

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

January 2, 2024

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, January 2, 2024 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 Organizational Meeting was called to order by the Board Clerk.

The Board Clerk led the assembly in the Pledge of Allegiance

Nominations for Board Chairperson for 2024 were called for.

Action #1 – Alison Holland nominated Rick Mattson for Chairperson. The nomination was seconded by Tom Roeschlein.

The Board Clerk called for nominations for Chairperson three times with no further nominations.

Upon a vote being held on the nomination for Rick Mattson to be elected Chairperson, the following voted:

IN FAVOR THEREOF: Tom Roeschlein, Wendy Caswell, Alison Holland, Peter Ripka

OPPOSED: None

ABSTAIN: Rick Mattson

Commissioner Mattson was declared Board Chairperson for 2024. The gavel was handed over to Chairperson Mattson.

Nominations for Board Vice-Chairperson for 2024 were called for.

Action #2 – Peter Ripka nominated Alison Holland for Vice-Chairperson. The nomination was seconded by Tom Roeschlein.

The Chairperson called for nominations for Vice-Chairperson three times with no further nominations.

Upon a vote being held on the nomination for Alison Holland to be elected Vice-Chairperson, the following voted:

IN FAVOR THEREOF: Tom Roeschlein, Rick Mattson, Wendy Caswell, Peter Ripka

OPPOSED: None

ABSTAIN: Alison Holland

Commissioner Holland was declared Vice-Chairperson for 2024.

Action #3 – It was moved by Wendy Caswell, seconded by Alison Holland and carried unanimously to approve the agenda with the following addition: 11:20am Appointment – Late Entry, Request to Fill Two Full-Time Deputy Vacancies.

Action #4 – It was move by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #4 – 1/2/24

Regular Meeting Dates

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 2, 2024, regular meetings of the Kanabec County Board of Commissioners shall be held in the Boardroom #164 of County Courthouse in the City of Mora, Minnesota on the first and third Tuesday of each month, with the exception of the first meeting in December being held on Thursday December 5th.

BE IT FURTHER RESOLVED that all meetings, with the exception of the December 5th meeting shall commence at 9:00am, and

BE IT FURTHER RESOLVED that the meeting on December 5th shall commence at 5:00pm and end by 9:30 except that the Chairperson may extend the meeting to 9:45pm to conclude business, and

BE IT FURTHER RESOLVED that the Board of Appeals and Equalization and the Truth in Taxation Hearing shall be scheduled separately from the regular County Board Meetings, and

BE IT FURTHER RESOLVED, that if any such regularly scheduled meeting of the County Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

BE IT FURTHER RESOLVED, Special Meetings may be called by posting notice of the meeting on the county's principal bulletin board and with 72 hours-notice to each person who has filed a written request for such meetings, and

BE IT FURTHER RESOLVED, Emergency Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

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

Resolution #5 - 1/2/24

County Board of Appeals & Equalization

BE IT RESOLVED to set the date for the County Board of Appeals and Equalization Meeting to be Monday, June 17, 2024 with a start time of 6:30PM in Boardroom #164 in the Kanabec County Courthouse at 317 Maple Avenue East, Mora, MN 55051.

BE IT FURTHER RESOLVED to offer appointments until 7:00pm to meet statutory requirements pursuant to Minnesota Statutes Section 274.14.

Action #6 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to amend Resolution #4 – 1/2/24 to include that the first meeting in December shall be held on Thursday December 5th at 5:00pm.

Action #7 – It was moved by Wendy Caswell, seconded by Peter Ripka and carried

unanimously to approve the following resolution:

Resolution #7 - 1/2/24
Truth-in-Taxation Meeting

BE IT RESOLVED to set the date for the Truth-in-Taxation Meeting to be Thursday, December 5th at 6:00PM in Boardroom #164 in the Kanabec County Courthouse at 317 Maple Avenue East, Mora, MN 55051.

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

Resolution #8 - 1/2/24
Family Service Board Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 2, 2024, regular meetings of the Kanabec County Family Service Board shall be held in the County Courthouse in the City of Mora, Minnesota on the third Tuesday of each month.

BE IT FURTHER RESOLVED that the meetings shall be held commencing at approximately 9:20am, and

BE IT FURTHER RESOLVED, that if any such regularly scheduled meeting of the Family Service Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

BE IT FURTHER RESOLVED, Special Meetings may be called by posting notice of the meeting on the county's principal bulletin board and with 72 hours-notice to each person who has filed a written request for such meetings, and

BE IT FURTHER RESOLVED, Emergency Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

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

Resolution #9 - 1/2/24
Community Health Board Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 2, 2024, regular meetings of the Kanabec County Community Health Board shall be held in the County Courthouse in the City of Mora, Minnesota on the first Tuesday of each month with the exception of the December meeting to be held on Thursday December 5th, and

BE IT FURTHER RESOLVED that the meetings shall be held commencing at approximately 9:20am, with the exception of the December 5th meeting to be held at approximately 5:20pm, and

BE IT FURTHER RESOLVED, that if any such regularly scheduled meeting of the Community Health Board falls on a legal holiday pursuant to Section 645.44, Sub.d.5, Minnesota

Statutes, the regular meeting of the County Board shall be held on the day following such legal holiday, and

BE IT FURTHER RESOLVED, Special Meetings may be called by posting notice of the meeting on the county’s principal bulletin board and with 72 hours-notice to each person who has filed a written request for such meetings, and

BE IT FURTHER RESOLVED, Emergency Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Action #10 – It was moved by Peter Ripka, seconded by Tom Roeschlein and carried unanimously to approve the following resolution:

Resolution #10 – 1/2/24

BE IT RESOLVED to appoint the following AMC Committee Delegates for 2024:

Environment & Natural Resources Policy Committee	Teresa Wickeham or Ryan Carda
General Government Policy Committee	Kris McNally
Health & Human Services Policy Committee	Kathy Burski
Public Safety Policy Committee	Brian Smith
Transportation & Infrastructure Policy Committee	Chad Gramentz

BE IT FURTHER RESOLVED to appoint the following AMC Voting Delegates for 2024:

- | | |
|-------------------|---------------------|
| 1. Peter Ripka | 5. Tom Roeschlein |
| 2. Alison Holland | 6. Kris McNally |
| 3. Wendy Caswell | 7. Barbara McFadden |
| 4. Rick Mattson | 8. Kathy Burski |

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

Resolution #11 - 1/2/24

Official Newspaper

BE IT RESOLVED by the Kanabec County Board of Commissioners that the offer submitted by the Kanabec County Times for all legal publications during the year 2024 is hereby accepted, and

BE IT FURTHER RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the publication of the official proceedings and public notices and that the Kanabec County Times is hereby designated as the official newspaper for the publication of the 2023 Financial Statement, and

BE IT FURTHER RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the newspaper in which the notice and list of Real Estate Taxes remaining delinquent on the first Monday in January, 2024, shall be published.

BE IT FURTHER RESOLVED that a condition of this resolution is that the Kanabec County Times agree to post all the notices on its Web site at no additional cost pursuant to Minnesota Statute 331A.02, Subd 5 and that the notice must remain on the Web site during the

notice's full publication period.

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

Resolution #12 – 1/2/24
Establish Minimum 2024 Salaries for Certain Elected Officials

WHEREAS Minnesota Statutes require counties to establish the **minimum** salaries that will be paid to certain elected officials within the county, and

WHEREAS said minimum salaries must be set at the January meeting in the year that individuals may file for elected offices within the county;

BE IT RESOLVED by the Kanabec County Board of Commissioners, that the minimum annual salary in 2024 for the following elected positions shall be set as follows:

County Attorney	\$117,332	M.S. 388.18
County Auditor/Treasurer	\$100,568	M.S. 384.151
County Sheriff	\$108,617	M.S. 387.20

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

Resolution #13 – 1/2/24
Establish 2024 County Auditor/Treasurer Wage

WHEREAS the Kanabec County Board of Commissioners has considered the matter of the wage for year 2024 for the County Auditor/Treasurer, and

WHEREAS the board has reviewed the experience and qualifications of the County Auditor/Treasurer;

BE IT RESOLVED to set the Y2024 annual wage of County Auditor/Treasurer Denise Snyder at \$122,595.20, which will be accomplished in the following manner with pay distribution based on 40 hours per week at: January 1, 2024 = \$58.94 per hour.

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

Resolution #14 – 1/2/24
Establish 2024 County Sheriff Wage

WHEREAS the Kanabec County Board of Commissioners has considered the matter of the wage for year 2024 for the County Sheriff, and

WHEREAS the board has reviewed the experience and qualifications of the County Sheriff;

BE IT RESOLVED to set the Y2024 annual wage of County Sheriff Brian Smith at \$133,057.60, which will be accomplished in the following manner with pay distribution based on 40 hours per week at: January 1, 2024 = \$63.97 per hour.

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

Resolution #15 – 1/2/24
Establish 2024 County Attorney Wage

WHEREAS the Kanabec County Board of Commissioners has considered the matter of the wage for year 2024 for the County Attorney, and

WHEREAS the board has reviewed the experience and qualifications of the County Attorney;

BE IT RESOLVED to set the Y2024 annual wage of County Attorney Barbara McFadden at \$143,707.20 which will be accomplished in the following manner with pay distribution based on 40 hours per week at: January 1, 2024 = \$69.09 per hour.

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

Resolution #16 – 1/2/24

WHEREAS, Minnesota Statute 375.055 requires that the County Commissioners' compensation be set by resolution in the year preceding the action;

WHEREAS, the Kanabec County Board of Commissioners approved FY2024 compensation for the County Commissioners by Resolution #17 – 12/19/23;

BE IT HEREBY RESOLVED to confirm the annual wage for the year 2024 for Kanabec County Commissioners at \$24,388.00.

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

Resolution #17– 1/2/24
2024 Mileage Reimbursement Rate

BE IT RESOLVED that the established IRS mileage reimbursement rate of \$0.67 per mile is the official rate for Kanabec County mileage reimbursements during FY2024.

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

Resolution #18 - 1/2/24
Housing and Redevelopment Authority Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 2, 2024, regular meetings of the Kanabec County Housing and Redevelopment Authority Board shall be held in the County Courthouse in the City of Mora, Minnesota, and

BE IT FURTHER RESOLVED meetings shall be held as necessary with proper notice commencing at a time the Board of Commissioners of the Authority determines. Future monthly meetings may also be scheduled when deemed necessary, and

BE IT FURTHER RESOLVED, Special Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

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

Resolution #19 – 1/2/24

Appointment of HRA Officers

RESOLUTION APPOINTING OFFICERS OF THE HOUSING AND REDEVELOPMENT AUTHORITY OF KANABEC COUNTY, MINNESOTA

BE IT RESOLVED by the Kanabec County Housing and Redevelopment Authority (the “Authority”) of Kanabec County, Minnesota, as follows:

APPOINTMENT OF OFFICERS: The following are appointed to hold the HRA offices set forth opposite their respective names:

Chair: Commissioner Rick Mattson

Vice-Chair: Commissioner Alison Holland

Secretary* Kris McNally, County Coordinator

*The Auditor-Treasurer will be appointed by the Secretary to disburse funds and to assist the Secretary.

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

Resolution #20 – 1/2/24

Official Newspaper

BE IT RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the publication of the official proceedings and public notices of the Kanabec County Housing and Redevelopment Authority, and

BE IT FURTHER RESOLVED that a condition of this resolution is that the Kanabec County Times agree to post all the notices on its Web site at no additional cost pursuant to Minnesota Statute 331A.02, Subd. 5 and that the notice must remain on the Web site during the notice's full publication period.

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

Resolution #21 – 1/2/24

Official Depository Bank

BE IT RESOLVED that First Citizens Bank is hereby designated as the official depository bank of the Kanabec County Housing and Redevelopment Authority.

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

Resolution #22 – 1/2/24

Mileage Reimbursement

BE IT RESOLVED that the federal mileage reimbursement rate of \$0.67 per mile is the official rate for the Housing and Redevelopment Authority's mileage reimbursements.

Action #23 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #23a - 1/2/24

Railroad Authority Board Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 2, 2024, regular meetings of the Kanabec Railroad Authority Board shall be held in the County Courthouse in the City of Mora, Minnesota, and

BE IT FURTHER RESOLVED meetings shall be held as necessary with proper notice commencing at a time the Board of Commissioners of the Authority determines. Future monthly meetings may also be scheduled when deemed necessary, and

BE IT FURTHER RESOLVED, Special Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Resolution #23b – 1/2/24

Appointment of Railroad Authority Board Officers

RESOLUTION APPOINTING OFFICERS OF THE RAILROAD AUTHORITY BOARD OF KANABEC COUNTY, MINNESOTA

BE IT RESOLVED by the Kanabec County Railroad Authority Board of Kanabec County, Minnesota, as follows:

APPOINTMENT OF OFFICERS: The following are appointed to hold the Railroad Authority Board offices set forth opposite their respective names:

Chair: Commissioner Rick Mattson

Vice-Chair: Commissioner Alison Holland

Secretary* Kris McNally, County Coordinator

*The Auditor-Treasurer will be appointed by the Secretary to disburse funds and to assist the Secretary.

Resolution #23c – 1/2/24

Official Newspaper

BE IT RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the publication of the official proceedings and public notices of the Kanabec County Railroad Authority Board, and

BE IT FURTHER RESOLVED that a condition of this resolution is that the Kanabec County Times agree to post all the notices on its Web site at no additional cost pursuant to Minnesota Statute 331A.02, Subd. 5 and that the notice must remain on the Web site during the notice's full publication period.

Resolution #23d – 1/2/24

Official Depository Bank

BE IT RESOLVED that First Citizens Bank is hereby designated as the official depository bank of the Kanabec County Railroad Authority Board.

Resolution #23e – 1/2/24

Mileage Reimbursement

BE IT RESOLVED that the federal mileage reimbursement rate of \$0.67 per mile is the official rate for the Railroad Authority Board’s mileage reimbursements.

Action #24 – It was moved by Peter Ripka, seconded by Tom Roeschlein and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #24a- 1/2/24

Drainage Authority Board Meetings

BE IT HEREBY RESOLVED by the Kanabec County Board of Commissioners that from and after January 2, 2024, regular meetings of the Kanabec Drainage Authority Board shall be held in the County Courthouse in the City of Mora, Minnesota, and

BE IT FURTHER RESOLVED meetings shall be held as necessary with proper notice commencing at a time the Board of Commissioners of the Authority determines. Future monthly meetings may also be scheduled when deemed necessary, and

BE IT FURTHER RESOLVED, Special Meetings may be called when circumstances require immediate consideration by the board; in such case, a good faith effort will be made to contact the media and to each person who has filed a written request for such meetings.

Resolution #24b – 1/2/24

Appointment of Drainage Authority Board Officers

RESOLUTION APPOINTING OFFICERS OF THE DRAINAGE AUTHORITY BOARD OF KANABEC COUNTY, MINNESOTA

BE IT RESOLVED by the Kanabec County Drainage Authority Board of Kanabec County, Minnesota, as follows:

APPOINTMENT OF OFFICERS: The following are appointed to hold the Drainage Authority Board offices set forth opposite their respective names:

Chair: Commissioner Rick Mattson

Vice-Chair: Commissioner Alison Holland

Secretary* Kris McNally, County Coordinator

*The Auditor-Treasurer will be appointed by the Secretary to disburse funds and to assist the Secretary.

Resolution #24c – 1/2/24

Official Newspaper

BE IT RESOLVED that the Kanabec County Times is hereby designated as the official newspaper for the publication of the official proceedings and public notices of the Kanabec

County Drainage Authority Board, and

BE IT FURTHER RESOLVED that a condition of this resolution is that the Kanabec County Times agree to post all the notices on its Web site at no additional cost pursuant to Minnesota Statute 331A.02, Subd. 5 and that the notice must remain on the Web site during the notice's full publication period.

Resolution #24d – 1/2/24

Official Depository Bank

BE IT RESOLVED that First Citizens Bank is hereby designated as the official depository bank of the Kanabec County Drainage Authority Board.

Resolution #24e – 1/2/24

Mileage Reimbursement

BE IT RESOLVED that the federal mileage reimbursement rate of \$0.67 per mile is the official rate for the Drainage Authority Board's mileage reimbursements.

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

Resolution #25 – 1/2/24

County Coroner Appointment

WHEREAS the term of office for County Coroner expired December 31, 2023, and

WHEREAS Minnesota Statute §390.005 requires that the County Board appoint a Coroner, and

WHEREAS the County Sheriff recommends re-appointment of Dr. Kelly Mills;

BE IT RESOLVED to re-appoint Dr. Kelly Mills as Kanabec County Coroner effective January 2, 2024 for a term ending December 31, 2024.

Action #26 – Alison Holland introduced the following resolution and moved its adoption:

Resolution #26 – 1/2/24

BE IT RESOLVED to appoint Tom Roeschlein to the Snake River Watershed Management Board for a one year term commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to appoint Peter Ripka as the alternate to the Snake River Watershed Management Board for a one year term commencing immediately and expiring January 7, 2025.

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

IN FAVOR THEREOF: Mattson, Caswell, Holland, Ripka

OPPOSED: None

ABSTAIN: Roeschlein

whereupon the resolution was declared duly passed and adopted.

Action #27 – Alison Holland introduced the following resolution and moved its adoption:

Resolution #27 – 1/2/24

BE IT RESOLVED to appoint Tom Roeschlein to the Snake River One Watershed, One Plan Board for a partial term commencing immediately and expiring January 6, 2026.

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

IN FAVOR THEREOF: Mattson, Caswell, Holland, Ripka

OPPOSED: None

ABSTAIN: Roeschlein

whereupon the resolution was declared duly passed and adopted.

Action #28 – It was moved by Alison Holland, seconded by Tom Roeschlein and carried unanimously to approve the following resolution:

Resolution #28 – 1/2/24

BE IT RESOLVED to appoint Commissioner Rick Mattson to the LELS Local 107 Union Negotiation Committee commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to appoint Commissioner Rick Mattson to the LELS Local 106 Union Negotiation Committee commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to appoint Commissioner Rick Mattson to the Teamsters Local 320 Union Negotiation Committee commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to appoint Commissioner Rick Mattson to the Operating Engineers Local 49 Union Negotiation Committee commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED to appoint Commissioner Rick Mattson to the Laborers Local 363 Union Negotiation Committee commencing immediately and expiring January 7, 2025.

BE IT FURTHER RESOLVED that Commissioners Tom Roeschlein, Wendy Caswell, Alison Holland and Peter Ripka will serve as alternates for the following Union Negotiation Committees: LELS Local 107, LELS Local 106, Teamsters Local 320, Operating Engineers Local 49, and the Laborers Local 363 commencing immediately and expiring January 7, 2025.

Action #29 – It was moved by Alison Holland and seconded by Tom Roeschlein to advertise all County committee appointments to the public that are vacant or have an expiring term, including appointments in which the incumbent appointee has agreed to serve another term. Upon further discussion, including that of an existing resolution that may define a limit of three terms for all committee appointments, Alison Holland and Tom Roeschlein agreed to rescind the motion and discuss it as a future agenda item.

The Board considered committee appointments for the Board of Adjustments. The Board expressed consensus to postpone appointments to this board pending clarification of term limits, as well as practices regarding alternate representatives filling vacancies for primary members.

Action #30 – It was moved by Tom Roeschlein and seconded by Peter Ripka to reappoint Greg Yankowiak to serve another term, appoint Jim Hartshorn as an alternate, and readvertise to fill the vacancy on the City/County Airport Zoning Board. Upon discussion, Tom Roeschlein and Peter Ripka agreed to rescind the motion pending clarification regarding state statute that may define areas of representation on this board.

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

Resolution #31 – 1/2/24

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

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

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

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

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

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

Resolution #32 – 1/2/24

BE IT RESOLVED to reappoint Peter Ripka to the County Board of Appeal and Equalization for a one year term commencing immediately and expiring January 7, 2025.

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

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

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

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

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

Resolution #33 – 1/2/24

BE IT RESOLVED to reappoint Karen Rasmusson to the East Central Regional Library Board for a three year term commencing immediately and expiring January 5, 2027.

Action #34 – Peter Ripka introduced the following resolution and moved its adoption:

Resolution #34 – 1/2/24

BE IT RESOLVED to reappoint Alison Holland to the Economic Development Authority Board for a three year term commencing immediately and expiring January 5, 2027.

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

IN FAVOR THEREOF: Ripka, Caswell, Roeschlein, Mattson

OPPOSED: None

ABSTAIN: Holland

whereupon the resolution was declared duly passed and adopted.

Action #35 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #35 – 1/2/24

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

Action #36 – It was moved by Alison Holland, seconded by Tom Roeschlein and carried unanimously to approve the following resolution:

Resolution #36 – 1/2/24

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

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

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

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

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

Action #37 – It was moved by Wendy Caswell, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #37 – 1/2/24

BE IT RESOLVED to appoint Lisa Baker to the Health and Human Services Advisory Committee as a Recipient of Service for a two year term commencing immediately and expiring January 6, 2026.

BE IT FURTHER RESOLVED to reappoint Tina Simons to the Health and Human Services Advisory Committee as a Citizen of the County for a two year term commencing immediately and expiring January 6, 2026.

Action #38 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the following resolution:

Resolution #38 – 1/2/24

BE IT RESOLVED to reappoint Jayke Kleszyk to the Insurance Committee as a representative of the Local 106 for a three year term commencing immediately and expiring January 5, 2027.

BE IT FURTHER RESOLVED to appoint Dan Schulz to the Insurance Committee as an alternate representative of the Local 106 for a three year term commencing immediately and expiring January 5, 2027.

Action #39 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #39 – 1/2/24

BE IT RESOLVED to appoint Mandi Yoder to the Personnel Board of Appeals for a three year term commencing immediately and expiring January 5, 2027.

BE IT FURTHER RESOLVED to appoint Sharon Weaver to the Personnel Board of Appeals for a three year term commencing immediately and expiring January 5, 2027.

Action #40 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the following resolution:

Resolution #40 – 1/2/24

BE IT RESOLVED to reappoint Douglas Sabinash to the Planning Commission for a three year term commencing immediately and expiring January 5, 2027.

BE IT FURTHER RESOLVED to reappoint Chad Gramentz to the Planning Commission for a three year term commencing immediately and expiring January 5, 2027.

Action #41 – It was moved by Wendy Caswell, seconded by Peter Ripka and carried unanimously to approve the following resolution:

Resolution #41 – 1/2/24

BE IT RESOLVED to reappoint Brian Smith to the Regional Radio Board for a three year term commencing immediately and expiring January 5, 2027.

Action #42 – It was moved by Wendy Caswell, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #42 – 1/2/24

BE IT RESOLVED to appoint Darell Golly to the Snake River Watershed Citizen

Advisory Committee for a three year term commencing immediately and expiring January 5, 2027.

Action #43 – It was moved by Alison Holland, seconded by Tom Roeschlein and carried unanimously to approve the following resolution:

Resolution #43 – 1/2/24

BE IT RESOLVED to appoint Ryan Carda to the Snake River One Watershed, One Plan Committee as an alternate staff member.

Action #44 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #44 – 1/2/24

BE IT RESOLVED to reappoint Rick Mattson as an alternate representative to the State Community Health Services Advisory Committee (SCHSAC) for a three year term commencing immediately and expiring January 5, 2027.

BE IT FURTHER RESOLVED to appoint Community Health Director, Kathy Burski as the primary representative to the State Community Health Services Advisory Committee (SCHSAC).

Action #45 – It was moved by Alison Holland, seconded by Tom Roeschlein and carried unanimously to approve the following resolution:

Resolution #45 – 1/2/24

Kanabec County Veterans Service Office Appointment

WHEREAS the term of office for Kanabec County Veterans Service Officer expires January 2, 2024, and

WHEREAS the Kanabec County Board of Commissioners highly values the services provided by the Veterans Service Office and desires to reappoint the incumbent Veterans Service Officer;

THEREFORE, BE IT RESOLVED to re-appoint Erica Bliss as Kanabec County Veterans Services Officer effective January 2, 2024 for a four-year term ending January 4, 2028.

Action #46 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve the minutes of December 19, 2023 as presented.

Action #47 – 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>
Braham Public Schools	16,822.33
Card Services (Coborn's)	1,034.75
Card Services (Coborn's)	6.39
City of Braham	56,435.28
City of Mora	14,499.95
Dearborn National Life Insurance Company	382.90
East Central Energy	1,417.25

East Central Regional Development Comm.	172.05
Hoffman, Julie	600.00
JCF Properties	2,100.00
Kanabec County	58,767.80
Kanabec County	1,161.54
Kanabec County AT ACH_VISA	680.73
Kanabec County Auditor-Treasurer	13,072.55
Life Insurance Company of North America	774.46
Marco	99.77
Marco	3,335.71
Minnesota Energy Resources Corp	13,175.13
The Hartford Priority Accounts	6,992.27
Verizon Wireless Aircards	1,565.38
VSP Insurance Co	594.54
21 Claims Totaling:	<u>\$ 193,690.78</u>

Action #48 – It was moved by Peter Ripka, seconded by Wendy Caswell and carried unanimously to approve the following claims on the Revenue Fund (paid on 12/28/23 per Resolution #25 – 12/19/23):

Vendor	Amount
4Imprint	1,251.82
Aspen Mills	104.98
Athey, Lucas	47.16
Auto Value Mora	640.82
Barlow, Jeffery	240.39
Bee Line Service Center, Inc.	1,045.39
Bluum	1,267.50
Bob Barker	109.32
Bowland, Jacob	30.00
Cundy, Steve	278.00
DataWorks Plus LLC	2,388.23
DVS Renewal	42.50
DVS Renewal	20.25
Granite City Jobbing Co. Inc	1,661.84
Hoefert, Robert	1,171.14
Innovative Office Solutions, LLC	2,275.93
INTAB, Inc	92.91
MACO	720.00
MACO	360.00
Magaard, Andrew	82.53
Marco	309.86
Marco	870.05
Marco	926.52
Marco	3,159.06
Marco	1,061.85
Methven Funeral and Cremation Services	250.00
MN County Attorneys Association	3,284.00
MN Dept of Revenue - Property Tax Division	30.00
Motorola Solutions	409.60
MRA	693.75
MRA	1,800.00

ODP Business Solutions LLC	11.98
ODP Business Solutions LLC	32.02
ODP Business Solutions LLC	218.66
ODP Business Solutions LLC	138.70
ODP Business Solutions LLC	29.37
ODP Business Solutions LLC	23.10
Owen G Dunn Co Inc/Printelect	917.57
Pieper, Helen	301.30
Quadient Leasing USA, Inc.	1,043.00
Quadient Leasing USA, Inc.	1,043.00
Ratwik, Roszak & Maloney, PA	2,730.50
Ripka, Peter	136.90
RS Eden	448.28
RS Eden	13.60
Scotts Lawn & Landscapes	165.00
Scotts Lawn & Landscapes	220.00
Sea Change Print Innovations	1,395.44
Stellar Services	43.14
Stolarzyk, Jenea	976.51
Summit Food Service Management	3,854.80
Summit Food Service Management	3,944.53
Sunshine Printing	129.00
SwipeClock LLC	332.00
Van Alst, Lillian	1,361.75
YogaDirect	867.14

56 Claims Totaling: \$ 47,002.69

Action #49 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the following claims on the Road & Bridge Fund (paid on 12/28/23 per Resolution #25 – 12/19/23):

<u>Vendor</u>	<u>Amount</u>
Ace	131.94
CPF	534.90
Michael Currie	10.22
Federated Co-op	92.96
G & N Enterprises	312.50
Johnson Hardware	94.46
Kanabec County Highway Dept	37.43
Lake Superior College	1,200.00
MEI	611.74
North Central International	512.88
Oslin Lumber	52.24
Post Master	900.00
Redstone Construction	5,000.00
Regents of UMN	545.00
Snodepot	153.00
Tyler Sturgul	235.79
TrenchersPlus	179.24
Tri-State Surplus	1,864.23
Trueman Welters	236.00

USIC Locating	30.00
20 Claims Totaling:	<u>12,734.53</u>

Chief Deputy Kevin Braiedy met with the Board to present a request to fill two full-time deputy vacancies.

Action #50 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to approve the following resolution:

Resolution #50 – 1/2/24

WHEREAS there are two vacancies in the position of Full-Time Deputy, and

WHEREAS the board desires to fill these vacant positions;

BE IT RESOLVED that the County Board authorizes the County Sheriff and the County Personnel Director to hire two Full-Time Deputies to fill the positions at Step A, Grade 14 of the pay plan which is \$30.48 per hour, and

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

Action #51 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to recess the board meeting at 10:20am to a time immediately following the Community Health Board.

The Kanabec County Community Health Board met at 10:20am on Tuesday, January 2, 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 #CH52 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the Community Health Board Agenda as presented.

Community Health Director Kathy Burksi gave the Director's Report.

Action #CH53 – It was moved by Wendy Caswell, seconded by Alison Holland and carried unanimously to approve the payment of 70 claims totaling \$37,119.75 on Community Health Funds.

Action #CH54 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to adjourn Community Health Board at 10:26am and to meet again on Tuesday, February 6, 2024 at 9:20am.

The Board of Commissioners reconvened.

10:26am – The Board took a four minute break.

10:30am – The Board reconvened.

10:30am – The Chairperson called for public comment three times. No one responded.

10:31am – The Chairperson closed public comment.

Action #55 - It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the following resolution:

Resolution #55 – 1/2/24

SCORE CLAIMS

WHEREAS the board has been presented with claims for recycling efforts to be paid from SCORE Funds, and

WHEREAS these claims have been reviewed, tabulated and approved by the Kanabec County Solid Waste Officer, and

WHEREAS SCORE Funds appear adequate for the purpose;

BE IT RESOLVED to approve payment of the following claims on SCORE Funds:

Waste Management	\$765.46
Quality Disposal	\$5,711.00
Arthur Township	\$500.00
Total	\$6,976.46

Rick Mattson led a discussion regarding concerns from citizens about the proposed new Minnesota State Flag. Coordinator Kris McNally will research actions taken by Wadena and Crow Wing Counties and bring findings back to the Board. Information only.

Auditor/Treasurer Denise Snyder met with the Board to discuss a T.I.F refund from the City of Braham. The Board expressed consensus to allocate the T.I.F. refund from the City of Braham in the amount of approximately \$58,000 to the general reserve fund.

Public Works Director Chad Gramentz met with the Board to request filling a vacancy.

Action #56 – It was moved by Alison Holland, seconded by Tom Roeschlein and carried unanimously to approve the following resolution:

Resolution #56 – 1/2/24

Approval to Post & Fill a Vacancy

WHEREAS there is a vacancy in the position of an Environmental Services/GIS Technician, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the Public Works Director and the County Personnel Director to post and fill this full-time position at Grade 11, Step A of the pay plan which is \$24.88 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.

BE IT FURTHER RESOLVED that this position will be posted upon receiving written resignation from the current Environmental Services Supervisor.

Action #57 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to recess the meeting at 10:52am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 10:52am on Tuesday, January 2, 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 #FS58 – It was moved by Wendy Caswell, seconded by Alison Holland and carried unanimously to approve the Family Services Board Agenda as presented.

Action #FS59 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #FS59 – 1/2/24

BE IT RESOLVED to appoint Lisa Baker to the Health and Human Services Advisory Committee as a Recipient of Service for a two year term commencing immediately and expiring January 6, 2026.

BE IT FURTHER RESOLVED to reappoint Tina Simons to the Health and Human Services Advisory Committee as a Citizen of the County for a two year term commencing immediately and expiring January 6, 2026.

Action #FS60 – It was moved by Wendy Caswell, seconded by Tom Roeschlein, and carried unanimously to approve the following resolution:

Resolution #FS60 – 1/2/24

Health and Human Services Advisory Committee Chairperson Resolution

WHEREAS, MN Statute 402.03 requires that each human services board shall appoint an advisory committee, as well as a chair to said advisory committee who may not be a member of a county board.

BE IT RESOLVED that the Kanabec County Family Services Board appoints Jennie Taylor as the chairperson to the Health and Human Services Advisory committee effective January 2, 2024.

Action #FS61 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to adjourn Family Services Board at 10:54am and to meet again on Tuesday, January 16, 2024 at 9:20am.

In other discussion, Peter Ripka led a conversation regarding the Knife Lake Rest Stop Area. Information only.

Action #62 – It was moved by Wendy Caswell, seconded by Alison Holland and carried unanimously to rescind Resolution #37 – 1/2/24.

In continued other discussion, Rick Mattson led a conversation regarding the Calvary Lutheran Knife Lake Cemetery. Information only.

The 11:15am appointment of Veteran Service Officer Erica Bliss will be postponed until the next meeting on January 16, 2024.

Future agenda items: Committee term limits and history of appointment of alternates to primary position holders, continue committee/board appointments, the Minnesota State Flag and Seal redesign.

Action #63 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to close the meeting at 11:05am pursuant to the Open Meeting Law, MN Statute

§13D.03 to discuss matters related to Union Negotiation Strategy. Those present during the closed portion of the meeting include Commissioners Tom Roeschlein, Rick Mattson, Wendy Caswell, Alison Holland and Peter Ripka; as well as County Coordinator & Personnel Director Kris McNally.

Action #64 – It was moved by Alison Holland, seconded by Peter Ripka, and carried unanimously to return to open session at 11:27am.

Action #65 – It was moved by Peter Ripka, seconded by Wendy Caswell, and carried unanimously to adjourn the meeting at 11:28am and to meet again in regular session on Tuesday, January 16, 2024 at 9:00am.

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

Attest: _____
Board Clerk