>Amount</u>
Midcontinent Communications	248.31
Mora Municipal Utilities	19,738.14
East Central Energy	86.05
Maslonkowski, Quinten	150.00
Quality Disposal	164.25
Breeden, Danny & Debra	11.60
Cummings, Jerome	8.00
Hall, Todd	7.00
Kwik Trip	10,470.04
Midcontinent Communications	188.53
Minnesota Department of Finance	8,088.00
Office of MN.IT Services	1,300.00
Verizon Wireless	5,044.57

VISA	1,601.49
Ripka, Peter	500.00
Minnesota Department of Finance	4,783.26
Minnesota Department of Health	1,742.50
<b>17 Claims Totaling:</b>	<b><u><u>\$54,131.74</u></u></b>

Action #4 – It was moved by Les Nielsen, seconded by Craig Smith 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, July 20, 2021 pursuant to adjournment with the following Board Members present: Gene Anderson, Rick 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 Craig Smith, seconded by Rick Mattson and carried unanimously to approve the Family Services Board Agenda.

Family Services Director Chuck Hurd presented the Post-COVID Return to Work Plan.

Action #FS6 – Rick Mattson introduced a motion to approve the Post-COVID Return to Work Plan as presented. Chairperson Gene Anderson handed the gavel over to Vice Chairperson Dennis McNally. The motion was seconded by Gene Anderson and upon a vote being taken thereon, the following voted:

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

whereupon the motion passed.

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

Action #FS7 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

### **Resolution #FS7 - 7/20/21**

Agreement to Administer Employment & Training Services for SNAP Clients

**WHEREAS**, Minn. Stat. 471.59 provides that two or more governmental units may, by agreement, contract with a governmental agency to facilitate a power common to the contracting Parties; Minn. Stat. 393.07, subd. 10 provides that a local social services agency shall establish and administer a food stamp program; and Minn. Stat. 256D.051, subd. 1 requires those

receiving food stamps to meet the employment and training participation requirements of the United States Department of Agriculture, and

**WHEREAS**, Sherburne County has agreed to contract with Kanabec, McLeod, Meeker, Mille Lacs, Renville and Wright Counties as a Fiscal Agent to facilitate employment and training services offered to SNAP clients by pooling their resources to provide the service through an Agreement, and

**WHEREAS**, Kanabec County Family Services Director and Financial Supervisor are recommending this Agreement to facilitate employment and training services offered to SNAP clients by pooling their resources.

**THEREFORE BE IT RESOLVED** the Kanabec County Family Services Board approves the Agreement between Sherburne County as fiscal agent and McLeod, Kanabec, Meeker, Mille Lacs, Renville and Wright counties to facilitate employment and training services for clients receiving SNAP benefits effective upon the date of execution.

**BE IT ALSO RESOLVED** the Kanabec County Family Services Board approves the Amendment to the above named Agreement to add Isanti County to the group of counties pooling their resources in order for Sherburne County to act as fiscal agent and facilitate employment and training services for SNAP clients.

Action #FS8 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the payment of 123 claims totaling \$222,945.44 on Welfare Funds.

Action #FS9 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to adjourn Family Services Board at 9:26am and to meet again on August 17, 2021 at 9:05am.

The Board of Commissioners reconvened.

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

**Revenue Fund**

<b>Vendor</b>	<b>Amount</b>
A and E Cleaning Services	550.00
Abate Tek	3,500.00
Abbott Northwestern	33.00
Advanced Correctional Healthcare	23,430.70
American DataBank	135.30
Aspen Mills	119.90
AT&T Mobility	929.95
AT&T Mobility	44.92

BCA Business Shared Services	120.00
Cheney, Leah	990.00
Curtis, Michael	664.62
East Central Exterminating	125.00
East Central Solid Waste Commission	30.00
ECM Publishers	252.00
Election Systems & Software Inc	2,400.00
Eric Hanson Consulting	2,200.00
Fairview Health Services	41.00
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
Further	636.95
Glen's Tire	28.00
Glen's Tire	647.84
Grainger	466.72
Grainger	96.99
Granite City Jobbing Co	252.19
Granite City Jobbing Co	428.66
Handyman's Inc	381.48
Handyman's Inc	203.04
Hoefert, Robert	663.04
Industrial Health Services Network Inc	45.90
Innovative Office Solutions, LLC	3,654.98
Jamar Company	733.00
Kanabec County A/T	1,714.26
Kanabec County A/T	1,714.26
Kanabec County Ag Society	150.00
Kanabec County Community Health	3,008.46
Kanabec County Soil & Water	15,176.00
Kanabec County Soil & Water	5,000.00
Kanabec Publications	95.00
Kanabec Publications	29.58
Kanabec Publications	137.50
Kanabec Publications	437.68
Kanabec Publications	1,234.00
LexisNexis, RELX Inc.	189.08
Manthie, Wendy	641.76
Marco	134.68
Marco	159.00
Marco	3,186.68
Mattson Electric	309.38
MCIS	7,931.00
Metropolitian Mechanical Contractors	4,017.54

Metropolitan Mechanical Contractors	832.66
Minnesota County Attorney's Association	55.00
Minnesota Monitoring, Inc.	300.00
MNCCC Lockbox	35.00
MNCCC Lockbox	70.00
MNCCC Lockbox	140.00
MNCCC Lockbox	12,920.50
Northstar Computer Forms, Inc.	173.55
Office Depot	125.87
Office Depot	63.93
O'Reilly Auto Parts	15.30
Owens Auto Parts	18.90
Pakor Inc.	289.97
PD's Embroidery	45.00
Quality Disposal Systems	199.35
Quality Disposal Systems	394.21
Quality Disposal Systems	24.15
State of Minnesota Public Safety BCA	270.00
Stellar Services	113.89
Summit Food Service Management	7,629.65
Tinker & Larson Inc	258.45
Tinker & Larson Inc	78.92
Van Alst, Lillian	856.24
Visser, Maurice	378.60
Zamora, Ray	1,274.56
<b>77 Claims Totaling:</b>	<b><u><u>\$ 122,629.78</u></u></b>

**Road & Bridge**

<b>Vendor</b>	<b>Amount</b>
A & E Cleaning	1,100.00
Aramark	556.99
Beaudry	17,419.45
Bjorklund Companies	265.20
Capitalone Trade Credit	151.30
Central Pension Fund	208.20
Deutschlander Fencing	2,076.85
Federated Co-ops	279.99
Glens Tire	937.00
Gopher State	22.95
Houston Engineering	7,405.00
Johnson Hardware	35.98

Johnson, Phyllis	295.00
Kanabec County Highway Department	70.00
Knife River	8,389.44
Kwik Trip	174.18
Magaard, Russ	540.00
Marco	356.02
Med Compass	625.00
MN Energy	51.40
North Central International	2,499.85
Olson Power	88.80
Owens Auto Parts	133.99
Power Plan	1,972.39
Rostberg, John	60.00
USIC	180.00
Walk-N-Roll	752.57
WiarCom	675.30
<b>28 Claims Totaling:</b>	<b><u>\$ 47,322.85</u></b>

Veteran Service Officer Erica Bliss met with the County Board to discuss matters concerning her department.

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

### **Resolution #11 – 7/20/21**

**WHEREAS** the County Veterans Service Office recommends we apply for the MDVA Operational Enhancement Grant as specified in Minnesota Laws 2019, Chapter 10, Article 1, Section 37, Subdivision 2. This is an annual grant offered to counties, and

**WHEREAS** grant money must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office;

**BE IT RESOLVED** that the Kanabec County Board approves the application of the Veterans Operational Grant for FY22;

**BE IT FURTHER RESOLVED** to authorize Kanabec County Veterans Service Officer Erica Bliss to sign the grant agreement on behalf of the County Board;

**BE IT FURTHER RESOLVED** that this grant should not be used to supplant or replace other funding.

Erica Bliss gave a department update. Information only, no action was taken.

Action #12 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the following resolutions:

### **Resolution #12a – 7/20/21**

**WHEREAS** the Kanabec County Board of Commissioners has been presented with a request for lawful gambling within Kanabec County, and

**WHEREAS** the application was complete, included all necessary documentation, appears in accordance with County Policies and the applicant and facility owners are in good standing with the County;

**BE IT RESOLVED** to approve the Application for Exempt Permit for the National Wild Turkey Federation – Northern Tough Toms for a raffle event to be held at Braham Moose Lodge 2353 103<sup>rd</sup> Ave, Braham, MN 55006 on November 11, 2021.

### **Resolution #12b – 7/20/21**

**WHEREAS** the Kanabec County Board of Commissioners has been presented with a request for lawful gambling within Kanabec County, and

**WHEREAS** the application was complete, included all necessary documentation, appears in accordance with County Policies and the applicant and facility owners are in good standing with the County;

**BE IT RESOLVED** to approve the Application for Exempt Permit for the Knife Lake Sportsman’s Club for a raffle and bingo event to be held at Northwoods Steakhouse, 2732 Hwy 65 N, Mora, MN 55051 on February 5, 2022.

County Coordinator Kris McNally led a discussion regarding the proclamation of County Staff Appreciation Day.

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

### **Resolution #13 – 7/20/21** **Proclamation of County Staff Appreciation Day**

**WHEREAS**, county staff serve as the cornerstone of this community, dedicating their time, skills, and expertise for the benefit of their neighbors; and

**WHEREAS**, county staff went beyond expectations, taking on personal risks, to continue delivering essential services to the citizens of our county during the COVID-19 pandemic; and

**WHEREAS**, in addition to their regular duties, many county staff were called upon and accepted new and challenging responsibilities during the pandemic such as expediting the distribution of thousands of dollars in economic recovery appropriations, empowering the survival of our local business community; successfully managing a deluge of mail-in ballots in an unprecedented federal election; and, retooling local public health education outreach to flatten the curve; and

**WHEREAS**, although the state has turned the corner on the COVID-19 pandemic, county staff continue their exemplary work, assisting with recovery through vaccination roll outs and preparing for the American Rescue Plan’s multi-year recovery effort; and

**WHEREAS**, the work of county staff over the past year and a half have kept the doors of the county open and our community safer, healthier, and productive throughout months of unprecedented global transition; and

**WHEREAS**, President Sve and the Board of the Association of Minnesota Counties requested the Office of Governor Walz and Lt. Governor Flanagan to proclaim July 27, 2021 as County Staff Appreciation Day and their request was granted;

**NOW, THEREFORE**, we, the Kanabec County Board of Commissioners, proclaim July 27, 2021 as County Staff Appreciation Day and extend our thanks to the staff of our county and express deep gratitude for their commitment to excellence in public service during the COVID-19 pandemic.

EDA Director Heidi Steinmetz met with the Board to discuss the Community Broadband Resources (CBR): Accelerate! Team Presentation, Robust Network Feasibility Fund Grant Application, and the Feasibility Study Request for Proposal.

Action #14 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to authorize EDA staff to submit an application to the Blandin Foundation for a “Robust Network Feasibility Fund” grant with an understanding that the required match would be provided with a portion of Kanabec County’s American Rescue Plan (ARP) funds.

Action #15 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to authorize EDA staff to release a Request for Proposals (RFP) for a Broadband Feasibility Study.

**10:33am** – The Chairperson called for public comment. Those that responded included:

Dave Halvorson	Comments regarding the condition of gravel roads in the County
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	and questions regarding distribution of funds to EC Riders.
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**10:38am** – The Chairperson closed public comment.

County Auditor/Treasurer Denise Snyder met with the Board to discuss matters concerning her department.

Action #16 - It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve hiring a part-time employee to work up to 16 hours per week in the Auditor/Treasurer's Office in preparation for the upcoming retirement of a Deputy Auditor Tax II in July 2022.

Denise Snyder led a discussion regarding a lease agreement for Crime Victim Services.

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

### **Resolution #17 – 7/20/21**

**WHEREAS** Kanabec County supports the Crime Victims Services program through matching required grant funding; and

**WHEREAS** the Kanabec County Auditor Treasurer recommends clarification of the in-kind grant match components of the grant agreement;

**BE IT RESOLVED** that the Kanabec County Board of Commissioners hereby approves the Crime Victims Services Agreement as written.

Al Skramstad met with the Board to discuss changes to Ordinance #27: Hours of Sale for On-Sale Intoxicating Liquor.

Action #18 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to conduct a public hearing to consider changing the legal time for serving alcohol on Sundays to 8:00am in County Ordinance #27.

Future Agenda Items: None.

Gerald McCabe met with the Board to discuss the taxation of decks built on mobile homes and campers. Assessor Tina Diedrich – Von Eschen clarified that taxes are assessed on all decks, including those attached to mobile homes. If the mobile home has a license plate and tabs, the deck would not be assessed unless its value exceeds \$10,000.

**11:10am** – The Board took a five minute break.

Deputy Auditor Property & Tax Roberta Anderson met with the Board to discuss a request from John & Andrea Gruenhagen for a permanent easement across tax forfeit parcel

#07.01700.00- Outlot D in order to ensure that they will continue to have access to their property in the event that the parcel were to sell in the future. The Board expressed consensus to leave the tax forfeit parcel and Outlot D “as-is” and not sell said parcel/outlot in order to allow all three adjoining landowners to continue to access their properties.

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

Action #19 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to recess the Board Meeting at 11:35am to a time immediately following the Drainage Authority Board.

The Kanabec County Drainage Authority Board met at 11:35am on Tuesday, July 20, 2021 pursuant to adjournment with the following Board Members present: Gene Anderson, Rick Mattson, Dennis McNally, Craig Smith, and Les Nielsen. Family Services Director Chuck Hurd presented the Family Services Board Agenda.

Chad Gramentz presented the inspection reports and preliminary cost estimates for County Ditch 2 and County Ditch 10. The next step is to have a public hearing on feasibility and cost. The Board expressed consensus to hold a Public Works Committee Meeting on July 28<sup>th</sup> at 1pm and to schedule a public hearing.

**11:57am** – Les Nielsen left the meeting.

The Board expressed consensus to schedule a Public Hearing for the Drainage Authority Board on August 17<sup>th</sup> at 6:30pm in the Jailing Training Room.

Action #20 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to adjourn the Drainage Authority Board at 12:01pm.

The Board of Commissioners reconvened.

Chad Gramentz presented a new potential policy to help improve traffic safety, titled Rural Through/STOP Intersections. The Board expressed consensus for the County Attorney and MCIT to review the policy before its approval.

Chad Gramentz gave an update on road construction. Information only, no action was taken.

Action #21 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to adjourn the meeting at 12:20pm and to meet again in regular session on Tuesday, August 3, 2021 at 9:00am.

*Signed* \_\_\_\_\_

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

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