

WORK SESSION (COUNTY BOARD ROOM):

REVIEW REVISED LOST RESOLUTION

REVIEW 2024 AUDIT & FINANCIAL STATEMENT

CALL MEETING TO ORDER

County Administrator Dillon Hayes called the meeting to order at 9:00 a.m. with the following commissioners present: Commissioners Whitcomb, Tellinghuisen, Reynolds, Bjornson, and Munson

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE THE AGENDA (ADDITIONS AND DELETIONS)

A motion was made by Commissioner Bjornson, seconded by Commissioner Reynolds, and unanimously carried to approve the agenda as presented.

ELECT 2026 CHAIRPERSON & VICE-CHAIRPERSON

County Administrator Hayes called for nominations for Board Chair. Commissioner Bjornson nominated Commissioner Reynolds. Commissioner Whitcomb nominated Commissioner Munson. There were no other nominations. A motion was made by Commissioner Whitcomb to cease nominations and elect Commissioner Munson as Board Chair; that motion failed for lack of a second. A motion was made by Whitcomb, seconded by Commissioner Tellinghuisen, and unanimously carried to cease nominations and elect Commissioner Reynolds as Board Chair.

Commissioner Reynolds called for nominations for Board Vice Chair. Commissioner Whitcomb nominated Commissioner Munson. Commissioner Tellinghuisen nominated Commissioner Bjornson. There were no other nominations. A motion was made by Commissioner Whitcomb, seconded by Commissioner Munson, and failed with Commissioners Whitcomb and Tellinghuisen voting in favor, and Commissioners Reynolds and Bjornson voting against, with Commissioner Munson abstaining, to cease nominations and elect Commissioner Munson as Board Vice Chair. A motion was made by Commissioner Whitcomb, seconded by Commissioner Tellinghuisen, and carried with Commissioners Tellinghuisen, Reynolds, Bjornson, and Munson voting in favor, and Commissioner Whitcomb voting against, to cease nominations and elect Commissioner Bjornson as Board Vice Chair.

CONSENT AGENDA

A motion was made by Commissioner Munson, seconded by Commissioner Bjornson, and unanimously carried to approve the consent agenda.

CONSIDER DECEMBER 16, 2025, COUNTY BOARD MEETING MINUTES

CONSIDER CY26 REGION 7E AMHI GRANT CONTRACT WITH ISANTI COUNTY

REVIEW OF CVS WARRANTS

REVIEW OF ADMINISTRATOR WARRANTS

CONSIDER COMMISSIONERS MILEAGE AND PER DIEMS — DECEMBER 2025

CONSIDER STUDENT AGREEMENT

REGULAR AGENDA

SET 2026 COUNTY BOARD MEETING DATES

County Administrator Hayes presented the agenda item. A motion was made by Commissioner Munson, seconded by Commissioner Bjornson, and unanimously carried to approve the 2026 County Board meeting schedule.

APPOINT 2026 ASSOCIATION OF MINNESOTA COUNTIES POLICY COMMITTEE & VOTING DELEGATES

County Administrator Hayes presented the agenda item. A motion was made by Commissioner Bjornson, seconded by Commissioner Munson, and unanimously carried to approve 2026 AMC appointments.

CONSIDER 2026 COMMITTEE APPOINTMENTS

County Administrator Hayes presented the agenda item. A motion was made by Commissioner Bjornson, seconded by Commissioner Whitcomb, and unanimously carried to approve 2026 committee appointments effective 1/1/2026.

CONSIDER RESOLUTION 01-06-26-01: COUNTY ADMINISTRATOR WARRANT APPROVAL

County Administrator Hayes presented the agenda item. A motion was made by Commissioner Whitcomb, seconded by Commissioner Bjornson, and unanimously carried to adopt Resolution 01-06-26-01.

*Board of County Commissioners
Mille Lacs County, Minnesota*

Resolution No.: 01-06-26-01

COUNTY ADMINISTRATOR WARRANT APPROVAL

WHEREAS, Minnesota Statute 375.18 Subd. 1b authorizes the county board, at its discretion, to delegate its authority to pay certain claims made against the county to a county administrative official; and

WHEREAS, county boards opting to delegate their authority to review claims before payment pursuant to this subdivision shall have internal accounting and administrative control procedures to ensure the proper disbursement of public funds; and

WHEREAS, the County Administrator is a county administrative official, and Mille Lacs County has internal accounting and administrative control procedures to ensure the proper disbursement of public funds.

NOW, THEREFORE, BE IT RESOLVED, that the Mille Lacs County Board of Commissioners authorizes the County Administrator to approve claims for payment in the following circumstances:

- *Employee benefit payments and other payroll-related payments, excluding issuance of an employee's final paycheck off cycle.*
- *Shipping costs for packages through UPS, USPS, or other carriers.*
- *Registration for car titles, conferences, and seminars, as authorized by a department head.*
- *Hotel registrations approved by the County Administrator.*
- *Regular monthly utility bills.*
- *Items approved and listed in County Board meeting minutes.*
- *Outside agency payments approved through the County budgeting process.*
- *Refund of/for overpayment of property tax, permits, or other fees.*
- *Tax settlements and other related tax payments.*
- *Payments made on behalf of victims with Victim Assistance Grant funds.*
- *Payments to the State of Minnesota, as required by statute.*
- *Funds for Sheriff's Office drug buy-money, as authorized by the County Sheriff.*
- *Payments authorized by court order.*
- *Client-related claims up to \$1,000, as approved by the CVS Director.*
- *Background check expenses as approved by the County Administrator.*

- *Payments made in accordance with County financial policies, that have prior Board approval, including but not limited to:*
 1. *Contract payments,*
 2. *Equipment purchases over \$750,*
 3. *Capital project expenses, and*
 4. *All other claims for which Board-approved budgeted funds exist.*

BE IT FURTHER RESOLVED that a listing of all payments made under this provision shall be presented to the County Board for informational purposes at the next regularly scheduled meeting as required by Minnesota Statute 375.18 Subd. 1b.

CONSIDER RESOLUTION 01-06-26-02: CHANGE FUND ESTABLISHMENTCounty Administrator Hayes presented the agenda item. A motion was made by Commissioner Bjornson, seconded by Commissioner Munson, and unanimously carried to adopt Resolution 01-06-26-02.

***Board of County Commissioners
Mille Lacs County, Minnesota***

Resolution No.: 01-06-26-02

ESTABLISHING CHANGE

FUNDS

***WHEREAS** Minnesota Statute § 375.45 provides for the establishment of change funds; and*

***WHEREAS,** the Mille Lacs County Administrator has reviewed departmental needs and requests for said funds.*

***NOW, THEREFORE, BE IT RESOLVED,** that the Mille Lacs County Board of Commissioners hereby establishes or re-establishes the following change funds:*

- *Auditor-Treasurer:* \$500
- *Recorder:* \$100
- *Zoning:* \$100
- *CVS:* \$50
- *Sheriff's Office:* \$250

***BE IT FURTHER RESOLVED** that all previous approvals for change funds be repealed and replaced with the amounts noted herein.*

CONSIDER RESOLUTION 01-06-26-03: EFT AUTHORIZATIONCounty Administrator Hayes presented the agenda item. A motion was made by Commissioner Whitcomb, seconded by Commissioner Bjornson, and unanimously carried to adopt Resolution 01-06-26-03.

***Board of County Commissioners
Mille Lacs County, Minnesota***

Resolution No.: 01-06-26-03

***AUTHORIZING THE COUNTY ADMINISTRATOR TO MAKE ELECTRONIC FUNDS
TRANSFERS***

***WHEREAS** Minnesota Statute 471.38 Subd. 3. allows a local government to make an electronic funds transfer for the following:*

- *for a claim for a payment from an imprest payroll bank account or investment of excess money;*
- *for a payment of tax or aid anticipation certificates;*
- *for a payment of contributions to pension or retirement fund;*
- *for vendor payments; and*
- *for payment of bond principal, bond interest and a fiscal agent service charge from the*

debt redemption fund.

WHEREAS Minnesota Statute 471.38 Subd. 3a. authorizes electronic funds transfer to only those local governments that have enacted policy controls.

NOW, THEREFORE, BE IT RESOLVED, that the Mille Lacs County Administrator, and/or the County Administrator’s designee, is authorized to make electronic funds transfer per Minnesota Statute 471.38 Subd. 3.

BE IT FURTHER RESOLVED that the authority to make electronic funds transfer is further extended to include the Chief Financial Officer and staff under the supervision of the Chief Financial Officer as necessary to initiate and complete electronic funds transfers to pay expenditures of and for Mille Lacs County.

BE IT FURTHER RESOLVED, that, in accordance with the Mille Lacs County Electronic Fund Transfer Policy, a list of all claims paid which includes electronic funds transfer be presented to the Board at its next regularly scheduled meeting.

CONSIDER RESOLUTION 01-06-26-04: MINIMUM SALARIESCounty Administrator Hayes presented the agenda item. A motion was made by Commissioner Bjornson, seconded by Commissioner Munson, and unanimously carried to adopt Resolution 01-06-26-04.

**Board of County Commissioners
Mille Lacs County, Minnesota**

Resolution No.: 01-06-26-04

**ESTABLISHING MINIMUM SALARIES FOR ELECTED OFFICIALS FOR TERMS
COMMENCING IN 2027**

WHEREAS, Minnesota State Statutes 388.18, Subd 1 & 2 and 387.20, Subd 2 (b) require that the County Board shall by resolution set the minimum salary of the officers to be elected at the following general election.

NOW, THEREFORE, BE IT RESOLVED THAT the Mille Lacs County Board of Commissioners hereby establishes the minimum salaries for the following elected positions with terms commencing in January 2027:

County Attorney:	\$145,537.60
County Sheriff:	\$120,452.80

LAND SERVICES OFFICE

CONSIDER RESOLUTION 01-06-26-05: RUM RIVER LONGBEARDS CHARITABLE
GAMBLING PERMIT

Land Services Generalist Robyn Straw presented the agenda item. A motion was made by Commissioner Tellinghuisen, seconded by Commissioner Munson, and unanimously carried to adopt Resolution 01-06-26-05.

**Board of County Commissioners
Mille Lacs County, Minnesota**

Resolution No.: 01-06-26-05

Resolution Authorizing Charitable Gambling

BE IT RESOLVED, that the Mille Lacs County Board of Commissioners does hereby approve granting an Exempt Permit for Rum River Longbeards to hold a raffle on March 7, 2026, at the Northern Lights Ballroom.

Adopted this 6th day of January 2026.

CONSIDER PLANNING COMMISSION AND BOARD OF ADJUSTMENT APPOINTMENT

Zoning Administrator Keenan Hayes presented the agenda item. A motion was made by Commissioner Whitcomb, seconded by Commissioner Munson, and unanimously carried to appoint Steve Johnson to the Planning Commission and Board of Adjustment effectively immediately for the term expiring January 1, 2026.

COMMUNITY AND VETERAN SERVICES OFFICE

CONSIDER BENTON TELECOMMUNICATION GRANT APPLICATION

CVS Director Char Kohlgraf presented the agenda item. A motion was made by Commissioner Bjornson, seconded by Commissioner Whitcomb, and unanimously carried to authorize submittal of grant application to Benton Telecommunication.

ADMINISTRATIVE SERVICES OFFICE

REVIEW OUTSTANDING SERVICE AWARDS FOR QUARTER FOUR

Employee Relations Specialist Krystal Erickson presents agenda Item.

REVIEW DECEMBER NEW HIRES

Employee Relations Specialist Krystal Erickson presents agenda Item.

CONSIDER PERSONNEL BOARD OF APPEALS APPOINTMENTS

Personnel Director Karly Fетters presented the agenda item. A motion was made by Commissioner Whitcomb, seconded by Commissioner Bjornson, and unanimously carried to appoint Tammy Virnig and Lorrie Pavlicek to the Personnel Board of Appeals for a term expiring December 31, 2028.

CONSIDER 2026 NEWSPAPER BIDS

Administrator Hayes presented the agenda item. A motion was made by Commissioner Bjornson, seconded by Commissioner Whitcomb, and unanimously carried to designate the Mille Lacs Messenger as the official newspaper for 2026. Designate the Union Times for publication of the delinquent tax list and designate the Mille Lacs County website, www.millelacs.mn.gov, for the publication of transportation projects pursuant to Minnesota Statute 331A.03 Subd. 3.(b).

CONSIDER 2026 LEGISLATIVE PRIORITIES

Administrator Hayes presented the agenda item. A motion was made by Commissioner Bjornson, seconded by Commissioner Munson, and unanimously carried to approve the 2026 legislative priorities.

COMMITTEE REPORTS

Commissioner Whitcomb attended the Rum River Watershed Joint Powers meeting. There were no other Committee reports.

ADJOURN

A motion was made by Commissioner Bjornson, seconded by Commissioner Whitcomb, and unanimously carried to adjourn the meeting at 9:45 a.m.

WORK SESSION (COUNTY BOARD ROOM):

REVIEW GOALS & STRATEGIC PLAN

REVIEW COMMISSIONERS EQUIPMENT

ATTEST:

Dillon Hayes
County Administrator

Genny Reynolds
County Board Chairperson