

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

June 1, 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, June 1, 2021 pursuant to adjournment with the following Board Members present on-site: Gene Anderson, Rickey Mattson, Dennis McNally, and Craig Smith. Absent: Les Nielsen. 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 Craig Smith, seconded by Dennis McNally and carried unanimously to approve the agenda with the following changes: Change item #6 to Request to Approve Purchase Agreement for Knife Lake Parcel C.

Action #2 – It was moved by Dennis McNally, seconded by Rickey Mattson and carried unanimously to approve the May 18, 2021 minutes as presented.

9:03am – Les Nielsen arrived.

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

<u>Vendor</u>	<u>Amount</u>
Kanabec County Auditor-Treas	9,337.67
Chamberlain Oil	3,688.72
East Central Energy	1,302.33
Kollar, Randy	500.00
Munsterteiger, Duane	500.00
Schumacher, Ed	500.00
Braham Public Schools	79,851.51
East Central School District	28,977.02
Hinckley-Finlayson Schools	29,918.67
Isle Public Schools	19,622.12
Kanabec County	176,970.57
Milaca Public Schools	7,371.83

Mora Public Schools	1,487,918.49
Ogilvie Public Schools	237,963.45
Pine City Public Schools	307.60
Chamberlain Oil	45.32
East Central Energy	215.93
Mora Municipal Utilities	2,462.99
Dearborn National Life Insurance Co	771.00
Health Partners	6,251.58
Life Insurance Company of North America	945.90
MNPEIP	165,593.46
Sun Life Financial	4,101.77
The Hartford Priority Accounts	2,241.92
VSP Insurance Co	322.24

25 Claims Totaling: \$2,267,682.09

Action #4 – It was moved by Rickey Mattson, seconded by Craig Smith and carried unanimously to approve the following claims on the funds indicated:

Revenue Funds

<u>Vendor</u>	<u>Amount</u>
Association of MN Counties	75.00
Ann Lake Watershed Alliance	3,106.35
CW Technology	1,281.40
CW Technology	79.00
Curtis, Michael	1,173.57
Fish Lake Improvement Association	4,203.85
G & N Enterprises	2,539.10
Hoefert, Robert	1,141.06
ITSAVVY	512.78
Jamar Company	561.00
Kanabec County Records Office	46.00
Kanabec Soil & Water Cons.	101.00
Kanabec County Agricultural Society	80.00
Kanabec County Agricultural Society	240.00
Marco	477.00
Manthie, Wendy	897.68
MNCCC Lockbox	1,800.00
MNCCC Lockbox	1,837.50
Metropolitan Mechanical Contractors	8,682.46
Novus Glass	260.00
O'Brien, Pat	90.12
Office Depot	61.16

Office Depot	159.98
Peterson, Ronald	89.00
Premium Waters	23.96
Meinen, Ron	4,893.37
Sawatzky, Fred	78.36
Seelen, Daniel	15.00
Sunshine Printing	63.20
Summit Companies	1,370.75
Snake River Watershed Management Board	24,072.00
Thomason, Swanson & Zahn	86.50
Van Alst, Lillian	44.20
Visser, Maurice	796.71
Webb, Kim	80.00
35 Claims Totaling:	<u><u>\$ 61,019.06</u></u>

Road & Bridge

<u>Vendor</u>	<u>Amount</u>
Brock White Company	2,993.40
Broehl, David	585.00
Federated Co-ops	40.98
Fluegge's Ag	1,821.40
Granite Electronics	49.50
Kanabec County Highway Department	77.00
Knife River	683.95
MN Dept of Transportation	224.72
North Central International	1,917.70
Office Depot	71.99
Stegeman, Jesse	35.94
Zarnoth Brush Works	1,242.80
12 Claims Totaling:	<u><u>\$ 9,744.38</u></u>

County Coordinator Kris McNally presented a 2021 Budget Update. Information only, no action was taken.

Action #5 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to recess the meeting at 9:05am to a time immediately following the Community Health Board.

The Kanabec County Community Health Board met at 9:05am on Tuesday, June 1, 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 #CH6 – It was moved by Dennis McNally, seconded by Les Nielsen 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 Les Nielsen and carried unanimously to approve spending up to \$16,500 for the D2L Brightspace for Learning Management System to be reimbursed by the Regional Prevention Coordination (RPC) Grant.

Community Health Director Kathy Burski gave an updated regarding the COVID-19 Pandemic and ongoing vaccination efforts. Information only, no action was taken.

Kathy Burski led a discussion regarding Resolution #13-5/5/20. The Board expressed consensus to allow Kathy Burski to spend over \$1,000 with approval from the Board Chair for costs that cannot wait for full board approval.

Action #CH8– It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the payment of 62 claims totaling \$62,493.80 on Community Health Funds.

Action #CH9 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to adjourn Community Health Board at 9:27am and to meet again on July 6, 2021 at 9:05am.

The Board of Commissioners reconvened.

Community Health Director Kathy Burski met with the Board to present the Timber Trails Public Transit 2022 Operating Grant.

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

Resolution #10 – 6/1/21
Year 2022 Public Transit Operating Grant

BE IT RESOLVED that Kanabec County enters into an Agreement with the State of Minnesota to provide public transit service in Kanabec County.

BE IT FURTHER RESOLVED that the Kanabec County agrees no local share will be required for the operating grant agreement, and up to 20 percent local share of the total capital costs.

BE IT FURTHER RESOLVED that the Kanabec County agrees to provide 100 percent of the local share necessary for expenses that exceed funds available from the State.

BE IT FURTHER RESOLVED that the Kanabec County authorizes the Kanabec County Community Health Director and the Transit Director to execute the Agreement and any amendments.

Barbara Chaffee, Tricia Biagaouette, Leslie Wojtowicz, Dina Wuronos, and Diana Ristamaki from Central Minnesota Jobs and Training (CMJTS) met with the Board via WebEx to give an annual update. Information only, no action was taken.

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

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

Resolution #11 - 6/1/21

WHEREAS, Kanabec County supports efforts to establish an organization to coordinate efforts to develop and provide joint response to critical incidents or high risk entries where there is risk of criminal violence, occurring within and outside of the jurisdictions listed below; and

WHEREAS, the City of Braham, City of Cambridge, City of Isanti, and County of Isanti wish to work with Kanabec County Sheriff's Department to establish the Rum River Special Response Team (RRSRT) to accomplish this goal, and

WHEREAS, a Joint Powers Agreement of the Rum River Special Response Team has been provided to formalize the participation in accomplishing said goal;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners approves the Joint Powers Agreement of the Rum River Special Response Team and authorizes the Board Chair, Sheriff and County Coordinator to sign said document on behalf thereof.

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

Resolution #12 - 6/1/21

BE IT RESOLVED to approve and authorize the Chairperson to sign the State of Minnesota Annual County Boat & Water Safety Grant Agreement, grant #R29G70CGBLA19 in the amount of \$3,895.00 for the state fiscal year 2021 ending June 30, 2022.

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

Resolution #13 - 6/1/21

WHEREAS Kanabec County Ordinance #34 requires Animal Control enforcement duties; and

WHEREAS MN Statute 347.50 requires Dangerous Dog enforcement duties; and

WHEREAS North Metro Animal Care and Control offers highly trained and specialized services on a 24/7 basis to assist Kanabec County Law Enforcement with said duties;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves entering into the agreement with North Metro Animal Care and Control and authorizes the Sheriff and County Coordinator to sign said agreement.

County Coordinator Kris McNally led a discussion regarding an Engagement Agreement with Clifton Larson Allen for the American Rescue Plan.

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

Resolution #14 - 6/1/21

WHEREAS, the American Rescue Plan- Corona Virus Local Fiscal Recovery Fund guidance is complex; and

WHEREAS, staff wishes to utilize the professional services of Clifton Larson Allen, LLP up to a maximum of \$4,000 to provide consultation on American Rescue Plan- Corona Virus Local Fiscal Recovery Fund matters on an as needed basis; and

WHEREAS Clifton Larson Allen, LLP agrees to provide those services; and

WHEREAS the consultant fees are eligible for American Rescue Plan- Corona Virus Local Fiscal Recovery Fund reimbursement;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners approves the agreement and authorizes the Board Chair to sign said document.

10:30am – The Chairperson called for public comment three times. None responded.

10:30am – The Chairperson closed public comment.

Gene Anderson led a discussion regarding consideration to rescind Resolution #13 – 5/5/20.

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

Resolution #15 - 6/1/21

WHEREAS, Resolution #13-5/5/20 was originally intended to be temporary in response to the COVID-19 pandemic; and

WHEREAS the County has not experienced drastic revenue reduction as a result of the pandemic; and

WHEREAS the Commissioners desire to take strategic steps to resume normal operations including, but not limited to, filling budgeted vacancies as soon as possible;

BE IT RESOLVED that Resolution #13-5/5/20 is rescinded effective immediately.

County Coordinator Kris McNally led a discussion regarding requests from the I.S. Department.

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

Resolution #16 - 6/1/21

WHEREAS, Resolution #13 – 5/5/20 requires Commissioner approval of purchases of any item costing \$1,000 or more, whether previously budgeted for or not, with the exclusion of regular maintenance items; and

WHEREAS, the Information Systems Department has budgeted purchases in excess of \$1,000 necessary to conduct operations in 2021; and

WHEREAS, the Information Systems Director is seeking authorization to proceed with the following purchases: Microsoft Licensing for \$6,720.00.

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners approves the I.S. Director's request to purchase said items.

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

Resolution #17 - 6/1/21

WHEREAS, Kanabec County supports the transition to DOTGov, and

WHEREAS, Kanabec County wants to move forward with the domain address as KanabecCountyMN.gov;

BE IT RESOLVED that the County Board authorizes the DOTGov Domain Registration.

County Coordinator Kris McNally led a discussion regarding the requested revisions to Policy A-103 Building Use.

Action #18 – It was moved by Craig Smith, second by Rickey Mattson and carried unanimously to approve Building Use Policy A-103 as presented.

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

Welia CEO Randy Ulseth met with the Board to give an update on Welia Health. Information only, no action was taken.

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

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

Resolution #19 -6/1/21

WHEREAS, the State of MN is requesting approval of Cooperation Agreement with State of MN, MDVA authorizing CVSO Erica Bliss, as point-of-contact (POC) for MDVA Homeless Registry Program, and

WHEREAS, the CVSO is in support of this agreement, and

WHEREAS, the County Attorney has reviewed and approved the agreement language,

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves the presented State of MN-Cooperation Agreement for the Homeless Registry Program and further authorizes CVSO Erica Bliss to sign said agreement.

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

Action #20 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #20 - 6/1/21

Liquor & Tobacco Licenses

WHEREAS the Kanabec County Auditor/Treasurer has recommended the following applications for liquor and tobacco licenses, and

WHEREAS the applications were complete, included all necessary documentation, appear in accordance with County Policies and the facility owners are in good standing with the County;

BE IT RESOLVED to approve the following license applications:

**LIQUOR/BEER/ TOBACCO LICENSE RENEWALS 2021-2022
KANABEC COUNTY BOARD - JUNE 1, 2021**

Establishment	LIQUOR	BEER	TOBACCO
Braham Moose Lodge 1544	Club/Sun	-	-
Captain Dans' Crow's Nest	On/Off/Sun	-	Yes
Mauer Fish Lake Restaurant & Bar	On/Off/Sun	-	-
Northwoods Steakhouse	On/Sun	-	-
Ogilvie Raceway	Wine/SB/On/Sun	On	-
Firepit Bar & Grill	On/Sun	-	-
Springbrook Golf Course	On/Sun	-	-
Eagles Cove Resort	On/Sun	-	-

ReMaxx Select Owner & Broker Lonnie Ness met with the Board to present an offer on Knife Lake Parcel C.

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

Resolution #21 – 6/1/21

WHEREAS as on 10/20/20 the Kanabec County Board of Commissioners approved advertising the sale of county fee-owned parcel #10.00450.10 “Parcel C” located on Salmonson’s RiverRoad with approximately 2.60 deed acres +- and approximately 210 feet of lakeshore on Knife Lake, and

WHEREAS the advertising and sale process were conducted pursuant to MN Statute 373.01, and

WHEREAS no sealed bids for said parcel were received on or before 3:30p.m. on November 13, 2020, and

WHEREAS the parcel was then listed with ReMaxx Select, Inc. following an RFP process, and

WHEREAS a responsible offer, exceeding the statutory minimum of \$165,000 was submitted on 5/28/21 by Philip and Heather Smith in the amount of \$182,900;

BE IT RESOLVED that the Kanabec County Board of Commissioners hereby accepts the offer of \$182,900 submitted by Philip and Heather Smith contingent upon their acceptance of the County's counter-offer language changes;

BE IT FURTHER RESOLVED that the County Coordinator is authorized to proceed with working with ReMaxx Select, Inc. for the collection of payments and fees, preparation of a quit claim deed, and executing all required documents to complete the land sale transaction;

BE IT FURTHER RESOLVED that the Board Chair is authorized to sign all closing documents on behalf of Kanabec County;

BE IT FURTHER RESOLVED that the proceeds from the sale of this parcel will be credited to 01-061-000-0000-5920.

Action #22 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to adjourn the meeting at 11:38am and to meet again in regular session on Tuesday, June 15, 2021 at 9:00am.

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

Attest: _____
Board Clerk