

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

September 7, 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, September 7, 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, County Attorney Barbara McFadden and Recording Secretary Kelsey Schiferli.

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

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the agenda with the following changes: Remove agenda item #5, Paving Patching Bids for County Road 2 and County Road 8. Remove agenda item #1b, August 17, 2021 Drainage Authority Board Minutes.

Action #2 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the August 17, 2021 Regular Board Meeting Minutes as presented.

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

<u>Vendor</u>	<u>Amount</u>
Minnesota Energy Resources Corp	4,770.15
East Central Energy	1,534.73
York, Gregg	500.00
Kanabec County Auditor-Treasurer	8,117.13
Mora Municipal Utilities	19,943.08
CW Technology	1,283.40
MNPEIP	7,340.64

Spire Credit Union	5,595.40
Verizon Wireless	1,208.01
Chamberlain Oil	380.94
Williams, Ray	675.00
Dearborn National Life Insurance Co	810.07
Health Partners	6,528.20
Life Insurance Company of North America	945.90
MNPEIP	157,486.72
Sun Life Financial	4,074.69
The Hartford Priority Accounts	2,234.08
VSP Insurance Company	322.24
18 Claims Totaling:	<u><u>\$223,750.38</u></u>

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

Revenue Funds

<u>Vendor</u>	<u>Amount</u>
Accurate Controls	73,989.15
Ace Hardware	157.13
Ace Hardware	60.21
Ace Hardware	67.89
Advanced Correctional Healthcare	17,926.35
Advanced Correctional Healthcare	(10.59)
AIS Consulting Services	825.00
Aspen Mills	32.26
Auto Value Mora	343.83
Axt, Sara	2.00
Beaudry Oil & Propane	1,787.39
Bob Barker	405.48
Carda, Eugene	109.08
CliftonLarsonAllen	225.00
Curtis, Michael	1,434.77
East Central Exterminating	250.00
Elite Septic Maintenance	500.00
Eustice, Todd	138.32
Gerhardson, Alex	50.00

Grainger	238.04
Grand View Lodge	326.88
Granite City Jobbing Company	101.46
Granite Electronics	777.40
Hoisington Koegler Group Inc.	8,967.26
Horizon Towing	182.54
Ideal Service, Inc.	2,390.00
Ideal Service, Inc.	3,167.00
Kanabec County A/T	2,633.96
Kanabec County A/T	2,633.96
Kanabec County Highway Dept	1,494.01
Kanabec Publications	530.00
Kanabec Publications	19.69
Koenings, Katie	82.29
Manthie, Wendy	1,494.64
Marco	134.68
Marco, Inc	477.00
Mattson, Jean	66.36
McKinnis & Doom PA	76.50
McKinnis & Doom PA	425.00
McKinnis & Doom PA	34.00
Metro Sales, Inc.	524.04
Minnesota Alliance on Crime	150.00
Minnesota County Attorney's Association	55.00
Mitchell, Parker	100.00
Mora Bakery	46.17
Mora Municipal Utlities	154.00
Motorola Solutions	58,340.60
NARTEC Inc	828.00
O'Brien, Pat	121.96
Office Depot	51.80
Office Depot	70.77
O'Reilly Auto Parts	27.26
PD's Embroidery	137.48
Peterson, Ronald	114.12
Pierson, Jim	110.00
Quadient, Inc.	315.06
Ramsey County	1,765.00

Ratwik, Roszak & Maloney, PA	240.50
River Valley Forensic Services, P.A.	1,250.00
Rupp, Anderson, Squires & Waldspurger, PA	1,379.74
Rupp, Anderson, Squires & Waldspurger, PA	5,043.00
Schmitt, Kelly	12.35
Seven County Senior Federation	495.00
Sjodin, Cael	100.00
Sjodin, Cael	100.00
State of Minnesota, Dept of Transportation	4,173.63
Stellar Services	596.25
Summit Companies	600.00
Summit Food Service Management	11,639.34
Thomson-Reuters-West	276.33
Tinker & Larson Inc	258.65
Tinker & Larson Inc	131.36
Van Alst, Lillian	650.16
Visser, Maurice	667.31
Wilder, Dan	134.99
Zamora, Ray	1,443.58
76 Claims Totaling:	<u><u>\$ 216,649.39</u></u>

Road & Bridge

<u>Vendor</u>	<u>Amount</u>
Auto Value	5,171.67
Beaudry	16,610.09
Blum Sand and Gravel	300.60
Boyer Trucks	161.68
Braham Ford	371.97
East Central Diesel	55.26
G & N Enterprises	1,150.00
Granite City Jobbing	163.27
Handyman's Hardware	150.00
Hjort	5,000.00
Hoefl, Bruce	1,000.00
Johnson Hardware	846.11
Kanabec County Highway Department	119.90

Kanabec Publications	14.79
Knife River	1,895,538.71
MN County Engineers Association	525.00
MN Dept of Transportation	3,470.43
M-R Sign	4,731.16
Northern Lines Contracting	384,943.91
Northern States Supply	183.77
Northpost	3,054.51
Nuss Truck	1,072.65
Office Depot	69.98
Olson Power & Equipment	199.77
Oslin Lumber	779.99
Stegeman, Jesse	145.60
Summit Companies	600.00
Trueman Welters	3,823.28
USIC	740.00
Wiarcom	675.30
Ziegler	302.86

31 Claims Totaling: \$ 2,331,972.26

Action #5 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to recess the meeting at 9:11am to a time immediately following the Community Health Board.

The Kanabec County Community Health Board met at 9:11am on Tuesday, September 7, 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 Dennis McNally, seconded by Craig Smith and carried unanimously to approve the Community Health Board Agenda with the following changes: Add vaccine incentive discussion.

Community Health Director Kathy Burski gave the Director’s Report and an update on the COVID-19 Pandemic. The Board expressed consensus not to offer vaccine incentives at this time.

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

Resolution #CH7 – 9/7/21

Central MN Healthcare Preparedness Coalition Resolution

WHEREAS, according to the Public Health Emergency Preparedness (PHEP) BP1 2021-2022 recurring grant duties Kanabec County Community Health is required to: Maintain Health Care Coalition (HCC) signed membership, ensure CHB representation on the Health Care Coalition steering/advisory committees, and report back to Kanabec County Community Health Board, Directors and Emergency Preparedness Coordinators on actions, information, and other important items; and

WHEREAS, Kanabec County Community Health has maintained membership on the Central MN Healthcare Preparedness Coalition for many years through an MOU and is presenting this annual update of that MOU for approval.

THEREFORE BE IT RESOLVED, the Kanabec County Community Health Board approves the Community Health Administrator signing the Annual Signature Form and agree to be a member of the coalition as required and agrees to collaborate and assist other healthcare facilities/agencies as resources allow during times of disaster/crisis, as described in the CMHPC MOU.

Action #CH8– It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the payment of 63 claims totaling \$39,387.11 on Community Health Funds.

Action #CH9 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to adjourn Community Health Board at 9:35am and to meet again on Tuesday, October 5, 2021 at 9:05am.

The Board of Commissioners reconvened.

Veteran Service Officer Erica Bliss met with the County Board to renew her Oath of Office. Chairperson Gene Anderson administered an Oath of Office to Veteran Service Officer Erica Bliss.

County Attorney Barbara McFadden presented a request for authority to sign documents for a settlement on a legal action regarding vehicles purchased by the County.

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

Resolution #10 – 9/7/21

WHEREAS, Mr. Steven Kleiber filed a legal action under the Minnesota False Claims Act against Nelson Auto Center, Inc., and

WHEREAS, Kanabec County had previously purchased four vehicles from Nelson Auto Center, Inc. and thus was named as an entity Mr. Kleiber asserted claims on behalf of, and

WHEREAS, said legal action has been settled, and

WHEREAS, Kanabec County is entitled to a settlement of \$632.24 from said action;

THEREFORE BE IT RESOLVED the Kanabec County Board of Commissioners accepts the settlement for this legal action;

BE IT FURHTER RESOLVED the Kanabec County Board of Commissioners hereby authorizes County Attorney Barbara McFadden to sign the settlement election form and any other required documents related to said settlement.

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

Resolution #11 – 9/7/21

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	\$991.36
Quality Disposal	\$5,600.00
Arthur Township	\$500.00

Total | \$7,091.36

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

Resolution #12 - 9/7/21

RESOLUTION AUTHORIZING ADMINISTRATION OF MINNESOTA HOUSING FINANCE AGENCY'S FAMILY HOMELESS PREVENTION AND ASSISTANCE PROGRAM October 1, 2021 – September 30, 2023

WHEREAS, the Minnesota Housing Finance Agency, State of Minnesota, has been authorized to undertake a program to provide assistance to low-income families and youth to prevent homelessness; and

WHEREAS, Lakes and Pines Community Action Council, Inc. has developed an application as an Administering Entity for the Minnesota Housing Finance Agency's Family Homeless Prevention and Assistance program; and

WHEREAS, Lakes and Pines Community Action Council, Inc. has demonstrated the ability to perform the required activities of the Minnesota Housing Finance Agency's Family Homeless Prevention and Assistance Program.

NOW, THEREFORE BE IT RESOLVED, that Lakes and Pines Community Action Council, Inc. is hereby authorized as an entity to be charged with the administration of funds made available through the Minnesota Housing Finance Agency's Family Homeless Prevention and Assistance Program, in the County of Kanabec.

County Recorder Lisa Holcomb met with the County Board to give a department update. Information only, no action was taken.

EDA Director Heidi Steinmetz met with the County Board to discuss matters concerning her department.

Action #13 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to accept the “Robust Network Feasibility Study Fund” Grant from the Blandin Foundation for \$25,000.

Action #14 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the Broadband Feasibility Study Proposal from HR Green for \$50,040.

Action #15 – It was moved by Craig Smith, seconded by Les Nielsen and carried unanimously to approve the use of ARPA Funds to Cover Feasibility Study Balance for \$25,040.

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

10:15am – The Board reconvened.

County Sheriff Brian Smith met with the Board to present American Rescue Plan Funding Request #2 with County Coordinator Kris McNally.

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

Resolution #16 - 9/7/21

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

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

WHEREAS, the following expenditures have been recommended by the Kanabec County ARPA Committee for Board consideration; and

WHEREAS, the following items have been reviewed with Clifton Larson Allen Consultant and have received a positive opinion for their American Rescue Plan- Coronavirus Local Fiscal Recovery Fund eligibility:

- Up to \$32,300 start-up and \$2,500 annually thereafter for the remaining eligible term of the ARPA funds for a Kanabec County K-9 Unit to assist in the response and mitigation of the increase in crime and substance abuse in the community; and
- Up to \$10,000 in additional funds for the jail camera system (initially approved 7/6/21) due to increased cost for computers and display screens (availability and extremely long lead times have increased the cost since the initial quotes were provided); and
- Wages and benefits for a full-time School Resource Officer for the remaining eligible term of the APRA funds; and

- Up to \$3,500 for the calibration of and monitoring service for the public health vaccine program refrigerators as needed for the eligible term of the ARPA funds; and
- Up to \$6,000 for new technology mobile cart for the County Attorney’s Office to assist with the court backlog; and
- Up to \$6,000 per year for the eligible term of the ARPA funds for Emergency Foster Care Recruitment and Retention to provide safe and supportive care for children; and
- Up to \$6,000 for a new copy machine (no for Public Health to assist with public health communications;

BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves the expenditures as stated using American Rescue Plan-Coronavirus Local Fiscal Recovery Funds.

10:34am – The Chairperson called for public comment. Those that responded included:

Charlie Strickland	Comments regarding Ogilvie Schools and their decision regarding facemasks for students.
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10:38am – The Chairperson closed public comment.

GIS Technician Ryan Carda met with the Board to discuss the use of LIDAR for Kanabec County. The Board expressed consensus to support this project but the County is unable to fund it at this time.

The Commissioners continued to give reports on the boards and committees in which they participate.

Craig Smith led a discussion regarding the clean-up of a tax forfeited parcel in District 5. Information only, no action was taken.

Future agenda items: Discuss Lakes and Pines Homeless Prevention & Assistance Program, as well as services available to senior citizens with Family Services Director Chuck Hurd.

Action #17 – The Chairperson recessed the meeting at 11:15am. The Board will meet again for a Budget Work Session on Tuesday, September 14, 2021 at 9:00am.

The Kanabec County Board of Commissioners met for a Budget Work Session on Tuesday, September 14, 2021 at 9:00am pursuant to recess with the following Board Members present: Gene Anderson, Rick Mattson, Dennis McNally, and Craig Smith. Absent: Les Nielsen.

10:05am - Craig Smith left the meeting.

Action #18 - Chairperson Gene Anderson adjourned the meeting at 11:38am. The Board will meet again in Regular Session on Tuesday, September 21, 2021 at 9:00am.

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

Attest: _____
Board Clerk