

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

October 4, 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 4, 2022 pursuant to adjournment with the following Board Members present on-site: Les Nielsen, Rick Mattson, Dennis McNally, Alison Holland, and Craig Smith. Absent: None. Staff present on-site: County Coordinator Kris McNally, County Attorney Barbara McFadden and Recording Secretary Kelsey Schiferli.

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

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.

Jim Hartshorn met with the Board to introduce himself as the new EDA Director. Information only, no action was taken.

Action #2 – It was moved by Rick Mattson, seconded by Alison Holland and carried unanimously to approve the September 20, 2022 minutes as presented.

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

<u>Vendor</u>	<u>Amount</u>
Kanabec County Auditor HRA	51,330.14
Kanabec County AT ACH_ VISA	2,555.02
Marco Inc	3,267.40
Minnesota Energy Resources Corp	9,919.41
MNPEIP	11,075.42
Quadient Leasing USA, Inc.	2,086.20

Verizon Wireless Aircards	1,370.41
Chamberlain Oil	350.00
East Central Energy	1,434.61
Heartland Homes	500.00
Meier, Brian	500.00
Mora Municipal Utilities	919.58
Munsterteiger, Tony	600.00
Dearborn National Life Insurance Co	773.97
Health Partners	6,395.52
Life Insurance Co of North America	655.15
MNPEIP	146,146.50
The Hartford Priority Accounts	6,243.02
VSP Insurance Co	473.52

19 Claims Totaling: \$ 246,595.87

Action #4 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to recess the meeting at 9:08am to a time immediately following the Community Health Board.

Action #CH5 – It was moved by Alison Holland, seconded by Craig Smith and carried unanimously to approve the Community Health Board Agenda with the following addition: Discuss hiring a Regional Prevention Coordinator (RPC) at a higher wage.

Health Promotion Coordinator Patti Miller met with the County Board to give a presentation regarding Mental Health/Regional Suicide Prevention/Substance Abuse Prevention. Information only, no action was taken.

Community Health Director Kathy Burski gave the Director’s Report.

Community Health Director Kathy Burski gave an update regarding COVID-19. Information only, no action was taken.

Action #CH6 – It was moved by Rick Mattson, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #CH6 – 10/4/22

Agreement for Clinical Laboratory Training – Mayville State University

WHEREAS, Mayville State University has a nursing program and is in need of Clinical

Laboratory training sites, and

WHEREAS, Kanabec County Community Health has facilities for providing 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 Administrator to sign an Agreement with Mayville State University for Clinical Laboratory Training commencing October 1, 2022 through October 31, 2027.

Action #CH7 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the following resolution:

Resolution #CH7 – 10/4/22

Community Health Planner/Regional Prevention Coordinator Resolution

WHEREAS Kanabec County Community Health has a vacant Regional Prevention Coordinator position, and

WHEREAS after reposting the position, two viable candidates were received and interviewed by the Community Health Director and Minnesota Department of Human Services, and

WHEREAS both the Community Health Director and Minnesota Department of Human Services have agreed upon a candidate to be hired, and

WHEREAS an offer was made to said candidate and the candidate requested to be paid at a Level G, which is near her current wage, and

WHEREAS this position is a grant funded position by the Minnesota Department of Human Services, who has approved the requested wage differential.

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 Community Health Planner/Regional ATOD Prevention Coordinator at Step G Range 13 at \$33.05 per hour, and

BE IT FURTHER RESOLVED that the hours of work for this position be limited to those budgeted and approved via the Department of Human Services grant.

Action #CH8 – Craig Smith introduced the following resolution and moved its adoption:

Resolution #CH8 – 10/4/22

Resolution endorsing Kanabec County - Timber Trails Public Transit's Title VI Program Plan.

WHEREAS, Kanabec County - Timber Trails Public Transit under the Title VI and the Civil Rights Act of 1964, is committed to a Title VI Program that prohibit discrimination by/from Kanabec County - Timber Trails Public Transit based on race, color, or national origin.

WHEREAS, Kanabec County - Timber Trails Public Transit must establish a Title VI Program that meets Federal Transit Administration (FTA) guidelines (Circular 4702), as stated and provided in the Kanabec County - Timber Trails Public Transit's MnDOT data management system, known as BlackCat, requires the following compliance elements:

- Notification to the Public of their rights under Title VI of the Civil Rights Act;
- A Complaint Procedures and Complaint Form;
- A list of the transit-related Title VI Investigations, Complaints, and Lawsuits;
- A Public Participation Program;
- A Language Assistance Plan to ensure reasonable access to information for those with Limited English Proficiency;
- A chart of the minority status of members of any non-elected decision making board and/or committees;
- Title VI training program for staff; and
- Governing Body/Organizational Body Resolution adopting Title VI Program Plan.

BE IT RESOLVED THAT Kanabec County - Timber Trails Public Transit will follow the Title VI Program Plan compliance elements to ensure all passengers and staff are treated equally.

BE IT RESOLVED THAT Kanabec County - Timber Trails Public Transit shall review and adopt or update all Title VI Program requirements every three (3) years. Said adoption or updates will include a public comment period for input in program plan.

BE IT FURTHER RESOLVED THAT Kanabec County Board of Commissioners authorizes the Transit Director and/or Kanabec County Community Health Director to

implement and oversee compliance of Kanabec County - Timber Trails Public Transit 2022 Title VI Program.

The motion for the adoption of the foregoing Resolution was duly seconded by Rick Mattson and upon a vote being taken thereon, the following voted:

IN FAVOR THEREOF: Les Nielsen, Rick Mattson, Alison Holland, Craig Smith
OPPOSED: Dennis McNally
ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

Action #CH9 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the payment of 56 claims totaling \$40,257.73 on Community Health Funds.

Action #CH10 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to adjourn Community Health Board at 9:48am and to meet again on Tuesday, November 1, 2022 at 9:05am.

The Board of Commissioners reconvened.

Commissioner Craig Smith led a discussion regarding language in the proposed revised Snake River One Watershed One Plan.

Action #11 – 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.

The motion was duly seconded by Rick Mattson and upon a vote being taken thereon, the following voted:

IN FAVOR THEREOF: Les Nielsen, Rick Mattson, Dennis McNally, Craig Smith
OPPOSED: Alison Holland
ABSTAIN: None

whereupon the motion was passed.

County Sheriff Brian Smith met with the County Board to present the 2023 TZD Enforcement Grant.

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

Resolution #12 - 10/4/22

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT

BE IT RESOLVED that Kanabec County Sheriff’s Office enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety enforcement projects during the period from October 1, 2022 through September 30, 2023.

BE IT FURTHER RESOLVED that the Kanabec County Sheriff is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of Kanabec County and to be the fiscal agent and administer the grant.

Clifton Larson Allen LLP Assurance Principal Doug Host met with the County Board to present the 2021 audit and draft financial statements.

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

Resolution #13 – 10/4/22

Resolution Accepting Kanabec County’s Audited Financial Statements for Year-Ending December 31, 2021

WHEREAS, the independent audit firm, Clifton Larson Allen LLP, has issued their opinion that Kanabec County’s financial statements, as of December 31, 2021, are presented fairly and in accordance with generally accepted accounting principles; and

WHEREAS, Doug Host, authorized representative of Clifton Larson Allen LLP, and Denise Snyder, Kanabec County Auditor/Treasurer, presented a summary of key information in the 2021 Comprehensive Annual Financial Report to the Kanabec County Board of Commissioners; and

WHEREAS, the State Auditor’s Office requires the Kanabec County Board of Commissioners to accept the audited financial statements and make them available for public inspection in the Office of the State Auditor and in the Office of the County Auditor;

THEREFORE BE IT RESOLVED by the Kanabec County Board of Commissioners to accept the audited financial statements for year-ending December 31, 2021 as presented.

10:37am – The Chairperson called for public comment. Those that responded included:

Charlie Strickland Jr.	Comments regarding the law referenced in the THC Ordinance.
Deanna Pomije (via WebEx)	Comments regarding the Snake River 1W1P
Kim Johnson	Comments regarding the Snake River 1W1P

10:48am – The Chairperson closed public comment.

Family Services Director Chuck Hurd met with the County Board to request approval of a contract for out of state child placement.

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

Resolution #14 – 10/4/22
Children’s Residential Treatment Contract Resolution

WHEREAS, Kanabec County Family Services is responsible, under MN Statute 245.487- 245.4889 which is known as the “Children’s Mental Health Act” to provide child-oriented mental health services for emotionally disturbed children and their families, and

WHEREAS, there are no vacancies in the type of facility needed at this time in the State of Minnesota, and

WHEREAS, Eastway Behavioral Healthcare has availability in The Heritage of Hannah Neil facility in Columbus, Ohio and are willing to accept the client, and

WHEREAS, Kanabec County Family Services and the parents have determined and agree on the need to have this placement occur as soon as possible for and in the best interest of the child

THEREFORE BE IT RESOLVED that the Kanabec County Family Services Board approves the Family Services Director signing a Service Agreement and Contract with Eastway Behavioral Healthcare for the period October 1, 2022 through September 30, 2023 upon approval of the documents by the County Attorney.

County Veteran Service Officer Erica Bliss met with the County Board to request permission to apply for and accept the Veterans Memorial Grant from Arts & Cultural Heritage Fund.

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

Resolution #15 – 10/4/22

WHEREAS the County Veterans Service Office recommends application for the Arts & Cultural Heritage Fund Competitive Veterans Memorial Grant FY23, a competitive grant available to local units of government; and

WHEREAS the Kanabec County Veterans Memorial Project is not a unit of government; and

WHEREAS grant funding is allowed per Minn.Stat§ 129D.17 for arts, art education and arts access and to preserve Minnesota’s history and cultural heritage; and

WHEREAS the Kanabec County Veterans Memorial project will preserve the culture and history of Minnesota and Kanabec County veterans with walls of honor, Memorials for those killed in action and static displays of military memorabilia; and

WHEREAS the grant will be used to request \$10,000 for scaled drawing(s) of the Veterans Memorial Project by SEH to include the building (static display), memorial plaza, walls of honor and landscaping (\$5,000) and the custom construction of flag poles for the Memorial Plaza to include 6-35 ft. flags for each military service branch and 1-55 ft. pole for the US Flag (\$5,000); and

WHEREAS fiscal year 2023 appropriations are available until June 30, 2024;

THEREFORE BE IT RESOLVED the Kanabec County Board approves the application and acceptance, if awarded, of the Arts & Cultural Heritage Fund Competitive Veterans Memorial Grant FY23;

BE IT FUTHER RESOLVED that Kanabec County Veteran Service Officer Erica Bliss is authorized to sign the grant agreement on behalf of the Kanabec County Board.

Deputy Auditor Property & Tax Tim Jacobs met with the County Board to discuss matters regarding the upcoming tax forfeit land sale.

Action #16 – It was moved by Dennis McNally, seconded by Alison Holland and carried unanimously to set the minimum bid for parcel 23.00350.00 located in the City of Ogilvie at \$10,000.

HR Specialist Kim Christenson met with the County Board to present insurance renewals for approval.

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

Resolution #17 – 10/04/22

WHEREAS the county offers health insurance to its employees, and

WHEREAS the current contract with Minnesota Public Employees Insurance Program expires December 31, 2022, and

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the county health insurance from Minnesota Public Employees Insurance Program, and

WHEREAS the county did receive a quote for health insurance plans from Minnesota Healthcare Consortium, and

WHEREAS the Insurance Committee has recommended switching to the Minnesota Healthcare Consortium health insurance plans January 1, 2023;

NOW THEREFORE BE IT RESOLVED to reject the 2023 renewal notice from Minnesota Public Employees Insurance Program and cancel the health insurance contract with Minnesota Public Employees Insurance Program effective December 31, 2022; and

BE IT FURTHER RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and sign a 2 year contract with Minnesota Healthcare Consortium and offer the following health insurance plans at the following rates:

Medica Passport Plan	Proposed Rates	
	Single	Family
\$850 Deductible	\$745.37	\$1,989.71
\$2,000 Deductible	\$655.55	\$1,749.93

Medica Elect Plan	Proposed Rates	
	Single	Family
\$850 Deductible	\$652.20	\$1,741.00
\$2,000 Deductible	\$573.60	\$1,531.19

Action #18 – It was moved by Alison Holland, seconded by Craig Smith and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #18a – 10/04/22

LIFE INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the county life insurance coverage, and

WHEREAS the proposed rates are unchanged from the current contract, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the Life Insurance Contract with The Hartford.

Resolution #18b – 10/04/22

LTD INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the voluntary long term disability coverage, and

WHEREAS the proposed rates are unchanged from the current contract, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the voluntary Long Term Disability Insurance Contract with The Hartford.

Resolution #18c – 10/04/22

DENTAL INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the voluntary Dental Insurance, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to approve an agreement with Health Partners for employee voluntary dental insurance for the January 1, 2023 through December 31, 2023 contract year.

Resolution #18d – 10/04/22

SHORT TERM DISABILITY INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the voluntary short term disability coverage, and

WHEREAS the proposed rates are unchanged from the current contract, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the voluntary Short Term Disability Insurance Contract with Dearborn National.

Resolution #18e – 10/04/22

VISION INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the voluntary vision coverage, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the voluntary Vision Insurance with VSP pool plan.

Resolution #18f – 10/04/22

ACCIDENT, CRITICAL ILLNESS, & HOSPITAL INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the voluntary Accident Insurance, Critical Illness Insurance, and Hospital Insurance, and

WHEREAS the proposed rates are unchanged from the current contract, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the voluntary Accident Insurance, Critical Illness Insurance, and Hospital Insurance with Cigna.

Action #19 – It was moved by Alison Holland, seconded by Rick Mattson and carried unanimously to authorize Payroll & Human Resources to add a voluntary Health Savings Account (H.S.A.) as a benefit option for employees with eligible health plans effective January 1, 2023.

Action #20 – It was moved by Craig Smith, seconded by Alison Holland and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

Vendor	Amount
Aspen Mills	1,320.96
AT&T Mobility	2,798.75
AT&T Mobility	89.46
Auto Value	35.96
Auto Value Mora	40.26
Blowers, Lisa	542.01
Braiedy, Kevin	231.51
Coborn's Inc.	35.62
Coborn's Inc.	2,529.75
Curtis, Michael	822.75
East Central Veterinarians	46.89
EATI	7,818.79
Grainger	51.41
Hamilton Funeral Homes	430.00
Hero Industries, Inc.	1,655.00
Hoefert, Robert	885.63
Horizon Towing	241.59
Kanabec County A/T	3,558.79
Kanabec County A/T	3,558.80
Kanabec Publications	655.20
Kanabec Publications	655.20
Lakeland Printers Inc.	568.00

Marco	176.00
Marco	273.00
Marco Technologies, LLC	94.80
Marco Technologies, LLC	5,811.05
Mattson, Jean	113.75
MCIT	65.00
MCIT	65.00
Minnesota Monitoring, Inc.	234.00
Minnesota Monitoring, Inc.	165.00
MN Public Transit Association	300.00
ODP Business Solutions, LLC	32.99
ODP Business Solutions, LLC	57.83
ODP Business Solutions, LLC	193.98
ODP Business Solutions, LLC	70.32
Petersen, Kevin	80.00
Premium Waters, Inc.	26.63
Quadient Finance USA, Inc.	3,500.00
Quality Disposal Systems	238.22
Quality Disposal Systems	28.97
Quill	49.47
Ramsey County	1,472.00
Ramsey County	1,615.00
Rick's Home Furnishings	51.42
RS Eden	44.80
Safe Assure Consultants Inc.	8,684.61
Samuel Johnson Law	263.50
Stellar Services	159.25
Streicher's	1,347.98
Summit Companies	559.25
Summit Food Service Management	4,088.88
Summit Food Service Management	4,006.53
Swipe Clock LLC	591.27
Terhaar, Cheryl	75.00
Tuorila Consulting	450.00
Van Alst, Lillian	1,468.13
Vye	420.00

58 Claims Totaling: \$ 65,445.96

Road & Bridge

<u>Vendor</u>	<u>Amount</u>
Auto Value	2,119.88
Beaudry Oil & Propane	28,268.00
Bjorklund Companies	4,535.12
Blum Sand and Gravel	78.85
Brock White Company	3,557.34
Federated Co-ops	839.92
Houston Engineering	2,896.00
J A Smith	1,256.00
J.J. Keller	490.30
Kanabec County Highway Dept	87.00
Knife River Corp	1,107,403.70
Mei Total Elevator Solutions	582.90
MN Dept of Transp	3,445.23
MN Fall Expo	360.00
Newman Traffic Signs	7,916.46
North Central International	1,285.77
Northern Safety	221.52
Northern States Supply	56.43
Nuss Truck Equipment	332.57
Sanitary Systems	160.00
Trueman Welters	453.35
USIC Locating	210.00
Widseth Smith Nolting	406.25
Yotter, Tim	299.98

24 Claims Totaling: \$1,167,262.57

Action #21 – It was moved by Alison Holland, seconded by Rick Mattson and carried unanimously to approve the following resolution:

Resolution #21 – 10/4/22 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	\$1,310.56
Quality Disposal	-
Arthur Township	-
Total	\$1,310.56

Future Agenda Items: Flashing light at County Roads 11 and 70.

11:20am – The County Board took a ten minute break.

11:30am – The County Board reconvened.

Action #22 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to close the meeting at 11:31am 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, Alison Holland, and Craig Smith; as well as County Coordinator & Personnel Director Kris McNally and HR Specialist Kim Christenson.

Action #23 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to return to open session at 11:49am.

Action #24 – It was moved by Craig Smith, seconded by Alison Holland and carried unanimously to adjourn the meeting at 11:50am. The Board will meet again in regular session on Tuesday, October 18, 2022 at 9:00am.

Signed _____

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

Attest: _____
Board Clerk