

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

January 18, 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, January 18, 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 Kim Christenson.

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 Rick Mattson, seconded by Dennis McNally and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the December 3, 2021 Emergency Meeting Minutes and the January 4, 2022 Organizational & Regular Meeting Minutes as presented.

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

<u>Vendor</u>	<u>Amount</u>
Ann Lake Twp	427.38
Arthur Twp	2,210.61
Braham Public Schools	6,443.40
Brunswick Twp	2,421.49
City of Grasston	123.10
City of Mora	52,403.72
City of Ogilvie - Clerk	1,806.63
City of Quamba	10,664.41
Comfort Twp	4,255.99

East Cent. Reg Dev Commission	484.80
East Central School District	3,567.08
Ford Twp	1,807.43
Grass Lake Twp	2,407.97
Haybrook Twp	1,228.92
Hillman Twp	1,200.43
Hinckley - Finlayson Schools	3,244.00
Isle Public Schools	2,104.00
Kanabec County	2,837.73
Knife Lake Improvement District	362.55
Knife Lake Township	2,318.01
Kroschel Twp	1,104.69
Milaca Public Schools	181.38
Mora Public Schools	105,148.82
Ogilvie Public Schools	20,183.48
Peace Township	3,423.15
Pine City Public Schools	4.65
Pomroy Twp	2,634.68
Southfork Twp	1,410.59
Whited Twp	946.28
Coborns	500.00
Kwik Trip	10,279.52
Minnesota Department of Finance	7,526.50
Minnesota Department of Finance	1,658.00
Office of MN.IT Services	1,338.65
VISA	1,188.47
Chamberlain Oil	187.85
East Central Energy	192.60
Minnesota Department of Finance	17,918.90
Minnesota Department of Health	1,657.50
Card Services (Coborns)	101.05
The Hartford Priority Accounts	4,067.25
CW Technology	1,576.40
E C Riders	15,607.93
Kanabec County Auditor HRA	6,000.00
Mora Municipal Utilities	11,541.39
Spire Credit Union	7,897.27
Verizon Wireless	3,615.31

East Central Energy	1,460.11
Quality Disposal	164.25
Kanabec County Auditor-Treas	634.61

50 Claims Totaling: \$332,470.93

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

Revenue Fund

Vendor	Amount
A and E Cleaning Services	500.00
Access	438.00
Ace Hardware	151.45
Advanced Correctional Healthcare	18,970.14
American DataBank	138.55
Association of MN Counties	4,900.00
AT&T Mobility	929.40
AT&T Mobility	44.67
Auto Value Mora	518.05
Auto Value Mora	23.98
Axon Enterprise Inc.	1,746.00
Bracewell, Earl	86.20
Braham Motor Service Inc	186.19
Bureau of Criminal Apprehension	120.00
Children's Hospitals and Clinics of MN	895.00
Coborn's Inc	1,123.80
Coborn's Pharmacy	96.18
CORE Professional Services P.A.	800.00
Cundy, Steve	260.00
Curtis, Michael	521.92
Curtis, Michael	179.60
CW Technology	165.08
CW Technology	660.32
CW Technology	495.24
CW Technology	3,879.38
CW Technology	9,847.75
E911 IES	129.24

East Central Exterminating	125.00
East Central Solid Waste Commission	131.06
ECM Publishers	330.00
Fairview Health Services	90.00
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
Frisch, Justin	195.00
Galls	10.02
Glen's Tire	28.00
Glen's Tire	994.30
Grainger	51.21
Granite City Jobbing Co	772.15
Granite City Jobbing Co	275.74
Granite Electronics	2,750.00
Hallin, Ronald	88.44
Heitke, Bart	13,639.50
Hoefert, Robert	187.27
Hoisington Koegler Group Inc.	3,202.80
Industrial Health Services Network Inc	45.90
Ingebrand Funeral Home	430.00
Innovative Office Solutions, LLC	46.95
Isanti County Sheriff's Office	70.00
J.F. Ahern Co	845.00
Johnson Hardware & Rental	29.45
Kanabec County Community Health	3,008.46
Kanabec County Environmental Services	25,000.00
Kanabec County Highway Department	463.10
Kanabec County Highway Department	63.69
Kanabec Publications	441.80
Kanabec Publications	857.12
Kanabec Publications	597.00
Kanabec Publications	81.69
Kanabec Publications	15.93
Kanabec Publications	25.46
Kanabec Publications	29.23
Kastenbauer, Paul	387.35
KnowBe4 Inc.	2,018.25
Larson, Roger	602.00

League of Minnesota Cities	1,980.00
MACAI	100.00
MacTek Systems Inc.	7,706.00
Manthie, Wendy	238.00
Manthie, Wendy	555.75
Marco	134.68
Marco	2,646.10
Marco	1,396.40
Marco	523.46
Marco	159.00
Marco	3,216.80
Marco	581.14
Marco Technologies LLC	76.73
Marco Technologies LLC	337.28
Marco Technologies LLC	1,596.50
MCIS	10,934.00
Methven Funeral and Cremation Services	400.00
Mid-American Research Chemical	412.41
Midcontinent Communications	246.68
Minnesota Counties Intergovernmental Trust	1,284.00
Minnesota Monitoring, Inc.	488.00
Minnesota Sheriffs' Association	5,747.99
MN Counties Insurance Trust	146,793.00
MN Counties Insurance Trust	69,739.00
MN Counties Insurance Trust	11,008.00
MN Counties Insurance Trust	4,257.00
MN Counties Insurance Trust	6,223.00
MN Counties Insurance Trust	7,465.00
Morrison County Sheriff's Office	50.00
Noble Medical Inc	114.14
Northland Securities Inc	1,250.00
O'Brien, Pat	90.68
Office Depot	60.41
Olson, Rhonda	83.96
O'Reilly Auto Parts	9.92
O'Reilly Auto Parts	19.45
Peterson Company LTD	2,000.00
Quality Disposal Systems	199.35

Quality Disposal Systems	26.34
Quality Disposal Systems	394.21
Ramsey County	1,615.00
RELX Inc, BCA LexisNexis	189.08
RELX Inc. DBA LexisNexis	225.00
Sabinash, Douglas	83.96
Schneider Geospatial, LLC	7,800.00
Schneider Geospatial, LLC	11,400.00
SHI	64.00
State of Minnesota - BCA	530.00
State of Minnesota - BCA	270.00
Stellar Services	445.28
Stellar Services	123.76
Stewart, William	320.00
Streicher's	419.08
Streicher's	1,874.25
Summit Food Service Management	3,742.75
SWAA/AMC	200.00
Tinker & Larson Inc	289.75
Van Alst, Lillian	181.94
Van Alst, Lillian	235.20
Veolia Environmetnal Services	9,113.68
Zaudtke, Debra	471.28
Zaudtke, Wayne	78.36

127 Claims Totaling: \$ 442,946.80

Road & Bridge Fund

<u>Vendor</u>	<u>Amount</u>
A1 Rescue Towing	750.00
A & E Cleaning	1,000.00
Ace Hardware	42.83
Aramark	333.13
Auto Value	3,519.33
Central McGowan	177.84
Central Pension Fund	221.60
City of Mora	930.80
EATI	252.88

FS Solutions	56.38
Glens Tire	100.00
Gopher State One-Call	4.05
Kanabec County Highway Dept	46.20
Kroschel Land Surveyors	600.00
Kwik Trip	23.85
Lake Superior College	250.00
Marco	312.38
MN Dept. of Transportation	200.00
Mora Chevrolet	301.42
Morton Salt	14,180.25
Northern Lines Contracting	20,282.50
Northern Safety Co	265.32
Northpost	2,640.24
Nuss Truck	1,683.16
Office Depot	52.12
Owens Auto Parts	212.58
Power Plan (RDO)	10,677.30
Premier Outdoor Services	10,570.00
Scientific Sales	94.00
Summit Companies	578.00
Towmaster	1,064.34
Tri-State Bobcat	145.50
Trueman Welters	3,981.76
USIC Locating	30.00
Wiacom	675.30
Widseth Smith Nolting	8,211.25
36 Claims Totaling:	<u><u>\$84,466.31</u></u>

Action #5 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to recess the meeting at 9:10am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:10am on Tuesday, January 18, 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 #FS6 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to approve the Family Services Board Agenda as presented.

Chassidy Lobdell and Danielle Snedeker gave the board a short presentation about homelessness in Kanabec County and how the emergency services program through Lakes and Pines helps them. Information only, no action was taken.

Acting Health and Human Services Advisory Committee Chairperson Jack Doughty spoke to the board expressing his support to elect Charlie Strickland Jr as Chairperson of the Health and Human Services Advisory Committee for 2022.

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

Resolution #FS7 – 1/18/22
HHSAC Chair Recommendation resolution

WHEREAS, pursuant to Minnesota Statutes, 402.02, Human Services Advisory Committee, “the chair shall be appointed by the human services board and may not be a member of a county board” and

WHEREAS, the Kanabec County Health and Human Services Advisory committee requested submissions for the position of committee chair on November 15, via email, and received only one nomination and that was for Charlie Strickland, Jr.

THEREFORE BE IT RESOLVED the Kanabec County Family Services board approves the nomination of Charlie Strickland, Jr. as Chairperson for the Kanabec County Health and Human Services Advisory committee for the year 2022.

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

Resolution #FS8 - 1/18/22
Children’s Mental Health Grant Agreement resolution

WHEREAS, the STATE, pursuant to Minnesota Statutes, section 256.01, subdivision 2(a)(6) is empowered to enter into contracts for the following services: mental health screenings,

assessments, and referrals for diagnostic assessment and/or treatment for children within the child welfare and juvenile justice populations (prioritizing funds for uninsured and underinsured children) and,

WHEREAS, such a contract has been presented to Kanabec County Family Services for the term January 1, 2022 through December 31, 2022, and

WHEREAS, Kanabec County Family Services represents that it is duly qualified and willing to perform these services.

THEREFORE BE IT RESOLVED to approve an Agreement with the Minnesota Department of Human Services and Kanabec County, doing business as Kanabec County Family Services to provide Children’s Mental Health services commencing January 1, 2022 through December 31, 2022.

Action #FS9 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the payment of 103 claims totaling \$210,560.21 on Welfare Funds.

Action #FS10 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to adjourn Family Services Board at 9:31am and to meet again on Tuesday, February 15, 2022 at 9:05am.

The Board of Commissioners reconvened.

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

Resolution #11 - 1/18/22

BE IT RESOLVED to re-appoint Craig Smith to the Snake River Watershed Management Board for a one year term commencing immediately and expiring January 3, 2023.

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

Resolution #12 - 1/18/22

BE IT RESOLVED to appoint Kevin Schiferli as an alternate to the Insurance Committee to represent the Local 49 for a three year term commencing immediately and expiring January 7, 2025.

EDA Director Heidi Steinmetz met with the Board to discuss EDA Appointments, EDA Bylaw Amendments, and the Minnesota Rural Broadband Coalition 2022 Membership.

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

Resolution #13- 1/18/22

BE IT RESOLVED to re-appoint Lisa Holcomb to the Economic Development Authority for a six year term commencing immediately and expiring January 4, 2028.

BE IT FURTHER RESOLVED to re-appoint Ivan Black to the Economic Development Authority for a six year term commencing immediately and expiring January 4, 2028.

Heidi Steinmetz gave an update regarding the EDA's latest discussions regarding bylaw amendments. Information only, no action was taken.

Minnesota Rural Broadband Coalition Lobbyist Nathan Zacharias met with the Board via WebEx to give a short presentation regarding how the coalition works with State legislators to obtain broadband funds for rural Minnesota.

Action #14 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve continuing the membership with the Minnesota Rural Broadband Coalition and to pay the membership fees using ARPA dollars.

10:00am – A Public Hearing was held to obtain public comment on the County's intention to appoint the office of County Recorder.

A notice of public hearing was posted in the courthouse lobby, on the county website, and in the Kanabec County times on January 7, 2022 and January 14, 2022. County Coordinator Kris McNally read the following public notice aloud:

NOTICE OF PUBLIC HEARING AND INTENT TO APPOINT THE OFFICE OF RECORDER

Notice is hereby given that the Kanabec County Board of Commissioners will hold a Public Hearing at 10:00 a.m. on Tuesday, January 18, 2022, in Meeting Rooms 3 & 4 of the Kanabec County Courthouse, 18 North Vine Street, Mora, MN 55051, to obtain public comment on the County's intention to appoint the office of County Recorder, Pursuant to Minnesota Statute §375A.1205.

Questions regarding this matter may be referred to Kris McNally, County Coordinator, at 320-679-6440 or coordinator@co.kanabec.mn.us. Written testimony may also be sent to the County Coordinator's Office, 18 North Vine Street, Suite 181, Mora, MN 55051, and must be received no later than 11:30 a.m. on Friday, January 14, 2022.

By order of the Kanabec County Board of Commissioners this 7th day of December, 2021.

The Chairperson opened the floor for public comment. Those who spoke included Lisa Holcomb. There was also a letter submitted by Lisa Holcomb that Kris McNally read aloud.

The Chairperson closed public comment.

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

Resolution #15 - 1/18/22

WHEREAS the negotiating committee has presented the Board with a proposed 2022 collective bargaining unit agreement between Kanabec County and the Law Enforcement Labor Services, Inc., Local 106, and

WHEREAS the Union has indicated acceptance by signature of the Union Business Agent;

BE IT RESOLVED to approve a 2022 collective bargaining unit agreement between Kanabec County and the Law Enforcement Labor Services, Inc., Local 106.

Action #16 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the 2022 Board Operating Guidelines as amended with the following change to Section IV, subsection A, second paragraph 2, add “or assigned location” to meeting location.

The Commissioners gave reports on the boards and committees in which they participate.

10:19am – The Board took a break.

10:27am – The Board reconvened.

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

Rhonda Olson	Comments regarding transit employees
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10:33am – The Chairperson closed public comment.

Kanabec Soil & Water Supervisor Deanna Pomije met with the Board to give an update regarding the One Watershed One Plan and the work they are doing with Snake River Watershed. Potential board appointment was discussed. Deanna will consult with her board and get back to the commissioners.

Environmental Services Supervisor Teresa Wickeham met with the board to discuss matters concerning her department.

Action #17 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #17 – 1/18/22

Memorandum of Agreement with Hoisington Koegler Group Inc.

WHEREAS, the Kanabec County Comprehensive Plan Update was scheduled for completion by January 6, 2022, and

WHEREAS, the Comprehensive Plan Update process is extensive and requires Planning Commission approval, and

WHEREAS, Kanabec County Planning Commission approval was not achieved by the deadline; and

WHEREAS, a contract extension until February 28, 2022 has been requested by the Hoisington Koegler Group, Inc., and

WHEREAS, said contract extension will allow the Hoisington Koegler Group, Inc. to finalize any remaining edits to the draft and participate in the adoption process;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves the extension of the contract with Hoisington Koegler Group, Inc. until February 28, 2022.

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

Resolution #18 - 1/18/22

WHEREAS, Minnesota Statutes require counties to manage MSW according to an established hierarchy; and

WHEREAS, Minnesota's counties have made investments in waste prevention and recycling systems; and

WHEREAS, counties with innovative ideas should be provided the requisite opportunity and flexibility to successfully implement those ideas so as to best serve their communities; and

WHEREAS, the revenues the State is collecting via the solid waste management taxes have continued to grow while amounts sent to the counties have not increased proportionally; and

WHEREAS, Minnesota counties face significant market trends that will require innovative approaches to manage materials separated from solid wastes in order to adequately meet the growing and changing needs of citizens and businesses; and

WHEREAS, Minnesota has an opportunity to improve its waste reduction and recycling system through funding the counties' investment infrastructure and expanded operations; now, therefore

BE IT RESOLVED, Kanabec County supports the state funding by increasing SCORE (Select Committee on Recycling and the Environment) grants, in amounts which fully utilize the solid waste management tax revenues for solid waste reduction, management activities, and improving our environment.

Teresa Wickeham led a discussion regarding the Technical Evaluation Panel (TEP). Information only, no action was taken.

Action #19 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to recess the meeting at 11:15am to a time immediately following the Drainage Authority Board.

The Kanabec County Drainage Authority Board met at 11:15am on Tuesday, January 18, 2022 pursuant to adjournment with the following Board Members present on-site: Rick Mattson, Dennis McNally, Craig Smith, and Les Nielsen.

County Ditch Inspector Chad Gramentz met with the Board via WebEx and presented the Drainage Authority Board Agenda.

Action #21 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the Drainage Authority Board Agenda as presented.

Action #22 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to approve the September 21, 2021 Drainage Authority Board Minutes as presented.

Action #23 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the following resolution:

Resolution #23 – 1/18/22

County Ditch No. 2

Repair Report

WHEREAS the Kanabec County Drainage Authority ordered a repair report for County Ditch No. 2 on September 21, 2021, and

WHEREAS said report has been completed and submitted to the Board and Kanabec County Auditor, and

WHEREAS said report is included herein by reference, and

THEREFORE BE IT RESOLVED to set a hearing on the repair report on February 8, 2022 at 6:30pm in the Kanabec County Jail Training Room.

Action #24 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the following resolution:

Resolution #24 – 1/18/22

County Ditch No. 5

Repair by Property Owner

WHEREAS a petition for repair by property owner in accordance with the 2010 Kanabec County Drainage System Management Policy has been received for a portion of County Ditch No. 5, and

WHEREAS said petition is included herein, and

WHEREAS the petitioners have met the submittal requirements and deposit, and

THEREFORE BE IT RESOLVED to order Engineer’s Report to be completed by the County Engineer.

The Chairperson opened the floor for public comment. Those that responded included:

Kevin Belkholm	Requested a copy of the repair report.
Loren Barnick	Continue with project, requested copy of the repair report.

The Chairperson closed public comment.

Action #25 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to adjourn the Drainage Authority Board at 11:33am.

Deputy Auditor Property & Tax Roberta Anderson met with the board to present a request to purchase tax forfeited parcel #23.00730.10.

Roberta Anderson introduced Tim Jacobs to the commissioners. Tim has been hired to fill the position of Deputy Auditor Property & Tax upon Roberta’s upcoming retirement.

Action #26 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to approve the sale of tax forfeit parcel 23.00730.10 to the adjoining property owner for \$1,500.00.

Future agenda items: Knife Lake Park, Highway capital equipment purchases, township tax-forfeit land sale question

Action #27 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to close the meeting at 11:53am 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 Rick Mattson, Dennis McNally, Craig Smith, and Les Nielsen; as well as County Coordinator & Personnel Director Kris McNally.

Action #28 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to return to open session at 12:23pm.

Action #29 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to adjourn the meeting at 12:23pm and to meet again in regular session on Tuesday, February 1, 2022 at 9:00am.

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

Attest: _____
Board Clerk