

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

March 19, 2024

The Kanabec County Board of Commissioners met at 9:00am on Tuesday, March 19, 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 and Recording Secretary Kelsey Schiferli.

The meeting was held in the County Board Room and via WebEx for anyone wishing to attend virtually.

The Chairperson called the meeting to order at 9:00am and led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Alison Holland, seconded by Tom Roeschlein, and carried unanimously to approve the agenda with the following additions: 10:00am Appointment, Late Entry- Request to Fill a Vacancy for a Building Maintenance Technician I; Late Entry- Knife Lake Sportsman’s Club gambling requests.

Action #2 – It was moved by Wendy Caswell, seconded by Peter Ripka and carried unanimously to approve the Regular Meeting Minutes of March 5, 2024 as presented.

Action #3 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to approve the Public Hearing Minutes of March 7, 2024 as presented.

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

Ayrlahn Johnson	Comments regarding a proposed resolution to fully fund public roads.
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9:14am – The Chairperson closed public comment.

Action #4 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to recess the meeting at 9:14am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:14am on Tuesday, March 19, 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 #FS5 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the Family Services Board Agenda as presented.

Child Support/Financial Assistant Supervisor Tim Dahlberg gave a presentation regarding a request to implement the Mitel Softphone System.

Action #FS6 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #FS6 – 3/19/24

Mitel Softphone System Resolution

WHEREAS, Kanabec County Family Services currently utilizes cell phones within the Financial Assistance and Child Support units to administer state-mandated programs, and

WHEREAS, there have been communication difficulties while utilizing cell phones in this capacity, and a cell phone is an additional device for each worker, and these devices have an ongoing cost, and

WHEREAS, a softphone alternative would streamline phone operations, and reduce the number of electronic devices, and reduce ongoing costs, and

WHEREAS, the Mitel Softphone system offers a solution to these concerns, and implementation would have a total cost of approximately \$6358.73, and \$4658.73 of this cost will be paid with state-funded health care unwinding dollars, and \$735.00 will be paid with state/federal reimbursement dollars, and

WHEREAS, the county dollar implementation cost will be approximately \$965.00, and there will no longer be an ongoing monthly cell phone cost for these users.

THEREFORE the Family Services Director requests the transition from cell phones for the Financial Assistance and Child Support units to the Mitel Softphone system with a cost of approximately \$965.00 county dollars.

THEREFORE BE IT RESOLVED the Kanabec County Family Services Board approves the Family Services department working in conjunction with the Information Systems department to implement the Mitel Softphone system for the Financial Assistance and Child Support units.

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

Action #FS7 – It was moved by Alison Holland, seconded by Tom Roeschlein and carried unanimously to approve the following resolution:

Resolution #FS7 – 3/19/24
Social Work Month 2024 Proclamation:
Empowering Social Workers

WHEREAS, Social Work is a profession truly dedicated to helping people;

WHEREAS, the primary mission of Social Work is to enhance human well-being and help meet the basic and complex needs of all people;

WHEREAS, Social Workers put a particular focus on helping people who are vulnerable, oppressed or living in poverty;

WHEREAS, Social Workers follow a Code of Ethics that calls on them to fight social injustice, and respect the dignity and worth of all people;

WHEREAS, Social Workers meet people where they are and help people and communities reach their full potential;

WHEREAS, Social Workers work in all facets of our society, including schools, hospitals, community organizations, the military, mental health centers, social service agencies, corporations, and local, state and federal government;

WHEREAS, Social Workers are on the frontlines in helping this nation solve pressing social problems, including an increased demand for mental health services; an opioid addiction crisis; and economic inequality;

WHEREAS, Social Workers are in high demand, with some states reporting shortages in Social Work staffing and the Bureau of Labor Statistics predicting Social Work will be one of the fastest growing professions in our nation during this decade;

WHEREAS, a public opinion survey from Ipsos said Social Work has a public approval rating of more than 80 percent and more than half of Americans say Social Workers deserve higher pay;

WHEREAS, the 2024 Social Work Month theme, “Empowering Social Workers” embodies the need for society to support Social Workers so they can continue to do the life-affirming work they do and help address societal needs;

WHEREAS, Social Workers in turn empower people, communities and our nation, helping everyone achieve their full potential,

NOW THEREFORE, in recognition of the numerous contributions made by America’s Social Workers, WE the Kanabec County Family Services Board proclaim the month of March 2024 as National Social Work Month and call upon all citizens to join the National Association of Social Workers and Kanabec County in celebration and support of the Social Work Profession.

Action #FS8 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to approve the following resolution:

Resolution #FS8 – 3/19/24

PrimeWest Rural MN Health Care Access Initiative Contract Resolution

WHEREAS Kanabec County Family Services would like to provide Targeted Case Management (TCM) for their client, and

WHEREAS the client is located in a County served by PrimeWest, Rural MN Health Care Access Initiative (PrimeWest), and

WHEREAS in order for the Family Service agency to be paid for providing TCM to the client, a contract with PrimeWest is necessary.

THEREFORE the Family Services Director is requesting permission to enter into a contract with PrimeWest in order to provide services for clients located in the PrimeWest service area.

THEREFORE BE IT RESOLVED the Kanabec County Family Services Board

authorizes the Family Service Director to enter into a contract with PrimeWest and to sign such an agreement, commencing at the time the contract is fully executed and being automatically renewed annually unless terminated by either party.

Action #FS9 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to approve the payment of 116 claims totaling \$205,301.65 on Family Services Funds.

Action #FS10 – It was moved by Tom Roeschlein, seconded by Wendy Caswell and carried unanimously to adjourn Family Services Board at 9:43am and recess the meeting to a time immediately following the Community Health Board.

The Kanabec County Community Health Board met at 9:43am on Tuesday, March 19, 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 #CH11 – It was moved by Alison Holland, seconded by Wendy Caswell and carried unanimously to approve the Community Health Board Agenda as presented.

Action #CH12 – Wendy Caswell introduced the following resolution and moved its adoption:

Resolution #CH12 – 3/19/24 **Certified Public Health Nurse Resolution**

WHEREAS, Kanabec County Community Health has had a certified Public Health Nurse (PHN) position posted since December, 2023, and

WHEREAS, interviews were held and an offer has been made and subsequently a request was made to be hired at a level closer to her current wage and reflective of her 21 years of experience, and

WHEREAS, the Community Health Director is requesting to hire a PHN at grade 15 level D, or \$36.61 per hour.

THEREFORE BE IT RESOLVED the Community Health Board approves the Community Health Director and HR Director to hire a certified public health nurse at a grade 15 level D, which is \$36.61 per hour, compared to grade 15 level A which is \$32.91 for 2024.

The motion for the adoption of the foregoing Resolution was duly seconded by Alison

Holland and upon a roll call vote being taken thereon, the following voted:

Peter Ripka, **IN FAVOR**
Alison Holland, **IN FAVOR**
Wendy Caswell, **IN FAVOR**

Tom Roeschlein, **IN FAVOR**
Rick Mattson, **IN FAVOR**

whereupon the resolution was declared duly passed and adopted.

Action #CH13 – It was moved by Peter Ripka, seconded by Alison Holland and carried unanimously to adjourn Community Health Board at 9:49am. The Community Health Board will meet again on Tuesday, April 2, 2024 at 9:00am.

The Board of Commissioners reconvened.

Community Health Director Kathy Burski met with the Board to discuss consideration of a resolution to adopt and enact an ordinance regulating the use of cannabis and cannabis derived products in public places within Kanabec County.

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

Resolution #14 - 3/19/24

Resolution to Adopt and Enact an Ordinance Regulating the Use of Cannabis and Cannabis Derived Products in Public Places within Kanabec County

WHEREAS, by enacting 2023 Session Law, Chapter 63, H.F. No. 100 (“state Legislation”), the Minnesota Legislature passed the adult-use cannabis bill which allows for the adult (age 21 and over) use, possession, and personal growing of cannabis with certain restrictions effective August 1, 2023; and

WHEREAS, Minnesota Statutes Section 19, MINN. STAT. 152.0263 subd.5 authorizes the adoption of local ordinance establishing a petty misdemeanor offense for public use of cannabis; and

WHEREAS, Kanabec County Community Health, in conjunction with input from townships, cities, community members, and the Sheriff’s Office, developed a draft Ordinance Regulating the Use of Cannabis and Cannabis Derived Products in Public Places within Kanabec County; and

WHEREAS, the Planning Commission held a public hearing on the said draft ordinance on January 22, 2024 and subsequently made recommendation to the Kanabec County Board of

Commissioners to adopt and enact the Ordinance Regulating the Use of Cannabis and Cannabis Derived Products in Public Places within Kanabec County; and

WHEREAS, the Kanabec County Board of Commissioners held a public hearing on the proposed ordinance on March 7, 2024; and

WHEREAS, the Kanabec County Board of Commissioners supports the protection of public health and safety by regulating the use of cannabis and cannabis-derived products in public places and places of public accommodation within Kanabec County;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners does hereby ordain and enact on March 19, 2024 the ORDINANCE REGULATING THE USE OF CANNABIS AND CANNABIS DERIVED PRODUCTS IN PUBLIC PLACES WITHIN KANABEC COUNTY as recommended by the Kanabec County Planning Commission;

BE IT FURTHER RESOLVED that this ordinance shall take effect April 1, 2024.

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

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

Resolution #15 – 3/19/24
Aggregate Surfacing Bids
KCP 24-05 SE GRAVELING

WHEREAS the following bids were received on March 12, 2024:

Aggregate crushing and Hauling:

Bjorklund Companies	\$ 497,425.00
DLL Excavating, Inc.	\$ 510,210.63
Wm. D. Scepaniak, Inc.	\$ 513,811.75
Mark Sand and Gravel Co.	\$ 1,185,129.50

WHEREAS the lowest responsible bid was \$ 497,425.00 submitted by Bjorklund Companies, and

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners accepts the bid of \$ 497,425.00 submitted by Bjorklund Companies for Aggregate Crushing and Hauling, and

BE IT FURTHER RESOLVED that the Chairperson and County Coordinator are authorized to sign contracts for this project.

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

Resolution #16 – 3/19/24
Pavement Markings Bids
KCP 24-06, MORA 2024-TM

WHEREAS the following bids were received on March 12, 2024:
Pavement Markings:

KAMCO Inc.	\$ 245,180.00
Sir Lines-A-Lot	\$ 261,660.00
Farnier Asphalt Sealers, LLC.	\$ 317,969.50

WHEREAS the lowest responsible bid was \$ 245,180.00 submitted by KAMCO Inc.,
and

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners accepts the bid of \$ 245,180.00 submitted by KAMCO Inc. for Pavement Markings, and

BE IT FURTHER RESOLVED that the Chairperson and County Coordinator are authorized to sign contracts for this project.

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

Resolution #17 – 3/19/24

WHEREAS there is a vacancy in the position of a Building Maintenance Technician I,
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 hire a Full Time Building Maintenance Technician I to fill the position at the grade and step defined by the pay system and policy P-106, and

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

Auditor/Treasurer Denise Snyder met with the Board to give a department update. Information only, no action was taken.

County Recorder Lisa Holcomb met with the Board to discuss matters concerning her department.

Action #18 – It was moved by Alison Holland, seconded by Tom Roeschlein and carried unanimously to approve an updated Master Computer Software License Agreement with TriMin Systems, Inc. for software programs in the Recorder’s Office.

County Recorder Lisa Holcomb presented options to the Board regarding future needs for secure storage and access for land records. The Board expressed consensus to proceed with the hosting option for land records servers and software, and to direct County Recorder Lisa Holcomb to bring back a Board resolution to approve the amended agreement with TriMin Systems, Inc. to move forward with contracted hosting.

Lisa Holcomb led a discussion regarding GIS integration with Landshark. The Board requested further information regarding the benefit of the integration versus the expense. No action was taken.

EDA Director Jim Hartshorn met with the Board to give a department update. Information only, no action was taken.

11:56am – The Board took a five minute break.

12:01pm – The Board reconvened.

Action #19 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Blaze Credit Union	12,618.10
Card Services (Coborn's)	247.56
City of Mora	13,670.69

Consolidated Communications	1,147.84
E C Riders	8,327.70
East Central Energy	114.06
Kanabec County AT ACH_VISA	4,351.83
Kwik Trip Inc	13,129.42
Midcontinent Communications	465.33
Minnesota Department of Finance	3,175.00
Office of MN.IT Services	1,338.65
Quality Disposal	1,083.49
Verizon Wireleses Cell Phones	3,575.45

13 Claims Totaling: \$ 63,245.12

Action #20 – It was moved by Peter Ripka, seconded by Wendy Caswell and carried unanimously to approve the following claims on the Revenue Fund:

Vendor	Amount
4Imprint	167.43
A and E Cleaning Services	630.00
ACE Hardware	205.97
Adam's Pest Control, Inc.	250.00
Advanced Correctional Healthcare	19,890.93
Amazon Capital Services	50.18
Amazon Capital Services	217.94
Amazon Capital Services	36.49
Amazon Capital Services	38.25
American DataBank	179.50
Apex Software	1,300.00
Asolare Yoga & Wellness	220.00
Aspen Mills	677.87
Aspen Mills	292.07
Auto Value	29.98
Barlow, Jeffery	755.09
Carda, Ryan	60.00
East Central Energy	254.87
East Central Solid Waste Commission	31.58
EATI	1,995.54
ECM Publishers	308.40
Electric Motor Service, Inc.	261.00

FBG Service Corporation	4,829.00
FBG Service Corporation	2,543.00
FBG Service Corporation	672.00
Fourness, Chris	91.12
G & N Enterprises	217.00
G & N Enterprises	225.60
Glen's Tire	276.07
Government Forms & Supplies	187.00
Granite City Jobbing Co	1,005.23
Granite City Jobbing Co	807.44
Gratitude Farms	500.00
Hoefert, Robert	653.92
Isanti County Sheriff's Office	70.00
IT SAVVY	73.66
Johnson Brothers Law	950.00
Johnsons Hardware	91.91
Kanabec Publications	182.00
Kanabec Publications	618.04
Kanabec Publications	84.70
Kanabec Publications	948.00
Marco	159.00
Mattson Electric	125.00
McKinnis & Doom PA	210.00
McKinnis & Doom PA	320.00
McKinnis & Doom PA	400.00
McKinnis & Doom PA	570.00
MEI Total Elevator Solutions	1,217.52
Methven Funeral and Cremation Services	400.00
Minnesota Monitoring, Inc.	272.00
MNCCC Lockbox	50.00
Motorola Solutions	2,100.00
MRA	185.00
NARTEC Inc	452.21
Newton, Deb	120.00
Novus Glass	350.00
Oak Gallery	38.45
ODP Business Solutions, LLC	110.50
Premium Waters, Inc.	58.40

RELX Inc. DBA LexisNexis	220.00
RELX Inc. DBA LexisNexis	238.70
River Valley Forensic Services, P.A.	250.00
Sea Change Print Innovations	1,077.60
Snyder, Denise	36.85
Snyder, Denise	173.53
Snyder, Denise	6.00
State of Minnesota, Dept of Transportation	300.00
Stellar Services	105.74
Stellar Services	58.39
Summit Food Service Management	3,939.80
SwipeClock LLC	66.58
Thomson Reuters - West	222.00
Tinker & Larson Inc	3,306.44
Van Alst, Lillian	1,455.91
Vertiv Corporation	4,871.00
WEX Health, Inc	431.75
Ziegler Inc.	4,997.96

78 Claims Totaling: \$ 71,775.11

Action #21 – It was moved by Alison Holland, seconded by Peter Ripka and carried unanimously to approve the following claims on the Road & Bridge Fund:

<u>Vendor</u>	<u>Amount</u>
A & E Cleaning	1,200.00
Ace	54.97
Aramark	444.72
Central Pension Fund	553.20
Federated Co-ops	17.99
Fluegge's AG	25.79
Johnson Hardware	245.47
Kanabec County Highway Dept	93.84
Kanabec Publications	471.80
Kwik Trip	18.00
Marco	352.17
Mattson Electric of Mora	812.43
Midwest Machinery	12,150.00

MCEA	625.00
MN Dept. of Natural Resources	90.00
MN Equipment	2,471.06
MKJ Trucking	940.00
Northern States Supply	97.54
Owens Auto Parts	38.79
RDO Equipment	680.00
Towmaster	20.02
Trueman Welters	134.10
USIC	40.00
Vault Health	61.16
Wahl, Mary	9,600.00
Wiarcom	675.30
Widseth Smith Nolting	1,717.92
Ziegler Inc	57.19
28 Claims Totaling:	<u>\$ 33,688.46</u>

Commissioner Mattson led a discussion regarding Resolution #18 – 12/19/23, Resolution to Set 2024 Per Diems, and its applicability to committee attendance. Information only, no action was taken.

County Coordinator Kris McNally led a discussion regarding SF 3588/HF 3446 Allowing Striking Workers to Access Unemployment Insurance. The Board expressed consensus to send a letter to the legislators in opposition to SF 3588/HF 3446.

County Coordinator Kris McNally led a discussion regarding SF 4203/HF 4241 requiring all local municipalities to adopt and enforce State Building Code. The Board expressed consensus to send a letter to the legislators in opposition to SF 4203/HF 4241.

Action #22 – It was moved by Tom Roeschlein, seconded by Peter Ripka and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #22a – 3/19/24

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 Knife Lake Sportsman’s Club, for a raffle event to be held at Knife Lake Highway 65 Public Access, Mora, MN 55051 on May 4, 2024.

Resolution #22b – 3/19/24

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 Knife Lake Sportsman’s Club, for a raffle event to be held at Knife Lake Highway 65 Public Access, Mora, MN 55051 on June 22, 2024.

Resolution #22c – 3/19/24

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 Knife Lake Sportsman’s Club, for a raffle event to be held at Knife Lake Sportsman’s Club, 2825 Highway 65, Mora, MN 55051 on August 31, 2024.

Future Agenda Items: National Childcare Provider Recognition Day, May 10th. Updates and photos for the County website. History of and status update regarding the parking lots on the east side of the Courthouse.

Action #23 – It was moved by Peter Ripka, seconded by Wendy Caswell and carried unanimously to adjourn the meeting at 12:20pm and to meet again in regular session on Tuesday, April 2, 2024 at 9:00am.

Signed _____

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

Attest: _____

Board Clerk