

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

March 1, 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, March 1, 2022 pursuant to adjournment with the following Board Members present on-site: Les Nielsen, Rick Mattson, Dennis McNally, and Craig Smith. Staff present on-site: County Coordinator Kris McNally and Recording Secretary Kelsey Schiferli.

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 Craig Smith, seconded by Dennis McNally and carried unanimously to approve the February 15, 2022 minutes as presented.

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

<u>Vendor</u>	<u>Amount</u>
Ann Lake Twp	383.47
Arthur Twp	10,731.44
Brunswick Twp	32,012.57
Brunswick Twp	3,971.67
Comfort Twp	23,670.45
Comfort Twp	607.30
Consolidated Communications	1,115.46
East Central Energy	1,256.95
Grass Lake Twp	25,462.43
Grass Lake Twp	160.07

Haybrook Twp	6,131.86
Haybrook Twp	1,075.99
Hillman Twp	650.17
Kanabec County Auditor-Treas	8,117.13
Kanabec Twp	17,027.40
Kanabec Twp	50.00
Kanabec Twp	3,436.87
Knife Lake Twp	3,368.62
Kroschel Twp	1,233.49
Minnesota Energy Resources Corp	2,133.60
Minnesota Energy Resources Corp	9,967.84
Peace Twp	26,755.49
Peace Twp	4,543.35
Southfork Twp	13,402.39
Verizon Wireless	3,837.07
25 Claims Totaling:	<u><u>\$201,103.08</u></u>

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

Revenue Fund

Vendor	Amount
Ace Hardware	37.57
Ace Hardware	16.99
Aspen Mills	123.15
Aspen Mills	1,543.51
Bob Barker	1,018.97
Bohnsack Law Office	95.75
Carda, Eugene	105.48
Coborn's Inc.	2,041.65
Creative Forms & Concepts Inc.	1,242.11
Curtis, Michael	342.81
East Central Exterminating	250.00
East Central Regional Juvenile Center	4,335.00
Fairview Health Services	115.00
Further	624.40
Galls	46.99

Griffin, Zach	38.95
Hamilton Funeral Homes	430.00
Hoefert, Robert	471.51
Hoisington Koegler Group Inc.	930.00
Holcomb, Lisa	86.58
Horizon Towing	214.75
Information Systems Corp	2,500.00
IT SAVVY LLC	816.01
IT SAVVY LLC	976.15
IT SAVVY LLC	504.24
Kanabec County Aud/Treas	4,423.55
Kanabec County Aud/Treas	4,423.56
Kanabec County Recorder's Office	20.00
Kanabec Publications, Inc.	430.00
League of MN Cities	184.00
M&I Lockbox:MCCC	1,375.00
M&I Lockbox:MCCC	1,918.97
M&I Lockbox:MCCC	1,375.00
M&I Lockbox:MCCC	9,690.00
MACATFO	25.00
Manthie, Wendy	835.95
Marco	91.00
Marco	477.00
McFadden, Barbara	89.04
Mid-American Research Chemical	195.36
Milaca Chiropractic Center	80.00
Minnesota Secretary of State Notary	120.00
Northland Fire Protection	388.40
O'Brien, Pat	91.38
Office Depot	50.34
Premium Waters, Inc.	36.54
Ramsey County	1,455.00
Ramsey County	1,542.00
RandiAnn C. Harvey, RDR, CRR, CRC	63.75
Ratwik, Roszak & Maloney, PA	203.50
RS EDEN	1,319.82
Rupp, Anderson, Squires & Waldspurgen, PA	386.30
Sawatzky, Fred	102.55

Stellar Services	197.02
Stellar Services	251.14
Streamworks LLC	3,800.00
Streicher's	753.00
Streicher's	118.50
Streicher's	1,118.88
Summit Food Service Management	4,014.02
Summit Food Service Management	4,027.93
Van Alst, Lillian	197.15
Vertiv Corporation	4,175.00
60 Claims Totaling:	<u><u>\$ 68,953.22</u></u>

Road & Bridge Fund

<u>Vendor</u>	<u>Amount</u>
Beaudry Oil & Propane	20,764.40
Boyer Trucks	97.37
Capital One Trade Credit (Northern Tool)	119.90
Central McGowan	146.88
Forestry Suppliers	679.66
Frontier Precision, Inc.	27.00
Granite Electronics	3,884.46
Kanabec County Highway Dept	66.15
Little Falls Machine	497.69
Mora Chevrolet Buick	597.23
North Central International	1,027.34
Northern States Supply	3.77
NorthPost, Inc.	294.10
Premier Outdoor Services, LLC	3,775.00
Ziegler Inc.	742.92
15 Claims Totaling:	<u><u>\$32,723.87</u></u>

Action #5 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to recess the meeting at 9:08am to a time immediately following the Community Health Board.

The Kanabec County Community Health Board met at 9:08am on Tuesday, March 1, 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 Craig Smith, seconded by Rick Mattson and carried unanimously to approve the Community Health Board Agenda as presented.

Family Health Supervisor Ashley Berg met with the County Board to give an overview of the Family Home Visiting Programs. Information only, no action was taken.

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 – 3/1/22

Public Health Emergency Preparedness Concurrence Resolution

WHEREAS, the Minnesota Department of Health (MDH) Public Health Emergency Preparedness fourth budget period of the five year project period (2022-2023 Budget Period 4) will focus on continuing COVID-19 response activities, preparing for and demobilizing COVID 19 response activities, identifying strengths, challenges, and areas of improvement based on COVID-19 response experiences, and developing strategies to move public health emergency preparedness work forward during Budget Periods 4 and 5, and

WHEREAS, there will be a set of recurring and base grant-related activities that all CHBs will complete, and

WHEREAS, based on funding levels, CHBs will select from a list of elective duties to meet jurisdictional priorities and threats.

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves Minnesota Department of Health’s approach to Public Health Emergency Preparedness for the 2022-23 budget period.

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

Resolution #CH8 – 3/1/22

Agreement for Clinical Laboratory Training – Moorhead State University resolution

WHEREAS, Minnesota State University Moorhead has a nursing program and is in need of Clinical Laboratory training sites, and

WHEREAS, Kanabec County Community Health has facilities for providing a suitable training experience that meets the educational needs of the students enrolled in those programs, and

WHEREAS, it is in the best interest of Kanabec County Community Health to provide a training site where University students can learn and develop skills and qualifications needed to achieve the student's occupational goals and satisfy the Program requirements while assisting in the development of trained personnel to meet future area employment needs.

THEREFORE BE IT RESOLVED to approve the Community Health Director to sign an Agreement with Minnesota State Colleges and Universities/ Moorhead for Clinical Laboratory Training commencing March 1, 2022 through January 31, 2027.

Action #CH9 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the payment of 45 claims totaling \$13,657.94 on Community Health Funds.

Action #CH10 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to adjourn Community Health Board at 9:37am and to meet again on Tuesday, April 5, 2022 at 9:05am.

The Board of Commissioners reconvened.

EDA Director Heidi Steinmetz met with the Board to give an update regarding broadband.

Action #11 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to authorize EDA Director Heidi Steinmetz and the HR Green consultant to distribute the proposed Request for Information (RFI) to internet service providers, and to advertise it in the Kanabec County Times.

County Recorder Lisa Holcomb met with the Board to give an update regarding her department. Information only, no action was taken.

Public Works Director Chad Gramentz met with the Board to discuss an upcoming retirement in his department, whether or not the position should be refilled, and the current and future status of the drivers' license operations within the County.

Action #12 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to hire a temporary employee to work in the driver's license office through April 15, 2022.

Environmental Services/GIS Technician Ryan Carda met with the Board to present a proposed updated Environmental Services Fee Schedule to coincide with the newly adopted Tire Ordinance #11.

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

Resolution #13 - 3/1/22
Environmental Services Fee Schedule

WHEREAS the Environmental Services office recommends an update to its fee schedule, and

WHEREAS “Environmental Services Fee Schedule” has been updated with recommended changes and presented before the Board, and

WHEREAS said fee schedule is included herein, and

THEREFORE BE IT RESOLVED that we do adopt “Environmental Services Fee Schedule” as presented.

County Assessor Tina Von Eschen met with the Board to discuss an upcoming tax court case.

Action #14 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously not to hire an expert witness or retain an appraiser to contest the former Shopko building Pay 2020 tax court petition, but to continue to take all steps necessary to contest the Pay 2021 petition at this time.

10:39am – The Chairperson called for public comment three times. None responded.

10:40am – The Chairperson closed public comment.

10:40am – The Board took a five minute break.

10:48am – The Board reconvened.

County Coordinator Kris McNally presented American Rescue Plan Funding Request #6.

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

Resolution #15 - 3/1/22

WHEREAS, Kanabec County received the first tranche of the American Rescue Plan-Coronavirus Local Fiscal Recovery Fund on 6/1/21; and

WHEREAS, Kanabec County’s intent is to maximize the short and long-term relief impact of these funds both internally and across our County, and

WHEREAS, the following expenditures have been recommended by the Kanabec County ARPA Committee for Board consideration; and

WHEREAS, the following items are eligible expenditures under the provisions of general government services under the American Rescue Plan- Coronavirus Local Fiscal Recovery Fund:

- Up to \$96,000 for new election equipment; and
- Up to \$110,000 for upgraded technology for the jail training room/emergency operations center; and

BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves the expenditures as stated using American Rescue Plan-Coronavirus Local Fiscal Recovery Funds.

County Coordinator Kris McNally led a discussion regarding a notification of desire to negotiate from the Local 106. Information only, no action was taken.

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

Future Agenda: Use of county equipment, update on tire ordinance and known violation.

Action #16 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to close the meeting at 11:18am pursuant to the Open Meeting Law, MN Statute §13D.05 to discuss matters related to Attorney-Client Privilege. 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, Community Health Director Kathy Burski, and Family Services Director Chuck Hurd.

Action #17 - It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to re-open the meeting at 11:54am.

Action #18 – It was moved by Rick Mattson, seconded by Dennis McNally, and carried unanimously to close the meeting at 11:55a.m. pursuant to the Open Meeting Law, MN Statute §13D.03 to discuss matters related to Union Negotiation 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.

Action #19 - It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to re-open the meeting at 12:13p.m.

Action #20 – Board Chair Les Nielsen adjourned the meeting at 12:14p.m. The Kanabec County Board of Commissioners will meet again in regular session on Tuesday, March 15, 2022 at 9:00am.

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

Attest: _____
Board Clerk