

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

November 16, 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, November 16, 2021 pursuant to adjournment with the following Board Members present on-site: Gene Anderson, Rick Mattson, Dennis McNally, Craig Smith, and Les Nielsen. Absent: None. Staff present on-site: County Coordinator Kris McNally 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 Craig Smith and carried unanimously to approve the agenda with the following changes: Add consideration of Kanabec County Public Health Department’s Mandatory COVID-19 Vaccination Policy to Agenda Item #7.

Action #2 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the November 2, 2021 minutes as presented.

Action #3 – Carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Ann Lake Twp	29,095.48
Arthur Twp	84,718.36
Braham Public Schools	47,954.78
Brunswick Twp	54,181.58
City of Braham	16,503.61
City of Grasston	6,528.23
City of Mora	530,282.27
City of Ogilvie-Clerk	49,492.31
City of Quamba	18,132.63

Comfort Twp	49,014.53
Comm of Finance-Treas Div	179.76
East Cent. Reg Dev Commission	9,633.28
East Central School District	15,920.27
Ford Twp	31,884.01
Grass Lake Twp	34,308.07
Haybrook Twp	24,599.59
Hillman Twp	24,650.80
Hinckley-Finlayson Schools	17,670.51
Isle Public Schools	12,671.65
Kanabec County	111,019.29
Kanabec Twp	32,914.45
Knife Lake Improvement District	14,072.86
Knife Lake Twp	48,464.29
Kroschel Twp	15,495.31
Milaca Public Schools	4,962.79
Mora Public Schools	1,075,539.07
Ogilvie Public Schools	149,761.01
Peace Twp	52,925.01
Pine City Public Schools	11.04
Pomroy Twp	37,082.71
Southfork Twp	15,882.33
St Paul Port Authority	1,917.39
Whited Twp	31,408.03
Kwik Trip Inc	10,718.29
Minnesota Dept of Finance	6,456.00
MNPEIP	6,928.68
Mora Municipal Utilities	17,137.96
Quadient Finance USA, Inc.	1,510.76
Spire Credit Union	10,918.56
East Central Energy	89.03
Gorman, Daniel	500.00
Heitke, Gordon	500.00
Sharkov, Deyan	500.00
Telander, Jon & Trisha	500.00
Dearborn National Life Insurance Co	810.07
Health Partners	6,343.86
Life Insurance Company of North America	917.70

MNPEIP	154,184.82
Sun Life Financial	4,023.48
The Hartford Priority Accounts	2,195.04
VSP Insurance Co	304.48
Consolidated Communications	1,130.85
Kanabec County Auditor HRA	3,003.66
Midcontinent Communications	219.06
Office of MN.IT Services	1,338.65
Verizon Wireless	1,254.73
Chamberlain Oil	666.47
Cole, Chuck	4,114.46
East Central Energy	189.99
Card Services (Coborn's)	70.76

60 Claims Totaling: \$2,885,404.66

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

Revenue Fund

Vendor	Amount
A and E Cleaning Services	525.00
AT&T Mobility	929.40
AT&T Mobility	44.67
American DataBank	29.95
Anoka County Corrections	280.00
Coborn's Inc	9.60
Clifton Larson Allen LLP	3,495.45
Coon, Susan	15.03
Curtis, Micahel	532.75
East Central Exterminating	125.00
East Central Exterminating	125.00
East Central Solid Waste Commission	130.00
ECM Publishers	286.50
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
Glen's Tire	36.51
Glen's Tire	984.00

Grainger	24.93
Granite City Jobbing Co	69.91
HelpSystems	394.37
Hoisington Koegler Group Inc.	11,470.60
Holcomb, Lisa	60.48
J.J. Keller & Associates	484.01
Jamar Company	9,783.00
Johnsons Hardware	534.87
Johnsons Hardware	156.04
Kanabec County Environmental Services	180.00
Kanabec County Soil & Water	5,000.00
Kanabec Publications	42.50
Kanabec Publications	152.69
Kanabec Publications	597.00
Kanabec Publications	234.50
Kanabec Publications	19.69
Kapinos, Cynthia	17.45
Manthie, Wendy	810.88
Marco	3,216.80
Marco	159.00
Marco	134.68
MCAA	325.00
McKesson Medical Surgical	1,246.15
McKinnis & Doom PA	187.00
McKinnis & Doom PA	51.00
McKinnis & Doom PA	85.00
McKinnis & Doom PA	246.50
McKinnis & Doom PA	110.50
Michael Keller, Ph.D., L.P.	650.00
Midcontinent Communications	263.27
Milaca Chiropractic Center	80.00
Minnesota Monitoring	186.00
Minnesota Pollution Control Agency	60,949.12
North Central Bus & Equipment	84.70
Office Depot	249.01
Office Depot	14.86
Office Depot	235.42
O'Reilly Auto Parts	159.51

Quality Disposal Systems	24.15
Quality Disposal Systems	394.21
Quality Disposal Systems	199.35
Recovering Hope Treatment Center	509.95
RELX Inc. DBA Lexis Nexis	189.08
RS Eden	6.80
River Valley Forensic Services, P.A.	750.00
Stellar Services	102.08
Streicher's	151.20
St. Cloud Stamp & Sign	49.97
Summit Companies	1,208.00
Summit Companies	1,208.00
Summit Food Service Management	7,791.59
Tinker & Larson	1,178.35
Tinker & Larson	631.32
Van Alst, Lillian	92.40
71 Claims Totaling:	<u><u>\$ 127,696.79</u></u>

Road & Bridge

<u>Vendor</u>	<u>Amount</u>
A & E Cleaning Services	1,050.00
Ace Hardware	248.45
Aramark	373.40
Auto Value	2,240.09
Bjorklund	457.40
Blum Sand and Gravel	75.15
Brock White Company	1,052.20
Central Pension Fund	204.10
Currie, Michael	145.00
Dultmeier Sales	293.22
Federated Co-ops	99.98
Fluegge's Ag	110.00
Glens Tire	1,385.00
Gopher State One-Call	32.40
Hass Construction	5,427.06
Houston Engineering	9,062.44
Johnson Hardware and Rental	687.24
Kanabec County Highway Department	39.75

Kwik Trip	14.32
Marco	312.38
Morton Salt	3,615.05
Northern States Supply	36.74
Novus Glass	205.00
Office Depot	233.50
Owens Auto Parts	124.46
Pomp's Tire Service	6,909.56
Premier Asphalt	27,279.33
Quality Disposal	164.25
Ray's Gravel	458.33
RTVision	3,000.00
Summit Companies	174.00
Uline	486.88
WiarCom	675.30

33 Claims Totaling: \$ 66,671.98

Action #5 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to recess the meeting at 9:07am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:07am on Tuesday, November 16, 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 #FS6 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the Family Services Board Agenda as presented.

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

Action #FS7 – It was moved by Les Nielsen, seconded by Rick Mattson and carried unanimously to approve the payment of 125 claims totaling \$154,565.35 on Welfare Funds.

Action #FS8 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to adjourn Family Services Board at 9:15am and to meet again on Tuesday, December 21, 2021 at 9:05am.

The Board of Commissioners reconvened.

County Coordinator Kris McNally led a discussion regarding the future capital improvement fund.

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

Resolution #9 -11/16/21

WHEREAS the Kanabec County Board of Commissioners hereby intends to demolish the old jail facility in 2022, and

WHEREAS parcel 22.02835.00 located at 330 Forest Avenue East, Mora, MN 55051 was initially acquired as part of the jail expansion project, and

WHEREAS parcel 22.02835.00 was sold by the County in 2021, and

WHEREAS the Board of Commissioners believes it is an appropriate use of the funds related to the sale of parcel 22.02835.00 to fund the demolition of the old jail;

THEREFORE BE IT RESOLVED that \$95,000 from the sale of capital assets from the sale of parcel 22.02835.00 be transferred to the future capital improvement fund for the intended purpose of the old jail facility demolition in 2022.

County Coordinator Kris McNally led a discussion regarding the proposed FY2022 Budget and Levy. Information only, no action was taken.

County Coordinator Kris McNally led a discussion regarding the upcoming retirement of the Kanabec County Probation Director Todd Eustice in January 2022. County Personnel staff and Judge Hiljus will collaborate on the development of the process to fill the vacancy. Information only, no action was taken.

Rise Inc. Director of Programs and Services Mike Harper met with the board to discuss the 2022 lease agreement to utilize space in the Public Services Building. Discussion was held regarding the types of services Rise Inc. provides and the benefits of working in close proximity to county public services.

Action #10 – Craig Smith introduced the following resolution and moved its adoption:

Resolution #10 - 11/16/21

WHEREAS the Rise, Inc. utilizes space in the Public Services Building, and

WHEREAS the annual lease agreement is due for renewal,

BE IT RESOLVED that the Kanabec County Commissioners approve the attached lease agreement for one year effective January 1, 2022 ending December 31, 2022 and rate increase from \$175 per month to \$180 per month for Rise, Inc. for FY 2022.

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

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

OPPOSED: Dennis McNally

ABSTAIN: None

Whereupon the resolution was declared duly passed and adopted.

University of Minnesota Regional Extension Director Susanne Hinrichs met with the board to discuss the agreement for providing Extension programs locally and employing Extension staff.

Action #11 – Les Nielsen introduced the following resolution and moved its adoption:

Resolution #11-11/16/21

WHEREAS the University of Minnesota provides Extension programs locally and employs Extension staff through funding by the taxpayers in Kanabec County; and

WHEREAS Kanabec County desires to continue offering these programs at this time; and

WHEREAS the Kanabec County Board of Commissioners has budgeted these programs for FY 2022;

BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves the agreement with the University of Minnesota for Providing Extension Programs Locally and Employing Extension Staff and authorizes the Board Chair, County Attorney, and County Coordinator to sign said agreement.

The motion for the adoption of the foregoing Resolution was duly seconded by Dennis McNally and upon a vote being taken thereon, the following voted:

IN FAVOR THEREOF: Gene Anderson, Dennis McNally, Craig Smith, Les Nielsen

OPPOSED: None

ABSTAIN: Rick Mattson

Whereupon the resolution was declared duly passed and adopted.

10:00am – A Public Hearing was held to discuss proposed changes to Waste Tire Ordinance No. 11.

A notice of public hearing was posted in the courthouse lobby, on the county website, and in the Kanabec County times on November 4, 2021. County Coordinator Kris McNally read the following public notice aloud:

**KANABEC COUNTY BOARD OF COMMISSIONERS
NOTICE OF PUBLIC HEARING
INTENT TO AMEND ORDINANCE NO. 11 WASTE TIRE ORDINANCE**

NOTICE IS HEREBY GIVEN that the Kanabec County Board of Commissioners intends to amend the existing Waste Tire Ordinance No. 11, which regulates the establishment, construction, modification, ownership, or operation of waste tire facilities, and the storage, use, processing and disposal of waste tires and waste tire products in Kanabec County.

A public hearing will be held on this matter during a Regular Board Meeting on the 16th day of November, 2021 at 10:00am in Meeting Rooms 3 & 4 of the Courthouse. Please see the Kanabec County website at www.kanabecounty.org for more details.

For further information, contact the office of the Kanabec County Coordinator at 679-6440 or coordinator@co.kanabec.mn.us

Environmental Services/GIS Technician Ryan Carda led a discussion regarding the addition of language to specify the number of waste tires allowed on personally owned property.

10:11am – The Chairperson called for public comment regarding Ordinance No. 11 Waste Tire. Those that responded included:

Peter Ripka	Comments regarding the use of split tires for
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	agricultural purposes.
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County Coordinator Kris McNally read a letter of public comment submitted on November 15, 2021 by Ronald Peterson.

10:31am – The Chairperson closed public comment.

The Board continued discussion regarding the use of waste tires on agricultural properties. Discussion was also held regarding ordinance should include the original date of adoption, all dates of amendment, and the effective date of the most recent amendment.

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

Resolution #12 - 11/16/21

Waste Tire Ordinance No. 11

BE IT RESOLVED that the Kanabec County Board of Commissioners does hereby ordain the following amended ordinance:

ORDINANCE #11, Regulating Waste Tires and Used Tires

Subdivision 1. Purpose. This ordinance regulates waste tires and used tires, the establishment, construction, modification, ownership, or operation of waste tire facilities, and the storage, use, processing and disposal of waste tires and waste tire products in Kanabec County; and further regulates used tires, and the establishment, construction, modification, ownership, or operation of sites in which used tires are stored, collected, kept, or deposited in Kanabec County.

Subdivision 2. Definitions.

- 2.1 "County Board" means the Kanabec County Board of Commissioners.
- 2.2 "Zoning Administrator" means the Kanabec County Zoning Administrator.
- 2.3 Unless otherwise denoted, all other terms shall have the definitions given by Minnesota Agency Rules 9220.0210 and other sources incorporated therein by reference.

- 2.4 "Tire" means a pneumatic tire or solid tire.
- 2.5 "Waste Tire" means a tire that is no longer suitable for its original intended purpose because of wear, damage, or defect.
- 2.6 "Tire-derived products" means the usable materials produced from the chemical or physical processing of a waste tire, including tire shreds and tire crumbs. "Tire-derived products" does not include manufactured consumer products including but not limited to, cow mats, door mats and mulch rings.
- 2.7 "Used Tire" means any tire that is no longer mounted on a vehicle or airplane, is suitable for its original intended purpose, and is not a "waste tire," as defined in 2.5.
- 2.8 "Vehicle" means every device in, upon, or by which any person or property is or may be transported or drawn upon a highway, excepting devices moved by human power or used exclusively upon stationary rails or tracks.
- 2.9 "Tire retailer" means any business registered with the Minnesota Secretary of State which is actively engaged in the retail sale of new or used tires for use on vehicles or airplanes, operating out of a permanent structure open for and catering to the general public.

Subdivision 3. Waste Tire Facility Permit Required.

- 3.1 Except as provided in 3.2, no person may do any of the following within Kanabec County without obtaining and possessing a valid Waste Tire Facility Permit from the Minnesota Pollution Control Agency and the Kanabec County Board of Commissioners:
 - 3.1.1 Store, process or dispose of waste tires or tire-derived products;
or
 - 3.1.2 Establish, construct, modify, own or operate a waste tire facility.
- 3.2 Exclusions. The following persons are not required to obtain a Waste Tire Facility Permit:
 - 3.2.1 A registered and trademarked retail tire seller who is located in

Kanabec County for the retail selling site if no more than 500 waste tires are kept on the business premises;

- 3.2.2 A permitted landfill operator with less than 500 waste tires stored above ground at the permitted site for 90 days or less.
- 3.2.3 A person using waste tires for agricultural purposes, if the waste tires are kept on the site of use and are cut and split, or, if not split, no more than 500 tires on site and if said property changes to a non-agricultural use, then waste tires must be removed within 120 days; or
- 3.2.4 A person conducting abatement activities under an abatement order or stipulation agreement entered into under part 7035.8020 of Minnesota Agency Rules. This exemption does not exempt the person from the duty to obtain a waste tire facility permit for activities other than the abatement action.
- 3.2.5 A person storing 12 waste tires or less, on property owned or occupied by the person.

Subdivision 4. Issuance of Waste Tire Facility Permit.

- 4.1 A Waste Tire Facility Permit may be issued to an applicant who does all of the following:
 - 4.1.1 Submits an application to the Zoning Administrator on an approved form accompanied by an application fee, which shall be established by the County Board by resolution.
 - 4.1.2 Files with the Zoning Administrator a copy of the permit issued by the Minnesota Pollution Control Agency, or properly and adequately demonstrates that the applicant has Permit by Rule status with the Minnesota Pollution Control Agency.
 - 4.1.3 Demonstrates compliance with all applicable zoning and use ordinance.
- 4.2 All facilities shall have an approved fire plan on record with the Kanabec County Environmental Services from the local fire official.

Subdivision 5. Terms and Conditions of Waste Tire Facility Permit. Permits shall be valid for one year from the date of issuance or until the license From Minnesota Pollution Control becomes invalid, whichever occurs first.

Subdivision 6. Tire Shreds.

- 6.1 The use of tire-derived products as lightweight fill or for other engineering benefits for Township and County projects and Township, County or State Roads/Highways is permitted only when used in compliance with MN DOT standards and Minn. Stat §115A.912, Subd. 4.
- 6.2 A tire shred permit may be issued to an applicant who files with the Zoning Administrator a copy of the permit issued by the Minnesota Pollution Control Agency, or properly and adequately demonstrates that the applicant has Standing Beneficial Use status with the Minnesota Pollution Control Agency.
- 6.3 A permit or inspection verification from the Minnesota Pollution Control Agency and a Kanabec County permit is required for all tire shred projects.
- 6.4 The use of tire-derived products for an aggregate substitute or as light weight fill on driveways and field roads will be allowed if it is an engineered design and the data shows a need for their use. The use of tire shreds for any other purposes, such as retaining wall backfill, soil stabilization, foundation insulation, and storm water storage is not allowed unless approved by the Kanabec County Board of Commissioners and a permit is issued.
- 6.5 Under no circumstances will shredded tires be permitted to be placed below the normal groundwater elevation.
- 6.6 All projects shall have an approved fire plan provided by the local fire official included with their permit application.

Subdivision 7. Tire Shreds Driveway/Field Road Specifications and Inspection.

- 7.1 Specifications:
 - Maximum finished top width: 20 feet
 - Maximum bottom width of shredded tire fill: 26 feet
 - Maximum thickness of shredded tires: 3 feet

- Minimum cover over tire shreds: 1.5 feet granular fill and 0.5 feet of Class 5 aggregate
- Finished side slopes: 3:1
- Tire fill side slopes: 1:1
- Shredded tires must be encapsulated in an approved geotextile fabric and placed above the normal ground water elevation

7.2 Shredded tires must:

- 80% by weight pass a 6" screen
- Be free of oil, grease, and other contaminants
- Have metal fragments firmly attached and 98% embedded to the tire material
- Have at least one (1) sidewall severed from the face of the tire

7.3 Project must be engineer designed and prepared by an engineer licensed by the State of Minnesota.

7.4 Project must show that there is an engineering need for the use of waste tire material.

7.5 Inspections:

7.5.1 Inspection will be conducted by the Kanabec County Engineer or representative. Inspections will require a 24 hour advance notice from the installer.

7.5.2 The following inspections are required:

7.5.2.1 Review and approval of plan.

7.5.2.2 Inspection of trench prior to placement of geotextile.

7.5.2.3 Inspection of geotextile and tire shreds prior to placement of cover material.

7.5.2.4 Inspection of finished project.

Subdivision 8. Used Tires.

8.1 Except as provided in 8.4 and 8.5, no person may store, process, sell, or dispose of used tires, or establish, construct, modify, own, or operate a used

tire business or facility, without obtaining a used tire permit from the County.

- 8.2 Used tires shall be collected, stored, kept, or deposited on a site only in accordance with this ordinance.
- 8.2 Used tires must be inventoried and marketed in substantially the same fashion as a new tire is inventoried and marketed. Any permitted used tire business, facility, or site must be able to provide satisfactory evidence that a used tire market exists, and that the used tires stored or maintained at the permitted premises are in fact being marketed.
- 8.4 A used tire permit is required for any business, facility, or site on which more than 500 used tires are collected, stored, kept, processed, or deposited, unless exempt from permitting under 8.5.
- 8.5 Notwithstanding 8.4 a used tire permit is not required for any tire retailer that collects, stores, keeps, processes, or deposits less than 5,000 used tires on site (see 2.9 for reference).
- 8.6 A used tire permit may be issued to an applicant who submits all of the following information to Kanabec County Environmental Services:
 - 8.6.1 An application to the Zoning Administrator on an approved form accompanied by an application fee, which shall be established by the County Board by resolution.
 - 8.6.2 A map depicting the site and location of the used tires to be collected, stored, or deposited.
 - 8.6.3 An approved fire plan from the local fire official.
 - 8.6.4 The name and contact information for the owner of the site.
 - 8.6.5 The applicant must demonstrate compliance with all applicable requirements in the zoning and use ordinance.
- 8.7 Used tire permits shall be valid for one year from the date of issuance by Kanabec County Environmental Services.

Subdivision 9. Applicability to existing facilities.

- 9.1 All waste and used tire businesses, facilities and sites in existence on the effective date of this ordinance are required to apply for and obtain County permits as required under the provisions of this ordinance within 6 months of the effective date of this ordinance.

Subdivision 10. Penalties.

- 10.1 In addition to any civil remedy available, the violation of any provision of this ordinance shall constitute a misdemeanor, punishable by a maximum penalty of a \$1,000.00 fine or 90 days imprisonment, or both.
- 10.2 After notification and failure to terminate and abate the operation, each day of operation subsequent to the initial charge shall constitute a separate offense.

Subdivision 11. Effective Date.

Adopted on July 13th, 1988 with an effective date of September 1st, 1988.

A one-year interim waste tire ordinance approved on December 8th, 2010.

Amended on September 28th, 2011 with an effective date of November 1st, 2011.

Amended on November 16th, 2021 with an effective date of January 1st, 2022.

10:39am – The Chairperson called for public comment. Those that responded included the following:

Rhonda Olson	Comments regarding her seat on the Planning Commission.
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10:41am – The Chairperson closed public comment.

10:41am – The Board took a five minute recess.

10:46am – The Board reconvened.

County Sheriff Brian Smith met with the 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 – 11/16/21
Medical Examiner Contract

WHEREAS the terms of the contract with River Valley Forensic Services, P.A. expire December 31, 2021, and

WHEREAS River Valley Forensic Services, P.A. has agreed to contract for services in 2022; 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 1, 2022 for a term ending December 31, 2022.

County Sheriff Brian Smith presented the quarterly Sheriff's Report. Information only, no action was taken.

County Attorney Barbara McFadden met with the Board to present two Joint Powers Agreements with the Minnesota Bureau of Criminal Apprehension for approval.

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

Resolution #14 – 11/16/21

**RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS
AGREEMENTS WITH THE COUNTY OF KANABEC ON BEHALF OF ITS COUNTY
ATTORNEY AND SHERIFF**

WHEREAS, the County of Kanabec on behalf of its County Attorney and Sheriff desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal

justice data communications network for which the County is eligible. The Joint Powers Agreements further provide the County with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Kanabec, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Kanabec on behalf of its County Attorney and Sheriff are hereby approved.

2. That the **Sheriff, Brian Smith**, or his or her successor, is designated the Authorized Representative for the Sheriff. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

3. That the **County Attorney, Barb McFadden**, or his or her successor, is designated the Authorized Representative for the County Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

4. That Gene Anderson, the Chair of the County of Kanabec, and Kris McNally, the County Board Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

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

Resolution #15 – 11/16/21

RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE COUNTY OF KANABEC ON BEHALF OF ITS PROBATION OFFICE

WHEREAS, the County of Kanabec on behalf of its **Probation Office** desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the County is eligible. The Joint Powers Agreements

further provide the County with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Kanabec, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Kanabec on behalf of its Probation Office are hereby approved.

2. That the Director, Todd Eustice, or his successor, is designated the Authorized Representative for the Probation Office. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

3. That Gene Anderson, the Chair of the County of Kanabec, and Kris McNally, the County Board Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

Deputy Auditor Property & Tax met with the Board to discuss two applications for repurchase.

Action #16 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the repurchase request for Parcel 06.00715.00, Lucille Rodin.

Action #17 - It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the repurchase request for Parcel 10.00050.00, Judy Salmonson.

Public Health Director Kathy Burski and Transit Director Helen Pieper met with the board to request purchasing a bus.

Action #18 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the purchase of an Elkhart Coach – EC11Gas from North Central Bus & Equipment Inc. for \$94,544.00.

Community Health Director Kathy Burski met with the County Board to discuss the Federal Vaccine Mandate for Public Health Employees.

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

Resolution #19 - 11/16/21

WHEREAS, the Kanabec County Board of Commissioners has authority to establish county personnel policies; and

WHEREAS, the U.S. Department of Health and Human Service’s Interim Final Rule with Comment Period on Omnibus COVID-19 Health Care Staff Vaccination (42 CFR 484.70(d)) has issued mandatory vaccine requirements for employees in the Public Health Department with limited exceptions; and

WHEREAS, the Kanabec County Public Health Department’s Mandatory COVID-19 Vaccination Policy has been prepared in consultation with the County’s labor attorney and the Public Health Director; and

WHEREAS, the County Human Resources Department recommends the adoption of new policy to comply with the U.S. Department of Health and Human Service’s Interim Final Rule with Comment Period on Omnibus COVID-19 Health Care Staff Vaccination (42 CFR 484.70(d));

THEREFORE BE IT RESOLVED, Kanabec County shall adopt the Kanabec County Public Health Department’s Mandatory COVID-19 Vaccination Policy effective 11/16/21.

HR Specialist Kim Christenson met with the Board to present the evaluation results for two job descriptions.

Action #20 – Les Nielsen introduced the following resolution and moved its adoption:

Resolution #20 - 11/16/21

Computer Technician II Evaluation

WHEREAS the board did by Resolution #21 – 11/02/21 refer the position of Computer Technician II the pay plan consultant for review, and

WHEREAS the board has been presented with the results of that study;

BE IT RESOLVED to accept the following ranking for the “Computer Technician II” position, which results in Pay Range 10:

Category	Rank	Points
Qualifications	q46	100
Decisions	d23	43

Problem Solving	p14	55
Relationships	r13	48
Effort A	ea6	5
Effort B	eb11	12
Hazards	h17	13
Environment	n5	8
TOTAL POINTS		284

The motion for the adoption of the foregoing Resolution was duly seconded by Dennis McNally and upon a vote being taken thereon, the following voted:

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

Whereupon the resolution was declared duly passed and adopted.

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

Resolution #21 - 11/16/21

Chief Deputy Recorder

WHEREAS Kanabec County Policy P-106, Section IV.A. calls for a reevaluation of all county job classifications on a three year rotation, and

WHEREAS the Chief Deputy Recorder position was placed on the rotation schedule for 2021, and

WHEREAS the HR Specialist has submitted updated job description and physical analysis to the wage consultant at MRA for evaluation, and

WHEREAS the wage consultant has examined and evaluated the job description and recommends the grade for the above job title increase one level;

Category	Old Rating Grade 9			New Rating Grade 7	
	Rank	Points		Rank	Points
Qualifications	Q34	69		Q34	69
Decisions	d23	43		D16	36
Problem Solving	p10	41		p10	41

Relationships	r18	64		R13	48
Effort A	Ea5	4		Ea5	4
Effort B	eb12	17		eb12	17
Hazards	H2	5		H2	5
Environment	N5	8		N5	8
TOTAL POINTS		251			228

BE IT RESOLVED that it is the decision of the county board to accept the changes to the job descriptions and approve the wage consultants recommendations, and

BE IT FUTHER RESOLVED to accept the ranking for the “Chief Deputy Recorder” position, which results in Pay Range 7, and

BE IT FURTHER RESOLVED that this change is effective January 1, 2022.

Information Systems Director Lisa Blowers met with the board to present a request to fill a new position in her department.

Action #22 – Les Nielsen introduced the following resolution and moved its adoption:

Resolution #22 - 11/16/21

WHEREAS there is a new position of an Computer Technician II, and

WHEREAS the board desires to fill this position;

BE IT RESOLVED that the County Board authorizes the Information Systems Director and the County Personnel Director to hire a Computer Technician II to fill the position at Step A, Range 10 of the pay plan which is \$21.48 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, and

BE IT FURTHER RESOLVED to authorize the Information Systems Director and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

The motion for the adoption of the foregoing Resolution was duly seconded by Dennis McNally and upon a vote being taken thereon, the following voted:

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

Whereupon the resolution was declared duly passed and adopted.

County Auditor/Treasurer met with the board to request approval of a liquor & tobacco license for The Crows Nest LLC.

Action #23 – Craig Smith introduced the following resolution and moved its adoption:

Resolution #23 - 11/16/21

WHEREAS the Kanabec County Auditor/Treasurer has received applications for On & Off-Sale, Sunday Liquor and Tobacco licenses from Lucienne Olson of The Crows Nest LLC located at 2743 MN-65, Mora;

WHEREAS the applications are complete, included all necessary documentation, appears in accordance with County Policies and licensing requirements and the application is in good standing with the County;

WHEREAS the establishment located at this address presently operates with these licenses;

BE IT RESOLVED to approve the On & Off-Sale, Sunday Liquor and Tobacco Licenses for The Crows Nest LLC located at 2743 MN-65, Mora, and will become effective the date of closing.

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

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

Whereupon the resolution was declared duly passed and adopted.

Action #24 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to adjourn the meeting at 12:05pm and to meet again in regular session on Tuesday, December 7, 2021 at 9:00am.

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

Attest: _____
Board Clerk