

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

July 6, 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 6, 2021 pursuant to adjournment with the following Board Members present on-site: Gene Anderson, Rickey Mattson, Dennis McNally, Craig Smit, and Les Nielsen. Absent: None. Staff present on-site: County Coordinator Kris McNally 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 Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the agenda with the following changes: Add Highway 23 Coalition sign request under other discussion.

Action #2 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the June 15, 2021 minutes as presented.

Action #3 – Craig Smith introduced a motion to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Consolidated Communications	1,149.46
E C Riders	1,702.14
Kanabec County Auditor HRA	12,000.00
Kanabec County Audit-Treas	8,117.13
McNally, Dennis	4,474.02
Minnesota Energy Resources Corp	5,785.50
VISA	2,715.09
East Central Energy	172.93
McClellan, Karen	500.00
Schafer, Jeff	500.00
Kanabec County Aud-Treas	260.00
E C Riders	9,155.15
Kanabec County Auditor HRA	48,018.00
City of Braham	500.00

Steffen, Todd	575.00
CW Technology	1,279.40
MNPEIP	7,375.52
Quadient Finance USA, Inc.	4,005.05
Spire Credit Union	8,389.72
East Central Energy	1,322.97
Jones, Willis	500.00
Mora Municipal Utilities	1,113.26
Schafer, Jeff	75.00
Card Services (Coborns)	45.08
Dearborn national Life Insurance Co	810.07
Health Partners	6,528.20
Life Insurance Company of North America	945.90
MNPEIP	157,038.02
Sun Life Financial	4,089.59
The Hartford Priority Accounts	2,249.98
VSP Insurance Co	310.40
31 Claims Totaling:	<u><u>\$291,702.58</u></u>

The motion was seconded by Les Nielsen and the following voted:

IN FAVOR: Gene Anderson, Rick Mattson, Craig Smith, Les Nielsen

OPPOSED: None

ABSTAIN: Dennis McNally

Whereupon the motion was passed.

Action #4 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to approve the following claims on the funds indicated:

Revenue Funds

<u>Vendor</u>	<u>Amount</u>
Ace Hardware	58.95
Ace Hardware	52.98
Advanced Correctional Healthcare	165.00
American Solutions for Business	4,635.51
American Solutions for Business	3,756.92
Anne M Carlson Law Office, PLLC	867.00
Anoka County Corrections	840.00
Arbogast, Allyn	20.00
ArchKey Technologies	2,123.67
Aspen Mills	733.38

Aspen Mills	554.24
Bina & Guptil, LLC	390.26
Braham Motor Service Inc	101.36
Central MN Council on Aging	1,520.00
CES Imaging	104.38
Curtis, Michael	1,739.07
DKN Construction	8,607.00
East Central Exterminating	240.00
East Central Regional Library	78,671.50
Environmental Systems Research Institute	5,831.96
Eric Hanson Consulting	5,539.17
Fairview Health Services	109.00
Grainger	226.36
Granite City Jobbing Company	120.01
Handyman's Inc	252.48
Hirsch, Autumn	100.00
Hoefert, Robert	1,373.90
Holcomb, Lisa	89.60
IAEMD	55.00
Ingebrand Funeral Home	430.00
Innovative Office Solutions, LLC	864.49
ITSAVVY	19.70
Jamar Company	2,995.00
Kanabec County Community Health	20.00
Kanabec Publications	673.05
MAAP	10.00
MACAI Shortcourse	190.00
Manthie, Wendy	1,514.24
Marco	91.00
Marco	116.64
Marco	159.00
Matthew Bender, LexisNexis	238.10
Mattson, Jean	92.92
McFadden, Barbara	75.00
MEI Total Elevator Solutions	126.63
Michael Keller, Ph.D, L.P.	1,300.00
Minnesota County Recorder Assoc.	100.00
MN Counties Insurance Trust	184.00
MNCCC Lockbox	45.00
MNCCC Lockbox	45.00
Mora Area Chamber	400.00
Mora Chevrolet Buick	735.29
Mora Municipal Utilities	284.54

Motorola Solutions	13,564.05
Northland Process Piping Inc	13,666.38
Novus Glass	175.00
Oak Gallery	14.54
Office Depot	66.19
Office Depot	177.34
Office Depot	72.56
Office Depot	81.11
Office Depot	115.36
PD's Embroidery	391.86
Prophoenix Corporation	595.00
Prophoenix Corporation	595.00
Quadient Leasing	2,086.20
Quill	39.58
Rupp, Anderson, Squires & Waldspurger, PA	1,307.65
Rupp, Anderson, Squires & Waldspurger, PA	471.50
Salmela, Terry	86.20
Schiferli, Kelsey	75.00
Schmidt, Jane	76.68
SHI	656.00
Stellar Services	189.87
Summit Food Services Management	11,150.10
Sunshine Printing	63.20
Tactical Solutions	510.00
Van Alst, Lillian	699.44
Visser, Maurice	1,469.83
Watch Guard	10,000.00
Watch Guard	490.00
Zamora, Ray	296.14
82 Claims Totaling:	<u><u>\$ 188,770.08</u></u>

Road & Bridge

<u>Vendor</u>	<u>Amount</u>
Ace Hardware	226.74
Auto Value	2,665.21
Beaudry	18,417.15
Bjorklund	4,023.78
Boyer Trucks	198.67
Campbell, Gary	300.00
Central McGowan	262.43
Chamberlain	389.96

East Central Solid Waste	10.00
Federated Co-ops	2,492.20
Hancock Concrete	5,283.20
Johnson Hardware	32.76
Kanabec County Highway Department	115.00
Kanabec Publications	405.30
Midway Iron	1,303.95
Midwest Machinery	1,667.25
North Central International	642.36
Northern Safety	124.53
Novus Glass	300.00
Nuss Truck Equipment	379.18
Oak Gallery	35.11
Olson Power & Equipment	332.90
Oslin Lumber	190.20
Sanitary Systems	280.00
Timmer Implement	50.00
Trueman Welters	76,486.72
USIC	30.00
Wiarcom	675.30
Ziegler	578.64

29 Claims Totaling: \$ 117,898.54

Action #5 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to recess the meeting at 9:09am to a time immediately following the Community Health Board.

The Kanabec County Community Health Board met at 9:09am on Tuesday, July 6, 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.

Action #CH6 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the Community Health Board Agenda as presented.

Community Health Director Kathy Burski gave the Director’s Report.

Action #CH7 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the following resolution:

Resolution #CH7 – 7/6/21

Central Minnesota Council on Aging Grant Resolution

WHEREAS, Kanabec County Community Health has been a recipient of Title III grant funding from the Central Minnesota Council on Aging for the Public Health Nurse Clinic; and

WHEREAS, Kanabec County Community Health is in possession of the Request For Proposal for Central Minnesota Council on Aging for the continuation of the Title III grant, and

WHEREAS, the Community Health Director recommends applying for the continuation grant for seniors being served through these programs.

THEREFORE BE IT RESOLVED to approve the Kanabec County Community Health Director to apply for the continuation grant for the Title III funds from Central Minnesota Council on Aging and to accept the grant and sign the Agreement if it is awarded.

Action #CH8– It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #CH8 – 7/6/21
Radiological Emergency Preparedness Grant resolution

WHEREAS, Kanabec County is located within 50 miles of a nuclear power plant and eligible to apply for Radiological Emergency Preparedness Grant funding and,

WHEREAS, the Radiological Emergency Preparedness (REP) Grant Program provides necessary direction, coordination, guidance, and assistance to support a county level ingestion zone response to an incident at a Minnesota nuclear power plant, and

NOW THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners approve the Kanabec County Community Health Director to apply for the Radiological Emergency Preparedness Grant to prepare for a radiological incident for the total allocation and to accept the funds and sign the contract upon approval of the grant.

Action #CH9 – It was moved by Rick Mattson, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #CH9 – 7/6/21
Timber Trails Public Transit’s Title VI Program resolution

WHEREAS, Kanabec County – Timber Trails Public Transit under Title VI of the Civil Rights Act of 1964, is committed to a Title VI Program that prohibits discrimination in its transit program based on race, color or national origin.

WHEREAS, Kanabec County – Timber Trails Public Transit’s Title VI Program, as stated in the transit system’s annual management plan application, requires the following compliance elements:

- Notification to the public of their rights under Title VI of the Civil Rights Act
- A complaint process and complaint form
- A list of transit-related Title VI investigations, complaints and lawsuits
- A chart of the minority status of members of decision making boards and committees
- A public involvement program
- A language assistance plan to ensure reasonable access to information for those with limited English proficiency;

NOW THEREFORE BE IT RESOLVED that Kanabec County-Timber Trails Public Transit will follow the Title VI Program compliance elements to ensure all passengers and staff are treated equally.

BE IT FURTHER RESOLVED that Kanabec County – Timber Trails Public Transit authorizes the Health & Human Services Director and Transit Director to implement and oversee compliance of Kanabec County – Timber Trails Public Transit’s Title VI Program.

Action #CH10 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve 64 claims totaling \$22,332.91 on Community Health Funds.

Action #CH11 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to adjourn Community Health Board at 9:35am and to meet again on August 3, 2021 at 9:05am.

The Board of Commissioners reconvened.

Environmental Services Supervisor Teresa Wickeham met with the County Board to discuss noxious weeds in the County. Information only, no action was taken.

Environmental Services GIS Technician Ryan Carda met with the County Board to present the Comprehensive Land Use Plan RFP results, proposed service agreement, and preliminary plan.

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

Resolution #12 -7/6/21

WHEREAS the Kanabec County Board of Commissioners initiated the process to update the existing Kanabec County Comprehensive Land Use Plan; and

WHEREAS a Request for Proposals (RFP) was advertised in various newspapers, on the County’s website, and on the AMC website; and

WHEREAS two firms responded to the RFP by the deadline and were vetted by the Public Works Director, Environmental Services Supervisor, Environmental Services/GIS Technician, a Commissioner, and the County Coordinator; and

WHEREAS the firm Hoisington Koegler Group Inc. is recommended to facilitate the planning process as described in the RFP and subsequent service agreement;

THEREFORE BE IT RESOLVED that the service agreement with Hoisington Koegler Group Inc. is hereby approved; and the Board Chair and County Coordinator are authorized to sign the agreement on behalf of Kanabec County.

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

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

Resolution #13 – 7/6/21

SAP 033-610-019, SP 3301-36, 2021 Ogilvie Watermain Improvements

WHEREAS the following bids were received on June 29, 2021 for roadway and watermain Improvements:

Northern Lines Contracting	\$2,635,574.60
Gladen Construction Inc	\$2,746,621.40
Forest Lake Contracting Inc	\$2,883,510.96
Douglas-Kerr Underground LLC	\$3,185,841.21

WHEREAS the lowest responsible bid was \$2,635,574.60 submitted by Northern Lines Contracting, and

WHEREAS a complete bid abstract was presented before the Board and included herein, and

WHEREAS the Minnesota Department of Transportation has given concurrence on said bids and has given authorization to award the contract, and

WHEREAS the City of Ogilvie, by resolution, has recommended award to the low bidder and has agreed to pay for all costs related to 2021 Ogilvie Watermain Improvements and its share of sidewalk included in SAP 033-610-019, and

WHEREAS said resolution was presented before the Board and is included herein, and

WHEREAS the City of Ogilvie has requested a reimbursement schedule for its non-grant portion of sidewalk included in SAP 033-610-019 totaling \$28,000 to be paid in two installments of \$14,000 each due on July 15, 2022, and July 15, 2023 respectively, and

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners accepts the bid of \$2,635,574.60 submitted by Northern Lines Contracting for roadway and watermain improvements, and

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

BE IT FURTHER RESOLVED that Kanabec County agrees to the reimbursement schedule for the City of Ogilvie’s non-grant portion of sidewalk included in SAP 033-610-019 totaling \$28,000 to be paid in two installments of \$14,000 each due on July 15, 2022, and July 15, 2023 respectively.

Kanabec County Agricultural Society Treasurer Kathi Ellis met with the County Board to request the use of County equipment and donated time of heavy equipment operator(s) for the 2021 Kanabec County Fair.

The Board expressed consensus to donate the use of County Public Works equipment for the 2021 Kanabec County Fair.

Public Works Director Chad Gramentz gave a construction update. Information only, no action was taken.

10:29am – The Chairperson called for public comment. Those that responded included:

Kathi Ellis	Comments regarding the proposed Comprehensive Plan committee.
Rhonda Olson	Comments on the recent Knife Lake Township Meeting regarding the proposed Dollar General.

10:34am – The Chairperson closed public comment.

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

Resolution #14 – 7/6/21
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	\$849.74
Quality Disposal	\$7,697.40
Arthur Township	\$500.00
Total	\$9,047.14

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

Resolution #15 - 7/6/21

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

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

WHEREAS, the Kanabec County Sheriff’s Office is attempting to mitigate the impact of COVID-19 in the Jail Facility and comply with CDC congregate living space standards by maximizing the distance between housed inmates; and

WHEREAS the jail’s existing camera system is technologically outdated and unable to be expanded to meet the COVID mitigation needs; and

WHEREAS, investing in jail infrastructure is an allowable capital expense under the American Rescue Plan-Coronavirus Local Fiscal Recovery Fund;

BE IT RESOLVED that the Kanabec County Board of Commissioners approves the expenditure request to purchase and install a new camera system in the Kanabec County Jail Facility using American Rescue Plan-Coronavirus Local Fiscal Recovery Funds.

Information Systems Director Lisa Blowers met with the County Board to address Commissioners questions on technology aspects of teleworking. Lisa Blowers and Kris McNally will prepare a list of costs related to teleworking and bring it back to the Board for further discussion.

Dennis McNally led a discussion regarding the proposed changes to the Waste Tire Ordinance. Dennis McNally, Barbara McFadden and Craig Smith will meet on Friday, July 9th to make further updates to the ordinance and bring it back to the Board for further discussion.

Kris McNally led a discussion regarding the transfer of assets from Welia Health to Kanabec County. Information only, no action was taken.

Rick Mattson led a discussion regarding the creation of an Emergency Reserve Fund. Information only, no action was taken.

The Board expressed consensus for the revenue related to the transfer of assets from the privatization of Welia Health to be deposited into the General Reserve Fund.

Kris led a discussion regarding the LELS Local 106 notice of desire to negotiate. Information only, no action was taken.

The Commissioners gave reports on the boards and committees in which they participate.

Future agenda items: Chad Gramentz, County Ditch Petition Follow Up

Kris McNally led a discussion regarding a request from the Highway 23 Coalition to place a sign in Kanabec County.

Action #16 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to authorize the Highway 23 Coalition to place a sign in Kanabec County at a location to be determined by County Coordinator Kris McNally and Public Works Director Chad Gramentz.

Action #17 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to close the meeting at 11:51am pursuant to the Open Meeting Law, MN Statute §13D.03 to consider strategy for labor negotiations, including negotiation strategies or developments and discussion and review of labor negotiation proposals, conducted pursuant to sections §179A.01 to §179A.25. Those present during the closed portion of the meeting included Commissioners Gene Anderson, Rickey Mattson, Dennis McNally, Craig Smith and Les Nielsen; as well as County Coordinator & Personnel Director Kristine McNally.

Action #18 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to re-open the meeting at 12:31pm.

A brief discussion on the status of the Knife Lake Parcel C sale was held. The sale's closing is pending. Information only, no action was taken.

Action #19 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to adjourn the meeting at 12:33pm and to meet again in regular session on Tuesday, July 20, 2021 at 9:00am.

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

Attest: _____
Board Clerk