

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

April 16, 2024

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, April 16, 2024 pursuant to adjournment with the following Board Members present: Rick Mattson, Tom Roeschlein, Wendy Caswell, Alison Holland and Peter Ripka. Absent: None. 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 Wendy Caswell and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Wendy Caswell, seconded by Peter Ripka and carried unanimously to approve the April 2, 2024 minutes as presented.

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

<u>Vendor</u>	<u>Amount</u>
AT&T Mobility	178.78
Blaze Credit Union	9,010.47
City of Mora	15,483.21
Consolidated Communications	1,141.86
East Central Energy	634.01
Kanabec County Auditor HRA	9,225.77
Kwik Trip Inc	13,820.81
Marco	3,335.71
Midcontinent Communications	462.32

Minnesota Department of Finance	4,836.50
Minnesota Department of Finance	28.5
Minnesota Department of Finance	974.8
Minnesota Department of Health	510
Quadient Finance USA, Inc.	5,000.00
Quality Disposal	1,083.49
VC3, Inc.	8,027.00
Verizon Wireless Aircards	2,490.24
Verizon Wireless Cell Phones	3,647.25

18 Claims Totaling: \$79,890.72

9:03am – The Chairperson called for public comment. Those that responded included the following:

Derek Carlson	Comments regarding Northwoods Haven Treatment Center and barriers regarding zoning per the County’s Shoreland Ordinance.
Juley Speed	Comments regarding appreciation for staff and board bringing timely attention to concerns regarding vacation rental zoning, and how the vacation rental industry has changed since 2019.
Dave Halvorson	Comments regarding the allocation of excess funds from snow plowing, suggestion to consider an ordinance against assault rifles, and concerns regarding a fundraiser poster at McBee’s picturing a K9 deputy and beer logos.

9:13am – The Chairperson closed public comment.

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

<u>Vendor</u>	<u>Amount</u>
24Restore	586.80
A and E Cleaning Services	630.00
Ace Hardware	85.85
Amazon Capital Services	420.74
Amazon Capital Services	7.98
American DataBank	631.85

Anne M. Carlson Law Office, PLLC	3,050.00
Anne M. Carlson Law Office, PLLC	140.00
Anne M. Carlson Law Office, PLLC	500.00
Anoka County Sheriff's Office - Civil Unit	80.00
Anoka County Sheriff's Office - Civil Unit	80.00
Asolare Yoga & Wellness	100.00
Barlow, Jeffery	824.10
BlueStar Graphics	982.50
Bluum	22,336.20
Bob Barker	972.19
Curtis, Michael	180.90
East Central Regional Juvenile Center	4,957.00
East Central Solid Waste Commission	20.00
East Central Solid Waste Commission	32.39
Environmental Systems Research Institute	6,277.00
FBG Service Corporation	4,829.00
FBG Service Corporation	2,543.00
FBG Service Corporation	672.00
Fourness, Chris	10.50
Frontier Precision, Inc.	11,801.99
Glen's Tire	840.08
Glen's Tire	47.00
Granite City Jobbing Co	495.94
Granite City Jobbing Co	495.94
Gratitude Farms	500.00
Hennepin County Sheriff's Office	80.00
Hoefert, Robert	598.98
Horizon Towing	797.94
Innovative Office Solutions, LLC	17.98
IT SAVVY LLC	2,775.64
Johnson's Hardware & Rental	80.36
Kanabec County Community Health	285.50
Kanabec County Community Health	3,316.30
Kanabec County Community Health	2,351.02
Kanabec County Community Health	1,870.54
Kanabec County Highway Department	751.61
Kanabec Publications	717.34
Kanabec Publications	721.00

Kanabec Publications	2,898.13
Kelly, John	36.55
Martin, Eric	175.00
MCIS	21,416.00
MCIS	540.00
MCIS	5,633.00
MCIS	6,290.00
Methven Funeral and Cremation Services	400.00
Michael K. Pepin Law Offices	646.00
Minnesota Association of County Officers	75.00
Minnesota Monitoring, Inc.	352.00
MN Dept of Public Safety	50.00
Mora Psychological Services, PLLC	2,900.00
Morris Electronics	1,235.00
Motorola Solutions	5,790.40
Motorola Solutions	2,115.00
Motorola Solutions	16,919.81
Newton, Deb	150.00
North Central Bus & Equipment	287.23
North Central Bus & Equipment	125,379.00
Northland Trust Services Inc	40,912.50
Oak Gallery	20.02
PDQ.com	1,275.00
Premium Waters, Inc.	75.70
Regents of the University of MN	20,162.00
RELX Inc. DBA LexisNexis	238.70
Rick's Home Furnishings	59.99
River Valley Forensic Services, P.A.	500.00
RT Vision	562.50
RT Vision	562.50
Smith, Trenton	1,272.99
State of Minnesota - BCA	980.00
Stellar Services	28.86
Stellar Services	31.94
Summit Food Service Management	3,880.74
Summit Food Service Management	3,881.82
Tinker & Larson Inc	1,632.61
Tinker & Larson Inc	214.95

Trimin Systems, Inc.	4,000.00
Van Alst, Lillian	875.02
WEX Health, Inc	434.50
85 Claims Totaling:	<u>\$ 354,385.62</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:

<u>Vendor</u>	<u>Amount</u>
A & E Cleaning	1,260.00
Ace	57.91
Aramark	694.31
Aspen Equipment	1,880.22
Auto Value	3,604.11
B & F Fastener Supply	92.57
Central McGowan	205.98
Central Pension Fund	626.40
Diesel Laptops	2,700.00
Federated Co-ops	109.74
Fluegge's AG	75.00
Gopher State One-Call	22.95
Havisto, Alice	1,885.00
Hutchinson, Sheldon and Janet	2,070.40
Johnson Hardware	359.19
Kanabec County Highway Dept	84.35
Kanabec County Coordinator	277.13
Kanabec Publications	106.59
Koch's Hardware Hank	29.99
Kwik Trip	111.13
LHB, Inc	220.95
Marco	352.17
Midwest Machinery	270.80
MN Dept of Transportation	1,642.10
MN Equipment	299.54
Newman Traffic Signs	23,155.44
Olson Power & Equipment	39,073.92
Power Plan	449.76

RTVision	1,125.00
Safety-Kleen Systems	431.63
Towmaster	794.78
USIC	80.00
VanVleet, Randy and Charrie	948.14
Wiarcom	675.30
34 Claims Totaling:	<u>\$85,772.50</u>

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

Resolution #6 – 4/16/24
Resolution Proclaiming May 10 as Child Care Provider
Appreciation Day in Kanabec County

WHEREAS, Child Care Aware of America and other organizations nationwide are recognizing Child Care Providers on this day; and

WHEREAS, Child Care provides a safe, nurturing place for the enrichment and development of millions of children nationwide, and is vital force in our economy; and

WHEREAS, the pandemic illuminated how indispensable child care providers are for the well-being and economic security of Kanabec County’s young children, families, and communities.

WHEREAS, child care programs, which are mostly small businesses, run and staffed predominated by women, are still recovering from health and financial hardships stemming from the pandemic while they have continued to meet the needs of families; and

WHEREAS, Kanabec County recognizes that child care has been a lifeline for families, communities, and the economy and as such, has provided much-needed support to providers to help sustain the viability of child care by including child care growth opportunities as a strategic priority for the Kanabec County EDA. The Kanabec County EDA supports a Child Care Capacity Committee which has led the region in child care capacity research, supply planning, and supporting growth and sustainability.

WHEREAS, our future depends on the quality of the early childhood experiences provided to young children today; support for high-quality child care represents a worthy commitment to our children’s future.

NOW, THEREFORE, BE IT RESOLVED, that Kanabec County Board of Commissioners, hereby proclaim May 10, 2024, as Provider Appreciation Day in Kanabec County and urge all residents to recognize Child Care Providers for their important work.

Action #7 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to recess the 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, April 16, 2024 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 Tom Roeschlein 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 Tom Roeschlein, seconded by Peter Ripka and carried unanimously to approve the recommendation of Blue Plus and UCare for Kanabec County Family Services Minnesota Healthcare plans, to recommend Blue Plus as the single default option, and to approve Family Services Director Chuck Hurd to complete the necessary form(s) with these recommendations and submit to the Minnesota Department of Human Services.

Action #FS10 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the payment of 51 claims totaling \$172,955.67 on Family Services Funds.

Action #FS11 – It was moved by Peter Ripka, seconded by Tom Roeschlein and carried unanimously to adjourn Family Services Board at 9:31am. The Family Services Board will meet again on Tuesday, May 21, 2024 at 9:20am.

The Board of Commissioners reconvened.

Regional Director Tony Hansen and 4-H Educator Nikki Priebe met with the Board to discuss matters concerning the Extension Office.

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

Resolution #12 – 4/16/24

WHEREAS the county has employed a 4-H Summer Assistant in past years, and

WHEREAS the board did budget for this position in 2024, and

WHEREAS the board desires to fill this position;

BE IT RESOLVED that the County Board authorizes the County Personnel Director to hire a 4-H Summer Assistant to refill the vacant position at \$15.00 per hour, or \$15.30 per hour if the person has prior experience as a Kanabec County 4-H Summer Assistant, and

BE IT FURTHER RESOLVED that the hours of work for this position be limited to those budgeted.

4-H Educator Nikki Priebe gave an update regarding 4-H in Kanabec County. Information only, no action was taken.

Regional Director Tony Hansen gave an update regarding the Kanabec County Extension Committee. Information only, no action was taken.

County Coordinator Kris McNally led a discussion regarding East Central Energy's Border to Border Grant Applications – Round 10.

Action #13 – 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 #13a – 4/16/24

RESOLUTION IN SUPPORT OF EAST CENTRAL ENERGY'S BROADBAND PROJECT IN KANABEC COUNTY

WHEREAS, East Central Energy is working to provide efficient and affordable fiber broadband internet to its service area; and

WHEREAS, the mission is to provide high-speed internet to every home and business, fostering community vitality, affordable and quality health care, equitable education, a strong economy, and efficient government; and

WHEREAS, East Central Energy is applying for the Minnesota Border-to-Border Round 10 Broadband Development Grant Program. The Border-to-Border Broadband Round 10

Development Grant Program funds the expansion of broadband service to areas of Minnesota that are unserved or underserved; now therefore, be it

RESOLVED, that the Kanabec County Board of Commissioners, State of Minnesota, hereby endorses East Central Energy's Broadband Project to provide to fiber broadband internet to its Mille Lacs Central service area; and be it further

RESOLVED, that Kanabec County commits \$900 for the matching portion of the 2024 Minnesota Border-to-Border Round 10 Broadband Development Grant Program grants received in support of East Central Energy's Broadband Mille Lacs Central Project; and be it further

RESOLVED, that the Kanabec County Board of Commissioners does adopt this resolution and authorizes the Board Chair to sign said resolution.

Resolution #13b – 4/16/24

RESOLUTION IN SUPPORT OF EAST CENTRAL ENERGY'S BROADBAND PROJECT IN KANABEC COUNTY

WHEREAS, East Central Energy is working to provide efficient and affordable fiber broadband internet to its service area; and

WHEREAS, the mission is to provide high-speed internet to every home and business, fostering community vitality, affordable and quality health care, equitable education, a strong economy, and efficient government; and

WHEREAS, East Central Energy is applying for the Minnesota Border-to-Border Round 10 Broadband Development Grant Program. The Border-to-Border Broadband Round 10 Development Grant Program funds the expansion of broadband service to areas of Minnesota that are unserved or underserved; now therefore, be it

RESOLVED, that the Kanabec County Board of Commissioners, State of Minnesota, hereby endorses East Central Energy's Broadband Project to provide to fiber broadband internet to its Pine West service area; and be it further

RESOLVED, that Kanabec County commits \$420 for the matching portion of the 2024 Minnesota Border-to-Border Round 10 Broadband Development Grant Program grants received in support of East Central Energy's Broadband Pine West Project; and be it further

RESOLVED, that the Kanabec County Board of Commissioners does adopt this resolution and authorizes the Board Chair to sign said resolution.

Chief Deputy Kevin Braiedy met with the Board to request to hold a Shield 616 event and create an assigned fund.

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

Resolution #14 - 4/16/24

Approval to Hold a Fundraising Event & Create an Assigned Fund

WHEREAS the Kanabec County Law Enforcement Division desires to upgrade their protective equipment to provide a higher level of safety for the licensed peace officers; and

WHEREAS upgrading body armor is expensive and will pose an additional burden to Kanabec County taxpayers if funded through the levy process; and

WHEREAS the Law Enforcement Division has an opportunity to hold a fundraising event through Shield 616 to selectively raise funds for enhanced body armor; and

THEREFORE BE IT RESOLVED the Kanabec County Board of Commissioners hereby approves the request to coordinate and host this event to raise funds for enhanced body armor;

BE IT FURTHER RESOLVED that Sheriff Smith is authorized to sign agreements related to said event;

BE IT FURTHER RESOLVED that the Kanabec County Board of Commissioners hereby approves the creation of an assigned fund for the Sheriff's Office protective equipment;

BE IT FURTHER RESOLVED that the account number will be 01-201-201-8252.

County Coordinator Kris McNally led a discussion regarding filling the vacancy of EDA Director. The Board expressed consensus to delay filling the vacancy of EDA Director pending conversations with the City of Mora as well as the stakeholder townships.

Environmental Services Supervisor Ryan Carda met with the Board to discuss County Ordinance #5, vacation rental issue. Juley Speed (VRBO owner) and Public Works Director Chad Gramentz also spoke. Information only, no action was taken.

County Coordinator Kris McNally notified the Board about the Local 107's filing of their Desire to Negotiate and led a discussion regarding which Commissioners will serve on the committee for the Local 107 CBA negotiation process. The Board expressed consensus for Rick

Mattson and Alison Holland to serve on the committee for the Local 107 CBA negotiation process.

Action #15 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to adjourn the meeting at 10:14am to a time immediately following the Drainage Authority Board.

The Kanabec County Drainage Authority Board met at 10:14am on Tuesday, April 16, 2024 pursuant to adjournment with the following Board Members present: Rick Mattson, Tom Roeschlein, Wendy Caswell, Alison Holland and Peter Ripka. Public Works Director/Ditch Inspector Chad Gramentz presented the Drainage Authority Board Agenda.

Action #16 – It was moved by Peter Ripka, seconded by Tom Roeschlein and carried unanimously to approve the Drainage Authority Board Agenda as presented.

Ditch Inspector Chad Gramentz led a discussion regarding Judicial Ditch 1, Judicial Ditch 6, and the formation of a Joint Drainage Authority with Isanti County.

Action #17 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to appoint Peter Ripka and Tom Roeschlein to serve on the Judicial Ditch 1 Joint board with Isanti County.

Action #18 – It was moved by Wendy Caswell, seconded by Alison Holland and carried unanimously appoint Peter Ripka as the primary representative and Tom Roeschlein secondary representative to serve on the Judicial Ditch 6 joint board with Isanti county.

10:22am – The Chairperson called for public comment. Those that responded included the following:

Kevin Belkholm	Comments regarding a petition submitted for ditch alignment for a portion of CD 2; additional comments on ditch repairs and maintenance.
Loren Barnick	Comments regarding matters concerning CD 2 repairs and maintenance.

Action #19 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to adjourn the Drainage Authority Board at 10:37am.

The Board of Commissioners reconvened.

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

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

Resolution #20 – 4/16/24
Removal of Underground Fuel Tanks at Highway Building

WHEREAS the following quotes were received for removal of the underground fuel tanks and associated fuel system at the County Highway building:

Hjort Excavating:	\$49,638
Landwehr	\$49,854

THEREFORE, BE IT RESOLVED, to accept the quote of \$49,638 by Hjort Excavating for the removal of the underground fuel tanks and associated fuel system.

Action #21 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to approve the following resolution:

Resolution #21 – 4/16/24
Purchase Plow Truck Chassis

WHEREAS the following quote was received for a 2025 Western Star 47X plow truck chassis:

Boyer Trucks St. Michael:	\$151,045
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WHEREAS said quote is based on state contract pricing, and

WHEREAS vehicle specifications presented before the Board, and

THEREFORE BE IT RESOLVED to accept the quote of \$151,045 by Boyer Trucks St. Michael for a 2025 Western Star 47X plow truck chassis and approve the purchase thereof.

Action #22 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #22 – 4/16/24
Purchase Plow Truck Body

WHEREAS the following quote was received for a dump body and plow equipment to be outfitted on a 2025 Western Star 47X plow truck chassis:

Towmaster: \$170,651

WHEREAS said quote is based on state contract pricing, and

WHEREAS a detailed quotation was presented before the Board, and

THEREFORE BE IT RESOLVED to accept the quote of \$170,651 by Towmaster Truck Equipment for a dump body and plow equipment to be outfitted on a 2025 Western Star 47X plow truck chassis and approve the purchase thereof.

Action #23 – Wendy Caswell introduced the following resolution and moved its adoption:

Resolution #23 – 4/16/24
Equipment Rental and Service Quotes

WHEREAS, annual quotes were received for equipment rental rates and services, and

WHEREAS, Kanabec County may require various equipment and services throughout the year;

WHEREAS an abstract of quotes was presented before the Board, and

THEREFORE, BE IT RESOLVED to accept all quotes as submitted, and

BE IT FURTHER RESOLVED, that the Public Works Director is directed to utilize the quotes as necessary based on the availability of the lowest responsible price.

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

IN FAVOR THEREOF: Peter Ripka, Alison Holland, Wendy Caswell, Rick Mattson

OPPOSED: None

ABSTAIN: Tom Roeschlein

Whereupon the resolution was declared duly passed and adopted.

Action #24 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried

unanimously to approve the following resolution:

Resolution #24 – 4/16/24
Culvert Lining Quotes

WHEREAS the following quotes were received an ultra-violet cured in place pipe lining for a 42” concrete arch pipe on CSAH 2:

Subsurface Inc.	\$51,940
Hydro-Klean, LLC	\$114,335

THEREFORE, BE IT RESOLVED, to accept the quote of \$51,940 by Subsurface Inc. for an ultraviolet cured in place pipe lining for a 42” concrete arch pipe on CSAH 2.

Action #25 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to approve the following resolution:

Resolution #25 – 4/16/24
Highway Accountant Position

WHEREAS there is a vacancy in the position of full-time Accountant in the Public Works Department, and

WHEREAS the Board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the Public Works Director and County Personnel Director to fill this full-time Accountant position at Grade 10 of the pay plan which starts at \$23.24 per hour, or the rate set by internal promotion;

BE IT FURTHER RESOLVED that the hours of work for this position be limited to those budgeted; and

BE IT FURTHER RESOLVED to authorize the County Personnel Director to refill any subsequent vacancies that may occur due to internal promotion.

Action #26 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to recess the meeting at 11:00am to a time immediately following the Community Health Board.

The Kanabec County Community Health Board met at 11:00am on Tuesday, April 16, 2024 pursuant to adjournment with the following Board Members present: Tom Roeschlein, Rick Mattson, Wendy Caswell, Alison Holland and Peter Ripka. Community Health Director Kathy Burski presented the Community Health Board Agenda.

Action #CH27 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve the Community Health Board agenda as presented.

Action #CH28 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #CH28 - 4/16/24
Full Time Home Health Aide Resolution

WHEREAS, Kanabec County Community Health (KCCH) has had several Home Health Aides resign in the past year, and

WHEREAS, the Community Health Director had a discussion with this Board at the April 2, 2024 Community Health Board meeting regarding the Home Health Aide situation, and

WHEREAS, this Board approved the posting of a full time HHA position, and

WHEREAS, a newly hired HHA has applied to take the full time HHA position that was posted, and

WHEREAS, per this Board’s direction the Community Health Director is returning to request approval to hire this HHA for the full time Home Health Aide position.

THEREFORE, BE IT RESOLVED the Kanabec County Community Health Board approves the Community Health Director and HR Director hiring Stephanie Hamilton as the full time Home Health Aide at Grade 5 Range A, which is \$17.37 per hour, her current wage.

Action #CH29 – It was moved by Tom Roeschlein, seconded by Alison Holland and carried unanimously to adjourn Community Health Board at 11:02am. The Community Health Board will meet again on Tuesday, May 7, 2024 at 9:20am.

The Board of Commissioners reconvened.

11:02am – The Board of Commissioners took a ten minute break.

11:12am – The Board of Commissioners reconvened.

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

Action #30 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to approve the following resolution:

Resolution #30 - 4/16/24

DELEGATION OF AUTHORITY TO MAKE ELECTRONIC FUNDS TRANSFERS TO THE COUNTY AUDITOR-TREASURER OR THEIR DESIGNEE

WHEREAS, an electronic funds transfer is defined in Minnesota Statutes 471.38 as a process of value exchange via mechanical means without the use of checks, drafts, or similar negotiable instruments; and

WHEREAS, a local government is authorized to make electronic funds transfers if it meets the eligibility requirements in state law; and

WHEREAS, it is required for the governing body to annually delegate the authority to make electronic funds transfers to a designated chief financial officer or the officers designee; and

WHEREAS, it is required that the disbursing bank keep a certified copy of adopted delegation of authority; and

WHEREAS, it is required that the delegated authority present a list of initiators and transfer frequency annually to the board; and

WHEREAS, the county desires to utilize electronic funds transfers as authorized by statute.

THEREFORE, BE IT RESOLVED, that the Kanabec County Board of Commissioners delegates the authority to make electronic funds transfers to the County Auditor-Treasurer, or her designee, under Minnesota Statutes 471.38.

Action #31 – It was moved by Alison Holland, seconded by Tom Roeschlein and carried unanimously to approve the following resolution:

Resolution #31 – 4/16/24

2023 Donations, Change Funds, Routine EFTs

WHEREAS certain county departments received donations in 2023, and

WHEREAS the County Auditor/Treasurer has monitored and tabulated all donations received;

BE IT RESOLVED to accept the following donations for the calendar year 2023:

**KANABEC COUNTY DONATIONS
2023**

SHERIFF

General	\$25.00	
Badges Program	\$1,605.97	
Reserves	\$9,500.00	
Project Lifesaver		
K-9 Unit	\$2,962.00	
Total Sheriff Donations	\$14,092.97	\$14,092.97

VETERANS

General	\$4,160.00	
Designated incl Coffee Talk (8240)	\$4,000.00	
EM Vets (8502)	\$1,000.00	
DAV Vets (8501)	\$0.00	
Total Veterans Donations	\$9,160.00	\$9,160.00

EXTENSION

Education Expo	\$314.00	
Total Extension Donations	\$314.00	\$314.00

Total Donations to County in 2023 \$23,566.97

Change Funds 2023

Auditor-Treasurer	Cash drawer	\$500.00
Drivers-License	Cash drawer	\$100.00
Highway	Cash drawer	\$150.00
Recorder	Cash drawer	\$300.00

\$1,050.00

**KANABEC COUNTY - ROUTINE EFTS
2023**

<u>County</u>			
Wex	Disb	Medical Reimbursement & HRA account claims	daily
County	Disb	Direct deposit payroll	bi-weekly
MNDOR	Disb	State PR WH, Hwy Sales Tax, State General Tax	bi-weekly, monthly
EFTPS	Disb	Federal payroll taxes	bi-weekly
MNDPC/Roth	Disb	State Deferred Compensation plan	bi-weekly
HCSP	Disb	SO Union Benefits	bi-weekly
NACO/ Roth	Disb	Deferred Compensation	monthly
PERA	Disb	Retirement benefits	bi-weekly
Enterprise Fleet	Disb	Vehicle Lease pymts	monthly
IRS	Rcpt	Recorders fees	anytime
USDA	Rcpt	Recorders fees	anytime
State of MN	Rcpt	Medicare payment CH	daily
Dept of Justice	Rcpt	Federal grant payments	anytime
MNDOR	Rcpt	Revenue recapture - SO, Probation, FS	anytime
Medicare	Rcpt	FS & CH patient claims	anytime
US Treasury	Rcpt	FS & CH federal program pymts	anytime
Simplifile	Rcpt	Recorders fees	anytime
Wells Fargo	Rcpt	Property taxes mass escrow	anytime
CoreLogic	Rcpt	Property taxes mass escrow	anytime
Landshark	Rcpt	Recorders fees	anytime
Carlton County	Rept	CH Reimbursement	monthly

Action #32 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #32 – 4/16/24

Restricted and Assigned Funds

WHEREAS the county maintains funds dedicated for specific public purposes, and

WHEREAS the Auditor/Treasurer prepared a report for the board showing the fund balances;

BE IT RESOLVED to accept the following report of Kanabec County Restricted and assigned Fund Balances as of December 31, 2023:

KANABEC COUNTY		
<u>RESTRICTED & ASSIGNED FUNDS 2023</u>		
	RESTRICTED FUNDS	12/31/23
R	911 EMERGENCY	181,922
R	CWP SEPTIC LOANS	250,160
R	GRAVEL TAX - RECLAMATION	117,541
R	FORFEITURE FUNDS - ATTORNEY	36,699
R	FORFEITURE FUNDS - SHERIFF	150,706
R	LAND OFFICE TECH EQUIPMENT	73,245
R	LAW LIBRARY	36,449
R	PROBATION CORRECTIONAL FEES	0
R	RECORDER'S EQUIPMENT	48,460
R	RURAL ADDRESSING	421
R	SCORE	121,735
R	SHORELAND GRANT	11,168
R	SW SURCHARGES	1,075,883
R	TRANSIT MNDOT FARES	213,236
R	WATER PLAN GRANT	41,150
R	WETLAND GRANT	68,540
	UNRESTRICTED - ASSIGNED FUNDS	
A	EXTENSION EDUCATION EXPO	1,245
A	FUTURE CAPITAL EQUIPMENT	530,198
A	FUTURE CAPITAL IMPROVEMENTS	518,083
A	KNIFE LAKE IMPROVEMENT DIST	25,000
A	LEGAL FEE FUND ORD 27	166
A	RETIREE ACCRUED SICK PAY	162,903
A	SHERIFFS COMMUNITY PROGRAMS	14,284
A	SHERIFFS RESERVE UNIT	42,614
A	TRANSIT	618,368
A	UNEMPLOYMENT	53,058
A	VEHICLE POOL	121,112
A	VETERANS PROGRAMS	23,176
	TOTAL	4,537,522

County Coordinator Kris McNally led a discussion regarding a quote obtained by staff for professional photos of the County Commissioners. The Board expressed consensus to move forward with scheduling photos to be taken with the photographer used in 2022 at a cost of \$150.

County Coordinator Kris McNally led a discussion regarding a request to lease a new copier for the Coordinator's Office.

Action #33 – It was moved by Alison Holland, seconded by Tom Roeschlein and carried unanimously to approve the following resolution:

Resolution #33 - 4/16/24

Marco Copier Lease Agreement Resolution

WHEREAS, the Kanabec County Coordinator's Office has a lease agreement for a copier/printer/scanner/fax machine, and

WHEREAS, the current lease agreement has expired and the I.S. Director has recommended a replacement lease agreement with a higher number of copies included, and

WHEREAS, staff is requesting approval of the lease agreement for a new machine through a managed account program at a cost of \$533.13 per month (not including overages);

THEREFORE, BE IT RESOLVED the Kanabec County Board of Commissioners hereby approves the Coordinator to enter into said lease agreement for a new copier/printer/scanner/fax machine managed account program through Marco and to execute all necessary documents related to said lease.

Future Agenda Items: Statewide Affordable Housing Aid, EDA vacancy, Drainage Authority, VRBO/Shoreland zoning issues to the Planning Commission.

Action #34 – It was moved by Peter Ripka, seconded by Tom Roeschlein and carried unanimously to adjourn the meeting at 11:44am and to meet again in regular session on Tuesday, May 7, 2024 at 9:00am.

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

Attest: _____
Board Clerk