

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, February 19, 2025**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, February 19, 2025 at the Chisago County Government Center with the following Commissioners present: Greene, Dunne, Montzka, Dahlberg. Also present: County Administrator Chase Burnham, Assistant County Attorney Jeff Fuge, and Clerk of the Board Christina Vollrath.

Chisago County Commissioner Jim Swenson will be attending the Chisago County Board of Commissioners Meetings February 16th to February 28th 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 The Silver Surf, 1301 Gulf Drive, 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 Greene offered a motion to approve the agenda. Motion seconded by Dunne, the motion **passed** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

Chisago County Legislative Forum

On motion by Dunne, seconded by Greene, the Board opened the Road and Bridge Committee of the Whole at 7:11 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 and Assistant County Engineer Ben Hobert. **No action was taken.**

On motion by Montzka, seconded by Dahlberg, the Board moved items 2-7 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 7:22 p.m. 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 Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

- 2.) R&B Committee Recommendation – County Engineer’s Report
- 3.) R&B Committee Recommendation – 2025 Construction Testing Contract for CSAH 16
- 4.) R&B Committee Recommendation – 2025 Construction Testing Contract for CSAH 30
- 5.) R&B Committee Recommendation – PSA with WSB to Study I-35/CSAH 22 Corridor
- 6.) R&B Committee Recommendation – Eminent Domain for CSAH 10 Reconstruction

RESOLUTION NO. 25/0219-1

**AUTHORIZING THE ACQUISITIONS OF SAID LAND
ON CSAH 10 (AKA STARK ROAD) BY EMINENT DOMAIN**

WHEREAS, Chisago County proposes to improve County State Aid Highway 10 (AKA Stark Road) as identified in Right-of-Way Plat #116 recorded on September 26, 2024, as document number 678796 with the Chisago County Recorder’s Office; and

WHEREAS, the improvement consists of realigning and reconstructing said roadways as herein determined necessary to provide for the safety of the traveling public; and

WHEREAS, right-of-way and easements over certain lands are required to provide for said realignment and reconstruction; and

WHEREAS, Chisago County has authority to acquire right-of-way for said project by eminent domain pursuant to Minn. Stat. 163.02, subd. 2; and

WHEREAS, Chisago County has the right to acquire the right-of-way prior to the filing of an award by the court appointed commissioners, pursuant to Minn. Stat. 117.042; and

WHEREAS, the following persons own or have an interest in a portion of said lands required for the improvement project are identified on Exhibit A, attached hereto and incorporated by reference; and

WHEREAS, Chisago County has been unable to successfully negotiate the acquisition of the required right-of-way and easements to date; and

WHEREAS, throughout the eminent domain proceedings, Chisago County shall continue to negotiate the acquisition of the required right-of-way and easements until an award is made by the court-appointed commissioners; and

NOW THEREFORE BE IT RESOLVED, that the Chisago County Board of Commissioners hereby authorizes the acquisition of the lands identified in Exhibit A by eminent domain and to the take title and possession of that land prior to the filing of an award by the court appointed commissioners, pursuant to Minn. Stat. 163.02, subd. 2; and 117.042; and

BE IT FURTHER RESOLVED, that the Chisago County Attorney is requested to file the necessary Petition and to prosecute such action to a successful conclusion or until it is abandoned, dismissed, or terminated by the County or the Court.

- 7.) R&B Committee Recommendation – Equipment Expenditure Requests – 2025 CIP
- 8.) Minutes from the February 5, 2025, County Board of Commissioners Meeting
- 9.) Payment of County's Warrants and Miscellaneous Bills \$613,263.37
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.

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

On motion by Dunne, seconded by Greene, 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 Dunne, seconded by Greene, the Board moved to enact Ordinance No. 2025/0219-1 repealing all previous versions of the Chisago County Official Zoning Map and replacing the Chisago County Official Zoning Map as incorporated therein and attached thereto as Attachment A, and directing summary publication as presented.

**CHISAGO COUNTY
STATE OF MINNESOTA
ORDINANCE NO. 2025/0219-1**

**AN ORDINANCE TO ADOPT THE CHISAGO COUNTY OFFICIAL ZONING MAP WITH
AMENDMENTS**

THE CHISAGO COUNTY BOARD OF COMMISSIONERS HEREBY ORDAINS, as follows:

Section 1. That the Board of Commissioners repealed Ordinance No. 08-3, Chisago County Zoning Ordinance, on December 18, 2024 and reenacted the Chisago County Zoning Ordinance as Ordinance No. 2024/1218-1 on the same date.

Section 2. That Ordinance No. 2024/1218-1 went into effect on January 1, 2025 following summary publication on December 26, 2024 and recording as Document #A-681047.

Section 3. That the reenacted Chisago County Zoning Ordinance consolidated the former Rural Residential I (RRI) District and Rural Residential II (RRII) District into a single Rural Residential (RR) District and renamed the Urban Residential (UR) District as the Urban Fringe Residential (UFR) District, and that the Board of Commissioners, at its January 7, 2025 meeting, directed the Planning Commission to conduct a public hearing in consideration of the Official Zoning Map and ensuring its consistency with the reenacted Chisago County Zoning Ordinance.

Section 4. That notice was provided and on February 6, 2025 the Planning Commission conducted a public hearing regarding the proposed adoption of the Official Zoning Map with Amendments as specifically described in Section 3 above, at which it heard from the Land Services Coordinator and invited members of the public to comment. The Planning Commission unanimously recommended approval of the draft Official Zoning Map with Amendments as presented.

Section 5. That the Board of Commissioners considered the proposed adoption of the Official Zoning Map with Amendments and the Planning Commission's recommendation at its February 19, 2025 meeting.

Section 6. That all previously adopted versions of the Chisago County Official Zoning Map are hereby repealed and that the Chisago County Official Zoning Map, as incorporated herein and attached hereto as Attachment A, is adopted in their place.

Section 7. That the Board of Commissioners finds that publication of the adopted Chisago County Official Zoning Map with Amendments would be cost prohibitive, and that publication of the title and a summary of the Ordinance will clearly inform the public of the intent and effect of the Ordinance. The Board of Commissioners hereby ordains that only the title of the Ordinance and a summary be published as follows:

**CHISAGO COUNTY
STATE OF MINNESOTA
ORDINANCE NO. 2025/0219-1**

**AN ORDINANCE TO ADOPT THE CHISAGO COUNTY OFFICIAL ZONING MAP WITH
AMENDMENTS**

It is the intent and effect of this Ordinance to repeal all previously adopted versions of the Chisago County Official Zoning Map and adopt a new Chisago County Official Zoning Map with Amendments in their place.

The purposes of the Amendments to the Official Zoning Map are to bring the Map into compliance with the Chisago County Zoning Ordinance, adopted as Ordinance No. 2024/1218-1 and recorded as Document #A-681047, by consolidating the former Rural Residential I (RRI) District and Rural Residential II (RRII) District into a single Rural Residential (RR) District and renaming the Urban Residential (UR) District as the Urban Fringe Residential (UFR) District.

The adopted Chisago County Official Zoning Map is available for inspection by any person during regular business hours at the Chisago County Auditor-Treasurer's Office, 313 North Main Street, Suite 271/274, Center City, Minnesota, and the Chisago County Department of Environmental Services, 313 North Main Street, Suite 240, Center City, Minnesota. Additionally, the adopted Chisago County Official Zoning Map may also be viewed at <https://www.chisagocountymn.gov/403/Zoning-Subdivision>.

Section 8. That this Ordinance shall become effective after its passage and publication of the above summary.

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 Resolution No. 25/0219-2, a Resolution of the County Board of Commissioners of Chisago County, Minnesota, approving the Joshua Fields Contracting Business Interim Use Permit (IUP) at 45134 John Avenue in Sunrise Township (PID #09.00545.00 and 09.00567.00).

RESOLUTION NO. 25/0219-2

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CHISAGO COUNTY, MINNESOTA,
APPROVING AN INTERIM USE PERMIT ALLOWING A CONTRACTING BUSINESS OWNED
AND OPERATED BY PERSONS RESIDING AT THE PROPERTY ON PROPERTY LOCATED AT
45134 JOHN AVENUE IN SUNRISE TOWNSHIP**

WHEREAS, property owner Joshua Fields submitted an application dated received December 2, 2024 and considered complete on December 11, 2024 for an Interim Use Permit allowing a Contracting Business Owned and Operated by Persons Residing at the Property on property located at 45134 John Avenue in Sunrise Township; and

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

WHEREAS, the combined subject site is 25.93± acres in size and legally described as:

PIDs 09.00545.00 and 09.00567.00

PARCEL 1:

That part of the South 930.52 feet of the Southeast Quarter of the Southeast Quarter of Section 14, Township 36 North, Range 21 West, Chisago County, Minnesota, lying Easterly of the centerline of Chisago County Road No. 57 (also known as Government Road, and formerly known as Peaceful Valley Road).

PARCEL 2:

All that part of the Northeast Quarter of the Northeast Quarter of Section 23, Township 36 North, Range 21 West, Chisago County, Minnesota, lying Northeasterly of the centerline of Chisago County Road No. 57.

EXCEPT that part of the Northeast Quarter of the Northeast Quarter of Section 23, Township 36 North, Range 21 West, Chisago County, Minnesota; described as follows:

Commencing at the Northeast corner of said Northeast Quarter of the Northeast Quarter of Section 23, Township 36 North, Range 21 West;

Running thence West along the North section line of said Northeast Quarter of the Northeast Quarter, a distance of 600 feet;

thence due South to center of Chisago County Road No. 57;

thence Southeasterly following said center line of Chisago County Road No. 57 to the East line of said Section 23; thence North on the East line of said section to the point of beginning.

AND ALSO EXCEPT that part of the Northeast Quarter of the Northeast Quarter of Section 23, Township 36 North, Range 21 West, Chisago County, Minnesota, lying Southeasterly of the Easterly right-of-way line of John Avenue and lying Northeasterly of the Easterly right-of-way line of Peaceful Valley Road (also known as Chisago County Road No. 57).

ABSTRACT

WHEREAS, notice was provided and on February 6, 2025 the Planning Commission conducted a public hearing regarding this application, at which it heard from the Director of Environmental Services, property owner Fields, and invited members of the public to comment; and

WHEREAS, the Planning Commission recommended approval of the Interim Use Permit with Findings of Fact and conditions per Resolution No. PC2025-0201; and

WHEREAS, the Board of Commissioners considered the request and the Planning Commission's recommendation at its February 19, 2025 meeting and made the following findings per Zoning Ordinance Section 8.04-1, C.:

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

Finding #1 *The Chisago County Comprehensive Plan identifies as a policy the allowance "for home occupations, rural retail tourism and limited rural businesses on homesteads in agricultural areas ..." (see page 9-9), and, generally speaking, offers broad support and encouragement for identified commercial activities within the Agricultural District so long as they comply with established performance standards. Therefore, the County finds that the proposed use is consistent with the goals and policies established by the Comprehensive Plan.*

- 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 proposed Contracting Business will have no associated use of parks, schools, or other public facilities or utilities, and will likely not create any appreciable demand on the hard-surfaced and well-maintained Government Road / CR 57. Further, with the implementation of a condition prohibiting the use of John Avenue for business purposes, there will be no increased demand on the gravel-surfaced Township Road. Therefore, the County finds that the proposed use will not create any increase or demand on these facilities or utilities. Further, neither the Chisago County Highway Department nor the Sunrise Town Board, serving as Road Authorities for Government Road / CR 57 and John Avenue respectively, identified any concerns with the proposed use following their individual reviews of the request.*
- Factor #3 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;
- Finding #3 *The proposed business activity is generally located near the southern boundary of the 25.93± acre subject site. To screen the proposed business activity from surrounding properties and adjacent development, the applicant has proposed the use of an existing stand of trees in conjunction with the construction of a 10' tall mowable berm. With distance from adjacent properties / development, implementation of and adherence to conditions related to maintenance of existing trees and construction of the proposed berm, the County finds that these measures will aid in screening the proposed use from adjacent and future development.*
- Factor #4 The proposed use and site will have an appearance that will not have an adverse effect upon adjacent properties;
- Finding #4 *The proposed Contracting Business will utilize existing detached accessory structures for business activity, including the storage and maintenance of equipment, as well as utilize land immediately adjacent to these structures for outdoor storage of trucks. The County finds that distance, existing vegetation, and the implementation of a condition requiring additional screening will aid in mitigating potential negative impacts associated with the appearance of and noise generated by the proposed use.*

- Factor #5 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;
- Finding #5 *The Chisago County Zoning Ordinance specifically allows Contracting Business Owned and Operated by Persons Residing at the Property as an Interim Use in the Agricultural District; therefore, the County finds that the proposed use complies with land use goals and regulations established by the County's official land use controls.*
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- Factor #6 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;
- Finding #6 *The stated purpose of the Zoning Ordinance is to provide for and protect the public health, safety, and general welfare through nine specific objectives. Additionally, the Zoning Ordinance specifically allows Contracting Business Owned and Operated by Persons Residing at the Property as an Interim Use in the Agricultural District. Through close evaluation of the request and the establishment of conditions of approval, the County finds that the proposed use is consistent with the purposes of the Zoning Ordinance and, more specifically, with the purposes of the Agricultural District.*
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- Factor #7 The proposed use will not cause traffic hazard or congestion; and
- Finding #7 *Being that the proposed use does not currently include any employees outside of the property owner(s) and up to five employees in future years and being that the proposed use will not generate any customer traffic, the County does not believe that there will be an appreciable increase in daily traffic to and from the subject site. Further, the County believes that there will be minimal impact to John Avenue, John Avenue properties, and the surrounding area with the implementation of a condition requiring that all business related traffic utilize the Government Road / CR 57 access. Therefore, the County finds that the proposed use will not cause traffic hazards or congestion. Further, neither the Chisago County Highway Department nor the Sunrise Town Board, serving as Road Authorities for Government Road / CR 57 and John Avenue respectively, identified any concerns with the proposed use following their individual reviews of the request.*
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- Factor #8 The proposed use will not adversely impact existing nearby properties by intrusion of noise, glare or general unsightliness.
- Finding #8 *While there is no indication that the proposed use will adversely impact nearby properties in terms of glare, there may be concerns related to general unsightliness of equipment storage and noise generated by*

equipment. The County finds that unsightliness and noise can be mitigated with distance, existing vegetation and continued maintenance of said vegetation, and the implementation of conditions which address these mitigation efforts, as well as a condition requiring a berm around business activity. If these measures are implemented, the County finds that the proposed use will not adversely impact nearby properties by intrusion of noise, glare or general unsightliness.

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

1. This Interim Use Permit grants approval for the operation of a Contracting Business specializing in excavation as described in the application materials dated received December 2, 2024 and kept on file with the Chisago County Department of Environmental Services. No other commercial activity, apart from the activities described in the application materials, shall be permitted as part of this approval.
2. Aside from general office work, all Contracting Business activity taking place on-site shall be allowed to operate Monday through Saturday (no Sundays) with hours of operation being 6:00 am to 8:00 pm. Equipment may begin warming up on-site no earlier than 6:00 am and shall not run on-site later than 8:00 pm. This condition is not intended to establish hours of operation for Contracting Business activity taking place off-site.
3. All Contracting Business traffic shall utilize the Government Road / CR 57 access and shall be prohibited from utilizing the John Avenue access.
4. The Contracting Business location shall not be open to the public or public traffic.
5. To mitigate potential adverse impacts related to noise and appearance, the Contracting Business shall be subject to the following:
 - a. Noise generated from the approved use shall be subject to the Chisago County Zoning Ordinance noise standards.
 - b. The permit holder shall maintain existing tree cover and remove and replace dying, dead, or downed trees located between the area of business operations and the surrounding property boundaries as needed with similar type/species and count of replacement trees.
 - c. The permit holder shall construct an 8' tall mowable berm around business activity as described and illustrated in the application materials dated received December 2, 2024 and kept on file with the Chisago County Department of Environmental Services. The berm shall be fully installed and seeded within six (6) months of the date of Interim Use Permit approval. The permit holder shall ensure that the berm is entirely located on the subject

properties and not encroaching on neighboring property, and all Contracting Business activity shall be contained within the bermed area. As depicted, the general construction of the berm combined with an existing stand of trees encompasses and is expected to screen an area of approximately 3.75 acres in size (including the stand of trees adjacent to the southerly east property boundary).

6. In addition to the property owner(s) and residents of the subject site, there shall be no more than five (5) employees and related employee vehicles on site at any given time.
7. Any wood, tree, or stump debris generated by the business shall be disposed of off-site within fifteen (15) days until and/or unless on-site processing or disposal activities in accordance with the County Solid Waste Ordinance are secured.
8. No hazardous waste shall be generated or stored on the subject site, without following all Hazardous Waste reporting and licensing requirements of the MPCA which includes the procurement of a State-issued Hazardous Waste ID number.
9. All fuel storage and handling of heavy equipment fluids shall be in accordance with MPCA regulations.
10. Any signage shall be installed in accordance with the Chisago County Zoning Ordinance.
11. Any expansion or intensification of the approved use – including, but not limited to, the construction of new structures used for the Contracting Business, the addition of employees, expanded hours of operation, expansion of the defined 3.75 acres of outdoor equipment parking & storage area, or other expansion or intensification as determined by the Chisago County Department of Environmental Services – shall only be allowed upon further review by the Planning Commission and approval by the Board of Commissioners by way of an Interim Use Permit Amendment.
12. This Interim Use Permit shall expire at such time that the property is no longer owned and occupied by Joshua Fields.
13. Annual certification of the Interim Use Permit is required. The permit holder shall notify the County annually that the activity permitted by the Interim Use Permit is ongoing and the activities being conducted continue to adhere to the conditions of approval. Failure to maintain certification may be a basis to revoke the Interim Use Permit. The property shall be made open and available for regular inspection at any time during reasonable hours by the Chisago County Department of Environmental Services and/or any duly authorized law enforcement agency.

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 Resolution No. 25/0219-3, a Resolution of the County Board of Commissioners of Chisago County, Minnesota, approving the Preliminary Plat of Amador Meadows generally located one-tenth of a mile north of 392nd Street and one-half of a mile south of 400th Street on the east side of Oriole Avenue / CR 70 in Amador Township, (PID # 01.00266.00).

RESOLUTION NO. 25/0219-3

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CHISAGO COUNTY, MINNESOTA,
APPROVING THE PRELIMINARY PLAT OF AMADOR MEADOWS**

WHEREAS, property owners Steven Olson & Ann Byers and Gary Olson & LaDonna Olson and applicant Robert Boyce submitted an application dated received and deemed complete on December 23, 2024 for the Preliminary Plat of Amador Meadows; and

WHEREAS, the property owners wish to create two lots from the 26.8± acre subject site; and

WHEREAS, the subject site is generally located approximately one-tenth of a mile north of 392nd Street and approximately one-half of a mile south of 400th Street on the east side of Oriole Avenue / CR 70 in Amador Township and is zoned Agricultural (AG) District; and

WHEREAS, the subject site is legally described as:

PID 01.00266.50

That part of the North Half of the Southeast Quarter of Section 14, Township 35, Range 20, Chisago County, Minnesota described as follows:

Commencing at the southeast corner of said North Half of the Southeast Quarter; thence South 89 degrees 45 minutes 34 seconds West, assumed bearing along the south line of said North Half of the Southeast Quarter, 765.00 feet; thence North 00 degrees 14 minutes 26 seconds West, 660.00 feet; thence South 89 degrees 45 minutes 34 seconds West, 52.00 feet to the point of beginning; thence continue South 89 degrees 45 minutes 34 seconds West, 1798.69 feet to the west line of said North Half of the Southeast Quarter; thence North 00 degrees 20 minutes 52 seconds East, along said west line, 651.98 feet to the northwest corner of said North Half of the Southeast Quarter; thence North 89 degrees 48 minutes 23 seconds East, along the north line of said North Half of the Southeast Quarter, 1792.00 feet to the intersection with a line bearing North 00 degrees 14 minutes 26 seconds West from said point of beginning; thence South 00 degrees 14 minutes 26 seconds East, 650.48 feet to the point of beginning.

WHEREAS, notice was provided and on February 6, 2025 the Planning Commission conducted a public hearing regarding this application, at which it heard from the Land Services Coordinator, property owner Steven Olson, and applicant Robert Boyce, and invited members of the public to comment; and

WHEREAS, the Planning Commission recommended approval of the Preliminary Plat of Amador Meadows with conditions per Resolution No. PC2025-0203; and

WHEREAS, the Board of Commissioners considered the request for Preliminary Plat of Amador Meadows and the Planning Commission's recommendation at its February 19, 2025 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 Amador Meadows, subject to the following conditions:

1. The Preliminary Plat of Amador Meadows is approved per plat drawing dated signed October 30, 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 Greene, seconded by Montzka, the Board moved to approve Resolution No. 25/0219-4, a Resolution of the County Board of Commissioners of Chisago County, Minnesota, approving the Preliminary Plat of Peltier Estates generally located south of Furuby Road / CSAH 20 and west of Park Trail / CSAH 12 in Chisago Lake Township, (PID # 02.00557.00).

RESOLUTION NO. 25/0219-4

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CHISAGO COUNTY, MINNESOTA,
APPROVING THE PRELIMINARY PLAT OF PELTIER ESTATES**

WHEREAS, property owners Craig Peltier & Patti Peltier and applicants Shelby Peltier and Shawn Kupcho submitted an application dated received December 17, 2024 and deemed complete on December 18, 2024 for the Preliminary Plat of Peltier Estates; and

WHEREAS, the property owners wish to create one 24.98-acre lot from the 45.8± acre subject site; and

WHEREAS, the subject site is generally located south of Furuby Road / CSAH 20 and west of Park Trail / CSAH 12 in Chisago Lake Township and is zoned Agricultural (AG) District; and

WHEREAS, the subject site is legally described as:

PID 02.00557.00

NOTE: Applicable portions of the property descriptions contained in Warranty Deed Doc. No. 287781 are shown in bold below.

The North Half of the Northwest Quarter (N 1/2 of NW 1/4), of Section Twenty-three (23), Township Thirty-four (34), Range Twenty (20); subject to public roads; and

The South Half of the Southwest Quarter (S 1/2 of SW 1/4), of Section Fourteen (14), Township Thirty-four (34), Range Twenty (20); also the following described tract: Commencing at the southwest corner of the NE 1/4 of SW 1/4 of Section 14, Township 34, Range 20, running thence North on 1/16 section line to the center of the Taylors Falls and Sunrise Road (now Furuby Road), thence following the center of said road in a southeasterly direction to where the same crosses the 1/16 section line which divides the NE 1/4 of SW 1/4 from the SE 1/4 of SW 1/4, thence West on the last described 1/16 section line to place of beginning, hereby intending to convey all that part of the NE 1/4 of the SW 1/4 of said Section 14, which lies southwest of the road leading from Taylors Falls to Sunrise City, and containing 3 acres, more or less. Excepting, however, that part of the above described premises heretoforth conveyed to the Lindstrom Creamery Company, Chisago County, Minnesota, as described in Book 10 of Deeds on page 68 in the office of the County Recorder of Chisago County, Minnesota; and

Except: The South 775 feet of the North Half of the Northwest Quarter (N 1/2 of NW 1/4) of Section Twenty-three (23), the West 835 feet of that part of said North Half of Northwest Quarter (N 1/2 of NW 1/4), lying North of the South 775 feet thereof and **the West 835 feet of the Southwest Quarter of the Southwest Quarter (SW 1/4 of SW 1/4) of Section Fourteen (14), all in Township Thirty-four (34) North, Range Twenty (20) West, Chisago County, Minnesota; and**

Except: The West 420 feet of that part of the Northeast Quarter of the Southwest Quarter of Section 14, lying southerly of County State Aid Highway No. 20 (also known as Furuby Road); and, the West 420 feet of the North 156 feet of the Southeast Quarter of the Southwest Quarter of Section 14; both parcels are in Township 34 North, Range 20 West, Chisago County, Minnesota, together containing 5.0 acres, more or less; and

Except: The East 155 feet of the West 575 feet of the North 156 feet of the Southeast Quarter of Section 14, Township 34 North, Range 20 West, Chisago County, Minnesota, and that part of the East 155 feet of the West 575 feet of the Northeast Quarter of the Southwest Quarter of said Section 14, which lies southerly of the center line of County State Aid Highway No. 20 (also known as Furuby Road); and

Except: The North 200 feet of the South 975 feet of all that part of the North Half of the Northwest Quarter (N 1/2 of NW 1/4) of Section 23, Township 34 North, Range 20 West, Chisago County, Minnesota, lying East of the West 835 feet thereof; and

ALSO EXCEPT (per Warranty Deed Doc. No. A360621)

That part of the East 545 feet of the Northeast Quarter of the Southwest Quarter of Section 14, lying Southerly of the center line of Furuby Road (also known as County State Aid Highway No. 20) and the North 400 feet of the East 545 feet of the Southeast Quarter of the Southwest Quarter of said Section 14. Together with the South 56 feet of the North 456 feet of the West 86 feet of the East 288 feet of said Southeast Quarter of the Southwest Quarter all in Township 34, Range 20 West, Chisago County, Minnesota.

ALSO EXCEPT

The South 502.39 feet of the Southeast Quarter of the Southwest Quarter of Section 14, Township 34, Range 20, Chisago County, Minnesota and the South 502.39 feet of the Southwest Quarter of the Southwest Quarter of said Section 14, lying East of the West 835.00 feet thereof.

WHEREAS, notice was provided and on February 6, 2025 the Planning Commission conducted a public hearing regarding this application, at which it heard from the Land Services Coordinator and applicant Shelby Peltier, and invited members of the public to comment; and

WHEREAS, the Planning Commission recommended approval of the Preliminary Plat of Peltier Estates with conditions per Resolution No. PC2025-0202; and

WHEREAS, the Board of Commissioners considered the request for Preliminary Plat of Peltier Estates and the Planning Commission's recommendation at its February 19, 2025 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 Peltier Estates, subject to the following conditions:

4. The Preliminary Plat of Peltier Estates is approved per plat drawing dated signed December 17, 2024, and amended on January 14, 2025. 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.
5. 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.
6. Request for Final Plat shall not be submitted until the Chisago County Department of Environmental Services has verified the soils report submitted as part of the December 17, 2024, request for Preliminary Plat and the Department has found that said soils report satisfactorily complies with all applicable regulations.
7. 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 Montzka, seconded by Dunne, the Board moved to approve a letter of support to restore the proposed reduction in the Minnesota Department of Revenue County Aquatic Invasive Species (AIS) Prevention Aid program for FY 2025–27. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None

On motion by Dunne, seconded by Montzka, the Board moved to accept the February 12th Budget and Finance Report, approve paying for approved CIP items as Auditors Warrants, approve for Facilities and Maintenance clothing, \$6,165, using remaining Administration Fee ARPA funds, approve the purchase of the CivicPlus Agenda and Meeting Management Software, \$11,400, using remaining Administration ARPA funds, and approve using fund balance, \$69,050.00, to pay for the CJIS Security Compliance project.

RESOLUTION NO. 25/0219-5
AUTHORIZING THE COUNTY AUDITOR TO PAY
APPROVED CAPITAL IMPROVEMENT PLAN CLAIMS

WHEREAS, M.S. 375.18, Subd. 1b authorizes the County Board of Commissioners to delegate its authority to pay certain claims against the County for reasons it deems appropriate and expedient; and

WHEREAS, the business practices of the County will be served appropriately by virtue of exercising said authority;

NOW, THEREFORE, BE IT RESOLVED, that the Chisago County Board of Commissioners hereby authorizes its County Auditor to pay for approved Capital Improved Plan items when they are received; a list of claims paid shall be provided to the Board at its next regularly scheduled meeting; the Board or its designated committee shall regularly review the practices and procedures of the County Auditor pertaining to this authorization.

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 County Assessor Daryl Moeller and Asst. County Assessor Chase Peloquin to attend Tyler Connection Conference in San Antonio TX, May 11-14, 2025. 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 authorize the DES Director to issue the associated PO's and sign any needed documents to have the added engineering studies completed, pay for the added requirements, permits, etc. as required by the City of Wyoming for the Wyoming Emergency Paging Tower. The motion **carried** as follows: **IN FAVOR THEREOF**: Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED**: None

Commissioner Swenson went offline at 8:01 p.m.

On motion by Montzka, seconded by Greene, the Board moved to approve and sign the attached third amendment with Verizon for the antenna lease at the Chisago County Nessel ARMER site. The motion **carried** as follows:

IN FAVOR THEREOF: Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None
ABSENT: Swenson

On motion by Dunne, seconded by Greene, the Board moved to approve the resolution Delegating the Duties of the Auditor-Treasurer and Finance Director.

RESOLUTION NO. 25/0219-6
RESOLUTION DELEGATING THE DUTIES OF THE AUDITOR-TREASURER AND FINANCE DIRECTOR

WHEREAS, Chisago County is currently growing, which has led to a larger budget and a larger employee workforce in order to properly serve the needs of the citizens of the county and provide for the general health, safety and welfare; and

WHEREAS, the County has examined and identified ways and methods of improving the delivery of services to the public, and increasing County-wide and departmental efficiencies in the operation of county government, and addressing the use of more complex technological systems in the operation of government and more complex reporting and records requirements in the operation of government; and

WHEREAS, the County has identified as areas that can be improved and made more efficient through reorganization of the office of Auditor-Treasurer and the creation of a Finance Department with a Finance Director and the consolidation of certain financial duties into the Finance Department, which would allow for more robust financial functions, and better organizational structure to the operation of the finances of the county, while allowing the Auditor-Treasurer to focus on more strategic functions for the County; and

WHEREAS, the office of the Chisago County Auditor-Treasurer is currently an appointed position, with the position currently held by Bridgitte Konrad; and

WHEREAS, Minnesota Statutes Chapter 375A allows Counties to undertake several and various forms

of optional governance, including the ability to make certain officials positions appointed rather than elective, including the position of County Auditor-Treasurer; and

WHEREAS, pursuant to Chapter 375A, in adopting the optional form of County government operations that involves appointing the Auditor-Treasurer the County Board of Commissioners has the authority to initiate and direct any consolidation, reorganization or delegation of such duties, functions and responsibilities for the purposes of promoting efficiency in county government, and to make such other administrative changes including abolishing or terminating the offices and/or the appointment or transfer of personnel as deemed necessary; and

WHEREAS, the County Board of Commissioners has concluded that the delegation of duties between the Auditor-Treasurer and the Finance Director is in the best interests of the County and advances public health, safety and welfare,

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS: 1. The Chisago County Board of Commissioners hereby delegates the following duties, to Kristin Waddell, the Chisago County Finance Director:

- Auditing of County Financials as requested by the County Board of Commissioners
- Forecasting of County Financials
- Management of County fund balances
- Management of County Debt
- Monitoring of Funding for current and future county projects
- Payment of all claims

2. All other duties prescribed by Law, Statute, or Rule by the State of Minnesota and the Federal

Government of the United States which are required to be completed by the previously elected Auditor-Treasurer and which are not specifically outlined in paragraph 1 are hereby delegated to the Chisago County Auditor-Treasurer. This delegation includes but is not limited to the approval, certification, execution, signing and storage of any documents required by law and the collection of all debts and taxes. This delegation includes, but is not limited to, the duties of Chief County Election Official, Real Property Tax Forfeiture, and all statutory duties required for public drainage systems.

3. The Chisago County Board of Commissioners hereby reserves the authority to amend this delegation of duties as prescribed by law.

4. This resolution is effective immediately upon the adoption.

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

Commissioner Swenson was online at 8:05 p.m.

On motion by Dunne, seconded by Montzka, the Board moved to approve holding a public hearing on March 19, 2025, at 7:00 p.m. to consider an economic development tax abatement for NS Investment, LLC. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None

On motion by Dunne, seconded by Montzka, the Board moved to approve sending a letter supporting Scott County's position that reducing the MnChoice reassessments from annual to every three years would be in Chisago County's interest. 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 approve setting the date for the Chisago County Board of Appeal and Equalization for Tuesday, June 17th, 2025, at 6:30 p.m. 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 adopting the Chisago County Hazard Mitigation Plan 2024 via resolution.

RESOLUTION NO. 25/0219-7

A RESOLUTION OF THE CHISAGO COUNTY BOARD OF COMMISSIONERS ADOPTING THE CHISAGO COUNTY HAZARD MITIGATION PLAN 2024

WHEREAS the Chisago County Board of Commissioners recognizes the threat that natural hazards pose to people and property within Chisago County; and

WHEREAS the Chisago County has prepared a multi-hazard mitigation plan, hereby known as the Chisago County Hazard Mitigation Plan 2024 in accordance with

federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance Act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS Chisago County Hazard Mitigation Plan 2024 identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in Chisago County from the impacts of future hazards and disasters; and

WHEREAS adoption by the Chisago County Board of Commissioners demonstrates its commitment to hazard mitigation and achieving the goals outlined in the Chisago County Hazard Mitigation Plan 2024

NOW THEREFORE, BE IT RESOLVED BY THE CHISAGO COUNTY BOARD OF COMMISSIONERS, MINNESOTA, THAT:

Section 1. The Chisago County Board of Commissioners adopts the Chisago County Hazard Mitigation Plan 2024. While content related to Chisago County may require revisions to meet the plan approval requirements, changes occurring after adoption will not require Chisago County to re-adopt any further iterations of the plan. Subsequent plan updates following the approval period for this plan will require separate adoption resolutions.

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

CITIZENS FORUM

TIME – 8:11 p.m. **END TIME** – 8:13 p.m.

of SPEAKERS – 1

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 Dunne, seconded by Montzka, the Board adjourned the meeting at 8:34 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

Dan Dahlberg, Chair

Attest: _____
Christina Vollrath
Clerk of the Board