

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, February 07, 2024**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, February 07, 2024 at the Chisago County Government Center with the following Commissioners present: Greene, Dunne, Montzka, Dahlberg. Also present: County Administrator Chase Burnham, Clerk of the Board Christina Vollrath, and County Attorney Janet Reiter.

Chisago County Commissioner Jim Swenson will be attending the Chisago County Board of Commissioners Meeting on Wednesday, February 7th, and all other Committees until February 16th via Interactive TV, pursuant to Minnesota Statute 13D.02 and MN Department of Administration Advisory Opinions 08-034 and 13-009. Commissioner Swenson may be seen and heard at the meeting via electronic means and will participate from Ascendant Holidays 4874 Cayview Ave., Orlando, FL 32819, a location open and accessible to the public. Any questions can be directed towards Chase Burnham, County Administrator, at (651) 213-8877.

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

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

On motion by Greene, seconded by Montzka, 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 Dunne gave the gavel to Vice-Chair Dahlberg.

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

On motion by Montzka, seconded by Dunne, 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 Greene, seconded by Montzka, the board moved to close the HHS Committee Board of the Whole at 6:39 p.m. 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 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 – MN Child Support Program Inter. Coop Agmt
- 4.) HHS Committee Recommendation – Opioid Settlement Q4 Staff Expenses
- 5.) Minutes from the January 17, 2024, Meeting
- 6.) Payment of County's Warrants and Miscellaneous Bills **Total:** \$1,178,016.95
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.
- 7.) Application for Exempt Gambling Permit – Goose Lake Association

RESOLUTION NO: 24/0207-1

APPROVING THE SUBMISSION OF AN APPLICATION FOR EXEMPT GAMBLING PERMIT FOR THE GOOSE LAKE ASSOCIATION

WHEREAS, the Chisago County Board of Commissioners has been presented with a request for lawful gambling within Chisago County; and

WHEREAS, the application was complete, included all necessary documentation, appears in accordance with County Policies and the facility owners are in good standing with the County;

BE IT RESOLVED that the Chisago County Board of Commissioners hereby approves and authorizes submission to the Minnesota Gambling Control Board an application for an exempt gambling permit for the Goose Lake Association to conduct a raffle on October 12, 2024, at the Full Moon Bar and Grill in Harris, MN, located at 2355 Stark Road, Harris, MN 55032.

- 8.) Out-of-State Travel – Annual ICPC Conference, Lake Geneva, Wisconsin
- 9.) 2023 Budget Adjustments
- 10.) Authorization for County Auditor-Treasurer to Proceed with Year-end Transfer of Funds
- 11.) Transfer Funds and Annual Carryover of Dedicated Funds
- 12.) Recognition of County Staff January and February Anniversaries

On motion by Swenson, seconded by Montzka, the Board moved to issue a letter of support for a Safe Routes to School Planning Assistance Grant. 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 approve the quote from Gregory Contracting for the County Administration Security and Remodel 2024 project. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to authorize the DES Director to issue the associated PO's and sign any needed documents to purchase 2023 CIP budgeted MCC7500 E communications console equipment. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Montzka, seconded by Greene, the Board moved to authorize the DES Director to issue the associated PO's and sign any needed documents to purchase the required added Microsoft storage to meet the needs of the County Attorney's office data sharing requirements using ARPA Broadband funds and ARPA jail demolition funds. 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 approve the 2024 – 2025 Aquatic Invasive Species Treatment and Education Grant Application, Program Criteria, and Grant Agreement Designating, Committing, and Encumbering \$185,220 in Funding for Lake Associations as presented at tonight's meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Montzka, seconded by Dahlberg, the Board moved to approve a Public Hearing for February 21st, 2024, at 7:00 p.m. for 2024 Fee Schedule – Changes in Recorder Fees. 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 approve the DRAFT Surplus Property Disposition Policy, subject to County Attorney approval as to form. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

CITIZENS FORUM

TIME – 7:07 p.m.

END TIME – 7:07 p.m.

of SPEAKERS – 0

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 Montzka, seconded by Dahlberg, the Board moved to close the County Board meeting at 7:52 p.m. related to preliminary consideration of allegations or charges against an individual subject to its authority. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

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

Closed Session

Pursuant to Minn. Stats., sec. 13D.05, Subd. 2, the County Board will convene in closed session for preliminary consideration of allegations or charges against an individual subject to its authority. At the conclusion of the closed session the County Board will reconvene in open session to consider matters notice for consideration in open session or to act on matters discussed in closed session that require action in open session.

Consideration and authorization of engaging an outside entity to conduct an investigation into charges for which the County Board convened in closed session as noticed above.

Present: County Attorney Janet Reiter, Assistant County Attorney Jeff Fuge, Commissioner Dunne, Commissioner Greene, Commissioner Montzka, Commissioner Dahlberg, and Clerk of the Board Christina Vollrath. Commissioner Swenson attended virtually.

On motion by Montzka, seconded by Greene, the Board ended the closed meeting and reconvened the regular meeting at 8:40 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

The only action taken during the closed session was to end the closed session and reconvene the regular meeting.

On motion by Montzka, seconded by Dahlberg, the Board adjourned the meeting at 8:43 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

Marlys Dunne, Chair

Attest: _____
Christina Vollrath
Clerk of the Board