

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, March 20, 2024**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, March 20, 2024 at the Chisago County Government Center with the following Commissioners present: Greene, Dunne, Montzka, Dahlberg. Also present: County Administrator Chase Burnham, County Attorney Janet Reiter, and Clerk of the Board Christina Vollrath.

Chisago County Commissioner Jim Swenson will be attending the Chisago County Board of Commissioners Meetings on Wednesday March 20th at 6:30 p.m. and all other Committees until March 27th 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 Via Roma Resort, 2408 Gulf Drive N., Bradenton Beach, FL 34217, a location open and accessible to the public. Any questions can be directed towards Chase Burnham, County Administrator, at (651) 213-8877.

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

Commissioner Montzka offered a motion to approve the amended agenda and add discussion of Senate File SF3980. Motion seconded by Greene, the motion **passed** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board opened the Road and Bridge Committee of the Whole at 6:33 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

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

On motion by Montzka, seconded by Dunne, the Board moved 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 Dunne, the Board moved to close the Road and Bridge Committee of the Whole at 6:45 p.m. 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 approve the Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

- 1.) R&B Committee Recommendation – County Engineer’s Report
- 2.) R&B Committee Recommendation – Right of Way Acquisition Services Contract - WSB
- 3.) R&B Committee Recommendation – Right of Way Acquisition Services Contract – SRF
- 4.) R&B Committee Recommendation – Rush City Shop Tank Removal – AET, Inc.
- 5.) Minutes from the March 6, 2024, County Board Meeting
- 6.) Payment of County’s Warrants and Miscellaneous Bills \$195,537.05
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.) Applications for Abatements (reduction) of Property Taxes

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

On motion by Greene, seconded by Dahlberg, the Board moved to approve Resolution No. 24/0320-1 a Resolution of the County Board of Commissioners of Chisago County, Minnesota, approving the Preliminary Plat of Stegmeir Oaks Phase 2 located east of Oriole Avenue / CR 70 and west of Quinlan Avenue on the north side of 392nd Street (PID 01.00252.00).

RESOLUTION NO. 24/0320-1
A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CHISAGO COUNTY, MINNESOTA, APPROVING THE PRELIMINARY PLAT OF STEGMEIR OAKS PHASE 2

WHEREAS, property owners William Stegmeir & Victoria Stegmeir and applicants Megan Stegmeir & Sierra Stukenholtz submitted an application dated received January 26, 2024 and considered complete on February 2, 2024 for the Preliminary Plat of Stegmeir Oaks Phase 2; and

WHEREAS, the property owners and applicants desire to create two 9.95± acre lots from the 19.90± acre subject site; and

WHEREAS, the subject site is generally located east of Oriole Avenue / CR 70 and west of Quinlan Avenue on the north side of 392nd Street in Amador Township and is zoned Agricultural (AG) District; and

WHEREAS, the subject site is legally described as:

PID 01.00252.00

The Northeast Quarter of the Southwest Quarter of Section 13, except the East Half of the East Half of the Northeast Quarter of the Southwest Quarter, Section 13, Township 35, Range 20, Chisago County, Minnesota.

WHEREAS, notice was provided and on March 7, 2024 the Planning Commission conducted a public hearing regarding this application, at which it heard from the Land Services Coordinator, the applicants and property owner, and invited members of the public to comment; and

WHEREAS, the Planning Commission recommended approval of the Preliminary Plat of Stegmeir Oaks Phase 2 with conditions per Resolution No. PC2024-0301; and

WHEREAS, the Board of Commissioners considered the request for Preliminary Plat of Stegmeir Oaks Phase 2 and the Planning Commission's recommendation at its March 20, 2024 meeting and determined the plat to be consistent with the intent of the County's Zoning and Subdivision Ordinances.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of Chisago County, Minnesota hereby approves the Preliminary Plat of Stegmeir Oaks Phase 2, subject to the following conditions:

1. The Preliminary Plat of Stegmeir Oaks Phase 2 is approved per plat drawing dated signed February 2, 2024. Any significant deviation from the approved plat drawing, except as noted herein and as determined by the Department of Environmental Services, shall require further review by the Planning Commission and approval by the County Board.
2. The property owner shall obtain all necessary and applicable permits from Federal, State, and County jurisdictions for any wetland impacts prior to commencement of development.
3. Request for Final Plat shall be submitted within one year of Preliminary Plat approval unless an extension of time is requested by the property owner and/or applicant and granted by the County Board upon recommendation of the Planning Commission.

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 2024 General Engineering and Administrative Services Agreement Between Chisago County and Emmons & Olivier Resources, Inc. (EOR) including Exhibit A, B, and C as presented at tonight's meeting. 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 award an ARPA funded Aquatic Invasive Species Treatment and Education Grant and execute a corresponding Grant Agreement with each of the Lake Associations identified in Table 1: 2024 - 2025 AIS Treatment and Education Grant Requests Received in the sum corresponding to each such lake association as identified therein. 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 letter of support and in-kind AIS match commitment for an application to the Legislative-Citizen Commission on Minnesota Resources (LCCMR), Environment and Natural Resources Trust Fund (ENRTF). The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

7:00 p.m. - Public Hearing: Use of Cannabis and Cannabis Derived Products in Public Ordinance

TIME – 7:00 p.m. **END TIME** – 7:07 p.m.
of SPEAKERS – 2

On motion by Greene, seconded by Dahlberg, the Board moved to close the Public Hearing at 7:07 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 Use of Cannabis and Cannabis Derived Products in Public Places in Chisago County. 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 Electronic Signature and Approve the Minnesota Pollution Control Agency's Fiscal Year 2024 Environmental Assistance - Greater Minnesota Waste Reduction, Reuse, Recycling and Composting Grant contract, Swift Contract No. 242908, for the completion of the "One-Stop Shop" project of the HHWF and Solid Waste Division, with a Local County Match Commitment of \$260,410 in funding. 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 approve the Agreement by and between Chisago County and Collins Engineers Inc. in support of the Chisago Lakes Lake Improvement District 2024 Weir Repair project as presented. 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 accept the March 13th Budget and Finance Report, approve the proposed spending of the ARPA Allocation to the Chisago County Childcare Coalition, approve the staffing changes within the Public Health Department so the County can better support public health infrastructure, foundational work, and better prepare for public health emergencies, approve the County Administrator combine the parcels of the Old Jail and Telephone building and apply to the Center City Planning Commission for Mixed Use zoning, approve the proposed allocations of all MCIT dividend revenue above the budgeted revenue amount to the Ergonomic, Safety, Wellness and Employee Recognition funds, approve the updated Chisago County Credit Card Policy, approve the updated Chisago County Alcohol and Drug-Free Workplace Policy, approve the Leadership Workshop for all the County's leadership team with Dr. Mike Kieffer, approve the updated Chisago County Investment Policy, approve the removal of the old fuel tank at the Rush City Shop using ARPA Administrative 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 Out-of-State Travel Request for Kim Booker to travel to Connecticut to provide Child protective services to a client that is residing in a specialized facility. 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 the SHIP 224 Grant Agreement – Chisago County Sheriff's Office. 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 approve Multi-Agency Law Enforcement Joint Powers Agreement (JPA) for Minnesota Internet Crimes Against Children (ICAC) on behalf of the Chisago County Sheriff's Office.

RESOLUTION NO: 24/0320-2

RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE COUNTY OF CHISAGO ON BEHALF OF ITS SHERIFF REGARDING THE MINNESOTA INTERNET CRIMES AGAINST CHILDREN TASK FORCE (ICAC)

WHEREAS, the County of Chisago on behalf of its Sheriff desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to utilize applicable state and federal laws to

investigate and prosecute crimes committed against children and the criminal exploitation on children that is committed and/or facilitated by or through the use of computers.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Chisago County, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension, and the County of Chisago on behalf of its Sheriff are hereby approved. Copies of the Joint Powers Agreements are attached to this Resolution and made a part of it.

2. That the County Sheriff -, Brandon Thyen or his or her successor, is designated the Authorized Representative. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

3. That Marlys Dunne, the Chair of the County of Chisago, and Christina Vollrath, the County Board Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements

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 purchase of the tandem plow truck equipment for 2 tandem plow trucks for Public Works. 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 Almelund Threshing Co.'s resolution to conduct a raffle at their event on August 11, 2024.

RESOLUTION NO. 24/0320-3
APPROVING THE SUBMISSION OF AN APPLICATION TO CONDUCT A
RAFFLE FOR THE ALMELUND THRESHING CO.

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 to conduct a raffle at the Almelund Threshing Show located at 17760 St. Croix Trail, Taylors Falls, MN 55084.

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 direct Chair Dunne to issue a letter opposing Senate File SF3980. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

CITIZENS FORUM

TIME – 7:41 p.m. **END TIME** – 7:41 p.m.

of SPEAKERS – 0

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

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

On motion by Montzka, seconded by Greene, the Board moved to close the County Board meeting at 7:47 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.

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. If the members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting.

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 Greene, seconded by Montzka, the Board ended the closed meeting and reconvened the regular meeting at 8:24 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 Greene, the Board adjourned the meeting at 8:25 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