

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota }
County of Kanabec }
Office of the County Coordinator

April 19, 2006

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, April 19, 2006 pursuant to adjournment with the following Board Members present: Stan Cooper, Kathi Ellis, Jerry Nelson, and Les Nielsen.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 - It was moved by Kathi Ellis, seconded by Stan Cooper, and carried unanimously to approve the agenda as presented.

Chairperson Les Nielsen presented Highway Department Roland Buck with a plaque recognizing him as the Kanabec County Employee of the Year for 2005.

Action #2 - It was moved by Jerry Nelson, seconded by Kathi Ellis, and carried unanimously to recess the board meeting at 9:05am to a time immediately following the Human Service Board.

The Kanabec County **Human Service Board** met at **9:05am** on Wednesday, April 19, 2006 pursuant to adjournment with the following Board Members present: Kathi Ellis, Les Nielsen, Stan Cooper and Jerry Nelson. Phil Peterson, Family Service Agency Director, presented the Human Services agenda. Items discussed included the budget, staffing, finances, and other agency business.

Action #HS3 - It was moved by Jerry Nelson, seconded by Stan Cooper, and carried unanimously to approve the agenda of the Human Service Board with the following additions:

- a. Staffing
- b. Financial Worker working from home
- c. Pokegama grant
- d. Trillium

Action #HS4 – It was moved by Kathi Ellis, seconded by Stan Cooper, and carried unanimously to authorize the purchase of \$2,591.48 in furniture from S & T Office Products, with \$849.00 of the purchase from South Country Health Alliance Funds.

Action #HS5 – It was moved by Stan Cooper, seconded by Kathi Ellis, and carried unanimously to authorize the purchase of a multi-function copier/fax/scanner at a cost of \$8,615.85.

Action #HS6 – It was moved by Kathi Ellis, seconded by Jerry Nelson, and carried unanimously to authorize the Family Service Agency Director to apply for a Medica Child Mental Health Grant.

Action #HS7 – It was moved by Jerry Nelson, seconded by Kathi Ellis, and carried unanimously to set rates for county funerals as follows:

- | | |
|---|--------------------------|
| 1. Funerals, children up to 2 years old | = \$1,370.00 |
| 2. Funerals, children from 2 to 8 years old | = \$1,825.00 |
| 3. Funerals, all others | = \$2,350.00 |
| 4. Cremation, any | = \$1,290.00 |
| 5. Cremation with service | = \$1,600.00 |
| 6. Transportation | = \$1.25 per loaded mile |

Action #HS8 – It was moved by Stan Cooper, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution #HS8 – 04/19/06
ORDER OF THE BOARD

WHEREAS there is a vacancy in the position of Office Support Specialist, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes Family Service Agency Director Phil Peterson and the County Personnel Director to hire an Office Support Specialist to refill the vacant position at Step A, Range 3 of the pay plan which is \$11.15 per hour or the rate set by rule for internal promotion, and

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

Action #HS9 – It was moved by Kathi Ellis, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution #HS9 – 04/19/06
ORDER OF THE BOARD

WHEREAS there is a vacancy in the position of Office Support Specialist, and

WHEREAS the board desires has authorized the refill this vacant position, and

WHEREAS it may be take up to eight weeks to fill this position;

BE IT RESOLVED that the County Board authorizes Family Service Agency

Director Phil Peterson and the County Personnel Director to appoint a temporary Office Support at \$11.15 per hour, and

BE IT FURTHER RESOLVED the term of this temporary position will be the lesser of eight weeks or the filling of the vacant Office Support Specialist position with a regular employee, and

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

Action #HS10 – It was moved by Kathi Ellis, seconded by Jerry Nelson, and carried unanimously to approve payment of 166 claims totaling \$236,925.74.

Action #HS11 – It was moved by Kathi Ellis, seconded by Jerry Nelson, and carried unanimously to table the subject of staffing for consideration under Agenda Item #5 of the April 19, 2006 Kanabec County Board of Commissioners meeting.

Action #HS12 - It was moved by Jerry Nelson, seconded by Stan Cooper, and carried unanimously to adjourn the Human Service Board at 10:08am to meet again on Wednesday, May 17, 2006 at 9:05am.

The meeting of the Kanabec County Board of Commissioners resumed.

Action #13 - It was moved by Jerry Nelson, seconded by Stan Cooper, and carried unanimously to recess the board meeting at 10:08am to a time immediately following the Public Health Board.

The Kanabec County **Public Health Board** met at **10:08am** on Wednesday, April 19, 2006 pursuant to adjournment with the following Board Members present: Kathi Ellis, Les Nielsen, Stan Cooper and Jerry Nelson. Wendy Thompson, Public Health Director, presented the Health Board agenda. Items discussed included agency finances, contracts, staffing and other agency business.

Action #PH14 - It was moved by Jerry Nelson, seconded by Kathi Ellis, and carried unanimously to approve the Public Health Board Agenda as presented.

Action #PH15 – It was moved by Kathi Ellis, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution #PH15 – 04/19/06
ORDER OF THE BOARD

WHEREAS the Public Health Service Director has requested the addition of a

Full-time Public Health Nurse position, and

WHEREAS the board desires to fill this new position;

BE IT RESOLVED that the County Board authorizes Public Health Service Director Wendy Thompson and the County Personnel Director to hire a Full-time Public Health Nurse to fill the new position at Step A, Range G11 of the pay plan which is \$17.77 per hour + a \$2.00/hour market adjustment or the rate set by rule for internal promotion, and

BE IT FURTHER RESOLVED that authorization to fill and continue this position is contingent upon grant funds with no local tax dollars involved; approval for this position will expire concurrent with loss of grant funding.

Action #PH16 – It was moved by Stan Cooper, seconded by Kathi Ellis, and carried unanimously to postpone consideration of Resolution PH15-04/19/06 until 7:20pm on the April 26, 2006 agenda of the Kanabec County Board of Commissioners.

Action #PH17 – It was moved by Jerry Nelson, seconded by Stan Cooper, and carried unanimously to approve the purchase of a document scanner at a cost of \$930.00 + tax.

Action #PH18 – It was moved by Kathi Ellis, seconded by Jerry Nelson, and carried unanimously to authorize the Public Health Service Director to apply for a \$20,000 Family Health Programming Grant from South Country Health Alliance.

Action #PH19 – It was moved by Jerry Nelson, seconded by Stan Cooper, and carried unanimously to approve the following Child and Teen Check-up Sliding Fee Scale for 2006:

Monthly income guideline

Family Size	150% (base-150%) (MA) \$	185% (150%-185%)	200% (185%-200%)	225% (200%-225%)	250% (225%-250%)
1	816-1224	1225-1510	1511-1632	1633-1836	1837-2040
2	1099-1649	1650-2033	2034-2198	2199-2473	2474-2748
3	1382-2073	2074-2557	2558-2765	2766-3110	3111-3456

4	1665-2498	2499-3081	3082-3331	3332-3747	3748-4163
5	1949-2923	2924-3605	3606-3897	3898-4384	4385-4871
6	2232-3347	3348-4128	4129-4463	4464-5021	5022-5579
7	2515-3772	3773-4652	4653-5029	5030-5658	5659-6287
8	2798-4197	4198-5176	5177-5596	5597-6295	6296-6995
C & T checkup Fee	Per Client \$15.00	Per Client \$25.00	Per Client \$37.50	Per Client \$50.00	Per Client \$75.00

Incomes under poverty base will be provided services at no charge
Incomes over 250% of poverty will be charged 100%- \$120.00

Action #PH20 - It was moved by Jerry Nelson, seconded by Kathi Ellis, and carried unanimously to adjourn the Public Health Board at 11:10am to meet again in regular session on Wednesday, May 17, 2006 at 10:05am.

The meeting of the Kanabec County Board of Commissioners resumed.

11:10am - The Chairperson then called for public comment. Those who responded included:

Bob Swetz	4 Wheelers are out—disturbing public and causing destruction.
Dave Halvorson	Have we approved building a jail? Was solid waste hearing given enough priority?

11:18am - The Chairperson closed public comment.

Action #PH21 – It was moved by Stan Cooper, seconded by Jerry Nelson, and carried unanimously to approve the April 12, 2006 minutes of the Kanabec County Board of Commissioners as corrected: on Action #10, correct the second of the action from Jerry Nelson to Stan Cooper.

Each commissioner gave a report of the activities of the Boards and Committees in which they participate.

11:35am – PUBLIC HEARING. Solid Waste Management Plan.

The clerk read the meeting notice aloud.

The Chairperson called for public comment. Those who responded included:

- Dave Halvorson, Citizen
- Hank Fisher, MPCA
- Gene Kramer, E Central Solid Waste
- Rosie Nelson, Citizen

Action #22 – It was moved by Stan Cooper, seconded by Kathi Ellis, and carried unanimously to close the Public Hearing at 12:05pm.

The board continued with reports of the activities of the Boards and Committees in which they participate.

12:10pm – East Central Regional Library Director Bob Boese met with the County Board to discuss matters concerning the library system and present an annual report. The board took the information under advisement.

12:30pm – Environmental Services Director Teresa Bearce met with the County Board to discuss matters concerning her office.

Action #23 – It was moved by Jerry Nelson, seconded by Stan Cooper, and carried unanimously to approve the following resolution:

Resolution #23 – 04/19/06

WHEREAS Kanabec County has an opportunity to partner with the Commissioner of Agriculture in a Waste Pesticide Collection Program, and

WHEREAS the program may be done at the same time and place as the Kanabec County Household Hazardous Waste Day, and

WHEREAS the Commissioner of Agriculture will provide up to \$1,066 in support of farm waste pesticide collection;

BE IT RESOLVED to authorize Environmental Services Director Teresa Bearce to enter into an agreement with the Commissioner of Agriculture titled “State of Minnesota Cooperative Agreement for Waste Pesticide Management.”

Action #24 – It was moved by Kathi Ellis, seconded by Stan Cooper, and carried unanimously to approve the following resolution:

Resolution #24 – 04/19/06

WHEREAS the Kanabec County Board of Commissioners supports environmental awareness education, and

WHEREAS the Environmental Services Director has presented a request to provide an ‘ENVIRO-Show’ for children that presents environmental information in a children-friendly manner, and

WHEREAS this program has been well-received in other counties, and

WHEREAS SCORE Funds are adequate and intended for this purpose;

BE IT RESOLVED to authorize up to \$1,650.00 in SCORE Funds for one show each in the Mora and Ogilvie schools for “The Toonies ENVIRO-Show.”

12:45pm – Information Systems Director Jessie Ruckle met with the County Board to discuss revisions to the county Electronic data policy.

Action #25 – It was moved by Jerry Nelson, seconded by Kathi Ellis, and carried unanimously to approve the following updated policy:

Policy #P-124

Approved: April 19, 2006

Effective: May 1, 2006

Supersedes (Eff) : November 15, 2001

Electronic Data Systems

An Acceptable Use Policy for Electronic Communications and Internet Use

I. POLICY STATEMENT

The Internet and the public and private telephone systems have become a de facto standard for communication between disparate governmental, commercial organizations and private citizens. Communications traffic may cross multiple and different networks prior to reaching the client destination, and the public has a high reliance on the integrity and accuracy of data shared from Kanabec County. Therefore, each Kanabec County employee is responsible for adhering to the guidelines and policies regarding the use of these systems, to protect the accuracy, integrity and dependability of the County's electronic systems and information.

A. PURPOSE

Kanabec County recognizes that phone and computer systems are becoming increasingly

interconnected and sophisticated in their ability to create, disseminate and store electronic messages, along with an increased potential for the inappropriate release of non-public data.

Kanabec County has developed policies and guidelines regarding appropriate use of County resources for both personal and business purposes, including

- 1) Making and receiving telephone calls and disseminated voice mail
- 2) using the county computer network and Internet
- 3) creating and disseminating electronic mail and faxes
- 4) the creation, use and storage of computer files.

The computer and communications systems operated by the County for the conduct of business are the property and work environment of the County, and all County policies relating to personal conduct apply to access to and use of these resources.

B. NO PRIVACY

Users have no expectation of privacy in using these systems. No communication using these systems is private or personal. Since records retention policies may apply to electronic communications, users should assume that even deleted messages are retrievable at a later date.

C. CAREFUL USE

1. County provides telephone, fax, Internet access and e-mail to speedily conduct the business of the County. Use of these systems will be granted by supervisors with regard to job function. Once given access, users are expected to use these systems in a responsible manner at all times. All usage should be able to withstand public scrutiny without embarrassment to the County.
2. Inappropriate uses of telephone, fax, Internet access and e-mail systems would include but are not limited to participation in illegal activities, gambling, commercial activities, accessing sexually explicit or violent material; using the systems to harass or disable other systems, creation or distribution of virus or destructive programs, distributing pirated software or stolen data.
3. Personal use of Internet access and e-mail is not permitted.
4. Personal use of telephone is permitted, provided such use:
 - a) is not excessive, and
 - b) does not interfere with business usage, and
 - c) does not contain harassing or threatening content, and
 - d) is not performing work for profit, for personal gain, promotional use or solicitation, and
 - e) does not contain abusive, profane or offensive language, and
 - f) does not incur long distance or other charges.

5. Under no circumstances may any hardware connect to the county network without the express approval of the Information Systems Director. This includes, but is not limited to, devices such as external hard drives, storage devices and cameras.

D. CONTENT

1. Each user is responsible for the content of all text, audio and video they send over the Internet or phone systems. All text messages shall contain the user's identity, privacy notice, and should be written with the same professional manner as any hard-copy correspondence.
2. Users should demonstrate respect for intellectual property and ownership of information by providing source attribution whenever possible. Users should respect system security and integrity by using such mechanisms properly. Users will respect their co-worker's need for confidentiality and to a workplace free from intimidation by their conduct when using these systems.

E. MEDIA CONTACTS

In addition, only authorized individuals should communicate to or respond to the public news media regarding county business. Data that is not public under the Government Data Practices Act should not be transmitted in clear text over the Internet.

F. PRESENTATION OF THE COUNTY

Requests for County information can become very time consuming and expensive. The County may maintain public access points for information about the County, and for access to County records and information. These systems should be operated only by persons specifically authorized and trained to place or remove data on such a system. Release of data to the public in other formats shall be carried out through authorized channels.

G. VIRUS SCANNING

Incoming messages containing file attachments may imperil County systems by importing viruses. Files or mail attachments entering the County network should always be scanned for viruses before being opened or used.

1. Any user receiving a virus notice shall immediately stop using the computer and report the notice to the Information Systems Department.
2. Each user will verify virus signatures and perform virus scans as instructed by the Information Systems Director.
3. All computers, not including servers, will be shut down and restarted at the end of the work day or shift to assure receipt of virus signature updates and anti-virus scans.

H. MONITORING AND DISCIPLINE

It is a supervisory responsibility to oversee use and to determine if uses of electronic systems are appropriate to assigned work. Although content is not routinely monitored, it may occur internally under administrative procedures, and externally under subpoena, request for public data or other legal actions, or due to unexpected absence of an employee, or for other business or technical reasons.

I. ACQUISITION

1. No software shall be loaded, including internet downloads such as screen savers or products upgrades, without the prior consent of the Information Systems Director.
2. No computer hardware or software shall be purchased without the consent and assistance of the Information Systems Director.

J. SUMMARY

Ultimately, responsibility for the content of a message or transmission that does not conform to these guidelines is with the individual who creates that message and sends it. The County reserves the right to treat the misuse of these resources as any other act of employment in accord with County personnel regulations.

II. TRAINING OBJECTIVES: PASSWORD SECURITY

A. Password Sharing

Passwords should not be shared across multiple users, or across multiple computer systems, unless expressly approved by the Security Administrator.

B. Password Expiration

Passwords will be changed periodically as determined by the password policy for each system in general this will be every 120-days, or otherwise as determined by Information Systems. On automated systems with the capability, users will receive prior notice that their password is about to expire so that they are provided ample opportunity to change their password.

C. Password Complexity

Passwords used should be of sufficient complexity that they are not easily guessed. This includes such characteristics as:

1. Passwords will use at least seven alphanumeric characters: articulating a semi-pronounceable string where possible.
2. Passwords should not be obviously related to the user. This includes such items as spouse, children, or pet names or nicknames, license numbers, or phone numbers.
3. Good passwords can be found in the "second member" of a pair (aunt's name of your favorite uncle) or in pass phrases (fasterthanaspeedingbullet or FTASB05).

D. Password Protection

County users should protect their passwords from any and all other individuals, and users will also respect this requirement on co-workers. This guideline is intended to include such items as:

1. Disclosure of a County user's password to any person other than the password's owner or supervisor is prohibited.
2. A County user should not enter his or her password if someone else is watching.
3. County users shall not watch any other County user enter their password.
4. Passwords should not be written down in any readable form, or programmed into any computer system or key for automatic login, recall, display or other use, except for a controlled password registry.

E. System Administrator Account

System administrators will use system administrator accounts to perform system administration and user account maintenance functions only. These individuals will use regular accounts for non-administrator functions.

F. System Administrator Rights and Responsibilities

System Administrators have the right and the obligation to take necessary actions to ensure the availability of the computer system that they are supporting.

G. Administrator Password

Administrator passwords will not be shared, and will be changed with greater frequency than that required by these Guidelines, to ensure the confidentiality of administrator accounts. Administrator level accounts clearly marked (e.g. ADMIN_,LAURA) may only be used when performing duties requiring administrative access.

H. Training Passwords

Passwords created for training purposes should be changed regularly and should be restricted to access from systems designated as training resources. All training systems should have passwords. Training passwords should be activated only when training is in session.

I. Suspected Disclosure

In event of a suspected disclosure of a password, that password should be immediately changed.

III. TRAINING OBJECTIVES: GENERAL 'NETTIQUETTE'

A. Logout Unattended Terminal/System

Kanabec County Authorized users shall logout or lockout of computer terminals or systems if they are going to leave the computer terminal or system unattended. Automatic logouts should be enabled wherever practical.

CAUTION: If screen saver passwords are used, Information Systems may not be able to perform critical updates or repairs. Should this occur, the individual user may be disabled from the network if system security is at risk until an appointment can be made to meet with I.S. to perform the needed work.

B. Alert Computer User

Kanabec County Staff should be alert about their computer or terminal status and take care that unauthorized individuals cannot read or modify data through a valid system login or session. Low-tech solutions can include anti-glare screen guards that prevent 'shoulder surfing' and proper monitor placement.

Note: The intent of this guideline is for a user to be aware that potentially sensitive data may be displayed on a computer screen they are using. Users should take appropriate steps to ensure that unauthorized people are not reading over their shoulders.

C. Alert Printer Use

When a user prints sensitive, proprietary or otherwise controlled information, that user should retrieve the printed material in a timely manner to ensure that it is not available for unauthorized use.

D. Responsible Information Use

Kanabec County staff shall not make extra copies of any Kanabec County or client information beyond what is required to perform official duties.

E. Personal Privacy Zone

Kanabec County authorized users should make an effort to teach appropriate privacy behaviors concerning password entry as a part of general 'netiquette.'

IV. IS AND HR TECHNOLOGY CHECKLIST FOR DEPARTING EMPLOYEES

A. Voicemail

Voicemail stored on the system will be saved and access given to the supervisor for disposition and routing of existing messages.

B. Internal E-mail

Internal e-mail will be disabled immediately. As soon as practical, the former employee's name will be removed from the e-mail list it was in. If there is a gateway between the employee's internal and internet mail it will be disabled immediately as well, to prevent internal mail from 'leaking' into the Internet mailbox where it could be accessed.

1. Internal e-mail disabled. _____ (date)
2. Name removed from the e-mail directory and lists. _____ (date)
3. Gateway between internal and internet mail disabled. _____ (date)

C. Internet E-mail

Internet mail directed to a former employee will be forwarded to the employee's supervisor for disposition. In addition, Kanabec County may (but is not obliged to) send an auto-reply to the sender informing them of the employee's absence. One option the supervisor has is to forward messages of an obvious personal nature to the former employee, but is not a requirement of these Guidelines.

1. Internet mail forwarded to the employee's supervisor. _____ (date)

2. Auto-reply informing senders of the employee's absence. _____(date)

D. Network Access

Network access, including direct access from the LAN and remote network access, either through dial-up or through the Internet into the Kanabec County administrative networks, shall be stopped, as the latest, on the employee's termination of employment. Network administration requirements may be such that certain accesses need to be curtailed earlier.

1. Network access stopped. _____ (date)

2. Remote network access stopped. _____ (date)

(Note: Network administration requirements may be such that certain accesses need to be curtailed earlier employee's last day of employment.)

E. Administrative Passwords

Override and common administrative passwords must all be cycled whenever an individual who had knowledge of these passwords terminates employment.

1. Override passwords changed. _____ (date)

2. Common administrative passwords changed. _____ (date)

Action #26 – It was moved by Kathi Ellis, seconded by Stan Cooper, and carried unanimously to approve the following resolution:

Resolution #26 – 04/19/06

WHEREAS, a well planned and well funded Minnesota transportation system is essential to the flow of goods and people throughout the state, and

WHEREAS, large state population growth is putting great amounts of stress on all Minnesota roads and affecting the safety of our citizens, and

WHEREAS, transportation infrastructure is necessary for the economic growth of Minnesota cities, both rural and metro, and

WHEREAS, in 2005, 70 percent of motor vehicle fatalities occurred in rural Minnesota, and

WHEREAS, the Minnesota Legislature passed a constitutional amendment that would give 100 percent of Motor Vehicle Sales Tax revenue to transportation, and

WHEREAS, the current proposed constitutional amendment guarantees 40 percent of the Motor Vehicle Sales Tax revenue to transit but guarantees no revenue to highway funding, and

WHEREAS, the Motor Vehicle Sales Tax Revenue is not guaranteed to be distributed through the Highway User Tax Distribution Fund and therefore, all revenue

from the 60 percent highway guideline could be used to meet the transit and highway needs of major metro area projects, and

WHEREAS, Greater Minnesota may receive no additional highway funding through this constitutional amendment unless the language of the amendment is changed to guarantee that 60 percent of MVST revenue be distributed through the Highway User Tax Distribution Fund, and

WHEREAS, the proposed constitutional amendment is ambiguous and misleading and will make the public less apt to vote for it, endangering the success of the entire amendment;

WHEREAS, it is necessary that the constitutional amendment meet all transportation needs of the state and adequately protect the transportation needs of Greater Minnesota;

BE IT RESOLVED that the Kanabec County Board of Commissioners supports dedicating 100 per cent of the Motor Vehicle Sales Tax to highways if:

1. the proposed constitutional amendment is revised in the 2006 Legislative session so that 60 per cent of the Motor Vehicle Sales Tax is distributed for roads through the current Highway User Tax Distribution Fund and 40 per cent is dedicated to transit, and
2. a bill is adopted in the 2006 Legislative session that would require by law that, if the MVET constitutional amendment is approved by the voters, 60 per cent of MVET revenues be distributed through the current Highway Users Distribution Fund and 40 per cent of MVST revenue be used for transit. Rural transit to receive not less than 4 percent of the transit portion.

12:56pm – The board took a 5 minute break.

The board discussed health insurance renewal. No action was taken at this time.

Action #27 – It was moved by Jerry Nelson, seconded by Kathi Ellis, and carried unanimously to approve the following resolution:

Resolution #27 - 04/19/06
ORDER OF THE BOARD

WHEREAS Family Service Agency Director Phil Peterson has submitted his notice of retirement after 36 years of service to Kanabec County;

BE IT RESOLVED that the Kanabec County Board of Commissioners does appreciate his years of dedicated work and reluctantly accepts his resignation effective June 2, 2006.

Action #28 – It was moved by Stan Cooper, seconded by Jerry Nelson, and carried unanimously to approve the following resolution:

Resolution #28 - 04/19/06
ORDER OF THE BOARD

WHEREAS there is a vacancy in the position of Family Service Agency Director, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the County Personnel Director to recruit candidates for the position of Family Service Agency Director for consideration by the board.

Action #29 – It was moved by Stan Cooper, seconded by Jerry Nelson, and carried unanimously to adjourn at 2:05pm to meet in regular session on Wednesday, April 26, 2006 at 6:30pm.

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

Attest: _____
Alan B. Peterson, Kanabec County Coordinator