

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

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, August 07, 2024 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 Dunne 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 Dahlberg, 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 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 Director's Report and department updates. ***No action was taken.***

On motion by Montzka, seconded by Greene, the Board moved to add 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 Greene, seconded by Dunne, the board moved to close the HHS Committee Board of the Whole at 6:53 p.m. 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 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 – Director's Report
- 2.) HHS Committee Recommendation – Payment of County's Warrants for HHS
- 3.) HHS Committee Recommendation – Opioid Settlement Q2 Staff Expenses
- 4.) HHS Committee Recommendation – Mileage Reimbursement past 60 days

- 5.) HHS Committee Recommendation – SHIP 239 Grant Agreement – Chisago County Parks
- 6.) Minutes from the July 17, 2024, Regular Meeting with Amendments
- 7.) Payment of County’s Warrants and Miscellaneous Bills **Total:** \$1,277,314.06
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.) Recognition of County Staff August Anniversaries
- 9.) Acceptance of Donations – Children’s Water Festival

RESOLUTION NO: 24/0807-1

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;

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

- Rush Lake Improvement – \$1000.00 for the Children’s Water Festival
- Center City Fire Department – \$500.00 for the Children’s Water Festival
- Rush City Lions Club – \$500.00 for the Children’s Water Festival
- Plastic Products Co. – \$500.00 for the Children’s Water Festival

- 10.) Application for Abatement (reduction) of Property Taxes

Presentation: Lakes Center for Youth and Families (LC4YF); Jaime Prettnner, Executive Director; Sara Stromberg

On motion by Greene, seconded by Dahlberg, the Board moved to approve the Professional/Technical Services Contract Between Chisago County and KOMA, Inc., for HHW Facility Renovation Plans, Bid Documents and Construction Services. 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 Chisago

County staff to proceed with the use of County Recorders Dedicated Compliance/Technology Fund Balance in support of year one Bluebeam Application costs and iPad hardware with data/cellular support of the Tyler Enterprise Services Permitting and Licensing Software implementation as presented. 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 replacing the carpet in the 89' side of the Government Center in the Assessor and Probation Offices using remaining ARPA funds. 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 purchase 10 ballistic vests for the probation agents and a 5-year contract with Carey Group for the 'Tools on Demand' using remaining ARPA funds. 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 approve the ECSI bill for cabling and door release buttons (\$4,259.00) and the new door (\$1,853) for an HR Office to complete the County Administration/Human Resources Security project using remaining unallocated ARPA funding. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Swenson, seconded by Greene, the Board moved to approve the out of state travel request for Heidi Weidner to attend the Pro Phoenix User Conference in the Wisconsin Dells September 23rd through September 26th, 2024. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Swenson, seconded by Montzka, the Board moved to approve the agreement with OpenGov for budget software and professional services and the additional \$7,940 of ARPA unallocated funds. 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 approve final, and only payment to SpyGlass, for the phone technology audit from the remaining unallocated 2024 CIP. 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 the Agreement between Chisago County and TurnKey Corrections. 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 approve the agreement to provide School Resource Officer Services for Rush City School District for the 2024-2025 school year. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

Discussion regarding renewing the HR UKG hosted software solution with the increased costs due to the increase in number of employees, 385 – 400, due to seasonal staffing. Cost and funding source unknown at this time.

On motion by Greene, seconded by Dahlberg, the Board moved to approve the DRAFT Lactation Support Policy and Employee Wellness Policy. 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 MnDOT Amendment Number 2 for MnDOT Contract 1047702.

RESOLUTION NO: 24/0807-2

**APPROVING A JOINT POWERS AGREEMENT MNDOT #1047702 WITH THE STATE OF MINNESOTA,
COMMISSIONER OF TRANSPORTATION AND CHISAGO COUNTY, BOARD OF COMMISSIONERS**

WHEREAS, the County of Chisago on behalf of its Board of Commissioners desires to enter into a Joint Powers Agreement with the State of Minnesota, Commissioner of Transportation to provide road design plans and supporting contract documents for State Project Number: SP 1308-29, Trunk Highway Number: TH 8 and Project Identification: Final Design, US Hwy 8 in Chisago County

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

1. That the State of Minnesota Joint Powers Agreement by and between the State of Minnesota

acting through its Commissioner of Transportation and the County of Chisago on behalf of its Board of Commissioners is hereby approved. A copy of the Joint Powers Agreement is attached to this Resolution and made a part of it.

2. That the Public Works Director, Joe Triplett, or his successor, is designated the Authorized Representative for the County.

3. That the Chair of the County of Chisago, and the County Board Clerk, are authorized to sign the State of Minnesota Joint Powers Agreement.

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 purchase of 7 squads immediately; \$66,886.27 should come from County fund balance and \$406,817.63 should come from the 2025 CIP plan. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

CITIZENS FORUM

TIME – 7:37 p.m.

END TIME – 7:40 p.m.

of SPEAKERS – 1

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 Swenson, the Board adjourned the meeting at 8:02 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