

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

January 16, 2024

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, January 16, 2024 pursuant to adjournment with the following Board Members present: Rick Mattson, Tom Roeschlein, Wendy Caswell, Alison Holland and Peter Ripka. Others Present: Board Clerk Kris McNally, County Attorney Barbara McFadden (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 Tom Roeschlein and carried unanimously to approve the minutes of January 2, 2024 with the following correction: Action #1 – Correct the spelling of “Allison” to “Alison”.

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>
Blaze Credit Union	5,947.34
Card Services (Coborn's)	40.00
Chamberlain Oil	118.49
Consolidated Communications	1,147.84
E C Riders	14,989.86
East Central Energy	280.95
Kanabec County Auditor HRA	12,000.00
Kanabec County Auditor HRA	106.00
Kwik Trip Inc	11,943.18

MetLife	6,709.32
Midcontinent Communications	435.91
Minnesota Department of Health	1,275.00
Minnesota Department of Finance	4,877.50
Minnesota Department of Finance	37.50
Quadient Finance USA, Inc	5,584.94
Quality Disposal	743.06
VC3, Inc.	8,058.00
Verizon Wireless	4,187.00

18 Claims Totaling: \$ 78,481.89

9:02am – The Chairperson called for public comment three times. Those that responded included the following:

Charlie Strickland Jr.	Comments and questions regarding the request for letters of support for an EV charging station. Comments in support of opposition to the redesigned state flag & seal. Comments regarding fairness and equality when considering committee reappointments and term limits.
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9:07am – The Chairperson closed public comment.

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

Vendor	Amount
A and E Cleaning Services	570.00
Ace Hardware	297.84
Ace Hardware	3.17
Adam's Pest Control	250.00
Advanced Correctional Healthcare	19,890.93
Applied Concepts, Inc.	2,995.00
Aspen Mills	216.71
Aspen Mills	671.19
Association of MN Counties	10,751.00
Association of MN Counties	4,900.00
Association of MN Counties	1,497.00
Attorney Richard Hodsdon	280.00
Auto Value	71.94

Barlow, Jeffery	148.03
Barlow, Jeffery	462.30
Bee Line Service Center, Inc.	1,044.82
Brownells, Inc	94.48
Clifton Larson Allen LLP	3,675.00
DataWorks Plus LLC	350.00
DVS Renewal	202.50
East Central Regional Juvenile Center	4,480.50
East Central Solid Waste Commission	66.00
Econ. Dev. Associaion of MN (EDAM)	320.00
FBG Service Corporation	4,829.00
FBG Service Corporation	2,543.00
FBG Service Corporation	672.00
Glen's Tire	736.12
Glen's Tire	1,518.08
Grainger	1,420.08
Grainger	714.36
Granite City Jobbing Co	720.93
Gratitude Farms	500.00
Hoefert, Robert	568.16
Hoefert, Robert	434.92
Information Systems Corporation	2,491.99
Information Systems Corporation	1,208.65
Information Systems Corporation	4,349.03
Information Systems Corporation	382.46
Information Systems Corporation	3,067.18
Information Systems Corporation	3,412.30
Information Systems Corporation	28.39
Initiative Foundation	1,550.00
IT SAVVY LLC	204.88
IT SAVVY LLC	1,126.22
Johnson Brothers Law	1,190.00
Johnsons Hardware	133.63
Kanabec County SWCD	8,000.00
Kanabec Publications	558.00
Kanabec Publications	26.10
Kanabec Publications	367.11
Kanabec Soil & Water Cons.	2,956.78

Kanabec Soil & Water Cons.	155.95
KnowBe4 Inc.	2,089.89
League of Minnesota Cities	2,340.00
Lease, Kevin	100.00
MACA	771.00
MACO-MOMS	750.00
MACVSO	500.00
MAPCED	500.00
Marco	248.06
Marco	2,095.96
Marco	328.10
Marco	496.58
Marco	514.00
Marco	363.09
Marco	(26.70)
Marco	159.00
Marco	651.00
MCHRMA	125.00
McIalwain, Shanna	119.97
MCIS	21,416.00
MCIS	530.00
MCIS	5,633.00
MCIS	6,290.00
Minnesota Counties Intergovernmental Trust	2,204.00
Minnesota Counties Intergovernmental Trust	1,958.00
Minnesota Monitoring Inc.	328.00
Minnesota UI	608.56
MNCCC Lockbox	1,712.78
MNCCC Lockbox	2,500.00
MNCCC Lockbox	2,150.00
MNCCC Lockbox	7,576.70
MNCCC Lockbox	2,800.00
MNCCC Lockbox	2,600.00
MNCCC Lockbox	2,800.00
Motorola Solutions	2,115.00
Noble Medical Inc	362.87
Northland Securities Inc	1,500.00
Novus Glass	130.00

Premium Waters, Inc.	52.40
Q Media Properties LLC	225.00
RELX Inc. DBA LexisNexis	238.70
RELX Inc. DBA LexisNexis	220.00
Resource Training & Solutions	250.00
River Valley Forensic Services, P.A.	250.00
RJ Mechanical	216.00
RMB Environmental Laboratories	31.20
RS Eden	6.80
Schneider, James	445.00
Snyder Denise	92.65
State of Minnesota - BCA	670.00
State of Minnesota - BCA	300.00
State of Minnesota - BCA	75.00
Stellar Services	31.41
Summit Companies	487.50
Summit Food Service Management	3,851.57
Summit Food Service Management	3,810.93
Timothy J. Peterson - Attorney at Law, LLC	720.00
Tinker & Larson Inc	3,193.11
ULINE	76.50
Van Alst, Lillian	548.89
Van Alst, Lillian	844.87
WEX	423.50

113 Claims Totaling: \$ 193,504.62

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

<u>Vendor</u>	<u>Amount</u>
A & E Cleaning	1,140.00
Aramark	444.72
Auto Value	1,934.66
Beaudry Oil	4,420.01
Caswell Cycle	778.86
Central McGowan	59.35
City of Mora	1,026.21
Federated Co-ops	36.40

Gopher State One-Call	21.60
Johnson Hardware	213.13
Kanabec County Highway Dept	57.45
Kwik Trip	36.04
LHB Inc.	175.50
Marco	352.17
North Central International	232.43
Northern Safety Co	196.66
Northern States Supply	290.67
Nuss Truck	534.01
Oslin Lumber	76.80
Power Plan	295.80
Schultz, Michael and Naomi	500.00
Totzke, Paul	83.96
USIC Locating	60.00
Wiarcom	675.30

24 Claims Totaling: \$ 13,641.73

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

Resolution #6 – 1/16/24

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 56358 on April 6, 2024.

County Coordinator Kris McNally led a discussion regarding a request for authorization to send a new position to the pay consultant for review and scoring.

Action #7 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried

unanimously to approve the following resolution:

Resolution #7 – 1/16/24
Approve Job Description and Refer for Evaluation
Behavioral Health Nurse

WHEREAS County Policy P-106 calls for Board authorization for all new position job descriptions, and

WHEREAS the Family Services Director has submitted a new job description and physical analysis for the position of Behavioral Health Nurse, and

WHEREAS the Personnel Director has examined and evaluated the information for referral to the Board;

BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves the job description and physical analysis, and

BE IT FURTHER RESOLVED that the Board authorizes the Behavioral Health Nurse job description and physical analysis be sent to the salary consultant for review and scoring.

Action #8 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to recess the meeting at 9:17am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:17am on Tuesday, January 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 #FS9 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve the Family Services Board Agenda as presented.

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

Social Services Supervisor Katie Heacock met with the Board to give an overview of the Care Coordination Program.

Action #FS10 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #FS10 – 1/16/24

Family Services Social Worker Resolution

WHEREAS the case load for the Kanabec County Care Coordinators is at or above maximum capacity for the current employees, and

WHEREAS a request is being made for the continuation of the additional Social Worker position in Family Services which was authorized by Board resolution # FS 5 on 1/21/2020 to address the need in this area, and

WHEREAS this position will be funded by reimbursements and County Levy funds.

THEREFORE BE IT RESOLVED the Kanabec County Family Services Board authorizes the Family Service Director to continue this budgeted position ongoing.

Action #FS11 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the payment of 115 claims totaling \$229,018.99 on Family Services Funds.

Action #FS12 – It was moved by Peter Ripka, seconded by Tom Roeschlein and carried unanimously to adjourn Family Services Board at 9:33am and to meet again on Tuesday, February 20, 2024 at 9:20am.

The Board of Commissioners reconvened.

Extension Educator, 4H Youth Development Nikki Priebe met with the Board to request authorization of payment for 2023 Kanabec County 4-H Clean Up Day Claims. Nikki Priebe led a discussion regarding the history of Clean Up Day Claims, as well as possibilities for future event check in, payment, and fees.

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

Resolution #13 - 1/16/24

2023 Clean Up Day Claim

WHEREAS the board did authorize by Resolution #15 – 9/5/23 the expenditure of up to \$5,000 in SCORE funds in support of Kanabec County Clean-Up Day to be held on Saturday, October 14, 2023, and

WHEREAS the board has received a report of the Clean-Up Day and request for support payment;

BE IT RESOLVED to authorize payment of \$3,990.01 in SCORE funds to “Kanabec County 4-H” for Kanabec County Clean-Up Day 2023.

Chairperson Rick Mattson administered the Oath of Office to Veterans Service Officer, Erica Bliss.

Veterans Service Officer Erica Bliss met with the Board to request authorization for out-of-state travel.

Action #14 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to authorize Veteran Service Officer Erica Bliss to travel to Denver, CO for the National Association of County Veteran Service Officer Training May 13-17, 2024.

Commissioner Wendy Caswell led a discussion regarding a request from the South Country Health Alliance Joint Powers Board to schedule a work session with the Kanabec County Board of Commissioners and key staff. The Board expressed consensus to decline the request to meet with South Country Health Alliance.

EDA Director Jim Hartshorn met with the Board to discuss Statewide Affordable Housing Aid. The Board directed Jim Hartshorn to move forward with preparing a resolution, guidelines, policies and applications to include two allowable program focus areas: rehabilitation for existing affordable housing properties; and new affordable housing development projects’ grant matches for Kanabec County’s Statewide Affordable Housing Aid.

EDA Director Jim Hartshorn gave an update regarding the recent EDA annual meeting, EDA activity, and the EDA Strategic Plan 2024-2026. The Board directed Jim Hartshorn to include a more County-inclusive variety of pictures in the strategic plan, as well as changing the color scheme to be consistent with Kanabec County’s branding.

Vasaloppet USA Executive Director Sharon Olson met with the board to give an update regarding the 2024 Vasaloppet event. Information only, no action was taken.

10:30am – The Board took a five minute break.

10:47am – The Board reconvened.

County Assessor Tina Von Eschen met with the Board to give an update regarding Tax Court and to request approval to process a refund.

Action #15 – It was moved by Tom Roeschlein, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #15 - 1/16/23
Tax Court Refund and Interest Payment

WHEREAS, a Minnesota Tax Court Judge has ordered Kanabec County to pay a refund plus interest to Recovering Hope Treatment Center;

THEREFORE, BE IT RESOLVED that the Kanabec County Board of Commissioners hereby approves said payment.

Commissioner Alison Holland led a discussion regarding a request from the Highway 23 Coalition for letters of support for an EV charging station in Rockville, MN. The Board directed County Coordinator Kris McNally to draft a letter of support for the EV charging station on behalf of the County Board.

Environmental Services Supervisor Ryan Carda met with the Board to request approval of a retainer for legal services for 2024.

Action #16 – It was moved by Tom Roeschlein, seconded by Alison Holland and carried unanimously to approve the Flat Fee Agreement for Legal Services entered between Kanabec County, and Squires, Waldspurger, & Mace, P.A.

Commissioner Rick Mattson led a discussion regarding a resolution in opposition to redesigning the state flag and seal.

Action #17 – Tom Roeschlein introduced the following resolution and moved its adoption:

Resolution #17 - 1/16/24
RESOLUTION IN OPPOSITION TO REDESIGNING THE STATE FLAG AND SEAL

WHEREAS, the 2023 Legislature created a State Emblems Redesign Commission in the Laws of Minnesota , Chapter 62, Article 2, Section 118 the purpose of which is to redesign the official state flag and official state seal, and

WHEREAS, the Redesign Commission was charged with bringing recommendations on

the redesign to the Legislature by no later than January 1, 2024, and

WHEREAS, the official seal of the State of Minnesota has remained unchanged since 1858; the current official state flag was created in 1957 with minor modifications done in 1983, and

WHEREAS, the official state flag and seal are not only symbols of our state, but also of our history and both the current official state flag and official state seal contain historical information on our farming background, Native American heritage and the co-existence that is part of the rich history of our state, and

WHEREAS, there is a substantial public cost associated with making this change that does not advance the public interest, including every deputy badge, seals in every courtroom and County Board Rooms across the state at substantial public expense, and

WHEREAS, the public reaction to the proposed designs has thus far been overwhelmingly negative.

NOW, THEREFORE, BE IT RESOLVED the Kanabec County Board of Commissioners hereby urges our legislative delegation and the Governor to reject the work of the State Emblems Redesign Commission.

BE IT FURTHER RESOLVED the Kanabec County Board of Commissioners hereby urges our legislative delegation and the Governor to retain the existing state seal and state flag as the official emblems for the State of Minnesota.

Chairperson Rick Mattson handed the gavel over to Vice Chairperson Alison Holland.

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: Rick Mattson, Tom Roeschlein

OPPOSED: Alison Holland

ABSTAIN: Wendy Caswell, Peter Ripka

whereupon the resolution was declared duly passed and adopted.

Vice Chairperson Alison Holland handed the gavel back to Chairperson Rick Mattson.

Chairperson Rick Mattson led a discussion regarding an existing policy regarding maximum terms for committee members. Board consensus was to enforce the existing policy,

with the option to waive in cases of vacancies in difficult to fill positions.

The Board continued Board & Committee Appointments from the January 2, 2024 Organizational Meeting.

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

Resolution #18 – 1/16/24

BE IT RESOLVED to appoint Stephanie Paulsen to the Extension Committee for a three year term commencing immediately and expiring January 5, 2027.

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

Resolution #19 – 1/16/24

BE IT RESOLVED to reappoint Peter Ripka to the Housing Redevelopment Authority Board for a one year term commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to reappoint Alison Holland to the Housing Redevelopment Authority Board for a one year term commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to reappoint Wendy Caswell to the Housing Redevelopment Authority Board for a one year term commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to reappoint Rick Mattson to the Housing Redevelopment Authority Board for a one year term commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to reappoint Tom Roeschlein to the Housing Redevelopment Authority Board for a one year term commencing immediately and expiring January 7, 2025.

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

Resolution #20 – 1/16/24

BE IT RESOLVED to reappoint Kathy Young to the Insurance Committee as a representative of the Local 320 for a three year term commencing immediately and expiring January 5, 2027.

BE IT FURTHER RESOLVED to reappoint Chad Gramentz to the Insurance Committee as a representative of the Department Heads for a three year term commencing immediately and expiring January 5, 2027.

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

Resolution #21 – 1/16/24

BE IT RESOLVED to reappoint Peter Ripka to the Railroad Authority Board for a one year term commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to reappoint Alison Holland to the Railroad Authority Board for a one year term commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to reappoint Wendy Caswell to the Railroad Authority Board for a one year term commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to reappoint Rick Mattson to the Railroad Authority Board for a one year term commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to reappoint Tom Roeschlein to the Railroad Authority Board for a one year term commencing immediately and expiring January 7, 2025.

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

Resolution #22 – 1/16/24

BE IT RESOLVED to appoint Mora City Council Member Kyle Shepard to the Railroad Authority Advisory Committee as a representative of the City of Mora for a three year term commencing immediately and expiring January 5, 2027.

Action #23 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to approve the following resolution:

Resolution #23 – 1/16/24

BE IT RESOLVED to reappoint Patricia Kruse to the Safety Committee as a representative of the Public Service Building for a three year term commencing immediately and expiring January 5, 2027.

Action #24 – It was moved by Wendy Caswell, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #24 – 1/16/24

BE IT RESOLVED to appoint Ashley Berg to the Water Plan Committee as a representative of Community Health for a three year term commencing immediately and expiring January 5, 2027.

The Commissioners gave reports regarding the boards and committees in which they participate. Information only, no action was taken.

Future Agenda Items: Committee Appointments

Action #25 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to adjourn the meeting at 11:58am. The Kanabec County Board of Commissioners will meet again in regular session on Tuesday, February 6, 2024 at 9:00am.

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

Attest: _____
Board Clerk