

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

March 15, 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 15, 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. Staff present via WebEx: County Attorney Barbara McFadden.

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

The Chairperson 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 Commissioner Reports.

Action #2 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the March 1, 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>
Kwik Trip	10,911.61
Midcontinent Communications	224.45
Minnesota Department of Finance	5,314.00
Quadient Finance	4,500.00
Spire Credit Union	9,876.90
Verizon Wireless Cellphones	3,713.11
Chamberlain Oil	2,981.65
CW Technology	1,520.40
E C Riders	8,671.07
MNPEIP	11,182.18

Mora Municipal Utilities	12,002.67
Verizon Wireless Aircards	1,285.41
East Central Energy	327.22
Mora Municipal Utilities	1,491.04
Card Services (Coborn's)	85.06
Dearborn National Life Insurance Co	865.23
Health Partners	6,285.64
Life Insurance Company of North America	788.52
MNPEIP	148,675.46
The Hartford Priority Accounts	6,330.57
VSP Insurance Co	549.28

20 Claims Totaling: \$237,581.47

Action #4 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to recess the meeting at 9:04am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:04am on Tuesday, March 15, 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 Rick Mattson, seconded by Dennis McNally and carried unanimously to approve the Family Services Board Agenda as presented.

Family Services Director Chuck Hurd gave the Director’s Report. Information only, no action was taken.

Action #FS6 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the payment of 99 claims totaling \$195, 165.24 on Welfare Funds.

Action #FS7 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to adjourn Family Services Board at 9:11am and to meet again on Tuesday, April 19, 2022 at 9:05am.

The Board of Commissioners reconvened.

Action #8 – 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
A and E Cleaning Services	475.00
Accurate Controls, Inc.	3,641.63
Advanced Correctional Healthcare	18,464.14
American DataBank	82.90
Aspen Mills	65.95
Aspen Mills	1,297.30
AT&T Mobility	928.90
AT&T Mobility	44.60
Bob Barker	240.32
Brownells Inc.	4,998.00
Brownells Inc.	1,148.43
CPS Technology Solutions	4,278.00
Curtis, Michael	198.32
East Central Regional Juvenile Center	4,335.00
East Central Solid Waste Commission	30.00
ECM Publishers	694.50
Election Systems & Software Inc.	873.46
Gertken, Adam	353.98
Glen's Tire	537.37
Glen's Tire	176.12
Granite Electronics	495.50
Griffin, Zach	51.50
Hamilton Funeral Homes	430.00
Hoefert, Robert	418.34
Hoglund Bus & Truck Company	145.83
Horizon Towing	590.56
IT Savvy LLC	104.30
Kanabec County Auditor-Treasurer	65.31
Kanabec Publications	36.00
Kanabec Publications	299.80
Kanabec Publications	508.52
Kanabec Publications	24.78
Kanabec Publications	280.00
Kanabec Publications	524.00

Kroschel Land Surveyors Inc.	3,300.00
M&I Lockbox: MCCC	180.00
M&I Lockbox: MCCC	220.00
MACPO, Jackson County Probation	410.00
Manthie, Wendy	863.46
Marco	159.00
Marco	134.68
McIalwain, Shanna	465.00
Methven Funeral and Cremation Services	400.00
Methven Funeral and Cremation Services	400.00
Mike's Auto Body	10,340.65
Minnesota Monitoring Inc.	504.00
Minnesota Monitoring Inc.	232.00
MN Counties Insurance Trust	154.00
Minnesota Energy Resources	7,902.42
Mora Municipal Utilities	294.70
Mora Psychological Services	900.00
Northstar Computer Forms, Inc.	153.62
Novus Glass	260.00
Obrycki, Chaz	494.95
O'Reilly Auto Parts	80.63
O'Reilly Auto Parts	60.60
Quality Disposal Systems	26.34
Quality Disposal Systems	216.56
River Valley Forensic Services, P.A.	250.00
River Valley Forensic Services, P.A.	1,250.00
RELX Inc. DBA LexisNexis	225.00
Schmitt, Kelly	5.15
SHI	726.00
St. Louis County	367.66
State of MN - Dept of Transportation	300.00
Stellar Services	263.77
Stellar Services	220.68
Summit Food Service Management	3,990.50
Summit Food Service Management	4,015.12
Stellar Services	121.50
Tierney	1,233.67
Tinker & Larson Inc	525.94

Van Alst, Lillian	367.97
Voretex Optics	2,474.85
74 Claims Totaling:	<u>\$ 91,328.78</u>

Road & Bridge Fund

<u>Vendor</u>	<u>Amount</u>
A & E Cleaning	950.00
Ace Hardware	30.98
Aramark	385.40
Auto Value	4,492.82
Beaudry Oil & Propane	11,428.57
Bjorklund	17.20
Chosen Valley Testing	10,560.00
Central Pension Fund	230.20
Force America	87.85
Forestry Suppliers	649.00
Glens Tire	135.50
Gopher State One-Call	2.70
Houston Engineering	2,385.50
Johnson Hardware	340.68
Kanabec County Highway Dept	69.60
Marco	312.38
Morton Salt	12,626.42
North Central International	1,649.51
Nuss Truck	198.07
Office Depot	136.38
Oslin Lumber	49.50
Owens Auto Parts	2,049.48
Power Plan (RDO)	11,570.80
Quality Disposal	172.10
Wiacom	675.30
Widseth Smith Nolting	11,662.00
Ziegler Inc	400.18
27 Claims Totaling:	<u>\$73,268.12</u>

Action #9 – 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 #9a – 3/15/22

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	\$3,481.20
Arthur Township	\$500.00
Total	\$3,981.20

Resolution #9b – 3/15/22

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 the Knife Lake Sportsmen’s Club Clubhouse at 2825 Hwy 65, Mora, MN 55051 on July 2, 2022.

County Coordinator Kris McNally led a discussion regarding a request to suspend the Kanabec County COVID-19 Re-Opening Plan.

Action #10 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #10 - 3/15/22

WHEREAS, Kanabec County instituted the Kanabec County COVID-19 Re-Opening Plan (the Plan) in response to the COVID-19 pandemic and related regulatory requirements; and

WHEREAS, current COVID-19 statistics and trends indicate a reduced COVID-19 risk to the Kanabec County employees and public; and

WHEREAS, Kanabec County departments are currently operating under the Plan's Phase 3; and

WHEREAS, the next step in the process to resume normal operations is to suspend the Plan; and

WHEREAS, a written COVID-19 Preparedness Plan is no longer mandated by executive order; and

WHEREAS, the Community Health Director is not opposed to suspending the Plan at this time;

THEREFORE BE IT RESOLVED that the Kanabec County COVID-19 Re-Opening Plan be suspended immediately;

BE IT FURTHER RESOLVED that Kanabec County will continue to monitor COVID-19's impact on the residents of Kanabec County and will take appropriate actions to respond appropriately;

BE IT FURTHER RESOLVED that the Kanabec County COVID-19 Re-Opening Plan may be updated and reinstated by Board action if necessary;

BE IT FURTHER RESOLVED that human resource matters related to COVID-19 will continue to be administered in consultation with Community Health using updated Minnesota Department of Health and CDC guidelines.

Mora Schools Superintendent Dan Voce met with the County Board to present an update on the construction of the new Mora High School. Information only, no action was taken.

Veteran's Services Officer Erica Bliss met with the County Board to give a department update, introduce new Veteran's Services Assistant Taylor Sundsvold, and to request authorization to travel out of state for training.

Action #11 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to authorize Veteran's Services Officer Erica Bliss to travel to San Antonio, TX for the National Association of County Veteran Service Officer Training June 5-10, 2022.

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

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

Resolution #12 – 3/15/22

Seasonal Employees

WHEREAS the County Highway Department budget includes funds for the hiring of seasonal employees, and

WHEREAS the County Engineer has requested approval to hire two (2) seasonal employees to perform seasonal maintenance work on county grounds and highways and assist with construction observation/testing, and

WHEREAS the County Engineer has requested to hire a part time Engineering Technician and/or use consultant services to assist with construction inspection, and

WHEREAS the Board desires to fill these seasonal positions;

BE IT RESOLVED that the County Board authorizes the Public Works Director, and the County Personnel Director to hire two(2) full-time seasonal workers for the 2022 season, and

BE IT FURTHER RESOLVED that the rate of pay for seasonal workers will be set at the time of hire by the Public Works Director and Personnel Director at \$13.03, \$13.81, \$14.65 or \$15.52 per hour, respective to seasons worked, and that the hours of work for the seasonal workers be limited to those budgeted, and

BE IT FURTHER RESOLVED that the County Board authorizes the Public Works Director, and the County Personnel Director to hire one (1) part-time Engineering Technician (CADD tech) for the 2022 construction season, and

BE IT FURTHER RESOLVED that the rate of pay for the part-time Engineering Technician (CADD tech) will be set at the time of hire by the Public Works Director and Personnel Director at \$25.21 to \$30.88 per hour, depending on experience and qualifications.

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

Resolution #13 – 3/15/22
SAP 033-628-001 Right-of-Way
Determination of Just Compensation

WHEREAS Kanabec County wishes to proceed with the project development of improvements to CSAH 28 from TH 107 to Kanabec/Pine County line as identified in the five year plan, and

WHEREAS the planned improvements require acquisition of additional right-of-way, and

WHEREAS staff with prior experience applied the Minimum Damage Acquisition (MDA) standard analysis to assign values to applicable types of land and damages based on comparable sales using Kanabec County’s “Beacon” land management system, and

WHEREAS the MDA values for following parcels were determined to be as follows:

Parcel	Owner	Grand Total
1	Reid A. Willmert	\$6,395.00
2	Kenneth R Herreid	\$5,824.00

THEREFORE BE IT RESOLVED the Kanabec County Board determines the MDA values as presented are just compensation, and

BE IT FURTHER RESOLVED to authorize the Public Works Director to initiate property acquisition based on the appraised values.

Chad Gramentz led a discussion regarding special event road closures. The Board expressed consensus to allow closure of a portion of Union St in Mora for a benefit event on May 7, 2022.

Chad Gramentz gave an update regarding the driver’s license office. Information only, no action was taken.

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

10:15am – The County Board took a 15 minute break.

10:30am – The County Board reconvened.

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

10:31am – The Chairperson closed public comment.

Future agenda items: Enforcement of Tire Ordinance. 2022 Budget Updates for each department.

Action #14 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to adjourn the meeting at 10:31am and to meet again in regular session on Tuesday, April 5, 2022 at 9:00am.

Signed

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

Attest:

Board Clerk