

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

July 18, 2023

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, July 18, 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 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 Tom Roeschlein, seconded by Alison Holland and carried unanimously to approve the agenda with the following addition: Knife Lake Sportsmen’s Club Gambling Request.

Action #2 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the July 5, 2023 minutes as presented.

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

<u>Vendor</u>	<u>Amount</u>
City of Mora	20,806.27
Spire Credit Union	3,315.71
Card Services (Coborn's)	206.95
Card Services (Coborn's)	9.65
Kanabec County AT ACH_VISA	4,037.66
Kwik Trip Inc	13,997.54
Midcontinent Communications	223.10
Minnesota Department of Finance	6,327.00
Minnesota Unemployment Insurance	2,549.61
Quality Disposal	1,003.55
Verizon Wireless Cell Phones	3,110.06
East Central Energy	263.20
Card Services (Coborn's)	11.18
Minnesota Department of Finance	21.00
Minnesota Department of Health	510.00

Card Services (Coborn's) 93.45
16 Claims Totaling: \$ 56,485.93

9:04am – The Chairperson called for public comment. Those that responded included:

Jennie Taylor	Questions regarding the proposed resolution to change the composition of the Kanabec County Community Health Board.
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9:09am – The Chairperson closed public comment.

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

Vendor	Amount
A and E Cleaning Services	600.00
Advanced Correctional Healthcare	18,784.08
Advanced Correctional Healthcare	1,040.08
Advanced Correctional Healthcare	66.77
American DataBank	242.62
Aspen Mills	421.92
AT&T Mobility	1,547.93
Athey, Lucas	113.97
Bio-Tec Emergency Services, LLC	500.00
Bliss, Erica	1,650.00
Cook, Brandon	62.88
Curtis, Michael	339.24
East Central Regional Juvenile Center	4,487.00
East Central Regional Library	83,297.10
East Central Solid Waste Commission	10.00
EATI	8,945.10
EATI	7,544.10
Election Systems & Software Inc	5,040.25
Electric Motor Service, Inc	345.03
Electric Motor Service, Inc	1,283.54
Eric Hanson Consulting	10,126.43
FBG Service Corporation	4,829.00
FBG Service Corporation	2,543.00
FBG Service Corporation	672.00
Glen's Tire	124.00
Glen's Tire	91.00
Granite City Jobbing	757.45
Granite City Jobbing	725.98

Granite Electronics	135.36
Hartshorn, Jim	195.19
Hoefert, Robert	930.10
Industrial Health Services Network Inc	47.90
Johnson Brothers Law	70.00
Kanabec County Highway Department	330.81
Kanabec County Information Systems	4,200.00
Kanabec Publications	330.93
Kanabec Publications	70.00
Leaf's Towing & Recovery	310.00
Marco	159.00
MCIS	19,779.00
MCIS	3,583.00
Mid-American Research Chemical	488.17
Minnesota Monitoring, Inc	280.00
MNCCC Lockbox	12,633.00
MNCCC Lockbox	19,448.34
Mora Bakery	32.06
Motorola Solutions	2,115.00
MRA	832.50
MRA	6,706.25
National PELRA	150.00
ODP Business Solutions, LLC	89.90
O'Reilly Auto Parts	15.99
O'Reilly Auto Parts	7.99
O'Reilly Auto Parts	40.78
Pierson, Jim	120.00
ProPhoenix Corporation	2,500.00
Ratwik, Roszak & Maloney, PA	700.30
Regents of the University of MN	19,670.25
Reliance Telephone, Inc	1,000.00
RELX Inc. DBA LexisNexis	220.00
Ripka, Peter	55.80
River Valley Forensic Services, P.A.	500.00
River Valley Forensic Services, P.A.	250.00
RS Eden	82.80
RS Eden	770.33
SIRCHIE	127.62
Spreeman, Krista	287.50
State of Minnesota - BCA	860.00
Stellar Services	59.22
Stellar Services	99.75
Summit Food Service Management	4,049.33

Summit Food Service Management	4,103.85
Tactical Solutions	687.00
Tinker & Larson Inc	3,731.11
Van Alst, Lillian	1,103.02
VC3, Inc	1,782.85
Von Eschen, Tina	164.10
Widseth Smith Nolting & Assoc., Inc.	5,465.00
78 Claims Totaling:	<u>\$ 277,561.57</u>

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

Vendor	Amount
A & E Cleaning Services	1,200.00
Ace	186.50
American Door Works	494.00
Aramark	432.99
Beaudry Oil & Propane	18,717.13
Central McGowan	532.47
Federated Co-ops	335.98
Glens Tire	703.86
Gopher State One-Call	32.40
Houston Engineering	4,632.19
Kanabec County Highway Dept	87.06
Kanabec County Coordinator	163.32
Knife River Corporation	12,743.11
Kwik Trip	55.39
Marco	518.39
North Central International	2,124.51
Northern States Supply	373.48
Nuss Truck	2,358.77
ODP	469.95
Olson Power & Equipment	153.78
Power Plan	4,317.21
RDO Equipment	18,075.75
Trueman Welters	1,000.50
University of MN	150.00
Wiacom	675.30
25 Claims Totaling:	<u>70,534.04</u>

Action #6 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #6a – 7/18/23

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 the Knife Lake Sportsman’s Club for a bingo event to be held at Crow’s Nest 2743 Hwy 65, Mora, MN 55051 on October 28, 2023.

Resolution #6b – 7/18/23

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 the Knife Lake Sportsman’s Club for a bingo and raffle event to be held at Northwoods Steak House & RV Park 2732 Hwy 65, Mora, MN 55051 on February 3, 2024.

Action #7 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to recess the board meeting at 9:15am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:15am on Tuesday, July 18, 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 #FS8 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the Family Services Board Agenda as presented.

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

Action #FS9 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve the payment of 113 claims totaling \$187,719.27 on Family Services

Funds.

Action #FS10 – It was moved by Tom Roeschlein, seconded by Alison Holland and carried unanimously to adjourn Family Services Board at 9:39am and to meet again on Tuesday, August 15, 2023 at 9:20am.

The Board of Commissioners reconvened.

Dennis Rice, ECE Broadband Manager met with the Board via WebEx to give an update regarding the ECE Broadband Project in Kanabec County. Information only, no action was taken.

Community Health Director Kathy Burski met with the County Board to request approval of a resolution to change the composition of the Kanabec County Community Health Board.

Action #11 – It was moved by Wendy Caswell, seconded by Tom Roeschlein and carried unanimously to approve the following resolution:

Resolution #11 - 7/18/23

Resolution to Change the Composition of the
Kanabec County Community Health Board

WHEREAS pursuant to MN Statutes Chapter 145A the Kanabec County Board of Commissioners created the Kanabec County Community Health Board by Resolution #17 - 01/03/17 effective January 1, 2017, and

WHEREAS Resolution #17 - 01/03/17 inadvertently established the Community Health Board as two county commissioners and three community members, of which at least one was required to be a consumer; and

THEREFORE BE IT RESOLVED the Kanabec County Board of Commissioners hereby rescinds that part of Resolution #17-01/03/17 that states “*as of January 1, 2017 the new community health board shall be comprised of two county commissioners and three community members, at least one of which shall be a consumer, all of whom shall be appointed by the county board of commissioners, and will assume the powers and duties of the community health board at that time.*”

BE IT FURTHER RESOLVED pursuant to MN Statutes Chapter 145A the Kanabec County Community Health Board is hereby created; and

BE IT FURTHER RESOLVED that pursuant to MN Statutes Chapter 145A the powers and duties of the Kanabec County Community Health Board are hereby assumed by the Kanabec County Board of Commissioners.

BE IT FURTHER RESOLVED the Kanabec County Board of Commissioners by virtue of its authority under MN Statutes, Chapter 145, by this resolution adopted at a scheduled

meeting held on July 18, 2023 hereby appoints and authorizes Community Health Director Kathy Burski to act as an agent of the Board and to sign and execute on behalf of the Board contracts for funding under any of the grants administered by the Commissioner of Health until rescinded by this Board.

County Sheriff Brian Smith met with the Board to discuss matters concerning his department.

Action #12 – It was moved by Tom Roeschlein, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #12 - 7/18/23

WHEREAS the Kanabec County PSAP (Dispatch Center) has internal and external electronic/radio components that are outdated and recommended to be replaced; and

WHEREAS the replacement costs are budgeted through the Sheriff's Office; and

WHEREAS quotes have been received from appropriate vendors;

THEREFORE BE IT RESOLVED the Kanabec County Board of Commissioners hereby approves the quote from Granite Electronics and moving forward with the project;

BE IT FURTHER RESOLVED that Sheriff Smith is authorized to sign agreements related to said project.

Action #13 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve restoring the Dispatch Sergeant position to the PSAP/Dispatch Center on a full-time regular basis.

County Coordinator Kris McNally presented a request for an extended leave of absence.

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

Resolution #14 - 7/18/23

WHEREAS a Highway Department employee has requested an extended medical leave beginning June 15, 2023, and

WHEREAS this leave will extend beyond 30 days and requires approval from the County Board, and

WHEREAS the applicable collective bargaining unit agreement states “Employees who exhaust their twelve (12) weeks of leave under this section [FMLA] may apply for up to five (5) months additional, unpaid leave pursuant to other leave categories in this policy; and

WHEREAS the Public Works Director would like to grant the medical leave to the employee and is requesting the County Board to approve the leave;

BE IT RESOVLED to approve the medical leave for the employee beginning June 15, 2023 for up to 5 months not to exceed November 15, 2023.

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

Future Agenda Items: CMJTS presentation on September 5th

Action #15 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to close the meeting at 10:38am 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.

Action #16 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to return to open session at 11:01am.

Action #17 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to adjourn the meeting at 11:02am and to meet again in regular session on Tuesday, August 1, 2023 at 9:00am.

Signed _____

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

Attest: _____
Board Clerk