

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of the County Coordinator

**April 19, 2022**

The Kanabec County Board of Commissioners held a Regular Board Meeting in person and via telephone/video conference call at 9:00am on Tuesday, April 19, 2022 pursuant to adjournment with the following Board Members present on-site: Rick Mattson, Dennis McNally, Craig Smith, and Les Nielsen. 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 the County Board Room and 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 as presented.

Action #2 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to recess the meeting at 9:02am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:02am on Tuesday, April 19, 2022 pursuant to adjournment with the following Board Members Present: Rick Mattson, Dennis McNally, Craig Smith and Les Nielsen. Family Services Director Chuck Hurd presented the Family Services Board Agenda.

Action #FS3 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to approve the Family Services Board Agenda as presented.

Family Services Director Chuck Hurd gave the Director's Report.

Action #FS4 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the payment of 109 claims totaling \$250,069.58 on Welfare Funds.

Action #FS5 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to adjourn Family Services Board at 9:10am.

The Board of Commissioners reconvened.

Action #6 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to approve the April 5, 2022 minutes as presented.

Action #7 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Consolidated Communications	1,134.49
CW Technology	1,523.40
East Central Energy	174.88
Kanabec County A/T ACH_VISA	10,898.30
Kanabec County Auditor HRA	3,068.91
Kwik Trip Inc.	15,653.24
Marco	3,216.80
Midcontinent Communications	224.13
Midcontinent Communications	242.64
Minnesota Department of Finance	2,313.00
Minnesota Department of Finance	6,037.00
Minnesota Department of Finance	54.00
Minnesota Department of Health	807.50
Minnesota Unemployment Insurance	17,460.65
Quadient Finance USA, Inc.	2,000.00
Quality Disposal	26.34
Verizon Wireless Aircards	1,285.35
Verizon Wireless Cell Phones	3,801.96
<b>18 Claims Totaling:</b>	<b><u><u>\$69,922.59</u></u></b>

Action #8 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the following claims on the funds indicated:

**Revenue Fund**

<u>Vendor</u>	<u>Amount</u>
A and E Cleaning Services	575.00

Accurate Controls Inc	217.50
Advanced Correctional Healthcare	18,464.14
American DataBank	143.80
AT&T Mobility	928.90
AT&T Mobility	44.60
Auto Value	16.99
Auto Value	14.99
Bob Barker	34.00
Bureau of Criminal Apprehension	120.00
Christenson, Kim	69.03
Coborn's Inc.	1,529.75
Coborn's Inc.	40.37
Cundy, Steve	85.76
Curtis, Michael	462.39
East Central Regional Juvenile Center	4,335.00
ECM Publishers	121.50
Election Systems & Software Inc.	6,935.00
Election Systems & Software Inc.	988.09
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
Further	620.30
G & N Enterprises	106.50
G & N Enterprises	1,423.30
Glen's Tire	56.00
Granite City Jobbing Co	855.16
Granite City Jobbing Co	761.65
Granite Electronics	680.40
Hoefert, Robert	583.48
Information Systems Corporation	1,125.00
Johnsons Hardware	50.95
Kanabec Publications	1,037.04
Kanabec Publications	61.80
Kanabec Publications	701.00
Kanabec Publications	497.72
Kanbec County Auditor-Treasurer	792.96
Lakeland Printers Inc	177.00
Mahler & Associates Architecture, Inc.	160.35
Manthie, Wendy	1,032.53

Marco	159.00
Marco	134.68
Mark's	23.80
MCIS	10,934.00
Minnesota Monitoring, Inc.	248.00
MNCCC Lockbox	13,277.50
MNCCC Lockbox	19,448.34
Northland Trust Services Inc.	62,887.50
Office Depot, Inc	117.51
Office Depot, Inc	113.43
Office Depot, Inc	166.02
Office Depot, Inc	8.99
Office Depot, Inc	7.58
O'Reilly Auto Parts	71.80
O'Reilly Auto Parts	7.31
PDQ.com	900.00
PD's Embroidery	217.96
Premium Waters, Inc.	64.23
Quality Disposal Systems	416.61
Quality Disposal Systems	216.56
R.M. Cotton Company	4,676.00
Ramsey County	3,464.50
Relx Inc DBA LexisNexis	189.08
Schmitt, Kelly	5.33
State of Minnesota - BCA	270.00
State of Minnesota - BCA	660.00
Stellar Services	73.67
Stellar Services	127.36
Summit Food Service Management	4,053.59
Summit Food Service Management	4,007.61
Sunshine Printing	130.50
Tinker & Larson Inc	155.85
Van Alst, Lillian	271.44
Zauhar, Debora	8,129.61

**73 Claims Totaling: \$ 188,480.35**

## Road & Bridge Fund

<u>Vendor</u>	<u>Amount</u>
A & E Cleaning	1,150.00
Aramark	610.73
Boyer Trucks	470.34
Capitalone Trade Credit	563.86
Central McGowan	78.38
Central Pension Fund	290.10
Dickson Forestry	200.00
Dultmeier Sales	385.04
Fluegge's Ag	84.00
Force America	190.25
Glens Tire	261.00
Gopher State One-Call	4.05
Houston Engineering	248.00
Johnson Hardware	773.70
Kanabec County Highway Dept	75.40
Kanabec Publications	458.79
Kwik Trip	109.67
Marco	312.38
MN Energy	1,124.91
Morton Salt	5,417.90
Northpost	757.20
Owens Auto Parts	637.75
Power Plan (RDO)	196,791.81
Premier Outdoor Services	5,285.00
Quality Disposal	172.10
Safety-Kleen	20.00
Sharrow Lifting Products	337.00
Speedtech Lights	750.69
USIC Locating Services	30.00
Wiacom	675.30
<b>30 Claims Totaling:</b>	<b><u><u>\$ 218,265.35</u></u></b>

Probation Director Luke Athey met with the County Board to give a department update. Information only, no action was taken.

Matt Anderson met with the County Board to request permission to dig on the courthouse lawn in search of historical items related to the 1894 Courthouse fire. Board consensus was not in favor of allowing a dig on county property.

County Sheriff Brian Smith met with the County Board to request hiring an experienced Correctional Officer-Dispatcher above Step A.

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

## **Resolution #9 - 4/19/22**

**WHEREAS**, Kanabec County has a full-time Correctional Officer/Dispatcher position vacant; and

**WHEREAS**, Kanabec County has an opportunity to hire a highly qualified candidate; and

**WHEREAS**, said candidate has 4 years of correctional officer experience in addition to 10+ years National Guard service; and

**WHEREAS**, said candidate has expressed a desire to work for Kanabec County;

**WHEREAS**, Kanabec County's Wage & Salary Policy P-106 allows the Board to recognize relevant experience and education for hiring a candidate above Step A on the wage chart; and

**WHEREAS**, the Kanabec County Sheriff is recommending hiring this candidate at Grade 10, Step C (\$23.67/hour);

**THEREFORE BE IT RESOLVED**, the Kanabec County Board of Commissioners hereby authorizes the Sheriff and Coordinator's Office to hire said candidate at Grade 10, Step C.

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

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

**Resolution #10 – 4/19/22**  
**Equipment Rental and Service Bids**

**WHEREAS** quotes were received and opened on April 4, 2022 for equipment rental rates and services, and

**WHEREAS** long term equipment rental quotes were received and presented before the board, and

**WHEREAS** Kanabec County may require various equipment and services throughout the year;

**THEREFORE BE IT RESOLVED** to accept all quotes as submitted, and

**BE IT FURTHER RESOLVED** that the Public Works Director is directed to utilize the quotes as necessary based on the availability of the lowest responsible price.

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

**Resolution #11 – 4/19/22**  
**Aggregate Surfacing Bids**

**WHEREAS** the following bids were received on April 18, 2022:

Aggregate Surfacing:

<b>Wm. D. Scepaniak, Inc.</b>	<b>\$477,527.04</b>
Bjorklund Companies	\$495,579.32
DLL Excavating, Inc.	\$597,613.92

**WHEREAS** the lowest responsible bid was \$477,527.04 submitted by Wm. D. Scepaniak, Inc., and

**THEREFORE BE IT RESOLVED** that the Kanabec County Board of Commissioners accepts the bid of \$477,527.04 submitted by Wm. D. Scepaniak, Inc. for aggregate surfacing, and

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

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

**Resolution #12 – 4/19/22**  
**KCP 22-07 Traffic Markings**

**WHEREAS** the following bids were received on April 18, 2022:

Traffic Markings:

<b>Sir Lines-A-Lot</b>	<b>\$175,696.00</b>
Traffic Marking Service Inc.	\$177,485.00

**WHEREAS** the lowest responsible bid was \$175,696.00 submitted by Sir Lines-A-Lot, and

**THEREFORE BE IT RESOLVED** that the Kanabec County Board of Commissioners accepts the bid of \$175,696.00 submitted by Sir Lines-A-Lot for traffic markings, and

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

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

**Resolution #13 – 4/19/22**  
**Custodial Services**

**WHEREAS** Kanabec County currently has been receiving custodial services from FBG Service Corporation (FBG) since 2013, and

**WHEREAS** said custodial service has been provided under the original contract terms, and

**WHEREAS** FBG has formally requested a fee adjustment, from \$6,995/mo to \$8,044/mo, for the remainder of 2022 (April – December), and



**WHEREAS** FBG’s letter is included herein and presented before the Board, and,

**THEREFORE BE IT RESOLVED** to accept the proposed fee of \$8,044 per month for custodial services for the months of April through December, 2022, based on the December, 2013 contract terms.

The Board expressed consensus to schedule a meeting of the Kanabec County Drainage Authority to be held in conjunction with the Regular County Board Meeting on May 3, 2022.

Public Works Director Chad Gramentz gave an update regarding Driver’s License. The Public Works Department will continue to work with the City of Mora to set up a new location for the Driver’s License office to operate. Information only, no action was taken.

Public Works Director Chad Gramentz gave an update regarding the demolition of the old jail building. Due to a variance in the ground level between the Courthouse and old jail building, a vestibule will not be constructed as originally planned. The new plan is to add a window where the current entrance to the old jail is located.

Commissioner McNally led a discussion regarding the possibility of Court Administration (State of Minnesota) funding the demolition of the old jail building and the construction of a parking lot in its place. The parking lot would be used for Court business in an effort to relieve congestion in the north parking lot caused by court activity. Public Works Director Chad Gramentz will reach out to Court Administrator Heather Mickelson to discuss.

Commissioner Les Nielsen led a discussion regarding getting gravel quotes from privately owned gravel pits in the County. Public Works Director Chad Gramentz will notify owners of all gravel pits in the County when obtaining gravel quotes.

Commissioner McNally provided an update on the proposed Veterans’ Memorial Park near the Post Office in Mora. Information only, no action was taken.

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

Byron Robyn	Comments regarding the location of the proposed Veterans’ Memorial Park.
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**10:36am** – The Chairperson closed public comment.

The Commissioner gave reports regarding the boards and committees in which they participate. Information only, no action was taken.

EDA Director Heidi Steinmetz and Ken Demlow of HR Green (via WebEx) met with the County Board to present the final Broadband Feasibility Study Report and a resolution of support for East Central Energy (ECE) as the County's sole broadband partner for the State of Minnesota's Border to Border Spring 2022 broadband grant program.

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

## **Resolution #14 - 4/19/22**

**WHEREAS**, the County of Kanabec is seeking innovative ways to ensure high-speed broadband is available to every resident, including un-served and under-served rural areas. To this end, Kanabec County is pleased to support East Central Energy's (ECE's) application for the Minnesota Border-To-Border grant program. ECE has identified a project area that is in alignment with Kanabec County's goal of connecting every resident, and

**WHEREAS**, as technology has advanced, reliance on broadband connectivity has increased. Area residents rely on the internet to work, learn, and access telemedicine support. It is imperative that every person has access to affordable and reliable broadband internet service, and

**WHEREAS** given the geography and population of Kanabec County, such high-speed internet services are unavailable due to the low financial return of broadband expansion (without funding assistance). Kanabec County has heard from many residents about their need and is committed to improving equitable access to broadband.

**THEREFORE BE IT RESOLVED**, Kanabec County wholeheartedly supports ECE's application and, should the grant be awarded, commits to working with ECE to deploy broadband access to the project area.

**BE IT FURTHER RESOLVED**, Kanabec County will:

- Work and coordinate closely with ECE on the project, to ensure that ECE successfully deploys its broadband network to every unserved address within the project area and offers its high-speed broadband internet access services to the addresses within the project area;
- Address and process permit requirements, along with attending to other administrative, supportive, and post-award requirements, in a coordinated and expedited fashion, such that ECE's commencement and deployment of the project is not delayed, and such requirements do not hinder ECE's ability to complete the project;

- Ensure compliance with the Border-to-Border Broadband Grant Program’s grant requirements during the build-out of the project and tracking build-out progress as well as ensuring post- grant-related requirements are met; and
- Provide \$23,830 of Kanabec County’s ARPA funds towards the required matching portion of the grant to ECE, if awarded.

**BE IT FURTHER RESOLVED**, Kanabec County would like to reiterate its eagerness to partner with East Central Energy should the grant be awarded. By leveraging state support, Kanabec County firmly believes the availability of such high-speed broadband services will significantly benefit the residences and businesses within the project area, which in turn will spur economic growth and development within Kanabec County.

Regional Extension Director Susanne Hinrichs, 4-H Program Coordinator Laura Krist and SNAP Ed Educator Kam Schroeder met with the County Board to give an Extension update to request permission to post the County Extension Summer Assistant position.

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

### **Resolution #15 – 4/19/22**

**WHEREAS** the county has employed a 4-H Summer Assistant in past years, and

**WHEREAS** the board did budget for this position in 2022, and

**WHEREAS** the board desires to fill this position;

**BE IT RESOLVED** that the County Board authorizes the County Personnel Director to hire a 4-H Summer Assistant to refill the vacant position at \$15.00 per hour, or \$15.30 per hour if the person has prior experience as a Kanabec County 4-H Summer Assistant, and

**BE IT FURTHER RESOLVED** that the hours of work for this position be limited to those budgeted.

Future agenda items: South Country Health Alliance, tax forfeit land sales, education regarding valuation process and property taxes.

Action #16 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to adjourn the meeting at 11:26am and to meet again in regular session on Tuesday, May 3, 2022 at 9:00am.

*Signed* \_\_\_\_\_  
Chairperson of the Kanabec County Board of Commissioners,  
Kanabec County, Minnesota

*Attest:* \_\_\_\_\_  
Board Clerk