COUNTY OF CHISAGO

BOARD OF COMMISSIONERS

Chisago County Government Center
313 North Main Street, Room 172
Center City, MN 55012-9663

Chase Burnham
County Administrator

Commissioners:
District 1
Jim Swenson
District 2
Rick Greene
District 3
Marlys Dunne
District 4
Ben Montzka
District 5
Dan Dahlberg

REGULAR MEETING – Wednesday, June 21, 2023
County Board Room, Room 172

6:30 p.m. **Convene; Pledge of Allegiance; Approve Agenda**

Road & Bridge Committee of the Whole:
Discussion

1.) County Engineer's Report TAB 1

Items for Committee Review/Recommendation: (*discussed in detail as requested*)

2.) 2023 and 2024– 2028 Transportation Improvement Plan (TIP) TAB 2
3.) Out of State Travel Request – Transportation Alliance Fly-in, Washington D.C. TAB 3
4.) FINAL Contract Payment for – 2022 Pavement Maintenance Project (CP 013-060-022) TAB 4

7:00 p.m. **Citizen's Forum**

"The Citizen's Forum is provided so you may make a comment, statement, question or proposal. You will be limited to three minutes and we ask that you conduct yourself in a professional, courteous manner, and refrain from the use of profanity. Failure to abide by this policy may result in the loss of your privilege to speak that night."

Board of Commissioners' Consent Agenda:

1.) R&B Committee Recommendation – County Engineer's Report TAB 1
2.) R&B Committee Recommendation – 2023 and 2024 – 2028 TIP TAB 2
3.) R&B Committee Recommendation – Out of Travel Request, Washington D.C. TAB 3
4.) R&B Committee Recommendation – FINAL Contract Payments TAB 4
5.) Minutes from the June 7, 2023 County Board Meeting TAB 5
6.) Payment of County's Warrants and Miscellaneous Bills TAB 6
7.) 2023 LID Budget Reallocation/Adjustment Request TAB 7
8.) 2023 Public Works Budget Adjustment Requests TAB 8
9.) 2023 HHS Budget Adjustment Request TAB 9
10.) Increase Credit Card Limit – Captain Mahowald TAB 10
11.) Application for Abatements (reduction) of Property Taxes TAB 11

Presentation:

12.) Dennis Frandsen – Chisago County Fairgrounds TAB 12

13.) MICA County Visit – Legislative Update TAB 13
   a. Matt Massman, Executive Director

Environmental Services/Zoning Report – Kurt Schneider, Director

14.) Director's Report TAB 14
15.) Cashmere Properties, LLC and applicant Sara Larsen Wild Mountain CUP Amendment TAB 15
16.) Water Plan Policy Team Purpose, Mission Statement, and Practices & Procedures TAB 16
17.) State Grant / SSTS Grant - Replacing Failing Septic Systems to Protect Groundwater TAB 17

Other Business of the County Board

18.)	Budget and Finance Report from June 14, 2023	TAB 18
19.)	Out-of-State Travel – SWAT Team Commander Training, Milwaukee, WI	TAB 19
20.)	MN Income Contract - Sentence to Service (STS)	TAB 20
21.)	Updated Local Transit Sales and Use Tax Agreement	TAB 21
22.)	State of Minnesota Department of Health TANF Grant 2023- 2027	TAB 22
23.)	Health Partners Grant Award	TAB 23
24.)	Opioid Settlement Council Bylaws	TAB 24
25.)	Opioid Settlement Expense Approval of Funds	TAB 25
26.)	Board Appointment to the Opioid Settlement Advisory Council	TAB 26
27.)	Prof./Tech. Services Contract with Colton Anderson	TAB 27

Discussion Items:

- Correspondence CORR.
- Administrator Updates
- Commissioner Committee Reports

Adjourn Meeting of the Board of Commissioners

Upcoming Events/Meetings

- **Friday, June 23rd, 2023 at 10:00 a.m. – HHW Recycling Yard Grand Opening**
  - HHW Facility, 39649 Grand Ave, North Branch, MN 55056
- **Tuesday, June 27th, 2023 at 5:00 p.m. – St. Croix River Workshops on the Water**
  - Aboard the Taylor's Falls Princess (Boat), 220 South St., Taylors Falls, MN 55084
- **Thursday, June 29th, 2023 at 6:30 p.m. – Chisago County Cooperative Initiative / Economic Growth Event**
  - Chisago Lake Township Hall, 12400 316th St., Lindstrom MN 55045
- **Wednesday, July 5th, 2023 at 6:30 p.m. – Chisago County Board of Commissioners Meeting**
  - Chisago County Boardroom, 313 N. Main St., Center City, MN 55012

CHISAGO COUNTY
DEPARTMENT OF PUBLIC WORKS
Mail: 313 North Main Street, Room 400
Center City, MN 55012-9863
Office: 31325 Oasis Road, Center City, MN 55012-9863
Phone (651) 213-8700
Fax (651) 213-8772

Joe Triplett, P.E.
Director | County Engineer

Ben Hobert, P.E.
Assistant County Engineer

Paul Gibson, L.S.
County Surveyor

Bruce Lind
Maintenance Superintendent

Ben Utech
Traffic Operations Manager

Barbara Shimmon
Finance | Office Manager

PUBLIC WORKS MEMORANDUM

TO: **Chisago County Board of Commissioners**

FROM: Joe Triplett, P.E.

DATE: **June 13, 2023**

RE: Public Works Director's Report

Project Updates:

CSAH 40: Started construction on the 12th. Focusing work at the CSAH 30 intersection.

CSAH 21: Finishing tree grubbing and staging. Earthwork in the realignment areas beginning on the 19th.

CR 70: Stared on the 5th. Reconstruction portion work close to finishing. Phase 2 to begin in the next couple of weeks. Project looks to wrap up by end of July.

Seal Coat: Seal coat and fog seal completed last week. Striping coming this week.

2023 Pavement Maintenance Project: Mill & overlay on CSAH 14 will start on July 5th.

Transportation Alliance Washington D.C. Fly-In
I am requesting to participate again in the Washington D.C. Fly-In that the Minnesota Transportation Alliance organizes. It is a great opportunity to speak with our Congressional Delegation and their transportation staffers about our needs and challenges in Chisago County. I will be highlighting our interchanges in Wyoming and Stacy, along with continued TH 8 corridor discussions and TH 95 corridor projects.

TH 8 Reconstruction Project Update
We were successful in obtaining $50M in funding from the Legislature this year. $42M in funding was included in the Transportation Bill and $8M was included in the Bonding Bill. We are working to update all cost and project estimates, but it appears that we are now fully funded. I am meeting with MnDOT and the Minnesota Department of Management and Budget (MMB) to finalize all of our funding and see where there are any tails or conditions that need to be met.

We have finished our preliminary design and have layout approvals from MnDOT, Chisago City and Wyoming. We are currently working our Environmental Assessment, which is the environmental documentation that will need to be approved by Federal Highway Administration. This has been a long process due to some recent changes in endangered species at the federal level. We are undertaking a bat survey along the corridor this summer. Once this is complete, we will be able to draft the EA and submit for review. Once that review is complete, we will need to submit for public review and comment. We are hopeful to have our environmental clearance in early 2024.

We will look to continue with data collection and refining the design. I am also in the process of finding a right of way consultant.

Final 2023 and Proposed 2024 - 2028 Transportation Improvement Plan (T.I.P.)
I hope that the road tour helped show both our existing conditions/challenges and some of our proposed projects in the TIP to address those challenges.

We need to approve our final construction program for 2023 and our next 5-year TIP. I distributed 2 draft options of the TIP for your consideration. The main difference between the 2 options is the CSAH 17 extension project.

Option A includes the construction of the CSAH 17 extension and the mill and overlay of CSAH 18.

Option B includes the reconstruction of CSAH 30 between CSAH 17 and TH 95, the reconditioning of CSAH 11 between TH 95 and CSAH 9 in Amador and Sunrise Townships, the reconditioning of CSAH 19 between CSAH 30 and Genesis Ave in Stacy, the reconditioning of CR 67 between TH 95 and CSAH 9 in Sunrise Township and North Branch, the mill and overlay of CSAH 22 between TH 61 and Goodview Ave in Wyoming and the mill and overlay of CR 72 between CSAH 30 and CSAH 11 in Sunrise Township and North Branch.

While our TIP is generally put together as a fiscally constrained plan, going with Option A will require additional funding in the amount of an estimated $8.3M for the 2025 TIP program year. We are also showing the Stacy Interchange project with the assumption of outside funding.

Chisago County Request for Board Action

Meeting Date: June 21, 2023	***Item Number:*** 2
Title of Item for Consideration: 2023 and 2024– 2028 Transportation Improvement Plan (TIP)	
Action Requested by: Joe Triplett, County Engineer	***Department:*** Public Works
Previous Action on this Matter: At the May 17th Board of Commissioners meeting, the Commissioners requested the item happen after a road tour.	
Background: Chisago County Public Works has finalized the 2023 T.I.P. and completed the annual update to the 5-year TIP (2024 – 2028). The County has proposed Option A and Option B for the 2024 – 2028 TIP. Approval of the current year plan will memorialize and document this year's construction activities. The 5-year T.I.P. our main planning tool for design and construction of our transportation system. ***Attachment(s)*:** • Final 2023 T.I.P. • Option A & Option B 2024 – 2028 T.I.P. & Map	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve either Option A or Option B 2024 – 2028 Transportation Improvement Plans (TIP). The following motions are suggested: ***"Move to approve the 2023 TIP and Option A 2024 – 2028 TIP at tonight's meeting."*** ***or*** ***"Move to approve the 2023 TIP and Option B 2024 – 2028 TIP at tonight's meeting."***	
Implications of Action: Approval will allow the Department to move forward with planning, design and construction. ***Budget/Financial Implications***: Projects will be funded from local, state and federal sources ***Legal/Policy Implications***: The Proposed activities are in compliance with all applicable state and federal regulations and County policies and procedures.	

Administrator's Recommendation

Approve C EB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

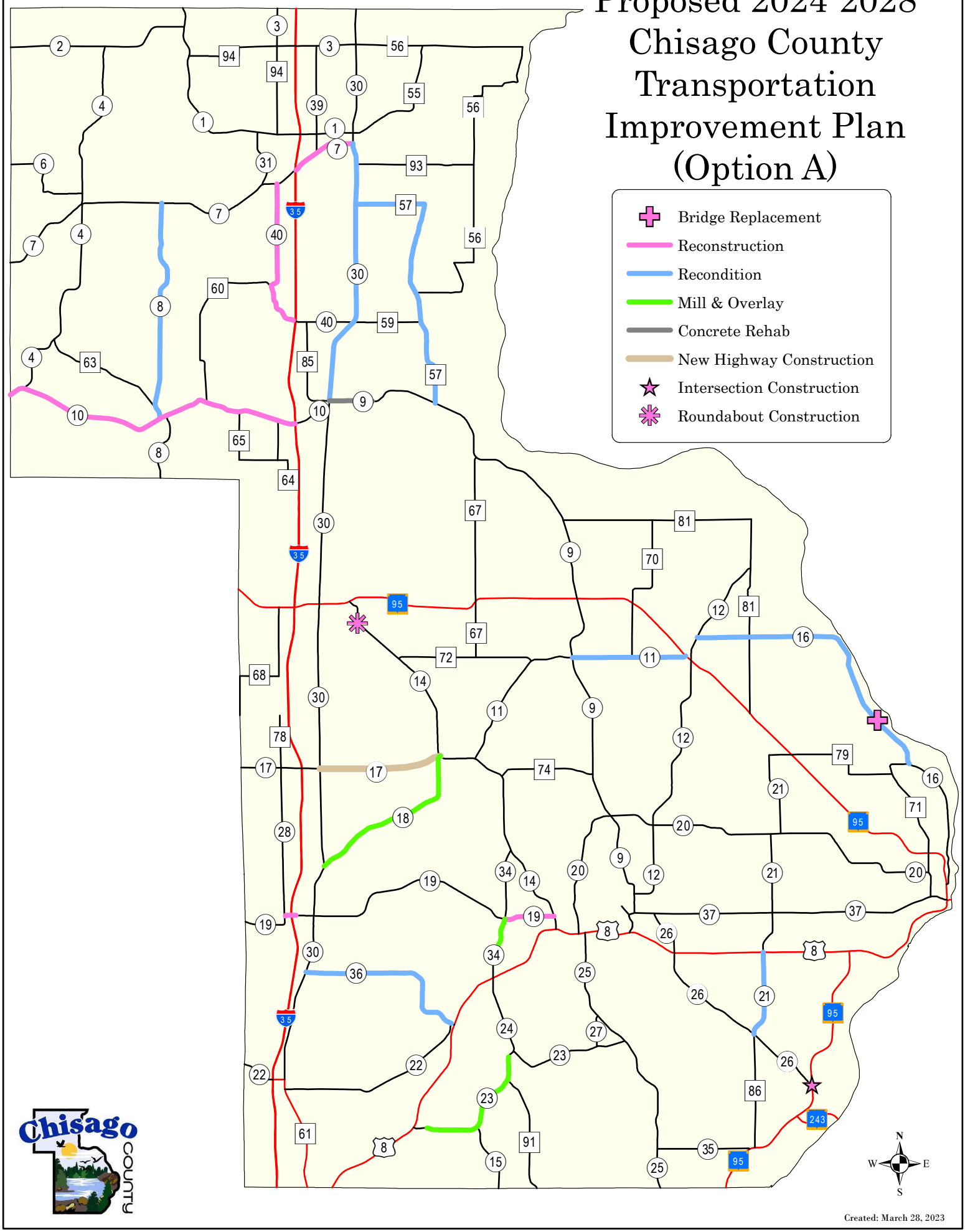
					Estimated Cost & Funding Source					
2023	**Highway No.**	**Termini**	**Length (mi)**	**Project**	**Federal**	**State**	**State Aid**	**Local (Levy & Sales Tax)**	**Total**	**Comments**
	40	CSAH 9 to CSAH 30	1.5	Reconstruction			$1,200,000	$1,900,000	**$3,100,000**	
	21	CSAH 20 to TH 95	2.1	Reconstruction			$3,400,000	$1,350,000	**$4,750,000**	
	70	CSAH 11 to TH 95	1.4	Reconditioning				$1,300,000	**$1,300,000**	
		2023 Pavement Maintenance Project	8.2	Mill & Overlay				$2,800,000	**$2,800,000**	CSAH 14, CSAH 40, CSAH 30, CR 85
			13.2	**TOTAL**	**$0**	**$0**	**$4,600,000**	**$7,350,000**	**$11,950,000**	
				PERCENTAGE OF TOTAL	**0%**	**0%**	**38%**	**62%**		
					Federal	**State**	**State Aid**	**Local (Levy & Sales Tax)**	**Total**	
		TOTAL MILEAGE	**13.20**	**TOTAL**	**$ -**	**$ -**	**$ 4,600,000**	**$ 7,350,000**	**$ 11,950,000**	
				PERCENTAGE OF TOTAL	**0.0%**	**0.0%**	**38.5%**	**61.5%**	**100%**	
	Note: This Option includes a reconditioning of CR 70 (subgrade correction on south end, 26 foot wide highway, drainage improvements, no right of way acquisition),									
	20.5 miles of mill and overlay and keeps the spending level the same as previously approved TIP.									

Proposed 2024 - 2028 TIP - OPTION A

					Estimated Cost & Funding Source					
	Highway No.	**Termini**	**Length (mi)**	**Project**	**Federal**	**State**	**State Aid**	**Local** (Levy & Sales Tax)	**Total**	**Comments**
2024	10	CSAH 8 North to County Line	4.2	Reconstruction	$2,100,000		$4,400,000	$750,000	**$7,250,000**	$2.1M STBGP
	16	CSAH 12 to CR 71	7.4	Reconditioning & Bridge				$3,550,000	**$3,550,000**	
	23	Pioneer Rd to CSAH 23	3.3	M/O				$900,000	**$900,000**	
	34	HIR section south of CSAH 19	0.9	M/O				$200,000	**$200,000**	
	9	CSAH 30 to Harder Ave	1.1	Concrete Rehab				$500,000	**$500,000**	Turn back to Township w/CSAH 17
			16.9	**TOTAL**	**$2,100,000**	**$0**	**$4,400,000**	**$5,900,000**	**$12,400,000**	$3.7M in LOST; $2.2M in Levy
				PERCENTAGE OF TOTAL	**17%**	**0%**	**35%**	**48%**		
					Estimated Cost & Funding Source					
	Highway No.	**Termini**	**Length (mi)**	**Project**	**Federal**	**State**	**State Aid**	**Local** (Levy & Sales Tax)	**Total**	**Comments**
2025	17	CSAH 30 to CSAH 14	3.2	Reconstruction			$4,400,000	$12,100,000	**$16,500,000**	LRIP or Bonding?
	18	CSAH 14 to CSAH 30	4.6	M/O				$800,000	**$800,000**	Turn back to Lent Township
			7.8	**TOTAL**	**$0**	**$0**	**$4,400,000**	**$12,900,000**	**$17,300,000**	$3.8M in LOST; ***Need $8.3M***
				PERCENTAGE OF TOTAL	**0%**	**0%**	**25%**	**75%**		

					Estimated Cost & Funding Source					
	Highway No.	**Termini**	**Length (mi)**	**Project**	**Federal**	**State**	**State Aid**	**Local (Levy & Sales Tax)**	**Total**	**Comments**
2026	10	I-35 to CSAH 8 North	3.7	Reconstruction			$4,400,000	$700,000	**$5,100,000**	LRIP ???
	30	CSAH 9 to CSAH 7	6.8	Reconditioning	$2,100,000			$2,600,000	**$4,700,000**	
	14	Lincoln/Hemmingway Intersection		Roundabout	$1,000,000			$2,000,000	**$3,000,000**	$1M HSIP & N.B. participation
	26	TH 95 intersection realignment		Reconstruction		$1,100,000		$1,100,000	**$2,200,000**	MnDOT Lead Project
			10.5	**TOTAL**	**$3,100,000**	**$1,100,000**	**$4,400,000**	**$6,400,000**	**$15,000,000**	$3.9M in LOST; $2.4M in Levy
				PERCENTAGE OF TOTAL	**21%**	**7%**	**29%**	**43%**		
					Estimated Cost & Funding Source					
	Highway No.	**Termini**	**Length (mi)**	**Project**	**Federal**	**State**	**State Aid**	**Local (Levy & Sales Tax)**	**Total**	**Comments**
2027	19	CSAH 34 to CSAH 14	1.25	Reconstruction & RAB	$3,100,000			$2,500,000	**$5,600,000**	$2.1M STBGP; $1M HSIP
	40	I-35 to CSAH 7	4	Reconstruction			$4,400,000		**$4,400,000**	$2.1M STBGP; $1M HSIP
	11	TH 95 to CSAH 9	2.9	Reconditioning				$800,000	**$800,000**	
	57	CSAH 9 to CSAH 30	7.1	Reconditioning				$3,200,000	**$3,200,000**	
			15.25	**TOTAL**	**$3,100,000**	**$0**	**$4,400,000**	**$6,500,000**	**$14,000,000**	$3.9M in LOST; $2.4M in Levy
				PERCENTAGE OF TOTAL	**22%**	**0%**	**31%**	**46%**		
					Estimated Cost & Funding Source					
	Highway No.	**Termini**	**Length (mi)**	**Project**	**Federal**	**State**	**State Aid**	**Local (Levy & Sales Tax)**	**Total**	**Comments**
2028	I-35/19	Interchange	0.75	Reconstruction		$30,000,000			**$30,000,000**	Need State Funding
	7	I-35 to CSAH 30	1.9	Reconstruction			$4,400,000		**$4,400,000**	
	36	CSAH 22 to CSAH 30	4.5	Reconditioning				$2,400,000	**$2,400,000**	
	21	CSAH 26 to TH 8	2.2	Reconditioning				$1,200,000	**$1,200,000**	
	8	CSAH 10 to CSAH 7	5.7	Reconditioning				$2,700,000	**$2,700,000**	
			15.05	**TOTAL**	**$0**	**$30,000,000**	**$4,400,000**	**$6,300,000**	**$40,700,000**	
				PERCENTAGE OF TOTAL	**0%**	**74%**	**11%**	**15%**		
	2024 - 2028 Program Totals									
					Federal	**State**	**State Aid**	**Local (Levy & Sales Tax)**	**Total**	
		TOTAL MILEAGE	**65.50**	**TOTAL**	**$ 8,300,000**	**$ 31,100,000**	**$ 22,000,000**	**$ 38,000,000**	**$ 99,400,000**	
				PERCENTAGE OF TOTAL	**8.4%**	**31.3%**	**22.1%**	**38.2%**	**100%**	

Proposed 2024-2028 Chisago County Transportation Improvement Plan (Option A)

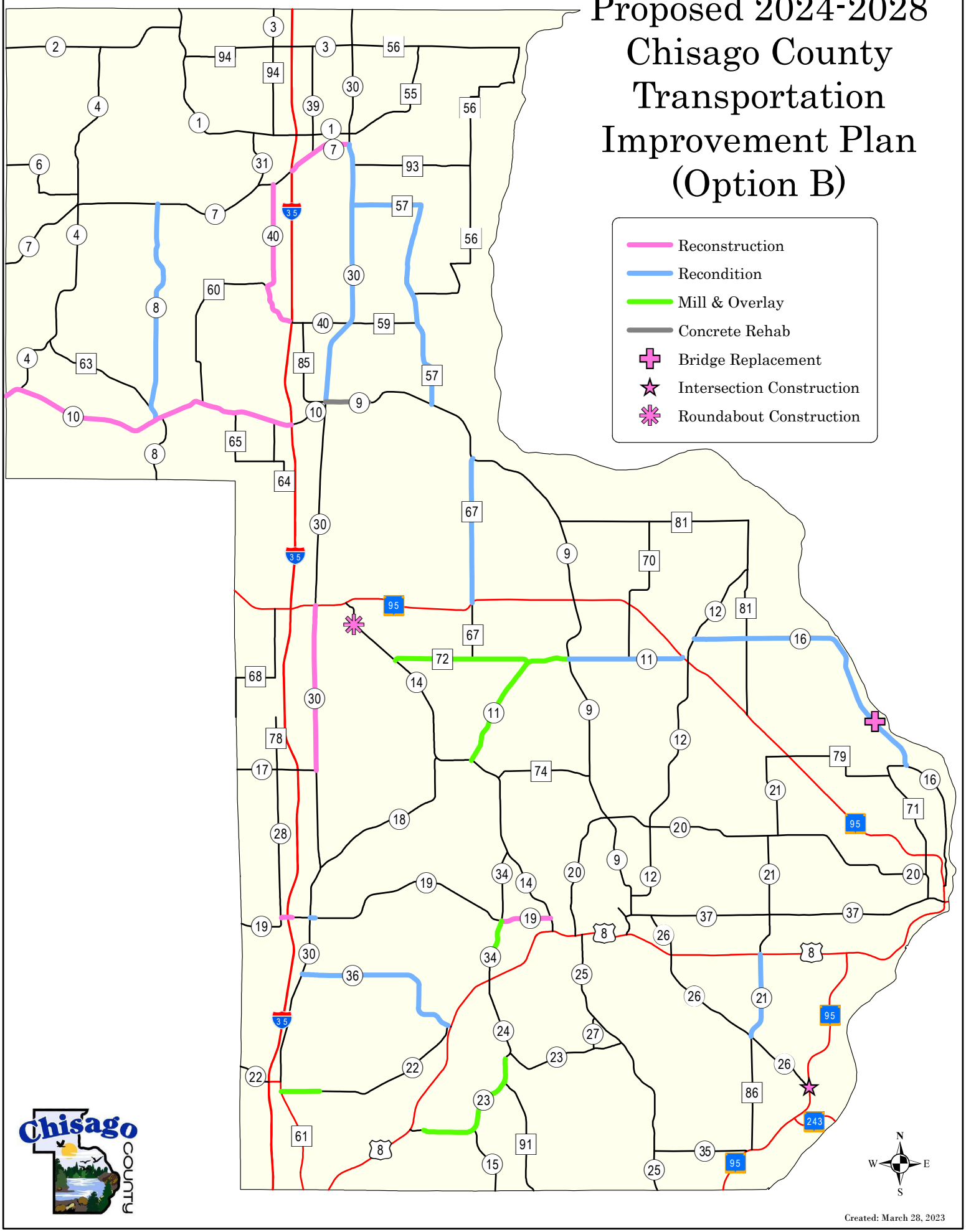


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					Estimated Cost & Funding Source					
	Highway No.	**Termini**	**Length (mi)**	**Project**	**Federal**	**State**	**State Aid**	**Local** (Levy & Sales Tax)	**Total**	**Comments**
2024	10	CSAH 8 North to County Line	4.2	Reconstruction	$2,800,000		$4,400,000	$800,000	**$8,000,000**	$2.8M STBGP
	16	CSAH 12 to CR 71	7.4	Reconditioning & Bridge				$3,500,000	**$3,500,000**	
	23	Pioneer Rd to CSAH 23	3.3	Mill & Overlay				$900,000	**$900,000**	
	34	HIR section south of CSAH 19	0.9	Mill & Overlay				$200,000	**$200,000**	
	9	CSAH 30 to Harder Ave	1.1	Concrete Rehab				$500,000	**$500,000**	
			16.9	**TOTAL**	**$2,800,000**	**$0**	**$4,400,000**	**$5,900,000**	**$13,100,000**	$3.7M in LOST; $2.2M in Levy
				PERCENTAGE OF TOTAL	**21%**	**0%**	**34%**	**45%**		
					Estimated Cost & Funding Source					
	Highway No.	**Termini**	**Length (mi)**	**Project**	**Federal**	**State**	**State Aid**	**Local** (Levy & Sales Tax)	**Total**	**Comments**
2025	30	CSAH 17 to TH 95	4.2	Reconstruction			$4,400,000	$2,500,000	**$6,900,000**	
	22	TH 61 to Goodview	1.1	Mill & Overlay				$400,000	**$400,000**	
	72	CSAH 30 to CSAH 11	3.4	Mill & Overlay				$500,000	**$500,000**	
	11	TH 95 to CSAH 9	2.9	Reconditioning				$1,100,000	**$1,100,000**	
	19	CSAH 30 to Genesis Ave	0.11	Reconditioning				$200,000	**$200,000**	
	67	TH 95 to CSAH 9	3.7	Reconditioning				$1,500,000	**$1,500,000**	
			15.41	**TOTAL**	**$0**	**$0**	**$4,400,000**	**$6,200,000**	**$10,600,000**	$3.8M in LOST; $2.4M in Levy
				PERCENTAGE OF TOTAL	**0%**	**0%**	**42%**	**58%**		

					Estimated Cost & Funding Source					
	Highway No.	**Termini**	**Length (mi)**	**Project**	**Federal**	**State**	**State Aid**	**Local (Levy & Sales Tax)**	**Total**	**Comments**
2026	10	I-35 to CSAH 8 North	3.7	Reconstruction			$4,400,000	$800,000	**$5,200,000**	LRIP ???
	14	Lincoln/Hemmingway Intersection		Roundabout	$1,000,000			$2,000,000	**$3,000,000**	$1M HSIP & N.B. participation ???
	26	TH 95 intersection realignment		Reconstruction		$1,800,000		$1,000,000	**$2,800,000**	MnDOT Lead Project
	30	CSAH 9 to CSAH 7	6.8	Reconditioning	$2,800,000			$2,600,000	**$5,400,000**	
			10.5	**TOTAL**	**$3,800,000**	**$1,800,000**	**$4,400,000**	**$6,400,000**	**$16,400,000**	$3.9M in LOST; $2.5M in Levy
				PERCENTAGE OF TOTAL	**23%**	**11%**	**27%**	**39%**		
					Estimated Cost & Funding Source					
	Highway No.	**Termini**	**Length (mi)**	**Project**	**Federal**	**State**	**State Aid**	**Local (Levy & Sales Tax)**	**Total**	**Comments**
2027	19	CSAH 34 to CSAH 14	1.25	Reconstruction & RAB	$3,500,000			$1,700,000	**$5,200,000**	$2.5M STBGP; $1M HSIP
	40	I-35 to CSAH 7	4	Reconstruction			$4,400,000	$600,000	**$5,000,000**	
	11	CSAH 14 to CSAH 9	4	Mill & Overlay				$900,000	**$900,000**	
	57	CSAH 9 to CSAH 30	7.1	Reconditioning				$3,200,000	**$3,200,000**	
	I-35/19	Interchange & CSAH 19	0.75	Reconstruction		$30,000,000			**$30,000,000**	Need State/Federal Funding
			17.1	**TOTAL**	**$3,500,000**	**$30,000,000**	**$4,400,000**	**$6,400,000**	**$44,300,000**	$4.0M in LOST; $2.4M in Levy
				PERCENTAGE OF TOTAL	**8%**	**68%**	**10%**	**14%**		
					Estimated Cost & Funding Source					
	Highway No.	**Termini**	**Length (mi)**	**Project**	**Federal**	**State**	**State Aid**	**Local (Levy & Sales Tax)**	**Total**	**Comments**
2028	7	I-35 to CSAH 30	1.9	Reconstruction			$4,400,000		**$4,400,000**	
	36	CSAH 22 to CSAH 30	4.5	Reconditioning				$2,500,000	**$2,500,000**	
	21	CSAH 26 to TH 8	2.2	Reconditioning				$1,200,000	**$1,200,000**	
	8	CSAH 10 to CSAH 7	5.7	Reconditioning				$2,700,000	**$2,700,000**	
			14.3	**TOTAL**	**$0**	**$0**	**$4,400,000**	**$6,400,000**	**$10,800,000**	$4.0M in LOST; $2.4M in Levy
				PERCENTAGE OF TOTAL	**0%**	**0%**	**41%**	**59%**		
	2024 - 2028 Program Totals									
					Federal	**State**	**State Aid**	**Local (Levy & Sales Tax)**	**Total**	
		TOTAL MILEAGE	**74.21**	**TOTAL**	**$ 10,100,000**	**$ 31,800,000**	**$ 22,000,000**	**$ 31,300,000**	**$ 95,200,000**	
				PERCENTAGE OF TOTAL	**10.6%**	**33.4%**	**23.1%**	**32.9%**	**100%**	

Proposed 2024-2028 Chisago County Transportation Improvement Plan (Option B)



Chisago County Request for Board Action

Meeting Date: June 21, 2023	***Item Number:*** 3
Title of Item for Consideration: Out of State Travel Request – MN Transportation Alliance, Washington D.C.	
Action Requested by: Joe Triplett, P.E.	***Department:*** Public Works
Previous Action on this Matter: None.	

Background: The Minnesota Transportation Alliance will be hosting a Washington D.C. Fly-in conference that will help Chisago County meet up with the Transportation Staffers for the County's federal Legislators. County Engineer Triplett will be discussing and pursing funding/support for the TH 8 Reconstruction Project and for the Stacy Interchange project.

In addition to the Alliance activities/meetings, they will be able to set up meetings for me and the Transportation staffs. The Fly-in conference is September 19 – 21.

***Attachment(s)*:**

- Out of State Travel Request

Action Requested/Recommended: The County Board is respectfully requested to approve the out of state travel request for County Engineer Joe Triplett to attend the MN Transportation Alliance Fly In Conference in Washington D.C. September 19-21, 2023. The following motion is suggested:

"Move to approve the out of state travel request for County Engineer Joe Triplett to attend the MN Transportation Alliance Fly in Conference in Washington D.C. September 19-21, 2023."

Implications of Action: Will allow the County to meet with federal Legislative Transportation staff to further funding opportunities for the TH 8 Reconstruction Project and Stacy Interchange project.

***Budget/Financial Implications*:** Contract services will be paid from 03-310-6245.

***Legal/Policy Implications*:** The proposed activities are in general conformity with applicable state statutes and County authority and policies. The County Attorney has approved as to form.

Administrator's Recommendation

Approve C EB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		
Action on Motion:	Aye _____	Nay _____	Abstain _____

Chisago County Out-of-State Travel Request

Date Submitted	6/13/2023		
Employee Name	Joe Triplett		
Department	Public Works		
Destination	Washington D.C.		
Purpose of Travel	Transportation Alliance Fly-In Meet with Congressional delegation and staff		
Departure Date	9/19/2023		
Return Date	9/21/2023		
Total Travel Expenses	**$1,725.00**		
Supervisor Name (PRINT)			
Supervisor's Signature		**Date Approved**	
County Board Signature		**Date Approved**	

Anticipated Expenses

Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses
Airfare		$500.00		$500.00
Ground Transportation		$50.00	1	$50.00
Conference/Registration Fees		$525.00	1	$525.00
Lodging		$500.00	1	$500.00
Meals		$100.00	1	$100.00
Mileage		$50.00	1	$50.00
		Grand Total		$1,725.00

Chisago County Request for Board Action

Meeting Date: June 21, 2023	***Item Number:*** 4
Title of Item for Consideration: FINAL Contract Payment for – 2022 Pavement Maintenance Project (CP 013-060-022)	
Action Requested by: Joe Triplett, P.E.	***Department:*** Chisago County Public Works
Previous Action on this Matter: Projects have been previously approved and awarded.	

Background: The final contract payment amount for the 2022 Pavement Maintenance Project (CP 013-060-022) is $2,000. The contract amount was $767,567.00 and the total work certified amount was $746,968.93.

Attachment(s):

- Final Contract Voucher – 2022 Pavement Maintenance Project (CP 013-060-022) (*available upon request*)

Action Requested/Recommended: The County Board is respectfully requested to approve the Final Contract payment for the 2022 Pavement Maintenance Project (CP 013-060-022). The following motion is suggested:

"Move to approve the Final Contract payment for the 2022 Pavement Maintenance Project (CP 013-060-022)."

Implications of Action: Board approval at tonight's meeting will allow the Public Works department to complete the project.

***Budget/Financial Implications*:** None.

***Legal/Policy Implications*:** The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies.

Administrator's Recommendation

Approve CEB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

TAB 5

CHISAGO COUNTY
BOARD OF COMMISSIONERS
UNOFFICIAL PROCEEDINGS
Wednesday, June 07, 2023

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, June 07, 2023 at the Chisago County Government Center with the following Commissioners present: Swenson, Greene, Dunne, Montzka, Dahlberg. Also present: County Administrator Chase Burnham, Clerk of the Board Christina Vollrath, and County Attorney Janet Reiter.

Chair Montzka 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 Swenson. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Dunne, seconded by Dahlberg, the board moved to open the Health and Human Services Committee of the Whole at 6:31 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

Chair Montzka gave the gavel to Vice-Chair Dunne.

Health and Human Services Director Robert Benson provided the department updates. ***No action was taken.***

On motion by Montzka, seconded by Greene, the Board moved to add items 1-4 to the Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dahlberg, seconded by Montzka, the board moved to close the HHS Committee Board of the Whole at 6:38 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

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

Board of Commissioners' Consent Agenda:

1.) HHS Committee Recommendation – Directors Update
2.) HHS Committee Recommendation – Payment of County's Warrants for HHS
3.) HHS Committee Recommendation – Emer. Foster Care Contract with Tammy Erickson
4.) HHS Committee Recommendation – SHIP Grant Agreements 192, 209, 210, and 211

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.) Minutes from the May 17, 2023 Regular Meeting

7.) Application for Exempt Gambling Permit – Goose Lake Association

8.) Application for Exempt Gambling Permit – Pheasants Forever of Chisago County

9.) Application to Conduct Excluded Bingo – Immanuel Lutheran Church of Almelund

10.) 2023 Budget Adjustment – LID

11.) Temporary Liquor License Request – Hay Days

12.) New Liquor License Request – Abella, LLC

Presentation: Central MN Jobs and Training Services (CMJTS); Barbara Chaffee, CEO

CITIZENS FORUM
TIME – 7:02 p.m. **END TIME –** 7:02 p.m.
# of SPEAKERS – 0

Presentation: 2023 Assessment of Chisago County Report; County Assessor Daryl Moeller

Presentation: Midco – Broadband Internet, Wyoming, Chisago City, Chisago Lakes Township; Melissa Wolf, Government Relations Manager

Chair Montzka gave the gavel to Vice-Chair Dunne for the vote on the ARPA Broadband Grant Applications for City of Wyoming and Chisago Lake Township.

On motion by Montzka, seconded by Greene, the Board moved to approve the ARPA Broadband Grant Applications for the City of Wyoming for $60,300 and the Chisago Lake Township for $171,000. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dahlberg, seconded by Greene, the Board moved to approve the resolution recognizing May Family Farms as the 2023 Chisago County Farm Family of the Year. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Swenson, seconded by Dunne, the Board moved to adopt resolutions approving conveyance of tax forfeit parcels to the City of Chisago City and Chisago County for authorized public uses and to the City of North Branch for a public purpose.
The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Greene, seconded by Dahlberg, the Board moved to pass the Bridge Replacement Prioritization and Authorization Resolution at tonight's meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Greene, seconded by Dahlberg, the Board moved to award and approve the 2023 Pavement Maintenance Project to Knife River Corporation. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Greene, seconded by Dunne, the Board moved to approve the MOUs recognizing Juneteenth as a new County Holiday effective June 19th, 2023 and approve Juneteenth as an official Chisago County Holiday for the Teamster 320 Bargaining Units and authority to the County Administrator to sign the LELS unit MOU. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dunne, seconded by Dahlberg, the Board moved to authorize the Auditor-Treasurer to purchase replacement KnowInk Poll Pads from Command Central in an amount not to exceed $37,170. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dunne, seconded by Greene, the Board moved to approve the renewal of Liquor, Wine, Club or 3.2% Licenses period June 7, 2023 to June 30, 2024 for Falcon Ridge Golf Course-Falcon Ridge Golf Course LLC and Almelund Ball Park – Almelund Lions Club.
The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dunne, seconded by Greene, the Board moved to approve the personnel requests for the County Outreach and Initiative Coordinator and HR Generalist positions. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dahlberg, seconded by Greene, the Board moved to approve advertising of the vacancy on the Chisago County Park Board for District 5. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

Announce Closed Meeting (M.S. § 13D.05)

Meetings of the Chisago County Board of Commissioners may be closed if the closure is expressly authorized by statute or permitted by the attorney-client privilege. Minn. Stat. §13D.05, Subd. 3(c). The governing body of a public employer may by a majority vote in a public meeting decide to hold a closed meeting to allow the County Board to develop to consider strategy for the purpose of deliberating on and developing litigation strategy and receiving confidential attorney-client opinions related to the pending arbitration on the Teamsters health insurance grievance.

On motion by Swenson, seconded by Dunne, the Board moved to close the County Board meeting at 8:00 p.m. related to allow the County Board to develop to consider strategy for the purpose of deliberating on and developing litigation strategy and receiving confidential attorney-client opinions related to the pending arbitration on the Teamsters health insurance grievance. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Greene, seconded by Dahlberg, the Board ended the closed meeting and reconvened the regular meeting at 8:59 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

County Administrator Chase Burnham provided administrator updates and correspondence. ***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 9:04 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

_____
Ben Montzka, Chair

Attest:_____
Christina Vollrath
Clerk of the Board

CHISAGO COUNTY
BOARD OF COMMISSIONERS
June 21, 2023

6

Payment of County's Warrants & Miscellaneous Bills

Bills to be Paid $581,514.87

Check Date	Amount		Board Date	Type of Check/Payments
6/23/2023	$ 32,943.65		6/21/2023	Commissioners Warrants
6/9/2023	$133,757.75			Auditors Warrants
	$166,701.40	Total		

Lake Area Bank; Derek Anklan; Sheriff; travel; $225.77
Lake Area Bank; Matthew Beckman; Sheriff; training; $2,655.90
Lake Area Bank; Chase Burnham; Administration; supplies; $293.25
Lake Area Bank; Jon Eckel; Enterprise; supplies; $1,404.03
Lake Area Bank; Karen Gates; Human Resources; registration/training; $411.19
Lake Area Bank; Ron Istvanovich; Sheriff; travel; $248.65
Lake Area Bank; Bridgitte Konrad; Auditor; registration; $116.50
Lake Area Bank; Andrew Mahowald; Sheriff; training; $194.81
Lake Area Bank; Daryl Moeller; Assessor; registration; $1,055.00
Lake Area Bank; Kyle Puelston; Sheriff; supplies; $1,116.15
Lake Area Bank; Janet Reiter; County Attorney; conference; $197.48
Lake Area Bank; Kurt Schneider; Environmental Services; supplies; $442.78
Lake Area Bank; Scott Sellman; Sheriff; supplies; $181.00
Lake Area Bank; Joe Tart; Parks; supplies; $531.70
Lake Area Bank; Joe Triplett; Public Works; supplies; $35.00
Lake Area Bank; Justin Wood; Sheriff; supplies; $447.72
Lake Area Bank; Todd McMurray; HHS; travel; $37.77
Lake Area Bank; Tracy Krona; HHS; travel; $1,132.80

SPECIAL APPROVAL NEEDED – 60 days

- Chris DuBose, Planning Commissioner $325.00

PLANNING COMMISSION **2023 Per Diem / Mileage Reimbursement Request**

Name: Chris DuBose
[redacted]
Center City, MN 55012

Date	Destination / Reason for Trip	Per Diems $65	Beginning Odometer	Ending Odometer	Mileage	Mileage x .655
5/2/23	Planning Commission **Tour**	65			0	
	@ Chisago County Government Center				0	
5/4/23	Planning Commission **Meeting**	65			0	
	@ Chisago County Government Center				0	
2/16/23	PLANNING SPECIAL	65			0	
3/2/23	PLANNING REGULAR	65			0	
4/6/23	PLANNING REGULAR	65			0	
	mileage on file with County Auditor				0	
	2 MILES ROUND TRIP				0	
	on file mileage is for meeting at Gov Center only				0	
	note				0	
	Mtgs are held 1st Thursday every month				0	
	Tours usually held 2 days prior to meeting				0	
		$ 325-			**0**	$ -

Per resolution 020123-7 claims must be submitted no later than 60 days following the date of the incurement.

Signature of Claimant _____

I declare under the penalty of perjury that this claim is just and correct, that the expense sought to be reimbursed was actually paid or incurred by claimant and that no part of it has been paid.

Per Diem	01-127-6111	$ 325-00
Mileage	01-127-6330	$ -
Total Reimb Requested		$ -

Approved / Reviewed By _____

Approved based on the knowledge of the necessity for travel & expense. And on the basis of compliance with all provisions of county travel & mileage reimbursement policies.

Auditor's Office

Vendor Number _____

Date Paid _____

Warrant Number _____

Print List in Order By:	1	1 - Fund (Page Break by Fund) 2 - Department (Totals by Dept) 3 - Vendor Number 4 - Vendor Name
Explode Dist. Formulas?:	Y	
Paid on Behalf Of Name on Audit List?:	N	
Type of Audit List:	D	D - Detailed Audit List S - Condensed Audit List
Save Report Options?:	N	

	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	8569	**Admfg INC.**						
1		05-121-000-0000-6850		1,123.17	Post-It-Notes 05/22/2023 05/22/2023		Op Enhancement Grant Expense	N
	8569	**Admfg INC.**		**1,123.17**	**1** Transactions			
	10292	**AMAZON CAPITAL SERVICES**						
6		05-430-700-0000-6401		34.00	Supplies 06/12/2023 06/12/2023	16D6-NTDW-MHKY	General Supplies	N
4		05-430-700-0000-6401		63.78	Supplies 06/02/2023 06/02/2023	1GJW-T1R1-4R3P	General Supplies	N
2		05-451-470-0000-6844		63.35	Supplies 05/27/2023 05/27/2023	1NJJ-JV9V-JV1C	MECSH Grant Exp	N
3		05-451-470-0000-6844		59.99	Supplies 06/02/2023 06/02/2023	1NLP-FM3C-7WJW	MECSH Grant Exp	N
7		05-430-700-0000-6401		29.99	Supplies 06/09/2023 06/09/2023	1QRV-9PNG-7XLT	General Supplies	N
5		05-420-640-0000-6401		55.79	Supplies 06/02/2023 06/02/2023	1R7X-3NFN-6Y6L	Iv-D General Supplies	N
	10292	**AMAZON CAPITAL SERVICES**		**306.90**	**6** Transactions			
	10071	**ASSOCIATION OF MN COUNTIES**						
83		05-420-600-0130-6240		60.00	2023 MACSSA Spring Conference 05/24/2023 05/26/2023	McMurray.Todd	Ss Director Training	N
83		05-430-700-0130-6240		90.00	2023 MACSSA Spring Conference 05/24/2023 05/26/2023	McMurray.Todd	Ss Director Training	N
	10071	**ASSOCIATION OF MN COUNTIES**		**150.00**	**2** Transactions			
	20053	**BREEZY POINT RESORT**						
12		05-420-640-0126-6240		810.00	Travel Expense-Lodging 09/10/2023 09/13/2023	Collins.Michelle	Ivd Training	N
8		05-420-600-0132-6240		189.10	Travel Expense-Lodging 08/28/2023 08/30/2023	Florin.Mark	Accounting Training	N
8		05-430-700-0132-6240		305.00	Travel Expense-Lodging 08/28/2023 08/30/2023	Florin.Mark	Accounting Training	N
8		05-451-430-0000-6245		115.90	Travel Expense-Lodging 08/28/2023 08/30/2023	Florin.Mark	Conferences, Training And Dues	N
10		05-430-700-0128-6240		810.00	Travel Expense-Lodging 09/10/2023 09/13/2023	Kemen.Angie	Child Prot Staff Trng	N
9		05-420-600-0132-6240		189.10	Travel Expense-Lodging	Klein.Carol	Accounting Training	N

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
					08/28/2023 08/30/2023			
9		05-430-700-0132-6240		305.00	Travel Expense-Lodging	Klein.Carol	Accounting Training	N
					08/28/2023 08/30/2023			
9		05-451-430-0000-6245		115.90	Travel Expense-Lodging	Klein.Carol	Conferences, Training And Dues	N
					08/28/2023 08/30/2023			
13		05-420-600-0121-6240		810.00	Travel Expense-Lodging	Palmer.Ryan	Financial Training	N
					09/10/2023 09/13/2023			
11		05-420-600-0121-6240		810.00	Travel Expense-Lodging	Skogman.Jessica	Financial Training	N
					09/10/2023 09/13/2023			
	20053	**BREEZY POINT RESORT**		**4,460.00**	**10** Transactions			
	112020	**CARROLL/CYNDI**						
14		05-430-700-0127-6335		130.20	Travel Expense-Mileage		Mh Travel	N
					05/02/2023 05/25/2023			
15		05-430-700-0127-6335		4.20	Travel Expense-Mileage		Mh Travel	N
					05/30/2023 05/30/2023			
	112020	**CARROLL/CYNDI**		**134.40**	**2** Transactions			
	19047	**CHISAGO COUNTY AGRICULTURAL SOCIET**						
16		05-420-600-0000-6401		40.00	Inside Vendor Space	107	General Supplies	N
					06/01/2023 06/01/2023			
16		05-430-700-0000-6401		60.00	Inside Vendor Space	107	General Supplies	N
					06/01/2023 06/01/2023			
	19047	**CHISAGO COUNTY AGRICULTURAL SOCIET**		**100.00**	**2** Transactions			
	30071	**CHISAGO COUNTY RECORDER**						
17		05-420-600-0000-6242		26.00	[redacted]	2023-127	Birth Certificates	N
					05/23/2023 05/23/2023			
18		05-420-600-0000-6242		26.00	[redacted]	2023-127	Birth Certificates	N
					05/23/2023 05/23/2023			
19		05-420-600-0000-6242		26.00	[redacted]	202388	Birth Certificates	N
					05/05/2023 05/05/2023			
	30071	**CHISAGO COUNTY RECORDER**		**78.00**	**3** Transactions			
	30177	**CINTAS CORPORATION**						
21		05-420-600-0000-6241		6.67	Weekly Rug Service	4156969320	General Administration	N
					05/30/2023 05/30/2023			
21		05-430-700-0000-6241		13.33	Weekly Rug Service	4156969320	General Administration	N
					05/30/2023 05/30/2023			
21		05-451-430-0000-6800		15.09	Weekly Rug Service	4156969320	Other Expense	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
				05/30/2023 05/30/2023			
20	05-420-600-0000-6241		6.67	Weekly Rug Service	4157586745	General Administration	N
				06/05/2023 06/05/2023			
20	05-430-700-0000-6241		13.33	Weekly Rug Service	4157586745	General Administration	N
				06/05/2023 06/05/2023			
20	05-451-430-0000-6800		15.09	Weekly Rug Service	4157586745	Other Expense	N
				06/05/2023 06/05/2023			
30177	**CINTAS CORPORATION**		**70.18**	**6** Transactions			
30402	**COUNTY NEWS REVIEW**						
22	05-420-600-0000-6241		28.62	CC Subscription - 52 Weeks	NPR-150834	General Administration	N
				05/31/2023 05/31/2023			
22	05-430-700-0000-6241		42.93	CC Subscription - 52 Weeks	NPR-150834	General Administration	N
				05/31/2023 05/31/2023			
30402	**COUNTY NEWS REVIEW**		**71.55**	**2** Transactions			
9097	**Debel/Jessica**						
32	05-430-700-0134-6335		9.14	Travel Expense-Mileage		DD Worker Travel	N
				05/10/2023 05/23/2023			
33	05-430-700-0137-6335		21.31	Travel Expense-Mileage		Adult Services Travel	N
				05/10/2023 05/23/2023			
9097	**Debel/Jessica**		**30.45**	**2** Transactions			
5160	**DHS MAPS**						
24	05-420-650-0000-5368		1,421.67-	MA Recoveries & Non Fed Share	A300MM1L13I	Recovery Incentive	N
				03/01/2023 03/31/2023			
23	05-420-650-0000-5830		7,814.41	MA Recoveries & Non Fed Share	A300MM1L13I	Ma Recoveries	N
				03/01/2023 03/31/2023			
26	05-430-750-3660-6094		1,474.69	MA Recoveries & Non Fed Share	A300MM1L13I	Dd Waiver/ICF - DT&H	N
				03/01/2023 03/31/2023			
25	05-430-760-3930-6051		77.73	MA Recoveries & Non Fed Share	A300MM1L13I	General Case Mgmt	N
				03/01/2023 03/31/2023			
28	05-420-650-0000-5368		1,230.98-	MA Recoveries & Non Fed Share	A300MM1M13I	Recovery Incentive	N
				04/01/2023 04/30/2023			
27	05-420-650-0000-5830		9,199.53	MA Recoveries & Non Fed Share	A300MM1M13I	Ma Recoveries	N
				04/01/2023 04/30/2023			
30	05-430-750-3660-6094		2,221.77	MA Recoveries & Non Fed Share	A300MM1M13I	Dd Waiver/ICF - DT&H	N
				04/01/2023 04/30/2023			
31	05-430-750-3742-6051		153.20	MA Recoveries & Non Fed Share	A300MM1M13I	Icf-Dd & Comm Resid	N
				04/01/2023 04/30/2023			

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
29		05-430-760-3930-6051		567.62	MA Recoveries & Non Fed Share 04/01/2023 04/30/2023	A300MM1M13I	General Case Mgmt	N
	5160	**DHS MAPS**		**18,856.30**	**9** Transactions			
	8508	**ELLIOT/JENNIFER**						
34		05-430-700-0127-6335		218.27	Travel Expense-Mileage 05/01/2023 05/25/2023		Mh Travel	N
	8508	**ELLIOT/JENNIFER**		**218.27**	**1** Transactions			
	5149	**Han/Jocelyn**						
35		05-430-700-0127-6335		272.81	Travel Expense-Mileage 04/14/2023 05/30/2023		Mh Travel	N
	5149	**Han/Jocelyn**		**272.81**	**1** Transactions			
	3218	**HOLIDAY INN DULUTH**						
37		05-451-480-0000-6245		170.43	Travel Expense-Lodging 06/28/2023 06/29/2023	63681212 Stenson.E	Conferences, Training And Dues	N
36		05-451-480-0000-6245		170.43	Travel Expense-Lodging 06/28/2023 06/29/2023	68822617 Jensen.M	Conferences, Training And Dues	N
	3218	**HOLIDAY INN DULUTH**		**340.86**	**2** Transactions			
	3540	**IHRKE/KELLY**						
38		05-430-700-0127-6335		64.27	Travel Expense-Mileage 05/11/2023 05/22/2023		Mh Travel	N
	3540	**IHRKE/KELLY**		**64.27**	**1** Transactions			
	90061	**INNOVATIVE OFFICE SOLUTIONS LLC**						
39		05-420-600-0000-6401		104.96	Supplies 05/03/2023 05/03/2023	4184473	General Supplies	N
39		05-430-700-0000-6401		157.43	Supplies 05/03/2023 05/03/2023	4184473	General Supplies	N
40		05-420-600-0000-6401		20.84	Supplies 05/03/2023 05/03/2023	4184477	General Supplies	N
40		05-430-700-0000-6401		31.27	Supplies 05/03/2023 05/03/2023	4184477	General Supplies	N
41		05-430-700-0000-6401		21.12	Supplies 05/11/2023 05/11/2023	4194098	General Supplies	N
42		05-420-600-0000-6401		193.51	Supplies 05/12/2023 05/12/2023	4195775	General Supplies	N
42		05-430-700-0000-6401		290.26	Supplies	4195775	General Supplies	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
				05/12/2023 05/12/2023			
43	05-430-700-0000-6401		41.79	Supplies	4200454	General Supplies	N
				05/17/2023 05/17/2023			
44	05-420-600-0000-6401		33.62	Supplies	4200460	General Supplies	N
				05/17/2023 05/17/2023			
45	05-420-600-0000-6401		118.98	Supplies	4200472	General Supplies	N
				05/17/2023 05/17/2023			
45	05-430-700-0000-6401		244.94	Supplies	4200472	General Supplies	N
				05/17/2023 05/17/2023			
45	05-451-430-0000-6401		335.92	Supplies	4200472	General Supplies	N
				05/17/2023 05/17/2023			
46	05-451-430-0000-6401		161.88	Supplies	4203379	General Supplies	N
				05/19/2023 05/19/2023			
47	05-420-600-0000-6401		20.94	Supplies	4208090	General Supplies	N
				05/24/2023 05/24/2023			
90061	**INNOVATIVE OFFICE SOLUTIONS LLC**		**1,777.46**	**14** Transactions			
9028	**Johanson/Brittany**						
48	05-430-700-0134-6335		20.08	Travel Expense-Mileage		DD Worker Travel	N
				05/02/2023 05/18/2023			
49	05-430-700-0137-6335		46.84	Travel Expense-Mileage		Adult Services Travel	N
				05/02/2023 05/18/2023			
9028	**Johanson/Brittany**		**66.92**	**2** Transactions			
7327	**LEWIS/NICOLE**						
50	05-430-700-0134-6335		16.70	Travel Expense-Mileage		DD Worker Travel	N
				05/05/2023 06/01/2023			
51	05-430-700-0137-6335		38.96	Travel Expense-Mileage		Adult Services Travel	N
				05/05/2023 06/01/2023			
7327	**LEWIS/NICOLE**		**55.66**	**2** Transactions			
10007	**LEXISNEXIS RISK SOLUTIONS**						
52	05-420-600-0000-6241		60.00	Monthly Lexis Nexis/Accurint	1223200	General Administration	N
				05/01/2023 05/31/2023			
52	05-430-700-0000-6241		90.00	Monthly Lexis Nexis/Accurint	1223200	General Administration	N
				05/01/2023 05/31/2023			
10007	**LEXISNEXIS RISK SOLUTIONS**		**150.00**	**2** Transactions			
3843	**Martinka/Kari**						
54	05-430-700-0000-6241		75.69	Client Meals & Supplies		General Administration	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
				05/25/2023 06/02/2023			
53	05-430-700-0128-6335		132.46	Travel Expense-Mileage		Child Prot Staff Travel	N
				05/02/2023 05/25/2023			
3843	**Martinka/Kari**		**208.15**	**2** Transactions			
7019	**MCHHSA**						
55	05-420-600-0132-6240		31.00	MCHHSA Conference Registration	Florin.Mark	Accounting Training	N
				08/28/2023 08/30/2023			
55	05-430-700-0132-6240		50.00	MCHHSA Conference Registration	Florin.Mark	Accounting Training	N
				08/28/2023 08/30/2023			
55	05-451-430-0000-6245		19.00	MCHHSA Conference Registration	Florin.Mark	Conferences, Training And Dues	N
				08/28/2023 08/30/2023			
56	05-420-600-0132-6240		31.00	MCHHSA Conference Registration	Klein.Carol	Accounting Training	N
				08/28/2023 08/30/2023			
56	05-430-700-0132-6240		50.00	MCHHSA Conference Registration	Klein.Carol	Accounting Training	N
				08/28/2023 08/30/2023			
56	05-451-430-0000-6245		19.00	MCHHSA Conference Registration	Klein.Carol	Conferences, Training And Dues	N
				08/28/2023 08/30/2023			
7019	**MCHHSA**		**200.00**	**6** Transactions			
3868	**MCMURRAY/TODD**						
57	05-420-600-0130-6240		142.69	Travel Expense-Mileage		Ss Director Training	N
				04/14/2023 05/31/2023			
57	05-430-700-0130-6240		214.04	Travel Expense-Mileage		Ss Director Training	N
				04/14/2023 05/31/2023			
3868	**MCMURRAY/TODD**		**356.73**	**2** Transactions			
5070	**METRO LEGAL SERVICES INC**						
58	05-420-640-0000-6269		58.00	[redacted]	3439671	Proff Process Servers	N
				05/30/2023 05/30/2023			
59	05-420-640-0000-6269		70.50	[redacted]	3441347	Proff Process Servers	N
				06/07/2023 06/07/2023			
5070	**METRO LEGAL SERVICES INC**		**128.50**	**2** Transactions			
5128	**MN SUPERVISORS CONFERENCE ASSO**						
62	05-420-640-0126-6240		75.00	Conference Registration	Collins.Michelle	Ivd Training	N
				09/10/2023 09/13/2023			
63	05-430-700-0128-6240		75.00	Conference Registration	Johnson.Christine	Child Prot Staff Trng	N
				09/10/2023 09/13/2023			
60	05-430-700-0127-6240		75.00	Conference Registration	Kemen.Angie	Mh Training	N

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
					09/10/2023 09/13/2023			
64		05-420-600-0121-6240		75.00	Conference Registration	Palmer.Ryan	Financial Training	N
					09/10/2023 09/13/2023			
61		05-420-600-0121-6240		75.00	Conference Registration	Skogman.Jessica	Financial Training	N
					09/10/2023 09/13/2023			
	5128	**MN SUPERVISORS CONFERENCE ASSO**		**375.00**	**5** Transactions			
	9144	**Peterson/Samantha**						
65		05-430-700-0128-6335		53.71	Travel Expense-Mileage		Child Prot Staff Travel	N
					05/03/2023 05/25/2023			
	9144	**Peterson/Samantha**		**53.71**	**1** Transactions			
	16034	**PINE COUNTY SHERIFF'S OFFICE**						
66		05-420-640-0000-6267		75.00	[redacted]	202301012	Other Co Sheriff Sop	N
					06/02/2023 06/02/2023			
	16034	**PINE COUNTY SHERIFF'S OFFICE**		**75.00**	**1** Transactions			
	6838	**RAMSEY COUNTY SHERIFF**						
67		05-420-640-0000-6267		90.00	[redacted]	202306396	Other Co Sheriff Sop	N
					05/17/2023 05/17/2023			
	6838	**RAMSEY COUNTY SHERIFF**		**90.00**	**1** Transactions			
	5138	**REEVERTS/LANAY A**						
68		05-430-700-0129-6335		133.39	Travel Expense-Mileage		Cd & Lic Travel	N
					05/02/2023 06/01/2023			
	5138	**REEVERTS/LANAY A**		**133.39**	**1** Transactions			
	8359	**RIVARD/ASHLEY**						
69		05-430-700-0128-6335		60.90	Travel Expense-Mileage		Child Prot Staff Travel	N
					04/12/2023 05/23/2023			
	8359	**RIVARD/ASHLEY**		**60.90**	**1** Transactions			
	19081	**SEVEN COUNTY PROCESS SERVERS LLC**						
70		05-420-640-0000-6269		35.00	[redacted]	20230492	Proff Process Servers	Y
					06/03/2023 06/03/2023			
	19081	**SEVEN COUNTY PROCESS SERVERS LLC**		**35.00**	**1** Transactions			
	7651	**SKOGMAN/JESSICA**						
71		05-420-600-0121-6335		46.20	Travel Expense-MIleage		Financial Travel	N
					06/09/2023 06/09/2023			

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	7651	**SKOGMAN/JESSICA**		**46.20**	**1** Transactions			
	9119	**Snell/Frannie**						
72		05-430-700-0128-6335		33.41	Travel Expense-MIleage		Child Prot Staff Travel	N
					05/22/2023 05/22/2023			
	9119	**Snell/Frannie**		**33.41**	**1** Transactions			
	7930	**STRAND/TERESA**						
73		05-430-700-0127-6335		231.87	Travel Expense-MIleage		Mh Travel	N
					05/10/2023 05/24/2023			
	7930	**STRAND/TERESA**		**231.87**	**1** Transactions			
	7558	**SWENSON/MICHELLE**						
74		05-430-700-0134-6335		23.37	Travel Expense-MIleage		DD Worker Travel	N
					05/01/2023 05/30/2023			
75		05-430-700-0137-6335		54.52	Travel Expense-MIleage		Adult Services Travel	N
					05/01/2023 05/30/2023			
	7558	**SWENSON/MICHELLE**		**77.89**	**2** Transactions			
	8412	**THRON/KATE**						
76		05-430-700-0127-6335		38.10	Travel Expense-MIleage		Mh Travel	N
					04/05/2023 04/26/2023			
77		05-430-700-0127-6335		87.13	Travel Expense-MIleage		Mh Travel	N
					05/01/2023 05/31/2023			
	8412	**THRON/KATE**		**125.23**	**2** Transactions			
	9143	**Washburn McReavy Chapel**						
78		05-420-622-0000-6006		1,500.00	[redacted]		Burials General Relief	Y
					05/23/2023 05/23/2023			
	9143	**Washburn McReavy Chapel**		**1,500.00**	**1** Transactions			
	8765	**WASHINGTON COUNTY SHERIFFS OFFICE**						
79		05-420-640-0000-6267		80.00	[redacted]	13-FA-11-344	Other Co Sheriff Sop	N
					05/30/2023 05/30/2023			
	8765	**WASHINGTON COUNTY SHERIFFS OFFICE**		**80.00**	**1** Transactions			
	8820	**WEIDENDORF/PEGI**						
80		05-420-600-0132-6335		50.36	Travel Expense-Mileage		Accounting Travel	N
					05/02/2023 05/26/2023			
80		05-430-700-0132-6335		81.22	Travel Expense-Mileage		Accounting Travel	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
				05/02/2023 05/26/2023			
80	05-451-430-0000-6335		30.86	Travel Expense-Mileage		Worker Travel	N
				05/02/2023 05/26/2023			
8820	**WEIDENDORF/PEGI**		**162.44**	**3** Transactions			
9763	**ZIERDEN/JESSICA**						
82	05-430-700-0000-6241		30.86	Client Meals		General Administration	N
				05/15/2023 05/25/2023			
81	05-430-700-0128-6335		612.17	Travel Expense-Mileage		Child Prot Staff Travel	N
				04/14/2023 05/26/2023			
9763	**ZIERDEN/JESSICA**		**643.03**	**2** Transactions			
5 Fund Total:			**32,943.65**	**Health And Human Services**	**39 Vendors**	**107 Transactions**	
Final Total:			**32,943.65**	**39 Vendors**	**107 Transactions**		

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Recap by Fund	Fund	Amount	Name
	5	32,943.65	Health And Human Services
	All Funds	32,943.65	Total

Approved by, ...

. . . . . .

. . . . . .

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Chisago County Request For Board Action

Meeting Date: June 21, 2023	***Item Number:*** **7**
Title of Item for Consideration: 2023 Chisago Lakes Lake Improvement District (CLLID) Budget Reallocation/Adjustment Request	
Action Requested by: Kurt Schneider, Director	***Department:*** Environmental Services/Zoning - on behalf of the CLLID
Previous Action on this Matter: Board Approved on 12/15/2021.	

Background: The purpose of this budget adjustment is to request an additional $15,000 from the fund balance of the LID to be allocated for AIS treatments. In 2021, the LID agreed to cost share a project with the City of Lindstrom to remove goldfish from two ponds near Kroon Lake. This was planned reserve spending in 2022 but the removal did not take place until late in the year, and the LID did not receive an invoice from Lindstrom until April, 2023. The 2023 LID levy remains unchanged with no additions or deletions to the levy.

No county general levy funds are requested.

***Attachment(s)*:**

- 2023 Budget Adjustment Form – CLLID Budget Reallocation/Adjustment Request

Action Requested/Recommended: It is respectfully requested that the Chisago County Board affirmatively consider approving the 2023 CLLID Budget Reallocation/Adjustment Request. The suggested motion to approve this action is as follows:

"Move to approve the 2023 CLLID Budget Reallocation/Adjustment Request.

Implications of Action: Recommended Board action would allow the CLLID to continue using the 2023 CLLID Board requested budget.

Budget/Financial Implications: The 2023 CLLID levy remains unchanged with no additions or deletions to the levy. No county general levy funds are requested.

Legal/Policy Implications: The proposed activity is in conformity with applicable state statutes and County authority and policies.

Administrator's Recommendation

Approve C EB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

Budget Adjustment Request 2023

Department Name: Environmental Services
Chisago Lakes Lake Improvement District

Department Head: Kurt Schneider

Reason and description of the proposed change to the Budget:

The purpose of this budget adjustment is to request an additional $15,000 from the fund balance of the LID to be allocated for AIS treatments. In 2021, the LID agreed to cost share a project with the City of Lindstrom to remove goldfish from two ponds near Kroon Lake. This was planned reserve spending in 2022 but the removal did not take place until late in the year, and the LID did not receive an invoice from Lindstrom until April, 2023. The 2023 LID levy remains unchanged with no additions or deletions to the levy. No county general levy funds are requested.

	Yes/No
Is this proposed budget change a net expenditure to the county?	Yes
If yes, can other expenditures be cut from this department to offset this net expenditure?	
If a net expenditure, can this change be deferred until next budget year?	

Auditor-Treasurer's comments:

Budget Adjustment approved by Board 12/15/21. Reviewed by KRW 04.13.23.

2023 Budget Adjustment

	Account #					Additional $ Amounts	
Account Description	Fund	Dept	Program	Service	Object	Revenue	Expenditure
Invasive Species	18	618	0000	0000	6840		(15,000)
Total Revenue & (Expenditures)						$0	($15,000)
Net Revenue/ (Expenditure) change vs. 2022 Budget							($15,000)

	YES	No		*dd/mo/yr*
County Administrator approval			Date	
Board approval			Date	

After the above approvals have been received, the Auditor-Treasurer's department will forward a copy of this document along with a copy of the "revised" 2023 Budget schedule to the department head requesting the change.

Chisago County Request For Board Action

Meeting Date: June 21, 2023	***Item Number:*** **8**
Title of Item for Consideration: 2023 Public Works Budget Adjustment Requests	
Action Requested by: Joe Triplett, County Engineer	***Department:*** Public Works
Previous Action on this Matter: None.	

Background: The purpose of this budget adjustment is to request an additional $1,300,000 from the County General fund balance to fund the Harris Shop Improvement project. At the April 2023, Budget and Finance meeting the Committee recommended approval of this funding source for the project. The County Board approved the B/F Committee's recommendation at the April 19th Board of Commissioners meeting.

The invoice amount is $12,738, but the County budgeted $15,788 for the purchase.

No county general levy funds are requested.

***Attachment(s)*:**

- 2023 Budget Adjustment Forms – Public Works Budget Adjustment Requests

Action Requested/Recommended: It is respectfully requested that the Chisago County Board affirmatively consider approving the 2023 Public Works Budget Adjustment Requests. The suggested motion to approve this action is as follows:

"Move to approve the 2023 Public Works Budget Adjustment Requests."

Implications of Action: Recommended Board action would allow the Public Works to continue using the 2023 Public Works Board requested budget.

Budget/Financial Implications: The 2023 Public Works levy remains unchanged with no additions or deletions to the levy. No county general levy funds are requested.

Legal/Policy Implications: The proposed activity is in conformity with applicable state statutes and County authority and policies.

Administrator's Recommendation

Approve C EB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

Budget Adjustment Request

this form MUST be completed electronically

2023
year

Department Name: Public Works

Department Head: Joe Triplett

Reason and description of the proposed change to the Budget:

Direction from April B&F and County Board to use general fund balance to fund Harris Shop Improvement project.

	Yes/No
Is this proposed budget change a net expenditure to the county?	Yes
If yes, can other expenditures be cut from this department to offset this net expenditure?	no
If a net expenditure, can this change be deferred until next budget year?	no

Auditor-Treasurer's comments:

KRW reviewed 05/12/2023

	Account #					Additional $ Amounts	
Account Description	Fund	Dept	Program	Service	Object	Revenue	Expenditure
Miscellaneous Expenses	**03**	**325**	**000**	**0525**	**6802**		($1,300,000)

Budget Adjustment Request

2023
year

this form MUST be completed electronically

Department Name: Public Works

Department Head: Joe Triplett

Reason and description of the proposed change to the Budget:

GPS Antenna purchase for County Surveyor

	Yes/No
Is this proposed budget change a net expenditure to the county?	Yes
If yes, can other expenditures be cut from this department to offset this net expenditure?	no
If a net expenditure, can this change be deferred until next budget year?	no

Auditor-Treasurer's comments:

KRW Reviewed 06/14/23. No comments.

	Account #					Additional $ Amounts	
Account Description	Fund	Dept	Program	Service	Object	Revenue	Expenditure
Miscellaneous Expenses	**03**	**105**	**000**	**0000**	**6802**		($12,738)

Chisago County Request for Board Action

Meeting Date: June 21, 2023	***Item Number:*** **9**
Title of Item for Consideration: HHS Budget Adjustment Request	
Action Requested by: Robert Benson, Director	***Department:*** Health & Human Services
Previous Action on this Matter: None	

Background: A contract and amount was approved at the April 19, 2023 board for the METS Data base system primarily for Paperless billing. The approved amount was $100,000, the request is to move the funds from the HHS fund balance to the 2023 Income Maintenance budget to complete the purchase.

***Attachment(s)*:**

- Budget Adjustment form

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners Approve the budget adjustment request. The suggested motion is as follows:

"Move to Approve the HHS Budget adjustment request to move $100,000 in funds from the HHS fund balance to the 2023 Income Maintenance budget to complete the METS Database purchase."

Implications of Action: Approval of this budget adjustment request will allow Chisago County Health & Human Services to complete the purchase of the Mets Paperless billing solution from Databank.

Budget/Financial Implications: This will be funded by the HHS Fund Balance dollars.

Legal/Policy Implications: The proposed activities are in compliance with all applicable state and federal regulations and County policies & procedures.

Administrator's Recommendation

Approve C EB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

Budget Adjustment Request

this form MUST be completed electronically

2023
year

Department Name: HHS

Department Head: Robert Benson

Reason and description of the proposed change to the Budget:

Move $100,000.00 from the HHS Fund Balance to the 2023 Income Maintenance budget for the purchase of METS Paperless Billing Solution from Databank.

	Yes/No
Is this proposed budget change a net expenditure to the county?	Yes
If yes, can other expenditures be cut from this department to offset this net expenditure?	No
If a net expenditure, can this change be deferred until next budget year?	No

Auditor-Treasurer's comments:

This is part of the Public health and north woods software IM that had been previously committed by the Board (see Exhibit 3 of the Annual Financial Statements). Balance of those committed funds will drop to $200,000. KRW 06/13/23.

	Account #					Additional $ Amounts	
Account Description	Fund	Dept	Program	Service	Object	Revenue	Expenditure
Computer Software	**5**	**420**	**600**	**0**	**6402**	$0	($100,000)

Chisago County Request For Board Action

Meeting Date: June 21, 2023	***Item Number:*** **10**
Title of Item for Consideration: Increase Credit Card Limit – Captain Mahowald	
Action Requested by: Sheriff Brandon Thyen	***Department:*** Sheriff Office
Previous Action on this Matter: None.	

Background: Captain Andrew Mahowald oversees many divisions including training. The training approval process often requires pre-payment and the necessity to hold attendance spots and lodging costs with a credit card. With over 40 sworn deputies to manage training costs, an increase to Captain Mahowald's credit card limit would be warranted.

***Attachment(s)*:**

- Chisago County Request for County Credit Card Limit Increase Form

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the request for County credit card limit increase for Captain Andrew Mahowald. The suggested motion is as follows:

"Move to approve the request for County credit card limit increase for Captain Andrew Mahowald."

Implications of Action: By increasing the credit card limit, Captain Mahowald will be able to approve trainings without running into frequent limit restrictions.

***Budget/Financial Implications*:** None.

***Legal/Policy Implications*:** The proposed activities are in compliance with all applicable county policies & procedures.

Administrator's Recommendation

Approve C EB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

COUNTY OF CHISAGO
REQUEST FOR COUNTY CREDIT CARD LIMIT INCREASE

TO: COUNTY AUDITOR

FROM: Brandon Thyen (Name (Dept Head))

Sheriff's Office (Department)

RE: Request for County Issued Credit Card Limit Increase
(Place an X in the applicable box)

Current Limit $2,000 Requested Limit $5,000

Department Head Portion:

I request the following employee be considered for the limit increase amount above:

Employee Full Name (print): Andrew Mahowald

Title & Department: Captain - Sheriff's Office

Reason of Request: Training and Lodging fees need increased limit

The Department Head may recommend an account limit for an employee however, the County Board of Commissioners will establish all account limits.

Signature of Employee

6.12.2023
Date

Brandon Thyen
Signature of Department Head

6/14/2023
Date

***** PLEASE RETURN TO AUDITOR'S OFFICE *****

County Auditor Portion:

Received request on _____
Date

_____ _____
Chisago County Auditor Date

Presented to the Chisago County Board on _____
Date

Action taken by Chisago County Board on _____
Date

- ☐ Approved as requested
- ☐ Denied
- ☐ Other

Board Approval Stamp

Chisago County Request for Board Action

Meeting Date: June 21, 2023	***Item Number:*** **11**
Title of Item for Consideration: Application for Abatements (reduction) of Property Taxes	
Action Requested by: Bridgitte Konrad, County Auditor/Treasurer	***Department:*** Auditor/Treasurer
Previous Action on this Matter: From time to time the Board of Commissioners is asked to address individual Abatement requests.	
Background: The application is for the abatement (reduction) of property tax for tax payable in 2023. It is recommended by the Assessor's office and Auditor's office for approval. The reduction meets the County's policy for such actions. The following parcel is requesting abatement; • Eric Trudeau – 11.00359.10 ***Attachment(s)*:** • Applications for Abatement (*available with Clerk of the Board*)	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the applications of abatement of taxes for the tax parcel 11.00359.10. The suggested motion is as follows: ***"Move to approve the applications of abatement of taxes for the following tax parcel; 11.00359.10."***	
Implications of Action: By approving the application, the property owner will be paying the appropriate property tax in 2023. ***Budget/Financial Implications*:** Minimal impact on the County finances and budget. ***Legal/Policy Implications*:** The proposed activities are in general conformity with applicable state statutes and County authority and policies.	

Administrator's Recommendation

Approve CEB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

TAB #12

Chisago County Fairgrounds

Dennis Frandsen

Discussion

TAB #13

MICA Presentation

Matt Massman,
Executive Director

TAB 14

Chisago County Department of
Environmental Services and Zoning
313 No. Main St. #240
Center City, MN 55012
651-213-8374 ~ Kurt.Schneider@chisagocountymn.gov

Memo

To: Chisago County Board of Commissioners
From: Kurt Schneider, Director Environmental Services & Zoning
Date: May 10, 2023
Re: **June 21, 2023, Directors Report**

Enclosed within your packets are the following Department of Environmental Services and Zoning presentation/action item(s). Action items are further detailed in their corresponding Request for Board Action (RBA) reports. Please contact the Department if you have any questions or concerns or wish to view detailed Action Item hearing or file documents in advance of your June 21, 2023, Board meeting.

Action Items:

1. Receive Directors Report
2. Cashmere Properties, LLC and applicant Sara Larsen Wild Mountain CUP Amendment.
3. Water Plan Policy Team Purpose, Mission Statement, and Practices & Procedures Resolution
4. State Grant Contract SSTS Grant - Replacing Failing Septic Systems to Protect Groundwater

Informational Item(s):

Board of Adjustment and Appeals:
The next regularly scheduled Board of Adjustment meeting of Thursday, June 29th at 7:00 p.m. at the County Government Center. The tour of the Board's agenda items is scheduled for June 28, 2023, departing at 8:15 a.m. from Public Works at 31325 Oasis Road, Center City. Items for consideration during the meeting include:

1. Property owners Kenneth & Mary Evanoff are requesting Variances to Zoning Ordinance Section 4.03 and Shoreland Management Ordinance Section 5.21 in order to expand a legal non-conforming structure (deck) which is closer to the Ordinary High Water Level (OHWL) than required. The .21± acre subject site is located at 32740 N. Center Court in Chisago Lake Township, S22, T34, R20 (PID 02.01080.00).

Planning Commission:
The regularly Planning Commission meeting is scheduled for Thursday, July 6th at 7:00 p.m. at the County Government Center. The tour of the Board's agenda items is scheduled for July 5, 2023, departing at 9:00 a.m. from Public Works at 31325 Oasis Road, Center City. Items for consideration during the meeting include:

1. Property owners Becky Meyer & Bill Lloyd are seeking approval of an Interim Use Permit (IUP) allowing a Commercial Kennel for pet boarding and daycare on 37.05± acres in the Agricultural (AG) District / Sunrise River Overlay (SO) District. The subject site is located at 12690 St. Croix Trail / TH 95 in Sunrise Township, S16, T35, R20 (PID 09.00168.00).

2. Property owners John & Janet Swanson and applicant Milo Horak are seeking approval of the Preliminary Plat of Blue Ribbon Tree Farm involving the creation of two lots from a 26.4± acre tract of land. The subject site is zoned Agricultural (AG) District and generally located north of 400th Street and south of 410th Street / CR 81 on the east side of Sunrise Road / CSAH 9 in Sunrise Township, S9, T35, R20 (PID 09.00119.00).

3. *Continued Hearing* - Property owner Boozhoo Coffee & Café, LLC and applicant Joe Beaulieu are seeking approval of a Conditional Use Permit (CUP) allowing a Drive-Through Business and an Accessory Residential Unit in the Rural Village Center (RVC) District. The .92± acre subject property is located at 2340 Stark Road / CSAH 10 in Fish Lake Township, S26, T36, R22 (PID 03.00385.00).

General Department Informational Item(s):
Revenue associated with land use and construction permit activity thru May 31, 2023, is $302,993 or 36% of projected 2023 revenue. General construction permit activity for May YTD is summarized on the attached table. May and now June have presented a high volume of permit requests and staff is working hard to keep plan review and permit processing moving while also carrying out full daily inspection schedules.

Hiring process for the addition of a 3rd building inspector is near complete. Numerous certified and licensed candidates have applied to the opportunity. With a 3rd inspector we'll be able to dedicate office/permit review time much more aggressively and will see stronger turnaround on all permit requests. The position is badly needed not only because of the volume of work but also the added jurisdictions and geographic areas the department covers.

Pursuant to Board authorization in May, staff has executed contracts and proceed with the enlistment of WSB land acquisition services and preliminary design of the planned Segment D Swedish Immigrant Regional Trail corridor immediately east of Center City to the City of Shafer. WSB and their land acquisition team have consulted with staff and are now making direct property owner contact efforts.

The first 1/3rd (approx. 1 mile up to 420th Street) of the Sunrise Prairie Regional Trail extension to the City of Harris has been made ready for pavement with targeted paving date of June 19th/20th. The remainder all the way to Harris will be completed by mid-September.

HHW Recycle Yard development project is near complete and will open to the public on June 26th. The "Yard" will accept un-bagged and clean single-sort, curbside type materials including glass containers, aluminum & tin cans, paper & cardboard, and 31 & #2 plastic containers. It will be open and free to the public on non-holiday Mondays 12pm – 7pm and the last Saturday of the month 9am – 1pm…

Environmental Services Department May 2023 YTD Land Use/Construction Permit Activity:

Building Summar: Year to Date (YTD)																
Location	New House		Additions/Alterations		Mechanical		Accessory		Commerical		Multi-Family		Septic Systems		Septic Certifications	
	May	YTD	May	YTD	May	YTD	May	YTD	May	YTD	May	YTD	May	YTD	May	YTD
Amador	-	1	5	15	-	4		-	-	2	-	-	-	-	3	5
Chisago Lake	-	-	17	32	6	21	7	8	-	-	-	-	1	-	5	12
Fish Lake	1	2	16	30	1	9	3	4	-	1	-	-	3	-	5	11
Franconia	-	1	7	18	1	8	3	5	-	-	-	-	1	-	2	4
Lent	-	2	8	20	3	12	2	3	-	-	-	-	2	-	1	5
Nessel		-	14	27	1	7	3	4	1	1	-	-	2	-	7	9
Rushseba	1	1	-	4	-	4	1	1	-	-	-	-	1	-	3	3
Shafer	-	3	5	13	-	2	2	2	-	-	-	-	-	-	1	4
Sunrise	2	3	10	21	-	5	5	6	-	-	-	-	3	-	2	2
Center City	-	3	2	7	1	3	-	-	-	2	-	-	-	-	-	-
Chisago City	-	-	4	30	6	33	-	2	3	5	-	-	2	-	6	6
City of Harris	1	5	3	6	-	2	1	1	-	1	-	-	-	-	-	1
City of Lindstrom	-	3	15	40	6	21	-	1	2	5	-	-	-	-	-	-
Rush City	-	-	5	10	1	6	1	1	2	2	-	-	-	-	-	-
City of Shafer	-	-	3	6	-	-	-	-	-	-	-	-	-	-	-	-
City of Stacy	-	-	5	8	2	9	1	3	2	5	-	-	-	-	-	2
City of Taylors Falls	-	-	5	15	1	4	-	-	-	-	-	-	-	-	-	-
Totals:	5	24	124	302	29	150	29	41	10	24	-	-	15	-	35	64
*City of Stacy tracking began January 1, 2023																

Chisago County Request For Board Action

Meeting Date: June 21, 2023	***Item Number:*** **15**
Title of Item for Consideration: Cashmere Properties, LLC and Sara Larsen Conditional Use Permit Amendment – Wild Mountain Commercial Recreation Area	
Action Requested by: Kurt Schneider, Director	***Department:*** Environmental Services and Zoning on behalf of the Chisago County Planning Commission.

Previous Action on this Matter: The original Conditional Use Permit for this property was granted by the Chisago County Board of Commissioners on October 19, 2005, and the approval was filed by the Chisago County Recorder's Office as Document #A-460284.

Background: Property owner Cashmere Properties, LLC and applicant Sara Larsen have requested a Conditional Use Permit (CUP) Amendment to expand operations at Wild Mountain. The proposed expansion includes installation of new amenities including a pool, waterslides, bath house with food and beverage service, and pump house; and a modification to the legal description to include the southerly parcel (PID 01.00196.15). The subject 142+ acre property is located at 37200 Wild Mountain Road / CSAH 16, Amador Township, on Parcel's 01.00196.15 and 01.00127.00003.00.

At their meeting of June 1, 2023, the Planning Commission conducted the requisite public hearing and unanimously (6-0) adopted Resolution PC2023-0601 recommending approval of the request with conditions. A resolution of the Board of Commissioners consistent with that of the Commission's recommendation is presented for Board consideration.

Pursuant to Minnesota Statute, the 60-day agency action deadline is June 27, 2023. Among the options for the County Board at tonight's meeting are the following:

- Approve the CUP amendment, as recommended and with the Findings and Conditions prepared by the Planning Commission and carried forward by County ESD staff in Resolution form.
- Consider and Approve the CUP amendment, generally as recommended by the Planning Commission and County ESD staff, but with modified Conditions determined and approved by the County Board at tonight's meeting (to be codified as part of the formal CUP approval).
- The County Board may extend the initial 60-day period (up to a total of 120 days), if, before the end of the initial 60-day period, it notifies the landowner in writing of its intent to take additional time to consider the application, the reasons for the extension, and anticipated length of the extension (Minn. Stat. 15.99, Subd. 3(c)).

  Sufficient time exists for the County Board to extend the initial 60-day period via written notification, if such a decision is formally taken at tonight's Meeting. Any motion to extend this time period should include, at a minimum, direction to staff to prepare a written notification of the County Board's action "to take up to an additional 60 days to further review the record and make a decision on this application."
- The County Board may Deny the CUP for legally justifiable reasons, but must state such reasons as part of the official record of decision (either as part of a motion to deny or as part of a failure of a motion to approve). Moreover, such action must be taken prior to the end of the initial 60-day period (or 120-day period if extended).

  Additionally, State Statute directs (but does not mandate) that written reasons for denial be provided to the applicant prior to the end of the initial 60-day period (or 120-day period if

extended) and be consistent with the reasons stated in the record at the time of denial. Typically, such written reasons are prepared and adopted by the body as part of its denial, or at the next scheduled meeting.

***Attachments*:**

- Draft Resolution of Approval
- Planning Commission Presentation
- Planning Commission Staff Report & Hearing Packet
- Planning Commission Minutes (draft)

Action Requested/Recommended It is respectfully requested that the Board affirmatively consider the recommendation of the Planning Commission to approve the Cashmere Properties, LLC and Sara Larsen Conditional Use Permit Amendment request. The following is the suggested language for the motion:

"Move to Approve Resolution No. 23/0621____ , a Resolution of the County Board of Commissioners of Chisago County, Minnesota, Approving the Cashmere Properties, LLC and Sara Larsen Wild Mountain Conditional Use Permit Amendment to allow expanded operations at Wild Mountain including new amenities including a pool, waterslides, bath house with food and beverage service, and pump house; and a modification to the legal description, all on property located at 37200 Wild Mountain Road / CSAH 16, Amador Township, on Parcel's 01.00196.15 and 01.00127.00003.00."

Implications of Action – Recommended Board action grants the requested Conditional Use Permit Amendment request with conditions.

Budget/Financial Implications: None.

Legal/Policy Implications: The recommended Board consideration and action(s) are in conformity with generally accepted practices, procedures and interpretations of applicable state statutes and County ordinances and policies. Conditions placed on the CUP must be satisfied and cannot be modified, removed, expanded, or revoked without due process.

Administrator's Recommendation

Approve _____	Deny _____	Other C EB
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

Commissioner _____ offered the following resolution and moved its adoption:

RESOLUTION NO. 23/0621-_____
A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CHISAGO COUNTY, MINNESOTA, APPROVING AN AMENDMENT TO A CONDITIONAL USE PERMIT ALLOWING COMMERCIAL RECREATION AREA USES ON PROPERTY LOCATED AT 37200 WILD MOUNTAIN ROAD / CSAH 16 IN AMADOR TOWNSHIP

WHEREAS, property owner Cashmere Properties, LLC and applicant Sara Larsen submitted an application dated received April 20, 2023 and considered complete on April 28, 2023 for an Amendment to a Conditional Use Permit for the operation and expansion of a commercial recreational facility known as Wild Mountain on property located at 37200 Wild Mountain Road / CSAH 16 in Amador Township; and

WHEREAS, the original Conditional Use Permit was granted by the Chisago County Board of Commissioners on October 19, 2005 and the approval was filed by the Chisago County Recorder's Office as Document #A-460284; and

WHEREAS, the property owner and applicant wish to Amend the Conditional Use Permit in order to expand the existing facility through installation of new amenities and modify the legal description; and

WHEREAS, the subject site is located in the Agricultural (AG) District; and

WHEREAS, the subject site is legally described as:

PIDs 01.00127.00 and 01.00196.15

THAT PART OF:
The Southwest Quarter of the Northwest Quarter; the Northwest Quarter of the Southwest Quarter; the Southwest Quarter of the Southwest Quarter; the Southeast Quarter of the Southwest Quarter; all that part of the Southeast Quarter of the Northwest Quarter described as follows: Beginning at the Southwest corner of said Southeast Quarter of Northwest Quarter, thence Northerly along the Westerly line of said Southeast Quarter of Northwest Quarter to a point 250 feet South of the Northeast corner of the Southwest Quarter of Northwest Quarter; thence Southeasterly on a line, to be hereinafter known as "Line A", intersecting the South line of the Southeast Quarter of Northwest Quarter 450 feet Easterly of point of beginning; all in Section 27, Township 35, Range 19.
AND
All that part of Government Lot 6 of Section 27, Township 35, Range 19, lying West of a line described as follows: Commencing at a point on the North line of said Lot, 660 feet East of the Northwest corner thereof; running thence Southeasterly in a straight line to a point on the South line of said Lot, 280 feet East of the Northwest corner of Government Lot 5 of said Section; all in Chisago County, Minnesota.
AND
The Northwest Quarter of Section 34, Township 35, Range 19; The Southwest Quarter of the Northeast Quarter of Section 34, Township 35, Range 19; That part of Government Lot 2 of Section 34, Township 35, Range 19, lying West of a line, to be hereinafter known as "Line B", described as follows: Commencing at a point on the North line of said lot, 1000 feet East of the Northwest corner thereof; running thence Southerly in a straight line to the Northwest corner of Government Lot 3 of said Section; excepting therefrom, the following: Commencing on the North line of said Government Lot 2, 1000 feet East of the Northwest corner thereof; thence South 15 degrees 10 minutes 01 seconds East, a distance of 72.24 feet; thence South 66 degrees 12 minutes 11 seconds West, a distance of 317.47 feet to the Easterly right-of-way line of County Road 16; thence Northerly along said right-of-way 204.11 feet to the North line of said Government Lot 2; thence Easterly along said North line to the point of beginning.
All according to the map or plat thereof on file and of record in the office of the County Recorder in and for Chisago County, Minnesota.
AND
That part of Government Lot 5 lying West of the centerline of County Road No. 16, of Section 27, Township 35, Range 19, Chisago County, Minnesota.

DESCRIBED AS FOLLOWS:

COMMENCING at the southwest corner of the Southwest Quarter of Section 27, Township 35, Range 19; thence on an assumed bearing of North 89 degrees 28 minutes 34 seconds East along the south line of said Southwest Quarter a distance of 2601.07 feet; thence North 14 degrees 15 minutes 06 seconds West a distance of 92.68 feet to a point to be hereinafter known as "POINT A"; thence North 23 degrees 15 minutes 13 seconds East a distance of 829.28 feet to the centerline of County Road 16 and the POINT OF BEGINNING of parcel to be described; thence South 23 degrees 15 minutes 13 seconds

West a distance of 829.28 feet to the hereinbefore described POINT A; thence South 14 degrees 15 minutes 06 seconds East a distance of 104.39 feet; thence South 15 degrees 40 minutes 05 seconds East a distance of 421.03 feet; thence North 68 degrees 47 minutes 08 seconds East a distance of 105.09 feet; thence South 23 degrees 20 minutes 53 seconds East a distance of 286.29 feet; thence South 51 degrees 12 minutes 01 seconds West a distance of 228.74 feet; thence South 22 degrees 50 minutes 49 seconds East a distance of 468.87 feet; thence South 64 degrees 06 minutes 08 seconds West a distance of 235.82 feet; thence North 30 degrees 02 minutes 03 seconds West a distance of 703.24 feet; thence North48 degrees 25 minutes 24 seconds West a distance of 599.12 feet; thence North 37 degrees 53 minutes 19 seconds West a distance of 1,261.73 feet; thence South 41 degrees 57 minutes 08 seconds West a distance of 235.69 feet; thence North 53 degrees 02 minutes 34 seconds West a distance of 375.20 feet; thence North 23 degrees 50 minutes 56 seconds West a distance of 407.90 feet; thence North 20 degrees 35 minutes 29 seconds West a distance of 325.24 feet; thence North 17 degrees 31 minutes 23 seconds West a distance of 881.52 feet; thence North 09 degrees 03 minutes 47 seconds East a distance of 172.11 feet; thence North 63 degrees 37 minutes 38 seconds East a distance of 1,586.42 feet to the hereinbefore described "Line A"; thence South 22 degrees 34 minutes 54 seconds East along said "Line A" a distance of 537.58 feet, more or less to the north line of said Government Lot 6; thence easterly along the said north line a distance of 210.00 feet to the hereinbefore described "Line B"; thence southeasterly along said "Line B" a distance of 1,600.28 feet, more or less to the south line of said Lot 6; thence westerly along said south line a distance of 193.35 feet, more or less to the centerline of County Road 16; thence southeasterly along said centerline 497.55 feet, more or less to the POINT OF BEGINNING.

WHEREAS, notice was provided and on June 1, 2023 the Planning Commission conducted a public hearing regarding this application, at which it heard from the Land Services Coordinator, the property owner and/or applicant, and invited members of the public to comment; and

WHEREAS, the Planning Commission recommended approval of the Conditional Use Permit Amendment with Findings of Fact and conditions per Resolution No. PC2023-0601; and

WHEREAS, the Board of Commissioners considered the request and the Planning Commission's recommendation at its June 21, 2023 meeting and made the following findings per Zoning Ordinance Section 8.04:

Factor #1 The [proposed action is consistent with the] Comprehensive Plan and development policies of the County;

Finding #1 *The Chisago County Comprehensive Plan outlines a number of goals and policies which are meant to support and encourage the type of activity which will draw visitors to Chisago County, including different types of outdoor recreation. Among those identified goals and policies are the following:*

Natural Resources Goal: Prime scenic views and historic landscapes will be recognized as an important local amenity and an increasingly desirable local amenity drawing outside revenue from visitors that is vital to the local economy.

Policies:

1. *Identify and protect quality of visitor experience of prime scenic features, areas of exceptional rural ambience, important historic sites and their surrounding settings, and prime areas for flora study and wildlife viewing, and public and private open spaces amenable to low impact outdoors recreation.*

Economic Development Goal: Provide for a range of economic diversity and development opportunities in the County.

Policies:

1. *Promote natural amenities in the County as assets to economic development and business opportunity.*
2. *Promote tourism as an expanding opportunity for employment and tax base.*
3. *Promote tourism and commercial recreation as expanding opportunities for employment and tax base.*

Factor #2 The proposed use will not create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area;

Finding #2 *The subject property is in and of itself a destination, drawing visitors to the site for commercial recreation activities. The use will not generate any demand upon existing parks or other public facilities or amenities. There will be some impact to Wild Mountain Road / CSAH 16, but any such impact is not expected to be excessive or unreasonable. Further, to support this finding, the County Engineer did not identify any roadway concerns related to the proposed use.*

Factors #3 and #4 The proposed use will be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development does not suffer undue negative impact and there will be no significant deterrence to future development;
The proposed use and site will have an appearance that will not have an adverse effect upon adjacent properties;

Findings #3 and #4 *The proposed use is an expansion of an existing outdoor Commercial Recreation Area use. The subject area (site of expansion) will be separated by both distance and existing screening from nearby properties, including the property which is immediately south and most likely impacted by the proposed use. The appearance of the proposed use will be in keeping with the existing appearance of the site / use and, without any evidence that the existing appearance has had an adverse effect upon adjacent properties, the County finds no evidence to suggest that the proposed use will have an adverse effect.*

Factors #5 and #6 The proposed use, in the opinion of the County, is reasonably related to the overall land use goals of the County and to the existing land use;
The proposed use is consistent with the purposes of the Zoning Ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use;

Findings #5 and #6 *The proposed use is in keeping with the overall goals of the County as described in Finding #1. Further, the subject properties are zoned Agricultural (AG) District and the Zoning Ordinance specifically allows the existing and proposed uses with approval of a Conditional Use Permit. Therefore, the County finds that the proposed use complies with goals established within the Comprehensive Plan, the purposes and intent of the Zoning Ordinance, and the purposes of the AG District.*

Factor #7 The proposed use will not cause traffic hazard or congestion; and

Finding #7 *There may be seasonal upswings in traffic levels along Wild Mountain Road / CSAH 16 during the summer months; however, the County Engineer did not identify that the increase would rise to the threshold of traffic hazard or congestion.*

Factor #8 The proposed use will not adversely impact existing nearby properties by intrusion of noise, glare or general unsightliness.

Finding #8 *The proposed use will be in keeping with the existing outdoor Commercial Recreation Area use. Given the outdoor nature of the proposed use, there is likely to be a minimal increase in the amount of noise; however, the property most likely to be impacted by the proposed use (property immediately south) is currently undeveloped and appears to be used for agricultural and managed forest land purposes and should, therefore, not suffer any potential negative impacts related to noise, glare or general unsightliness.*

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of Chisago County, Minnesota hereby approves the request for Conditional Use Permit Amendment, subject to the following conditions:

1. This Conditional Use Permit (CUP) Amendment supersedes the CUP granted by the Chisago County Board of Commissioners on October 19, 2005 (original CUP) which granted approval for the operation and expansion of the Commercial Recreation facility known as Wild Mountain and located at 37200 Wild Mountain Road / CSAH 16 in Amador Township (recorded as Document No. A-460284). The approved Amendment allows for the following:
    a. Expansion of the existing facility through installation of new amenities including a pool, waterslides, bath house with food and beverage service, and pump house; and,
    b. Modification of the legal description to include the southerly subject parcel (PID 01.00196.15).
2. In addition to the amenities listed in Condition No. 1.a. above and approved by this CUP Amendment, the County acknowledges that the site has previously been developed with the following amenities and these amenities are hereinafter authorized by this permit:
    a. Slopes for skiing, snowboarding and snowtubing;
    b. Wild Adventure Island Waterpark (jets, slides, a 350-gallon dumping bucket and a lazy river);
    c. Avalanche Alley Waterslides (four waterslides);
    d. Artic Rush Alpine Slide (two slides stretching 1,700 feet from the top of the mountain to the bottom);
    e. Tall Timbers Raceway (go-karts);
    f. FreeFall XP (two story tower with platforms at 18’ and 27’); and,
    g. Corduroy Club Dining and Sun Deck (full-service bar with full menu)
3. The subject site shall be developed and the facility shall be operated in conformance with the application materials, including the written narrative and site plans dated received April 20, 2023, except as specifically noted herein. Any significant deviation or expansion, as determined by Chisago County Department of Environmental Services staff, shall require further review by the Planning Commission and approval by the County Board.
4. The County acknowledges that the installation of amenities authorized by this CUP Amendment will occur in two phases, with Phase 1 (pool, bath house, and pump house) anticipated to begin in 2023 and Phase 2 (waterslides) anticipated to begin in 2028-2033. The property owner is not bound to these timeframes, however, and may install all amenities upon approval of this CUP Amendment.
5. The property owner shall make application for septic compliance inspections for all existing septic systems on the subject site. Further, installation of any new septic system(s) shall be done so in accordance with all applicable septic codes and all required permits shall be obtained.
6. All existing and proposed septic systems must comply with Minnesota Pollution Control Agency (MPCA) Individual Sewage Treatment Systems Chapter 7080.

7. The property and uses thereon are subject to all applicable local and State codes, including Zoning, Building and Septic Codes.
8. "Camping" and "lodging" must be stricken from the CUP except for the limited occasional uses such as "lock-ins" for youth church and scouting groups.
9. All new lighting and replacements for old lighting must be shielded downlighting, to mitigate glare.
10. Outdoor sound amplification through loudspeakers must be directed inward to the facility as much as possible and limited to 10:00 pm on weeknight and 1:00 am on weekends.
11. A complete erosion control and stormwater plan for the entire facility must be prepared and submitted for approval.
12. All accesses are subject to Public Works approval.
13. All applicable state regulations must be followed and all applicable state licenses must be obtained and/or maintained.
14. A plan for any future significant topographical alterations or operational changes must be submitted to the Office of Environmental Services for review and approval prior to any such activity.

Commissioner _____ seconded the resolution and upon a vote being taken thereon, the following voted:

IN FAVOR THEREOF:
OPPOSED:
ABSENT:

Whereupon the proclamation was declared duly **passed** and **adopted**.

Approved: June 21, 2023

_____
Ben Montzka
Chair, Board of Commissioners

ATTEST: _____
Chase Burnham
County Administrator



Conditional Use Permit Amendment
Commercial Recreation Area

Cashmere Properties, LLC
Sara Larsen
PIDs 01.00127.00 and 01.00196.15
37200 Wild Mountain Road
Amador Township

Existing Conditional Use Permit / Background

- Previous property owners requested and received a CUP in October 2005.
- The 2005 CUP was a direct result of code enforcement efforts related to activity on the southerly subject parcel (location of snow tubing operation).
- The October 19, 2005 County Board meeting minutes and the 2005 legal recording refer to the approval as a CUP Amendment; however, staff has found no prior record of formal zoning approval for this use and, further, the Planning Commission's October 6, 2005 meeting minutes indicate that the 2005 request was the first formal zoning request.
- While the 2005 CUP was a direct result of activity taking place on the southerly subject parcel (PID 01.00196.15), the legal recording only includes the northerly subject parcel (PID 01.00127.00). It's unclear why the legal recording did not include both parcels; however, this portion of the current request is an attempt to correct this error.

Date	Action
October 6, 2005 (Original CUP)	Planning Commission conducted public hearing to consider CUP to operate and expand the commercial recreational facility known as Wild Mountain and **recommended approval** with conditions.
October 19, 2005 (Original CUP)	County Board **Approved CUP Amendment** to operate and expand the commercial recreational facility known as Wild Mountain as proposed by Dan Raedeke and Amanda Frischmon (as recommended by the Planning Commission): 1. "Camping" and "lodging" must be stricken from the CUP except for the limited occasional uses such as "lock-ins" for youth church and scouting groups. 2. All new lighting and replacements for old lighting must be shielded downlighting, to mitigate glare. 3. Outdoor sound amplification through loud speakers must be directed inward to the facility as much as possible and limited to 10:00 pm on weeknight and 1:00 am on weekends. 4. A complete erosion control and stormwater plan for the entire facility must be prepared and submitted for approval. 5. All accesses are subject to Public Works approval. 6. All applicable state regulations must be followed and all applicable state licenses must be obtained and/or maintained. 7. A plan for any future significant topographical alterations or operational changes must be submitted to the Office of Environmental Services for review and approval prior to any such activity.
June 1, 2023 (CUP Amendment #1)	Planning Commission conducts public hearing to **consider CUP Amendment** to expand operation and modify legal description.

Existing Conditions

- Located at 37200 Wild Mountain Road / CSAH 16 in Amador Township
- Includes two parcels – PID 01.00127.00 on the north is 125.9± acres and PID 01.00196.15 on the south is 16.4± acres (142.3± acres total)
- Zoned Agricultural (AG) District as are all surrounding properties to the north, west and south. Properties to the east are a combination of Agricultural and Rural Residential II District / Upper St. Croix Overlay (UO) District
- First developed in 1960's as a ski hill, then ventured into summertime activities in 1976 with the alpine slide. In 1980's the operation expanded with 4 waterslides and a lazy river. According to the Wild Mountain website, existing amenities include:
  - Slopes for skiing, snowboarding and snowtubing
  - Wild Adventure Island Waterpark (jets, slides, 350-gallon dumping bucket, and a lazy river)
  - Avalanche Alley Waterslides (four waterslides)
  - Artic Rush Alpine Slide (two slides stretching 1,700' top to bottom)
  - Tall Timbers Raceway (go-karts)
  - FreeFall XP (two story tower with platforms at 18' and 27')
  - Corduroy Club Dining and Sun Deck (full-service bar with full menu)



Proposal

<u>Phase 1</u>

- Installation of a 5, 485 sf ADA compliant pool
- Construction of a 47’10.5” x 40’ (1,915 sf) bath house with showers, sinks, toilets, urinals, and a food / beverage outlet
- Construction of a 50’x28’ (1,400 sf) pump house

Proposed to start in June 2023 and be complete in Fall 2023

<u>Phase 2</u>

- Installation of six waterslides

Proposed to occur between 2028 and 2033





Proposal, continued

- The pool, waterslides and bath house are rated for an additional 365 people. With this additional load of guests, the property owner anticipates approximately 1,100 daily visits during peak summer days.
- The property owner reports that the existing parking and infrastructure routinely accommodates loads of up to 2,000 people in winter months and feels that the existing parking and infrastructure can accommodate the proposed expansion in summer months.

Based on the site plans and the County's GIS Viewer, staff estimates the proposed setbacks as follows:

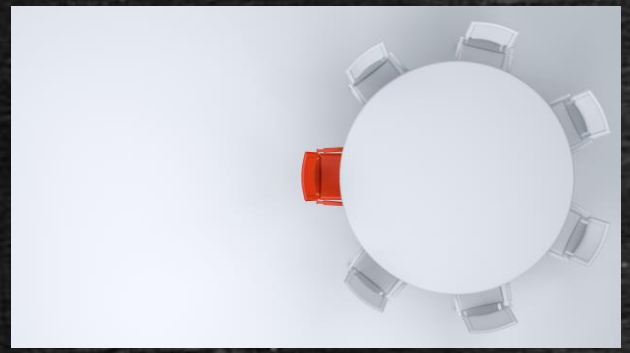
- Pump House – The pump house appears to be situated approximately 115' from the southerly property boundary and approximately 242' from the easterly property boundary / centerline of Wild Mountain Road / CSAH 16.
- Pool – The pool appears to be approximately 200' north of the southerly property boundary and 228' from the easterly property boundary / centerline of Wild Mountain Road / CSAH 16.
- Bath House – The bath house appears to be more than 360' north of the southerly property boundary and 224' from the easterly property boundary / centerline of Wild Mountain Road / CSAH 16.
- Waterslides – The site plans do not provide dimensional detail / proposed setbacks for the waterslides; however, the photos provided by the property owner show that the waterslides are proposed to be situated on and just beyond the existing fence line. Based on this information and the County's GIS Viewer, it appears that the waterslides will be approximately 85' from the southerly property boundary (at the closest point) and approximately 180' from the easterly property boundary / centerline of Wild Mountain Road / CSAH 16.

As proposed, all new structures appear to meet and exceed the required structural setbacks.

Other details:

- Hours of Operation – 11:00 am – 6:00 pm, Memorial Day to Labor Day. These hours will not change as a result of the proposed expansion.
- Staffing – The facility currently employs 15 full-time, year-round staff and 60 seasonal summer staff. The full-time staff would likely remain at 15 with the proposed expansion; however, they would need to add 6 - 10 part-time seasonal attendants / lifeguards. The property owner is not proposing any change to food and beverage staffing at this time.

Review Process



Technical Review Committee May 10, 2023

- Committee discussed existing septic systems, the possible need for septic compliance inspections for existing systems, and that new system will likely need to be designed by advanced designer or professional engineer, if combined with an existing system, due to its size.
- No other concerns identified

Amador Town Board May 16, 2023

- Recommended approval with no conditions





Review Period

- 60-day review period expires on June 27, 2023

Staff Recommendation

Staff believes that the existing and proposed Commercial Recreation Area use complies with and is consistent with the intent of the County's Zoning Ordinance and Comprehensive Plan. Barring any new or unknown evidence of compliance discovered after the completion of the staff report or during the course of the public hearing, **staff recommends approval** of the CUP Amendment with conditions.

Staff notes that the proposed conditions are the exact conditions recommended by the Planning Commission and approved by the County Board in October 2005, with the addition of condition no. 1 to clarify that this approval is an Amendment to the original 2005 approval and condition nos. 2 – 7 to address the proposed expansion. Additionally, the legal description included in the draft resolution has been updated to include both parcels owned and operated by Cashmere Properties, LLC.

As a reminder, existing conditions that have no relationship to the requested Amendment(s) cannot be added, eliminated, or altered.

Staff Recommendation, conditions 1 - 5

1. This Conditional Use Permit (CUP) Amendment supersedes the CUP granted by the Chisago County Board of Commissioners on October 19, 2005 (original CUP) which granted approval for the operation and expansion of the Commercial Recreation facility known as Wild Mountain and located at 37200 Wild Mountain Road / CSAH 16 in Amador Township (recorded as Document No. A-460284). The approved Amendment allows for the following:
    a. Expansion of the existing facility through installation of new amenities including a pool, waterslides, bath house with food and beverage service, and pump house; and,
    b. Modification of the legal description to include the southerly subject parcel (PID 01.00196.15).
2. In addition to the amenities listed in Condition No. 1.a. above and approved by this CUP Amendment, the County acknowledges that the site has previously been developed with the following amenities and these amenities are hereinafter authorized by this permit:
    a. Slopes for skiing, snowboarding and snowtubing;
    b. Wild Adventure Island Waterpark (jets, slides, a 350-gallon dumping bucket and a lazy river);
    c. Avalanche Alley Waterslides (four waterslides);
    d. Artic Rush Alpine Slide (two slides stretching 1,700 feet from the top of the mountain to the bottom);
    e. Tall Timbers Raceway (go-karts);
    f. FreeFall XP (two story tower with platforms at 18' and 27'); and,
    g. Corduroy Club Dining and Sun Deck (full service bar with full menu)
3. The subject site shall be developed and the facility shall be operated in conformance with the application materials, including the written narrative and site plans dated received April 20, 2023, except as specifically noted herein. Any significant deviation or expansion, as determined by Chisago County Department of Environmental Services staff, shall require further review by the Planning Commission and approval by the County Board.
4. The County acknowledges that the installation of amenities authorized by this CUP Amendment will occur in two phases, with Phase 1 (pool, bath house, and pump house) anticipated to begin in 2023 and Phase 2 (waterslides) anticipated to begin in 2028-2033. The property owner is not bound to these timeframes, however, and may install all amenities upon approval of this CUP Amendment.
5. The property owner shall make application for septic compliance inspections for all existing septic systems on the subject site. Further, installation of any new septic system(s) shall be done so in accordance with all applicable septic codes and all required permits shall be obtained.

Staff Recommendation, conditions 6 - 14

6. All existing and proposed septic systems must comply with Minnesota Pollution Control Agency (MPCA) Individual Sewage Treatment Systems Chapter 7080.
7. The property and uses thereon are subject to all applicable local and State codes, including Zoning, Building and Septic Codes.
8. "Camping" and "lodging" must be stricken from the CUP except for the limited occasional uses such as "lock-ins" for youth church and scouting groups.
9. All new lighting and replacements for old lighting must be shielded downlighting, to mitigate glare.
10. Outdoor sound amplification through loud speakers must be directed inward to the facility as much as possible and limited to 10:00 pm on weeknight and 1:00 am on weekends.
11. A complete erosion control and stormwater plan for the entire facility must be prepared and submitted for approval.
12. All accesses are subject to Public Works approval.
13. All applicable state regulations must be followed and all applicable state licenses must be obtained and/or maintained.
14. A plan for any future significant topographical alterations or operational changes must be submitted to the Office of Environmental Services for review and approval prior to any such activity.

Options & Action Requested

OPTIONS

1. Recommend that the County Board **approve** the Rezoning as presented or amended.

2. Should the Planning Commission determine that the proposed Conditional Use Permit Amendment does not comply with and/or is not consistent with the intent of County's Zoning Ordinance or Comprehensive Plan upon completion of the public hearing and/or upon discovery of any new or unknown evidence, recommend that the County Board **deny** the Conditional Use Permit Amendment based on factors deemed appropriate.

3. **Table** the request to allow for submission of additional supporting documentation and/or further review and consideration. Being that the current review period expires on June 27, 2023, and the next regularly scheduled Planning Commission should also include in its motion a 60-day extension of the review period.

4. Recommend that the County Board consider **revocation** of the existing Conditional Use Permit due to the inability of the subject site to support the scope and scale of the approved CUP or the Commission finds other probable cause.

ACTION REQUESTED

Motion to adopt Resolution No. PC2023-0601, a resolution recommending approval of an Amendment to a Conditional Use Permit allowing Commercial Recreation Area uses on property located at 37200 Wild Mountain Road / CSAH 16 in Amador Township, with Findings of Fact and conditions as presented or amended.

Staff Report

TO: Planning Commission
FROM: Beth Gervais, Land Services Coordinator
SUBJECT: Amendment to a Conditional Use Permit Allowing Commercial Recreation Area
37200 Wild Mountain Road / CSAH 16, Amador Township
DATE: June 1, 2023

ACTION TO CONSIDER

The Planning Commission will conduct a public hearing to consider an Amendment to a Conditional Use Permit (CUP) allowing the expansion of an existing Commercial Recreation Area use known as Wild Mountain. The proposed Amendment is twofold: the property owner wishes to expand the current operation through installation of new amenities including a pool, waterslides, bath house with food and beverage service, and pump house; and, the property owner wishes to modify the legal description to include the southerly subject parcel (PID 01.00196.15).

SITE & APPLICATION INFORMATION

Applicant(s):	Sara Larsen
Property Owner(s):	Cashmere Properties, LLC
Location:	37200 Wild Mountain Road / CSAH 16 Amador Township Sections 27 and 34, Township 35, Range 19
PIDs:	01.00127.00 and 01.00196.15
Property Area:	142.3± Acres (01.00127.00 = 125.9± acres + 01.00196.15 = 16.4± acres)
Current Zoning:	Agricultural (AG) District
Adjacent Zoning:	
North:	Agricultural (AG) District
South:	Agricultural (AG) District
East:	Agricultural (AG) District and Rural Residential II (RRII) District / Upper St. Croix Overlay District
West:	Agricultural (AG) District
Date Application Received:	April 20, 2023
Date Application Complete:	April 28, 2023
60-Day Review Period:	June 27, 2023



BACKGROUND

Property owner Cashmere Properties, LLC and applicant Sara Larsen have applied for a Conditional Use Permit (CUP) Amendment in order to expand operations at Wild Mountain. The proposed expansion includes installation of new amenities including a pool, waterslides, bath house with food and beverage service, and pump house; and, a modification to the legal description to include the southerly parcel (PID 01.00196.15).

The previous property owners of Wild Mountain (Dan Raedeke & Amanda Frischmon) requested and received a CUP in October 2005. It's staff's understanding, from the Planning Commission's October 6, 2005 meeting minutes, that the 2005 CUP was a direct result of code enforcement efforts related to activity on the southerly subject parcel (location of snow tubing operation). The October 19, 2005 County Board meeting minutes and the 2005 legal recording refer to the approval as a CUP Amendment; however, staff has found no prior record of formal zoning approval for this use and, further, the Planning Commission's October 6, 2005 meeting minutes indicate that the 2005 request was the first formal zoning request.

As mentioned above, the 2005 CUP was a direct result of activity taking place on the southerly subject parcel (PID 01.00196.15); however, the legal recording only includes the northerly subject parcel (PID 01.00127.00). It's unclear why the legal recording did not include both parcels; however, this portion of the current request is an attempt to correct this error.

The Planning Commission's October 6, 2005 and the County Board's October 19, 2005 meeting minutes have been attached for reference, as well as the 2005 legal recording.

The table below offers a brief history of the CUP:

Date	Action
October 6, 2005 (Original CUP)	Planning Commission conducted public hearing to consider CUP to operate and expand the commercial recreational facility known as Wild Mountain and **recommended approval** with conditions.
October 19, 2005 (Original CUP)	County Board **Approved CUP Amendment** to operate and expand the commercial recreational facility known as Wild Mountain as proposed by Dan Raedeke and Amanda Frischmon (as recommended by the Planning Commission): 1. "Camping" and "lodging" must be stricken from the CUP except for the limited occasional uses such as "lock-ins" for youth church and scouting groups. 2. All new lighting and replacements for old lighting must be shielded downlighting, to mitigate glare. 3. Outdoor sound amplification through loud speakers must be directed inward to the facility as much as possible and limited to 10:00 pm on weeknight and 1:00 am on weekends. 4. A complete erosion control and stormwater plan for the entire facility must be prepared and submitted for approval. 5. All accesses are subject to Public Works approval. 6. All applicable state regulations must be followed and all applicable state licenses must be obtained and/or maintained. 7. A plan for any future significant topographical alterations or operational changes must be submitted to the Office of Environmental Services for review and approval prior to any such activity.
June 1, 2023 (CUP Amendment #1)	Planning Commission conducts public hearing to **consider CUP Amendment** to expand operation and modify legal description.

CONSIDERATION OF CUP AMENDMENTS

Up until recently, the County has processed requests for CUP Amendments in the same manner as requests for new CUPs, meaning the Planning Commission and County Board have considered all previously approved conditions and, in certain cases, amended conditions which the applicant(s) may not have specifically requested an Amendment to or, in certain cases, added new / eliminated previously approved conditions which the applicant(s) may not have specifically requested be added / eliminated. However, the County was advised in 2022 that, when considering an Amendment to a Conditional Use Permit, the County may not add conditions that have no relationship to the sought after Amendment. In other words, the Amendment process is not allowed to be used for adding conditions that the County, in hindsight, wishes it had imposed when the original Conditional Use Permit was granted.

Approval of the requested Amendment will allow expansion of the current operation through installation of new amenities and modify the legal description included on the legal recording. Denial of the requested Amendment will not result in automatic revocation of the existing CUP or otherwise render it null and void; it will simply leave the existing CUP in effect as-is. Alternatively, if the Planning Commission feels that the subject site no longer supports the scope and scale of the approved CUP or the Commission finds other probable cause, the Commission may wish to consider recommending that the County Board consider review and/or revocation of the CUP.

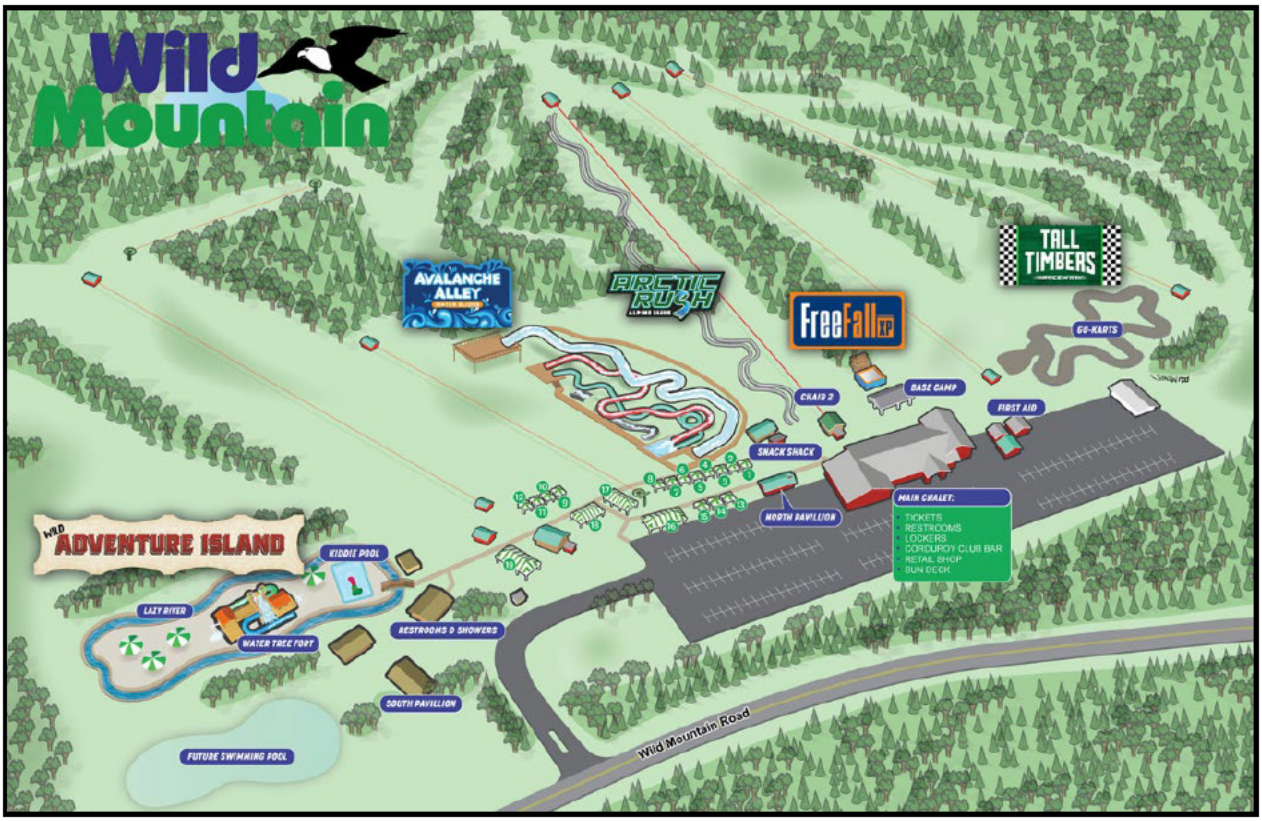
SITE ANALYSIS

The 142.3± acre subject site includes two parcels: PID 01.00127.00 being 125.9± acres in size (northerly subject parcel) and PID 01.00196.15 being 16.4± acres in size (southerly subject parcel). The site is generally located approximately 4.3 miles easterly of the intersection of Park Trail / CSAH 12 and Wild Mountain Road / CSAH 16 and approximately 3 miles northerly of 347th Street / CR 71 on the west side of Wild Mountain Road / CSAH 16. The site is located within the Agricultural (AG) District as are all surrounding properties to the north, west and south. Properties directly east are a combination of the AG District (Wild River State Park) and Rural Residential II (RRII) District / Upper St. Croix Overlay (UO) District.

According to the application materials, the subject site was first developed in the 1960s as the Val Croix Ski Area and rebranded in 1972 as Wild Mountain. The facility started as a ski hill and began venturing into summertime activities in 1976 with the installation of the alpine slide. The operation expanded into the waterpark industry during the 1980s with four waterslides and a lazy river. According to the Wild Mountain website (www.wildmountain.com), existing amenities include:

- Slopes for skiing, snowboarding and snowtubing;
- Wild Adventure Island Waterpark (jets, slides, a 350-gallon dumping bucket and a lazy river);
- Avalanche Alley Waterslides (four waterslides);
- Artic Rush Alpine Slide (two slides stretching 1,700 feet from the top of the mountain to the bottom);
- Tall Timbers Raceway (go-karts);
- FreeFall XP (two story tower with platforms at 18' and 27'); and,
- Corduroy Club Dining and Sun Deck (full service bar with full menu).

The image below, taken from the Wild Mountain website, shows approximate locations of all amenities.



In addition to the amenities listed above, the site has been developed with the main chalet, parking lot, pavilions, first aid station, snack shack, and base camp.

PROPOSAL ANALYSIS

The application materials explain and illustrate that the property owner is seeking approval to develop an area between the existing lazy river water feature (Wild Adventure Island) and Wild Mountain Road (the image above shows the subject area labeled "future swimming pool"). Development will occur in two phases:

- Phase 1
  - Installation of a 5,485 sf ADA compliant pool
  - Construction of a 47'10.5" x 40' (1,915 sf) bath house with showers, sinks, toilets and urinals, and food and beverage outlet
  - Construction of a 50' x 28' (1,400 sf) pump house
- Phase 2
  - Installation of six waterslides



The property owner is proposing to break ground for Phase 1 in June 2023 and complete the project in fall of 2023 for use in May 2024. Phase 2 is proposed to occur between 2028 and 2033 based on market demand.

The pool, waterslides and bath house are rated for an additional 365 people. With this additional load of guests, the property owner anticipates approximately 1,100 daily visits during peak summer days. The property owner reports that the existing parking and infrastructure routinely accommodates loads of up to 2,000 people in winter months and feels that the existing parking and infrastructure can accommodate the proposed expansion in summer months.

To demonstrate that the site can physically support the proposed pool, the property owner provided a geotechnical report prepared by Kilo Engineering dated November 14, 2022. The report includes results of field and laboratory testing, recommendations for the foundations, and general site development.

Based on the site plans and the County's GIS Viewer, staff estimates the proposed setbacks as follows:

- Pump House – The site plans show the pump house to be approximately 15' from the southerly extension of the existing fence line and approximately 30' from the easterly extension of the existing fence line. According to the County's GIS Viewer, the fence itself is more than 100' from the southerly property boundary and more than 200' from the roadway, which means that the proposed pump house will meet and exceed all required setbacks. In summary, the pump house appears to be situated approximately 115' from the southerly property boundary and approximately 242' from the easterly property boundary / centerline of Wild Mountain Road / CSAH 16.
- Pool – The site plans show the pool to be approximately 93' north of the southerly extension of the existing fence line, which means that it will be approximately 200' north of the southerly property boundary. The site plans also show the pool to be 228' from the easterly property boundary / centerline of Wild Mountain Road / CSAH 16.
- Bath House – The site plans show the bath house to be approximately 258' north of the southerly extension of the existing fence line, which means that it will be more than 360' north of the southerly property boundary. The site plans also show the bath house to be 224' from the easterly property boundary / centerline of Wild Mountain Road / CSAH 16.
- Waterslides – The site plans do not provide dimensional detail / proposed setbacks for the waterslides; however, the photos provided by the property owner show that the waterslides are proposed to be situated on and just beyond the existing fence line. Based on this information and the County's GIS Viewer, it appears that the waterslides will be approximately 85' from the southerly property boundary (at the closest point) and approximately 180' from the easterly property boundary / centerline of Wild Mountain Road / CSAH 16.

As proposed, all new structures appear to meet and exceed the required structural setbacks.

Other details:

- Hours of Operation – The property owner has reported that the current summer hours of operation are 11:00 am – 6:00 pm, Memorial Day to Labor Day. These hours will not change as a result of the proposed expansion.
- Staffing – The property owner also reports that the facility currently employs 15 full-time, year-round staff and 60 seasonal summer staff. The full-time staff would likely remain at 15 with the proposed expansion; however, they would need to add 6 - 10 part-time seasonal attendants /

lifeguards. The property owner is not proposing any change to food and beverage staffing at this time.

FINDINGS OF FACT

Zoning Ordinance Section 8.04 (Conditional Use Permits) C. states that the Planning Commission shall consider possible effects of the proposed conditional use based upon, but not limited to, the general factors listed below.

Factor #1 The [proposed action is consistent with the] Comprehensive Plan and development policies of the County;

Finding #1 *The Chisago County Comprehensive Plan outlines a number of goals and policies which are meant to support and encourage the type of activity which will draw visitors to Chisago County, including different types of outdoor recreation. Among those identified goals and policies are the following:*

Natural Resources Goal: Prime scenic views and historic landscapes will be recognized as an important local amenity and an increasingly desirable local amenity drawing outside revenue from visitors that is vital to the local economy.

Policies:

1. *Identify and protect quality of visitor experience of prime scenic features, areas of exceptional rural ambience, important historic sites and their surrounding settings, and prime areas for flora study and wildlife viewing, and public and private open spaces amenable to low impact outdoors recreation.*

Economic Development Goal: Provide for a range of economic diversity and development opportunities in the County.

Policies:

1. *Promote natural amenities in the County as assets to economic development and business opportunity.*
2. *Promote tourism as an expanding opportunity for employment and tax base.*
3. *Promote tourism and commercial recreation as expanding opportunities for employment and tax base.*

Factor #2 The proposed use will not create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area;

Finding #2 *The subject property is in and of itself a destination, drawing visitors to the site for commercial recreation activities. The use will not generate any demand upon existing parks or other public facilities or amenities. There will be some impact to Wild Mountain Road / CSAH 16, but any such impact is not expected to be excessive or unreasonable. Further, to support this finding, the County Engineer did not identify any roadway concerns related to the proposed use.*

Factors #3 and #4 The proposed use will be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development does not suffer undue negative impact and there will be no significant deterrence to future development;

	The proposed use and site will have an appearance that will not have an adverse effect upon adjacent properties;
Findings #3 and #4	*The proposed use is an expansion of an existing outdoor Commercial Recreation Area use. The subject area (site of expansion) will be separated by both distance and existing screening from nearby properties, including the property which is immediately south and most likely impacted by the proposed use. The appearance of the proposed use will be in keeping with the existing appearance of the site / use and, without any evidence that the existing appearance has had an adverse effect upon adjacent properties, the County finds no evidence to suggest that the proposed use will have an adverse effect.*
Factors #5 and #6	The proposed use, in the opinion of the County, is reasonably related to the overall land use goals of the County and to the existing land use; The proposed use is consistent with the purposes of the Zoning Ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use;
Findings #5 and #6	*The proposed use is in keeping with the overall goals of the County as described in Finding #1. Further, the subject properties are zoned Agricultural (AG) District and the Zoning Ordinance specifically allows the existing and proposed uses with approval of a Conditional Use Permit. Therefore, the County finds that the proposed use complies with goals established within the Comprehensive Plan, the purposes and intent of the Zoning Ordinance, and the purposes of the AG District.*
Factor #7	The proposed use will not cause traffic hazard or congestion; and
Finding #7	*There may be seasonal upswings in traffic levels along Wild Mountain Road / CSAH 16 during the summer months; however, the County Engineer did not identify that the increase would rise to the threshold of traffic hazard or congestion.*
Factor #8	The proposed use will not adversely impact existing nearby properties by intrusion of noise, glare or general unsightliness.
Finding #8	*The proposed use will be in keeping with the existing outdoor Commercial Recreation Area use. Given the outdoor nature of the proposed use, there is likely to be a minimal increase in the amount of noise; however, the property most likely to be impacted by the proposed use (property immediately south) is currently undeveloped and appears to be used for agricultural and managed forest land purposes and should, therefore, not suffer any potential negative impacts related to noise, glare or general unsightliness.*

REVIEW PROCESS

The Technical Review Committee met with project representative Brad Larsen on May 10, 2023. Much of the conversation pertained to septic concerns. The County Sanitarian and Larsen discussed the existing septic systems, the possible need for compliance inspections for the existing systems, and that the new system will likely need to be designed by an advanced designer or professional engineer, if combined with an existing system, due to its size. Aside from septic concerns, the Committee did not identify any other concerns with the proposed Amendment.

The Amador Town Board reviewed the proposed CUP Amendment at its May 16, 2023 meeting and recommended approval with no conditions.

The 60-day review period expires on June 27, 2023.

STAFF RECOMMENDATION

Staff believes that the existing and proposed Commercial Recreation Area use complies with and is consistent with the intent of the County's Zoning Ordinance and Comprehensive Plan. Barring any new or unknown evidence of compliance discovered after the completion of this report or during the course of the public hearing, **staff recommends approval** of the CUP Amendment with conditions (see below) and has prepared a resolution for the Commission's consideration.

Staff notes that the proposed conditions are the exact conditions recommended by the Planning Commission and approved by the County Board in October 2005, with the addition of condition no. 1 to clarify that this approval is an Amendment to the original 2005 approval and condition nos. 2 – 7 to address the proposed expansion. Additionally, the legal description included in the draft resolution has been updated to include both parcels owned and operated by Cashmere Properties, LLC. As a reminder, existing conditions that have no relationship to the requested Amendment(s) cannot be added, eliminated, or altered.

Condition(s):

1. This Conditional Use Permit (CUP) Amendment supersedes the CUP granted by the Chisago County Board of Commissioners on October 19, 2005 (original CUP) which granted approval for the operation and expansion of the Commercial Recreation facility known as Wild Mountain and located at 37200 Wild Mountain Road / CSAH 16 in Amador Township (recorded as Document No. A-460284). The approved Amendment allows for the following:
    a. Expansion of the existing facility through installation of new amenities including a pool, waterslides, bath house with food and beverage service, and pump house; and,
    b. Modification of the legal description to include the southerly subject parcel (PID 01.00196.15).
2. In addition to the amenities listed in Condition No. 1.a. above and approved by this CUP Amendment, the County acknowledges that the site has previously been developed with the following amenities and these amenities are hereinafter authorized by this permit:
    a. Slopes for skiing, snowboarding and snowtubing;
    b. Wild Adventure Island Waterpark (jets, slides, a 350-gallon dumping bucket and a lazy river);
    c. Avalanche Alley Waterslides (four waterslides);
    d. Artic Rush Alpine Slide (two slides stretching 1,700 feet from the top of the mountain to the bottom);
    e. Tall Timbers Raceway (go-karts);
    f. FreeFall XP (two story tower with platforms at 18' and 27'); and,
    g. Corduroy Club Dining and Sun Deck (full service bar with full menu)
3. The subject site shall be developed and the facility shall be operated in conformance with the application materials, including the written narrative and site plans dated received April 20, 2023, except as specifically noted herein. Any significant deviation or expansion, as determined by Chisago County Department of Environmental Services staff, shall require further review by the Planning Commission and approval by the County Board.
4. The County acknowledges that the installation of amenities authorized by this CUP Amendment will occur in two phases, with Phase 1 (pool, bath house, and pump house) anticipated to begin in 2023 and Phase 2 (waterslides) anticipated to begin in 2028-2033. The property owner is not bound to these timeframes, however, and may install all amenities upon approval of this CUP Amendment.

5. The property owner shall make application for septic compliance inspections for all existing septic systems on the subject site. Further, installation of any new septic system(s) shall be done so in accordance with all applicable septic codes and all required permits shall be obtained.
6. All existing and proposed septic systems must comply with Minnesota Pollution Control Agency (MPCA) Individual Sewage Treatment Systems Chapter 7080.
7. The property and uses thereon are subject to all applicable local and State codes, including Zoning, Building and Septic Codes.
8. "Camping" and "lodging" must be stricken from the CUP except for the limited occasional uses such as "lock-ins" for youth church and scouting groups.
9. All new lighting and replacements for old lighting must be shielded downlighting, to mitigate glare.
10. Outdoor sound amplification through loud speakers must be directed inward to the facility as much as possible and limited to 10:00 pm on weeknight and 1:00 am on weekends.
11. A complete erosion control and stormwater plan for the entire facility must be prepared and submitted for approval.
12. All accesses are subject to Public Works approval.
13. All applicable state regulations must be followed and all applicable state licenses must be obtained and/or maintained.
14. A plan for any future significant topographical alterations or operational changes must be submitted to the Office of Environmental Services for review and approval prior to any such activity.

OPTIONS

1. Recommend that the County Board **approve** the Conditional Use Permit Amendment with Findings of Fact presented or amended and conditions presented.

2. Should the Planning Commission determine that the proposed Conditional Use Permit Amendment does not comply with and/or is not consistent with the intent of County's Zoning Ordinance or Comprehensive Plan upon completion of the public hearing and/or upon discovery of any new or unknown evidence, recommend that the County Board **deny** the Conditional Use Permit Amendment based on factors deemed appropriate.

   Note: Denial of the requested Amendment will not result in automatic revocation of the existing CUP or otherwise render it null and void; it will simply leave the existing CUP in effect as-is.

3. **Table** the request to allow for submission of additional supporting documentation and/or further review and consideration. Being that the current review period expires on June 27, 2023 and the next regularly scheduled Planning Commission meeting is on July 6, 2023, the Commission should also include in its motion a **60-day extension** of the review period.

4. Recommend that the County Board consider **revocation** of the existing Conditional Use Permit due to the inability of the subject site to support the scope and scale of the approved CUP or the Commission finds other probable cause.

   Note: If the Planning Commission moves to recommend revocation, the motion should include explicit reason for such action.

ACTION REQUESTED

Motion to adopt Resolution No. PC2023-0601, a resolution recommending approval of an Amendment to a Conditional Use Permit allowing Commercial Recreation Area uses on property located at 37200 Wild Mountain Road / CSAH 16 in Amador Township, with Findings of Fact and conditions as presented or amended.

If the Commission chooses to recommend denial of the request for Conditional Use Permit Amendment, staff will prepare a revised resolution based on the Findings of Fact established by the Commission.

ATTACHMENTS

1. Application materials:
    a. Application
    b. Written narrative
    c. Site photos
    d. Site plans – Phase 1
    e. Site plans – Phase 2
2. October 6, 2005 Planning Commission meeting minutes
3. October 19, 2005 County Board meeting minutes
4. 2005 Legal recording
5. Aerial location map (1) – subject property
6. Aerial location map (2) – vicinity map
7. Draft Resolution No. PC2023-0601

CC: Sara Larsen, applicant
County file

Chisago County Department of Environmental Services
Planning & Zoning Application

Permit # 23-445 P21

Township Anador S/T/R 27/35/19 PID# 01.0012 7.00

Project Address 37200 Wild Mountain Rd Taylors Falls . 55084

Property Owner(s) Sara Larsen CASHMERE PROPERTIES, LLC

Mailing Address (If Different from Project Address) PO Box 455 Taylors Falls MN 55084

Phone# [redacted] Email [redacted]

Applicant(s) Sara Larsen

Mailing Address (If Different from Project Address) _____

Phone# _____ Email _____

Type of Request (Check All That Apply)

S27 T35 R19

Board of Adjustment & Appeals
- ☐ Variance
- ☐ Administrative Appeal

Planning Commission
- ☐ Conditional Use Permit (CUP)
- ☐ Interim Use Permit (IUP)
- ☒ Amendment to CUP or IUP
- ☐ Preliminary Plat
- ☐ Rezoning
- ☐ Ordinance Amendment

Description of Request (Attach Separate Sheet if Necessary) attached

Required Attachments (Additional Attachments May Be Required Based On The Specific Request)

☒ Full Legal Description ☒ Detailed Site Plan ☒ Detailed Written Narrative ☒ Plat Drawings

Sara Larsen
Applicant Signature

4/20/2023
Date of Application

I hereby certify that the above information is true and correct to the best of my knowledge, and that any knowingly false representations may invalidate any approvals. With my signature, I also grant permission to Chisago County Officials to enter upon the subject property for the purpose of such inspections as may be necessary.

Fees		Dates	
Base Fee	$ 1025.00	Application Received	April 20, 2023
Recording Fee	$ 46.00	Application Complete	4-28-23
Plat Fee – No Road(s) / With Road(s)	$	(60) / 120 Day Review Period	6-27-23
Septic Compliance Fee	$	Extended Review Period	
Wetland Fee	$		
TOTAL FEE	$ 1071.00		

Chisago County Department of Environmental Services
Planning & Zoning Application

Township Presentation Form

Township Amador **S/T/R** 27/35/19 **PID#** 01.00127.00

Project Address 37200 Wild Mountain Rd Taylors Falls 55084

Property Owner(s) Sara Larsen

Mailing Address (If Different from Project Address) PO Box 455 Taylors Falls MN 55084

Phone# [redacted] **Email** [redacted]

Applicant(s) Sara Larsen

Mailing Address (If Different from Project Address) _____

Phone# _____ **Email** _____

Type of Request (Check All That Apply)

Board of Adjustment & Appeals	Planning Commission	
☐ Variance	☐ Conditional Use Permit (CUP)	☐ Preliminary Plat
☐ Administrative Appeal	☐ Interim Use Permit (IUP)	☐ Rezoning
	☒ Amendment to CUP or IUP	☐ Ordinance Amendment

Description of Request (Attach Separate Sheet if Necessary) see attached

Sara Larsen
Applicant Signature

4/20/2023
Date of Application

I hereby certify that the above information is true and correct to the best of my knowledge, and that any knowingly false representations may invalidate any approvals. With my signature, I also grant permission to Chisago County Officials to enter upon the subject property for the purpose of such inspections as may be necessary.

****

Date of County Public Hearing 6-1-23 **Date of Township Presentation** 5-16-23

Township Action Taken (Township Use Only)

☒ Recommendation of Approval ☐ Recommendation of Denial

Recommended Conditions of Approval OR Legal Findings for Recommendation of Denial

Signatures of Township Officials or Authorized Personnel

Ron Strong | [illegible] | Pete [illegible]



Conditional Use Permit Amendment

April 2023

PROJECT NARRATIVE

Request

We are requesting that Wild Mountain's Conditional Use Permit be expanded to allow for the addition of a pool, waterslides, bath house and pump house as described below.

Overview

Wild Mountain's history began back in the early 1960's as the Val Croix Ski Area. The property was sold in 1972 and rebranded to Wild Mountain.

Wild Mountain made its first venture into summertime activities with the addition of an alpine slide in 1976. Then, from 1983 to 1989 the business entered the waterpark industry by building 4 water slides and a lazy river.

Lastly, in 2004 an interactive play area was added inside the lazy river footprint which offered a play area for children.

Wild Mountain was at the forefront of the waterpark industry in the 1980's. Waterparks were rare, and it was nearly unheard of for a ski area to also have summertime programming. Besides the attractions at Wisconsin Dells, Wild Mountain was the only drive-to waterpark destination for people of the Twin Cities.

Since the 1980's the competitive landscape of waterparks has exploded. Not only have hotels and private waterparks been developed (like Valley Fair), but many municipalities have added waterparks as well (like Bunker Beach in Coon Rapids).

It's been decades since our business has made a significant investment in the competitive marketplace of Midwest water parks. Our intent is to invest in a two-phased approach to improve the water park attractions at Wild Mountain which would include the creation of a new pool, a bath house & small food service location, pump house to support water features and series of new water slides. The site is approximately 2 acres.

Our hope is to complete the pool, bath house and pump house in the fall of 2023 for opening in the spring of 2024. Then, we would complete the waterslides in future years – likely between 2028 and 2033.

Current Operations

Wild Mountain currently operates a skiing and snow tubing operation in the winter complete with lessons, food service and equipment rentals.

During the summer, Wild Mountain offers a waterpark consisting of 4 water slides, a lazy river and an interactive water feature. We also offer dry rides including an alpine slide, go-karts and the FreeFall XP.

Scope Of Improvements

We hope to develop an area just west of our existing lazy river water feature in a two-phase approach.

Phase 1 would include a 5,485 square foot pool (ADA compliant) that would have a lily pad crossing, basketball hoops and spraying jets. The space would also include three 20' foot umbrellas and seating around the pool. The pool will have a max depth of 4' 6".

Additionally, we will be adding a bath house which meets the state requirements for showering, sinks, urinals and toilets based on a maximum occupancy of 365 people.

This bath house will also have a food & beverage outlet including a location which will serve alcohol.

The final component of Phase 1 will be a pump house which will house our water pumps and water filtration infrastructure.

Our hope is to break ground on Phase 1 in late June and complete the project in the fall of 2023. The new amenities will open in May of 2024.

Phase 2 of the project would include the addition of up to 6 water slides that would be accessed from a single elevated pedestal. The water pumps and filtration needs for the waterslides have already been accounted for in the infrastructure being installed this summer.

Our hope is to complete Phase 2 between 2028 and 2033 based on market demand.

Contractors

There are two main groups working on this project.

Structural Buildings: This team is located in Becker, Wisconsin and has been in operation since 1985. This organization is a trusted builder of Wild Mountain due to their successful erection of our 12,000 square foot maintenance building in 2022.

Their team will be handling the bath house, pump house, concrete, electrical and plumbing on the project.

Neuman Pools: This organization has been in business for 45 years and are located in Beaver Dam, Wisconsin. Neuman Pools is a recognized leader in the waterpark industry and have built some of the largest and best-known waterparks in the United States.

Neuman Pools will be building the pool structure and installing the pump and filtration systems.

Visitation and Existing Infrastructure

The new pool/waterslides and bath house is rated for an additional 365 people. With this additional load of guests, we would consider a peak day of summer visitation to be roughly 1100 people. Wild Mountain's parking and existing infrastructure routinely handles loads of up to 2000 people in the winter. As a result, we are confident that our Phase 1 additions along with our existing infrastructure can handle a larger guest load in a comfortable fashion.

LEGAL DESCRIPTION

Wild Mountain Ski Area

That part of Government Lot 5, lying west of the centerline of County State Aid Highway 16, all in Section 27, Township 35, Range 19, in Amador Township, Chisago County.

Site Plan and Plats

A detailed site plan and plats are attached to this application. Additionally, the below photos will help add context to the project and its proposed location.



Proposed site looking south.



Proposed site looking west.



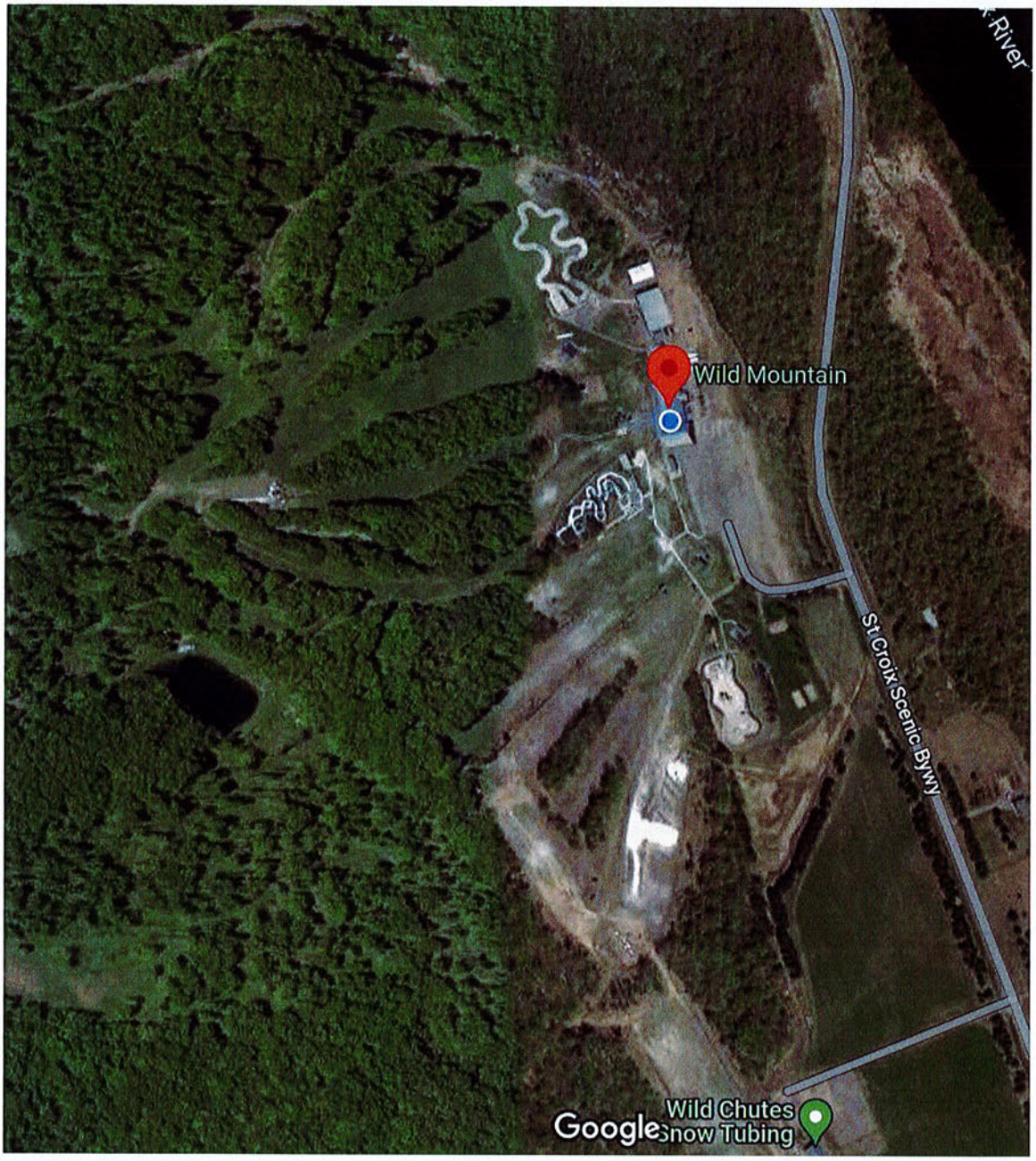
Proposed site looking northwest.



Proposed site looking southeast.

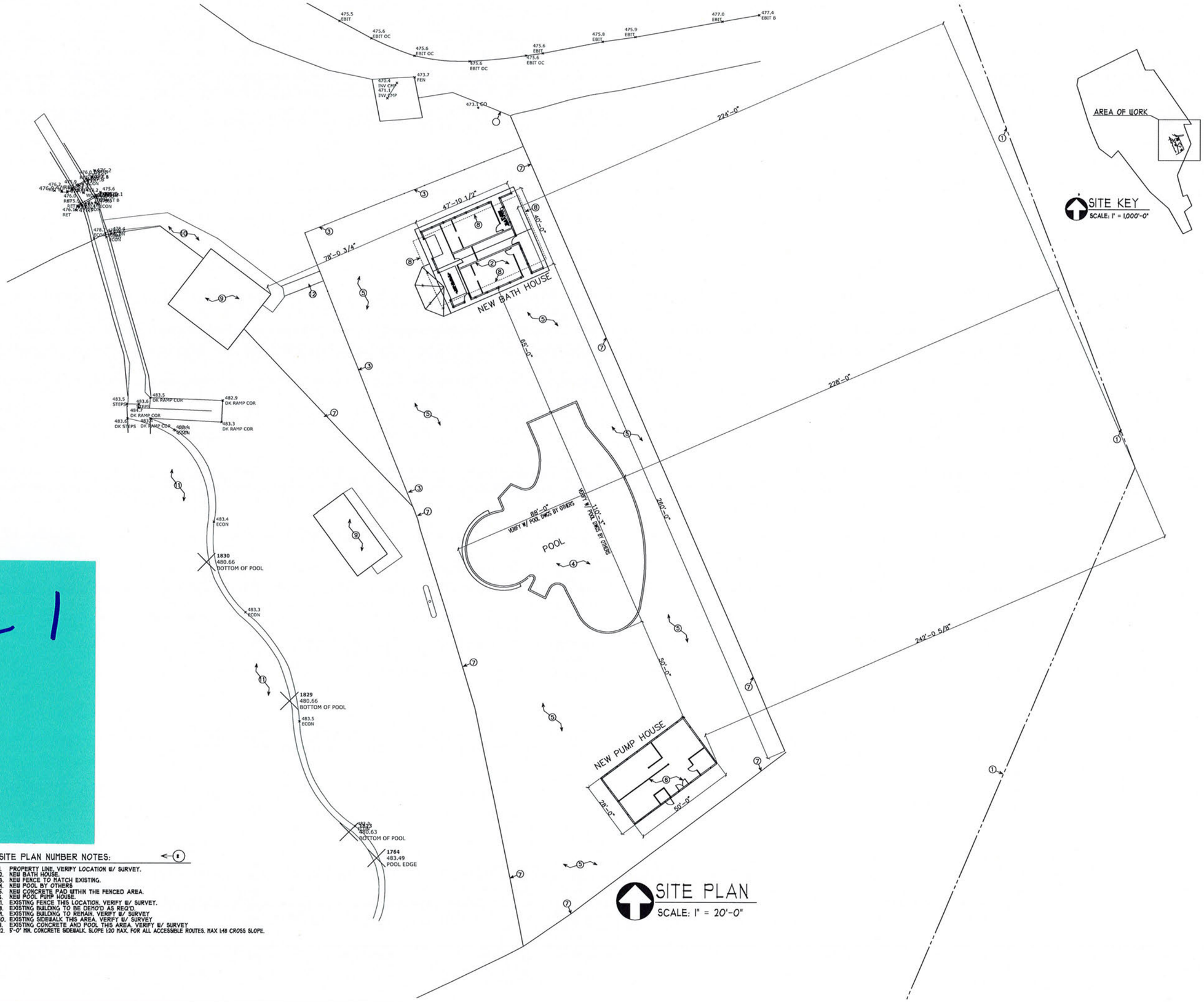


Overall map with Phase 1 and 2 additions.



Entire facility view.

Phase 1



SITE PLAN NUMBER NOTES:

1. PROPERTY LINE. VERIFY LOCATION W/ SURVEY.
2. NEW BATH HOUSE.
3. NEW FENCE TO MATCH EXISTING.
4. NEW POOL BY OTHERS
5. NEW CONCRETE PAD WITHIN THE FENCED AREA.
6. NEW POOL PUMP HOUSE.
7. EXISTING FENCE THIS LOCATION. VERIFY W/ SURVEY.
8. EXISTING BUILDING TO BE DEMO'D AS REQ'D.
9. EXISTING BUILDING TO REMAIN. VERIFY W/ SURVEY
10. EXISTING SIDEWALK THIS AREA. VERIFY W/ SURVEY
11. EXISTING CONCRETE AND POOL THIS AREA. VERIFY W/ SURVEY
12. 5'-0" MIN. CONCRETE SIDEWALK. SLOPE 1:20 MAX. FOR ALL ACCESSIBLE ROUTES. MAX 1:48 CROSS SLOPE.

COLE GROUP ARCHITECTS LLC
201 Park Avenue South
Suite 250
Fargo, ND 58103
(320) 654-4510
www.colegrouparchitects.com

These documents are not valid for building permit, unless signed, sealed and dated. Copies are not valid.

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Architect under the laws of the state of MINNESOTA

Name: NORMAN E. COLE

STRUCTURAL BUILDINGS
12924 FIRST STREET
BECKER, MN
(763) 261-4150

PROPOSED:
WILD MOUNTAIN
TAYLOR FALLS, MN

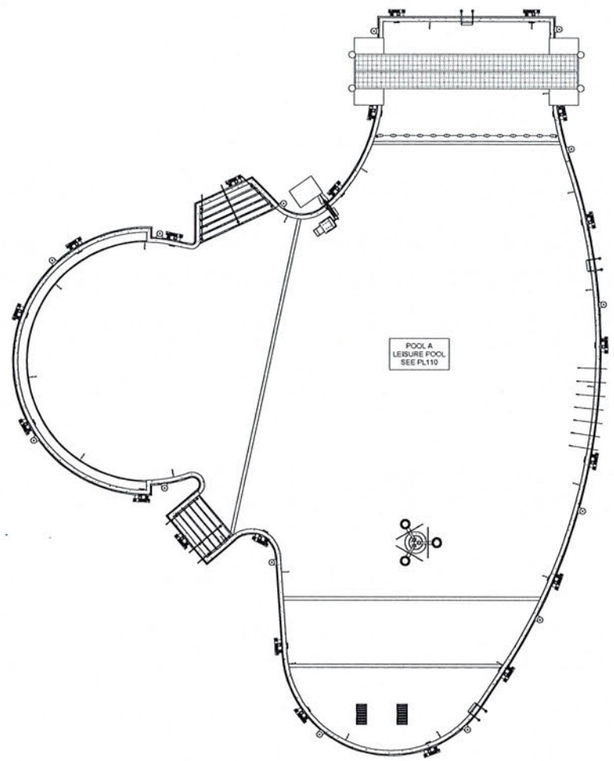
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REVISIONS COMMENTS

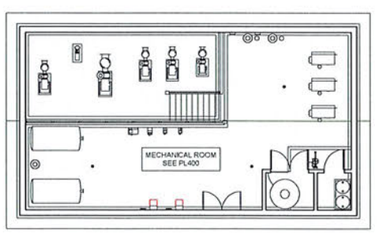
Project No.
23018
Issue Date

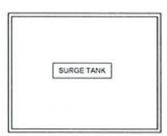
Document Set:
SITE PLAN

A010

PLOTTED: 03-24-23 FILE: 23018P CON: 5







1 PL100 OVERALL AQUATIC LAYOUT
PLAN VIEW
1/8" = 1'-0"

SCHEDULE - SHEET LIST

SHEET NO.	SHEET NAME
PL100	OVERALL AQUATIC PLAN
PL101	ADA AND DECK CLEARANCE
PL102	GENERAL DETAILS AND SCHEDULES
PL110	POOL A - LEISURE POOL PLAN
PL111	POOL A - LEISURE POOL DIMENSION PLAN
PL112	POOL A - LEISURE POOL SECTIONS
PL113	POOL A - LEISURE POOL DETAILS
PL114	POOL A - LEISURE POOL DETAILS
PL200	STRUCTURAL NOTES, PLAN(S) AND SCHEDULE
PL210	STRUCTURAL DETAILS
PL211	STRUCTURAL DETAILS
PL300	OVERALL PIPING PLAN
PL301	PIPING DETAILS
PL310	POOL A - LEISURE POOL PIPING PLAN
PL400	MECHANICAL EQUIPMENT PLAN
PL401	MECHANICAL DETAILS
PL402	MECHANICAL DETAILS
PL510	POOL A - LEISURE POOL P&ID
PL511	POOL A - LEISURE POOL ELECTRICAL SCHEMATIC
PL520	POOL B - FUTURE SLIDE COMPLEX P&ID

GENERAL NOTES:
1. LOCATE LIFEGUARD CHAIRS AS REQUIRED PER STATE AND LOCAL CODES AND PER OWNER'S SAFETY CONSULTANT.
2. SCHEDULE QUANTITIES ARE SHOWN FOR VALUE ENGINEERING PURPOSES. IT IS THE INSTALLING CONTRACTORS RESPONSIBILITY TO VERIFY QUANTITIES REQUIRED.
3. CONTRACTOR SHALL CONTACT ENGINEER FOR ELECTRONIC DRAWING FILES PRIOR TO COMMENCING POOL STAKING WORK.
4. ENGINEER WILL PROVIDE ELECTRONIC PLAN VIEW OF ALL POOLS IN AUTOCAD DRAWING FORMAT FOR CONTRACTOR'S USE TO LOCATE STRUCTURES AND RELATED POOL DECK EQUIPMENT.
5. REFER TO PL100 SERIES DRAWINGS FOR ALL POOL PLAN INFORMATION, RELATED EQUIPMENT, AND DETAILS.
6. REFER TO PL200 SERIES DRAWINGS FOR ALL POOL STRUCTURAL PLANS, RELATED INFORMATION, AND DETAILS.
7. REFER TO PL300 SERIES DRAWINGS FOR ALL POOL AND DRAIN PIPING AND RELATED INFORMATION AND DETAILS.
8. REFER TO PL400 SERIES DRAWINGS FOR ALL MECHANICAL EQUIPMENT INFORMATION AND RELATED DETAILS.
9. REFER TO PL500 SERIES DRAWINGS FOR ELECTRICAL SCHEMATICS AND P&IDs.

CODES, STANDARDS AND REGULATIONS:
CONTRACTOR SHALL BE FAMILIAR WITH ALL CODES AND STANDARDS LISTED BELOW AND ALERT THE ARCHITECT/ENGINEER TO CONFLICTS IN THE DRAWINGS

CODE JURISDICTION
CHISAGO COUNTY, TAYLORS FALLS, MINNESOTA

HEALTH & SAFETY CODE:
STATE HEALTH CODE MINNESOTA RULES CHAPTER 4717, DEPARTMENT OF HEALTH, ENVIRONMENTAL HEALTH

ACCESSIBILITY STANDARDS AND REGULATIONS:

UNITED STATES:
2010 ADA STANDARDS FOR ACCESSIBLE DESIGN

BATHER CAPACITY

BATHER CAPACITY IS CALCULATED IN ACCORDANCE WITH SECTION 4717.1350 OF THE MINNESOTA RULES CHAPTER 4717, DEPARTMENT OF HEALTH, ENVIRONMENTAL HEALTH CODE AS FOLLOWS:

1. POOL A:
   a. 5485 (SF) SHALLOW WATER / 15 (SF/BATHER) = 365 BATHERS.
2. TOTAL 365 BATHERS

neuman pools inc.
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Wild Mountain
PHASE 1
Taylor Falls, MN 55084

CONSULTANTS

REVISION SCHEDULE

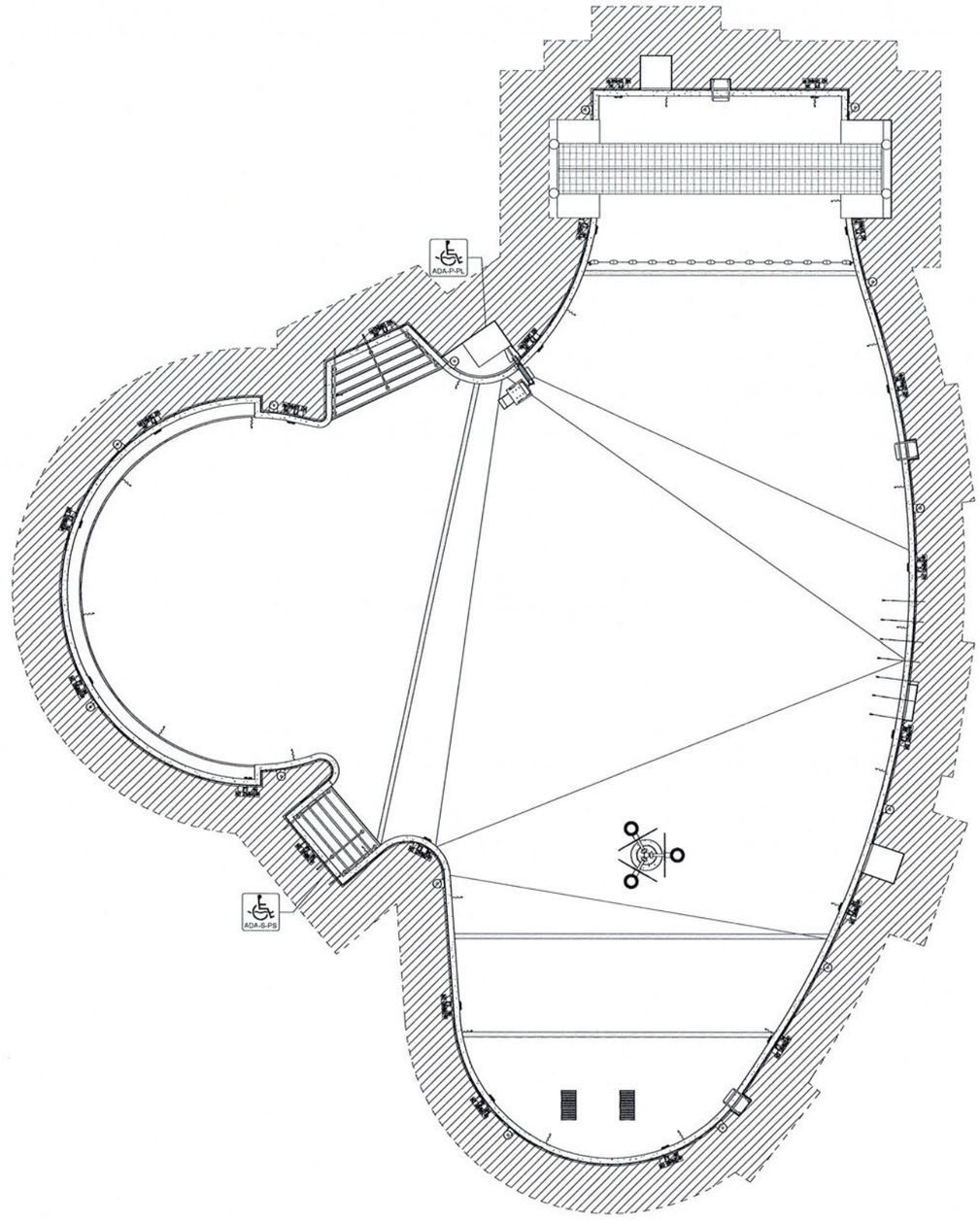
Number	Description	Date

ISSUE DATE: 03/24/23
PROJECT NUMBER: 22378
DRAWN BY: APP
CHECKED BY: GA

OVERALL AQUATIC PLAN

PL100

5' - 0" DECK CLEARANCE AS REQUIRED BY SECTION 4717.3350 OF MINNESOTA RULES CHAPTER 4717 DEPARTMENT OF HEALTH ENVIRONMENTAL HEALTH CODE



1 PL101 ADA AND DECK CLEARANCE PLAN VIEW
3/16" = 1'-0"

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Wild Mountain

Taylor Falls, MN 55084

CONSULTANTS

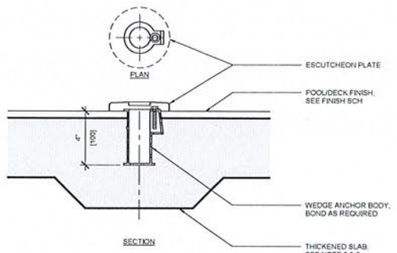
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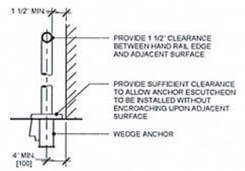
ADA AND DECK CLEARANCE

PL101



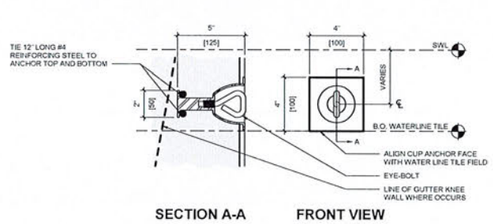
NOTES:
1. INSTALL ANCHORS IN LINE WITH RAIL.
2. CONCRETE CLEAR COVER AT ANCHOR SHALL BE 3" MINIMUM. THICKEN SLAB IF NECESSARY TO ACHIEVE MIN COVER.
3. WHEN SECOND LAYER OF CONCRETE IS LOCATED DIRECTLY BELOW SLAB IN WHICH ANCHOR IS PLACED (I.E. STAIRS), CLEAR COVER OF CONCRETE AT ANCHOR IN UPPER SLAB SHALL BE 2" MIN.

1 | ANCHOR DETAIL - WEDGE
A102 | DETAIL VIEW
3" = 1'-0"

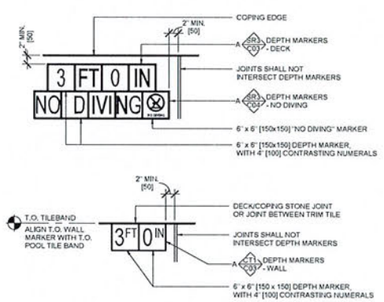


NOTES:
1. CONTRACTOR TO PURCHASE AND INSTALL RAIL GOODS IN ACCORDANCE WITH ALL APPLICABLE CODES AND STANDARDS OF PARTIES HAVING JURISDICTION.
2. CONTRACTOR TO VERIFY HANDRAIL DIMENSIONS PRIOR TO FABRICATION.

2 | RAILING OFFSET TO ADJACENT SURFACE
A102 | DETAIL VIEW
3/4" = 1'-0"



3 | ANCHOR DETAIL - ROPE CUP
PL102 | DETAIL VIEW
1" = 1'-0"



WALL DEPTH MARKER

NOTES:
1. - WALL DEPTH MARKER AT LOCATIONS AS INDICATED ON PLAN BY THIS SYMBOL.
2. EXCLUDE "NO DIVING" MARKER TILES AT POOL WALL DEPTH MARKER LOCATIONS AND AT POOL DEPTHS GREATER THAN 5'-0".
3. DEPTH MARKERS SHALL BE LEGIBLE FROM INSIDE THE POOL AND FROM THE POOL DECK.
4. THE POOL CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATING MARKINGS ACCURATE TO WITHIN ONE INCH OF THE CONSTRUCTED WATER DEPTHS AT LOCATIONS INDICATED ON PLAN AT A MAX. 25'-0" SPACING AND IN ACCORDANCE WITH LOCAL CODE REQUIREMENTS.
5. DEPTH MARKER TEXT SHALL INDICATE THE ACTUAL POOL DEPTH WITHIN 3" AT NORMAL OPERATING WATER LEVEL WHEN MEASURED 3'-0" FROM POOL WALL. CONTRACTOR IS RESPONSIBLE FOR IDENTIFYING PROPER TEXT FOR EACH MARKER LOCATION.
6. MARKINGS SHALL BE INSTALLED FLUSH WITH SURROUNDING SURFACES AND RECESSED IF NECESSARY.
7. ALL MARKINGS INSTALLED ON HORIZONTAL SURFACES SHALL HAVE A SLIP RESISTANT FINISH.

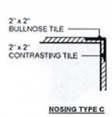
4 | DEPTH MARKER DECK & WALL
PL102 | DETAIL VIEW
NONE

SCHEDULE - SAFETY & MAINTENANCE EQUIPMENT

QTY	PRODUCT NAME	MANUFACTURER	NOTES
1	25 PERSON AQUATIC FIRST AID KIT	WATER SAFETY PRODUCTS	25 PERSON OSHA FIRST AID KIT TO INCLUDE BIOHAZARD COMPLIANCE RESPONSE AND CPR MICROMASK WITH NITRILE GLOVES
1	AUTOMATIC VACUUM CLEANING SYSTEM	MAYTRONICS	DOLPHIN WAVE 300XL AUTOMATIC CLEANER, RADIO REMOTE CONTROL, CADDY, FILTER BAG WITH TOP ACCESS, ADDITIONAL FILTER BAG, FULL BAG INDICATOR, ANTI-TANGLING SWIVEL, SIX (6) ACTIVE BRUSHES, SUCTION RATE: 10,560 GPH, 165 FT CORD, 3 YEAR WARRANTY
4	LIFE BUOY	WATER SAFETY PRODUCTS	30" DIA, MADE OF UNICELL SOFT FOAM WITH HARD SHELL COVERING. INCLUDE STAINLESS STEEL MOUNTING BRACKETS AND STAINLESS STEEL ANCHORS AND BOLTS. MOUNT UNIT ON WALL IN COORDINATION WITH OWNER
4	LIFE HOOK & RESCUE POLE	WATER SAFETY PRODUCTS	ANODIZED ALUMINUM POLE WITH DOUBLE LIFE HOOK, 2 - 8 FEET SECTIONS WITH CONNECTOR & RUBBER END CAP. INCLUDE STAINLESS STEEL MOUNTING BRACKETS AND STAINLESS STEEL ANCHORS AND BOLTS. MOUNT UNIT ON WALL IN COORDINATION WITH OWNER
3	RESCUE TUBE	WATER SAFETY PRODUCTS	50" LONG x 6" WIDE x 4" THICK, NO CLIPS, NO RINGS, 2" WIDE ADJUSTABLE SHOULDER STRAP, CONNECTED TO TUBE BY 1" STRAPPING. STRAPPING EXTENDS COMPLETELY THROUGH LENGTH OF TUBE.
1	SPINEBOARD W/ HEAD IMMOBILIZER	WATER SAFETY PRODUCTS	X-RAY TRANSLUCENT BACKBOARD WITH HEAD IMMOBILIZER AND BODY STRAPS. INCLUDE STAINLESS STEEL MOUNTING BRACKETS AND STAINLESS STEEL ANCHORS AND BOLTS. MOUNT UNIT ON WALL IN COORDINATION WITH OWNER
3	THROW LINE	WATER SAFETY PRODUCTS	60' MARINE POLYPRO LINE, WITH 3" x 5" LEMON FLOAT
1	WATER TEST KIT	TAYLOR "SERVICE COMPLETE"	FAS DPD CHLORINE KIT

LEGEND - FINISHES & COLOR CODES - POOL A

AREA	FINISHES		COLORS		NOTES
	FINISH ID	FINISH	COLOR ID	COLOR	
CONTRASTING TILE BAND	SR1	1"x1" SLIP RESISTANT TILE	C07	CONTRASTING TO POOL FINISH	
DEPTH MARKERS - DECK	SR3	6"x6" SLIP RESISTANT TILE	C03	BLACK ON WHITE	
DEPTH MARKERS - NO DIVING	SR3	6"x6" SLIP RESISTANT TILE	C04	BLACK AND RED ON WHITE	
DEPTH MARKERS - WALL	CT1	6"x6" CERAMIC TILE	C03	BLACK ON WHITE	
HANDHOLD	LB	LIGHT BROOM	C01	AS SELECTED BY ARCHITECT	STEGMEIER EDGE
HORIZONTAL SURFACE (WET)	QA	QUARTZ AGGREGATE	C05	LIGHT COLOR	
HORIZONTAL SURFACE (WET)	SR1	1"x1" SLIP RESISTANT TILE	C05	LIGHT COLOR	
TILE - WATERLINE	AT1	1"x1" KEYSTONE TILE	C01	AS SELECTED BY ARCHITECT	
TRIM TILE - BULLNOSE - CONSTRASTING	SB5b	2"x2" S-B86 BULLNOSE TRIM TILE	C07	CONTRASTING TO POOL FINISH	
VERTICAL SURFACE (WET)	QA	QUARTZ AGGREGATE	C05	LIGHT COLOR	



NOSING TYPE C

NOTES:
1. NOSING TYPE C: 2" MIN. CONTRASTING TILE BAND REQUIRED ON TREAD NOSING AND TOP OF RISER UNLESS OTHERWISE NOTED.

FINISH NOTES:
1. FINISHES PER SCHEDULE UNLESS OTHERWISE INDICATED.
2. VERTICAL SURFACE (WET) AND HORIZONTAL SURFACE (WET) SHALL BE AT LEAST 6.5 ON THE MUNSELL COLOR VALUE SCALE.
3. ALL HORIZONTAL SURFACES MUST BE SLIP RESISTANT AND COMPLY WITH THE ANSI A137.1 STANDARD USING THE DCOF ACUTEST METHODOLOGY:
3A. ON WET LEVEL SURFACES, PROVIDE DYNAMIC COEFFICIENT OF FRICTION OF +/> 0.42.
3B. ON WET SLOPED SURFACES, PROVIDE DYNAMIC COEFFICIENT OF FRICTION OF +/> 0.65.
4. DESIGN WATERLINE SHALL HAVE A MAXIMUM CONSTRUCTION TOLERANCE WHEN FINISHED OF +/- 1/4" FOR POOLS AND SPAS WITH ADJUSTABLE SURFACE SKIMMING, AND +/- 1/8" FOR POOLS AND SPAS WITH NONADJUSTABLE SURFACE SKIMMING.

TAG LEGEND

PIPE TAG — LINE TYPE IDENTIFIER, SYSTEM IDENTIFIER, PIPE IDENTIFIER, POOL IDENTIFIER (P1-20A)

POOL EQUIPMENT TAG — POOL IDENTIFIER, EQUIPMENT IDENTIFIER (501)

MECHANICAL EQUIPMENT TAG — EQUIPMENT IDENTIFIER, SYSTEM IDENTIFIER, POOL IDENTIFIER (P1A 501)

DIMENSION TAG — POINT LOCATION, POINT IDENTIFIER (100)

WATER FEATURE TAG — FEATURE DESIGNATOR, EQUIPMENT IDENTIFIER (501)

ELEVATION TAG — ELEVATION, LOCATION (100.00 REFERENCE)

CUSTOM RAILGOODS TAG — POOL IDENTIFIER, RAILGOODS IDENTIFIER (501)

POOL STRUCTURAL TAG — POOL IDENTIFIER, WALL TYPE IDENTIFIER (AH1)

POOL FIXTURE TAG — POOL IDENTIFIER, POOL FIXTURE DESIGNATOR, EQUIPMENT IDENTIFIER (A-FF1)

REVISION TAG — REVISION NUMBER (1)

POOL FINISH TAG — FINISH TYPE ID, POOL IDENTIFIER, FINISH COLOR ID, FINISH DESCRIPTION (AC WATERLINE TILE)

DIMENSIONAL UNITS — IMPERIAL UNITS (7/8"), METRIC UNITS (mm) ([25])

POOL ACCESSIBILITY TAG — ADA-P-SE; P = PRIMARY, S = SECONDARY, MEANS OF ACCESS

POOL FLOOR ELEVATION RELATIVE TO (SWL) — ELEVATION (5'-0" WD)

EQUIPMENT IDENTIFIER KEY

AC	AIR COMPRESSOR	HX	HEAT EXCHANGER
AF	AUTOFILL	P	PUMP
AOP	ADVANCED OXIDATION PROCESS	PV	PNEUMATIC MAIN DRAIN VALVE
AP	pH CONTROL PUMP	S	STRAINER
AS	pH CONTROL STORAGE	SC	CONTAINMENT PALLETE
BP	BOOSTER PUMP	SV	SURGE TANK FAN
C	CHEMICAL CONTROLLER	UV	ULTRA-VIOLET DISINFECTION
CP	CHLORINE FEED PUMP	V	VARIABLE FREQUENCY DRIVE
CS	CHLORINE STORAGE	WC	WATER CHILLER
EV	ELECTRONIC MAIN DRAIN VALVE		
F	FILTER		
FM	FLOW METER		
FP	FLOW METER POWER SUPPLY		
H	HEATER		

ABBREVIATIONS

AHJ	AUTHORITY HAVING JURISDICTION	P&ID	PIPING & INSTRUMENTATION DIAGRAM
BO	BOTTOM OF	PL	POOL LIFT
CJ	CONTROL JOINT	PS	POOL STAIRS
DIA	DIAMETER	SCH	SCHEDULE
EJ	EXPANSION JOINT	SE	SLOPED ENTRY
EW	EACH WAY	SS	STAINLESS STEEL
FFE	FINISH FLOOR ELEVATION	SWL	STATIC WATER LEVEL
ID	INSIDE DIAMETER	TO	TOP OF
MAX	MAXIMUM	TS	TRANSFER SYSTEM
MIN	MINIMUM	TUBC	TRUE UNION CHECK VALVE
NC	NORMALLY CLOSED	TUBV	TRUE UNION BALL VALVE
NO	NORMALLY OPEN	TW	TRANSFER WALL
NPS	NOMINAL PIPE SIZE	TYP	TYPICAL
OC	ON CENTER	WD	WATER DEPTH
OD	OUTSIDE DIAMETER		
OWE	OPERATING WATER ELEVATION		

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Beaver Dam, Wisconsin 53916
Cherry Hill, NJ 08003
Voice: 920.883.3164
Fax: 920.883.3370
www.neumanpools.com

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World Leaders in Aquatic Planning, Design and Engineering
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Wild Mountain

Taylor Falls, MN 55084

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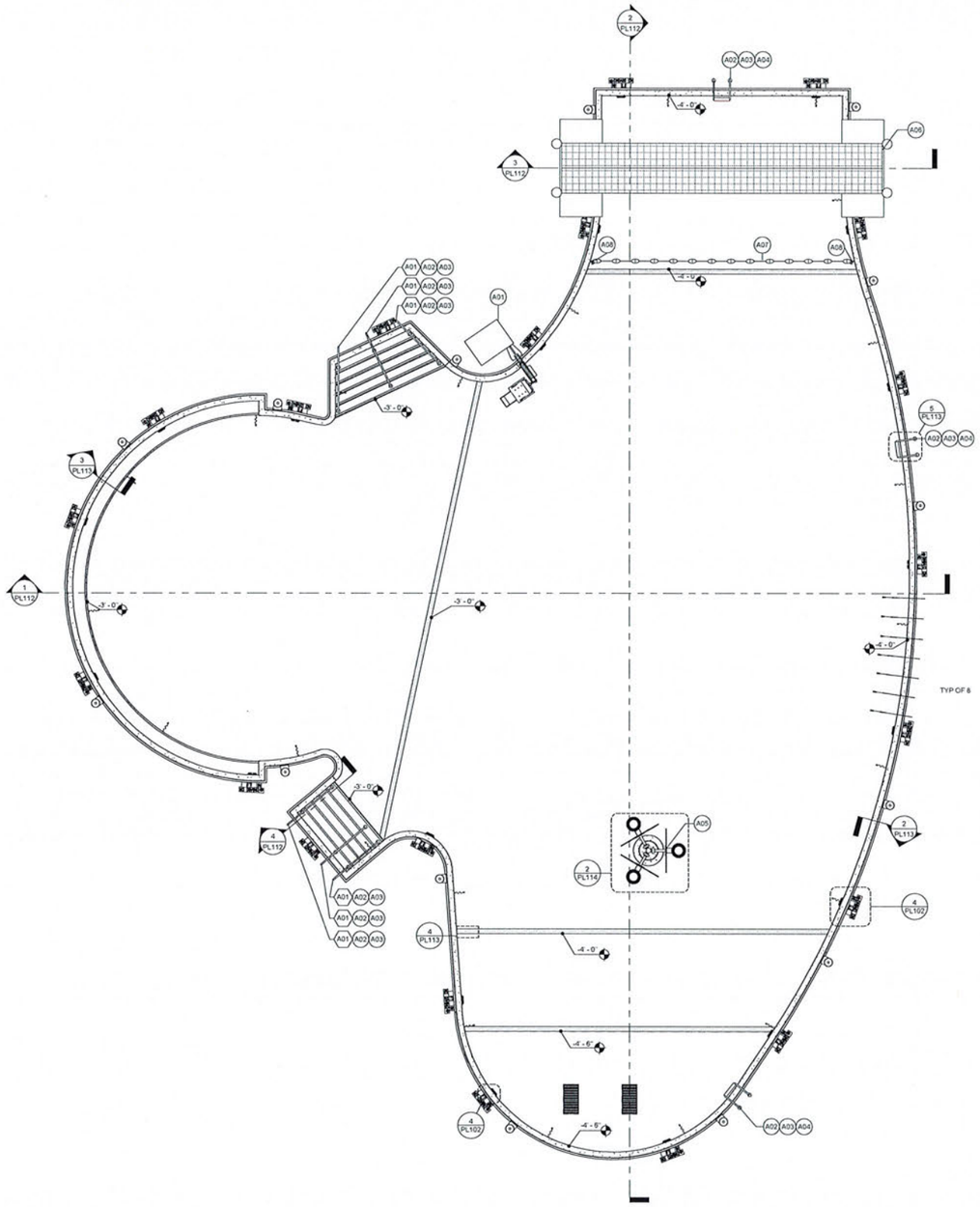
REVISION SCHEDULE

Number	Description	Date

ISSUE DATE: 03/24/23
PROJECT NUMBER: 22378
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GENERAL DETAILS AND SCHEDULES

PL102



1 POOL A - LEISURE POOL
PL110 PLAN VIEW
3/16" = 1'-0"

POOL A-LEISURE POOL DATA

DESCRIPTION	QTY	UNITS
POOL PERIMETER	343	FEET
WATER SURFACE AREA	5,485	SQUARE FEET
POOL WATER TEMPERATURE	84	°f
POOL VOLUME	142,010	GALLONS
CIRCULATION RATE	592	GPM
TURNOVER/VOLUME/FLOW	240 MIN.	142,010 GAL.
FILTRATION RATE	12.38	GPM/FT²
BACKWASH FLOW	359	GPM
INTENDED USE	RECREATION	

POOL A FEATURES

DESCRIPTION	QTY	(GPM/ea)	(GPM)
WMID-100 DECK JET	8	15.00	120.00
	-	-	-

SCHEDULE - BASIS OF DESIGN - POOL A

POOL ID	EQUIPMENT ID	EQUIPMENT	QTY	MANUFACTURER	DESCRIPTION
A	01	POOL LIFT	1	SR SMITH, AQUA CREEK, OR EQUAL	STANDARD ANCHORED, NON-ROTATIONAL, FIELD REVERSIBLE POOL LIFT, WITH 350 LB MINIMUM LIFTING CAPACITY, MUST MEET ALL APPLICABLE ADA REQUIREMENTS, WHILE MAINTAINING REQUIRED DECK CLEARANCE. PACKAGE TO INCLUDE, ARMRESTS, ANCHORS, LIFT COVER, BATTERY CHARGER, AND CADDY
A	02	WEDGE ANCHOR	18	SPECTRUM AQUATICS	CAST BRONZE, 4-1/4" LONG, ACCEPTS 1.500" OD TUBING
A	03	ESCUTCHEON PLATE	18	SPECTRUM AQUATICS	STAINLESS STEEL ROUND ESCUTCHEON FOR 1.50" O.D. RAILS.
A	04	LADDER	3	PARAGON AQUATICS, SPECTRUM AQUATICS, SR SMITH OR EQUAL	CROSS BRACED, HEAVY DUTY, --" WIDTH, STEPS 316L SS, 1.50" OD x .120 WALL THICKNESS, 500 GRIT FINISH MIN.
A	05	BASKETBALL HOOP	1	NPI CUSTOM	INCLUDE 3 BASKETBALL GOALS.
A	06	WATER FEATURE	1	BOMAR	SMALL WATER WALK SYSTEM
A	07	SAFETY ROPE	1	PARAGON AQUATICS	3/4" POLYETHYLENE ROPE WITH 5'x9' HANDHLOCK FLOAT, VERIFY LENGTH WITH PLANS
A	08	CUP ANCHOR	2	PARAGON AQUATICS, SPECTRUM AQUATICS, SR SMITH OR EQUAL	4" SQUARE 304L SS ANCHOR AND 304L SS EYE BOLT
A	09	FLOOR ANCHOR	5	CUSTOM	REFER TO DETAIL 8 / PL113

SCHEDULE - CUSTOM RAILGOODS - POOL A

POOL ID	EQUIPMENT ID	EQUIPMENT	QTY	MANUFACTURER	DESCRIPTION
A	01	HAND RAIL	6	PARAGON AQUATICS, SPECTRUM AQUATICS, SR SMITH OR EQUAL	CUSTOM FABRICATED, 316L SS, 1.50 OD X .120 WALL THICKNESS, 500 GRIT FINISH MIN BARRIER RAILING WITH HTTP KNOTLESS NETTING. PROVIDE 1 3/4" INCH SQUARE MESH. COLOR BY OWNER/ARCHITECT

SCHEDULE - WATER FEATURE - POOL A

POOL ID	FEATURE ID	FEATURE	QTY	MANUFACTURER	DESCRIPTION	GPM (ea)	GPM (Total)
A	F01	DECK SPRAY	1	CUSTOM	FIELD FABRICATED DECK SPRAY	15	15

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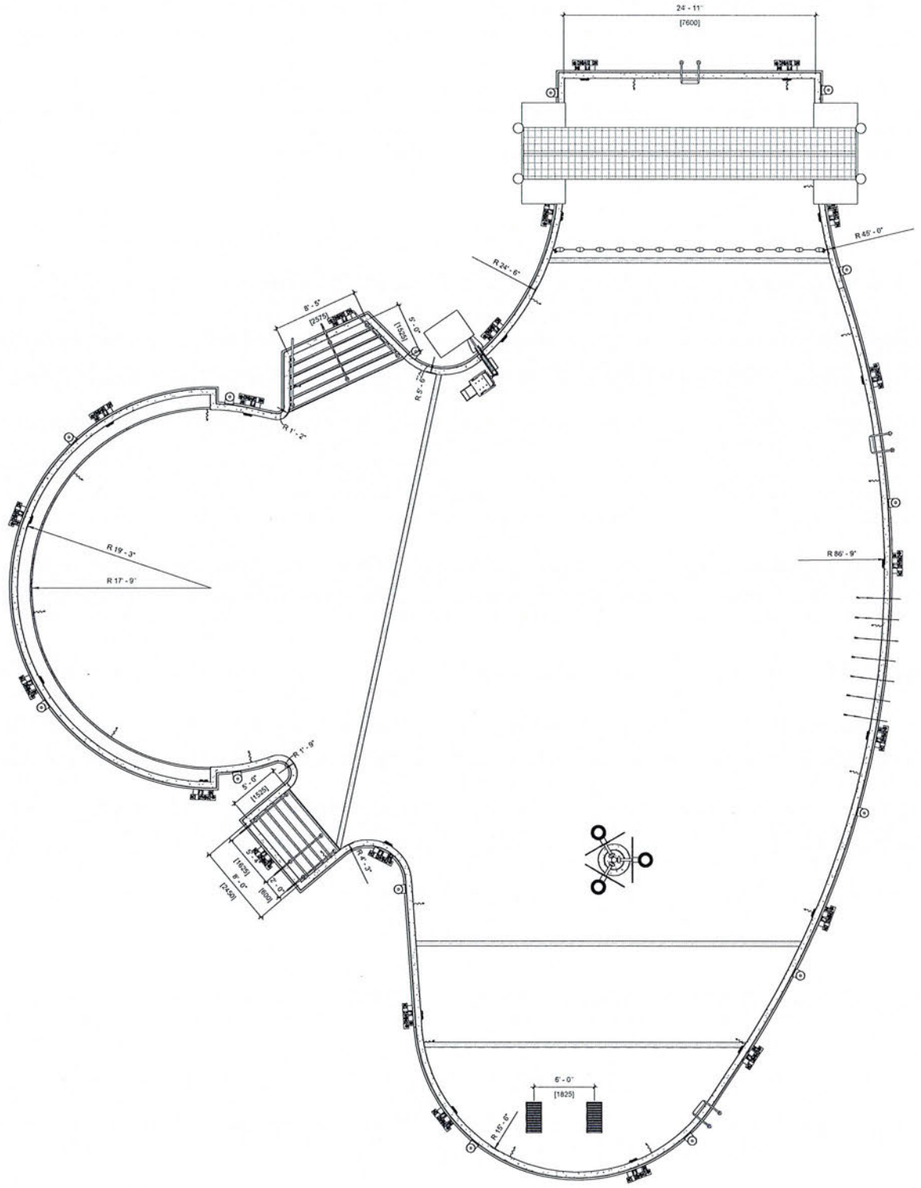
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POOL A - LEISURE POOL PLAN

PL110

DIMENSIONING NOTES:

1. ALL DIMENSIONS ARE SHOWN FROM POOL FINISH TO POOL FINISH (THIS SHEET)



1 | POOL A - LEISURE POOL DIMENSION PLAN VIEW
3/16" = 1'-0"

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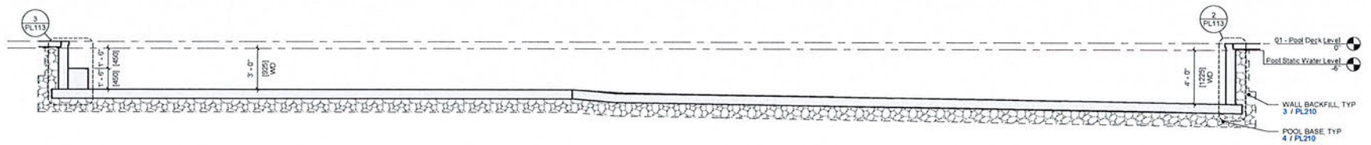
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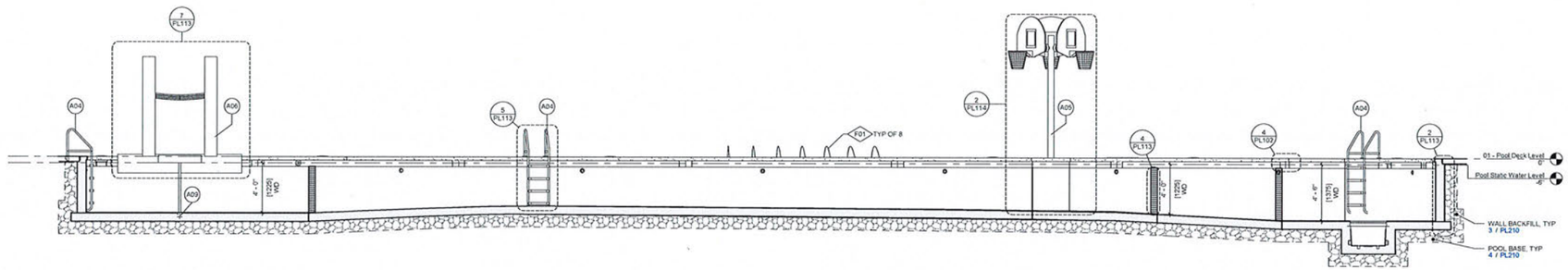
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POOL A - LEISURE POOL DIMENSION PLAN

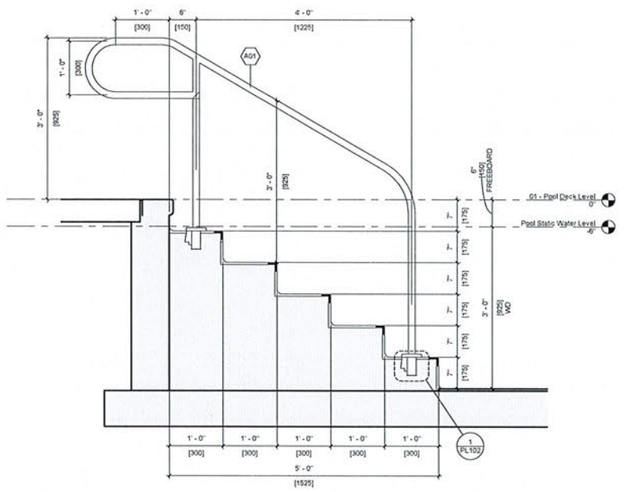
PL111



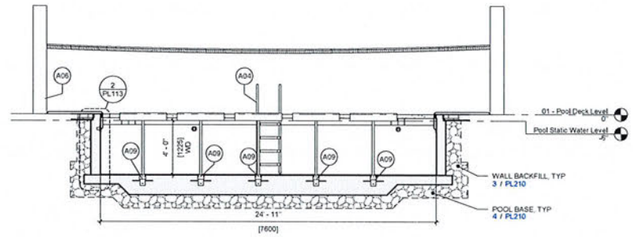
1 | POOL A - LEISURE POOL SECTION VIEW
PL112 1/4" = 1'-0"



2 | POOL A - LEISURE POOL SECTION VIEW
PL112 1/4" = 1'-0"



4 | POOL A - LEISURE POOL SECTION VIEW
PL112 1" = 1'-0"



3 | POOL A - LEISURE POOL SECTION VIEW
PL112 3/8" = 1'-0"

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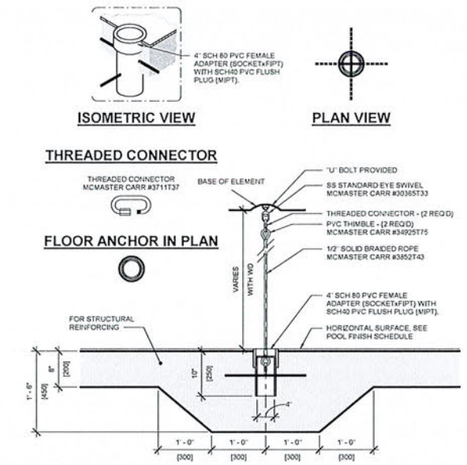
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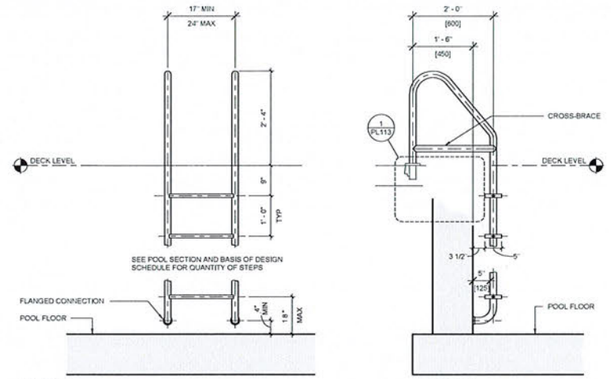
POOL A - LEISURE POOL SECTIONS

PL112



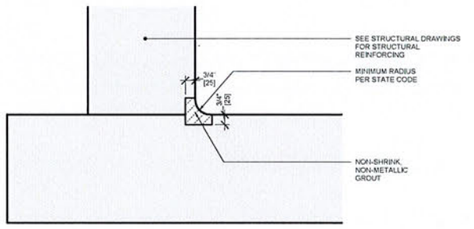
NOTE
1. CAST ANCHOR MONOLITHIC WITH FLOOR, BOND ANCHOR TO STEEL REINFORCING.
2. VERIFY ANCHOR REQUIREMENTS WITH ACTIVITY MANUFACTURER.

8 | ANCHOR DETAIL - FLOOR
PL113 DETAIL VIEW
1" = 1'-0"

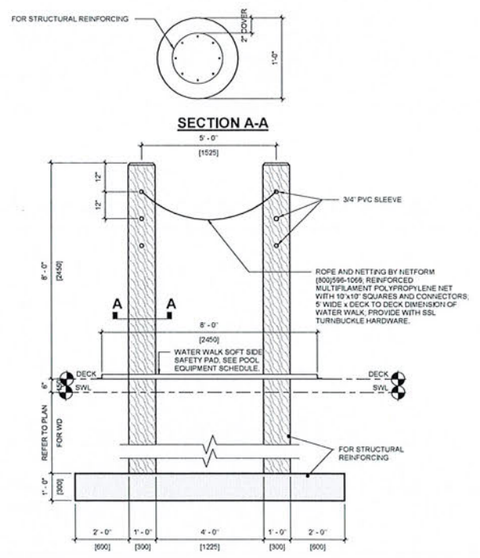


SPECIFICATIONS
LADDER FRAMES SHALL BE FABRICATED WITH SMOOTH, WRINKLE-FREE BENDS. THE PIPE SHALL BE 1.900" OD X .109" WALL THICKNESS, TYPE 316L, POLISHED TO 500 GRIT. STEPS SHALL BE SS, 5" WIDE, WITH RAISED NON-SKID RUBBER INSERT TREADS. THE ENDS OF ALL STEPS SHALL BE CURVED TO FIT THE OD OF THE LADDER FRAMES. THE BOLTS FOR ATTACHING THE LADDER STEPS SHALL HAVE SMOOTH, ROUNDED HEADS AND THE UNDERSIDE OF THE HEAD SHALL BE CURVED TO FIT THE OD OF THE TUBING. CROSS-BRACE SHALL BE NOTCHED AND WELDED TO THE LADDER FRAMES. JOINTS SHALL BE CLEANED AND BLENDED TO MATCH THE FINISH OF THE PIPE.

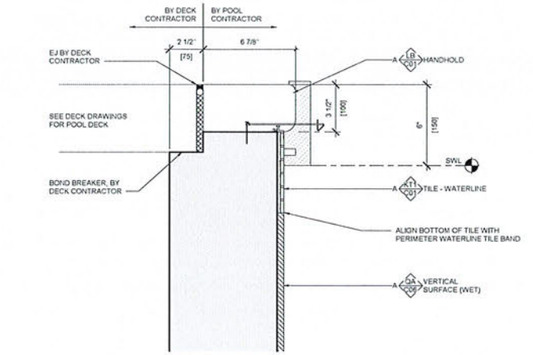
5 | POOL LADDER
PL113 DETAIL VIEW
3/4" = 1'-0"



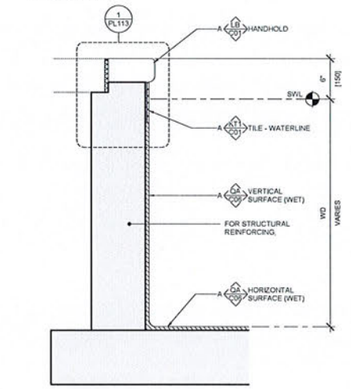
6 | FLOOR TO WALL COVE
PL113 DETAIL VIEW
3" = 1'-0"



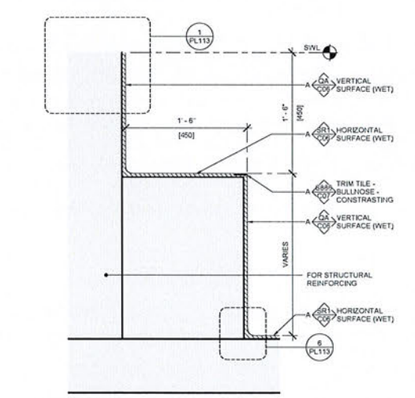
7 | WATER WALK - COLUMN AND NETTING
PL113 DETAIL VIEW
1/2" = 1'-0"



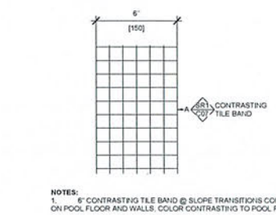
1 | POOL WALL - FORMED EDGE
PL113 DETAIL VIEW
3" = 1'-0"



2 | POOL WALL - FORMED EDGE
PL113 DETAIL VIEW
1 1/2" = 1'-0"



3 | POOL WALL - BENCH
PL113 DETAIL VIEW
1 1/2" = 1'-0"



NOTES:
1. 6" CONTRASTING TILE BAND @ SLOPE TRANSITIONS CONTINUOUS ON POOL FLOOR AND WALLS. COLOR CONTRASTING TO POOL FINISH.

4 | CONTRASTING TILE BAND
PL113 DETAIL VIEW
3" = 1'-0"

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POOL A - LEISURE POOL DETAILS

PL113

NOTES:

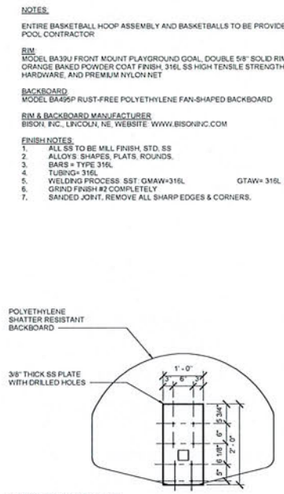
ENTIRE BASKETBALL HOOP ASSEMBLY AND BASKETBALLS TO BE PROVIDED AND INSTALLED BY POOL CONTRACTOR

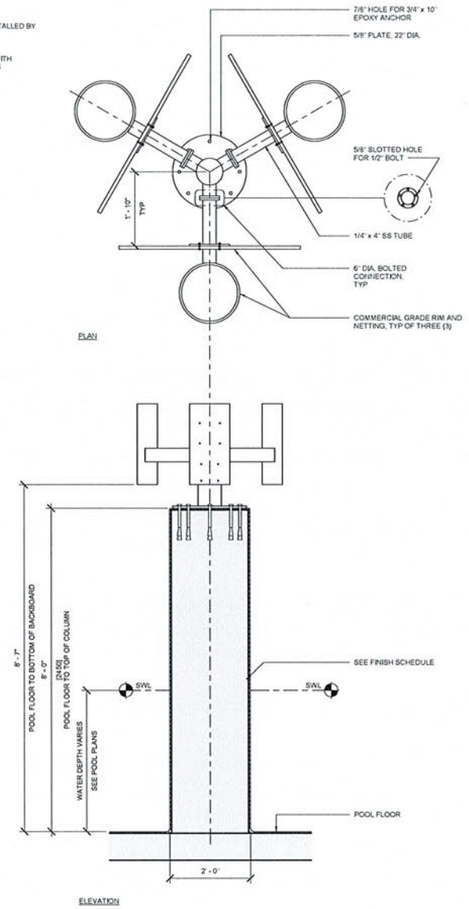
RIM
MODEL BA39U FRONT MOUNT PLAYGROUND GOAL, DOUBLE 5/8" SOLID RIM DESIGN WITH ORANGE BAKED POWDER COAT FINISH, 316L SS HIGH TENSILE STRENGTH MOUNTING HARDWARE, AND PREMIUM NYLON NET

BACKBOARD
MODEL BA48SP RUST-FREE POLYETHYLENE FAN-SHAPED BACKBOARD

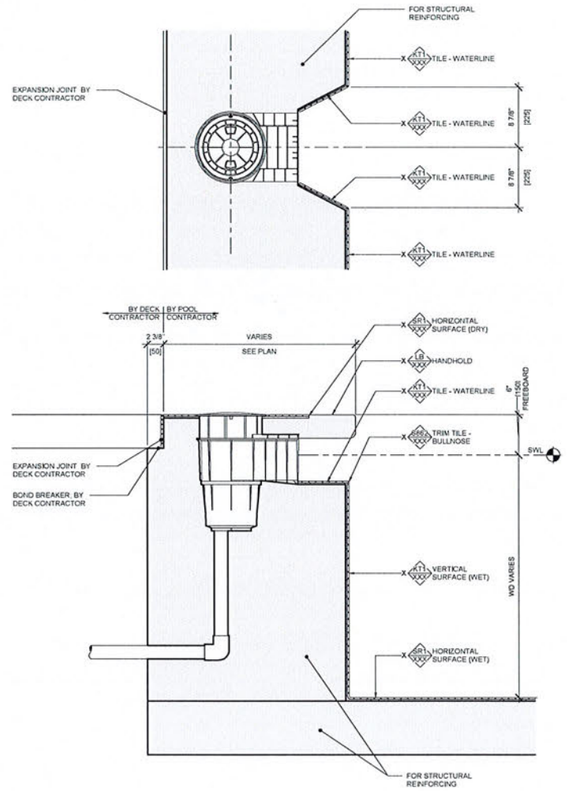
RIM & BACKBOARD MANUFACTURER
BISON, INC., LINCOLN, NE, WEBSITE: WWW.BISONINC.COM

FINISH NOTES:
1. ALL SS TO BE MILL FINISH, STD. SS
2. ALLOYS: SHAPES, PLATS, ROUNDS.
3. BARS = TYPE 316L
4. TUBING= 316L
5. WELDING PROCESS: SST: GMAW=316L GTAW= 316L
6. GRIND FINISH #2 COMPLETELY
7. SANDED JOINT, REMOVE ALL SHARP EDGES & CORNERS.





2 | WATER BASKETBALL ANCHOR - ISLAND MOUNTED
PLTH1 DETAIL VIEW
3/4" = 1'-0"



1 | POOL WALL DETAIL
PLTH1 DETAIL VIEW
1 1/2" = 1'-0"

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POOL A - LEISURE POOL DETAILS

PL114

DESIGN IS IN ACCORDANCE WITH THE STATE OF MINNESOTA AND THE 2015 INTERNATIONAL BUILDING CODE AS AMENDED TO DATE.

NOTE

STRUCTURAL DRAWINGS AND POOL DRAWINGS MUST BE USED IN CONJUNCTION WITH EACH OTHER. POOL DRAWINGS DICTATE ALL FINAL CONDITIONS OF POOL, FEATURES, AND DIMENSIONS OF POOL SHELL, INCLUDING POOL FINISH. UNLESS OTHERWISE INDICATED, STRUCTURAL DIMENSIONS ARE CONCRETE TO CONCRETE, AND DICTATE REQUIRED THICKNESSES FOR STRUCTURAL INTEGRITY ONLY.

GEOTECHNICAL PARAMETERS

SOIL PARAMETERS FOR POOL STRUCTURAL DESIGN

1. POOL DESIGNED FOR THE EMPTY CONDITION (CONTROLLING CASE).
2. ALL SOIL PARAMETERS FOR THE POOL STRUCTURAL DESIGN ARE BASED UPON RECOMMENDATIONS FROM THE GEOTECHNICAL REPORT BY KILO ENGINEERING, DATED NOVEMBER 14, 2022. SUBGRADE PREPARATION OF THE SOILS BELOW THE POOL BASE LAYER IS THE RESPONSIBILITY OF THE CONTRACTOR PREPARING THE REMAINDER OF THE SITE AND SHALL BE EXECUTED IN ACCORDANCE WITH THE GEOTECHNICAL ENGINEER'S RECOMMENDATIONS. OVER EXCAVATION OF FILL SOIL MAY BE REQUIRED PER THE GEOTECHNICAL ENGINEER.

- STATED NET ALLOWABLE SOIL BEARING CAPACITY= 2500 PSF
- STATED EQUIVALENT FLUID PRESSURE= 46 PSF/FT
- ASSUMED SETTLEMENT AND/OR PVR FOR THE POOL DOES NOT EXCEED 1/2" TOTAL MOVEMENT AND 1/4" DIFFERENTIAL MOVEMENT

STRUCTURAL AND REINFORCEMENT NOTES

STRUCTURAL NOTES

1. REINFORCEMENT AT WALL CORNERS AND WALL BENDS SHALL BE DETAILED PER THE ASSOCIATED TYPICAL DETAILS. CORNER AND BEND BARS SHALL BE THE SAME SIZE AND SPACING AS THE TYPICAL HORIZONTAL WALL REINFORCING OF THE ASSOCIATED WALLS.
2. UNLESS OTHERWISE INDICATED, ALL WALL REINFORCEMENT BARS SHALL BE CONTINUOUS AROUND CORNERS. REINFORCEMENT SHALL BE EXTENDED INTO CONNECTING WALLS. UNLESS OTHERWISE INDICATED, CONTRACTOR MAY SPLICE CONTINUOUS SLAB BARS AT LOCATIONS OF THEIR CHOOSING, EXCEPT THAT TOP BAR SPLICES SHALL BE LOCATED AT MID-SPAN AND BOTTOM BAR SPLICES SHALL BE LOCATED AT SUPPORTS. ALL REINFORCEMENT BENDS AND LAPS, UNLESS OTHERWISE INDICATED, SHALL SATISFY THE MINIMUM REQUIREMENTS FOR CLASS B SPLICES.
3. FOR REINFORCEMENT AT WALL OR FLOOR SLAB PENETRATIONS, SEE 2 / PL200
4. MINIMUM POURED CONCRETE DESIGN STRENGTH = 4000 PSI, MINIMUM SHOTCRETE DESIGN STRENGTH = 5000 PSI

REINFORCEMENT NOTES: 60KSI A615, DEFORMED BARS

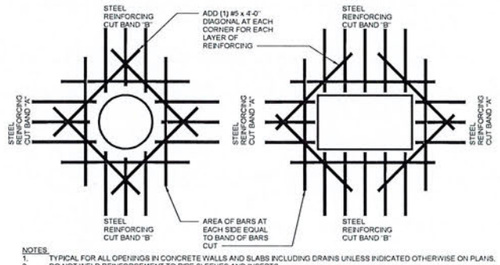
1. REINFORCEMENT SHALL BE DETAILED AND PLACED IN ACCORDANCE WITH ACI 'MANUAL OF CONCRETE PRACTICE', LATEST EDITION, UNLESS OTHERWISE NOTED.
2. ALL LAPS SHALL BE CLASS "B" PER ACI 318 UNLESS OTHERWISE NOTES ON THE DESIGN DRAWINGS OR UNLESS THE DETAILER TAKES SPECIAL CARE TO PROVIDE STAGGERED LAPS. USE TOP BAR LAP LENGTHS FOR ALL HORIZONTAL WALL BARS AND FOR TOP BARS IN SLABS AND BEAMS OVER 14" DEEP
3. LAP LENGTH SHALL BE SPECIFICALLY NOTED ON PLACING DRAWINGS WHERE MORE THAN ONE BAR MAKES UP A CONTINUOUS STRING.
4. TIE POOL REINFORCING STEEL WITH 18-GAUGE ANNEALED WIRE AS SPECIFIED IN THE CRSI 63 RECOMMENDED PRACTICE FOR PLACING REINFORCING BARS. ALL TIE WIRES SHALL BE "MADE TIGHT" FOR ELECTRICAL BONDING PURPOSES, AS REQUIRED BY NEC, ARTICLE 680.
5. ALL HOOKS SHALL BE STANDARD HOOKS UNLESS NOTED OTHERWISE.

REINFORCING STEEL MINIMUM CLEAR COVER REQUIREMENTS
COORDINATE WITH REINFORCEMENT STEEL PLACING REQUIREMENTS

3" FOR CONCRETE CAST AGAINST AND PERMANENTLY EXPOSED TO EARTH
2" TYPICAL ALL ELSE, UNLESS NOTED OTHERWISE ON DETAILS

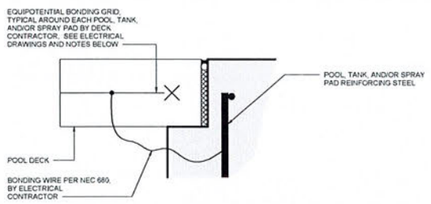
REINFORCEMENT CLASS "B" LAP LENGTHS
BASED UPON 4000 PSI CONCRETE AND 60 KSI REINFORCING STEEL

TYPICAL STANDARD DETAILS



NOTES:
1. TYPICAL FOR ALL OPENINGS IN CONCRETE WALLS AND SLABS INCLUDING DRAINS UNLESS INDICATED OTHERWISE ON PLANS.
2. DO NOT WELD REINFORCEMENT TO PIPE SLEEVES AND INSERTS.
3. ALL OPENINGS THROUGH WATERTIGHT TANK REQUIRE WATERSTOPS.
4. PROVIDE MIN LAP AS NOTED OR SHOWN ON PLANS (TYP)

2 | PL200 REINFORCING - REINFORCEMENT AT OPENINGS DETAIL VIEW
NTS



NOTES:
1. THIS DETAIL IS INTENDED TO ILLUSTRATE THE EQUIPOTENTIAL BONDING GRID AROUND EACH POOL, TANK, AND/OR SPRAY PAD AS REQUIRED BY NEC 680.
2. THE GRID SHALL CONFORM TO ALL NEC 680 REQUIREMENTS.
3. PER NEC 680, THE GRID SHALL:
   3.a. COMPLETELY SURROUND THE PERIMETER OF THE POOL, TANK, AND/OR SPRAY PAD AND EXTEND 3 FEET HORIZONTALLY FROM THE INSIDE WALLS OF THE POOL, AND/OR TANK, OR PERIMETER EXPANSION JOINT AT SPRAY PADS.
   3.b. BE ARRANGED IN A 12" X 12" (OR LESS) NETWORK OF CONDUCTORS IN A UNIFORMLY SPACED PATTERN.
   3.c. BE BONDED TO THE POOL, TANK, AND/OR SPRAY PAD REINFORCING STEEL.
4. THIS DETAIL IS NOT INTENDED TO DETAIL THE WALLS, SLABS, OR THE DECKS. THE ABOVE DETAIL IS SCHEMATIC. SEE POOL, TANK, AND/OR SPRAY PAD SECTIONS AND DECK SECTIONS FOR ADDITIONAL CONSTRUCTION REQUIREMENTS.
5. SEE POOL, TANK, AND/OR SPRAY PAD ELECTRICAL DRAWINGS FOR ADDITIONAL BONDING & GROUNDING REQUIREMENTS.

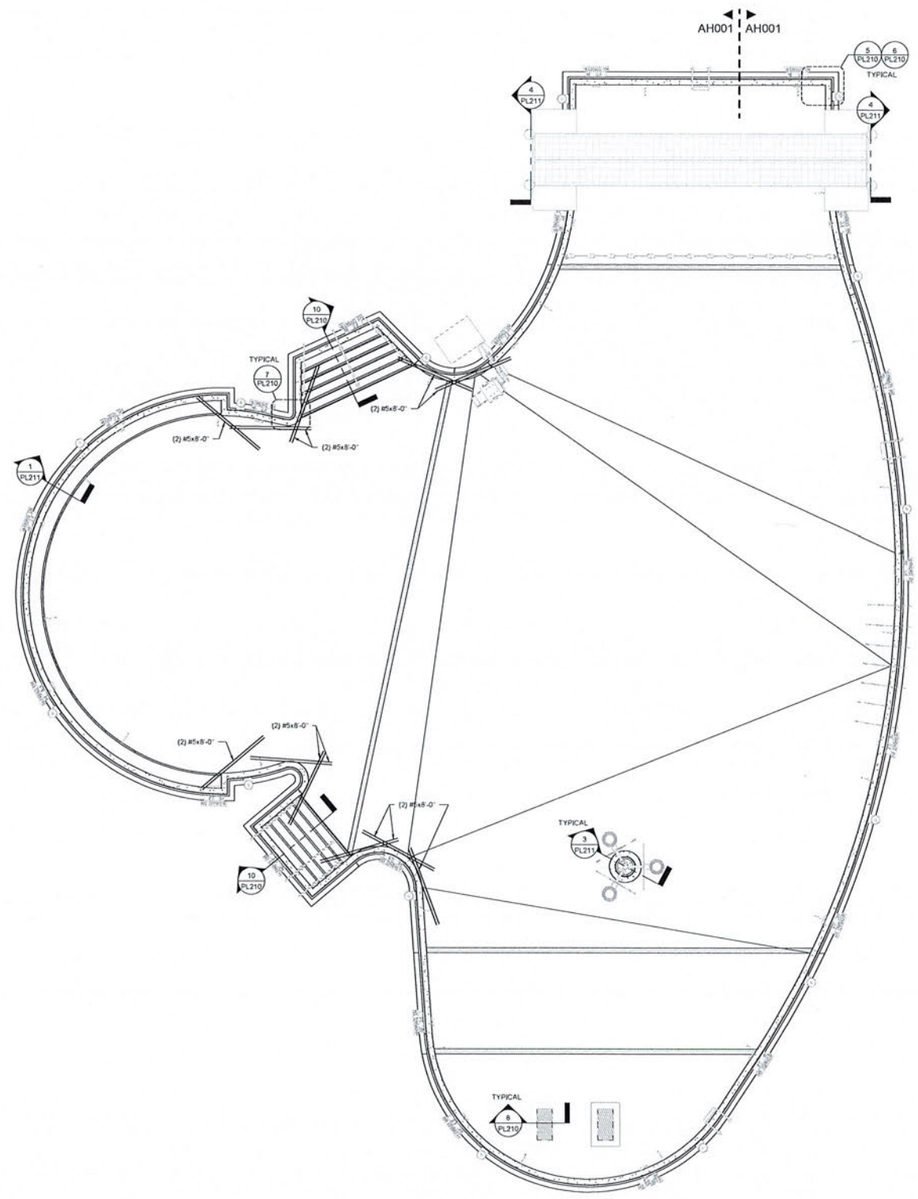
3 | PL200 EQUIPOTENTIAL BONDING GRID DETAIL VIEW
NTS

SCHEDULE - STRUCTURAL REQUIREMENTS

		APPLICABLE STRUCTURAL WALL HEIGHT RANGE (FOR PLAN REFERENCE ONLY)			WALL						FLOOR							
					A				B	C	D			E	F	G	H	
Detail	Pool ID	Wall Height Range ID	Minimum Applicable Wall Height	Maximum Applicable Wall Height	Thickness	# of Mats of Reinforcement	Horizontal Reinforcement	Vertical Reinforcement	Freeboard Height	Backfill Thickness	Thickness	# of Mats of Reinforcement	Reinforcement	Bedding Course Thickness	Heel	Footing Length	Thickness	Reinforcement
A																		
	A	H001																

SCHEDULE NOTES
* WHEN A SECTION CONTAINS ONLY ONE MAT OF REINFORCING, THE REINFORCING STEEL SHALL BE CENTERED IN THE SECTION

SCHEDULE ABBREVIATIONS:
OC ON CENTER
EF EACH FACE
FF FRONT FACE
BF BACK FACE
EW EACH WAY



1 | PL200 POOL A - LEISURE POOL STRUCTURAL PLAN VIEW
3/16" = 1'-0"

GRAEF
Project Number: 2023-2000.XX
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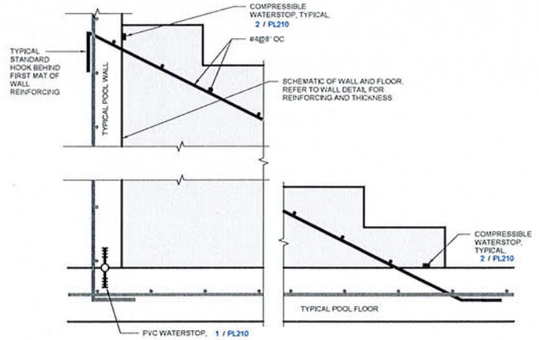
CONSULTANTS

REVISION SCHEDULE		
Number	Description	Date

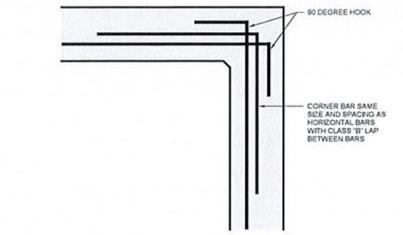
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STRUCTURAL NOTES, PLAN(S) AND SCHEDULE

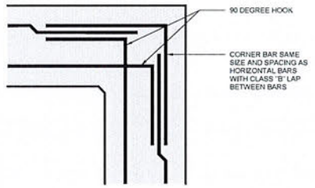
PL200



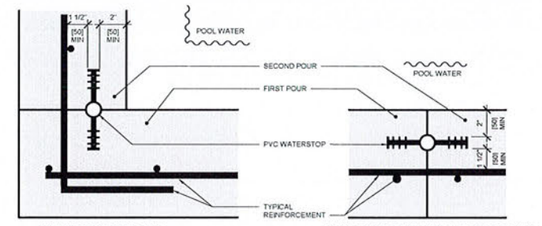
10 | REINFORCING DETAIL - STAIR
PL210 DETAIL VIEW
NOT TO SCALE



5 | REINFORCING - SINGLE MAT REINFORCING AT CORNER
PL210 DETAIL VIEW
NOT TO SCALE

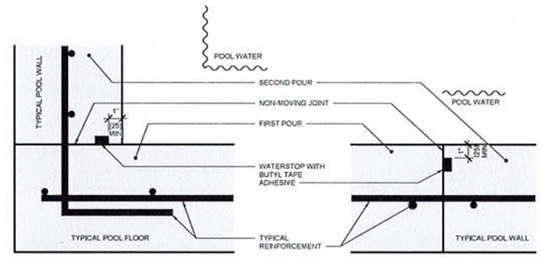


6 | REINFORCING - DOUBLE MAT REINFORCING AT CORNER
PL210 DETAIL VIEW
NOT TO SCALE



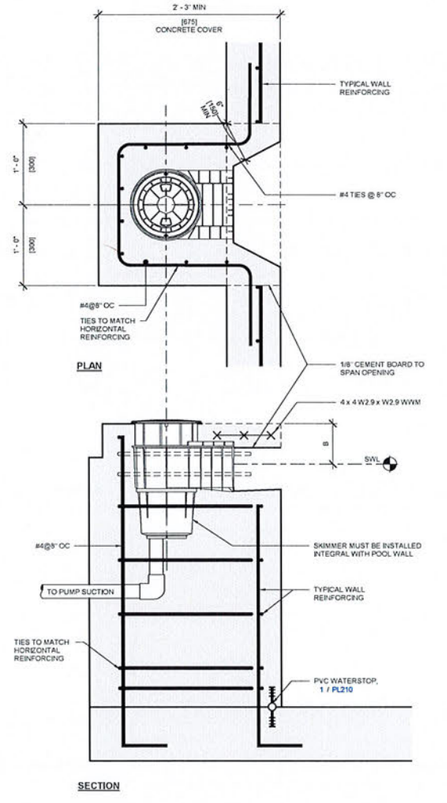
NOTES:
1. DETAIL IS SCHEMATIC AND INDICATES CLEARANCES AND INSTALLATION INFORMATION ONLY. FOR APPLICABLE INSTALLATION LOCATIONS SEE POOL STRUCTURAL DETAILS.
2. WATERSTOP SHALL BE 6" PVC RIBBED WITH 1" DIA CENTERBULB UNLESS NOTED OTHERWISE.
3. INSTALL WATERSTOP ON WET SIDE(S) OF REINFORCEMENT.
4. ALL WATERSTOPS SHALL BE WELDED PER MANUFACTURER'S REQUIREMENTS.
5. SPACING BETWEEN REINFORCING STEEL AND WATERSTOP SHALL BE NO LESS THAN 1.5 x DIA OF THE LARGEST AGGREGATE IN THE APPROVED CONCRETE MIX.
6. SEE SPECIFICATION SECTION 131120 FOR ADDITIONAL WATERSTOP REQUIREMENTS.

1 | WATERSTOP - PVC
PL210 DETAIL VIEW
NOT TO SCALE

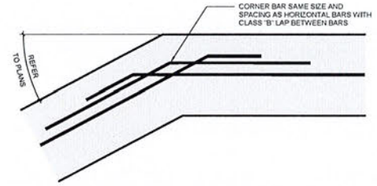


NOTE:
1. DETAIL IS SCHEMATIC AND INDICATES CLEARANCES AND INSTALLATION INFORMATION ONLY. FOR APPLICABLE INSTALLATION LOCATIONS SEE POOL STRUCTURAL DETAILS.
2. BASIS OF DESIGN IS TYPE KBA-1510FP WATERSTOP BY ADEKA. SUBSTITUTIONS MUST BE APPROVED BY ENGINEER. NOTE THAT CLEARANCES FOR SUBSTITUTIONS MAY DIFFER. REFER TO MANUFACTURER REQUIREMENTS.
3. INSTALL WATERSTOP ON WET SIDE(S) OF REINFORCEMENT.
4. DIMENSION ABOVE IS A MIN FOR CONCRETE COVERAGE AND DOES NOT INCLUDE THE POOL FINISH. PROVIDE ADDITIONAL CONCRETE COVERAGE IF POSSIBLE.
5. PROTECT WATERSTOP FROM WATER, DIRT, DEBRIS, AND DAMAGE PRIOR TO COVERING WITH CONCRETE.
6. SEE SPECIFICATION SECTION 131120 FOR ADDITIONAL WATERSTOP REQUIREMENTS.

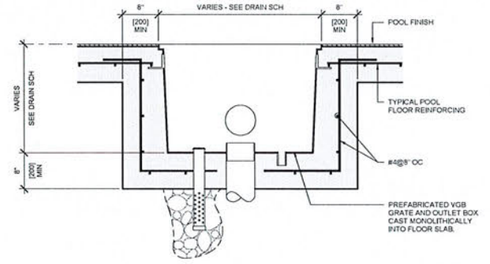
2 | WATERSTOP - COMPRESSIBLE NON-MOVING JOINT - ADEKA
PL210 DETAIL VIEW
NOT TO SCALE



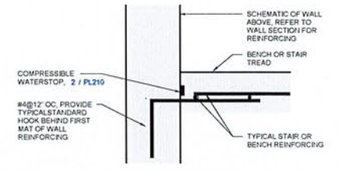
11 | REINFORCING - SKIMMER
PL210 DETAIL VIEW
NOT TO SCALE



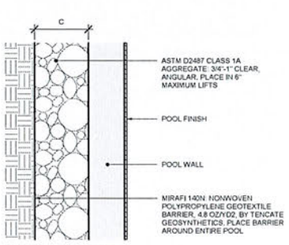
7 | REINFORCING - SINGLE MAT REINFORCING AT WALL BEND
PL210 DETAIL VIEW
NOT TO SCALE



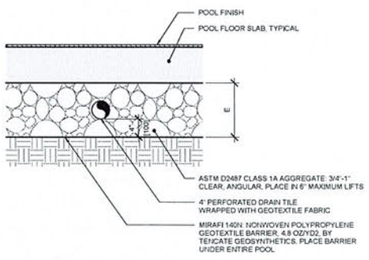
8 | REINFORCING - FLOOR OUTLET
PL210 DETAIL VIEW
NOT TO SCALE



9 | REINFORCING - BENCH & STAIR INTERSECTION
PL210 DETAIL VIEW
NOT TO SCALE



3 | POOL WALL BACKFILL
PL210 DETAIL VIEW
NOT TO SCALE



4 | FLOOR SUB BASE UNDERDRAIN
PL210 DETAIL VIEW
NOT TO SCALE

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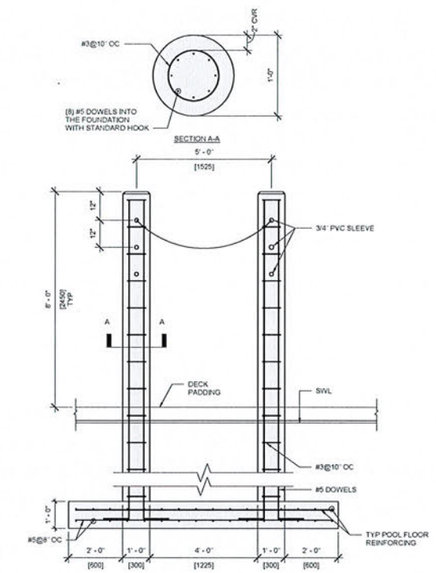
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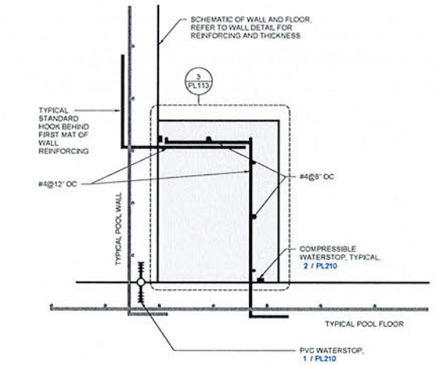
STRUCTURAL DETAILS

PL210

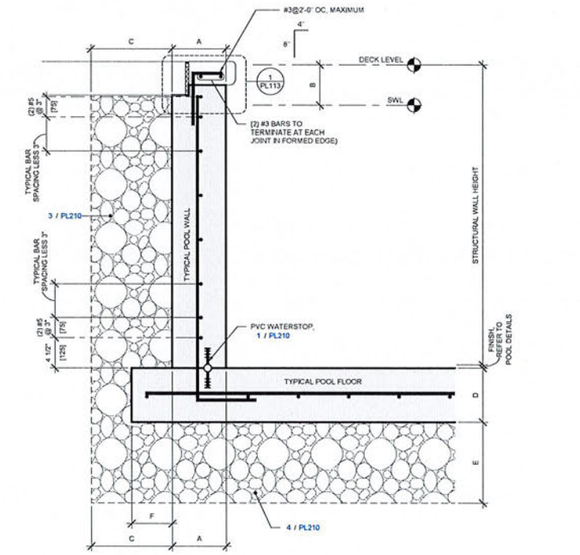
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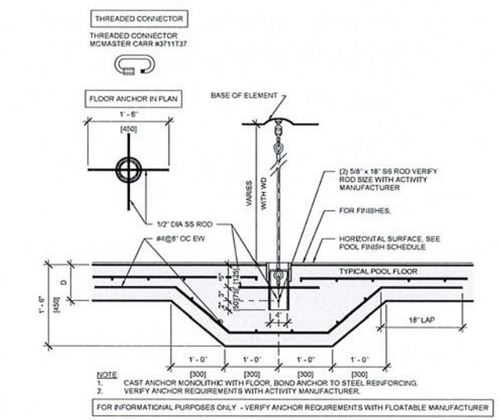
4 | PL211 REINFORCING - WATER WALK - COLUMN AND NETTING DETAIL VIEW
1/2" = 1'-0"



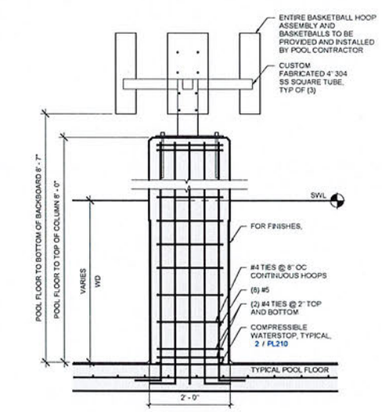
1 | PL211 REINFORCING - BENCH DETAIL VIEW
1/2" = 1'-0"



5 | PL211 REINFORCING - SKIMMER WALL DETAIL VIEW
1 1/2" = 1'-0"



2 | PL211 REINFORCING - FLOATABLE ANCHOR DETAIL VIEW
1" = 1'-0"



3 | PL211 REINFORCING - BASKETBALL HOOP ISLAND DETAIL VIEW
3/4" = 1'-0"

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STRUCTURAL DETAILS

PL211

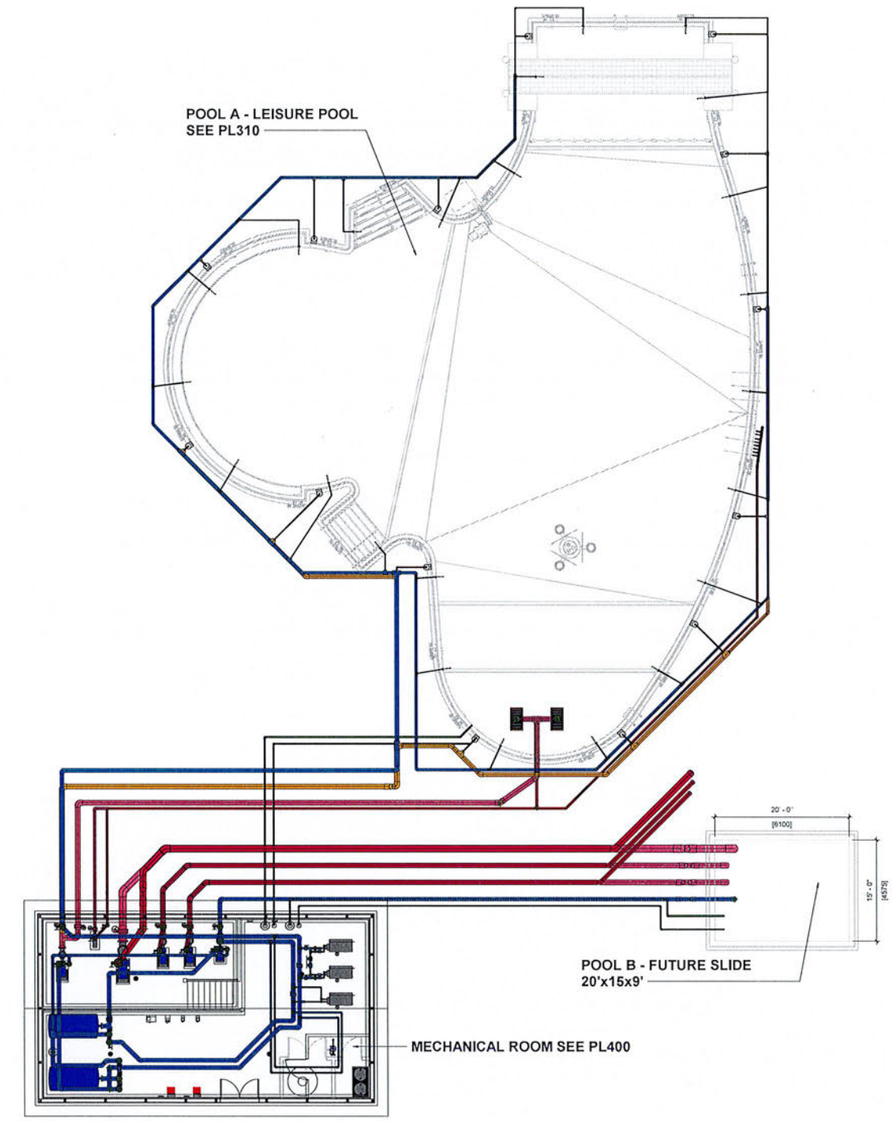
DRAIN SCHEDULE

DRAIN / GRATE ID	DETAIL #	DRAIN/GRATE MFGR SPECIFICATIONS						DESIGN DATA						
		MFGR & MODEL #	DIMENSIONS		OPEN AREA		MAX ALLOWABLE FLOW PER GRATE	CONNECTED PUMPS	SYSTEM TOTAL DESIGN FLOW	DRAIN / GRATE...	FLOW PER GRATE	VELOCITY	SYSTEM MAXIMUM	
			WIDTH	LENGTH	PER GRATE	TOTAL							FLOW PER GRATE	VELOCITY
			(ft)	(ft)	(in2)	(in2)	(gpm)		(gpm)		(gpm)	(fps)	(gpm)	(fps)
A-PF1	3/PL301	LAWSON AQUATICS: FI-SG-183624	1.5	3.0	343.44	686.88	2080	P1A, P2A	712	2	356	0.33	500	0.47
		-	-	-	-	-	-	-	-	-	-	-	-	-

NOTE: THE SYSTEM MAXIMUM FLOW RATE AND VELOCITY HAS BEEN DETERMINED BY USING THE FLOW RATE AT THE END OF THE PUMP MANUFACTURER'S PUMP CURVE, ALL DRAIN/OUTLET SYSTEMS SHALL CONFORM WITH THE VIRGINIA GRAEME BAKER ACT AND TO CURRENT ANSI/APSP-16 STANDARD.

SCHEDULE - POOL FIXTURES

POOL ID	EQUIPMENT ID	FIXTURE	QTY.	MANUFACTURER	DESCRIPTION
A	PF 1	FI-SG-1836-24	2	LAWSON AQUATICS	SEE DRAIN SCHEDULE
A	PF 2	WALL INLET	23	STA-RITE	1-1/2", MOLDED ABS, WHITE IN COLOR
A	PF 3	SKIMMER	14	WATERWAY	COMMERCIAL RENEGADE GUNITE IN-GROUND SKIMMER WITH NSF50 APPROVAL FOR 75 GPM FLOW RATE. MANUFACTURED BY WATERWAY PLASTICS, CATALOG # 542-4360. MATERIALS: MOLDED PVC PLASTIC SKIMMER WITH ROUND WHITE LID & FRAME. 2.5" SPIGOT X 2" NPT x 2" NPT CONNECTIONS. FLOAT-CHECK VALVE AND REMOVABLE CLEANING BASKET. PLUG EQUALIZER FITTING CONNECTION.



1 OVERALL PIPING PLAN
PL300 PLAN VIEW
1/8" = 1'-0"

POOL CONTRACTOR PIPING PLAN NOTES

THE FOLLOWING NOTES APPLY TO ALL POOL/SLIDE PIPING PLANS:

1. THE PIPING LAYOUTS ON THESE DRAWINGS ARE SCHEMATIC AND FOR REFERENCE ONLY. PIPING AS SHOWN IS SPREAD OUT FOR CLARITY. CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING FINAL PIPE ROUTING AND ELEVATIONS.
2. REDUCE THE USE OF FITTINGS AND LONG PIPE RUNS TO MINIMIZE HEAD LOSS IN THE SYSTEM.
3. ALL OUTDOOR PIPING SHALL BE INSTALLED IN A PIPE TRENCH WITH BEDDING AND COVER MATERIALS PER SPECIFICATIONS. PIPING MAY BE STACKED IN THE PIPE TRENCH.
4. ARROWS DENOTE DIRECTION OF FLOW.
5. REFER TO ALL DISCIPLINES DOCUMENTATION AND COORDINATE ALL PIPING AND EMBEDMENTS WITH AFFECTED TRADES.
6. ALL GRAVITY PIPING SHALL BE INSTALLED AT A MINIMUM SLOPE OF 1" DROP PER 10' LENGTH. ALL OUTDOOR PIPING SHALL BE INSTALLED WITH A SLOPE TO ALLOW COMPLETE DRAINING. PROVIDE WINTERIZING/DRAINING INSTRUCTIONS AND SCHEMATICS TO OWNER.
7. CONTRACTOR SHALL USE SWING JOINTS OR OTHER MEANS AND METHODS AS REQUIRED TO PROVIDE POOL INLET FITTINGS FLUSH AND PERPENDICULAR WITH THE POOL FLOOR AND AS REQUIRED FOR PROPER SLOPE TO DRAIN FOR WINTERIZATION.
8. SUPPORT PIPES PER PL403-1 THRU 7.
9. ALL SUPPORTS, BRACING, FASTENERS AND HARDWARE IN THE SURGE TANK(S) SHALL BE STAINLESS STEEL.
10. THE INTENT OF THESE DRAWINGS IS NOT TO BE INCLUSIVE OF ALL VALVES OR FITTINGS REQUIRED FOR THIS PROJECT. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE ALL VALVES AND FITTINGS REQUIRED.

PIPING NOTES

REFER TO DIVISION 13 SPECIFICATIONS FOR DETAILS

PIPING

a. ALL PIPING DESIGNED FOR 6'/SECOND MAX SUCTION, 8'/SECOND MAX PRESSURE, AND 3'/SECOND MAX GRAVITY.
b. MAIN DRAIN PIPING SHALL CARRY 100% OF RECIRCULATION RATE AT A VELOCITY NOT TO EXCEED 4'/SECOND.
c. INLET SUPPLY PIPING MUST BE LAID ON A GRADE SO IT WILL DRAIN TO THE SURGE TANK COMPLETELY BY GRAVITY TO PREVENT DAMAGE DURING FREEZING WEATHER. MAIN DRAIN LINE PIPING MUST BE LAID ON A GRADE SO: (A) ALL PIPING FROM BENEATH THE POOL TO THE ELEVATION CHANGE SHALL PITCH TO DRAIN TO THE POOL MAIN DRAIN SUMPS AND; (B) ALL PIPING FROM THE ELEVATION CHANGE TO THE SURGE TANK SHALL PITCH TO DRAIN TO THE SURGE TANK. IN ALL INSTANCES WHERE GRAVITY DRAINAGE IS NOT PROVIDED, THE CONTRACTOR SHALL INSTALL DRAIN VALVES SO THAT ALL LINES CAN BE DRAINED COMPLETELY TO SURGE TANK OR ANOTHER APPROVED LOCATION. DRAINAGE PLUGS SHALL BE PROVIDED IN THE PIPING SYSTEM TO ALLOW FOR DRAINING OF POOL PIPING. CONTRACTOR SHALL PROVIDE OPERATION AND WINTERIZATION INSTRUCTIONS TO OWNER.
d. ALL ELEVATIONS TO BE FIELD VERIFIED TO ALLOW FOR PROPER PITCH AND DRAINAGE. PITCH - APPROXIMATE 1'/ 10'-0". POOL CONTRACTOR SHALL MAKE EVERY EFFORT TO CURTAIL THE USE OF FITTINGS TO REDUCE HEAD.
e. ALL DRAWINGS ARE INTENDED FOR SCHEMATIC USE ONLY!! FINAL LOCATIONS SHALL BE FIELD VERIFIED WITH ALL OTHER TRADES, BY CONTRACTOR.
f. CONTRACTOR SHALL COORDINATE ALL WORK WITH ARCHITECTURAL, MECHANICAL, ELECTRICAL AND STRUCTURAL DRAWINGS.

DRAINS

a. ALL DRAIN FITTINGS TO CARRY 100% OF RECIRCULATION RATE AT A VELOCITY NOT TO EXCEED 1.5'/SECOND THROUGH THE CLEAR AREA OF THE GRATE.
b. ALL DRAINS AND OUTLETS SHALL CONFORM TO ANSI/APSP-16 OR ANY SUCCESSOR STANDARD.
c. GUTTER SYSTEMS MUST CARRY 50% OR MORE OF THE RECIRCULATED WATER AND RETURN IT TO THE FILTER

PRESSURE GUAGES

a. PRESSURE GAUGES TO BE INSTALLED ON ALL PUMP SUCTION AND DISCHARGE LINES.

VALVES

a. PROVIDE BACKWATER VALVES AND GEAR OPERATED SUB-SURFACE BUTTERFLY VALVES WITH VALVE EXTENSIONS FOR ALL POOL AND SURGE TANK DRAIN LINES.
b. EACH VALVE SHALL HAVE A PERMANENT IDENTIFYING LABEL OR TAG ATTACHED TO IT, THE SEQUENCE OF OPERATION, BRIEFLY STATED, SHALL BE PROMINENTLY DISPLAYED.

FLOW METERS

a. FLOW METER SHALL BE PROVIDED IN THE FILTRATION PUMP DISCHARGE LINE AND IN EACH INLET RETURN LINE AS INDICATED ON THE DRAWINGS. FLOW METERS MUST BE CAPABLE OF READING FLOWS MEASURING AT LEAST 1-1/2 TIMES THE DESIGN FLOW RATE. FLOW METERS SHALL BE INSTALLED ON A STRAIGHT LENGTH OF PIPE WITHOUT ANY VALVE, ELBOW OR OTHER SOURCE OF TURBULENCE (UNINTERRUPTED FLOW). PROVIDE A MIN OF 10 PIPE DIA UPSTREAM AND 5 PIPE DIA DOWNSTREAM FROM THE FLOW METER OF UNINTERRUPTED FLOW OR INSTALL PER MANUFACTURER'S RECOMMENDATIONS.
b. MAIN FLOW METER SHALL BE USED TO MONITOR BACKWASH RATE.

FILTERS

a. FILTER SHALL BE PROVIDED WITH THE FOLLOWING APPROPRIATELY LOCATED ACCESSORIES: PRESSURE GAUGES, BACKWASH SIGHT GLASS ON WASTE DISCHARGE LINE, AN AIR RELIEF VALVE AT THE HIGH POINT OF THE FILTER & VALVED DRAIN LINE.

HEATERS

a. SHALL BE EQUIPPED WITH THERMOMETERS, 60-240 DEGREES F WITH 2 DEGREE GRADUATIONS, AUTOMATIC TEMPERATURE LIMITING DEVICE, FLOW SWITCH, HEATER BYPASS VALVE, ALL INFLUENT/EFFLUENT HEATER PIPING TO BE METALLIC, PRESSURE RELIEF VALVE TO BE PROVIDED AND PIPED TO WITHIN 6" OF FLOOR. THE AUTOMATIC TEMPERATURE SWITCH ON THE POOL HEATER SHALL BE SET FOR A MAX OF 100 DEGREES. FURNISH AND INSTALL THERMOMETERS IN INLET AND OUTLET PIPING TO HEATER AND DOWNSTREAM IN THE BLENDED WATER SYSTEMS.

PIPING LEGEND

PIPE DESCRIPTION	PIPE COLOR
AIR:	
ACTIVITY SUPPLY:	
CHEMICAL:	
INLET SUPPLY:	
GRAVITY:	
JET SUPPLY:	
PROPULSION SUPPLY:	
AUTOFILL SENSOR:	
SKIMMER SUCTION:	
SLIDE SUPPLY:	
SUCTION:	

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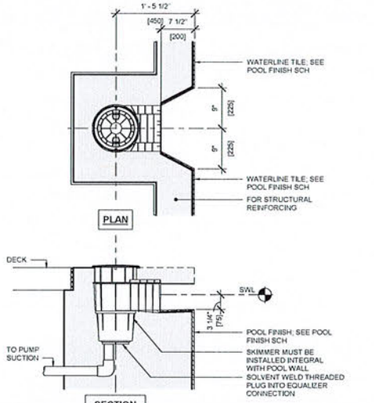
REVISION SCHEDULE

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CHECKED BY: Checker

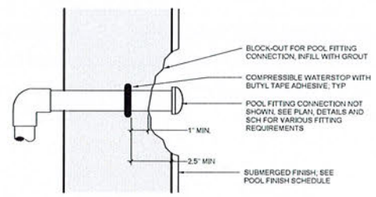
OVERALL PIPING PLAN

PL300



SKIMMER SPECIFICATIONS:
1. SURFACE SKIMMER SHALL CONSIST OF A PRECISION MOLDED CYCOLAC HOUSING WITH A HEAVY DUTY COMPRESSION MOLDED THERMOSETTING PHENOLIC BASE.
2. THE BASE SHALL INCORPORATE TWO 2" NPT THREADED APERTURE WHICH SHALL ENABLE TESTING OF PIPING FROM INSIDE THE SKIMMER AS WELL AS EXTERNAL PIPE CONNECTIONS TO PUMP. BASE SHALL BE AN INTEGRAL PART OF THE SKIMMER BODY.
3. A 10" DIA NON-CORROSIVE, HEAVY DUTY, NON-SLIP DECK PLATE & FRAME SHALL BE PROVIDED FOR EASY ACCESS TO THE SKIMMER INTERIOR. THE FRAME SHALL BE MOLDED CYCOLAC & SHALL INCORPORATE A FLANGE BELOW DECK LEVEL FOR KEYING INTO CONCRETE & SHALL BE ADJUSTABLE TO PERMIT VARIATIONS IN HEIGHT & ANGLE OF DECK IN RELATION TO THE SKIMMER BODY. THE ACCESS PLATE SHALL BE MOLDED CYCOLAC & SHALL BE SECURED TO THE FRAME BY MEANS OF TWO SS SCREWS TO PREVENT VANDALISM.
4. THE SKIMMER THROAT SHALL HAVE AN INTEGRAL MOLDED WEIR STOP WITH A CUSHION ATTACHED. THE SKIMMER THROAT SHALL BE WITH AN 8.6" WIDE HEAVY DUTY MOLDED WEIR & HINGE WHICH AUTOMATICALLY ADJUSTS TO VARIATIONS IN POOL WATER LEVEL, WITHIN A 4" RANGE.
5. A REMOVABLE 7 1/2" DIA x 5 1/8" DEEP SYNTHETIC DEBRIS BASKET SHALL BE PROVIDED IN THE SKIMMER BODY.
6. A REMOVABLE FLOAT VALVE HOUSING ASSEMBLY SHALL BE REMOVED & DISCARDED.
7. AN ADJUSTABLE TRIMMER VALVE SHALL BE FITTED TO THE SKIMMER BASE TO PROVIDE AN ACCURATE FLOW ADJUSTMENT, THUS PERMITTING EQUALIZATION OF FLOW OF ALL SKIMMERS.
8. SURFACE SKIMMER SHALL BE SWIMQUIP MANUFACTURED BY STA-RITE INDUSTRIES, CATALOG #08650-1404, U-3 MOLDED ABS SKIMMER WITH WHITE LID & FRAME, 2" SLIP WITH 1 1/2" SLIP REDUCERS, INCLUDE FLOAT & CHECK VALVE AND BASKET. PROVIDE WITH ASME A112.19.8-2007 CERTIFIED, WHITE, EQUALIZER FITTING & COVER, PLUG EQUALIZER FITTING CONNECTION.

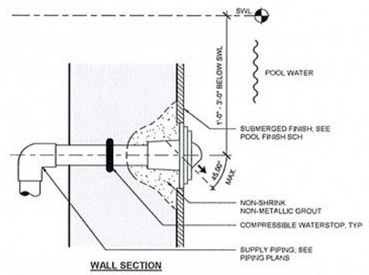
8 | SKIMMER PIPING DETAIL VIEW PL301 NOT TO SCALE



FLOOR / WALL SECTION

NOTES:
1. DETAIL ILLUSTRATES COMPRESSIBLE WATERSTOP FOR PIPE PENETRATIONS THROUGH POOL SHELL. SEE PIPING PLANS AND DETAILS FOR APPLICABLE INSTALLATION LOCATIONS.
2. BASIS OF DESIGN FOR 6" OD PIPES OR LARGER IS TYPE ABA-1510PP COMPRESSIBLE WATERSTOP BY ADEKA. FOR PIPES SMALLER THAN 6" OD USE SYNKOFLEX FLEXIBLE WATERSTOP. SUBSTITUTIONS MUST BE APPROVED BY ENGINEER.
3. DIMENSION ABOVE IS A MIN FOR CONCRETE COVERAGE AND DOES NOT INCLUDE THE POOL FINISH. PROVIDE ADDITIONAL CONCRETE COVERAGE IF POSSIBLE.
4. PROTECT WATERSTOP FROM WATER, DIRT, DEBRIS, AND DAMAGE PRIOR TO COVERING WITH CONCRETE.
5. SEE SPECIFICATION SECTION 131120 FOR ADDITIONAL WATERSTOP REQUIREMENTS.
6. STEEL REINFORCEMENT OMITTED FOR CLARITY. SEE STRUCTURAL DETAILS FOR TYPICAL WALL/FLOOR REINFORCING STEEL REQUIREMENTS AND STEEL REQUIREMENTS AROUND PIPE PENETRATIONS. SPACING BETWEEN REINFORCING STEEL AND WATERSTOP SHALL BE NO LESS THAN 1.5xDIAMETER OF THE LARGEST AGGREGATE IN THE APPROVED CONCRETE MIX. INSTALL WATERSTOP ON POOL FINISH SIDE OF REINFORCING STEEL.

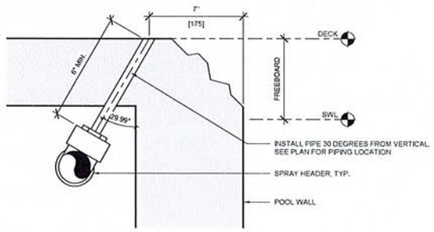
4 | WATERSTOP DETAIL - TYPICAL POOL PIPE PENETRATION DETAIL VIEW PL301 NONE



WALL SECTION

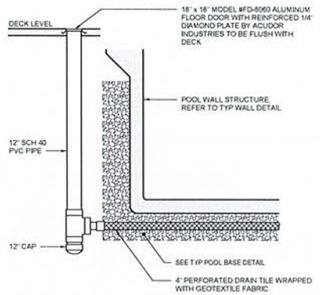
NOTE:
1. ADJUSTMENT BY CONTRACTOR SHALL BE NECESSARY ON SITE TO BALANCE FLOW

5 | WALL INLET DETAIL VIEW PL301 NOT TO SCALE

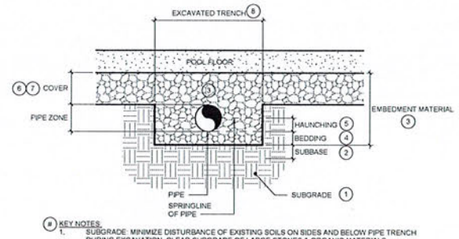


NOTES:
1. LOCATE CENTER OF PIPE OPENING 7" FROM FRONT FACE OF POOL COPING. IF THE DECK IS INSTALLED WITH A JOINT NEAR THE POOL WALL, LOCATE CENTER OF PIPE OPENING NO CLOSER THAN 4" FROM JOINT. MOVE HEADER AND SPRAY AWAY FROM POOL WALL AS NEEDED.
2. REFER TO POOL WALL PROFILES FOR LOCATION OF DECK AND GEOMETRY OF POOL WALL.

6 | DECK SPRAY DETAIL VIEW PL301 NOT TO SCALE



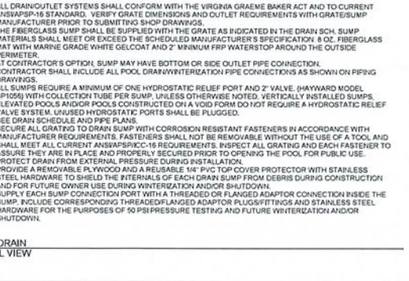
7 | OBSERVATION WELL DETAIL VIEW PL301 NOT TO SCALE



KEY NOTES:
1. SUBGRADE: MINIMIZE DISTURBANCE OF EXISTING SOILS ON SIDES AND BELOW PIPE TRENCH DURING EXCAVATION. CLEAR SUBGRADE OF LARGE STONES & ORGANIC MATERIALS.
2. SUBBASE MATERIALS: REQUIRED ONLY IF EXISTING SUBGRADE CONTAINS UNSUITABLE SOILS AND/OR DOES NOT MEET THE REQUIREMENTS OF THE GEOTECHNICAL REPORT FOR UTILITY TRENCHES.
3. EMBEDMENT MATERIALS: ASTM D2487 CLASS 1A OR 1B AGGREGATE, 1.5" MAXIMUM SIZE.
4. BEDDING: MINIMUM 6 INCH THICK AGGREGATE LAYER.
5. HAUNCHING: PLACE AND COMPACT HAUNCHING MATERIALS UNDER AND AROUND PIPE/S UP TO THE PIPE SPRINGLINE BY HAND TO ASSURE CONTINUOUS AND EFFECTIVE PIPE SUPPORT.
6. COVER: MINIMUM 6 INCHES ABOVE TOP OF PIPE.
7. POOL BEDDING COURSE/SUBBASE. SEE PL200 FOR REQUIREMENTS.
8. TRENCH WIDTH FOR EMBEDMENT MATERIALS: MINIMIZE WIDTH TO 6" - 12" BETWEEN TRENCH WALL AND EDGE OF NEAREST PIPE. ALLOW 6" MINIMUM BETWEEN ADJACENT PIPE WALLS WHEN PLACING MULTIPLE PIPES IN A COMMON TRENCH.

GENERAL NOTES:
A. SEE SPECIFICATIONS SECTION 13 11 20 FOR ADDITIONAL POOL PIPE TRENCH MATERIAL AND INSTALLATION REQUIREMENTS.
B. PLACE ALL PIPE TRENCH MATERIALS IN 6" MAXIMUM LOOSE LIFTS.

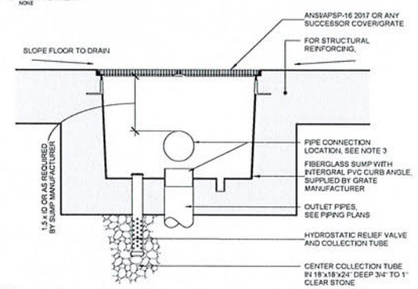
1 | POOL PIPE TRENCH BENEATH POOL FLOOR DETAIL VIEW PL301 NOTE



KEY NOTES:
1. SUBGRADE: MINIMIZE DISTURBANCE OF EXISTING SOILS ON SIDES AND BELOW PIPE TRENCH DURING EXCAVATION. CLEAR SUBGRADE OF LARGE STONES & ORGANIC MATERIALS.
2. SUBBASE MATERIALS: REQUIRED ONLY IF EXISTING SUBGRADE CONTAINS UNSUITABLE SOILS AND/OR DOES NOT MEET THE REQUIREMENTS OF THE GEOTECHNICAL REPORT FOR UTILITY TRENCHES.
3. EMBEDMENT MATERIALS: ASTM D2487 CLASS 1A OR 1B AGGREGATE, 1.5" MAXIMUM SIZE.
4. BEDDING: MINIMUM 6 INCH THICK AGGREGATE LAYER.
5. HAUNCHING: PLACE AND COMPACT HAUNCHING MATERIALS UNDER AND AROUND PIPE/S UP TO THE PIPE SPRINGLINE BY HAND TO ASSURE CONTINUOUS AND EFFECTIVE PIPE SUPPORT.
6. COVER: MINIMUM 6 INCHES ABOVE TOP OF PIPE.
7. FINAL BACKFILL: USE ON-SITE EXISTING SOILS MEETING THE PROJECT GEOTECHNICAL REPORT REQUIREMENTS FOR BACKFILL MATERIALS. DO NOT USE ORGANIC MATERIAL, CLAY, TOPSOIL, OR OTHER DELETERIOUS SUBSTANCES. SLOPE TRENCH EXCAVATION IN FINAL BACKFILL ZONE AS NEEDED.
8. TRENCH WIDTH FOR EMBEDMENT MATERIALS: MINIMIZE WIDTH TO 6" - 12" BETWEEN TRENCH WALL AND EDGE OF NEAREST PIPE. ALLOW 6" MINIMUM BETWEEN ADJACENT PIPE WALLS WHEN PLACING MULTIPLE PIPES IN A COMMON TRENCH.
9. FINAL GRADE MATERIALS: SEE RELATED PROJECT DRAWINGS AND SPECIFICATIONS FOR SOIL MATERIALS AND PLACEMENT REQUIREMENTS AT FINAL GRADE ELEVATIONS (E.G. DECK, CIVIL, LANDSCAPE, ETC. DRAWINGS).

GENERAL NOTES:
A. SEE SPECIFICATIONS SECTION 13 11 20 FOR ADDITIONAL POOL PIPE TRENCH MATERIAL AND INSTALLATION REQUIREMENTS.
B. PLACE ALL PIPE TRENCH MATERIALS IN 6" MAXIMUM LOOSE LIFTS.
C. COORDINATE WITH OTHER TRADES AS NEEDED TO ASSURE FOOTING/FOUNDATIONS ABOVE DO NOT LOAD THE PIPES. MAINTAIN PROPER CLEARANCES TO PREVENT UNDERMINING OF ADJACENT FOOTINGS/FOUNDATIONS.

2 | POOL PIPE TRENCH DETAIL VIEW NONE



NOTES:
1. ALL DRAIN/OUTLET SYSTEMS SHALL CONFORM WITH THE VIRGINIA GRAEME BAKER ACT AND TO CURRENT ANSI/APSP-16 STANDARD. VERIFY GRATE DIMENSIONS AND OUTLET REQUIREMENTS WITH GRATE/SUMP MANUFACTURER PRIOR TO SUBMITTING SHOP DRAWINGS.
2. THE FIBERGLASS SUMP SHALL BE SUPPLIED WITH THE GRATE AS INDICATED IN THE DRAIN SCH. SUMP MATERIALS SHALL MEET OR EXCEED THE SCHEDULED MANUFACTURER'S SPECIFICATION: 8 OZ. FIBERGLASS MAT WITH MARINE GRADE WHITE GELCOAT AND 2" MINIMUM FRP WATERSTOP AROUND THE OUTSIDE PERIMETER.
3. AT CONTRACTOR'S OPTION, SUMP MAY HAVE BOTTOM OR SIDE OUTLET PIPE CONNECTION.
4. CONTRACTOR SHALL INCLUDE ALL POOL DRAIN/WINTERIZATION PIPE CONNECTIONS AS SHOWN ON PIPING DRAWINGS.
5. ALL SUMPS REQUIRE A MINIMUM OF ONE HYDROSTATIC RELIEF PORT AND 2" VALVE. (HAYWARD MODEL SP1056) WITH COLLECTION TUBE PER SUMP. UNLESS OTHERWISE NOTED. VERTICALLY INSTALLED SUMPS, ELEVATED POOLS AND/OR POOLS CONSTRUCTED ON A VOID FORM DO NOT REQUIRE A HYDROSTATIC RELIEF VALVE SYSTEM. UNUSED HYDROSTATIC PORTS SHALL BE PLUGGED.
6. SEE DRAIN SCHEDULE AND PIPE PLANS.
7. SECURE ALL GRATING TO DRAIN SUMP WITH CORROSION RESISTANT FASTENERS IN ACCORDANCE WITH MANUFACTURER REQUIREMENTS. FASTENERS SHALL NOT BE REMOVABLE WITHOUT THE USE OF A TOOL AND SHALL MEET ALL CURRENT ANSI/APSP/ICC-16 REQUIREMENTS. INSPECT ALL GRATING AND EACH FASTENER TO ASSURE THEY ARE IN PLACE AND PROPERLY SECURED PRIOR TO OPENING THE POOL FOR PUBLIC USE.
8. PROTECT DRAIN FROM EXTERNAL PRESSURE DURING INSTALLATION.
9. PROVIDE A REMOVABLE PLYWOOD AND A REUSABLE 1/4" PVC TOP COVER PROTECTOR WITH STAINLESS STEEL HARDWARE TO SHIELD THE INTERNALS OF EACH DRAIN SUMP FROM DEBRIS DURING CONSTRUCTION AND FOR FUTURE OWNER USE DURING WINTERIZATION AND/OR SHUTDOWN.
10. SUPPLY EACH SUMP CONNECTION PORT WITH A THREADED OR FLANGED ADAPTOR CONNECTION INSIDE THE SUMP. INCLUDE CORRESPONDING THREADED/FLANGED ADAPTOR PLUGS/FITTINGS AND STAINLESS STEEL HARDWARE FOR THE PURPOSES OF 50 PSI PRESSURE TESTING AND FUTURE WINTERIZATION AND/OR SHUTDOWN.

3 | MAIN DRAIN DETAIL VIEW PL301 NONE

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Wild Mountain

Taylor Falls, MN 55084

CONSULTANTS

REVISION SCHEDULE

Number	Description	Date

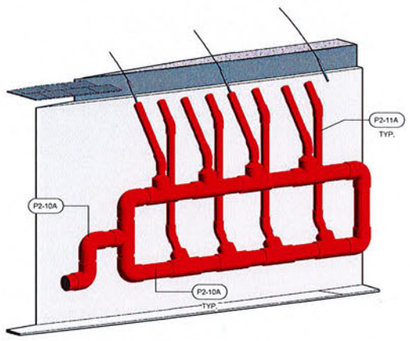
ISSUE DATE: 03/24/23
PROJECT NUMBER: 22378
DRAWN BY: Author
CHECKED BY: Checker

PIPING DETAILS

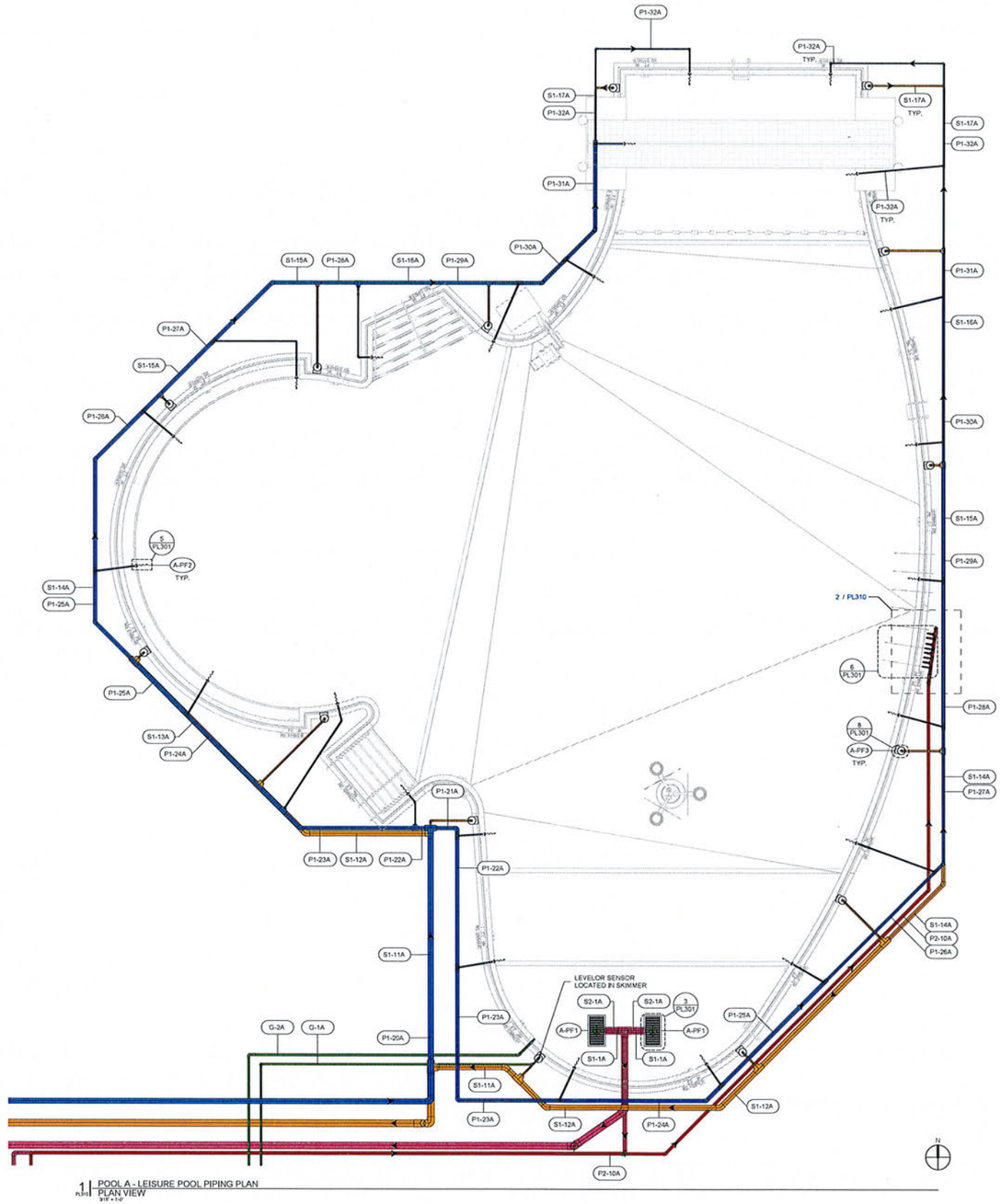
PL301

POOL A - LEISURE POOL PIPE SCHEDULE

PIPE ID	TYPE	NPS (in)	FLOW (gpm)	VELOCITY (fps)	DESCRIPTION
S1-1A	PVC SCH 80	8	592	4.2	FILTRATION PUMP SUCTION - MAIN DRAIN
S1-10A	PVC SCH 80	8	592	4.2	FILTRATION PUMP SUCTION - SKIMMER
S1-11A	PVC SCH 80	6	296	3.7	FILTRATION PUMP SUCTION - SKIMMER
S1-12A	PVC SCH 80	6	254	3.2	FILTRATION PUMP SUCTION - SKIMMER
S1-13A	PVC SCH 80	6	211	2.6	FILTRATION PUMP SUCTION - SKIMMER
S1-14A	PVC SCH 80	4	169	4.8	FILTRATION PUMP SUCTION - SKIMMER
S1-15A	PVC SCH 80	4	127	3.6	FILTRATION PUMP SUCTION - SKIMMER
S1-16A	PVC SCH 80	3	85	4.2	FILTRATION PUMP SUCTION - SKIMMER
S1-17A	PVC SCH 80	2	42	4.7	FILTRATION PUMP SUCTION - SKIMMER, LATERAL TYPICAL
-	-	-	-	-	-
P1-20A	PVC SCH 80	6	592	7.4	INLET SUPPLY
P1-21A	PVC SCH 80	6	309	3.9	INLET SUPPLY
P1-22A	PVC SCH 80	6	283	3.5	INLET SUPPLY
P1-23A	PVC SCH 80	4	257	7.3	INLET SUPPLY
P1-24A	PVC SCH 80	4	232	6.6	INLET SUPPLY
P1-25A	PVC SCH 80	4	206	5.9	INLET SUPPLY
P1-26A	PVC SCH 80	4	180	5.1	INLET SUPPLY
P1-27A	PVC SCH 80	3	154	7.7	INLET SUPPLY
P1-28A	PVC SCH 80	3	129	6.4	INLET SUPPLY
P1-29A	PVC SCH 80	3	103	5.1	INLET SUPPLY
P1-30A	PVC SCH 80	2.5	77	6.0	INLET SUPPLY
P1-31A	PVC SCH 80	2	51	5.7	INLET SUPPLY
P1-32A	PVC SCH 80	1.5	26	4.8	TYPICAL INLET SUPPLY CONNECTION
-	-	-	-	-	-
S2-1A	PVC SCH 80	4	120	3.4	ACTIVITY SUCTION
P2-10A	PVC SCH 80	3	120	6.0	ACTIVITY SUPPLY AND LOOP
P2-11A	PVC SCH 80	1.5	15	2.8	ACTIVITY CONNECTION
-	-	-	-	-	-
G-1A	PVC SCH 80	2	0	0.0	SENSOR
G-2A	PVC SCH 40	2.5	39	2.7	FILL LINE



2 | PL310 ACTIVITY HEADER PLAN VIEW



1 | PL310 POOL A - LEISURE POOL PIPING PLAN PLAN VIEW
3/16" = 1'-0"

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Wild Mountain

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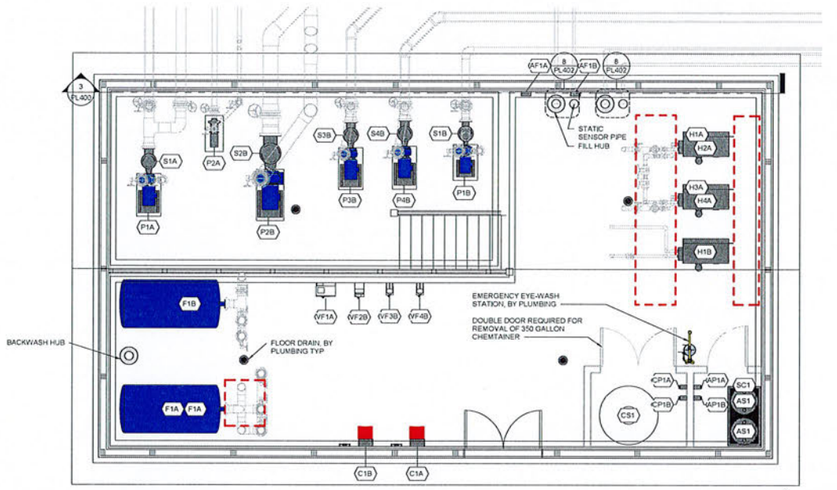
CONSULTANTS

REVISION SCHEDULE		
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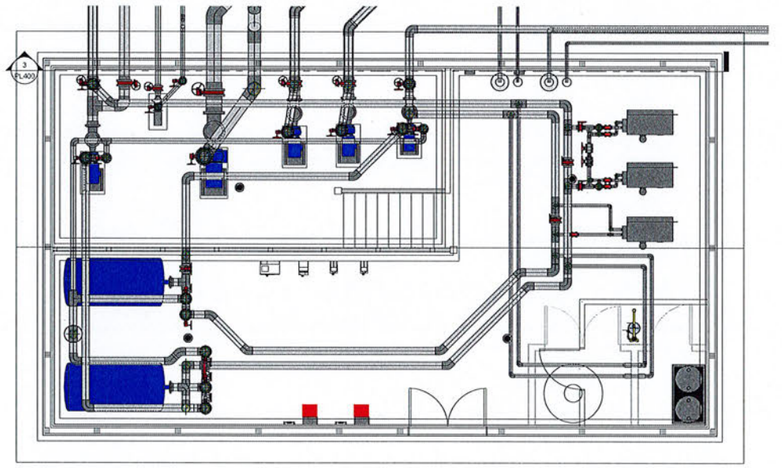
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DRAWN BY: Author
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POOL A - LEISURE POOL PIPING PLAN

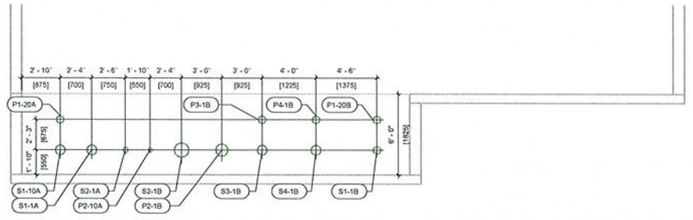
PL310



1 MECHANICAL ROOM EQUIPMENT PLAN
PL400 PLAN VIEW
1/8" = 1'-0"



2 MECHANICAL ROOM PIPING PLAN
PL400 PLAN VIEW
1/8" = 1'-0"



3 MECHANICAL ROOM PIPE PENETRATIONS
PL400 SECTION VIEW
1/8" = 1'-0"

POOL A - LEISURE POOL EQUIPMENT SCHEDULE

ID	ITEM	QTY.	MANUFACTURER	BASIS OF DESIGN
P1A	FILTRATION PUMP	1	AURORA PUMP	3801, 3x4x9.5, 20 HP, 460 VOLT, 3 PHASE, 1800 RPM, 592 GPM, @ 80' TDH, TEFC MOTOR, END SUCTION, CLOSE COUPLED, 316 STAINLESS STEEL IMPELLER AND FITTED (SF), EPOXY COATED VOLUTE
P2A	ACTIVITY PUMP	1	PENTAIR PUMP	INTELLIFLO VS+SVRS, 120 GPM, @ 70' TDH, 3 HP, 460 VOLT, 3 PHASE, 60HZ, 3450 RPM, TEFC MOTOR, END SUCTION, SELF PRIMING, CLOSE COUPLED, PROVIDE WITH INTEGRAL STRAINER AND EXTRA STRAINER BASKET.
S1A	FILTRATION PUMP STRAINER	1	NEPTUNE BENSON, INC OR MER-MADE FILTER, INC.	8x4 ECCENTRIC REDUCING BASKET STRAINER, STAINLESS STEEL, TRANSPARENT ACRYLIC LID, STAINLESS STEEL BASKET, PROVIDE WITH EXTRA STAINLESS STEEL BASKET.
VF1A	FILTRATION PUMP VFD	1	ABB	ABB MODEL ACH580-BCR-027A-4, 20 HP, 460 V, 3 PH INPUT, PROVIDE WITH UL TYPE 12 ENCLOSURE WITH E-CLIPSE BY-PASS.
F1A	FILTER	2	NEPTUNE BENSON, INC.	SHFFG SERIES, #4272SHFFG, 42" DIAMETER FIBERGLASS TANK, 72" LENGTH, 47.8 SQUARE FEET OF TOTAL SURFACE AREA, (23.9 SF EACH) 12.38 GPM/SF (FILTER MEDIA RATE).
H1A H2A H3A H4A	HEATER	4	LOCHINVAR	ENERGYRITE ERN402-A, 399,999 BTU/HOUR INPUT PER HEATER, 1,599,996 TOTAL INPUT, 3" GAS CONNECTION, 2" WATER CONNECTION, 6" DIAMETER FLUE, CUPRO NICKEL HEAT EXCHANGER, MANUAL RESET HIGH LIMIT AND HIGH LIMIT AND MULTI-STACK STAND. FURTHER PROVIDE A.S.M.E. CONSTRUCTION, PRESSURE RELIEF VALVE, FLOW SWITCH, OPTIONAL PUMP ON/OFF RELAY, AND ALL SAFETY DEVICE PACKAGES PER STATE AND LOCAL CODES. PROVIDE WITH 2" FLOWVIS FLOWMETER ON HEATER INFLUENT PIPING AS SHOWN IN DETAIL.
C1A	CHEMICAL CONTROLLER	1	CHEMTROL	CHEMTROL CH250, CONTINUOUS MONITORING, SEE CHEMICAL CONTROLLER SPECIFICATIONS FOR OPTIONS.
CP1A	CHLORINE FEEDER	1	BLUE/WHITE	A-100N SERIES, MODEL #A1N10A-7T, 0 TO 52.56 GALLONS PER DAY OUTPUT, 120 VOLTS, USE SODIUM HYPOCHLORITE FOR DISINFECTANT, PROVIDE WITH WEIGHTED FOOT STRAINER.
AP1A	ACID FEEDER	1	BLUE/WHITE	A-100N SERIES, MODEL #A1N10A-7T, 0 TO 52.56 GALLONS PER DAY OUTPUT, 120 VOLTS, USE 30% TO 40% CONCENTRATION SULFURIC ACID FOR pH CONTROL, PROVIDE WITH WEIGHTED FOOT STRAINER.
CS1	CHEMICAL STORAGE - CHLORINE	1	CHEMTAINER	DC SERIES, 350 GALLON, 52" DIAMETER, 56" HIGH, WITH 16" MANWAY.
AS1	CHEMICAL STORAGE- ACID	2	CHEMICAL SUPPLIER	55 GALLON DRUMS FURNISHED BY OWNERS CHEMICAL SUPPLIER, 30% TO 40% CONCENTRATION MURIATIC ACID.
SC1	CONTAINMENT PALETTE	1	GRAINGER, ULTRATECH INTERNATIONAL	MOLDED ONE-PIECE POLYETHYLENE CONTAINMENT, MINIMUM 66-GALLON CAPACITY, TWO DRUM PALLET, MIN 3,000 LB LOAD CAPACITY, SUITABLE FOR USE WITH CHEMICAL STORED. CONFORMANT TO ASTM D1998.
FM1A	FLOW METER	1	H2FLOW CONTROLS, INC.	FLOWVIS FLOW METER, MODEL FV-6 (6") FLOW RANGE 300-1000 GPM.
AF1A	WATER LEVEL CONTROL	1	JANDY	LEVOLOR K-2300 ELECTRONIC WATER LEVELER, 110/220V. PROVIDE WITH 2 SENSORS, 50FT OF CABLE AND (2) 1" VALVES.

POOL B - FUTURE SLIDE COMPLEX EQUIPMENT SCHEDULE

ID	ITEM	QTY.	MANUFACTURER	BASIS OF DESIGN
P1B	FILTRATION PUMP	1	AURORA PUMP	3801, 2.5x3x9.5, 10 HP, 460 VOLT, 3 PHASE, 1800 RPM, 293 GPM, @ 80' TDH, TEFC MOTOR, END SUCTION, CLOSE COUPLED, 316 STAINLESS STEEL IMPELLER AND FITTED (SF), EPOXY COATED VOLUTE
P2B	SLIDE PUMP	1	AURORA PUMP	3801, 6x8x11A, 40 HP, 460 VOLT, 3 PHASE, 1800 RPM, 1600 GPM, @ 71.0' TDH, TEFC MOTOR, END SUCTION, CLOSE COUPLED, 316 STAINLESS STEEL IMPELLER AND FITTED (SF), EPOXY COATED VOLUTE
P3B	SLIDE PUMP	1	AURORA PUMP	3801, 3x4x9.5, 15 HP, 460 VOLT, 3 PHASE, 1800 RPM, 500 GPM, @ 70.9' TDH, TEFC MOTOR, END SUCTION, CLOSE COUPLED, 316 STAINLESS STEEL IMPELLER AND FITTED (SF), EPOXY COATED VOLUTE
P4B	SLIDE PUMP	1	AURORA PUMP	3801, 3x4x9.5, 15 HP, 460 VOLT, 3 PHASE, 1800 RPM, 500 GPM, @ 70.9' TDH, TEFC MOTOR, END SUCTION, CLOSE COUPLED, 316 STAINLESS STEEL IMPELLER AND FITTED (SF), EPOXY COATED VOLUTE
S1B	SLIDE PUMP STRAINER	1	NEPTUNE BENSON, INC OR MER-MADE FILTER, INC.	6x3 ECCENTRIC REDUCING BASKET STRAINER, STAINLESS STEEL, TRANSPARENT ACRYLIC LID, STAINLESS STEEL BASKET, PROVIDE WITH EXTRA STAINLESS STEEL BASKET.
S2B	SLIDE PUMP STRAINER	1	NEPTUNE BENSON, INC OR MER-MADE FILTER, INC.	12x8 ECCENTRIC REDUCING BASKET STRAINER, STAINLESS STEEL, TRANSPARENT ACRYLIC LID, STAINLESS STEEL BASKET, PROVIDE WITH EXTRA STAINLESS STEEL BASKET.
S3B	SLIDE PUMP STRAINER	1	NEPTUNE BENSON, INC OR MER-MADE FILTER, INC.	8x4 ECCENTRIC REDUCING BASKET STRAINER, STAINLESS STEEL, TRANSPARENT ACRYLIC LID, STAINLESS STEEL BASKET, PROVIDE WITH EXTRA STAINLESS STEEL BASKET.
S4B	SLIDE PUMP STRAINER	1	NEPTUNE BENSON, INC OR MER-MADE FILTER, INC.	8x4 ECCENTRIC REDUCING BASKET STRAINER, STAINLESS STEEL, TRANSPARENT ACRYLIC LID, STAINLESS STEEL BASKET, PROVIDE WITH EXTRA STAINLESS STEEL BASKET.
VF2B	SLIDE PUMP VFD	1	ABB	ABB MODEL ACH580-PCR-052A-4, 40 HP, 460 V, 3 PH INPUT, PROVIDE WITH UL TYPE 12 ENCLOSURE WITH INPUT DISCONNECT AND FUSES ONLY.
VF3B	SLIDE PUMP VFD	1	ABB	ABB MODEL ACH580-PCR-023A-4, 15 HP, 460 V, 3 PH INPUT, PROVIDE WITH UL TYPE 12 ENCLOSURE WITH INPUT DISCONNECT AND FUSES ONLY.
VF4B	SLIDE PUMP VFD	1	ABB	ABB MODEL ACH580-PCR-023A-4, 15 HP, 460 V, 3 PH INPUT, PROVIDE WITH UL TYPE 12 ENCLOSURE WITH INPUT DISCONNECT AND FUSES ONLY.
F1B	FILTER	1	NEPTUNE BENSON, INC.	SHFFG SERIES, #4272SHFFG, 42" DIAMETER FIBERGLASS TANK, 72" LENGTH, 23.9 SQUARE FEET OF TOTAL SURFACE AREA, 11.96 GPM/SF (FILTER MEDIA RATE).
H1B	HEATER	1	LOCHINVAR	ENERGYRITE ERN402-A, 399,999 BTU/HOUR INPUT PER HEATER, 3" GAS CONNECTION, 2" WATER CONNECTION, 6" DIAMETER FLUE, CUPRO NICKEL HEAT EXCHANGER, MANUAL RESET HIGH LIMIT AND MULTI-STACK STAND. FURTHER PROVIDE A.S.M.E. CONSTRUCTION, PRESSURE RELIEF VALVE, FLOW SWITCH, OPTIONAL PUMP ON/OFF RELAY, AND ALL SAFETY DEVICE PACKAGES PER STATE AND LOCAL CODES. PROVIDE WITH 2" FLOWVIS FLOWMETER ON HEATER INFLUENT PIPING AS SHOWN IN DETAIL.
C1B	CHEMICAL CONTROLLER	1	CHEMTROL	CHEMTROL CH250, CONTINUOUS MONITORING, SEE CHEMICAL CONTROLLER SPECIFICATIONS FOR OPTIONS.
CP1B	CHLORINE FEEDER	1	BLUE/WHITE	A-100N SERIES, MODEL #A1N10A-7T, 0 TO 52.56 GALLONS PER DAY OUTPUT, 120 VOLTS, USE SODIUM HYPOCHLORITE FOR DISINFECTANT. PROVIDE WITH WEIGHTED FOOT STRAINER.
AP1B	ACID FEEDER	1	BLUE/WHITE	A-100N SERIES, MODEL #A1N10A-7T, 0 TO 52.56 GALLONS PER DAY OUTPUT, 120 VOLTS, USE 30% TO 40% CONCENTRATION SULFURIC ACID FOR pH CONTROL, PROVIDE WITH WEIGHTED FOOT STRAINER.
CS1	CHEMICAL STORAGE - CHLORINE	1	CHEMTAINER	SHARED WITH POOL A
AS1	CHEMICAL STORAGE- ACID	2	CHEMICAL SUPPLIER	SHARED WITH POOL A
SC1	CONTAINMENT PALETTE	1	GRAINGER, ULTRATECH INTERNATIONAL	SHARED WITH POOL A
FM1A	FLOW METER	1	H2FLOW CONTROLS, INC.	FLOWVIS FLOW METER, MODEL FV-3 (3") FLOW RANGE 90-220 GPM
AF1A	WATER LEVEL CONTROL	1	JANDY	LEVOLOR K-2300 ELECTRONIC WATER LEVELER, 110/220V. PROVIDE WITH 2 SENSORS, 50FT OF CABLE AND (2) 1" VALVES.

POOL A - LEISURE POOL PENETRATION SCHEDULE

PIPE ID	DETAIL	NPS (in)	SLEEVE MODEL #	DESCRIPTION
S1-1A	3	8	CS-12	FILTRATION PUMP SUCTION - MAIN DRAIN
S1-10A	3	8	CS-12	FILTRATION PUMP SUCTION - SKIMMER
P1-20A	3	6	CS-10	INLET SUPPLY
S2-1A	3	4	CS-6	ACTIVITY SUCTION
P2-10A	3	3	CS-5	ACTIVITY SUPPLY AND LOOP
		-	-	-

POOL B - SLIDE COMPLEX - FUTURE PENETRATION SCHEDULE

PIPE ID	DETAIL	NPS (in)	SLEEVE MODEL #	DESCRIPTION
S1-1B	3	6	CS-10	FILTRATION PUMP SUCTION
P1-20B	3	6	CS-10	FILTRATION TANK SUPPLY BALANCE TANK
S2-1B	3	12	CS-16	TRACK SLIDE SUCTION
P2-1B	3	10	CS-14	TRACK SLIDE SUPPLY
S3-1B	3	8	CS-12	SLIDE SUCTION
P3-1B	3	6	CS-10	SLIDE SUPPLY
S4-1B	3	8	CS-12	SLIDE SUCTION
P4-1B	3	6	CS-10	SLIDE SUPPLY
		-	-	-

DIVISION 13 CONTRACTOR NOTES:

MECHANICAL EQUIPMENT

1. CONTRACTOR SHALL PROVIDE EQUIPMENT LAYOUTS PER PLANS. IF ALTERNATE LAYOUT IS REQUESTED, CONTRACTOR SHALL PROVIDE SCALED DRAWING LAYOUT FOR REVIEW INDICATING POOL EQUIPMENT, PIPING, PIPE SUPPORTS, REQUIRED CLEARANCES, AND SERVICE ACCESS.
2. REFER TO ARCHITECTURAL PLANS FOR ACTUAL ROOM DIMENSIONS AND FINISHED FLOOR ELEVATIONS.
3. VERIFY EQUIPMENT PAD HEIGHT REQUIREMENTS FROM MANUFACTURER AND PROVIDE SHOP DRAWINGS TO POOL ENGINEER
4. PROVIDE MINIMUM 30" SERVICE ACCESS BETWEEN PUMPS. CONTRACTOR SHALL PROVIDE THE GREATER OF MANUFACTURER OR CODE REQUIRED CLEARANCES AROUND AND ABOVE ALL OTHER POOL EQUIPMENT.
5. HEATER FLOW IS MINIMUM PROVIDED BY MANUFACTURER.

POOL CHEMICAL STORAGE AND PIPING NOTES

1. ALL CHEMICAL ROOM DOORS AND CONTAINERS SHALL BE PROVIDED WITH SIGNAGE AS REQUIRED BY FIRE CODE. SEE ARCHITECTURAL DRAWING FOR THE DOOR LABEL REQUIREMENTS.
2. PROVIDE ALL CHEMICAL FEED PUMPS WITH "TUBE FAILURE DETECTION". THIS TECHNOLOGY DETECTS TUBING FAILURE AND WILL AUTOMATICALLY SHUT OFF THE PUMP AND ENERGIZE A RELAY. INSTALL RELAY TO PERMIT COMMUNICATIONS WITH THE CHEMICAL CONTROLLER SO THAT THE OPERATOR CAN BE NOTIFIED OF THE PUMP STATUS BEING IN AN ALARM/OFF CONDITION.
3. DO NOT LOCATE CHEMICAL INJECTION POINTS ABOVE DOORWAY, CHEMICAL FEED PUMPS, OR ELECTRICAL OUTLETS.
4. CHEMICAL TANKS WITHIN THE CHLORINE AND ACID ROOMS SHALL BE FILLED USING A TRANSFER METHOD IN COMPLIANCE WITH STATE & LOCAL FIRE CODES. BULK LIQUID DELIVERY SHALL BE PUMPED FROM A TRUCK TO THE TANK VIA AN AIR DRIVEN PUMP ON THE TRUCK. THE TRUCK PUMPING SYSTEM SHALL HAVE A ONE YEAR AND 5 YEAR TANK INSPECTION AS REQUIRED BY DOT. THIS INSPECTION SHALL INCLUDE TANK INTEGRITY, ALL ASSOCIATED PLUMBING, PUMPS AND CONNECTIONS. INSPECTIONS ARE TO PREVENT ACCIDENTAL LEAKS OR SPILLS DURING THE PUMPING FUNCTION.
5. SODIUM HYPOCHLORITE SHALL BE DELIVERED INTO DOUBLE-WALLED PROPERLY SIGNED STORAGE TANK. SODIUM HYPOCHLORITE TANKS SHALL HAVE LOCKING FILLING DEVICE (2" MALE CAMLOCK WITH CAP) TO INSURE ONLY LIQUID SODIUM HYPOCHLORITE IS LOADED INTO TANK. FILL DEVICE IS UNIQUE TO SODIUM HYPOCHLORITE. TANKS SHALL BE PROPERLY COVERED.
6. ACID SHALL BE DELIVERED INTO DOUBLE-WALLED PROPERLY SIZED STORAGE TANK. ACID TANKS SHALL HAVE LOCKING FILL DEVICES (1 1/4" FEMALE CAMLOCK WITH PLUG) TO INSURE ONLY ACID IS LOADED INTO TANK. FILL DEVICE IS UNIQUE TO ACID. THE CHEMICAL SUPPLIER SHALL EQUIP ACID TANKS FOR THE DELIVERY OF BULK ACID WITH ACID FUME SUPPRESSION SYSTEMS. ALL BULK ACID TANKS SHALL BE 100% CONTAINED TO DIRECT ACID FUMES INTO FUME SUPPRESSION TANK.
7. ALL CHEMICALS TO BE STORED PER MANUFACTURER'S RECOMMENDATIONS.
8. THE DIRECTION OF FLOW FOR THE RECIRCULATION EQUIPMENT SHALL BE LABELED CLEARLY WITH DIRECTIONAL SYMBOLS SUCH AS ARROWS ON ALL PIPING IN THE EQUIPMENT AREA PER REQUIREMENTS OF 13 11 20 SPECIFICATIONS.
9. WHERE THE RECIRCULATION EQUIPMENT FOR MORE THAN ONE POOL IS LOCATED ON SITE, THE EQUIPMENT SHALL BE MARKED AS TO WHICH POOL THE SYSTEM SERVES.
10. PLUMBING LINES SHALL BE LABELED CLEARLY WITH THE SOURCE OR DESTINATION DESCRIPTIONS PER REQUIREMENTS OF 13 11 20 SPECIFICATIONS.
11. EACH VALVE SHALL BE INSTALLED IN THE EQUIPMENT AREA AND LABELED AS TO ITS PURPOSE PER REQUIREMENTS OF 13 11 20 SPECIFICATIONS.
12. PER SPECIFICATIONS SECTION 13 11 13, SUBMIT AN ELECTRONIC VERSION OF THE PIPE AND VALVE CHART FOR EACH PIPING SYSTEM TO THE ARCHITECT/ENGINEER FOR APPROVAL. CHART TO CONSIST OF ISOMETRIC DRAWINGS OR PIPING LAYOUTS SHOWING AND IDENTIFYING EACH VALVE AND DESCRIBING ITS FUNCTION. UPON COMPLETION OF THE WORK HANG IN A CONSPICUOUS LOCATION IN THE EQUIPMENT ROOM ONE (1) COPY OF EACH CHART TO A RIGID BACKBOARD WITH CLEAR LACQUER PLACED UNDER GLASS AND FRAMED.

BULK CHEMICAL STORAGE PLUMBING REQUIREMENTS:

1. INSTALL 2" SCH80 PVC BULK CHEMICAL FILL PIPING IN EACH THE CHLORINE AND ACID STORAGE ROOM FOR CHEMICAL DELIVERY INTO EACH INDIVIDUAL TANK.
2. TERMINATE FILL PIPE IN CORNER OF ROOM USING A TUBV VALVE CONNECTED TO A 2" CAMLOCK MALE X SLIP PVC FITTING.
3. INCLUDE A LOCKABLE CAMLOCK DUST CAP WITH CHAIN CONNECTION TO CAMLOCK FITTING.
4. TERMINATE A 2" FILL LINE WITH A TUBV ISOLATION VALVE INTO EACH BULK STORAGE TANK USING A BULKHEAD FITTING CONNECTION INTO THE TOP OF THE TANKS.
5. INSTALL 1/5" U-VENT PIPE WITH BULKHEAD FITTING TANK CONNECTION INTO THE TOP OF EACH TANK.
6. PROVIDE AN AIR-TIGHT PENETRATION INTO TANKS FOR EACH CHEMICAL FEEDER TUBING CONNECTION USING INDIVIDUAL BULKHEAD FITTINGS.

POOL A-LEISURE POOL DATA

DESCRIPTION	QTY	UNITS		
POOL PERIMETER	343	FEET		
WATER SURFACE AREA	5,485	SQUARE FEET		
POOL WATER TEMPERATURE	84	°F		
POOL VOLUME	142,010	GALLONS		
CIRCULATION RATE	592	GPM		
TURNOVER/VOLUME/FLOW	240 MIN.	142,010 GAL.		
FILTRATION RATE	12.36	GPM/FT²		
BACKWASH FLOW	359	GPM		
INTENDED USE	RECREATION			
POOL A FEATURES				
DESCRIPTION	QTY	(GPM/ea)	(GPM)	
WMD-100 DECK JET	8	15.00	120.00	
-	-	-	-	

POOL B-SLIDE COMPLEX - FUTURE DATA

DESCRIPTION	QTY	UNITS		
POOL PERIMETER	0	FEET		
WATER SURFACE AREA	0	SQUARE FEET		
POOL WATER TEMPERATURE	82	°F		
SLIDE STORAGE VOLUME	9,676.10	GALLONS		
SURGE TANK OPERATING VOLUME	7,854.54	GALLONS		
TOTAL VOLUME OF WATER	17,531.00	GALLONS		
CIRCULATION RATE	292	GPM		
TURNOVER/VOLUME/FLOW	60 MIN.	17,531 GAL.	292	GPM
FILTRATION RATE	12.22	GPM/FT²		
BACKWASH FLOW	359	GPM		
POOL B FEATURES				
DESCRIPTION	QTY	(GPM/ea)	(GPM)	
TRACK SLIDE	1	1600.00	1600.00	
SLIDE	1	500.00	500.00	
SLIDE	1	500.00	500.00	
-	-	-	-	

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Wild Mountain

Taylor Falls, MN 55084

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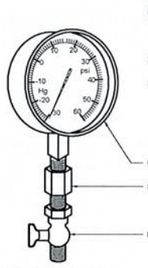
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Number	Description	Date

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CHECKED BY: GA

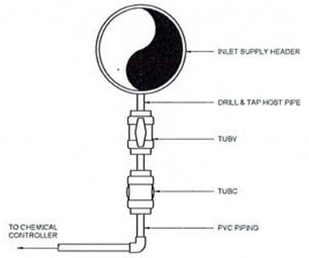
MECHANICAL EQUIPMENT PLAN

PL400

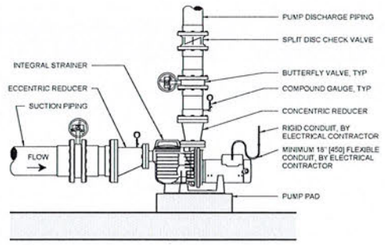


NOTES:
1. PRESSURE GAUGES SHALL BE INSTALLED BY MEANS OF DRILLING & TAPPING PIPE TO BE MONITORED. THE GAUGE SHALL THEN BE THREADED INTO THE PIPE. PROVIDE WITH SNUBBER & PET COCK. GAUGE MAY BE USED WHEREVER CRUCIAL VACUUM OR PRESSURE READINGS ARE ESSENTIAL.
2. 4 1/2" SS CASED LIQUID FILLED PRESSURE GAUGES SHALL HAVE A DIAL RANGE PRESSURE OF 60psi & VACUUM RANGE OF 30" Hg THE MINOR GRADUATIONS SHALL HAVE A PRESSURE OF 2psi & VACUUM OF 2"Hg. 1/4" NPT AS MANUFACTURED BY WEKSLER, MARSH, WINTERS OR APPROVED EQUAL.

13 | COMPOUND GAUGE
PL401 | DETAIL VIEW
NOT TO SCALE

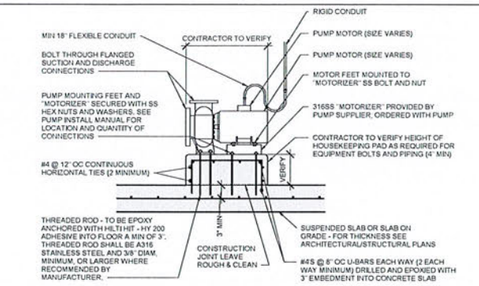


9 | CHEMICAL SAMPLING
PL401 | DETAIL VIEW
NOT TO SCALE



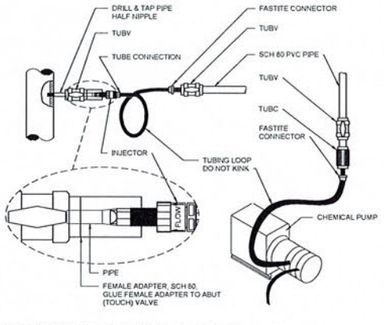
NOTES:
1. SUPPLY AND INSTALL ECCENTRIC REDUCER ON SUCTION SIDE AS NECESSARY.
2. INSTALL REDUCER WITH 1/4" [6] FPT GAUGE CONNECTION AS CLOSE TO PUMP AS POSSIBLE.
3. INSTALL CHECK VALVE PER MANUFACTURER'S RECOMMENDATIONS.

5 | ACTIVITY PUMP INSTALLATION
PL401 | DETAIL VIEW
NOT TO SCALE



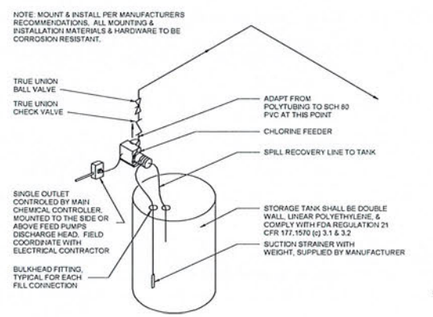
NOTES:
1. PAD SIZE SHALL BE MIN INDICATED OR AS SHOWN ON THE PLANS OR AS INDICATED BY THE MANUFACTURER.
2. THE SIZE, NUMBER, TYPE, LOCATION, AND THREAD PROJECTION OF THE ALL THREAD ROD SHALL BE DETERMINED BY THE EQUIPMENT MANUFACTURER / INSTALLING CONTRACTOR. ALL THREAD ROD SHALL BE HELD IN POSITION WITH A TEMPLATE WHILE PAD IS BEING POURED.
3. EQUIPMENT BASES SHALL BE INSTALLED LEVEL UNLESS SPECIFIED OTHERWISE. EQUIPMENT BASES SHALL BE PROVIDED AND INSTALLED BY CONTRACTOR. SIZES AND LOCATIONS TO BE VERIFIED BY CONTRACTOR.
4. PROVIDE SUPPORT FOR PUMP SUCTION AND DISCHARGE PIPING WHILE ALLOWING FOR PUMP REMOVAL.
5. FINAL INSTALLATION SHALL ALLOW REMOVAL OF MOTOR AND PUMP IMPELLER WITHOUT REMOVAL OF PIPING OR ELECTRICAL CONNECTIONS.

1 | PUMP PAD
PL401 | DETAIL VIEW
NOT TO SCALE

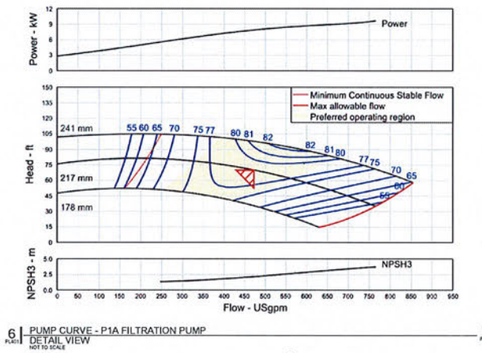


NOTE: FOR PIPING USE FASTITE CONNECTOR OR SIMILAR COMPRESSION FITTING.

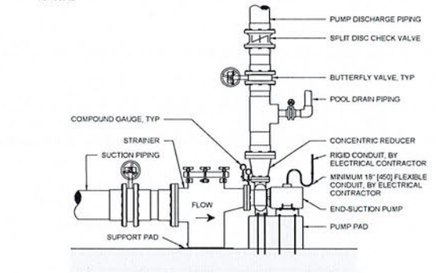
14 | CHEMICAL INJECTION
PL401 | DETAIL VIEW
NOT TO SCALE



10 | CHLORINE ISOMETRIC
PL401 | DETAIL VIEW
NOT TO SCALE



6 | PUMP CURVE - P1A FILTRATION PUMP
PL401 | DETAIL VIEW
NOT TO SCALE

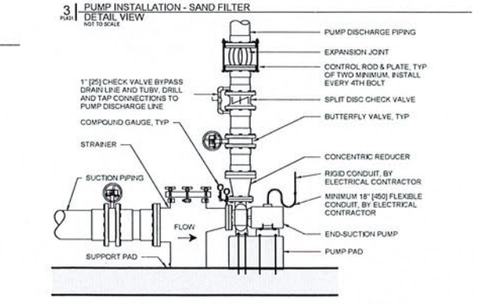


NOTES:
1. PAD SIZE SHALL BE MIN INDICATED OR AS SHOWN ON THE PLANS OR AS INDICATED BY THE MANUFACTURER
2. THE SIZE, NUMBER, TYPE, LOCATION, AND THREAD PROJECTION OF THE ALL THREAD ROD SHALL BE DETERMINED BY THE EQUIPMENT MANUFACTURER/INSTALLING CONTRACTOR. ALL THREAD ROD SHALL BE HELD IN POSITION WITH A TEMPLATE WHILE PAD IS BEING POURED.
3. EQUIPMENT BASES SHALL BE INSTALLED LEVEL UNLESS SPECIFIED OTHERWISE, EQUIPMENT BASES SHALL BE PROVIDED AND INSTALLED BY CONTRACTOR. SIZES AND LOCATIONS TO BE VERIFIED BY CONTRACTOR.
4. DO NOT ALLOW PUMP VOLUTE TO CARRY WEIGHT OF PIPING. PROVIDE SUPPORT FOR VOLUTE AS ILLUSTRATED ABOVE. SIMILARLY PROVIDE SUPPORT FOR PUMP SUCTION AND DISCHARGE PIPING WHILE ALLOWING FOR PUMP REMOVAL.

2 | PUMP PAD
PL401 | DETAIL VIEW
NOT TO SCALE

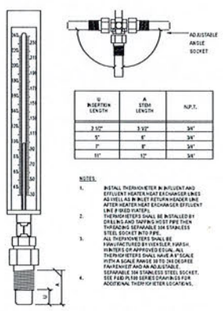
NOTES:
1. REFER TO EQUIPMENT SCHEDULES FOR A STRAINER TYPE AND SIZE.
2. SUPPLY AND INSTALL ECCENTRIC REDUCER ON SUCTION SIDE AS NECESSARY.
3. INSTALL STRAINER OR REDUCER WITH 1/4" [6] FPT GAUGE CONNECTION AS CLOSE TO PUMP AS POSSIBLE.
4. INSTALL CHECK VALVE PER MANUFACTURER'S RECOMMENDATIONS.

3 | PUMP INSTALLATION - SAND FILTER
PL401 | DETAIL VIEW
NOT TO SCALE



NOTES:
1. REFER TO EQUIPMENT SCHEDULES FOR A STRAINER TYPE AND SIZE.
2. SUPPLY AND INSTALL ECCENTRIC REDUCER ON SUCTION SIDE AS NECESSARY.
3. INSTALL COMPOUND GAUGES USING 1/4" NPT TAPS SUPPLIED ON THE PUMP SUCTION AND DISCHARGE.
4. INSTALL CHECK VALVE PER MANUFACTURER'S RECOMMENDATIONS.

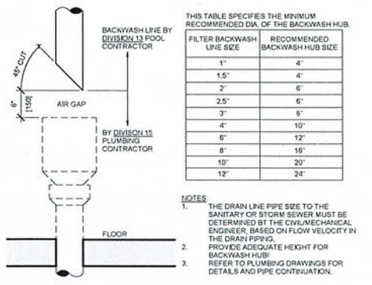
4 | PUMP INSTALLATION - SLIDE
PL401 | PLAN VIEW
NONE



U INSERTION LENGTH	A STEM LENGTH	N.P.T.
3 1/2"	3 1/2"	3/4"
5"	5"	3/4"
7"	5"	3/4"
11"	12"	3/4"

NOTES:
1. INSTALL THERMOMETER IN IN FLUENT AND EFFLUENT PIPING AS CLOSE TO HEATER AS POSSIBLE AS WELL AS IN HOT RETURN HEADER LINE AFTER HEATER HEAT EXCHANGER EFFLUENT LINE (FIXED RATIO).
2. THERMOWELLS SHALL BE INSTALLED BY MEANS OF 1/2" NPT PIPE TAP THREADED SEPARABLE 304 STAINLESS STEEL SOCKET INTO PIPE.
3. ALL THERMOMETERS SHALL BE MANUFACTURED BY WEKSLER, MARSH, WINTERS OR APPROVED EQUAL. THERMOMETERS SHALL HAVE A 9" CASE WITH A SCALE RANGE 32 TO 240 DEGREE FAHRENHEIT AND BE ADJUSTABLE. SEPARABLE 304 STAINLESS STEEL SOCKET. SEE FIELD IN SERIES DRAWINGS FOR ADDITIONAL THERMOMETER LOCATIONS.

15 | THERMOMETER
PL401 | DETAIL VIEW
NOT TO SCALE

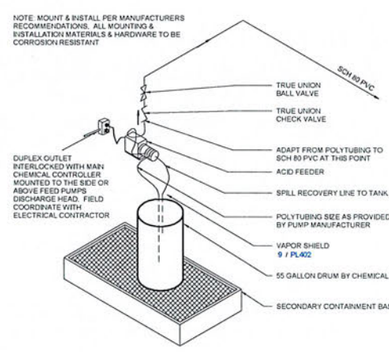


THIS TABLE SPECIFIES THE MINIMUM RECOMMENDED DIA. OF THE BACKWASH HUB.

FILTER BACKWASH LINE SIZE	RECOMMENDED BACKWASH HUB SIZE
1"	4"
1.5"	4"
2"	6"
2.5"	6"
3"	8"
4"	10"
6"	12"
8"	18"
10"	20"
12"	24"

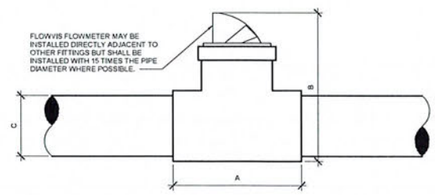
NOTES:
1. THE DRAIN LINE PIPE SIZE TO THE SANITARY OR STORM SEWER MUST BE DETERMINED BT THE CIVIL/MECHANICAL ENGINEER, BASED ON FLOW VELOCITY IN THE DRAIN PIPING.
2. PROVIDE ADEQUATE HEIGHT FOR BACKWASH HUB.
3. REFER TO PLUMBING DRAWINGS FOR DETAILS AND PIPE CONTINUATION.

16 | BACKWASH HUB
PL401 | DETAIL VIEW
NOT TO SCALE

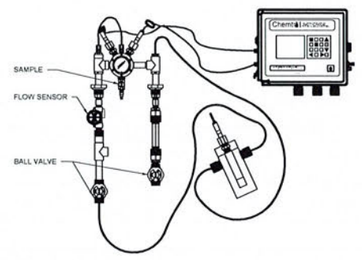


11 | ACID ISOMETRIC
PL401 | PLAN VIEW
NONE

MODEL	A	B	C
FV-C-15	6.5" (165.1)	5.875" (149.23)	SCHEDULE 40 - 1.5"
FV-C	6.5" (165.1)	5.875" (149.23)	SCHEDULE 40 - 2" SLIP AND 2.5" WITH COUPLING
FV-3	8.0" (203.2)	9.5" (241.3)	SCHEDULE 80 - 3"
FV-4	9.5" (241.3)	9.75" (247.65)	SCHEDULE 80 - 4"



12 | FLOW METER
PL401 | DETAIL VIEW
NOT TO SCALE



8 | CHEMICAL CONTROLLER
PL401 | DETAIL VIEW
NOT TO SCALE

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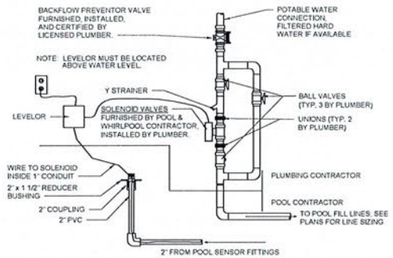
CONSULTANTS

REVISION SCHEDULE		
Number	Description	Date

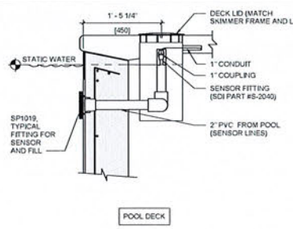
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PROJECT NUMBER: 22378
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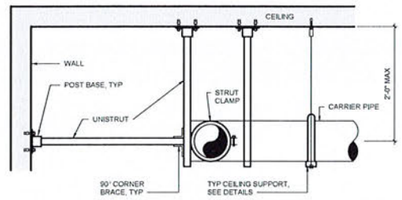
MECHANICAL DETAILS

PL401



8 | AUTOFILL POOLS - LEVOLOR
PLAN | DETAIL VIEW
NOT TO SCALE

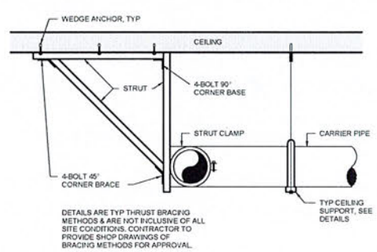




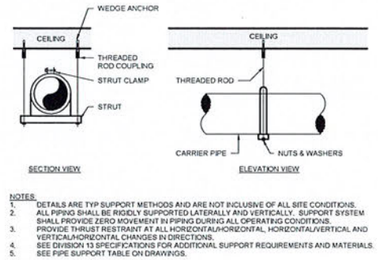
5 | PIPE THRUST BRACING
PLAN | DETAIL VIEW
NOT TO SCALE

NOMINAL PIPE SIZE	MAX ALLOWABLE SUPPORT SPACING FOR PVC PIPE (IN FT)									
	SCHEDULE 40					SCHEDULE 80				
	TEMPERATURE (°F)					TEMPERATURE (°F)				
	60°	80°	100°	120°	140°	60°	80°	100°	120°	140°
1/2"	4.5	4.5	4	2.5	2.5	5	4.5	4.5	3	2.5
3/4"	5	4.5	4	2.5	2.5	5.5	5	4	3	2.5
1"	5.5	5	4.5	3	2.5	6	5.5	5	3.5	3
1 1/4"	5.5	5.5	5	3	3	6	6	5.5	3.5	3
1 1/2"	6	5.5	5	3.5	3	6.5	6	5.5	3.5	3.5
2"	6	5.5	5	3.5	3	7	6.5	6	4	3.5
2 1/2"	7	6.5	6	4	3.5	7.5	7.5	6.5	4.5	4
3"	7	7	6	4	3.5	8	7.5	7	4.5	4
4"	7.5	7	6.5	4.5	4	9	8	7.5	5	4.5
6"	8.5	8	7.5	5	4.5	10	9.5	9	6	5
8"	9	8.5	8	5	4.5	11	10.5	9.5	6.5	5.5
10"	10	9	8.5	5.5	5	12	11	10	7	6
12"	11.5	10.5	9.5	6.5	5.5	12	11	10	7	6

1 | PIPE SUPPORT SCHEDULE
PLAN | DETAIL VIEW
NOT TO SCALE

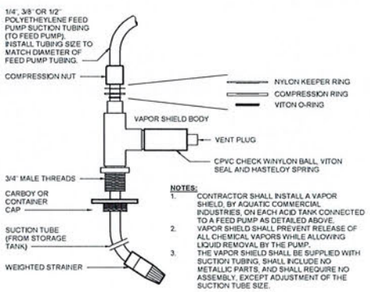


6 | PIPE THRUST BRACING
PLAN | DETAIL VIEW
NOT TO SCALE



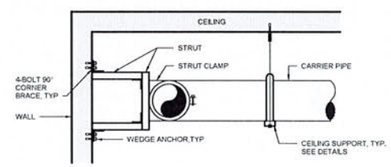
NOTES:
1. DETAILS ARE TYP SUPPORT METHODS AND ARE NOT INCLUSIVE OF ALL SITE CONDITIONS.
2. ALL PIPING SHALL BE RIGIDLY SUPPORTED LATERALLY AND VERTICALLY. SUPPORT SYSTEM SHALL PROVIDE ZERO MOVEMENT IN PIPING DURING ALL OPERATING CONDITIONS.
3. PROVIDE THRUST RESTRAINT AT ALL HORIZONTAL/HORIZONTAL, HORIZONTAL/VERTICAL AND VERTICAL/HORIZONTAL CHANGES IN DIRECTIONS.
4. SEE DIVISION 13 SPECIFICATIONS FOR ADDITIONAL SUPPORT REQUIREMENTS AND MATERIALS.
5. SEE PIPE SUPPORT TABLE ON DRAWINGS.

2 | PIPE SUPPORT
PLAN | DETAIL VIEW
NOT TO SCALE

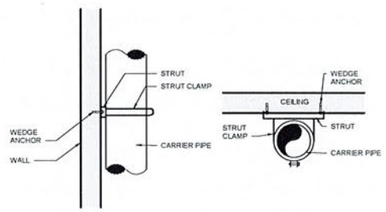


NOTES:
1. CONTRACTOR SHALL INSTALL A VAPOR SHIELD, BY AQUATIC COMMERCIAL INDUSTRIES, ON EACH ACID TANK CONNECTED TO A FEED PUMP AS DETAILED ABOVE.
2. VAPOR SHIELD SHALL PREVENT RELEASE OF ALL CHEMICAL VAPORS WHILE ALLOWING LIQUID REMOVAL BY THE PUMP.
3. THE VAPOR SHIELD SHALL BE SUPPLIED WITH SUCTION TUBING. SHALL INCLUDE NO METALLIC PARTS, AND SHALL REQUIRE NO ASSEMBLY, EXCEPT ADJUSTMENT OF THE SUCTION TUBE SIZE.

9 | VAPOR SHIELD
PLAN | DETAIL VIEW
NOT TO SCALE

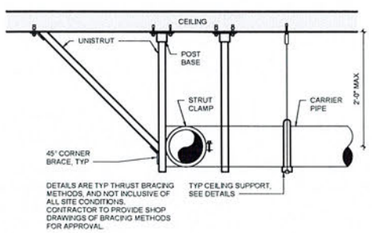


7 | PIPE THRUST BRACING
PLAN | DETAIL VIEW
NOT TO SCALE



NOTES:
1. DETAILS ARE TYP SUPPORT METHODS AND ARE NOT INCLUSIVE OF ALL SITE CONDITIONS.
2. ALL PIPING SHALL BE RIGIDLY SUPPORTED LATERALLY AND VERTICALLY. SUPPORT SYSTEM SHALL PROVIDE ZERO MOVEMENT IN PIPING DURING ALL OPERATING CONDITIONS.
3. PROVIDE THRUST RESTRAINT AT ALL HORIZONTAL/HORIZONTAL, HORIZONTAL/VERTICAL AND VERTICAL/HORIZONTAL CHANGES IN DIRECTIONS.
4. SEE DIVISION 13 SPECIFICATIONS FOR ADDITIONAL SUPPORT REQUIREMENTS AND MATERIALS.
5. SEE PIPE SUPPORT TABLE ON DRAWINGS.

3 | PIPE SUPPORT
PLAN | DETAIL VIEW
NOT TO SCALE



4 | PIPE THRUST BRACING
PLAN | DETAIL VIEW
NOT TO SCALE

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Wild Mountain

Taylor Falls, MN 55084

CONSULTANTS

REVISION SCHEDULE		
Number	Description	Date

ISSUE DATE: 03/24/23
PROJECT NUMBER: 22378
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CHECKED BY: Checker

MECHANICAL DETAILS

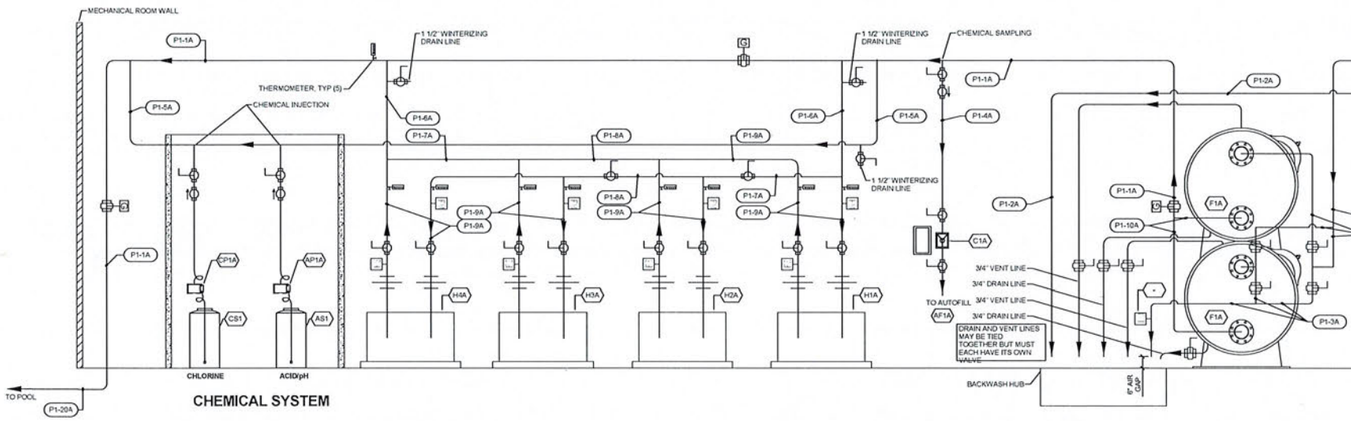
PL402

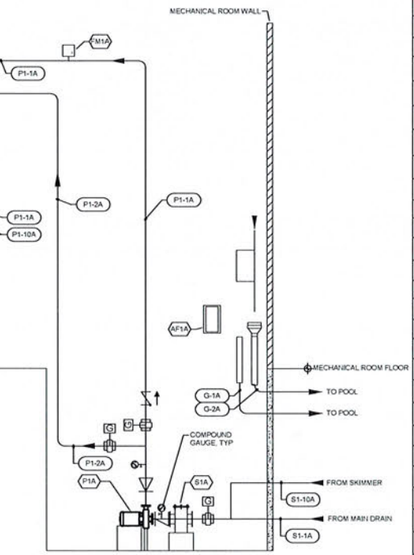
POOL MECHANICAL PIPING SCHEMATIC NOTES:

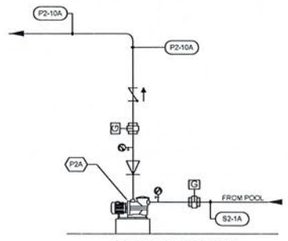
1. SEE PL400 FOR EQUIPMENT LOCATIONS.
2. SUPPORT PIPES PER DETAILS PL401-1 THRU 7.
3. SEE DETAIL PL102-2 FOR REINFORCING AT PENETRATIONS.
4. ARROWS DENOTE DIRECTION OF FLOW.
5. DO NOT LOCATE CHEMICAL INJECTION POINTS ABOVE DOORWAY, CHEMICAL FEED PUMPS, OR ELECTRICAL OUTLETS.
6. HEATER FLOW IS MINIMUM PROVIDED BY MANUFACTURER.
7. NOTE: THE INTENT OF THIS SCHEMATIC IS NOT TO BE INCLUSIVE OF ALL VALVES OR FITTINGS REQUIRED FOR THIS PROJECT. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE ALL VALVES AND FITTINGS REQUIRED.
8. THIS DRAWING IS FOR SCHEMATIC USE ONLY!

POOL A - LEISURE POOL PIPE SCHEDULE

PIPE ID	TYPE	NPS (in)	FLOW (gpm)	VELOCITY (fps)	DESCRIPTION
S1-1A	PVC SCH 80	8	592	4.2	FILTRATION PUMP SUCTION - MAIN DRAIN
S1-10A	PVC SCH 80	8	592	4.2	FILTRATION PUMP SUCTION - SKIMMER
-	-	-	-	-	-
P1-1A	PVC SCH 80	6	592	7.4	FILTRATION SUPPLY
P1-2A	PVC SCH 80	4	300	8.5	POOL DRAIN LINE
P1-3A	PVC SCH 80	6	359	4.5	FILTER BACKWASH
P1-4A	PVC SCH 80	0.75	10	7.8	CHEMICAL SAMPLING
P1-5A	PVC SCH 80	2.5	40	3.1	CHEMICAL LOOP
P1-6A	CPVC SCH 80	3	160	8.0	HEATER LOOP
P1-7A	CPVC SCH 80	3	120	6.0	HEATER LOOP
P1-8A	CPVC SCH 80	2.5	80	6.2	HEATER LOOP
P1-9A	CPVC SCH 80	2	40	4.5	HEATER CONNECTION, TYP.
P1-10A	PVC SCH 80	6	296	3.7	FILTER FACE PIPING
-	-	-	-	-	-
C1-1A	PVC SCH 80	0.5	0	-	CHLORINE INJECTION
C1-2A	PVC SCH 80	0.5	0	-	ACID INJECTION
-	-	-	-	-	-
P1-20A	PVC SCH 80	6	592	7.4	INLET SUPPLY
-	-	-	-	-	-
G-1A	PVC SCH 80	2	0	0.0	SENSOR
G-2A	PVC SCH 40	2.5	39	2.7	FILL LINE
-	-	-	-	-	-
S2-1A	PVC SCH 80	4	120	3.4	ACTIVITY SUCTION
P2-10A	PVC SCH 80	3	120	6.0	ACTIVITY SUPPLY AND LOOP
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-







MECHANICAL SYMBOL LEGEND

PUMP	
PUMP WITH INTEGRAL STRAINER	
STRAINER	
REGENERATIVE MEDIA FILTER	
HIGH RATE SAND FILTER (HORIZONTAL)	
HIGH RATE SAND FILTER (VERTICAL)	
POOL HEATER	
HEAT EXCHANGER	
UV UNIT	
CHEMICAL CONTROLLER	
CHEMICAL FEED PUMP	
PULSAR CHLORINE FEEDER	
PPG CHLORINE FEEDER	
CO2 FEEDER	
CHEMICAL STORAGE TANK	
CO2 STORAGE TANK	
AUTO FILL	
SURGE TANK VENTILATION FAN	
GEAR OPERATED BUTTERFLY VALVE	
LEVER OPERATED BUTTERFLY VALVE	
PNEUMATIC BUTTERFLY VALVE	
TRUE UNION BALL VALVE	
TRUE UNION CHECK VALVE	
ELECTRONIC MODULATING VALVE	M
MODULATING FLOAT VALVE	
VENTURI	
SOLENOID VALVE	S
CHECK VALVE	
WYE STRAINER	
CONCENTRIC REDUCER	
ECCENTRIC REDUCER	
FLANGED BREAK	
COMPOUND GAUGE	
THERMOMETER	
PRESSURE RELIEF VALVE	
EXPANSION JOINT	
FLOW SWITCH	FS
FLOW METER (SENSOR)	FM

1 POOL A - LEISURE POOL P&ID
PL510 DETAIL VIEW
NONE

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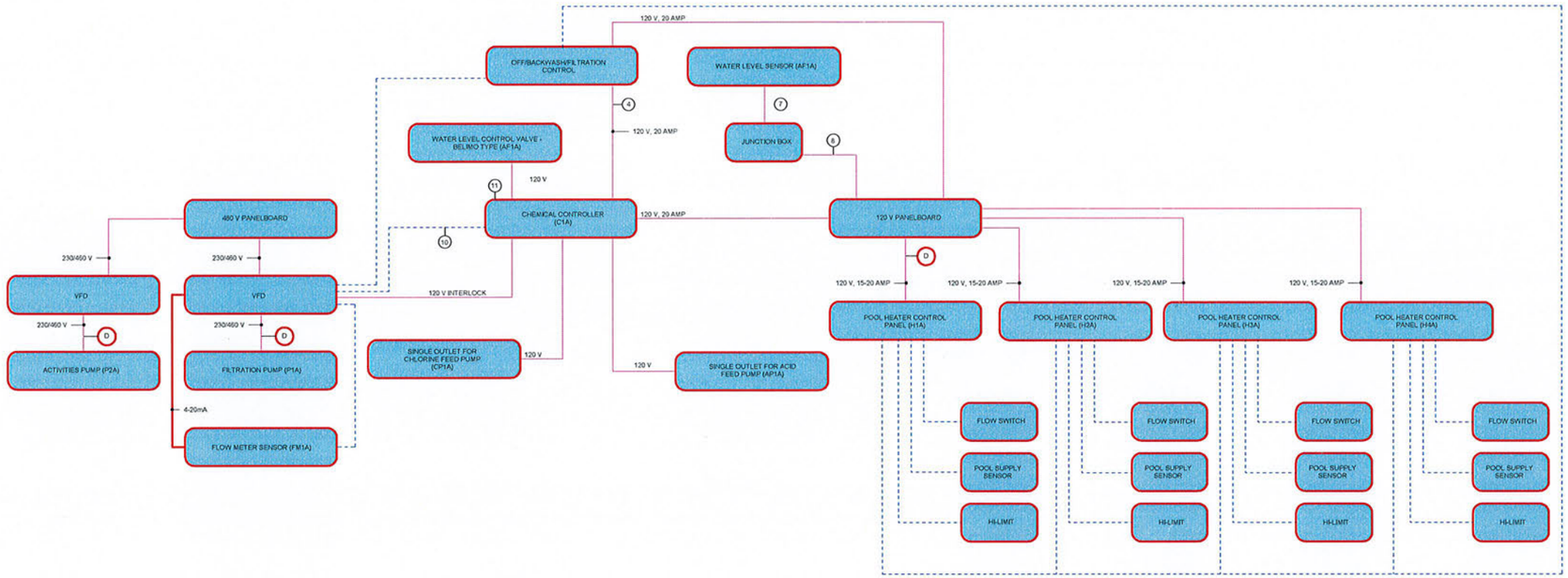
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POOL A - LEISURE POOL P&ID

PL510



SEQUENCE OF OPERATIONS - SWIMMING POOL WITH MANUAL BACKWASH SAND FILTER SYSTEM

FILTRATION PUMP MOTOR STARTER SELECTOR SWITCH ("OFF/BACKWASH/FILTRATION").
- A THREE POSITION SELECTOR SWITCH SHALL BE PROVIDED FOR THE MOTOR STARTER/VFD WITH POSITIONS LABELED "OFF", "BACKWASH", AND "FILTRATION".

"FILTRATION" POSITION.
- PLACE THE SWITCH IN THE "FILTRATION" POSITION FOR THE NORMAL FILTRATION OPERATING MODE OF THE SYSTEM.
- WITH THE FILTRATION PUMP SELECTOR SWITCH IN THE "FILTRATION" POSITION, THE FILTRATION PUMP SHALL RUN AT DESIGN FLOW (FREQUENCY) AND THE CHEMICAL CONTROLLER SHALL BE CAPABLE OF ENERGIZING THE CHEMICAL FEED SYSTEM OUTLETS.
- THE ACTUAL FLOW INFORMATION SHALL BE PROVIDED TO THE VFD BY THE FM TRANSMITTER. THE VFD SHALL ADJUST FREQUENCY AS REQUIRED TO ACHIEVE SYSTEM DESIGN FLOW.
- THE CHEMICAL CONTROLLER SHALL BE WIRED TO THE CHEMICAL FEED OUTLETS AND SHALL ENERGIZE/DE-ENERGIZE THESE OUTLETS BASED UPON POOL WATER CHEMISTRY.
- THE ACID FEED PUMP IS POWERED ON/OFF BY THE CHEMICAL CONTROLLER PH FEED OUTLET.
- THE CHLORINE FEED PUMP IS POWERED ON/OFF BY THE CHEMICAL CONTROLLER PH FEED OUTLET.
- IF THE FILTRATION PUMP LOSES POWER WHILE IN THE "FILTRATION" MODE THE CHEMICAL CONTROLLER SHALL NOT BE CAPABLE OF ENERGIZING THE CHEMICAL FEED OUTLETS AND THE POOL HEATER SHALL BE INACTIVE.

"BACKWASH" POSITION.
- PLACE THE SWITCH IN THE "BACKWASH" POSITION WHEN BACKWASHING THE FILTERS.
- WITH THE FILTRATION PUMP SELECTOR SWITCH IN THE "BACKWASH" POSITION, THE FILTRATION PUMP SHALL RUN, BUT THE CHEMICAL CONTROLLER SHALL NOT BE CAPABLE OF ENERGIZING THE CHEMICAL FEED SYSTEM OUTLETS AND THE POOL HEATER SHALL BE INACTIVE.

"OFF" POSITION.
- PLACE THE SWITCH IN THE "OFF" POSITION TO TURN THE PUMP AND FILTRATION SYSTEM OFF.
- WITH THE FILTRATION PUMP SELECTOR SWITCH IN THE "OFF" POSITION, THE FILTRATION PUMP SHALL BE OFF AND THE CHEMICAL CONTROLLER SHALL NOT BE CAPABLE OF ENERGIZING THE CHEMICAL FEED SYSTEM OUTLETS AND THE POOL HEATER SHALL BE INACTIVE.

CHEMICAL BOOSTER PUMP & IN-LINE FLOW SWITCH.
- THE CHEMICAL BOOSTER PUMP IS NORMALLY ON.
- THE CHEMICAL BOOSTER PUMP SHALL BE INTERLOCKED SUCH THAT IF THE FILTRATION PUMP LOSES POWER WHILE IN "FILTRATION" MODE, OR THE SELECTOR SWITCH IS IN THE OFF OR BACKWASH POSITIONS, THE CHEMICAL BOOSTER PUMP IS INACTIVE.
- THE IN-LINE FLOW SWITCH IS USED TO PROVE FLOW TO THE CHEMICAL CONTROLLER.

CHEMICAL CONTROLLER & CHEMICAL FEED OUTLETS.
- THE CHEMICAL CONTROLLER CPU SHALL BE POWERED AT ALL TIMES.
- THE CHEMICAL FEED OUTLETS SHALL BE INTERLOCKED SUCH THAT IF THE FILTRATION PUMP LOSES POWER WHILE IN THE "FILTRATION" MODE, THE IN-LINE FLOW SWITCH IS NOT MADE OR THE SELECTOR SWITCH IS IN THE OFF OR BACKWASH POSITIONS, THE FEED OUTLETS ARE INACTIVE.
- CHEMICAL CONTROLLER FEED OUTLETS ENERGIZES / DE-ENERGIZES SANITIZER AND pH FEED BASED UPON POOL WATER CHEMISTRY.

CHEMICAL FEED PUMPS.
- THE CHEMICAL FEED PUMPS ARE ENERGIZED BY THE CHEMICAL FEED OUTLETS.

POOL HEATER.
- THE POOL HEATER SHALL BE INTERLOCKED SUCH THAT IF THE FILTRATION PUMP LOSES POWER WHILE IN THE FILTRATION MODE OR IF THE SELECTOR SWITCH IS IN THE OFF OR BACKWASH POSITIONS, THE HEATER IS INACTIVE.
- THE POOL HEATER CIRCULATING PUMP IS CONTROLLED BY THE POOL HEATER CONTROLLER.
- POOL HEATER CYCLES ON AND OFF AS NEEDED BASED UPON POOL WATER TEMPERATURE.
- POOL HEATER IS INTERLOCKED WITH MANUFACTURER SUPPLIED FLOW SWITCH AND HI-LIMIT TEMP SENSORS.

FLOW METER.
- WHEN FLOW METER POWER SUPPLY IS ENERGIZED, THE FLOW METER SENSOR SHALL PROVIDE THE FLOW READOUT IN GPM.
- THE FLOW METER SHALL PROVIDE FLOW DATA TO THE INDICATED VFD AND CONTROL SPEED OF THE VFD BASED ON FLOW.

POOL EQUIPMENT OPERATING MODES

OFF, FILTRATION AND BACK WASH SELECTOR SWITCH	FILTRATION PUMP	CHEMICAL BOOSTER PUMP	CHEMICAL CONTROLLER	CHLORINE FEED	ACID FEED	HEATER
OFF	O	O	X	O	O	O
BACKWASH	X	O	X	O	O	O
FILTRATION	X	X	X	X	X	X

'X' INDICATES THE EQUIPMENT IS ENERGIZED/RUNNING.
'O' INDICATES THE EQUIPMENT IS NOT ENERGIZED.

NOTES
1. LOW VOLTAGE <=24V. ALL LOW VOLTAGE WIRING IS SUPPLIED, INSTALLED AND CONNECTED BY THE POOL CONTRACTOR.
2. IF CONDUIT IS REQUIRED BY CODE FOR LOW VOLTAGE WIRING, THEN THIS MUST BE SPECIFIED BY THE ELECTRICAL CONSULTANT AND INSTALLED BY THE ELECTRICAL CONTRACTOR.
3. IF CODE REQUIRES THAT LOW VOLTAGE WIRING IS INSTALLED BY A LICENSED ELECTRICAL CONTRACTOR THEN THIS MUST BE SPECIFIED BY THE ELECTRICAL CONSULTANT.
4. CONDUIT, WIRE SIZES, AND SHIELDING REQUIREMENTS SHALL BE DETERMINED & SPECIFIED BY THE ELECTRICAL CONSULTANT AS NEEDED PER LOCAL BUILDING AND ELECTRICAL CODE REQUIREMENTS.
5. THIS SCHEMATIC DRAWING IS NOT AN ELECTRICAL INSTALLATION DIAGRAM AND IS FOR REFERENCE ONLY. IT IS THE RESPONSIBILITY OF THE POOL CONTRACTOR TO COORDINATE ALL INTERLOCKS WITH THE ELECTRICAL CONTRACTOR. THE POOL CONTRACTOR IS RESPONSIBLE TO PROVIDE AN OPERATING SYSTEM PER THE SEQUENCE OF OPERATIONS.

KEYNOTES

1. NOT USED
2. NOT USED
3. NOT USED.
4. POWER FOR THE CHEMICAL FEEDERS , WHEN FILTER SELECTOR SWITCH POSITION IS OFF, BACKWASH, OR THE FILTRATION PUMP LOSES POWER WHILE IN FILTRATION MODE, THIS CONNECTION SHALL INACTIVE CHEMICAL FEED TO THE SYSTEM.
5. NOT USED
6. NOT USED.
7. SENSOR CABLE FROM WATER LEVEL SENSOR. FURNISHED WITH WATER LEVEL SENSOR AND INSTALLED BY POOL CONTRACTOR.
8. CONDUCTOR CABLE CONTAINS POWER AND SIGNAL CABLES. COORDINATE REQUIREMENTS WITH WATER LEVEL SENSOR AND CHEMICAL CONTROLLER MANUFACTURERS.
9. NOT USED
10. VFD ANALOG OUTPUT REPEAT FLOW METER DATA TO CHEMICAL CONTROLLER.
11. A FLOW CELL WITH SHUT-OFF SWITCH SHALL COME PREASSEMBLED AND WIRED TO THE CHEMICAL CONTROLLER. POOL CONTRACTOR SHALL ASSURE CHEMICAL CONTROLLER FLOW CELL ASSEMBLY IS WORKING PROPERLY AND DEACTIVATES CHEMICAL FEED UNDER A NO FLOW CONDITION.

LEGEND

- LOW VOLTAGE
- LINE VOLTAGE
- CONTRACTOR TO COORDINATE WITH EQUIPMENT REQUIREMENTS
- (D) DISCONNECT - LOCATE AT EQUIPMENT PER CODE REQUIREMENTS

1 | PL511 POOL A - LEISURE POOL ELECTRICAL SCHEMATIC
DETAIL VIEW
NONE

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POOL A - LEISURE POOL ELECTRICAL SCHEMATIC

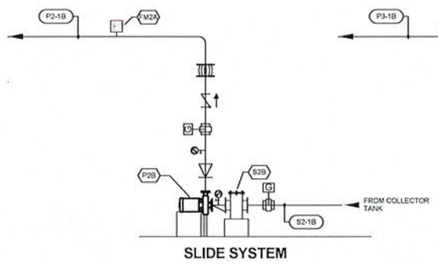
PL511

POOL MECHANICAL PIPING SCHEMATIC NOTES:

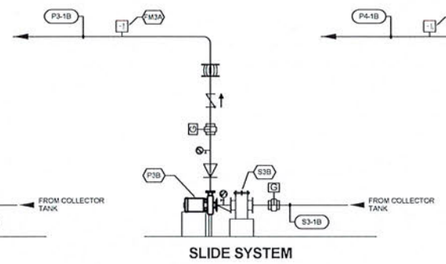
1. SEE PL400 FOR EQUIPMENT LOCATIONS.
2. SUPPORT PIPES PER DETAILS PL401-1 THRU 7.
3. SEE DETAIL PL102-2 FOR REINFORCING AT PENETRATIONS.
4. ARROWS DENOTE DIRECTION OF FLOW.
5. DO NOT LOCATE CHEMICAL INJECTION POINTS ABOVE DOORWAY, CHEMICAL FEED PUMPS, OR ELECTRICAL OUTLETS.
6. HEATER FLOW IS MINIMUM PROVIDED BY MANUFACTURER.
7. NOTE: THE INTENT OF THIS SCHEMATIC IS NOT TO BE INCLUSIVE OF ALL VALVES OR FITTINGS REQUIRED FOR THIS PROJECT. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO DETERMINE ALL VALVES AND FITTINGS REQUIRED.
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POOL B - SLIDE COMPLEX - FUTURE PIPE SCHEDULE

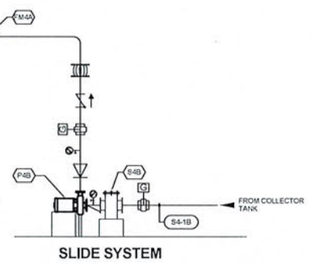
PIPE ID	TYPE	NPS (in)	FLOW (gpm)	VELOCITY (fps)	DESCRIPTION
S1-1B	PVC SCH 80	6	292	3.7	FILTRATION PUMP SUCTION
-	-	-	-	-	-
P1-1B	PVC SCH 80	6	292	3.7	FILTRATION SUPPLY
P1-2B	PVC SCH 80	4	300	8.5	POOL DRAIN LINE
P1-3B	PVC SCH 80	6	359	4.5	FILTER BACKWASH
P1-4B	PVC SCH 80	0.75	10	7.8	CHEMICAL SAMPLING
P1-5B	PVC SCH 80	2	40	4.5	CHEMICAL LOOP
P1-6B	CPVC SCH 80	2	0	0.0	HEATER LOOP
-	-	-	-	-	-
C1-1B	PVC SCH 80	0.5	0	-	CHLORINE INJECTION
C1-2B	PVC SCH 80	0.5	0	-	ACID INJECTION
-	-	-	-	-	-
P1-20B	PVC SCH 80	6	292	3.7	FILTRATION TANK SUPPLY BALANCE TANK
-	-	-	-	-	-
G-1B	PVC SCH 80	2	0	0.0	SENSOR
G-2B	PVC SCH 40	2.5	32	2.2	FILL LINE
-	-	-	-	-	-
G-10B	PVC SCH 40	16	1,600	2.9	RUNOUT DRAIN
G-20B	PVC SCH 40	10	500	2.1	RUNOUT DRAIN
G-30B	PVC SCH 40	10	500	2.1	RUNOUT DRAIN
-	-	-	-	-	-
S2-1B	PVC SCH 80	12	1,600	5.1	TRACK SLIDE SUCTION
P2-1B	PVC SCH 80	10	1,600	7.3	TRACK SLIDE SUPPLY
-	-	-	-	-	-
S3-1B	PVC SCH 80	8	500	3.6	SLIDE SUCTION
P3-1B	PVC SCH 80	6	500	6.3	SLIDE SUPPLY
-	-	-	-	-	-
S4-1B	PVC SCH 80	8	500	3.6	SLIDE SUCTION
P4-1B	PVC SCH 80	6	500	6.3	SLIDE SUPPLY
	-	-	-	-	-
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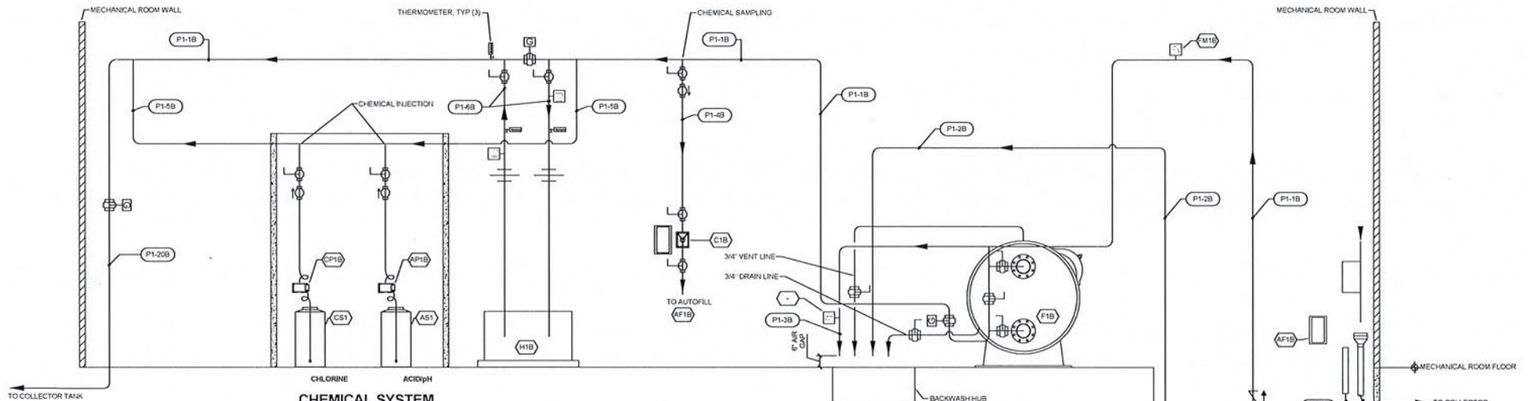
SLIDE SYSTEM



SLIDE SYSTEM

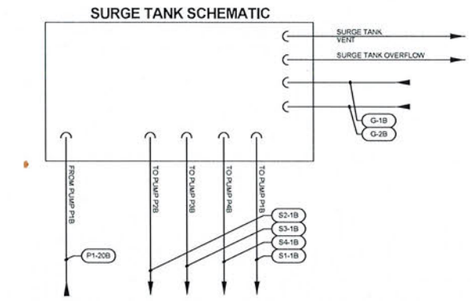


SLIDE SYSTEM



CHEMICAL SYSTEM

FILTRATION SYSTEM



1 PL520 POOL B - FUTURE SLIDE COMPLEX P&ID
PLAN VIEW
1/4" = 1'-0"

neuman pools inc.
WTI WATER TECHNOLOGY, INC.
World Leaders in Aquatic Planning, Design and Engineering
100 Park Avenue | Beaver Dam, WI 53916
t 920.887.7375

Wild Mountain

Taylor Falls, MN 55084

CONSULTANTS

REVISION SCHEDULE

Number	Description	Date

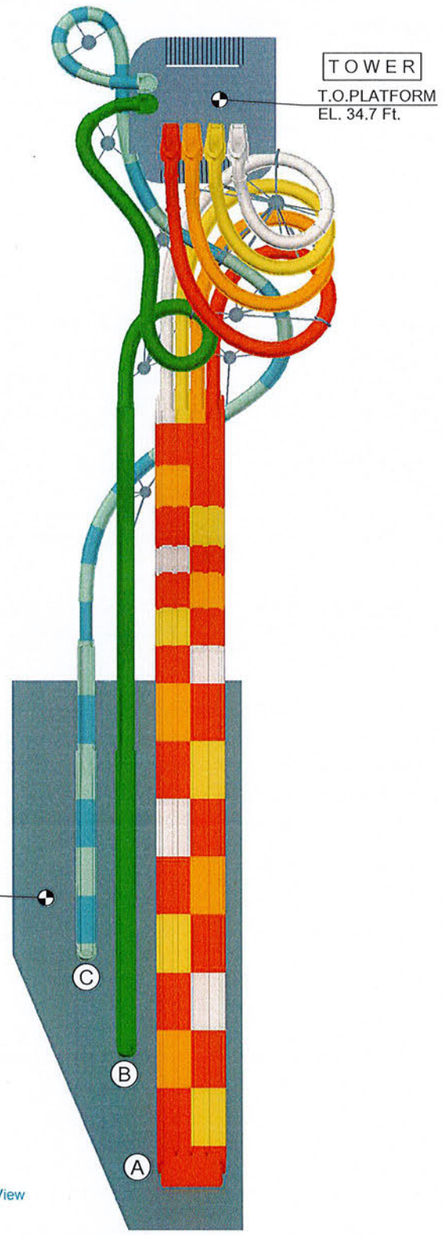
ISSUE DATE: 03/24/23
PROJECT NUMBER: 22378
DRAWN BY: Author
CHECKED BY: Checker

POOL B - FUTURE SLIDE COMPLEX P&ID

PL520

Wild Mtn Waterpark expansion
Taylors Falls, Minnesota, United States

		Length(ft)	Height(ft)	Vehicle
A	Whizzard - 4 Lane	291.1x4	34.7	Mat Racer
B	AquaTube	254.8	34.7	Body Slide
C	AquaTube	265.9	34.7	Body Slide



1 Plan View



2 Right Side Elevation View



3 Front Elevation View

Phase 2

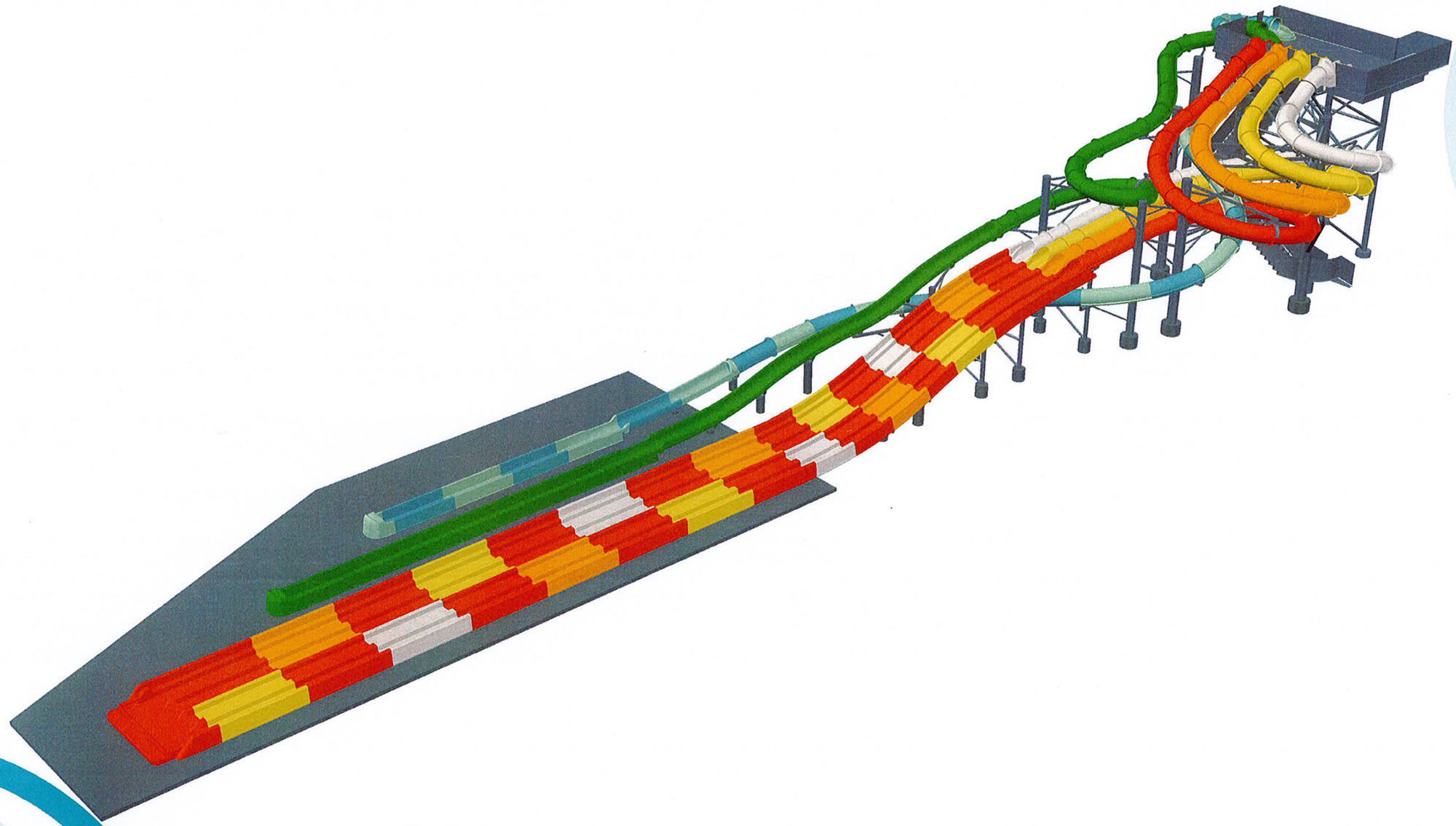
46701 SK-10

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SCALE 1"=30'
0 10 20 30 50 FEET

WHITEWATER.
EST. 1980

Wild Mtn Waterpark expansion
Taylors Falls, Minnesota, United States



4 Perspective View

46701 SK-10

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WHITEWATER.
EST. 1980

Wild Mountain Recreational Area - Dan Raedeke and Amanda Frischmon were present at the meeting to request a conditional use permit to operate and expand their commercial recreational facility known as Wild Mountain. This is located in Amador Township, Sec.27, T.35, R.19, at 37200 Wild Mountain Road. The Amador Township Board had recommended approval with no conditions. Julie Runkel gave background on the matter for the benefit of Commission members and the audience. She explained that Wild Mountain had been built as a ski hill many years ago, prior to zoning regulations being adopted, and insofar as the skiing was concerned, was grandfathered-in without any CUP. However, a series of improvements and alterations to the original ski hill had been added through the years, without benefit of County or other formal review. This summer, it had come to the attention of the Zoning Office that a massive excavation was taking place on one of the large hills on the property. Investigation had revealed that the owners were planning on installing a new tubing facility to the recreation center, and it was at that time that they were advised that a conditional use permit would be required to operate and expand Wild Mountain further. Mr. Raedeke had then submitted a proposal incorporating his present facility, and his future plans for expansion and additional recreation. The application for the CUP included the following activities: Skiing, snowboarding, tubing, water sliding, alpine sliding, go-karting, batting cages, camping, lodging, dining, conventions, events, concerts, retail sales, bar and restaurant sales, catering, day care, snowsports school, rentals, vendors, arcade, tuning shop, repair shop and ski shop. They employ about 500 people, and they serve approximately 250,000 to 300,000 customers annually. They submitted copies of their Water Appropriation Permit application submitted to the DNR in July of 2005, and a copy of their NPDES permit application. A vicinity map and site plan, and list of existing structures were included in the application, as well as their emergency response plans. The National Ski Patrol and all managers on-site are certified in first aid and CPR, and they work closely with Almelund and Taylors Falls fire department, as well as the St. Croix Regional Medical Center to coordinate their emergency response. Commission members then questioned Mr. Raedeke and Ms. Frischmon regarding some details of the application. Lin Strong asked what "lodging" meant, as well as the terms "concerts" and "conventions". Ms. Frishmon stated that "lodging" might be too strong a term for the activities they offered, which were basically "lock-ins" for young church and scouting groups. "Concerts" refer more accurately to musical entertainment provided for specific events such as wedding dances and company parties. Mike Robinson suggested that better phrasing might be found, such as "entertainment", which did not indicate mass gatherings. Ms. Frishmon agreed, saying that any musical entertainment they provide is geared to group-specific events. Marcus Clay asked if camping was provided now, or was intended to be provided. Ms. Frischmon replied that there is no camping there at present, except for an occasional overnight self-contained unit parking in the parking lot in order to ski the following day. They do not intend to operate a campground, but would like to be able to offer the temporary overnight situation and the overnight lock-ins for the youths. They will not seek a camping or lodging license from the state. Several letters had been received which Chairman Flug read into the record. (All written correspondence is available for review in the file in the Zoning Office Craig Mell of the SWCD had provided comments expressing concern that the existing slopes, many in excess of 18% have minimal best management practices in place, and this has contributed to erosion and sedimentation from the site. He suggested that an overall erosion and sedimentation control plan for the entire recreational area be required, which addresses all resource concerns within the property. His concern was preventing a continuation of site erosion and sedimentation leaving the site. This concern was echoed in a letter from Assistant County Engineer Joe Triplett, who cited a history of erosion and sedimentation from Wild Mountain filling the county ditches and culverts under Co. Rd. 16. He also urged immediate implementation of BMP's to eliminate this long-term problem. Tom Bradley, Superintendent of the National Park Service had also written, asking that erosion control be given great priority as the Planning Commission considered the CUP application. A letter had also been received from nearby property owners David and Faye Herold expressing their concerns with lighting, undue noise, and pollution from the waste treatment systems. Mr. Herold was also present at the meeting to ask that the Commission consider light pollution from the recreational center as an important issue. Neighbor Steve Julik concurred that the lighting was obtrusive. Chairman Flug asked Mr. Raedeke to address that concern. Mr. Raedeke replied that all new lighting he installs (and any old lighting he replaces) will now have downward-directed lighting shields to mitigate glare for the neighborhood. Mike Julik

inquired about the hours of operation planned. Ms. Frischmon stated that the summer hours are essentially daylight hours, but in the wintertime, they have longer nighttime hours, and occasionally go all night long for special events. Mike Julik and David Herold stated that they would like to see a limitation on hours, as the lighting and loudspeakers disturb the peace at night. Discussion ensued on what the applicants would consider palatable hours to have music on the slopes. After debate, the applicants agreed that the music would cease at 10:00 p.m. on weeknights, and at 1:00 a.m. on weekends. Curt Flug then reviewed the criteria to consider when deliberating on a CUP. After much discussion, the Planning Commission concurred that Wild Mountain was a valuable asset to Chisago County, and should be granted the conditional use permit, providing certain conditions could be attached to mitigate unpleasant effects for the neighbors. Lin Strong then moved to recommend approval of the conditional use permit for the recreational center, with the following conditions: 1. That "camping" and "lodging" be stricken from the CUP except for the limited occasional uses described above. 2. That all new lighting and replacements for old lighting be shielded downlighting, to mitigate glare. 3. That outdoor sound amplification through loudspeakers be directed inward to the facility as much as possible, and limited to 10:00 p.m. on weeknights and 1:00 a.m. on weekends. 4. That complete erosion control and stormwater plan for the entire facility be prepared and submitted for approval. 5. All accesses are to be subject to Public Works approval. 6. All applicable state regulations be followed, and all applicable state licenses be obtained and or/maintained. 7. That a plan for any future significant topographical alterations or operational changes be submitted to the Office of Environmental Services for review and approval prior to any such activity. Marcus Clay seconded it and the motion was carried.

Idlewise Development - Dustin and Kerry Boen were present representing Idlewise Development in their request for approval of a preliminary plat of eight lots on 30 acres, to be known as "Rush Lake Estates". This is located in Nessel Township, Sec.16, T.37, R.22 on Co.Rd.4, between 512th and 515th St. The Nessel Township Board had recommended approval conditioned upon the developers improving (i.e. paving) both 512th and 515th Streets up to Ash Avenue. Julie Runkel stated that several issues had arisen during plat review, including the genuine ownership of 515th Street, which appears to be owned by the DNR, but maintained by the township. Among the other issues were sight triangles to be dedicated at both ends of Co. Rd. 4. Public Works will not require turn lanes from Co. Rd. 4, but will require that the existing driveway onto Co. Rd. 4 be abandoned. Additionally, concern was raised regarding the visibility at the intersection of the new Ash Avenue and 515th Street, as this road serves the public landing. Also, given the proximity of the new road to the wetlands, care must be taken to avoid any impact to them. The existing buildings on Lot 1, Block 1 will be removed prior to final plat recording. Julie expressed doubt that adequate area to actually build can be found outside of setback areas on Lots 3, 4, and 5 of Block 1 because the surveyor's assumed 30 foot setback from township road right of way was ten feet short of the actual requirement, and even more short of the required 135 foot setback from centerline of Co. Rd. 4. There were a number of nearby property owners present to express concerns regarding the proposed subdivision. Some of those present who identified themselves were Jay Erickson, Corey Frantzick, Daryl Kowitz, Craig Tschida, Dean Shinler, and Mike Zandlo. All of the landowners were opposed to any plan to connect the new Ash Avenue to either 512th or 515th Street, with Dean Shinler stating that it would create a "racetrack". Corey Frantzick stated he was concerned about the wetlands expanding due to runoff from the additional development. Daryl Kowitz presented a petition signed by 23 neighbors objecting to any new road accessing onto 512th St. Letters had also been received from Dave and Barb Paschke, and Gary and Dana Ostrom. The Paschkes' letter cited impact to watershed and wildlife, concern for the additional traffic on 515th Street, and possible pollution from septic systems as reasons for their objecting to the plat. The Ostroms expressed concern with the new road accessing onto 515th, characterizing it as heavily trafficked during all seasons of the year, and suggested a cul-de-sac road entering the plat from Co. Rd. 4. (Both letters are available for review in the zoning office file.) When public testimony had concluded, Julie Runkel stated that there were several issues that need resolving before preliminary plat approval can be considered. She listed the items of concern that need addressing: 1. The ownership of 515th Street needs to be resolved before the plat can be approved and the developers can improve the road. 2. The setbacks shown by the surveyor on the plat

On motion of Robinson, seconded by Schultz and **carried unanimously** the Board received the report of the Planning Commission meeting of October 6, 2005 and **approved** the preliminary plat (Badger Meadows) for three lots on 24 acres as proposed by Jerry and Kevin Carlson in Sec.4, T.36, R.22 (Fish Lake Township) at Badger Boulevard and Anchor Avenue with the following conditions:

1.) Subject to the township stipulations as follows:
   a.) Permanent removal or relocation of some of the trees along Badger Boulevard to ensure a clear line of sight.
   b.) Mutually agreed location for the driveway for Lot 1.
2.) Erosion and stormwater control plan must be submitted and approved.

On motion of Olseen, seconded by Schultz and **carried unanimously** the Board received the report of the Planning Commission meeting of October 6, 2005 and **approved** the request for a CUP amendment to permit another structure for equine care at her veterinary clinic as proposed by Jim McCarthy on behalf of Dr. Jeske Noordergraaf in Sec.16, T.35, R.20 (Sunrise Township) at 39318 Poor Farm Road, with the following conditions:

1.) Maximum structure size of 20,000 square feet is allowed.
2.) Any sewage and/or building code items must be addressed at the time of building permit application.

On motion of Olseen, seconded by Robinson and **carried unanimously** the Board received the report of the Planning Commission meeting of October 6, 2005 and **approved** the request for a CUP amendment to operate and expand the commercial recreational facility known as Wild Mountain as proposed by Dan Raedeke and Amanda Frischmon in Sec.27, T.35, R.19 (Amador Township) at 37200 Wild Mountain Road, with the following conditions:

1.) "Camping" and "lodging" must be stricken from the CUP except for the limited occasional uses such as "lock-ins" for youth church and scouting groups.
2.) All new lighting and replacements for old lighting must be shielded downlighting, to mitigate glare.
3.) Outdoor sound amplification through load speakers must be directed inward to the facility as much as possible and limited to 10:00 p.m. on weeknight and 1:00 a.m. on weekends.
4.) A complete erosion control and stormwater plan for the entire facility must be prepared and submitted for approval.
5.) All accesses are subject to Public Works approval.
6.) All applicable state regulations must be followed and all applicable state licenses must be obtained and/or maintained.
7.) A plan for any future significant topographical alterations or operational changes must be submitted to the Office of Environmental Services for review and approval prior to any such activity.

On motion of Olseen, seconded by Robinson and **carried unanimously** the Board received the report of the Planning Commission meeting of October 6, 2005 and **approved** the preliminary plat (Whispering Ridge 2 and will be a replat of Lot 2, Block

OFFICE OF COUNTY RECORDER
Chisago County, Minnesota

I hereby certify that this document was filed in this office on 11/17/2005 at 10 30 00 AM and was duly recorded as document number A-460284
THORA G FISKO -County Recorder, by ____Deputy
____P
Well Certificate ___ Received ___ Not Required

Fees
Total $ 00

Received from/return to
CHISAGO COUNTY ADMINISTRATOR
ATTN DEANNA

CONDITIONAL USE PERMIT

EXCERPT OF THE MINUTES
CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, October 19, 2005

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. Wednesday, October 19, 2005 in the Board Room of the Government Center with the following Commissioners present. Montzka, Schultz, Gustafson, Olseen and Robinson Absent: None

On motion of Olseen, seconded by Robinson and **carried unanimously** the Board received the report of the Planning Commission meeting of October 6, 2005 and **approved** the request for a **CUP** amendment to operate and expand the commercial recreational facility known as Wild Mountain as proposed by Dan Raedeke and Amanda Frischmon in Sec 27, T 35, R 19 (Amador Township) at 37200 Wild Mountain Road, with the following conditions

1) "Camping" and "lodging" must be stricken from the CUP except for the limited occasional uses such as "lock-ins" for youth church and scouting groups
2) All new lighting and replacements for old lighting must be shielded downlighting, to mitigate glare
3) Outdoor sound amplification through load speakers must be directed inward to the facility as much as possible and limited to 10·00 p.m on weeknight and 1 00 a.m on weekends.
4) A complete erosion control and stormwater plan for the entire facility must be prepared and submitted for approval.
5) All accesses are subject to Public Works approval.
6) All applicable state regulations must be followed and all applicable state licenses must be obtained and/or maintained
7) A plan for any future significant topographical alterations or operational changes must be submitted to the Office of Environmental Services for review and approval prior to any such activity.

Bob Gustafson, Chair

Attest
DeAnna M. Lilienthal
Clerk, County Board

*** See Attached Legal Description*

CERTIFICATION

State of Minnesota)
) ss.
County of Chisago)

I hereby certify that the foregoing motion is a true and correct excerpt of the minutes adopted by the Board of Commissioners of Chisago County at a duly authorized meeting thereof on the 19th day of October, 2005.

DeAnna M. Lilienthal
Clerk, County Board

Legal Description

Wild Mountain Ski Area

That part of Government Lot 5, lying west of the centerline of County State Aid Highway 16, all in Section 27, Township 35, Range 19, in Amador Township, Chisago County.

A-460284

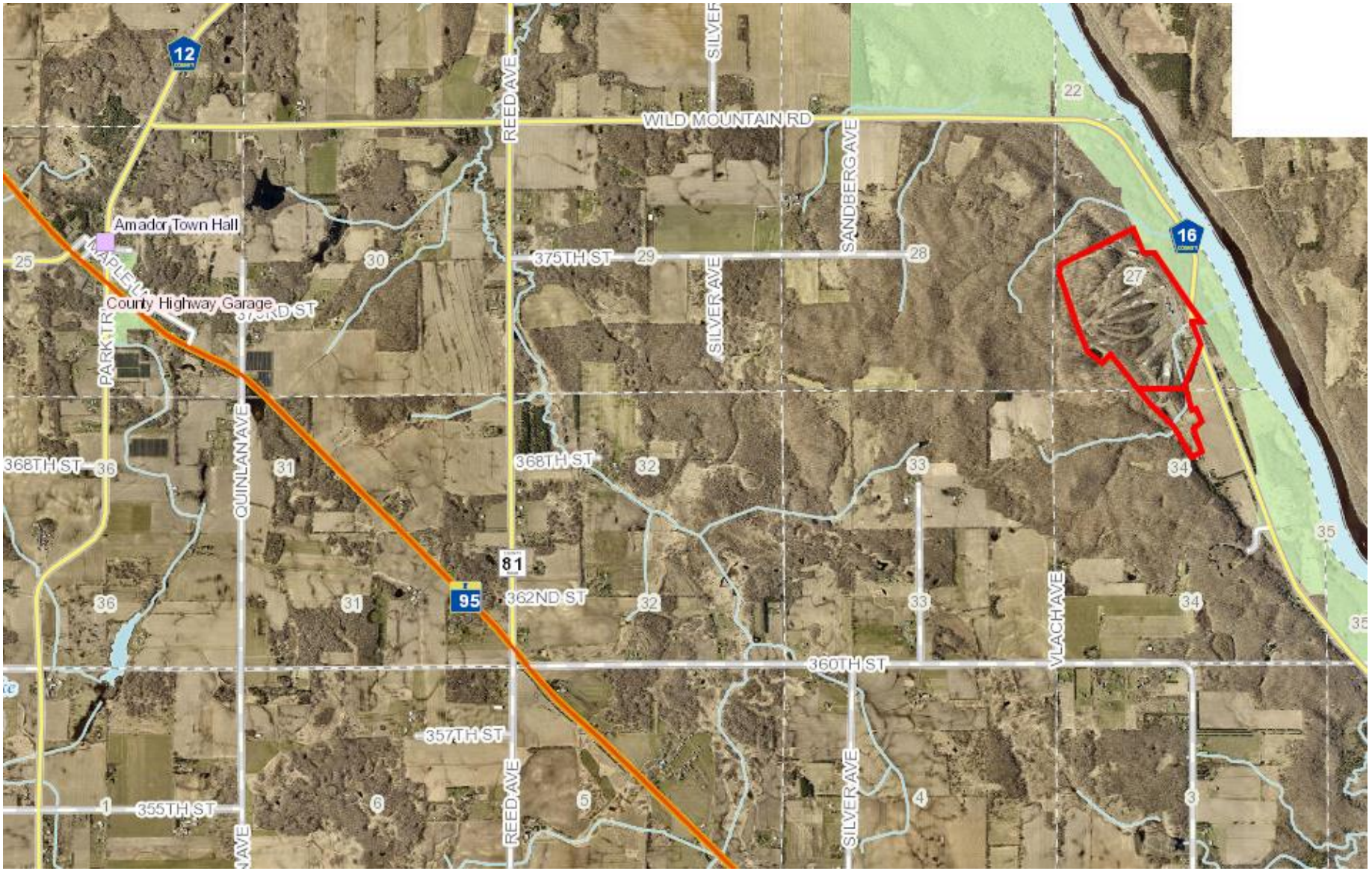
Cashmere Properties, LLC – Property owner Cashmere Properties, LLC and applicant Sara Larsen are seeking approval of an Amendment to a Conditional Use Permit (CUP). The proposed Amendment would allow an expansion of the existing operation, known as Wild Mountain, by allowing the addition of a pool, waterslides, bath house with food and beverage service, and pump house. The 142.30± acre subject property is zoned Agricultural (AG) District and located at 37200 Wild Mountain Road / CSAH 16 in Amador Township, S27, T35, R19 (PIDs 01.00127.00 and 01.00196.15).

Cashmere property –



Cashmere Properties, LLC – Property owner Cashmere Properties, LLC and applicant Sara Larsen are seeking approval of an Amendment to a Conditional Use Permit (CUP). The proposed Amendment would allow an expansion of the existing operation, known as Wild Mountain, by allowing the addition of a pool, waterslides, bath house with food and beverage service, and pump house. The 142.30± acre subject property is zoned Agricultural (AG) District and located at 37200 Wild Mountain Road / CSAH 16 in Amador Township, S27, T35, R19 (PIDs 01.00127.00 and 01.00196.15).

Cashmere property –



RESOLUTION NO. PC2023-0601

A RESOLUTION OF THE PLANNING COMMISSION OF CHISAGO COUNTY, MINNESOTA, RECOMMENDING APPROVAL OF AN AMENDMENT TO A CONDITIONAL USE PERMIT ALLOWING COMMERCIAL RECREATION AREA USES ON PROPERTY LOCATED AT 37200 WILD MOUNTAIN ROAD / CSAH 16 IN AMADOR TOWNSHIP

WHEREAS, property owner Cashmere Properties, LLC and applicant Sara Larsen submitted an application dated received April 20, 2023 and considered complete on April 28, 2023 for an Amendment to a Conditional Use Permit the operation and expansion of a commercial recreational facility known as Wild Mountain on property located at 37200 Wild Mountain Road / CSAH 16 in Amador Township; and

WHEREAS, the original Conditional Use Permit was granted by the Chisago County Board of Commissioners on October 19, 2005 and the approval was filed by the Chisago County Recorder's Office as Document #A-460284; and

WHEREAS, the property owner and applicant wish to Amend the Conditional Use Permit in order to expand the existing facility through installation of new amenities and modify the legal description; and

WHEREAS, the subject site is located in the Agricultural (AG) District; and

WHEREAS, the subject site is legally described as:

PIDs 01.00127.00 and 01.00196.15

THAT PART OF:
The Southwest Quarter of the Northwest Quarter; the Northwest Quarter of the Southwest Quarter; the Southwest Quarter of the Southwest Quarter; the Southeast Quarter of the Southwest Quarter; all that part of the Southeast Quarter of the Northwest Quarter described as follows: Beginning at the Southwest corner of said Southeast Quarter of Northwest Quarter, thence Northerly along the Westerly line of said Southeast Quarter of Northwest Quarter to a point 250 feet South of the Northeast corner of the Southwest Quarter of Northwest Quarter; thence Southeasterly on a line, to be hereinafter known as "Line A", intersecting the South line of the Southeast Quarter of Northwest Quarter 450 feet Easterly of point of beginning; all in Section 27, Township 35, Range 19.
AND
All that part of Government Lot 6 of Section 27, Township 35, Range 19, lying West of a line described as follows: Commencing at a point on the North line of said Lot, 660 feet East of the Northwest corner thereof; running thence Southeasterly in a straight line to a point on the South line of said Lot, 280 feet East of the Northwest corner of Government Lot 5 of said Section; all in Chisago County, Minnesota.
AND
The Northwest Quarter of Section 34, Township 35, Range 19; The Southwest Quarter of the Northeast Quarter of Section 34, Township 35, Range 19; That part of Government Lot 2 of Section 34, Township 35, Range 19, lying West of a line, to be hereinafter known as "Line B", described as follows: Commencing at a point on the North line of said lot, 1000 feet East of the Northwest corner thereof; running thence Southerly in a straight line to the Northwest corner of Government Lot 3 of said Section; excepting therefrom, the following: Commencing on the North line of said Government Lot 2, 1000 feet East of the Northwest corner thereof; thence South 15 degrees 10 minutes 01 seconds East, a distance of 72.24 feet; thence South 66 degrees 12 minutes 11 seconds West, a distance of 317.47 feet to the Easterly right-of-way line of County Road 16; thence Northerly along said right-of-way 204.11 feet to the North line of said Government Lot 2; thence Easterly along said North line to the point of beginning.
All according to the map or plat thereof on file and of record in the office of the County Recorder in and for Chisago County, Minnesota.
AND
That part of Government Lot 5 lying West of the centerline of County Road No. 16, of Section 27, Township 35, Range 19, Chisago County, Minnesota.

DESCRIBED AS FOLLOWS:

COMMENCING at the southwest corner of the Southwest Quarter of Section 27, Township 35, Range 19; thence on an assumed bearing of North 89 degrees 28 minutes 34 seconds East along the south line of said Southwest Quarter a distance of 2601.07 feet; thence North 14 degrees 15 minutes 06 seconds West a distance of 92.68 feet to a point to be hereinafter known as "POINT A"; thence North 23 degrees 15 minutes 13 seconds East a distance of 829.28 feet to the centerline of County Road 16 and the POINT OF BEGINNING of parcel to be described; thence South 23 degrees 15 minutes 13 seconds

West a distance of 829.28 feet to the hereinbefore described POINT A; thence South 14 degrees 15 minutes 06 seconds East a distance of 104.39 feet; thence South 15 degrees 40 minutes 05 seconds East a distance of 421.03 feet; thence North 68 degrees 47 minutes 08 seconds East a distance of 105.09 feet; thence South 23 degrees 20 minutes 53 seconds East a distance of 286.29 feet; thence South 51 degrees 12 minutes 01 seconds West a distance of 228.74 feet; thence South 22 degrees 50 minutes 49 seconds East a distance of 468.87 feet; thence South 64 degrees 06 minutes 08 seconds West a distance of 235.82 feet; thence North 30 degrees 02 minutes 03 seconds West a distance of 703.24 feet; thence North48 degrees 25 minutes 24 seconds West a distance of 599.12 feet; thence North 37 degrees 53 minutes 19 seconds West a distance of 1,261.73 feet; thence South 41 degrees 57 minutes 08 seconds West a distance of 235.69 feet; thence North 53 degrees 02 minutes 34 seconds West a distance of 375.20 feet; thence North 23 degrees 50 minutes 56 seconds West a distance of 407.90 feet; thence North 20 degrees 35 minutes 29 seconds West a distance of 325.24 feet; thence North 17 degrees 31 minutes 23 seconds West a distance of 881.52 feet; thence North 09 degrees 03 minutes 47 seconds East a distance of 172.11 feet; thence North 63 degrees 37 minutes 38 seconds East a distance of 1,586.42 feet to the hereinbefore described "Line A"; thence South 22 degrees 34 minutes 54 seconds East along said "Line A" a distance of 537.58 feet, more or less to the north line of said Government Lot 6; thence easterly along the said north line a distance of 210.00 feet to the hereinbefore described "Line B"; thence southeasterly along said "Line B" a distance of 1,600.28 feet, more or less to the south line of said Lot 6; thence westerly along said south line a distance of 193.35 feet, more or less to the centerline of County Road 16; thence southeasterly along said centerline 497.55 feet, more or less to the POINT OF BEGINNING.

WHEREAS, notice was provided and on June 1, 2023 the Planning Commission conducted a public hearing regarding this application, at which it heard from the Land Services Coordinator, the property owner and/or applicant, and invited members of the public to comment; and

WHEREAS, the Planning Commission considered several factors for granting Conditional Use Permits and Conditional Use Permit Amendments and made the following findings per Zoning Ordinance Section 8.04:

Factor #1 The [proposed action is consistent with the] Comprehensive Plan and development policies of the County;

Finding #1 *The Chisago County Comprehensive Plan outlines a number of goals and policies which are meant to support and encourage the type of activity which will draw visitors to Chisago County, including different types of outdoor recreation. Among those identified goals and policies are the following:*

Natural Resources Goal: Prime scenic views and historic landscapes will be recognized as an important local amenity and an increasingly desirable local amenity drawing outside revenue from visitors that is vital to the local economy.

Policies:

1. *Identify and protect quality of visitor experience of prime scenic features, areas of exceptional rural ambience, important historic sites and their surrounding settings, and prime areas for flora study and wildlife viewing, and public and private open spaces amenable to low impact outdoors recreation.*

Economic Development Goal: Provide for a range of economic diversity and development opportunities in the County.

Policies:

1. *Promote natural amenities in the County as assets to economic development and business opportunity.*
2. *Promote tourism as an expanding opportunity for employment and tax base.*
3. *Promote tourism and commercial recreation as expanding opportunities for employment and tax base.*

Factor #2 The proposed use will not create an excessive demand on existing parks, schools, streets and other public facilities and utilities which serve or are proposed to serve the area;

Finding #2 *The subject property is in and of itself a destination, drawing visitors to the site for commercial recreation activities. The use will not generate any demand upon existing parks or other public facilities or amenities. There will be some impact to Wild Mountain Road / CSAH 16, but any such impact is not expected to be excessive or unreasonable. Further, to support this finding, the County Engineer did not identify any roadway concerns related to the proposed use.*

Factors #3 and #4 The proposed use will be sufficiently compatible or separated by distance or screening from adjacent development or land so that existing development does not suffer undue negative impact and there will be no significant deterrence to future development;
The proposed use and site will have an appearance that will not have an adverse effect upon adjacent properties;

Findings #3 and #4 *The proposed use is an expansion of an existing outdoor Commercial Recreation Area use. The subject area (site of expansion) will be separated by both distance and existing screening from nearby properties, including the property which is immediately south and most likely impacted by the proposed use. The appearance of the proposed use will be in keeping with the existing appearance of the site / use and, without any evidence that the existing appearance has had an adverse effect upon adjacent properties, the County finds no evidence to suggest that the proposed use will have an adverse effect.*

Factors #5 and #6 The proposed use, in the opinion of the County, is reasonably related to the overall land use goals of the County and to the existing land use;
The proposed use is consistent with the purposes of the Zoning Ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use;

Findings #5 and #6 *The proposed use is in keeping with the overall goals of the County as described in Finding #1. Further, the subject properties are zoned Agricultural (AG) District and the Zoning Ordinance specifically allows the existing and proposed uses with approval of a Conditional Use Permit. Therefore, the County finds that the proposed use complies with goals established within the Comprehensive Plan, the purposes and intent of the Zoning Ordinance, and the purposes of the AG District.*

Factor #7 The proposed use will not cause traffic hazard or congestion; and

Finding #7 *There may be seasonal upswings in traffic levels along Wild Mountain Road / CSAH 16 during the summer months; however, the County Engineer did not identify that the increase would rise to the threshold of traffic hazard or congestion.*

Factor #8 The proposed use will not adversely impact existing nearby properties by intrusion of noise, glare or general unsightliness.

Finding #8 *The proposed use will be in keeping with the existing outdoor Commercial Recreation Area use. Given the outdoor nature of the proposed use, there is likely to be a minimal increase in the amount of noise; however, the property most likely to be impacted by the proposed use (property immediately south) is currently undeveloped and appears to be used for agricultural and managed forest land purposes and should, therefore, not suffer any potential negative impacts related to noise, glare or general unsightliness.*

NOW THEREFORE, BE IT RESOLVED that the Planning Commission of Chisago County, Minnesota hereby recommends approval of the request for Conditional Use Permit Amendment, subject to the following conditions:

1. This Conditional Use Permit (CUP) Amendment supersedes the CUP granted by the Chisago County Board of Commissioners on October 19, 2005 (original CUP) which granted approval for the operation and expansion of the Commercial Recreation facility known as Wild Mountain and located at 37200 Wild Mountain Road / CSAH 16 in Amador Township (recorded as Document No. A-460284). The approved Amendment allows for the following:
    a. Expansion of the existing facility through installation of new amenities including a pool, waterslides, bath house with food and beverage service, and pump house; and,
    b. Modification of the legal description to include the southerly subject parcel (PID 01.00196.15).
2. In addition to the amenities listed in Condition No. 1.a. above and approved by this CUP Amendment, the County acknowledges that the site has previously been developed with the following amenities and these amenities are hereinafter authorized by this permit:
    a. Slopes for skiing, snowboarding and snowtubing;
    b. Wild Adventure Island Waterpark (jets, slides, a 350-gallon dumping bucket and a lazy river);
    c. Avalanche Alley Waterslides (four waterslides);
    d. Artic Rush Alpine Slide (two slides stretching 1,700 feet from the top of the mountain to the bottom);
    e. Tall Timbers Raceway (go-karts);
    f. FreeFall XP (two story tower with platforms at 18’ and 27’); and,
    g. Corduroy Club Dining and Sun Deck (full service bar with full menu)
3. The subject site shall be developed and the facility shall be operated in conformance with the application materials, including the written narrative and site plans dated received April 20, 2023, except as specifically noted herein. Any significant deviation or expansion, as determined by Chisago County Department of Environmental Services staff, shall require further review by the Planning Commission and approval by the County Board.
4. The County acknowledges that the installation of amenities authorized by this CUP Amendment will occur in two phases, with Phase 1 (pool, bath house, and pump house) anticipated to begin in 2023 and Phase 2 (waterslides) anticipated to begin in 2028-2033. The property owner is not bound to these timeframes, however, and may install all amenities upon approval of this CUP Amendment.

5. The property owner shall make application for septic compliance inspections for all existing septic systems on the subject site. Further, installation of any new septic system(s) shall be done so in accordance with all applicable septic codes and all required permits shall be obtained.
6. All existing and proposed septic systems must comply with Minnesota Pollution Control Agency (MPCA) Individual Sewage Treatment Systems Chapter 7080.
7. The property and uses thereon are subject to all applicable local and State codes, including Zoning, Building and Septic Codes.
8. "Camping" and "lodging" must be stricken from the CUP except for the limited occasional uses such as "lock-ins" for youth church and scouting groups.
9. All new lighting and replacements for old lighting must be shielded downlighting, to mitigate glare.
10. Outdoor sound amplification through loud speakers must be directed inward to the facility as much as possible and limited to 10:00 pm on weeknight and 1:00 am on weekends.
11. A complete erosion control and stormwater plan for the entire facility must be prepared and submitted for approval.
12. All accesses are subject to Public Works approval.
13. All applicable state regulations must be followed and all applicable state licenses must be obtained and/or maintained.
14. A plan for any future significant topographical alterations or operational changes must be submitted to the Office of Environmental Services for review and approval prior to any such activity.

Adopted by the Planning Commission of Chisago County, Minnesota,
this 1st day of June, 2023.

Chris DuBose	_____	Dave Whitney	_____
Eric Leivian	_____	Jolene Wille	_____
Jim McCarthy	_____	Chip Yeager	_____
John Sutcliffe	_____		

_____
Chris DuBose
Vice Chair

ATTEST: _____
Beth Gervais
Land Services Coordinator

Chisago County Request For Board Action

Meeting Date: June 21, 2023	***Item Number:*** **16**
Title of Item for Consideration: Resolution to Adopt Purpose and Mission Statement, Practices, Policies and Procedures of the Chisago County Water Plan Policy Team	
Action Requested by: Kurt Schneider, Director	***Department:*** Environmental Services/Zoning
Previous Action on this Matter: None.	

Background: At the May 10, 2021 Water Plan Policy Team meeting, the Team discussed forming a Subcommittee to determine the future framework and next steps for the Policy Team. On June 11, 2021, a Subcommittee for the Water Plan Policy Team met to review the Policy Team Purpose and Mission as they were no longer entirely applicable with the extensive work of the Policy Team and adoption of the Lower St. Croix River, Comprehensive Watershed Management Plan (LSC CWMP) by the Chisago County Board of Commissioners. The Subcommittee made a number of suggestions during the meeting, including continuing to define the framework and role of the Policy Team, and developing a new Purpose and Mission, in consideration of the LSC CWMP.

At the March 14, 2022 meeting, the Water Plan Policy Team accepted the Subcommittee's revised Policy Team Purpose and Mission included below. Additionally, in 2023, the Policy Team discussed revising the Policy and Procedures document and at their meeting on March 13, 2022, the Policy Team accepted the revised document and Resolution, as attached and now recommended for County Board adoption.

Purpose

The purpose of the Chisago County Water Plan Policy Team is to identify, advise, and educate stakeholders of Chisago County's water resources (lakes, rivers, wetlands, and groundwater) and the Lower St. Croix Comprehensive Watershed Management Plan (LSC CWMP) policies and priorities; and advocate for their implementation, protection, and improvement in Chisago County.

Mission

The mission of the Water Plan Policy Team is to advocate and seek funding and support to protect, improve and conserve the watershed resources of Chisago County; to develop, update and oversee implementation of Appendix D: Chisago County Local Priorities of the Lower St. Croix Comprehensive Watershed Plan (LSC CWMP); and to serve as an informed county liaison and advisory group to the Chisago County Board of Commissioners and LSC CWMP Implementation Committee(s).

***Attachment(s)*:**

- Resolution to Adopt the Purpose and Mission Statement, Practices and Procedures of the Chisago County Water Plan Policy Team
- Chisago County Water Plan Policy Team, Polices and Procedures

Actions Requested/Recommended: It is respectfully requested that the Chisago County Board affirmatively consider approval of the Resolution to Adopt the Purpose and Mission Statement, and Practices and Procedures of the Chisago County Water Plan Policy Team. The suggested motion to approve this action is as follows:

"Move to Approve the Resolution to Adopt the Purpose and Mission Statement, Practices and Procedures of the Chisago County Water Plan Policy Team as presented at tonight's meeting:"

Implications of Action: Recommended Board action formally acknowledges the new Purpose and Mission Statement, Practices, and Procedures of the Chisago County Water Plan Policy Team.

Budget/Financial Implications: There are no budget implications at this time.

Legal/Policy Implications: The proposed activity is in conformity with applicable state statutes and County authority and policies. The County Attorney's Office has reviewed the resolution and Policies and Procedures document as to form.

Administrator's Recommendation

Approve C EB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

Chisago County Water Plan Policy Team
Policies and Procedures

Water Plan Policy Team Policies and Procedures

The following Water Plan Policy Team Policies and Procedures provide guidelines for the role, expectations, and actions of the Policy Team, specifically in regards to Appendix D: Chisago County Local Priorities of the Lower St. Croix River, Comprehensive Watershed Management Plan (LSC CWMP). They provide a set of operating procedures for the Water Plan Policy Team and establish a code of ethics and conduct.

Article 1. Overview

Since 1998, the Chisago County Water Plan Policy Team has met to set county watershed priorities. The county uses these priorities to obtain and use resources to protect, improve and conserve water resources in Chisago County including lakes, rivers, wetlands, and groundwater.

Since 2017, the Policy Team has provided recommendations to the Chisago County Board of Commissioners on the One Watershed, One Plan planning and implementation process for development of the Lower St. Croix River, Comprehensive Watershed Management Plan (LSC CWMP). The plan identifies ways to protect and restore priority natural resources in the Lower St. Croix over the next ten years.

From 2018 to 2020, the Policy Team reviewed and revised objectives of the Chisago County Local Water Management Plan (2013-2023) in order to develop and recommend to the Chisago County Board the new Appendix D: Chisago County Local Priorities of the LSC CWMP.

In 2021, the Policy Team and Subcommittee started a visioning process to restructure the Policy Team framework, as the Policy Team no longer entirely meets the current Team Purpose and Mission within the new Lower St. Croix Comprehensive Watershed Management Plan (LSC CWMP) structure.

On March 14, 2022, the Water Plan Policy Team accepted the revised Policy Team Purpose and Mission. The Policy Team will continue to meet in 2022 and 2023 to develop a framework for the future role of the Team.

Purpose

The purpose of the Chisago County Water Plan Policy Team is to identify, advise, and educate stakeholders of Chisago County's water resources (lakes, rivers, wetlands, and groundwater) and the Lower St. Croix Comprehensive Watershed Management Plan (LSC CWMP) policies and priorities; and advocate for their implementation, protection, and improvement in Chisago County.

Mission

The mission of the Water Plan Policy Team is to advocate and seek funding and support to protect, improve and conserve the watershed resources of Chisago County; to develop, update and oversee implementation of Appendix D: Chisago County Local Priorities of the Lower St. Croix Comprehensive Watershed Plan (LSC CWMP); and to serve as an informed county liaison and advisory group to the Chisago County Board of Commissioners and LSC CWMP Implementation Committee(s).

Actions

The role of the Water Plan Policy Team is to meet the expectations identified in the Policy Team Purpose and Mission. In addition, the Policy Team role is to participate in the following:

1. Hold Policy Team meetings every other month,
2. Attend and actively participate in Policy Team meetings,
3. Follow the established Meeting Rules of Conduct,
4. Receive updates on status and progress on the LSC CWMP,
5. Receive updates on water resources policies,
6. Address and receive updates and Annual Report information on Appendix D: Chisago County Local Priority issues that are not in the LSC CWMP,
7. Receive citizen input on watershed issues and answer questions,
8. Report to the Chisago County Board of Commissioners changes, concerns and priorities for water resources issues and objectives that are not in the LSC CWMP, and
9. Actively participate in Water Resource volunteer opportunities, such as, volunteering for the Chisago County Starry Trek event.
10. Continue to define the role of the Policy Team and LSC CWMP.

These expectations, or policies, include recommendations from the Water Plan Policy Team Subcommittee meetings on June 11 and October 8, 2021.

Article II: Water Plan Policy Team

Section A. Members

The Water Plan Policy Team has 9 members representing various groups and departments as follows:

- Citizens
- Chisago County Board of Commissioners
- Chisago County Department of Environmental Services/Zoning
- Chisago County Department of Public Health
- Chisago County Soil and Water Conservation District

The agency positions on the Policy Team and Technical Team are filled by staff. The Policy Team also has a technical team from partner agencies represented as follows:

- Chisago County Soil and Water Conservation District
- Chisago Lakes Lake Improvement District
- Comfort Lake Forest Lake Watershed District

- Minnesota Board of Water and Soil Resources
- Minnesota Department of Health
- Minnesota Department of Natural Resources
- Minnesota Pollution Control Agency

The technical team advises the Policy Team on issues relating to their areas of expertise.

Section B. Terms of Office

The 5 Citizen At-Large members are appointed to 3-year terms by the Chisago County Board of Commissioners.

Article III. Officers

The officers of the Water Plan Policy Team are the Chairperson and the Vice Chairperson.

Article IV. Policy Team Workgroups

Section A. Workgroups

The Policy Team, by general consensus, may add standing workgroups or remove them as they see fit. A Workgroup shall advise the Policy Team as directed and may report recommendations to the Policy Team for appropriate action. Unless expressly stated in the creation of the Workgroup, it shall automatically dissolve when its work is adopted by the Policy Team.

Section B. Compensation

Policy Team Members will receive per diems and mileage for attendance at regular or workgroup meetings, as determined by the Chisago County Board of Commissioners.

Article V. Public Attendance and Participation

The public is invited and encouraged to attend and participate in Policy Team meetings. All comments by the public will be directed to the Policy Team.

Article VI. Staff

Section A. Staff

The Water Resource Manager for Chisago County (in conjunction with the Chisago County Board of Commissioners, the Policy Team Chairperson, and the Environmental Services/Zoning Director) provides leadership and coordination in determining and achieving the Policy Team mission, goals, objectives, projects and priorities.

Article VII. Meetings

Section A. Meetings

The Water Plan Policy Team regular meetings are held:

- 3:00 p.m.
- 2nd Monday in the months of:
    - January
    - March
    - May
    - July
    - September
    - November

Special meetings are also called if the need arises.

Section B. Place of Meetings

Meetings of the Policy Team may be held at the Chisago County Government Center or at any other place within Chisago County, as shall be designated by the Policy Team Members.

Section C. Quorum

A simple majority (6) of the total number of Policy Team Members (9) shall constitute a quorum for the transaction of any business properly brought before such meetings. No votes on action items may be taken unless a quorum is present.

Section D. Presiding Officer

The presiding officer of all formal Water Plan Policy Team meetings will be the Chairperson. In the absence of the Chairperson, the presiding officer will be the Vice-Chairperson.
The duties and powers of the presiding officer shall include the following:

1. Preside at all meetings of the Policy Team.
2. Preserve order.
3. Require the vote on all questions regularly moved and to announce that result.
4. Serve as representative of the Policy Team Members in execution of contracts, orders, resolutions, determinations, and minutes.

The Chairperson of the Policy Team has the same voting rights and responsibilities as other members.

Section E. Meeting Rules of Conduct

All attendees of Policy Team meetings are subject to the following rules of conduct:

1. The Chairperson conducts the meeting and exercises authority to assure compliance with the meeting's agenda and ensure orderly conduct by all present.
2. The Chairperson has the discretion to order the agenda in a manner that (s)he feels will conduct business in the most expedient manner.
3. At no time will the public be allowed to confront the person speaking or members of the Policy Team with derogatory language or in an unprofessional manner. The Chairperson shall have the discretion to require a person to leave if this occurs.

4. When a member of the public states their opinion on a matter before the Policy Team, others wishing to speak may support that opinion, but not reiterate the entire testimony.
5. No profanity will be allowed, either by the Policy Team, staff, or the public.
6. Electronic recording devices, television cameras, or equipment used by the electronic media will be placed in accordance with the direction of the Chairperson and will be used in an unobtrusive manner so that its presence will not interfere with the conduct of the meeting.
7. These rules of conduct may be modified by the Policy Team Members upon majority vote of the entire body at any regular or special meeting.

Section F. Order of Business and Agenda

The Order of Business for each regular meeting of the Policy Team shall be as follows:

1. Roll Call – Determination of a Quorum
2. Introduction of Team Members and Visitors
3. Approval of Minutes
4. Approval of Agenda
5. Agenda Items to Address
6. Agency Updates
7. Next Meeting Date
8. Members Comments or Questions
9. Committee Reports
10. Adjourn

The Order of Business may be changed as needed to accomplish objectives and priorities of the meeting. The Order of Business may be changed at the recommendation of the Chairperson, any Director of the Board or the District Administrator subject to District Board consensus.

Agendas are available before the meetings on the Chisago County website at:
https://www.chisagocountymn.gov/465/Water-Plan-Policy-Team

Section G. Meeting Minutes

The Water Resource Manager or his/her designee shall prepare the official minutes of each meeting. Policy Team meeting minutes shall be kept in accordance with Minn. Stat. Sec. 13D in order to provide an accurate record of Policy Team actions. The record is not intended to be a verbatim transcript of all discussion and debate. The record is a primarily a compilation of official actions.

The meeting minutes shall be prepared and submitted for approval at the next succeeding regular Policy Team meeting. Once approved by the Policy Team, the final minutes will be posted on the Chisago County website on the Policy Team webpage.

Resolutions shall be numbered consecutively beginning with Policy Team Resolution and followed by the last four digits of the calendar year.

Chisago County Request For Board Action

Meeting Date: June 21, 2023	***Item Number:*** **17**
Title of Item for Consideration:	MPCA Replacing Failing Septic Systems to Protect Groundwater Grant Contract
Action Requested by: Kurt Schneider, Director	***Department:*** Environmental Services/Zoning

Previous Action on this Matter: At their March 1, 2023, meeting, Chisago County Board of Commissioners approved authorizing Chisago County Water Resource Manager and SSTS staff to finalize and submit a $250,000 Minnesota Pollution Control Agency (MPCA) Replacing Failing Septic Systems to Protect Groundwater Grant application for county Subsurface Sewage Treatment System (SSTS) programs. The grants provide funding to counties for low-income landowners to address septic systems that pose an imminent threat to public health or safety (ITPHS) or are failing to protect groundwater (FTPGW). Chisago County applied for grant funding to provide up to 12 grants, averaging $20,000 in cost, to low-income landowners and properties that are ITPHS and FTPGW through the MPCA Replacing Failing Septic Systems to Protect Groundwater grants.

Background: Chisago County has been selected for a Replacing Failing Septic Systems to Protect Groundwater award in the amount of $240,000.00! The next step is for the County to execute a grant agreement between the MPCA and Chisago County. The MPCA requires signatories to execute the contract by electronic/digital signature. Chisago County ESD Water Resources and Sanitarian staff are seeking authorization to complete the required signatures through the MPCA's Docusign system. The form of the grant contract has received the review and approval of the County Attorney's Office, as attached.

Chisago County staff will prioritize properties that contain SSTS located in census tract 1102.01, located in the northeast corner of Chisago County. Census tract 1102.01 is identified as an Environmental Justice, People in poverty area of concern on the MPCA Understanding environmental justice in Minnesota website. Staff will promote the program by notifying county townships and cities about the grants available and posting information on the county website and through county social media posts.

- Providing grants to low-income homeowners in Chisago County further allows the County to implement goals related to SSTS in the Lower St. Croix Comprehensive Watershed Management Plan (LSC CWMP – 1W1P) and Chisago County Local Priorities Appendix D.

- The reduction of contamination from SSTS is identified as a goal for the LSC CWMP "1W1P" Groundwater resource area, as groundwater quality is impacted by land use and contamination in the LSC. Addressing non-compliant SSTS that pose a threat to lakes is also a goal for the Lakes resource area, as lake water quality is degraded, threatened, or in need of protection in the LSC.

Attachment(s):

- MPCA Grant Contract 228385 Replacing Failing Septic Systems to Protect Groundwater
- Notice of Grant Award (April 26, 2023, email)

Actions Requested/Recommended: It is respectfully requested that the Chisago County Board affirmatively consider authorizing execution and Docusign signature of the MPCA's $240,000 Replacing Failing Septic Systems to Protect Groundwater Grant award. The suggested motion to approve this action is as follows:

"Move to Authorize Chisago County staff to execute the $240,000 MPCA Replacing Failing Septic Systems to Protect Groundwater Grant agreement as presented at tonight's meeting:"

Implications of Action: Recommended Board action would authorize Chisago County to receive the $240,000 in State Grant funding to implement and enhance existing countywide SSTS grant and loan programming.

Budget/Financial Implications: Staff requests no additional levy dollars, and no match is required for the requested grant application authorization(s). Existing Water Resources and SSTS staffing investment and support will provide in-kind administration.

Legal/Policy Implications: The proposed activity is in conformity with applicable state statutes and County authority and policies. The County Attorney's Office has reviewed the grant contract as to form.

Administrator's Recommendation

Approve CEB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

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MINNESOTA POLLUTION CONTROL AGENCY

Grant Contract

State of Minnesota

SWIFT Contract number: 228385
AI: 202427
Activity ID: PRO20230001

This grant contract is between the state of Minnesota, acting through its Commissioner of the **Minnesota Pollution Control Agency**, 520 Lafayette Road North, St. Paul, MN 55155-4194 (“MPCA” or “State”) and **Chisago County,** 313 North Main Street, Center City, MN 55012 ("Grantee").

Recitals

1. Under Minn. Stat. § 116.03, subd.2, the State is empowered to enter into this grant.
2. The State is in need of the **Chisago County Request to Replace Failing Septic Systems to Protect Groundwater in Chisago County Project** (project).
3. Grantee will comply with required grants management policies and procedures set forth through Minn.Stat.§16B.97, subd. 4 (a) (1).
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to Minn.Stat.§16B.98, subd.1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract

1. Term of Grant Contract

1.1 Effective Date. June 2, 2023, Per Minn. Stat.§16B.98, Subd. 5, the Grantee must not begin work until this grant contract is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per Minn.Stat.§16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract is fully executed.

1.2 Expiration Date. June 30, 2025, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 Survival of Terms. The following clauses survive the expiration or cancellation of this grant contract: Liability; State Audits; Government Data Practices and Intellectual Property; Publicity and Endorsement; Governing Law, Jurisdiction, and Venue; and Data Disclosure.

2. Grantee’s Duties

The Grantee, who is not a state employee, will locate low-income landowners, within the county jurisdiction, with septic systems that are considered Imminent Threats to Public Health and Safety (ITPHS) or Failing to Protect Groundwater (FTPGW) as documented by an MPCA existing system compliance inspection (Minn. R. 7080.1500 subp. 4) and distribute fix-up grants.

The Grantee will ensure landowners are low-income (using the county’s chosen low-income thresholds) and properties receiving funding are homesteaded single-family homes or duplexes.

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The Grantee will ensure that landowner application forms contain the Environment and Natural Resources Trust Fund Logo or attribution statement.

3. Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4. Consideration and Payment

4.1 Consideration. The State will pay for all services performed by the Grantee under this grant contract as follows:

(a) Compensation. The Grantee will be paid: Up to 100% of the cost to the landowner for each subsurface sewage treatment system upgraded, repaired, replaced, or connected to municipal sewer meeting all the following criteria:

- Properties where the landowner is low-income (using the county's chosen low-income thresholds)
- Homesteaded single-family homes or duplexes (clustered solutions are allowed)
- Properties with failing Subsurface Sewage Treatment Systems (SSTS) (ITPHS or FTPGW) as documented by an MPCA existing system compliance inspection (deemed noncompliant)

Eligible landowner costs include: System design costs, system permitting costs, and system installation costs.

(b) Total Obligation. The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed **$240,000.00 (Two Hundred Forty Thousand Dollars and Zero Cents).**

4.2 Payment

(a) Invoices. The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule: Upon issuance of the certificate of compliance for eligible landowner systems but no later than May 31, 2025.

Invoices must be emailed to mpca.ap@state.mn.us, cc'd to the State's Authorized Representative, and contain the following information:

- Name of Grantee
- Grantee project manager
- Project grant amount
- Grant funds expended this invoice
- Grant funds expended to date
- Invoice number
- Invoice date
- MPCA project manager;
- SWIFT Contract No.
- Invoicing period (actual working period)
- Total landowner system cost and requested reimbursement amount

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  - Design Costs requested for reimbursement
  - Permitting Costs requested for reimbursement
  - Installation Costs requested for reimbursement; itemized invoices are preferred and may be requested
- MPCA SSTS License number of all contractors involved in project
- Certificate of Compliance issued for system
  - Including system location information: Address, or Property ID, or township, range, and section
- Other items as requested

If there is a problem with submitting an invoice electronically, please contact the Accounts Payable Unit at 651-757-2491.

(b) Unexpended Funds. The Grantee must promptly return to the State any unexpended funds that have not been accounted for annually in a financial report to the State due at grant closeout.

4.3 Contracting and Bidding Requirements

Per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 must follow the law.

(a) For projects that include construction work and have a total project cost of $25,000 or more, prevailing wage rules apply per Minn. Stat. §§177.41 through 177.44. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.

(b) The grantee must not contract with vendors who are suspended or debarred in MN: https://mn.gov/admin/osp/government/suspended-debarred/.

5. Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6. Authorized Representative

The State's Authorized Representative is **Brandon Montgomery,** 520 Lafayette Road North, St. Paul, MN 55155, 651-757-2230, brandon.montgomery@state.mn.us, or successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance of each invoice submitted for payment.

The Grantee's Authorized Representative is **Susanna Wilson Witkowski,** 313 North Main Street, Center City, MN 55012**,** 651-213-8380, susanna.wilson@chisagocountymn.gov**,** or successor. If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the State.

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7. Assignment, Amendments, Change Orders, Waiver, and Grant Contract Complete

7.1 Assignment. The Grantee shall neither assign nor transfer any rights or obligations under this grant contract without the prior written consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.

7.2 Amendments. Any amendments to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

7.3 Change Orders. If the State's Authorized Representative or the Grantee's Authorized Representative identifies a change needed in the workplan and/or budget, either party may initiate a Change Order using the Change Order Form provided by the MPCA. Change Orders may not delay or jeopardize the success of the Project, alter the overall scope of the Project, increase or decrease the overall amount of the Contract, or cause an extension of the term of this Contract. Major changes require an Amendment rather than a Change Order. A Change Order also is required to name a successor if the State's Authorized Representative or the Grantee's Authorized Representative is no longer available to fulfill that role.

The Change Order Form must be approved and signed by the State's Authorized Representative and the Grantee's Authorized Representative in advance of doing the work included in the Change Order. Documented changes will then become an integral and enforceable part of the Contract. The MPCA has the sole discretion on the determination of whether a requested change is a Change Order or an Amendment. The state reserves the right to refuse any Change Order requests.

7.4 Waiver. If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.

7.5 Grant Contract Complete. This grant contract contains all negotiations and contracts between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

8. Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

9. State Audits

Under Minn. Stat. § 16B.98, subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant contract or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant contract, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

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10. Government Data Practices and Intellectual Property

10.1 Government Data Practices

The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

10.2 Intellectual property rights

(a) Intellectual property rights. The State owns all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents created and paid for under this grant agreement. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant agreement. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this grant agreement. The Documents shall be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee, at the Grantee's expense, upon the written request of the State, or upon completion, termination, or cancellation of this grant agreement. To the extent possible, those Works eligible for copyright protection under the United States' Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

(b) Obligations.

(1) **Notification**. Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this grant agreement, the Grantee shall immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure therein.

(2) **Representation**. The Grantee must perform all acts and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding

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Clause Liability, the Grantee shall indemnify, defend, to the extent permitted by the Attorney General, and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including, but not limited to, attorney fees. If such a claim or action arises or in Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

(3) **License.** The State hereby grants a limited, no-fee, noncommercial license to the Grantee to enable the Grantee's employees engaged in research and scholarly pursuits to make, have made, reproduce, modify, distribute, perform, and otherwise use the Works, including Documents, for research activities or to publish in scholarly or professional journals, provided that any existing or future intellectual property rights in the Works or Documents (including patents, licenses, trade or service marks, trade secrets, or copyrights) are not prejudiced or infringed upon, that the Minnesota Data Practices Act is complied with, and that individual rights to privacy are not violated. The Grantee shall indemnify and hold harmless the State for any claim or action based on the Grantee's use of the Works or Documents under the provisions of Clause 10.2(b)(2). Said license is subject to the State's publicity and acknowledgement requirements set forth in this grant agreement. The Grantee may reproduce and retain a copy of the Documents for research and academic use. The Grantee is responsible for security of the Grantee's copy of the Documents. A copy of any articles, materials or documents produced by the Grantee's employees, in any form, using or derived from the subject matter of this license, shall be promptly delivered without cost to the State.

11. Workers' Compensation

The Grantee certifies that it is in compliance with Minn. Stat. §176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12. Publicity and Endorsement

12.1 Publicity. Any publicity regarding the subject matter of this grant contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.

12.2 Endorsement. The Grantee must not claim that the State endorses its products or services.

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13. Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. Termination

14.1 Termination by the State. The State may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 Termination for Cause. The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 Termination for Insufficient Funding. The State may immediately terminate this grant contract if:

(a) It does not obtain funding from the Minnesota Legislature.

(b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

15. Data Disclosure

Under Minn. Stat. § 270C.65, subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

To protect Grantee's personal data, Grantee is strongly encouraged to obtain and use a Minnesota tax identification number.

16. Reporting Requirements

County reporting on completed projects, contract spending status, and Septic System Improvement Estimator results to date must be submitted to the MPCA Project Manager on the designated reporting form by the following dates:

- Calendar Year 2023 reporting is due by February 28, 2024
- Calendar Year 2024 reporting is due by February 28, 2025
- Final Project reporting is due by June 30, 2025

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Signatures

Title	Name	Signature	Date
Encumbrance Verification	Julianne LaClair	DocuSigned by: Julianne LaClair 18691E17C76045F...	June 2, 2023
Director Environmental Services	Kurt Schneider		

Reviewed and Approved as to Form:

JANET REITER
CHISAGO COUNTY ATTORNEY

By: Jeffrey B. Fuge
Jeffrey B. Fuge, Assistant County Attorney

Date: June 12, 2023

Chisago County Request for Board Action

Meeting Date: June 21, 2023	***Item Number:*** **18**
Title of Item for Consideration: Report and Recommendations from the June 14, 2023 Budget and Finance Committee	
Action Requested by: Budget & Finance	***Department:*** County Board of Commissioners
Previous Action on this Matter: From time to time, the County Board discusses issues of importance/interest to the Board and/or its Committees or individual members.	

Background: Time has been set aside at tonight's meeting to review items discussed by the Budget & Finance Committee at its June 14th Budget and Finance Meeting. Of note are the following, items, along with any recommended Board actions if the Board of Commissioners chooses to approve the Budget and Finance Committee's recommendations:

Current Year-to-Date Financial Update

The Committee reviewed the current up to date financials; operating budget activity, cash flow considerations, monthly-to-annual payroll, and the local option sales and wheelage tax numbers. **The Committee recommended accepting the reports.**

Larkin Hoffman Service Contract – State and Federal Services

County Administrator Chase Burnham discussed the current contractual agreement with Larkin Hoffman and the initial offer from LH continuing serving the County. **The Committee recommended the County Administrator negotiate with LH for the next 3-year term.**

2023 and 2024 – 2028 Transportation Improvement Plan (TIP)

County Engineer Joe Triplett discussed the 2023 and 2024 – 2028 TIP with the Committee. **The Committee recommended proceeding with Option B and the 2023 TIP.**

National Center for Public Lands Counties (NACO)

County Administrator Chase Burnham discussed the current request from NACO to fund the National Center for Public Lands. **The Committee recommended funding $1,000 as requested by NACO.**

Electric Vehicle/Charging Station Discussion

County Administrator Chase Burnham discussed the current legislation related to EVs and whether the Committee would like the County to seek funds for County EV projects. **The Committee recommended the County seek funds for County Facilities and bring it back to the Board of Commissioners for approval.**

ARPA Funds – Center City Generator Replacement

County Administrator Chase Burnham discussed current situation with the Center City Generator and the possible funding streams for repair the Generator. **The Committee recommended replacing the generator using ARPA funds from the ARMER ARPA Allocation, $419,600.**

ARPA Funds – School Security Grant Update

County Administrator Burnham provided an update to the Committee regarding school safety. The Committee directed

ARMER Radios

County Administrator Burnham provided information regarding the ARMER radio system and the current USER and SUBSCRIBER Agreements.

Budget Schedule Update

County Administrator Burnham requested the Committee set up two dates for budget presentations from departments. **The Committee recommended department meetings for August 9th and August 23rd at 3:00 p.m.**

Attachment:

- June 14th Budget and Finance Packet

Action Requested/Recommended: It is respectfully requested that the Chisago County Board accept the June 14th Budget and Finance Report and approve the recommendations from the Budget and Finance Committee individually with the following motions below. Recommended Board Action, if any, may be undertaken via the above individual motions or via the following encompassing motion:

"Move to accept the June 14th Budget and Finance Report."

And

"Move to approve the NACO request for $1,000 for the National Center for Public Lands."

And

"Move to approve replacing the Center City Generator with ARMER ARPA allocated funds in an amount to not exceed, $419,600."

And

"Move to approve County Department and County Board Budget meetings for August 9th and 23rd at 3:00 p.m."

Implications of Action: County Board consideration and approval at tonight's meeting will allow the County to continue with its various financial planning and budgeting activities.

Budget/Financial Implications: Tonight's recommended actions may approve certain specific expenditures. Tonight's actions may also have implications for future county budgets.

Legal/Policy Implications: The proposed activities are in general conformity with applicable state statutes and County authority and policies.

Administrator's Recommendation

Approve CEB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

Chisago County
MINNESOTA
ADMINISTRATION

BUDGET & FINANCE COMMITTEE AGENDA

Wednesday, June 14, 2023

3:00 PM • Boardroom

Chisago County Government Center, 313 N. Main St., Center City, MN 55012

PROPOSED AGENDA

I. Current Year-to-Date Financial Update
   A. Operating Budget Activity (P&L)
   B. Cash Flow Considerations (CF)
   C. Monthly-to-Annual Payroll Assessment
   D. Local Option Sales Tax and Wheelage Tax Update

II. Larkin Hoffman Service Contract – State and Federal Services

III. 2023 and 2024– 2028 Transportation Improvement Plan (TIP)

IV. National Center for Public Lands Counties (NACO)

V. Electric Vehicle/Charging Station Discussion

VI. ARPA Funds – Center City Generator Replacement

VII. ARPA Funds – School Security Grant Update

VIII. Other B/F Items

Upcoming Events/Meetings

- **Thursday, June 15th, 2023 at 3:00 p.m. – US Highway 8 Thank You Event**
  - Lord of the Lakes Lutheran Church, 25402 Itasca Ave. N., Forest Lake, MN 55025
- **Friday, June 23rd, 2023 at 10:00 a.m. – HHW Recycling Yard Grand Opening**
  - HHW Facility, 39649 Grand Ave, North Branch, MN 55056
- **Tuesday, June 27th, 2023 at 5:00 p.m. – St. Croix River Workshops on the Water**
  - Aboard the Taylor's Falls Princess (Boat), 220 South St., Taylors Falls, MN 55084
- **Thursday, June 29th, 2023 at 6:30 p.m. – Chisago County Cooperative Initiative / Economic Growth Event**
  - Chisago Lake Township Hall, 12400 316th St., Lindstrom MN 55045

OPERATING BUDGET (AS AMENDED) VS ACTUAL
(EXCLUDES SALARIES AND BENEFITS)
AS OF 05/31/2023
42% OF YEAR COMPLETE

TAB I.

	2023 Budget As Amended	As of 05/31/2023	% of Budget	Notes
GENERAL FUND				
Board of Commissioners	161,200	84,571	52%	MICA dues paid in Feb
District Court	212,500	73,017	34%	
Law Library (Restricted)	161,092	19,481	12%	
County Administrator	71,800	28,560	40%	Misc dues paid in Feb
Auditor-Treasurer	28,110	10,090	36%	
Audit	100,000	12,768	13%	
Assessor	39,400	14,738	37%	
Enterprise Services	3,875,679	1,601,951	41%	Annual license fees paid in Jan/Feb
Central Services	113,589	43,464	38%	
Elections	202,725	36,792	18%	
County Attorney	71,450	38,970	55%	Misc dues paid in Feb
County Attorney Forfeiture (Restricted)	29,417	-	0%	
Recorder	16,950	7,724	46%	1st Half Title Examiner Fees
Recorder Compliance/Technology (Restricted)	2,270,318	32,907	1%	
Maintenance	1,005,378	376,883	37%	
Planning & Zoning	261,500	64,299	25%	
General Government	2,489,563	2,841,492	114%	Longevity Bonuses Worker's Comp/General Ins pymts HRA-EDA Loan
Contingency	109,747	-	0%	
Sheriff	1,001,663	437,691	44%	AXON annual pymt paid in Jan Misc dues paid in Feb
Sheriff Forfeitures (Restricted)	35,320	17,764	50%	
Boat & Water (Restricted)	-	-		
Sheriff's Reserve (Restricted)	10,903	3,888	36%	
Snowmobile Safety (Restricted)	-	-		
Sheriff's Contingency (Restricted)	4,828	-	0%	
Gun Permits (Restricted)	181,846	12,878	7%	
Project Lifesaver (Restricted)	5,121	-	0%	
Public Safety Grants (Restricted)	114,453	90,078	79%	
Coroner	153,159	69,345	45%	1st Half Fees
County Jail	742,150	230,632	31%	
Jail Canteen (Restricted)	136,391	39,382	29%	
Probation & Parole	138,106	67,447	49%	1st Half Sentence to Serve Fees
Emergency Management	44,580	31,125	70%	2023 CODERED Svc Fee
E-911 (Restricted)	371,715	-	0%	
Controlled Substances - Share of Fines (Restricted)	3,730	-	0%	
Historical Society	35,210	15,105	43%	1st Half Allocation
Regional Library	748,331	374,165	50%	1st Half Allocation
Parks	131,000	26,217	20%	
County Agricultural Society	16,000	8,000	50%	1st Half Allocation
County Extension Services	138,700	41,632	30%	
Soil & Water	150,000	75,000	50%	1st Half Allocation
Water Quality Grant (Restricted)	359,089	3,349	1%	
Sewer Grants (Restricted)	43,344	500	1%	
Wetland Grant (Restricted)	5,000	5,000	100%	
Watercraft Inspection (Restricted)	141,731	2,756	2%	
Economic Development	70,000	-	0%	
TOTAL GENERAL FUND	***$ 16,002,788***	***$ 6,839,661***	***43%***	
SELF INSURANCE FUND				
Other General Government	300,000	-	0%	
TOTAL SELF INSURANCE FUND	***$ 300,000***	***$ -***	***0%***	
ROAD AND BRIDGE FUND				
Surveyor	8,050	14,615	182%	
Highway Administration	38,500	12,288	32%	
Highway Engineering	2,646,450	430,026	16%	
Highway Construction	9,500,000	875,233	9%	
Highway Maintenance	2,739,300	770,210	28%	
Equipment Maintenance/Shop	898,700	512,273	57%	Equipment repairs; Gas and Oil Vehicle purchase has matching revenue
Traffic Operations	391,500	15,074	4%	

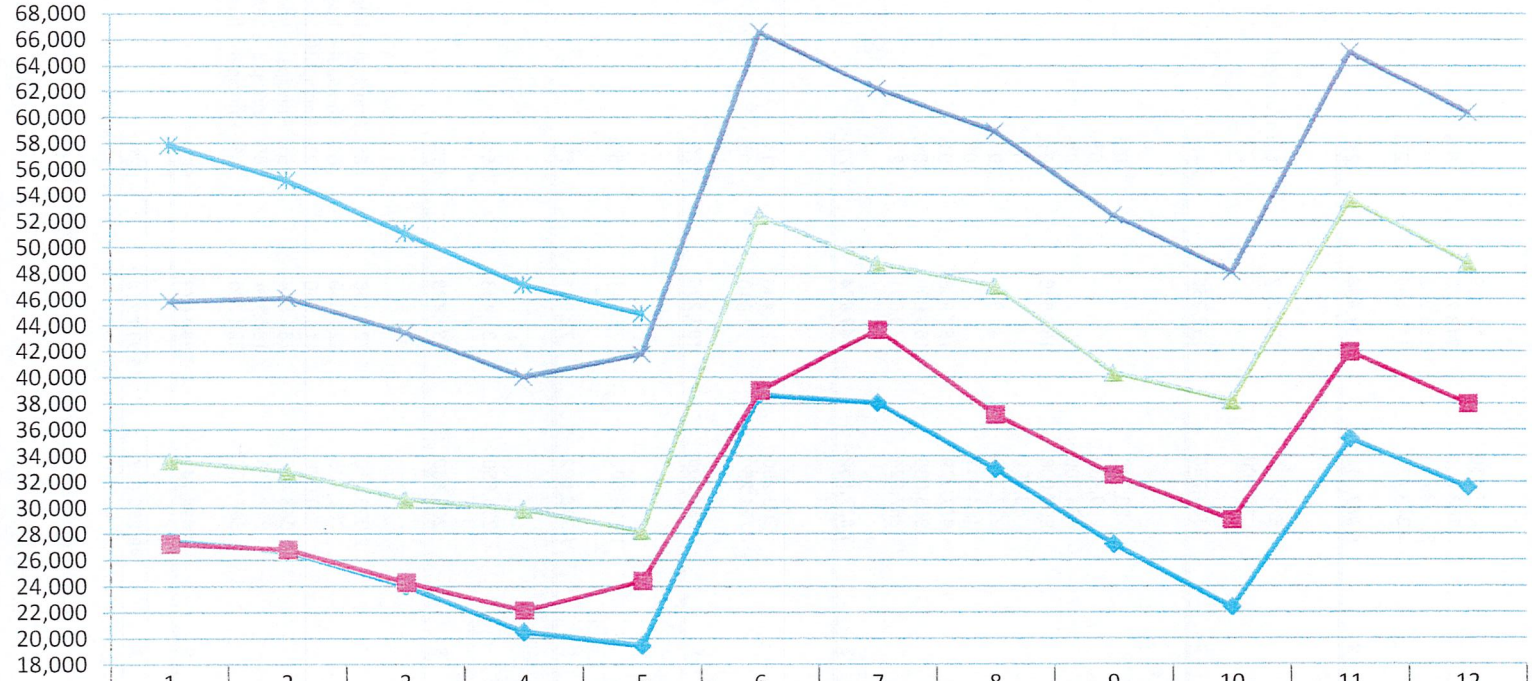
OPERATING BUDGET (AS AMENDED) VS ACTUAL
(EXCLUDES SALARIES AND BENEFITS)
AS OF 05/31/2023
42% OF YEAR COMPLETE

	2023 Budget As Amended	As of 05/31/2023	% of Budget	Notes
TOTAL ROAD AND BRIDGE FUND	*$ 16,222,500*	*$ 2,629,719*	*16%*	

OPERATING BUDGET (AS AMENDED) VS ACTUAL
(EXCLUDES SALARIES AND BENEFITS)
AS OF 05/31/2023
42% OF YEAR COMPLETE

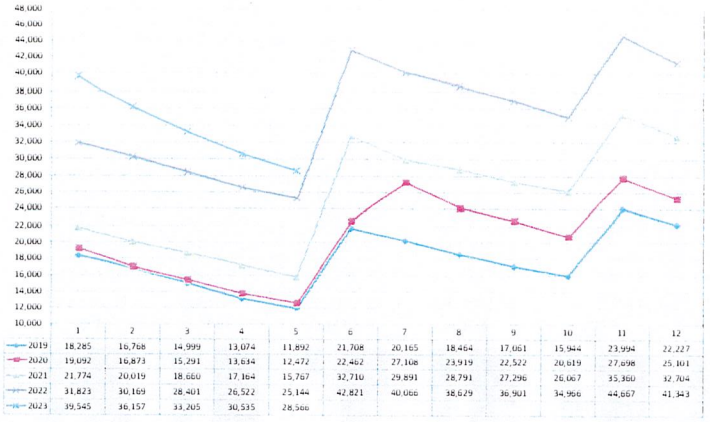
	2023 Budget As Amended	As of 05/31/2023	% of Budget	Notes
HEALTH AND HUMAN SERVICES				
Veterans Service	37,150	13,789	37%	
Income Maintenance	768,800	343,723	45%	
Social Services	3,918,493	1,163,883	30%	
Public Health Nursing	343,470	110,489	32%	
TOTAL HEALTH AND HUMAN SERVICES	***$ 5,067,913***	***$ 1,631,884***	***32%***	
BUILDING FUND				
General Government	524,750	132,262	25%	Honeywell lease payment
Score Grant Fund	17,000	-	0%	
TOTAL BUILDING FUND	***$ 541,750***	***$ 132,262***	***24%***	
CAPITAL EQUIPMENT FUND				
Administration	33,740	-	0%	
Armer Radio - Replacement Fund	230,930	-	0%	
Auditor-Treasurer *(Elections)*	164,500		0%	
Enterprise Servcies	993,036	187,516	19%	
HHS	80,000		0%	
Maintenance	227,772	44,849	20%	
Other General Government *(Unallocated)*	154,441		0%	
Sheriff	627,179	182,938	29%	
Highway	968,530	189,900	20%	
Parks	357,824	43,691	12%	
TOTAL CAPITAL EQUIPMENT FUND	***$ 3,837,952***	***$ 648,894***	***17%***	
SOLID WASTE FUND				
Score Grant Fund	263,250	28,456	11%	
HHW Operations	721,250	72,840	10%	
TOTAL SOLID WASTE FUND	***$ 984,500***	***$ 101,296***	***10%***	
PARK ACQUISITION & IMPROVEMENT FUND				
Parks	1,396,802	72,941	5%	
TOTAL PARK ACQ & IMPV FUND	***$ 1,396,802***	***$ 72,941***	***5%***	
LAKE IMPROVEMENT DISTRICT MAINTENANCE				
Lake Improvement District Maintenance	206,650	31,488	15%	
TOTAL LAKE IMPV DISTRICT MAINT	***$ 206,650***	***$ 31,488***	***15%***	
DEBT SERVICE FUND				
Road Debt	2,009,910	1,721,156	86%	Principal + Interest
HHS Debt	261,765	224,609	86%	Principal + Interest
Library Debt	469,088	415,560	89%	Principal + Interest
Jail Debt	1,048,465	787,884	75%	Principal + Interest
Business Park Bonds	241,815	188,104	78%	Principal + Interest
Capital Projects	667,199	522,760	78%	Principal + Interest
TOTAL DEBT SERVICE FUND	***$ 4,698,242***	***$ 3,860,073***	***82%***	
TOTAL ALL FUNDS	***$ 49,259,097***	***$ 15,948,218***	***32%***	

Revenue, Highway and HHS Funds: Cash Fund Balance by Month 2019-2023



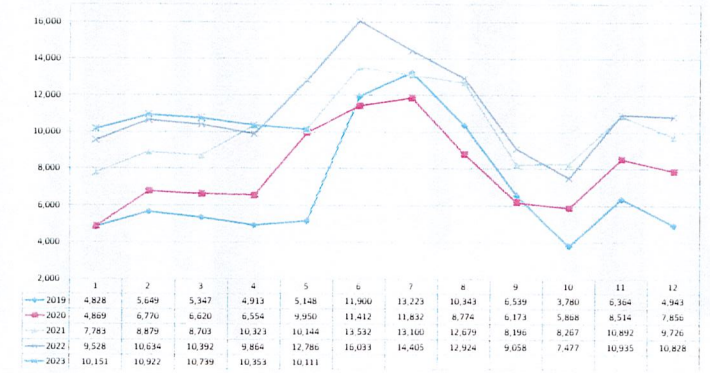
	1	2	3	4	5	6	7	8	9	10	11	12
2019	27,411	26,615	24,030	20,479	19,428	38,669	38,040	32,978	27,162	22,394	35,294	31,582
2020	27,156	26,725	24,249	22,105	24,360	38,950	43,619	37,130	32,487	29,024	41,891	37,934
2021	33,628	32,786	30,646	29,900	28,211	52,436	48,767	47,036	40,338	38,222	53,683	48,855
2022	45,863	46,089	43,418	40,026	41,748	66,560	62,198	58,915	52,458	48,096	65,037	60,334
2023	57,848	55,128	51,054	47,114	44,878							

General Fund: Cash Fund Balance by Month 2019-2023



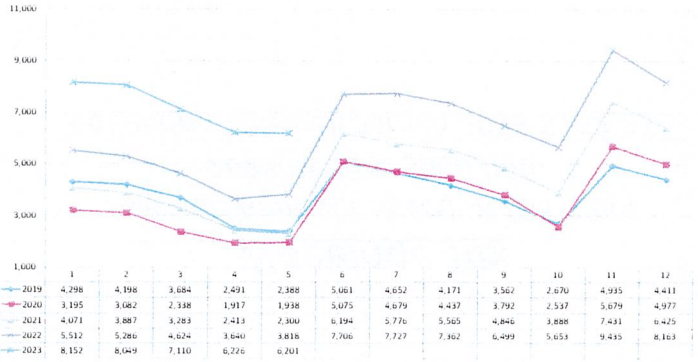
	1	2	3	4	5	6	7	8	9	10	11	12
2019	18,285	16,768	14,999	13,074	11,892	21,708	20,165	18,464	17,061	15,944	23,994	22,227
2020	19,092	16,873	15,291	13,634	12,472	22,462	27,108	23,919	22,522	20,619	27,698	25,101
2021	21,774	20,019	18,660	17,164	15,767	32,710	29,891	28,791	27,296	26,067	35,360	32,704
2022	31,823	30,169	28,401	26,522	25,144	42,821	40,066	38,629	36,901	34,966	44,667	41,343
2023	39,545	36,157	33,205	30,535	28,566							

Road & Bridge Fund Balance by Month 2019-2023



	1	2	3	4	5	6	7	8	9	10	11	12
2019	4,828	5,649	5,347	4,913	5,148	11,900	13,223	10,343	6,539	3,780	6,364	4,943
2020	4,869	6,770	6,620	6,554	9,950	11,412	11,832	8,774	6,173	5,868	8,514	7,856
2021	7,783	8,879	8,703	10,323	10,144	13,532	13,160	12,679	8,196	8,267	10,892	9,726
2022	9,528	10,634	10,392	9,864	12,786	16,033	14,405	12,924	9,058	7,477	10,935	10,828
2023	10,151	10,922	10,739	10,353	10,111							

Health & Human Services: Cash Fund Balance by Month 2019-2023



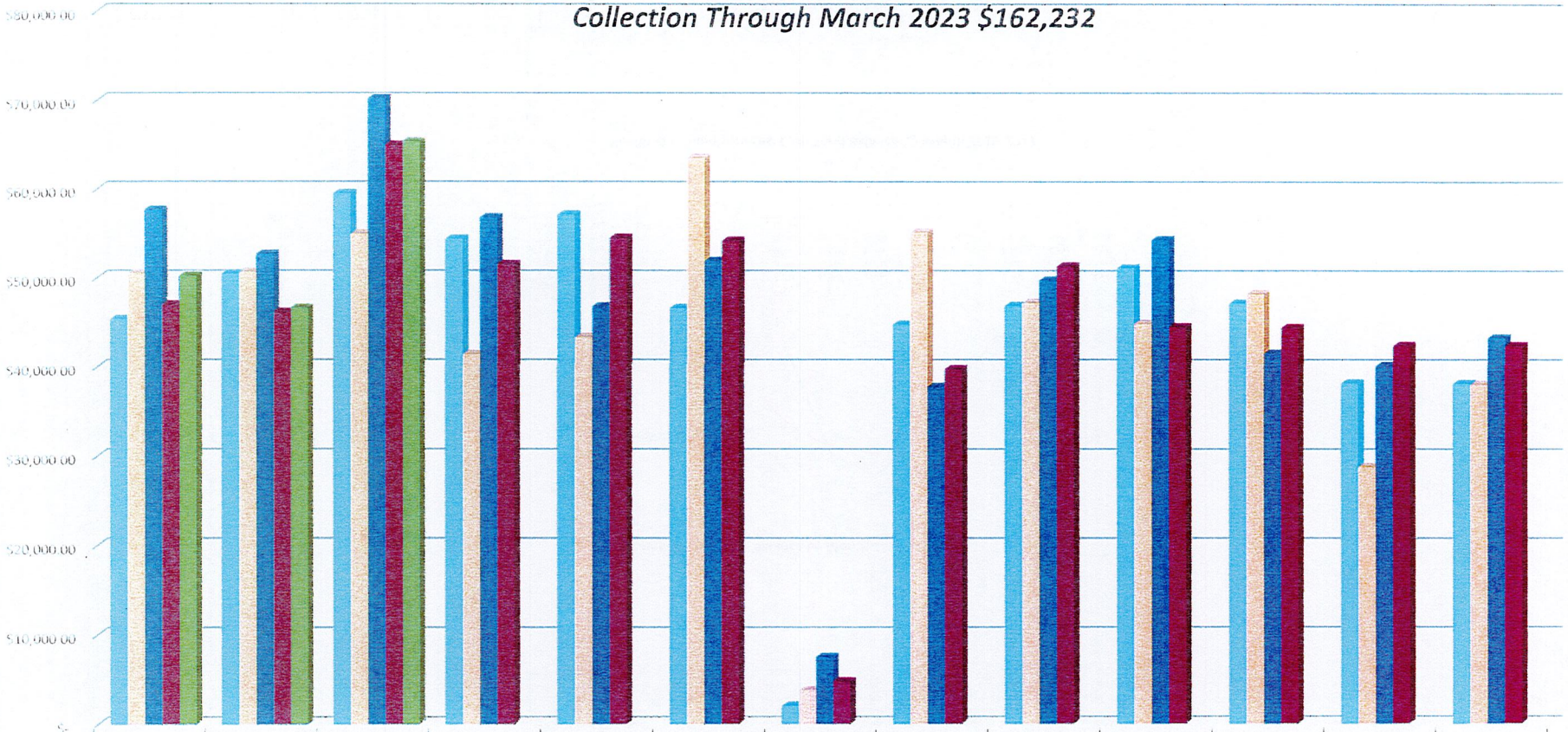
	1	2	3	4	5	6	7	8	9	10	11	12
2019	4,298	4,198	3,684	2,491	2,388	5,061	4,652	4,171	3,562	2,670	4,935	4,411
2020	3,195	3,082	2,338	1,917	1,938	5,075	4,679	4,437	3,792	2,537	5,679	4,977
2021	4,071	3,887	3,283	2,413	2,300	6,194	5,776	5,565	4,846	3,888	7,431	6,425
2022	5,512	5,286	4,624	3,640	3,818	7,706	7,727	7,362	6,499	5,653	9,435	8,163
2023	8,152	8,049	7,110	6,226	6,201							

Wheelage Tax

Average Annual Collection $567,854

2023 Budget $600,000

Collection Through March 2023 $162,232



	January	February	March	April	May	June	Cleanup	July	August	September	October	November	December
2019	$45,410.66	$50,447.62	$59,526.25	$54,386.49	$57,152.45	$46,629.92	$2,043.50	$44,813.25	$46,878.14	$51,126.28	$47,146.69	$38,150.39	$38,130.00
2020	$50,463.58	$50,630.64	$54,917.39	$41,409.10	$43,328.09	$63,508.19	$3,796.36	$55,127.16	$47,193.47	$44,838.16	$48,168.82	$28,795.38	$37,983.69
2021	$57,675.88	$52,708.33	$70,214.38	$56,833.00	$46,820.71	$51,916.89	$7,560.47	$37,755.23	$49,732.78	$54,316.23	$41,540.05	$40,106.74	$43,298.19
2022	$46,984.14	$46,175.17	$64,940.55	$51,523.73	$54,524.84	$54,193.75	$4,820.30	$39,766.40	$51,328.18	$44,461.49	$44,395.41	$42,404.86	$42,375.86
2023	$50,213.73	$46,656.30	$65,361.61										

SALARIES AND WAGES
BUDGET VS ACTUAL
AS OF 05/31/2023
42% OF YEAR COMPLETE

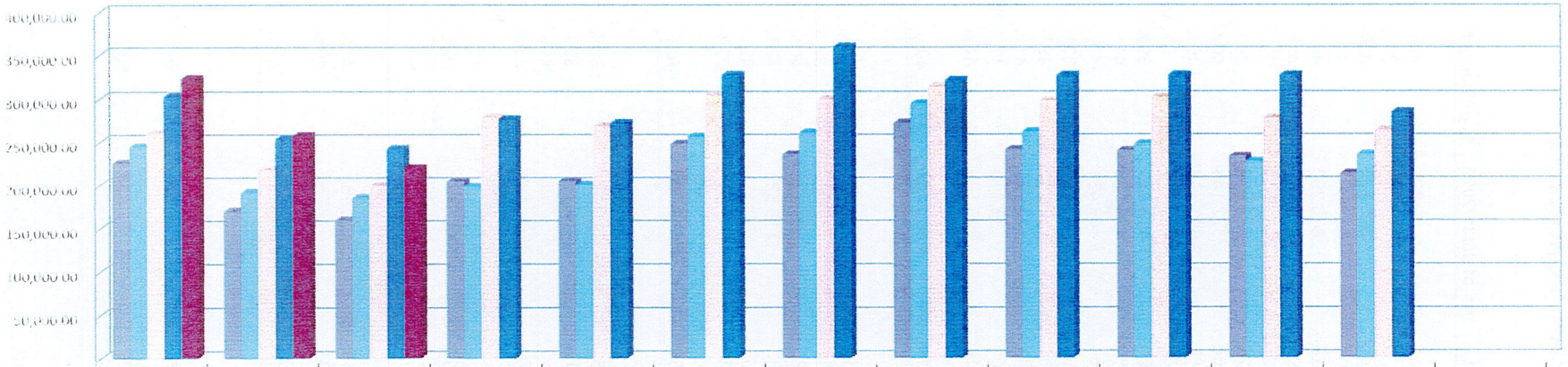
	2023 Budget	As of 05/31/2023	% of Budget	Notes
GENERAL FUND				
Board of Commissioners	$ 224,952	$ 89,495	40%	
County Administrator	710,811	272,744	38%	
Auditor-Treasurer	755,366	305,875	40%	
Assessor	890,015	368,807	41%	
Enterprise Services	1,995,626	806,290	40%	
County Attorney	2,147,207	875,907	41%	
Recorder	394,525	160,114	41%	
Maintenance	609,626	229,929	38%	
Planning & Zoning	930,468	372,143	40%	
Sheriff	6,798,558	2,693,448	40%	
Public Safety Grants	21,180	-	0%	Wages transferred at year end
County Jail	3,684,060	1,419,883	39%	
Probation & Parole	1,128,769	459,128	41%	
Emergency Management	112,864	48,431	43%	
Parks	379,994	123,787	33%	
Water Quality Grant	105,931	52,148	49%	
Wetland Grant	105,443	42,823	41%	
Watercraft Inspection	212,401	35,110	17%	Seasonal
Non-Levy Departments	669,214	295,125	44%	
TOTAL GENERAL FUND	***$ 21,877,010***	***$ 8,651,187***	***40%***	
ROAD AND BRIDGE FUND				
Surveyor	$ 156,712	$ 62,601	40%	
Highway Administration	360,716	139,030	39%	
Highway Engineering	997,380	397,226	40%	
Highway Maintenance	1,679,032	719,393	43%	
Equipment Maintenance/Shop	485,665	208,433	43%	
Traffic Operations	212,630	47,837	22%	
TOTAL ROAD AND BRIDGE FUND	***$ 3,892,135***	***$ 1,574,520***	***40%***	
HEALTH AND HUMAN SERVICES				
Veterans Service	$ 249,951	$ 80,611	32%	
Income Maintenance	2,970,611	1,144,305	39%	
Social Services	6,644,566	2,692,689	41%	
Public Health Nursing	1,766,878	666,428	38%	
Opioid Settlement	-	3,508		Has offsetting Revenue
TOTAL HEALTH AND HUMAN SERVICES	***$ 11,632,006***	***$ 4,587,541***	***39%***	
SOLID WASTE FUND				
Score Grant Fund	$ 55,045	$ 22,568	41%	
HHW Operations	159,004	63,786	40%	
TOTAL SOLID WASTE FUND	***$ 214,049***	***$ 86,354***	***40%***	
LAKE IMPROVEMENT DISTRICT MAINTENANCE				
Lake Improvement District Maintenance	$ 141,520	$ 71,036	50%	
TOTAL LAKE IMPV DISTRICT MAINT	***$ 141,520***	***$ 71,036***	***50%***	
TOTAL ALL FUNDS	***$ 37,756,720***	***$ 14,970,638***	***40%***	

Sales Tax - By Month

Average Annual Collection $2,802,594

2023 Budget $3,600,000

Total Collection Through March 2023 $800,668



	January	February	March	April	May	June	July	August	September	October	November	December
2019	226,169.98	169,393.34	159,101.39	204,286.41	204,569.35	247,948.11	235,535.00	272,109.23	241,194.99	240,048.97	233,020.64	213,197.33
2020	244,822.69	191,388.15	185,240.25	197,581.84	199,802.27	256,119.85	260,845.66	294,224.99	262,009.72	247,842.61	226,771.81	235,295.92
2021	260,106.74	217,561.62	199,107.90	278,069.85	268,126.90	303,945.22	299,222.82	314,042.03	297,541.95	301,996.51	277,139.04	263,063.00
2022	303,035.44	253,275.28	242,386.41	276,025.44	271,845.87	327,383.41	359,757.77	321,598.37	326,999.59	327,346.98	327,169.00	284,561.00
2023	323,437.59	257,402.98	219,827.41									

2023 Capital Improvement Plan
Budget to Actual
As of MAY 31, 2023

ADMINISTRATION

Description	Project #	Source	Budget	Actual	Remaining
County Codification Services	N/A	CARRYOVER	15,000	-	15,000
Office Remodel - Veteran's Services	ADM-0198	CARRYOVER	10,000	-	10,000
NB Library - Office blinds replacement	2023 ADD	UNALLOCATED	3,240	-	3,240
Management Training	2023 ADD	UNALLOCATED	5,500		5,500
Total Carryover from 2022			**33,740**	**-**	**33,740**
Total			**$ 33,740**	**$ -**	**$ 33,740**

AUDITOR TREASURER (ELECTIONS)

Description	Project #	Source	Budget	Actual	Remaining
Election Pollbook Replacement	AUD-0138	CARRYOVER	21,000	-	21,000
Election Equipment Replacement Fund	AUD-0137	CARRYOVER	59,000	-	59,000
Total Carryover from 2022			**80,000**	**-**	**80,000**
Election Equipment Replacement Fund	AUD-0137	2023 CIP BUDGET	59,000	-	59,000
Electronic Pollbook Replacement	AUD-0138	2023 CIP BUDGET	21,000	-	21,000
Election Results - Storage Media	AUD-0139	2023 CIP BUDGET	4,500	-	4,500
Total 2023 CIP Budget			**84,500**	**-**	**84,500**
Grand Total			**$ 164,500**	**$ -**	**$ 164,500**

FACILITY MAINTENANCE

Description	Project #	Source	Budget	Actual	Remaining
Exterior Door Badge Access at PSC	MNT-0267	CARRYOVER	5,500	-	5,500
Fence Around Generator at PSC	MNT-0267	CARRYOVER	12,000	-	12,000
Parking Gate/Fence at PSC	MNT-0267	CARRYOVER	50,000	-	50,000
Cameras at PSC	ENTS-0184	CARRYOVER	37,272	(35,528)	1,744
Total Carryover from 2022			**104,772**	**(35,528)**	**69,244**
Repair Courthouse lots	MNT-0055	2023 CIP BUDGET	5,000	-	5,000
Replace water heater at the Courthouse	MNT-0061	2023 CIP BUDGET	7,500	-	7,500
Replacement APC Automatic Transfer Switches	MNT-0094	2023 CIP BUDGET	9,500	(9,322)	178
Better Hallway Signage on 3rd floor	MNT-0219	2023 CIP BUDGET	1,000	-	1,000
Fencing and Parking Gate at PSC	MNT-0267	2023 CIP BUDGET	100,000	-	100,000
Total 2023 CIP Budget			**123,000**	**(9,322)**	**113,678**
Grand Total			**$ 227,772**	**$ (44,850)**	**$ 182,922**

SHERIFF'S OFFICE

Description	Project #	Source	Budget	Actual	Remaining
Insurance Reimbursements (incl Auction Proceeds)	N/A	REVENUE	130,014	41,069	171,083
Total Revenue			**130,014**	**41,069**	**171,083**
Sheriff's Office Patrol Vehicle Replacements - 6 squads	CCSO-0141	2023 CIP BUDGET	372,926	(91,509)	281,417
Reserve Deputy Ballistic Vests	CCSO-0225	2023 CIP BUDGET	9,200	(8,213)	987
40LMTS Single Shot Less Lethal	CCSO-0235	2023 CIP BUDGET	46,750	(17,957)	28,793
Agency Handgun Program	CCSO-0237	2023 CIP BUDGET	24,500	(24,300)	200
Jail Transport Vehicle	CCSO-0238	2023 CIP BUDGET	43,789	(40,959)	2,830
Total 2023 CIP Budget			**497,165**	**(182,938)**	**314,227**
Grand Total			**$ 627,179**	**$ (141,869)**	**$ 485,310**

PUBLIC WORKS

Description	Project #	Source	Budget	Actual	Remaining
Skid Steer Trailer	PWKS-0166	CARRYOVER	19,776	-	19,776
Lowboy Trailer	PWKS-0165	CARRYOVER	38,118	(38,118)	-
1-Ton Work Truck	PWKS-0168	CARRYOVER	60,000	-	60,000
1-Ton Tipper Truck	PWKS-0206	CARRYOVER	76,563	-	76,563
Sign Truck	PWKS-0081	CARRYOVER	220,000	(77,782)	142,218
Hydrant Replacement	N/A	CARRYOVER	10,073	-	10,073
Total Carryover from 2022			**424,530**	**(115,900)**	**308,630**
Tandem Snow Plow Truck	PWKS-0171	2023 CIP BUDGET	170,000	-	170,000
Tandem Snow Plow Truck	PWKS-0172	2023 CIP BUDGET	170,000	-	170,000
1-ton Work Truck	PWKS-0209	2023 CIP BUDGET	80,000	-	80,000
Survey Equipment	PWKS-0227	2023 CIP BUDGET	74,000	(74,000)	-
Fuel Island Repairs	PWKS-0233	2023 CIP BUDGET	50,000	-	50,000
Total 2023 CIP Budget			**544,000**	**(74,000)**	**470,000**
Grand Total			**$ 968,530**	**$ (189,900)**	**$ 778,630**

2023 Capital Improvement Plan
Budget to Actual
As of MAY 31, 2023

PARKS/ENVIRONMENTAL

Description	Project #	Source	Budget	Actual	Remaining
Swedish Immigrant Trail Erosion Control Measures	ENVS-0105	CARRYOVER	7,500	-	7,500
Security Lighting & Electrical Services	ENVS-0108	CARRYOVER	500	-	500
Fish Lake Park Plan/Design Services	ENVS-0111	CARRYOVER	20,804	(21,279)	(475)
Sunrise Prairie Trail - 15% Match	N/A	CARRYOVER	209,520	-	209,520
Total Carryover from 2022			**238,324**	**(21,279)**	**217,045**
Ki-Chi-Saga Playground Swing	ENVS-0114	2023 CIP BUDGET	15,000	-	15,000
Parking Lot Gravel & Grading Frandsen/Checkerboard Parks	ENVS-0115	2023 CIP BUDGET	25,000	-	25,000
Swedish Immigrant Regional Trail Pavement Repair	ENVS-0116	2023 CIP BUDGET	15,000	-	15,000
Parks 1998 Tractor Trailer Replacement	ENVS-0118	2023 CIP BUDGET	15,000	(12,709)	2,291
Parks 2001 Trailer Replacement	ENVS-0119	2023 CIP BUDGET	9,500	(3,104)	6,396
Parks Maintenance Facility Well	ENVS-0239	2023 CIP BUDGET	15,000	(6,600)	8,400
Sunrise Prairie Regional Trail-Subgrade Correction and Paving	ENVS-0241	2023 CIP BUDGET	25,000	-	25,000
Total 2023 CIP Budget			**119,500**	**(22,413)**	**97,088**
Grand Total			**$ 357,824**	**(43,691)**	**$ 314,133**

TECHNOLOGY

Description	Project #	Source	Budget	Actual	Remaining
ARMER Testing Equipment	N/A	CARRYOVER	37,800	-	37,800
Replace 9 Printers for Sheriff's Office - Jail, Jail Admin, SO	ENTS-017	CARRYOVER	4,600	-	4,600
Replace 6 high volume scanners for HHS	ENTS-030	CARRYOVER	6,000	-	6,000
Upgrade of Keysecure Data Encryption Equipment	ENTS-095	CARRYOVER	17,250	(17,250)	-
Relocate the Wyoming Emergency Paging Tower	ENTS-083	CARRYOVER	100,000	-	100,000
Total Carryover from 2022			**165,650**	**(17,250)**	**148,400**
Replacement of 20 MDC's/Laptops for Sheriff's Office due to age 1/2 were done in 2022	ENTS-0028	2023 CIP BUDGET	32,500	(31,800)	700
5 replacement laptops for HHS	ENTS-0031	2023 CIP BUDGET	6,175	-	6,175
MCC 7500E Laptop Consoles (2)	ENTS-0088	2023 CIP BUDGET	165,000	-	165,000
Replace Printer for County Administration	ENTS-0096	2023 CIP BUDGET	500	-	500
Replace Fujitsu Scanner in Treasurer's Office	ENTS-0098	2023 CIP BUDGET	985	-	985
Replace network cores at ECC, No parts available	ENTS-0099	2023 CIP BUDGET	515,926	(133,475)	382,451
Replace network switches that support end user devices	ENTS-0103	2023 CIP BUDGET	60,000	-	60,000
Social Media and Texting archive solution	ENTS-0179	2023 CIP BUDGET	7,200	(4,990)	2,210
Replace 3 PC's in Attorney's Office	ENTS-0243	2023 CIP BUDGET	3,300	-	3,300
Replace 6 laptops for County Attorney Office	ENTS-0244	2023 CIP BUDGET	8,700	-	8,700
Replace laptop for Assessor's Department	ENTS-0245	2023 CIP BUDGET	1,450	-	1,450
Replace laptop in Auditor's Department	ENTS-0246	2023 CIP BUDGET	1,450	-	1,450
Replace 2 laptops in Probation due to age	ENTS-0248	2023 CIP BUDGET	2,900	-	2,900
Replace 4 PC's in ECC / 911 Center due to age	ENTS-0250	2023 CIP BUDGET	4,400	-	4,400
Replace 2 PC's in HHS due to age	ENTS-0251	2023 CIP BUDGET	2,200	-	2,200
Replace 3 Desktop PC's in the Jail due to age	ENTS-0254	2023 CIP BUDGET	3,300	-	3,300
Replace "all in one" printer for Sheriff's Office due to age	ENTS-0255	2023 CIP BUDGET	750	-	750
Replace 6 Desktop PC's in Sheriff's Office due to age	ENTS-0256	2023 CIP BUDGET	6,600	-	6,600
Replace 1 printer due to age in Zoning	ENTS-0259	2023 CIP BUDGET	850	-	850
Add 1 WDA / Laptop to Probation *May need added software licenses for Pro Phoenix	PBTN-0249	2023 CIP BUDGET	3,200		3,200
Total 2023 CIP Budget			**827,386**	**(170,265)**	**657,121**
Grand Total			**$ 993,036**	**$ (187,515)**	**$ 805,521**

HHS

Description	Project #	Source	Budget	Actual	Remaining
Child Protection interview/visitation rooms	HHS-0195	2023 CIP BUDGET	40,000		40,000
HHS Interview Rooms	HHS-0196	2023 CIP BUDGET	40,000		40,000
Total			**$ 80,000**	**$ -**	**$ 80,000**

UNALLOCATED

Description		Source	Budget	Actual	Remaining
2023 Unallocated CIP Funds		2023 CIP BUDGET	163,181		
NB Library - Office blinds replacement	Allocated at 2/8/23 meeting	TO ADMIN	(3,240)		
Management Training	Allocated at 2/8/23 meeting	TO ADMIN	(5,500)		
Total			**$ 154,441**	**$ -**	**$ 154,441**

ARMER		$ 230,930	-	$ 230,930
TOTAL ALL DEPARTMENTS		**$ 3,837,952**	**$ (648,894)**	**$ 3,189,058**

ARPA Expenses
Budget to Actual
As of May 31, 2023

ADMINISTRATION

Project #	Description	Budget	2022 Actual	2023 Actual	Amount Remaining
ARPA-0199 ADM	'Old' Jail and White House Demolition	$ 800,000	$ (44,455)	$ (13,163)	$ 742,382
ARPA-0335 ADM	Broadband	2,045,000	(79,960)	(206,726)	1,758,314
ARPA-0336 ADM	School Grants - Vocational Programs	500,000	(500,000)	-	-
ARPA-0341 ADM	School Grants - Open Use	100,000	(100,000)	-	-
ARPA-0345 ADM	IT Assessment	35,000	(36,944)	-	(1,944)
ARPA-0349 ADM	Employee Engagement Survey	9,300	(8,660)	-	640
ARPA-0354 ADM	ARPA Advisory Consultant	1,775	(1,775)	-	-
ARPA-0356 ADM	Childcare Provider Training Assistance	100,000	-	-	100,000
2023 ADD	Administration Fee	305,546	-		305,546
		$ 3,896,621	**$ (771,794)**	**$ (219,889)**	**$ 2,904,938**

ATTORNEY

Project #	Description	Budget	2022 Actual	2023 Actual	Amount Remaining
ARPA-0339 ATT	Children's Services Collaborative	$ 118,298	$ (118,298)	$ -	$ -
ARPA-0340 ATT	County Attorney - FT Media Services Tech	108,018	(5,575)	(4,100)	98,343
ARPA-0344 ATT	County Attorney - PT Law Clerk	51,468	(15,645)	(5,755)	30,068
		$ 277,784	**$ (139,518)**	**$ (9,855)**	**$ 128,411**

AUDITOR-TREASURER

Project #	Description	Budget	2022 Actual	2023 Actual	Amount Remaining
ARPA-0337 AUD	Tyler Tax/CAMA Software	$ 250,000	$ -	$ -	$ 250,000
ARPA-0347 AUD	Single Use Audit - ARPA Funds	20,000	-	-	20,000
		$ 270,000	**$ -**	**$ -**	**$ 270,000**

EMERGENCY MANAGEMENT

Project #	Description	Budget	2022 Actual	2023 Actual	Amount Remaining
ARPA-0342 EMGT	Emergency Management - COOP Update	**$ 60,000**	**$ -**	**$ -**	**$ 60,000**

ENTERPRISE SERVICES

Project #	Description	Budget	2022 Actual	2023 Actual	Amount Remaining
ARPA-0062 ENTS	Replace ceiling grid and tile in the hallways of the 1989 Courthouse	$ 75,000	$ -	$ -	$ 75,000
ARPA-0092 ENTS	Cisco USC Interconnects / Chassis	229,032	-	(229,032)	-
ARPA-0093 ENTS	Upgrade Backup Exec Tape Library	75,000	-	(70,641)	4,359
ARPA-0101 ENTS	Upgrade data center fabric network switches at the ECC data center	75,000	-	(75,000)	-
ARPA-0102 ENTS	Upgrade data center fabric network switches at the Courthouse data cen	75,000	-	(75,000)	-
ARPA-0133 ENTS	Cyber Security Audit, Testing and Mitigation	65,000	-	(61,529)	3,471
ARPA-0202 ENTS	Cisco UCS in DMZ Replacement of Chassis and Fabric Interconnects	53,400	-	(53,400)	-
ARPA-0352 ENTS	2 Laptops - U of MN Extension	4,200	(2,937)	-	1,263
ARPA-0355 ENTS	Laptop - HHS	1,620	(1,620)	-	-
ARPA-0086 ENTS	*ARPA ARMER* Broadband PTT Solution (ARMER Radio to Smartphone)	15,000	-	(13,238)	1,762
ARPA-0087 ENTS	*ARPA ARMER* Increase microwave bandwidth to Nessel ARMER site	1,700	-	-	1,700
ARPA-0261 ENTS	*ARPA ARMER* Upgrade of ARMER Microwave backhaul system- this is a	800,000	-	-	800,000
ARPA-0334 ENTS	*ARPA ARMER* ARMER Infrastructure Replacement	2,083,300	-	(82,871)	2,000,429
		$ 3,553,252	**$ (4,557)**	**$ (660,710)**	**$ 2,887,985**

ENVIRONMENTAL SERVICES

Project #	Description	Budget	2022 Actual	2023 Actual	Amount Remaining
ARPA-0117 ENVS	Park Maintenance Cold Storage and Shop (add'l $5,500 allocated on 04/12/23)	$ 105,500	$ -	$ (17,589)	$ 87,911
ARPA-0180 ENVS	Online Permitting/Licensing Module ($145,000 budget reallocated on 04/12/23)	-	-	-	-
ARPA-0240 ENVS	Chisago County Mountain Bike Course (add'l $109,500 allocated on 04/12/23)	184,500	-	-	184,500
ARPA-0304 ENVS	Ki Chi Saga Park Municipal Building (add'l $30,000 allocated on 04/12/23)	180,000	-	(30,724)	149,276
ARPA-0305 ENVS	Water Resources Grant Match	250,000	-	-	250,000
ARPA-0306 ENVS	Water Resources Truck	50,000	-	-	50,000
ARPA-0307 ENVS	Lower St. Croix Watershed Planning	121,200	-	(614)	120,586
2023 ADD	Preliminary Engineering - Swedish Immigrant Trail Connection to Center C	7,766	-	-	7,766
2023 ADD	Land Acquisition & Appraisal - Swedish Immigrant Trail Connection to Cer	25,513	-	-	25,513
		$ 924,479	**$ -**	**$ (48,927)**	**$ 875,552**

HEALTH AND HUMAN SERVICES

Project #	Description	Budget	2022 Actual	2023 Actual	Amount Remaining
ARPA-0350 HHS	Public Health Payroll	$ 8,190	$ (8,190)	$ -	$ -

JAIL

Project #	Description	Budget	2022 Actual	2023 Actual	Amount Remaining
ARPA-0348 JAIL	PPE	$ 13,058	$ (13,058)	$ -	$ -

ARPA Expenses
Budget to Actual
As of May 31, 2023

LID

Project #	Description	Budget	2022 Actual	2023 Actual	Amount Remaining
ARPA-0353 LID	Canoe, Motor and Batter - LID	$ 2,132	$ (2,104)	$ -	$ 28

MAINTENANCE

Project #	Description	Budget	2022 Actual	2023 Actual	Amount Remaining
ARPA-0135 MNT	Repair elevator on 1973 side of Courthouse	$ 50,000	$ -	$ -	$ 50,000
ARPA-0333 MNT	Honeywell Phase II	729,577	(729,577)	-	-
ARPA-0343 MNT	HVAC Replacement - ECC	59,894	(59,894)	-	-
ARPA-0346 MNT	JACE Controller	29,600	(29,600)	-	-
ARPA-0351 MNT	Air Handler - ECC	6,859	(6,859)	-	-
		$ 875,930	$ (825,930)	$ -	$ 50,000

PUBLIC WORKS

Project #	Description	Budget	2022 Actual	2023 Actual	Amount Remaining
ARPA-0338 PWKS	Harris Building Improvements - Phase I (Engineering/Architectural Fees)	$ 148,300	$ (9,230)	$ (64,133)	$ 74,937
2023 ADD	Harris Building Improvements - Phase II	900,000	-	-	900,000
		$ 1,048,300	$ (9,230)	$ (64,133)	$ 974,937

SHERIFF'S OFFICE

Project #	Description	Budget	2022 Actual	2023 Actual	Amount Remaining
ARPA-0182 CCSO	Camera Work Station for Jail	$ 5,061	$ -	$ -	$ 5,061
2023 ADD	Recruitment Program	55,000	-	-	55,000
		$ 60,061	$ -	$ -	$ 60,061
	TOTALS	$ 10,989,807	$ (1,774,381)	$ (1,003,515)	$ 8,211,912

Larkin Hoffman Service Contract – State and Federal Services

As Chisago County continues to take on larger state/federal type projects, the need to fund these improvements from an engineering, right of way and construction standpoint becomes very difficult, especially financially.

Larkin Hoffman has "connected" Chisago County and put "boots on the ground" in Washington D.C. and St. Paul. The County has seen these types of efforts provide funding from the state, and federal governments.

The County currently has a 3-year contract with Larkin Hoffman for Lobbying services. Larkin Hoffman is requesting to continue to provide lobbying services for **$13,000 for a term of 2024-2026 for State Lobbying Services and $6,000 for Federal Lobbying (the County currently pays $9,000 for State and $5,000 for Federal Lobbying**. This includes staffing in Minnesota and in Washington D.C. The term of the new contract would be July 1, 2023 – December 31, 2026.

The County has paid a total of $828k to Larkin Hoffman since 2015.

The County will use Larkin Hoffman to seek state and federal funding the TH 8 reconstruction project, the Stacy Interchange, County park projects (such as Fish Lake Park, as it seeks Regional Park Status), and County trails (Sunrise Prairie Trail and Swedish Immigrant Trail) as well as any other County projects or needs that would use federal/state funding.

The County will need to create a 'legislative priorities' list for 2024 and beyond.

Larkin Hoffman has assisted the County is acquiring the following;

In 2023, Chisago County is set up to receive a federal appropriation for $5 million.

The Federal Raise grant for $24 million will be announced June 28th. (Larkin Hoffman secured support letters from Senator Klobuchar, Senator Smith, Congressman Stauber and Congressman Emmer)

In 2023, Larkin Hoffman secured a federal appropriation for $3 million.

In 2023, Larkin Hoffman secured $50 million ($42 million in trunk Highway funds and $8 million in cash bonding) for Highway 8.

In 2021, Larkin Hoffman obtained an additional $8 million for U.S. Highway 8 and $4.12 million in Project Development (trunk highway) funding from the Minnesota Department of Transportation.

In 2020, Larkin Hoffman secured an initial appropriation for $8 million for the reconstruction of U.S. Highway 8.

In 2017, Larkin Hoffman secured $3 million in bonding dollars to support the construction of a new law enforcement center.

Jail/Law Enforcement Center =	$3M State
US Highway 8 =	$8M Federal ($24M more potential)
	$70.12 State
TOTAL =	$81.12M in funding

TAB III.

2023 and 2024– 2028 Transportation Improvement Plan (TIP)

Chisago County Public Works has finalized the 2023 T.I.P. and completed the annual update to the 5-year TIP (2024 – 2028). The County has proposed Option A and Option B for the 2024 – 2028 TIP. Approval of the current year plan will memorialize and document this year's construction activities. The 5-year T.I.P. our main planning tool for design and construction of our transportation system.

The Chisago County Board of Commissioners went on a 'road tour' on June 7th before the June 7th Board of Commissioners meeting.

Attachment(s):

- 'Transportation Construction Funding' memo – June 6, 2023
- Final 2023 T.I.P.
- Option A & Option B 2024 – 2028 T.I.P. & Map

CHISAGO COUNTY
DEPARTMENT OF PUBLIC WORKS
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Phone (651) 213-8700
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Joe Triplett, P.E.
Director | County Engineer

Ben Hobert, P.E.
Assistant County Engineer

Paul Gibson, L.S.
County Surveyor

Bruce Lind
Maintenance Superintendent

Ben Utech
Traffic Operations Manager

Barbara J. Shimmon
Finance and Office Manager

PUBLIC WORKS MEMORANDUM

TO: Budget & Finance Committee

FROM: Joe Triplett, P.E.

DATE: June 6, 2023

RE: Transportation Construction Funding

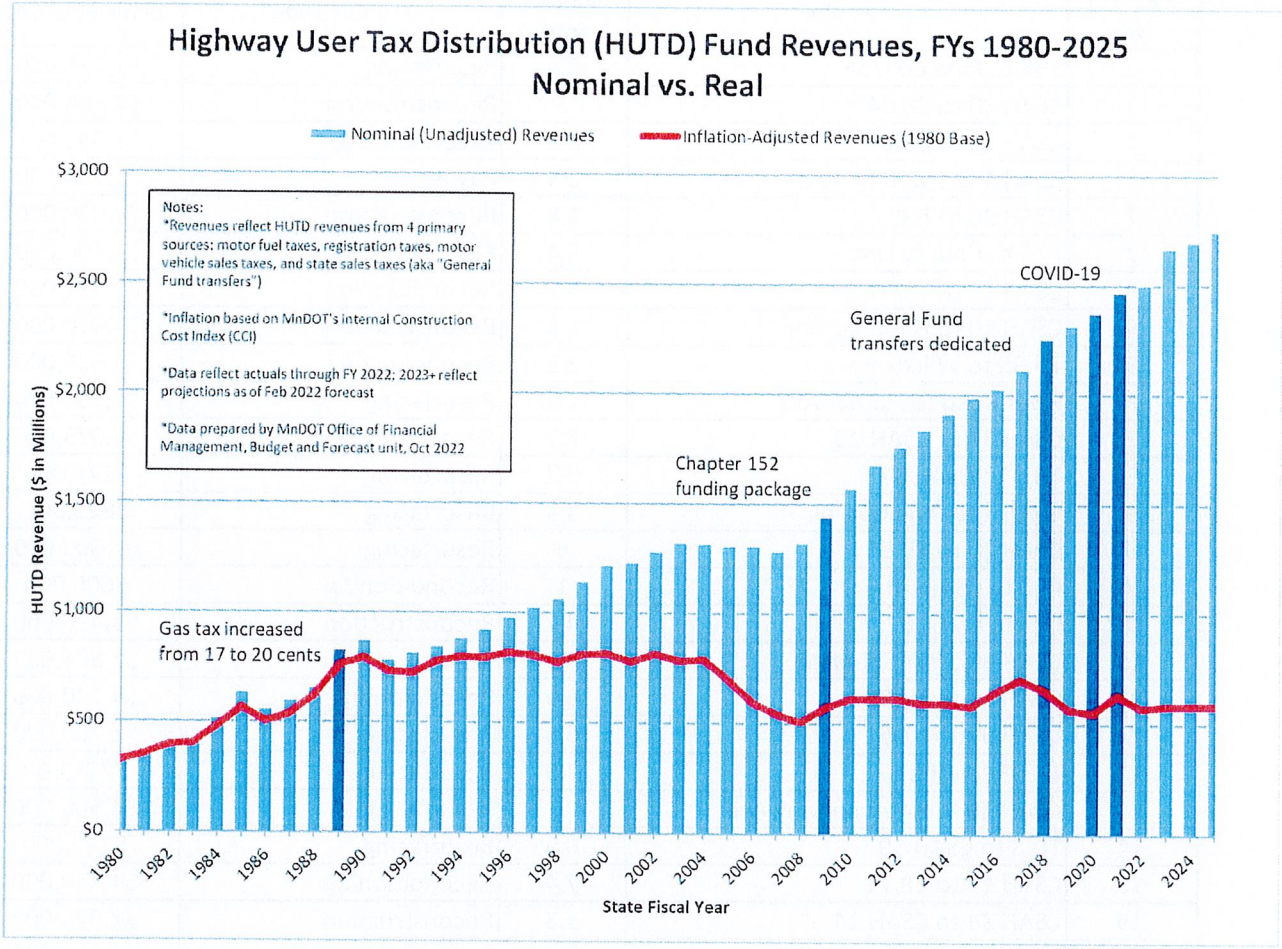
As we move into discussing our 5-year Transportation Improvement Plan (TIP) and into budget season, I would like to take the opportunity to review our construction needs and funding our transportation system.

The projects were broken out into 3 basic types: Resurfacing, Reconditioning and Reconstruction. Resurfacing projects include paving, overlaying, and mill & overlaying existing highways. Reconditioning projects include pavement reclamation or grinding up the existing pavement and base to combine and re-use as base and then paving over that base. Reconstruction projects are more extensive construction projects that include replacing the subbase, improving drainage, addressing safety needs, and adding width for bike/ped traffic. The projects and costs are broken down below:

Project Type	Total Mileage	Estimated Cost
Resurfacing	87.5	$ 22,450,000
Reconditioning	60.1	$ 36,060,000
Reconstruction	39.75	$ 89,437,500
Total =	187.35	$ 147,947,500

This shows we need to be doing almost $148M in County highway construction over the next decade. Of these numbers, 79% (147.6 miles) of the mileage and 39% ($38.3M) of the construction costs represent pavement preservation type projects (Resurfacing & Reconditioning). Full reconstruction projects, while representing only 21% (39.75 miles) of the mileage, make up 61% ($89.4M) of the expenditures.

As revenues fail to keep up, costs and inflation continue to further dimmish our abilities to accomplish our goals of a safe and efficient transportation system. The graph below shows how inflation affects our revenues from the Highway User Tax Distribution Fund (HUTDF or our "gas tax" State Aid dollars) and our subsequent buying power.



While we have seen reductions in our State Aid funding over the past few years, we are expecting a turn around with the new Transportation Bill passed by this year's Legislature. MnDOT is still trying to run the numbers and give us estimates of what the new bill will provide in the way of increased State Aid funding for us. Included in the bill were increases in license tab fees and motor vehicle sales tax, dedication of the auto parts sales tax to transportation (this will be phased in over 10 years), indexing of the gas tax and a new Retail Delivery Fee (which we will not see any of until 2025). These funding sources all go into the HUTDF and can ***only*** be used on our CSAH system highways – not our regular county highways.

Other funding challenges we have include improvements we would like to see on the Trunk Highway system that MnDOT does not have programmed. These projects include but are not limited to the interchanges at CSAH 22 in Wyoming and CSAH 19 in Stacy as well as intersections on TH 95. We will most likely have costs associated with the TH 8 project we are working on, as well as any future ones. Along with Trunk Highway projects, we have several safety and intersection type projects that will also require funding.

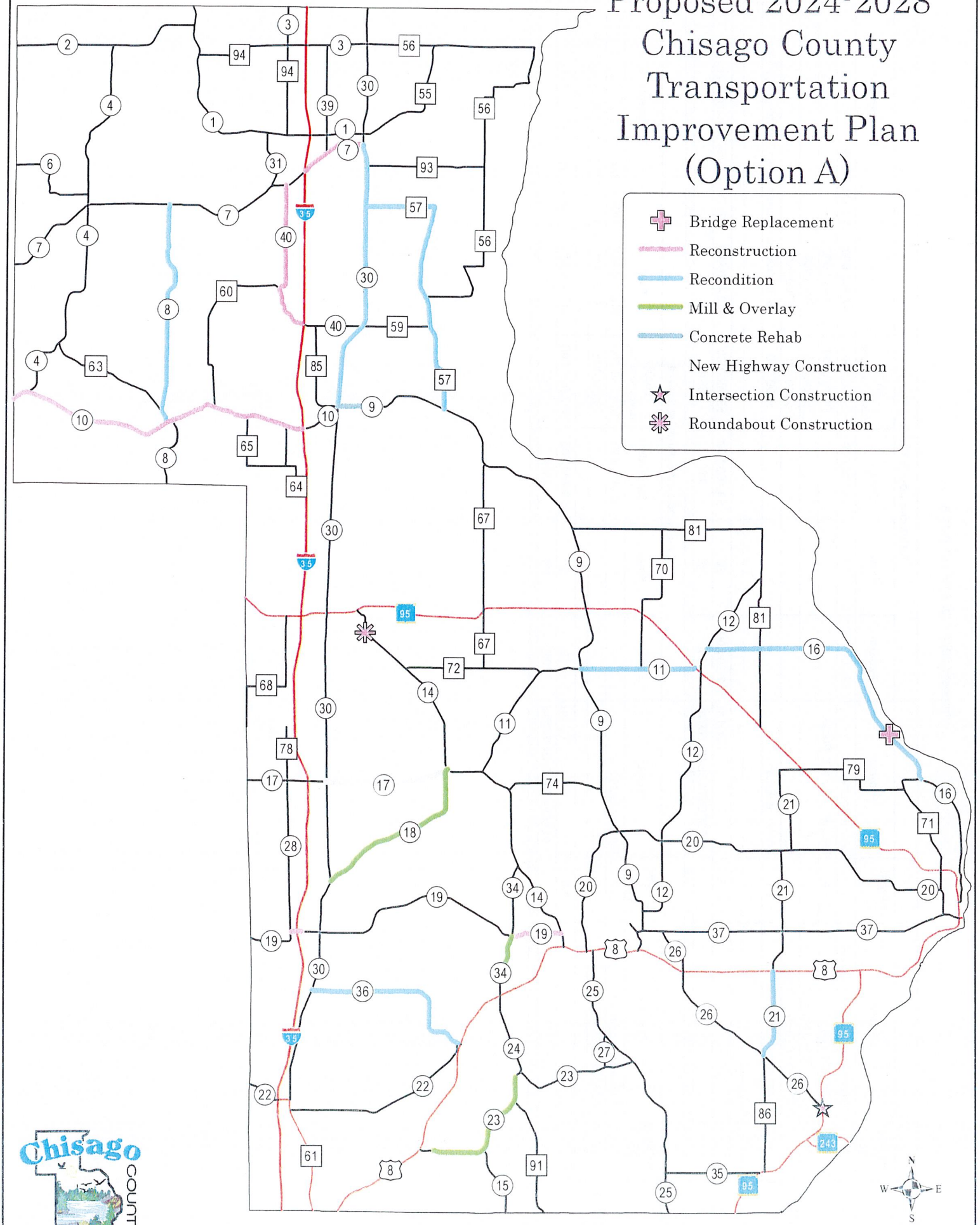
Planning for our future projects and programs is a crucial part of what we do. We are currently in the middle of updating our Transportation Plan and Board input and direction will play a vital role in not only the plan but everything from prioritizing to budgeting to allocating resources, etc. Public Works is looking forward to setting goals, planning, and delivering projects on our system and will need the Board's help in program development and direction.

Unmet Highway Construction Needs 2024 - 2034				
Highway No.	Termini	Length (mi)	Project Type	Estimated Cost
1	I-35 to Pine Co Line	5.8	Resurfacing	$1,450,000
3	CSAH 30 to CR 94	2	Reconstruction	$4,500,000
4	CSAH 10 to CSAH 7	5.6	Reconditioning	$3,360,000
6	CSAH 4 to Isanti Co Line	2.5	Paving	$1,200,000
7	CSAH 30 to I-35	1.8	Reconstruction	$4,050,000
7	I-35 to County Line	8.4	Resurfacing	$2,100,000
8	CSAH 10 to CSAH 7	5.7	Reconditioning	$3,420,000
8	CSAH 10 to Isanti Co Line	1.8	Reconstruction	$4,050,000
9	TH 95 to Wilcox Rd	2.5	Reconstruction	$5,625,000
9	River Road to Harder Ave	6.25	Resurfacing	$1,562,500
9	CSAH 37 to CSAH 20	2.7	Reconstruction	$6,075,000
9	TH 8 to CSAH 37	0.7	Resurfacing	$175,000
9	CSAH 1 to Pine Co Line	3.3	Resurfacing	$825,000
9	CSAH 20 to TH 95	6	Resurfacing	$1,500,000
10	I-35 to CSAH 30	1	Reconditioning	$600,000
10	I-35 to CSAH 8	4.2	Reconstruction	$9,450,000
10	CSAH 8 to Isanti Co Line	3.5	Reconstruction	$7,875,000
11	CSAH 14 to TH 95	6.9	Reconditioning	$4,140,000
12	CSAH 9 to TH 95	6.8	Resurfacing	$1,700,000
12	TH 95 to CR 81	2.9	Resurfacing	$725,000
14	CSAH 19 to Hemmingway Ave	10	Resurfacing	$2,500,000
14	TH 8 to CSAH 19	0.5	Resurfacing	$125,000
16	CSAH 12 to CR 71	7.4	Reconditioning	$4,440,000
19	CSAH 34 to CSAH 14	1.3	Reconstruction	$2,925,000
20	CR 71 to CSAH 37	0.5	Reconstruction	$1,125,000
20	314th St. to CSAH 9	2.75	Reconstruction	$6,187,500
20	CSAH 9 to CR 71	8.8	Resurfacing	$2,200,000
21	CSAH 26 to TH 8	2.2	Reconditioning	$1,320,000
21	CSAH 37 to CSAH 20	2	Resurfacing	$500,000
22	Anoka Co to I-35	0.9	Reconstruction	$2,025,000
22	TH 61 to CSAH 36	4.8	Resurfacing	$1,200,000
23	TH 8 to CSAH 24	4	Resurfacing	$1,000,000
24	TH 8 to 276th St.	1.75	Resurfacing	$437,500
27	CSAH 23 to CSAH 25	0.75	Reconstruction	$1,687,500
28	CSAH 19 to CSAH 17	3.8	Reconditioning	$2,280,000
30	CSAH 9 to CSAH 7	6.8	Reconditioning	$4,080,000
30	CSAH 17 to TH 95	4.2	Reconstruction	$9,450,000
32	CSAH 9 to end	0.3	Resurfacing	$75,000
34	TH 8 to CSAH 19	1.5	Reconstruction	$3,375,000
35	CSAH 25 to TH 95	2.4	Reconstruction	$5,400,000
36	CSAH 22 to CSAH 30	4.7	Reconditioning	$2,820,000
39	CSAH 1 to Tiger Trail & Intersection	0.5	Reconstruction	$1,125,000
40	CR 85 to CR 60	1.5	Reconditioning	$900,000
40	CR 60 to CSAH 7	2.7	Reconstruction	$6,075,000
56	CSAH 30 to CR 55	1.7	Resurfacing	$425,000
56	475th to CR 93	2.5	Resurfacing	$625,000
57	CSAH 9 to CSAH 30	7.1	Reconditioning	$4,260,000
64	CSAH 10 to CSAH 65	1	Resurfacing	$250,000

Unmet Highway Construction Needs 2024 - 2034				
Highway No.	**Termini**	**Length (mi)**	**Project Type**	**Estimated Cost**
65	CSAH 10 to 430th St	0.75	Reconstruction	$1,687,500
67	TH 95 to CSAH 9	3.7	Reconditioning	$2,220,000
68	Istanti Co Rd 49 to TH 95	3.7	Reconditioning	$2,220,000
71	TH 95 to CSAH 16	3	Resurfacing	$750,000
81	TH 95 to CSAH 16	2	Resurfacing	$500,000
91	CSAH 23 to Washington Co	3	Reconstruction	$6,750,000
94	CSAH 1 to CSAH 9	2.5	Resurfacing	$625,000
	TOTAL MILEAGE =	**187.35**	**TOTAL =**	**$147,947,500**

					Estimated Cost & Funding Source					
	Highway No.	Termini	Length (mi)	Project	Federal	State	State Aid	Local (Levy & Sales Tax)	Total	Comments
2023	40	CSAH 9 to CSAH 30	1.5	Reconstruction			$1,200,000	$1,900,000	**$3,100,000**	
	21	CSAH 20 to TH 95	2.1	Reconstruction			$3,400,000	$1,350,000	**$4,750,000**	
	70	CSAH 11 to TH 95	1.4	Reconditioning				$1,300,000	**$1,300,000**	
		2023 Pavement Maintenance Project	8.2	Mill & Overlay				$2,800,000	**$2,800,000**	CSAH 14, CSAH 40, CSAH 30, CR 85
			13.2	**TOTAL**	**$0**	**$0**	**$4,600,000**	**$7,350,000**	**$11,950,000**	
				PERCENTAGE OF TOTAL	**0%**	**0%**	**38%**	**62%**		
					Federal	**State**	**State Aid**	**Local (Levy & Sales Tax)**	**Total**	
		TOTAL MILEAGE	**13.20**	**TOTAL**	**$ -**	**$ -**	**$ 4,600,000**	**$ 7,350,000**	**$ 11,950,000**	
				PERCENTAGE OF TOTAL	**0.0%**	**0.0%**	**38.5%**	**61.5%**	**100%**	
	Note: This Option includes a reconditioning of CR 70 (subgrade correction on south end, 26 foot wide highway, drainage improvements, no right of way acquisition),									
	20.5 miles of mill and overlay and keeps the spending level the same as previously approved TIP.									

Proposed 2024-2028 Chisago County Transportation Improvement Plan (Option A)



Created: March 28, 2023

Proposed 2024 - 2028 TIP - OPTION A

					Estimated Cost & Funding Source					
	Highway No.	Termini	Length (mi)	Project	Federal	State	State Aid	Local (Levy & Sales Tax)	Total	Comments
2024	10	CSAH 8 North to County Line	4.2	Reconstruction	$2,100,000		$4,400,000	$750,000	**$7,250,000**	$2.1M STBGP
	16	CSAH 12 to CR 71	7.4	Reconditioning & Bridge				$3,550,000	**$3,550,000**	
	23	Pioneer Rd to CSAH 23	3.3	M/O				$900,000	**$900,000**	
	34	HIR section south of CSAH 19	0.9	M/O				$200,000	**$200,000**	
	9	CSAH 30 to Harder Ave	1.1	Concrete Rehab				$500,000	**$500,000**	Turn back to Township w/CSAH 17
			16.9	**TOTAL**	**$2,100,000**	**$0**	**$4,400,000**	**$5,900,000**	**$12,400,000**	$3.7M in LOST; $2.2M in Levy
				PERCENTAGE OF TOTAL	**17%**	**0%**	**35%**	**48%**		
					Estimated Cost & Funding Source					
	Highway No.	Termini	Length (mi)	Project	Federal	State	State Aid	Local (Levy & Sales Tax)	Total	Comments
2025	17	CSAH 30 to CSAH 14	3.2	Reconstruction			$4,400,000	$12,100,000	**$16,500,000**	LRIP or Bonding?
	18	CSAH 14 to CSAH 30	4.6	M/O				$800,000	**$800,000**	Turn back to Lent Township
			7.8	**TOTAL**	**$0**	**$0**	**$4,400,000**	**$12,900,000**	**$17,300,000**	$3.8M in LOST; ***Need $8.3M***
				PERCENTAGE OF TOTAL	**0%**	**0%**	**25%**	**75%**		

Proposed 2024 - 2028 TIP - OPTION A

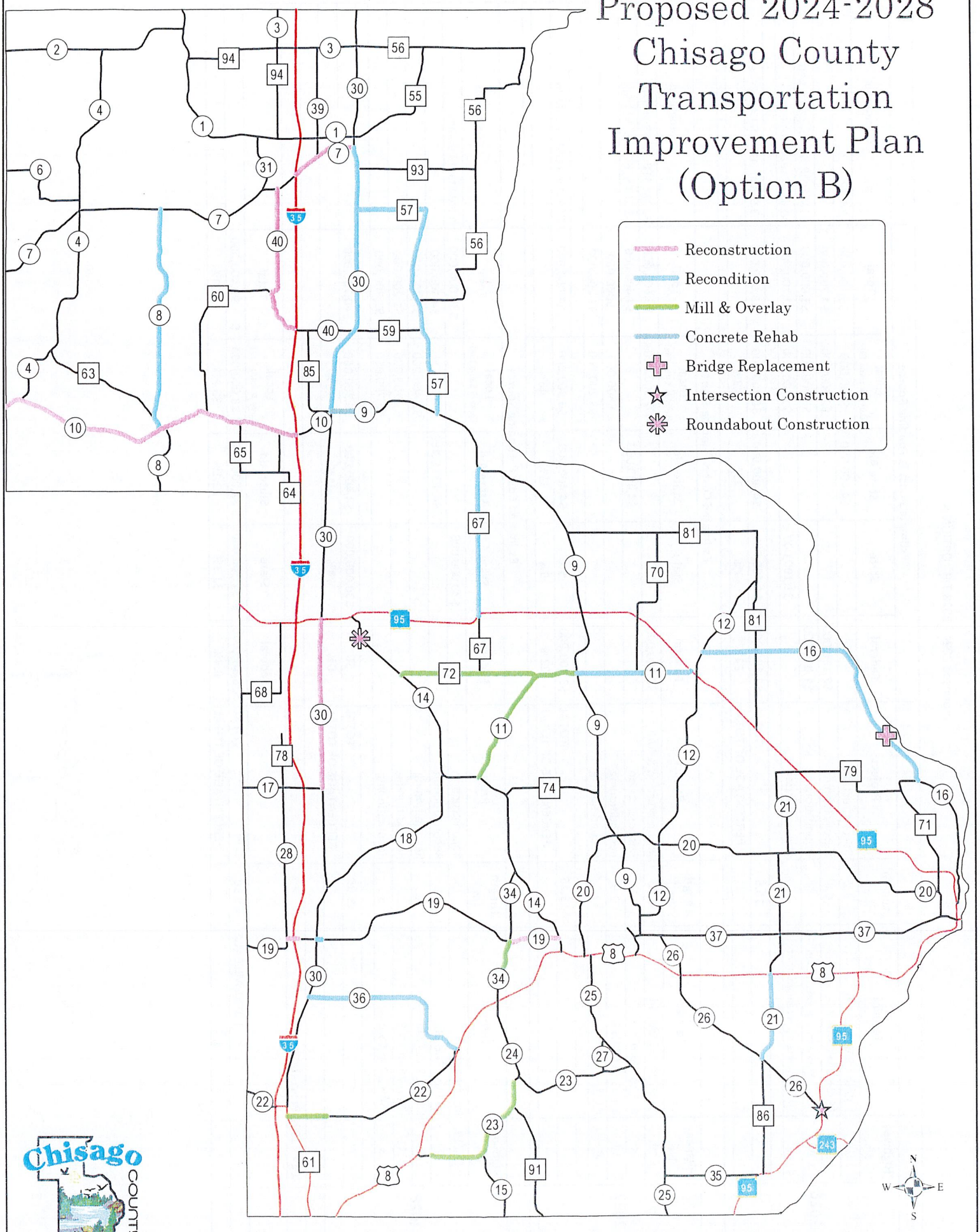
					Estimated Cost & Funding Source					
	Highway No.	Termini	Length (mi)	Project	Federal	State	State Aid	Local (Levy & Sales Tax)	Total	Comments
2026	10	I-35 to CSAH 8 North	3.7	Reconstruction			$4,400,000	$700,000	**$5,100,000**	LRIP ???
	30	CSAH 9 to CSAH 7	6.8	Reconditioning	$2,100,000			$2,600,000	**$4,700,000**	
	14	Lincoln/Hemmingway Intersection		Roundabout	$1,000,000			$2,000,000	**$3,000,000**	$1M HSIP & N.B. participation
	26	TH 95 intersection realignment		Reconstruction		$1,100,000		$1,100,000	**$2,200,000**	MnDOT Lead Project
			10.5	**TOTAL**	**$3,100,000**	**$1,100,000**	**$4,400,000**	**$6,400,000**	**$15,000,000**	$3.9M in LOST; $2.4M in Levy
				PERCENTAGE OF TOTAL	**21%**	**7%**	**29%**	**43%**		

					Estimated Cost & Funding Source					
	Highway No.	Termini	Length (mi)	Project	Federal	State	State Aid	Local (Levy & Sales Tax)	Total	Comments
2027	19	CSAH 34 to CSAH 14	1.25	Reconstruction & RAB	$3,100,000			$2,500,000	**$5,600,000**	$2.1M STBGP; $1M HSIP
	40	I-35 to CSAH 7	4	Reconstruction			$4,400,000		**$4,400,000**	$2.1M STBGP; $1M HSIP
	11	TH 95 to CSAH 9	2.9	Reconditioning				$800,000	**$800,000**	
	57	CSAH 9 to CSAH 30	7.1	Reconditioning				$3,200,000	**$3,200,000**	
			15.25	**TOTAL**	**$3,100,000**	**$0**	**$4,400,000**	**$6,500,000**	**$14,000,000**	$3.9M in LOST; $2.4M in Levy
				PERCENTAGE OF TOTAL	**22%**	**0%**	**31%**	**46%**		

					Estimated Cost & Funding Source					
	Highway No.	Termini	Length (mi)	Project	Federal	State	State Aid	Local (Levy & Sales Tax)	Total	Comments
2028	I-35/19	Interchange	0.75	Reconstruction		$30,000,000			**$30,000,000**	Need State Funding
	7	I-35 to CSAH 30	1.9	Reconstruction			$4,400,000		**$4,400,000**	
	36	CSAH 22 to CSAH 30	4.5	Reconditioning				$2,400,000	**$2,400,000**	
	21	CSAH 26 to TH 8	2.2	Reconditioning				$1,200,000	**$1,200,000**	
	8	CSAH 10 to CSAH 7	5.7	Reconditioning				$2,700,000	**$2,700,000**	
			15.05	**TOTAL**	**$0**	**$30,000,000**	**$4,400,000**	**$6,300,000**	**$40,700,000**	
				PERCENTAGE OF TOTAL	**0%**	**74%**	**11%**	**15%**		

	2024 - 2028 Program Totals									
					Federal	**State**	**State Aid**	**Local (Levy & Sales Tax)**	**Total**	
		TOTAL MILEAGE	**65.50**	**TOTAL**	**$ 8,300,000**	**$ 31,100,000**	**$ 22,000,000**	**$ 38,000,000**	**$ 99,400,000**	
				PERCENTAGE OF TOTAL	**8.4%**	**31.3%**	**22.1%**	**38.2%**	**100%**	

Proposed 2024-2028 Chisago County Transportation Improvement Plan (Option B)



Created: March 28, 2023

Proposed 2024 - 2028 TIP - OPTION B

					Estimated Cost & Funding Source					
	Highway No.	Termini	Length (mi)	Project	Federal	State	State Aid	Local (Levy & Sales Tax)	Total	Comments
2024	10	CSAH 8 North to County Line	4.2	Reconstruction	$2,100,000		$4,400,000	$750,000	**$7,250,000**	$2.1M STBGP
	16	CSAH 12 to CR 71	7.4	Reconditioning & Bridge				$3,550,000	**$3,550,000**	
	23	Pioneer Rd to CSAH 23	3.3	Mill & Overlay				$900,000	**$900,000**	
	34	HIR section south of CSAH 19	0.9	Mill & Overlay				$200,000	**$200,000**	
	9	CSAH 30 to Harder Ave	1.1	Concrete Rehab				$500,000	**$500,000**	
			16.9	**TOTAL**	**$2,100,000**	**$0**	**$4,400,000**	**$5,900,000**	**$12,400,000**	$3.7M in LOST; $2.2M in Levy
				PERCENTAGE OF TOTAL	**17%**	**0%**	**35%**	**48%**		

					Estimated Cost & Funding Source					
	Highway No.	Termini	Length (mi)	Project	Federal	State	State Aid	Local (Levy & Sales Tax)	Total	Comments
2025	30	CSAH 17 to TH 95	4.2	Reconstruction			$4,400,000	$2,500,000	**$6,900,000**	
	22	TH 61 to Goodview	1.1	Mill & Overlay				$400,000	**$400,000**	
	72	CSAH 30 to CSAH 11	3.4	Mill & Overlay				$500,000	**$500,000**	
	11	TH 95 to CSAH 9	2.9	Reconditioning				$1,100,000	**$1,100,000**	
	19	CSAH 30 to Genesis Ave	0.11	Reconditioning				$200,000	**$200,000**	
	67	TH 95 to CSAH 9	3.7	Reconditioning				$1,500,000	**$1,500,000**	
			15.41	**TOTAL**	**$0**	**$0**	**$4,400,000**	**$6,200,000**	**$10,600,000**	$3.8M in LOST; $2.4M in Levy
				PERCENTAGE OF TOTAL	**0%**	**0%**	**42%**	**58%**		

Proposed 2024 - 2028 TIP - OPTION B

					Estimated Cost & Funding Source					
	Highway No.	Termini	Length (mi)	Project	Federal	State	State Aid	Local (Levy & Sales Tax)	Total	Comments
2026	10	I-35 to CSAH 8 North	3.7	Reconstruction			$4,400,000	$700,000	**$5,100,000**	LRIP ???
	14	Lincoln/Hemmingway Intersection		Roundabout	$1,000,000			$2,000,000	**$3,000,000**	$1M HSIP & N.B. participation ???
	26	TH 95 intersection realignment		Reconstruction		$1,100,000		$1,100,000	**$2,200,000**	MnDOT Lead Project
	30	CSAH 9 to CSAH 7	6.8	Reconditioning	$2,100,000			$2,600,000	**$4,700,000**	
			10.5	**TOTAL**	**$3,100,000**	**$1,100,000**	**$4,400,000**	**$6,400,000**	**$15,000,000**	$3.9M in LOST; $2.5M in Levy
				PERCENTAGE OF TOTAL	**21%**	**7%**	**29%**	**43%**		
					Estimated Cost & Funding Source					
	Highway No.	Termini	Length (mi)	Project	Federal	State	State Aid	Local (Levy & Sales Tax)	Total	Comments
2027	19	CSAH 34 to CSAH 14	1.25	Reconstruction & RAB	$3,100,000			$2,500,000	**$5,600,000**	$2.1M STBGP; $1M HSIP
	40	I-35 to CSAH 7	4	Reconstruction			$4,400,000		**$4,400,000**	
	11	CSAH 14 to CSAH 9	4	Mill & Overlay				$800,000	**$800,000**	
	57	CSAH 9 to CSAH 30	7.1	Reconditioning				$3,200,000	**$3,200,000**	
			16.35	**TOTAL**	**$3,100,000**	**$0**	**$4,400,000**	**$6,500,000**	**$14,000,000**	$3.9M in LOST; $2.6M in Levy
				PERCENTAGE OF TOTAL	**22%**	**0%**	**31%**	**46%**		
					Estimated Cost & Funding Source					
	Highway No.	Termini	Length (mi)	Project	Federal	State	State Aid	Local (Levy & Sales Tax)	Total	Comments
2028	7	I-35 to CSAH 30	1.9	Reconstruction			$4,400,000		**$4,400,000**	
	36	CSAH 22 to CSAH 30	4.5	Reconditioning				$2,400,000	**$2,400,000**	
	21	CSAH 26 to TH 8	2.2	Reconditioning				$1,200,000	**$1,200,000**	
	8	CSAH 10 to CSAH 7	5.7	Reconditioning				$2,700,000	**$2,700,000**	
	I-35/19	Interchange & CSAH 19	0.75	Reconstruction		$30,000,000			**$30,000,000**	Need State Funding
			15.05	**TOTAL**	**$0**	**$30,000,000**	**$4,400,000**	**$6,300,000**	**$40,700,000**	$4.0M in LOST; $2.3M in Levy
				PERCENTAGE OF TOTAL	**0%**	**74%**	**11%**	**15%**		
	2024 - 2028 Program Totals									
					Federal	**State**	**State Aid**	**Local (Levy & Sales Tax)**	**Total**	
		TOTAL MILEAGE	**74.21**	**TOTAL**	**$ 8,300,000**	**$ 31,100,000**	**$ 22,000,000**	**$ 31,300,000**	**$ 92,700,000**	
				PERCENTAGE OF TOTAL	**9.0%**	**33.5%**	**23.7%**	**33.8%**	**100%**	

National Center for Public Lands Counties (NACo)

The NACo and WIR Boards of Directors are establishing the National Center for Public Lands Counties (The Center) to give public lands counties an enhanced opportunity to demonstrate how prosperous public lands counties create a prosperous America.

To truly benefit from these unique opportunities and investments, counties must accelerate our evidence-based research, peer information exchanges, and overall understanding of our lessons learned, emerging trends analysis, and priority public policy issues.

For the Center to meet its mission and serve as a long-term tool for public lands counties, a voluntary investment of $15 million over the next two years is needed to hire the necessary staff to conduct this critical research and keep the Center on a sustainable financial course. Initially, the Center will need 1-2 hard-working, passionate and talented writers who can help tell the county story. The Center will report to the NACo and WIR Board of Directors on its financial health and issue an annual report at the annual WIR Conference.

What will the center do?

- County partnerships with federal agencies, states, tribes and other counties to reduce wildfire risk, responsibly develop energy and minerals, improve public access to federal lands, protect watersheds, conserve species and their habitat, and protect our national parks and other natural treasures
- County investments of PILT, Secure Rural Schools (SRS) and other natural resource revenue payments to benefit residents, visitors and surrounding public lands
- The different economic drivers in rural vs. urban public lands counties

- Development and implementation of county natural resource management plans and baseline socioeconomic data for environmental analyses
- Resource values of federal lands compared to nearby privately owned lands
- Meeting the unique challenges facing public lands counties, such as housing affordability for residents and federal employees, ensuring a stable tax base to deliver critical services, and managing infrastructure on federal lands

NACo is requesting $1,000 from Chisago County.

Attachment:

- Letter to Chase Burnham
- One-Page Informational Sheet – NACO

Association *of* Minnesota Counties

April 14, 2023

Chase Burnham
Chisago County
313 N Main Street
Center City, MN 55012

Dear Chase:

We are writing to provide your county some information about an exciting opportunity that has been developed by the Boards of Directors of the National Association of Counties (NACo) and the Western Interstate Region (WIR). NACo and WIR have established the National Center for Public Lands Counties to create an enhanced opportunity to demonstrate how prosperous public lands counties create a prosperous America.

Enclosed you will find a summary of the planned work of the center to use new and traditional media to tell these stories as well as develop detailed, individual research and written county profiles. This document also outlines plans for staffing, governance, and financing of the center.

To finance this endeavor, NACo and WIR are looking for a voluntary investment of $15 million over the next two years. That amounts to one percent of the recently distributed Local Assistance and Tribal Consistency Fund (LATCF) a flexible, targeted federal investment in public lands counties. We are reaching out to you because Chisago County is considered a public lands county for the purposes of distributing LATCF dollars. A contribution equivalent to one percent of the LATCF allocation would amount to a total of $1,000 for your county over two years.

This new center will be a valuable resource for counties throughout the country. On behalf of AMC, NACo, and WIR we encourage your board to give serious consideration to financial participation in the center. NACo and WIR are hoping to have a sense of how many counties are interested in participating by mid-May. Your board does not need to have acted by then, but please let Ryan Erdmann at AMC know the likelihood of your county's participation (erdmann@mncounties.org or 651-789-4345). If there are questions that are not covered by the enclosed fact sheet, please do not hesitate to reach out to Ryan or to either of us.

Thank you in advance for your consideration.

Sincerely,

Mary Jo McGuire

Mary Jo McGuire, Ramsey County Commissioner
President, Association of Minnesota Counties
1st Vice President, National Association of Counties

Rich Sve, Lake County Commissioner
Western Interstate Region Board Member

National Center for Public Lands Counties

County governments are a leading voice in the intergovernmental partnership in responsible resource management. Understanding our unique role as co-regulators and conveners, Congress has consistently supported appropriations for critical programs like Payments In-Lieu of Taxes (PILT) and Secure Rural Schools (SRS) and granted new authorities to federal lands agencies to broaden the scope, pace and scale of their on-the-ground resource management work with local governments.

To truly benefit from these unique opportunities and investments, counties must accelerate our evidence-based research, peer information exchanges, and overall understanding of our lessons learned, emerging trends analysis, and priority public policy issues.

The NACo and WIR Boards of Directors therefore established the National Center for Public Lands Counties (The Center) to give public lands counties an enhanced opportunity to demonstrate how prosperous public lands counties create a prosperous America. The Center will utilize traditional and new media—such as podcasts and video interviews—to tell these stories and also develop detailed, individual research and written county profiles focused on:

- County partnerships with federal agencies, states, tribes and other counties to reduce wildfire risk, responsibly develop energy and minerals, improve public access to federal lands, protect watersheds, conserve species and their habitat, and protect our national parks and other natural treasures
- County investments of PILT, SRS and other natural resource revenue payments to benefit residents, visitors and surrounding public lands
- The different economic drivers in rural vs. urban public lands counties
- Development and implementation of county natural resource management plans and baseline socioeconomic data for environmental analyses
- Resource values of federal lands compared to nearby privately owned lands
- Meeting the unique challenges facing public lands counties, such as housing affordability for residents and federal employees, ensuring a stable tax base to deliver critical services, and managing infrastructure on federal lands

For the Center to meet its mission and serve as a long-term tool for public lands counties, a voluntary investment of $15 million over the next two years is needed to hire the necessary staff to conduct this critical research and keep the Center on a sustainable financial course. Initially, the Center will need 1-2 hard-working, passionate and talented writers who can help tell the county story. The Center will report to the NACo and WIR Board of Directors on its financial health and issue an annual report at the annual WIR Conference.

The Center's governing body, which will :

- WIR Executive Committee (President, 1st VP, 2nd VP, Immediate Past President)
- NACo Public Lands Steering Committee Chair
- NACo Public Lands Steering Committee Subcommittee Chairs
- Federal Lands Gateway County Official appointed by the NACo Public Lands Steering Committee Chair
- NACo West Region Representative
- NACo Executive Director
- Executive Director from WIR Immediate Past President's home state

- NACo Public Lands Legislative Director and WIR Liaison, serving as NACo staff liaison to the governing board

The Center's governing board will also be empowered to develop an annual workplan based on the research priorities selected by the WIR Board of Directors and NACo Public Lands Steering Committee. At the WIR Annual Conference each May, the WIR Board of Directors and the NACo Public Lands Steering Committee will review the activities and performance of the Center, and consider and adopt the proposed workplan for the next year.

In order to leverage the expertise of NACo's public lands membership, the governing board will also have the ability to appoint research subcommittees made up of county officials, based on the research priorities selected by the WIR Board of Directors and NACo Public Lands Steering Committee, to coordinate and oversee the research efforts of the National Center. Research work conducted by the National Center will be non-partisan, aligned with NACo policy and priorities and will not directly conflict with the interests of any county.

NACo staff contact: Jonathan Shuffield, NACo Legislative Director for Public Lands, at 512.965.7268 or jshuffield@naco.org

Chisago County
MINNESOTA
ADMINISTRATION

Electric Vehicle/Charging Station Discussion

Electric vehicles provide benefits including less carbon pollution, lower maintenance costs, and improved fuel efficiency. Demand for electric vehicles and chargers will increase in coming years.

Minnesota needs a statewide charging network to fuel EVs — not just in the Twin Cities metro area but also Greater Minnesota.

Minnesota will receive a total of $47 million from the national VW settlement by 2028. MPCA is currently using funds from the VW settlement to clean up air pollution in Minnesota today and invest in a cleaner transportation system for our future.

In 2019, MPCA awarded more than $1.4 million in grant funds to install 22 EV fast-charging stations along highway corridors in Greater Minnesota. From 2020 to 2023, the agency will invest an additional $3.5 million in EV charging stations. This next phase will expand the charging network by more than 2,500 miles, enabling EV drivers to travel longer distances throughout the state without worrying about where they can refuel.

Does the County Board Support these on County properties (Government Center, LEC, Public Works, Parks, etc.)?

Does the B/F Committee want staff to pursue grant opportunities or funding?

ARPA Funds – Center City Generator Replacement

Over the past 2 years the County has been experiencing maintenance issues with one of the 2 generators at the Center City Government Center and Courthouse that provides backup power to the data centers / networks and a few lights on the 1989 side of the Courthouse.

Currently the generator has major components failing. The components that are failing will require a replacement generator as the cost of the repair would be more than a new generator. A new issue was found on June 1, 2023.

About 25 years ago the County installed 2 generators over the span of about 3 years to carry the load of the networks and communications systems. The County ended up with 2 generators because the load was increasing beyond what had been designed. The 2 existing generators are not a N+1 configuration, as they do not back each other up, it is simply to carry the load. Over time the County network has grown so that now the ARMER radio network and parts of the E-911 systems are all tied together, this provides opportunities for better efficiencies, etc. All the networks are part of the large overall network that these generators provide backup power to.

It is Enterprise Service Director Jon Eckel's recommendation that the County replace both of the "smaller" generators with 1 larger one that can power the entire Courthouse. It is less expensive to purchase 1 larger one than to purchase 2 small ones. The added value of 1 larger generator is that the entire Courthouse will now be on emergency backup power.

The quote that is attached is from Cummins, which is on the Sourcewell contract 092222-CMM, so there is no value in going out for formal bid.

The Sourcewell contracts meet the requirement for the MN purchase laws.

The total cost is: $419,600.00

The County has funds allocated to ARMER under ARPA-0261-ENTS (total amount in line budget is $800,000.00)

Attachment:

- Cummins Quote

Sales and Service

Project: Chisago County Court House 450 kW
Quotation: Q-172314-20230518-1545

May 18, 2023

To: Chisago County Court House 450 kW Rev 2

Prepared by

Doug Abrahamson
+612-297-9423
douglas.p.abrahamson@cummins.com

We are pleased to provide you this quotation based on your inquiry.

Item	Description	Qty
1	**DFEJ Commercial Diesel Generator Set, 450kW Standby 60Hz** U.S. EPA, Stationary Emergency Application 450DFEJ, Diesel Genset, 60Hz, 450kW-Standby Rating Duty Rating - Standby Power (ESP) Emission Certification, EPA, Tier 2, NSPS CI Stationary Emergency Listing - UL 2200 Voltage - 277/480, 3 Phase, Wye, 4 Wire Alternator - 60Hz, 12 Lead, Extended Range, 105/80C Alternator Heater, 120 Volt AC Steel Sound Attenuated Level 2 Enclosure, with Exhaust System Enclosure Color - Sandstone, Steel Rain Hood - Cooling Air Inlet Louvers - Air Inlet, 24 Volts AC Motor Closed, Spring Opened Louvers - Air Outlet, 24 Volts AC Motor Closed, Spring Opened Distribution Panel - Prewired AC Features Fuel Tank - Sub Base, 850 Gallon, UL142 Compliant Listing, ULC - S601 - 07 Alarm - High Fuel Fill Fuel Water Separator Control Mounting - Left Facing PowerCommand 2.3 Controller LCD Control Display Relays - Genset Status, User Configured Signals - Auxiliary, 8 Inputs/8 Outputs Relay - Alarm Shutdown Control Display Language - English Circuit Breaker or Entrance Box or Terminal Box - Right And Left Circuit Breaker - 800A, Left Circuit Breaker on Right side, 3 - Pole, UL 600, IEC 690 100% Circuit Breaker - 800A, Right Circuit Breaker on Right side, 3 - Pole, UL 600, IEC 690 100% Bottom Entry, Left Bottom Entry, Right Auxiliary contacts/Trip Alarm - Dual Circuit Breakers Shunt Trip - 24 Volts DC, Dual Breakers Engine Air Cleaner - Normal Duty External Battery Charger - 12 Amp, Regulated Engine Cooling - Radiator, 40C Ambient Shutdown - Low Coolant Level Coolant Heater - 208/240/480 Volts AC, Below 40F Ambient Temperature Cummins Certified Test Record Standby 5 Year 2500 Hour Parts+Labor+Travel Literature - English Packing - None, Base Mounted Housing	1
2	**CXRESE, CXR Series Service Entrance Transfer Switch with PowerCommand Control: 1000/1200A** CXR1200SE, Transfer Switch, PowerCommand, 1200 Amp Listing - UL 1008 Application - Utility to Genset Cabinet - Type 3R	1

	Cable Lugs - Mechanical, 1/0 - 750 MCM Transfer Mode - Delayed Transition Poles - 3 (Solid Neutral) Frequency - 60 Hz System - 3 Phase, 4-Wire (Solid or Switched Neutral) Voltage - 480 Volts AC PC80 Control Integrated High Accuracy Power Quality Metering Premium Customer I/O Transfer Switch Warranty - 5 Year Comprehensive Packing - Export Box	
3	**Installation by NAC**	1
4	**Remote Estop**	1
5	**Freight & other charges**	1
6	**Service - start up & testing**	1
7	**Annunciator**	1

TOTAL: $ 419,600.00

The above quote does not include: Fuel, Engineering, Studies.

The above quote includes Installation by NAC. **Notes:**

1. Proposal based upon normal working hours.
2. Any additional work beyond the above scope will be billed at time and materials rates upon prior approval.
3. Price subject to change due to potential for unknown obstructions and existing utilities that may conflict install.
4. Excludes crane service, removal, and transportation of generators.

Stephen Kotzmacher NAC & Cummins

Quote value does not include any tax.

NOTES:

Proposal is for equipment only, offloading, rigging, and installation by others.
Fuel and permits, unless listed above, is not included.
Cummins Standard Start-up and testing is included. Additional tests, such as NETA testing, if required, is by others
Coordination Study not provided.

Please feel free to contact me if you require any additional information; or if you have any further questions or concerns that I may be of assistance with.

Thank you for choosing Cummins.

Submitted by:

Doug Abrahamson, Senior Sales
douglas.p.abrahamson@cummins.com
+612-297-9423

SUBMITTALS. An order for the equipment covered by this quotation will be accepted on a hold for release basis. Your order will not be released and scheduled for production until written approval to proceed is received in our office. Such submittal approval shall constitute acceptance of the terms and conditions of this quotation unless the parties otherwise agree in writing.

THERE ARE ADDITIONAL CONTRACT TERMS AND CONDITIONS ATTACHED TO THIS QUOTATION, INCLUDING LIMITATIONS OF WARRANTIES AND LIABILITIES, WHICH ARE EXPRESSLY INCORPORATED HEREIN. BY ACCEPTING THIS QUOTATION, CUSTOMER ACKNOWLEDGES THAT THE CONTRACT TERMS AND CONDITIONS HAVE BEEN READ, FULLY UNDERSTOOD AND ACCEPTED.

_____ _____

Authorized Signature Date

_____

Company Name

_____

Printed Name & Title

_____

Purchase Order No

<Rest of the page is intentionally left blank>

TERMS AND CONDITIONS FOR SALE OF POWER GENERATION EQUIPMENT

These Terms and Conditions for Sale of Power Generation Equipment, together with the quote ("Quote"), sales order ("Sales Order"), and/or credit application ("Credit Application") on the front side or attached hereto, are hereinafter collectively referred to as this "Agreement" and shall constitute the entire agreement between the customer identified in the Quote ("Customer") and Cummins Inc. ("Cummins") and supersede any previous representation, statements, agreements or understanding (oral or written) between the parties with respect to the subject matter of this Agreement. Customer shall be deemed to have made an unqualified acceptance of these Terms and Conditions and it shall become a binding agreement between the parties on the earliest of the following to occur: (i) Cummins' receipt of Customer's purchase order or purchase order number; (ii) Customer's signing or acknowledgment of this Agreement; (iii) Cummins' release of equipment to production pursuant to Customer's oral or written instruction or direction; (iv) Customer's payment of any amounts due to Cummins; or (v) any other event constituting acceptance under applicable law. No prior inconsistent course of dealing, course of performance, or usage of trade, if any, constitutes a waiver of, or serves to explain or interpret, the Terms and Conditions set forth in this Agreement. Electronic transactions between Customer and Cummins will be solely governed by the Terms and Conditions of this Agreement, and any terms and conditions on Customer's website or other internet site will be null and void and of no legal effect on Cummins. In the event Customer delivers, references, incorporates by reference, or produces any purchase order or document, specifications, agreement (whether upstream or otherwise), or any other terms and conditions related thereto, then such specifications, terms, document, or other agreement: (i) shall be null and void and of no legal effect on Cummins, and (ii) this Agreement shall remain the governing terms of the transaction.

1. SCOPE. Cummins shall supply power generation equipment and any related parts, materials and/or services expressly identified in this Agreement (collectively, "Equipment"). No additional services, parts or materials are included in this Agreement unless mutually agreed upon by the parties in writing. A Sales Order for Equipment is accepted on a hold for release basis. The Sales Order will not be released and scheduled for production until written approval to proceed is received from Customer. A Quote is limited to the plans and specifications section specifically referenced in the Quote. No other sections shall apply. Additional requirements for administrative items may require additional costs. The Quote does not include off unit wiring, off unit plumbing, offloading, rigging, installation, exhaust insulation or fuel, unless otherwise stated and mutually agreed to in writing by the parties. Unless otherwise agreed by Cummins in writing, this Quote is valid for a maximum period of thirty (30) days from the date appearing on the first page of this Quote ("Quote Validation Period"). At the end of the Quote Validation Period, this Quote will automatically expire unless accepted by Customer prior to the end of the Quote Validation Period. The foregoing notwithstanding, in no event shall this Quote Validation Period be deemed or otherwise considered to be a firm offer period nor to establish an option contract, and Cummins hereby reserves its right to revoke or amend this Quote at any time prior to Customer's acceptance.

2. SHIPPING; DELIVERY; DELAYS. Unless otherwise agreed in writing by the parties, Equipment shall be delivered FOB origin, freight prepaid to first destination. For consumer and mobile products, freight will be charged to Customer. Unless otherwise agreed to in writing by the parties, packaging method, shipping documents and manner, route and carrier and delivery shall be as Cummins deems appropriate. Cummins may deliver in installments. A reasonable storage fee, as determined in Cummins' sole discretion, may be assessed if delivery of the Equipment is delayed, deferred, or refused by Customer. In the event Customer fails to take any or all shipments of Equipment ordered hereunder within thirty (30) days of the agreed upon delivery date, Cummins shall have the right, in its sole discretion to either (i) charge a minimum storage fee in the amount of one and one-half percent (1.5%) per month of the total quoted amount; or (ii) consider the Equipment abandoned and, subject to local laws, may (a) make the Equipment available for auction or sale to other customers or the public, or (b) otherwise use, destroy, or recycle the Equipment at Customer's sole cost and expense. The foregoing remedies shall be without prejudice to Cummins' right to pursue other remedies available under the law, including without limitation, recovery of costs and/or losses incurred due to the storage, auction, sale, destruction, recycling, or otherwise of the Equipment. Offloading, handling, and placement of Equipment and crane services are the responsibility of Customer and not included unless otherwise stated. All shipments are made within normal business hours, Monday through Friday. Any delivery, shipping, installation, or performance dates indicated in this Agreement are estimated and not guaranteed. Further, delivery time is subject to confirmation at time of order and will be in effect after engineering drawings have been approved for production. Cummins shall use commercially reasonable efforts to meet estimated dates, but shall not be liable to customer or any third party for any delay in delivery, shipping, installation, or performance, however occasioned, including any delays in performance that result directly or indirectly from acts of Customer or any unforeseen event, circumstance, or condition beyond Cummins' reasonable control including, but not limited to, acts of God, actions by any government authority, civil strife, fires, floods, windstorms, explosions, riots, natural disasters, embargos, wars, strikes or other labor disturbances, civil commotion, terrorism, sabotage, late delivery by Cummins' suppliers, fuel or other energy shortages, or an inability to obtain necessary labor, materials, supplies, equipment or manufacturing facilities. *AS A RESULT OF COVID-19 RELATED EFFECTS OR INDUSTRY SUPPLY CHAIN DISRUPTIONS, TEMPORARY DELAYS IN DELIVERY, LABOR OR SERVICES FROM CUMMINS AND ITS SUB-SUPPLIERS OR SUBCONTRACTORS MAY OCCUR. AMONG OTHER FACTORS, CUMMINS' DELIVERY OBLIGATIONS ARE SUBJECT TO CORRECT AND PUNCTUAL SUPPLY FROM OUR SUB-SUPPLIERS OR SUBCONTRACTORS, AND CUMMINS RESERVES THE RIGHT TO MAKE PARTIAL DELIVERIES OR MODIFY ITS LABOR OR SERVICE. WHILE CUMMINS SHALL MAKE COMMERCIALLY REASONABLE EFFORTS TO MEET THE DELIVERY, SERVICE OR COMPLETION*

OBLIGATIONS SET FORTH HEREIN, SUCH DATES ARE SUBJECT TO CHANGE. IN THE EVENT DELIVERY, SHIPPING, INSTALLATION, OR PERFORMANCE IS DELAYED, HOWEVER OCCASSIONED, DUE TO EVENTS BEYOND CUMMINS' REASONABLE CONTROL, THEN THE DATE OF DELIVERY, SHIPPING, INSTALLATION, OR PERFORMANCE FOR THE EQUIPMENT OR SERVICES SHALL BE EQUITABLY EXTENDED FOR A PERIOD EQUAL TO THE TIME LOST, PLUS REASONABLE RAMP-UP.

3. PAYMENT TERMS; CREDIT; RETAINAGE. Unless otherwise agreed to by the parties in writing and subject to credit approval by Cummins, payments are due thirty (30) days from the date of the invoice. If Customer does not have approved credit with Cummins, as solely determined by Cummins, payments are due in advance or at the time of supply of the Equipment. If payment is not received when due, in addition to any rights Cummins may have at law, Cummins may charge Customer eighteen percent (18%) interest annually on late payments, or the maximum amount allowed by law. Customer agrees to pay Cummins' costs and expenses (including reasonable attorneys' fees) related to Cummins' enforcement and collection of unpaid invoices, or any other enforcement of this Agreement by Cummins. Retainage is not acceptable nor binding, unless required by statute or accepted and confirmed in writing by Cummins prior to shipment. If Customer fails to make any payments to Cummins when due and payable, and such failure continues for more than sixty (60) days from the date of the invoice, or less if required by applicable law, then Cummins may, at Cummins' sole discretion and without prejudice to any other rights or remedies, either (i) terminate this Agreement; or (ii) postpone delivery of any undelivered Equipment in Cummins' possession and/or suspend its services until payment for unpaid invoices is received.

4. TAXES; EXEMPTIONS. Unless otherwise stated, the Quote excludes all applicable local, state and federal sales and/or use taxes, permits and licensing. Customer must provide a valid resale or exemption certificate prior to shipment of Equipment or applicable taxes will be added to the invoice.

5. TITLE; RISK OF LOSS. Unless otherwise agreed in writing by the parties, title and risk of loss for the Equipment shall pass to Customer upon delivery of the Equipment by Cummins to freight carrier or to Customer at pickup at Cummins' facility.

6. INSPECTION AND ACCEPTANCE. Customer shall inspect the Equipment upon delivery, before offloading, for damage, defects, and shortage. Any and all claims which could have been discovered by such inspection shall be deemed absolutely and unconditionally waived unless noted by Customer on the bill of lading. Where Equipment is alleged to be non-conforming or defective, written notice of defect must be given to Cummins within three (3) days from date of delivery after which time Equipment shall be deemed accepted. Cummins shall have a commercially reasonable period of time in which to correct such non-conformity or defect. If non-conformity or defect is not eliminated to Customer's reasonable satisfaction, Customer may reject the Equipment (but shall protect the Equipment until returned to Cummins) or allow Cummins another opportunity to undertake corrective action. In the event startup of the Equipment is included in the services, acceptance shall be deemed to have occurred upon successful startup.

7. LIEN; SECURITY AGREEMENT. Customer agrees that Cummins retains all statutory lien rights. To secure payment, Customer grants Cummins a Purchase Money Security Interest in the Equipment. If any portion of the balance is due to be paid following delivery, Customer agrees to execute and deliver such security agreement, financing statements, deed of trust and such other documents as Cummins may request from time to time in order to permit Cummins to obtain and maintain a perfected security interest in the Equipment; or in the alternative, Customer grants Cummins a power of attorney to execute and file all financing statements and other documents needed to perfect this security interest. Cummins may record this Agreement, bearing Customer's signature, or copy of this Agreement in lieu of a UCC-1, provided that it shall not constitute an admission by Cummins of the applicability or non-applicability of the UCC nor shall the failure to file this form or a UCC-1 in any way affect, alter, or invalidate any term, provision, obligation or liability under this Agreement. The security interest shall be superseded if Customer and Cummins enter into a separate security agreement for the Equipment. Prior to full payment of the balance due, Equipment will be kept at Customer's location noted in this Agreement, will not be moved without prior notice to Cummins, and is subject to inspection by Cummins at all reasonable times.

05.01.2023

8. CANCELLATION; CHARGES. Orders placed with and accepted by Cummins may not be cancelled except with Cummins' prior written consent. If Customer seeks to cancel all or a portion of an order placed pursuant to this Agreement, and Cummins accepts such cancellation in whole or in part, Customer shall be assessed cancellation charges as follows: (i) 10% of total order price if cancellation is received in Cummins' office after Cummins has provided submittals and prior to releasing equipment to be manufactured; (ii) 25% of total order price if cancellation is received in Cummins' office after receipt of submittal release to order, receipt of a purchase order for a generator already on order with the factory, or is asked to make any hardware changes to the equipment already on order with the factory; (iii) 50% of total order price if cancellation is received in Cummins' office sixty (60) or fewer days before the scheduled shipping date on the order; or (iv) 100% of total order price if cancellation is received in Cummins' office after the equipment has shipped from the manufacturing plant.

9. TERMINATION. Cummins may, at any time, terminate this Agreement for convenience upon sixty (60) days' written notice to Customer. If the Customer defaults by (i) breaching any term of this Agreement, (ii) becoming insolvent or declared bankrupt, or (iii) making an assignment for the benefit of creditors, Cummins may, upon written notice to Customer, immediately terminate this Agreement. Upon such termination for default, Cummins shall immediately cease any further performance under this Agreement, without further obligation or liability to Customer, and Customer shall pay Cummins for any Equipment or services supplied under

this Agreement, in accordance with the payment terms detailed in Section 3. If a notice of termination for default has been issued and is later determined, for any reason, that the Customer was not in default, the rights and obligations of the parties shall treat the termination as a termination for convenience.

10. MANUALS. Unless otherwise stated, electronic submittals and electronic operation and maintenance manuals will be provided, and print copies may be available upon Customer's request at an additional cost.

11. TRAINING; START UP SERVICES; INSTALLATION. Startup services, load bank testing, and owner training are not provided unless otherwise stated. Site startup will be subject to the account being current and will be performed during regular Cummins business hours, Monday to Friday. Additional charges may be added for work requested to be done outside standard business hours, on weekends, or holidays. One visit is allowed unless specified otherwise in the Quote. A minimum of two-week prior notice is required to schedule site startups and will be subject to prior commitments and equipment and travel availability. A signed site check sheet confirming readiness will be required, and Cummins personnel may perform an installation audit prior to the startup being completed. Any issues identified by the installation audit shall be corrected at the Customer's expense prior to the start-up. Portable load banks for site test (if offered in the Quote) are equipped with only 100 feet of cable. Additional lengths may be arranged at an extra cost. Cummins is not responsible for any labor or materials charged by others associated with start-up and installation of Equipment, unless previously agreed upon in writing. Supply of fuel for start-up and/or testing, fill-up of tank after start up, or change of oil is not included unless specified in the Quote. All installation/execution work at the site including, but not limited to: civil, mechanical, electrical, supply of wall thimbles, exhaust extension pipe, elbows, hangers, expansion joints, insulation and cladding materials, fuel/oil/cooling system piping, air ducts, and louvers/dampers is not included unless specified in the Quote. When an enclosure or sub-base fuel tank (or both) are supplied, the openings provided for power cable and fuel piping entries, commonly referred to as "stub-ups", must be sealed at the site by others before commissioning. All applications, inspections and/or approvals by authorities are to be arranged by Customer.

12. MANUFACTURER'S WARRANTY. Equipment purchased hereunder is accompanied by an express written manufacturer's warranty ("Warranty") and, except as expressly provided in this Agreement, is the only warranty offered on the Equipment. A copy of the Warranty is available upon request. While this Agreement and the Warranty are intended to be read and applied in conjunction, where this Agreement and the Warranty conflict, the terms of the Warranty shall prevail.

13. WARRANTY PROCEDURE. Prior to the expiration of the Warranty, Customer must give notice of a warrantable failure to Cummins and deliver the defective Equipment to a Cummins location or other location authorized and designated by Cummins to make the repairs during regular business hours. Cummins shall not be liable for towing charges, maintenance items such as oil filters, belts, hoses, etc., communication expenses, meals, lodging, and incidental expenses incurred by Customer or employees of Customer, "downtime" expenses, overtime expenses, cargo damages and any business costs and losses of revenue resulting from a warrantable failure.

14. LIMITATIONS ON WARRANTIES.

THE REMEDIES PROVIDED IN THE WARRANTY AND THIS AGREEMENT ARE THE SOLE AND EXCLUSIVE WARRANTIES AND REMEDIES PROVIDED BY CUMMINS TO THE CUSTOMER UNDER THIS AGREEMENT. EXCEPT AS SET OUT IN THE WARRANTY AND THIS AGREEMENT, AND TO THE EXTENT PERMITTED BY LAW, CUMMINS EXPRESSLY DISCLAIMS ALL OTHER REPRESENTATIONS, WARRANTIES, ENDORSEMENTS, AND CONDITIONS OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY STATUTORY OR COMMON LAW IMPLIED REPRESENTATIONS, WARRANTIES AND CONDITIONS OF FITNESS FOR A PURPOSE OR MERCHANTABILITY.

The limited warranty does not cover Equipment failures resulting from: (a) inappropriate use relative to designated power rating; (b) inappropriate use relative to application guidelines; (c) inappropriate use of an EPA-SE application generator set relative to EPA's standards; (d) normal wear and tear; (e) improper and/or unauthorized installation; (f) negligence, accidents, or misuse; (g) lack of maintenance or unauthorized or improper repair; (h) noncompliance with any Cummins published guideline or policy; (i) use of improper or contaminated fuels, coolants, or lubricants; (j) improper storage before and after commissioning; (k) owner's delay in making Equipment available after notification of potential Equipment problem; (l) replacement parts and accessories not authorized by Cummins; (m) use of battle short mode; (n) owner or operator abuse or neglect such as: operation without adequate coolant, fuel, or lubricants; over fueling; over speeding; lack of maintenance to lubricating, fueling, cooling, or air intake systems; late servicing and maintenance; improper storage, starting, warm-up, running, or shutdown practices, or for progressive damage resulting from a defective shutdown or warning device; or (o) damage to parts, fixtures, housings, attachments and accessory items that are not part of the generating set.

15. INDEMNITY. Customer shall indemnify, defend and hold harmless Cummins from and against any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, brought against or incurred by Cummins related to or arising out of this Agreement or the Equipment supplied under this Agreement (collectively, the "Claims"), where such Claims were caused or contributed to by, in whole or in part, the acts, omissions, fault or negligence of the Customer. Customer shall present any Claims covered by this indemnity to its insurance carrier unless Cummins directs that the defense will be handled by Cummins' legal counsel at Customer's expense.

16. LIMITATION OF LIABILITY
NOTWITHSTANDING ANY OTHER TERM OF THIS AGREEMENT, IN NO EVENT SHALL CUMMINS, ITS OFFICERS, DIRECTORS, EMPLOYEES, OR AGENTS BE LIABLE TO CUSTOMER OR ANY THIRD PARTY, WHETHER IN CONTRACT OR IN TORT OR UNDER ANY OTHER LEGAL THEORY (INCLUDING, WITHOUT LIMITATION, STRICT LIABILITY OR NEGLIGENCE), FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, LIQUIDATED, OR CONSEQUENTIAL DAMAGES OF ANY KIND (INCLUDING WITHOUT LIMITATION DOWNTIME, LOSS OF PROFIT OR REVENUE, LOSS OF DATA, LOSS OF OPPORTUNITY, DAMAGE TO GOODWILL, ENHANCED DAMAGES, MONETARY REQUESTS RELATING TO RECALL EXPENSES AND REPAIRS TO PROPERTY, AND/OR DAMAGES CAUSED BY DELAY), OR IN ANY WAY RELATED TO OR ARISING FROM CUMMINS' SUPPLY OF EQUIPMENT UNDER THIS AGREEMENT OR THE USE OR PERFORMANCE OF EQUIPMENT SUPPLIED UNDER THIS AGREEMENT. IN NO EVENT SHALL CUMMINS' LIABILITY TO CUSTOMER OR ANY THIRD PARTY CLAIMING DIRECTLY THROUGH CUSTOMER OR ON CUSTOMER'S BEHALF UNDER THIS AGREEMENT EXCEED THE TOTAL COST OF EQUIPMENT SUPPLIED BY CUMMINS UNDER THIS AGREEMENT GIVING RISE TO THE CLAIM. BY ACCEPTANCE OF THIS AGREEMENT, CUSTOMER ACKNOWLEDGES CUSTOMER'S SOLE REMEDY AGAINST CUMMINS FOR ANY LOSS SHALL BE THE REMEDY PROVIDED HEREIN.

17. DEFAULT; REMEDIES. Customer shall be in breach and default if: (a) any of the payments or amounts due under this Agreement are not paid; (b) Customer fails to comply, perform, or makes any misrepresentation relating to any of the Customer's obligations or covenants under this Agreement; or (c) prior to full payment of the balance due, Customer ceases to do business, becomes insolvent, makes an assignment for the benefit of its creditors, appoints a receiver, commences an action for dissolution or liquidation, or becomes subject to bankruptcy proceedings, or the Equipment is attached, levied upon, seized under legal process, is subjected to a lien or encumbrance, or transferred by operation of law or otherwise to anyone other than Cummins. Upon the occurrence of any event of Customer's default, Cummins, at its sole option and without notice, shall have the right to exercise concurrently or separately any one or all of the following remedies, which shall be cumulative and not alternative: (a) to declare all sums due, and to become due, under this Agreement immediately due and payable; (b) to commence legal proceedings, including collection actions and specific performance proceedings, to enforce performance by Customer of any and all provisions of this Agreement, and to be awarded damages or injunctive relief for the Customer's breach; (c) to require the Customer to deliver the Equipment to Cummins' branch specified on the face of this Agreement; (d) to exercise one or more of the rights and remedies available to a secured party under applicable law; and (e) to enter, without notice or liability or legal process, onto any premises where the Equipment may be located, using force permitted by law, and there to disconnect, remove and repossess the Equipment, the Customer having waived further right to possession after default. A waiver of any event of default by Cummins shall not be a waiver as to any other or subsequent default.

18. CUSTOMER REPRESENTATIONS; RELIANCE. Customer is responsible for obtaining, at its cost, permits, import licenses, and other consents in relation to the Equipment, and if requested by Cummins, Customer shall make these permits, licenses, and consents available to Cummins prior to shipment. Customer represents that it is familiar with the Equipment and understands operating instructions and agrees to perform routine maintenance services. Until the balance is paid in full, Customer shall care for the Equipment properly, maintain it in good operating condition, repair and appearance; and Customer shall use it safely and within its rated capacity and only for purpose it was designed. Even if Customer's purchase of Equipment from Cummins under this Agreement is based, in whole or in part, on specifications, technical information, drawings, or written or verbal advice of any type from third parties, Customer has sole responsibility for the accuracy, correctness and completeness of such specifications, technical information, drawings, or advice. Cummins make no warranties or representations respecting the accuracy, correctness and completeness of any specifications, technical information, drawings, advice or other information provided by Cummins. Cummins makes no warranties or representations respecting the suitability, fitness for intended use, compatibility, integration or installation of any Equipment supplied under this Agreement. Customer has sole responsibility for intended use, for installation and design and performance where it is part of a power, propulsion, or other system. Limitation of warranties and remedies and all disclaimers apply to all such technical information, drawings, or advice. Customer acknowledges and agrees by accepting delivery of the Equipment that the Equipment purchased is of the size, design, capacity and manufacture selected by the Customer, and that Customer has relied solely on its own judgment in selecting the Equipment.

19. CONFIDENTIALITY. Each party shall keep confidential any information received from the other that is not generally known to the public and at the time of disclosure, would reasonably be understood by the receiving party to be proprietary or confidential, whether disclosed in oral, written, visual, electronic, or other form, and which the receiving party (or agents) learns in connection with this Agreement including, but not limited to: (a) business plans, strategies, sales, projects and analyses; (b) financial information, pricing, and fee structures; (c) business processes, methods, and models; (d) employee and supplier information; (e) specifications; and (f) the terms and conditions of this Agreement. Each party shall take necessary steps to ensure compliance with this provision by its employees and agents.

20. GOVERNING LAW AND JURISDICTION. This Agreement and all matters arising hereunder shall be governed by, interpreted, and construed in accordance with the laws of the State of Indiana without giving effect to any choice or conflict of law provision. The parties agree that the federal and state courts of the State of Indiana shall have exclusive jurisdiction to settle any dispute or claim

arising in connection with this Agreement or any related matter, and hereby waive any right to claim such forum would be inappropriate, including concepts of forum non conveniens.

21. INSURANCE. Upon Customer's request, Cummins will provide to Customer a Certificate of Insurance evidencing Cummins' relevant insurance coverage.

22. ASSIGNMENT. This Agreement shall be binding on the parties and their successors and assigns. Customer shall not assign this Agreement without the prior written consent of Cummins.

23. INTELLECTUAL PROPERTY. Any intellectual property rights created by either party, whether independently or jointly, in the course of the performance of this Agreement or otherwise related to Cummins pre-existing intellectual property or subject matter related thereto, shall be Cummins' property. Customer agrees to assign, and does hereby assign, all right, title, and interest to such intellectual property to Cummins. Any Cummins pre-existing intellectual property shall remain Cummins' property. Nothing in this Agreement shall be deemed to have given Customer a license or any other rights to use any of the intellectual property rights of Cummins.

24. PRICING. To the extent allowed by law, actual prices invoiced to Customer may vary from the price quoted at the time of order placement, as the same will be adjusted for prices prevailing on the date of shipment due to economic and market conditions at the time of shipment. Subject to local laws, Cummins reserves the right to adjust pricing on goods and services due to input and labor cost changes and/or other unforeseen circumstances beyond Cummins' control.

25. MISCELLANEOUS. Cummins shall be an independent contractor under this Agreement. All notices under this Agreement shall be in writing and be delivered personally, mailed via first class certified or registered mail, or sent by a nationally recognized express courier service to the addresses set forth in this Agreement. No amendment of this Agreement shall be valid unless it is writing and signed by an authorized representative of the parties hereto. Failure of either party to require performance by the other party of any provision hereof shall in no way affect the right to require such performance at any time thereafter, nor shall the waiver by a party of a breach of any of the provisions hereof constitute a waiver of any succeeding breach. Any provision of this Agreement that is invalid or unenforceable shall not affect the validity or enforceability of the remaining terms hereof. These terms are exclusive and constitute the entire agreement. Customer acknowledges that the provisions were freely negotiated and bargained for, and Customer has agreed to purchase of the Equipment pursuant to these Terms and Conditions. Acceptance of this Agreement is expressly conditioned on Customer's assent to all such Terms and Conditions. Neither party has relied on any statement, representation, agreement, understanding, or promise made by the other except as expressly set out in this Agreement. In the event Cummins incurs additional charges hereunder due to the acts or omissions of Customer, the additional charges will be passed on to the Customer, as applicable. Headings or other subdivisions of this Agreement are inserted for convenience of reference and shall not limit or affect the legal construction of any provision hereof. The Parties' rights, remedies, and obligations under this Agreement which by their nature are intended to continue beyond the termination or cancellation of this Agreement, including but not limited to the Section 16. Limitation of Liability provision contained herein, shall survive the expiration, termination, or cancellation of this Agreement.

26. COMPLIANCE. Customer shall comply with all laws applicable to its activities under this Agreement, including, without limitation, any and all applicable federal, state, and local anti-bribery, environmental, health, and safety laws and regulations then in effect. Customer acknowledges that the Equipment, and any related technology that are sold or otherwise provided hereunder may be subject to export and other trade controls restricting the sale, export, re-export and/or transfer, directly or indirectly, of such Equipment or technology to certain countries or parties, including, but not limited to, licensing requirements under applicable laws and regulations of the United States, the United Kingdom and other jurisdictions. It is the intention of Cummins to comply with these laws, rules, and regulations. Any other provision of this Agreement to the contrary notwithstanding, Customer shall comply with all such applicable all laws relating to the cross-border movement of goods or technology, and all related orders in effect from time to time, and equivalent measures. Customer shall act as the importer of record with respect to the Equipment and shall not resell, export, re-export, distribute, transfer, or dispose of the Equipment or related technology, directly or indirectly, without first obtaining all necessary written permits, consents, and authorizations and completing such formalities as may be required under such laws, rules, and regulations. In addition, Cummins has in place policies not to distribute its products for use in certain countries based on applicable laws and regulations including but not limited to UN, U.S., UK, and European Union regulations. Customer undertakes to perform its obligations under this Agreement with due regard to these policies. Strict compliance with this provision and all laws of the territory pertaining to the importation, distribution, sales, promotion and marketing of the Equipment is a material consideration for Cummins entering into this Agreement with Customer and continuing this Agreement for its term. Customer represents and warrants that it has not and shall not, directly or through any intermediary, pay, give, promise to give or offer to give anything of value to a government official or representative, a political party official, a candidate for political office, an officer or employee of a public international organization or any other person, individual or entity at the suggestion, request or direction or for the benefit of any of the above-described persons and entities for the purposes of inducing such person to use his influence to assist Cummins in obtaining or retaining business or to benefit Cummins or any other person in any way, and will not otherwise breach any applicable laws relating to anti-bribery. Any failure by Customer to comply with these provisions will constitute a default giving Cummins the right to immediate termination of this Agreement and/or the right to elect not to recognize the warranties associated with the Equipment.

Customer shall accept full responsibility for any and all civil or criminal liabilities and costs arising from any breaches of those laws and regulations and will defend, indemnify, and hold Cummins harmless from and against any and all fines, penalties, claim, damages, liabilities, judgments, costs, fees, and expenses incurred by Cummins or its affiliates as a result of Customer's breach.

27. To the extent applicable, this contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The employee notice requirements set forth in 29 CFR Part 471, Appendix A to Subpart A, are hereby incorporated by reference into this contract.

Chisago County MINNESOTA ADMINISTRATION

ARPA Funds – School Security Grant Update

The B/F Committee directed the County Administrator to seek information from the Chisago County School Districts regarding 'School Safety.'

Below is the email sent to the superintendents from Forest Lake, Chisago Lakes, North Branch, Rush City, Braham and Cambridge-Isanti School Districts;

School Superintendents,

Thank you for all you do for the students of Chisago County!

The Chisago County Board of Commissioners is currently exploring investing in improving school safety using the County's ARPA fund allocation, similar to what the County did with the vocational programing in 2021.

At this time, could you please respond to this email with current number of students in your school district that reside within Chisago County? Additionally, could you please let me know what or how you would use funds to improve school safety in your district? I am aware this is a very open-ended and challenging question given the complexity and challenge of school safety.

This does not guarantee any funding or any specific donation from Chisago County, but it is an opportunity to inform the County Board of your current needs.

Please let me know if you have any questions.

Thank you again,

Below are the current Chisago County students enrolled at each school district;

School District	Number of Chisago County Students
Chisago Lakes	2,961
North Branch	2,385
Forest Lake	1,245

Rush City	**978**
Cambridge – Isanti	
Braham	**84**

Below are the specific requests from each school district;

Chisago Lakes: 2961

1. Add additional two-way radios for staff
2. Add additional surveillance cameras
3. Training for staff
4. Pay for the the School Resource Officer cross-subsidy that exists within our budget
5. Fix any locksets or doors where the current set-up is opposite of what we would need in case of a lockdown
6. Fix our 3rd Floor at the Middle School with permanent classroom doors
7. Fix the front entry at CLMS with a secured desk prior to the visitor going anywhere else in the

Braham: 84

Funds available would potentially be used to improve exterior entrance safety measures (making more doors inaccessible without visual identity), adding additional security cameras, hiring law enforcement to attend evening school events (games, concerts, etc.) or increasing student support services - attach the root of the problem. As you can see, there are plenty of places to utilize funding.

North Branch: 2385

- Safety and security upgrades
- technology updates for safe entries
- Crisis management program change that includes print materials, training and staffing.

Forest Lake Area Schools: 1,245

- Additional technology needs to allow secure door systems for School Age Childcare

- Repeaters to extend radio coverage between all buildings within FLA Schools
- Radios

Rush City: 978

Rush City Schools needs to address the entry points of the buildings and expand video surveillance as possible. Adding card access to the entry points would be a significant improvement. Protective film on entryway windows and additional cameras so we are able better monitor the buildings and campus. We also need to service our fire alarm system at the high school. This is projected to be about a $150,000 project.

ARMER RADIO Discussion

Currently all Chisago County USERs and SUBSCRIBERs are operating under a January 1, 2020 to December 21, 2023 'initial term' agreement. The agreement renews for successive one (1) year terms, beginning 1, 2024 and continues written notice is provided by either party.

The County and all the USERS and SUBSCRIBERS can renegotiate other rates for 2024 and beyond. All entities need to budget these costs.

The 2023 invoices will be sent on July 1st 2023.

Attachments:

- ARMER Handout

The ARMER Radio system was first built in the Twin Cities in 2004, then moved to St. Cloud and Rochester, and has since migrated throughout the rest of Minnesota. ARMER currently serves as the primary communications tool for the majority of state, county and local public safety entities in Minnesota.

The Minnesota Department of Transportation owns the core infrastructure providing the ARMER backbone and 95-percent mobile coverage. Many local units of government own local enhancements providing improved local and in-building coverage.

CHISAGO COUNTY ARMER USER AND SUBSCRIBER CONTRACTS

TERM

4.1 Term of Agreement

This Agreement shall be for an initial term beginning on January 1, 2020, and continue through December 31, 2023 ("Initial Term"). Thereafter, this Agreement shall renew for successive one (1) year terms, beginning January 1, 2024, and continue, unless written notice is provided by either Party of intent not to renew as set forth in paragraph 4.2 herein. This USER Agreement becomes effective January 1, 2020 at 12:01 a.m. regardless of whether this document has been fully executed, if the USER has any active radios on the System at that time or any time thereafter.

Currently all USERs and SUBSCRIBERs are operating under January 1, 2020 to December 21, 2023 'initial term' agreement. The agreement renews for successive one (1) year terms, beginning 1, 2024 and continues written notice is provided by either party.

USER FEE

2.4 USER-owned Radio Fees (User Fee)

USER agrees to pay COUNTY USER-owned Radio Fees for the System of $575 per radio for the year of 2020. USER agrees to pay COUNTY a USER-owned Radio Fees for the System of $251 per radio for the year of 2021. The 2021 fee was calculated by dividing the MESB fee and the Minnesota State Infrastructure (SUA2) fee by the number of all radios on the system (including the County's radios) and adding a fixed fee of $30 per radio. For 2022 and 2023, the USER-owned Radio Fee shall be calculated by dividing the MESB fee and the Minnesota State Infrastructure (SUA2) fee by the number of all radios on the system (including the County's radios) and adding a fixed fee of $30 per radio.

2020 = $575
2021 = MN State Infrastructure (SUA2) Fee = $30 fee per radio
2022 and 2023 = MESB Fee and SUA2 fee by the number of radios on the system and adding a $30 fee per radio

SUBSCRIBER FEE

2.4 Subscriber Fees

2.4. A. SUBSCRIBER agrees to pay COUNTY a SUBSCRIBER Fee consisting of a Dedicated Replacement Radio Fund contribution and a User fee, both as further defined herein. The annual Dedicated Replacement Radio Fund contribution is a set amount as determined in accordance with paragraph 2.4.B below. The USER Fee is calculated by dividing the sum of the MESB fee and the Minnesota State Infrastructure (SUA2) fee by total Chisago County controlled radios, (this would include County radios, User radios and Subscriber radios), and adding a fixed fee of $30 per radio. For 2020, the parties agree that the SUBSCRIBER Fee will be $890 per Radio ($575 of which is the USER Fee and $315 of which is the Dedicated Replacement Radio Fund contribution). For 2021, the parties agree that the SUBSCRIBER Fee will be $566 ($251 of which is the USER Fee and $315 of which is the Dedicated Replacement Radio Fund contribution). For each year thereafter, SUBSCRIBER agrees to pay the Subscriber Fee as calculated based upon the definitions and formulas set forth in this section.

2020 = $890 per radio ($575 USER Fee, $315 for Dedicated Replacement Radio Fund)
2021 = $566 per radio ($251 USER Fee, $315 for Dedicated Replacement Radio Fund)
2022 and 2023 = MESB Fee and SUA2 fee by the number of radios on the system and adding a $30 fee per radio

Radio Counts (as of Dec. 2022)

Agency	APX6000 Portable	APX6500 Mobile	APX7000 Portable	APX900 Portable	XTS2500 Portable	XTL2500 Mobile	TOTAL
Almelund FD	2				18	3	**23**
Center City FD					17	5	**22**
Chisago City FD					18	7	**25**
Harris FD	1				16	9	**26**
Lindstrom FD	3	1			22	7	**33**
North Branch FD	2				14	11	**27**
Rush City FD					9	4	**13**
Shafer FD	1				9	4	**14**
Stacy Lent FD		1			24	10	**35**
Taylors Falls FD			3		9	7	**19**
Wyoming FD					25	9	**34**
CCSO	70	52	2		5		**129**
Lakes Area PD	1				18	17	**36**
North Branch PD	13	14			3	2	**32**
Wyoming PD					17	8	**25**
Probation				2			**2**
TOTAL	**93**	**68**	**5**	**2**	**224**	**103**	**495**

CHISAGO COUNTY ARMER RADIO SITES

SITE	COUNTY OWNED	STRUCTURE TYPE	OWNER IF NOT COUNTY
Milltown 2165 220th Ave. Luck, WI 54853	YES	Tower	
Taylors Falls 560 Reike Rd. Taylors Falls, MN 55084	No	Water Tower	City of Taylors Falls
Center City ECC 15140 Per Rd. Center City, MN 55012	YES	Tower	
Wyoming 26730 Felton Ave. Wyoming, MN 55092	No	Building Only	City of Wyoming
Stacy 29550 Forest Blvd. Stacy, MN 55079	No	Tower	MnDOT
North Branch 4841 St. Croix Trail North Branch, MN 55056	No	Tower	MnDOT
Cambridge 559 18th Ave. SW Cambridge, MN 55008	No	Tower	Cellular Company
Nessel 49205 Acacia Trail Stanchfield, MN 55080	YES	Tower	
Day 1034 Harbor St. Braham, MN 55006	No	Tower	MnDOT
Rush City 7600 525th St. Rush City, MN 55069	No	Tower	MnDOT
Almelund 15714 375th St. Almelund, MN 55002	YES	Tower	
St. Croix Falls 2208 Maple Dr. St. Croix Falls, MN 54024	No	Tower	MnDOT

CHISAGO COUNTY FINANCIALS

Current USER FEES

Agency	2020	2021	2022	TOTAL
Almelund FD	$5,773	$4,703	$4,550	$15,026.59
Center City FD	$5,522	$4,498.78	$4,352.48	$14,373.26
Chisago City FD	$6,275	$5,112.25	$4,946	$16,333.25
Harris FD	$5,020	$4,089.80	$5,143.84	$14,253.64
Lindstrom FD	$7,279	$6,339.19	$6,528.72	$20,146.91
North Branch FD	$6,777	$5,521.23	$5,341.68	$17,639.91
Rush City FD	$3,263	$2,658.37	$2,571.92	$8,493.29
Shafer FD	$3,514	$2,862.86	$2,769.76	$9,146.62
Stacy Lent FD	$8,534	$6,952.65	$6,924.40	$22.411.05
Taylors Falls FD	$4,016	$3,271.84	$3,758.96	$11,046.80
Wyoming FD	$8,534	$6,952.66	$6,726.56	$22,213.22
CCSO	$30,873	$29,116	$25,521.36	$85,510.36
Lakes Area PD	$9,036	$7,361.64	$7,122.24	$23,519.88
North Branch PD	$1,506	$1,226.94	$989.20	$3,722.14
Wyoming PD	$6,275	$5,112.25	$4,946	$16,333.25
Probation	-	-	$395.68	$395.68
TOTALS	**$112,197**	**$95,779**	**$92,589**	**$278,154.80**

Current SUBSCRIBER FEES

	2020	2021	2022	TOTAL
North Branch PD	$6,275	$6,275	$5,341.68	$17,891.68

Current REPLACEMENT RADIO Funds

Agency	2020	2021	2022	TOTAL IN ACCOUNT
Sheriff's Office	$38,745.00	$36,540.00	$40,635.00	$230,730.00
Probation	-	-	$630.00	$630.00
North Branch PD	$7,875.00	$7,875.00	$8,505.00	$46,505.00

DRAFT 2024 Budget and Levy Schedule

The Chisago County Board of Commissioners MUST adopt the FINAL 2024 Budget and Levy by December 27th, 2023 (MN Stat. 275.07). The preliminary levy must be adopted by September 30th, 2023. These dates are required by Minnesota Statute (MN Stat. 275.065).

Chisago County is committed to complete transparency in its budgeting and spending processes, so it is proposed via the attached DRAFT schedule that the B/F Committee hear department's budget presentations beginning in August 2023. The DRAFT schedule timing allows for each department to edit/adjust their budgets based on B/F Committee recommendations.

July 10th = ALL DEPARTMENT BUDGETS SUBMITTED

17th-24th = Department Meetings with AUD/TRES and ADMIN

AUG = 2 Meetings for Budget Presentations

Attachment:

- DRAFT 2024 Budget and Levy Schedule (approved April 12th, 2023)

April 12th	Budget Schedule Presented	Budget & Finance Committee
Late April – Early May	Management Team Meeting to review Budget preparation and Instructions to Department Heads (OpenGov Refresher) - Staffing Review/Preview	Administration/Management Team
May – July	Meetings with Department Directors/Staff to review Draft Department Budgets	Admin &Auditor-Treasurer - Departments
Late July – Early August	Management Team Meeting to review FY 2023 Budget	Administration/MAT
August 9th	Budget & Finance Committee Meeting to continue Draft FY 2023 Budget Review - Brief Department Presentations to Board, *if desired*	Budget & Finance Committee - Admin & Departments
August 16th	County Administrator presents Draft FY 2024 Budget to County Board - Brief Department Presentations to Board, *if desired*	County Board, Administration & Departments
September 6th	County Board considers Preliminary Levy, *if desired* Must be adopted by end of September (MN Stat. 275.065)	County Board
September 13th	Budget & Finance Committee Meeting to continue Draft FY 2024 Budget Review, *if needed*	County Board
September 20th	County Board ADOPTS Preliminary Levy, *if needed* - Must be adopted by end of September (MN Stat. 275.065)	County Board
December 6th	Budget Information Meeting held (TNT) and adoption of final FY 2024 Budget (operating and capital) and Levy, *if desired* - Must be adopted by December 26th, 2023 (MN Stat. 275.07)	County Board
December 20th	Final FY 2024 Budget (operating and capital) and Levy adopted, *if needed* - Must be adopted by December 27th, 2023 (MN Stat. 275.07)	County Board

Chisago County Request For Board Action

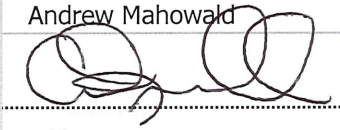
Meeting Date: June 21, 2023	***Item Number:*** **19**
Title of Item for Consideration: Out-of-State Travel – SWAT Team Commander Training, Milwaukee, WI	
Action Requested by: Sheriff Brandon Thyen	***Department:*** Sheriff's Office
Previous Action on this Matter: None.	
Background: Our employee is an Assistant Team Leader for the Chisago County Sheriff's Office SWAT Team. This offering was to provide leadership training and tactics to the attendants, which benefited our agency. ***Attachment(s)*:** • Out of State Travel Request	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the out of state travel request for the Sheriff's Office. The suggested motion is as follows: ***"Move to approve the out-of-state travel for the Sheriff's Office to Milwaukee, WI.***	
Implications of Action: This training was designed to expose SWAT Team Commanders and Supervisors to contemporary SWAT issues and procedures. This training fit the Sheriff's Office need to keep our Team Leaders updated on current SWAT issues. ***Budget/Financial Implications*:** Costs associated with this training were paid out of the Sheriff's Office budget. ***Legal/Policy Implications*:** With this approval, it brings this travel in compliance with all applicable County policies and procedures.	

Administrator's Recommendation

Approve CEB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

Chisago County Out-of-State Travel Request

Date Submitted	6/21/2023
Employee Name	[redacted]
Department	Sheriff's Office
Destination	333 West Kilbourn Avenue (Hyatt Regency) Milwaukee, WI 53203
Purpose of Travel	NTOA Lead Week Training
Departure Date	Sunday May 7, 2023
Return Date	Friday May 12,2023
Total Travel Expenses	**$1,824.55**
Supervisor Name (PRINT)	Andrew Mahowald
Supervisor's Signature	
County Board Signature	

Date Approved	6.14.2023
Date Approved	

Anticipated Expenses

Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses
Airfare	0		[redacted]	$0.00
Ground Transportation			1	$0.00
Conference/Registration Fees	Course Registration		1	$710.00
Lodging	Hyatt Regency		1	$924.55
Meals	0		1	$190.00
Mileage	0		1	$0.00
		Grand Total		$1,824.55

Chisago County Request For Board Action

Meeting Date: June 21, 2023	***Item Number:*** **20**
Title of Item for Consideration: MN Income Contract - Sentence to Service (STS)	
Action Requested by: Sheriff Brandon Thyen	***Department:*** Sheriff's Office
Previous Action on this Matter: None.	

Background: Established in 1986, the Minnesota Department of Corrections (DOC) Sentencing to Service (STS) program serves as a sentencing alternative providing courts with the option to sentence carefully selected nonviolent offenders to a period of supervised work in the community. The work involves public projects that otherwise might not be completed. By participating in Sentencing to Service, offenders are able to reduce their jail sentences and/or work off financial obligations, including, fines, fees, and local restitution.

Attac*hment(s):*

- 2023-2025 contract for STS services between Chisago County and the State of MN

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the contract between Chisago County and the State of MN for STS services. The suggested motion is as follows:

"Move to approve the Sentencing To Service contract between the County and the State of Minnesota."

Implications of Action: The STS program is operated by the Minnesota Department of Corrections (DOC) and the Chisago County Sheriff. The STS program is jointly financed by the DOC and the County. STS projects must consist of work that benefits the community as a whole and provides offenders with an opportunity to participate in suitable restorative justice practices. STS projects for State, Federal, local, and nonprofit agencies have included park and trail maintenance, highway litter pick-up, playground installation, construction and restoration of monuments, cemetery maintenance, senior citizen center and nursing home maintenance, snow removal, construction of access ramps for the disabled, and natural disaster response/cleanup. In addition to the benefits to the community, the program provides the opportunity for offenders to develop a work ethic and job skills

***Budget/Financial Implications*:** Funding has been accounted for in the Sheriff's Office- Jail Division budget.

***Legal/Policy Implications*:** The County Attorney has approved as to form. The STS program is run in accordance with State rules and Chisago County Sheriff's Office policy.

Administrator's Recommendation

Approve C EB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

State of Minnesota

Income Contract

SWIFT Contract Number:_____

This Contract is between the State of Minnesota, acting through its commissioner of corrections, Field Services Unit, 1450 Energy Park Drive, Suite 200, St. Paul, MN 55108 ("State") and Chisago County, whose designated business address is 313 Main Street, Center City, MN, 55012("Purchaser"). State and Purchaser may be referred to jointly as "Parties."

Recitals

1. Under Minn. Stat. § 241.278 the State is empowered to enter into income contracts.

2. The Purchaser is in need of a Sentencing to Service (STS) program for low risk individuals ordered to perform community work service.
3. The State represents that it is duly qualified and agrees to provide the services described in this contract.

Accordingly, the Parties agree as follows:

Contract

1. **Term of Contract**

1.1 Effective date. July 1, 2023, or the date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, whichever is later.

1.2 Expiration date. June 30, 2025, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2. **State's Duties**

The State will:

2.1 Provide 1 crew leader(s) who will supervise up to 10 individuals each approximately 40 hours per week, including the hour's crew leaders spend for daily preparation and communication.

2.2 Submit reports to Purchaser within 60 days of the end of each quarter, which shall include the following information:

a. Total number of individuals served
a. Total number of individuals completing STS obligation
b. Number of individuals exiting prematurely
c. Total number of hours worked by STS

d. Dollar benefit of STS labor at $10.00 per hour and/or estimated market value of projects completed
e. Description of work completed

2.3 Divide the work of crews proportionate to funding participation between States's referred projects and Purchaser's referred projects, some of which may be performed outside the Purchaser's jurisdiction.

2.4 Train each work crew in safety principles and techniques relevant to the work being done.

2.5 Screen projects to ensure that they meet STS guidelines.

3. **Payment**

3.1 The total obligation of the Purchaser for all compensation and reimbursements to the State under this contract is not to exceed the total below as its share of the cost of providing a crew leader and placing the work crews into service on the STS program during the term of this agreement. The Purchaser's share of the crew leader includes time scheduled for training, vacation, sick leave, and holidays.

3.2 Terms of payment: Payment shall be made by the Purchaser to the State. Payments are due on or before dates listed below:

Payment Due	**7/30/2023**	**1/1/2024**	**7/1/2024**	**1/1/2025**
Amount Due	$38813.74	$38813.74	$38813.74	$38813.74

The total obligation of the Purchaser for all compensation and reimbursements to the State under this contract is $155254.96.

4. **Authorized Representative**

The State's Authorized Representative is Dan Traun, 1450 Energy Park Drive, STE 200, St. Paul, MN 55108, Phone: 651-361-7120, email dan.traun@state.mn.us or his/her successor or delegate.

DOC Supervisor Liaison is Carter Diers, Center City District, 335 Summit Avenue, Box 187, Center City, MN, 55012

The Purchaser's Authorized Representative is Brandon Thyen, Chisago County, 313 Main Street, Center City, MN, 55012, Phone: 651-213-6300, email Brandon.Thyen@chisagocounty.us, or his/her successor. If the Purchaser's Authorized Representative changes at any time during this Contract, the Purchaser must immediately notify the State.

5. **Assignment, Amendments, Waiver, and Contract Complete.**

5.1 Assignment. The Purchaser may neither assign nor transfer any rights or obligations under this Contract without the prior consent of the State and a fully executed assignment agreement, executed and approved by the authorized parties or their successors.

5.2 Amendments. Any amendment to this Contract must be in writing and will not be effective until it has been executed and approved by the authorized parties or their successors.

5.3 Waiver. If the State fails to enforce any provision of this Contract, that failure does not waive the provision or its right to enforce it.

5.4 Contract Complete. This Contract contains all negotiations and agreements between the State and the Purchaser. No other understanding regarding this Contract, whether written or oral, may be used to bind either party.

6. **Liability**

Each party will be responsible for its own acts and behavior and the results thereof.

7. **Government Data Practices.**

The Purchaser and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, (or, if the State contracting party is part of the Judicial Branch, with the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court as the same may be amended from time to time) as it applies to all data provided by the State under this Contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Purchaser under this Contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minn. Stat. Ch. 13, by either the Purchaser or the State.

If the Purchaser receives a request to release the data referred to in this clause, the Purchaser must immediately notify and consult with the State's Authorized Representative as to how the Purchaser should respond to the request. The Purchaser's response to the request shall comply with applicable law.

8. **Publicity and Endorsement.**

8.1 Publicity. Any publicity regarding the subject matter of this Contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, information posted on corporate or other websites, research, reports, signs, and similar public notices prepared by or for the Purchaser individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

8.2 Endorsement. The Purchaser must not claim that the State endorses its products or services.

9. **State Audits.**

Under Minn. Stat. § 16C.05, subd. 5, the Purchaser's books, records, documents, and accounting procedures and practices relevant to this Contract are subject to examination by the State, the State Auditor, or Legislative Auditor, as appropriate, for a minimum of six years from the expiration or termination of this Contract.

10. **Governing Law, Jurisdiction, and Venue.**

Minnesota law, without regard to its choice-of-law provisions, governs this Contract. Venue for all legal proceedings out of this Contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

11. **Termination.**

Either party may cancel this Contract at any time, with or without cause, upon 30 days' written notice to the other party.

1. Purchaser

Print Name: _____

Signature:_____

Title:_____Date: _____

SWIFT Contract No. _____

2. State Agency
With delegated authority

Print Name: _____

Signature:_____

Title:_____Date: _____

3. **Commissioner of Administration**

As delegated to The Office of State Procurement

Print Name: _____

Signature:_____

Title:_____Date: _____

Admin ID: _____

Chisago County Request for Board Action

Meeting Date: June 21, 2023	***Item Number:*** **21**
Title of Item for Consideration: Updated Local Transit Sales and Use Tax Agreement	
Action Requested by: Bridgitte Konrad, County Auditor-Treasurer	***Department:*** Auditor-Treasurer
Previous Action on this Matter: Original Agreement - February 2016	

Background: In February 2016 Chisago County entered into an agreement with the Minnesota Department of Revenue for collection of the Chisago County 0.5% transit sales and use tax. The Department of Revenue is updating the agreements across the state. Changes include: a flat administrative fee of 1.35% effective 1/1/24; payment schedule changes to one payment 40 days after the returns are due; notice date for changes to the agreement and withholding amounts when the tax ends. The County Attorney's Office has reviewed the updated agreement and has no recommended changes.

***Attachment(s)*:**

- Updated Agreement

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the updated agreement. The following motion is suggested:

"move to approve the attached Agreement Between the Minnesota Department of Revenue and Chisago County for Collection of a Local Transit Sales and Use Tax."

Implications of Action: County Board approval will allow continued collection of the local transit tax for highway projects.

Budget/Financial Implications: The funds collected funds highway projects.

Legal/Policy Implications: The Proposed activities are in compliance with all applicable state and federal regulations and County policies and procedures.

Administrator's Recommendation

Approve C EB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

Agreement Between the Minnesota Department of Revenue and Chisago County for Collection of a Local Transit Sales and Use Tax

Introduction

This agreement concerns administration of local taxes identified below:

- Chisago County Transit Sales Tax
- Chisago County Transit Use Tax

Laws of Minnesota Statute 297A.993 authorizes the above taxes. The taxes are imposed by Chisago County Resolution 15/1118-3 approved November 18, 2015.

Administration, collection, and enforcement

The Department of Revenue (department) will administer, collect, and enforce the Chisago County taxes identified in the introduction, as authorized under:

- Minnesota Statutes, section(s) 297A.99, and
- any other governing laws or statutes identified in the introduction

The administration, collection, and enforcement process will follow:

- Minnesota Statutes, Chapters 297A, 289A, and 270C
- Minnesota rules Chapter 8130, and
- Administrative procedures

Local tax administration also includes processing refunds, litigation, and authority to enter into settlement agreements on behalf of Chisago County. If the local tax revenues collected are not sufficient to cover actions taken, Chisago County must provide the department with sufficient funding to process all adjustments.

Chisago County agrees to update the resolution listed above as needed to remain consistent with current language and definitions used in the governing Minnesota Statutes. Chisago County further agrees to take corrective action within 90 days if notified by the department of required resolution language changes. The department will not enforce or engage in compliance activities for local taxes administered by the department if any portion of Chisago County's resolution is not consistent with the governing Minnesota statutes. Local special taxes imposed before 2010 are not subject to this limitation.

Registration of vendors
The department is responsible for notifying vendors that are registered for state sales and use tax of their obligations to collect and remit Chisago County taxes covered by this agreement. The department is also responsible for informing newly registered businesses of their obligations to collect and remit Chisago County sales and use taxes covered by this agreement.

Accounts registered for state sales and use tax who have a ZIP Code in the Chisago County tax jurisdiction will be registered for the Chisago County taxes by the department. We will mail an informational notice of registration to these businesses.

Outreach and education
The department will register and notify all vendors that are currently registered for state sales and use tax and the general public about the Chisago County taxes by posting a notice on the department's website (www.revenue.state.mn.us). Other notifications will be made at the time of registration, through the department's website.

Chisago County acknowledges that there is no cost-effective way to identify specific vendors located outside the Chisago County taxing jurisdiction who are required to be registered for Chisago County taxes. Identification of these vendors will be voluntary by vendor response to general notifications by the department and through other contacts that the vendor has with the department or the Streamlined Sales Tax Governing Board's (SSTGB) central registration system.

Publicity
If Chisago County maintains an official website, it will display (on its main web page) a link to a notice that residents and businesses may reference for more information about the local taxes. Chisago County will briefly describe the taxes and provide a link to the department's website (www.revenue.state.mn.us). Also state in the description that local use taxes on purchases of goods and services made outside of the political subdivision that are used in the political subdivision, are subject to local use taxes.

Local governments that bill residents and businesses for utilities must include a notice of the local taxes at least once per year. The notice must include a brief description of both the local sales and use taxes and reference the department's website link.

Returns and remittance
Vendors will collect and remit Chisago County taxes covered by this agreement as part of their Minnesota sales and use tax returns, which include simplified electronic returns (SER's) authorized by the SSTGB. Revenues collected by the department are deposited in the State Treasury and credited to a special account. The department will draw from this account to recover department costs as provided in this agreement, and to transmit collections to Chisago County. Chisago County will accrue no interest on this amount.

Transmittal of tax
The department will transmit the taxes reported on returns monthly through the automatic clearinghouse system.

For each month of collection related to July through December 2023, the department will continue to make two transmittals. The first will be transmitted approximately five business days after month end. The second transmittal will be sent approximately 40 days after month end. The second transmission will reflect any adjustments made for refunds issued by the department for tax reported in error. The department retains, from the second monthly payment, a fee for administering, collecting, and enforcing the Chisago County taxes as provided in this agreement. The department sends notification each month to the contact person showing the breakdown of the month's collections and administrative fees deducted.

For each month of collection beginning January 1, 2024, the department will transmit taxes reported for that month in one monthly payment. The transmittal will be sent approximately 40 days after month end. The department retains a fee for administering, collecting, and enforcing the Chisago County taxes as provided in this agreement. The department sends notification each month to Chisago County with the month's sales and use tax collections and the administrative fees deducted. See the calendar examples.

Reports
Upon request, the department will provide Chisago County with a report showing information about taxpayers and the amount of taxes remitted. This report can be requested once per year at no additional cost. Chisago County must submit a written request via email or US mail. The department will consider requests for more frequent reports for an additional administrative fee.

Disclosure
Chisago County understands that any local sales and use tax account information given to it by the department is subject to the classification and disclosure provisions in Minnesota Statutes, chapters 13 and 270B. Pursuant to Minnesota Statutes, section 270B.12, subdivision 2, such information can only be used to the extent necessary to administer the local sales or use tax.

The department will provide disclosure training materials to Chisago County's designated representative. Chisago County must train any employees with a business need to access not public Minnesota sales and use tax information provided by the department. All employees who have a business reason to access not public tax information must complete the required training annually. New employees and other users who did not previously have a business reason to access not public tax information must complete the training before they may be granted access it.

Chisago County must update its disclosure authorization form by December 31 of each year, providing a list of all personnel who are trained and authorized to view not public Minnesota sales and use tax information. If an authorized employee or official no longer needs access to tax information due to a change of duties, separation from employment, or any other reason, it is Chisago County's obligation to instruct the department's local tax liaison to terminate access rights for that individual by the start of the next calendar quarter.

Failure to conduct the required disclosure trainings or update the user access list as described above will result in the department suspending Chisago County's access to not public Minnesota sales and use tax information until such training is completed.

Inspection of records and audit information

The department will allow Chisago County to inspect and audit all data, records, and other information relating to its local sales or use tax, the cost of collecting the tax, and the performance by the department under this agreement. Chisago County will submit any requests to inspect the sales or use tax data to the department in writing, as prescribed by the department.

Reimbursement of costs

The department will review its own direct and indirect costs for administering, collecting, and enforcing local taxes as needed and adjust costs accordingly. If changes are required, the department will notify Chisago County of the estimated cost for administering, collecting, and auditing the local taxes at least 180 days prior to when the change will be implemented.

For each month of collection related to July through December 2023, the following calculation of reimbursement for administrative costs will continue to apply.

All local jurisdictions share in the cost of local tax administration. The calculations are based on the share of total revenues and total tax lines reported on Minnesota sales and use tax returns for each local area. The department weights each jurisdiction's percentage of revenue by one third and their percentage of tax lines by two thirds to compute their monthly percentage of total administrative costs.

Example:

Assume monthly totals for all Local Sales Taxes:

Total Tax revenues	$20,000,000.00
Total Tax lines on returns	90,000.00
Total Administrative costs	$200,000.00

If Local Tax A has revenues of $1,600,000.00 (8% of the total) and 9,000 tax lines (10% of the total) their share of monthly expenses would be 9.34% or $18,680.00, which represents approximately 1.17% of their monthly revenues. The following is how the 9.34% was calculated:

8% x 1/3 = 2.67%
10% x 2/3 = 6.67%
9.34%

For each month of collection beginning January 1, 2024, the following calculation of reimbursement for administrative costs will apply.

Minnesota Statutes, section 297A.99, subdivision 11 states the Department shall deduct the direct and indirect costs to administer local taxes. Chisago County will pay a flat rate of 1.35% of sales taxes collected to cover the administration, collection, and auditing of local sales taxes.

Any changes required to balance costs and fees will be communicated according to the notification schedule noted above. Any shortfalls or reserves will be managed across years to the extent possible.

Termination of a local tax

The department will provide a report to Chisago County after the last month that the tax is in effect. The report will indicate the total amount of Chisago County taxes, corresponding adjustments made, prior month corrections, and administrative fees retained. In addition, when a tax ends, the department will work with Chisago County to determine a reserve amount the department will retain which will be used as a fund to make adjustments or refunds. Please see the Responsibilities section below for more details. The portion of this fund not used for refunds or adjustments will be transmitted to Chisago County at the close of the period of limitations. The account remains open for a period equal to the statute of limitations provided in Minnesota Statutes, section 289A.40, for sales and use tax returns. The account will be reconciled and Chisago County will be notified of the final settlement.

Responsibilities

When the boundary limits for Chisago County change, it is the responsibility of Chisago County to notify and provide the department with the updated boundary information. The department will only update the rate calculator and ZIP Code guide upon receiving this information. Minnesota Statute requires that the department notify vendors of their tax obligations when boundaries change. Vendors not notified will be relieved of liability until notification occurs. The department will not engage in compliance activities for vendors in the new boundary area who have not been formally notified of the change.

If Chisago County updates or amends the county resolution relating to the Chisago County tax covered by this agreement, Chisago County must provide a draft of the changes to the department for review before it is made final. The department will review the changes to ensure compliance with governing statutes. Chisago County will then provide the department with a signed copy of the revised or amended resolution.

Chisago County must provide the department with current contact information annually and advise when any changes occur. This includes, but is not limited to, the contact person, phone number, address, and email.

Chisago County will notify the department prior to the 90-day notification requirement for when the tax will end. The department will work with Chisago County to project an estimated amount to retain for the reserve fund. This amount retained will allow for adjustments and refunds as mentioned in the "Termination of local tax" section. In the event the Department does not retain enough revenues to cover any adjustments once the tax ends, a bill will be sent for the outstanding amount. See Minnesota Statutes, section 297A.99, subdivision 9.

Effective date

This agreement is effective the day following imposition of the tax and supersedes any previous agreement.

Modifications
Any portion of this agreement may be modified. Modifications must be in writing and signed by the Commissioner of Revenue and an authorized representative of Chisago County.

Minnesota Department of Revenue

Signature: _____
Paul Marquart
Commissioner of Revenue

Date: _____

Chisago County Representative

Signature: _____

Print Name: _____

Print Title: _____

Date: _____

Signature: _____

Print Name: _____

Print Title: _____

Date: _____

2024

Local Government Payment Schedule

January

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Estimated Payment for December 2023

Final Payment for December 2023

Final Payment for November 2023

Estimated Payment for January 2024

Final Payment for January 2024

The payment dates are the approximate days the payments will be made. The payments will be made as close to the date listed as possible.

Business returns are due on the 20th of the month. If the 20th falls on a holiday or weekend, the returns are due the next business day.

Agreement Between the Minnesota Department of Revenue and Chisago County for Collection of a Local Transit Sales and Use Tax

Introduction

This agreement concerns administration of local taxes identified below:

- Chisago County transit sales tax
- Chisago County transit use tax

The above taxes are authorized by Laws of Minnesota 2013 Chapter 297A.993. The taxes are imposed by Chisago County Resolution Number 15/1118-3.

Administration, collection and enforcement

The Department of Revenue will administer, collect and enforce the Chisago County taxes identified in the introduction, as authorized under Minnesota Statutes, section(s) 297A.99 and any other authorizing statutes as authorized by the above referenced resolution. The administration, collection and enforcement process will follow existing statutes (Minnesota Statutes, Chapters 297A, 289A, and 270C) and rules administered by the Department (including Chapter 8130) and administrative procedures used by the Department to administer, collect and enforce the Minnesota state sales and use tax.

Registration of vendors

The Department of Revenue will handle automatic registration of vendors. Accounts that are currently registered for state sales and use tax who have a ZIP code in the Chisago County tax jurisdiction will be registered for the Chisago County taxes. We will mail an informational notice to these businesses notifying them that they have been automatically registered for the Chisago County taxes identified in the introduction.

The Department will notify all vendors that are registered for state sales and use tax and the general public about the Chisago County taxes by posting a notice on the Department of Revenue's website (www.revenue.state.mn.us). Other notifications will be made at the time of registration, through newsletters and fact sheets.

Chisago County acknowledges that there is no cost effective way to identify specific vendors located outside the Chisago County taxing jurisdiction who are required to be registered for the Chisago County tax. Identification of these vendors will be voluntary by vendor response to general notifications by the Department and through other contacts the vendor has with the Department or the Streamlined Sales Tax Governing Board's (SSTGB) central registration system.

Publicity and education

The Department of Revenue is responsible for educating vendors that are registered for state sales and use tax of their ongoing obligations to collect and remit Chisago County taxes covered by this agreement. The Department is also responsible for informing newly registered businesses of their obligations to collect and remit taxes covered by this agreement.

Chisago County and the Department may work together to develop educational or administrative methods, using resources available, to enhance compliance. For example, Chisago County may furnish an electronic file containing license information to the Department so that a match can be made to determine if all license holders are properly registered and collecting Chisago County transit taxes.

If Chisago County maintains an official website, it will display on its main home page a link to a notice that residents and businesses in the political subdivision may owe a local use tax on purchases of goods and services made outside of the political subdivision limits. The notice will provide information, including a link to any relevant page on the Department's website (www.revenue.state.mn.us), on how the taxpayer may get information and forms necessary for calculating and paying the tax.

Additionally, if Chisago County provides and bills for sewer, water, garbage collection or other public utility services, the billing statement will include at least once per year a notice that residents and businesses may owe a local use tax on purchases made outside of the political subdivision limits and provide information on how the taxpayer may get information and forms necessary for calculating and paying the tax.

Returns and remittance
Vendors will remit Chisago County taxes covered by this agreement as part of their Minnesota sales and use tax returns, which include simplified electronic returns (SER's) authorized by the SSTGB. Monies collected by the Department will be deposited in the State Treasury and credited to a special account. The Department will draw from this account to recover Department costs as provided in this agreement, and to transmit collections to Chisago County. Chisago County will accrue no interest on this amount.

Transmittal of tax to Chisago County
The Department will transmit the taxes reported on returns to Chisago County monthly through the automatic clearing house system. For each month of collection, two transmittals will be made. The first will be approximately five business days after month end. The final transmittal will be approximately 40 days after month end. The Department will retain, from the final monthly payment, a fee for administering, collecting and enforcing the Chisago County taxes as provided in this agreement.

Reporting
When the final monthly transmittal is made, a report will be sent to Chisago County indicating the total amount of Chisago County taxes reported, corresponding adjustments made, prior month corrections and administrative fees retained.

The Department will give Chisago County, on request, but no more than once a year, a report showing information about taxpayers located within the Chisago County taxing area and the amount of taxes remitted.

Disclosure
The Department will give Chisago County a copy of Minnesota Statutes, Chapter 270B, Tax Data, Classification and Disclosure. Chisago County understands that any individual account information given to its officials and representatives ("taxing officials") in connection with local transit sales and use taxes is subject to the classification and disclosure provisions of this chapter, and that pursuant to Minnesota Statutes, Section 270B.12, subdivision 2, such information can only be used to the extent necessary to administer the Chisago County transit sales or use tax.

If Chisago County requests a report showing individual account information about Chisago County transit taxes, the Department will conduct disclosure training to Chisago County.

Inspection of records and audit information
Chisago County may inspect and audit all data records relating to their local tax, the cost of collection of the taxes and the performance by the Department under this agreement.

Reimbursement of costs
The Department will review their direct and indirect costs for administering, collecting and enforcing local taxes once every five years and adjust costs as warranted. If changes are required the Department will notify Chisago County of the estimated cost for administering, collecting and enforcing the local taxes by January 1st of the year prior to the beginning of the State's fiscal year when the change will be implemented. Total local tax costs are shared by all local jurisdictions based on their share of total revenues and total tax lines reported on Minnesota sales and use tax returns. The Department weights each jurisdiction's percentage of revenue by 1/3 and their percentage of tax lines by 2/3 to compute their monthly percentage of total administrative costs.

Example:

Assume monthly totals for all Local Sales Taxes:

Total Tax revenues	$20,000,000.00
Total Tax lines on returns	90,000
Total Administrative costs	$200,000.00

If Local Tax A has revenues of $1,600,000.00 (8% of the total) and 9,000 tax lines (10% of the total) their share of monthly expenses would be 9.34% or $18,680.00, which represents approximately 1.17% of their monthly revenues. The following is how the 9.34% was calculated:

8% x 1/3 = 2.67%
10% x 2/3 = 6.67%
9.34%

Final transmission
When a tax ends, the Department may retain 20 percent of gross receipts for the final month, to be used as a fund to make adjustments or refunds. The portion of this fund that is not used for refunds or adjustments will be transmitted to Chisago County at the close of the period of limitations provided in Minnesota Statutes, section 289A.40. If the funds are not sufficient to cover refunds and adjustments, Chisago County must provide the Department with sufficient funding to process all closing adjustments.

Annual meeting
Chisago County and the Department may meet annually, at a mutually convenient time, to review performance under this agreement and their mutual relationship in the administration of Chisago County taxes identified in the introduction.

Responsibilities
When the boundary limits for Chisago County change, it is the responsibility of Chisago County to provide the Department of Revenue with the updated nine-digit ZIP code information. The Department of Revenue will only update the Chisago County ZIP code guide upon receiving this information.

If Chisago County updates or amends the county resolution relating to the Chisago County transit tax, Chisago County must provide the Department of Revenue with a signed copy of the revised or amended resolution.

Chisago County must confirm with the Department of Revenue current contact information annually and advise when changes occur in Chisago County contact information. This includes, but is not limited to, the contact person, phone number, address and email.

Effective date
This agreement is effective the day following imposition of the tax and supersedes any previous agreement.

Modifications
This agreement may be modified if the modification is in writing, signed by the Commissioner of Revenue and an authorized representative of Chisago County

Minnesota Department of Revenue

Signature: _____
Cynthia Bauerly
Commissioner of Revenue
Date: 3/10/16

Chisago County Representative

Signature: Mike Robinson
Print Name: Mike Robinson
Print Title: Chair, Board of Commissioners
Date: 2/17/16

Signature: _____
Print Name: Chase Burnham
Print Title: Clerk, Board of Commissioners
Date: 2/17/16

Chisago County Request for Board Action

Meeting Date: June 21, 2023	***Item Number:*** **22**
Title of Item for Consideration: State of Minnesota Department of Health TANF Grant 2023-2027	
Action Requested by: Robert Benson, Director	***Department:*** Health & Human Services
Previous Action on this Matter: None	

Background: The Temporary Assistance for Needy Families (TANF) grant is used to provide family home visiting, teen pregnancy prevention, and/or WIC nutritional services to families at or below 200 percent of federal poverty guidelines who are at risk of child abuse and neglect.

***Attachment(s)*:**

- Minnesota Department of Health TANF Grant 2023-2027

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners Approve the State of Minnesota Department of Health TANF Grant Contract. The suggested motion is as follows:

"Move to Approve the State of Minnesota Department of Health TANF Grant Contract"

Implications of Action: Approval of this grant will all Chisago County Health & Human Services to receive funding from the State of Minnesota to provide family home visiting and services to prevent teen pregnancy, and nutritional services to families in need.

Budget/Financial Implications: This grant will be funded by State dollars.

Legal/Policy Implications: The proposed activities are in compliance with all applicable state and federal regulations and County policies & procedures. The County Attorney has approved as to form.

Administrator's Recommendation

Approve C EB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

DRAFT (do not sign) Minnesota Department of Health
Grant Project Agreement Cover Sheet

You have received a grant project agreement from the Minnesota Department of Health (MDH). Information about the grant project agreement, including funding details, are included below. Contact your MDH Grant Manager if you have questions about this Cover Sheet.

ATTACHMENT: Grant Project Agreement

CONTACT FOR MDH: Leah Hegg, 651-201-5695, leah.hegg@state.mn.us

Grantee SWIFT Information	Grant Project Agreement Information	Program & Funding Information
Name of MDH Grantee: Chisago County Community Health Board	**Grant Project Agreement Number:** Enter Agreement Number	**MDH Program Name:** TANF
Grantee SWIFT Vendor Number: 0000197284 **SWIFT Vendor Location Code:** 001	**Effective Date:** 7/1/2023, OR the date all signatures are collected and the agreement is fully executed, whichever is later. **Expiration Date:** 6/30/2027	**Total State Grant Funds:** $0.00 **Total Federal Grant Funds:** $184,932 **Total Grant Funds *(all funds):*** $184,932

Notice to Grantee about Federal Funds

You have received a sub-award of federal financial assistance from MDH. Information about the sub-award is being shared with you per 2 CFR § 200.332. Please keep a copy of this cover sheet with the grant project agreement.

Grantee Unique Entity Identifier (UEI) Name and Number	**UEI Name:** Chisago, County of **UEI Number:** GVHPL2BDV794
Grantee's Approved Indirect Cost Rate for the Grant	10%
Is this award for Research and Development?	☐ Yes ☒ No
Project Description	Provide family home visiting, teen pregnancy prevention, and/or WIC nutritional services to families at or below 200 percent of federal poverty guidelines who are at risk of child abuse and neglect.
Name of Federal Awarding Agency	Department of Health and Human Services
Assistance Listing Name and Number (formerly *Catalog of Federal Domestic Assistance, "CFDA")*	**Assistance Listing Name:** Temporary Assistance for Needy Families **Assistance Listing Number:** 93.558
Federal Award Identification Number (FAIN)/ Grantor's Pass-through Number	2501MNTANF
Federal Award Date *(Date MDH received federal grant)*	10/1/2022
Total Amount of Federal Award Received by MDH	$17,114,000
Amount of funding from this federal award MDH is issuing to Grantee:	$184,932

Minnesota Department of Health

Grant Project Agreement

This Grant Project Agreement, and amendments and supplements, is between the State of Minnesota, acting through its Commissioner of Health ("MDH") and Chisago County Community Health Board, an independent organization, not an employee of the State of Minnesota, address 313 N. Main St., Rm 239, Center City, MN 55012, ("Grantee").

Recitals

1. MDH is empowered to enter into this grant project agreement under Minn. Stat. §§ 144.05 and 144.0742 . ;
2. MDH and Grantee have entered into Master Grant Contract number 12-700-00064 ("Master Grant Contract") effective January 1, 2020 or subsequent Master Grant Contracts and amendments and supplements thereto;
3. Grantee represents that it is duly qualified and willing to perform the activities described in accordance with the terms of this grant project agreement. Pursuant to Minn. Stat. § 16B.98, subd 1, Grantee agrees to minimize administrative costs as a condition of this grant project agreement.

Grant Project Agreement

NOW, THEREFORE, it is agreed:

1. **Incorporation of Master Grant Contract**
   All terms and conditions of the Master Grant Contract are hereby incorporated by reference into this grant project agreement.
2. **Term of Agreement**
   2.1. *Effective date*
   July 1, 2023, or the date MDH obtains all required signatures under Minn. Stat. § 16B.98, subd. 5(a), whichever is later. Per Minn. Stat. § 16B.98, subd. 7, no payments will be made to the Grantee until this grant project agreement is fully executed. Grantee must not begin work until this grant project agreement is fully executed and MDH's Authorized Representative has notified Grantee that work may commence.

   2.2. *Expiration date*
   June 30, 2027, or until all obligations have been fulfilled to the satisfaction of MDH, whichever occurs first, except for the requirements specified in this grant project agreement with completion dates which extend beyond the termination date specified in this sentence.
3. **Activities**
   3.1. *MDH's Activities*
   MDH activities, in accordance with the Minnesota Department of Administration's Office of Grants Management's policies and federal regulations, may include but are not limited to financial reconciliations, site visits, programmatic monitoring of activities performed, and grant activity evaluation.

3.2. *Grantee's Activities*

Grantee, who is not a state employee, shall conduct the activities specified in Exhibit A, which is attached and incorporated into this grant agreement.

4. **Award and Payment**

MDH will award funds to Grantee for all activities performed in accordance with this grant project agreement.

4.1. *Grant Award*

Reimbursement will be in accordance with the agreed-upon budget contained in Exhibit B, which is attached and incorporated into this grant agreement.

4.2. *Budget Modifications*

Grantee may modify any line item in the most recently agreed-upon budget by up to 10 percent without prior written approval from MDH. Grantee must notify MDH of any modifications up to 10 percent in writing no later than the next invoice. Grantee must obtain prior written approval from MDH for line-item modifications greater than 10 percent. Grantee's failure to obtain MDH's prior approval may result in denial of modification request, loss of funds, or both. The total obligation of MDH for all compensation and reimbursements to Grantee shall not exceed the total obligation listed under "Total Obligation."

4.3. *Total Obligation*

The total obligation of MDH for all compensation and reimbursements to Grantee under this grant project agreement will not exceed $184,932.

4.4. *Terms of Payment*

4.4.1. Invoices

MDH will promptly pay Grantee after Grantee presents an itemized invoice for the activities actually performed and MDH's Authorized Representative accepts the invoiced activities. Invoices must be submitted at least quarterly or according to a schedule agreed upon by the Parties. The final invoice is due 30 calendar days after the expiration date of the grant agreement.

4.4.2. Federal Funds

Payments under this grant project agreement will be made from federal funds obtained by MDH through Title Temporary Assistance to Needy Families, Assistance Listing (formerly known as CFDA) number 93.558 of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, including public law and all amendments. The Notice of Grant Award (NGA) number is 2501MNTANF. Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

5. **Conditions of Payment**

All activities performed by Grantee pursuant to this grant agreement must be performed in accordance with the terms of this grant agreement, as determined in the sole discretion of MDH's Authorized Representative. Furthermore, all activities performed by Grantee must be in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. MDH will not pay Grantee for work that MDH determines is noncompliant with the terms and

conditions of this grant agreement or performed in violation of federal, state, or local law, ordinance, rule, or regulation.

6. **Ownership of Equipment and Supplies**

6.1. ***Equipment***. "Equipment" is defined as tangible personal property having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds $5,000. MDH shall have the right to require transfer of all Equipment purchased with grant funds (including title) to MDH or to an eligible non-State party named by MDH. MDH may require the transfer of Equipment if the grant program is transferred to another grantee. At the end of this grant agreement, grantee must contact MDH's Authorized Representative for further instruction regarding the disposition of Equipment.

6.2. ***Supplies***. "Supplies" is defined as all tangible personal property other than those described in the definition of Equipment. Grantee must notify MDH's Authorized Representative regarding any remaining Supplies with an aggregate market value of $5,000 or more for further instruction regarding the disposition of those Supplies. For the purpose of this section, Supplies includes but is not limited to computers and incentives.

7. **Authorized Representatives**

7.1. *MDH's Authorized Representative*

MDH's Authorized Representative for purposes of administering this grant project agreement is Jennifer Lippert, Family Home Visiting Section Manager, 625 Robert St N, St. Paul, MN 55155, 651-201-3640, jennie.lippert@state.mn.us, or their successor, and has the responsibility to monitor Grantee's performance and the final authority to accept the activities performed under this grant project agreement. If the activities performed are satisfactory, MDH's Authorized Representative will certify acceptance on each invoice submitted for payment.

7.2. *Grantee's Authorized Representative*

Grantee's Authorized Representative is Courtney Wehrenberg, Community Health Services Administrator, 6133 402nd Street, North Branch, MN 55056, Courtney.Wehrenberg@chisagocountymn.gov, or their successor. Grantee's Authorized Representative has full authority to represent Grantee in fulfillment of the terms, conditions, and requirements of this agreement. If Grantee selects a new Authorized Representative at any time during this grant project agreement, Grantee must immediately notify MDH's Authorized Representative.

8. **Termination**

8.1. *Termination by the MDH or Grantee*

MDH or Grantee may cancel this grant project agreement at any time, with or without cause, upon 30 days written notice (e.g., by mail, email, or both) to the other party.

8.2. *Termination for Cause*

If Grantee fails to comply with the provisions of this grant project agreement, MDH may terminate this grant project agreement without prejudice to the right of MDH to recover any money previously paid. The termination shall be effective five business days after written notice (e.g., mail, email or both) of termination to Grantee.

8.3. *Termination for Insufficient Funding*

MDH may immediately terminate this grant project agreement if it does not obtain funding from the Minnesota Legislature or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the work scope covered in this grant project agreement. Termination must be by written notice to Grantee; e.g., mail, email, or both. MDH is not obligated to pay for any work performed after notice and effective date of the termination. However, Grantee will be entitled to payment, determined on a pro rata basis, for activities satisfactorily performed to the extent that funds are available. MDH will not be assessed any penalty if this grant project agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. MDH must provide the Grantee notice of the lack of funding within a reasonable time of MDH receiving notice of the same.

9. **Publicity**

Any publicity given to the program, publications, or activities performed resulting from this grant agreement, including but not limited to, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for Grantee or its employees individually or jointly with others, or any subgrantees, must identify MDH as the sponsoring agency. If publicity is not specifically authorized under this grant agreement, Grantee must obtain prior written approval from MDH's Authorized Representative. As federal funding is being used for this grant project agreement, the federal program must also be recognized.

10. **Clerical Error**

Notwithstanding Clause "Assignment, Amendments, Waiver, and Grant Agreement Complete" of this grant agreement, MDH reserves the right to unilaterally fix clerical errors, defined as misspellings, minor grammatical or typographical mistakes or omissions, that do not have a substantive impact on the terms of the Grant Agreement without executing an amendment. MDH must inform Grantee of clerical errors that have been fixed pursuant to this paragraph within a reasonable period of time.

11. **Telecommunications Certification**

By signing this agreement, Grantee certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), and 2 CFR § 200.216, Grantee will not use any funding covered by this grant agreement to procure or obtain, or to extend, renew, or enter into any contract to procure or obtain, any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Grantee will include this certification as a flow down clause in any contract related to this grant agreement.

12. **Voter Registration Services Requirement**

If this grant agreement will disburse any state funds (as indicated on the Award Cover Sheet); AND Grantee is a local unit of government, city, county, township, or non-profit organization, then Grantee is required to comply with Minn. Stat. § 201.162 by providing voter registration services for its employees and for the public served by the grantee.

[Signatures on following page]

APPROVED:

1. State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signature: _____

SWIFT Contract & Initial PO: _____

2. Grantee

Grantee certifies that the appropriate persons(s) have executed the grant agreement on behalf of Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signature: _____ Signature: _____

Title: _____ Title: _____

Date: _____ Date: _____

Signature: _____ Signature: _____

Title: _____ Title: _____

Date: _____ Date: _____

3. Minnesota Department of Health

Grant agreement approval and certification that State funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signature:
(with delegated authority) _____

Title: _____

Date: _____

Distribution:
All parties on the DocuSign envelope will receive a copy of the fully executed grant agreement.

Exhibit A – TANF Family Home Visiting Grantee Activities

Grantee shall:

1. Use TANF Family Home Visiting funds to provide eligible families with 1) non-medical home visiting services; 2) WIC nutrition clinic services; and/or 3) group teen pregnancy prevention programs.
2. Not use TANF Family Home Visiting funds for cash payments to recipients or to reimburse families or individuals for childcare or for transportation.
3. Not use TANF Family Home Visiting funds for any medical services including family planning services. Family planning services include counseling and education as part of a clinical visit (or visits) related to obtaining contraceptives; medical services such as a pap smear or physical; and contraceptive supplies.
4. Ensure that families receiving TANF-funded family home visiting or WIC nutrition services meet the following eligibility criteria:
   a. Family is receiving federally funded Minnesota Family Investment Program (MFIP) OR
   b. Family has an income at or under 200 percent of federal poverty guidelines AND all members of the family are either U.S. citizens or eligible non-citizens AND family consists of one of the following:
      i. Pregnant woman
      ii. Child under the age of 18 OR
      iii. Child under 19 if a full-time secondary student
   c. Documentation of eligibility criteria must be maintained in family case files and reviewed annually.
5. Be aware that TANF funding used for group teen pregnancy prevention activities does not need to meet the eligibility criteria listed in 4a and 4b.
6. Ensure that administrative costs do not exceed 10 percent (except for federally negotiated rate) to meet federal requirements of the Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards.
7. Ensure that no more than forty-nine percent (49%) of the total annual award of TANF funds is used for WIC services. There is no limitation on the portions of the budget that can be used for Family Home Visiting and Teen Pregnancy Prevention.
8. Be required to bill for third-party reimbursement of TANF grant activities if their agency is eligible to do so. Third-party reimbursement shall be reported to MDH-FHV in the format and scheduled determined by the grant manager.
9. Submit a two-year budget and work plan which once approved by MDH become incorporated into this grant agreement by reference. The budget and work plan shall be submitted to MDH in Spring 2025 for the third and fourth years of this grant cycle.

Exhibit B – Grantee's Budget

The summary budget is shown for reference only and is non-binding.

	Budget Summary for July 1, 2023 - June 30, 2024		
	Contact person:	Pegi Weidendorf	
	Applicant Agency	Chisago County Public Health	
	Phone	651-213-5625	
	E-mail	Pegi.Weidendorf@chisagocountymn.gov	
	Enter your indirect rate		
	These amounts will fill in from the Primary Budget tab.		The totals will calculate automatically.
	Category	**July 1, 2023 - June 30, 2024**	**Total**
0	**Salaries and Fringe Benefits**	$ 46,233	**$ 46,233**
1	**Contractual Services**	$ -	**$ -**
2	**Travel**	$ -	**$ -**
3	**Supplies and Expenses**	$ -	**$ -**
4	**Other**	$ -	**$ -**
5	**Subtotal**	**$ 46,233**	**$ 46,233**
6	**Indirect***	$ -	**$ -**
7	**Total**	**$ 46,233**	**$ 46,233**

Chisago County Request for Board Action

Meeting Date: June 21, 2023	***Item Number:*** **23**
Title of Item for Consideration: Health Partners Grant Award	
Action Requested by: Robert Benson, Director	***Department:*** Health and Human Services
Previous Action on this Matter: None.	

Background: Chisago County has been doing incredible work for Health Partners, as a thank you Health Partners has sent Chisago County a grant in the amount of $85,000, the grant should be used to benefit Health Partners Medicaid member.

***Attachment(s)*:**

- Letter from Health Partners

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the health partners grant award. The following motion is suggested:

"Move to approve the Health Partners Grant award."

Implications of Action: Approval of this grant agreement will allow Chisago County Health and Human services and Public Health to provide General support to Health partners Medicaid members, and also support Family home visiting programs, behavioral health care and services, and to prepare/plan for the end of the Federal Public Health Emergency.

Budget/Financial Implications: No budget/ Financial Implications.

Legal/Policy Implications: The Proposed activities are in compliance with all applicable state and federal regulations and County policies and procedures.

Administrator's Recommendation

Approve C EB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

September 23, 2022

HealthPartners

Chase Burnham
Chisago County Administrator
313 North Main Street
Room 174
Center City, MN 55012

Sent via U.S. Postal Service and Electronic Mail

Dear Mr. Burnham:

From our discussion, HealthPartners is pleased to award Chisago County a grant in the amount of $85,000 to support our HealthPartners Minnesota Health Care Programs Medicaid members in 2022.

The role counties play in keeping our communities healthy is vitally important and we appreciate your partnership. We also want to acknowledge the ongoing challenges counties have experienced during the pandemic and the anticipated challenges when the federal Public Health Emergency (PHE) ends, and every Minnesotan with Medicaid coverage must re-determine their eligibility.

The above grant is unrestricted; however, the goal is that Chisago County use the grant to benefit HealthPartners Medicaid members. Some activities may include:

- General support for the vital work performed by your departments of public health and human services
- Support of Family Home Visiting Programs
- Behavioral health care and services
- Preparation and planning for the end of the PHE and the obligations foreseen to update addresses and process re-enrollment determinations

Again, thank you so much for your partnership and for the important work you do to improve the health of the community and HealthPartners Medicaid members.

With best regards,

Pahoua Hoffman
Senior Vice President of
Community and Government Relations

Marna Canterbury
Senior Director of
Community and Health Engagement

CC: Robert Benson, Chisago County Health and Human Services Director
Courtney Wehrenberg, Chisago County Public Health Administrator
Barbara Cox, HealthPartners Vice President of Legislative and Regulatory Affairs
Emi Bennett Vo, HealthPartners Manager of State Public Programs

Good morning Todd,

The $85,000 grant is a THANK YOU from HealthPartners for all the incredible work your team does. The grant is unrestricted, meaning there is no specific timeline or reporting guidelines you must follow. In addition, there are not specific parameters on *how* the funding must be spent, although we ask that you use it to support your Medicaid clients.

Examples of what other counties are doing with this funding include: hiring an eligibility specialist to help with renewals after the PHE ends; suicide prevention efforts; and creating a community green space where members can gather, garden, and participate in other health promotion behaviors. You know your community best, so your team can decide exactly how the funding is used.

I've CC'd my colleague, Kelly Logue, on this e-mail as she has been the lead on these grants. If you have any other questions, please let us know.

Thank you,

Sarah Brown, MPH (*she/they*)
Public Health & Engagement Supervisor
Government Programs
HealthPartners®

Chisago County Request For Board Action

Meeting Date: June 21, 2023	***Item Number:*** **24**
Title of Item for Consideration: Opioid Settlement Council Bylaws	
Action Requested by: Robert Benson, Director	***Department:*** Health and Human Services
Previous Action on this Matter: None.	

Background: Chisago County has received funds for the Opioid settlement, all funds must be used for opioid mitigation, such as treatment, prevention, recovery, harm reduction, research, and training. Having a set of bylaws will give clear guidelines of what is to be expected from the advisory council assigned to the Opioid settlement.

***Attachment(s)*:**

- Chisago County Opioid Settlement Advisory Council Bylaw

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the Chisago County Opioid Settlement Advisory Council Bylaw. The suggested motion is as follows:

"Move to approve the Chisago County Opioid Settlement Advisory Council Bylaw."

***Implications of Action*:** Approval of the revised Collaborative Agreement Bylaws will allow the council to develop a fair and transparent process for deciding where funds are spent.

***Budget/Financial Implications*:** There is no financial implication.

***Legal/Policy Implications*:** The proposed activities are in compliance with all applicable state and federal regulations and County policies & procedures. The County Attorney has approved as to form.

Administrator's Recommendation

Approve CEB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		
Action on Motion:	Aye _____	Nay _____	Abstain _____

CHISAGO COUNTY HEALTH & HUMAN SERVICES

313 North Main Street, Room 230
Center City, MN 55012-9665

General Information	651-213-5600
Administrative	651-213-5609
Child Support	651-213-5647
Financial Assistance	651-213-5640
Welfare Fraud	651-213-5689
North Branch	651-213-5200
FAX	651-213-5685
Public Health	651-213-5231

CHISAGO COUNTY OPIOID SETTLEMENT ADVISORY COUNCIL BYLAWS

OVERVIEW AND PURPOSE

VISION

Advisory Committee will develop…

GUIDING PRINCIPLES-

According to Johns Hopkins Bloomberg School of Public Health Principles for the Use of the Funds from the Opioid Litigation;

- Spend money to save lives -the Advisory Council shall use the funds to supplement rather than replace existing spending.
- Use evidence to guide spending-the Advisory Council shall use this information to make funding decisions.
- Invest in youth prevention the Advisory Council shall support children, youth, and families by making long-term investments in effective programs and strategies for community change.
- Focus on racial equity the Advisory Council shall direct significant funds to communities affected by years of discriminatory policies and now experiencing substantial increases in overdoses.
- Develop a fair and transparent process for deciding where funds are spent-the Advisory Council shall be guided by public health leaders with the active engagement of people and families with lived experience, as well as other key groups.

ARTICLE I-General

1. Name. The name of the Advisory Council shall be Chisago County Opioid Settlement Advisory Council. (Hereinafter called Advisory Council)

2. Location. The Advisory Council shall maintain its principal office in Center City, Minnesota, with such other offices in such locations within the jurisdictional area as the Advisory Council may from time to time prescribe.

3. Jurisdictional Area. The Advisory Council shall exercise its powers within the boundaries of Chisago County and within such other areas as Chisago County Health & Human Services Board determines pursuant to law.

ARTICLE II - Duties and Powers

1. Public Health Chief Strategist. Chisago County Public Health shall serve as the lead agency and Chief Strategist to identify, collaborate, and respond to local issues to determine appropriate ways to leverage and disburse Opioid Settlement Funds.

2. Local Public Health Act. The Advisory Council is established pursuant to Minnesota Statutes Chapter 145A to assist the Chief Strategist, Chisago County Public Health, in advising Chisago County on the disbursement of Opioid Settlement Funds in a manner that prevents and addresses addiction across the areas of public health, human services, and public safety.

3. Reporting. As the Chief Strategist, the Public Health Department will be responsible for reporting components according to the Minnesota Opioids State-Subdivision Memorandum of Agreement Reporting and Compliance Addendum.

ARTICLE III - Membership

1. Eligibility and Selection. Advisory Council members must reside or provide services in Chisago County. All Advisory Council members shall complete the Opioid Settlement Advisory Council application and meet selected criteria. Approved applicants shall be presented to the County Board of Commissioners for final approval.

2. Composition of Membership. Membership shall consist of no less than 9 and no more than 25 members. Sector representation shall include;

    - Legal Professional
    - Law Enforcement
    - Corrections
    - Public Health
    - Human Services
    - Treatment
    - Recovery (individual in recovery or recovery professional)
    - Board of Commissioners
    - Primary Care
    - Community of color and other communities affected by historical patterns of discrimination, such as Indigenous and LGBTQ+
    - Education
    - Community Member At Large (one per Commissioner district)
    - Addiction Medicine
    - Emergency Medical Services (EMS)
    - Local Municipality (city or township)
    - Veteran Services
    - Other

3. Chief Strategist. Chisago County Public Health, as the Chief Strategist, shall act as facilitator to the Advisory Council. In this role, Chisago County Public Health will assist the Advisory Council by doing, but not limited to, the following;

   a. Develop and disseminate Advisory Council packet
   b. Schedule and facilitate meetings
   c. Develop agendas
   d. Prepare and disseminate meeting materials
   e. Record and publish minutes
   f. Manage application materials and repository
   g. Present necessary materials and recommendations to the Board of Commissioners

4. Vacancies. A vacancy in the Advisory Council shall occur upon the inability to serve, resignation, or removal of an Advisory Council member. Vacancies may also occur if an Advisory Council member moves out of or ceases services in the county.

5. Per Diem and Expenses. Advisory Council members shall receive such per diem and be reimbursed for such expenses as provided by law and resolution of the County Board of Commissioners. Members of the Advisory Council who are professionals drawing a salary from their employer while servicing on the Advisory Council shall not be eligible for a per diem. Per diem shall be set by the Health & Human Services Board at their annual meeting.

6. Absenteeism and Removal. A member may be removed by the appointing authority at any time at the discretion of the appointing authority (Chisago County Board of Commissioners) or other selecting organization. The Public Health Chief Strategist shall inform the appointing authority of a member missing two consecutive, unexcused meetings. Extenuating circumstances may be taken into consideration.

   a. Resignation. A member may resign at any time by delivering written notice to the Public Health Chief Strategist. A resignation is effective when the notice is delivered unless the notice specifies a later effective date.

   b. Replacement. If a member is removed or resigns, Advisory Council applications shall be reviewed or reopened to fill the vacancy.

ARTICLE IV-- Meetings

I. Advisory Council Meetings. The Advisory Council shall hold its regular meetings at its principal place of business or elsewhere as provided by the Board at least six times per year. A proposed written agenda for each regular meeting shall be provided to each Advisory Council member by Chisago County Public Health staff at least one week before each regular meeting. The Advisory Council shall be limited to such agenda items, except for emergency items during its meeting.

II. Quorum. A quorum shall consist of a majority of the Advisory Council membership.

III. Adjournment. Any meeting may be adjourned to a particular place on a date and time upon majority vote of the members voting.

IV. Voting. Each Advisory Council member shall have one (1) vote. All business shall be conducted by a majority vote unless otherwise provided by the Advisory Council or required by law. Public Health Chief Strategists shall not be voting members.

V. Sub-committees. Standing and special sub-committees shall be formed as necessary. Persons outside of the Advisory Council membership with special talents and information may be asked to serve on sub-committees. The sub-committee chairperson will be selected at the first meeting of the sub-committee. At least one member of the Advisory Council shall be a member of each sub-committee.

VI. Records of Meetings. A Chisago County Public Health staff member shall prepare and certify minutes of the meetings, copies of which shall be provided to Advisory Council members in such manner as the Advisory Council shall determine. Meeting minutes and agendas shall be accessible in the Agendas and Minutes Center of the Chisago County website. Following the council meetings the records shall then be provided to the County board.

VII. Rules. All meetings shall be conducted in accordance with Roberts Rules of Order unless otherwise provided in these Bylaws.

VIII. Open Meeting. Per calendar year, one Advisory Council meeting shall be open to the public. This meeting shall invite all municipalities in the county to receive input as to proposed uses of the Opioid Settlement Funds and to encourage collaboration between Local Governments both within and beyond the county.

IX. Meeting Dates. Alternative meeting dates may occur at the discretion of the Advisory Council members by a majority vote. All meeting dates shall be published on the Chisago County Health & Human Services - Opioid Settlement Advisory Council webpage.

ARTICLE V- Expectations of Members

a. Duties. Advise, consult with and make recommendations to the Chisago County Board of Commissioners, on matters relating to the maintenance, funding, and evaluation of Opioid Settlement funds

b. Participation. As members of the Advisory Council, you are expected to participate during meetings. Your professional and/or personal experience is important and should be shared. All members have an equal voice at the table.

c. Individualism. All members of the Advisory Council shall act as individuals in the deliberation of issues.

d. Best Practice for Opioid Abatement. Individual members shall be willing to learn and implement best practices related to opioid abatement and prevention.

e. Representation. In the event other organizations request representation on an advisory group or task force, members should be open to such participation to represent the Advisory Council.

ARTICLE VI- Conflict of Interest

I. Definition. A conflict of interest means a financial association that has the potential to bias or have the appearance of biasing a council member's decision related to the Opioid Settlement funds decision process or other council activities under this section.

II. Disclosure. Advisory Council members must disclose a conflict of interest to the council, refrain from participating in discussions, and recuse themselves from voting on any matter before the council.

III. Concerns. Any member of the Council may raise questions of possible conflict of interest by another member.

IV. Decision. All questions regarding actual or potential conflict of interest shall be decided by majority vote of the members present who do not, themselves, have a conflict of interest.

ARTICLE VII- Bylaws

I. Amendment. Amendments of these Bylaws may be proposed by any member. Proposed amendments will be presented to the Council no fewer than 5 days before voting. Proposed revision shall be placed on agenda for scheduled meetings of the Advisory Council.

II. Adoption. Adoption of the Bylaws shall be considered by majority vote by the Advisory Council membership.

III. Review. The Bylaws of the Advisory Council shall be reviewed at the start of each year and considered ratified by a majority vote by the Advisory Council.

Adopted by Chisago County Opioid Settlement Advisory Council:

Dated: _____ _____

CHISAGO COUNTY PUBLIC HEALTH STRATEGIST

Adopter by Chisago County Board of Commissioners:

Dated: _____ _____

Chair, Chisago County Board of Commissioner

Chisago County Request For Board Action

Meeting Date: June 21, 2023	***Item Number:*** **25**
Title of Item for Consideration: Opioid Settlement Expense Approval of Funds	
Action Requested by: Robert Benson, Director	***Department:*** Health and Human Services
Previous Action on this Matter: None.	

Background: Chisago County has received funds for the Opioid settlement, all funds must be used for opioid mitigation, such as treatment, prevention, recovery, harm reduction, research, and training. The spending of the funds and the allocations is something that will be discussed and approved by the Opioid Settlement Advisory Council and then have final approval by the Chisago County board for approval of funds dispersal.

The Director of Health and Human Services will approve all amounts under $3,000, and then having the County Administrator approve amounts Over $3,000 but under $25,000 will allow for funds to be paid in an expedited manner. All amounts over $25,000 will require board approval.

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners Approve that Opioid Settlement of Funds be approved by the Director of Health and Human Services for Expenses under $3,000 and any Expenses over $3,000 but under $25,000 be approved by the County Administrator, all amounts over $25,000 will be approved by the Chisago County Board. The suggested motion is as follows:

"Move to Approve the Chisago County Opioid Settlement Expense Approval of Funds."

***Implications of Action*:** Approval of this request will ensure that funds are approved in a quick manner, and that any amounts under $3,000 will be quickly approved by The HHS Director and amounts above that will be approved by the County Administrator up to $25,000 and any debt higher will be approved by the Chisago County Board

***Budget/Financial Implications*:** Funds will be paid from the Opioid Settlement.

***Legal/Policy Implications*:** The proposed activities are in compliance with all applicable state and federal regulations and County policies & procedures.

Administrator's Recommendation

Approve C EB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		
Action on Motion:	Aye _____	Nay _____	Abstain _____

Chisago County Request For Board Action

Meeting Date: June 21, 2023	***Item Number:*** **26**
Title of Item for Consideration: Board Appointment to the Opioid Settlement Advisory Council	
Action Requested by: Robert Benson, Director	***Department:*** Health and Human Services
Previous Action on this Matter: None.	

Background: Chisago County has received funds for the Opioid settlement, all funds must be used for opioid mitigation, such as treatment, prevention, recovery, harm reduction, research, and training. The goal is to Appoint members that will vote to spend funds on topics and items such as Investing in youth prevention, the Advisory Council shall support children, youth, and families by making long-term investments in effective programs and strategies for community change. Focus on racial equity the Advisory Council shall direct significant funds to communities affected by years of discriminatory policies and now experiencing substantial increases in overdoses. Advisory Council members must reside or provide services in Chisago County, all Advisory Council members shall complete the Opioid Settlement Advisory Council application and meet selected criteria.

Attachment(s):

- Opioid Application Summary, Michele Hein, Cassandra Cosgrove, Mary Melby, Kristi Hinsch, Daniel Mcgonigle, Megan Hyde, Doris Zacho, Steven Thompson, Lee Peterson, Dan Myer, Tena Marie Meyer, Bryan Brown, Coleman McDonough, Abigail Halseth, Erica Bierketvedt, Maggie Owen, Nathan Baker-Trinity, Brandon Thyen, Sarah Kerkes, Marie Kampa, Mary Keller, Patty Mattson, and Corinne Sando.

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve appointment of Michele Hein, Cassandra Cosgrove, Mary Melby, Kristi Hinsch, Daniel Mcgonigle, Megan Hyde, Doris Zacho, Steven Thompson, Lee Peterson, Dan Myer, Tena Marie Meyer, Bryan Brown, Coleman McDonough, Abigail Halseth, Erica Bierketvedt, Maggie Owen, Nathan Baker-Trinity, Brandon Thyen, Sarah Kerkes, Marie Kampa, Mary Keller, Patty Mattson, and Corinne Sando to the Chisago County Opioid Settlement Advisory Council. The suggested motion is as follows:

"Move to approve the appointment of Michele Hein, Cassandra Cosgrove, Mary Melby, Kristi Hinsch, Daniel Mcgonigle, Megan Hyde, Doris Zacho, Steven Thompson, Lee Peterson, Dan Myer, Tena Marie Meyer, Bryan Brown, Coleman McDonough, Abigail Halseth, Erica Bierketvedt, Maggie Owen, Nathan Baker-Trinity, Brandon Thyen, Sarah Kerkes, Marie Kampa, Mary Keller, Patty Mattson, and Corinne Sando to the Chisago County Opioid Settlement Advisory Council."

***Implications of Action*:** The Board appointments of the Chisago County Opioid Settlement Advisory Council will allow them the opportunity to hold meetings, discuss and vote on how the funds from the Opioid Settlement should be spent.

***Budget/Financial Implications*:** Paid from State funds.

***Legal/Policy Implications*:** The proposed activities are in compliance with all applicable state and federal regulations and County policies & procedures. The County Attorney has approved as to form			
Administrator's Recommendation			
Approve C EB	Deny _____	Other _____	
Motion By:		Seconded by:	
To:			
Action on Motion:	Aye _____	Nay _____	Abstain _____

2023 Opioid Settlement Advisory Council Application summary

Below is a summary of the 2023 Chisago County Opioid Settlement Advisory Council Applications. You will see their name, sector representation and a brief description about Why they would you like to be part of the advisory council?

1. Michele Hein, Parent of a son who died from accidental fentanyl poisoning
    a. Since the day our son was found deceased in the basement of our Lindstrom home, my husband and I vowed to be quiet no longer about the disease of addiction and have worked non stop for almost three years in educating youth, the general public and our legislators about the deadly illicit drug, fentanyl. I would like to bring what I've learned through advocacy, hosting rally's at the state capitol and simply hearing others stories to not only increase treatment options in our area to those in active SUD but be sure that harm reduction tactics are in place, and that Naloxone/Narcan is in every emergency vehicle in our county and in our schools. Our law enforcement (cops, prosecutors, detectives and judges) also need more support so they can bring those people dealing this poison to justice, locally.
2. Cassandra Cosgrove, Sibling and daughter of an addict.
    a. I personally have former addicts in my family. I have lost several friends due to drug and alcohol related incidents, and it is truly the worst kind of loss. I have lived and worked in this community almost my whole life and have seen how opiate use has effected the people here in a negative way.
    I also have two young kids who are in the pre-teen phase, which can be a scary time to be a parent. I hope to educate my kids on drugs and what to be aware of. I want to bring education in to the community and to other parents so they can be aware of drug trends and can continue to have conversations with their kids and families about drug use and safety.
3. Mary Melby, Parent of an addict and Chisago County HHS employee.
    a. I would like to be a part of this advisory council because as a parent of an addict I have insight of the effects of what opioid misuse does to a family as a whole. It not only effects the addict, but it also effects everyone who loves them. Our 24-year-old son is currently residing and in the program at MN Adult and Teen challenge in Duluth MN. He is in month 4 of the long-term program that is a yearlong program. He has completed the short-term program successfully.
    My job at Chisago County HHS is processing health care applications for community members applying for Medical Assistance. There is a percentage of those applicants that are addicts in recovery and also trying to get into recovery. I deal with the paperwork side professionally and see the struggles our community members have when they are ready to start their recovery journey with the logistics of applying for help and trying to get an assessment and find a treatment facility that has an opening.
4. Kristi Hinsch, Addition Nurse

    a. I am an addiction nurse, and I care for patients with opioid use disorders. What these patients go through during their opioid withdrawal is heartbreaking to watch. As an addiction nurse, I see first-hand what this drug is doing to people and what devastation it leaves in its wake. I want to help get these drugs off the streets of Chisago County.
5. Daniel McGonigle, Chisago Lakes Community Education
    a. I wish to help make my community safe and to continue my life's work of keeping our communities as safe as possible for our students, especially our students who are underrepresented.
6. Megan Hyde, Chiaago Lakes High School Associate Principal
    a. Working in the High School I know that this is a growing need. I would like to have the opportunity to share what we see here, and take back the information that I get from this council.
7. Doris Zacho, Parent of a child who overdosed/poisoned and lost his life.
    a. Having dealt with an addicted son for 10 years, I know that I have some insight into the struggle and as well the areas that can be improved for both the addict and the families that are involved.
8. Steven Thompson MD, Primary Care with M Health Fairview
    a. I can bring insight regarding what we are doing to help reduce opioid use in healthcare and to reduce patients becoming unintentionally addicted to opioids. Also inform everyone what we are doing for our patients who do have a legitimate use for chronic opioids.
9. Lee Peterson, Primary Care, Addiction Medicine, Mental Health, Treatment & Recovery (individual in recovery or recovery professional)
    a. I am committed to being a force to help those who battle addiction. I work and volunteer towards that mission in both my professional role, as well as with my personal time. This is a large issue facing our community and it impacts not only the addict, but also their family. Helping to curb this will not only help the individuals, but also the larger community
10. Dan Myer, North Branch Police Chief and Rush City Council member.
    a. As the police chief of the North Branch PD, I have directly seen the impact that increased opioid use has had on individuals and the community. I am looking forward to collaborating with other community stakeholders to find ways to address prevent and treat opioid addiction.
11. TenaMarie Meyer, Lakes Region EMS Clinical Manager
    a. I feel it is important for EMS to be involved in opioid issues, especially in the county that we serve. We have regular contact with those who have both overdosed and those who are at risk for overdose because of dependence/abuse problems.
12. Bryan Brown, Chisago County Veteran Services
    a. Maybe this advisory council will help me help Veterans.
13. Coleman McDonough, North Branch Area Public Schools Principal

    a. As a school principal, understanding the various components of how we can utilize this group to support our students.
14. Abigail Halseth, North Branch Area Public Schools Licensed Nurse
    a. Help to represent the medical side of our school and coming with personal experience with loved ones who struggle with addiction.
15. Erica Bierketvedt, North Branch Community Education
    a. I feel that being on this advisory council is an appropriate fit due to my role as Director of Early Learning & Community Education for North Branch Area Public Schools.
       I'm also an active parent and community member seeking the best outcomes and environment for our community's youth and all citizens.
16. Maggie Owen, Chisago County Attorneys Office
    a. As an ACA with experience in civil, child protection, and criminal practice in Chisago County, I believe I would bring an important perspective to the discussion and decision-making process regarding how to address opioid use in the community.
17. Nathan Baker-Trinity, Rush City- First Evangelical Lutheran Church
    a. To ensure help for those who might be forgotten about.
18. Brandon Thyen, Chisago County Sheriff
    a. To share my 25 years of law enforcement experience of working in the county and take a proactive part in addressing the opioid problem in Chisago County.
19. Sarah Kerkes, Chisago City- Zion Lutheran Church
    a. In my thirty years as a clergy person I have presided at numerous overdose funerals. I have been witness to the struggles with opioid addiction and the ways it impacts all ages, including our seniors. I have also seen the effect this has had on families, friends, schools and communities.
20. Marie Kampa- Treatment & Recovery (individual in recovery or recovery professional)
    a. I would like to advocate for individuals experiencing substance abuse and be part of a team effort to develop the most beneficial allocation of resources. I specifically would like to offer input on fighting overdoses due to the heroin and fentanyl epidemic. I have lost many loved ones due to the opioid crisis and would like to help in any way I can.
21. Mary Keller, Rush City Teen Focus Recovery
    a. Being an LADC, I have seen the devastating effect that the opiate crises has done to individuals, families and communities. It would be great to see some good happen and to be a part of something positive and making change happen for people and the community
22. Patty Mattson, City Council of Shafer, Library board, Cable commission, Highway 8 task force, EDA, Parks.
    a. I have had 2 of my 5 children struggle with addiction! I have seen friends of there's die! Just has to be more options to help people!
23. Corinne Sando- Family

a. Opiod addiction trapped one of my beloved family members over 20 years ago, so it's been an unwanted and painful part of my life. They're in recovery now for 5 months, after relapsing twice over the years. We're fighting the avalanche of addiction with limited resources, so the settlement funds are precious. This advisory council will provide many opinions and recommendations from a variety of participants to help county decision makers in determining the most effective and efficient allocation of these dollars. It's a challenging mission, and I'd like to help by being on the advisory council.

Chisago County Request for Board Action

Meeting Date: June 21, 2023	***Item Number:*** **27**
Title of Item for Consideration: Prof./Tech. Services Contract with Colton Anderson	
Action Requested by: Robert Benson, Director	***Department:*** Health & Human Services
Previous Action on this Matter: None	

Background: Under the supervision of the Community Health Services Administrator, Chisago County public health division, Colton Anderson will be conducting duties for workforce development. Colton will Conduct a Workforce analysis and Development Plan for the Chisago County Public Health Department in coordination with the Public Health Administrator, Public Health Planner and Chisago County Human Resources as needed or required.

***Attachment(s)*:**

- Professional/Technical Services Contract for Colton Anderson

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners Approve the Professional/Technical Services Contract between Colton Anderson and Chisago County. The suggested motion is as follows:

"Move to approve the Professional/Technical Services Contract with Colton Anderson."

Implications of Action: Approval of this contract will allow Colton to provide Workforce analysis and development in coordination with the Public Health Administrator, Public Health Planner and Chisago County Human Resources as needed.

Budget/Financial Implications: The funds for this position will be paid out from the Work Force Development Grant.

Legal/Policy Implications: The proposed activities are in compliance with all applicable state and federal regulations and County policies & procedures. The County Attorney has approved as to form.

Administrator's Recommendation

Approve C EB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

PROFESSIONAL/TECHNICAL SERVICES CONTRACT between COLTON ANDERSON and CHISAGO COUNTY

THIS CONTRACT, and amendments and supplements thereto, is between the County of Chisago, by and through Chisago County Health and Human Services, 313 North Main, Center City, MN 55102 (hereinafter County), and Colton Anderson, (address) an independent contractor, not an employee of the County of Chisago (hereinafter CONTRACTOR).

WHEREAS, County, pursuant to Minnesota Statutes Chapter 373.01 and 373.02, is empowered to procure from time-to-time certain professional/technical services, and

WHEREAS, County is in need of professional/technical services, COVID Recovery analysis and work force analysis for Public Health division and completion of a workforce development plan.

WHEREAS, the CONTRACTOR represents it is duly qualified and willing to perform the services set forth in this contract,

NOW, THEREFORE, it is agreed:

I. **TERM OF CONTRACT**. This contract shall be effective on June 22, 2023, **or upon the date the final required signature is obtained by County, whichever occurs later,** and shall remain in effect until June 30, 2024 or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first. **The CONTRACTOR understands that no work should begin under the terms of this contract until all required signatures have been obtained and the CONTRACTOR is notified to begin work by County's authorized representative.**

II. **PARTIES DUTIES**. The PARTIES will:

A. CONTRACTOR DUTIES:

Will Conduct a Workforce analysis and Development Plan for the Chisago County Public Health Department in coordination with the Public Health Administrator, Public Health Planner and Chisago County Human Resources as needed or required.

This will include:
A. Completing a staffing assessment, reviewing the departments current labor supply, the departments recent cost and capacity assessment and alignment with foundational work as cited in state statues for local public health departments as well as the departments Strategic plan.
B. Conduct Demand Model to include a review of future department plans, county growth, workforce demands across the industry. This will include workforce demographics and employment trends across the private and public sectors.
C. Complete a Gap Analysis- Comparing the differences in the supply and demand models and identifies skill surpluses and deficiencies.
D. Develop a Solution Analysis (Workforce Development Plan) – focusing on how to address gaps in current staffing and future staffing needs through recruiting, training and development, contingent staffing, and outsourcing. The workforce development plan shall include,

a. identify gaps in workforce composition, recognizing underutilization among racial/ethnic and gender groups, and persons with disabilities. The development plan should also include possible strategies for upward mobility with the department and organization.
b. link competencies with current and available training curriculum for potential use in career path planning, promotion decisions, position management, succession planning and employee development.
c. Training plan for all PH employees
d. Review current onboarding plan for new hire program development and implementation, identify gaps and develop potential strategies for improving the onboarding plan.
e. The workforce analysis and development plan may be provided to Chisago County HR for consultation and review to ensure local and state policies are adhered to.

Additional work may include:
f. Support COVID Recovery analysis and development of a COVID recovery plan of which will be a supplement to support the departments Community Health Improvement Plan.

B. COUNTY DUTIES:
1. County will provide project oversight.
2. County will provide paper, printing, and postage when applicable for program projects.

III. **CONSIDERATION AND TERMS OF PAYMENT**.

A. Consideration for all services performed and goods or materials supplied by the CONTRACTOR pursuant to this contract shall be paid by County as follows:

1. The total obligation of the County for all compensation and reimbursement to the Contractor will be $60.00/hr rate and shall not exceed: sixteen thousand, eight hundred dollars [$16,800.00] for the term of this contract.

2. Compensation payable as follows:
   a. Monthly reimbursement payable within 20 days of submitting a monthly invoice with total hours to the CHS Administrator.
   b. Contractor will submit an invoice along with the monthly reports to the CHS Administrator that includes hours worked on each strategy, evaluation, and communication.

B. Terms of Payment.
1. The final bi-monthly stipend for the month of June 2024 will need to be paid during the contract term. The invoice for the last half of June, 2024 will need to be turned in by June 08, 2024. The bi-monthly report for the last half of June, 2024 can be submitted in July, 2024.
2. All services provided by the CONTRACTOR pursuant to this contract shall be performed to the satisfaction of County, as determined at the sole discretion of its authorized representative, and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The CONTRACTOR shall not receive payment for work found by County to be unsatisfactory or performed in violation of any applicable federal, state, or local law, ordinance, rule, or regulation.

IV. **AUTHORIZED REPRESENTATIVES**. All official notifications, including but not limited to, cancellation of this contract must be sent to the other party's authorized representative.

A. County's authorized representative for the purpose of administration of this contract is:

Name:	Robert Benson, Director
Address:	313 North Main Street, Center City, MN 55012
Telephone:	(651) 213-5664
E-Mail:	Robert.Benson@Chisagocounty.us
Fax:	(651) 213-5685

B. The CONTRACTOR'S authorized representative for the purpose of administration of this contract is:

Name: Colton Anderson
Address:
Telephone:
E-Mail:

V. **CANCELLATION AND TERMINATION**.

A. This contract may be canceled by County or Contractor at any time, with or without cause, upon thirty (30) days written notice to the other party. In the event of such a cancellation, the CONTRACTOR shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.

B. The Contractor must, within 10 days, notify the County in writing whenever it is unable to, or going to be unable to, provide the required quality or quantity of purchased services. Upon such notification, the County must determine whether such inability will require modification or cancellation of said contract.

C. The County may immediately terminate this Contract for cause due to any material violation of the terms of the Contract. The CONTRACTOR shall be entitled for any pro rata share of the compensation for approved services rendered.

D. Termination for Insufficient Funding. County may immediately terminate this contract if it does not obtain funding from the Minnesota Legislature or other funding source, or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the CONTRACTOR within a reasonable time of County receiving notice that sufficient funding is not available. County is not obligated to pay for any services that are provided after notice and effective date of termination. However, the CONTRACTOR will be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed to the extent that funds are available. County will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature or other funding source not to appropriate funds.

E. Notice of Cancellation, termination, or material modification shall be provided by Certified U.S. Mail.

VI. **ASSIGNMENT**. The CONTRACTOR shall neither assign nor transfer any rights or obligations under this contract without the prior consent of County's authorized representative and without amendment to this contract. If the duties under this agreement are transferred or assigned, the CONTRACTOR shall be responsible for the performance and payment due and owed the assignee, per Minn. Stat. §471.425.

VII. **AMENDMENTS**. Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract, or their successors in office.

VIII. **COMPLIANCE WITH APPLICABLE LAWS/STANDARDS**. The Contractor shall maintain in good standing, all professional credentials necessary to provide the services contemplated and set forth herein. The parties shall comply with all federal, state, and local laws. Specifically, the Parties shall comply with all regulations governing data collected, created, received, or retained including the retention, maintenance, and destruction of data, per 45 C.F.R. 155.1210. The absence of an immediate enforcement action or commencement of lack of remedial steps to address non-compliance shall not be construed as a waiver of the requirement, nor shall it prohibit later enforcement or action to terminate the agreement by the non-offending party.

IX. **LIABILITY**. The CONTRACTOR shall indemnify, save, and hold County, its representatives, and employees harmless from any, and all claims or causes of action, including all attorneys' fees incurred by County, arising from the negligent performance of this contract by the CONTRACTOR or CONTRACTOR'S agents or employees. This clause shall not be construed to bar any legal remedies the CONTRACTOR may have for County's failure to fulfill its obligations pursuant to this contract.

X. **INSURANCE**.

A. *Workers' Compensation*. The contractor certifies it is in compliance with Minnesota Statute §176.181, Subd. 2 pertaining to workers' compensation insurance coverage. The CONTRACTOR'S employees and agents will not be considered County employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees or agents and any claims made by any third party as a consequence of any act or omission on the part of these employees or agents are in no way County's obligation or responsibility.

B. *General Liability Insurance*. Contractor is required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as from claims for property damage, including loss of use which may arise from operations under the Contract whether the operations are by the Contractor or by a subcontractor or by anyone directly or indirectly employed by the Contractor under the contract. Insurance minimum limits are $500,000 per claim and $1,500,000 per occurrence/annual aggregate.

C. *Professional Liability Insurance*. Contractor shall maintain and provide proof of professional liability insurance for individual(s) providing professional services under this Contract. The insurance shall provide liability coverage in amounts determined by the Contractor.

D. *Auto Insurance*. Contractor shall maintain auto liability coverage for individual(s) who operate a vehicle while carrying out any of the duties outlined in this Contract. A minimum liability amount of $1,000,000 on a Combined Single Limit basis shall be maintained and coverage shall include Any Auto, including Hired and Non-owned.

E. The County must be listed as an additional insured and shall be sent a current certificate of insurance on an annual basis. The certificate must show that the County will receive thirty (30) calendar days' prior written notice in the event of cancellation, nonrenewal, or material change in the described policy.

F. Insurance coverage by the Contractor in amounts greater than tort liability limits set for municipal corporation, pursuant to Minn. Stat. §466 shall not constitute a waiver of the liability cap(s) available to the County.

XI. **PUBLICITY**. Any publicity given to the program, publications, or services provided resulting from this contract, including, but not limited to, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the CONTRACTOR or its employees individually or jointly with others, or any subcontractors shall identify County as the sponsoring agency and shall not be released prior to receiving the approval of County's authorized representative.

XII. **GOVERNMENT DATA PRACTICES ACT**. The CONTRACTOR and County must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by County in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by the CONTRACTOR in accordance with this contract. The civil remedies of Minnesota Statute §13.08 apply to the release of the data referred to in this clause by either the CONTRACTOR or County.

In the event the CONTRACTOR receives a request to release the data referred to in this clause, the CONTRACTOR must immediately notify County. County will give the CONTRACTOR instructions concerning the release of the data to the requesting party before the data is released.

By means of this Contract and for purposes of exchange of data to facilitate the program(s), the CONTRACTOR is deemed to be a part of the welfare system pursuant to Minn. Stat. 13.46, Subd. 1(c). Data collected, maintained, used, or disseminated by the County and personnel of the Health and Human Services Department or collected, maintained, used, or disseminated by the CONTRACTOR may be exchanged as authorized by Minn. Stat. 13.46, Subd. 2 (a)(4) - (7).

XIII. **OWNERSHIP OF MATERIALS, CLIENT RECORDS, AND INTELLECTUAL PROPERTY RIGHTS**.

A. County shall own all rights, title and interest in all of the materials conceived or created by the CONTRACTOR, or its employees or subcontractors, either individually or jointly with others and which arise out of the performance of this contract, created and paid for under this contract, including any inventions, reports, studies, designs, drawings, specifications, notes, documents, software and documentation, computer based training modules, electronically, magnetically or digitally recorded material, and other work in whatever form (hereinafter MATERIALS).

The CONTRACTOR hereby assigns to County all rights, title, and interest to the MATERIALS. The CONTRACTOR shall, upon request of County, execute all papers and perform all other acts necessary to assist County to obtain and register copyrights, patents or other forms of protection provided by law for the MATERIALS. The MATERIALS created under this contract by the CONTRACTOR, its employees, or subcontractors, individually or jointly with others, shall be considered "works made for hire" as defined by the United States Copyright Act. All of the MATERIALS, whether in paper, electronic, or other form, shall be remitted to County by the

CONTRACTOR, its employees and any subcontractors, and the CONTRACTOR shall not copy, reproduce, allow or cause to have the MATERIALS copied, reproduced, or used for any purpose other than performance of the CONTRACTOR'S obligations under this contract without the prior written consent of County's authorized representative.

B. The CONTRACTOR represents and warrants that MATERIALS produced or used under this contract do not and will not infringe upon any intellectual property rights of another, including, but not limited to, patents, copyrights, trade secrets, trade names, and service marks and names. The CONTRACTOR shall indemnify and defend, to the extent permitted by the Attorney General, County at the CONTRACTOR'S expense from any action or claim brought against County to the extent that it is based on a claim that all or part of the MATERIALS infringe upon the intellectual property rights of another. The CONTRACTOR shall be responsible for payment of any and, all such claims, demands, obligations, liabilities, costs, and damages, including, but not limited to, reasonable attorney fees arising out of this contract, amendments, and supplements thereto, which are attributable to such claims or actions.

If such a claim or action arises, or in the CONTRACTOR'S or County's opinion is likely to arise, the CONTRACTOR shall, at County's discretion, either procure for County the right or license to continue using the MATERIALS at issue or replace or modify the allegedly infringing MATERIALS. This remedy shall be in addition to and shall not be exclusive to other remedies provided by law.

XIV. **ANTITRUST**. The CONTRACTOR hereby assigns to the County of Chisago any, and all claims for overcharges as to goods or services provided in connection with this contract resulting from antitrust violations which arise under the antitrust laws of the United States or the antitrust laws of the State of Minnesota.

XV. **JURISDICTION AND VENUE**. This contract, and amendments and supplements thereto, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or breach thereof, shall be in the state or federal court with competent jurisdiction in Chisago County, Minnesota.

XVI. **STATE AUDITS**. The books, records, documents, and accounting procedures and practices of the CONTRACTOR relevant to this contract shall be subject to examination by County and the Legislative Auditor for a minimum of six (6) years from the end of the contract.

XVII. **SUBCONTRACTING AND ASSIGNMENT:** CONTRACTOR shall not enter into any subcontract for performance of any services contemplated under this agreement, nor assign any interest in the agreement without the prior written approval of the County. Any assignment may be made subject to such conditions and provisions as the County may impose. If specifically authorized by the County, CONTRACTOR is responsible for the performance of all subcontractors and shall compensate said subcontractors pursuant to the requirements of Minnesota Statute § 471.425.

XVIII. **INDEPENDENT CONTRACTOR:**

A. The Contractor is an independent contractor and neither the position nor the work of the Contractor shall cause the Contractor to be construed as an employee in any way. The contractor shall at all times be free to exercise initiative, judgment, and discretion as to how to best perform or provide services.

B. The Contractor acknowledges and agrees that it is not entitled to receive any of the benefits received by County employees and is not eligible for workers or unemployment compensation benefits.
C. The Contractor also acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA or otherwise will be made from the payments due and that it is the Contractor's sole obligation to comply with the applicable provision of all Federal and State laws.

XIX. **SURVIVAL OF TERMS**. The following clauses survive the expiration, cancellation, or termination of this contract: IX, Liability; XI, Publicity; XII, Government Data Practices Act; XIII, Ownership of Materials and Intellectual Property Rights; XV, Jurisdiction and Venue; and XVI, State Audits.

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

1. **CONTRACTOR: Colton Anderson**
   CONTRACTOR certifies that the appropriate person(s) have executed the contract on behalf of CONTRACTOR as required by applicable articles, by-laws, resolutions, or ordinances.

Signed:
Title: Colton Anderson
Date:

2. **COUNTY OF CHISAGO: APPROVED**

Signed:
Title: Ben Montzka, Chair, County Board
Date:

Certified:

Signed:
Title: Chase Burnham, County Administrator
Date:

Signed:
Title: Robert Benson, Health and Human Service Director
Date:

Reviewed as to Form:

Signed:
Title: Janet Reiter, Chisago County Attorney
Date: