

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of the County Coordinator

**April 5, 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 5, 2022 pursuant to adjournment with the following Board Members present on-site: Rick Mattson, Dennis McNally, and Craig Smith. Absent: Les Nielsen. Staff present on-site: County Coordinator Kris McNally and Recording Secretary Kelsey Schiferli.

The meeting was held in the County Board Room and via WebEx (telephone call in only) for anyone wishing to listen remotely. Video technology was not available during this meeting due to system malfunction.

The Vice Chairperson called the meeting to order and led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the agenda with the following changes: Add discussion regarding possible future plat.

Action #2 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the County Board Minutes of March 15, 2022 as presented.

**9:02am** – Chairperson Les Nielsen and County Attorney Barbara McFadden arrived.

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

<u>Vendor</u>	<u>Amount</u>
Card Services (Coborn's)	138.23
Consolidated Communications	1,115.46
Dearborn National Life Insurance Co	819.81
East Central Energy	182.81
East Central Energy	1,454.60
East Central Energy	86.35

Frandsen Bank & Trust	368.00
Health Partners	6,491.04
Kanabec County AT ACH-VISA	4,423.64
Kanabec County Auditor HRA	45,898.00
Kanabec County Auditor HRA	1,376.68
Kanabec County Auditor-Treas	7,974.36
Life Insurance Company of North America	788.52
Midcontinent Communications	265.30
Minnesota Energy Resources Corp	15,853.25
Minnesota Energy Resources Corp	1,860.73
MN PEIP	150,313.50
MNPEIP	11,155.42
Mora Municipal Utilities	12,404.25
Office of MN.IT Services	1,338.65
Spire Credit Union	9,327.23
The Hartford Priority Accounts	6,324.67
VSP Insurance Co	513.66
<b>23 Claims Totaling:</b>	<b><u><u>\$280,474.16</u></u></b>

Vice Chairperson Craig Smith handed the gavel over to Chairperson Les Nielsen.

Action #4 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to recess the meeting at 9:05am to a time immediately following the Community Health Board.

Action #CH5 – The Kanabec County Community Health Board met at 9:05am on Tuesday, April 5, 2022 pursuant to adjournment with the following Board Members Present: Les Nielsen, Rick Mattson, Dennis McNally, and Craig Smith. Community Health Director Kathy Burksi presented the Community Health Board Agenda.

Action #CH6 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the Community Health Board Agenda as presented.

Community Health Director Kathy Burski gave the Director’s Report.

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

## **Resolution #CH7 – 4/5/22**

### **National Public Health Week Proclamation**

**WHEREAS** the week of April 4-10, 2022, is National Public Health Week, and the theme is “Public Health is Where You Are”; and

**WHEREAS** since 1995, the American Public Health Association, through its sponsorship of National Public Health Week, has educated the public, policymakers and public health professionals about issues important to improving the public’s health; and

**WHEREAS** U.S. life expectancy dropped from 2014 to 2017 in the longest sustained decline since the Great Recession and only in 2018 began to increase again; U.S life expectancy then dropped again in 2020 by a full year, which is the largest drop in life expectancy since 1943.

**WHEREAS** there is a significant difference in health status, such as obesity, poor mental health and drug use, among people living in rural areas compared with people living in urban areas, and this variance increases because rural residents are often more likely to face social determinants that negatively impact health, such as poverty, transportation barriers and lack of economic opportunity; and

**WHEREAS** a person’s health status can differ drastically by zip code due to differences in the built environment, environmental quality, community context, access to healthy food, access to education and access to health care.

**WHEREAS** public health professionals help communities prevent, prepare for, withstand and recover from the impact of a full range of health threats, including disease outbreaks such as the COVID-19 pandemic, measles, natural disasters and disasters caused by human activity; and

**WHEREAS** public health action, together with scientific and technological advances, has played a major role in reducing and, in some cases, eliminating the spread of infectious disease, and in establishing today’s disease surveillance and control systems; and

**WHEREAS** preventable risk factors such as physical inactivity, poor nutrition, tobacco use and excessive alcohol use are leading causes of chronic disease; and 6 in 10 U.S adults have a chronic disease and 4 in 10 have two or more; and chronic diseases cause 7 of every 10 deaths annually in the United States.

**WHEREAS** the COVID-19 pandemic has illuminated and exacerbated racial inequities and a growing number of local, state governments and public health leaders have declared racism a public health crisis.

**NOW, THEREFORE, I, Les Nielsen,** by virtue of the authority vested in me by the laws of **Minnesota**, do hereby proclaim the week of April 4-10, 2022, as **National Public Health Week 2022** in **Kanabec County, Minnesota** and call upon the people of **Kanabec County** to observe this week by helping our families, friends, neighbors, co-workers and leaders to better understand the value of public health and supporting great opportunities to adopt preventive lifestyle habits in light of this year’s theme, **“Public Health is Where You Are.”**

*Action #CH8* – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

### **Resolution #CH8 – 4/5/22**

#### **SCHA Delegation Agreement Second Amendment Resolution**

**WHEREAS,** County of Kanabec through its Health and Human Service agencies is contracted with South Country Health Alliance to provide services to its members, and

**WHEREAS,** South Country Health Alliance and Kanabec County agree to amend Exhibit D of the Delegation Agreement dated January 1, 2020 and first amended August 1, 2021 by deleting Paragraph 4 in its entirety and replacing it as follows:

#### **4. Community Care Connector and Community Care Connector Case Aide Position**

- 16 average Connector weekly hours dedicated to South Country Connector duties
- 16 average Connector weekly hours dedicated to South Country Connector duties
- 4 average Connector Case Aide weekly hours dedicated to South Country Connector Case Aide duties

Connector	\$41,097.36 Annually
Connector	\$37,723.12 Annually
Connector Case Aide	\$6,830.12 Annually

Payments will be made bi-annually on or about mid-August and mid-February

**THEREFORE BE IT RESOLVED** that the Kanabec County Community Health Board approves the Amendment to the South Country Health Alliance Delegation Agreement dated January 1, 2020 effective January 1, 2022.

*Action #CH9* – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the following resolution:

## **Resolution #CH9 – 4/5/22**

### Public Health AmeriCorps Program Resolution

**WHEREAS**, a Public Health AmeriCorps program is being launched in Minnesota, and

**WHEREAS**, the goal of the program is to increase the capacity of public health departments across the state. Members can assist health departments build capacity to engage community members, support cross-sector coordination and planning, advance equity initiatives and more. As well as hoping to build a long-term public health career pipeline, and

**WHEREAS**, a Public Health Corps partner would receive a full-time AmeriCorps member (40 hours/week for 11 months); improved capacity and increased quality and reach of services. This would benefit Kanabec County Community Health by assisting in conducting a community assessment with gathering data, conducting focus groups, engaging community members in conversations, prioritizing assessment issues, writing the Community Needs Assessment document, assist in conducting an organizational capacity assessment and supporting efforts to recover from COVID-19 by focusing on mental health and trauma supports.

**THEREFORE** the Kanabec County Community Health Director is requesting approval to apply for and accept one AmeriCorps member who would be paid a living stipend equivalent to \$15.00/ per hour with funding covered by AmeriCorps at 77% of the expense and the remaining 23% to be covered by funding in the Governor’s budget.

**THEREFORE BE IT RESOLVED** the Kanabec County Community Health Board approves the Community Health Director to apply for and accept if approved, an AmeriCorp person with funding covered by AmeriCorp at 77% of the expense and 23% by the Governor’s budget.

*Action #CH10* – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to approve the following resolution:

## **Resolution #CH10 – 4/5/22**

### Gift of Safety Partnership grant Resolution

**WHEREAS** a Gift of Safety Partnership grant through the Buckle Up for Life campaign has grants available to receive 50 free car seats and access to Buckle Up for Life educational resources, and

**WHEREAS**, as a partner Kanabec County Community Health would be expected to provide families with proper education, installation assistance and a car seat pact to be signed and used for reporting, and

**WHEREAS**, Kanabec County Community Health has a strong child passenger safety program in place, with a certified Car Passenger Safety Technician on staff and this grant would enhance the established program with additional car seats to distribute as well as additional educational resources.

**THEREFORE** the Kanabec County Community Health Director is requesting approval to apply for and accept the Buckle Up for Safety Car Seat grant if approved.

**THEREFORE BE IT RESOLVED** the Kanabec County Community Health Board approves the Community Health Director to apply for and accept if approved, the Buckle Up for Safety Car Seat program grant.

*Action #CH11* – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to approve the payment of 63 claims totaling \$38,523.81 on Community Health Funds.

*Action #CH12* – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to adjourn Community Health Board at 9:28am and to meet again on Tuesday, May 3, 2022 at 9:05am.

The Board of Commissioners reconvened.

Environmental Services Supervisor Teresa Wickeham and GIS Technician Ryan Carda met with the Board to discuss matters concerning their department.

Ryan Carda led a discussion regarding the tire ordinance enforcement process. Information only, no action was taken.

Teresa Wickeham led a discussion regarding the wetland decision local appeal process.

*Action #13* – Craig Smith introduced a motion to rescind Resolution #21 – 08/08/13 Resolution to Delegate the Duties of the Appeal Committee to the Board of Adjustments Wetland Conservation Act.

Chairperson Les Nielsen handed the gavel over to Vice Chairperson Craig Smith.

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

**IN FAVOR THEREOF:** Les Nielsen, Craig Smith  
**OPPOSED:** Rick Mattson, Dennis McNally  
**ABSTAIN:**

whereupon the motion failed.

Vice Chairperson Craig Smith handed the gavel back to Chairperson Les Nielsen.

The Board held further discussion regarding the wetland appeal process.

Action #14 – Craig Smith introduced a motion rescind Resolution #21 – 08/08/13 Resolution to Delegate the Duties of the Appeal Committee to the Board of Adjustments Wetland Conservation Act.

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

**IN FAVOR THEREOF:** Les Nielsen, Rick Mattson, Craig Smith  
**OPPOSED:** Dennis McNally  
**ABSTAIN:**

whereupon the motion was passed.

Teresa Wickeham led a discussion regarding the Kettle River Watershed proposed memorandum of agreement. Information only, no action was taken.

Commissioner McNally led a discussion regarding the definitions of the Planning Commission in Ordinance #4 and Ordinance #5.

The Board expressed consensus to begin revising Ordinance #4, Platting and Subdivisions. Commissioner Smith and Commissioner Mattson will sit on the ordinance revision committee.

Action #15 - It was moved by Dennis McNally seconded by Craig Smith and carried unanimously to approve the following claims on the funds indicated:

**Revenue Fund**

<b>Vendor</b>	<b>Amount</b>
1st Choice Document Destruction	30.00

1st Choice Document Destruction	42.00
1st Choice Document Destruction	110.28
1st Choice Document Destruction	18.00
1st Choice Document Destruction	18.00
1st Choice Document Destruction	36.00
1st Choice Document Destruction	24.00
1st Choice Document Destruction	36.00
Accurate Controls, Inc.	1,990.74
Accurate Controls, Inc.	16,624.07
Ace Hardware	63.96
Ace Hardware	518.45
Adam's Pest Control, Inc.	250.00
Adam's Pest Control, Inc.	125.00
Adam's Pest Control, Inc.	125.00
Anderson, Greg	120.00
Anoka Non-Secure Program	1,960.00
Auto Value	17.97
Auto Value	7.49
Auto Value	31.99
Bliss, Erica	104.99
Bob Barker	1,200.78
Bracewell, Earl	87.87
Brownells, Inc	628.81
Burnett County	7.50
C & D Auto	102.00
Carda, Ryan	265.00
Caswell, Leslie & Kaye	387.00
Clifton Larson Allen LLP	1,575.00
Coon, Susan	144.99
Curtis, Michael	761.32
Dominion Title and Exchange	345.00
East Central Exterminating	125.00
ECSWC Mora Landfill	220.00
Engberg, Silke	74.00
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
Federated Co-ops, Inc.	552.33
Further	612.80



Granite City Jobbing Co	847.74
Granite City Jobbing Co	46.27
Granite Electronics	225.27
Granite Electronics	583.00
Handyman's Inc	153.00
Hippen, Derek	398.00
Hoefert, Robert	862.36
Hoisington Koegler Group Inc.	828.46
Holmes, Terry & Bonnie	56.00
Holznagel, Keith	90.00
IT SAVVY LLC	997.88
IT SAVVY LLC	1,632.02
Johnson, David & Marlene	191.00
Johnson, Derek & Kristy	432.00
Johnsons Hardware	33.95
Kanabec County A/T	2,694.07
Kanabec County A/T	2,694.07
Kanabec County Auditor - Treasurer	500.00
Kanabec County Auditor - Treasurer	300.00
Kanabec County Soil and Water	1,597.38
Kanabec County Soil and Water	15,176.00
Kanabec Publications	38.50
Kanabec Publications	1,108.20
Kanabec Publications	257.00
Lindberg Law Office	64.00
MACPO, Jackson County Probation	525.00
Manthie, Wendy	1,470.11
Marco	3,216.80
McFadden, Barbara	73.71
McKinnis & Doom PA	102.00
McKinnis & Doom PA	153.00
McKinnis & Doom PA	25.50
McKinnis & Doom PA	25.50
McKinnis & Doom PA	51.00
McNally, Dennis	84.36
MEI Total Elevator Solutions	1,115.44
Michael Keller, Ph.D., L.P.	650.00
Milaca Chiropractic Center	80.00

MNCCC Lockbox	300.00
MNCCC Lockbox	95,256.00
Mora Bakery	32.06
Mora Psychological Services	900.00
Motorola Solutions	10,000.00
Northstar Computer Forms, Inc.	307.24
O'Brien, Pat	91.38
Office Depot	34.21
Office Depot	60.25
Olson, Rhonda	84.36
Oslin Lumber	76.80
PD's Embroidery	51.49
PD's Embroidery	89.99
PD's Embroidery	20.00
PD's Embroidery	45.00
Post Board	630.00
Premium Waters, Inc.	44.44
Quadient Leasing USA, Inc.	2,086.20
Quality Disposal	416.61
Quill	69.99
Ramsey County	1,572.00
Ramsey County	1,852.00
Ratwik, Roszak & Maloney, PA	37.00
RDO Equipment Co.	174,000.00
Regents of the University of MN	19,237.25
RELX Inc. DBA LexisNexis	189.08
Revize LLC	1,900.00
River Valley Forensic Services, P.A.	250.00
River Valley Forensic Services, P.A.	1,000.00
River Valley Forensic Services, P.A.	250.00
River Valley Forensic Services, P.A.	750.00
RS EDEN	83.45
Sabinash, Douglas	85.53
Schmitt, Kelly	5.37
Sherman Lumber, Inc.	500.00
SHI International Corp	70.00
Smith, Joshua & Cheerie	296.00
Stellar Services	168.67

Stellar Services	449.83
Streicher's	164.99
Summit Food Service Management	4,032.20
Summit Food Service Management	4,092.10
Summit Food Service Management	3,937.08
Swank Motion Pictures	519.00
ULINE	112.42
ULINE	166.85
Van Alst, Lillian	648.77
West Central Jail Administrator Assoc	450.00
Zaudtke, Wayne	78.51
<b>126 Claims Totaling:</b>	<b><u>\$ 403,211.09</u></b>

### **Road & Bridge**

<b>Vendor</b>	<b>Amount</b>
Ace Hardware	101.00
Aspen Equipment	108,945.00
Auto Value	2,424.95
Berndt, Steve	85.41
Capitalone Trade Credit	239.80
Federated Co-ops	14,468.12
Force America	439.04
Frisch, Nick	110.96
Frontier Precision	99.00
Kanabec County Highway Dept	122.35
Kanabec Publications	100.89
Larson Implement	3,980.00
Little Falls Machine	325.36
MEI Total Elevator Solutions	560.71
MN Dept. of Public Safety	56.00
Morton Salt	5,403.51
North Central International	1,578.53
Northern States Supply	75.08
Northpost	120.00
Oslin Lumber	44.80
Safety-Kleen Systems	404.63

St. Cloud CVB	255.00
Terpstra, Trent	256.22
Uline	1,115.27
USIC	40.00
Westling, Nate	21.00
Widseth Smith Nolting	9,440.00
Ziegler	1,146.21

**28 Claims Totaling: \$151,958.84**

Glenn Anderson met with the County Board to introduce himself as the new Mora City Administrator and Public Utilities Commission General Manager. Discussion was held regarding the support of collaboration between the City and County.

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

**10:31am** – The Chairperson closed public comment.

Action #16 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve a consent agenda including all of the following actions:

### **Resolution #16a – 4/5/22**

#### 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	-
Quality Disposal	\$3,647.96
Arthur Township	\$500.00
Total	\$4,147.96

## **Resolution #16b – 4/5/22**

**WHEREAS** the Kanabec County Board of Commissioners has been presented with a request for lawful gambling within Kanabec County, and

**WHEREAS** the application was complete, included all necessary documentation, appears in accordance with County Policies and the applicant and facility owners are in good standing with the County;

**BE IT RESOLVED** to approve the Application for Exempt Permit for Knife Lake Sportsmen’s Club for a raffle event to be held at Knife Lake Highway 65 Public Access on May 7, 2022.

County Coordinator Kris McNally led a discussion regarding the first quarter budget report summary.

Due to the cost of frequently publishing employment ads in the newspaper, as well as the effectiveness of online advertising, the Board expressed consensus to allow the Coordinator’s Office to suspend publishing employment ads in the newspaper for a trial period of up to three months.

In an effort to ensure the Kanabec County Employment Policy is consistent with the Board’s directive, County Coordinator Kris McNally led a discussion regarding the requirement for department heads to bring position vacancies to the Board for permission to proceed with hiring.

Action #17 – Craig Smith introduced a motion to require department heads to bring all vacant positions to the board prior to recruiting and posting. The motion was duly seconded by Rick Mattson and upon a vote being taken thereon, the following voted:

**IN FAVOR THEREOF:** Rick Mattson, Craig Smith

**OPPOSED:** Dennis McNally, Les Nielsen

**ABSTAIN:**

whereupon the motion failed.

The Employment Policy will be updated to reflect Resolution #15 – 6/1/21 which includes “filling budgeted vacancies as soon as possible”.

The Chairperson presented Mechanic George DeJong with a plaque in recognition for his 25 years of service to the County.

**10:50am** – The Board took a five minute break.

**10:55am** – The Board reconvened. County Attorney Barbara McFadden left the meeting.

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

Action #18 - It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to approve the following resolution:

### **Resolution #18 - 4/5/22**

#### **DELEGATION OF AUTHORITY TO MAKE ELECTRONIC FUNDS TRANSFERS TO THE COUNTY AUDITOR-TREASURER OR THEIR DESIGNEE**

**WHEREAS**, an electronic funds transfer is defined in Minnesota Statutes 471.38 as a process of value exchange via mechanical means without the use of checks, drafts, or similar negotiable instruments; and

**WHEREAS**, a local government is authorized to make electronic funds transfers if it meets the eligibility requirements in state law; and

**WHEREAS**, it is required for the governing body to annually delegate the authority to make electronic funds transfers to a designated chief financial officer or the officers designee; and

**WHEREAS**, it is required that the disbursing bank keep a certified copy of adopted delegation of authority; and

**WHEREAS**, it is required that the delegated authority present a list of initiators and transfer frequency annually to the board; and

**WHEREAS**, the county desires to utilize electronic funds transfers as authorized by statute.

**THEREFORE, BE IT RESOLVED**, that the Kanabec County Board of Commissioners delegates the authority to make electronic funds transfers to the County Auditor-Treasurer, or designee, under Minnesota Statutes 471.38.

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

**Resolution #19 – 4/5/22**  
2021 Donations, Change Funds, Routine EFTs

**WHEREAS** certain county departments received monetary donations in 2021, and

**WHEREAS** the County Auditor/Treasurer has monitored and tabulated all monetary donations received;

**BE IT RESOLVED** to accept the following donations for the calendar year 2021:

**Kanabec County Donations 2021**

SHERIFF

Badges Program	\$1,792.89	
Reserves	\$5,750	
Project Lifesaver		
Total Sheriff Donations		\$7,542.89

VETERANS

General	\$3,060.00	
Coffee Talk (8240)	\$5,822.00	
EM Vets (8502)	\$8,510.50	
Total Veterans Donations	\$0.00	\$17,392.50

Transit

Volunteer Drivers		\$0.00
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Total Donations to County in 2021	<u>\$24,935.39</u>
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**Change Funds 2021**

Auditor-Treasurer	Cash Drawer	\$500.00
Drivers License	Cash Drawer	\$100.00
Highway	Cash Drawer	\$150.00
Recorder	Cash Drawer	\$200.00

\$950.00

**Kanabec County - Routine EFTS 2021**

		<u>County</u>	
Further	Disb	Medical Reimbursement & HRA account claims	bi-weekly
County	Disb	Direct deposit payroll	bi-weekly
MNDOR	Disb	State payroll, sales & use, state general taxes	weekly, quarterly, monthly
EFTP	Disb	Federal payroll taxes	bi-weekly
MNDPC	Disb	State deferred compensation plan, SO Union	bi-weekly
NACO/NACO Roth	Disb	Deferred compensation	monthly
PERA	Disb	Retirement benefits	bi-weekly
IRS	Rcpt	Recorders fees	anytime
USDA	Rcpt	Recorders fees	anytime
State of MN	Rcpt	Medicare payment CH	daily
Dept of Justice	Rcpt	Federal grant payments	anytime
MNDOR	Rcpt	Revenue recapture - SO, Prob, Taxes	anytime
Medicare	Rcpt	FS & CH patient claims	anytime
US Treasury	Rcpt	FS & CH federal program pymts	anytime
Simplifile	Rcpt	Recorders fees	anytime
Wells Fargo	Rcpt	Property taxes mass escrow	anytime
CoreLogic	Rcpt	Property taxes mass escrow	anytime
Landshark	Rcpt	Recorders fees	anytime
Enterprise Fleet	Disb	Vehicle lease pymts	monthly
Paycom	Disb	Payroll	bi-weekly

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

**Resolution #20 – 4/5/22**

Restricted and Assigned Funds

**WHEREAS** the county maintains funds dedicated for specific public purposes, and

**WHEREAS** the Auditor/Treasurer prepared a report for the board showing the fund balances;



**BE IT RESOLVED** to accept the following report of Kanabec County Restricted and assigned Fund Balances as of December 31, 2021:

**KANABEC COUNTY**  
**RESTRICTED & ASSIGNED FUNDS 2021**

<b>RESTRICTED FUNDS</b>		<b>12/31/21</b>
R	911 EMERGENCY	60,760
R	CWP SEPTIC LOANS	289,039
R	GRAVEL TAX – RECLAMATION	71,459
R	FORFEITURE FUNDS - ATTORNEY	35,348
R	FORFEITURE FUNDS - SHERIFF	154,654
R	LAND OFFICE TECH EQUIPMENT	152,906
R	LAW LIBRARY	20,027
R	PROBATION CORRECTIONAL FEES	0
R	RECORDER'S EQUIPMENT	57,216
R	RURAL ADDRESSING	421
R	SCORE	111,237
R	SHORELAND GRANT	4,090
R	SW SURCHARGES	1,122,544
R	TRANSIT MNDOT FARES	123,720
R	WATER PLAN GRANT	15,071
R	WETLAND GRANT	25,103
<b>UNRESTRICTED - ASSIGNED FUNDS</b>		
A	FUTURE CAPITAL EQUIPMENT	481,617
A	FUTURE CAPITAL IMPROVEMENTS	365,181
A	KNIFE LAKE IMPROVEMENT DIST	15,000
A	LEGAL FEE FUND ORD 27	166
A	RETIREE ACCRUED SICK PAY	43,898
A	SHERIFFS COMMUNITY PROGRAMS	19,167
A	SHERIFFS RESERVE UNIT	32,684
A	TRANSIT	688,716
A	VEHICLE POOL	123,268
A	VETERANS PROGRAMS	19,272
	<b>TOTAL</b>	<b>4,032,565</b>

County Auditor/Treasurer Denise Snyder led a discussion regarding a Gravel Tax Settlement Correction for 2021. Information only, no action was taken.

Denise Snyder gave an update regarding her department including elections, tax and CAMA conversion, check fraud, staffing, tax statements,

Denise Snyder led a discussion regarding a future capital equipment request.

Action #21 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the purchase of an EVS5.3.4.1 Reporting Standard Standalone EMS System for \$3,964.00 from Election Systems & Software, LLC.

Denise Snyder led a discussion regarding moving the payroll system from Paycom to MCIS.

Action #22 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to proceed with beginning the transition out of existing payroll system (Paycom) into the new payroll system (MCIS) and to be fully transitioned by January 1, 2023.

Denise Snyder led a discussion regarding a request for two Commissioners to commit to canvassing for the special primary election next week. Craig Smith and Dennis McNally agreed to participate in canvassing on April 13<sup>th</sup> at 9:00am.

County Coordinator Kris McNally led a discussion regarding the extension of the end date for the temporary highway secretary position.

Action #23 - It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to continue the temporary highway secretary position until the driver's license duties are fully transferred to another entity or June 30<sup>th</sup>, whichever comes first.

Commissioner Mattson led a discussion regarding a possible future plat in his district. Information only, no action was taken.

Commissioner McNally led a discussion regarding the Highway 65 Coalition and the Highway 23 Coalition. Discussion was held regarding a possible joint membership with the City of Mora. Information only, no action was taken.

Future Agenda: Update from County Assessor Tina Von Eschen regarding Welia property taxes.

Action #24 - It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to close the meeting at 12:00pm pursuant to the Open Meeting Law, MN Statute §13D.03 to discuss matters related to labor negotiations strategy. Those present during the closed portion of the meeting include Commissioners Les Nielsen, Rick Mattson, Dennis McNally, and Craig Smith; as well as County Coordinator & Personnel Director Kris McNally and HR Specialist Kim Christenson.

Action #25 - It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to re-open the meeting at 12:46pm.

**12:47pm** – The Chairperson adjourned the meeting at 12:47pm. The Kanabec County Board of Commissioners will meet again in regular session on Tuesday, April 19, 2022 at 9:00am.

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

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