

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

October 19, 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, October 19, 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. Staff present via WebEx: County Attorney Barbara McFadden

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 Les Nielsen and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to approve the October 5, 2021 Minutes as presented.

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

Paid Bills

<u>Vendor</u>	<u>Amount</u>
Kwik Trip Inc	11,061.38
Midcontinent Communications	245.07
Minnesota Department of Finance	5,603.50
Mora Municipal Utilities	17,972.47
Verizon Wireless	3,943.33
Heins, Kevin	500.00
Minnesota Department of Finance	24.00

Minnesota Department of Health	1,530.00
Consolidated Communications	1,130.85
Kanabec County Auditor HRA	6,000.00
Midcontinent Communications	187.58
Minnesota Department of Finance	1,597.37
Minnesota Energy Resources Corp	7,854.74
VISA	107.22
Barnick, Loren	500.00
East Central Energy	85.56
Minnesota Department of Finance	1,882.50
City of Mora	1,450.46
East Central Regional Development Commission	6.63
Mora Public Schools	1,755.35
Card Services (Coborns)	58.54
21 Claims Totaling:	<u>\$63,496.55</u>

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

Revenue Funds

<u>Vendor</u>	<u>Amount</u>
American DataBank	127.25
AT&T Mobility	930.94
AT&T Mobility	44.89
Auto Value	7.98
Auto Value	23.94
Axon Enterprise Inc.	2,876.99
Bob Barker	177.52
Bureau of Criminal Apprehension	120.00
CliftonLarsonAllen	29,811.25
CliftonLarsonAllen	350.00
Coborn's Inc.	1,233.21
Curtis, Michael	884.56
Daniels Health	420.00
East Central Exterminating	125.00
East Central Exterminating	125.00
ECM Publishers	301.00

FBG Service Corporation	584.80
FBG Service Corporation	6,410.24
Glen's Tire	65.61
Glen's Tire	695.84
Glen's Tire	1,442.53
Grainger	161.96
Grainite City Jobbing Co	1,264.04
Handyman's Inc	365.40
Handyman's Inc	573.64
Hirsch, Autumn	359.58
Hunter, Robb	276.24
Industrial Health Services Network Inc	45.90
Ingebrand Funeral Home	430.00
Johnsons Hardware	7.99
Jacobs, Tim	87.36
Kanabec County Auditor-Treasurer	400.00
Kanabec County Highway Dept	161.23
Kanabec Publications	58.00
Kanabec Publications	420.00
Kanabec Publications	180.00
Kanabec Publications	396.31
Kanabec Publications	980.00
Manthie, Wendy	738.64
Marco	3,216.80
Marco	134.68
Marco	159.00
Marco	5,944.00
Matthew Bender, LexisNexis	238.10
MCIS	7,931.00
Minnesota Dept. of Labor & Industry Financial Services Office	50.00
MNCCC LockBox	12,920.50
MRA	101.25
Northstar Computer Forms, Inc.	153.62
Office Depot	179.21
Office Depot	142.69
Office of MNIT Services	1,338.65

Owens Auto Parts	86.52
Pieri, Jessica	178.82
Quality Disposal	394.21
Quality Disposal	199.35
Quality Disposal	24.15
RELX Inc. DBA LexisNexis	189.08
River Valley Forensic Services, P.A.	250.00
Rupp, Anderson, Squires & Waldspurger, PA	1,340.14
Schmitt, Kelly	149.30
Schmitt, Kelly	617.84
St. Cloud Stamp & Sign	97.81
State of Minnesota - BCA	560.00
State Of Minnesota Public Safety BCA	270.00
Stellar Services	128.24
Summit Companies	1,763.00
Summit Companies	177.50
Summit Food Service Management	3,897.00
Summit Food Service Management	3,828.06
Tierney	1,338.64
Tinker & Larson	176.00
Tinker & Larson	227.13
Tuorila Consulting	450.00
Van Alst, Lillian	30.24

75 Claims Totaling: \$ 102,547.37

Road & Bridge Fund

<u>Vendor</u>	<u>Amount</u>
A & E Cleaning Services	1,250.00
Auto Value	2,671.35
Central Pension Fund	204.00
Corrpro	1,650.00
Federated Co-ops	186.57
Glens Tire	709.22
Gopher State One-Call	28.35
Grainger	43.64
Hass Construction	1,439.74

J.R. Oil	50.00
Kanabec County Coordinator	132.51
Kanabec County Highway Department	46.95
Kwik Trip	8.10
Marco	312.38
MN Dept of Transportation	373.48
M-R Sign	44,567.92
Northpost	2,618.35
Nuss Truck	268.88
Office Depot	272.76
Oslin Lumber	7.25
Owens Auto Parts	1,567.48
Power Plan	3,285.00
Quality Disposal	164.25
Schiferli, Kevin	69.99
Trueman Welters	297.69
USIC Locating Services	30.00
WiarCom	1,350.60
Widseth Smith Nolting	3,606.50
28 Claims Totaling:	<u>\$ 67,212.96</u>

Action #5 - It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to recess the meeting at 9:03am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:03am on Tuesday, October 19, 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 Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the Family Services Board Agenda as presented.

Community Supports Unit Supervisor Katie Heacock met with the County Board to present 5 year trends for Aging, Disability and Mental Health Services. Information only, no action was taken.

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

Action #FS7 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the following resolution:

Resolution #FS7 – 10/19/21
Expert Witness Agreement

WHEREAS, Kanabec County Family Services is need of a consultant/expert witness and

WHEREAS, Consultant Amelia Opager is willing and qualified to provide the services needed by the County, and

WHEREAS, Kanabec County Family Services Director requests the Board approve the Consulting Agreement with Amelia Opager.

THEREFORE BE IT RESOLVED that the Kanabec County Family Services Board approves the Consulting Agreement with Amelia Opager effective immediately.

Action #FS8 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the following resolution:

Resolution #FS8 – 10/19/21
Children's Respite Services Grant Amendment

WHEREAS, Kanabec County Family Services has funding available for Children's Mental Health Respite Care services for families with children who are experiencing an emotional disturbance, with or without a case manager, and

WHEREAS, the State of Minnesota has determined that additional time and funds are necessary to fulfill the Children's Respite grant recitals, and

WHEREAS, Kanabec County Family Services Director requests the Board approve the amendment to the Children's Respite Services Grant Agreement which includes the expiration date being extended to June 30, 2022; promoting and ensuring equal access to all youth with an emotional disturbance (ED) or severe emotional disturbance (SED) and their families; the addition of quarterly reports for the extended grant period; the authorization to use funds for any BRASS codes identified in Attachment A- Budget or Attachment A-1 Budget; and the total compensation will not exceed \$8965.00.

THEREFORE BE IT RESOLVED that the Kanabec County Family Services Board approves the Amendment to the Children’s Mental Health Respite Services grant through the Minnesota Department of Human Services in the amount of \$8965.00 for the grant period April 1, 2020 through June 30, 2022 and approves the Family Services Director to sign said Amendment.

Action #FS9 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the payment of 115 claims totaling \$205,304.93 on Welfare Funds.

Action #FS10 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to adjourn Family Services Board at 9:26am and to meet again on Tuesday, November 16, 2021 at 9:05am.

The Board of Commissioners reconvened.

State Senator Jason Rarick met with the County Board for a Legislative Update and Q&A with Commissioners. Topics discussed included expert witness agreements, the need for four-lane roads in the county, DNR land purchases & PILT, welfare reform, childcare, broadband, and the Knife Lake rest area.

County Coordinator Kris McNally led a discussion regarding Merit System Certification.

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

Resolution #11 - 10/19/21

Establishment of a Merit System of Personnel Administration

WHEREAS, Minn. Stat. §375.56 – 375.71 were enacted by the Minnesota Legislature authorizing Minnesota counties to establish a Personnel Administration System; and

WHEREAS, the Kanabec County Board of Commissioners adopted the County Personnel Act pursuant to Minn. Stat. §375.56 – 375.71 on July 12, 1995, and

WHEREAS, the Board of Commissioners previously adopted and appointed members to a Personnel Board of Appeals, whereby three members are currently appointed to serve staggered terms pursuant to Minn. Stat. §375.56 – 375.71.

NOW, THEREFORE, BE IT RESOLVED that Kanabec County is in substantial compliance with the Federal Standards for a Merit System of Personnel Administration (5 CFR

Part 900); and that Kanabec County has met all the Merit System of Personnel Administration and the County Personnel Act (Minn. Stat. §375.56 – 375.71) requirements; and that all personnel services will be provided by the Human Resources Specialist and County Coordinator.

BE IT FURTHER RESOLVED that the effective date for the implementation and establishment of a Merit System of Personnel in Kanabec County is January 1, 2022.

County Coordinator Kris McNally led a discussion regarding the renewal of building lease agreements with Nemeth Orthodontics and Rice Inc.

Action #12 – Les Nielsen introduced the following resolution and moved its adoption:

Resolution #12 - 10/19/21

WHEREAS the Nemeth Orthodontics utilizes space in the Courthouse Building, and

WHEREAS the annual lease agreement is due for renewal,

BE IT RESOLVED that the Kanabec County Commissioners approve the attached lease agreement and rate increase from \$110 per month to \$125 per month for Nemeth Orthodontics for FY 2022.

The motion for the adoption of the foregoing resolution was duly seconded by Craig Smith 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.

The board expressed consensus to table the 2022 lease renewal with Rise Inc. pending further info from Rise including services they provide, county equipment used, etc.

10:14am – The Board took a three minute recess.

10:17am – The Board reconvened.

EDA Director Heidi Steinmetz met with the County Board to present a proclamation to proclaim October 2021 as Minnesota Manufacturing Month in Kanabec County.

Action #13 – Rick Mattson introduced a motion to proclaim October 2021 as Minnesota Manufacturing Month in Kanabec County. The motion was seconded by Les Nielsen and 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.

10:30am – The Chairperson called for public comment. Those that responded included:

Micah Rogers	Thank you to Commissioners and invitation to Friendship Church.
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10:32am – The Chairperson closed public comment.

Chuck Cole met with the County Board to discuss Resolution #21 – 5/18/21 and further action needed to construct a driveway on his property.

HR Specialist Kim Christenson met with the County Board to discuss insurance renewals.

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

Resolution #14 – 10/19/21

WHEREAS the county offers health insurance to its employees, and

WHEREAS the current contract with Minnesota Public Employees Insurance Program expires December 31, 2021, and

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the county health insurance from Minnesota Public Employees Insurance Program, and

WHEREAS the county did receive a quote for health insurance plans from Minnesota Healthcare Consortium, and

WHEREAS the Insurance Committee has recommended switching to the Minnesota

Healthcare Consortium health insurance plans January 1, 2022;

NOW THEREFORE BE IT RESOLVED to reject the 2021 renewal notice from Minnesota Public Employees Insurance Program and cancel the health insurance contract with Minnesota Public Employees Insurance Program effective December 31, 2021; and

BE IT FURTHER RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and sign a 2 year contract with Minnesota Healthcare Consortium and offer the following health insurance plans at the following rates:

Medica Passport Plan	Proposed Rates	
	Single	Family
\$850 Deductible	\$676.05	\$1,804.71
\$2,000 Deductible	\$589.27	\$1,573.06

Medica Elect Plan	Proposed Rates	
	Single	Family
\$850 Deductible	\$628.72	\$1,678.38
\$2,000 Deductible	\$548.02	\$1,462.95

The Board reviewed the new insurance rates for 2022 for the Local 363 health insurance. Information only, no action was taken.

Action #15 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #15a – 10/19/21

LTD INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the voluntary long term disability coverage, and

WHEREAS the proposed rates are unchanged from the current contract, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the voluntary Long Term Disability Insurance Contract with The Hartford.

Resolution #15b – 10/19/21

DENTAL INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the voluntary Dental Insurance, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to approve an agreement with Health Partners for employee voluntary dental insurance for the January 1, 2022 through December 31, 2022 contract year.

Resolution #15c – 10/19/21

SHORT TERM DISABILITY INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the voluntary short term disability coverage, and

WHEREAS the proposed rates are unchanged from the current contract, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the voluntary Short Term Disability Insurance Contract with Dearborn National.

Resolution #15d – 10/19/21

VISION INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the voluntary vision coverage, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the voluntary Vision Insurance with VSP pool plan.

Resolution #15e – 10/19/21

ACCIDENT, CRITICAL ILLNESS, & HOSPITAL INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the voluntary Accident Insurance, Critical Illness Insurance, and Hospital

Insurance, and

WHEREAS the proposed rates are unchanged from the current contract, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the voluntary Accident Insurance, Critical Illness Insurance, and Hospital Insurance with Cigna.

HKGi Consultant Lance Bernard and Environmental Services/GIS Technician Ryan Carda met with the County Board to present and update regarding the 2022 Comprehensive Plan. Information only, no action was taken.

Environmental Services/GIS Technician Ryan Carda met with the County Board to discuss proposed changes to Ordinance #11, Waste Tire. Two additional changes were added to the recommended Ordinance #11 revisions by Board consensus:

- Under Section 9.1- insert “6 months”
- Under Section 8.5- Add “See section 2.9 for reference”

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

Resolution #16 – 10/19/21

WHEREAS, the majority of the revisions to Ordinance #11- Waste Tire have been reviewed and recommended for approval by the Kanabec County Planning Commission, and

WHEREAS subsequent additional revisions have come from the County Attorney’s Office, and

WHEREAS, the Kanabec County Board of Commissioners is in agreement with the recommended proposed revisions, and

WHEREAS, the adoption of revisions to an ordinance requires a public hearing,

BE IT RESOLVED to bring the revisions to Ordinance #11 to a public hearing for further consideration.

Deputy Auditor Property and Tax met with the County Board to discuss two applications for repurchase and setting prices for the 2021 tax forfeit land sale.

Action #17 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the repurchase request for Parcel 21.00440.00, Joshua Nestrud/Stonecrest Income & Opp Fund.

Action #18 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the repurchase request for Parcel 01.00445.00, Paul Viney Jr.

The Board reviewed the tax forfeit land sale information packet to determine minimum bids.

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

Resolution #19 – 10/19/21

WHEREAS Roberta Anderson, Deputy Auditor & Tax has presented the Kanabec County Board of Commissioners with a recommended list of parcels to be included in a tax forfeited property sale;

BE IT RESOLVED to set the minimum bids for the tax forfeited property sale as follows:

Tract	Township	PID	Section	Legal Description	Acres	Conditions	Min Bid
1	Arthur	02.04900.00	24	Spring Brook Estates, Lot 20 Block 3	1.00		\$15,000.00
2	Bruswick	03.00185.50	3	Pt NW1/4 of SW 1/4, S 320' of W 390'	2.87	Recent fire	\$27,200.00
3	Ford	05.00340.00	8	NE1/4 of NW1/4 of NW1/4 & N1/2 of SE1/4 of NW1/4 of NW1/4	15.00		\$53,100.00
4	Ford	05.01040.00	28	S1/2 of N1/2 of S1/2 of NW1/4, subj to easements of record	20.00		\$32,000.00
5	Haybrook	07.00105.20	4	NE1/4 of SW1/4	40.00		\$21,000.00
6	Haybrook	07.00130.00	4	N1/4 of NW 1/4 of SW1/4	10.00		\$7,000.00
7	Haybrook	07.00145.00	4	N1/2 of S1/2 of SW1/4 of SW1/4	10.00		\$9,000.00
8	Haybrook	PT 07.00650.00	17	NW1/4 of SW1/4 (only), (part of 200.00 acre parcel)	40.00		\$36,000.00
9	Kanabec	09.00265.30	5	Pt NE1/4 of NE1/4, N 660' of E 660'	10.00		\$19,200.00

10	Kroschel	11.01510.00	36	S1/2 of NW1/4 of NW1/4	20.00		\$35,300.00
11	Peace	12.01135.30	2	W1/2 of NE1/4 of NW1/4 of NW1/4 subj to hwy easement	5.00		\$21,600.00
12	Peace	12.01825.00	32	Pt Govt Lot 1, (full legal on file), 2764 Hwy 65, Mora MN	0.85		\$40,600.00
13	Peace	12.02285.00	6	Plan of Warman, Lot 6, Block 3 ex hwy r/w	0.16		\$1,900.00
14	Pomroy	13.00605.00	12	NE1/4 of NW1/4	40.00	DNR review	\$42,700.00
15	Pomroy	13.00910.00	19	Govt Lot 2 (peninsula, all wetlands per Teresa)	30.38	DNR review	\$53,800.00
16	Pomroy	13.01010.10	22	W1/2 of SW1/4	80.00	Access issues	\$75,600.00
17	Pomroy	13.01365.00	29	Pt SW1/4 of SW1/4, N 350' thereof ex W 60' of N 350' for hwy	10.39		\$23,200.00
18	Southfork	14.01365.10	31	NW1/4 of NE1/4 of NW1/4, subj to hwy easement	10.00		\$29,700.00
19	Whited	15.00175.00	7	NW1/4 of SE1/4	40.00	DNR review	\$74,500.00
20	Whited	15.00450.30	12	SW1/4 of NW1/4 ex hwy r/w easement	39.17	Mold issues & furniture left	\$207,000.00
21	Whited	15.01250.20	25	N1/2 of N1/2 of NE1/4 of SE1/4 lying S of RR r/w	9.93		\$22,200.00
22	City of Grasston	21.00460.00	12	John Runquists 2nd addn to Grasston, Lot 1, Block 7	0.16		\$1,900.00
23	City of Mora	22.01075.00	11	Aud Subd #3, Pt Lot 45, 601 2nd St, Mora MN	0.41	Car in yard, furnishings left	\$61,300.00
24	City of Ogilvie	23.00350.00	35	Ogilvie Plat, Lot 1, Block 2, 209 Hill Ave N, Ogilvie MN	0.16	Large assessment for cleanup	\$21,400.00

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

Resolution #20 – 10/19/21

WHEREAS Roberta Anderson, Deputy Auditor & Tax has presented the Kanabec County Board of Commissioners with a recommended list of parcels to be included in a tax forfeited property sale; and

WHEREAS these tax forfeited parcels were previously offered for sale and no offers met the required minimum bids;

BE IT RESOLVED to reduce the minimum bid amounts by 50% for the following tax forfeited parcels that were previously offered for sale:

Tract	Township	PID	Section	Legal Description	Acres	Conditions	Previous Min Bid	Min Bid
25	Brunswick	03.01140.00	14	Pt SW1/4 of NE1/4 (former Station 65 Gas), 1361 Hwy 65 Mora	1.75	Underground tanks need removal per EPA	\$20,000.00	\$10,000.00
26	Grass Lake	06.01765.00	26	Pt NW1/4 of SW1/4, N 250' of W 160' of E 350', 2621 115 Ave, Braham	.91		\$7,500.00	\$3,750.00
27	Haybrook	07.01175.40	27	NE1/4 of SW1/4 of NE1/4 incl/subj to easement on file	10.00	landlocked	\$20,000.00	\$10,000.00
28	Haybrook	07.01175.50	27	W1/2 of N1/2 of SW1/4 of NE1/4 incl/subj to easement	10.00	landlocked	\$15,000.00	\$7,500.00
29	Pomroy	13.00800.00	16	W1/2 of NE1/4 incl easement	80.00	landlocked, with easement	\$37,500.00	\$18,750.00
30	City of Grasston	21.00610.00	12	Grasston Acres, Lot 17, Block 1, xxx Pine St, Grasston	n/a		\$1,975.00	\$987.50
31	City of Grasston	21.00615.00	12	Grasston Acres, Lot 18, Block 1, xxx Pine St, Grasston	n/a		\$1,975.00	\$987.50
32	City of Grasston	21.00620.00	12	Grasston Acres, Lot 19, Block 1, xxx Pine St, Grasston	n/a		\$1,975.00	\$987.50

The Board expressed consensus to hold the online auction for tax forfeit land for 10 days.

Future Agenda Items: 2022 Budget, possible solutions to enforce the clean-up of properties, Chuck Cole driveway issue, Rise, Inc. lease

Action #21 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to adjourn the meeting at 11:57am and to meet again in regular session on Tuesday, November 2, 2021 at 9:00am.

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

Attest: _____
Board Clerk