

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, December 15, 2021**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, December 15, 2021 at the Chisago County Government Center with the following Commissioners present: DuBose, Greene, Dunne, Montzka, Robinson. Also present: County Administrator Chase Burnham, Clerk of the Board Christina Vollrath and County Attorney Janet Reiter.

The Chair called the meeting to order and led the assembly in the Pledge of Allegiance.

Commissioner Greene offered a motion to approve the amended agenda. Motion seconded by Dunne, the motion **passed** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

On motion by Montzka, seconded by Greene, the Board opened the Road and Bridge Committee of the Whole at 6:30 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

The Board was given updates on the current projects of the Public Works Department from County Engineer Joe Triplett. ***No action was taken.***

On motion by Montzka, seconded by Greene, the Board moved items 1-3 to the consent agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

On motion by Montzka, seconded by Dunne, the Board moved to approve the Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

- 1.) R&B Committee Recommendation – County Engineer’s Report
- 2.) R&B Committee Recommendation – Out of State Travel Request – ATSSA Conference
- 3.) R&B Committee Recommendation – CSAH 22/I-35 Interchange/Corridor Study - WSB
- 4.) Minutes from the December 1, 2021 Regular Meeting
- 5.) Payment of County’s Warrants and Miscellaneous Bills

Per Minnesota Statutes 375.1, proceedings of the County Board including a list of itemized accounts, claims or demands must be published in the official newspaper. The itemized list of claims is available for public review on the County website at <https://www.chisagocounty.us/1197/Claims-Paid>. Claims less than \$2,000 are listed

as a total dollar amount and notes the number of claims included in the total.

6.) Exempt Gambling Permit – Knights of Columbus Council 7750

AMENDED On motion by Robinson, seconded by Montzka, the Board moved to approve the resolution to authorize the Issuance and Sale of General Obligation Refunding Bonds, Series 2022a. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

Environmental Services Director Kurt Schneider presented the Board with the Director's Report and action items. ***No action was taken.***

On motion by Greene, seconded by Montzka, the Board moved to accept the Environmental Services/Zoning Director's Report. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Greene, seconded by Dunne, the Board moved to authorize and approve transfer of up to \$15,000 from LID reserves to Invasive Species (618-6840) and authorize a 50% match payment up to \$15,000 to the City of Lindstrom for the Lakeside Woodlands goldfish eradication project. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Dunne, seconded by Robinson, the Board moved to authorize Chisago County staff to submit applications for the Lower St. Croix Partnership, Request for Funding, Activity 7 – Internal Analyses and Act as the lead sponsoring agency for North/South Goose Lake, Little and East/West Rush Lakes as presented at tonight's meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Robinson, seconded by Greene, the Board moved to approve the 2022 Hauler Recycling Contract Renewals with the following companies: Chisago Lakes Sanitation; Croix Valley Pick-Up; SRC, Incorporated; and Pete's Rubbish Hauling and moved to approve the 2022 Recycler Contracts with the following companies: AAA Recycling; Chisago Lakes Achievement Center; Evergreen Recycling; Recycling for Wildlife; SRC, Incorporated; and The Steel Chick Recycling. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Greene, seconded by Robinson, the Board moved to approve Resolution 21/1215-4, A Resolution of the County Board of Commissioners of Chisago County, Minnesota, Approving the Kelsey Zaavedra Conditional Use Permit for Rural Retail Tourism to operate a Farm Stand for the sale of agricultural products, offer workshops/classes and farm tours, and a three (3) site Campground at 40422 Oriole Avenue, Amador Township, (PID #01.00083.10) with Findings and Conditions as

recommended by the Planning Commission. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

1. This CUP shall allow for seasonal rural retail tourism to offer and host agricultural oriented educational and recreational classes, farm market, and associated activities and a three-site campground with the following elements:
 - Farm Stand and Market for sale of agricultural products, merchandise, and goods
 - Farm tours to take place on Saturdays, or by appointment for groups of 6 or less during daylight hours
 - Educational classes not to exceed 25 participants per class and 2 classes per month March through November.
 - Mandatory on-site caretaker campground campsite occupancy and management of the two (2) designated camp sites (RV site and Tent Site).
2. Seasonal farm stand hours of operation shall be conducted on Saturdays year-round from 9 AM to 6 PM.
3. Camping may occur year-round for the single tent campsite. Camping may occur seasonally (May – December 15th) for the RV camp site. Caretaker must be in full time residence for the duration of all camping activities. Camping may occur with the following restrictions/conditions:
 - Campsite quiet hours shall be designated from 9 pm to 7 am with no sustained audible noise or camper activities heard beyond the designated property boundaries during such times.
 - Solid waste shall be sufficiently contained, screened, and protected on-site so as to prevent nuisance conditions and shall be self-hauled/removed weekly.
 - Porta potty waste pumping contract(s) and records shall be maintained documenting full-service year-round pumping and disposal of all effluent/waste.
 - One (1) campfire site is allowed per campsite conditioned on a suitable fire plan / fire extinguisher provided per site.
 - No outdoor amplified music shall be permitted at campsites.
4. The maximum attendance at any given time with camping, sales, tours, and workshops associated with the CUP shall be no more than 25 people.
5. All parking shall be accommodated on-site. Additional parking stall area to be designated to accommodate for at least 15 visitors attending workshops at any given time. Proof of parking diagram to be provided and placed on file with staff.
6. Signage shall be in accordance with Section 4.14 of the Zoning Ordinance.

7. The Permittees shall provide documentation to the County Building Official for the construction of any buildings which will house the public for sales or workshops. All remodeling or retrofitting of the existing buildings shall be subject to relevant State Building Codes, permits, and inspection requirements.
8. Minnesota Building Code/ SSTS, and all other relevant MDH codes shall be applicable to the project, all permits and Certificates of Occupancy and Compliance shall be obtained prior to occupancy and within 1 year of CUP issue date., and CUP approval shall be considered provisional until such time as these requirements are met. On-site porta potty shall be replaced with compliant SSTS tank privy holding tank and/or approved effluent dumping station or septic system (drain field or mound) in accordance with State SSTS regulations and permitting. Pumping and SSTS service records shall be provided upon demand to demonstrate effluent disposal compliance.
9. The Applicants shall provide documentation of contractual porta-potty effluent pumping service agreements per State MDH and SSTS requirements. Outdoor restrooms shall be screened from Oriole Avenue with adequate. plantings or fencing so as to not be visible from the road right-of-way.
10. The permit holder shall notify the County annually that the activity permitted by the CUP is ongoing, and the activities being conducted continue to adhere to the conditions of approval. The property shall be made open and available for regular inspection at any time during reasonable hours by the Chisago County Department of Environmental Services and/or any duly authorized law enforcement agency.
11. Year-round access and parking for multiple emergency vehicles is required on site, including space to maneuver/turn vehicles on the site. If emergency vehicles are damaged due to the lack of maneuverable space/adequate driveway width/height, owner will receive a bill for items that need repair. Contact the Almelund Fire Chief with questions.
12. Before any campsite may be occupied, it must be screened from neighbors and the public road. The screening around campsites shall be two rows of evergreen trees, 16' on center, 6'+ in height. All group events shall be held within screened area(s).

On motion by Greene, seconded by Dunne, the Board moved to approve Resolution #21/1215-1 A Resolution of the County Board of Commissioners of Chisago County, Minnesota, Approving the Final Plat of Strenke Addition located in Chisago Lakes Township, at 15460 345th and Park Trail (PID# 02.00530.00). The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Robinson, seconded by Montzka, the Board moved to approve

Resolution #21/1215-2 A Resolution of the County Board of Commissioners of Chisago County, Minnesota, Approving the Final Plat of Haseltine Addition located in Fish Lake Township, at 2654 Blackhawk Road (PID# 03.00526.30/.40). The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to approve Resolution 21/1215-3, A Resolution of the County Board of Commissioners of Chisago County, Minnesota, Approving the Final Plat of Steward Hills Estates, located in Amador Township, at 15765 392nd Street (PID# 01.00254.00). The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

Citizen's Forum: 7:18 p.m. to 7:32 p.m. 7 speakers.

Comfort Lake Forest Lake Watershed District Presentation POSTPONED.

On motion by Robinson, seconded by Greene, the Board moved to approve the date and time of the Annual Organization meeting of January 5th, 2022 at 9:00 a.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Greene, seconded by Robinson, the Board moved to approve via the attached Resolutions the proposed 2022 Salary and Compensation Amounts for Elected Officials and Contracted and Non-Represented County Employees, and the proposed 2022 Per Diems for County Commissioners and Volunteers, as recommended [and/or modified] at tonight's meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to approve property changes for taxes payable in 2022, due to changes, corrections, and clerical errors since the County Board of Equalization. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Montzka, seconded by Greene, the Board moved to authorize the resolution approving the application for funding from the Voting Equipment Grant. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Montzka, seconded by Greene, the Board moved to approve advertising of the vacancies on the Board of Adjustment, Extension Committee, HRA-EDA, Library Board, Park Board, Planning Commission, and Water Plan Policy Team. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Greene, seconded by Dunne, the Board moved to approve the License Agreement with Taylors Falls to use the water tower for Chisago County Radio

Equipment. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Montzka, seconded by Greene, the Board moved to approve the Central Minnesota Mental Health Center detoxification services contract 2022. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Greene, seconded by Dunne, the Board moved to approve the proposed Professional/Technical Services Contract between Therapeutic Services Agency, Incorporated and Chisago County, as presented at tonight's meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to approve the Covid-19 Vaccination Implementation Grant Agreement Amendment. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Montzka, seconded by Dunne, the Board moved to approve the Chisago County Interagency Children's Services Collaborative By-Laws 2022-2026. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Montzka, seconded by Robinson, the Board moved to approve the appointments of Carol Schumann and Nancy Grossmann to the Chisago County Citizen Review Panel. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to approve the Minnesota Department of Health Community Health Workforce Development Grant Project Agreement. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Montzka, seconded by Greene, the Board moved to approve the Opioid Settlement Resolution. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Dunne, seconded by Montzka, the Board moved to approve the inmate food service contract with Summit Correctional Food Service as recommended by the Sheriff's Office and approved as to form by the County Attorney's Office. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Dunne, seconded by Montzka, the Board moved to approve the purchase of body worn camera equipment as recommended by the Sheriff's Office. The

motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Montzka, seconded by Greene, the Board moved to approve a lease with Pitney Bowes for a postage meter and authorize County Auditor/Treasurer Bridgitte Konrad to sign the lease documents. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Montzka, seconded by Robinson, the Board moved to approve the agreement with Honeywell, Inc. to complete the Phase 1 projects of the Chisago County Energy Efficiency and Improvement Program, which will be financed by Pinnacle Financial. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

On motion by Greene, seconded by Robinson, the Board moved to accept the December 14th Budget and Finance Report and repair the Harris Public Works garage door with the funds allocated to the Facilities/Maintenance contingency fund. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson. **OPPOSED:** None.

County Administrator Burnham provided administrative updates. ***No action was taken.***

Several Commissioners offered reports of their respective committee assignments. ***No action was taken.***

On motion by Greene, seconded by Dunne, the Board adjourned the meeting at 8:20 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

Chris DuBose, Chair

Attest: _____
Christina Vollrath
Clerk of the Board