

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of the County Coordinator

## July 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, July 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.

The meeting was held in the County Board Room and via WebEx for anyone wishing to attend virtually.

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

Action #1 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the July 5, 2022 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>
Consolidated Communications	1,141.63
East Central Energy	257.32
Kanabec County AT ACH_VISA	467.19
Kwik Trip Inc	18,720.99
Marco Inc	3,216.80
Midcontinent Communications	246.41
Midcontinent Communications	226.26
Minnesota Department of Finance	5,261.50
Minnesota Department of Finance	934.50
Minnesota Department of Health	1,402.50
Minnesota Unemployment Insurance	455.87
Quality Disposal	663.75
Spire Credit Union	9,084.78
Verizon Wireless Cell Phones	<u>2,622.90</u>

\$44,702.40

Action #4 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to recess the meeting at 9:03am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:03am on Tuesday, July 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 #FS5 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the Family Services Board Agenda as presented.

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

Action #FS6 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the following resolution:

**Resolution #FS6 - 7/19/22**

Family Based Services Provider position to Social Worker

**WHEREAS**, the Family Based Services Provider position will become vacant on July 28, 2022, and

**WHEREAS**, the Family Services Director is recommending to change this vacant position to a Social Worker position to better align the needs of the agency and the clients we serve, and

**WHEREAS**, the board desires to change this vacant position to a Social Worker position.

**THEREFORE BE IT RESOLVED** that the Kanabec County Family Services Board authorizes the Family Services Director and the County Personnel Director to hire a Full-time Social Worker to fill the changed position at Step A, Range 13 of the pay plan which is \$26.97 per hour or the rate set by internal promotion, and

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

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

**Resolution #FS7 – 7/19/22**

Psychiatric Services Contract – resolution

**WHEREAS**, the Family Services Agency has received notice from Jenny Bliss, CNS who provides psychiatric evaluations and counseling services for the Region 7E Mental Health Project that she will be ending her contract in July, 2022, and

**WHEREAS**, a new provider has been interviewed and accepted the position, and

**WHEREAS**, a contract has been presented to the Kanabec County Board of Commissioners for a period beginning July 25, 2022 and ending December 31, 2022, and

**WHEREAS**, this position is fully funded by the Region Adult Mental Health Initiative Funds;

**THEREFORE BE IT RESOLVED** to approve an agreement for psychiatric services for the period beginning July 25, 2022 and ending December 31, 2022 with Jessica Stokes.

Action #FS8 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the payment of 64 claims totaling \$211,655.12 on Welfare Funds.

Action #FS9 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to adjourn Family Services Board at 9:14am and to meet again on August 16, 2022 at 9:05am.

The Board of Commissioners reconvened.

Action #10 – 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	550.00
Accurate Controls Inc.	193.49
Ace Hardware	35.15
Ace Hardware	236.26
Ace Hardware	12.50
Adam's Pest Control, Inc.	250.00
Advanced Correctional Healthcare	18,464.14
ASLIS	7.00
Aspen Mills	165.75
BCA/Business Shared Services	150.00
BlueStar Graphics	495.00
Bob Barker	363.37
Bowalnd, Jacob	20.00
Bowland, Jacob	94.44
Bureau of Criminal Apprehension	120.00

Coborns	1,000.00
Curtis, Michael	431.37
CW Technology	727.40
CW Technology	2,515.00
East Central Regional Juvenile Center	4,335.00
EATI	3,178.32
Fairview Health Services	45.00
FBG Service Corporation	7,372.00
FBG Service Corporation	672.00
Glen's Tire	1,138.63
Granite City Jobbing Co	749.69
Granite City Jobbing Co	209.38
Granite City Jobbing Co	846.80
Hoefert, Robert	647.84
Horizon Towing	456.34
Horizon Towing	187.91
Industrial Health Services Network Inc	45.90
IT Savvy LLC	1,995.76
IT Savvy LLC	783.40
IT Savvy LLC	179.38
Johnson's Hardware & Rental	35.61
Kanabec County Highway Department	136.49
Kanabec County Highway Department	564.24
Kanabec County Highway Department	171.76
Kanabec County Highway Department	237.85
Kanabec Publications	551.00
Kanabec Publications	546.66
Kanabec Publications	40.44
Kwik Trip	1,000.00
Lakeland Printers Inc	96.00
Lindberg, Jodi	40.00
Marco	134.68
Marco	159.00
McFadden, Barbara	73.71
MCIS	10,934.00
McKinnis & Doom PA	56.50
Methven Funeral and Cremation Services	400.00
Methven Funeral and Cremation Services	600.00
Mille Lacs County Sheriff's Office	56.24
MNCCC Lockbox	180.00
MNCCC Lockbox	2,480.00
MNCCC Lockbox	13,277.50
Mora Area Chamber c/o Fired Up at the Tower	250.00

Mora Bakery	32.06
Nelson, Jerry	392.54
Noble Medical Inc	341.46
Oak Gallery	22.41
Premium Waters, Inc.	30.53
Quality Disposal Systems	233.36
Reliance Telephone, Inc	300.00
RELX Inc. DBA Lexis Nexis	189.08
Rinke Noonan, Attorneys at Law	2,028.50
River Valley Forensic Services, P.A.	250.00
River Valley Forensic Services, P.A.	500.00
Ruud, Sandy	20.00
Ruud, Sandy	128.70
Smith, Trenton	90.00
State of Minnesota - BCA	270.00
Stellar Services	83.26
Stellar Services	58.26
StopStick, Ltd.	5,496.00
Streicher's	358.20
Summit Companies	341.00
Summit Food Service Management	4,005.46
Summit Food Service Management	4,050.40
Tactical Solutions	444.00
Tinker & Larson Inc.	1,206.90
Van Alst, Lillian	729.10
Veterans Council of Pine City	20.00
<b>84 Claims Totaling:</b>	<b><u><u>\$ 102,317.12</u></u></b>

### **Road & Bridge Fund**

<b><u>Vendor</u></b>	<b><u>Amount</u></b>
A&E Cleaning	1,100.00
Ace Hardware	207.35
Andy's Towing	593.82
Aramark	338.48
Avenu Insights & Analytics	1,000.00
Campbell, Gary	350.00
Central Pension Fund	384.10
Dultmeier Sales	231.49
Glens Tire	435.00
Gopher State One-Call	54.00
Johnson Hardware and Rental	477.29
Kanabec County Highway Dept	146.04

Kanabec County Coordinator	10.52
Knife River	7,880.16
Kwik Trip	510.13
Marco	330.89
Midway Iron & Metal	371.84
MADI	50.00
MN Dept of Transportation	389.25
Newman Traffic Signs	18,416.14
North Central International	4,858.89
Olson Power & Equipment	479.40
Owens Auto Parts	2,148.02
Pomp's Tire Service	7,236.46
Post Master	600.00
Power Plan	2,269.25
Swanston Equipment Corporation	1,316.12
Tomlinson, Timothy	57.95
Wiacom	675.30
Ziegler	602.22
<b>30 Claims Totaling:</b>	<b><u><u>\$53,520.11</u></u></b>

**9:20am** – County Attorney Barbara McFadden arrived.

Action #11 – 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 #11a – 7/19/22**

**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 bingo event to be held at Northwoods Steakhouse at 2732 MN-65, Mora, MN 55051, and a raffle event to be held on Knife Lake on February 4, 2023.

### **Resolution #11b – 7/19/22**

#### **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	\$4,270.60
Arthur Township	-
Total	\$4,270.60

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

## **Resolution #12 – 7/19/22**

### **AUTHORIZING LEGAL REPRESENTATION**

**WHEREAS**, the Kanabec County Board of Commissioners objects to the Department's decision to disregard the County's decision to provide healthcare services under Minn. Stat. § 256B.69 and Minn. Stat. § 256B.692 to eligible recipients of Minnesota Senior Health Options (MSHO) and Minnesota Senior Care Plus (MSC+), Special Needs Basic Care (SNBC) and Minnesota's Families and Children's Program (F&C) within the County;

**WHEREAS**, the Kanabec County Board of Commissioners previously authorized the County to request mediation under Minn. Stat. § 256B.69, subd. 3a to challenge the Department's procurement decision;

**WHEREAS**, the County Board of Commissioners has authorized [SCHA] as a single entity representing a group of counties, including Kanabec County, to seek mediation with the Department;

**WHEREAS**, the South Country Health Alliance Joint Powers Board has retained the law firm of Lockridge Grindal Nauen PLLP to represent South Country Health Alliance in mediation with the Department pursuant to Minn. Stat. §256B.69, subd. 3a(d), both on behalf of the County individually and through [SCHA] as the single entity representing a group of county boards.in challenging the Department's procurement determinations in mediation or, as necessary, in other legal action.

**NOW, THEREFORE BE IT RESOLVED**, that the Kanabec County Board of Commissioners, hereby authorizes Lockridge Grindal Nauen PLLP to represent the County in mediation with the Department pursuant to Minn. Stat. §256B.69, subd. 3a(d), both on behalf of the County individually and through [SCHA] as the single entity representing a group of county boards.

Commissioner McNally led a discussion regarding expectations for County Staff involvement with the Ann River Erosion Control Project. Jon Sanford spoke on behalf of Kanabec County Soil and Water to request that County Engineer Chad Gramentz design the project. Information only, no action was taken but will be discussed later in the meeting when the County Engineer is present.

Dr. Larry Brettingen met with the County Board to present the Kanabec History Center's 2022 ballot question request.

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

### **Resolution #13 – 7/19/22**

#### **RESOLUTION RELATING TO APPROVING A SPECIAL TAX LEVY FOR THE BENEFIT OF THE KANABEC COUNTY HISTORICAL SOCIETY, AND CALLING AN ELECTION THEREON**

**BE IT RESOLVED** by the Board of County Commissioners of Kanabec County, State of Minnesota, as follows:

1. (a) The Board of County Commissioners hereby determines and declares, consistent with its Resolution No. 28 dated December 21, 202, that it shall call a special election for the County to establish and levy a special tax levy, to be levied against all taxable property in the County in the aggregate sum of \$45,000 per year, for ten years beginning with taxes payable in 2023, unless otherwise revoked or reduced as provided by law, the proceeds of which shall be appropriated to the Kanabec County Historical Society for the promotion and maintenance of the Kanabec County Historical Society, the preservation and publication of historical material at the Kanabec County Historical Society, disseminating historical information of the County, and defraying the expense of carrying on the historical work of the Kanabec County Historical Society. The Kanabec County Historical Society is affiliated with and approved by the Minnesota Historical Society. The levy is authorized by Section 138.052 of the Minnesota Statutes. The question on the approval of this special tax levy shall be County Question 1 on the county ballot at the special election held to approve said special tax levy.

2. The ballot question specified above and herein shall be submitted to the qualified voters of the county at a special election, which is hereby called and directed to be held in conjunction with the state general election on Tuesday, November 8, 2022.

3. Pursuant to Minnesota Statutes, the precincts and the polling places for this special election are those polling places and precincts or parts of precincts located within the boundaries of the County which have been established by the cities or towns located in whole or in part within the County. The voting hours at those polling places shall be the same as those for the state general election.



4. The Clerk of the Board of County Commissioners is hereby authorized and directed to cause written notice of said special election to be provided to the Kanabec County Auditor/Treasurer at least seventy-four (74) days before the date of said election. The notice shall specify the date of said special election and the title and language for the ballot question to be voted on at said special election. Any notice given prior to the date of the adoption of this resolution is ratified and confirmed in all respects.

The County Auditor/Treasurer is hereby authorized and directed to cause notice of said special election to be posted at the County's administrative offices at least ten (10) days before the date of said special election.

The County Auditor/Treasurer is hereby authorized and directed to cause two sample ballots to be posted in each polling place on election day. The sample ballot shall not be printed on the same color paper as the official ballot.

The County Auditor/Treasurer is hereby authorized and directed to post sample ballots for each precinct in the County Auditor/Treasurer's office for public inspection and transmit an electronic copy of these sample ballots to the Secretary of State at least 46 days before the state general election.

The County Auditor/Treasurer is further authorized and directed to, no earlier than 15 days and no later than two days before the state general election, publish a sample state general election ballot in at least one newspaper of general circulation in the County.

The notice of election so posted and published shall state the question to be submitted to the voters as set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The Clerk of the Board of County Commissioners and the County Auditor/Treasurer are authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with state, city, township and county election authorities conducting the state general and other elections on that date. The Clerk of the Board of County Commissioners, the County Auditor/Treasurer, and members of the County administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate municipal and county officials regarding preparation and distribution of ballots, election administration and cost sharing.


5. The County Auditor/Treasurer is further authorized and directed to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:

[Form of Ballot on next page.]  
Special Election Ballot  
Kanabec County

November 8, 2022

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**Instructions to Voters:**

To vote, completely fill in the oval(s) next to your choice(s) like this: .

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To vote for a question, fill in the oval next to the word "Yes" on that question.  
To vote against a question, fill in the oval next to the word "No" on that question.

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**County Question 1**  
**Approval of Special Tax Levy for**  
**Kanabec County Historical Society**

**Yes**

**No**

Shall the Board of County Commissioners of Kanabec County, for the benefit of the Kanabec County Historical Society and the Kanabec History Center, be authorized to establish and levy a special tax levy to be levied on all taxable property in Kanabec County, in the aggregate amount of \$45,000 per year, for ten years beginning with taxes payable in 2023, unless otherwise revoked or reduced as provided by law, the proceeds of which shall be appropriated to the Kanabec County Historical Society to support its historical work and purposes, including collection, preservation, publication, and dissemination of historical documents and information?

**BY VOTING "YES" ON THIS BALLOT QUESTION, YOU  
ARE VOTING FOR A PROPERTY TAX INCREASE.**

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Optical scan ballots must be printed in black ink on white colored material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

6. The individuals designated as judges for the state general election shall act as election judges for this special election at the various polling places and shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit the results to the Board of County Commissioners for canvass in the manner provided for other county elections. The election must be canvassed by the Board of County Commissioners between the third and the tenth day following the election.

7. The County Auditor/Treasurer shall make all Campaign Financial Reports required to be filed with the County under Minnesota Statutes, Section 211A.02 available on the County's website. The County Auditor/Treasurer must post the report on the County's website as soon as possible, but no later than thirty (30) days after the date of the receipt of the report. The County must make a report available on the County's website for four years from the date the report was posted to the website. The County Auditor/Treasurer must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

8. Unless otherwise agreed-to in writing by the County and the Kanabec County Historical Society, the total election costs for the instant special election shall be allocated according to each jurisdiction's share of eligible voters and its share of the total ballot (measured as a percent of the total "column inches" of ballot), consistent with procedures recommended by the Minnesota Secretary of State.

Deputy Auditor Property & Tax Tim Jacobs met with the County Board to discuss splitting and selling tax forfeited PID #12.02140.00 (360 acres).

The Board expressed consensus to propose two options for splitting the 360 acre parcel; three 120 acre parcels or two 40 acre, two 80 acre and one 120 acre parcels to ensure adequate road frontage for each parcel, and submit said options to Peace Township for approval.

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

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

**Resolution #14 – 7/19/22**  
**Transfer Parcel No. 22.00830.00**

**WHEREAS** in 1962 Kanabec County acquired a parcel of real property described as: “The South Twenty Five feet (S. 25’) of Lot Thirty Four (34) of Auditor’s Subdivision 2 of Kanabec County”, and

**WHEREAS** it is in the mutual interest of Kanabec County and the City of Mora for Kanabec County to transfer said parcel to the City of Mora and retain permanent highway easement over said parcel, and

**WHEREAS** said highway easement relieves Kanabec County of assessment obligations and allows for placement of future infrastructure by the City of Mora, and

**THEREFORE BE IT RESOLVED**, upon agreement by the Mora City Council, to transfer Parcel No.22.00830.00 to the City of Mora for a sum of One Dollar, and secure permanent highway easement over parcel 22.00830.00 for a fee of One Dollar, and

**BE IT FURTHER RESOLVED** to authorize the Kanabec County Board Chair and County Coordinator to sign the necessary documents.

Public Works Director Chad Gramentz presented a Request for Proposal from the State of Minnesota – Department of Public Safety for the Towards Zero Death (TZD) Safe Roads Coalition Grant. Approval to apply for the grant failed for lack of a motion.

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

**Resolution #15 – 7/19/22**

**WHEREAS** there is a vacancy in the position of a CADD Technician, and

**WHEREAS** the board desires to refill this vacant position with CADD Technician or a Senior Engineering Technician;

**BE IT RESOLVED** that the County Board authorizes the Public Works Director Chad

Gramentz and the County Personnel Director to hire a either a Full Time CADD Technician to fill the position at Step A, Range 12 of the pay plan which is \$25.21 per hour or the rate set by internal promotion; or a Full Time Senior Engineering Technician to fill the position at Step A, Range 14 of the pay plan which is \$28.87 per hour or the rate set by internal promotion, and

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

Public Works Director Chad Gramentz gave verbal updates regarding his department. Information only, no action was taken.

The Chairperson led a follow up discussion regarding the earlier request from Kanabec Soil & Water for County Engineer Chad Gramentz to do the design work for the proposed Ann River Erosion Project. County Engineer Gramentz requested time to determine permit requirements and estimate the time required to engineer the project. He will bring the results to back to the County Board for further consideration.

County Coordinator Kris McNally led a discussion regarding notification from the DNR about two parcels totaling approximately 81 acres in Haybrook Township (PID 07.00030.00) that may be available for the County to acquire for conservation purposes. The land was formally owned by Potlatch Timberlands LLC., and is currently owned by The Conservation Fund. The land is under a Sustainable Forest Incentive Act (SFIA) 50-year covenant and has no road access or recorded easement in Kanabec County.

Action #16 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously not to acquire the parcel located at NE1/4 of the NW1/4 in Section 01, Township 42N, Range 24W, nor the parcel located at NW1/4 of the NW1/4 in Section 01, Township 42N, Range 24W (PID 07.00030.00) from The Conservation Fund.

**10:33am** – The Chairperson called for public comment for those in attendance at the Courthouse and those attending virtually three times. None responded.

**10:34am** – The Chairperson closed public comment.

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

Future agenda items: Discuss permit requirements and possible County Staff involvement for the proposed Ann River Erosion Project.

Action #17 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to adjourn the meeting at 10:50am and to meet again in regular session on Tuesday, August 2, 2022 at 9:00am.

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

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