

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

October 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, October 18, 2022 pursuant to adjournment with the following Board Members present: Les Nielsen, Rick Mattson, Dennis McNally, Alison Holland and Craig Smith. Absent: None. Staff present: 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 – Dennis McNally introduced the following motion and moved its adoption:

Approve the agenda with the following changes: Remove Agenda Item #8, Resolution to Adopt Collective Bargaining Unit Agreement with Law Enforcement Labor Services, Inc., Local 106 (2023-2025). Add Snake River One Watershed One Plan Discussion.

The motion was seconded by Rick Mattson and the following voted:

IN FAVOR: Les Nielsen, Rick Mattson, Dennis McNally, Alison Holland

OPPOSED: Craig Smith

ABSTAIN: None

Whereupon the motion passed.

Action #2 – It was moved by Alison Holland, seconded by Rick Mattson and carried unanimously to approve the October 4, 2022 minutes with the following corrections: Page 7 change “request approve” to “request approval”. Action #11 – change to “Craig Smith introduced a motion to reject the Snake River One Watershed One Plan language as presented in the version revised 8/17/22 and send it back to the policy committee to amend the language regarding acknowledging Tribal land within the watershed.”

Action #3 – It was moved by Rick Mattson, seconded by Alison Holland and carried unanimously to recess the meeting at 9:13am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:13am on Tuesday, October 18, 2022 pursuant to adjournment with the following Board Members Present: Les Nielsen, Rick Mattson, Dennis McNally, Alison Holland and Craig Smith. Family Services Director Chuck Hurd presented the Family Services Board Agenda.

Action #FS4 – It was moved by Alison Holland, seconded by Craig Smith and carried unanimously to approve the Family Services Board Agenda as presented.

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

Action #FS5 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #FS5 - 10/18/22
CRRSA Grant Resolution

WHEREAS, Kanabec County Family Services was given an opportunity to apply for a small Coronavirus Response and Relief Supplemental Appropriations (CRRSA) grant from the Minnesota Department of Human Services (DHS) to be used for adult protection services, and

WHEREAS, there was a very short turn-around time for applying for the grant and there are no requirements of the county for matching funds or any other monetary obligations.

THEREFORE, the Family Services Director made the application and is now requesting approval for acceptance of the funds.

NOW, THEREFORE, BE IT RESOLVED, that the Kanabec County Family Services Board approves the Family Service Director accepting \$1141.91 through the CRRSA grant from MN DHS to be expended by September 21, 2023 for use in adult protection and also to sign the contract, upon approval by the County Attorney.

Action #FS6 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the payment of 113 claims totaling \$181,799.05 on Welfare Funds.

Action #FS7 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to adjourn Family Services Board at 9:23am and to meet again on Tuesday, November 15, 2022 at 9:05am.

The Board of Commissioners reconvened.

Executive Director of South Country Health Alliance, Leota Lind met with the County Board to give the 2022 Fall Update. Information only, no action was taken.

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

Action #8 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to revisit the Rural Through/STOP Intersections Policy for study with possible upgrades.

Minnesota State Representative Nathan Nelson met with the County Board to discuss County program aid and a written proposal from Wadena County. Other topics discussed included funding for currently unfunded State mandates, fuel tax, electric vehicles, PILT, No Net Gain Policy. Information only, no action was taken.

10:28am – The Chairperson called for public comment. Those that responded included:

Jeff Kramer	Comments regarding the lack of peer reviewed studies for masking, social distancing and adverse effects of the COVID-19 vaccine.
Rhonda Olson	Comments regarding the high speed limit and repeated accidents near the Crow's Nest on Highway 65.
Kim Johnson	Comments regarding support of the One Watershed One Plan and next steps including policy committee approval, county board approval, adoption, and implementation.

10:39am – The Chairperson closed public comment.

Chad Gramentz met with the County Board to discuss event permits and pavement markings. The Board expressed consensus for Chad Gramentz to draft a policy regarding event permits and pavement markings and bring it to the Public Works Committee for review.

10:55am – The County Board took a five minute recess.

11:02am - The County Board reconvened.

Action #9 – It was moved by Craig Smith, seconded by Alison Holland and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Midcontinent Communications	261.00
Mora Municipal Utilities	17,553.34
Spire Credit Union	8,759.10
VC3, Inc.	12,224.40
Verizon Wireless Cell Phones	3,144.74
Deboer, Mark	500.00
Diamond H Construction	500.00
East Central Energy	85.65
Fetzesk, Michael	500.00
Lynne Vanhale-Whiteford	500.00
Kanabec County Auditor - Treasurer	8,184.91
Consolidated Communications	1,081.63
Kwik Trip Inc	13,934.16
Midcontinent Communications	225.26
Minnesota Department of Finance	6,489.00
Office of MN.IT Services	1,338.65
Consolidated Communications	75.78
East Central Energy	178.40
Gerking, Anita	500.00
Quality Disposal	189.31
Minnesota Department of Finance	39.00
Minnesota Department of Health	1,360.00
Card Services (Coborn's)	237.54
23 Claims Totaling:	<u>\$ 77,861.87</u>

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	525.00

Ace Hardware	119.10
Ace Hardware	47.90
Ace Hardware	257.98
Adam's Pest Control, Inc.	250.00
Adam's Pest Control, Inc.	125.00
Adam's Pest Control, Inc.	125.00
Advanced Correctional Healthcare	18,464.14
Advanced Correctional Healthcare	51.19
American DataBank	13.40
Anne M. Carlson Law Office, PLLC	833.00
Aspen Mills	950.26
Aspen Mills	924.10
Auto Value	69.99
Bowland, Tim	131.73
Bureau of Criminal Apprehension	480.00
City of Mora	50,082.00
Clifton Larson Allen LLP	28,413.00
Colors by Craig	160.00
Coon, Susan	18.50
Curtis, Michael	873.00
DS Solutions	64.38
East Central Regional Juvenile Center	4,335.00
Electric Motor Service, Inc	2,358.00
FBG Service Corporation	4,829.00
FBG Service Corporation	2,543.00
FBG Service Corporation	672.00
Feine, Jeffrey	59.99
Frisch, Justin	200.00
Galls	336.49
Glen's Tire	809.82
Glen's Tire	28.00
Glen's Tire	28.00
Grainger	158.87
Grainger	(140.13)
Granite City Jobbing Co	720.00
Granite City Jobbing Co	339.13
Granite Electronics	621.36
Granite Electronics	93.80

Granite Electronics	113.40
Gratitude Farms	500.00
Hoefert, Robert	958.13
Innovative Office Solutions, LLC	130.04
IT Savvy LLC	81.35
IT Savvy LLC	889.87
IT Savvy LLC	892.52
Johnsons Hardware	894.73
Kanabec Publications	386.75
Kanabec Publications	655.20
Kanabec Publications	70.00
Kanabec Publications	562.00
Kanabec Soil & Water District	36.00
Lindblom, Jay	33.16
Marco Business Products	42.40
Marco, Inc.	159.00
Mattson Electric	187.50
McIalwain, Shanna	130.00
MCIS	2,198.00
MCIS	15,681.00
McKinnis & Doom PA	705.50
Michael Keller, Ph.D., L.P.	650.00
Michael Keller, Ph.D., L.P.	650.00
Minnesota Monitoring, Inc.	200.00
Minnesota Sheriffs' Association	240.00
MN Dept of Labor and Industry	20.00
MN Dept of Revenue, Property Tax Division	50.00
MN Dept of Revenue, Property Tax Division	100.00
MNCCC Lockbox	31.92
MNCCC Lockbox	63.84
MNCCC Lockbox	13,277.50
Northland Trust Services Inc	928,382.50
Novus Glass	60.00
ODP Business Solutions (Office Depot)	38.98
ODP Business Solutions (Office Depot)	90.14
ODP Business Solutions (Office Depot)	6.59
ODP Business Solutions (Office Depot)	52.20
ODP Business Solutions (Office Depot)	144.50

ODP Business Solutions (Office Depot)	41.24
ODP Business Solutions (Office Depot)	91.75
O'Reilly Auto Parts	234.33
O'Reilly Auto Parts	18.59
Premium Waters, Inc.	33.70
Quality Disposal	222.65
Quality Disposal	235.62
Ramsey County	2,987.00
Ramsey County	3,183.57
Regents of the University of MN	18,234.89
RELX Inc. DBA LexisNexis	225.00
RELX Inc. DBA LexisNexis	189.08
Rhonda J. Magnussen LLC	677.50
River Valley Forensic Services, P.A.	3,250.00
Schmitt, Kelly	33.49
Scott's Lawn & Landscape	50.00
Sea Change Print Innovations	7,612.98
SHI	2,583.40
Stafford Trucking Inc	112,000.00
State of Minnesota - BCA	505.00
State of Minnesota - BCA	1,080.00
Stellar Services	108.82
Stellar Services	133.28
Stellar Services	102.45
Summit Food Service Management	4,078.21
Summit Food Service Management	4,094.23
Summit Food Service Management	4,057.89
Sundsvold, Taylor	102.50
SwipeClock LLC	99.00
Tinker & Larson Inc	840.88
Tinker & Larson Inc	439.83
Van Alst, Lillian	1,373.75
WEX	682.50
108 Claims Totaling:	<u><u>\$ 1,259,938.85</u></u>

Road & Bridge Fund

Vendor	Amount
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A & E Cleaning Services	1,050.00
Ace	230.91
Aramark	367.28
Central Pension Fund	352.00
Diesel Laptops	1,895.00
EGT Testing	300.00
Glens Tire	1,187.12
Gopher State One-Call	21.60
Granite City Jobbing	48.81
Kanabec County Highway Dept	80.35
Kwik Trip	21.56
Locators & Supplies	354.55
Marco	330.89
McGriff, Anders	38.00
Northern States Supply	13.07
Northpost	1,014.64
Novus Glass	110.00
ODP	781.41
Olson Power & Equipment	958.32
Power Plan	989.12
Towmaster	960.81
Usic Locating	60.00
Wiacom	675.30
Ziegler	309.59
24 Claims Totaling:	<u>12,150.33</u>

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

Resolution #11 – 10/18/22

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 Isanti County Pheasants Forever for a raffle event to be held at Pheasants Ridge Shooting Preserve, 1547 Imperial St, Ogilvie, MN 55358 on November 25-27, 2022.

County Coordinator Kris McNally led a discussion regarding a request to hire a Public Health Nurse above Step A.

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

Resolution #12 – 10/18/22
PHN/RN Case Manager Resolution

WHEREAS Kanabec County Community Health has a vacant PHN/RN - Case Manager position, and

WHEREAS after reposting the position, one qualified candidate applied and was interviewed by the Community Health staff, and

WHEREAS an offer was made to said candidate and the candidate requested to be paid at a Step C, which would offset the disproportion to her current wage.

THEREFORE the Community Health Director is requesting that the Kanabec County Community Health Board approve hiring the Certified PHN candidate at Step C, Range 15.

THEREFORE BE IT RESOLVED that the Kanabec County Community Health Board authorizes the Community Health Director and the County Personnel Director to hire the full time Certified PHN at Step C, Range 15 at \$33.51 per hour.

County Coordinator Kris McNally led a discussion regarding authorization to hold a tax forfeit land sale.

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

Resolution #13 – 10/18/22

WHEREAS the Deputy Auditor Property & Tax has presented the Kanabec County Board of Commissioners with a recommended list of parcels to be included in a tax forfeited property sale; and

WHEREAS the minimum bids for the tax forfeited property sale have been set by the Board as follows:

Township	PID	Section	Legal Description	Acres	Conditions	Min Bid
Arthur	02.04900.00	24	Spring Brook Estates, Lot 20 Block 3	1.00		\$12,000.00
Ford	05.00340.00	8	NE1/4 of NW1/4 of NW1/4 & N1/2 of SE1/4 of NW1/4 of NW1/4	15.00		\$38,900.00
<u>Haybrook</u>	07.00105.20	4	NE1/4 of SW1/4	40.00		\$12,000.00
<u>Haybrook</u>	07.00130.00	4	N1/4 of NW 1/4 of SW1/4	10.00		\$3,000.00
Peace	12.02285.00	6	Plan of Warman, Lot 6, Block 3 ex <u>hwy</u> r/w	0.16		\$500.00
Whited	15.01250.20	25	N1/2 of N1/2 of NE1/4 of SE1/4 lying S of RR r/w	9.93		\$15,000.00
City of Ogilvie	23.00350.00	35	Ogilvie Plat, Lot 1, Block 2, 209 Hill Ave N, Ogilvie MN	0.16		\$10,000.00

THEREFORE BE IT RESOLVED that the Board hereby authorizes the sale of said properties through an online format at www.publicsurplus.com beginning at 9:00a.m. on 11/2/22 and ending at noon on 11/14/22.

County Coordinator Kris McNally led a discussion regarding the termination of the lease with Rise, Inc. for office space at Kanabec County Family Services.

Action #14 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the termination of the lease with Rise, Inc. for space at Kanabec County Family Services effective October 31, 2022.

Alison Holland led a discussion regarding the Snake River One Watershed One Plan.

Action #15 – Alison Holland introduced a motion to approve the Snake River One Watershed One Plan as revised on September 26, 2022 in order to meet the deadline of October 30, 2022.

The motion failed for lack of a second.

Action #16 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to grant Commissioner Smith the authority to approve the Snake River One Watershed One Plan at the 10/24/22 1W1P Policy Committee meeting contingent upon the 1W1P Policy Committee agreeing to replace the 9/26/22 version language with the language proposed by Commissioner Smith on 10/4/22 at the Board of Commissioner’s Regular meeting, “The Snake River Watershed Plan Partnership acknowledges that there is tribal land ownership within the Snake River Watershed.”

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

Future Agenda Items: None.

County Attorney Barbara McFadden and County Auditor Treasurer Denise Snyder met with the County Board to discuss the statutory requirements related to the storage of election materials and equipment in the courthouse and related security protocol.

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

Resolution #17 – 10/18/22

Securing Primary and General Election Materials

WHEREAS, Kanabec County acknowledges that MS 204B.28, Subd. 2 requires the County to supply the Township/City Clerks with election materials, including the election tabulators and AVD machines, by four (4) days prior to scheduled elections;

WHEREAS, Kanabec County has historically chosen to supply the Clerks with the election materials and machines on the Monday prior to the election (24 hours) for security and administrative reasons;

WHEREAS, Polling Place Security – Kanabec County is a rural Minnesota county and most polling places are in remote locations. Having the election materials and election machines in the polling places four (4) days prior to Election Day causes concern for the security of the materials, including ballots and rosters, the ballot tabulators and the AVD machines, as well as the custodial responsibility of the local election officials;

WHEREAS, Absentee Voting Roster Notations – Election procedures regarding absentee voting have changes significantly since the adoption of MS 204B.28, Subd. 2. Absentee voting is handled at the County level only in Kanabec County and any accepted

absentee ballot information is noted in the paper rosters prior to Clerk pickup 24 hours prior to Election Day. This gives the poll workers the most recent voter information possible for opening the polls and reduces the risk of voters casting both an absentee ballot and voting again in the polling place on Election Day.

WHEREAS it is the opinion of the Kanabec County Auditor-Treasurer's Office that securing the Election Day materials and machines at the Kanabec County courthouse until the day prior to the elections is in the best interest of Kanabec County elections by providing security and lowering fraud risk in the election process;

WHEREAS, in an effort to abide by Minnesota Statute and to also protect the integrity of Kanabec County elections;

KANABEC COUNTY HEREBY proposes election materials and machines will be made available to all precincts four (4) days prior to Primary and General elections in accordance with MS 204B.28, Subd. 2. If any city or township election official wish to store the materials and machines at the Courthouse, in the custody of the Kanabec County Auditor-Treasurer's Office until 24 hours prior to elections, they can do so. They will be asked to sign a statement that they chose to leave the election materials and machines in the custody of Kanabec County and secured by the Auditor-Treasurer's Office until they are picked up by 5 pm the day before the election.

Action #18 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to adjourn the meeting at 11:55am. The Board will meet again in Regular Session on Tuesday, November 1, 2022 at 9:00am.

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

Attest: _____
Board Clerk