

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, April 17, 2024**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, April 17, 2024 at the Chisago County Government Center with the following Commissioners present: Swenson, Greene, Dunne, Montzka, Dahlberg. Also present: County Administrator Chase Burnham, County Attorney Janet Reiter, and Clerk of the Board Christina Vollrath.

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

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

On motion by Swenson, seconded by Greene, the Board opened the Road and Bridge Committee of the Whole at 6:32 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 Administrator Chase Burnham. ***No action was taken.***

On motion by Dunne, seconded by Greene, the Board moved items 1-5 to the consent agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Montzka, seconded by Dunne, the Board moved to close the Road and Bridge Committee of the Whole at 6:37 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Swenson, 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.

- 1.) R&B Committee Recommendation – County Engineer’s Report
- 2.) R&B Committee Recommendation – Letter of Support U.S. Highway 8 – Rep. Stauber
- 3.) R&B Committee Recommendation – County Surveyor Reappointment

RESOLUTION NO: 24/0417-01
REAPPOINTING PAUL GIBSON TO A FOUR-YEAR TERM AS CHISAGO
COUNTY SURVEYOR

WHEREAS, Minnesota Statute 389.011 provides for each County Board of the State of Minnesota to fill the office of County Surveyor Officer by appointment for a term of four years; and

WHEREAS, the appointment of the Chisago County Surveyor position will expire April 30, 2020; and

WHEREAS, Paul Gibson has performed the duties of County Surveyor and served the citizens of Chisago County; and

WHEREAS, staff recommends Paul Gibson for reappointment to the position of Chisago County Surveyor; and

WHEREAS, the land owners and developers in Chisago County will continue to be well served by the oversight of the reappointment of Paul Gibson;

NOW, THEREFORE, BE IT RESOLVED, that the Chisago County Board of Commissioners hereby appoints Paul Gibson for a four-year term, effective May 1, 2024.

- 4.) R&B Committee Recommendation – 2024 Annual Pavement Markings Project
- 5.) R&B Committee Recommendation – County State Aid Highway Funding Transfer

RESOLUTION NO: 24/0417-2
COUNTY STATE AID HIGHWAY FUNDING TRANSFER

WHEREAS, the County of Chisago has obtained the Commissioner's approval of the plans for the following County State-Aid Project:

Project # S.P. 013-612-012

AND, WHEREAS, said County is prepared to proceed with the construction of said project by providing county municipal funds to supplement the available funds in the County Regular Account, and

WHEREAS, repayment of the funds so advanced by the County is desired in accordance with the provisions of Minnesota Statutes 162.08, Subd. 7 and Minnesota Rules 8820.1500, Subp. 8.

NOW, THEREFORE, BE IT RESOLVED: That the Commissioner of Transportation be and is hereby requested to approve this basis for financing said construction project and to authorize repayments from subsequent accruals to said Account, in the amounts as herein indicated.

\$1,024,804.00 From 2024 Allotment

- 6.) Minutes from the April 3, 2024, County Board Meeting
- 7.) Payment of County's Warrants and Miscellaneous Bills \$701,551.33

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.

- 8.) Applications for Abatements (reduction) of Property Taxes
- 9.) 2024 Tobacco License Renewals
- 10.) 2024 Budget Adjustment – Park Acquisition Fund
- 11.) 2024 Budget Adjustment – Wellness, Safety, and Ergonomics Funds

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

On motion by Dahlberg, seconded by Greene, the Board moved to approve Resolution No. 24/0417-3, a Resolution of the County Board of Commissioners of Chisago County, Minnesota, approving the Preliminary Plat of Morrisette Woodlands at 45828 Brunswick Road (PID 03.00212.00) in Fish Lake Township.

**RESOLUTION NO. 24/0417-3
A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CHISAGO
COUNTY, MINNESOTA, APPROVING THE PRELIMINARY PLAT OF
MORRISETTE WOODLANDS**

WHEREAS, property owners Christopher Morrisette & Sarah Morrisette submitted an application dated received February 12, 2024 and considered complete on February 22, 2024 for the Preliminary Plat of Morrisette Woodlands; and

WHEREAS, the property owners wish to create two lots from the 16.40± acre subject site; and

WHEREAS, the subject site is located at 45828 Brunswick Road in Fish Lake Township and is zoned Agricultural (AG) District; and

WHEREAS, the subject site is legally described as:

PID 03.00212.00

That part of the West Half of the Northwest Quarter (W ½ of NW 1/4) of Section Seventeen (17), Township Thirty-six (36), Range Twenty-two (22), described as follows: Beginning at the Northwest corner of said Northwest Quarter (NW 1/4); thence South on the section line 91 rods 11 ½ feet; thence East and parallel with the South line of the NW 1/4 to the centerline of the so-called Brunswick road (now known as Chisago County Highway No. 4); thence Northwesterly along the centerline of said Brunswick road (County State Aid Highway No. 4) to a point 9 ½ rods East of the NW 1/4 of said Section 17; thence West along the North line of said Section 17 a distance of 5 ½ rods to the point of beginning and there to terminate.

WHEREAS, notice was provided and on April 4, 2024 the Planning Commission conducted a public hearing regarding this application, at which it heard from the Department of Environmental Services and invited members of the public to comment; and

WHEREAS, the Planning Commission recommended approval of the Preliminary Plat of Morrisette Woodlands with conditions per Resolution No. PC2024-0401; and

WHEREAS, the Board of Commissioners considered the request for Preliminary Plat of Morrisette Woodlands and the Planning Commission's recommendation at its April 17, 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 Morrisette Woodlands, subject to the following conditions:

1. The Preliminary Plat of Morrisette Woodlands is approved per plat drawing dated signed April 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. The wetland delineation submitted in conjunction with this request for Preliminary Plat must be verified by County staff prior to submission of request for Final Plat.
4. The soils report for proposed Lot 2, Block 1, Morrisette Woodlands submitted in conjunction with this request for Preliminary Plat must be verified by County staff prior to submission of request for Final Plat.
5. 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 ARPA-0240 ENVIS payment for Chisago County Mountain Bike Construction Services Invoice #00033-4/7/2024 from Pathfinder Trail Building LLC. and to allocate \$17,145.33 in unspent ARPA-0240 ENVIS Funds to ARPA-304 ENVIS Ki Chi Saga Concession Building improvements and the remaining \$4,000 in ARPA-0240 ENVIS Funds towards Mountain Bike Trail Equipment. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Montzka, seconded by Swenson, the Board moved to authorize the Environmental Services Director to negotiate, execute and administer on behalf of Chisago County individual agreements with East Central Regional Library (North Branch Area Library), the Chisago County Historical Society, and the City of Lindström to host the indoor or outdoor We Are Water MN exhibits from June 20 to August 12, 2024, as presented 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 Montzka, the Board moved to accept the Environmental Services Director's Report. 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 April 10th Budget and Finance Report, approve the proposed 2025 Budgeting schedule, approve the ARPA Broadband request from Midco using \$200,000 ARPA Revenue Replacement funds, approve the proposed contract with ICS and to fund the contract from ARPA Revenue Replacement funds, approve using the grant funds from the state of MN, the SIGMA Tactical Wellness program using Chisago County Public Safety Funds, and the purchase of a new snowmobile using restricted Sheriff funds, approve the engagement letter with Baker Tilly, and approve the overhaul and rehab of the Chisago County Government Center Rain Gardens with SWCD. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Swenson, seconded by Dahlberg, the Board moved to approve the 2024 State of Minnesota Annual County Boat and Water Safety Grant as provided. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Montzka, seconded by Swenson, the Board moved to approve the acceptance of the 2024 Federal Boating Safety Supplemental Patrol Grant. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Greene, seconded by Swenson, the Board moved to approve SHIP Grant Agreement 225 – Chisago County Master Gardeners. 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 approve the SHIP 226 Grant Agreement – Chisago Lakes Middle School. 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 approve the Adult Mental Health Initiative (AMHI) with Isanti County Fiscal Host Contract. 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 Blue Cross Blue Shield, UCARE, Health Partners and Medica donations that will be used for a lunch during the Community Wellness and Resilience workshop.

RESOLUTION NO: 24/0417-4
ACCEPTANCE OF DONATIONS BY CHISAGO COUNTY

WHEREAS, the Chisago County Board of Commissioners Adopted Resolution No. 060419-3 on April 19, 2006, which established a policy regarding the acceptance of gifts by Chisago County; and

WHEREAS, the County has received a donation from a business or private individual in Chisago County and is requesting formal acceptance by the County Board of Commissioners; and

NOW, THEREFORE BE IT RESOLVED that the Chisago County Board of Commissioners hereby accepts the following donations received by Chisago County in 2024:

- \$1,250.00, from Blue Cross Blue shield, the funds will be used for a lunch during the Community Wellness and Resilience workshop that is taking place May 2024, the Wellness workshop will be open to the community.
- \$1,250.00, from UCARE, the funds will be used for a lunch during the Community Wellness and Resilience workshop that is taking place May 2024, the Wellness workshop will be open to the community.
- \$500.00, from Health Partners, the funds will be used for a lunch during the Community Wellness and Resilience workshop that is taking place May 2024, the Wellness workshop will be open to the community.
- \$1,500.00, from Medica, the funds will be used for a lunch during the Community Wellness and Resilience workshop that is taking place May 2024, the Wellness workshop will be open to the community.

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

CITIZENS FORUM

TIME – 7:39 p.m.

END TIME – 7:50 p.m.

of SPEAKERS – 2

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 Dahlberg, seconded by Montzka, the Board moved to close the County Board meeting at 8:12 p.m. concerning the real properties of 02.00951.00; 02.00958.00; 02.00960.00; and 02.00936.00, to review confidential or protected appraisal data and to consider and develop purchasing strategies and purchase offers concerning such properties. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

Closed Session

Pursuant to Minnesota Statutes section 13D.05, Subd. 3 (c), the County Board of Commissioners will convene in closed session concerning the real properties of 02.00951.00; 02.00958.00; 02.00960.00; and 02.00936.00, to review confidential or protected appraisal data and to consider and develop purchasing strategies and purchase offers concerning such properties.

Following said closed session, the County Board of Commissioners will reconvene in open session to announce any action taken in closed session and to consider and act on matters noticed on the agenda for consideration or action in open session.

Present: County Attorney Janet Reiter, County Administrator Chase Burnham, Environmental Services Director Kurt Schneider, Commissioner Swenson, Commissioner Dunne, Commissioner Greene, Commissioner Montzka, Commissioner Dahlberg, Clerk of the Board Christina Vollrath

On motion by Montzka, seconded by Greene, the Board ended the closed meeting and reconvened the regular meeting at 8:39 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 authorize County Staff and their assigned representative(s) to proceed with the development and presentation of real property purchase offers for portions of subject parcels 02.00951.00; 02.00958.00; 02.00960.00; and 02.00936.00 and establish purchase agreements consistent with their Just Compensation appraisal, subject to County Board approval. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Swenson, seconded by Montzka, the Board adjourned the meeting at 8:40 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