

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

August 15, 2023

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, August 15, 2023 pursuant to adjournment with the following Board Members present: Tom Roeschlein, Rick Mattson, Wendy Caswell, Alison Holland and Peter Ripka. Others Present: Board Clerk Kris McNally, County Attorney Barbara McFadden (via WebEx) 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 at 9:00am and led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve the August 1, 2023 minutes as presented.

9:02am – The Chairperson called for public comment three times. There were no responses.

9:03am – The Chairperson closed public comment.

Action #3 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Card Services (Coborn's)	827.80
Carney Forensics	5,000.00
Chamberlain Oil	1,687.36
City of Mora	23,833.88
Consolidated Communications	1,126.25
East Central Energy	85.72
East Central Energy	174.53
Engebretsen, Josh	500.00
Johnson, Phyllis	105.00
Kanabec County Auditor HRA	6,000.00

Kwik Trip Inc	14,552.37
Midcontinent Communications	446.61
Minnesota Department of Finance	5,810.00
Quadient Finance USA, Inc.	2,000.00
Quadient Finance USA, Inc.	2,500.00
Quality Disposal	795.31
Sanborn, Mason	500.00
Spire Credit Union	11,856.72
Verizon Wireless Cell Phones	3,100.60
19 Claims Totaling:	<u>\$ 80,902.15</u>

Action #4 – It was moved by Peter Ripka, seconded by Wendy Caswell and carried unanimously to approve the following claims on the Revenue Fund:

Vendor	Amount
4Imprint	702.64
A and E Cleaning Services	630.00
Ace Hardware	15.58
Ace Hardware	219.89
Ace Hardware	30.17
Ace Hardware	31.77
Ace Hardware	6.49
Adam's Pest Control, Inc.	250.00
Advanced Correctional Healthcare	19,890.93
American DataBank	215.85
Anne M. Carlson Law Office, PLLC	130.00
Aspen Mills	819.13
AT&T Mobility	1,547.54
Autism Advocacy & Law Center, LLC	1,350.00
Auto Value	8.99
Auto Value	187.93
Baycom	957.00
Baycom	288.00
Coon, Susan	50.00
Curtis, Michael	415.93
Daniels Health	297.58
DS Solutions	500.00
East Central Regional Juvenile Center	4,487.00
East Central Solid Waste Commission	50.00
EATI	1,104.94
EATI	827.06
E-Kit Supply	990.00
FBG Service Corporation	4,829.00

FBG Service Corporation	2,543.00
FBG Service Corporation	672.00
Federle Law	110.00
Glen's Tire	527.77
Glen's Tire	768.08
Government Forms & Supplies	684.81
Grand Rental Station	114.45
Granite City Jobbing Co	948.49
Gratitude Farms	500.00
Griffin, Zach	681.49
Handyman's Inc	659.92
Hartshorn, Jim	90.39
Hoefert, Robert	1,243.19
IAEMD	55.00
Industrial Health Services Network Inc	249.00
Johnsons Hardware	229.75
Kanabec County Soil & Water	5,000.00
Kanabec Publications	319.32
Kanabec Publications	248.45
Kastenbauer, Paul	120.00
KnowBe4 Inc.	2,089.89
Kroschel Land Surveyors, Inc.	1,300.00
Law Enforcement Seminars LLC	425.00
Marco	3,267.40
Marco	159.00
MCCC, Mi33	394.75
McIalwain, Shanna	120.00
Methven Funeral and Cremation Services	400.00
Metropolitan Mechanical Contractors, Inc.	1,261.98
Michael Keller, Ph.D., L.P.	650.00
Michael Keller, Ph.D., L.P.	650.00
Michael Keller, Ph.D., L.P.	650.00
Minnesota Monitoring, Inc.	412.50
Minnesota Monitoring, Inc.	248.00
Minnesota Monitoring, Inc.	70.00
Motorola Solutions	345.00
Motorola Solutions	5,790.40
Novus Glass	80.00
Office Depot	53.50
O'Reilly Auto Parts	47.98
Primadata	4,500.00
Priority Dispatch Corporation	5,341.11
Ramsey County	4,945.00

Ramsey County	1,712.00
RELX Inc. DBA LexisNexis	231.75
Rhonda J. Magnussen LLC	150.00
RS EDEN	23.10
SHAH Software, Inc.	29,840.00
Squires, Waldspurger & Mace, P.A.	1,500.00
St Cloud Stamp	46.61
State of Minnesota - BCA	50.00
State of Minnesota - Department of Transportation	300.00
Stellar Services	165.67
Stellar Services	82.73
Streicher's	1,807.99
Streicher's	118.50
Summit Companies	695.00
Summit Food Service Management	3,990.49
Summit Food Service Management	4,092.10
SWIFT	70.39
Thomsen, Brandon	129.50
Tinker & Larson Inc	1,499.74
U.S. Imaging, Inc.	3,057.64
Van Alst, Lillian	953.03
VC3	5,600.00
Welia Health	48.00
WEX	423.50
Widseth Smith Nolting & Assoc., Inc.	450.00
Wilder, Daniel	194.99
Young, Kathy	224.01

98 Claims Totaling: \$ 147,256.78

Action #5 – It was moved by Wendy Caswell, seconded by Alison Holland and carried unanimously to approve the following claims on the Road & Bridge Fund:

<u>Vendor</u>	<u>Amount</u>
A & E Cleaning Services	1,260.00
Ace	38.13
Aramark	446.36
Auto Value	2,149.31
Bjorklund Companies LLC	4,926.40
Capitalone Trade Credit	39.99
Glens Tire	148.00
Gopher State One-Call	20.25
Grainger	156.00

Houston Engineering	7,070.84
Jacon LLC	135,464.72
JD Heating and Air LLC	610.00
Kanabec County Highway Dept	206.09
Knife River Corporation	68.15
Kwik Trip	88.18
Little Falls Machine	3,908.74
Marco	352.17
MN Dept of Public Safety	25.00
Mora Chev	1,142.19
Novus Glass	505.00
Nuss Truck	156.76
Power Plan	137.10
Quality Disposal Systems	208.24
Summit	695.00
Towmaster	2,647.64
USIC Locating	145.00
Vault Health	122.32
Warning Lites	4,340.70
Wiacom	675.30
Widseth	19,131.91
Yotter, Tom	596.00
Ziegler	129.68
32 Claims Totaling:	<u>187,611.17</u>

Action #6 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #6 – 8/15/23

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 to Conduct Off-Site Gambling for MAYRA for a raffle event to be held at Spring Brook Golf Course 2276 200th Ave, Mora, MN 55051 on September 16, 2023.

Action #7 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the following resolution:

Resolution #7 – 8/15/23

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 Vasaloppet USA for a raffle event to be held at Sapsucker Farms 2752 215th Ave, Mora, MN 55051 on October 18, 2023.

Action #8 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #8 – 8/15/23

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 Kanabec County Pheasants Forever for a raffle event to be held at Pheasant Ridge Shooting Preserve 1547 Imperial St, Ogilvie, MN 56358 on October 7, 2023.

Action #9 – It was moved by Peter Ripka, seconded by Wendy Caswell 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, August 15, 2023 pursuant to adjournment with the following Board Members present: Tom Roeschlein, Rick Mattson, Wendy Caswell, Alison Holland and Peter Ripka. Family Services Director Chuck Hurd presented the Family Services Board Agenda.

Action #FS10 – It was moved by Tom Roeschlein, seconded by Alison Holland and carried unanimously to approve the Family Services Board Agenda as presented.

Fiscal Supervisor Jessica Gravich met with the Board to present a chart of cost effective medical mileage, health insurance & Medicare Part B reimbursements.

Action #FS11 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #FS11 – 8/15/23
Medical Assistance Reimbursement Resolution

WHEREAS, Kanabec County Family Services is by Medical Assistance rules required to reimburse clients for Cost-effective Health Insurance, Medicare Part B reimbursements and MA Medical Mileage, and are reimbursed by the State of Minnesota for these payments, and

WHEREAS, in order to make more timely payments to clients and to meet the 35 day processing requirement, as well as to have the ability to bill the State of Minnesota in a more efficient manner the agency is requesting to pay said claims upon approval by the Fiscal and Eligibility units, rather than waiting to be approved by the Board, and

WHEREAS, these payments have been reported to the Board on the abstract and would continue to be noted there, and

THEREFORE BE IT RESOLVED the Kanabec County Family Services Board approves the Family Services agency changing the process for Cost-effective Health Insurance, Medicare Part B and MA Medical Mileage payment processing to allow the payments be made after approval by the Fiscal and Eligibility units and continue to be reported on the agency’s monthly abstract.

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

Action #FS12 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve the payment of 130 claims totaling \$226,644.42 on Family Services Funds.

Action #FS13 – It was moved by Alison Holland, seconded by Tom Roeschlein and carried unanimously to adjourn Family Services Board at 9:28am and to meet again on Tuesday, September 19, 2023 at 9:20am.

The Board of Commissioners reconvened.

Veteran Services Officer Erica Bliss met with the Board to discuss matters concerning her department.

Action #14 – It was moved by Tom Roeschlein, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #14 – 8/15/23

WHEREAS the County Veterans Service Office recommends we apply for the MDVA FY24 Operational Enhancement Grant; and

WHEREAS, this is an annual grant offered to counties; and

WHEREAS MDVA FY24 Operational Enhancement Grant money must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office as specified in *Minnesota Statutes 197.608 and Minnesota Laws 2021, 1st Special Session, Chapter 12, Article 1, Section 37, Subdivision 2.*;

THEREFORE BE IT RESOLVED the Kanabec County Board approves the application of the Veterans Operational Grant for FY24;

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

EDA Director Jim Hartshorn met with the Board to give a department update.

Kent Wilkening, Steven Tait and Mark Lallak from Emergency Communication Networks, Minnesota Department of Public Safety met with the Board to give a presentation regarding Next Generation 911. Information only, no action was taken.

PSAP Administrator/Emergency Management Director Kelly Schmitt met with the Board to give an update regarding the Hazard Mitigation Plan. Information only, no action was taken.

EDA Director Jim Hartshorn continued his department update. Information only, no action was taken.

10:32am – The Board took a five-minute break.

10:37am – The Board reconvened.

Auditor/Treasurer Denise Snyder met with the Board to discuss matters concerning her department.

Action #15 – It was moved by Peter Ripka, seconded by Wendy Caswell and carried unanimously to allow the Auditor/Treasurer to update the election computer for the 2024 election cycle in order to be compatible with the state system due to legislative changes with funds from the Election Equipment Fund.

Future Agenda Items: South Country Health Alliance update, Local Housing

Affordability Aid, and Update Drug & Alcohol Policy

Action #16 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to close the meeting at 10:47am pursuant to the Open Meeting Law, MN Statute §13D.03 to discuss matters related to Labor Negotiation Strategy. Those present during the closed portion of the meeting were Commissioners Rick Mattson, Tom Roeschlein, Wendy Caswell, Alison Holland and Peter Ripka; as well as County Coordinator & Personnel Director Kris McNally and Public Works Director Chad Gramentz.

Action #17 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to return to open session at 12:10pm.

No other matters were presented to the Board.

Action #18 – The Chairperson adjourned the meeting at 12:11pm. The Kanabec County Board of Commissioners will meet again for a Budget Work Session on Tuesday, August 22, 2023 at 8:00am.

The Kanabec County Board of Commissioners met for a Budget Work Session on Tuesday, August 22, 2023 at 8:00am pursuant to adjournment with the following Board Members present: Rick Mattson, Tom Roeschlein, Wendy Caswell, Alison Holland, and Peter Ripka.

Action #19 – The Chairperson adjourned the meeting at 2:32. The Board will meet again in regular session on Tuesday, September 5, 2023 at 9:00am.

Signed _____

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

Attest: _____
Board Clerk