

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

January 17, 2023

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, January 17, 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, 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 Tom Roeschlein and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the January 3, 2023 minutes as presented.

9:02am – The Chairperson called for public comment three times. None responded.

9:03am – The Chairperson closed public comment.

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

<u>Vendor</u>	<u>Amount</u>
Card Services (Coborn's)	2,467.11
Kanbec County Auditor HRA	12,000.00
Minnesota Department of Finance	4,584.50
Mora Municipal Utilities	13,970.79
Spire Credit Union	3,616.79
East Central Energy	463.70
Minnesota Department of Finance	28.50
Minnesota Department of Health	1,147.50
AT&T Mobility	560.80
Kanabec County AT ACH_VISA	1,633.25
Kwik Trip Inc	12,107.30
Midcontinent Communications	228.30

Mora Municipal Utilities	270.58
Quality Disposal	458.27
VC3, Inc.	709.40
VC3, Inc.	2,515.00
Verizon Wireless Cell Phones	2,793.56
Minnesota Department of Finance	2,098.05
18 Claims Totaling:	\$ 61,653.40

Action #4 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

Vendor	Amount
Access	438.00
Ace Hardware	106.03
Ace Hardware	130.75
Adam's Pest Control	250.00
American DataBank	63.80
Anne M. Carlson Law Office, PLLC	1,122.00
Association of MN Counties	4,900.00
Association of MN Counties	1,497.00
Attorney General's Office	110.50
BCA/Business Shared Services	600.00
Bob Barker	627.00
Convenc, LLC	1,531.22
Curtis, Michael	263.75
DM Stamps & Specialties	45.82
DM Stamps & Specialties	22.91
E C Riders	15,372.54
E911 IES	129.24
East Central Regional Juvenile Center	4,327.50
East Central Solid Waste Commission	20.00
Eric Hartman, Treasurer	170.00
FBG Service Corporation	4,829.00
FBG Service Corporation	2,543.00
FBG Service Corporation	672.00
Gamber-Johnson	129.96
Gertken, Adam	116.22
Glen's Tire	96.25
Granite City Jobbing Co	1,054.73
Granite City Jobbing Co	346.92
Granite Electronics	653.00

Handyman's Inc	1,521.66
Highway 23 Coalition	1,500.00
Hoefert, Robert	452.50
Hoefert, Robert	332.50
IAEMD	55.00
Industrial Health Services Network Inc	45.90
Information Systems Corporation	2,654.77
Information Systems Corporation	1,129.05
Information Systems Corporation	3,163.31
Information Systems Corporation	386.82
Information Systems Corporation	2,778.45
Information Systems Corporation	3,603.15
Information Systems Corporation	29.45
Information Systems Corporation	795.00
Initiative Foundation	1,550.00
Innovative Office Solutions, LLC	27.76
ITsavvy LLC	40.79
J.F. Ahern Co	1,667.76
Johnson Hardware & Rental	26.99
Kanabec County Highway Dept	133.71
Kanabec Publications	623.23
Kanabec Publications	95.00
Kanabec Publications	75.00
Kanabec Soil & Water Cons.	1,652.35
Kanabec Soil & Water Cons.	1,045.32
Kanabec Soil & Water Cons.	22.69
Kanabec Soil & Water Cons.	3,777.07
Kanabec Soil & Water Cons.	6,436.80
MACPO, Jackson County Probation	410.00
MacTek Systems Inc	8,015.00
Made of Mora / P-D's Embroidery	830.00
Marco	440.86
Marco	1,711.40
Marco	3,267.40
Marco	466.85
Marco	651.00
Marco	3,159.06
Marco	363.09
Marco	159.00
Marco	550.58
Mark's	74.55
MCIS	14,426.00
MCIS	540.00

MCIS	4,733.00
MCIS	3,583.00
McKesson Medical Surgical	151.07
McKinnis & Doom PA	153.00
McKinnis & Doom PA	246.50
Methven Funeral and Cremation Services	400.00
Minnesota Counties Intergovernmental Trust	3,901.00
Minnesota Counties Intergovernmental Trust	1,424.00
Minnesota UI	5,196.00
Minnesota UI	3,765.00
Minnesota UI	1,205.87
MN Commissioner of Revenue	125.00
MN Counties Insurance Trust	166,231.00
MN Counties Insurance Trust	69,536.00
MN Counties Insurance Trust	6,040.00
MN Counties Insurance Trust	6,962.00
MN Counties Insurance Trust	10,252.00
MN Counties Insurance Trust	10,622.00
MN Counties Insurance Trust	40,514.00
MN Counties Insurance Trust	20,752.00
MN Counties Insurance Trust	1,115.00
Motorola Solutions	2,115.00
Motorola Solutions	11,580.02
MRA	138.75
Northstar Computer Forms, Inc.	351.41
Oak Gallery	17.25
ODP Business Solutions LLC	145.60
ODP Business Solutions LLC	14.38
ODP Business Solutions LLC	89.80
ODP Business Solutions LLC	33.54
O'Reilly Auto Parts	99.46
Ramsey County	647.00
RELX Inc. DBA LexisNexis	189.08
RELX Inc. DBA LexisNexis	231.75
River Valley Forensic Services, P.A.	250.00
River Valley Forensic Services, P.A.	250.00
RS Eden	378.91
Schneider Geospatial, LLC	7,800.00
Schneider Geospatial, LLC	11,400.00
Scotts Lawn & Landscapes	100.00
SIRCHIE	58.10
State of Minnesota - BCA	630.00
Stellar Services	52.44

Stellar Services	108.13
Summit Food Service Management	3,948.81
SwipeClock LLC	362.00
The Public Group	46.75
The Public Group	905.00
Tinker & Larson Inc	2,901.09
Tuorila Consulting	450.00
Van Alst, Lillian	255.63
Van Alst, Lillian	526.25
VC3	2,400.00
VC3	2,400.00
WEX	588.75
127 Claims Totaling:	<u><u>\$ 521,228.30</u></u>

Road & Bridge Fund

<u>Vendor</u>	<u>Amount</u>
Ace Hardware	69.14
Aramark	796.03
Avenu Insights & Analytics	6,603.13
Central Pension Fund	471.60
City of Mora	977.34
Federated Co-ops	479.99
Glens Tire	50.00
Gopher State One-Call	4.05
Granite City Jobbing	346.92
Kanabec County Coordinator	105.45
Kanabec County Highway Dept	63.00
Kwik Trip	63.72
Mille Lacs County Public Works	899.82
Nuss Truck	112.37
Power Plan	608.48
Trenchersplus	71,605.00
Wallace, Bruce	76.02
Welia Health	221.40
Wiacom	675.30
Ziegler	709.26
20 Claims Totaling:	<u><u>\$ 84,938.02</u></u>

Action #5 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #5 - 1/17/23

WHEREAS, the Snake River Water Management Board by-laws allow for the appointment of a board member and an alternate; and

WHEREAS, Commissioner Ripka is appointed to the Snake River Water Management Board as the primary board member,

BE IT RESOLVED to appoint Commissioner Tom Roeschlein to the Snake River Water Management Board as an Alternate for a one year term commencing immediately and expiring January 2, 2024.

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

Resolution #6 – 1/17/23

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 Isanti County Pheasants Forever for a raffle event to be held at Pheasants Ridge Shooting Preserve, 1547 Imperial St, Ogilvie, MN 55358 on March 18, 2023 with an alternate date of April 1, 2023 if needed due to inclement weather.

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

Resolution #7 -1/17/23 **Approval of the Pay Equity Report**

WHEREAS Kanabec County has long supported the principle of equitable pay relationships, and

WHEREAS Kanabec County is required by Minnesota Statute to submit a Pay Equity Report for the data in place as of December 31, 2022;

BE IT RESOLVED that the Kanabec County Board of Commissioners approves the attached Pay Equity Report and authorizes the Chairperson to sign the Pay Equity Report electronically;

BE IT FUTHER RESOLVED that the Kanabec County Board of Commissioners directs the Coordinator to submit the report and all necessary supporting data to the Pay Equity Office, post the required notice, and disseminate the required notice to union representation in the jurisdiction.

Action #8 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to approve sending a letter of support to MnDOT for a study to look at expanding TH23 to four lanes between Foley and Mora.

Action #9 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #9 - 1/17/23

WHEREAS the negotiating committee has presented the Board with a proposed 2023 bargaining unit agreement and related memorandums of understanding between Kanabec County and the International Union of Operating Engineers, Local 49, and

WHEREAS the Union has indicated acceptance by signature of the Union Business Agent and Stewards;

BE IT RESOLVED to approve the 2023 bargaining unit agreement and a related memorandums of understanding between Kanabec County and the International Union of Operating Engineers, Local 49;

BE IT FURTHER RESOLVED the Board Chair and Coordinator are authorized to sign said 2023 bargaining unit agreement and memorandums of understanding.

Action #10 - It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to recess the board meeting at 9:16am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:16am on Tuesday, January 17, 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 #FS11 – It was moved by Alison Holland, seconded by Tom Roeschlein and carried unanimously to approve the Family Services Board Agenda as presented.

Health And Human Services Advisory Committee Chairperson Charlie Strickland Jr. met with the County Board present a rebuttal to the County Board actions taken on January 3, 2023 regarding the HHS Advisory Committee.

The Board expressed consensus to advise the existing members of the HHS Advisory Committee to meet on January 24th as planned, for the committee to prepare a recommendation for membership in compliance with MN Statute 402.03 to submit to the Family (Human) Services Board for final approval, and for the committee to address the issues raised in Resolution #FS89 – 1/3/23 and Resolution #FS90 – 1/3/23.

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

Action #FS12 – It was moved by Alison Holland, seconded by Tom Roeschlein and carried unanimously to approve the following resolution:

Resolution #FS12 - 1/17/23

Department of Human Services Community Supports Program Contract

WHEREAS, the State of Minnesota, pursuant to Minnesota Statutes, section 256.01, subdivision 2(a)(6) and 245.461 to 245.486 (“the Minnesota Comprehensive Adult Mental Health Act”) is empowered to enter into grant contracts to create and ensure a unified, accountable and comprehensive adult mental health system with services administered under the Adult Mental Health Initiative and or Community Support Program funding, and

WHEREAS, pursuant to the Minnesota Comprehensive Adult Mental Health Act, County and State will collaborate to provide supports and services of a quality that is effective, efficient, appropriate, and consistent with contemporary professional standards in the field of mental health.

THEREFORE BE IT RESOLVED to approve the Contract with the State of Minnesota, through its Department of Human Services, Mental Health Division to provide quality mental health services to the people of Kanabec County, effective January 1, 2023 through December 31, 2024 and for the Family Services Director to sign said contract.

Action #FS13 - It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to approve the following resolution:

Resolution #FS13 - 1/17/23

Children’s Psychiatric Services Agreement w/ Isanti County Resolution

WHEREAS, the State of Minnesota, pursuant to Minnesota Statutes 245.461 to 245.486 and 245.487 to 245.488 establishes the Minnesota Comprehensive Adult Mental Health Act and the Minnesota Comprehensive Children’s Mental Health Act respectively, is empowered to enter into grant contracts to create and ensure a unified, accountable and comprehensive mental health system, and

WHEREAS, Isanti County wishes to secure the provision of Children’s Psychiatric services and Kanabec County, through its Family Services Agency is suitably structured and wishes to provide said services for Isanti County.

THEREFORE BE IT RESOLVED that the Kanabec County Human Services Board approves the Contract with Isanti County through its Health and Human Services for psychiatric services to commence January 1, 2023 through December 31, 2024.

Action #FS14 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the payment of 114 claims totaling \$189,502.12 on Welfare Funds.

Action #FS15 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to adjourn Family Services Board at 9:43am and to meet again on Tuesday, February 21, 2023 at 9:20am.

The Board of Commissioners reconvened.

Economic Development Authority Executive Director Jim Hartshorn met with the Board to give an update regarding the EDA. Information only, no action was taken.

Lakes & Pines Community Action Council Executive Director Denise Stewart met with the Board to give an update regarding Lakes & Pines and the services they offer. Information only, no action was taken.

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

10:20am – The Board of Commissioners reconvened.

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

Public Works Director Chad Gramentz led a discussion regarding snow removal operations for the Vasaloppet event.

Vasaloppet USA President Jon Larson met with the Board to discuss the upcoming Vasaloppet event.

Action #16 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #16 – 1/17/23

Vasaloppet Event

WHEREAS Kanabec County has historically contributed to the annual Vasaloppet ski race event by permitting closure of Main Street in Mora and with event snow removal , and

WHEREAS event snow removal has been on an employee volunteer basis utilizing county equipment, and

WHEREAS Kanabec County wishes to continue participation in the annual Vasaloppet ski race event, and

THEREFORE BE IT RESOLVED to continue snow removal operations for the Vasaloppet event using employee volunteers;

BE IT FURTHER RESOLVED that if no employees volunteer to provide this community service, the Public Works Director is authorized to use his discretion to assign, schedule and compensate employees to perform this snow removal per the collective bargaining agreement.

Action #17 – It was moved by Alison Holland, seconded by Tom Roeschlein and carried unanimously to approve the following resolution:

Resolution #17 – 1/17/23
Carpet Replacement

WHEREAS the following quotes were provided for carpet replacement in the Courthouse:

DKN Construction	\$79,991.00
Zimmermans	\$86,703.02

WHEREAS said quote was presented before the board, and

THEREFORE BE IT RESOLVED to accept the quote of \$79,991.00 by DKN Construction for carpet replacement in the courthouse.

Action #18 – It was moved by Tom Roeschlein, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #18 – 1/17/23
Sponsor City of Mora Wood Street Trail Grant

BE IT RESOLVED that Kanabec County agrees to act as sponsoring agency for the project identified as City of Mora Wood Street Trail seeking Federal Transportation Alternatives funding and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules, and regulations.

BE IT FURTHER RESOLVED that the Public Works Director is hereby authorized to act as agent on behalf of this sponsoring agency.

Agreement to Maintain Facility

WHEREAS The Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA, and

WHEREAS the Transportation Alternatives projects receive federal funding, and

WHEREAS the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with alternative funds, this requirement should be applied to the project proposer, and

WHEREAS Kanabec County is the sponsoring agency for the transportation alternatives project identified as City of Mora Wood Street Trail, and

THEREFORE BE IT RESOLVED that the sponsoring agency hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned transportation alternatives project.

Action #19 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to approve the following resolution:

Resolution #19 – 1/17/23
Retainer for Legal Services

WHEREAS Kanabec County wishes to continue to retain legal services for specialized land and environmental issues, and

WHEREAS Scott Anderson, of Rupp, Anderson, Squires and Waldspurger, P.A. has previously provided these services in a cost effective manner, and

WHEREAS a retainer fee of \$6,000, is proposed for 2023, and

THEREFORE BE IT RESOLVED to approve renewing a retainer with Scott Anderson of Rupp, Anderson, Squires and Waldspurger, P.A. for calendar year 2023 at a cost of \$6,000 paid from wetland funds and authorize the chairperson and Public Works Director to sign the agreement.

Action #20 – It was moved by Peter Ripka, seconded by Tom Roeschlein and carried unanimously to approve the following resolution:

Resolution #20 – 1/17/23
Snowmobile Trail Permit

WHEREAS Kanabec County has requested a Limited Use Permit for the operation of snowmobile trail use in various Minnesota State Highway right-of-way, and

WHEREAS the Minnesota Department of Transportation has approved the proposal and will accommodate this public use through the Limited Use Permit, and

BE IT RESOLVED to approve Limited Use Permit No. 3300-0007 for the purpose of a two-way nighttime snowmobile trail within the right of way of Trunk Highways No. 107, 23, 47, 65, and 70.

Under other business, Tom Roeschlein led a discussion regarding the status of the Knife Lake Rest Area project on Highway 65. County Attorney Barbara McFadden is waiting for information from MnDOT before next steps can be determined.

County Coordinator Kris McNally led a discussion regarding examples from other counties pertaining to the development of Kanabec County's Public Comment Policy. Information only, no action was taken.

Future Agenda Items: Add tire recycling issue and HHS Advisory Committee memberships.

Action #21 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to adjourn the meeting at 11:02am and to meet again in regular session on Tuesday, February 7, 2023 at 9:00am.

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

Attest: _____
Board Clerk