

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

August 2, 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, August 2, 2022 pursuant to adjournment with the following Board Members present on-site: Les Nielsen, Dennis McNally and Craig Smith. Absent: Rick Mattson. 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 for anyone wishing to participate remotely.

The 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 Craig Smith and carried unanimously to approve the agenda with the following modification: Move Agenda Item #6, Courthouse Parking for 4th Tuesday of the Month (Veteran’s Coffee Talk) to 10:00am when Veteran Service Officer Erica Bliss is present.

Action #2 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the July 19, 2022 minutes as presented.

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

<u>Vendor</u>	<u>Amount</u>
Ann Lake Twp	3,121.62
Arthur Twp	497.83
Braham Public Schools	1,161.79
Brunswick Twp	71.59
Comfort Twp	434.72
Dearborn National Life Insurance Co	773.97
East Cent. Reg Dev Commission	86.61
East Central Energy	216.37

East Central Energy	1,180.61
East Central School District	105.17
Ford Twp	2,331.18
Further	581.40
Grass Lake Twp	789.06
Haybrook Twp	574.16
Health Partners	6,360.28
Hillman Twp	350.49
Hinckley-Finlayson Schools	3,855.38
Kanabec County Auditor HRA	7,200.00
Kanabec County Auditor-Treas	8,259.96
Kanabec Twp	940.22
Knife Lake Twp	374.12
Kroschel Twp	2,709.17
Lambright, Christian	500.00
Life Insurance Company of North America	684.63
Miller, Jason	500.00
Minnesota Energy Resources Corp	9,161.68
Minnesota Energy Resources Corp	51.40
MNPEIP	10,950.76
MNPEIP	146,271.16
Mora Municipal Utilities	19,852.49
Mora Public Schools	4,923.16
Office of MN.IT Services	1,338.65
Ogilvie Public Schools	3,035.72
Peace Twp	354.37
Pomroy Twp	2,237.62
Southfork Twp	64.79
The Hartford Priority Accounts	5,846.13
Verizon Wireless Aircards	1,010.28
Verizon Wireless Aircards	360.11
VSP Insurance Co	528.42
Whited Twp	101.52
41 Claims Totaling:	<u><u>\$ 249,748.59</u></u>

Action #4 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to recess the meeting at 9:02am to a time immediately following the Community Health Board.

Action #CH5 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the Community Health Board Agenda with the following addition: Central MN Healthcare Preparedness Coalition Resolution.

Certified Public Health Nurse Kirsten Lejonvarn met with the County Board to give a presentation regarding immunizations. Information only, no action was taken.

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

Community Health Director Kathy Burski presented a proposed interim THC Ordinance.

9:16am – County Attorney Barbara McFadden Arrived.

Action #CH6 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to move forward with the process of adopting the proposed interim THC Sales Moratorium Ordinance by Planning Commission review to be following by a public hearing and further Board discussion.

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

Resolution #CH7 – 8/2/22

Central MN Healthcare Preparedness Coalition Resolution

WHEREAS, according to the Public Health Emergency Preparedness (PHEP) BP1 2022-2023 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 Dennis McNally, seconded by Craig Smith and carried unanimously to approve the payment of 93 claims totaling \$35,881.08 on Community Health Funds.

Action #CH9 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to adjourn Community Health Board at 9:25am and to meet again on Tuesday, September 6, 2022 at 9:05am.

The Board of Commissioners reconvened.

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

Revenue Fund

<u>Vendor</u>	<u>Amount</u>
Adam's Pest Control, Inc.	250.00
Applied Concepts, Inc.	894.00
Applied Concepts, Inc.	5,990.00
AREMA Arrowhead Region Emergency Mgmt	100.00
Aspen Mills	201.00
Aspen Mills	2,573.62
Aspen Mills	2,155.65
Auto Value	24.98
Blue Star Graphics	36.00
Bob Barker	11.78
Bob Barker	1,124.11
Bowland, Tim	102.32
Bracewell, Earl	88.75
Braham Motor Service	739.26
Brownells, Inc	2,696.94
C & D Auto	576.60
Children's Hospitals and Clinics of MN	1,000.00
CLIA Laboratory Program	180.00
Curtis, Michael	724.63
Granite Electronics	199.99
Gratitude Farms	500.00
Hamilton Funeral Homes	430.00
Henry Schein	523.33

Hoefert, Robert	1,003.13
Horizon Towing	1,127.44
IT SAVVY	515.82
IT SAVVY	24.98
Kanabec County A/T	2,545.56
Kanabec County A/T	2,545.56
Kanabec County Soil & Water	15,176.00
Kanabec County Soil & Water	5,000.00
Kanabec Publications	623.57
Lakeland Printers Inc	30.00
Lakeland Printers Inc	10.00
Larkin Hoffman Daly & Lindgren Ltd	7,758.00
Larkin Hoffman Daly & Lindgren Ltd	421.24
League of MN Cities	94.00
MACO-MOMS	750.00
Marco	3,216.80
Marco	131.30
MCAA	50.00
McNally, Dennis	85.00
Michael Keller, Ph.D., L.P.	650.00
Milaca Chiropractic Center	85.00
MN Alliance on Crime	150.00
Mora Municipal Utilities	266.12
Motorola Solutions	14,920.46
Motorola Solutions	188,780.60
Motorola Solutions	8,573.73
MRA	231.25
North Central Fabricators, LLC	3,221.25
North Metro Animal Care & Control	1,225.00
Novus Glass	345.00
Oak Gallery	15.39
O'Brien, Pat	92.50
ODP Business Solutions, LLC	71.71
ODP Business Solutions, LLC	53.76
ODP Business Solutions, LLC	53.08
Office Depot	47.88
Office Depot	56.67
Office of MNIT Services	604.00

Olson, Rhonda	85.00
O'Reilly Auto Parts	58.08
Priority Dispatch Corporation	5,317.80
Priority Dispatch Corporation	365.00
Ramsey County	1,445.00
Ramsey County	1,445.00
Recovering Hope Treatment Center	1,579.00
RELX Inc. DBA LexisNexis	225.00
Schmitt, Kelly	106.00
Scotts Lawn & Landscapes	107.38
Sea Change Print Innovations	29.00
SHI	159.00
SHI	159.00
SHI	159.00
SHI	159.00
SHI	159.00
SHI	159.00
SHI	954.00
State of Minnesota - BCA	680.00
Stellar Services	153.90
Stellar Services	106.31
Stellar Services	64.62
Stenstrom Collision & Detail	26.00
Summit Food Service Management	4,035.42
Summit Food Service Management	4,103.86
Summit Food Service Management	4,051.47
SWIFT	87.24
Uline	507.24
Van Alst, Lillian	1,354.38
Wickeham, Teresa	388.50
Zaudtke, Wayne	76.88

92 Claims Totaling: \$ 309,980.84

Road & Bridge Fund

<u>Vendor</u>	<u>Amount</u>
Beaudry Oil & Propane	33,541.33
Bjorklund Companies	1,958.98

Black's Excavating	300.00
Campbell, Gary	600.00
Central McGowan	256.17
EGT Testing	1,500.00
Federated Co-ops	120.50
Granite Ledge Electrical	1,695.00
Houston Engineering	7,436.18
IT Savvy LLC	783.40
Johnson Hardware	114.95
Kanabec County Highway Dept	122.90
Knife River Corp	678.38
McGriff, Anders	312.00
Mora Municipal Utilities	962.42
Mustang Signs & Graphics	190.00
North Central International	764.59
Northern States Supply	97.53
Nuss Truck	85,864.45
Sanitary Systems	160.00
Trueman Welters	671.43
USIC Locating	30.00
Wallace, Bruce	58.98
Widseth Smith Nolting	2,620.50
Willmert, Reid and Ross	6,395.00
Wm. D. Scepaniak, Inc.	473,348.54
26 Claims Totaling:	<u>\$ 620,583.23</u>

Environmental Services/GIS Technician Ryan Carda met with the County Board to present an Interim Use Permit Application for a Vacation Rental.

Action #11 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the Interim Use Permit Application for a Vacation Rental, located at 2595 300th Ave, Brook Park, owned by Jaramie Wood.

Action #12 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #12a – 8/2/22

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 Knife Lake Sportsmen’s Club for a bingo event to be held at Northwoods Steakhouse, 2732 Hwy 65, Mora, MN 55051 on October 20, 2022.

Resolution #12b – 8/2/22
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	\$1,023.41
Quality Disposal	\$3,954.40
Arthur Township	\$1,000.00
Total	\$5,977.81

County Coordinator Kris McNally led a discussion regarding a one-time special distribution from MCIT in the amount of \$107,414. The Board expressed consensus to table allocation of these funds until the next County Board meeting when all County Commissioners are present.

9:46am – The Chairperson recessed the meeting for a break.

9:55am – The Board of Commissioners reconvened.

County Coordinator Kris McNally led a discussion regarding the purchase of an application tracking system.

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

Resolution #13 - 8/2/22

WHEREAS the current application tracking system is expiring December 31, 2022, and

WHEREAS the County Coordinator and HR Specialist have viewed various application tracking systems and would like to sign an agreement with ApplicantStack by SwipeClock;

BE IT RESOLVED to approve an agreement with SwipeClock for the county's application tracking system;

BE IT FUTHER RESOLVED that the HR Specialist is authorized to sign the agreement with SwipeClock for said system.

Veteran Service Officer Erica Bliss met with the County Board to discuss matters concerning her department.

Action #14 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #14a – 8/2/22

Resolution Granting Authorization to Apply for the MDVA Operational Enhancement Grant

WHEREAS the County Veterans Service Office recommends we apply for the MDVA Operational Enhancement Grant. This is an annual grant offered to counties and;

WHEREAS grant money must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office as specified in *Minnesota Statutes 197.608 and Minnesota Laws 2021, 1st Special Session, Chapter12, Article 1, Section 37, Subdivision 2*. And

BE IT RESOLVED the Kanabec County Board authorizes the application of the Veterans Operational Grant for FY23.

THEREFORE BE IT RESOLVED that Kanabec County Veterans Service Officer Erica Bliss is authorized to sign the grant application.

Resolution #14b – 8/2/22

Resolution to Accept the MDVA Operational Enhancement Grant and Enter Into a Grant Contract with the MN Department of Veterans Affairs

BE IT RESOLVED by the Kanabec County Board of Commissioners that the County accept the MDVA Operational Enhancement Grant and hereby agrees to enter into a Grant Contract with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: County Veterans Service Office Operational Enhancement Grant Program;

BE IT FURTHER RESOLVED said grant must be used to provide outreach to the county's Veterans; to assist in the reintegration of combat Veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county Veterans service office, as specified in Minnesota Statutes 197.608 and Minnesota Laws 2021, 1st Special Session, Chapter 12, Article 1, Section 37, Subdivision 2. This Grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by the Kanabec County Board of Commissioners that Erica Bliss, the County Veteran Service Officer, be authorized to execute the Grant Contract for the above-mentioned Program on behalf of the County.

Commissioner Dennis McNally led a discussion regarding the proposed reservation of the Courthouse parking lot on the 4th Tuesday of each month from 8:00am – 12:00pm for Veteran's Coffee Talk.

The Board expressed consensus for Veteran Service Officer Erica Bliss to work with County Sheriff Brian Smith in an effort to relocate Coffee Talk to the Jail Training Room. The jail facility would provide more parking spaces as well as a more accessible meeting room at ground level.

Deputy Auditor Property & Tax Tim Jacobs met with the Board to determine a plan of action for tax forfeit parcel 12.02185.00 located at 3232 Hwy 65. The estimated cost to clean up the property is \$14,000. The Board expressed consensus to obtain a quote to demolition all

structures on the property, to move forward with the clean-up on trash on the property, and to notify adjoining landowners of the property's availability status.

10:50am – The Chairperson called for public comment in the room and online three times. None responded.

10:51am – The Chairperson closed public comment.

The Board expressed consensus to move Closed Session, Union Negotiation Strategy to the next meeting when the full Board is present.

Future Agenda Items: Warman Property; Allocation of funds from one-time special MCIT distribution; Closed Session – Union Negotiation Strategy

Action #15 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to recess the meeting at 10:50am to a Board Budget Work Session on August 9, 2022 at 9:00am.

The Kanabec County Board of Commissioners met for a Budget Work Session on Tuesday, August 9, 2022 at 9:00am pursuant to recess with the following Board Members present: Les Nielsen, Rick Mattson, Dennis McNally, and Craig Smith.

Action #16 – The Chairperson adjourned the meeting. The Board will meet again in Regular Session on Tuesday, August 16, 2022 at 9:00am.

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

Attest: _____
Board Clerk