

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

August 14, 2019

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, August 14, 2019 pursuant to adjournment with the following Board Members present: Gene Anderson, Kathi Ellis, Dennis McNally, Craig Smith, and Les Nielsen. Others Present: County Coordinator Kris McNally and Recording Secretary Kelsey Johnson.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to approve the agenda with the following changes: Add request for veterans revolving donation fund to 10:45am appointment. Add beaver control policy discussion to 11:15am appointment.

Action #2 – It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to approve the July 24, 2019 minutes as presented.

Action #3 – It was moved by Dennis McNally, seconded by Gene Anderson and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
East Central Reg Dev Commission	47.50
Firstlight Health System Occ	12,852.50
Further	698.30
East Central Energy	1,166.74
City of Mora	1,532.41
East Central Reg Dev Commission	8.26
Mora Public Schools	1,053.77
Health Partners	6,221.43
MNPEIP	145,712.98
Sun Life Financial	3,695.96
Kanabec County HRA	605.67
Mora Municipal Utilities	295.61
Verizon Wireless	210.06
East Central Energy	302.16
Kanabec County Auditor HRA	212.00
Mora Municipal Utilities	980.59
Holiday Credit Office	6,130.04

Midcontinent Communications	560.33
Mora Municipal Utilities	25,586.52
Quality Disposal	24.15
Verizon Wireless	3,022.59
Spire Credit Union	13,212.74
Verizon Wireless	302.21
Verizon Wireless	629.41
MN Laborers Health & Welfare Fund	176.60
25 Claims Totaling:	<u>225,240.53</u>

Action #4 – It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

<u>Vendor</u>	<u>Amount</u>
4 Imprint, Inc.	307.55
A and E Cleaning Services	525.00
Ace Hardware	29.91
Ace Hardware	3.98
Ace Hardware	81.94
Ace Hardware	224.27
Ace Hardware	26.94
Advanced Correctional Healthcare	16,552.92
Altergott, Cortney	38.62
Anne M Carlson Law Office, PLLC	2,167.50
Anne M Carlson Law Office, PLLC	68.00
Anne M Carlson Law Office, PLLC	25.50
Anne M Carlson Law Office, PLLC	204.00
Anne M Carlson Law Office, PLLC	169.50
Arcand, Elisabeth	276.08
Association of Minnesota Counties	258.00
Association of Minnesota Counties	129.00
Association of Minnesota Counties	129.00
Association of Minnesota Counties	129.00
Association of Minnesota Counties	129.00
Association of Minnesota Counties	100.00
Auto Value	66.41
Auto Value Mora	61.89
Bachman, Fran	680.80
Berg, Michael	100.00
Bob Barker	1,302.13

Central MN Housing Partnership, Inc.	10,000.00
Children's Hospitals and Clinics of MN-MCRC	500.00
Coleman, Robert	283.04
Curtis, Michael	2,255.18
CW Technology	1,131.40
D&T Ventures	225.00
East Central Exterminating	240.00
East Central Exterminating	125.00
eRecording Partners Network, LLC	34,521.00
Faust, Patrick	60.90
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
Galls	198.91
Galls	24.00
Glen's Tire	74.30
Glen's Tire	118.95
Glen's Tire	32.85
Grainger	428.54
Grainger	328.31
Grand View Lodge	521.44
Granite City Jobbing Co	2,019.81
Handyman's Inc	544.62
Handyman's Inc	126.72
Harvey, RandiAnn	94.50
Hoefert, Robert	1,709.86
Holstrom, Dan & Julie	100.00
Ingebrand Funeral Home	430.00
Internal Revenue Service	46.00
Itsavvy LLC	717.47
Itsavvy LLC	717.47
Itsavvy LLC	717.47
JCF Properties	500.00
Kadlec Excavating	24,562.42
Kanabec County Highway Department	66.38
Kanabec County Highway Department	2,937.47
Kanabec County Highway Department	1,896.57
Kanabec County Recorder	5,447.65
Kanabec Publications	60.21
Kanabec Publications	702.03
Kanabec Publications	368.00
Krist, Laura	22.15
League of Minnesota Cities	184.00

M&I Lockbox: MCCC	16,700.00
Magaard, Andrew	45.82
Manthie, Wendy	1,582.70
Marco	134.68
Marco, Inc	159.00
Mattson Electric	437.29
MCAA	95.00
McGee, Michael B, MD	2,500.00
McKinnis & Doom PA	59.50
McKinnis & Doom PA	59.50
McKinnis & Doom PA	34.00
McKinnis & Doom PA	34.00
McKinnis & Doom PA	76.50
McKinnis & Doom PA	42.50
Mclalwain, Shanna	473.16
MEI Total Elevator Solutions	1,480.79
Minnesota Dept of Finance	6,805.00
Minnesota Monitoring Inc.	75.00
Minnesota Monitoring Inc.	496.00
Minnesota Sheriffs' Association	1,184.00
MRA	135.00
Nelson, Jerald	158.92
Nelson, Ronette	782.86
North Central Bus & Equipment	54.59
Oak Gallery	10.26
Office Depot	109.85
Office Depot	247.13
Office Depot	55.79
Office Depot	266.46
Office Depot	123.55
Oslin Lumber	2.24
Pat O'Brien	50.66
Pier B Resort	215.31
Premium Waters, Inc	34.59
Prophoenix Corporation	525.00
Quality Disposal	385.01
Quality Disposal Systems	190.00
Ramsey County	1,578.58
Reliance Telephone	225.00
Reliance Telephone, Inc	2,100.00
RELX Inc. DBA LexisNexis	187.41
SHAH Software, Inc.	28,840.00
SIRCHIE	98.31

Soderberg, Shawn	100.00
Steinhagen, Rita Clare	1,197.00
Stellar Services	1,024.67
Summit Food Service Management	16,188.76
Tinker & Larson Inc	1,008.45
Tinker & Larson Inc	1,246.12
Van Alst, Lillian	684.98
Visser, Maurice	538.11
Zamora, Ray	1,581.08
Ziegler Inc.	5,787.12

121 Claims Totaling: 224,028.85

Road & Bridge Fund

<u>Vendor</u>	<u>Amount</u>
A & E Cleaning	1,050.00
Ace Hardware	723.58
Amerpride	666.73
Auto Value	1,590.95
Bjorklund Companies	28,672.49
Bluetarp Financial	108.48
Blum Sand and Gravel	128.98
Broehl, David	350.00
DLL Excavating	399,140.26
Federated Co-ops	15,552.97
Glens Tire	332.00
Gopher State One-Call	33.75
Locators & Supplies	1,612.09
Knife River Corp.	369,667.06
Marco, Inc	188.00
Minnesota Paving & Materials	6,402.10
MN Dept of Transportation	1,020.21
Northern Safety	320.07
Northern States Supply	79.50
Olson Power & Equipment	543.39
Oslin Lumber	355.83
Owens Auto Parts	172.13
Oxygen Service	49.13
Pomp's Tire Services	1,037.76
Power Plan	7,238.09
Quality Disposal Systems	160.00

26 Claims Totaling: 837,195.55

Action #5 – It was moved by Dennis McNally, seconded by Gene Anderson and carried unanimously to recess the board meeting at 9:06am to a time immediately following the Public Health Board.

The Kanabec County Public Health Board met at 9:06am on Wednesday, August 14, 2019 pursuant to adjournment with the following Board Members present: Gene Anderson, Kathi Ellis, Dennis McNally, Craig Smith, and Les Nielsen. Public Health Director, Kathy Burski presented the Public Health Board Agenda.

Action #PH6 – It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to approve the Public Health Board Agenda as presented.

Public Health Director, Kathy Burski presented the Director’s Report, 2nd Quarter Community Health Report, and Financial Reports.

Action #PH7 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the payment of 115 claims totaling \$53,134.64 on Community Health Funds.

Action #PH8– It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to adjourn Public Health Board at 9:15am and to meet again in regular session on September 11, 2019 at 9:05am.

The Board of Commissioners reconvened.

Public Health Director, Kathy Burski and Family Services Director, Chuck Hurd met with the County Board to discuss a mediation request from South Country Health Alliance.

Action #9 – It was moved by Dennis McNally, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #9 - 8/14/19
Mediation Resolution

WHEREAS, Kanabec County has received notification that South Country Health Alliance will not be offered contracts for 2020 to provide healthcare services to eligible recipients of Families and Children, MinnesotaCare, Minnesota Senior Health Options (MSHO) and Minnesota Senior Care Plus (MSC+) in Kanabec County; and

WHEREAS, Kanabec County is a member of South Country Health Alliance (SCHA) a county-based purchasing entity authorized under MN Statute 256B.692 which has solely purchased services for these eligible populations since 2001; and

WHEREAS, Kanabec County has confidence that the integration of Health and Human

Services with the county-based purchasing plan is an effective model for care coordination on behalf of the citizens and enrollees as evidenced by the ongoing work and relationship that the county has with the health plan; and

WHEREAS, South Country Health Alliance was not selected by the Department of Human Services even though it was the recommended plan by the Kanabec County Family Services Department after reviewing the responses to all RFP's. The recommendation by the Family Services Department was supported by Kanabec County Board of Commissioners through resolution FS#6 6/26/19 Procurement for Health Services Resolution (see attached); and

WHEREAS, the plan that ranks number one for Kanabec County is South Country Health Alliance.

NOW, THEREFORE BE IT RESOLVED, that the Kanabec County Board of Commissioners, hereby authorizes the submission of a request for mediation with the Department pursuant to Minn. Stat. §256B.69, subd. 3a(d)., both on behalf of Kanabec County individually and through South Country Health Alliance.

BE IT FURTHER RESOLVED that the Kanabec County Board of Commissioners supports the Board Chair, Kathi Ellis, the Community Health Director, Kathy Burski and the Family Services Director, Charles Hurd to all actively participate in the mediation process.

Action #10 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #10 – 8/14/19
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	\$4,122.59
Quality Disposal	\$4,753.40
Arthur Township	\$400.00
Total	\$9,275.99

The Board held a discussion regarding approval of the revised Central Minnesota Emergency Medical Services Region Joint Powers Agreement.

Action #11 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #11 – 8/14/19

Central Minnesota Emergency Medical Services Region
Amended Joint Powers Agreement Resolution

WHEREAS, Kanabec County is a member of the Central Minnesota Emergency Medical Services Region; and

WHEREAS, Central Minnesota Emergency Medical Services Joint Powers Board has presented several revisions to the original agreement which require Kanabec County Board of Commissioners approval;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners approves the revised Central Minnesota Emergency Medical Services Region Joint Powers Agreement.

Pete Lindstrom from Clean Energy Resource Teams met with the County Board to give a presentation about Property Assessed Clean Energy (PACE) Program. The board expressed consensus to discuss the impact of implementing the PACE Program with the Auditor's Office before making a decision.

Deputy Auditor Tax, Roberta Anderson met with the County Board to discuss the classification of parcels as non-conservation for the tax forfeit land sale.

Action #12 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #12 - 8/14/19

WHEREAS, the County Board of Commissioners of Kanabec, State of Minnesota, desires to offer for sale the attached parcels of land that have forfeited to the State of Minnesota for non-payment of taxes, and

WHEREAS, said parcels of land have been viewed and have been classified as non-conservation lands as provided for in MN Statutes 282.01;

NOW, THEREFORE, BE IT RESOLVED that the Kanabec County Board of Commissioners hereby certify that these parcels of land described below have been viewed and complies with the provisions of MN Statutes 85.012, 92.461, 282.01, subd. 8 and 282.018, subd. 2 (1990) and other statutes that require the withholding of tax-forfeited lands from sale. The County Board of Commissioners hereby acknowledges that the Kanabec County Environmental has reviewed all parcels and identified any and all non-forested marginal land and wetlands.

BE IT FURTHER RESOLVED, that the Kanabec County Board of Commissioners hereby request approval from the MN Department of Natural Resources for the sale of said parcels on the attached list.

Veteran Service Officer, Erica Bliss met with the County Board to discuss approval of the MDVA Operational Enhancement Grant and the creation of a revolving donation fund.

Action #13 – It was moved by Dennis McNally, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #13 – 8/14/19

WHEREAS the County Veterans Service Office recommends we apply for the MDVA Operational Enhancement Grant. This is an annual grant offered to counties and

WHEREAS grant money must be used to provide outreach to the county’s veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, and

WHEREAS it is approved that Kanabec County Veterans Service Officer Erica Bliss is authorized to sign the grant agreement on behalf of the county board

BE IT RESOLVED the Kanabec County Board approves the application of the Veterans Operational Grant for FY20.

Action #14 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #14 – 8/14/19

WHEREAS the County Veterans Service Office requests donations made to the County Veterans Service Office, for the benefit of veterans programs, and

WHEREAS donations are used to provide outreach to the county’s veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, and

WHEREAS revolving donation funds do not rollover into the general fund, but instead stay in the donation fund from year to year unless spent; therefore

BE IT RESOLVED the Kanabec County Board approves the request of a revolving

donation fund for Kanabec County Veterans programming and services.

10:56am – The Chairperson called for Public Comment three times. None responded.

10:57am – The Chairperson closed Public Comment.

County Coordinator, Kris McNally led a discussion regarding a background investigation policy.

Action #15 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #15 - 8/14/19

Background Investigation Policy Resolution

WHEREAS, Kanabec County has a responsibility to protect the County, community and its assets in hiring new, and in some cases, promoting existing employees; and

WHEREAS, background investigations are a tool in screening the objective legal history of a new, or in some cases promoted employee, and

WHEREAS, specific positions in the County require different levels of security clearance;

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners approves the proposed Background Investigation Policy for immediate adoption and implementation.

Dan Larson, Executive Director of Minnesota Rural Counties met with the County Board to give a presentation. Information only, no action was taken.

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

Action #16 – Dennis McNally introduced the following resolution and moved its adoption:

Resolution #16 – 8/14/19

Public Works Building Gutters

WHEREAS the following quotes were received for replacing commercial steel gutters on the public works building:

	Gutters	Leaf Screen
DKN Construction	\$35,516.00	\$5,500.00
Sam Schusted LLC Int & Ext Construction	\$43,742.50	

WHEREAS the lowest responsible quote of \$35,516.00 submitted by DKN Construction, and

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners accepts the quote of \$35,516.00 submitted by DKN Construction plus permit fees for replacement of gutters at the Public Works building, and

BE IT FURTHER RESOLVED to accept the quote of \$5,500.00 by DKN construction to include custom leaf screens with the gutter installation, and

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

The motion for the adoption of the foregoing resolution was duly seconded by Gene Anderson and upon a vote being taken thereon, the following voted:

IN FAVOR THEREOF: Gene Anderson, Kathi Ellis, Dennis McNally, Craig Smith

OPPOSED: Les Nielsen

ABSTAIN:

whereupon the resolution was declared duly passed and adopted.

Action #17 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #17 – 8/14/19
KCP 18-05 Courthouse Parking Lot
Final Payment

WHEREAS Project KCP 18-05 has in all things been completed and in accordance with the contract and the County Board being fully advised in the premises,

THEREFORE BE IT RESOLVED that we do hereby accept said completed project for and on behalf of the County of Kanabec and authorize final payment to Kadlec Excavating, in the amount of \$24,562.42.

Commissioner, Dennis McNally led a discussion regarding beaver trapping in Kanabec County. Coordinator, Kris McNally will contact County Attorney, Barbara McFadden to discuss liability regarding this matter.

Coordinator, Kris McNally led a discussion regarding the sale of county fee-owned land on Forest Avenue East.

Action #18 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #18 – 8/14/19

WHEREAS, Kanabec County owns the parcels formerly identified as 22.2850.00 (318 East Forest Ave), 22.02830.00 (324 East Forest Ave) and 22.02835.00 (330 East Forest Ave); and

WHEREAS, said parcels were combined into parcel 22.02815.00 as part of the land acquisition for the jail project; and

WHEREAS, the Kanabec County Sheriff's Department has determined that a majority portion of those parcels are no longer needed to fulfill Kanabec County Jail Facility needs; and

WHEREAS, the Kanabec County Board of Commissioners has determined that the highest and best use of the unused parcels will be achieved by selling them as a combined parcel to be split out from 22.02815.00; and

WHEREAS, the City of Mora requires a survey, legal description and minor subdivision process to proceed with the sale of the parcel;

THEREFORE, BE IT RESOLVED: that the County Coordinator is authorized to proceed with the actions required to sell this property, including, but not limited to, attaining a survey, legal description, and County Assessor appraisal; proceeding with the minor subdivision process; and, upon completion, listing said parcel for sale pursuant to Minnesota Statute 373.0, by written bids. A time and date for the bid opening shall be set and included in the required advertising for the property sale.

Commissioner, Craig Smith led a discussion regarding Tim Kenyon's property deed and check to be issued from Kanabec County. Coordinator, Kris McNally will contact the County Auditor and Assessor to see where they are at in the process.

Future Agenda: PACE program, beaver policy, surveying property at time of sale, Oslin potential land swap.

Action #19 – It was moved by Les Nielsen, seconded by Craig and carried unanimously to recess the meeting at 11:58am and to meet again for a budget work session on Wednesday, August 21, 2019 at 9:00am.

The Kanabec County Board of Commissioners met at 9:00am on Wednesday August 21, 2019 in the Board Room of the Courthouse pursuant to recess with the following Board Members present: Kathi Ellis, Dennis McNally, Craig Smith, Gene Anderson and Les Nielsen. Also present was County Coordinator, Kris McNally.

The board reviewed departmental budget recommendations for 2020. Information only, no action was taken.

The board held a discussion regarding bonding and local sales tax. Information only, no action was taken.

11:50am - The Chairperson adjourned the meeting. The Kanabec County Board of Commissioners will meet again in regular session on Wednesday, August 28, 2018 at 9am.

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

Attest: _____
Board Clerk