Commissioners:
District 1
Jim Swenson
District 2
Rick Greene
District 3
Marlys Dunne
District 4
Ben Montzka
District 5
Dan Dahlberg

County Administrator
Chase Burnham

Board of Commissioners
REGULAR MEETING – Wednesday, March 19, 2025
County Board Room, Room 172

6:30 p.m. **Convene; Pledge of Allegiance; Approve Agenda**

Road & Bridge Committee of the Whole:
Discussion

1.)	County Engineer's Report	TAB 1
2.)	I-35/CSAH 19 Interchange with the Predesign Agreement with Stantec	TAB 2
3.)	Engineering Services Contract with Two Pines – CSAH 10 Reconstruction	TAB 3
4.)	Right-of-way Plat 117	TAB 4
5.)	CSAH 16 Bridge Replacement Final	TAB 5

Board of Commissioners' Business Meeting

Consent Agenda:

1.)	R&B Committee Recommendation – County Engineer's Report	TAB 1
2.)	R&B Committee of Whole – I-35/CSAH 19 Interchange with the Predesign Agreement	TAB 2
3.)	R&B Committee of Whole – Two Pines – CSAH 10 Reconstruction	TAB 3
4.)	R&B Committee of Whole – Right-of-way Plat 117	TAB 4
5.)	R&B Committee of Whole – CSAH 16 Bridge Replacement Final	TAB 5
6.)	Payment of County's Warrants and Miscellaneous Bills	TAB 6
7.)	Minutes from the January 7, 2025 – County Board of Commissioners Meeting	TAB 7
8.)	Final Plat Amador Meadows	TAB 8
9.)	Final Plat Goose Lake Acres	TAB 9

7:00 p.m. **Public Hearing**

10.)	Property Tax Abatement for NS Investments LLC Public Hearing	TAB 10

Environmental Services/Zoning Report – Kurt Schneider, Director

11.)	Director's Report	TAB 11
12.)	Larry Hansen Interim Use Permit – Accessory Structure	TAB 12
13.)	Preliminary Plat – Anam Cara Acres	TAB 13
14.)	Subsurface Sewage Treatment System (SSTS) Ordinance 10-1 Review and Public Hearing	TAB 14
15.)	Equipment Expenditure Request – 2025 CIP Requests – Parks Truck	TAB 15
16.)	Equipment Expenditure Request – 2025 CIP Requests – Building Structures	TAB 16

Other Business of the County Board

17.)	March 12th Budget and Finance Committee Report	TAB 17
18.)	Westlaw (Thomson Reuters) Contract Renewal	TAB 18
19.)	SHIP 244 - 245 – Williams Park Community Garden and Family Pathways	TAB 19
20.)	Master Intergovernmental Services with Soil and Water Conservation District (SWCD)	TAB 20

21.)	Out-of-State Travel Request – International Conference of Police Chaplains Region 3	TAB 21
22.)	Minnesota Human Trafficking Investigators Task Force Joint Powers Agreement	TAB 22
23.)	Renewal of Contract with Honeywell for HVAC Service at DES Equipment Sites	TAB 23
24.)	Renewal of Contract with DarkTrace service for Cyber Security Services	TAB 24

Citizen's Forum

"The Citizen's Forum is provided so you may make a comment, statement, question or proposal. You will be limited to three minutes and we ask that you conduct yourself in a professional, courteous manner, and refrain from the use of profanity. Failure to abide by this policy may result in the loss of your privilege to speak that night."

Discussion Items:

- Correspondence CORR.
- Administrator Updates
- Commissioner Committee Reports

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 02.00794.00; and 02.00780.00, 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.

Adjourn Meeting of the Board of Commissioners

Upcoming Schedule

- **Chisago County Board of Commissioners Meeting**, Wednesday, April 2nd, 2025
- **Chisago County Strategic Planning**, Friday, April 4th, 2025 – Chisago County Government Center, Suite 150B
- **CCCI Meeting,**

******* NOTICE*******

Chisago County Commissioner Jim Swenson will be attending the Chisago County Board of Commissioners Meetings on Wednesday March 7th until March 17th 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 J.E. Irausquin Blvd 250, Oranjestad, Aruba, a location open and accessible to the public.

Chisago County Commissioner Jim Swenson will be attending the Chisago County Board of Commissioners Meetings March 18th to March 31st 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 17270 Whitewater Ct., Fort Myers Beach, Fl. 33931, a location open and accessible to the public. Any questions can be directed towards Chase Burnham, County Administrator, at (651) 213-8877.

Chisago COUNTY USA | PUBLIC WORKS

TAB 1

JOE TRIPLETT, P.E., DIRECTOR/ENGINEER

OFFICES OF:

ADMINISTRATION
ENGINEERING
COUNTY SURVEYOR
FLEET MAINTENANCE
ROAD MAINTENANCE
TRAFFIC OPERATIONS

MAILING ADDRESS:
313 NORTH MAIN STREET
CENTER CITY, MN 55012

PHYSICAL ADDRESS:
31325 OASIS ROAD
CENTER CITY, MN 55012

PHONE: (651) 213-8700

MEMORANDUM

Date:	March 11th, 2025	RE: Public Works Director's Report
To:	**Chisago County Board of Commissioners**	
From:	Joe Triplett, P.E.	

Project Updates:

CSAH 30 Reconstruction Project: Tree clearing has begun, and the project is still on track to begin construction in April. Preconstruction meeting is scheduled for April 1st.

CSAH 19 Roundabout & Reconstruction Project: Working on preliminary design/layout. We are looking to have 60% plans in May and will re-engage Chisago City and Lindstrom at that point. We have begun right of way acquisition activities. I also have the resolution from the County Surveyor authorizing the preparation of the right of way plat 117.

I-35/CSAH 19 Interchange: We have the engineering services contract for the I-35/CSAH 19 interchange area for consideration at tonight's meeting.

CSAH 10 Reconstruction Project – Phase II: We are continuing to acquire right of way and refine the final design. We have the contract for the Phase I archaeological survey for the potential burial mounds for consideration at tonight's meeting.

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** 2
Title of Item for Consideration: I-35/CSAH 19 Interchange with the Predesign Agreement with Stantec	
Action Requested by: Joe Triplett, P.E.	***Department:*** Public Works
Previous Action on this Matter: None.	

Background: Public Works requires assistance to study the I-35/CSAH 19 Interchange to help with the predesign. The County has enlisted Stantec, who has extensive experience in these sorts of projects and is also the City's engineering firm which will help with communication and coordination.

Attachment(s):

- Professional Services Agreement

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve with Stantec to study the I-35/CSAH 19 Interchange with the predesign. The suggested motion is as follows:

"Move to approve with Stantec to study the I-35/CSAH 19 Interchange with the predesign. "

Implications of Action: Approval will allow the County to follow and meet testing requirements for our construction projects.

Budget/Financial Implications: Funding will come out of 03-320-6273 account.

Legal/Policy Implications: The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies.

Administrator's Recommendation

Approve CEB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay ____	Abstain ____

PROFESSIONAL AND TECHNICAL SERVICES CONTRACT

THIS CONTRACT, and amendments and supplements thereto, is between the County of Chisago (hereinafter County), and Stantec Consulting Services Inc., 733 Marquette Avenue, Suite 100, Minneapolis, MN 55402-2314, an independent contractor, not an employee of the County of Chisago (hereinafter CONTRACTOR).

WHEREAS, County, pursuant to Minnesota Statutes Chapter 373.01, is empowered to procure from time to time certain professional/technical services; and

WHEREAS, County is in need of professional and technical services to provide preliminary design for the contemplated improvements at the Interstate 35 and CSAH 19 interchange in the City of Stacy; and

WHEREAS, the CONTRACTOR has provided the County with a proposal with cost estimates for such services and CONTRACTOR has made representations in its proposal that it is qualified, duly licensed and willing to perform the services set forth in this Contract.

NOW, THEREFORE, it is agreed:

I. **TERM OF CONTRACT**. This Contract shall be effective on March 20, 2025 or upon the date the final required signature is obtained by County, whichever occurs later, and shall remain in effect until August 1, 2026, or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first. The CONTRACTOR understands that no work should begin under this contract until all required signatures have been obtained and the CONTRACTOR is notified to begin work by County's authorized representative.

II. **CONTRACT TERMS AND CONDITIONS AND RESPONSIBILITIES**. The terms and conditions of this contract shall consist of the provisions of this Contract and those provisions set forth in CONTRACTOR's proposal and fee estimate dated February 6, 2025 and attached hereinto and incorporated herein as **Attachment A.** To the extent that provisions of **Attachment A** may be inconsistent or conflict with those contained in this Contract shall prevail.

A. CONTRACTOR's Duties. CONTRACTOR shall perform those tasks described in the Contract and **Attachment A**.

B. County's Duties. County shall perform those responsibilities required of the County as set forth in the Contract and **Attachment A.**

III. **CONSIDERATION AND TERMS OF PAYMENT**.

A. Consideration for all services performed and goods or materials supplied by the CONTRACTOR pursuant to this contract shall not exceed One Hundred Thirty-Seven Thousand, Seven Hundred Thirty-five and No/100 Dollars (**$137,735.00**) as detailed in **Attachment A**.

B. Terms of Payment. CONTRACTOR will invoice the County for services provided at the hourly rate for each employee. Payment shall be made by County promptly after the CONTRACTOR'S presentation of invoices for services performed and acceptance of such services by County's authorized representative. All services provided by the CONTRACTOR pursuant to this contract shall be performed to the satisfaction of County pursuant to the standard of care and to the extent compliance is not inconsistent with CONTRACTOR's professional practice requirements, and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations. The CONTRACTOR shall not receive payment for work found by County to be defective or performed in violation of any applicable federal, state or local law, ordinance, rule or regulation. Invoices shall be presented by CONTRACTOR within thirty (30) days of completion of the work.

IV. **AUTHORIZED REPRESENTATIVES**. All official notifications, including but not limited to, cancellation of this contract must be sent to the other party's authorized representative.

A. County's authorized representative for the purpose of administration of this contract is:

Name:	Joe Triplett, PE Public Works Director/County Engineer
Address:	31325 Oasis Rd., Rm 400, Center City, MN 55012
Telephone:	(651) 213-8708
E-Mail:	Joe.Triplett@chisagocounty.us
Fax:	(651) 213-8772

B. The CONTRACTOR'S authorized representative for the purpose of administration of this contract is:

Name:	Joanne Cho, Transportation Planner
Company:	Stantec Consulting Services Inc.
Address:	733 Marquette Avenue, Suite 100, Minneapolis, MN 55402-2314
Telephone:	612-803-5115
E-Mail:	Joanne.Choe@stantec.com

V. **CANCELLATION AND TERMINATION**.

A. This contract may be canceled by County at any time, with or without cause, upon thirty (30) days written notice to the CONTRACTOR. In the event of such a cancellation, the CONTRACTOR shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.

B. Termination for Insufficient Funding. County may immediately terminate this contract if it does not obtain funding from the Minnesota Legislature or other funding source, or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the CONTRACTOR within a reasonable time of County receiving notice that sufficient funding is not available. County is not obligated to pay for any services that are provided after notice and effective date of termination. However,

the CONTRACTOR will be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed to the extent that funds are available. County will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature or other funding source not to appropriate funds.

VI. **ASSIGNMENT AND ASSUMPTION**. The CONTRACTOR shall neither assign nor transfer any rights or obligations under this contract without the prior written consent of County. In the event of assignment, CONTRACTOR shall remain responsible for the performance of all tasks until released through an assumption agreement executed by the County, the CONTRACTOR and CONTRACTOR's assignee.

VII. **LIABILITY**. The CONTRACTOR agrees to indemnify and hold County, its representatives and employees harmless from any and all claims or causes of action, including reasonable attorneys' fees incurred by County, in the performance of this contract by the CONTRACTOR. This clause shall not be construed to bar any legal remedies the CONTRACTOR may have for County's failure to fulfill its obligations pursuant to this contract but only to the extent such claims or causes of action are caused by the CONTRACTOR's negligent acts, errors, and omissions or any entity in which the CONTRACTOR is legally liable. CONTRACTOR has no obligation to indemnify, defend, or hold harmless the County from any claims or causes of action caused by the County's negligence or fault or the negligence or fault of others.

VIII. **INSURANCE**.

A. *Workers' Compensation*. CONTRACTOR certifies that it is in compliance with Minn. Stat. §176.181, subd. 2, pertaining to workers' compensation insurance coverage. The CONTRACTOR's employees and agents will not be considered County employees. The contractor certifies it is in compliance with Minnesota Statute §176.181, Subd. 2 pertaining to workers' compensation insurance coverage. The CONTRACTOR'S employees and agents will not be considered County employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees or agents and any claims made by any third party as a consequence of any act or omission on the part of these employees or agents are in no way County's obligation or responsibility.

B. *General Liability Insurance.* CONTRACTOR is required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as from claims for property damage, including loss of use which may arise from operations under the contract whether the operations are by the CONTRACTOR or by a subcontractor or by anyone directly or indirectly employed by the CONTRACTOR under the contract. Insurance minimum limits are as follows:

$500,000 per claim; $1,500,000 per occurrence; $3,000,000 annual aggregate

C. *Professional Liability Insurance. (Errors and Omissions)* CONTRACTOR shall maintain professional liability insurance for the work of the professionals engaged in the professional services and work of this contract. Said policies covering the errors and omissions of the professionals working under this contract shall remain in effect for six (6) year following the completion of the

work.

D. *Certificates of Insurance.* CONTRACTOR shall name County as an additional insured on the above insurance coverages and CONTRACTOR shall provide the County with a certificate of insurances naming the County as an additional insured on the above coverages and amounts prior to commencing work under this Agreement.

IX. **PUBLICITY**. Any publicity given to the program, publications, or services provided resulting from this contract, including, but not limited to, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the CONTRACTOR or its employees individually or jointly with others, or any subcontractors shall identify County as the sponsoring agency and shall not be released prior to receiving the approval of County's authorized representative.

X. **MINNESOTA STATUTE §181.59**.

The Contractor will comply with the provisions of Minnesota Statute §181.59 which require:

Every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district, or any other district in the state, for materials, supplies, or construction shall contain provisions by which the contractor agrees: (1) that, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no contractor, material supplier, or vendor, shall, by reason or race, creed, or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; (2) that no contractor, material supplier, or vendor, shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause (1) of this section, or on being hired, prevent, or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, or color; (3) that a violation of this section is a misdemeanor; and (4) that this contract may be canceled or terminated by the state, county, city, town, school board, or any other person authorized to grant the contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this contract.

XI. **GOVERNMENT DATA PRACTICES ACT**. The CONTRACTOR and County must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by County in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by the CONTRACTOR in accordance with this contract. The civil remedies of Minnesota Statute §13.08 apply to the release of the data referred to in this clause by either the CONTRACTOR or County.

In the event the CONTRACTOR receives a request to release the data referred to in this clause, the CONTRACTOR must immediately notify County. County will give the CONTRACTOR instructions concerning the release of the data to the requesting party before the data is released.

XII. **OWNERSHIP OF MATERIALS AND INTELLECTUAL PROPERTY RIGHTS**.

A. County shall own all rights, title and interest in all of the materials created by the CONTRACTOR, or its employees or subcontractors, either individually or jointly with others and paid for in full by the County under this contract, including any inventions, reports, studies, designs, drawings, specifications, notes, documents, software and documentation, computer based training modules, electronically, magnetically or digitally recorded material, and other work in whatever form (hereinafter MATERIALS). Ownership and intellectual property rights does not apply to any MATERIALS previously owned or licensed to CONTRACTOR. Any such use or reuse, or any modification of MATERIALS by the County will be at the County or other's sole risk and without liability and legal exposure to CONTRACTOR.

The CONTRACTOR hereby assigns to County all rights, title and interest to the MATERIALS. The CONTRACTOR shall, upon request of County, execute all papers and perform all other acts necessary to assist County to obtain and register copyrights, patents or other forms of protection provided by law for the MATERIALS. The MATERIALS created under this contract by the CONTRACTOR, its employees or subcontractors, individually or jointly with others, shall be considered "works made for hire" as defined by the United States Copyright Act. All of the MATERIALS, whether in paper, electronic, or other form, shall be remitted to County by the CONTRACTOR, its employees and any subcontractors, and the CONTRACTOR shall not copy, reproduce, allow or cause to have the MATERIALS copied, reproduced or used for any purpose other than performance of the CONTRACTOR'S obligations under this contract without the prior written consent of County's authorized representative.

B. The CONTRACTOR represents and warrants that MATERIALS produced or used under this contract do not and will not infringe upon any intellectual property rights of another, including, but not limited to, patents, copyrights, trade secrets, trade names, and service marks and names. The CONTRACTOR shall indemnify and defend, to the extent permitted by the Attorney General, County at the CONTRACTOR'S expense from any action or claim brought against County to the extent that it is based on a claim that all or part of the MATERIALS infringe upon the intellectual property rights of another. The CONTRACTOR shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including, but not limited to, reasonable attorney fees arising out of this contract, amendments and supplements thereto, which are attributable to such claims or actions.

If such a claim or action arises, or in the CONTRACTOR'S or County's opinion is likely to arise, the CONTRACTOR shall, at County's discretion, either procure for County the right or license to continue using the MATERIALS at issue or replace or modify the allegedly infringing MATERIALS. This remedy shall be in addition to and shall not be exclusive to other remedies provided by law.

XIII. **ANTITRUST**. The CONTRACTOR hereby assigns to the County of Chisago any and all claims for overcharges as to goods or services provided in connection with this contract resulting from antitrust violations which arise under the antitrust laws of the United States or the antitrust laws of the State of Minnesota.

XIV. **JURISDICTION AND VENUE**. This contract, and amendments and supplements thereto, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or breach thereof, shall be in the state or federal court with competent jurisdiction in Chisago County, Minnesota.

XV. **AMENDMENTS**. Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract, or their successors in office.

XVI. **STATE AUDITS**. The books, records, documents, and accounting procedures and practices of the CONTRACTOR relevant to this contract shall be subject to examination by County and the Legislative Auditor for a minimum of six (6) years from the end of the contract.

XVII. **SUBCONTRACTING AND ASSIGNMENT:** CONTRACTOR shall not enter into any subcontract for performance of any services contemplated under this agreement, nor assign any interest in the agreement without the prior written approval of the County. Any assignment will be reduced to an assignment agreement between the County, the CONTRACTOR and assignee in which the assignee agrees to be bound by this Contract and the provisions set forth in **Attachment A.** In the event that the County agrees to Contractor's subcontracting of its performance obligations of the Contract, CONTRACTOR will remain responsible for the performance of all subcontractors and shall compensate said subcontractors pursuant to the requirements of Minnesota Statute § 471.425, notwithstanding any term and condition of respective subcontract

XVIII. **SURVIVAL OF TERMS**. The following clauses survive the expiration, cancellation or termination of this contract: VII., Liability; IX., Publicity; XI., Government Data Practices Act; XII., Ownership Of Materials and Intellectual Property Rights; XIV., Jurisdiction and Venue; and XVI., State Audits.

(Signatures found on page 7)

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

1. **CONTRACTOR - Stantec Consulting Services Inc.**
   CONTRACTOR certifies that the appropriate person(s) have executed the contract on behalf of CONTRACTOR as required by applicable articles, by-laws, resolutions, or ordinances.

By:
Title:
Date:

2. **COUNTY OF CHISAGO**

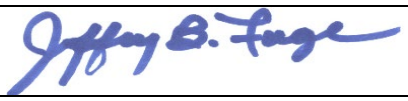
AUTHORIZED AND APPROVED:

By:
Dan Dahlberg Chair, Chisago County Board of Commissioners
Date:

CERTIFIED:

By:
Christina L. Vollrath, Clerk to the Board
Date:

REVIEWED AS TO FORM:

JANET REITER, COUNTY ATTORNEY, CHISAGO COUNTY
By: 
Name and Title: Jeffrey B. Fuge, Assistant County Attorney
Date: March 13, 2025

Attachment A

Stantec Consulting Services Inc.
733 Marquette Avenue, Suite 1000
Minneapolis MN 55402-2314

February 6, 2025

Mr. Joe Triplett
Chisago County Public Works
31325 Oasis Road
Center City, MN 55012

Dear Mr. Triplett,

Reference: Chisago County Interstate 35 (I-35) and County State-Aid Highway (CSAH) 19/Stacy Trail Interchange Improvement Scope of Work

Stantec is pleased to present this scope of work for preliminary design for the proposed interchange improvements at I-35 and CSAH 19/Stacy Trail located in the City of Stacy, Chisago County, MN.

PROJECT UNDERSTANDING

Stantec completed the *I-35 Interchange and CSAH 19 in Stacy, MN – Preliminary Study Report* in March 2022. The purpose of this study was to examine existing conditions, summarize previous planning studies, identify issues, and review potential funding resources. Upon completion of the preliminary study, the following issues were identified:

- No safe accommodations for pedestrians and bicycles - This bridge is the only option for residents living west of I-35 to access the main areas of town east of I-35. There are no ADA accommodations on the existing bridge.
- Sub-standard sight lines - Drivers exiting the interstate and turning left have a difficult time seeing oncoming vehicles. Multiple crashes at the off-ramps have been recorded.
- Bridge deficiencies - The approach guardrail end posts on the CSAH 19 bridge over I-35 do not meet current standards. In addition, the deck geometry of the bridge no longer meets the current standards.
- Traffic congestion - The Chisago County Transportation Plan notes this interchange will have congestion issues if improvements are not made.
- Incompatibility with State Plans - I-35 is a Statewide Bicycle Priority Corridor as documented in the MnDOT Statewide Bicycle System Plan, but this interchange is not bicycle “friendly.”

To address the issues that have been identified, Chisago County (County) is planning to install roundabouts at the ramp termini and construct a new pedestrian/bicyclist dedicated crossing that parallels the existing structure.

Reference: Chisago County Interstate 35 (I-35) and County State-Aid Highway (CSAH) 19/Stacy Trail Interchange Improvement

SCOPE OF WORK

The scope of work will cover efforts to develop a geometric layout and environmental documentation – assuming a programmatic categorical exclusion (CATEX) — for the proposed improvements on the County roadway system and the interstate ramps.

Task 1 – Project Management and Agency Coordination

This task includes project coordination/management required to schedule and coordinate staff, project invoicing, coordination of and attendance at a project kickoff meeting, and general communications with project stakeholders (i.e., MnDOT, FHWA, City, interest groups, property owners, etc.). With several improvements proposed (i.e., bicycle/pedestrian bridge, vertical/horizontal curve adjustments, new intersection control types, etc.), agency coordination with FHWA and MnDOT's functional groups will be key to the success of this project. For example, early coordination with FHWA is highly recommended to determine if an Interstate Access Modification Request (IAMR) will be necessary. If an IAMR is required, a scope amendment will be needed. Additionally, early coordination and collaboration with the City of Stacy will be crucial to successfully deliver this project. Stantec will work closely with the County and City to gain buy-in on the preferred alternative.

Stantec will provide regular monthly project updates to the County Engineer to discuss upcoming key deliverables, budget, and outstanding tasks.

> ***Deliverables***: Kickoff meeting agenda and minutes; agency/stakeholder meeting coordination; Technical Advisory Committee (TAC) meeting comprised of select agencies; project updates and progress reports

Task 2 – Topographic Survey

The County will provide Stantec with the latest LiDAR data available. Stantec will review the LiDAR for completeness and applicability on this project. If necessary, Stantec will supplement the LiDAR with a topographic survey to document existing conditions along the trail segment. The survey extents will be agreed upon after reviewing the LiDAR data, but generally include existing footprint of the interchange (i.e., CSAH 19/Stacy/Trail from Falcon Avenue North to Fenway Avenue, on- and off-ramps, etc.). This task will be weather dependent, therefore, the proposed completion date may change based on snow coverage. A total of three days of field survey has been assumed in development of this fee.

This task includes:

- Submittal of GSOC tickets for a design locate.
- Request record plan information from facility owners
- Provide topographic survey files based on County provided LiDAR Data
- Prepare topographic base map

> ***Deliverables***: Existing conditions base map

Task 3 – Determine Right of Way

Stantec will determine the existing right of way and easement boundaries within the project area. This task includes:

- Locate existing property corners during the topographic survey
- Review title work for property and easement descriptions
- Incorporate known right of way and existing easement information into a survey base map.

Deliverables: Existing right of way/easements base map

Task 4 – Roadway Level 1 Geometric Layout

Stantec will prepare one (1) Level 1 Geometric Layout for the preferred alternative of the proposed improvements. Recognizing that the project takes place in City of Stacy (City) and understanding the importance of clear communication with the City to develop a preferred alternative that satisfies both County and City needs, Stantec will provide the City with regular project updates. The City will also be part of the TAC and, as such receive updates on project progress, design updates, etc. This task includes:

- One site meeting with County and MnDOT staff to discuss project goals and geometrics
- Submittal of PDF draft layout for review and comment
- One virtual progress meeting to discuss draft layout
- Final Level 1 Geometric Layout based on one (1) round of client review/comments

Deliverables: Meeting agenda and minutes; existing conditions map for review in field; draft layout (PDF); Final layout (PDF)

Task 5 – Structural

Stantec will conduct a review of Bridge 13802, carrying CSAH 19 over I-35 and provide repair recommendations. Stantec will prepare preliminary type and geometric layout of a potential pedestrian bridge crossing over I-35. This task includes:

- One site meeting with County and MnDOT staff to discuss project goals and geometrics
- Field inspection and Bridge Repair Recommendations for Bridge 13802
- Type, Size, Location memo and geometric layout for pedestrian bridge

Deliverables: Existing conditions map for review in field; Bridge Repair Recommendations Memo (PDF), Draft and Final geometric layout for pedestrian bridge (PDF)

Task 6 – Preliminary Easement Determination

Stantec will identify the need for both temporary and permanent easements once the geometric layout is finalized. We will prepare a preliminary easement figure for each parcel that identifies potential permanent and temporary easement needs to accommodate the proposed trail and any temporary construction impacts.

Deliverables: Preliminary easement figures (1 per property)

Task 7 – Permitting Evaluation

Stantec will identify permits that would be required for the proposed work, as well as the permitting requirements for each.

Deliverables: Memo summarizing permit and associated requirements

Task 8 – Wetland Delineation

Based on the existing wetland data available through National Wetland Inventory (NWI), no wetland impacts are anticipated. However, NWI may not always account for all water resources and a wetland delineation would confirm impacts. Stantec staff will complete a field walk to confirm no wetlands are present.

Deliverables: Wetland delineation report

Task 9 – Pre-NEPA Environmental Document Preparation

Given that this project is awaiting funding and is without an SP number, early coordination with the appropriate agencies may not be advised by MnDOT. Therefore, Stantec will coordinate with the appropriate agencies and MnDOT Office of Environmental Services (OES) to develop materials that will be submittal-ready for use once funding has been secured for this project. The following items are anticipated:

- Document social, economic, and environmental impacts anticipated. Items that will be reviewed as part of this subtask may include:
    - *Traffic Noise Analysis* – Based on existing project details, a traffic noise analysis is not anticipated. However, in the event MnDOT OES requires a formal traffic noise analysis — potentially triggered by the vertical curve changes at the ramps— a scope amendment would be needed.
    - *Environmental Justice Analysis* – Full analysis is not anticipated given that no businesses or residents will be displaced.
    - *Threatened & Endangered Species/Section 7* – Without an SP number, formal coordination with MnDOT Office of Environmental Services may be limited. However, Stantec will review IPaC and NHIS database for an initial determination. Formal coordination will be needed once federal funding has been secured.
    - *Cultural Resources/Section 106 (Federal & State Requirements)* – Currently, there do not appear to be any known historical or architectural resources that would be impacted by this project. However, if there are any known historical and/or architectural sites within the project limit, a Phase 1a/2 Cultural Resource Literature Review can be performed as an additional scope item. Without an SP number, MnDOT Cultural Resource Unit (CRU) is not likely to start their formal review process. However, Stantec will review the publicly available database and prepare the review request form so that it is ready for submission once funding has been secured.

      Deliverables: Coordination with agencies where possible; submittal ready request forms and materials for early coordination; draft sections of the CATEX where information is available

Reference: Chisago County Interstate 35 (I-35) and County State-Aid Highway (CSAH) 19/Stacy Trail Interchange Improvement

Task 10 – Public Engagement

To ensure that the public is well-informed of the project, Stantec will work closely with the County to develop public engagement materials to be shared on the project website. Stantec will support the County to develop project materials to be shared with the public on the project website.

DRAFT SCHEDULE

The following is our proposed schedule based on receiving authorization to proceed by February 24, 2025:

Kickoff meeting with stakeholders	February/March 2025
Preliminary survey completed (weather dependent)	May 2025
Draft geometric design layout	July 2025
Finalize geometric design layout	August 2025
Preliminary easement sketches, permitting requirements	October 2025
Environmental Document Materials Drafted	January 31, 2026

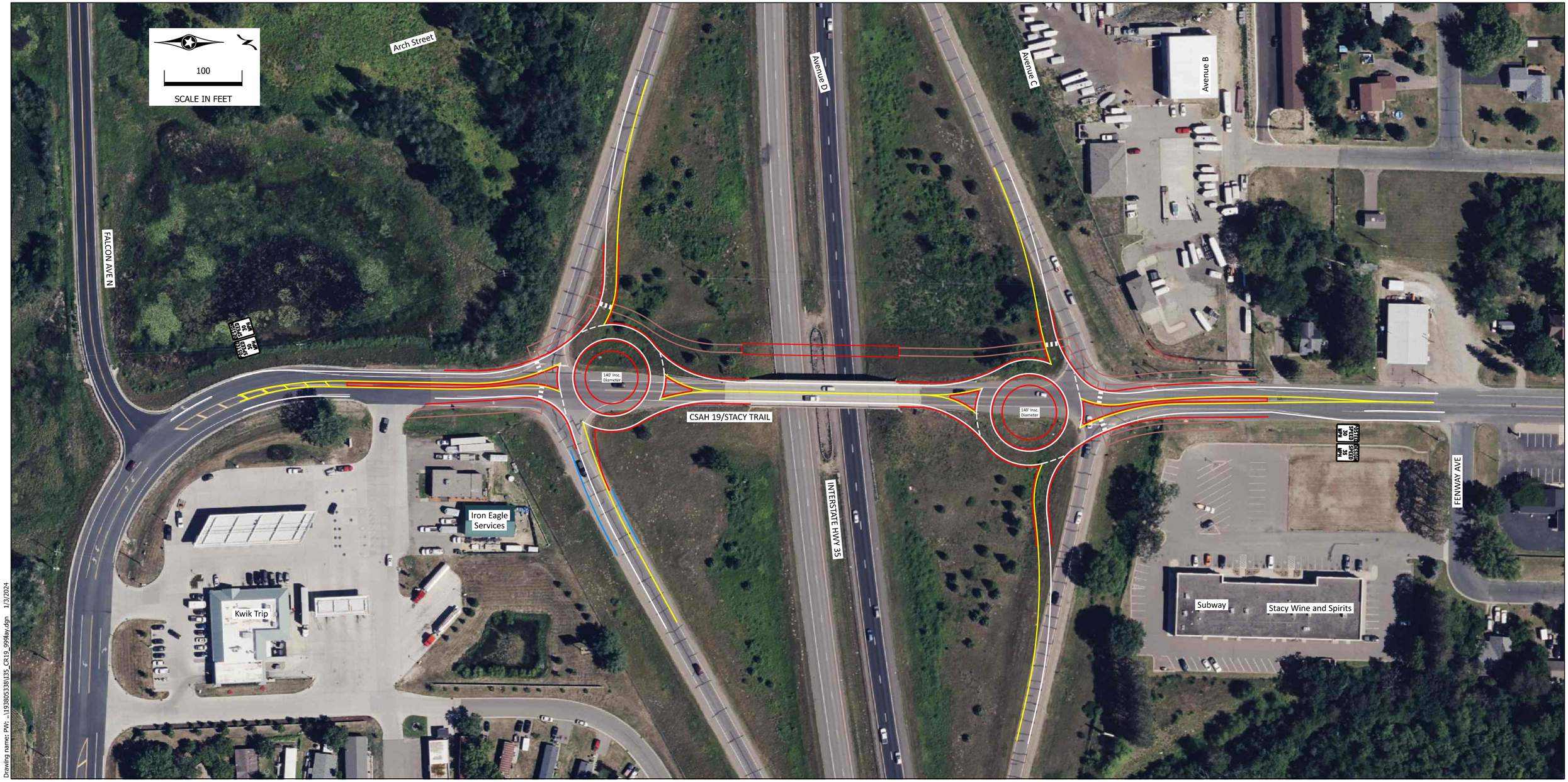
Note that this schedule is preliminary and is heavily dependent on the cooperation and responsiveness of other agencies and property owners. Stantec will work with the County to adjust the schedule as needed throughout the project. This proposal assumes all work under this scope will be completed within 12 months from the official kickoff meeting.

Regards,

STANTEC CONSULTING SERVICES INC.

Joanne Cho
Transportation Planner
Phone: (612) 807-9224
Mobile: (612) 803-5115
Joanne.Cho@stantec.com

Attachment: Draft Roundabout Interchange Concept



Drawing name: PW:..\193805338\135_CR19_999av.dgn 1/3/2024

ROUNDABOUTS INTERCHANGE

CHISAGO COUNTY / MINNESOTA DEPARTMENT OF TRANSPORTATION

STACY TRAIL / CSAH 19 INTERCHANGE WITH INTERSTATE HIGHWAY 35

DATE: 1/3/2024 PROJ. NO.: 193805338

FIGURE: 1

Stantec
733 Marquette Avenue Suite 1000
Minneapolis, MN 55402-2309
www.stantec.com

FEE ESTIMATE - I-35E/CSAH 19 Interchange

			Name	Maahs-Henderson, Theresa	Grove, Dale	Roeber, Daniel	Bergerson, Erik	Cho, Joanne	Fidler, Tom	Leonard, Michael	Polacek, Joseph	Smyth, John	Lillie, Jessica	Foster, Stacy	
			Total Units (T&M)	117.00	16.00	50.00	40.00	96.00	190.00	168.00	20.00	14.00	28.00	6.00	2,000.00
WBS Code	Task Name	Start Date	End Date	Units											
1	Project Management and Agency Coordination	2025-03-01	2026-01-31	45.00	8.00										
2	Topographic Survey	2025-03-01	2026-01-31	4.00			40.00		16.00	4.00					2,000.00
3	Determine Right of Way	2025-03-01	2026-01-31	4.00		40.00			4.00	2.00					
4	Roadway Level 1 Geometric Layout	2025-03-01	2026-01-31	20.00	6.00	10.00			120.00	4.00					
5	Structural	2025-03-01	2026-01-31												
5.1	Meeting with County and MnDOT			10.00				2.00	4.00	4.00					
5.2	Field Inspection and Bridge Repair Recs									20.00					
5.3	TSL and Geometric Layout for Ped Bridge									100.00					
6	Preliminary Easement Determination	2025-03-01	2026-01-31	10.00					30.00	20.00					
7	Permitting Evaluation	2025-03-01	2026-01-31	8.00				4.00	4.00	4.00		12.00			
8	Wetland Delineation	2025-03-01	2026-01-31	4.00								2.00	28.00	6.00	
9	Pre-NEPA Environmental Document Preparation	2025-03-01	2026-01-31	8.00				90.00							
10	Public Engagement	2025-03-01	2026-01-31	4.00	2.00				12.00	10.00	20.00				

Project Summary	Hours	Labour	Expense	Total
Time & Material	745.00	$135,735.00	$2,000.00	$137,735.00

WBS Code	Task Name	Task Type	Hours	Labour	Expense	Total	Comments
1	Project Management and Agency Coordination	Time & Material	53.00	$10,473.00	$0.00	$10,473.00	Bi-weekly PMT meetings; PMA hours accounted for
2	Topographic Survey	Time & Material	64.00	$10,500.00	$2,000.00	$12,500.00	days. During the survey, Stantec would survey for culverts, marked utilities, pick up property irons and tie in the
3	Determine Right of Way	Time & Material	50.00	$9,468.00	$0.00	$9,468.00	Initial estimate for ROW was $8,000
4	Roadway Level 1 Geometric Layout	Time & Material	160.00	$31,850.00	$0.00	$31,850.00	
5	Structural	Time & Material	140.00	$24,858.00	$0.00	$24,858.00	
5.1	Meeting with County and MnDOT	Time & Material	20.00	$3,738.00	$0.00	$3,738.00	
5.2	Field Inspection and Bridge Repair Recs	Time & Material	20.00	$3,520.00	$0.00	$3,520.00	
5.3	TSL and Geometric Layout for Ped Bridge	Time & Material	100.00	$17,600.00	$0.00	$17,600.00	
6	Preliminary Easement Determination	Time & Material	60.00	$11,410.00	$0.00	$11,410.00	
7	Permitting Evaluation	Time & Material	32.00	$5,972.00	$0.00	$5,972.00	
8	Wetland Delineation	Time & Material	40.00	$5,704.00	$0.00	$5,704.00	No wetland but a field walk and observation is recommended and a summary memo of findings
9	Pre-NEPA Environmental Document Preparation	Time & Material	98.00	$16,992.00	$0.00	$16,992.00	This budget does not include a traffic noise analysis
10	Public Engagement	Time & Material	48.00	$8,508.00	$0.00	$8,508.00	Task includes support of County outreach efforts.

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** 3
Title of Item for Consideration: Engineering Services Contract with Two Pines – CSAH 10 Reconstruction	
Action Requested by: Joe Triplett, P.E.	***Department:*** Public Works
Previous Action on this Matter: None.	

Background: Public Works requires assistance for a Phase I archeological survey to deliver the CSAH 10 Reconstruction Project. The County has enlisted Two Pines, who has extensive experience in these sorts of projects.

Attachment(s):

- Professional Services Agreement

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve Engineering Services Contract with Two Pines – CSAH 10 Reconstruction. The suggested motion is as follows:

"Move to approve the Engineering Services Contract with Two Pines – CSAH 10 Reconstruction."

Implications of Action: Approval will allow the County to follow and meet testing requirements for our construction projects.

Budget/Financial Implications: Funding will come out of 03-320-6273 account

Legal/Policy Implications: The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies.

Administrator's Recommendation

Approve CEB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		
Action on Motion:	Aye _____	Nay ____	Abstain ____

Attachment A

Two Pines Resource Group, LLC
17711 260th Street, Shafer, MN 55074
www.twopinesresource.com Phone: 651-257-4766

February 3, 2025

Ben Hobart
Asst. County Engineer
Chisago County Public Works
31325 Oasis Rd
Center City, MN 55012

Re: Phase I Archaeological Investigations for the CSAH 10 Improvements Project, Fish Lake Township and the City of Harris, Chisago County, Minnesota
SP 0102-29

Dear Ben:

Two Pines Resource Group, LLC (Two Pines) is pleased to submit a proposal for the above-referenced project. Based upon recent construction project adjustments and the findings of the recently completed Phase IA study for this project, it is our understanding that Phase I archaeological study, and potential burial authentication are needed in support of planned improvements to CSAH 10.

The archaeological study area has been preliminarily defined as the extent of the ROW and temporary easements that encompass the construction limits per the plans received by our office on January 10, 2025. The Phase IA Literature Review performed by Two Pines recommended that, due to the sensitive nature and history of the area, a Phase I archaeological study be completed for the project, as well as potential burial mound authentication be conducted. This work is required under State statutes as part of the environmental review for this undertaking. The phase IA study revealed 25 areas of moderate to high potential to contain cultural materials, including two Native Heritage cemetery locations. While we understand this project is not currently receiving federal funding, all work will be performed to Section 106 standards due to the potential need for a USACE permit for the undertaking.

Project Scope

The purpose of the Phase I archaeological survey is to determine whether the project area contains any cultural resources subject to Section 106 of the National Historic Preservation Act (NHPA, 16 USC 470) and its implementing regulations (36 CFR 800), the Minnesota Field Archaeology Act (MS 138.31-138.42), the Minnesota Historic Sites Act (MS 138.661-138.669), or the Minnesota Private Cemeteries Act (MS 307.08).

Staff

Dr. Michelle Terrell will serve as the Principal Investigator. Dr. Terrell meets the U.S. Secretary of the Interior's Professional Qualification Standards for historical archaeology, precontact archaeology, and history.

Scope of Work

Task I: Fieldwork Preparation, Phase I Archaeological Fieldwork

Fieldwork Preparation

- A literature search of the project area has been completed, and the recommendations within that document will guide this project, along with input from the County project manager, the MIAC cultural resources manager, and tribal historic preservation offices (THPOs) who have expressed interest in this project.
- Two Pines will assist with the preparation of related project communications for agencies and stakeholders, by providing sample cultural management letters, maps and/or illustrations to aid in agency/stakeholder understanding and decision making for the project.
- Two Pines will arrange for a Gopher State One Call prior to any subsurface testing.
- A Phase I license application will be prepared and submitted to the Office of the State Archaeologist.
- A Burial Authentication license will also be prepared and submitted for work within the area of the recorded mound groups.
- An Unanticipated Discovery Plan specific to this project will be prepared in consultation with MIAC and interested THPOs.
- Chisago County staff will obtain landowner permission and access for all parcels requiring marking and survey beyond public right of way.

Phase I Archaeological Fieldwork for 23 Test areas and 2 Cemetery locations

- In all survey areas beyond the boundaries of mound groups 21CH13 and 21CH14 Phase I fieldwork will consist of: a systematic visual inspection of the project area and shovel testing in areas of moderate to high archaeological potential. Shovel testing will focus on areas identified in the Phase IA literature search as being intact or likely intact landforms. A 10-meter or 15-meter testing interval is anticipated with bracketing at 5-meters around positive tests. Areas of inundation, slopes of more than 20 degrees, or otherwise low archaeological potential will be excluded from survey. Areas that have undergone previous disturbance to sterile soil will also be excluded from survey.
- All excavation data will be recorded on standardized forms and in the logbook of the Principal Investigator. Recorded information will include the location and methods of testing; the numbers, types, and locations of recovered cultural materials; the depth and thickness of excavated soil layers; soil textures and inclusions; and soil color according to Munsell color charts.
- All sites encountered will be fully delineated within the study area during the Phase I (as allowed by surface conditions), and the Chisago County Project Manager will be informed of any potential NRHP-eligible site locations to determine if the site(s) can be avoided.
- Dense or potentially significant artifact deposits or complicated features will be sampled/documented only sufficiently to attempt to discern the type and temporal nature

of the deposit if possible, and the project manager notified immediately to develop an avoidance or evaluation plan.

- Within the boundaries of 21CH13 and 21CH14, a burial authentication plan will be developed in consultation with MIAC and interested THPOs. The work plan is anticipated to include visual reconnaissance within the site boundaries and possible subsurface testing.
- If human remains are encountered, the Unanticipated Discovery Plan will be initiated including: fieldwork will be immediately suspended and the burial notification process implemented through contact of law enforcement and the Chisago County Project Manager, who will in turn notify MIAC, OSA, and interested THPOs. This budget includes an allowance for consultation with an osteologist, if needed. The treatment of human remains will be compliant with the Minnesota Private Cemeteries Act (MS 307.08).

Task II: Analysis and Reporting

The cost of cleaning and cataloging up to 500 artifacts is included in this budget. If more than 500 artifacts are encountered, a budget amendment will be prepared and approved by the County.

All artifacts will be analyzed regarding their material, class, type, and morphology; and other pertinent data will be noted. If necessary, comparative collections will be consulted and other references accessed to provide a clear understanding of the context and nature of any sites. Artifacts will be catalogued according to the standards of the Minnesota Historical Society.

Artifacts recovered from within intact archaeological proveniences on public lands are required to be curated at a public facility. The cost of the curation preparation and curation fees for up to 500 artifacts is included in this budget. Curation of a larger collection may require a budget amendment (if Phase II work is not required). Artifacts recovered on private land will be returned to the landowner(s) if they wish, otherwise they will be discarded, unless the County requests they be included in the curation collection and provides a budget amendment to handle costs for more than 500 artifacts.

Two Pines will communicate initial field findings within one week of completion of the Phase I fieldwork to facilitate project planning. If no Phase II evaluation work is recommended, a technical report describing the Phase I archaeological project methodology, background research, fieldwork results, and recommendations will be prepared in accordance with Section 106, OSA, and SHPO standards.

If Phase II evaluation work is needed, the county project project manager will be consulted and a Phase II workplan and budget amendment submitted. A combined Phase I/II report will be prepared upon completion of Phase II fieldwork and analysis. No Phase II work will take place without written authorization and budget approval from the County's project manager.

Communication, Meetings and Project Management

The Principal Investigator will keep the Project Manager closely informed of the progress of the study. It is anticipated that several meetings and communications will be required with tribal officials and MIAC as this project progresses. This budget includes preparation and time for up to five stakeholder meetings and preparation of necessary correspondence and general consulting

regarding the pertinent cultural resource concerns related to this project. Additional meetings or travel to communities may require a budget amendment.

Schedule

This schedule assumes County project components, weather, and ground conditions permit standard archaeological fieldwork methods, the timely receipt of licenses from OSA, tribal input is obtained in timely fashion, and that landowner permission is obtained for areas outside the ROW. If Phase II evaluation is required, we will prepare a brief document summarizing the findings of the Phase I in support of the recommendation for Phase II work. Phase II work will only proceed upon written authorization by the County Project Manager.

Background Research and Project Preparation	Upon contract award/authorization to proceed
Phase I Archaeological Survey	Anticipated Spring 2025 access/ground/weather/social conditions permit
Communication of initial field findings	Within one week of fieldwork
Phase I Draft Report	Within 4 weeks of end fieldwork (assumes no Phase II work required)
Final Report	1 week after receipt of comments on the draft
Phase II Evaluations and Report, if needed	*TBD, but anticipated summer 2025 Draft report 2 months after end of fieldwork*

Any conditions beyond Two Pines control which adversely affect this schedule will incur a day for day delay in the project schedule.

Budget

The expected budget for the Phase I archaeological survey is **$66,260.00.** A detailed budget is attached.

This budget represents our best professional estimate of the costs of this study as outlined. As archaeology deals with a great many unknowns, unanticipated conditions and/or findings may affect the final cost of the project. The client agrees to compensate Two Pines for any work required under state statutes to complete the study once the project commences, even if the undertaking is abandoned.

Two Pines invoices on a time and materials basis.

The cost and schedule contained within this proposal are subject to the following assumptions and conditions:

- The archaeological survey will be limited to those areas with moderate to high potential for containing precontact or historical-archaeological sites, as indicated by the literature review and field conditions in the project study area.
- The archaeological survey will involve only standard survey methods, i.e., those that can be used during the spring-late fall field season and not those involving ground thawing measures, or remote sensing.
- Project factors, social factors, landowner issues, or inclement weather (e.g., thunderstorms, snowstorms, red or higher air quality alerts, or deeply frozen ground) will not occur before or during the project and/or, in the event of adverse weather, during the excavation period. Such conditions beyond Two Pines' control will cause a day-for-day schedule extension until the situation is resolved.
- Phase II Evaluation(s) will require a budget amendment.
- If very dense or large artifact scatters or features are encountered, the location(s) will be recorded, and plan for avoidance or mitigation/treatment will be proposed.
- Artifact analysis and curation fees for more than 500 artifacts may exceed the existing budget and require a budget amendment to complete the work.
- Construction monitoring is not included in this budget but may be performed as an amendment to this contract once the need and scope for monitoring has been determined.
- Additional field study methods beyond those outlined in this scope requested by interested parties will require a budget amendment.
- An allowance for osteological consultation is included in this budget. However, if burials are encountered, the services of an osteologist may be required under separate contract with the County.

If you have any questions, or comments, regarding this scope of work and budget, please feel free to contact me.

Sincerely,
TWO PINES RESOURCE GROUP, LLC

Michelle M. Terrell, Ph.D., RPA
Principal Investigator

TWO PINES RESOURCE GROUP

CSAH 10 Stark to Harris Budget Estimate

3-Feb-25

Costs are best estimates. Project will be billed as Time and Materials

Meetings, Communications, Materials, Project Management

	Rate	Hours	Total
Sr Principal Investigator	$ 104.00	40.00	4,160.00
Archaeologist II/Proj Mgmt	$ 100.00	40.00	4,000.00
	Total	80.00	**$ 8,160.00**

Task I: Field Prep, Phase 1 Survey 25 Locations/Cemeteries

	Rate	Hours	Total
Sr Principal Investigator	$ 104.00	120.00	12,480.00
Archaeologist II/Proj Mgmt	$ 100.00	80.00	8,000.00
Tech	$ 50.00	120.00	6,000.00
	Total	320.00	**$ 26,480.00**

Task II: Phase 1 Analysis and Report

	Rate	Hours	Total
Sr Principal Investigator	$ 104.00	160.00	16,640.00
Archaeologist II/Proj Mgr	$ 100.00	40.00	4,000.00
Tech	$ 50.00	120.00	6,000.00
	Total	320.00	**$ 26,640.00**

Task III: Phase II Survey and Report (TBD)

	Rate	Hours	Total
Sr Principal Investigator	*$ 104.00*		-
Archaeologist II/Proj Mgr	*$ 100.00*		-
Tech	*$ 50.00*		-
	Total	-	***$ -***

Expenses

Travel or Mileage	$ 1,910.000	1	$ 1,910.00	Tech only
Vehicle/day	$ 50.00	0	$ -	
Gas/gal	$ 4.00	80	$ 320.00	
Per Diems/person day	$ 36.00	0	$ -	
Hotel/person day	$ 100.00	0	$ -	
Curation	$ 1,500.00	1	$ 1,500.00	
Osteology consultaton/hr	$ 250.00	5	$ 1,250.00	If needed
C14 dating/materials testing	$ 850.00	0	$ -	
		Expense Total		**4,980.00**

TOTAL	**$**	**66,260.00**

PROFESSIONAL AND TECHNICAL SERVICES CONTRACT
Phase 1 Archeological Investigations
CSAH 10 Improvement Project, Fish Lake Township – City of Harris

THIS CONTRACT, and amendments and supplements thereto, is between the County of Chisago (hereinafter County), and Twin Pines Resource Group , LLC, 17711 260th Street, Shafer, MN 55074, an independent contractor, not an employee of the County of Chisago (hereinafter CONTRACTOR).

WHEREAS, County, pursuant to Minnesota Statutes Chapter 373.01, is empowered to procure from time to time certain professional/technical services; and

WHEREAS, County is in need of professional and technical services to conduct an archeological investigation and field work in the project area for improvements to CSAH 10 within Fish Lake Township and the City of Harris; and

WHEREAS, the CONTRACTOR has provided the County with a proposal with cost estimates for such services and CONTRACTOR has made representations in its proposal that it is qualified, duly licensed and willing to perform the services set forth in this Contract.

NOW, THEREFORE, it is agreed:

I. **TERM OF CONTRACT**. This Contract shall be effective on March 20, 2025 or upon the date the final required signature is obtained by County, whichever occurs later, and shall remain in effect until February 1, 2026, or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first. The CONTRACTOR understands that no work should begin under this contract until all required signatures have been obtained and the CONTRACTOR is notified to begin work by County's authorized representative.

II. **CONTRACT TERMS AND CONDITIONS AND RESPONSIBILITIES**. The terms and conditions of this contract shall consist of the provisions of this Contract and those provisions set forth in CONTRACTOR's proposal and budget estimate for dated February 3, 2025 and attached hereinto and incorporated herein as **Attachment A.** To the extent that provisions of **Attachment A** may be inconsistent or conflict with those contained in this Contract shall prevail. The parties understand that should the County request and the CONTRACTOR agree to provide Phase II work that the parties will enter into a separate Agreement.

A. CONTRACTOR's Duties. CONTRACTOR shall perform those tasks described in the Contract and **Attachment A**.

B. County's Duties. County shall perform those responsibilities required of the County as set forth in the Contract and **Attachment A.**

III. **CONSIDERATION AND TERMS OF PAYMENT**.

A. Consideration for all services performed and goods or materials supplied by the CONTRACTOR pursuant to this contract shall not exceed Sixty-six Thousand, Two Hundred Sixty and No/100 Dollars (**$66,260.00**) as detailed in **Attachment A**.

B. Terms of Payment. CONTRACTOR will invoice the County for services provided at the hourly rate for each employee. Payment shall be made by County promptly after the CONTRACTOR'S presentation of invoices for services performed and acceptance of such services by County's authorized representative. All services provided by the CONTRACTOR pursuant to this contract shall be performed to the satisfaction of County pursuant to the standard of care and to the extent compliance is not inconsistent with CONTRACTOR's professional practice requirements, and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations. The CONTRACTOR shall not receive payment for work found by County to be defective or performed in violation of any applicable federal, state or local law, ordinance, rule or regulation. Invoices shall be presented by CONTRACTOR within thirty (30) days of completion of the work.

IV. **AUTHORIZED REPRESENTATIVES**. All official notifications, including but not limited to, cancellation of this contract must be sent to the other party's authorized representative.

A. County's authorized representative for the purpose of administration of this contract is:

Name:	Joe Triplett, PE
	Public Works Director/County Engineer
Address:	31325 Oasis Rd., Rm 400, Center City, MN 55012
Telephone:	(651) 213-8708
E-Mail:	Joe.Triplett@chisagocounty.us
Fax:	(651) 213-8772

B. The CONTRACTOR'S authorized representative for the purpose of administration of this contract is:

Name:	Michelle M. Terrell, Ph.D., RPA
Company:	Twin Pines Resource Group, LLC
Address:	17711 260th Street, Shafer, MN 55074,
Telephone:	651-257-4766
E-Mail:	

V. **CANCELLATION AND TERMINATION**.

A. This contract may be canceled by County at any time, with or without cause, upon thirty (30) days written notice to the CONTRACTOR. In the event of such a cancellation, the CONTRACTOR shall be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed.

B. Termination for Insufficient Funding. County may immediately terminate this contract if it does not obtain funding from the Minnesota Legislature or other funding source, or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the CONTRACTOR within a reasonable time of County receiving notice that sufficient funding is not available. County is not obligated to pay for any services that are provided after notice and effective date of termination. However, the CONTRACTOR will be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed to the extent that funds are available. County will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature or other funding source not to appropriate funds.

VI. **ASSIGNMENT AND ASSUMPTION**. The CONTRACTOR shall neither assign nor transfer any rights or obligations under this contract without the prior written consent of County. In the event of assignment, CONTRACTOR shall remain responsible for the performance of all tasks until released through an assumption agreement executed by the County, the CONTRACTOR and CONTRACTOR's assignee.

VII. **LIABILITY**. The CONTRACTOR agrees to indemnify and hold County, its representatives and employees harmless from any and all claims or causes of action, including reasonable attorneys' fees incurred by County, in the performance of this contract by the CONTRACTOR. This clause shall not be construed to bar any legal remedies the CONTRACTOR may have for County's failure to fulfill its obligations pursuant to this contract but only to the extent such claims or causes of action are caused by the CONTRACTOR's negligent acts, errors, and omissions or any entity in which the CONTRACTOR is legally liable. CONTRACTOR has no obligation to indemnify, defend, or hold harmless the County from any claims or causes of action caused by the County's negligence or fault or the negligence or fault of others.

VIII. **INSURANCE**.

A. *Workers' Compensation.* CONTRACTOR certifies that it is in compliance with Minn. Stat. §176.181, subd. 2, pertaining to workers' compensation insurance coverage. The CONTRACTOR's employees and agents will not be considered County employees. The contractor certifies it is in compliance with Minnesota Statute §176.181, Subd. 2 pertaining to workers' compensation insurance coverage. The CONTRACTOR'S employees and agents will not be considered County employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees or agents and any claims made by any third party as a consequence of any act or omission on the part of these employees or agents are in no way County's obligation or responsibility.

B. *General Liability Insurance.* CONTRACTOR is required to maintain insurance protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as from claims for property damage, including loss of use which may arise from operations under the contract whether the operations are by the CONTRACTOR or by a subcontractor or by anyone directly or indirectly employed by the CONTRACTOR under the contract. Insurance minimum limits are as follows:

$500,000 per claim; $1,500,000 per occurrence; $3,000,000 annual aggregate

C. *Professional Liability Insurance. (Errors and Omissions)* CONTRACTOR shall maintain professional liability insurance for the work of the professionals engaged in the professional services and work of this contract. Said policies covering the errors and omissions of the professionals working under this contract shall remain in effect for six (6) year following the completion of the work.

D. *Certificates of Insurance.* CONTRACTOR shall name County as an additional insured on the above insurance coverages and CONTRACTOR shall provide the County with a certificate of insurances naming the County as an additional insured on the above coverages and amounts prior to commencing work under this Agreement.

IX. **PUBLICITY**. Any publicity given to the program, publications, or services provided resulting from this contract, including, but not limited to, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the CONTRACTOR or its employees individually or jointly with others, or any subcontractors shall identify County as the sponsoring agency and shall not be released prior to receiving the approval of County's authorized representative.

X. **MINNESOTA STATUTE §181.59**.

The Contractor will comply with the provisions of Minnesota Statute §181.59 which require:

Every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district, or any other district in the state, for materials, supplies, or construction shall contain provisions by which the contractor agrees: (1) that, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no contractor, material supplier, or vendor, shall, by reason or race, creed, or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; (2) that no contractor, material supplier, or vendor, shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause (1) of this section, or on being hired, prevent, or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, or color; (3) that a violation of this section is a misdemeanor; and (4) that this contract may be canceled or terminated by the state, county, city, town, school board, or any other person authorized to grant the contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this contract.

XI. **GOVERNMENT DATA PRACTICES ACT**. The CONTRACTOR and County must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by County in accordance with this contract, and as it applies to all data, created, collected, received, stored, used, maintained, or disseminated by the CONTRACTOR in accordance with this contract. The civil remedies of Minnesota Statute §13.08 apply to the release of the data referred to in this clause by either the CONTRACTOR or County.

In the event the CONTRACTOR receives a request to release the data referred to in this clause, the CONTRACTOR must immediately notify County. County will give the CONTRACTOR instructions concerning the release of the data to the requesting party before the data is released.

XII. **OWNERSHIP OF MATERIALS AND INTELLECTUAL PROPERTY RIGHTS**.

A. County shall own all rights, title and interest in all of the materials created by the CONTRACTOR, or its employees or subcontractors, either individually or jointly with others and paid for in full by the County under this contract, including any inventions, reports, studies, designs, drawings, specifications, notes, documents, software and documentation, computer based training modules, electronically, magnetically or digitally recorded material, and other work in whatever form (hereinafter MATERIALS). Ownership and intellectual property rights does not apply to any MATERIALS previously owned or licensed to CONTRACTOR. Any such use or reuse, or any modification of MATERIALS by the County will be at the County or other's sole risk and without liability and legal exposure to CONTRACTOR.

The CONTRACTOR hereby assigns to County all rights, title and interest to the MATERIALS. The CONTRACTOR shall, upon request of County, execute all papers and perform all other acts necessary to assist County to obtain and register copyrights, patents or other forms of protection provided by law for the MATERIALS. The MATERIALS created under this contract by the CONTRACTOR, its employees or subcontractors, individually or jointly with others, shall be considered "works made for hire" as defined by the United States Copyright Act. All of the MATERIALS, whether in paper, electronic, or other form, shall be remitted to County by the CONTRACTOR, its employees and any subcontractors, and the CONTRACTOR shall not copy, reproduce, allow or cause to have the MATERIALS copied, reproduced or used for any purpose other than performance of the CONTRACTOR'S obligations under this contract without the prior written consent of County's authorized representative.

B. The CONTRACTOR represents and warrants that MATERIALS produced or used under this contract do not and will not infringe upon any intellectual property rights of another, including, but not limited to, patents, copyrights, trade secrets, trade names, and service marks and names. The CONTRACTOR shall indemnify and defend, to the extent permitted by the Attorney General, County at the CONTRACTOR'S expense from any action or claim brought against County to the extent that it is based on a claim that all or part of the MATERIALS infringe upon the intellectual property rights of another. The CONTRACTOR shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including, but not limited to, reasonable attorney fees arising out of this contract, amendments and supplements thereto, which are attributable to such claims or actions.

If such a claim or action arises, or in the CONTRACTOR'S or County's opinion is likely to arise, the CONTRACTOR shall, at County's discretion, either procure for County the right or license to continue using the MATERIALS at issue or replace or modify the allegedly infringing MATERIALS. This remedy shall be in addition to and shall not be exclusive to other remedies provided by law.

XIII. **ANTITRUST**. The CONTRACTOR hereby assigns to the County of Chisago any and all claims for overcharges as to goods or services provided in connection with this contract resulting from antitrust violations which arise under the antitrust laws of the United States or the antitrust laws of the State of Minnesota.

XIV. **JURISDICTION AND VENUE**. This contract, and amendments and supplements thereto, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or breach thereof, shall be in the state or federal court with competent jurisdiction in Chisago County, Minnesota.

XV. **AMENDMENTS**. Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract, or their successors in office.

XVI. **STATE AUDITS**. The books, records, documents, and accounting procedures and practices of the CONTRACTOR relevant to this contract shall be subject to examination by County and the Legislative Auditor for a minimum of six (6) years from the end of the contract.

XVII. **SUBCONTRACTING AND ASSIGNMENT:** CONTRACTOR shall not enter into any subcontract for performance of any services contemplated under this agreement, nor assign any interest in the agreement without the prior written approval of the County. Any assignment will be reduced to an assignment agreement between the County, the CONTRACTOR and assignee in which the assignee agrees to be bound by this Contract and the provisions set forth in **Attachment A.** In the event that the County agrees to Contractor's subcontracting of its performance obligations of the Contract, CONTRACTOR will remain responsible for the performance of all subcontractors and shall compensate said subcontractors pursuant to the requirements of Minnesota Statute § 471.425, notwithstanding any term and condition of respective subcontract.

XVIII. **SURVIVAL OF TERMS**. The following clauses survive the expiration, cancellation or termination of this contract: VII., Liability; IX., Publicity; XI., Government Data Practices Act; XII., Ownership Of Materials and Intellectual Property Rights; XIV., Jurisdiction and Venue; and XVI., State Audits.

(Signatures found on page 7)

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

CONTRACTOR - Twin Pines Resource Group, LLC

CONTRACTOR certifies that the appropriate person(s) have executed the contract on behalf of CONTRACTOR as required by applicable articles, by-laws, resolutions, or ordinances.

By:
Title:
Date:

COUNTY OF CHISAGO

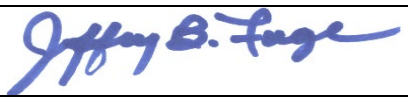
AUTHORIZED AND APPROVED:

By:
Dan Dahlberg Chair, Chisago County Board of Commissioners
Date:

CERTIFIED:

By:
Christina L. Vollrath, Clerk to the Board
Date:

REVIEWED AS TO FORM:

JANET REITER, COUNTY ATTORNEY, CHISAGO COUNTY
By: 
Name and Title: Jeffrey B. Fuge, Assistant County Attorney
Date: March 13, 2025

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** 4
Title of Item for Consideration: Right-of-way Plat 117	
Action Requested by: Joe Triplett, County Engineer	***Department:*** Public Works
Previous Action on this Matter: None.	

Background: Right-of -way plat for acquisition of land for reconstruction of C.S.A.H. No. 19 between C.S.A.H. No. 34 and C.S.A.H. No. 14.

Attachment(s):

- Resolution

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the Chisago County Right-of-way Play 117. The suggested motion is as follows:

"Move to approve Chisago County Right-of-way Play 117 for reconstruction of C.S.A.H. No. 19 between C.S.A.H. No. 34 and C.S.A.H. No. 14."

Implications of Action: By issuing the resolution, Chisago County will acquire the right-of-way for the reconstruction and re-alignment of CSAH 19 between CSAH 34 and CSAH 14.

Budget/Financial Implications: None. Work will be done in-house.

Legal/Policy Implications: The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies.

Administrator's Recommendation

Approve _CEB_	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay ____	Abstain ____

Commissioners:
District 1
Jim Swenson
District 2
Rick Greene
District 3
Marlys Dunne
District 4
Ben Montzka
District 5
Dan Dahlberg

Commissioner _____ offered the following resolution and moved its adoption:

RESOLUTION NO. 2/0319-XX
PLAT RESOLUTION RIGHT OF WAY PLAN 117

BE IT RESOLVED, that the County Highway Engineer and County Surveyor are hereby authorized to prepare a plat for highway right of way acquisition for reconstruction and re-alignment of C.S.A.H. No 19, SP 013-619-023 located between C.S.A.H. No. 34 and C.S.A.H. No. 14 in Chisago Lakes Township, the city of Chisago City, and the city of Lindstrom, Minnesota.

Commissioner _____ seconded the resolution and upon a vote being taken thereon, the following voted:

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

Whereupon the proclamation was declared duly **passed** and **adopted**.

Approved: March 19, 2025

_____
Dan Dahlberg
Chair, Board of Commissioners

ATTEST: _____
Chase Burnham
County Administrator

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** 5
Title of Item for Consideration: FINAL Contract Payments for CSAH 16 Bridge Reconstruction	
Action Requested by: Joe Triplett, Director	***Department:*** Public Works
Previous Action on this Matter: Projects have been previously approved and awarded.	
Background: The final contract payment amount for the CSAH 21 Reconstruction is $17,574.54. The contract amount was $351,490.85 and the total work certified amount was $351,490.85. ***Attachment(s)***: • Final Contract Voucher – CSAH 16 Bridge Reconstruction Project (*available upon request*)	
Action Requested/Recommended: The County Board is respectfully requested to approve the Final Contract payment for the CSAH 16 Bridge Reconstruction. The following motion is suggested: ***"Move to approve the final payment for the CSAH 16 Bridge Reconstruction."***	
Implications of Action: Board approval at tonight's meeting will allow the Public Works department to complete the project. ***Budget/Financial Implications:*** None. ***Legal/Policy Implications:*** The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies.	

Administrator's Recommendation			
Approve _C EB_	Deny _____	Other _____	
Motion By:		Seconded by:	
To:			
Action on Motion:	Aye _____	Nay _____	Abstain _____

CHISAGO COUNTY
BOARD OF COMMISSIONERS
March 19, 2025

6

Payment of County's Warrants & Miscellaneous Bills

Bills to be Paid $734,237.28

Recap by Fund	Fund	Amount	Name	
	1	476,409.07	General Revenue Fund	
	3	76,692.12	Road And Bridge Fund	
	12	150,075.60	Capital Equipment Fund	
	14	29,680.49	Solid Waste Fund	
	18	1,380.00	Lake Imprvmnt Distr Maint	
All Funds		734,237.28	Total	Approved by,

Human Services Warrants

Check Date	Amount		Board Date	Type of Check/Payments
3/21/2025	$ 49,276.46		3/19/2025	Commissioner Warrant
2/28/2025	$ 54,113.68			Auditor Warrant
3/4/2025	$ 1,186.60			Auditor Warrant
3/7/2025	$ 51,832.50			Auditor Warrant
	$ 156,409.24	Total		

Lake Area Bank; Derek Anklan; Sheriff, supplies; $25.96
Lake Area Bank; Matt Beckman; Sheriff, registration/conference; $4,345.00
Lake Area Bank; Chase Burnham; Administration; supplies; $277.89
Lake Area Bank; Ryan Edmonds; Sheriff; registration; $395.00
Lake Area Bank; Karen Gates; Human Resources; supplies; $425.00
Lake Area Bank; Jonathan Gray; Sheriff; registration/conference; $1,525.33
Lake Area Bank; Ronald Istvanovich; Sheriff; training; $114.08
Lake Area Bank; Karen Long; Recorder; registration/conference; $850.29
Lake Area Bank; Andrew Mahowald; Sheriff; supplies/registration; $2.281.09
Lake Area Bank; Mary Melby; Wellness; supplies; $149.86
Lake Area Bank; Daryl Moeller; Assessor; registration; $81.72
Lake Area Bank; Tony Nielsen; Public Works; supplies; $28.95

Lake Area Bank; Josh Olds; Sheriff; registration; $335.00
Lake Area Bank; Kyle Puelston; Sheriff; registration/supplies; $113.82
Lake Area Bank; Kurt Schneider; Environmental Services; registration; $270.00
Lake Area Bank; Scott Sellman; Sheriff; registration; $363.83
Lake Area Bank; Barbara Shimmon; Public Works; supplies/conference/registration; $390.00
Lake Area Bank; Nichole Stein; Sheriff; registration; $535.33
Lake Area Bank; Joseph Tart; Parks; registration; $504.99
Lake Area Bank; Joseph Triplett; Public Works; conference; $345.00
Lake Area Bank; Dan Weber; Enterprise Services; supplies; $22.00
Lake Area Bank; Kristin Waddell; Auditor/Treasurer; supplies; $30.79
Lake Area Bank; Dennis Wilton; Enterprise Services; supplies; $1,532.00
Lake Area Bank; Justin Wood; Sheriff; supplies; $98.45
Lake Area Bank; Tracy Krona; HHS; supplies; $511.09
Lake Area Bank; Todd McMurray; HHS; supplies; $1,017.10

- All invoices available with the Clerk of the Board

Print List in Order By:	2	1 - Fund (Page Break by Fund) 2 - Department (Totals by Dept) 3 - Vendor Number 4 - Vendor Name	Page Break By:	1	1 - Page Break by Fund 2 - Page Break by Dept
Explode Dist. Formulas?:	N				
Paid on Behalf Of Name on Audit List?:	N				
Type of Audit List:	D	D - Detailed Audit List S - Condensed Audit List			
Save Report Options?:	N				

	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
3	DEPT				Board Of Commissioners			
	10071	**ASSOCIATION OF MN COUNTIES**						
		01-003-000-0000-6245		425.00	REG FEE-D DAHLBERG/COMM	72266	Conferences, Dues And Training	N
	10071	**ASSOCIATION OF MN COUNTIES**		**425.00**	**1** Transactions			
	40076	**DAHLBERG/DANIEL**						
		01-003-000-0000-6330		187.60	MILEAGE/COMMISSIONER 02/20/2025 03/05/2025		Mileage	N
		01-003-000-0000-6330		14.00	PARKING/COMMISSIONER	02262025	Mileage	N
	40076	**DAHLBERG/DANIEL**		**201.60**	**2** Transactions			
	70071	**GREENE/RICHARD**						
		01-003-000-0000-6330		128.80	MILEAGE/COMMISSIONER 02/05/2025 02/26/2025		Mileage	N
	70071	**GREENE/RICHARD**		**128.80**	**1** Transactions			
	13108	**MONTZKA/BEN**						
		01-003-000-0000-6330		14.70	MILEAGE/COMMISSIONER	03052025	Mileage	N
	13108	**MONTZKA/BEN**		**14.70**	**1** Transactions			
3	**DEPT Total:**			**770.10**	**Board Of Commissioners**	**4 Vendors**	**5 Transactions**	
11	DEPT				District Court			
	10352	**ALPHA EMERGENCE BEHAVIORAL HEALT**						
		01-011-021-0000-6280		2,000.00	SERVICE/13CR23841/CRT ADMIN	135708	Other Professional Services	6
	10352	**ALPHA EMERGENCE BEHAVIORAL HEALT**		**2,000.00**	**1** Transactions			
	20165	**BINA AND GUPTIL LAW FIRM**						
		01-011-011-0000-6278		4,725.00	FEB25 CONTRACT SERVICES		Legal Services	Y
		01-011-011-0000-6278		4,725.00	JAN25 CONTRACT SERVICES		Legal Services	Y
	20165	**BINA AND GUPTIL LAW FIRM**		**9,450.00**	**2** Transactions			
	80271	**HENNEPIN CO SHERIFFS DEPT**						
		01-011-000-0000-6280		80.00	SERVICE-13JV2517/CRT ADMIN	89996	Other Professional Services	N
	80271	**HENNEPIN CO SHERIFFS DEPT**		**80.00**	**1** Transactions			
	13391	**MIGALA LAW OFFICE LLC**						
		01-011-011-0000-6278		4,725.00	FEB25 CONTRACT SERVICE	03052025	Legal Services	Y

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Vendor No.	Name / Account/Formula	Accr	Rpt	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
13391	**MIGALA LAW OFFICE LLC**			**4,725.00**	**1** Transactions			
19015	**SCHNEIDER/JAMES F**							
	01-011-012-0000-6278			20.00	SERVICE-13PR24133/CRT ADMIN	10	Legal Services	Y
	01-011-012-0000-6278			265.00	SERVICE-13PR24103/CRT ADMIN	12	Legal Services	Y
	01-011-012-0000-6278			343.75	SERVICE-13PR2510/CRT ADMIN	13	Legal Services	Y
	01-011-012-0000-6278			300.00	SERVICE-13PR24104/CRT ADMIN	16	Legal Services	Y
	01-011-012-0000-6278			30.00	SERVICE-13FA20335/CRT ADMIN	19	Legal Services	Y
	01-011-012-0000-6278			300.00	SERVICE-13PR257/CRT ADMIN	2	Legal Services	Y
	01-011-012-0000-6278			295.00	SERVICE-13PR24134/CRT ADMIN	22	Legal Services	Y
	01-011-010-0000-6278			55.00	SERVICE-13FA05343/CRT ADMIN	23	Legal Services	Y
	01-011-010-0000-6278			50.00	SERVICE-13FA11237/CRT ADMIN	24	Legal Services	Y
	01-011-012-0000-6278			256.25	SERVICE-13PR2511/CRT ADMIN	27	Legal Services	Y
	01-011-012-0000-6278			187.50	SERVICE-13PR253/CRT ADMIN	4	Legal Services	Y
	01-011-010-0000-6278			115.00	SERVICE-13FA15131 & 13FA1969	5	Legal Services	Y
	01-011-012-0000-6278			20.00	SERVICE-13PR2467/CRT ADMIN	6	Legal Services	Y
	01-011-010-0000-6278			25.00	SERVICE-13FA19257/CRT ADMIN	7	Legal Services	Y
	01-011-010-0000-6278			243.75	SERVICE-13FA21322/CRT ADMIN	8	Legal Services	Y
	01-011-012-0000-6278			20.00	SERVICE-13PR24100/CRT ADMIN	9	Legal Services	Y
19015	**SCHNEIDER/JAMES F**			**2,526.25**	**16** Transactions			
19216	**SZONDY/MARY**							
	01-011-012-0000-6278			1,060.00	SERVICE-13PR24136/CRT ADMIN	01102025	Legal Services	Y
19216	**SZONDY/MARY**			**1,060.00**	**1** Transactions			
11	**DEPT Total:**			**19,841.25**	**District Court**	**6 Vendors**	**22 Transactions**	
25	DEPT				Law Library			
13068	**MN CONTINUING LEGAL EDUCATION**							
	01-025-000-0000-6457			89.00	SUPPLIES/LAW LIBRARY	1361204	Reference Books And Library Materials	N
	01-025-000-0000-6457			181.30	SUPPLIES/LAW LIBRARY	1361871	Reference Books And Library Materials	N
	01-025-000-0000-6457			99.00	SUPPLIES/LAW LIBRARY	1362493	Reference Books And Library Materials	N
13068	**MN CONTINUING LEGAL EDUCATION**			**369.30**	**3** Transactions			
23025	**WEST GROUP PAYMENT CENTER**							
	01-025-000-0000-6457	AP	P	1,725.75	SEP24 SERVICE/LAW LIBRARY	850764912	Reference Books And Library Materials	N
	01-025-000-0000-6457	AP	P	1,812.04	OCT24 SERVICE/LAW LIBRARY	850909308	Reference Books And Library Materials	N
	01-025-000-0000-6457	AP	P	1,812.04	NOV24 SERVICE/LAW LIBRARY	851058386	Reference Books And Library Materials	N
	01-025-000-0000-6457	AP	P	1,812.04	DEC24 SERVICE/LAW LIBRARY	851201543	Reference Books And Library Materials	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	01-025-000-0000-6457		604.15	\JAN25 SERVICE/LAW LIBRARY	851470187	Reference Books And Library Materials	N
	01-025-000-0000-6457		1,812.04	FEB25 SERVICE/LAW LIBRARY	851495685	Reference Books And Library Materials	N
	01-025-000-0000-6457		1,812.04	MAR25 SERVICE/LAW LIBRARY	851643212	Reference Books And Library Materials	N
23025	**WEST GROUP PAYMENT CENTER**		**11,390.10**	**7** Transactions			
25	**DEPT Total:**		**11,759.40**	**Law Library**	**2 Vendors**	**10 Transactions**	
31	DEPT			County Administrator			
10292	**AMAZON CAPITAL SERVICES**						
	01-031-000-0000-6400		39.58	SUPPLIES/ADMIN	11JCMKYX1MPD	Office Supplies	N
10292	**AMAZON CAPITAL SERVICES**		**39.58**	**1** Transactions			
10071	**ASSOCIATION OF MN COUNTIES**						
	01-031-000-0000-6245		425.00	REG FEE-C BURNHAM/ADMIN	72265	Conferences, Training And Dues	N
10071	**ASSOCIATION OF MN COUNTIES**		**425.00**	**1** Transactions			
502001	**BURNHAM/CHASE**						
	01-031-000-0000-6330		14.00	PARKING/ADMIN	02/26/2025	Mileage	N
	01-031-000-0000-6330		39.20	MILEAGE/ADMIN	03/10/2025	Mileage	N
502001	**BURNHAM/CHASE**		**53.20**	**2** Transactions			
308003	**HEALTH EQUITY**						
	01-031-000-0000-6211		1,770.70	MAR25 ADMIN FEES	IYPM3TK	Services And Charges	N
308003	**HEALTH EQUITY**		**1,770.70**	**1** Transactions			
19668	**SOLDO CONSULTING PC**						
	01-031-000-0000-6211		6,803.44	ASSESSMENT FOR PUBLIC WKS	03052025	Services And Charges	N
19668	**SOLDO CONSULTING PC**		**6,803.44**	**1** Transactions			
323003	**WAGEWORKS INC**						
	01-031-000-0000-6211		342.00	FEB25 ADMIN FEES 116463	0225TR116463	Services And Charges	N
323003	**WAGEWORKS INC**		**342.00**	**1** Transactions			
31	**DEPT Total:**		**9,433.92**	**County Administrator**	**6 Vendors**	**7 Transactions**	
41	DEPT			Auditor-Treasurer			
10292	**AMAZON CAPITAL SERVICES**						
	01-041-000-0000-6400		50.04	SUPPLIES/AUD-TREAS	11NLXH3VG17W	Office Supplies	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	01-041-000-0000-6400		73.17	SUPPLIES/AUD-TREAS	1P4KXVDCGGY3	Office Supplies	N
10292	**AMAZON CAPITAL SERVICES**		**123.21**	**2** Transactions			
10191	**AP TECHNOLOGY**						
	01-041-000-0000-6400		215.00	SECURECHECK SIGNATURE	44758	Office Supplies	N
10191	**AP TECHNOLOGY**		**215.00**	**1** Transactions			
30402	**COUNTY NEWS REVIEW**						
	01-041-000-0000-6242		109.80	1 SUBSCRIPTION/AUD-TREAS	NPR150832	Publicity Subscriptions And Dues	N
30402	**COUNTY NEWS REVIEW**		**109.80**	**1** Transactions			
511001	**KONRAD/BRIDGITTE**						
	01-041-000-0000-6330		221.20	MILEAGE/AUD-TREAS 02/07/2025 03/10/2025		Mileage	N
511001	**KONRAD/BRIDGITTE**		**221.20**	**1** Transactions			
41	**DEPT Total:**		**669.21**	**Auditor-Treasurer**	**4 Vendors**	**5 Transactions**	
50	DEPT			Assessor			
19152	**SAINT PAUL AREA ASSC OF REALTORS**						
	01-050-000-0000-6242		45.00	25Q2 MLS FEES/PELOQUIN/ASSESOR		Publicity Subscriptions And Dues	N
	01-050-000-0000-6242		45.00	25Q2 MLS FEES/P POSHEK/ASSESOR		Publicity Subscriptions And Dues	N
	01-050-000-0000-6242		45.00	25Q2 MLS FEES/S KMITCH/ASSESOR		Publicity Subscriptions And Dues	N
	01-050-000-0000-6242		45.00	25Q2 MLS FEES/E WUOTIL/ASSESOR		Publicity Subscriptions And Dues	N
	01-050-000-0000-6242		45.00	25Q2 MLS FEES/SCHEELE/ASSESOR		Publicity Subscriptions And Dues	N
	01-050-000-0000-6242		45.00	25Q2 MLS FEES/ADAMS/ASSESOR	20326591	Publicity Subscriptions And Dues	N
	01-050-000-0000-6242		198.00	25Q2 MLS FEES/D MOELLER/ASSESS	2846	Publicity Subscriptions And Dues	N
	01-050-000-0000-6242		45.00	25Q2 MLS FEES/SQUYRES/ASSESOR	40185213	Publicity Subscriptions And Dues	N
19152	**SAINT PAUL AREA ASSC OF REALTORS**		**513.00**	**8** Transactions			
50	**DEPT Total:**		**513.00**	**Assessor**	**1 Vendors**	**8 Transactions**	
61	DEPT			Data Processing			
10292	**AMAZON CAPITAL SERVICES**						
	01-061-000-0000-6303		249.90	SUPPLIES/MICS	11LGDJ61HCDL	Machinery And Equipment	N
	01-061-000-0000-6303		145.79	SUPPLIES/MICS	14XKKNGL6D6T	Machinery And Equipment	N
	01-061-000-0000-6303		367.62	SUPPLIES/MICS	16FJLF334C4M	Machinery And Equipment	N
	01-061-000-0000-6287		24.08	SUPPLIES/MICS	176PH9M9YPRD	Data Processing	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	01-061-000-0000-6287		173.07	SUPPLIES/MICS	1C4NLV133TDK	Data Processing	N
	01-061-000-0000-6287		282.54	SUPPLIES/MICS	1F7XY3YN3C3H	Data Processing	N
	01-061-000-0000-6287		130.00	SUPPLIES/MICS	1HP4VQRN1VMK	Data Processing	N
10292	**AMAZON CAPITAL SERVICES**		**1,373.00**	**7** Transactions			
30313	**CARAHSOFT TECHNOLOGY CORP**						
	01-061-000-0000-6341		5,948.00	MICROSTATION SELECT SUBSCRIPTI	1901243	Rental And Service Agreements	N
	01-061-000-0000-6341		9,726.00	OPENROADS DESIGN SEL SUB	1901243	Rental And Service Agreements	N
	01-061-000-0000-6341		500.00	OPENFLOWS HYDROLIC TOOLSET SUB	1901243	Rental And Service Agreements	N
30313	**CARAHSOFT TECHNOLOGY CORP**		**16,174.00**	**3** Transactions			
30282	**CDW GOVERNMENT LLC**						
	01-061-000-0000-6341		45,650.00	ZENDESK SUITE SUBSCRIPTION	AAC95Z7Y	Rental And Service Agreements	N
	01-061-000-0000-6341		12,849.00	PAGERDUTY USER FEE 1 YEAR	AD1T97R	Rental And Service Agreements	N
	01-061-000-0000-6303		1,034.78	SUPPLIES/MICS	AD1ZA1X	Machinery And Equipment	N
30282	**CDW GOVERNMENT LLC**		**59,533.78**	**3** Transactions			
12181	**CLIFTONLARSONALLEN LLP**						
	01-061-000-0000-6341		840.00	OUTSOURCED INFO SEC ADVISORY	251097873	Rental And Service Agreements	Y
12181	**CLIFTONLARSONALLEN LLP**		**840.00**	**1** Transactions			
30194	**CUMMINS NPOWER LLC**						
	01-061-000-0000-6342		370.03	SERVICE-NESSEL TOWER	E4250297109	Armer Reimbursable Expenses	Y
	01-061-000-0000-6342		520.12	SERVICE/MILLTOWN TOWER	E4250297110	Armer Reimbursable Expenses	Y
	01-061-000-0000-6342		440.60	SERVICE-TAYLORS FALLS	E4250297111	Armer Reimbursable Expenses	Y
30194	**CUMMINS NPOWER LLC**		**1,330.75**	**3** Transactions			
40139	**DARKTRACE HOLDINGS LIMITED**						
	01-061-000-0000-6341		5,352.50	MAR25 SERVICE/MICS	10027258	Rental And Service Agreements	N
40139	**DARKTRACE HOLDINGS LIMITED**		**5,352.50**	**1** Transactions			
10501	**DELL MARKETING LP**						
	01-061-000-0000-6303		375.00	DELL THUNDERBOLT DOCK	10802947927	Machinery And Equipment	Y
10501	**DELL MARKETING LP**		**375.00**	**1** Transactions			
505000	**ECKEL/JON**						
	01-061-000-0000-6245		74.41	OVRNGT MEALS/MICS 02/25/2025 02/27/2025		Conferences, Dues And Training	N
	01-061-000-0000-6330		105.00	MILEAGE/MICS		Mileage	N

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				02/26/2025 02/28/2025			
505000	**ECKEL/JON**		**179.41**	**2** Transactions			
54453	**HONEYWELL INC**						
	01-061-000-0000-6341		9,155.50	2025Q2 ELECTRONICS MAINT	5269300450	Rental And Service Agreements	N
54453	**HONEYWELL INC**		**9,155.50**	**1** Transactions			
90106	**ISPACE ENVIRONMENTS**						
	01-061-000-0000-6341		26,910.84	COMPLETE CARE CONTRACT	32398	Rental And Service Agreements	N
90106	**ISPACE ENVIRONMENTS**		**26,910.84**	**1** Transactions			
22052	**MENARDS - ST CROIX FALLS**						
	01-061-000-0000-6400		22.10	SUPPLIES/MICS	72830	Office Supplies	N
22052	**MENARDS - ST CROIX FALLS**		**22.10**	**1** Transactions			
13428	**MIDIAN ELECTRONICS INC**						
	01-061-000-0000-6342		1,743.90	ADVANCED TONE REMOTE CONTROLLE	53587	Armer Reimbursable Expenses	N
13428	**MIDIAN ELECTRONICS INC**		**1,743.90**	**1** Transactions			
14222	**NAC MECHANICAL & ELECTRICAL**						
	01-061-000-0000-6342		1,330.50	SERVICE/MICS ARMER	40009149	Armer Reimbursable Expenses	N
14222	**NAC MECHANICAL & ELECTRICAL**		**1,330.50**	**1** Transactions			
516001	**PARKER/MIKE**						
	01-061-000-0000-6330		279.30	MILEAGE/MICS		Mileage	N
				01/13/2025 02/26/2025			
516001	**PARKER/MIKE**		**279.30**	**1** Transactions			
16191	**PRO WEST & ASSOCIATES INC**						
	01-061-000-0000-6341		4,383.50	ANNUAL MAINT GIS	1325B	Rental And Service Agreements	N
16191	**PRO WEST & ASSOCIATES INC**		**4,383.50**	**1** Transactions			
19381	**SMARTSHEET INC**						
	01-061-000-0000-6341		9,810.00	ENTRPRS PLAN LIC SUPPORT	2242065	Rental And Service Agreements	N
19381	**SMARTSHEET INC**		**9,810.00**	**1** Transactions			
20349	**TOSHIBA BUSINESS SOLUTIONS**						
	01-061-000-0000-6341		50.69	MAR25 COPIER RENT	5033524131	Rental And Service Agreements	N
	01-061-000-0000-6341		231.44	MAR25 COPIER RENT	5033524132	Rental And Service Agreements	N

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	01-061-000-0000-6341		241.14	MAR25 COPIER RENT	5033524133	Rental And Service Agreements	N
	01-061-000-0000-6341		564.12	MAR25 COPIER RENT	5033524134	Rental And Service Agreements	N
	01-061-000-0000-6341		605.38	MAR25 COPIER RENT	5033524135	Rental And Service Agreements	N
	01-061-000-0000-6341		439.04	MAR25 COPIER RENT	5033524136	Rental And Service Agreements	N
	01-061-000-0000-6341		517.21	MAR25 COPIER RENT	5033524137	Rental And Service Agreements	N
	01-061-000-0000-6341		1,331.84	MAR25 COPIER RENT	5033524138	Rental And Service Agreements	N
	01-061-000-0000-6341		344.39	MAR25 COPIER RENT	5033524139	Rental And Service Agreements	N
20349	**TOSHIBA BUSINESS SOLUTIONS**		**4,325.25**	**9** Transactions			
523003	**WILTON/DENNIS**						
	01-061-000-0000-6245		57.71	OVRNGT MEALS/MICS 02/25/2025 02/27/2025		Conferences, Dues And Training	N
	01-061-000-0000-6330		103.60	MILEAGE/MMICS 02/25/2025 02/28/2025		Mileage	N
523003	**WILTON/DENNIS**		**161.31**	**2** Transactions			
61	**DEPT Total:**		**143,280.64**	**Data Processing**	**18 Vendors**	**40 Transactions**	
65	DEPT			Central Services			
30069	**CHISAGO COUNTY PRESS**						
	01-065-000-0000-6244		328.64	BRD OF COM MTG MIN 01/15/2025	10152250	Official Publications	N
	01-065-000-0000-6244		312.00	BRD OF COM MTG MIN 02/05/2025	10152250	Official Publications	N
	01-065-000-0000-6244		290.40	FEB25 EMPLYMNT ADVRTSG	16997750	Official Publications	N
30069	**CHISAGO COUNTY PRESS**		**931.04**	**3** Transactions			
16135	**PRESS PUBLICATIONS**						
	01-065-000-0000-6244		99.00	FEB25 EMPLYMNT ADVRTSG	63017	Official Publications	N
16135	**PRESS PUBLICATIONS**		**99.00**	**1** Transactions			
19306	**STAR**						
	01-065-000-0000-6244		319.00	FEB25 EMPLYMNT ADVRTSG	21128	Official Publications	N
19306	**STAR**		**319.00**	**1** Transactions			
65	**DEPT Total:**		**1,349.04**	**Central Services**	**3 Vendors**	**5 Transactions**	
71	DEPT			Elections			
10292	**AMAZON CAPITAL SERVICES**						
	01-071-000-0000-6411		59.39	SUPPLIES/ELECTIONS	1VGQDW7Y4KCT	Operating Supplies	N

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10292	**AMAZON CAPITAL SERVICES**		**59.39**	**1** Transactions			
30069	**CHISAGO COUNTY PRESS**						
	01-071-000-0000-6211		1,008.00	NOTICE TO VOTERS	10152250	Services And Charges	N
30069	**CHISAGO COUNTY PRESS**		**1,008.00**	**1** Transactions			
71	**DEPT Total:**		**1,067.39**	**Elections**	**2 Vendors**	**2 Transactions**	
91	DEPT			County Attorney			
19047	**CHISAGO COUNTY AGRICULTURAL SOCIE**						
	01-091-000-0000-6245		100.00	BOOTH FEE/ATTY	24185	Conferences, Training And Dues	N
19047	**CHISAGO COUNTY AGRICULTURAL SOCIE**		**100.00**	**1** Transactions			
81286	**OFFICE DEPOT**						
	01-091-000-0000-6400		35.27	SUPPLIES/ATTORNEY	410492393001	Office Supplies	N
	01-091-000-0000-6400		53.59	SUPPLIES/ATTORNEY	410614606001	Office Supplies	N
	01-091-000-0000-6400		28.99	SUPPLIES/ATTORNEY	410614609001	Office Supplies	N
81286	**OFFICE DEPOT**		**117.85**	**3** Transactions			
23025	**WEST GROUP PAYMENT CENTER**						
	01-091-000-0000-6235		1,928.09	FEB25 SERVICE/ATTORNEY	851559696	Publications And Brochures	N
	01-091-000-0000-6235		566.32	MAR25 SERVICE/ATTORNEY	851638877	Publications And Brochures	N
23025	**WEST GROUP PAYMENT CENTER**		**2,494.41**	**2** Transactions			
91	**DEPT Total:**		**2,712.26**	**County Attorney**	**3 Vendors**	**6 Transactions**	
101	DEPT			Recorder			
10292	**AMAZON CAPITAL SERVICES**						
	01-101-000-0000-6400		47.84	SUPPLIES/RECORDER	1K1CVRMCPHR1	Office Supplies	N
	01-101-000-0000-6400		62.22	SUPPLIES/RECORDER	1XRX39TJ37RJ	Office Supplies	N
10292	**AMAZON CAPITAL SERVICES**		**110.06**	**2** Transactions			
101	**DEPT Total:**		**110.06**	**Recorder**	**1 Vendors**	**2 Transactions**	
103	DEPT			Recorder Compliance/Technology			
30282	**CDW GOVERNMENT LLC**						
	01-103-000-0000-6898		162,811.38	CISCO MERAKI WIFI PROJECT	AC9TK4Q	Budget Adjustment Technology	N

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30282	**CDW GOVERNMENT LLC**		**162,811.38**	**1** Transactions			
13239	**MANATRON INC**						
	01-103-000-0000-6899		2,080.00	EXPORT DATABASE FOR CONVERSION	MANXT0000970	Budget Adjustment Compliance	N
13239	**MANATRON INC**		**2,080.00**	**1** Transactions			
13308	**MN COUNTIES COMPUTER COOPERATIVE**						
	01-103-000-0000-6899		875.00	TYLER E-SERVICES PROJ REPORT	2502119	Budget Adjustment Compliance	N
	01-103-000-0000-6899		1,250.00	TYLER E-SERVICE PROJ T&T CONSU	2502119	Budget Adjustment Compliance	N
	01-103-000-0000-6899		1,000.00	TYLER E-SERVICE PROJ MGMT	2502119	Budget Adjustment Compliance	N
	01-103-000-0000-6899		19,705.00	TYLER ENTERPRISE TAX IMPLEMNTA	2503004	Budget Adjustment Compliance	N
13308	**MN COUNTIES COMPUTER COOPERATIVE**		**22,830.00**	**4** Transactions			
103	**DEPT Total:**		**187,721.38**	**Recorder Compliance/Technology**	**3 Vendors**	**6 Transactions**	
111	DEPT			Maintenance			
10314	**ADAMS PEST CONTROL-MAIN**						
	01-111-500-0000-6273		168.00	FEB25 SERVICE/GOV CENTER	4058531	Contracted Purchased Service	N
	01-111-530-0000-6273		336.00	FEB25 SERVICE/PSC	4058695	Contracted Purchased Service	N
	01-111-511-0000-6273		152.25	FEB25 SERVICE/HWY CC	4058713	Contracted Purchased Service	N
	01-111-512-0000-6273		115.50	MAR25 SERVICE/HWY HARRIS	4066212	Contracted Purchased Service	N
	01-111-532-0000-6273		99.75	MAR25 SERVICE/SHERIFF HARRIS	4066213	Contracted Purchased Service	N
	01-111-500-0000-6273		168.00	MAR25 SERVICE/GOV CENTER	4069465	Contracted Purchased Service	N
10314	**ADAMS PEST CONTROL-MAIN**		**1,039.50**	**6** Transactions			
10292	**AMAZON CAPITAL SERVICES**						
	01-111-505-0000-6560		175.10	SUPPLIES/MAINTENANCE	114X6QD4FQ3V	Repairs And Maintenance Supplies	N
	01-111-511-0000-6560		31.34	SUPPLIES/MAINTENANCE	14THH16DMPKM	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		38.97	SUPPLIES/MAINTENANCE	19Y1RJNR3XYV	Repairs And Maintenance Supplies	N
10292	**AMAZON CAPITAL SERVICES**		**245.41**	**3** Transactions			
30073	**CHISAGO HARDWARE LLC**						
	01-111-500-0000-6560		46.15	SUPPLIES/MAINT GC	14211	Repairs And Maintenance Supplies	Y
30073	**CHISAGO HARDWARE LLC**		**46.15**	**1** Transactions			
30227	**CHISAGO LAKES SANITATION**						
	01-111-511-0000-6273		226.46	FEB25 SERVICE/HWY CC	52X00067	Contracted Purchased Service	N
	01-111-512-0000-6273		107.64	FEB25 SERVICE/HWY HARRIS	52X00068	Contracted Purchased Service	N
	01-111-532-0000-6273		107.64	FEB25 SERVICE/SHERIFF HARRIS	52X00069	Contracted Purchased Service	N

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	01-111-500-0000-6273		539.07	FEB25 SERVICE/GOV CENTER	52X00071	Contracted Purchased Service	N
	01-111-530-0000-6273		345.79	FEB25 SERVICE/PSC	52X00074	Contracted Purchased Service	N
	01-111-505-0000-6273		234.53	FEB25 SERVICE/NBHHS	52X00210	Contracted Purchased Service	N
30227	**CHISAGO LAKES SANITATION**		**1,561.13**	**6** Transactions			
30177	**CINTAS CORPORATION**						
	01-111-512-0000-6273		47.09	RUG SERVICE/HWY HARRIS	4222206295	Contracted Purchased Service	N
	01-111-500-0000-6273		104.84	RUG SERVICE/GOV CENTER	4223056658	Contracted Purchased Service	N
	01-111-511-0000-6273		96.13	RUG SERVICE/HWY CC	4223056664	Contracted Purchased Service	N
30177	**CINTAS CORPORATION**		**248.06**	**3** Transactions			
80082	**HILLYARD INC-MINNEAPOLIS**						
	01-111-500-0000-6413		21.99	SUPPLIES/MAINT GC	605750470	Custodial Supplies	N
	01-111-500-0000-6413		1,432.12	SUPPLIES/MAINT GC	605753569	Custodial Supplies	N
	01-111-530-0000-6413		853.30	SUPPLIES/MAINT PSC	605754696	Custodial Supplies	N
	01-111-500-0000-6413		737.42	SUPPLIES/MAINT GC	605757615	Custodial Supplies	N
	01-111-500-0000-6413		21.42	SUPPLIES/MAINT GC	605758903	Custodial Supplies	N
	01-111-500-0000-6413		1,038.63	SUPPLIES/MAINT GC	605760587	Custodial Supplies	N
	01-111-500-0000-6413		346.09	SUPPLIES/MAINT GC	700638941	Custodial Supplies	N
80082	**HILLYARD INC-MINNEAPOLIS**		**4,450.97**	**7** Transactions			
90061	**INNOVATIVE OFFICE SOLUTIONS LLC**						
	01-111-500-0000-6413		789.51	SUPPLIES/MAINT GC	4778678	Custodial Supplies	N
	01-111-500-0000-6413		23.95	SUPPLIES/MAINT GC	4779677	Custodial Supplies	N
	01-111-530-0000-6413		433.19	SUPPLIES/MAINT JAIL	4779888	Custodial Supplies	N
	01-111-505-0000-6413		273.00	SUPPLIES/MAINT NBHHS	4780422	Custodial Supplies	N
	01-111-505-0000-6413		19.75	SUPPLIES/MAINT NBHHS	4781527	Custodial Supplies	N
90061	**INNOVATIVE OFFICE SOLUTIONS LLC**		**1,539.40**	**5** Transactions			
10902	**JJ MACK'S LANDSCAPING & SERVICES LL**						
	01-111-500-0000-6273		5,490.00	SNOW REMOVAL/GOV CENTER	245	Contracted Purchased Service	N
	01-111-530-0000-6273		6,915.00	SNOW REMOVAL/JAIL	246	Contracted Purchased Service	N
	01-111-505-0000-6273		1,645.00	SNOW REMOVAL/NBHHS	247	Contracted Purchased Service	N
	01-111-532-0000-6273		1,355.00	SNOW REMOVAL/HARRIS SHERIFF	249	Contracted Purchased Service	N
10902	**JJ MACK'S LANDSCAPING & SERVICES LL**		**15,405.00**	**4** Transactions			
13098	**MN DEPT OF LABOR & INDUSTRY**						
	01-111-530-0000-6560		10.00	PRESSURE VESSEL JAIL	ABR0349345X	Repairs And Maintenance Supplies	N
	01-111-530-0000-6560		10.00	BOILER 129008/JAIL	ABR0349345X	Repairs And Maintenance Supplies	N

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	01-111-530-0000-6560		10.00	BOILER 129006/JAIL	ABR0349345X	Repairs And Maintenance Supplies	N
	01-111-530-0000-6560		10.00	BOILER 129007/JAIL	ABR0349345X	Repairs And Maintenance Supplies	N
	01-111-530-0000-6560		10.00	BOILER 129010/JAIL	ABR0349345X	Repairs And Maintenance Supplies	N
	01-111-530-0000-6560		10.00	BOILER 129009/JAIL	ABR0349345X	Repairs And Maintenance Supplies	N
	01-111-530-0000-6560		10.00	BOILER 129004/JAIL	ABR0349345X	Repairs And Maintenance Supplies	N
	01-111-530-0000-6560		10.00	BOILER 129005/JAIL	ABR0349345X	Repairs And Maintenance Supplies	N
13098	**MN DEPT OF LABOR & INDUSTRY**		**80.00**	**8** Transactions			
14222	**NAC MECHANICAL & ELECTRICAL**						
	01-111-500-0000-6273		1,238.00	SERVICE/MAINT GC	40009193	Contracted Purchased Service	N
	01-111-500-0000-6301		3,176.71	SERVICE/MAINT GC	40009195	Repair And Maintenance	N
14222	**NAC MECHANICAL & ELECTRICAL**		**4,414.71**	**2** Transactions			
13022	**OLSON'S SEWER SERVICE INC**						
	01-111-500-0000-6257		527.25	SERVICE-GOV CENTER	105550	Sewer	N
	01-111-532-0000-6257		468.13	SERVICE-SHERIFF HARRIS	105652	Sewer	N
13022	**OLSON'S SEWER SERVICE INC**		**995.38**	**2** Transactions			
7832	**SHRED-N-GO INC**						
	01-111-500-0000-6273		483.93	SERVICE-MAINT GC	179518	Contracted Purchased Service	N
	01-111-505-0000-6273		168.93	SERVICE-MAINT NBHHS	179519	Contracted Purchased Service	N
	01-111-511-0000-6273		63.93	SERVICE-MAINT HWY CC	179567	Contracted Purchased Service	N
7832	**SHRED-N-GO INC**		**716.79**	**3** Transactions			
111	**DEPT Total:**		**30,742.50**	**Maintenance**	**12 Vendors**	**50 Transactions**	
127	DEPT			Planning And Zoning			
10292	**AMAZON CAPITAL SERVICES**						
	01-127-000-0000-6400		157.16	SUPPLIES/ZONING	1CQQXR7HCJJF	Office Supplies	N
10292	**AMAZON CAPITAL SERVICES**		**157.16**	**1** Transactions			
30011	**CARLSON/GREGG K**						
	01-127-000-0000-6111		65.00	PER DIEM/BRD OF ADJ TOUR	02262025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		2.80	MILEAGE/BRD OF ADJ TOUR	02262025	Mileage	Y
	01-127-000-0000-6111		65.00	PER DIEM/BRD OF ADJ MTG	02272025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		2.80	MILEAGE/BRD OF ADJ MTG	02272025	Mileage	N
30011	**CARLSON/GREGG K**		**135.60**	**4** Transactions			
30069	**CHISAGO COUNTY PRESS**						

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	01-127-000-0000-6243		51.04	03/05/25 PLANN COMM	12957950	Advertising	N
	01-127-000-0000-6243		52.08	02/06/25 PLANN COMM	12957950	Advertising	N
30069	**CHISAGO COUNTY PRESS**		**103.12**	**2** Transactions			
203003	**CHISAGO COUNTY RECORDER'S OFFICE**						
	01-127-000-0000-6271		46.00	REC FEE-DAHLHEIMER VARIANCE	30089	Professional & Technical Services	N
	01-127-000-0000-6271		46.00	REC FEE-MOLD LOT RECON	682024	Professional & Technical Services	N
	01-127-000-0000-6271		46.00	REC FEE-PP AMADOR MEADOWS	682074	Professional & Technical Services	N
	01-127-000-0000-6271		46.00	REC FEE-1 UP FIELDS	682075	Professional & Technical Services	N
	01-127-000-0000-6271		46.00	REC FEE-PP PELTIER ESTATES	682076	Professional & Technical Services	N
203003	**CHISAGO COUNTY RECORDER'S OFFICE**		**230.00**	**5** Transactions			
50010	**ECM PUBLISHERS INC**						
	01-127-000-0000-6243		78.00	MARCH 6 PH PLANN COMMISSION	1036924	Advertising	N
50010	**ECM PUBLISHERS INC**		**78.00**	**1** Transactions			
50060	**EMSL ANALYTICAL INC**						
	01-127-000-0000-6271		644.10	SERVICE/ZONING	35190558	Professional & Technical Services	N
50060	**EMSL ANALYTICAL INC**		**644.10**	**1** Transactions			
70121	**GREENE/DOUG**						
	01-127-000-0000-6111		65.00	PER DIEM/BRD OF ADJ TOUR	02262025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		4.20	MILEAGE/BRD OF ADJ TOUR	02262025	Mileage	N
	01-127-000-0000-6111		65.00	PER DIEM/BRD OF ADJ MTG	02272025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		5.18	MILEAGE/BRD OF ADJ MTG	02272025	Mileage	Y
70121	**GREENE/DOUG**		**139.38**	**4** Transactions			
13030	**MCCARTHY/JAMES P**						
	01-127-000-0000-6111		65.00	PER DIEM/PLANN COMM MTG	03062025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		14.56	MILEAGE/PLANN COMM MTG	03062025	Mileage	N
13030	**MCCARTHY/JAMES P**		**79.56**	**2** Transactions			
19206	**SUTCLIFFE/JOHN**						
	01-127-000-0000-6111		65.00	PER DIEM/PLAN COMM WK SESS	02202025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		49.14	MILEAGE/PLAN COMM WK SESS	02202025	Mileage	N
	01-127-000-0000-6111		65.00	PER DIEM/BRD OF ADJ MTG	02272025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		49.14	MILEAGE/BRD OF ADJ MTG	02272025	Mileage	Y
	01-127-000-0000-6111		65.00	PER DIEM/PLAN COMM MTG	03062025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		49.14	MILEAGE/PLAN COMM MTG	03062025	Mileage	N

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19206	**SUTCLIFFE/JOHN**		**342.42**	**6** Transactions			
23078	**WHITNEY/DAVID R**						
	01-127-000-0000-6111		65.00	PER DIEM/PLANN COMM MTG	03062025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		11.76	MILEAGE/PLANN COMM MTG	03062025	Mileage	Y
23078	**WHITNEY/DAVID R**		**76.76**	**2** Transactions			
23140	**WILLE/JOLENE**						
	01-127-000-0000-6111		65.00	PER DIEM/PLANN COMM WK SESS	01162025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		4.90	MILEAGE/PLANN COMM WK SESS	01162025	Mileage	N
	01-127-000-0000-6111		65.00	PER DIEM/PLANN COMM TOUR	02052025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		4.06	MILEAGE/PLANN COMM TOUR	02052025	Mileage	N
	01-127-000-0000-6111		65.00	PER DIEM/PLANN COMM MTG	02062025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		4.90	MILEAGE/PLANN COMM MTG	02062025	Mileage	N
	01-127-000-0000-6111		65.00	PER DIEM/PLANN COMM WK SESS	02202025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		4.90	MILEAGE/PLANN COMM WK SESS	02202025	Mileage	N
	01-127-000-0000-6111		65.00	PER DIEM/BRD OF ADJ WK SESS	02262025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		4.06	MILEAGE/BRD OF ADJ WK SESS	02262025	Mileage	N
	01-127-000-0000-6111		65.00	PER DIEM/BRD OF ADJ MTG	02272025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		4.90	MILEAGE/BRD OF ADJ MTG	02272025	Mileage	N
23140	**WILLE/JOLENE**		**417.72**	**12** Transactions			
24095	**YEAGER/CHARLES P**						
	01-127-000-0000-6111		65.00	PER DIEM/BRD OF ADJ MTG	02272025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		16.10	MILEAGE/BRD OF ADJ MTG	02272025	Mileage	N
	01-127-000-0000-6111		65.00	PER DIEM/PLANN COMM MTG	03062025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		16.10	MILEAGE/PLANN COMM MTG	03062025	Mileage	N
24095	**YEAGER/CHARLES P**		**162.20**	**4** Transactions			
127	**DEPT Total:**		**2,566.02**	**Planning And Zoning**	**12 Vendors**	**44 Transactions**	
149	DEPT			Other General Government			
50152	**EICKMAN/MADELINE**						
	01-149-300-0000-6273		1,280.00	CONTRACT LAW CLERK 02/25/2025 03/10/2025		Contracted Purchased Service	Y
50152	**EICKMAN/MADELINE**		**1,280.00**	**1** Transactions			
13066	**MN DEPT OF NATURAL RESOURCES**						
	01-149-300-0000-6273		1,200.00	LID CHANNEL & WEIRS OPERATION	19853331	Contracted Purchased Service	N

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13066	**MN DEPT OF NATURAL RESOURCES**			**1,200.00**	**1** Transactions			
16120	**PITNEY BOWES GLOBAL FINANICIAL SERV**							
	01-149-000-0000-6205			927.39	POSTAGE METER LEASE/GOV CENTER	3107119351	Postage	N
16120	**PITNEY BOWES GLOBAL FINANICIAL SERV**			**927.39**	**1** Transactions			
21006	**UNITED PARCEL SERVICE**							
	01-149-000-0000-6205			6.29	DELIVERY SERVICE	A448W3085	Postage	N
21006	**UNITED PARCEL SERVICE**			**6.29**	**1** Transactions			
149	**DEPT Total:**			**3,413.68**	**Other General Government**	**4 Vendors**	**4 Transactions**	
201	DEPT				Sheriff			
10292	**AMAZON CAPITAL SERVICES**							
	01-201-000-0000-6452			53.35	SUPPLIES/SHERIFF	1DMXMKXN3HH3	Law Enforcement Supplies	N
	01-201-000-0000-6400			118.09	SUPPLIES/SHERIFF	1TKDVXPNGCK9	Office Supplies	N
	01-201-000-0000-6452			121.72	SUPPLIES/SHERIFF	1X6CD699CF67	Law Enforcement Supplies	N
10292	**AMAZON CAPITAL SERVICES**			**293.16**	**3** Transactions			
10286	**ASPEN MILLS**							
	01-201-000-0000-6452			230.08	SUPPLIES-J OLDS/SHERIFF	349156	Law Enforcement Supplies	N
	01-201-000-0000-6452			12.85	SUPPLIES-J OLDS/SHERIFF	349897	Law Enforcement Supplies	N
10286	**ASPEN MILLS**			**242.93**	**2** Transactions			
30216	**CHISAGO COLLISION LLC**							
	01-201-000-0000-6562			2,628.82	SERVICE-U323/SHERIFF	507	Repairs	Y
	01-201-000-0000-6562			3,125.70	SERVICE-DODGE DURANGO/SHERIFF	508	Repairs	Y
30216	**CHISAGO COLLISION LLC**			**5,754.52**	**2** Transactions			
203008	**CHISAGO COUNTY PUBLIC WORK'S OFFIC**							
	01-201-000-0000-6562			2,341.30	FEB25 REPAIRS/SHERIFF	03012025	Repairs	N
	01-201-000-0000-6561			12,697.32	FEB25 FUEL/SHERIFF	03062024	Gas And Oil	N
203008	**CHISAGO COUNTY PUBLIC WORK'S OFFIC**			**15,038.62**	**2** Transactions			
50143	**EMERGENCY AUTOMOTIVE TECHNOLOGIE**							
	01-201-000-0000-6562			38.75	SUPPLIES-U924/SHERIFF	MMP02182550A	Repairs	N
50143	**EMERGENCY AUTOMOTIVE TECHNOLOGIE**			**38.75**	**1** Transactions			
60108	**FIELD TRAINING SOLUTIONS**							

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	01-201-000-0000-6299		295.00	REG FEE-J WINTER/SHERIFF	10093	Schooling And Training	N
	01-201-000-0000-6299		295.00	REG FEE-Z JOHNSON/SHERIFF	10093	Schooling And Training	N
60108	**FIELD TRAINING SOLUTIONS**		**590.00**	**2** Transactions			
60091	**FILM FITTERS LLC**						
	01-201-000-0000-6562		295.00	WINDOW TINT- U1224	SQUAD1224	Repairs	Y
60091	**FILM FITTERS LLC**		**295.00**	**1** Transactions			
60154	**FOREST LAKE PRINTING**						
	01-201-000-0000-6452		445.00	SUPPLIES/SHERIFF	22020	Law Enforcement Supplies	N
60154	**FOREST LAKE PRINTING**		**445.00**	**1** Transactions			
30401	**GALLS LLC**						
	01-201-000-0000-6452		61.73	SUPPLIES/SHERIFF	30564501	Law Enforcement Supplies	N
	01-201-000-0000-6452		61.73	SUPPLIES/SHERIFF	30570777	Law Enforcement Supplies	N
30401	**GALLS LLC**		**123.46**	**2** Transactions			
3442	**ICCPA - INTER COUNTY COOP PUBLISHIN(**						
	01-201-000-0000-6400		209.00	SUPPLIES/SHERIFF	107863	Office Supplies	N
	01-201-000-0000-6400		144.00	SUPPLIES/SHERIFF	107864	Office Supplies	N
3442	**ICCPA - INTER COUNTY COOP PUBLISHIN(**		**353.00**	**2** Transactions			
12059	**LINDSTROM HARDWARE**						
	01-201-000-0000-6452		15.00	SUPPLIES/SHERIFF	17611	Law Enforcement Supplies	N
12059	**LINDSTROM HARDWARE**		**15.00**	**1** Transactions			
13155	**MARTIN-MCALLISTER**						
	01-201-000-0000-6273		650.00	SERVICE-J.W/SHERIFF	16702	Contracted Purchased Service	N
13155	**MARTIN-MCALLISTER**		**650.00**	**1** Transactions			
5357	**MN BUREAU OF CRIMINAL APPREHENSIOI**						
	01-201-000-0000-6299		50.00	REG FEE-N CREGO/SHERIFF	39079	Schooling And Training	N
	01-201-000-0000-6299		150.00	REG FEE-B YEHLE/SHERIFF	39789	Schooling And Training	N
	01-201-000-0000-6299		75.00	REG FEE-T FARRAND/SHERIFF	39980	Schooling And Training	N
5357	**MN BUREAU OF CRIMINAL APPREHENSIOI**		**275.00**	**3** Transactions			
14169	**NB NAPA**						
	01-201-000-0000-6562		154.67	SUPPLIES/SHERIFF	111259	Repairs	N

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14169	**NB NAPA**		**154.67**	**1** Transactions			
15001	**O'REILLY AUTO PARTS**						
	01-201-000-0000-6562		54.92	SUPPLIES/SHERIFF	244773	Repairs	N
15001	**O'REILLY AUTO PARTS**		**54.92**	**1** Transactions			
16164	**PLC RECOVERY**						
	01-201-000-0000-6273		170.00	SERVICE-16 RAM/SHERIFF	2540850	Contracted Purchased Service	N
	01-201-000-0000-6273		85.00	SERVICE-16 RAM/SHERIFF RELOCAT	2540874	Contracted Purchased Service	N
16164	**PLC RECOVERY**		**255.00**	**2** Transactions			
16291	**PRI MANAGEMENT GROUP**						
	01-201-000-0000-6299		179.00	REG FEE-D QUINLAN/SHERIFF	30865	Schooling And Training	N
16291	**PRI MANAGEMENT GROUP**		**179.00**	**1** Transactions			
19371	**STORM TRAINING GROUP**						
	01-201-000-0000-6299		699.00	REG FEE-J WINTER/SHERIFF	8353FA0001	Schooling And Training	Y
	01-201-000-0000-6299		699.00	REG FEE-J WINTER/SHERIFF	F680C0001	Schooling And Training	Y
19371	**STORM TRAINING GROUP**		**1,398.00**	**2** Transactions			
23025	**WEST GROUP PAYMENT CENTER**						
	01-201-000-0000-6273		440.97	FEB25 SERVICE/SHERIFF	851571709	Contracted Purchased Service	N
23025	**WEST GROUP PAYMENT CENTER**		**440.97**	**1** Transactions			
26005	**ZIP REPORTS**						
	01-201-000-0000-6273		10.00	SERVICE/SHERIFF	2502010004	Contracted Purchased Service	N
26005	**ZIP REPORTS**		**10.00**	**1** Transactions			
201	**DEPT Total:**		**26,607.00**	**Sheriff**	**20 Vendors**	**32 Transactions**	
211	DEPT			Gun Permits			
16120	**PITNEY BOWES GLOBAL FINANICIAL SER**						
	01-211-000-0000-6802		219.99	POSTAGE METER LEASE/SHERIFF	3107121466	Miscellaneous Expenses	N
16120	**PITNEY BOWES GLOBAL FINANICIAL SER**		**219.99**	**1** Transactions			
211	**DEPT Total:**		**219.99**	**Gun Permits**	**1 Vendors**	**1 Transactions**	
220	DEPT			PUBLIC SAFETY GRANTS			

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14032	**NABPCO OF LINDSTROM**						
	01-220-101-0000-6802		97.98	SUPPLIES/SHERIFF BOAT AND WTR	825511	Miscellaneous Expenses	N
14032	**NABPCO OF LINDSTROM**		**97.98**	**1** Transactions			
14169	**NB NAPA**						
	01-220-101-0000-6802		133.43	SUPPLIES/SHERIFF BOAT AND WTR	111256	Miscellaneous Expenses	N
	01-220-101-0000-6802		305.90	SUPPLIES/SHERIFF BOAT AND WTR	111257	Miscellaneous Expenses	N
	01-220-101-0000-6802		10.00-	CR SUPP/SHERIFF BOAT AND WTR	111260	Miscellaneous Expenses	N
14169	**NB NAPA**		**429.33**	**3** Transactions			
220	**DEPT Total:**		**527.31**	**PUBLIC SAFETY GRANTS**	**2 Vendors**	**4 Transactions**	
251	DEPT			County Jail			
10257	**ADVANCED CORRECTIONAL HEALTHCARI**						
	01-251-000-0000-6431		25,794.67	APR25 ONSITE MEDICAL	RINV004667	Medical Services Prisoners	N
10257	**ADVANCED CORRECTIONAL HEALTHCARI**		**25,794.67**	**1** Transactions			
10344	**AIRGAS USA LLC**						
	01-251-000-0000-6431		44.63	SUPPLIES/JAIL	5514402069	Medical Services Prisoners	Y
10344	**AIRGAS USA LLC**		**44.63**	**1** Transactions			
10292	**AMAZON CAPITAL SERVICES**						
	01-251-000-0000-6352		569.08	SUPPLIES/JAIL	1D4V9R174NHR	Board In County	N
	01-251-000-0000-6415		85.35	SUPPLIES/JAIL	1JJN7QVG74VR	Food And Beverages	N
	01-251-000-0000-6299		133.25	SUPPLIES/JAIL	1RPXFMDV3M99	Schooling And Training	N
10292	**AMAZON CAPITAL SERVICES**		**787.68**	**3** Transactions			
30206	**CHARM-TEX INC**						
	01-251-000-0000-6352		254.70	SUPPLIES/JAIL	394527	Board In County	N
	01-251-000-0000-6352		201.60	SUPPLIES/JAIL	395805	Board In County	N
30206	**CHARM-TEX INC**		**456.30**	**2** Transactions			
60108	**FIELD TRAINING SOLUTIONS**						
	01-251-000-0000-6299		295.00	REG FEE-S LEMKE/JAIL	10092	Schooling And Training	N
	01-251-000-0000-6299		295.00	REG FEE-K ARONOFF/JAIL	10092	Schooling And Training	N
60108	**FIELD TRAINING SOLUTIONS**		**590.00**	**2** Transactions			
80045	**HOBART**						
	01-251-000-0000-6303		974.34	SERVICE/JAIL	36611829	Machinery And Equipment	N

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80045	**HOBART**		**974.34**	**1** Transactions			
81666	**MINNESOTA SHERIFF'S ASSOCIATION**						
	01-251-000-0000-6299		150.00	REG FEE-T DAVIS/JAIL	2512	Schooling And Training	N
81666	**MINNESOTA SHERIFF'S ASSOCIATION**		**150.00**	**1** Transactions			
523004	**WARCHOL/TONY**						
	01-251-000-0000-6299		63.55	OVRNGT MEALS/SHERIFF 02/10/2025 02/12/2025		Schooling And Training	N
	01-251-000-0000-6330		127.40	MILEAGE/SHERIFF 02/10/2025 02/13/2025		Mileage	N
523004	**WARCHOL/TONY**		**190.95**	**2** Transactions			
251	**DEPT Total:**		**28,988.57**	**County Jail**	**8 Vendors**	**13 Transactions**	
252	DEPT			Jail Canteen Account			
18080	**RELIANCE TELEPHONE INC**						
	01-252-000-0000-6802		1,000.00	PHONE CARDS/JAIL	D28839	Miscellaneous Expenses	N
18080	**RELIANCE TELEPHONE INC**		**1,000.00**	**1** Transactions			
252	**DEPT Total:**		**1,000.00**	**Jail Canteen Account**	**1 Vendors**	**1 Transactions**	
255	DEPT			Probation And Parole			
10292	**AMAZON CAPITAL SERVICES**						
	01-255-000-0000-6400		220.80	SUPPLIES/PROBATION	14MGQ1GQ4Q4G	Office Supplies	N
10292	**AMAZON CAPITAL SERVICES**		**220.80**	**1** Transactions			
13085	**MINNESOTA MONITORING INC**						
	01-255-000-0000-6273		1,521.75	FEB25 SERVICE/PROBATION	16851	Contracted Purchased Service	N
13085	**MINNESOTA MONITORING INC**		**1,521.75**	**1** Transactions			
16158	**PREMIER BIOTECH LABS LLC**						
	01-255-000-0000-6802		98.25	SUPPLIES/PROBATION	3362680	Miscellaneous Expenses	Y
16158	**PREMIER BIOTECH LABS LLC**		**98.25**	**1** Transactions			
255	**DEPT Total:**		**1,840.80**	**Probation And Parole**	**3 Vendors**	**3 Transactions**	
281	DEPT			Emergency Management			

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30282	**CDW GOVERNMENT LLC**							
	01-281-000-0000-6802			33.31	SUPPLIES/EMERG MGMT	AC9SI6A	Miscellaneous Expenses	N
	01-281-000-0000-6802			40.03	SUPPLIES/EMERG MGMT	AD1FX6T	Miscellaneous Expenses	N
30282	**CDW GOVERNMENT LLC**			**73.34**	**2** Transactions			
203008	**CHISAGO COUNTY PUBLIC WORK'S OFFIC**							
	01-281-000-0000-6802			30.71	FEB25 REPAIRS/EMER MGMT	03012025	Miscellaneous Expenses	N
203008	**CHISAGO COUNTY PUBLIC WORK'S OFFIC**			**30.71**	**1** Transactions			
281	**DEPT Total:**			**104.05**	**Emergency Management**	**2 Vendors**	**3 Transactions**	
523	DEPT				Parks			
10292	**AMAZON CAPITAL SERVICES**							
	01-523-000-0000-6400			104.95	SUPPLIES/PARKS	11JCMKYX6D7G	Office Supplies	N
	01-523-000-0000-6601			119.98	SUPPLIES/PARKS	1J77YT7NYWFV	Furniture And Equipment	N
10292	**AMAZON CAPITAL SERVICES**			**224.93**	**2** Transactions			
70005	**GATEWAY SIGN CO**							
	01-523-000-0000-6307			90.00	SUPPLIES/PARKS	289972	Grounds Maintenance	N
70005	**GATEWAY SIGN CO**			**90.00**	**1** Transactions			
70126	**GREATER MINNESOTA REGIONAL PARKS**							
	01-523-000-0000-6245			20.00	REG FEE-J TART/PARKS	3062025	Conferences, Training And Dues	N
70126	**GREATER MINNESOTA REGIONAL PARKS**			**20.00**	**1** Transactions			
14169	**NB NAPA**							
	01-523-000-0000-6303	AP	P	39.13	SUPPLIES/PARKS	105392	Machinery And Equipment	N
	01-523-000-0000-6303			43.06	SUPPLIES/PARKS	107792	Machinery And Equipment	N
	01-523-000-0000-6303			164.69	SUPPLIES/PARKS	109320	Machinery And Equipment	N
14169	**NB NAPA**			**246.88**	**3** Transactions			
23036	**WALLY CARLSON & SONS INC**							
	01-523-000-0000-6561			54.34	FUEL USAGE/PARKS	011325A	Gas And Oil	N
	01-523-000-0000-6561			54.90	FUEL USAGE/PARKS	012925	Gas And Oil	N
	01-523-000-0000-6561			24.34	FUEL USAGE/PARKS	021125	Gas And Oil	N
	01-523-000-0000-6561			42.56	FUEL USAGE/PARKS	021925	Gas And Oil	N
23036	**WALLY CARLSON & SONS INC**			**176.14**	**4** Transactions			

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523	**DEPT Total:**		**757.95**	**Parks**	**5 Vendors**	**11 Transactions**	
611	DEPT			Water Quality Grant			
	70079 **GREEN/BRENDA**						
	01-611-000-0000-6111		65.00	PER DIEM/WATERSHED MGMT	01272025	Per Diem In Lieu Of Salaries	Y
	70079 GREEN/BRENDA		**65.00**	**1** Transactions			
611	**DEPT Total:**		**65.00**	**Water Quality Grant**	**1 Vendors**	**1 Transactions**	
619	DEPT			Watercraft Inspection			
	19047 **CHISAGO COUNTY AGRICULTURAL SOCIE**						
	01-619-000-0000-6881		100.00	BOOTH FEE-WTR RESOURCE	24177	Education	N
	19047 CHISAGO COUNTY AGRICULTURAL SOCIE		**100.00**	**1** Transactions			
	30389 **FRANKIE'S BAIT & MARINE**						
	01-619-000-0000-6303		149.95	SERVICE/WTRCRFT INSP	152576	Machinery And Equipment	Y
	30389 FRANKIE'S BAIT & MARINE		**149.95**	**1** Transactions			
	12059 **LINDSTROM HARDWARE**						
	01-619-000-0000-6235		9.49	SUPPLIES/WTRCRFT INSP	17767	Publications And Brochures	N
	12059 LINDSTROM HARDWARE		**9.49**	**1** Transactions			
	16085 **POST-HASTE BUSINESS SOLUTIONS**						
	01-619-000-0000-6235		89.11	SUPPLIES/WTRCRFT INSP	138018	Publications And Brochures	N
	16085 POST-HASTE BUSINESS SOLUTIONS		**89.11**	**1** Transactions			
619	**DEPT Total:**		**348.55**	**Watercraft Inspection**	**4 Vendors**	**4 Transactions**	
1	**Fund Total:**		**476,409.07**	**General Revenue Fund**		**289 Transactions**	

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105	DEPT			Surveyor			
30177	**CINTAS CORPORATION**						
	03-105-000-0000-6501		9.19	Surveyor Pants	4222182489	Engineering And Surveying Supplies	N
	03-105-000-0000-6501		9.19	Surveyor Pants	4223056681	Engineering And Surveying Supplies	N
30177	**CINTAS CORPORATION**		**18.38**	**2** Transactions			
105	**DEPT Total:**		**18.38**	**Surveyor**	**1 Vendors**	**2 Transactions**	
310	DEPT			Highway Administration			
10292	**AMAZON CAPITAL SERVICES**						
	03-310-000-0000-6340		48.46	2- Surge protectors/magic clea	1QDWCKLQFRGV	Other	N
	03-310-000-0000-6340		254.85	Angel soft toilet paper	1TYFGTVGFFMQ	Other	N
10292	**AMAZON CAPITAL SERVICES**		**303.31**	**2** Transactions			
203001	**CHISAGO COUNTY AUDITOR-TREAS OFFIC**						
	03-310-000-0000-6205		138.95	Postage- 02/2025	02.01-28.2025	Postage	N
203001	**CHISAGO COUNTY AUDITOR-TREAS OFFIC**		**138.95**	**1** Transactions			
520002	**TRIPLETT/JOE**						
	03-310-000-0000-6330		140.40	AMC legis conference- 162 mile	02.26-27.2025	Mileage	N
520002	**TRIPLETT/JOE**		**140.40**	**1** Transactions			
310	**DEPT Total:**		**582.66**	**Highway Administration**	**3 Vendors**	**4 Transactions**	
320	DEPT			Highway Engineering			
19231	**STONEBROOKE ENGINEERING INC**						
	03-320-000-0000-6273		1,909.50	CSAH 19 Reconstruction Prelim	R00118201-13	Contracted Purchased Service	N
	03-320-000-0000-6273		5,479.96	CSAH 19 Reconstruction Prelim	R00118202-12	Contracted Purchased Service	N
	03-320-000-0000-6273		6,463.13	01/25 ADA transition update	R00128000-2	Contracted Purchased Service	N
19231	**STONEBROOKE ENGINEERING INC**		**13,852.59**	**3** Transactions			
23034	**WSB AND ASSOCIATES INC**						
	03-320-000-0000-6273		4,074.50	01/25 CSAH 30 (CSAH 17 to TH 9	R023661000-17	Contracted Purchased Service	N
	03-320-000-0000-6273		11,854.18	01/25 CSAH 10 Phase 2	R024842000-12	Contracted Purchased Service	N
	03-320-000-0000-6273		4,198.00	01/25 CSAH 19 Reconstruction	R027188000-2	Contracted Purchased Service	N
23034	**WSB AND ASSOCIATES INC**		**20,126.68**	**3** Transactions			

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
320	**DEPT Total:**		**33,979.27**	**Highway Engineering**	**2 Vendors**	**6 Transactions**	
330	DEPT			Highway Maintenance			
30297	**CAPITAL ONE TRADE CREDIT**						
	03-330-000-0000-6560		599.97	Avagard 5/8x50 water reels	54120105925102	Repairs And Maintenance Supplies	N
	03-330-000-0000-6560		599.97	Avagard 5/8x50 water reels	54120106325124	Repairs And Maintenance Supplies	N
	03-330-000-0000-6560		39.98	Tongue & groove pliers	54120205125100	Repairs And Maintenance Supplies	N
30297	**CAPITAL ONE TRADE CREDIT**		**1,239.92**	**3** Transactions			
30177	**CINTAS CORPORATION**						
	03-330-000-0000-6501		22.66	Engineer Pants	4222182489	Engineering And Surveying Supplies	N
	03-330-000-0000-6560		84.00	Maintenance Pants	4222182489	Repairs And Maintenance Supplies	N
	03-330-000-0000-6560		90.85	Maintenance Pants	4222206335	Repairs And Maintenance Supplies	N
	03-330-000-0000-6501		22.66	Engineer Pants	4223056681	Engineering And Surveying Supplies	N
	03-330-000-0000-6560		91.91	Maintenance Pants	4223056681	Repairs And Maintenance Supplies	N
	03-330-000-0000-6560		90.85	Maintenance Pants	4223122694	Repairs And Maintenance Supplies	N
30177	**CINTAS CORPORATION**		**402.93**	**6** Transactions			
60088	**FEDDICK DISTRIBUTING LLC**						
	03-330-000-0000-6560		191.00	2- Pairs Muck boots	1152	Repairs And Maintenance Supplies	Y
60088	**FEDDICK DISTRIBUTING LLC**		**191.00**	**1** Transactions			
40404	**FORESTRY SUPPLIERS INC**						
	03-330-000-0000-6560		55.88	Impeller	647804.00	Repairs And Maintenance Supplies	N
40404	**FORESTRY SUPPLIERS INC**		**55.88**	**1** Transactions			
13044	**MAIN STREET HARDWARE**						
	03-330-000-0000-6560		19.98	Stihl files	158737	Repairs And Maintenance Supplies	N
13044	**MAIN STREET HARDWARE**		**19.98**	**1** Transactions			
22051	**MENARDS - FOREST LAKE**						
	03-330-000-0000-6560		96.26	Frogtape/ paint rollers	52526	Repairs And Maintenance Supplies	N
22051	**MENARDS - FOREST LAKE**		**96.26**	**1** Transactions			
12892	**MENARDS OF CAMBRIDGE**						
	03-330-000-0000-6560		123.89	Clicker remote/Filters	29416	Repairs And Maintenance Supplies	N
	03-330-000-0000-6560		31.47	Filters	29553	Repairs And Maintenance Supplies	N
12892	**MENARDS OF CAMBRIDGE**		**155.36**	**2** Transactions			

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
20428	**TWIN CITIES FENCE LLC**						
	03-330-000-0000-6512		14,500.00	Guard rail repair/Huckell ICR	422	Guardrail	Y
20428	**TWIN CITIES FENCE LLC**		**14,500.00**	**1** Transactions			
330	**DEPT Total:**		**16,661.33**	**Highway Maintenance**	**8 Vendors**	**16 Transactions**	
340	DEPT			Equipment Maintenance/Shop			
10258	**ARDEN SPECIALTY PRODUCTS**						
	03-340-000-0000-6507		205.50	Plow bolts/nuts	S51235	Shop Supplies	N
10258	**ARDEN SPECIALTY PRODUCTS**		**205.50**	**1** Transactions			
30177	**CINTAS CORPORATION**						
	03-340-000-0000-6341		89.74	Center City Pants	4222182489	Rental And Service Agreements	N
	03-340-000-0000-6341		43.00	Harris Pants	4222206335	Rental And Service Agreements	N
	03-340-000-0000-6341		89.74	Center City Pants	4223056680	Rental And Service Agreements	N
	03-340-000-0000-6341		43.00	Harris Pants	4223122694	Rental And Service Agreements	N
30177	**CINTAS CORPORATION**		**265.48**	**4** Transactions			
50143	**EMERGENCY AUTOMOTIVE TECHNOLOGIE**						
	03-340-000-0000-6562		120.04	Sheriffs/ Slide switch	TC0228525.51	Repairs	N
50143	**EMERGENCY AUTOMOTIVE TECHNOLOGIE**		**120.04**	**1** Transactions			
60116	**FARRELL EQUIPMENT & SUPPLY CO INC**						
	03-340-000-0000-6507		249.00	Circular saw	203470	Shop Supplies	N
60116	**FARRELL EQUIPMENT & SUPPLY CO INC**		**249.00**	**1** Transactions			
60155	**FORCE AMERICA DISTRIBUTING LLC**						
	03-340-000-0000-6507		2,290.94	Sensors/ Cable	IN0012045446	Shop Supplies	N
60155	**FORCE AMERICA DISTRIBUTING LLC**		**2,290.94**	**1** Transactions			
70113	**GOODYEAR TIRE & RUBBER COMPANY/TH**						
	03-340-000-0000-6562		4,094.32	8- GY 11R22.5 Tires	1241113783	Repairs	N
	03-340-000-0000-6802		271.56	Tire disposal	1241113783	Miscellaneous Expenses	N
70113	**GOODYEAR TIRE & RUBBER COMPANY/TH**		**4,365.88**	**2** Transactions			
23116	**GRAINGER INC**						
	03-340-000-0000-6562		175.24	Trailer Jack	9418353380	Repairs	N
	03-340-000-0000-6562		171.24	3000lb Trailer jack	9424453075	Repairs	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
23116	**GRAINGER INC**		**346.48**	**2** Transactions			
17580	**INTERSTATE ALL BATTERY CENTERS**						
	03-340-000-0000-6562		137.95	Sheriffs/ MTP-65HD battery	110060345	Repairs	N
17580	**INTERSTATE ALL BATTERY CENTERS**		**137.95**	**1** Transactions			
11030	**KATH FUEL OIL SERVICE CO**						
	03-340-000-0000-6507		295.60	BLND GRS #2	820606	Shop Supplies	N
	03-340-000-0000-6560		1,211.25	bulk Oil 0W20	820606	Repairs And Maintenance Supplies	N
11030	**KATH FUEL OIL SERVICE CO**		**1,506.85**	**2** Transactions			
11100	**KRIS ENGINEERING INC**						
	03-340-000-0000-6562		726.54	Straps for JOMA	41078	Repairs	N
11100	**KRIS ENGINEERING INC**		**726.54**	**1** Transactions			
12145	**LITTLE FALLS MACHINE INC**						
	03-340-000-0000-6562		5,029.51	E-2 Series cylinders/Underbody	373243	Repairs	N
12145	**LITTLE FALLS MACHINE INC**		**5,029.51**	**1** Transactions			
14032	**NABPCO OF LINDSTROM**						
	03-340-000-0000-6507		101.88	Det wipes	824091	Shop Supplies	N
	03-340-000-0000-6562		22.06	Lamp	825295	Repairs	N
14032	**NABPCO OF LINDSTROM**		**123.94**	**2** Transactions			
20950	**NUSS TRUCK & EQUIPMENT**						
	03-340-000-0000-6562		2,515.95	Belt tensioner/ belt/ hose cla	SWO045255	Repairs	N
20950	**NUSS TRUCK & EQUIPMENT**		**2,515.95**	**1** Transactions			
15080	**OXYGEN SERVICE COMPANY**						
	03-340-000-0000-6507		143.37	Cylinder rental	3602146	Shop Supplies	N
	03-340-000-0000-6507		143.27	Cylinder rental	3610366	Shop Supplies	N
15080	**OXYGEN SERVICE COMPANY**		**286.64**	**2** Transactions			
17103	**QUICK ATTACH ATTACHMENTS LLC**						
	03-340-000-0000-6562		1,509.77	Gearbox	398673	Repairs	Y
17103	**QUICK ATTACH ATTACHMENTS LLC**		**1,509.77**	**1** Transactions			
19355	**STATE OF MN-DEPT LABOR & INDUSTRY**						
	03-340-000-0000-6307		10.00	Air compressor- Rush City	ABR0349563X	Grounds Maintenance	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
19355	**STATE OF MN-DEPT LABOR & INDUSTRY**		**10.00**	**1** Transactions			
19439	**SUNRISE HYDRAULICS INC**						
	03-340-000-0000-6562		786.95	Repair plow pivot cylinder	5921	Repairs	N
19439	**SUNRISE HYDRAULICS INC**		**786.95**	**1** Transactions			
21054	**ULINE**						
	03-340-000-0000-6507		52.80	Utility jug	188957103	Shop Supplies	N
21054	**ULINE**		**52.80**	**1** Transactions			
23147	**WAYTEK INC**						
	03-340-000-0000-6507		1,324.46	Auto wires/ copper eyelets.hea	3843070	Shop Supplies	N
23147	**WAYTEK INC**		**1,324.46**	**1** Transactions			
26021	**ZIEGLER INC**						
	03-340-000-0000-6562		100.28	Retainer-Get	IN001817877	Repairs	N
	03-340-000-0000-6562		2,888.77	Coil/ Door AS	IN001822301	Repairs	N
	03-340-000-0000-6562		255.21	Accumulator	IN001829942	Repairs	N
26021	**ZIEGLER INC**		**3,244.26**	**3** Transactions			
340	**DEPT Total:**		**25,098.94**	**Equipment Maintenance/Shop**	**20 Vendors**	**30 Transactions**	
345	DEPT			Traffic Operations			
30177	**CINTAS CORPORATION**						
	03-345-000-0000-6507		24.30	Sign Shop Pants	4222182489	Shop Supplies	N
	03-345-000-0000-6507		24.30	Sign Shop Pants	4223056681	Shop Supplies	N
30177	**CINTAS CORPORATION**		**48.60**	**2** Transactions			
70083	**GOPHER STATE ONE-CALL INC**						
	03-345-000-0000-6802		13.50	Operator tickets 2025	5020161	Miscellaneous Expenses	N
70083	**GOPHER STATE ONE-CALL INC**		**13.50**	**1** Transactions			
22052	**MENARDS - ST CROIX FALLS**						
	03-345-000-0000-6507		289.44	Marking paint/blue/yellow	72833	Shop Supplies	N
22052	**MENARDS - ST CROIX FALLS**		**289.44**	**1** Transactions			
345	**DEPT Total:**		**351.54**	**Traffic Operations**	**3 Vendors**	**4 Transactions**	

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
3	**Fund Total:**		**76,692.12**	**Road And Bridge Fund**		**62 Transactions**	

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
61	DEPT				Data Processing			
	20376	**BAYCOM INC**						
		12-061-000-0000-6601		25,376.00	CIP ENTS-0420/SHERIFF TOUGHBKS	EQUIPINV054229	Furniture And Equipment	N
	20376	**BAYCOM INC**		**25,376.00**	**1** Transactions			
	30282	**CDW GOVERNMENT LLC**						
		12-061-000-0000-6601		55,185.80	CIP ENTS-0448/CORE NTWK UPGRAD	AD1DY1G	Furniture And Equipment	N
		12-061-000-0000-6601		25,581.24	CIP ENTS-0448/CORE NTWK UPGRAD	AD1K73H	Furniture And Equipment	N
		12-061-000-0000-6601		12,790.62	CIP ENTS-0448/CORE NTWK UPGRAD	AD1LB8B	Furniture And Equipment	N
	30282	**CDW GOVERNMENT LLC**		**93,557.66**	**3** Transactions			
	12181	**CLIFTONLARSONALLEN LLP**						
		12-061-000-0000-6802		840.00	OUTSOURCED INFO SEC ADVISORY	251097873	Miscellaneous Expenses	Y
	12181	**CLIFTONLARSONALLEN LLP**		**840.00**	**1** Transactions			
	10501	**DELL MARKETING LP**						
		12-061-000-0000-6601		6,983.88	ENTS-0420 SMALL EQUIP RPL	10801400375	Furniture And Equipment	Y
	10501	**DELL MARKETING LP**		**6,983.88**	**1** Transactions			
61	**DEPT Total:**			**126,757.54**	**Data Processing**	**4 Vendors**	**6 Transactions**	
201	DEPT				Sheriff			
	10038	**ANDERSON & KOCH FORD INC**						
		12-201-000-0000-6601		521.36	CCSO-0141 SQUADS 125-725	205755	Furniture And Equipment	N
	10038	**ANDERSON & KOCH FORD INC**		**521.36**	**1** Transactions			
	203008	**CHISAGO COUNTY PUBLIC WORK'S OFFIC**						
		12-201-000-0000-6601		407.70	CCSO-0141 SQUAD 825 UPFITTING	03112025	Furniture And Equipment	N
	203008	**CHISAGO COUNTY PUBLIC WORK'S OFFIC**		**407.70**	**1** Transactions			
	19376	**SWATMOD LLC**						
		12-201-000-0000-6601		8,564.00	CCSO-0449 ARMER CAM SYSTEMS	2025017	Furniture And Equipment	Y
		12-201-000-0000-6601		13,825.00	CCSO-0453 IR LIGHTING	2025018	Furniture And Equipment	Y
	19376	**SWATMOD LLC**		**22,389.00**	**2** Transactions			
201	**DEPT Total:**			**23,318.06**	**Sheriff**	**3 Vendors**	**4 Transactions**	
12	**Fund Total:**			**150,075.60**	**Capital Equipment Fund**		**10 Transactions**	

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
390	DEPT			Score Grant Fund			
50111	**EVERGREEN RECYCLING LLC**						
	14-390-000-0000-6225		381.00	JAN25 TIRE/APPL RECYCLING		Tire And Applicance Recycling Expenses	Y
	14-390-000-0000-6229		221.00	JAN25 ELECTRONIC RECYCLING		Electronics Recycling	Y
	14-390-000-0000-6815		425.00	JAN25 MATTRESS RECYCLING		Mattress Recycling Expenses	Y
50111	**EVERGREEN RECYCLING LLC**		**1,027.00**	**3** Transactions			
12187	**LEPAGE & SONS INC**						
	14-390-000-0000-6273		275.00	SERVICE/HHW FACILITY	277561	Contracted Purchased Service	N
12187	**LEPAGE & SONS INC**		**275.00**	**1** Transactions			
18168	**RECYCLING ASSOCIATION OF MINNESOTA**						
	14-390-000-0000-6245		300.00	DUES RENEWAL/THIBODEAU/HHW	063	Conferences, Dues And Training	N
18168	**RECYCLING ASSOCIATION OF MINNESOTA**		**300.00**	**1** Transactions			
390	**DEPT Total:**		**1,602.00**	**Score Grant Fund**	**3 Vendors**	**5 Transactions**	
392	DEPT			Hhw Operations			
30069	**CHISAGO COUNTY PRESS**						
	14-392-000-0000-6243		216.00	ADVERTISING/SOLID WASTE	17160706	Advertising	N
30069	**CHISAGO COUNTY PRESS**		**216.00**	**1** Transactions			
30336	**CITY OF NORTH BRANCH**						
	14-392-000-0000-6257		66.00	SEWR&WTR/HHW FACILITY	7334	Sewer	N
30336	**CITY OF NORTH BRANCH**		**66.00**	**1** Transactions			
504002	**DENNISON/PAUL**						
	14-392-000-0000-6330		30.80	MILEAGE/HHW FACILITY	02252025	Mileage	N
504002	**DENNISON/PAUL**		**30.80**	**1** Transactions			
70664	**GCM-GENERAL CONTRACTORS OF MINNE**						
	14-392-000-0000-6802		11,894.91	BOND PMT HHW RENOVATION	25151	Miscellaneous Expenses	N
70664	**GCM-GENERAL CONTRACTORS OF MINNE**		**11,894.91**	**1** Transactions			
10902	**JJ MACK'S LANDSCAPING & SERVICES LL**						
	14-392-000-0000-6562		1,575.00	SNOW REMOVAL/HHW	248	Repairs	N
10902	**JJ MACK'S LANDSCAPING & SERVICES LL**		**1,575.00**	**1** Transactions			
70910	**MERCURY TECH OF MN INC**						

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	14-392-000-0000-6277		854.81	FL BULB RECYCLING/HHW	26105	Disposal Costs	N
70910	**MERCURY TECH OF MN INC**		**854.81**	**1** Transactions			
18143	**REUSE MINNESOTA**						
	14-392-000-0000-6245		200.00	2025 MEMBER DUES/M.STEGMEIR	926	Conferences, Dues And Training	N
18143	**REUSE MINNESOTA**		**200.00**	**1** Transactions			
19062	**SAFETY-KLEEN SYSTEMS INC**						
	14-392-000-0000-6277		1,116.65	OIL/ANTIFREEZE RECYCLING	96151846	Disposal Costs	N
19062	**SAFETY-KLEEN SYSTEMS INC**		**1,116.65**	**1** Transactions			
40152	**TERRY'S DISPOSAL**						
	14-392-000-0000-6273		163.80	JAN25 SERVICE/HHW FACILITY	136	Contracted Purchased Service	Y
	14-392-000-0000-6273		163.80	FEB25 SERVICE/HHW FACILITY	136	Contracted Purchased Service	Y
	14-392-000-0000-6273		163.80	MAR25 SERVICE/HHW FACILITY	136	Contracted Purchased Service	Y
40152	**TERRY'S DISPOSAL**		**491.40**	**3** Transactions			
22014	**VEOLIA ES TECH SOLUTIONS LLC**						
	14-392-000-0000-6277		11,632.92	PAINT DISPOSAL/HHW FACILITY	522818	Disposal Costs	N
22014	**VEOLIA ES TECH SOLUTIONS LLC**		**11,632.92**	**1** Transactions			
392	**DEPT Total:**		**28,078.49**	**Hhw Operations**	**10 Vendors**	**12 Transactions**	
14	**Fund Total:**		**29,680.49**	**Solid Waste Fund**		**17 Transactions**	

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
618	DEPT			Lake Improvement District Maintenance			
30069	**CHISAGO COUNTY PRESS**						
	18-618-000-0000-6235		860.00	2024 LAKE LEVELS	12925650	Publications, Brochures, Subs.	N
30069	**CHISAGO COUNTY PRESS**		**860.00**	**1** Transactions			
12162	**LAMOTTE/TRAVIS**						
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	03032025	Per Diem In Lieu Of Salaries	Y
12162	**LAMOTTE/TRAVIS**		**65.00**	**1** Transactions			
13353	**MCBRIDE/TODD**						
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	02112025	Per Diem In Lieu Of Salaries	Y
	18-618-000-0000-6111		65.00	PER DIEM/LID WKGP MTG	02122025	Per Diem In Lieu Of Salaries	Y
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	03032025	Per Diem In Lieu Of Salaries	Y
13353	**MCBRIDE/TODD**		**195.00**	**3** Transactions			
13281	**MERGENS/MIKE**						
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	02112025	Per Diem In Lieu Of Salaries	Y
	18-618-000-0000-6111		65.00	PER DIEM/LID WKGP MTG	02122025	Per Diem In Lieu Of Salaries	Y
	18-618-000-0000-6111		65.00	PER DIEM/LID AIS WKGP MTG	02272025	Per Diem In Lieu Of Salaries	Y
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	03032025	Per Diem In Lieu Of Salaries	Y
13281	**MERGENS/MIKE**		**260.00**	**4** Transactions			
618	**DEPT Total:**		**1,380.00**	**Lake Improvement District Maintenance**	**4 Vendors**	**9 Transactions**	
18	**Fund Total:**		**1,380.00**	**Lake Imprvmnt Distr Maint**		**9 Transactions**	
	Final Total:		**734,237.28**	**189 Vendors**	**387 Transactions**		

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Recap by Fund	Fund	Amount	Name
	1	476,409.07	General Revenue Fund
	3	76,692.12	Road And Bridge Fund
	12	150,075.60	Capital Equipment Fund
	14	29,680.49	Solid Waste Fund
	18	1,380.00	Lake Imprvmnt Distr Maint
	All Funds	734,237.28	Total

Approved by, ...

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*** Chisago County ***

ABBREVIATED WARRANT REGISTER
Auditor Warrants

Approved Pay Date 03/04/2025

Vendor #	Vendor Name	Amount	Warr #	
12036	LAKE AREA BANK-VISA	15,041.38	244846	
13286	MN BUREAU OF CRIMINAL APPREHENSION	99.75	244847	
999999903	SKALSKY/CONNIE	60.00	244848	
22050	VERIZON WIRELESS	17,081.48	244849	
	Total . . .	**32,282.61**	**4**	**Warrants**

Auditor Warrants

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*** Chisago County ***

ABBREVIATED WARRANT REGISTER
Auditor Warrants

Approved
Pay Date 03/04/2025

WARRANT RUN INFORMATION	Vendor # Vendor Name Amount Warr #	WARRANT FORM	STARTING WARRANT NO.	ENDING WARRANT NO.	DATE OF PAYMENT	DATE OF APPROVAL	PPD COUNT	PPD AMOUNT	CTX COUNT	CTX AMOUNT
4	32,282.61	WFXX	244846	244849	03/04/2025					
	32,282.61	TOTAL								

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*** Chisago County ***

ABBREVIATED WARRANT REGISTER
Auditor Warrants

Approved
Pay Date 03/04/2025

Vendor #	Vendor Name	Amount	Warr #

Recap by Fund

Fund	Amount	Name	ACH Amount		Non-ACH Amount	
1	**31,427.87**	General Revenue Fund	**-**		**31,427.87**	
3	**763.95**	Road And Bridge Fund	**-**		**763.95**	
76	**30.79**	Employee Recognition Agency Fund	**-**		**30.79**	
88	**60.00**	County Agency Fund	**-**		**60.00**	
All Funds	**32,282.61**	**Total**	**-**	**Total ACH**	**32,282.61**	**Total Non-ACH**

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*** Chisago County ***

ABBREVIATED WARRANT REGISTER
Auditor Warrants

Approved
Pay Date 03/07/2025

Vendor #	Vendor Name	Amount	Warr #
301001	AFSCME	185.58	244942
999999903	ANCONA TITLE & ESCROW	104.00	244943
999999903	BARBAC LLC	98.00	244944
999999903	CRAMAUR FARM LLC	382.00	244945
30316	CRAWFORDS EQUIPMENT INC	3,499.99	244946
1737	EAST CENTRAL ENERGY	470.99	244947
70050	GREGORY CONTRACTING INC	61.05	305569
307002	GUARDIAN	27,690.24	305570
999999903	JOHNSON/ERIC	900.00	244948
999999903	KJ DESIGN LLC	88.00	244949
12164	LAKELAND COMMUNICATIONS GROUP LLC	150.64	244950
999999903	LANG BUILDERS INC	10,000.00	244951
312002	LAW ENFORCEMENT LABOR SERVICES	3,259.98	244952
999999903	MEEK/KENNETH	150.00	244953
313004	MIDAMERICA ADMIN & RETIREMENT SOLUT	1,280.00	305568
313004	MIDAMERICA ADMIN & RETIREMENT SOLUT	2,350.00	305571
13241	MIDCONTINENT COMMUNICATIONS	1,156.20	244954
313002	MINNESOTA TEAMSTERS NO 320	7,061.00	244941
313002	MINNESOTA TEAMSTERS NO 320	6,443.00	244955
14087	NORTH BRANCH SNO-DRIFTERS	4,138.50	244956

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ABBREVIATED WARRANT REGISTER
Auditor Warrants

Approved Pay Date 03/07/2025

Vendor #	Vendor Name	Amount	Warr #	
999999903	NSP	300.00	244957	
999999903	OLSON/GARY	10.00	244958	
999999903	PICOTTE CUSTOM HOMES	10,000.00	244959	
999999903	SHAUB/ZOEY	132.99	244960	
999999903	SINN/CHARLES	646.00	244961	
20027	TOWN OF NESSEL	1,072.20	305572	
22109	VERIZON CONNECT FLEET	63.80	244962	
999999903	WILSON/LYNN	72.03	244963	
999999903	WINBERG/JOSEPH	100.00	244964	
23034	WSB AND ASSOCIATES INC	72,259.50	244965	
24000	XCEL ENERGY	8,801.07	244966	
	Total . . .	**162,926.76**	**31**	**Warrants**

Auditor Warrants

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ABBREVIATED WARRANT REGISTER
Auditor Warrants

Approved
Pay Date 03/07/2025

Vendor # Vendor Name Amount Warr #

WARRANT RUN INFORMATION		WARRANT FORM	STARTING WARRANT NO.	ENDING WARRANT NO.	DATE OF PAYMENT	DATE OF APPROVAL	PPD COUNT	PPD AMOUNT	CTX COUNT	CTX AMOUNT
1	7,061.00	WF05	244941	244941	03/07/2025					
1	1,280.00	WF05-ACH	305568	305568	03/07/2025		0		1	1,280.00
25	123,412.27	WFXX	244942	244966	03/07/2025					
4	31,173.49	WFXX-ACH	305569	305572	03/07/2025		0		4	31,173.49
	162,926.76	TOTAL								

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ABBREVIATED WARRANT REGISTER
Auditor Warrants

Approved
Pay Date 03/07/2025

Vendor # Vendor Name Amount Warr #

Recap by Fund

Fund	Amount	Name	ACH Amount		Non-ACH Amount	
1	21,869.01	General Revenue Fund	1,981.05		19,887.96	
3	74,954.83	Road And Bridge Fund	380.00		74,574.83	
5	8,341.00	Health And Human Services	1,280.00		7,061.00	
12	3,499.99	Capital Equipment Fund	-		3,499.99	
14	142.00	Solid Waste Fund	30.00		112.00	
18	104.00	Lake Imprvmnt Distr Maint	20.00		84.00	
71	982.00	Tax And Penalty Agency Fund	-		982.00	
85	27,690.24	Flexible Benefits/Insurance Agency Fund	27,690.24		-	
88	25,343.69	County Agency Fund	1,072.20		24,271.49	
All Funds	162,926.76	Total	32,453.49	Total ACH	130,473.27	Total Non-ACH

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*** Chisago County ***

ABBREVIATED WARRANT REGISTER
Auditor Warrants

Approved Pay Date 03/11/2025

Vendor #	Vendor Name	Amount	Warr #	
999999903	BARRON COUNTY COURT ADMINISTRATION	22.50	244967	
30092	CITY OF HARRIS	726.91	305573	
30294	CLEARWAY COMMUNITY SOLAR LLC	4,887.73	244968	
1737	EAST CENTRAL ENERGY	210.01	244969	
60115	FAE LSE6 LLC	4,035.38	244970	
13286	MN BUREAU OF CRIMINAL APPREHENSION	33.25	244971	
13181	MN ENERGY RESOURCES CORP	249.41	244972	
22050	VERIZON WIRELESS	8,238.31	244973	
	Total . . .	**18,403.50**	**8**	**Warrants**

Auditor Warrants

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Auditor Warrants

Approved
Pay Date 03/11/2025

Vendor # Vendor Name Amount Warr #

WARRANT RUN INFORMATION		WARRANT FORM	STARTING WARRANT NO.	ENDING WARRANT NO.	DATE OF PAYMENT	DATE OF APPROVAL	PPD COUNT	PPD AMOUNT	CTX COUNT	CTX AMOUNT
7	17,676.59	WFXX	244967	244973	03/11/2025					
1	726.91	WFXX-ACH	305573	305573	03/11/2025		0		1	726.91
	18,403.50	TOTAL								

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Auditor Warrants

Approved
Pay Date 03/11/2025

Vendor #	Vendor Name	Amount	Warr #

Recap by Fund

Fund	Amount	Name	ACH Amount		Non-ACH Amount	
1	**17,899.09**	General Revenue Fund	**726.91**		**17,172.18**	
3	**44.99**	Road And Bridge Fund	**-**		**44.99**	
14	**459.42**	Solid Waste Fund	**-**		**459.42**	
All Funds	**18,403.50**	**Total**	**726.91**	**Total ACH**	**17,676.59**	**Total Non-ACH**

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*** Chisago County ***

ABBREVIATED WARRANT REGISTER
Auditor Warrants

Approved Pay Date 02/28/2025

Vendor #	Vendor Name	Amount	Warr #	
13181	MN ENERGY RESOURCES CORP	2,021.45	244842	
19221	RUSH CITY SNO-BUGS	3,797.50	244843	
70911	SOGARD ELECTRIC INC	1,398.00	244844	
20394	TOWMASTER	183,817.00	305514	
24000	XCEL ENERGY	1,453.01	244845	
	Total . . .	**192,486.96**	**5**	**Warrants**

Auditor Warrants

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*** Chisago County ***

ABBREVIATED WARRANT REGISTER
Auditor Warrants

Approved
Pay Date 02/28/2025

Vendor # Vendor Name Amount Warr #

WARRANT RUN INFORMATION		WARRANT FORM	STARTING WARRANT NO.	ENDING WARRANT NO.	DATE OF PAYMENT	DATE OF APPROVAL	PPD COUNT	PPD AMOUNT	CTX COUNT	CTX AMOUNT
4	8,669.96	WFXX	244842	244845	02/28/2025					
1	183,817.00	WFXX-ACH	305514	305514	02/28/2025		0		1	183,817.00
	192,486.96	TOTAL								

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*** Chisago County ***

ABBREVIATED WARRANT REGISTER
Auditor Warrants

Approved
Pay Date 02/28/2025

Vendor #	Vendor Name	Amount	Warr #

Recap by Fund

Fund	Amount	Name	ACH Amount		Non-ACH Amount	
1	**3,438.01**	General Revenue Fund	**-**		**3,438.01**	
3	**36.45**	Road And Bridge Fund	**-**		**36.45**	
12	**185,215.00**	Capital Equipment Fund	**183,817.00**		**1,398.00**	
88	**3,797.50**	County Agency Fund	**-**		**3,797.50**	
All Funds	**192,486.96**	**Total**	**183,817.00**	**Total ACH**	**8,669.96**	**Total Non-ACH**

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Print List in Order By:	1	1 - Fund (Page Break by Fund) 2 - Department (Totals by Dept) 3 - Vendor Number 4 - Vendor Name
Explode Dist. Formulas?:	Y	
Paid on Behalf Of Name on Audit List?:	N	
Type of Audit List:	D	D - Detailed Audit List S - Condensed Audit List
Save Report Options?:	N	

	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	9297	**Allen/Theresa**						
1		05-430-700-0127-6335		135.80	TRAVEL EXPENSE-MILEAGE 01/14/2025 02/27/2025		Mh Travel	N
	9297	**Allen/Theresa**		**135.80**	**1** Transactions			
	10292	**AMAZON CAPITAL SERVICES**						
6		05-430-700-0000-6401		19.98	SUPPLIES 02/21/2025 02/21/2025	197Q-JWD4-J7RP	General Supplies	N
4		05-430-700-0000-6401		77.16	SUPPLIES 02/24/2025 02/24/2025	197Q-JWD4-YJDD	General Supplies	N
2		05-420-600-0000-6401		28.98	SUPPLIES 03/01/2025 03/01/2025	1H6H-3WCM-6RLR	General Supplies	N
2		05-430-700-0000-6401		43.46	SUPPLIES 03/01/2025 03/01/2025	1H6H-3WCM-6RLR	General Supplies	N
3		05-420-600-0000-6401		7.42	SUPPLIES 03/01/2025 03/01/2025	1KMR-YWKG-9KYJ	General Supplies	N
3		05-430-700-0000-6401		11.12	SUPPLIES 03/01/2025 03/01/2025	1KMR-YWKG-9KYJ	General Supplies	N
5		05-430-700-0000-6401		50.55	SUPPLIES 02/23/2025 02/23/2025	1MCX-XHNQ-XFLG	General Supplies	N
9		05-430-700-0000-6401		10.44	SUPPLIES 02/28/2025 02/28/2025	1NLR-GKTM-RV3M	General Supplies	N
7		05-451-470-0000-6435		122.26	SUPPLIES 02/27/2025 02/27/2025	1QT3-XGPL-KJ3W	Public Health Supplies	N
8		05-451-470-0000-6844		122.26	SUPPLIES 02/27/2025 02/27/2025	1QT3-XGPL-KJ3W	MECSH Grant Exp	N
	10292	**AMAZON CAPITAL SERVICES**		**493.63**	**10** Transactions			
	10113	**ANOKA COUNTY SHERIFF**						
10		05-420-640-0000-6267		100.00	[redacted] 02/24/2025 02/24/2025	25000703	Other Co Sheriff Sop	N
	10113	**ANOKA COUNTY SHERIFF**		**100.00**	**1** Transactions			
	2615	**ASL INTERPRETER SERVICES INC**						
11		05-420-650-0000-6004		138.00	[redacted] 02/24/2025 02/24/2025	25.03426	Ma Access Services	N
	2615	**ASL INTERPRETER SERVICES INC**		**138.00**	**1** Transactions			
	3748	**BABY CAFE USA, INC**						
12		05-451-480-0000-6841		150.00	BABY CAFE RENEWAL FEE	REN2025 BC679	Community Services	N

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
					04/16/2025 04/16/2026			
	3748	**BABY CAFE USA, INC**		**150.00**	**1** Transactions			
	1194	**BACH/SARAH**						
13		05-430-700-0128-6335		67.20	TRAVEL EXPENSE-MILEAGE		Child Prot Staff Travel	N
					02/21/2025 02/28/2025			
	1194	**BACH/SARAH**		**67.20**	**1** Transactions			
	561	**BELTRAMI COUNTY SHERIFF**						
14		05-420-640-0000-6267		70.00	[redacted]	25-106	Other Co Sheriff Sop	N
					02/19/2025 02/19/2025			
	561	**BELTRAMI COUNTY SHERIFF**		**70.00**	**1** Transactions			
	3612	**BENSON/ROBERT**						
15		05-420-600-0133-6335		52.18	TRAVEL EXPENSE-MILEAGE		Director Travel	N
					01/03/2025 02/25/2025			
15		05-430-700-0133-6335		84.18	TRAVEL EXPENSE-MILEAGE		Director Travel	N
					01/03/2025 02/25/2025			
15		05-451-430-0000-6335		31.99	TRAVEL EXPENSE-MILEAGE		Worker Travel	N
					01/03/2025 02/25/2025			
	3612	**BENSON/ROBERT**		**168.35**	**3** Transactions			
	627	**BEUKE/MICHELLE L**						
16		05-430-700-0129-6240		110.00	TRAVEL EXPENSE-LODGING		Cd & Lic Training	N
					04/23/2025 04/23/2025			
	627	**BEUKE/MICHELLE L**		**110.00**	**1** Transactions			
	1198	**BOOKER/KIMBERLY**						
17		05-430-700-0128-6335		154.35	TRAVEL EXPENSE-MILEAGE		Child Prot Staff Travel	N
					02/14/2025 02/24/2025			
	1198	**BOOKER/KIMBERLY**		**154.35**	**1** Transactions			
	3756	**CHILDREN'S DENTAL SERVICES**						
18		05-451-480-0000-6841		549.14	TRANSPORTATION-RESTORE TEAM		Community Services	N
					01/02/2025 01/02/2025			
	3756	**CHILDREN'S DENTAL SERVICES**		**549.14**	**1** Transactions			
	203001	**CHISAGO COUNTY AUDITOR-TREAS OFFIC**						
23		05-121-000-0000-6202		25.18	FEBRUARY VETERANS POSTAGE	FEBRUARY 2025	Postage	N
					02/01/2025 02/28/2025			

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
24	05-420-600-0000-6202		190.00	FEBRUARY NORTH BRANCH POSTAGE 02/01/2025 02/28/2025	FEBRUARY 2025	Postage	N
21	05-420-600-0000-6202		696.56	FEBRUARY IM POSTAGE 02/01/2025 02/28/2025	FEBRUARY 2025	Postage	N
22	05-420-640-0000-6202		16.61	FEBRUARY IV-D POSTAGE DUE 02/01/2025 02/28/2025	FEBRUARY 2025	Iv-D Postage	N
19	05-420-640-0000-6202		430.42	FEBRUARY IV-D POSTAGE 02/01/2025 02/28/2025	FEBRUARY 2025	Iv-D Postage	N
20	05-430-700-0000-6202		657.72	FEBRUARY HS POSTAGE 02/01/2025 02/28/2025	FEBRUARY 2025	Postage	N
25	05-430-700-0000-6202		380.00	FEBRUARY NORTH BRANCH POSTAGE 02/01/2025 02/28/2025	FEBRUARY 2025	Postage	N
26	05-451-430-0000-6202		430.00	FEBRUARY NORTH BRANCH POSTAGE 02/01/2025 02/28/2025	FEBRUARY 2025	Postage	N
203001	**CHISAGO COUNTY AUDITOR-TREAS OFFIC**		**2,826.49**	**8** Transactions			
30069	**CHISAGO COUNTY PRESS**						
27	05-121-000-0000-6850		450.00	COFFEE TALK ADVERTISEMENT 01/31/2025 01/31/2025	166296-50	Op Enhancement Grant Expense	N
30069	**CHISAGO COUNTY PRESS**		**450.00**	**1** Transactions			
203003	**CHISAGO COUNTY RECORDER'S OFFICE**						
29	05-420-600-0000-6242		78.00	BIRTH CERTIFICATES 02/04/2024 02/04/2024	2025-26	Birth Certificates	N
28	05-420-600-0000-6242		130.00	BIRTH CERTIFICATES 02/21/2025 02/21/2025	2025-45	Birth Certificates	N
203003	**CHISAGO COUNTY RECORDER'S OFFICE**		**208.00**	**2** Transactions			
203004	**CHISAGO COUNTY SHERIFF'S OFFICE**						
33	05-420-640-0000-6385		70.00	[redacted] 02/12/2025 02/12/2025	25-331	Cc Sheriff Sop & Bailiff	N
35	05-420-640-0000-6385		70.00	[redacted] 02/12/2025 02/12/2025	25-335	Cc Sheriff Sop & Bailiff	N
34	05-420-640-0000-6385		70.00	[redacted] 02/14/2025 02/14/2025	25-349	Cc Sheriff Sop & Bailiff	N
36	05-420-640-0000-6385		70.00	[redacted] 02/20/2025 02/20/2025	25-388	Cc Sheriff Sop & Bailiff	N
31	05-420-640-0000-6385		70.00	[redacted] 02/26/2025 02/26/2025	25-439	Cc Sheriff Sop & Bailiff	N
32	05-420-640-0000-6385		70.00	[redacted]	25-440	Cc Sheriff Sop & Bailiff	N

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
					02/26/2025 02/26/2025			
30		05-420-640-0000-6385		70.00	[redacted]	25-448	Cc Sheriff Sop & Bailiff	N
					02/27/2025 02/27/2025			
37		05-420-600-0000-6273		5,416.66	WELFARE FRAUD INVESTIGATIONS	FEBRUARY 2025	Cont Serv - Sheriff - Fraud	N
					02/01/2025 02/28/2025			
	203004	**CHISAGO COUNTY SHERIFF'S OFFICE**		**5,906.66**	**8** Transactions			
	2178	**CHISAGO LAKES COMMUNITY EDUCATION**						
38		05-460-310-0000-6401		175.00	CHISAGO LAKES SHOWCASE		General Supplies	N
					02/21/2025 02/21/2025			
	2178	**CHISAGO LAKES COMMUNITY EDUCATION**		**175.00**	**1** Transactions			
	30177	**CINTAS CORPORATION**						
39		05-420-600-0000-6241		6.46	WEEKLY RUG SERVICE	4222206246	General Administration	N
					02/25/2025 02/25/2025			
39		05-430-700-0000-6241		12.93	WEEKLY RUG SERVICE	4222206246	General Administration	N
					02/25/2025 02/25/2025			
39		05-451-430-0000-6800		14.63	WEEKLY RUG SERVICE	4222206246	Other Expense	N
					02/25/2025 02/25/2025			
40		05-420-600-0000-6241		6.46	WEEKLY RUG SERVICE	4223122538	General Administration	N
					03/05/2025 03/05/2025			
40		05-430-700-0000-6241		12.93	WEEKLY RUG SERVICE	4223122538	General Administration	N
					03/05/2025 03/05/2025			
40		05-451-430-0000-6800		14.63	WEEKLY RUG SERVICE	4223122538	Other Expense	N
					03/05/2025 03/05/2025			
	30177	**CINTAS CORPORATION**		**68.04**	**6** Transactions			
	9283	**DC DESIGN WORKS LLC**						
41		05-121-000-0000-6850		302.00	CLOTHING & BREIFCASE	1228	Op Enhancement Grant Expense	Y
					02/26/2025 02/26/2025			
	9283	**DC DESIGN WORKS LLC**		**302.00**	**1** Transactions			
	10501	**DELL MARKETING LP**						
42		05-451-430-0000-6481		1,542.39	DOCK, BASE, AND MONITOR	10801665413	Computer Hardware	Y
					02/26/2025 02/26/2025			
	10501	**DELL MARKETING LP**		**1,542.39**	**1** Transactions			
	1926	**DNA DIAGNOSIS CENTER**						
43		05-420-640-0000-6264		29.00	GENETIC TESTING	129061122024	Paternity Costs	Y
					01/01/2025 01/01/2025			

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	1926	**DNA DIAGNOSIS CENTER**		**29.00**	**1** Transactions			
	8508	**ELLIOTT/JENNIFER**						
44		05-430-700-0127-6335		203.70	TRAVEL EXPENSE-MILEAGE 01/09/2025 02/26/2025		Mh Travel	N
	8508	**ELLIOTT/JENNIFER**		**203.70**	**1** Transactions			
	9472	**Ensrud/Savanna**						
45		05-430-700-0128-6335		305.20	TRAVEL EXPENSE-MILEAGE 01/07/2025 03/04/2025		Child Prot Staff Travel	N
	9472	**Ensrud/Savanna**		**305.20**	**1** Transactions			
	5124	**FLORIN/MARK**						
46		05-420-600-0132-6335		31.46	TRAVEL EXPENSE-MILEAGE 02/14/2025 02/14/2025		Accounting Travel	N
46		05-430-700-0132-6335		50.75	TRAVEL EXPENSE-MILEAGE 02/14/2025 02/14/2025		Accounting Travel	N
46		05-451-430-0000-6335		19.29	TRAVEL EXPENSE-MILEAGE 02/14/2025 02/14/2025		Worker Travel	N
	5124	**FLORIN/MARK**		**101.50**	**3** Transactions			
	9466	**Frischmon/Amanda**						
48		05-451-470-0000-6335		23.45	TRAVEL EXPENSE-MILEAGE 02/05/2025 02/27/2025		Worker Travel	N
47		05-451-470-0000-6844		5.25	TRAVEL EXPENSE-MILEAGE 02/05/2025 02/27/2025		MECSH Grant Exp	N
	9466	**Frischmon/Amanda**		**28.70**	**2** Transactions			
	9492	**Goodmanson/Madalyn**						
49		05-430-700-0128-6335		262.50	TRAVEL EXPENSE-MILEAGE 01/15/2025 03/04/2025		Child Prot Staff Travel	N
	9492	**Goodmanson/Madalyn**		**262.50**	**1** Transactions			
	2824	**GRANDSTRAND FUNERAL HOME**						
50		05-420-622-0000-6006		1,500.00	[redacted] 02/23/2025 02/23/2025		Burials General Relief	N
	2824	**GRANDSTRAND FUNERAL HOME**		**1,500.00**	**1** Transactions			
	5149	**Han/Jocelyn**						
51		05-430-700-0127-6335		308.70	TRAVEL EXPENSE-MILEAGE		Mh Travel	N

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
					01/27/2025 02/28/2025			
52		05-430-700-0127-6335		11.00	TRAVEL EXPENSE-PARKING		Mh Travel	N
					01/27/2025 02/25/2025			
	5149	**Han/Jocelyn**		**319.70**	**2** Transactions			
	80271	**HENNEPIN CO SHERIFFS DEPT**						
53		05-420-640-0000-6267		80.00	[redacted]	90004	Other Co Sheriff Sop	N
					02/21/2025 02/21/2025			
	80271	**HENNEPIN CO SHERIFFS DEPT**		**80.00**	**1** Transactions			
	5978	**HENNEPIN COUNTY**						
55		05-420-650-0000-6005		4.28	MEDICAL TRANSPORTATION ADM	242147	Ma Transportation	N
					02/10/2025 02/10/2025			
54		05-420-650-0000-6005		196.88	MEDICAL TRANSPORTATION ADM	242148	Ma Transportation	N
					02/10/2025 02/10/2025			
	5978	**HENNEPIN COUNTY**		**201.16**	**2** Transactions			
	6672	**HUBER/DIANN**						
61		05-430-700-0127-6335		463.40	TRAVEL EXPENSE-MILEAGE		Mh Travel	N
					01/22/2025 02/25/2025			
	6672	**HUBER/DIANN**		**463.40**	**1** Transactions			
	90061	**INNOVATIVE OFFICE SOLUTIONS LLC**						
56		05-420-600-0000-6401		116.64	SUPPLIES	4768537	General Supplies	N
					02/17/2025 02/17/2025			
56		05-430-700-0000-6401		174.96	SUPPLIES	4768537	General Supplies	N
					02/17/2025 02/17/2025			
57		05-420-600-0000-6401		3.46	SUPPLIES	4772568	General Supplies	N
					02/21/2025 02/21/2025			
57		05-430-700-0000-6401		5.20	SUPPLIES	4772568	General Supplies	N
					02/21/2025 02/21/2025			
58		05-420-600-0000-6401		30.45	SUPPLIES	4776297	General Supplies	N
					02/26/2025 02/26/2025			
58		05-430-700-0000-6401		45.67	SUPPLIES	4776297	General Supplies	N
					02/26/2025 02/26/2025			
	90061	**INNOVATIVE OFFICE SOLUTIONS LLC**		**376.38**	**6** Transactions			
	9028	**Johanson/Brittany**						
59		05-430-700-0134-6335		32.34	TRAVEL EXPENSE-MILEAGE		DD Worker Travel	N
					02/05/2025 02/25/2025			

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
60		05-430-700-0137-6335		75.46	TRAVEL EXPENSE-MILEAGE 02/05/2025 02/25/2025		Adult Services Travel	N
	9028	**Johanson/Brittany**		**107.80**	**2** Transactions			
	9501	**Know the Truth Prevention Program**						
62		05-460-310-0000-6851		8,386.70	CCOAC RFP-KTT INVOICE 02/08/2025 02/08/2025	125	Opioid Grants	N
	9501	**Know the Truth Prevention Program**		**8,386.70**	**1** Transactions			
	4155	**KNUTSON/ALICIA**						
63		05-430-700-0127-6335		339.85	TRAVEL EXPENSE-MILEAGE 01/06/2025 02/28/2025		Mh Travel	N
	4155	**KNUTSON/ALICIA**		**339.85**	**1** Transactions			
	9461	**Kopp/Carrie**						
64		05-451-470-0000-6335		78.05	TRAVEL EXPENSE-MILEAGE 02/03/2025 02/27/2025		Worker Travel	N
	9461	**Kopp/Carrie**		**78.05**	**1** Transactions			
	10007	**LEXISNEXIS RISK SOLUTIONS**						
65		05-420-600-0000-6241		60.00	MONTHLY LEXIS/NEXIS - ACCURINT 02/01/2025 02/28/2025	1223200	General Administration	N
65		05-430-700-0000-6241		90.00	MONTHLY LEXIS/NEXIS - ACCURINT 02/01/2025 02/28/2025	1223200	General Administration	N
	10007	**LEXISNEXIS RISK SOLUTIONS**		**150.00**	**2** Transactions			
	5203	**LUNDGREN/LISA**						
67		05-430-700-0000-6241		26.00	CLIENTS RUBY PANTRY 03/10/2025 03/10/2025		General Administration	N
66		05-430-700-0128-6335		203.35	TRAVEL EXPENSE-MILEAGE 01/05/2025 01/31/2025		Child Prot Staff Travel	N
	5203	**LUNDGREN/LISA**		**229.35**	**2** Transactions			
	9513	**MacMillan/Kristi**						
68		05-430-700-0000-6241		80.60	CLIENT MEALS 01/03/2025 01/30/2025		General Administration	N
	9513	**MacMillan/Kristi**		**80.60**	**1** Transactions			
	5177	**MADSEN/DEBRA K**						
69		05-451-470-0000-6335		6.30	TRAVEL EXPENSE-MILEAGE		Worker Travel	N

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
					01/07/2025 02/04/2025			
	5177	**MADSEN/DEBRA K**		**6.30**	**1** Transactions			
	9529	**Menger Hotel**						
70		05-451-473-0000-6843		647.76	TRAVEL EXPENSE-LODGING	WEHRENBERG.COI	Response Sustainability Grant Expense	N
					04/28/2025 05/02/2025			
71		05-451-480-0000-6245		647.76	TRAVEL EXPENSE-LODGING	WILLAERT.MADELY	Conferences, Training And Dues	N
					04/28/2025 05/02/2025			
	9529	**Menger Hotel**		**1,295.52**	**2** Transactions			
	5189	**MN DEPT OF HEALTH VITAL STATISTICS**						
73		05-420-640-0000-6264		40.00	[redacted]	3104051	Paternity Costs	N
					02/24/2025 02/24/2025			
72		05-420-640-0000-6264		80.00	[redacted]	3104062	Paternity Costs	N
					02/24/2025 02/24/2025			
	5189	**MN DEPT OF HEALTH VITAL STATISTICS**		**120.00**	**2** Transactions			
	5746	**NORTHWOODS CONSULTING PARTNERS, I**						
74		05-420-600-0000-6402		18,749.00	NORTHWOODS ANNUAL SUPPORT	SIN004050	Computer Software	N
					06/01/2025 05/31/2026			
	5746	**NORTHWOODS CONSULTING PARTNERS, I**		**18,749.00**	**1** Transactions			
	9144	**Peterson/Samantha**						
75		05-430-700-0128-6335		46.20	TRAVEL EXPENSE-MILEAGE		Child Prot Staff Travel	N
					03/06/2025 03/06/2025			
	9144	**Peterson/Samantha**		**46.20**	**1** Transactions			
	6838	**RAMSEY COUNTY SHERIFF**						
76		05-420-640-0000-6267		90.00	[redacted]	202501518	Other Co Sheriff Sop	N
					02/03/2025 02/03/2025			
	6838	**RAMSEY COUNTY SHERIFF**		**90.00**	**1** Transactions			
	5138	**REEVERTS/LANAY A**						
77		05-430-700-0129-6335		206.50	TRAVEL EXPENSE-MILEAGE		Cd & Lic Travel	N
					01/08/2025 02/27/2025			
	5138	**REEVERTS/LANAY A**		**206.50**	**1** Transactions			
	7930	**STRAND/TERESA**						
78		05-430-700-0127-6335		236.95	TRAVEL EXPENSE-MILEAGE		Mh Travel	N
					02/03/2025 02/27/2025			

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	Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
	7930	**STRAND/TERESA**		**236.95**	**1** Transactions			
	7558	**SWENSON/MICHELLE**						
79		05-430-700-0134-6335		5.46	TRAVEL EXPENSE-MILEAGE 02/05/2025 02/25/2025		DD Worker Travel	N
80		05-430-700-0137-6335		12.74	TRAVEL EXPENSE-MILEAGE 02/05/2025 02/25/2025		Adult Services Travel	N
	7558	**SWENSON/MICHELLE**		**18.20**	**2** Transactions			
	8412	**THRON/KATE**						
81		05-430-700-0127-6335		12.60	TRAVEL EXPENSE-MILEAGE 02/10/2025 02/10/2025		Mh Travel	N
	8412	**THRON/KATE**		**12.60**	**1** Transactions			
	8530	**Tyler Technologies, Inc**						
82		05-121-000-0000-6850		898.00	VETRA SPEC 04/14/2025 04/13/2026	PRI101-1074	Op Enhancement Grant Expense	N
	8530	**Tyler Technologies, Inc**		**898.00**	**1** Transactions			
	8765	**WASHINGTON COUNTY SHERIFFS OFFICE**						
83		05-420-640-0000-6267		80.00	[redacted] 02/19/2025 02/19/2025	13-FA-16-213	Other Co Sheriff Sop	N
84		05-420-640-0000-6267		80.00	[redacted] 02/24/2025 02/24/2025	1538570401	Other Co Sheriff Sop	N
	8765	**WASHINGTON COUNTY SHERIFFS OFFICE**		**160.00**	**2** Transactions			
	8820	**WEIDENDORF/PEGI**						
85		05-420-600-0132-6335		61.63	TRAVEL EXPENSE-MILEAGE 02/04/2025 02/28/2025		Accounting Travel	N
85		05-430-700-0132-6335		99.40	TRAVEL EXPENSE-MILEAGE 02/04/2025 02/28/2025		Accounting Travel	N
85		05-451-430-0000-6335		37.77	TRAVEL EXPENSE-MILEAGE 02/04/2025 02/28/2025		Worker Travel	N
	8820	**WEIDENDORF/PEGI**		**198.80**	**3** Transactions			
	8918	**WILKINSON/LEIGH**						
86		05-430-700-0134-6335		36.85	TRAVEL EXPENSE-MILEAGE 02/03/2025 02/28/2025		DD Worker Travel	N
87		05-430-700-0137-6335		86.00	TRAVEL EXPENSE-MILEAGE 02/03/2025 02/28/2025		Adult Services Travel	N

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Vendor No.	Name / Account/Formula	Rpt Accr	Amount	Warrant Description / Service Dates	Invoice # / Paid On Bhf #	Account/Formula Description / On Behalf of Name	1099
8918	**WILKINSON/LEIGH**		**122.85**	**2** Transactions			
9763	**ZIERDEN/JESSICA**						
88	05-430-700-0128-6335		256.90	TRAVEL EXPENSE-MILEAGE 02/04/2025 02/24/2025		Child Prot Staff Travel	N
9763	**ZIERDEN/JESSICA**		**256.90**	**1** Transactions			
5 Fund Total:			**49,276.46**	**Health And Human Services**	**53 Vendors**	**104 Transactions**	
Final Total:			**49,276.46**	**53 Vendors**	**104 Transactions**		

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Recap by Fund	Fund	Amount	Name
	5	49,276.46	Health And Human Services
	All Funds	49,276.46	Total

Approved by, ...

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CHISAGO COUNTY
BOARD OF COMMISSIONERS
UNOFFICIAL PROCEEDINGS
Wednesday, March 05, 2025

TAB 7

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, March 05, 2025 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 Meetings March 1st through March 6th 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 12400 International Drive, Orlando, FL 32821, a location open and accessible to the public.

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

Commissioner Greene offered a motion to approve the amended agenda and move item 20 to the consent agenda. Motion seconded by Dunne, 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 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 Dahlberg gave the gavel to Vice-Chair Greene.

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 Dahlberg, seconded by Dunne, the Board moved to add items 1-6 to the Consent Agenda. 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 close the HHS Committee Board of the Whole at 6:49 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.

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 – Prof/Tech. Services Contract w/ Sheila Bohnsack
4.) HHS Committee Recommendation – MDH Health Board Grant Project Agmt. Amend.
5.) HHS Committee Recommendation – Prof/Tech. Contract with Pine Fiduciary Services LLC
6.) HHS Committee Recommendation – SHIP 240-243 Grant Agreements
7.) Minutes from the February 19th, 2025, Meeting
8.) Payment of County's Warrants and Miscellaneous Bills **Total**: $795,895.82
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.
9.) Recognition of Staff March Anniversaries
10.) Exempt Gambling Permit – Almelund Threshing Show

RESOLUTION NO. 25/0305-1

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.

11.) Premises Permit Application – Goose Lake Association

RESOLUTION NO. 25/0305-4

APPROVING THE SUBMISSION OF A PREMISES PERMIT APPLICATION 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 a premises permit application at the Full Moon Bar and Grill located at 2425 Stark Road, Harris, MN 55032.

12.) Acceptance of a Donation – Chisago County Sheriff's Foundation

RESOLUTION NO: 25/0305-2

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 2025:

- **Chisago County Sheriff's Foundation $1,000 for CCSO Breaching Shotguns**

13.) 2025 Budget Adjustments and Permanent Transfer

20.) Lease for Lawful Gambling Activity – Goose Lake Association

RESOLUTION NO. 25/0305-3

APPROVING THE SUBMISSION OF AN APPLICATION TO CONDUCT OFF-SITE GAMBLING 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 to conduct offsite gambling at the Full Moon Bar and Grill located at 2425 Stark Road, Harris, MN 55032.

On motion by Montzka, seconded by Dunne, the Board moved to approve the acceptance of the Letter of Authorization to Aumentum Technologies to be paid from the Recorder's Compliance Fund and to approve in advance future transfers for the same project up to $10,000. 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 sending a letter supporting Rush City's application and requests that the Federal EDA consider funding the Rush City Industrial Park Infrastructure Project. 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 the agreement between Chisago County and the St. Croix River Education District for GED Programming. 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 out-of-state travel for a Chisago County Deputy to attend Clandestine Laboratory Re-Certification Course in Iowa in April 2025. 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 the out-of-state travel for an Investigator to attend the National Law Enforcement Training on Child Exploitation in Washington, D.C in June 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 approve the 2025 Aquatic Invasive Species Prevention Aid Program and Roadside Surveys including the specific agreements, personnel actions, and Memorandum of Understanding as presented at tonight's meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

CITIZENS FORUM
TIME – 7:00 p.m.
END TIME – 7:00 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 Greene, the Board adjourned the meeting at 7:22 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

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** 8
Title of Item for Consideration: Final Plat Amador Meadows	
Action Requested by: Kurt Schneider, Director	***Department:*** Environmental Services on behalf of the Chisago County Planning Commission
Previous Action on this Matter: None.	

Background: Property owners Steven Olson and Ann Byers and Gary Olson and LaDonna Olson and applicant Robert Boyce are requesting Final Plat approval of Amador Meadows. The subject 26.8± acre property is proposed to be divided as 2 lots. The property is 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).

Staff has reviewed the Final Plat as presented and finds it to be consistent with that of the approved Preliminary Plat. The County Attorney's office has reviewed development related title evidence and finds it to be satisfactory. A resolution of the Board of Commissioners consistent with approval of the Final Plat is presented for Board consideration.

Attachment(s):

- Draft Resolution of Approval
- 3.12.25 Assistant County Attorney Legal Opinion Memo
- Final Plat (Presented at the Meeting)

Action Requested/Recommended: It is respectfully requested that the Board affirmatively consider approval of the Amador Meadows Final Plat:

"Move to Approve Resolution No. 25/0319-____ , a Resolution of the County Board of Commissioners of Chisago County, Minnesota, approving the Final 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)."

Implications of Action: Recommended Board action grants approval of the Amador Meadows Final Plat as presented.

Budget/Financial Implications: None.

Legal/Policy Implications: The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies.

Administrator's Recommendation

Approve __CEB_	Deny _____	Other _____
Motion By:	Seconded by:	
To:		
Action on Motion:	Aye _____	Nay ____	Abstain ____

Commissioner _____ offered the following resolution and moved its adoption:

RESOLUTION NO. 25/0319-____
A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CHISAGO COUNTY, MINNESOTA, APPROVING THE FINAL PLAT OF AMADOR MEADOWS

WHEREAS, property owners Steven Olson, Ann Byers, Gary Olson, and LaDonna Olson, as joint tenants, and applicant Robert Boyce submitted a request for the Final Plat of Amador Meadows on March 5, 2025; 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, the Preliminary Plat of Amador Meadows was recommended for approval by the Planning Commission on February 6, 2025 and approved by the County Board on February 19, 2025; and

WHEREAS, the Final Plat submitted on March 5, 2025 generally conforms to the approved Preliminary Plat and meets all conditions of Preliminary Plat approval; and

WHEREAS, the applicant has submitted and the County has received title evidence in the form of a title policy issued on February 14, 2025, and the County Attorney's Office has rendered an opinion that said title policy satisfactorily demonstrates, as required by Section 3.07 of the Chisago County Subdivision Ordinance, that fee title to the property subject to the application for Final Plat is in the names of Steven Olson, Ann Byers, Gary Olson, and LaDonna Olson, as joint tenants, on whose behalf the application for Final Plat has been made.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of Chisago County, Minnesota hereby approves the Final Plat of Amador Meadows, subject to the following conditions:

1. The Final Plat of Amador Meadows is approved as submitted on March 5, 2025. Any deviation from the approved plat drawing prior to recording 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.

Commissioner _____ seconded the resolution and upon a vote being taken thereon, the following voted:

IN FAVOR THEREOF:
OPPOSED:
ABSENT:

Whereupon the proclamation was declared duly **passed** and **adopted**.

Approved: March 19, 2025

_____ ATTEST: _____

Dan Dahlberg
Chair, Board of Commissioners

Chase Burnham
County Administrator

Office of the Chisago County Attorney
Janet Reiter, County Attorney

313 North Main Street, Suite 373
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Phone (651) 213-8400
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March 12, 2025

LEGAL OPINION MEMO

To: Dan Dahlberg, Chairperson
Chisago County Board of Commissioners

From: Jeffrey B. Fuge, Assistant County Attorney JBF.

Re: Review of Final Plat – Plat of Amador Meadows
Fee Title Owner: Steven Olson, Ann Byers, Gary Olson and LaDonna Olson, as joint tenants.
Applicant/Subdivider: Robert Boyce

Chairperson Dahlberg:

The County Attorney's Office provides this legal opinion memo to the County Board of Commissioners with respect to the approval of the Final Plat of Amador Meadows. The consideration of this matter has been placed on the agenda for the meeting of March 19, 2025.

The legal opinion memo provides the statement required by Section 3.07 B. 3 of the Chisago County Subdivision Ordinance as part of the final plat review and approval process. Said provision requires the County Attorney's Office to issue opinions as to whether the title evidence presented is in an acceptable form and whether the title evidence demonstrates that fee simple title to the properties platted are in the name of the applicant/subdivider or in the name of the owner on whose behalf the application is made.

The County Attorney's Office has reviewed copies of the following:

1. Title Policy, issued on February 14, 2025, insuring fee title in the name of Steven Olson, Ann Byers, Gary Olson and LaDonna Olson, as joint tenants.
2. Quit-Claim Deed dated November 22, 2024 and recorded on November 27, 2024 as recorded as Document No. A-680414

Satisfactory Title Evidence

The Subdivision Ordinance at Section 2 defines "Acceptable Form of Title Evidence" to mean evidence of title in the form of either 1) an up-to-date abstract of title or certificate of title with a title opinion of the subdivider's attorney; or 2) a current an in force title policy.

In this instance, the form of title evidence received in the form of the Title Policy issued on February 14, 2025, referenced above, meets the technical requirements of Acceptable Form of Title Evidence. The title evidence supplied by the applicant satisfactorily demonstrates, in the opinion of the County Attorney's Office, that on a substantive basis as of February 14, 2025 that fee title in the property was vested in the names of Steven Olson, Ann Byers, Gary Olson and LaDonna Olson, as joint tenants.

Opinion as to Fee Title

Section 3.07 B. 3 of the Subdivision Ordinance requires the County Attorney's Office to provide the County Board with a statement as to whether the fee simple title to the platted property is in the names of the subdividers. Based upon a review of the documentation on file with the Environmental Services Department as referenced above, the County Attorney's Office advises the County Board that fee title to the platted property is in the names of Steven Olson, Ann Byers, Gary Olson and LaDonna Olson, as joint tenants, the names of the owners on whose behalf the application was made.

A copy of this memo is provided to the Environmental Services Department with instructions to place the same on file.

cc: Beth Gervais, Land Services Coordinator

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** 9
Title of Item for Consideration: Final Plat Goose Lake Acres	
Action Requested by: Kurt Schneider, Director	***Department:*** Environmental Services on behalf of the Chisago County Planning Commission
Previous Action on this Matter: None.	

Background: David and Sheryl Nichols and applicant Dennis Batty are requesting Final Plat approval of Goose Lake Acres. The subject 40+ acre property is proposed to be divided into 3 lots ranging in size from 5 to 7.5 acres. The property is located at 48300 Cedarcrest Trail/CSAH 8, in Nessel Township, (PID # 06.00707.00).

Staff has reviewed the Final Plat as presented and finds it to be consistent with that of the approved Preliminary Plat. The County Attorney's office has reviewed development related title evidence and provided the attached legal opinion memo. A resolution of the Board of Commissioners consistent with approval of the Final Plat is presented for Board consideration.

Attachment(s):

- Draft Resolution of Approval
- 3.12.25 Assistant County Attorney Legal Opinion Memo
- Final Plat (Presented at the Meeting)

Action Requested/Recommended: It is respectfully requested that the Board affirmatively consider approval of the Goose Lake Acres Final Plat:

"Move to Approve Resolution No. 24/1016-____ , a Resolution of the County Board of Commissioners of Chisago County, Minnesota, approving the Final Plat of Goose Lake Acres generally located at 48300 Cedarcrest Trail/CSAH 8, in Nessel Township, (PID # 06.00707.00)"

Implications of Action: Recommended Board action grants approval of the Goose Lake Acres Final Plat as presented.

Budget/Financial Implications: None. ***Legal/Policy Implications:*** The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies.			
Administrator's Recommendation			
Approve __CEB_	Deny _____	Other _____	
Motion By:		Seconded by:	
To:			
Action on Motion:	Aye _____	Nay ____	Abstain ____

Commissioner _____ offered the following resolution and moved its adoption:

RESOLUTION NO. 25/0319-____
A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CHISAGO COUNTY, MINNESOTA, APPROVING THE FINAL PLAT OF GOOSE LAKE ACRES

WHEREAS, on October 16, 2024, the County Board approved the preliminary plat of Goose Lake Acres, property owned by David Nichols & Sheryl Nichols; and

WHEREAS, on January 29, 2025, David Nichols & Sheryl Nichols established The Nichols Living Trust, naming themselves as trustees and conveyed to said trust the property subject to the approved preliminary plat; and

WHEREAS, David Nichols & Sheryl Nichols, as co-trustees for The Nichols Living Trust, submitted a proposed Final Plat of Goose Lake Acres on February 28, 2025; and

WHEREAS, the property owner, The Nichols Living Trust wishes to create three lots, ranging in size from 5± acres to 7.5± acres, from the 40± acre subject site, with the balance of the site being exempt from the platting process; and

WHEREAS, the subject site is located at 48300 Cedarcrest Trail / CSAH 8 in Nessel Township and is zoned Agricultural (AG) District; and

WHEREAS, the subject site is legally described as:

PID 06.00707.00

The Northeast Quarter of the Southeast Quarter (NE 1/4 of SE 1/4) of Section Thirty-four (34), Township Thirty-seven (37), Range Twenty-two (22), Chisago County, Minnesota.
AND
That part of the Southeast Quarter of the Southeast Quarter (SE 1/4 of SE 1/4) of Section Thirty-four (34), Township Thirty-seven (37), Range Twenty-two (22), Chisago County, Minnesota described as follows:
Beginning at the northeast corner of said SE 1/4 of the SE 1/4; thence South 01 degrees 47 minutes 36 seconds West, assumed bearing, along the east line of said SE 1/4 of the SE 1/4, a distance of 25.00 feet; thence North 88 degrees 43 minutes 33 seconds West a distance of 343.99 feet; thence North 87 degrees 43 minutes 38 seconds West a distance of 782.18 feet, more or less, to the north line of said Southeast Quarter of the Southeast Quarter, thence easterly, along said north line, a distance of 1126.34 feet to the point of beginning and said line there terminating.

WHEREAS, the Preliminary Plat of Goose Lake Acres was recommended for approval by the Planning Commission on October 3, 2024 and approved by the Board of Commissioners on October 16, 2024; and

WHEREAS, the Final Plat submitted on February 28, 2025 generally conforms to the approved Preliminary Plat and meets all conditions of Preliminary Plat approval; and

WHEREAS, the applicant has submitted and the County has received title evidence in the form of a title policy issued on February 4, 2025, and the County Attorney's Office has rendered an opinion that said title policy satisfactorily demonstrates, as required by Section 3.07 of the Chisago County Subdivision Ordinance, that fee title to the property subject to the application for Final Plat is in the name of David R. Nichols and Sheryl A. Nichols, Co-Trustees of The Nichols Living Trust, dated January 29, 2025, on whose behalf the application for Final Plat has been made.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of Chisago County, Minnesota hereby approves the Final Plat of Goose Lake Acres, subject to the following conditions:

1. The Final Plat of Goose Lake Acres is approved as submitted on February 28, 2025. Any deviation from the approved plat drawing prior to recording 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.

Commissioner _____ seconded the resolution and upon a vote being taken thereon, the following voted:

IN FAVOR THEREOF:
OPPOSED:
ABSENT:

Whereupon the proclamation was declared duly **passed** and **adopted**.

Approved: March 19, 2025

_____ ATTEST: _____

Dan Dahlberg
Chair, Board of Commissioners

Chase Burnham
County Administrator

Office of the Chisago County Attorney
Janet Reiter, County Attorney

313 North Main Street, Suite 373
Center City, MN 55012
Phone (651) 213-8400
Facsimile (651) 213-8401

March 12, 2025

LEGAL OPINION MEMO

To: Dan Dahlberg, Chairperson
Chisago County Board of Commissioners

From: Jeffrey B. Fuge, Assistant County Attorney JBF.

Re: Review of Final Plat – Plat of Goose Lake Acres
Fee Title Owner: David R. Nichols and Sheryl A. Nichols, Co-Trustees of the Nichols Living Trust, dated January 29, 2025
Applicant/Subdivider: David R. Nichols and Sheryl A. Nichols

Chairperson Dahlberg:

The County Attorney's Office provides this legal opinion memo to the County Board of Commissioners with respect to the approval of the Final Plat of Goose Lake Acres. The consideration of this matter has been placed on the agenda for the meeting of March 19, 2025.

The legal opinion memo provides the statement required by Section 3.07 B. 3 of the Chisago County Subdivision Ordinance as part of the final plat review and approval process. Said provision requires the County Attorney's Office to issue opinions as to whether the title evidence presented is in an acceptable form and whether the title evidence demonstrates that fee simple title to the properties platted are in the name of the applicant/subdivider or in the name of the owner on whose behalf the application is made.

The County Attorney's Office has reviewed copies of the following:

1. Title Policy dated January 29, 2025, insuring fee title in the name of David R. Nichols and Sheryl A. Nichols, Co-Trustees of the Nichols Living Trust, dated January 29, 2025
2. Application for Preliminary Plat of David R. Nichols and Sheryl A. Nichols.
3. Resolution Approving the Preliminary Plat of Goose Lake Acres in the name of David R. Nichols and Sheryl A. Nichols.
4. Quit-Claim Deed dated January 29, 2025, conveying title of subject property from of David R. Nichols and Sheryl A. Nichols to David R. Nichols and Sheryl A. Nichols Co-Trustees of the Nichols Living Trust, dated January 29, 2025.
5. Scanned proposed copy of the final plat, naming the dedicating party as David R. Nichols and Sheryl A. Nichols, Co-Trustees of the Nichols Living Trust, dated January 29, 2025.
6. Statement of David R. Nichols and Sheryl A. Nichols dated March 6, 2025 requesting approval of the final plat in the name of the Nichols Living Trust, dated January 29, 2025.

Satisfactory Title Evidence

The Subdivision Ordinance at Section 2 defines “Acceptable Form of Title Evidence” to mean evidence of title in the form of either 1) an up-to-date abstract of title or certificate of title with a title opinion of the subdivider’s attorney; or 2) a current an in force title policy.

In this instance, the form of title evidence received in the form of a title policy meets the technical requirements of Acceptable Form of Title Evidence. The title evidence supplied by the applicant satisfactorily demonstrates, in the opinion of the County Attorney’s Office, that on a substantive basis as of January 29, 2025 that fee title in the property was vested in the name of David R. Nichols and Sheryl A. Nichols, Co-Trustees of the Nichols Living Trust, dated January 29, 2025.

Opinion as to Fee Title

Section 3.07 B. 3 of the Subdivision Ordinance requires the County Attorney’s Office to provide the County Board with a statement as to whether the fee simple title to the platted property is in the names of the subdividers. Based upon a review of the documentation on file with the Environmental Services Department as referenced above, the County Attorney’s Office advises the County Board that fee title to the platted property is in the name of the Nichols Living Trust, dated January 29, 2025, the name of the owner on whose behalf the application was made.

A copy of this memo is provided to the Environmental Services Department with instructions to place the same on file.

cc: Beth Gervais, Land Services Coordinator

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** 10
Title of Item for Consideration: Property Tax Abatement for NS Investments LLC – Public Hearing	
Action Requested by: Nancy Hoffman, Director	***Department:*** HRA-EDA
Previous Action on this Matter: None.	

Background: The HRA-EDA reviewed an application from NS Investments LLC, owner of Stacy Hardware that operates as both a Hardware Store and Polaris Dealership. Due to limited space, the owner had to find a new location. The owner is requesting a Tax Abatement to construct a 12,000 square foot building in Stacy. The Chisago County HRA-EDA Board recommends approval of the tax abatement for NS Investments LLC.

Attachment(s):

- Tax Abatement Resolution

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve an economic development tax abatement for NS Investment, LLC. The suggested motion is as follows:

"Move to approve an economic development tax abatement for NS Investment, LLC."

Implications of Action: Approval of a tax abatement for NS Investments, LLC.

Budget/Financial Implications: Tax abatement to be paid with newly generated taxes from the development.

Legal/Policy Implications: The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies.

Administrator's Recommendation

Approve CEB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay ____	Abstain ____

Commissioners:
District 1
Jim Swenson
District 2
Rick Greene
District 3
Marlys Dunne
District 4
Ben Montzka
District 5
Dan Dahlberg

Commissioner Greene offered the following resolution and moved its adoption:

RESOLUTION NO. 25/0319-XX
RESOLUTION APPROVING TAX ABATEMENT ASSISTANCE FOR THE STACY HARDWARE, INC (NS INVESTMENTS, LLC) PROJECT IN THE CITY OF STACY

BE IT RESOLVED by the Board of Commissioners of Chisago County (the "County") as follows:

1. Recitals.

1.1 NS Investments, LLC., a Minnesota corporation ("Developer") proposes to build its shop facility on the NW corner of Falcon Ave. North and Stacy Trail consisting of Parcel Number (s) PID #19.00004.20 of real property located in the State of Minnesota, County of Chisago, City of Stacy ("City") and legally described on Exhibit A attached hereto and incorporated herein (the "Property").

1.2 The Developer proposes to build a new 12,000 square foot building and related site improvements on the Property and the Developer anticipates retaining not less than six (6 FT) and eight (8 PT) employees and creating four (4 FT) and two (2 PT) new jobs at a base wage of $22.00 per hour (the "Project").

1.3 The Developer has requested assistance from the County in the form of tax abatement by the County as allowed by Minnesota Statutes Section 469.1813 (the "Statute").

1.4 The County's HRA/EDA ("Authority") has recommended approval of a portion of the Developer's tax abatement assistance request with certain specified contingencies.

1.5 The City has approved tax abatement assistance to the Developer (the "Township Abatement") in the amount of up to $40,340.

2. Findings.

2.1 The Property is not located in a tax increment financing district.

2.2 The proposed tax abatement assistance relating to the Property and the Project upon the terms and subject to the conditions and contingencies set forth in this Resolution is in the best interest of the County and meets the criteria for granting such assistance in that:

a. The Project will increase the tax base of the County.

b. The Project will retain and create employment opportunities in the County.

2.3 The tax abatement assistance provided by the County hereunder does not constitute a Business Subsidy under Minnesota Statutes 116J.993, Subd. 3(1).

2.4 The granting of the tax abatement assistance set forth herein will not cause the County to be in violation of the limits set forth in Minnesota Statutes Sections 469.1813, Subd. 8.

3. Resolution.

3.1 The County hereby agrees that upon completion of the Project the County will provide the Developer tax abatement assistance in an amount equal to the increase in property taxes received by the County as a result of the construction of the Project commencing with the first increase in such taxes and continuing thereafter until the earlier of (i) five (5) years from such first increase date or (ii) Developers receipt of $82,905 in total County tax abatement subject to the conditions, contingencies and requirements described herein. The County tax abatement amount will further be limited in that it shall not exceed $13,458 paid to the Developer in any given calendar year.

3.2 The tax abatement assistance recommended for approval hereunder is contingent upon and subject to the following:

a. The County's receipt and review of such documentation as shall be necessary to establish that the Developer will receive the tax abatement assistance amounts for use with respect to eligible costs relating to the Project. Such documentation may consist of but not be limited to: invoices in support of such eligible costs.

b. The execution of a tax abatement agreement and development agreement ("Tax Abatement and Development Agreement") between County and the Developer will be provided, setting forth the specific terms of the tax abatement assistance granted by the County and containing such terms and provisions as shall be appropriate in the determination of the County staff, officers and consultants to carry out the intent of this Resolution including without limitation, Developer's agreement to retain not less than 6 full time jobs and 8 part time, create not less than 4 full time jobs and 2 part time, at a wage not less than $22.00 per hour during the two (2) year period after the execution of the Abatement Agreement..

3.3 The Chairman and Chisago County Clerk of the Board are authorized and directed with the assistance of County staff and consultants, to execute the Abatement Agreement.

3.4 The Chairman and Clerk of the Board are hereby authorized and directed to take any and all such further actions consistent with this Resolution as shall be reasonably required to carry out the transactions contemplated by this Resolution.

Commissioner _____ seconded the resolution and upon a vote being taken thereon, the following voted:

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

Whereupon the proclamation was declared duly **passed** and **adopted**.

Approved: March 19, 2025

_____
Dan Dahlberg
Chair, Board of Commissioners

ATTEST: _____
Chase Burnham
County Administrator

CLERK'S CERTIFICATE

I, the undersigned, being the duly qualified and acting Clerk of Chisago County, Minnesota, DO HEREBY CERTIFY that I have carefully compared the attached and foregoing copy of Resolution No. 25/0319-XX of the Board of Commissioner of Chisago County on the date therein indicated with the original thereof on file in my office and that the same is a full, true, and correct copy thereof, as adopted by the Commissioners on March 19th, 2025

WITNESS my hand this _____ day of _____, 2025.

_____

Chase Burnham, Clerk of the Board

STATE OF MINNESOTA)

) ss.

COUNTY OF CHISAGO)

The foregoing was acknowledged before me this _____ day of _____, 2025 by Chase Burnham, the Clerk of Chisago County, a Minnesota political subdivision on behalf of the County.

_____

Notary Public

EXHIBIT A

LEGAL DESCRIPTION

That part of the West Half of the Southwest Quarter of Section 29, Township 34, Range 21, Chisago County, Minnesota, described as follows: Beginning at the Southwest comer of said Southwest Quarter; thence on an assumed bearing of North 01 degree, 52 minutes, 21 seconds West along the West line of said Southwest Quarter a distance of 778.27 feet; thence North 88 degrees, 05 minutes, 23 seconds East a distance of 775.89 feet to the Westerly right of way line of Interstate 35; thence Southerly, Westerly and Southwesterly along said right of way line to the South line of said Southwest Quarter; thence Westerly along said South line to the point of beginning. EXCEPT: That part of the Southwest Quarter of the Southwest Quarter of said Section 29 described as follows: Commencing at the Southwest corner of said Section 29; thence South 88 degrees, 28 minutes, 23 seconds East, Chisago County datum, along the South line of said Section 29; a distance of 129.35 feet to the point of beginning of the parcel to be described; thence continuing South 88 degrees, 28 minutes, 23 seconds East, along said South line, a distance of 171.08 feet; thence North 1 degree 13 minutes, 07 seconds East, a distance of 45.84 feet; thence Southwesterly, along a non-tangential curve concave to the Southeast have a radius of 360.00 feet and a central angle of 28 degrees, 26 minutes, 30 seconds, a distance of 178.70 feet, the chord of said curve is 176.88 feet and bears South 76 degrees, 30 minutes, 45 seconds West, to the point of beginning.

To: Chisago County Board of Commissioners
From: Nancy Hoffman, Chisago County HRA-EDA
Subject: NS Investments, LLC Tax Abatement Request
Date: February 19, 2025

Tax Abatement Request Summary – NS Investments LLC

Business Background:
Currently Stacy Hardware operates as both a Hardware Store and Polaris Dealership. However, space is limited and the powersports component of the business is quite hindered in the Stacy facility. So much so that Polaris was unwilling to approve the sale and transfer to the new owner without a commitment to build a new facility. The proposal would separate the Hardware and Powersports components of the business, leaving hardware in its current location, with more room to function. Then Powersports would be in its own facility with room to flourish.

The owner, Nick Simpson, purchased the hardware store and Powersports dealership roughly one year ago. He has a Master of Business Administration and has worked in a variety of Fortune 500 businesses in marketing and advertising. He has the skills and experience to run the hardware store and the Powersports facilities.

Proposed Development:
The project proposed is a 12,000 sq ft facility for Powersports Sales and Service Center. The facility will be roughly half showroom and half service center.

Site:
The owner has searched many sites primarily along I-35 for an existing building and then bare land for the new facility. He recently purchased a site that is 11.61 acres. It is located on the Northwest corner of I-35 and Stacy Trail (CSAH 19) in Stacy. The Powersports Center will have great visibility from the freeway.

Abatement Request Information: Assistance will help to build a facility that will ensure the Polaris Powersports dealer stays in Stacy/Chisago County, which will maintain several key jobs and add new jobs as the dealership grows.

Amount of Abatement Requested: $123,245

County Portion – Total $82,905 ($16,581 annually not to exceed 5 years)
City Portion – Total $40,340 ($8,068 annually not to exceed 5 years)

Tax Impact:
The amount of the tax abatement rebate requested is based on an increase in taxes from the current taxes to the proposed new taxes generated upon completion of the 12,000 square foot building. Current taxes for 2024 on the existing 11.61 acres for 2024 were $1,820.24 for the county and $777.16 for the city.

Job Impact:
Jobs Retained: 6 FT @ average $20-$22 per hour plus benefits and 8 PT@20-22 per hour no benefits.
Jobs Created: 4 FT @ average $22 per hour plus benefits and 2-4 PT @ $22 per hour no benefits.

Compliance of Project With Business Subsidy Criteria:
After meeting with the business owner and reviewing appropriate financial data, the proposed project meets the following sections of the Business Subsidy Criteria and the Chisago County Tax Abatement Policy.

Approval Criteria from State Statute:
- *increase or preserve tax base (must provide at least one other benefit)*
- *create or retain jobs (retention considered only when job loss is imminent)*

Additional priority can be given for:
- *projects that create living wage jobs of at least 125% of the federal poverty level of a family of four per hour plus benefits.*
- *projects constructed of block, engineered concrete, brick or quality metal buildings (not pole barns) which contain decorative accessory masonry materials.*

Project Schedule:
County
- February 19 - County Board of Commissioners call for a public hearing
- March 19– County Board of Commissioners holds a public hearing

City
- February 11 – City Council calls for a public hearing
- March 10 – City Council holds a public hearing

Action Requested:
As recommended by the HRA-EDA, to call for a public hearing to consider a tax abatement for NS Investments LLC.

Environmental Services Department
Directors Update

Meeting Date: March 19, 2025	***Item Number:*** **11**
Title of Item for Consideration: Environmental Services Directors Update	
Action Requested by: Kurt Schneider, Director	***Department:*** Environmental Services

Previous Action: Enclosed within your packets are several Department of Environmental Services presentation/action item(s). Prior action history associated with these Action items are further detailed in their corresponding RBA reports. Please contact the Department if you have any questions or concerns or wish to view detailed Action Item public hearing or file documents in advance of your meeting.

General Department Updates & Information:

- Revenue associated with land use and construction permit activity thru February 28th is $99,338 representing 9% of projected 2025 budget revenue. The general permit activity tabulations report/table for January is under development and will be provided at the Board meeting.

- Tyler Enterprise Permitting (online permitting) training and systems testing remains in progress and the "Go Live" goal of March 3rd has been adjusted to March 31st. Integration complications and application refinement needs/troubleshooting during training and on-site activities with Tyler representatives have given cause for this delayed start. We are eagerly anticipating the new business practice improvements at end of month.

- Seasonal hiring and worker recruitment season is underway. Thanks to the assist of Human Resources and Administration, attached is a newly branded approach/flyer in distribution concerning the numerous seasonal opportunities within our Parks, Water Resources, and Household Hazardous Waste divisions. Seasonal employees affiliated with the Department are an important part of our efficient and highly visible summertime presence in the communities we serve!

- Staff recently received formal notice of the previously identified DE Shaw Renewable Investments, LLC (DESRI)/ North star Energy Storage, LLC application to the MN Public Utilities Commission (MPUC) for an up to 80MW Battery Energy Storage

System Site Permit known as the North Star Storage Project in the City of North Branch. The MPUC Docket Number is IP-7155/ESS-25-123. It is understood that the MPUC has up to six months from the time the application is accepted as complete to process and decide on the Site Permit. The MPUC may also extend this time for up to three months for just cause. Within 60 days after the MPUC accepts the application as complete, the MPUC and the Department of Commerce, Energy, Environmental Review and Analysis unit will hold a public information and scoping meeting to provide information and seek comments from the public.

- The MPCA has recently been in contact with the Department concerning Compliance Evaluation activities involving the Springs Inn Motel Property in Taylors Falls. Unfortunately, the Springs Inn succumbed to fire and was demolished while the local fire department was onsite extinguishing the blaze. The MPCA has advised the Department that they are actively following up on proper demolition and demolition materials handling requirements of the Property Owner and any Operators involved in the site remediation.

- There are no new applications or public hearings scheduled for the Planning Commission meeting of April 3, 2025. The Commission is planning to meet in work session format to discuss items on the Zoning Ordinance Issue Identification & Policy Change Matrix as attached.

- With no business to discuss or act on, the Board of Appeals and Adjustment meeting of March 27, 2025, has been cancelled.

Attachment(s):

- General Permit Activity Table – February 2025 (at meeting)
- *Seasonal Employment Flyer*
- 3/12/25 Zoning Ordinance Issue Identification & Policy Change Matrix

***Action Requested/Recommended*:** It is respectfully requested that the Board affirmatively consider and receive the Environmental Services Department Directors Update. The recommended motion is:

"Move to receive the March 12, 2025, Environmental Services Department Directors Update as presented."

Administrator's Recommendation			
Approve _CEB_	Deny _____	Other _____	
Motion By:		Seconded by:	
To:			
Action on Motion:	Aye _____	Nay ____	Abstain ____

Chisago COUNTY USA

We're Hiring!

COME WORK FOR CHISAGO COUNTY THIS SUMMER!

WATERCRAFT INSPECTOR LEVEL 1 & 2

- Fun, outdoor seasonal positions with Chisago County Environmental Services!
- Pay range from $15.00 to $19.00 an hour!

PARKS RANGER

- Over 12 positions available.
- Earned Safe and Sick time.

HHW ENVIRONMENTAL TECHNICIAN

- Flexible Hours.
- Application Deadline is March 31st. Positions are open until filled.

PARKS MAINTENANCE

PARKS COLLECTION ATTENDANT

For more info or to apply scan code:

CHISAGO COUNTY ZONING ORDINANCE: ISSUE IDENTIFICATION & POLICY CHANGE TRACKING MATRIX

March 12, 2025

No.	ISSUE TOPIC / SUMMARY	DATE IDENTIFIED	SECTION LOCATION(s)	PAGE(s)	ISSUE NARRATIVE / DETAIL	ALTERNATIVES / SOLUTIONS	COMMISSION / BOARD CONSENSUS & DIRECTION	CONSENSUS DATE	ACTION PRIORITY High / Annual Update / Other	STATUS
1	Rural Tourism - Wedding/Gathering Venues	12/18/2024	5.06 4.17	119 104	Improve code treatement of Rural Retail Tourism busineses - wedding/gathering venues. Review recent wedding venue proposal on 260th for issues discussion.	Expand and detail wedding/gathering venue perfomrance standards within the code	County Board Directed	12/18/2024	High	In Progress
2	Major Home Occupation - Horse Equine	1/3/2025	5.06 B & C 4.04 3	118 66 9	Proposed by Commissioner Whitney. Horse-Equine Businesses are better suited as Permitted Agricultural Use rather than a Major Home Occupation. An equine facility whether it's amateur or professional and whether its focus is on training, breeding, showing, sales or boarding of equine animals is an agricultural business which should meet agricultural standards NOT Major Home Occupation standards.	Ref. Commissioner Whitney research/reccomendation paper dated 1/02/2025	Commisison Direction Requested		Other - Commissoner Whitney does not want this issue to interrupt other high priority issues.	
3	Zoning Map Amendment - RR Districts Consolidation &	1/7/2025	5.02	116	As a part of the recent comprehensive update of the Chisago County Zoning Ordinance, the Rural Residential Zoning Districts (RRI and RRII) were consolidated into one single Rural Residential (RR) District; and "Urban Fringe" residential terminology is used in place of "Urban Residential".	Amend the zoning map to reflect consolidated RR District and change the map legend to reflect Urban Residential as Urban Fringe Residential.	Board Directed Public Hearing	1/7/2025	High	Completed2. 19.25
4	SSTS Ordiance 10-1	3/19/2025	Full Ordinance		Comprehensive "housekeeping" review and update of 2010 septic system ordinance	Update of the 2010 Chisago County SSTS Ordinance in close consult with MPCA staff and related rule and policy adjustments of the past 15 years.	Board Direction Requested by Staff 3/19/25			

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** 12
Title of Item for Consideration: Larry Hansen Interim Use Permit – Accessory Structure	
Action Requested by: Kurt Schneider, Director	***Department:*** Environmental Services on behalf of the Chisago County Planning Commission
Previous Action on this Matter: None.	

Background: Property owner Larry Hansen is requesting an Interim Use Permit (IUP) to allow an Accessory structure with sanitary facilities without the presence of a principal use structure. The 12.57± acre subject property is generally located at Southeast corner of the intersection of Rush Lake Trail / CSAH 1 and 527th Street / CR 94 (PID #06.00235.11).

At their meeting of March 6, 2025, the Planning Commission conducted the requisite public hearing on the proposed Interim Use Permit and recommended unanimous (7-0) approval with conditions, per Resolution No. PC2025-0301. A resolution of the Board of Commissioners consistent with that of the Commission's recommendation is presented for Board consideration.

Pursuant to Minnesota Statute, the original 60-day agency action deadline has been extended 120-days. The agency action deadline on this matter is May 17, 2025. Among the options for the County Board at tonight's meeting are the following:

- Approve the IUP, as recommended and with the Findings and Conditions prepared by the Planning Commission and carried forward by County ESD staff in Resolution form;
- Consider and Approve the IUP, generally as recommended by the Planning Commission and County ESD staff, but with modified Conditions determined and approved by the County Board at tonight's meeting (to be codified as part of the formal IUP approval);
- The County Board may continue consideration of the request within the extended 120 day period. Notice should be provided of the of the intent to take additional time to consider the application, the reasons for the extension, and anticipated length of the extension (Minn. Stat. 15.99, Subd. 3(c)).

- The County Board may Deny the IUP for legally justifiable reasons, but must state such reasons as part of the official record of decision (either as part of a motion to deny or as part of a failure of a motion to approve). Moreover, such action must be taken prior to the end of the 60-day agency action deadline (or 120-day period if so extended).

***Attachment(s)*:**

- Draft Resolution of Approval
- Planning Commission Presentation
- Planning Commission Staff Report & Hearing Packet
- Planning Commission Minutes (draft)

***Action Requested/Recommended*:** It is respectfully requested that the Board affirmatively consider the recommendation of the Planning Commission to approve the Larry Hansen Interim Use Permit:

"Move to Approve Resolution No. 25/0319-____ , a Resolution of the County Board of Commissioners of Chisago County, Minnesota, approving the Larry Hansen Accessory Building Interim Use Permit (IUP) at the Southeast corner of the intersection of Rush Lake Trail / CSAH 1 and 527th Street / CR 94 (PID #06.00235.11)."

***Implications of Action*:** Recommended Board action grants approval of the Interim Use Permit and allows, subject to conditions.

***Budget/Financial Implications*:** None.

***Legal/Policy Implications*:** The recommended Board consideration and action(s) are in conformity with generally accepted practices, procedures and interpretations of applicable state statutes and County ordinances and policies. Conditions placed on the IUP must be satisfied and cannot be modified, removed, expanded, or revoked without due process.

Administrator's Recommendation

Approve _____	Deny _____	Other _____
Motion By: CEB	Seconded by:	
To:		
Action on Motion:	Aye _____	Nay ____	Abstain ____

Item No. 6a

Staff Report

TO: Planning Commission
FROM: Beth Gervais, Land Services Coordinator
SUBJECT: Interim Use Permit for Accessory Structure with Sanitary Facilities
xxxxx Rush Lake Trail / CSAH 1, Nessel Township
DATE: March 6, 2025

ACTION TO CONSIDER

The Planning Commission will conduct a public hearing to consider a request for an Interim Use Permit (IUP) allowing an accessory structure with sanitary facilities for personal use and storage without the presence of a principal use structure.

SITE & APPLICATION INFORMATION

Property Owner(s):	Larry Hansen
Applicant(s):	Larry Hansen
General Location:	Southeast corner of the intersection of Rush Lake Trail / CSAH 1 and 527th Street / CR 94 Nessel Township Section 11, Township 37, Range 22
PID:	06.00235.11
Property Area:	12.57± Acres
Current Zoning:	Agricultural (AG) District
Adjacent Zoning:	
North:	Agricultural (AG) District
South:	Agricultural (AG) District
East:	Agricultural (AG) District
West:	Rural Residential (RR) District
Date Application Received:	January 13, 2025
Date Application Complete:	January 17, 2025
60-Day Review Period:	March 18, 2025
Extended Review Period:	May 17, 2025

BACKGROUND

Property owner Larry Hansen has applied for an Interim Use Permit (IUP) to allow a singular accessory structure (pole building) with sanitary facilities on his property without the presence of a principal use structure, such as a dwelling.

SITE & PROPOSAL ANALYSIS

The 12.57± acre subject site is generally located east of Rush Lake Trail / CSAH 1 and south of 527th Street / CR 94 in Nessel Township. The property was platted as Lot 1, Block 1, Ponytail Addition in 2024. Topography of the subject site includes elevations ranging from 929' in the approximate south one-third of the site to 941' in the northeast corner. Additionally, the site features areas of heavy forestation and wetlands. The adjacent image illustrates both elevations (yellow lines) and wetland areas (green highlighting).

The application materials indicate that the proposed accessory structure will be 30' x 46' (1,680 sf) in size and used for residential purposes only. The property owner has included in his request allowance for sanitary facilities (i.e., toilet and sink), as sanitary facilities are only permitted with issuance of an IUP unless and until the subject site is developed with a principal structure. The application materials do not give any indication of further development of the site; however, during the February 12, 2025 Technical Review Committee meeting, the property owner shared that he would like to further develop the site with a dwelling and the septic system will be designed with a future dwelling in mind. However, staff notes that, with IUP approval, the property owner would not be required to further develop the site.

The site plan, while not necessarily providing accurate setback detail, shows the proposed location of the accessory structure. The site plan indicates that the structure will be at least 600' from all property boundaries; however, utilizing the County's GIS Viewer indicates that the proposed structure will likely have the following setbacks:

- West – roughly 135' from the west property boundary / 200' from the centerline of Rush Lake Trail / CSAH 1;
- East – roughly 280' from the east property boundary;
- North – roughly 660' from the north property boundary / 720' from the centerline of CR 94; and
- South – roughly 530' from the south property boundary.

As proposed, the structure appears to meet and exceed all required structural setbacks of the AG District.

The subject site is located in the AG District and is surrounded by the AG District to the north, east, and south. Land directly west is located within the RR District. Surrounding properties range in size from two acres to 40 acres, with smaller properties being lakeshore properties

and larger properties generally being located north of Belle Isle Drive and east of Rush Lake Trail / CSAH 1.

REVIEW PROCESS

The Technical Review Committee met with Larry Hansen on February 12, 2025. Hansen provided details for possible future development of the site with a dwelling and shared that the sidewalls of the proposed accessory structure would be 12' in height. The Committee did not identify any immediate concerns with the request.

The Nessel Town Board considered the request at its February 11, 2025 meeting and recommended approval with no comments or recommended conditions.

The application was submitted on January 13, 2025 and deemed complete on January 17, 2025. The initial State mandated 60-day review period is scheduled to expire on March 18, 2025 and, because this timeframe will not accommodate all necessary meetings, staff extended the review period by an additional 60 days as allowed per Minnesota Statute 15.99. The extended review period will expire on May 17, 2025.

WRITTEN TESTIMONY

No written testimony was received upon completion of the staff report.

FINDINGS OF FACT

Zoning Ordinance Section 8.05 (Interim Use Permits), C. states that the Planning Commission shall consider possible effects of the proposed interim use based upon, but not limited to, the general factors listed below. Staff has provided draft findings, shown in *italics* below, for the Commission's consideration.

Factor #1 The use is compliant with the Comprehensive Plan and development policies of the County;

Finding #1 *The Chisago County Comprehensive Plan does not specifically address the proposed use; however, the Zoning Ordinance allows the proposed use in the Agricultural (AG) District with issuance of an Interim Use Permit. Additionally, the proposed structure appears to meet all setback requirements of the AG District. Therefore, the County finds that the proposed use is consistent with the County's development policies.*

Factor #2 The use shall 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 *Being that the proposed use is intended solely for residential storage purposes, the County finds that the proposed use will not create any demand on existing parks, schools, streets, or other public facilities or utilities which serve the subject site. Further, the Chisago County Highway Department,*

serving as Road Authority, did not provide any written or verbal concern regarding the impact on Rush Lake Trail / CSAH 1 or 529th Street / CR 94 during or following the February 12, 2025 Technical Review Committee meeting.

Factor #3 The use shall 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 *Given the size of the subject site (12.57± acres), the existing forestation / vegetation located on all sides of the proposed structure, the limited amount of development in the immediate vicinity, and the fact that the structure is proposed to meet and exceed all required setbacks, the County finds that the subject site is sufficiently separated by distance and screening from adjacent development so as to neither cause undue negative impact nor deter future development.*

Factor #4 The structure and site shall have an appearance that will not have an adverse effect upon adjacent properties;

Finding #4 *The Chisago County Zoning Ordinance does not identify any aesthetic requirements for accessory structures within the Agricultural (AG) District; therefore, the County finds that there is no evidence to suggest that the structure will have an appearance which will cause adverse effects upon adjacent properties.*

Factor #5 The 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; and, 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 #5 *The Chisago County Zoning Ordinance allows a singular accessory structure without the presence of a principal use structure in the Agricultural (AG) District with issuance of an Interim Use Permit; therefore, the County finds that the proposed use is in compliance with land use goals and regulations established by the County's official land use controls.*

Factor #6 The use shall not cause traffic hazard or congestion; and

Finding #6 *The application materials indicate that the proposed accessory structure is intended for the property owner's personal residential use and storage. The County finds that the accessory structure will create minimal traffic and will not cause traffic hazard or congestion. Further, the Chisago County Highway Department, serving as Road Authority, did not provide any written or verbal concern regarding traffic hazard or congestion on Rush Lake Trail / CSAH 1 or 529th Street / CR 94 during or following the February 12, 2025 Technical Review Committee meeting.*

Factor #7 Existing nearby properties shall not be adversely affected by intrusion of noise, glare or general unsightliness.

Finding #7 *The proposed use is consistent with accessory structures allowed in the Agricultural (AG) District and it will be separated from neighboring properties by significant distance and existing forestation / vegetation; therefore, the County finds that the accessory structure will not adversely impact nearby properties by intrusion of noise, glare or general unsightliness.*

STAFF RECOMMENDATION

Staff believes that the proposed Interim Use Permit (IUP) complies with and is consistent with the intent of the County's Zoning Ordinance. Barring any new or unknown evidence of compliance discovered after the completion of this report or during the course of the public hearing, **staff recommends approval** of the IUP with draft Findings of Fact (see above) and conditions (see below) and has prepared a resolution for the Commission's consideration.

Recommended Conditions:

1. This approval allows for a singular 1,680-sf accessory structure for personal use and storage without the presence of a principal use structure, subject to the conditions below. Further, this approval allows for sanitary facilities (toilet and sink only) within the accessory structure. The accessory structure shall be constructed in general conformance with the application materials dated received January 13, 2025, in terms of size and location, and kept on file with the Chisago County Department of Environmental Services. Any significant deviation from the approved request, as determined by the Department of Environmental Services, shall require further consideration by the Planning Commission and determination by the County Board of Commissioners.
2. The structure shall not be used for overnight accommodations or include residential living quarters, unless the structure meets all building and architectural requirements of the Chisago County Zoning Ordinance and other applicable ordinances / codes. Further, the structure shall not be used for commercial purposes, until and unless this specific use is allowed by or pursuant to the Chisago County Zoning Ordinance.
3. Any change to the approved accessory structure involving enlargements, intensification or expansion of use, or change not specifically permitted by this Interim Use Permit, shall require an Amendment to this Interim Use Permit.
4. 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.
5. This Interim Use Permit shall expire at such time that the current or future property owner(s) construct(s) a principal use structure.

6. Violations of the conditions contained herein shall be cause for the revocation of the Interim Use Permit upon action of the County Board.

OPTIONS

1. Recommend that the County Board **approve** the Interim Use Permit with Findings of Fact and conditions presented or amended.
2. Should the Planning Commission determine that the proposed Interim Use Permit does not comply with and/or is not consistent with the intent of County's Zoning Ordinance upon completion of the public hearing and/or upon discovery of any new or unknown evidence, recommend that the County Board **deny** the Interim Use Permit based on factors deemed appropriate. (*Note: If the Commission considers this option, specific factor(s) for denial should be included in the motion.)*
3. **Continue the public hearing** to a specific date in order to receive additional public testimony prior to making a recommendation on the Interim Use Permit.
4. **Table the request** to allow for submission of additional supporting documentation and/or further review and consideration. The extended review period expires on May 17, 2025 allowing for further review and consideration at the Planning Commission's April 3, 2025 meeting.

ACTION REQUESTED

Motion to adopt Resolution No. PC2025-0301, a resolution recommending approval of an Interim Use Permit allowing an accessory structure with sanitary facilities without the presence of a principal use structure on property identified as PID 06.00235.11 in Nessel Township, with Findings of Fact and conditions as presented or amended.

ATTACHMENTS

1. Application materials:
    a. Application
    b. Site plan
    c. Building plans
2. Aerial photo (1) – subject site
3. Aerial photo (2) – vicinity map
4. Draft Resolution No. PC2025-0301

Chisago County Department of Environmental Services
Planning & Zoning Application

Permit # 25-0031

Township Nessell S/T/R 11-37-22 PID# 06.00235.11

Project Address _____

Property Owner(s) Larry Hansen

Mailing Address (If Different from Project Address) 10080 550th St. Rush City, MN. 55069

Phone# [redacted] Email [redacted]

Applicant(s) Larry Hansen

Mailing Address (If Different from Project Address) 10080 550th St. Rush City, MN. 55069

Phone# [redacted] Email [redacted]

Type of Request (Check All That Apply)

Board of Adjustment & Appeals	Planning Commission	
☐ Variance	☐ Conditional Use Permit (CUP)	☐ Preliminary Plat
☐ Administrative Appeal	☒ Interim Use Permit (IUP)	☐ Rezoning
	☐ Amendment to CUP or IUP	☐ Ordinance Amendment

Description of Request (Attach Separate Sheet if Necessary) Accessory Structure without Dwelling, [redacted] with toilet & sink for residential use only

Required Attachments (Additional Attachments May Be Required Based On The Specific Request)

☐ Full Legal Description ☐ Detailed Site Plan ☐ Detailed Written Narrative ☒ Plat Drawings

Larry Hansen
Applicant Signature

1-6-2025
Date of Application

I hereby certify that the above information is true and correct to the best of my knowledge, and that any knowingly false representations may invalidate any approvals. With my signature, I also grant permission to Chisago County Officials to enter upon the subject property for the purpose of such inspections as may be necessary.

Fees		Dates	
Base Fee	$ 900.-	Application Received	1-13-25
Recording Fee	$ 46.-	Application Complete	1-17-25
Plat Fee – No Road(s) / With Road(s)	$	60 / 120 Day Review Period	3-18-25
Septic Compliance Fee	$	Extended Review Period	5-17-25
Wetland Fee	$		
TOTAL FEE	$ 946.-		

Chisago County Department of Environmental Services
Planning & Zoning Application

Township Presentation Form

Township Nessel/ S/T/R 11-37-22 PID# 06.0B235.11

Project Address _____

Property Owner(s) Larry Hansen

Mailing Address (if Different from Project Address) 10080 550th St. Rush City, MN 55069

Phone# [redacted] Email [redacted]

Applicant(s) SAME as above

Mailing Address (if Different from Project Address) SAME AS above

Phone# [redacted] Email [redacted]

Type of Request (Check All That Apply)

Board of Adjustment & Appeals
- ☐ Variance
- ☐ Administrative Appeal

Planning Commission
- ☐ Conditional Use Permit (CUP)
- ☒ Interim Use Permit (IUP)
- ☐ Amendment to CUP or IUP
- ☐ Preliminary Plat
- ☐ Rezoning
- ☐ Ordinance Amendment

Description of Request (Attach Separate Sheet if Necessary) Accessory Structure for dry storage without dwelling with toilet & sink for personal use only

Larry Hansen
Applicant Signature

1-6-2025
Date of Application

I hereby certify that the above information is true and correct to the best of my knowledge, and that any knowingly false representations may invalidate any approvals. With my signature, I also grant permission to Chisago County Officials to enter upon the subject property for the purpose of such inspections as may be necessary.

Date of County Public Hearing _____ Date of Township Presentation _____

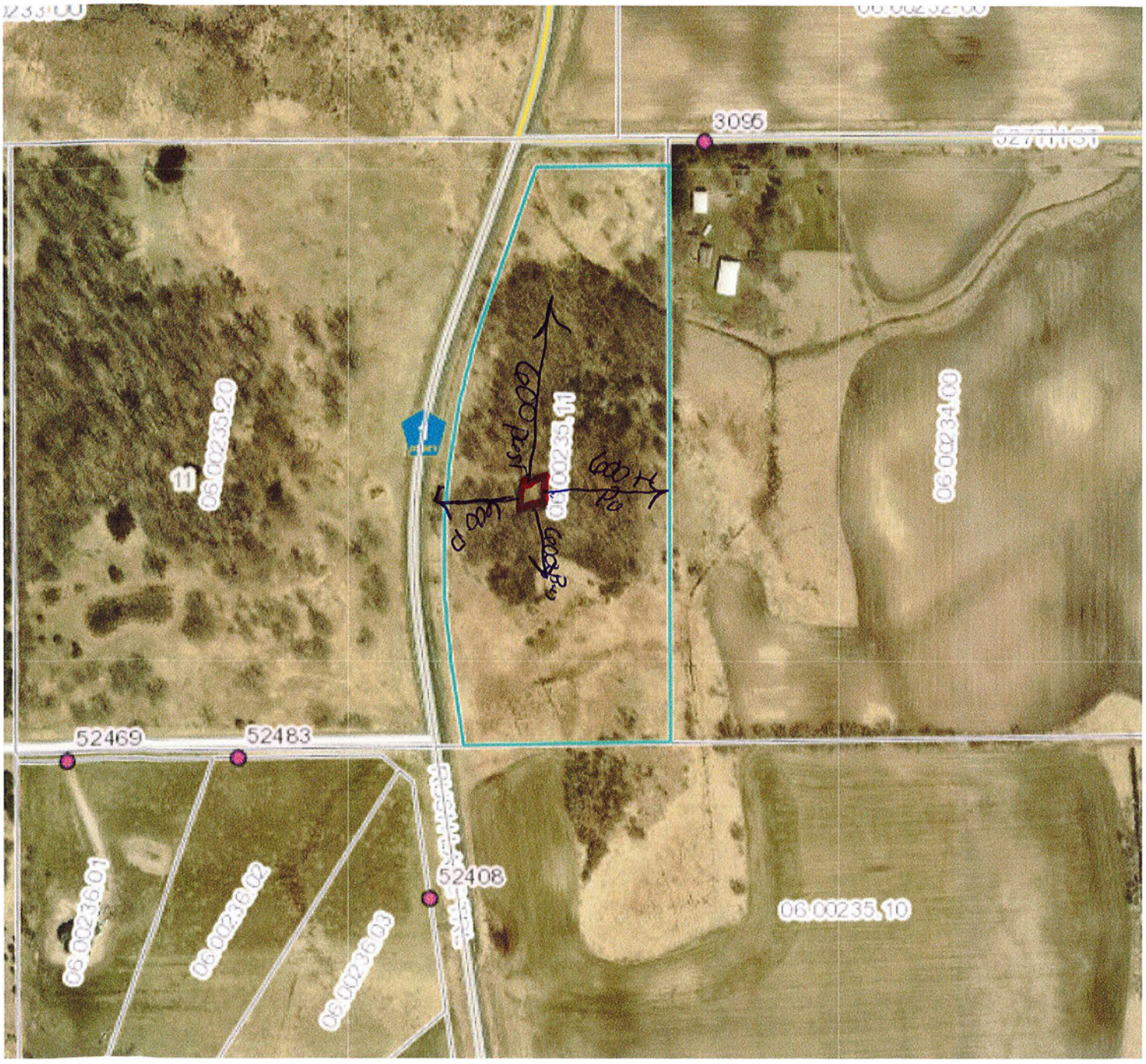
Township Action Taken (Township Use Only)
- ☒ Recommendation of Approval
- ☐ Recommendation of Denial

Recommended Conditions of Approval OR Legal Findings for Recommendation of Denial

_____

Signatures of Township Officials or Authorized Personnel

Michelle Meyer
Stanley Forbeder
Brandi Mill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06 00236.03
600 ft
600 ft
600 ft

Date: 12/18/2024 - 12:26 PM
Design Name: Post Frame Design
Design ID: 315456019844
System V Estimate ID: 62493

MENARDS®
Design & Buy™
POST FRAME

Estimated price: $18,706.73*

*Today's estimated price, future pricing may go up or down. Tax, labor, and delivery not included.

How to recall and purchase a saved design at home

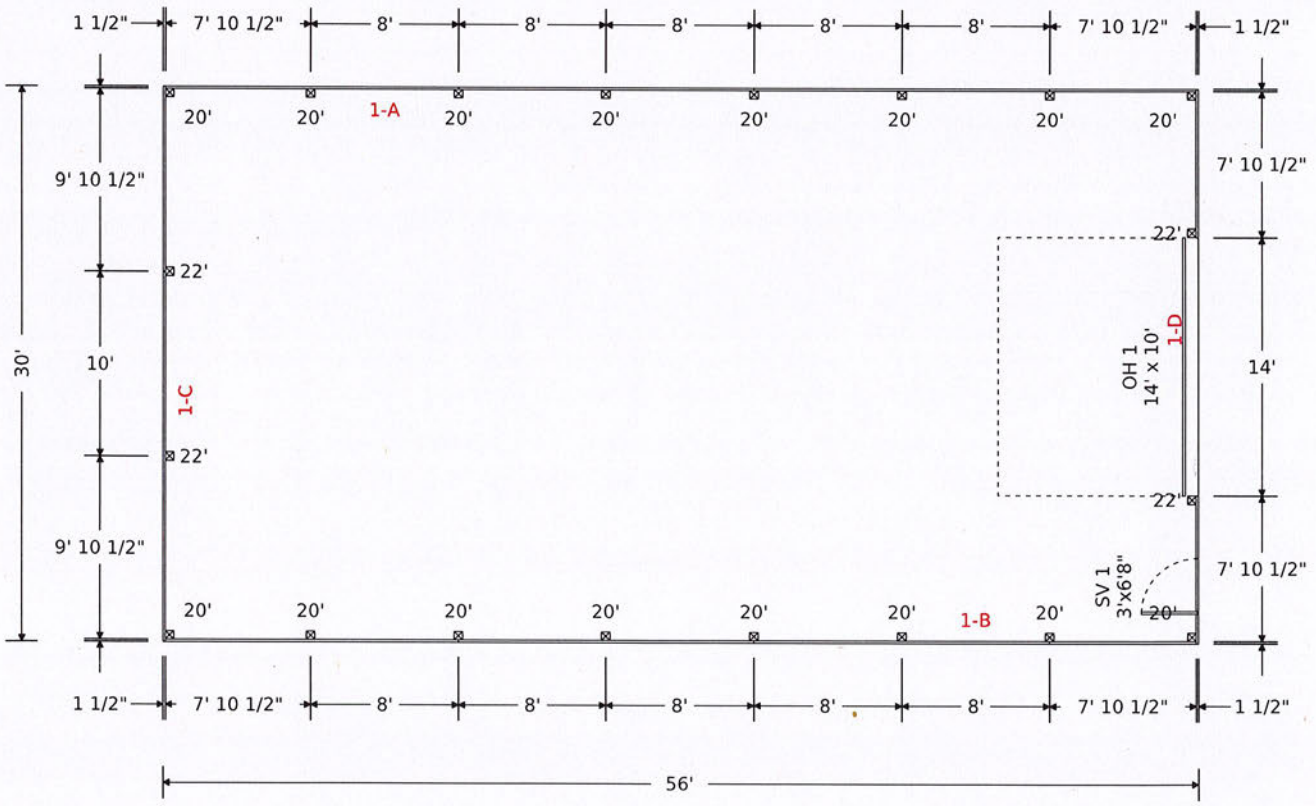
OR

1. On Menards.com, enter "Design & Buy" in the search bar
2. Select the Buildings Designer
3. Recall your design by entering Design ID: 315456019844
4. Follow the on-screen purchasing instructions

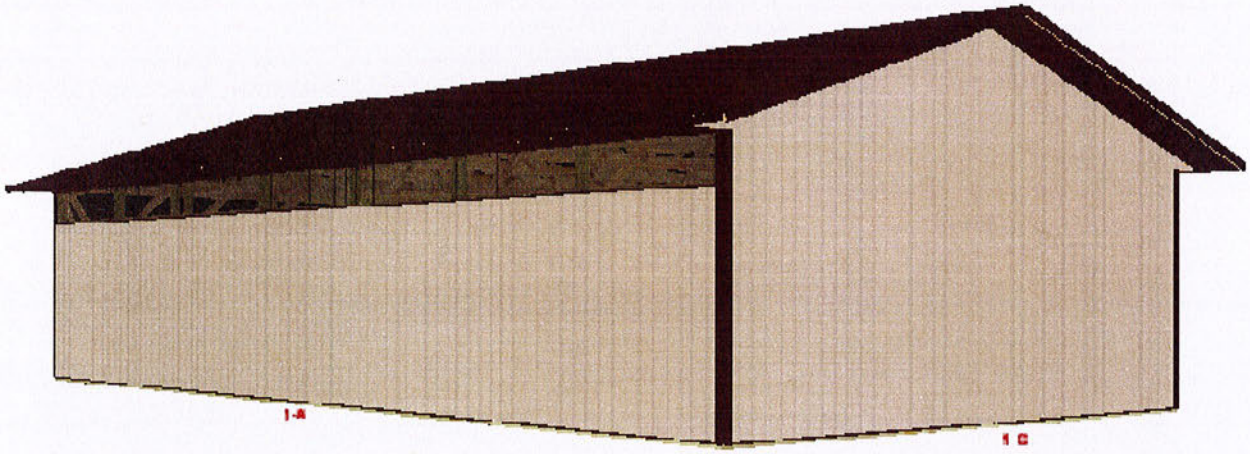
How to purchase at the store

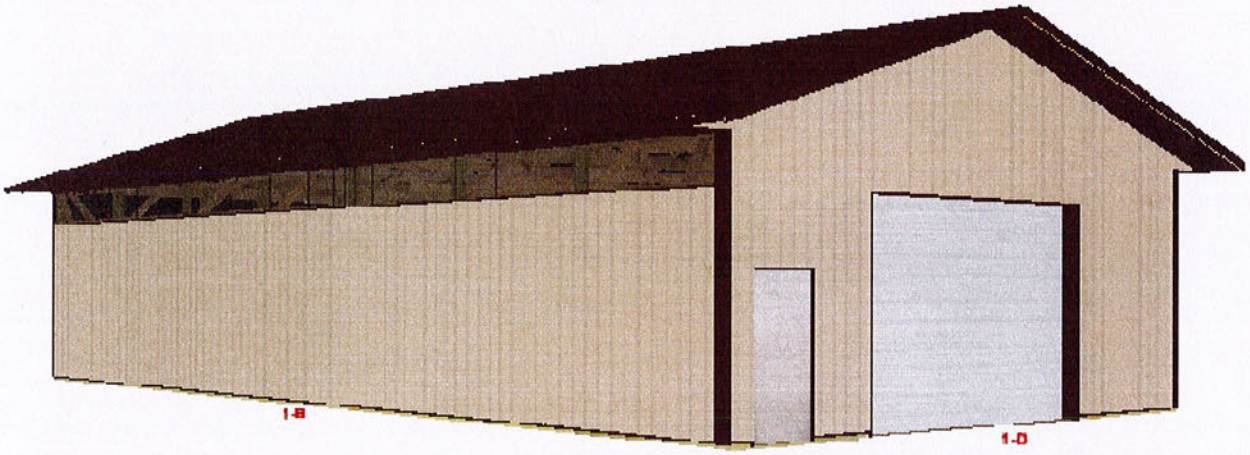
1. Enter Design ID: 315456019844 at the Design-It Center Kiosk in the Building Materials Department
2. Follow the on-screen purchasing instructions.

FLOOR PLAN



Elevation Views





Congratulations, you have taken the first step towards making your new post frame building a reality!

- You have selected Menards to provide you with superior products produced by Midwest Manufacturing that will meet your needs. For a more detailed look at these premium products visit us on the web at www.midwestmanufacturing.com.

*Delivery charge is not included in price. Items ordered to complete your building from vendors other than Midwest Manufacturing are not available for pickup from the plant.

Building Information

1. Building Use:	Code Exempt
2. Width:	30 ft
3. Length:	56 ft
4. Inside Clear Height:	12 ft
5. Floor Finish:	Dirt / Gravel
6. Post Embedment Depth:	6 ft
7. Footing Pad Size:	20 in x 6 in (Pre-cast)

Wall Information

1. Post Spacing:	8 ft
2. Post Type:	Posts
3. Girt Type:	Flat
4. Exterior Wall Panel:	Pro-Rib
5. Exterior Wall Color:	Light Stone
6. Trim Color:	Brown
7. Gable Accent:	No
8. Sidewall A Eave Light:	2 ft
9. Sidewall B Eave Light:	2 ft
10. Wall Fastener Location:	In the Flat
11. Gradeboard Type:	2x6 Treated Gradeboard

Interior Finish

1. Wall Insulation Type:	None
2. Wall Liner Type:	None
3. Roof Condensation Control:	None

Roof Information

1. Pitch:	4/12
2. Truss Spacing:	8 ft
3. Roof Type:	Pro-Rib
4. Roof Color:	Brown
5. Ridge Options:	Universal Ridge Cap
6. Roof Fastener Location:	On the Rib
7. Endwall Overhangs:	2 ft
8. Sidewall Overhangs:	2 ft
9. Fascia Size:	4 in Fascia
10. Soffit Color:	Brown
11. Skylight Size:	None
12. Ridge Vent Quantity:	None
13. Ceiling Liner Type:	None
14. Purlin Placement:	On Edge
15. Ceiling Insulation Type:	None

Accessories

1. Outside Closure Strip:	Standard
2. Inside Closure Strip:	Standard
3. Gable Vent Type:	None
4. Cupola Size:	None
5. Gutters:	No
6. End Cap:	No
7. Mini Print:	Hardcopy and E-mail

Doors & Windows

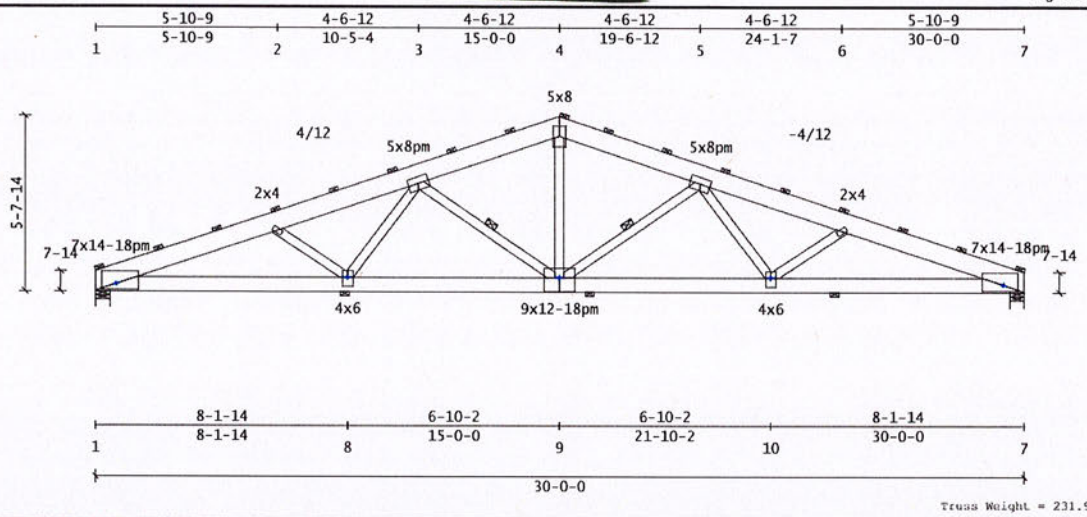
Name	Size	Wall
Service Door	36"x80"	1-D
Overhead Door	14' x 10'	1-D

Floor type (concrete, dirt, gravel) is NOT included in estimated price. The floor type is used in the calculation of materials needed. Labor, foundation, steel beams, paint, electrical, heating, plumbing, and delivery are also NOT included in estimated price. This is an estimate. It is only for general price information. This is not an offer and there can be no legally binding contract between the parties based on this estimate. The prices stated herein are subject to change depending upon the market conditions. The prices stated on this estimate are not firm for any time period unless specifically written otherwise on this form. The availability of materials is subject to inventory conditions. MENARDS IS NOT RESPONSIBLE FOR ANY LOSS INCURRED BY THE GUEST WHO RELIES ON PRICES SET FORTH HEREIN OR ON THE AVAILABILITY OF ANY MATERIALS STATED HEREIN. All information on this form, other than price, has been provided by the guest and Menards is not responsible for any errors in the information on this estimate, including but not limited to quantity, dimension and quality. Please examine this estimate carefully. MENARDS MAKES NO REPRESENTATIONS, ORAL, WRITTEN OR OTHERWISE THAT THE MATERIALS LISTED ARE SUITABLE FOR ANY PURPOSE BEING CONSIDERED BY THE GUEST. BECAUSE OF WIDE VARIATIONS IN CODES, THERE ARE NO REPRESENTATIONS THAT THE MATERIALS LISTED HEREIN MEET YOUR CODE REQUIREMENTS. THE PLANS AND/OR DESIGNS PROVIDED ARE NOT ENGINEERED. LOCAL CODE OR ZONING REGULATIONS MAY REQUIRE SUCH STRUCTURES TO BE PROFESSIONALLY ENGINEERED AND CERTIFIED PRIOR TO CONSTRUCTION.

Project Name: QTREC0863455 | **Qty: 5** | **Truss: P1**

Customer: NEW JOB

SID:
TID: QTREC086...
Date: 08 / 06 / 24
Page: 1 of 1



Truss Weight = 231.9 lb

```
Code/Design: IBC-2018/TPI-2014
PSF  Live  Dead        Dur Factors
TC   20.0   4.0       Live  Wind  Snow
BC    0.0   5.0  Lum 1.15  1.60  1.15
Total      29.0  Plt 1.15  1.60  1.15
Spacing:  8-00-00 o.c.    Plies: 1
Repetitive Member Increase:  No
Green Lumber:  No  Wet Service:  No
Fab Tolerance:  15% Creep (Kcr) = 2.0
```

```
----------Snow Load Specs----------
ASCE7-16 Ground Snow(Pg) =  60.0 psf
Risk Cat: I  Terrain Cat: C
Roof Exposure: Fully Exposed
Thermal Condition: Unheated(1.2)
Unobstructed Slippery Roof: Yes
Low-Slope Minimums(Pfmin):  No
Unbalanced Snow Loads:      Yes
Rain Surcharge: No Ice Dam Chk: No
Lu(max) = 20-00-00
```

```
----------Wind Load Specs----------
ASCE7-16  Wind Speed(V) = 105 mph
Risk Cat: I  Exposure Cat: C
Bldg Dims: L =    0.0 ft  B =    0.0 ft
M.R.H(h)=  15.0ft Kzt = 1.0 Ke = 1.00
Bldg Enclosure: Enclosed
Wind DL(psf): TC =  2.4 BC =  3.0
End Vertical Exposed: L = Yes R = Yes
Wind Uplift Reporting: MWFRS
C&C End Zone: N/A
```

```
------Additional Design Checks------
10 psf Non-Concurrent BCLL:       Yes
20 psf BC Limited Storage:        No
200 lb BC Accessible Ceiling:     No
300 lb TC Maintenance Load:       No
2000 lb TC Safe Load:             No
Unbalanced TCLL:                  Yes
```

Material Summary

```
TC      2x8   SP  2400/2.0
BC      2x6   SP  2400/2.0
Webs    2x4   SPF  Stud
        2x4   SPF  #2  3-9  9-4  9-5
```

Member Forces Summary

```
Max CSI in TC PANEL   1 -  2   0.71
Max CSI in BC PANEL   1 -  8   0.98
Max CSI in Web        9 -  4   0.93

...Mem...    Ten     Comp     .CSI.
TC   1- 2   1856    13475     0.71
     2- 3   1669    12159     0.71
     3- 4   1334     8287     0.44
     4- 5   1331     8287     0.44
     5- 6   1662    12159     0.71
     6- 7   1849    13475     0.71
BC   1- 8  12536     1620     0.98
     7-10  12536     1621     0.98
     8- 9  10580     1285     0.71
     9-10  10580     1286     0.71
Web  2- 8    385     1563     0.43
     3- 8   1360       55     0.58
     3- 9    567     4194     0.78
     4- 9   3819      540     0.93
     5- 9    567     4194     0.78
     5-10   1360       56     0.58
     6-10    385     1563     0.43
```

Reaction Summary

```
----------Reaction Summary(Lbs)----------
Jnt   --X-Loc-  React  -Up-  --Width-  -Reqd   -Mat  PSI
  1          0   5502   726    05-08 04-11    DFL  781
  7   30-00-00   5502   723    05-08 04-11    DFL  781
Max Horiz =   -220 /   +213 at Joint   1
```

Loads Summary

This truss has been designed for the effects of an unbalanced top chord live load occurring at [15-00-00] using a 1.00 Full and 0.00 Reduced load factor.

See Loadcase Report for load combinations and additional details.

Notes

Plates designed for Cq at 0.85 and Rotational Tolerance of 10.0 degrees.
A "pm" next to the plate size indicates that the plate has been user modified; see Plate Offsets for any special positioning requirements.
Continuous Lateral Restraint (CLR) rows require diagonal bracing per D-WEBCLRBRACE. Alternatively, see D-WEBREINFORCE.
C&C wind pressure has not been considered in the design of this truss.
Lumber and plating have been applied symmetrically.

Deflection Summary

```
TrussSpan Limit   Actual(in)    Location
Vert LL   L/240   L/699(-0.51)  8- 9
Vert DL   L/120   L/999(-0.15)  8- 9
Vert CR   L/180   L/543(-0.66)  8- 9
Horz LL   0.75in      ( 0.19) @JL 7
Horz CR   1.25in      ( 0.24) @JL 7
```

Bracing Data Summary

```
-----------Bracing Data-----------
Chords; Sheathing required or bracing
indicated:
------------Purlins------------
     ---oc---  ---From--  ---To---  #Bays
TC    2-00-00         0  30-00-00   16
BC    7-11-00         0  30-00-00    4
------- Web Bracing -- CLR ----------
Single:    3- 9  9- 5
Continuous Restraint Bracing Req'd
See BCSI-B3 3.0
```

Plate offsets (X, Y):

(None unless indicated below)
Jnt1(01-07,01-03), Jnt7(-01-07,01-03), Jnt8(0,-00-08), Jnt9(0,-00-12), Jnt10(0,-00-08)

Joint Stress Index (JSI):

Jnt1(1.00), Jnt2(0.69), Jnt3(1.00), Jnt4(0.94), Jnt5(1.00), Jnt6(0.69), Jnt7(1.00), Jnt8(0.90), Jnt9(0.94), Jnt10(0.90)

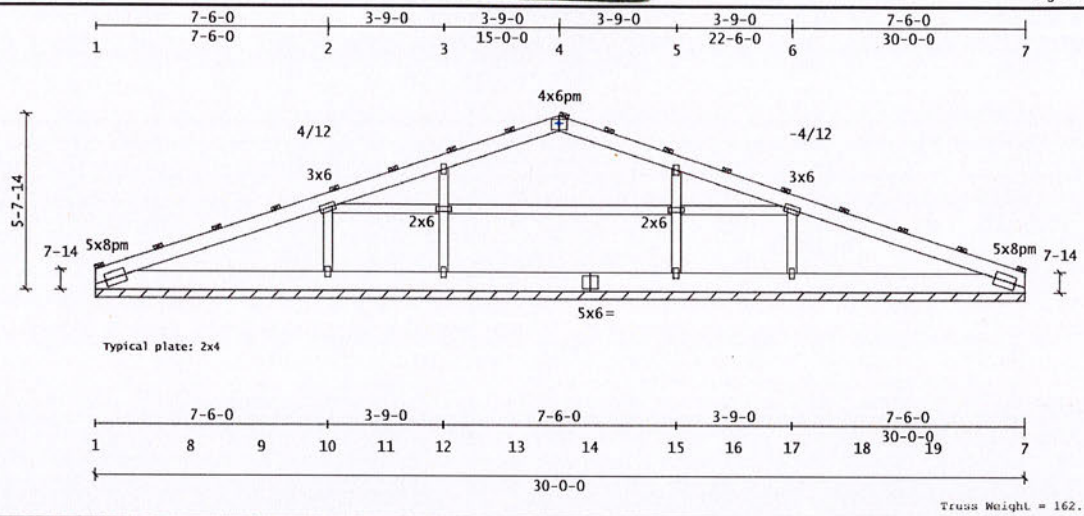
NOTICE A copy of this design shall be furnished to the erection contractor. The design of this individual truss is based on design criteria and requirements supplied by the Truss Manufacturer and relies upon the accuracy and completeness of the information set forth by the Building Designer. A seal on this drawing indicates acceptance of professional engineering responsibility solely for the truss component design shown. See the cover page and the "Important Information & General Notes" page for additional information. All connector plates shall be manufactured by Simpson Strong-Tie Company, Inc in accordance with ESR-2762. All connector plates are 20 gauge, unless the specified plate size is followed by a "-18" which indicates an 18 gauge plate, or "S# 18", which indicates a high tension 18 gauge plate.

Midwest Manufacturing
5311 Kane Road
Eau Claire, WI 54703
(715) 876-5555
midwestmanufacturing.com

Project Name: QTREC0875590 | **Qty: 2** | **Truss: P1E**

Customer: NEW PROJECT

SID:
TID: QTREC087...
Date: 10/22/24
Page: 1 of 1



Typical plate: 2x4

Truss Weight = 162.6 lb

Code/Design: IBC-2018/TPI-2014

PSF	Live	Dead		Dur Factors		
				Live	Wind	Snow
TC	20.0	4.0				
BC	0.0	5.0	Lum	1.15	1.60	1.15
Total	29.0		Plt	1.15	1.60	1.15

Spacing: 4-06-00 o.c. Plies: 1
Repetitive Member Increase: No
Green Lumber: No Wet Service: No
Fab Tolerance: 15% Creep (Kcr) = 2.0

----------Snow Load Specs----------
ASCE7-16 Ground Snow(Pg) = 60.0 psf
Risk Cat: I Terrain Cat: C
Roof Exposure: Fully Exposed
Thermal Condition: Unheated(1.2)
Unobstructed Slippery Roof: Yes
Low-Slope Minimums(Pfmin): No
Unbalanced Snow Loads: Yes
Rain Surcharge: No Ice Dam Chk: No
Lu(max) = 20-00-00

----------Wind Load Specs----------
ASCE7-16 Wind Speed(V) = 105 mph
Risk Cat: I Exposure Cat: C
Bldg Dims: L = 0.0 ft B = 0.0 ft
M.R.H(h)= 15.0ft Kzt = 1.0 Ke = 1.00
Bldg Enclosure: Enclosed
Wind DL(psf): TC = 2.4 BC = 3.0
End Vertical Exposed: L = Yes R = Yes
Wind Uplift Reporting: MWFRS
C&C End Zone: N/A

-------Additional Design Checks------

10 psf Non-Concurrent BCLL:	Yes
20 psf BC Limited Storage:	No
200 lb BC Accessible Ceiling:	No
300 lb TC Maintenance Load:	No
2000 lb TC Safe Load:	No
Unbalanced TCLL:	Yes

Material Summary

TC	2x6	SPF	#2
BC	2x8	SPF	#2
Webs	2x4	SPF	Stud
	2x4	SPF	#2 5-3

Member Forces Summary

Max CSI in TC PANEL	1 - 2		0.53
Max CSI in BC PANEL	1 - 8		0.16
Max CSI in Web	12 - 3		0.37

...Mem...		Ten	Comp	.CSI.
TC	1- 2	55	953	0.53
	2- 3	154	922	0.53
	3- 4	220	951	0.42
	4- 5	221	951	0.42
	5- 6	157	922	0.53
	6- 7	58	953	0.53
BC	1- 8	735	20	0.16
	7-19	735	19	0.16
	8- 9	735	20	0.11
	9-10	735	20	0.11
	10-11	735	20	0.11
	11-12	735	20	0.11
	12-13	735	20	0.11
	13-14	735	19	0.11
	14-15	735	19	0.11
	15-16	735	19	0.11
	16-17	735	19	0.11
	17-18	735	19	0.11
	18-19	735	19	0.11
Web	2-10	272	1228	0.30
	3-12	161	1130	0.37
	5-15	161	1130	0.37
	6-17	272	1228	0.30

Reaction Summary

----------Reaction Summary(Lbs)----------

Jnt	--X-Loc-	React	-Up-	--Width-	-Reqd	-Mat	PSI
1	11-10	968	94	30-00-00			
10	7-06-00	1276	244	30-00-00			
12	11-03-00	1178	133	30-00-00			
15	18-09-00	1184	130	30-00-00			
17	22-06-00	1276	244	30-00-00			
7	29-00-06	968	95	30-00-00			

Max Horiz = -121 / +124 at Joint 13
Reactions not shown: down < 400 and up < 150

---- Reaction Summary (plf) -----

Jnt-Jnt	React	-Up-	--Width-	
1- 7	11	0	30-00-00	(reduced)

Loads Summary

This truss has been designed for the effects of an unbalanced top chord live load occurring at [15-00-00] using a 1.00 Full and 0.00 Reduced load factor.

See Loadcase Report for load combinations and additional details.

Notes

If this truss is exposed to wind load perpendicular to the plane of the truss, gable studs must be braced according to the Construction Documents, BCSI-B3, or a gable stud bracing detail matching the design wind speed shown. Lateral bracing of the truss itself to resist out-of-plane wind load must be in accordance with the Construction Documents.
The maximum rake overhang length is 27.0".
Plates designed for Cq at 0.85 and Rotational Tolerance of 10.0 degrees.
A "pm" next to the plate size indicates that the plate has been user modified; see Plate Offsets for any special positioning requirements.
C&C wind pressure has not been considered in the design of this truss.
This truss is not symmetric - proper orientation is critical.

Deflection Summary

TrussSpan	Limit	Actual(in)	Location
Vert LL	L/240	L/999(-0.00)	13-15
Vert DL	L/120	L/999(-0.00)	13-15
Vert CR	L/180	L/999(-0.00)	13-15
Horz LL	0.75in	(0.01)	@JL 7
Horz CR	1.25in	(0.01)	@JL 7

Bracing Data Summary

----------Bracing Data----------
Chords; Sheathing required or bracing indicated:

----------Purlins----------

	---oc---	--From--	---To---	#Bays
TC	2-00-00	0	30-00-00	16
BC	10-00-00	0	30-00-00	3

Web Bracing -- None

Plate offsets (X, Y):

(None unless indicated below)
Jnt4(0,-00-08)

Joint Stress Index (JSI):

Jnt1(0.74), Jnt2(0.98), Jnt3(0.49), Jnt4(0.33), Jnt5(0.49), Jnt6(0.98), Jnt7(0.74), Jnt10(0.50), Jnt12(0.50), Jnt14(0.37), Jnt15(0.50), Jnt17(0.50), Jnt20(0.78), Jnt21(0.78)

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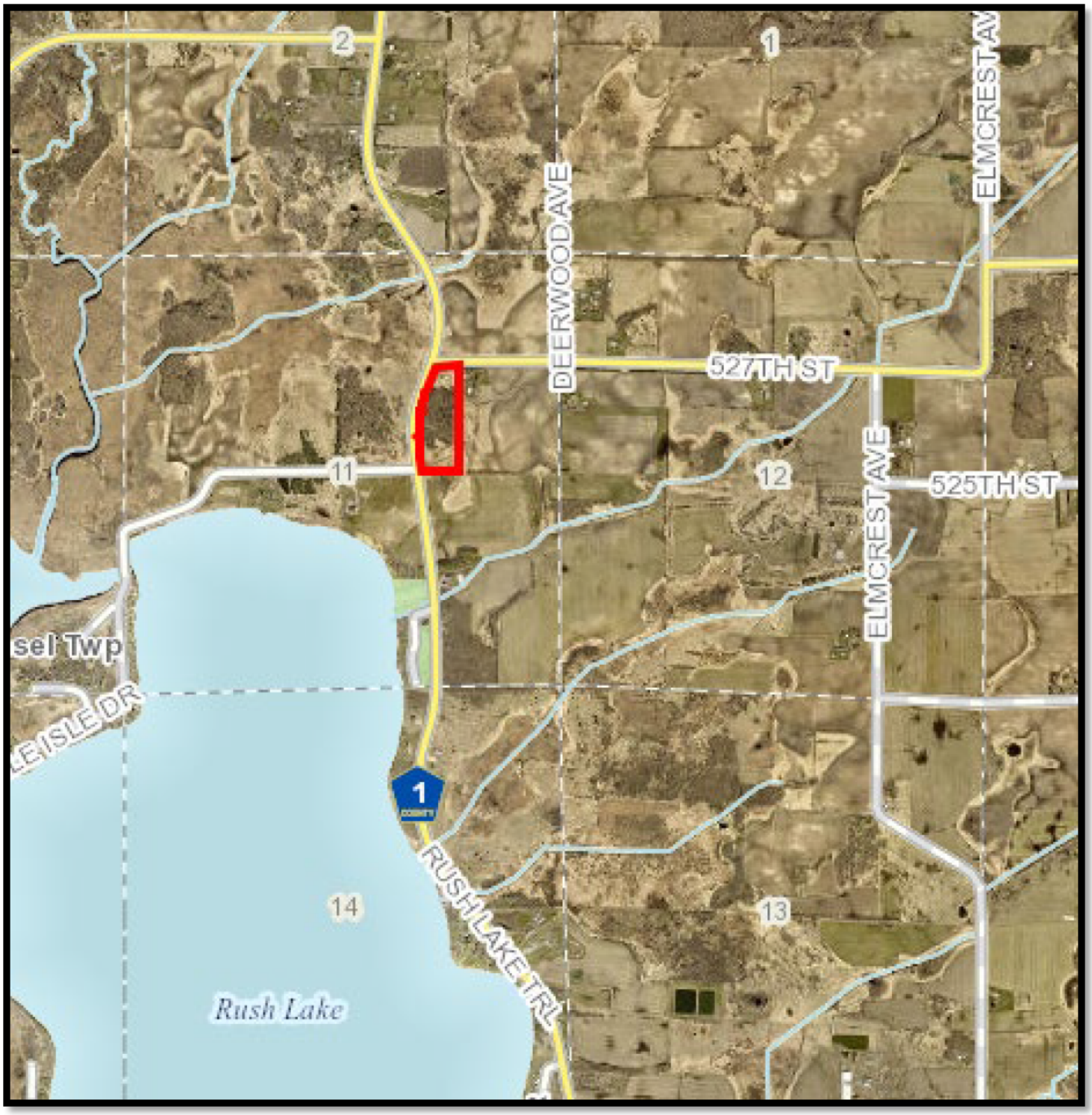
Chisago COUNTY USA | ENVIRONMENTAL SERVICES

Larry Hansen – Property owner Larry Hansen is requesting an Interim Use Permit allowing for an accessory structure with sanitary facilities without the presence of a principal use structure, such as a dwelling, on a 12.57± acre property in the Agricultural (AG) District. The subject site is generally located at the southeast corner of the intersection of Rush Lake Trail / CSAH 1 and 527th Street in Nessel Township, S11, T37, R22 (PID 06.00235.11).

Chisago COUNTY USA | ENVIRONMENTAL SERVICES

Larry Hansen – Property owner Larry Hansen is requesting an Interim Use Permit allowing for an accessory structure with sanitary facilities without the presence of a principal use structure, such as a dwelling, on a 12.57± acre property in the Agricultural (AG) District. The subject site is generally located at the southeast corner of the intersection of Rush Lake Trail / CSAH 1 and 527th Street in Nessel Township, S11, T37, R22 (PID 06.00235.11).



RESOLUTION NO. PC2025-0301

A RESOLUTION OF THE PLANNING COMMISSION OF CHISAGO COUNTY, MINNESOTA, RECOMMENDING APPROVAL OF AN INTERIM USE PERMIT ALLOWING AN ACCESSORY STRUCTURE WITH SANITARY FACILITIES WITHOUT THE PRESENCE OF A PRINCIPAL USE STRUCTURE ON PROPERTY IDENTIFIED AS PID 06.00235.11 IN NESSEL TOWNSHIP

WHEREAS, property owner Larry Hansen submitted an application dated received January 13, 2025 and considered complete on January 17, 2025 for an Interim Use Permit allowing an accessory structure with sanitary facilities without the presence of a principal use structure on property located at xxxxx Rush Lake Trail / CSAH 1 in Nessel Township; and

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

WHEREAS, the subject site is 12.57± acres in size and legally described as:

PID 06.00235.11
Lot 1, Block 1, Ponytail Addition, Chisago County, Minnesota.

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

WHEREAS, the Planning Commission considered several factors for granting Interim Use Permits and made the following findings per Zoning Ordinance Section 8.05, C.:

Factor #1 The use is compliant with the Comprehensive Plan and development policies of the County;

Finding #1 *The Chisago County Comprehensive Plan does not specifically address the proposed use; however, the Zoning Ordinance allows the proposed use in the Agricultural (AG) District with issuance of an Interim Use Permit. Additionally, the proposed structure appears to meet all setback requirements of the AG District. Therefore, the County finds that the proposed use is consistent with the County's development policies.*

Factor #2 The use shall 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 *Being that the proposed use is intended solely for residential storage purposes, the County finds that the proposed use will not create any demand on existing parks, schools, streets, or other public facilities or utilities which serve the subject site. Further, the Chisago County Highway Department, serving as Road Authority, did not provide any written or verbal concern regarding the impact on Rush Lake Trail / CSAH 1 or 529th Street / CR 94 during or following the February 12, 2025 Technical Review Committee meeting.*

Factor #3 The use shall 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 *Given the size of the subject site (12.57± acres), the existing forestation / vegetation located on all sides of the proposed structure, the limited amount of development in the immediate vicinity, and the fact that the structure is proposed to meet and exceed all required setbacks, the County finds that the subject site is sufficiently separated by distance and screening from adjacent development so as to neither cause undue negative impact nor deter future development.*

Factor #4 The structure and site shall have an appearance that will not have an adverse effect upon adjacent properties;

Finding #4 *The Chisago County Zoning Ordinance does not identify any aesthetic requirements for accessory structures within the Agricultural (AG) District; therefore, the County finds that there is no evidence to suggest that the structure will have an appearance which will cause adverse effects upon adjacent properties.*

Factor #5 The 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; and, 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 #5 *The Chisago County Zoning Ordinance allows a singular accessory structure without the presence of a principal use structure in the Agricultural (AG) District with issuance of an Interim Use Permit; therefore, the County finds that the proposed use is in compliance with land use goals and regulations established by the County's official land use controls.*

Factor #6 The use shall not cause traffic hazard or congestion; and

Finding #6 *The application materials indicate that the proposed accessory structure is intended for the property owner's personal residential use and storage. The County finds that the accessory structure will create minimal traffic and will not cause traffic hazard or congestion. Further, the Chisago County Highway Department, serving as Road Authority, did not provide any written or verbal concern regarding traffic hazard or congestion on Rush Lake Trail / CSAH 1 or 529th Street / CR 94 during or following the February 12, 2025 Technical Review Committee meeting.*

Factor #7 Existing nearby properties shall not be adversely affected by intrusion of noise, glare or general unsightliness.

Finding #7 *The proposed use is consistent with accessory structures allowed in the Agricultural (AG) District and it will be separated from neighboring properties by significant distance and existing forestation / vegetation; therefore, the County finds that the accessory structure will not adversely impact nearby properties by intrusion of noise, glare or general unsightliness.*

NOW THEREFORE, BE IT RESOLVED that the Planning Commission of Chisago County, Minnesota hereby recommends approval of the request for Interim Use Permit, subject to the following conditions:

1. This approval allows for a singular 1,680-sf accessory structure for personal use and storage without the presence of a principal use structure, subject to the conditions below. Further, this approval allows for sanitary facilities (toilet and sink only) within the accessory structure. The accessory structure shall be constructed in general conformance with the application materials dated received January 13, 2025, in terms of size and location, and kept on file with the Chisago County Department of Environmental Services. Any significant deviation from the approved request, as determined by the Department of Environmental Services, shall require further consideration by the Planning Commission and determination by the County Board of Commissioners.
2. The structure shall not be used for overnight accommodations or include residential living quarters, unless the structure meets all building and architectural requirements of the Chisago County Zoning Ordinance and other applicable ordinances / codes. Further, the structure shall not be used for commercial purposes, until and unless this specific use is allowed by or pursuant to the Chisago County Zoning Ordinance.
3. Any change to the approved accessory structure involving enlargements, intensification or expansion of use, or change not specifically permitted by this Interim Use Permit, shall require an Amendment to this Interim Use Permit.
4. 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.
5. This Interim Use Permit shall expire at such time that the current or future property owner(s) construct(s) a principal use structure.
6. Violations of the conditions contained herein shall be cause for the revocation of the Interim Use Permit upon action of the County Board.

Adopted by the Planning Commission of Chisago County, Minnesota,
this 6th day of March, 2025.

Chris DuBose	_____	Dave Whitney	_____
Eric Leivian	_____	Jolene Wille	_____
Jim McCarthy	_____	Chip Yeager	_____
John Sutcliffe	_____		

_____ ATTEST: _____

Jolene Wille
Chair

Beth Gervais
Land Services Coordinator

Interim Use Permit for an Accessory Structure With Sanitary Facilities Without the Presence of a Principal Use Structure

Larry Hansen
xxxxx Rush Lake Trail / CSAH 1
Nessel Township
PID 06.00235.11

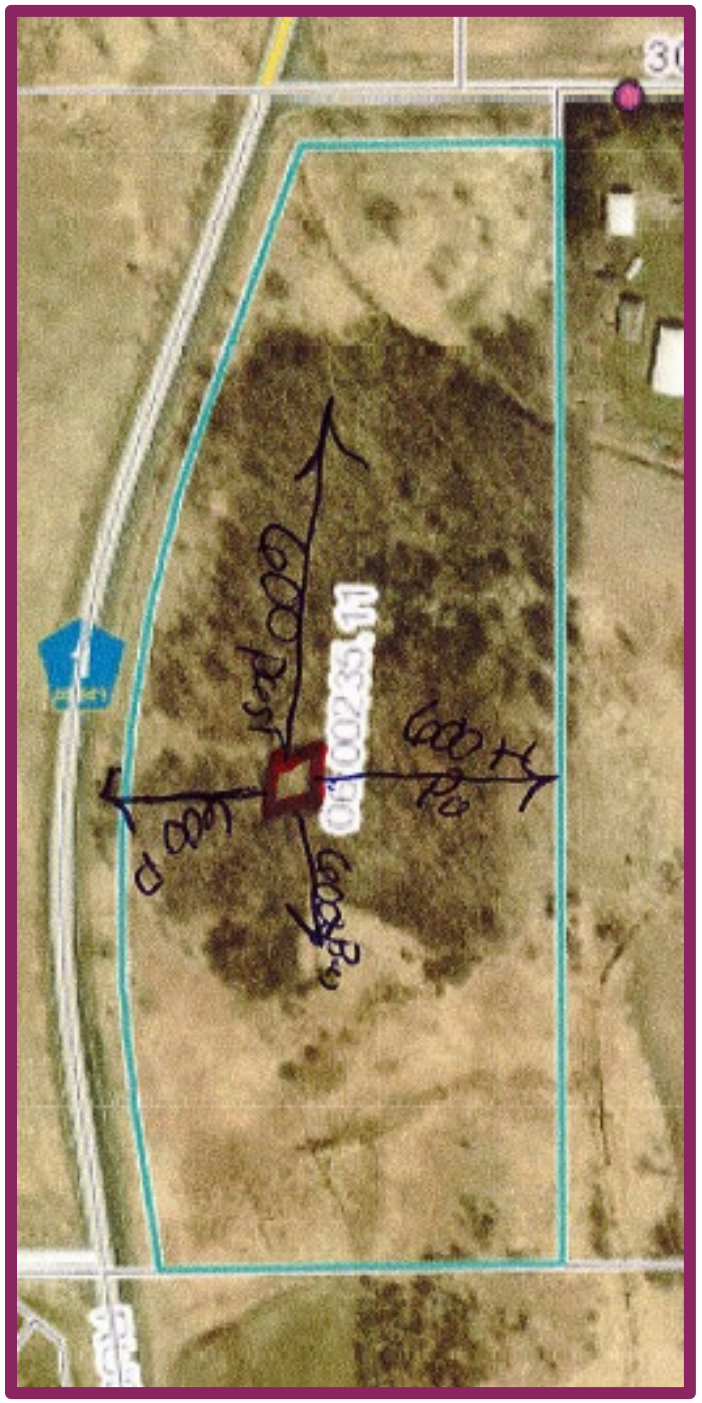
Chisago COUNTY USA

Site Analysis

- The 12.57± acre subject site is generally located east of Rush Lake Trail / CSAH 1 and south of 527th Street / CR 94.
- The property was platted as Lot 1, Block 1, Ponytail Addition in 2024.
- Topography of the subject site includes elevations ranging from 929' in the approximate south one-third of the site to 941' in the northeast corner. Additionally, the site features areas of heavy forestation and wetlands. The adjacent image illustrates both elevations (yellow lines) and wetland areas (green highlighting).
- The subject site is located in the AG District and is surrounded by the AG District to the north, east, and south. Land directly west is located within the RR District. Surrounding properties range in size from two acres to 40 acres, with smaller properties being lakeshore properties and larger properties generally being located north of Belle Isle Drive and east of Rush Lake Trail / CSAH 1.

Proposal Analysis

- The proposed accessory structure will be 30’ x 46’ (1,680 sf) in size and used for residential purposes only. The property owner has included in his request allowance for sanitary facilities (i.e., toilet and sink), as sanitary facilities are only permitted with issuance of an IUP unless and until the subject site is developed with a principal structure.
- The application materials do not give any indication of further development of the site; however, during the Technical Review Committee meeting, the property owner shared that he would like to further develop the site with a dwelling and the septic system will be designed with a future dwelling in mind.
- The site plan indicates that the structure will be at least 600’ from all property boundaries; however, utilizing the County’s GIS Viewer indicates that the proposed structure will likely have the following setbacks:
  - West – roughly 135’ from the west property boundary / 200’ from the centerline of Rush Lake Trail / CSAH 1;
  - East – roughly 280’ from the east property boundary;
  - North – roughly 660’ from the north property boundary / 720’ from the centerline of CR 94; and
  - South – roughly 530’ from the south property boundary.
- As proposed, the structure appears to meet and exceed all required structural setbacks of the AG District.



Review Process

Technical Review Committee
February 12, 2025

- Hansen provided details for possible future development of the site with a dwelling and shared that the sidewalls of the proposed accessory structure would be 12’ in height.
- The Committee did not identify any immediate concerns with the request.

Nessel
Town Board
February 11, 2025

The Town Board recommended approval with no conditions or comments.

State Mandated Review Period

The initial 60-day review period is scheduled to expire on March 18, 2025 and, because this timeframe will not accommodate all necessary meetings, the review period was extended by an additional 60 days as allowed per Minnesota Statute 15.99. The extended review period will expire on May 17, 2025.

Staff Recommendation

Staff believes that the proposed Interim Use Permit complies with and is consistent with the intent of the County's Zoning Ordinance. Barring any new or unknown evidence of compliance discovered after the completion of the staff report or during the course of the public hearing, **staff recommends approval** of the IUP with draft Findings of Fact and conditions.

Recommended Conditions:

1. This approval allows for a singular 1,680-sf accessory structure for personal use and storage without the presence of a principal use structure, subject to the conditions below. Further, this approval allows for sanitary facilities (toilet and sink only) within the accessory structure. The accessory structure shall be constructed in general conformance with the application materials dated received January 13, 2025, in terms of size and location, and kept on file with the Chisago County Department of Environmental Services. Any significant deviation from the approved request, as determined by the Department of Environmental Services, shall require further consideration by the Planning Commission and determination by the County Board of Commissioners.
2. The structure shall not be used for overnight accommodations or include residential living quarters, unless the structure meets all building and architectural requirements of the Chisago County Zoning Ordinance and other applicable ordinances / codes. Further, the structure shall not be used for commercial purposes, until and unless this specific use is allowed by or pursuant to the Chisago County Zoning Ordinance.
3. Any change to the approved accessory structure involving enlargements, intensification or expansion of use, or change not specifically permitted by this Interim Use Permit, shall require an Amendment to this Interim Use Permit.
4. 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.
5. This Interim Use Permit shall expire at such time that the current or future property owner(s) construct(s) a principal use structure.
6. Violations of the conditions contained herein shall be cause for the revocation of the Interim Use Permit upon action of the County Board.

Options

1. Recommend that the County Board **approve** the Interim Use Permit with Findings of Fact and conditions presented or amended.
2. Should the Planning Commission determine that the proposed Interim Use Permit does not comply with and/or is not consistent with the intent of County's Zoning Ordinance upon completion of the public hearing and/or upon discovery of any new or unknown evidence, recommend that the County Board **deny** the Interim Use Permit based on factors deemed appropriate. (*Note: If the Commission considers this option, specific factor(s) for denial should be included in the motion.)*
3. **Continue the public hearing** to a specific date in order to receive additional public testimony prior to making a recommendation on the Interim Use Permit.
4. **Table the request** to allow for submission of additional supporting documentation and/or further review and consideration. The extended review period expires on May 17, 2025 allowing for further review and consideration at the Planning Commission's April 3, 2025 meeting.

Action Requested

Motion to adopt Resolution No. PC2025-0301, a resolution recommending approval of an Interim Use Permit allowing an accessory structure with sanitary facilities without the presence of a principal use structure on property identified as PID 06.00235.11 in Nessel Township, with Findings of Fact and conditions as presented or amended.

Commissioner _____ offered the following resolution and moved its adoption:

RESOLUTION NO. 25/0319-____

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CHISAGO COUNTY, MINNESOTA, APPROVING AN INTERIM USE PERMIT ALLOWING AN ACCESSORY STRUCTURE WITH SANITARY FACILITIES WITHOUT THE PRESENCE OF A PRINCIPAL USE STRUCTURE ON PROPERTY IDENTIFIED AS PID 06.00235.11 IN NESSEL TOWNSHIP

WHEREAS, property owner Larry Hansen submitted an application dated received January 13, 2025 and considered complete on January 17, 2025 for an Interim Use Permit allowing an accessory structure with sanitary facilities without the presence of a principal use structure on property located at xxxxx Rush Lake Trail / CSAH 1 in Nessel Township; and

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

WHEREAS, the subject site is 12.57± acres in size and legally described as:

PID 06.00235.11
Lot 1, Block 1, Ponytail Addition, Chisago County, Minnesota.

WHEREAS, notice was provided and on March 6, 2025 the Planning Commission conducted a public hearing regarding this application, at which it heard from the Land Services Coordinator, the property owner, 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. PC2025-0301; and

WHEREAS, the Board of Commissioners considered the request and the Planning Commission's recommendation at its March 19, 2025 meeting and made the following findings per Zoning Ordinance Section 8.05, C.:

Factor #1 The use is compliant with the Comprehensive Plan and development policies of the County;

Finding #1 *The Chisago County Comprehensive Plan does not specifically address the proposed use; however, the Zoning Ordinance allows the proposed use in the Agricultural (AG) District with issuance of an Interim Use Permit. Additionally, the proposed structure appears to meet all setback requirements of the AG District. Therefore, the County finds that the proposed use is consistent with the County's development policies.*

Factor #2 The use shall 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 *Being that the proposed use is intended solely for residential storage purposes, the County finds that the proposed use will not create any demand on existing parks, schools, streets, or other public facilities or utilities which serve the subject site. Further, the Chisago County Highway Department, serving as Road Authority, did not provide any written or verbal concern regarding the impact on Rush Lake Trail / CSAH 1 or 529th Street / CR 94 during or following the February 12, 2025 Technical Review Committee meeting.*

Factor #3 The use shall 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 *Given the size of the subject site (12.57± acres), the existing forestation / vegetation located on all sides of the proposed structure, the limited amount of development in the immediate vicinity, and the fact that the structure is proposed to meet and exceed all required setbacks, the County finds that the subject site is sufficiently separated by distance and screening from adjacent development so as to neither cause undue negative impact nor deter future development.*

Factor #4 The structure and site shall have an appearance that will not have an adverse effect upon adjacent properties;

Finding #4 *The Chisago County Zoning Ordinance does not identify any aesthetic requirements for accessory structures within the Agricultural (AG) District; therefore, the County finds that there is no evidence to suggest that the structure will have an appearance which will cause adverse effects upon adjacent properties.*

Factor #5 The 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; and, 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 #5 *The Chisago County Zoning Ordinance allows a singular accessory structure without the presence of a principal use structure in the Agricultural (AG) District with issuance of an Interim Use Permit; therefore, the County finds that the proposed use is in compliance with land use goals and regulations established by the County's official land use controls.*

Factor #6 The use shall not cause traffic hazard or congestion; and

Finding #6 *The application materials indicate that the proposed accessory structure is intended for the property owner's personal residential use and storage. The County finds that the accessory structure will create minimal traffic and will not cause traffic hazard or congestion. Further, the Chisago County Highway Department, serving as Road Authority, did not provide any written or verbal concern regarding traffic hazard or congestion on Rush Lake Trail / CSAH 1 or 529th Street / CR 94 during or following the February 12, 2025 Technical Review Committee meeting.*

Factor #7 Existing nearby properties shall not be adversely affected by intrusion of noise, glare or general unsightliness.

Finding #7 *The proposed use is consistent with accessory structures allowed in the Agricultural (AG) District and it will be separated from neighboring properties by significant distance and existing forestation / vegetation; therefore, the County finds that the accessory structure 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 approval allows for a singular 1,680-sf accessory structure for personal use and storage without the presence of a principal use structure, subject to the conditions below. Further, this approval allows for sanitary facilities (toilet and sink only) within the accessory structure. The accessory structure shall be constructed in general conformance with the application materials dated received January 13, 2025, in terms of size and location, and kept on file with the Chisago County Department of Environmental Services. Any significant deviation from the approved request, as determined by the Department of Environmental Services, shall require further consideration by the Planning Commission and determination by the County Board of Commissioners.
2. The structure shall not be used for overnight accommodations or include residential living quarters, unless the structure meets all building and architectural requirements of the Chisago County Zoning Ordinance and other applicable ordinances / codes. Further, the structure shall not be used for commercial purposes, until and unless this specific use is allowed by or pursuant to the Chisago County Zoning Ordinance.
3. Any change to the approved accessory structure involving enlargements, intensification or expansion of use, or change not specifically permitted by this Interim Use Permit, shall require an Amendment to this Interim Use Permit.
4. 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.

5. This Interim Use Permit shall expire at such time that the current or future property owner(s) construct(s) a principal use structure.
6. Violations of the conditions contained herein shall be cause for the revocation of the Interim Use Permit upon action of the County Board.

Commissioner _____ seconded the resolution and upon a vote being taken thereon, the following voted:

IN FAVOR THEREOF:
OPPOSED:
ABSENT:

Whereupon the proclamation was declared duly **passed** and **adopted**.

Approved: March 19, 2025

_____
Dan Dahlberg
Chair, Board of Commissioners

ATTEST: _____
Chase Burnham
County Administrator

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** 13
Title of Item for Consideration: Preliminary Plat – Anam Cara Acres	
Action Requested by: Kurt Schneider, Director	***Department:*** Environmental Services on behalf of the Chisago County Planning Commission
Previous Action on this Matter: None.	

Background: Property owner Nancy L. Jamieson Revocable Trust, represented by Nancy Jamieson, is requesting Preliminary Plat approval of Anam Cara Acres. The subject 10.42± acre property is proposed to be divided into 3 lots. The property is located at 3780 Stark Road / CASAH 10 in Fish Lake Township, (PID # 03.00339.00).

At their meeting of March 6, 2025, the Planning Commission conducted the requisite public hearing on the proposed Anam Cara Acres Preliminary Plat and recommended unanimous (7-0) approval with conditions, per Resolution No. PC2025-0302. A resolution of the Board of Commissioners consistent with that of the Commission's recommendation is presented for Board consideration.

Pursuant to Minnesota Statute, the 120-day agency action deadline is, June 3, 2025. Among the options for the County Board at tonight's meeting are the following:

- Approve the Preliminary Plat, as recommended and with the Findings and Conditions prepared by the Planning Commission and carried forward in Resolution form by County ESD staff;
- Consider and Approve the Preliminary Plat, generally as recommended by the Planning Commission and County ESD staff, but with modified Conditions determined and approved by the County Board at tonight's meeting (to be codified as part of the formal approval);
- The County Board may Deny the Preliminary Plat for legally justifiable reasons, but must state such reasons as part of the official record of decision (either as part of a motion to deny or as part of a failure of a motion to approve). Moreover, such action must be taken prior to the end of the initial 120-day period.

***Attachment(s)*:**

- Draft Resolution of Approval
- Planning Commission Presentation
- Planning Commission Staff Report & Hearing Packet
- Planning Commission Minutes (draft)

***Action Requested/Recommended*:** It is respectfully requested that the Board affirmatively consider the recommendation of the Planning Commission to approve the Anam Cara Acres Preliminary Plat:

"Move to Approve Resolution No. 25/0319-____ , a Resolution of the County Board of Commissioners of Chisago County, Minnesota, approving the Preliminary Plat of Anam Cara Acres at 3780 Stark Road / CASAH 10 in Fish Lake Township, (PID # 03.00339.00)."

***Implications of Action*:** Recommended Board action grants approval of the Anam Cara Acres Preliminary Plat as presented. Once prepared and reviewed, final plat approval will be requested of the Board.

***Budget/Financial Implications*:** None.

***Legal/Policy Implications*:** The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies.

Administrator's Recommendation

Approve CEB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		
Action on Motion:	Aye _____	Nay ____	Abstain ____

Item No. 6b

Staff Report

TO: Planning Commission
FROM: Beth Gervais, Land Services Coordinator
SUBJECT: Preliminary Plat of Anam Cara Acres
3780 Stark Road / CSAH 10, Fish Lake Township
DATE: March 6, 2025

ACTION TO CONSIDER

The Planning Commission will conduct a public hearing to consider the Preliminary Plat of Anam Cara Acres, involving the creation of three buildable lots from the 10.42± acre tract of land.

SITE & APPLICATION INFORMATION

Property Owner(s):	Nancy L. Jamieson Revocable Trust
Applicant(s):	Nancy L. Jamieson Revocable Trust
Location:	3780 Stark Road / CSAH 10 Fish Lake Township Section 25, Township 36, Range 22
PID:	03.00339.00
Property Area:	10.42± Acres
Current Zoning:	Agricultural (AG) District / Shoreland Management District
Adjacent Zoning:	
North:	Agricultural (AG) District / Shoreland Management District
South:	Fish Lake
East:	Agricultural (AG) District / Shoreland Management District
West:	Agricultural (AG) District / Shoreland Management District
Date Application Received:	January 30, 2025
Date Application Complete:	February 3, 2025
120-Day Review Period:	June 3, 2025

BACKGROUND

Property owner Nancy L. Jamieson Revocable Trust, represented by Nancy Jamieson, is seeking approval of the Preliminary Plat of Anam Cara Acres, involving the creation of three buildable lots from the 10.42± acre subject site. The

subject site is a riparian property and is therefore subject to the dimensional standards of the Chisago County Shoreland Management District.

SITE & PROPOSAL ANALYSIS

The subject site is generally located approximately one-half (1/2) mile west of Elmcrest Avenue and approximately one-quarter (1/4) mile east of Deerwood Trail / CR 60 on the north side of Stark Road / CSAH 10 in Fish Lake Township. Stark Road / CSAH 10 runs through the far southern portion of the property, yet the property is considered riparian given that it's situated immediately adjacent to Fish Lake. The property is currently developed with a dwelling and two detached accessory structures, with all structures situated in the southeast corner of the site. The dwelling is considered non-conforming in that it doesn't meet the current roadway setback; however, being that it predates the County's adoption of official land use controls, it's considered to be legal non-conforming.

Topography of the subject site – that part north of Stark Road / CSAH 10 where development will occur – includes fairly level elevations ranging from 926' to 934' and a wetland area in the northwest corner. The adjacent image illustrates elevations (yellow lines) and wetlands per the National Wetland Inventory (green highlighting).

The subject site and all surrounding properties are located within the Agricultural (AG) District. Additionally, properties to the west and east are located within the Shoreland Management District, with the district boundary extending approximately 250' north of the subject site. Surrounding properties range significantly in size from five acres to 104 acres; however, the immediate neighboring lakeshore properties range more closely in size from five acres to 14 acres. The two neighboring properties to the east were platted as Gestson Shores in 2009.

The attached Preliminary Plat drawing shows that the property owner wishes to create three buildable lots from the 10.42± acre subject site, with the lots ranging in size from 2.23± acres to 3.95± acres. While this property is located within the AG District where the minimum lot size is five acres, staff notes that, as a riparian property, the proposed subdivision is subject to the Shoreland Management District. Because Fish Lake is classified as a General Development

lake, the minimum lot size required is 30,000 sf and the minimum width / frontage required is 125'.

Each of the proposed lots demonstrates compliance with the County's Home Site Area Standard by providing a 21,500 sf area intended for a building site and yard area. Additionally, each of the proposed lots provides sufficiently sized areas for primary and alternate septic sites. Staff notes that the drawing shows an access easement running through the northwest corner of the Home Site Area for proposed Lot 2, Block 1. While no development would likely be allowed within this easement, the County's ordinances do not expressly prohibit an easement from being located within the Home Site Area and, in addition to this area being intended for buildings, it's also an area intended for a yard where an easement would not be detrimental.

Because the subject site is split by Stark Road / CSAH 10, which is located within platted Right-of-Way, the Preliminary Plat drawing proposes the creation of two separate blocks with a total of six lots. Even though Block 2 is situated between the road and lake and features three substandard lots, it's staff's opinion, based on Minnesota Statute 505.01, that the plat must be shown this way. The Planning Commission may recall that this is how Gestson Shores (directly east) was platted in 2009. Ultimately, Lots 1-3, Block 2 will not be buildable, but, like Gestson Shores, staff has proposed a condition which will require that these substandard lots be combined with corresponding lots directly north.

The stated purpose of the AG District is to provide areas to be utilized for agriculture and agriculture related uses and low-density residential areas. Below is a table which identifies minimum requirements for the AG District / Shoreland Management District with corresponding information for the proposed lots. Similar to the attached Preliminary Plat drawing, the table shows combined information for each of the three proposed buildable lots (i.e., Lot 1, Block 1 together with Lot 1, Block 2). As proposed, all combined lots comply with and exceed the County's dimensional requirements.

AG District / Shoreland Management District Minimum Requirements	**Lot Size 30,000 sf / .69 acres**	**Lot Width* 125 feet**	**Home Site Area 21,500 square feet**
Lot 1, Block 1 + Lot 1, Block 2	3.95± acres	266'±	21,500 sf
Lot 2, Block 1 + Lot 2, Block 2	2.23± acres	140'±	21,500 sf
Lot 3, Block 1 + Lot 3, Block 2	3.11± acres	183'±	Existing Development

** Lot width, by definition, is the minimum distance between side lot lines measured at the midpoint of the building line; and, side lot lines at the Ordinary High Water Level, if applicable. See Chisago County Shoreland Management Ordinance Section 2.5 Definitions.*

REVIEW PROCESS

The Plat Review Committee met with Nancy Jamieson on February 12, 2025. Wetland Specialist Fertig commented that the wetland delineation and soils report had not yet been verified due to seasonal constraints, and this would be required prior to submission of request

for Final Plat. Sanitarian Davidsavor commented that a septic compliance inspection would be required for the existing system located on proposed Lot 3, Block 1. County Engineer Triplett provided written comments expressing concern about the number of driveway accesses from Stark Road / CSAH 10 and access to the property immediately north which is also owned by Nancy L. Jamieson Revocable Trust. The Committee did not identify any other immediate concerns. Staff notes that the County Engineer's concerns have been addressed by way of an amended Preliminary Plat drawing dated amended February 19, 2025.

The Fish Lake Town Board reviewed the proposed Preliminary Plat at its February 10, 2025 meeting and recommended approval with no conditions or comments.

Preliminary Plats, per the Chisago County Subdivision Ordinance, are subject to a 120-day review period rather than the more typical 60-day review period applied to land use requests. The 120-day review period for this application expires on June 3, 2025.

WRITTEN TESTIMONY

No written testimony was submitted to the County as of the completion of this report.

STAFF RECOMMENDATION

Staff believes that the proposed Preliminary Plat complies with and is consistent with the intent of the County's Zoning and Subdivision Ordinances. Barring any new or unknown evidence of compliance discovered after the completion of this report or during the course of the public hearing, **staff recommends approval** of the Preliminary Plat of Anam Cara Acres with conditions and has prepared a resolution for the Commission's consideration.

Recommended Conditions:

1. The Preliminary Plat of Anam Cara Acres is approved per plat drawing dated amended February 19, 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.
2. The property owner shall arrange for a septic compliance inspection for the existing system located on proposed Lot 3, Block 1 prior to submission of request for Final Plat.
3. The County acknowledges that Lots 1-3, Block 2, Anam Cara Acres are substandard but, due to platted Right-of-Way and pursuant to Minnesota Statute 505.01, must be platted in this manner. Therefore, corresponding lots must be combined, either by Lot Combination or Tie Together, and remain in common ownership as follows: Lot 1, Block 1 together with Lot 1, Block 2; Lot 2, Block 1 together with Lot 2, Block 2; and, Lot 3, Block 1 together with Lot 3, Block 2.
4. 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.

5. Request for Final Plat shall not be submitted until the Chisago County Department of Environmental Services has verified the wetland delineation and soils report submitted as part of the January 30, 2025 request for Preliminary Plat, and the Department has found said delineation to be accurate and said report to comply with all applicable regulations.
6. 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.

OPTIONS

1. Recommend that the County Board **approve** the Preliminary Plat of Anam Cara Acres with conditions presented or amended.
2. Should the Planning Commission determine that the proposed Preliminary Plat does not comply with and/or is not consistent with the intent of County's Zoning, Subdivision, and Shoreland Management Ordinances upon completion of the public hearing and/or upon discovery of any new or unknown evidence, recommend that the County Board **deny** the Preliminary Plat of Anam Cara Acres based on factors deemed appropriate. *(Note: The Commission will need to include specific factor(s) for denial in its motion.)*
3. **Continue the public hearing** to a specific date in order to receive additional public testimony prior to making a recommendation on the Preliminary Plat of Anam Cara Acres.
4. **Table** the request to allow for submission of additional supporting documentation and/or further review and consideration. The ordinance prescribed 120-day review period expires on June 3, 2025 allowing the Planning Commission to further consider the request at its April 3, 2025 meeting.

ACTION REQUESTED

Motion to adopt Resolution No. PC2025-0302, a resolution recommending approval of the Preliminary Plat of Anam Cara Acres, with conditions as presented or amended.

ATTACHMENTS

1. Application materials
    a. Application
    b. Written narrative
    c. Preliminary Plat drawing (dated amended February 19, 2025)
2. Aerial location map (1) – subject site
3. Aerial location map (2) – vicinity map
4. Draft Resolution No. PC2025-0302

Chisago County Department of Environmental Services
Planning & Zoning Application

Permit # 25-0094

Township FISH LAKE **S/T/R** 25/36/22 **PID#** 03.00339.00

Project Address 3780 STARK ROAD, HARRIS, MN 55032

Property Owner(s) Nancy L Jamieson, Revocable Trust

Mailing Address (If Different from Project Address) 8337 Norman Creek Trail, Bloomington MN 55437

Phone# [redacted] **Email** [redacted]

Applicant(s) _____

Mailing Address (If Different from Project Address) _____

Phone# _____ **Email** _____

Type of Request (Check All That Apply)

Board of Adjustment & Appeals	Planning Commission	
☐ Variance	☐ Conditional Use Permit (CUP)	☒ Preliminary Plat
☐ Administrative Appeal	☐ Interim Use Permit (IUP)	☐ Rezoning
	☐ Amendment to CUP or IUP	☐ Ordinance Amendment

Description of Request (Attach Separate Sheet if Necessary) SUBDIVIDE PARCEL INTO 3 LOTS

Required Attachments (Additional Attachments May Be Required Based On The Specific Request)

☐ Full Legal Description ☐ Detailed Site Plan ☐ Detailed Written Narrative ☒ Plat Drawings

Nancy L Jamieson
Applicant Signature

1/30/2025
Date of Application

I hereby certify that the above information is true and correct to the best of my knowledge, and that any knowingly false representations may invalidate any approvals. With my signature, I also grant permission to Chisago County Officials to enter upon the subject property for the purpose of such inspections as may be necessary.

Fees		Dates	
Base Fee	$ 650.—	Application Received	1-30-25
Recording Fee	$ 46.—	Application Complete	2-3-25
Plat Fee – No Road(s) / With Road(s)	$ 150.—	60 / 120 Day Review Period	6-3-25
Septic Compliance Fee	$	Extended Review Period	
Wetland Fee	$ PAID		
TOTAL FEE	$ 846.—		

Chisago County Department of Environmental Services
Planning & Zoning Application

Township Presentation Form

Township FISH LAKE **S/T/R** 25/36/22 **PID#** 03.00339.00

Project Address 3780 STARK ROAD, HARRIS, MN 55032

Property Owner(s) Nancy L Jamieson, Revocable Trust

Mailing Address (If Different from Project Address) 8337 Norman Creek Trail Bloomington MN 55437

Phone# [redacted] **Email** [redacted]

Applicant(s) _____

Mailing Address (If Different from Project Address) _____

Phone# _____ **Email** _____

Type of Request (Check All That Apply)

Board of Adjustment & Appeals	Planning Commission	
☐ Variance	☐ Conditional Use Permit (CUP)	☒ Preliminary Plat
☐ Administrative Appeal	☐ Interim Use Permit (IUP)	☐ Rezoning
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I hereby certify that the above information is true and correct to the best of my knowledge, and that any knowingly false representations may invalidate any approvals. With my signature, I also grant permission to Chisago County Officials to enter upon the subject property for the purpose of such inspections as may be necessary.

****

Date of County Public Hearing MAR 6, 2025 **Date of Township Presentation** FEB 10, 2025

Township Action Taken (Township Use Only)

☒ Recommendation of Approval ☐ Recommendation of Denial

Recommended Conditions of Approval OR Legal Findings for Recommendation of Denial

_____

Signatures of Township Officials or Authorized Personnel

James B. Tuell _____ _____

_____ _____

PLANNING & ZONING APPLICATION
- Detailed Written Narrative -

Title to the subject property is now in the name of my trust (Nancy L. Jamieson Revocable Trust) but my great-grandparents began farming on the property over 110 years ago. My mother was born in the farmhouse on the property and I grew up spending countless holidays and summers with my grandparents and parents on the farm. My plan now is to subdivide the property into three homesites along Stark Road. Immediate plans are that my family will continve to occupy the historic homestead, one lot will be vacant for the foreseeable future, and I will build a new home on the third lot.

PRELIMINARY PLAT OF ANAM CARA ACRES

PROPERTY DESCRIPTION: (per part of Warranty Deed Doc. No. A-555683)

That part of Lot One (1) Section Twenty-five (25), Township Thirty-six (36), Range Twenty-two (22), described as follows: beginning at a point 31.75 chains East of the Northwest corner of Section 25, thence East on the North line of said Section 25 to a point Sixty-thee (63) feet East of the Northeast corner of Lot One (1), Section 25, thence South 710 feet to the shore line of Fish Lake, thence Northwesterly along the shore line of Fish Lake, to a point 10.75 chains South of the North line of Section 25 thence North 10.75 chains to the place of beginning.

SURVEY NOTES:

1. Orientation of this bearing system is based on the Chisago County Coordinate System NAD 83 (1996 adj.)
2. The address of the property 3780 Stark Rd, Harris, MN 55032
   PID No. is 03.00339.00
3. Total Acreage of the property : 453,822± Sq. Ft. or 10.42± Acres
4. Bench Mark: MnDOT "1380 BD" Elev.=922.08 NAVD88
5. Contours shown are LiDAR contours from MN DNR on NAVD88 datum.
6. The subject property is zoned A (Agricultural) and Shoreland Overlay per Fish Lake Township zoning map. Building setbacks are:
   - Front yard(From R/W) : 40 feet/135 feet from county road centerline
   - Rear yard : 50 feet
   - Side yard : 20 feet
   - Ordinary High Water : 75 feet
   - Fish Lake - General Development Lake DNR ID No. 13006800
7. Buildable Area - An area of land excluding slopes greater than eighteen percent (18%), surface waters, wetlands, or flood plains.

   Home Site Area – A minimum contiguous area of land required on each newly created lot intended to provide a suitable building pad, home location, garage, and yard area; and which may or may not also include an additional or separately identified area of undisturbed soils measuring 12 inches to redoximorphic features deemed suitable for a Type 1 Septic System.

   The following shall be required of all lots and parcels at time of subdivision and/or time of principle structure (home) construction permitting:
   1. A land area measuring a minimum of 21,500 square feet which may be identified in its natural state or modified with clean fill and identified with soil boring and survey elevation study as determined by the County to support the following:
      a. Contiguous 10,000 square foot principal building pad site that:
         i. Is a minimum of 2 feet above the 100-year flood contour; and
         ii. Is two (2) feet above the highest anticipated water level; and
         iii. Meets the Building Requirements in Section 4.07.
      b. 11,500 square foot yard site that:
         i. Is above the 100-year flood contour; and
         ii. A minimum 5,000 square feet of which is contiguous with the principal building pad site.

   100-year flood elevation Fish Lake = 917.7 feet NAVD88 (south of State Aid Highway No. 10)
8. The subject property lies within Zone X, areas determined to be outside the 0.2% annual chance flood plain per FEMA Flood Insurance Rate Map No. 27025C0135D, effective April 17, 201, north of County State Aid Highway No. 10 and Zone AE south of County State Aid Highway No. 10.
9. Fish Lake protected ID No. 13-68, General Development Lake
   Ordinary High Water Level based on MN DNR Lakefinder website, Elev.=916.4 (NGVD 29). Add 0.24' to NGVD29 elevations to equate to NAVD88 per NOAA Online Vertical Datum Transformation website.
10. Provided deed contains an ambiguous call to a point 63 feet East of the Northeast corner of Government Lot 1. This call would place the Easterly property line within Government Lot 2. For the purposes of this plat the East line of Government Lot 1 was held as the Easterly property line.

LEGEND

- FOUND CHISAGO COUNTY SECTION CORNER MONUMENT
- FOUND 1/2" IRON PIPE W/CAP MARKED 42648 UNLESS NOTED OTHERWISE
- WATER WELL
- AC UNIT
- ELECTRIC POLE
- GUY ANCHOR
- LIQUID PROPANE TANK
- SIGN SINGLE POST
- TELEPHONE PEDESTAL
- APRON
- SOIL BORING
- PERCOLATION TEST
- WETLAND
- OVERHEAD ELECTRIC LINE
- BARBED WIRE FENCE
- DELINEATED WETLAND PERFORMED BY JACOBSON ENVIRONMENTAL PLLC, COMPLETED ON
- BUILDING SETBACK LINE
- DENOTES RIGHT OF ACCESS DEDICATED TO CHISAGO COUNTY
- BUILDING WALL HATCH
- BITUMINOUS SURFACE
- GRAVEL SURFACE
- SOIL TEST AREA

WETLAND SPECIALIST
JACOBSON ENVIRONMENTAL CONSULTANT
2109 JOPLIN STREET
MORA, MN 55051
(612) 802-6619

LAND SURVEYOR
WIDSETH
SHAWN KUPCHO
5368 266TH ST
WYOMING,MN 55092
PHONE (651) 353-2343

OWNER & DEVELOPER
NANCY JAMIESON
8337 NORMAN CREEK TRAIL
BLOOMINGTON, MN 55069
[redacted]

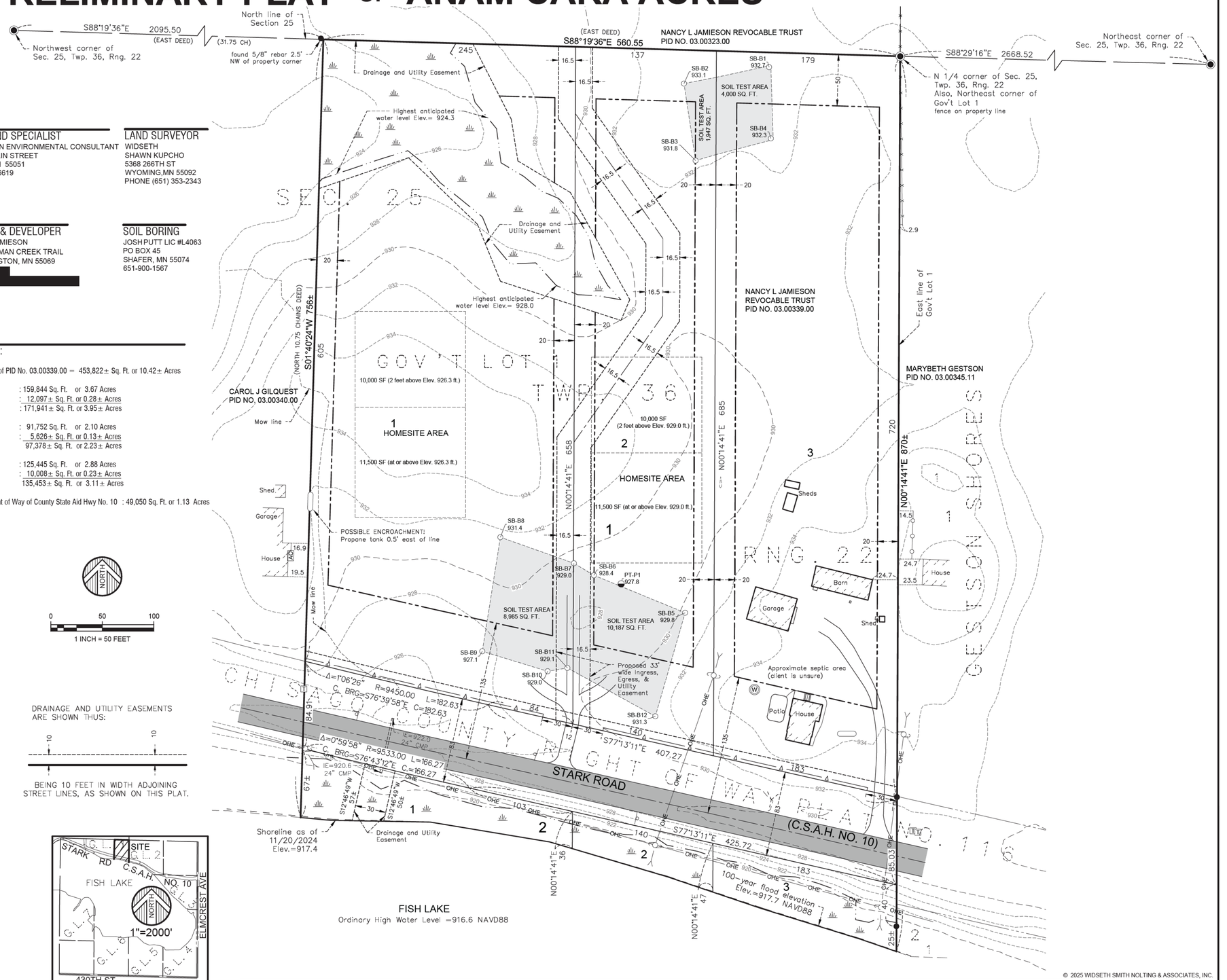
SOIL BORING
JOSH PUTT LIC #L4063
PO BOX 45
SHAFER, MN 55074
651-900-1567

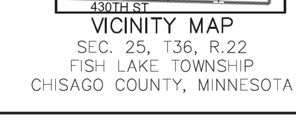
ACREAGE:

Total acreage of PID No. 03.00339.00 = 453,822± Sq. Ft. or 10.42± Acres

Lot 1, Block 1	: 159,844 Sq. Ft.	or 3.67 Acres
Lot 1, Block 2	: 12,097± Sq. Ft.	or 0.28± Acres
Total	: 171,941± Sq. Ft.	or 3.95± Acres
Lot 2, Block 1	: 91,752 Sq. Ft.	or 2.10 Acres
Lot 2, Block 2	: 5,626± Sq. Ft.	or 0.13± Acres
Total	97,378± Sq. Ft.	or 2.23± Acres
Lot 3, Block 1	: 125,445 Sq. Ft.	or 2.88 Acres
Lot 3, Block 2	: 10,008± Sq. Ft.	or 0.23± Acres
Total	135,453± Sq. Ft.	or 3.11± Acres

Dedicated Right of Way of County State Aid Hwy No. 10 : 49,050 Sq. Ft. or 1.13 Acres





DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

BEING 10 FEET IN WIDTH ADJOINING STREET LINES, AS SHOWN ON THIS PLAT.

VICINITY MAP
SEC. 25, T36, R.22
FISH LAKE TOWNSHIP
CHISAGO COUNTY, MINNESOTA

© 2025 WIDSETH SMITH NOLTING & ASSOCIATES, INC.

DATE:	January 29, 2025
SCALE:	AS SHOWN
DRAWN BY:	JMM
CHECKED BY:	SMK
FILE NUMBER:	2024-11989

DATE	AMENDMENTS	BY
2/19/25	MOVED NEW DRIVEWAY ACCESS TO COMMON LOT LINE BETWEEN PROPOSED LOTS 1 AND 2	SMK
2/19/25	ADDED PROPOSED 33' WIDE INGRESS, EGRESS AND UTILITY EASEMENT	SMK

PREPARED FOR: **NANCY JAMIESON**

I HEREBY CERTIFY THAT THIS SURVEY, PLAN, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Shawn M. Kupcho L.S. DATE: 1/29/25 LIC. NO. 49021

WIDSETH
ARCHITECTS ▪ ENGINEERS ▪ SCIENTISTS ▪ SURVEYORS

Chisago COUNTY USA | ENVIRONMENTAL SERVICES

Nancy L. Jamieson Revocable Trust – Property owner Nancy L. Jamieson Revocable Trust is requesting approval of the Preliminary Plat of Anam Cara Acres involving the creation of three buildable lots from a 10.42± acre tract of land. The subject site is zoned Agricultural (AG) District / Shoreland Management District and located at 3780 Stark Road / CSAH 10 in Fish Lake Township, S25, T36, R22 (PID 03.00339.00).

Chisago COUNTY USA | ENVIRONMENTAL SERVICES

Nancy L. Jamieson Revocable Trust – Property owner Nancy L. Jamieson Revocable Trust is requesting approval of the Preliminary Plat of Anam Cara Acres involving the creation of three buildable lots from a 10.42± acre tract of land. The subject site is zoned Agricultural (AG) District / Shoreland Management District and located at 3780 Stark Road / CSAH 10 in Fish Lake Township, S25, T36, R22 (PID 03.00339.00).

RESOLUTION NO. PC2025-0302
A RESOLUTION OF THE PLANNING COMMISSION OF CHISAGO COUNTY, MINNESOTA, RECOMMENDING APPROVAL OF THE PRELIMINARY PLAT OF ANAM CARA ACRES

WHEREAS, property owner Nancy L. Jamieson Revocable Trust submitted an application dated received January 30, 2025 and deemed complete on February 3, 2025 for the Preliminary Plat of Anam Cara Acres; and

WHEREAS, the property owner wishes to create three buildable lots from the 10.42± acre subject site; and

WHEREAS, the subject site is located at 3780 Stark Road / CSAH 10 in Fish Lake Township and is zoned Agricultural (AG) District / Shoreland Management District; and

WHEREAS, the subject site is legally described as:

PID 03.00339.00
That part of Lot One (1) Section Twenty-five (25), Township Thirty-six (36), Range Twenty-two (22), described as follows: beginning at a point 31.75 chains East of the Northwest corner of Section 25, thence East on the North line of said Section 25 to a point Sixty-thee (63) feet East of the Northeast corner of Lot One (1), Section 25, thence South 710 feet to the shore line of Fish Lake, thence Northwesterly along the shore line of Fish Lake, to a point 10.75 chains South of the North line of Section 25 thence North 10.75 chains to the place of beginning.

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

WHEREAS, the Planning Commission found that the Preliminary Plat of Anam Cara Acres was consistent with the intent of the County's Zoning, Subdivision, and Shoreland Management Ordinances.

NOW THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF CHISAGO COUNTY, MINNESOTA, that the request for Preliminary Plat is hereby recommended for approval, subject to the following conditions:

1. The Preliminary Plat of Anam Cara Acres is approved per plat drawing dated amended February 19, 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.
2. The property owner shall arrange for a septic compliance inspection for the existing system located on proposed Lot 3, Block 1 prior to submission of request for Final Plat.

3. The County acknowledges that Lots 1-3, Block 2, Anam Cara Acres are substandard but, due to platted Right-of-Way and pursuant to Minnesota Statute 505.01, must be platted in this manner. Therefore, corresponding lots must be combined, either by Lot Combination or Tie Together, and remain in common ownership as follows: Lot 1, Block 1 together with Lot 1, Block 2; Lot 2, Block 1 together with Lot 2, Block 2; and, Lot 3, Block 1 together with Lot 3, Block 2.
4. 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.
5. Request for Final Plat shall not be submitted until the Chisago County Department of Environmental Services has verified the wetland delineation and soils report submitted as part of the January 30, 2025 request for Preliminary Plat, and the Department has found said delineation to be accurate and said report to comply with all applicable regulations.
6. 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.

Adopted by the Planning Commission of Chisago County, Minnesota,
this 6th day of March, 2025.

Chris DuBose	_____	Dave Whitney	_____
Eric Leivian	_____	Jolene Wille	_____
Jim McCarthy	_____	Chip Yeager	_____
John Sutcliffe	_____		

_____ ATTEST: _____

Jolene Wille
Chair

Beth Gervais
Land Services Coordinator

Chisago COUNTY USA

Preliminary Plat of Anam Cara Acres

Nancy L. Jamieson Revocable Trust
3780 Stark Road / CSAH 10
Fish Lake Township
PID 03.00339.00

Background

Property owner Nancy L. Jamieson Revocable Trust, represented by Nancy Jamieson, is seeking approval of the Preliminary Plat of Anam Cara Acres, involving the creation of three buildable lots from the 10.42± acre subject site. The subject site is a riparian property and is therefore subject to the dimensional standards of the Chisago County Shoreland Management District.

Site Analysis

- The subject site is generally located approximately one-half (1/2) mile west of Elmcrest Avenue and approximately one-quarter (1/4) mile east of Deerwood Trail / CR 60 on the north side of Stark Road / CSAH 10 in Fish Lake Township. Stark Road / CSAH 10 runs through the far southern portion of the property, yet the property is considered riparian given that it's situated immediately adjacent to Fish Lake.
- The property is currently developed with a dwelling and two detached accessory structures, with all structures situated in the southeast corner of the site.
- Topography of the subject site – that part north of Stark Road / CSAH 10 where development will occur – includes fairly level elevations ranging from 926' to 934' and a wetland area in the northwest corner.
- The subject site and all surrounding properties are located within the Agricultural (AG) District. Additionally, properties to the west and east are located within the Shoreland Management District, with the district boundary extending approximately 250' north of the subject site.
- Surrounding properties range significantly in size from five acres to 104 acres; however, the immediate neighboring lakeshore properties range more closely in size from five acres to 14 acres. The two neighboring properties to the east were platted as Gestson Shores in 2009.

Proposal Analysis

- The property owner wishes to create three buildable lots from the 10.42± acre subject site, with the lots ranging in size from 2.23± acres to 3.95± acres. Because Fish Lake is classified as a General Development lake, the minimum lot size required is 30,000 sf and the minimum width / frontage required is 125'.
- Staff notes that the Preliminary Plat drawing shows an access easement running through the northwest corner of the Home Site Area for proposed Lot 2, Block 1. While no development would likely be allowed within this easement, the County's ordinances do not expressly prohibit an easement from being located within the Home Site Area and, in addition to this area being intended for buildings, it's also an area intended for a yard where an easement would not be detrimental.
- Because the subject site is split by Stark Road / CSAH 10, which is located within platted Right-of-Way, the Preliminary Plat drawing proposes the creation of two separate blocks with a total of six lots. Even though Block 2 is situated between the road and lake and features three substandard lots, it's staff's opinion, based on Minnesota Statute 505.01, that the plat must be shown this way. The Planning Commission may recall that this is how Gestson Shores (directly east) was platted in 2009. Ultimately, Lots 1-3, Block 2 will not be buildable, but, like the neighboring subdivision, staff has proposed a condition which will require that these substandard lots be combined with corresponding lots directly north.

Proposal Analysis

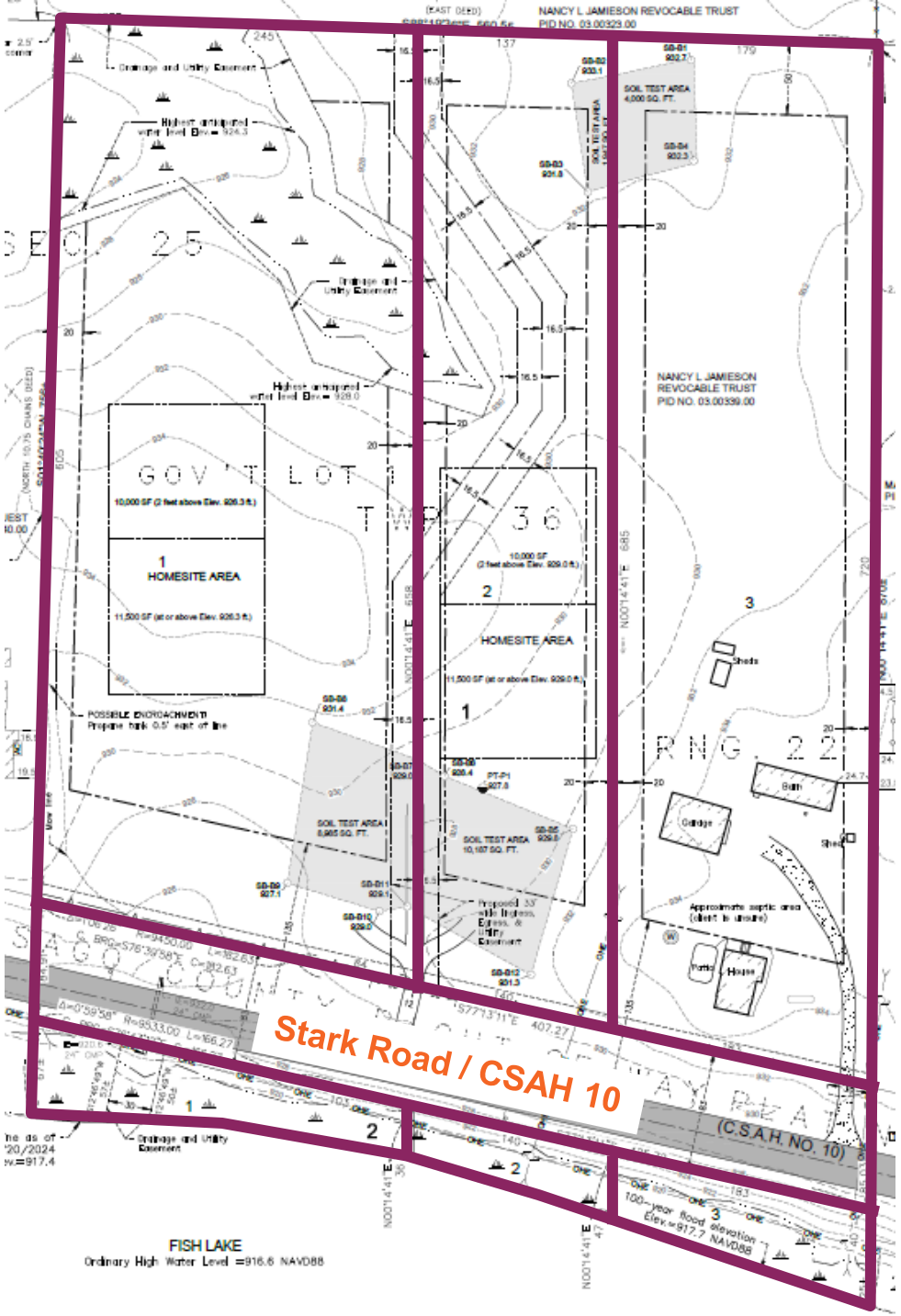
The stated purpose of the AG District is to provide areas to be utilized for agriculture and agriculture related uses and low-density residential areas. Below is a table which identifies minimum requirements for the AG District / Shoreland Management District with corresponding information for the proposed lots. Similar to the Preliminary Plat drawing, the table shows combined information for each of the three proposed buildable lots (i.e., Lot 1, Block 1 together with Lot 1, Block 2). As proposed, all combined lots comply with and exceed the County's dimensional requirements.

AG District / Shoreland Management District Minimum Requirements	**Lot Size 30,000 sf / .69 acres**	**Lot Width* 125 feet**	**Home Site Area 21,500 square feet**
Lot 1, Block 1 + Lot 1, Block 2	3.95± acres	266'±	21,500 sf
Lot 2, Block 1 + Lot 2, Block 2	2.23± acres	140'±	21,500 sf
Lot 3, Block 1 + Lot 3, Block 2	3.11± acres	183'±	Existing Development

Proposal Analysis, cont.

Block 1

Block 2



Review Process

Plat Review Committee

February 12, 2025

- The wetland delineation and soils report have not yet been verified due to seasonal constraints; this will be required prior to submission of request for Final Plat.
- A septic compliance inspection will be required for the existing system located on proposed Lot 3, Block 1.
- County Engineer Triplett provided written comments expressing concern about the number of driveway accesses from Stark Road / CSAH 10 and access to the property immediately north which is also owned by Nancy L. Jamieson Revocable Trust. Staff notes that the County Engineer's concerns have been addressed by way of an amended Preliminary Plat drawing dated amended February 19, 2025.

Fish Lake Town Board Meeting

February 10, 2025

The Town Board recommended approval with no conditions or comments.

Ordinance Prescribed Review Period

The 120-day review period is scheduled to expire on June 3, 2025.

Staff Recommendation

Staff believes that the proposed Preliminary Plat complies with and is consistent with the intent of the County's Zoning and Subdivision Ordinances. Barring any new or unknown evidence of compliance discovered after the completion of the staff report or during the course of the public hearing, **staff recommends approval** of the Preliminary Plat of Anam Cara Acres with conditions.

Recommended Conditions:

1. The Preliminary Plat of Anam Cara Acres is approved per plat drawing dated amended February 19, 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.
2. The property owner shall arrange for a septic compliance inspection for the existing system located on proposed Lot 3, Block 1 prior to submission of request for Final Plat.
3. The County acknowledges that Lots 1-3, Block 2, Anam Cara Acres are substandard but, due to platted Right-of-Way and pursuant to Minnesota Statute 505.01, must be platted in this manner. Therefore, corresponding lots must be combined, either by Lot Combination or Tie Together, and remain in common ownership as follows: Lot 1, Block 1 together with Lot 1, Block 2; Lot 2, Block 1 together with Lot 2, Block 2; and, Lot 3, Block 1 together with Lot 3, Block 2.
4. 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.
5. Request for Final Plat shall not be submitted until the Chisago County Department of Environmental Services has verified the wetland delineation and soils report submitted as part of the January 30, 2025 request for Preliminary Plat, and the Department has found said delineation to be accurate and said report to comply with all applicable regulations.
6. 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.

Options

1. Recommend that the County Board **approve** the Preliminary Plat of Anam Cara Acres with conditions presented or amended.
2. Should the Planning Commission determine that the proposed Preliminary Plat does not comply with and/or is not consistent with the intent of County's Zoning, Subdivision, and Shoreland Management Ordinances upon completion of the public hearing and/or upon discovery of any new or unknown evidence, recommend that the County Board **deny** the Preliminary Plat of Anam Cara Acres based on factors deemed appropriate. *(Note: The Commission will need to include specific factor(s) for denial in its motion.)*
3. **Continue the public hearing** to a specific date in order to receive additional public testimony prior to making a recommendation on the Preliminary Plat of Anam Cara Acres.
4. **Table** the request to allow for submission of additional supporting documentation and/or further review and consideration. The ordinance prescribed 120-day review period expires on June 3, 2025 allowing the Planning Commission to further consider the request at its April 3, 2025 meeting.

Action Requested

Motion to adopt Resolution No. PC2025-0302, a resolution recommending approval of the Preliminary Plat of Anam Cara Acres, with conditions as presented or amended.

Commissioner _____ offered the following resolution and moved its adoption:

RESOLUTION NO. 25/0319-____
A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CHISAGO COUNTY, MINNESOTA, APPROVING THE PRELIMINARY PLAT OF ANAM CARA ACRES

WHEREAS, property owner Nancy L. Jamieson Revocable Trust, represented by Nancy Jamieson, submitted an application dated received January 30, 2025 and deemed complete on February 3, 2025 for the Preliminary Plat of Anam Cara Acres; and

WHEREAS, the property owner wishes to create three buildable lots from the 10.42± acre subject site; and

WHEREAS, the subject site is located at 3780 Stark Road / CSAH 10 in Fish Lake Township and is zoned Agricultural (AG) District / Shoreland Management District; and

WHEREAS, the subject site is legally described as:

PID 03.00339.00
That part of Lot One (1) Section Twenty-five (25), Township Thirty-six (36), Range Twenty-two (22), described as follows: beginning at a point 31.75 chains East of the Northwest corner of Section 25, thence East on the North line of said Section 25 to a point Sixty-thee (63) feet East of the Northeast corner of Lot One (1), Section 25, thence South 710 feet to the shore line of Fish Lake, thence Northwesterly along the shore line of Fish Lake, to a point 10.75 chains South of the North line of Section 25 thence North 10.75 chains to the place of beginning.

WHEREAS, notice was provided and on March 6, 2025 the Planning Commission conducted a public hearing regarding this application, at which it heard from the Land Services Coordinator, the property owner's representative, and invited members of the public to comment; and

WHEREAS, the Planning Commission recommended approval of the Preliminary Plat of Anam Cara Acres with conditions per Resolution No. PC2025-0302; and

WHEREAS, the Board of Commissioners considered the request for Preliminary Plat of Anam Cara Acres and the Planning Commission's recommendation at its March 19, 2025 meeting and determined the plat to be consistent with the intent of the County's Zoning, Subdivision, and Shoreland Management Ordinances.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of Chisago County, Minnesota hereby approves the Preliminary Plat of Anam Cara Acres, subject to the following conditions:

1. The Preliminary Plat of Anam Cara Acres is approved per plat drawing dated amended February 19, 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.
2. The property owner shall arrange for a septic compliance inspection for the existing system located on proposed Lot 3, Block 1 prior to submission of request for Final Plat.
3. The County acknowledges that Lots 1-3, Block 2, Anam Cara Acres are substandard but, due to platted Right-of-Way and pursuant to Minnesota Statute 505.01, must be platted in this manner. Therefore, corresponding lots must be combined, either by Lot Combination or Tie Together, and remain in common ownership as follows: Lot 1, Block 1 together with Lot 1, Block 2; Lot 2, Block 1 together with Lot 2, Block 2; and, Lot 3, Block 1 together with Lot 3, Block 2.
4. 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.
5. Request for Final Plat shall not be submitted until the Chisago County Department of Environmental Services has verified the wetland delineation and soils report submitted as part of the January 30, 2025 request for Preliminary Plat, and the Department has found said delineation to be accurate and said report to comply with all applicable regulations.
6. 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.

Commissioner _____ seconded the resolution and upon a vote being taken thereon, the following voted:

IN FAVOR THEREOF:
OPPOSED:
ABSENT:

Whereupon the proclamation was declared duly **passed** and **adopted**.

Approved: March 19, 2025

_____ ATTEST: _____

Dan Dahlberg
Chair, Board of Commissioners

Chase Burnham
County Administrator

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** **14**
Title of Item for Consideration: Subsurface Sewage Treatment System (SSTS) Ordinance 10-1 Review and Public Hearing	
Action Requested by: Kurt Schneider, Director	***Department:*** Environmental Services on behalf of the Chisago County Planning Commission

Previous Action on this Matter: The Chisago County Subsurface Sewage Treatment System Ordinance (SSTS), Ordinance 10-1 was comprehensively adopted in 2010 with an effective date of June 10, 2010. The current 2010 Ordinance repealed and replaced Chisago County Sewage and Wastewater Treatment Ordinance 98-1, adopted February 25, 1998.

Background: The 2010 Chisago County Subsurface Sewage Treatment System Ordinance has not been comprehensively reviewed since its inception. The recent comprehensive repeal and adoption of new county zoning and land use ordinances coupled with 15 years of Minnesota Pollution Control Agency (MPCA) SSTS statutory, rule, and policy adjustments gives cause for a comprehensive housekeeping review and update to the County SSTS Ordinance.

Staff recommends proceeding with the comprehensive review and update of the 2010 Chisago County SSTS Ordinance in close consult with MPCA staff and related rule and policy adjustments of the past 15 years. In conducting this review and refinement update, a public hearing is required. In the past, the Planning Commission has facilitated such hearings at the direction of the County Board. The Board may also choose to conduct the required public hearing on its own accord.

Attachment(s):

- Table of Contents – Chisago County Subsurface Sewage Treatment Ordinance 10-1

Action Requested/Recommended: It is respectfully requested that the Board affirmatively consider the recommendation of county staff to complete a comprehensive review and update of the 2010 Chisago County SSTS Ordinance and scheduling of a public hearing review of said updated ordinance. The recommended motion is as follows:

"Move to direct County Staff to conduct a comprehensive review and update of the 2010 Chisago County SSTS Ordinance in consult with the Minnesota Pollution Control Agency and schedule required public hearing review of said update before the Chisago County Planning Commission [or County Board as may be amended]"

Implications of Action: Recommended Board action directs staff to proceed with the comprehensive update to the County SSTS Ordinance. Upon completion of draft updates by staff, the draft ordinance will be distributed for comment review and scheduled for a public hearing in accordance with state mandated ordinance adoption hearing requirements.

Budget/Financial Implications: None.

Legal/Policy Implications: The recommended Board consideration and action(s) are in conformity with generally accepted practices, procedures and interpretations of applicable state statutes and County ordinances and policies.

Administrator's Recommendation

Approve _CEB_	Deny _____	Other _____
Motion By:	Seconded by:	
To:		
Action on Motion:	Aye _____	Nay ____	Abstain ____

CHISAGO COUNTY
SUBSURFACE SEWAGE TREATMENT SYSTEM ORDINANCE

Replaces Chisago County Sewage and Wastewater Treatment Ordinance 98-1
adopted February 25, 1998

COUNTY ORDINANCE NUMBER 10-1

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Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** 15
Title of Item for Consideration: Equipment Expenditure Request – 2025 CIP Requests – Parks Truck	
Action Requested by: Kurt Schneider, Environmental Services Director	***Department:*** Environmental Services-Parks Division

Previous Action on this Matter: The approved 2025 Capital Improvement Plan identified up to $55,000 for replacement of the 2002 ¾ Ton Truck Replacement.

Background: Pursuant to County Purchasing Policy the attached government fleet state contract pricing proposal for a 2025 Ram 2500 Tradesman 4x4 Crew Cab 8' Box is presented for approval.

Attachment(s):

- February 21, 2025, Saxon Fleet Services, Gov't Fleet Quote Worksheet

Action Requested/Recommended: It is respectfully requested that the Chisago County Board affirmatively consider the purchase of a new 2025 Ram 2500 Tradesman 4x4 Crew Cab through Gov't Fleet purchase. The suggested motion to approve this action is as follows:

"Move to approve the February 21, 2025, County Parks 2025 Ram 2500 Tradesman 4x4 at a cost of $46,490.00 along with additional license fees, sales tax, toolbox and safety strobe lights under Cooperative purchase price from the State of Minnesota not to exceed $55,000 as presented."

Implications of Action: Recommended Board action results in the replacement of the 2002 ¾ ton parks truck.

Budget/Financial Implications: The proposal is presented at a cost of $46,490.00, plus estimated $4000 for necessary Sales Tax, License Title & Reg, and Transit Tax. Some additional costs savings will be used for safety strobe lights and toolbox from previously approved Capital Improvement Plan budget item (ENVS-0120).

Legal/Policy Implications: The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies.

Administrator's Recommendation			
Approve _C EB_	Deny _____	Other _____	
Motion By:		Seconded by:	
To:			
Action on Motion:	Aye _____	Nay ____	Abstain ____

CHISAGO COUNTY
Equipment Expenditure Request
for Fixed Asset Purchases

for assets $3,000 or more

APPROVAL IS REQUIRED PRIOR TO PURCHASE

orders are not to be split to avoid policy limits

revised 1/2025

Date 3/3/2025

Asset Description - 2025 Ram 2500 (DJ7L92) Tradesman 4x4 Crew Cab 8' Box
(Truck-$46,490) (DMV-Licences, Fees, Sales Tax-$5000) (Safety Light/Box $1700)

Estimated Cost - $ 53,190.00

Was this item budgeted for this year's department budget? Yes x No

If yes, what budget? CIP-ENVS-0120/ #12-523-6601

If no, please explain AND source of funds

Department and/or location of equipment - E.S-Parks Divison, Chisago County Parks Maintenance Building

Is this a replacement? If yes, explain - No

Reference asset tag number and/or description of item you are replacing

This request has been reviewed by the Department Head, and if applicable, County Administrator for consistency, uniformity, policy compliance and budget planning. Including information on total cost such as tax, interest and rental costs.

SIGNATURES REQUIRED

Requestor - DATE 3/3/2025

Department Head - DATE 3/3/25

Required if purchase is $3,000 - $25,000

County Administrator - DATE 3/3/25 Need Board

Required if purchase is > $25,000

Board Approved - YES NO

MTG DATE DATE TO BE APPROVED

Complete asset detail below once items are delivered - forward to Auditor's office WITH invoice that is to be paid

Serial Number Capital Asset Tag #
Year/Make/Model

Serial Number Capital Asset Tag #
Year/Make/Model

Serial Number Capital Asset Tag #
Year/Make/Model

When making a software and/or computer affiliated purchase MICS approval and ordering is required

MICS OFFICE USE

Purchase Order: Approved:
Vendor: Date:
Inventory Y or N:

AUDITOR'S OFFICE USE

Vendor Paid - Warrant Number -
G/L Account - Date Paid -
Amount -

CHROMEDATA
An Autodata Solutions Brand

Saxon Fleet Services
Peter Sprafka | 651-312-1815 | psprafka@saxonfleetservices.com

Chisago County

Prepared For: Tony Nielson

[Fleet] 2025 Ram 2500 (DJ7L92) Tradesman 4x4 Crew Cab 8' Box (5)

2025 Base Price	$42,214.00
Options	$4,276.00
Total	$46,490.00

Does not include any Minnesota State taxes, title, or registration fees or Fed Excise Tax or dealer doc fee

Saxon Fleet Services
Peter Sprafka | 651-312-1815 | psprafka@saxonfleetservices.com

[Fleet] 2025 Ram 2500 (DJ7L92) Tradesman 4x4 Crew Cab 8' Box (5) (✔ Complete)

Price Summary

PRICE SUMMARY

	Invoice
Base Price	~~$49,411.00~~
Total Options	~~$4,276.00~~
Vehicle Subtotal	~~$53,687.00~~
Dealer Advertising Adjustment	$0.00
Destination Charge	~~$1,995.00~~
Grand Total	~~$55,682.00~~

Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided. Data Version: 24764, Data updated Feb 19, 2025 6:47:00 PM PST

Saxon Fleet Services
Peter Sprafka | 651-312-1815 | psprafka@saxonfleetservices.com

[Fleet] 2025 Ram 2500 (DJ7L92) Tradesman 4x4 Crew Cab 8' Box (5) (Complete)

Selected Model and Options

MODEL

CODE	MODEL	Invoice
DJ7L92	2025 Ram 2500 Tradesman 4x4 Crew Cab 8' Box	$49,411.00

COLORS

CODE	DESCRIPTION
PAU	Granite Crystal Metallic Clearcoat

OPTIONS

CODE	DESCRIPTION	Invoice
2UA	Quick Order Package 2UA Tradesman -inc: Engine: 6.4L V8 HEMI HD, Transmission: 8-Speed Auto (8HP75-LCV)	$0.00
A7B	Tradesman Level 1 Equipment Group -inc: Convenience Group, Rear View Auto Dim Mirror, Rear Power Sliding Window, Emergency Vehicle Alert System (EVAS), 12" Touchscreen Display, Tinted Acoustic Windshield Glass, GPS Navigation, Exterior Mirrors w/Heating Element, MOPAR Black Tubular Side Steps, SiriusXM w/360L, Anti-Spin Differential Rear Axle, Connected Travel & Traffic Services, Mirror Running Lights, Exterior 115V AC Outlet, Alexa Built-In, Carpet Floor Covering, Power Adjustable Convex Aux Mirrors, Off-Road Info Pages, Trailer Tow Pages, 400W Inverter, Disassociated Touchscreen Display, HD Radio, Power Heated Folding Telescope Mirrors, Radio: Uconnect 5 Nav w/12.0" Display, Exterior Mirrors w/Supplemental Signals, Exterior Mirrors Courtesy Lamps, Air Conditioning ATC w/Dual Zone Control, 115V Auxiliary Front Power Outlet, Power Adjust Mirrors, Front & Rear Floor Mats, ParkSense Front/Rear Park Assist System	$2,112.00
AAP	Special Service Vehicle Group -inc: Transfer Case Skid Plate Shield, I/P Mounted Auxiliary Switches, Dash Pass Thru Wire Circuits, Upfitter Electronic Module (VSIM), Auxiliary Switches Prep	$631.00
ANT	Bed Utility Group -inc: MOPAR Spray In Bedliner, LED Bed Lighting, MOPAR Deployable Bed Step	$777.00
CLF	MOPAR Front & Rear Rubber Floor Mats	$216.00
DFX	Transmission: 8-Speed Auto (8HP75-LCV) (STD)	$0.00
DME	3.73 Axle Ratio (STD)	$0.00
ESL	Engine: 6.4L V8 HEMI HD (STD)	$0.00
LHL	I/P Mounted Auxiliary Switches -inc: Dash Pass Thru Wire Circuits	Inc.
MDA	Front License Plate Bracket	$0.00
MRU	MOPAR Black Tubular Side Steps	Inc.
MWH	Rear Wheelhouse Liners	$180.00
NHK	Engine Block Heater	$88.00
PAU	Granite Crystal Metallic Clearcoat	$272.00

Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided. Data Version: 24764, Data updated Feb 19, 2025 6:47:00 PM PST

Saxon Fleet Services
Peter Sprafka | 651-312-1815 | psprafka@saxonfleetservices.com

[Fleet] 2025 Ram 2500 (DJ7L92) Tradesman 4x4 Crew Cab 8' Box (5) (Complete)

OPTIONS

CODE	DESCRIPTION	Invoice
TWD	Tires: LT245/70R17E BSW AS (STD)	$0.00
UBQ	Radio: Uconnect 5 Nav w/12.0" Display	Inc.
V9X9	Black, Cloth 40/20/40 Bench Seat	$0.00
WAA	Wheels: 17" x 7.5" Black Steel Styled (STD)	$0.00
XEF	Transfer Case Skid Plate Shield	Inc.
XXS	Upfitter Electronic Module (VSIM)	Inc.
Z7F	GVWR: 10,000 lbs (STD)	$0.00
	Options Total	**$4,276.00**

Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided. Data Version: 24764, Data updated Feb 19, 2025 6:47:00 PM PST

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** **16**
Title of Item for Consideration: Equipment Expenditure Request – 2025 CIP Requests – Building Structures	
Action Requested by: Kurt Schneider, Environmental Services Director	***Department:*** Environmental Services-Parks Division
Previous Action on this Matter: The County Board approved the 2025 CIP at the February 5th, 2025, Chisago County Board of Commissioners meeting.	

Background: Prior to the Chisago County Board of Commissioners approving the 2025 CIP, Environmental Services-Parks Division sought the following requests:

ENVS-0443 *Parks Maintenance Facility-Existing Pole Building Structures Steel Renovation

- Primary Maintenance Building at Checkerboard Park (Asset #001359)-$29,080.00
- Cold Storage Building at Checkerboard Park (Asset # 001392)-$28,100.00.
- Total cost for both buildings are $57,180 plus permitting costs.

ENVS-0444 *Insulation and Install Heating System-New Parks Building Structure

- Secondary Maintenance Building at Checkerboard Park (Asset # 003668)- $38,600.00
- Aerotek HVAC-$4244.73, Electric Services-$2,000, and necessary building permits.
- Total cost for building is $$44,844.73 plus permitting costs.

Attachment(s):

- ENVS-0443 (Primary and Cold Storage Maintenance Buildings at Checkerboard Park) Equipment Expenditure, Quotes and Construction Agreements.
- ENVS-0444 (Secondary Maintenance Building at Checkerboard Park) Equipment Expenditure, Quote and Construction Agreement

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve projects highlighted in the 2025 CIP approved equipment expenditures for the Environmental Services Department-Parks Division. The suggested motion is as follows:

"Move to approve and award Custom Pole Buildings, LLC. for building construction services for 2025 CIP project numbers ENVS-0443 and ENVS-0444 and reallocate cost savings measures from approved unspent 2025 CIP equipment (ENVS-0435,0436,0438 and 4440).

Implications of Action: If approved, the Environmental Services-Parks Division can move forward with the recommended contractor Custom Pole Buildings, LLC. to sign construction agreements, order materials and schedule project.

Budget/Financial Implications: Funding will be received from the approved Environmental Services CIP-ENVS-0443 (Parks Maintenance Facility-Existing Pole Building Structures Steel Renovation) budgeted amount of $54,000. The remaining portion of $3,180.00 will be reallocated from previous cost saving measures from the approved 2025 CIP-ENVS-0435 (*savings of $1375.00*) and ENVS-0436 (*savings of $2685.00*).

Funding will be received from approved CIP-ENVS-0444 (Insulate and Install Heating System-New Parks Building Structure) budget amount of $45,000. ($38,600 for insulation and interior steel, remaining unspent amount will be allocated for heating system, and electrical connections). Additional permitting cost if exceed the budget allocation amount of $45,000 will be reallocated from the previous cost saving measures from the approved 2025 CIP ENVS-0438 (*savings of $1,000.01*) and ENVS-4440 (*savings of $1515.12*).

Legal/Policy Implications: The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies.

Administrator's Recommendation

Approve CEB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		
Action on Motion:	Aye _____	Nay ____	Abstain ____

CHISAGO COUNTY
Equipment Expenditure Request
for Fixed Asset Purchases

for assets $3,000 or more

APPROVAL IS REQUIRED PRIOR TO PURCHASE

orders are not to be split to avoid policy limits

revised 1/2025

Date 3/3/2025

Asset Description - Parks Maintenance Facilities-Existing Pole Building Structures-Steel Renovation
(Pole Building #1 Main Shop -$29,080.0) (Pole Building #2 Cold Storage-$28,100)

Estimated Cost - $ 57,180.00

Was this item budgeted for this year's department budget? Yes x No

If yes, what budget? CIP-ENVS-0443/ #12-523-6601

If no, please explain AND source of funds

Department and/or location of equipment - E.S-Parks Divison, Chisago County Parks Maintenance Buildings

Is this a replacement? If yes, explain - No

Reference asset tag number and/or description of item you are replacing

This request has been reviewed by the Department Head, and if applicable, County Administrator for consistency, uniformity, policy compliance and budget planning. Including information on total cost such as tax, interest and rental costs.

SIGNATURES REQUIRED

Requestor - DATE 3/3/2025

Department Head - DATE 3/3/25

Required if purchase is $3,000 - $25,000

County Administrator - DATE 3/3/25 need Board

Required if purchase is > $25,000

Board Approved - YES NO

MTG DATE DATE TO BE APPROVED

Complete asset detail below once items are delivered - forward to Auditor's office WITH invoice that is to be paid

Serial Number Capital Asset Tag #
Year/Make/Model

Serial Number Capital Asset Tag #
Year/Make/Model

Serial Number Capital Asset Tag #
Year/Make/Model

When making a software and/or computer affiliated purchase MICS approval and ordering is required

MICS OFFICE USE

Purchase Order: Approved:
Vendor: Date:
Inventory Y or N:

AUDITOR'S OFFICE USE

Vendor Paid - Warrant Number -
G/L Account - Date Paid -
Amount -

#MN.20513594

CUSTOM POLE BUILDINGS LLC **Proposal**

29112 Notre Dame Street N.E.
North Branch MN 55056
651-674-8940
www.custompolebuildingsllc.com

RETURN ONE COPY WITH DOWN PAYMENT

Proposal Submitted to;	Checker board county park	PHONE	651-213-8961	Date 3/3 /25
Street	39084 Keystone Ave	JOB NAME	Same	
City State Zip Code	North Branch MN 55056	Job Contact	Joe Tart	
Architect	CPB	E-mail	joseph.tart@chisagocountymn.gov	

We hereby specifications and estimates for;

Labor & Materials, Performance Guidelines

REMOVAL AND DISPOSAL OF STEEL ON A EXISTING 32'X48'X11'
NEW BASE TRIM, CORNER CAPS, RAKE CAPS, OVERHEAD DOOR JAMB TRIMS, J-TRIM AROUND SERVICE DOORS , 2- 20"X30"WINDOWS 1 -2X2 VENT HOOD
INSTALLATION OF McElroy 29GA MAX-RIB II GALVALUME STANDARD COLOR STEEL ROOFING & SIDEWALLS
INSTALLATION OF 2X6 TRANSITION BOARD @ 40" FOR WAINSCOT AROUND BLDG. PERIMETER EXCEPT DOORS
INSTALL WITH FRAMING 1- 45"X36" DBL PANE VINYL FRAME SINGLE SIDE SLIDE/BY A.J MANU ACTING EZV WINDOW
24"STEEL VENTED SOFFITS ON 32' GABLE ENDS
STEEL RIDGE CAP WITH VENTED CLOSURES UNDERNEATH
ALL STEEL IN SCREWED DOWN WITH COLOR MATCH SCREWS

COLORS; Evergreen roof wainscot & all trim, Main body Clay

OWNER IS RESPONSIBLE FOR SITE PLANS, ALL PERMITS AND ANY ENGINEERED PRINTS IF REQUIRED
OWNER IS RESPONSIBLE FOR THE REMOVAL OF ALL BUILDINGS DEBRIS

Additional cost added to below price if lumber is in need of replacement from water damage (rotted)
Additional cost if incurred from suppliers will be added to below price at date of delivery
All protrusions electrical , phone lights ect . removed and reinstall by others so steel can be replaced

WE Propose ; hereby to furnish material and labor--complete in accordance with above specifications; for the sum of;
TWENTY-NINE THOUSAND EIGHTY 00/00 $29,080.00
Payment to be made as follows; $8,700.00 Down Payment, $14,980.00 Date steel Delivered
$5,400.00 Date New steel applied

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be excited only upon written orders;and will become and extra charge over and above the estimate. All agreements contingent upon strikes; accidents or delays beyond our control. Owner to carry fire ;tornado and other necessary insurance. Our workers are fully covered By Workmen's Compensation insurance.

Authorized Signature Steve Longley Manager

Note; This proposal may be withdrawn by Custom pole Bldgs.LLC If not accepted within 10 days

Acceptance of Proposal --- The above prices; Specifications and conditions are satisfactory and are hereby accepted you are authorized to do the work as specified. Payment will be made as outlined above

Date of Acceptance _____ Signature _____

#MN.20513594

CUSTOM POLE BUILDINGS LLC

Proposal

29112 Notre Dame Street N.E.
North Branch MN 55056
651-674-8940
www.custompolebuildingsllc.com

RETURN ONE COPY WITH DOWN PAYMENT

Proposal Submitted to;	Checker board county park	PHONE	651-213-8961	Date 3/3 /25
Street	39084 Keystone Ave	JOB NAME	Same	
City State Zip Code	North Branch MN 55056	Job Contact	Joe Tart	
Architect	CPB	E-mail	joseph.tart@chisagocountymn.gov	

We hereby specifications and estimates for;

Labor & Materials, Performance Guidelines

REMOVAL AND DISPOSAL OF STEEL ON A EXISTING 32'X48'X10'
NEW STEEL SIDING ON 2- EXISTING SLIDING DOOR (Clay with evergreen wainscot)
NEW BASE TRIM, CORNER CAPS, RAKE CAPS, DOOR JAMB TRIM, TRACK COVER, J-TRIM AROUND SERVICE DOORS
INSTALLATION OF McElroy 29GA MAX-RIB II GALVALUME STANDARD COLOR STEEL ROOFING & SIDEWALLS
INSTALLATION OF 2X6 TRANSITION BOARD @ 40" FOR WAINSCOT AROUND BLDG. PERIMETER EXCEPT DOORS
24"STEEL VENTED SOFFITS ON 32' GABLE ENDS
STEEL RIDGE CAP WITH VENTED CLOSURES UNDERNEATH
ALL STEEL IN SCREWED DOWN WITH COLOR MATCH SCREWS

COLORS; Evergreen roof wainscot & all trim, Main body Clay

OWNER IS RESPONSIBLE FOR SITE PLANS, ALL PERMITS AND ANY ENGINEERED PRINTS IF REQUIRED
OWNER IS RESPONSIBLE FOR THE REMOVAL OF ALL BUILDINGS DEBRIS
Additional cost added to below price if lumber is in need of replacement from water damage (rotted)
Additional cost if incurred from suppliers will be added to below price at date of delivery
ALL ELECTRICAL BY OTHERS

WE Propose ; hereby to furnish material and labor--complete in accordance with above specifications; for the sum of;
TWENTY-EIGHT THOUSAND ONE HUNDRED 00/00 $28,100.00
Payment to be made as follows; $8500.00 Down Payment, $14,600.00 Date steel Delivered
$5,000.00 Date New steel applied

All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be excited only upon written orders;and will become and extra charge over and above the estimate. All agreements contingent upon strikes; accidents or delays beyond our control. Owner to carry fire ;tornado and other necessary insurance. Our workers are fully covered By Workmen's Compensation insurance.

Authorized Signature Steve Longley Manager

Note; This proposal may be withdrawn by Custom pole Bldgs.LLC If not accepted within 10 days

Acceptance of Proposal --- The above prices; Specifications and conditions are satisfactory and are hereby accepted you are authorized to do the work as specified. Payment will be made as outlined above

Date of Acceptance _____ Signature _____

CHISAGO COUNTY
Equipment Expenditure Request
for Fixed Asset Purchases

for assets $3,000 or more

APPROVAL IS REQUIRED PRIOR TO PURCHASE

orders are not to be split to avoid policy limits

revised 1/2025

Date 3/3/2024

Asset Description - Insulate and Install Heating System-New Parks Building Structure

(Custom Pole-$38,600) (Aerotek Heating-$4244.73) (S.S Electric-$2000)

Estimated Cost - $ 44,844.73

Was this item budgeted for this year's department budget? Yes x No

If yes, what budget? CIP-ENVS-0444/ #12-523-6601

If no, please explain AND source of funds

Department and/or location of equipment - E.S-Parks Divison, Chisago County Parks Maintenance Building

Is this a replacement? If yes, explain - No

Reference asset tag number and/or description of item you are replacing

This request has been reviewed by the Department Head, and if applicable, County Administrator for consistency, uniformity, policy compliance and budget planning. Including information on total cost such as tax, interest and rental costs.

SIGNATURES REQUIRED

Requestor - DATE 3/3/2025

Department Head - DATE 3/3/25

Required if purchase is $3,000 - $25,000

County Administrator - DATE 3/3/25 mail board

Required if purchase is > $25,000

Board Approved - YES NO

MTG DATE DATE TO BE APPROVED

Complete asset detail below once items are delivered - forward to Auditor's office WITH invoice that is to be paid

Serial Number Capital Asset Tag #

Year/Make/Model

Serial Number Capital Asset Tag #

Year/Make/Model

Serial Number Capital Asset Tag #

Year/Make/Model

When making a software and/or computer affiliated purchase MICS approval and ordering is required

MICS OFFICE USE

Purchase Order: Approved:

Vendor: Date:

Inventory Y or N:

AUDITOR'S OFFICE USE

Vendor Paid - Warrant Number -

G/L Account - Date Paid -

Amount -

CUSTOM POLE BUILDINGS,LLC
29112 Notre Dame Street N.E.
North Branch MN 55056
651-674-8940
www.custompolebuildingsllc.com

Proposal

RETURN ONE COPY WITH SIGNATURE & DOWN PAYMENT

Proposal Submitted to; Checker board county park
Street 39084 Keystone Ave
City State Zip Code North Branch MN 55056
Architect CPB

PHONE 651-213-8961 Date 3/3 /25
JOB NAME Same
Job Contact Joe Tart
E-mail joseph.tart@chisagocountymn.gov

We hereby specifications and estimates for;

Labor , Materials, Performance Guidelines

INSTALL CEILING & WALLS IN AN EXISTING 45X72X14 POLE BUILDING
2X6 ALONG TOP ENDS FOR CEILING ATTACHMENT
7/16 OSB FOR WIND WASH ALONG SOFFIT AREAS { 2- 72'sides}
.40 TREATED 2X4 AROUND FLOOR PERIMETER, 2X4 SIDEWALL GIRTS 2' O.C. AROUND PERIMETER OF WALLS
F & J CHANNEL ON BOTH 72' SIDES & 45' ENDS
J- CHANNEL AROUND ELECTRIC PANEL ,ALONG SIDES OVERHEAD DOORS ECT
CEILING STEEL SCREWED DIRECTLY TO TRUSSES 6' O.C
TRIM OUT WITH STEEL 2- SERVICE DOOR
1- ATTIC HOLE & LID COVERED WITH STEEL & 1- DRAFT STOP DOOR OSB
29 GA WHITE LINER STEEL SCREWED ON FLATS ALONG SIDE OF RIB ON CEILING & WALLS
FLAT STOCK WHITE STEEL USED IN OVERHEAD DOOR AREAS THERE WILL BE SOME WOOD SHOWING IN TRACK & TORSION SPRING AREA, RE HANG BACK HANGS ON OVERHEAD DOORS RE HANG OPENERS
DRILL HOLE FOR ELECTRICAL WIRES **(NO CUTTING AROUND OUTLETS OR LIGHTS FIXTURES)**
4 ML POLY ON CEILING &WALLS R 21 FIBERGLASS BATTS IN WALL R 50 BLOWN IN CEILING
WHITE TRIM, BASE, DOOR JAMB, J-TRIM , F-TRIM ETC.
McElroy Metal MAX-RIB LINER WHITE CORRUGATED 29 GA. STEEL SIDING, AND TRIM
WHITE POST FRAME SCREWS WITH NEP. WASHERS USED ON SIDES & CEILING
OWNER IS RESPONSIBLE FOR THE BLDG. PERMIT & REMOVAL OF ALL BUILDING DEBRIS.
THERE MAY BE **BLACK MARKS** LEFT ON THE FLOOR FROM SCISSOR LIFTS
AREA WILL NEED TO BE CLEARED 18' FROM WALLS TO DO WALLS & AT THE TIME CEILING IS BEING DONE CLEARED
OWNER IS RESPONSIBLE FOR SITE PLANS, ALL PERMITS AND ANY ENGINEERED PRINTS IF REQUIRED
OWNER IS RESPONSIBLE FOR THE REMOVAL OF ALL BUILDINGS DEBRIS

Additional cost if incurred from suppliers will be added to below price at date of delivery

ALL ELECTRICAL BY OTHERS

WE Propose ; hereby to furnish material and labor--complete in accordance with above specifications; for the sum of;
THIRTY-EIGHT THOUSAND SIX HUNDRED 00/00 $38,600.00
Payment to be made as follows; $12,000.00 Down Payment $16,600.00 Date Materials delivered
$10,000.00 Date steel installed

Custom Pole Buildings LLC as governed by state law has a right to file liens against property if payments are not met by owner
All material is guaranteed to be as specified. All work to be completed in a workman like manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be excited only upon written orders;and will become and extra charge over and above the estimate. All agreements contingent upon strikes; accidents or delays beyond our control. Owner to carry fire ;tornado and other necessary insurance. Our workers are fully covered By Workmen's Compensation insurance.

Authorized Signature Steve Longley Manager
Note; This proposal may be withdrawn by Custom pole Bldgs.LLC If not accepted within 10 days

Acceptance of Proposal --- The above prices; Specifications and conditions are satisfactory and are hereby accepted you are authorized to do the work as specified. Payment will be made as outlined above

Date of Acceptance _____ Signature _____

AEROTEK HVAC
13245 Andrews Avenue
Lindstrom, Minnesota 55045
(651) 257-1753
office@aerotekhvac.com

Estimate

ESTIMATE#	1056656316
DATE	12/05/2024
PO#	

CUSTOMER

Chisago County Parks *Maintenance
Jackson McDowell
38990 Keystone Ave
North Branch , Minnesota 55056-6042
(651) 600-0561

SERVICE LOCATION

Chisago County Parks *Maintenance
Jackson McDowell
"LUCY" new pole barn (NORTH DRIVEWAY)
38990 Keystone Ave
North Branch, Minnesota 55056-6042
(651) 600-0561

DESCRIPTION

Aerotek will install a Reznor hanging heater. This installation includes equipment, labor, venting, gas hook-up, and any materials to upgrade your current system to the current code requirements. Included is removal and disposal of the old equipment if applicable.
This project includes the unit install, gas line to the outside and electrical and low voltage with thermostat.
Aerotek offers financing! Go to https://www.mysynchrony.com/mmc/M9203484200 to apply today!

Estimate

Description	Qty	Rate	Total
Reznor Hanging Infrared Heater - 100K Reznor Hanging Garage Heater. model vpt110 with vpc tube package Installation includes gas work, hanging and venting the unit. Reznor equipment carries a 1 year parts and labor warranty.	1.00	4,879.00	4,879.00
Cash/Check Discount		8.00%	-390.32
Contractor Discount		5.00%	-243.95

CUSTOMER MESSAGE

****Due to pricing increases beyond our control, estimates are good for 7 days. After 7 days, estimates will need pricing review prior to scheduling.

****If estimate is accepted and equipment is ordered for installation, you may be subject to a re-stocking fee if job is cancelled.

Aerotek offers financing! Go to https://www.mysynchrony.com/mmc/M9203484200 to apply today!

Estimate Total: $4,244.73

PRE-WORK SIGNATURE

Signed By:

SERVICE TERMS
I have authority to order the work outlined in this invoice which has been satisfactorily completed. I agree the the seller retains the title to equipment/materials furnished until final payment is made. Aerotek will not be responsible for any damage to property or parts caused by service or maintenance work.

Project Contract for
Chisago County Primary Maintenance Building at Checkerboard Park
(#001359)

This Project Contract is entered into this _____ day of March 2025,

Between the County:

County of Chisago, a body politic and corporate, by and through Chisago County Environmental Services Department, 313 North Main Street, Suite 240, Center City, Minnesota, 55012

and the Contractor:

Custom Pole Buildings
29112 Notre Dame Street N.E.
North Branch, MN 55056

The Project: To remove exterior existing steel and install new exterior steel to existing primary maintenance building (32'x48'x11') at the Chisago County Checkerboard Park, North Branch, Minnesota, for the Parks Department to house all of Parks Department's equipment vehicles and supplies. (Primary Maintenance Building #001359).

Department: Chisago County Environmental Services Department
c/o: Joseph Tart, Parks Director
313 N Main St., STE 240
Center City, MN 55012

Construction Project Manager: Custom Pole Buildings
29112 Notre Dame Street N.E., North Branch, MN 55056
Steve Longley, steve@custompolebuildingsllc.com, 651-674-8940

The County and the Contractor agree as set forth below:

ARTICLE I – THE CONTRACT DOCUMENTS.

1.1 The Contract Documents, in order of priority, consist of:
- (A) This Contract;
- (B) The General Conditions of the Contract;
- (C) Drawings, Schemes and Designs and Specifications;
- (D) All Addendums, Amendments, or Modifications of this Contract or Contract Documents
- (E) Bonds and Insurance;
- (F) The Contractor's March 3, 2025 proposal as approved March 19, 2025.

1.2 The Contract Documents form the Contract, and all are as fully a part of the Contract as if attached to this Contract and repeated herein.

1.3 The Contractor understands that all references to "Contractor" in documents attached now refer to the Contractor.

ARTICLE II – THE WORK

2.1 The Contractor shall perform all the Work required by the Contract Documents for the Chisago County Maintenance Storage Building, all in conformance with the Contract Documents as listed in Article I.

ARTICLE III – TIME OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

3.1 The Work to be performed under this Contract shall be commenced immediately upon receipt of the fully executed Contract.
3.2 Upon execution of the Contract, Contractor shall provide performance bonds, labor and materials bonds, and certificates of insurance as required by the Contract Documents.
3.3 Construction operations shall not commence prior to Contract Approval and Notice to Proceed. Construction operations shall be substantially complete by July 15, 2025, and fully complete by August 1, 2025.

ARTICLE IV – CONTRACT SUM
4.1 The County shall pay the Contractor in current funds for the performance of the work, subject to additions and deductions by Change Orders, as may be issued, as provided in the Contact Documents, the not to exceed Base Contract sum of: **Twenty-Nine Thousand Eighty Dollars, and no cents ($29,080.00).**

ARTICLE V – PROGRESS PAYMENTS
5.1 Based upon Applications for Payment submitted to the County by the Contractor and certificates for Payment issued by the County, the County shall make progress payments on account of the Contract Sum to the Contractor as provided in the Contract Documents for the period ending the last day of the month as follows:

(A) Initial Payment at Contract Signing-$8,700.00
(B) Date Materials Delivered Payment-$14,980.00
(C) Date New Steel is Applied- $5,400.00

Progress payments shall be made in a timely fashion based upon receipt of Contractor's Invoices submittals as well as Chisago County Auditor- Treasurer's Cutoff and Warrant Dates Schedule.

ARTICLE VI – FINAL PAYMENT
6.1 Final Payment, constituting the entire unpaid balance of the Contract Sum, shall be paid by the County to the Contractor when the Work has been completed and Building Permit Authority Certificate of Occupancy is Issued, the Contract fully performed and a final Certificate for Payment has been issued, and when Contractor has complied with all other requirements of the Contract Documents for final payment.

ARTICLE VII – TERMINATION
7.1 Termination for Insufficient Funding. County may immediately terminate this Contract if it does not obtain funding from the Minnesota Legislature or other funding source, or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or faxed notice to the Contractor within a reasonable time of County receiving notice that sufficient funding is not available. County is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Contractor will be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed to the extent that funds are available. County will not be assessed any penalty if the Contract is terminated because of the decision of the Minnesota Legislature or other funding source not to appropriate funds.
7.2 If at any time the County determines that the performance of the work under this Contract is being unnecessarily delayed, that the Contractor is violating any of the conditions of this contract, or that it has executed the same in bad faith or otherwise not in accordance with terms of said Contract; of if the work is not substantially completed within the time named for its completion or within the time to which such completion date may be extended; then the County may serve written notice upon the Contractor of its intention to terminate this Contract. Unless within one week after the serving of such notice a satisfactory arrangement is made for continuance, this Contract shall terminate.
7.3 Unavoidable Delay. The Contractor shall not be held responsible for damages caused by delay or failure to perform hereunder, when such delay or failure is due to Fires, Strikes, Acts of God, Legal acts of the Public authorities or delays or defaults caused by public carriers, or acts or demands of the Government in time of war or national emergency.

ARTICLE VIII - INSURANCE

8.1 The requisite insurance must be maintained for the duration of this Contract. A Certificate of Insurance for each policy must be on file with the County prior to commencement of any work under this contract. Each certificate must include a 30-day notice of cancellation, nonrenewal, or material change to all named and additional insureds.

8.2 The County reserves the right to rescind any Contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against Contractor. All insurance policies shall be open to inspection by the County, and copies of policies shall be submitted to the county upon written request. All subcontractors shall provide evidence of similar coverage.

8.3 General Liability Insurance. The Contractor shall maintain General Liability Insurance in the amount of $500,000 for claims for wrongful death and each person for other claims; $1,500,000 for any number of claims arising out of a single occurrence; and no less than $3,000,000 aggregate.

8.4. Business Automobile Liability Insurances. The Contractor shall maintain automobile liability insurance coverage in minimum amounts of at least $500,000 per claim for wrongful death and each person for other claims; $1,500,000 on a combined single limit basis; and not less than $3,000,000 aggregate.

8.5 Chisago County shall be named as an additional insured for all insurance coverages.

8.6 The Contractor shall comply with all Workers' Compensation requirements as mandated by Minnesota Law. The County reserves the right to rescind any contract not in compliance with these requirements and retains all rights thereafter, to pursue any legal remedies against the Contractor.

8.7 In the event the Contractor or any subcontractor maintain liability coverage in excess of the Minnesota Tort limits, pursuant to Minn. Stat. 466, such coverage shall not constitute a waiver of the limits available to the County.

ARTICLE IX - INDEMNIFICATION

9.1 Except as may be caused by the sole negligence of the County or its employees, Contractor shall indemnify and save harmless the County, its employees, and its agents from all claims actions, demands and judgments of any kind arising in whole or in part from any act or omission of Contractor, its subcontractors, and their agents or employees, incidental to the performance of the contract and from all expenses in connection with such claims, actions, demands and judgments, irrespective of whether it is alleged, claimed or provide in connection with such actor omission that negligence of the County or its representatives caused or contributed thereto.

9.2 Contractor agrees, that in order to protect itself and the County under the indemnity provisions set forth above, it will at all times during the term of this Contract keep in force policies if insurance indicated in Article VIII.

This provision is not intended to create any cause of action in favor of any third party against the Contractor or the count or to enlarge in any way the Contractor's liability but it is intended solely to provide for indemnification of the County form liability for damages.

ARTICLE X - SUBCONTRACTOR AND ASSIGNMENT

10.1 Prohibition of Assignment. The Contract shall not be assigned by the Contractor without the written consent of the County. The County's consent will be contingent upon the assignee, the County and the Contractor entering into an assignment which binds the assignee to all terms and condition of this Project Contract

10. The Contractor shall be responsible for the performance of all subcontractors. The Contractor is responsible for the prompt payment of any subcontractor performing work under this Contract and shall strictly comply with Minn. Stat. 471.425.

ARTICLE XI - NOTICES

11.1 Notices, communications, all official notices or questions arising under this Contract shall be directed to:

The County:
Joseph Tart, Parks Director
313 N Main St., STE 240
Center City, MN 55012
(651)213-8961 (office)
(651)243-8385 (fax)
Joseph.Tart@chisagocountymn.gov

The Contractor:
Steve Longley, Manager
Custom Pole Buildings
2911 Notre Dame Street N.E
North Branch, MN 55056
(651)674-8940
steve@custompolebuildingsllc.com

ARTICLE XII – AUDITS, REPORTS, RECORDS, DISCLOSURES, AND MONITORING

12.1 The Contractor agrees that the County, the State Auditor or legislative authority, or any of their duly authorized representative at any time during normal business hours and as often as they may deem reasonably necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc. and accounting procedure and practices of the Contract which are relevant to the Contract pursuant to Minn. Stat. 16C.05, subd. 5.

12.2. The Contractor agrees that it shall retain any and all data and records concerning this Project Contract and the performance of this Project Contract for six (6) years after termination of this Project Contract. This provision shall survive termination of the contract, notwithstanding any term to the contrary.

12.3. The Contractor agrees to report all necessary project employment and local impact report to SLFRF (State and Local Fiscal Recovery Funds) Compliance and Reporting Guidance upon request.

ARTICLE XIII - AFFIRMATIVE ACTION REQUIREMENTS

13.1 County intends to carry out its responsibility for requiring affirmative action by its Contractors.

(A) Covered Contracts and Contractors. If the Contract exceeds One Hundred Thousand and 00/100 Dollars ($100,000.00) and the Contractor employed more than forty (40) full-time employees on a single working day during the previous twelve (12) months in Minnesota or in the state where it has its principle place of business, then the Contractor must comply with the requirements of Minnesota Statute §363A.36 and Minnesota R. Parts 5000.3400-5000.3600. A Contractor covered by Minnesota Statute §363A.36 because it employed more than forty (40) full-time employees in another state and the Contractor does not have a Certificate of Compliance, said Contactor must certify that it is in compliance with federal affirmative action requirements.

(B) Minnesota Statute §363A.36. Minnesota Statute §363A.36 requires Contractor to have an affirmative action plan for the employment of minority persons, women, and qualified disabled individuals approved by the Minnesota Commissioner of Human Rights (hereinafter COMMISSIONER) as indicated by a certificate of compliance. The law addresses suspension or revocation of a certificate of compliance and contract consequences in that event. A contract awarded without a certificate of compliance may be voided.

(C) Minnesota R. 5000.3400-5000.3600.

1. General. Minnesota R. 5000.3400-5000.3600 implement Minnesota Statute §363A.36. These rules include, but are not limited to: Criteria for contents, approval, and implementation of affirmative action plans; procedures for issuing certificates of compliance and criteria for determining a contractor's compliance status; procedures for addressing deficiencies, sanctions, and notice and hearing; annual compliance reports; procedures for compliance review; and contract consequences for non-compliance. The specific criteria for approval or rejection of an affirmative action plan are contained in various provisions of Minnesota R. 5000.3400-5000.3600, including, but not limited to, parts 5000.3420-5000.3500 and 5000.3552-5000.3559.
2. Disabled Workers. The Contractor must comply with the following affirmative action requirements for disabled workers.

(a) The Contractor must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The Contractor agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

(b) The Contractor agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.

(c) In the event of the Contractor's noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with Minnesota Statute §363A.36, and the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.

(d) The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the Commissioner of the Minnesota Department of Human Rights. Such notices must state the Contractor's obligation under the law to take affirmative action to employ and advance in employment qualified disabled employees and applicants for employment, and the rights of applicants and employees.

(e) The Contractor must notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the Contractor is bound by the terms of Minnesota Statute §363A.36 of the Minnesota Human Rights Act and is committed to take affirmative action to employ and advance in employment physically and mentally disabled persons.

3. Consequences. The consequences for the Contractor's failure to implement its affirmative action plan or make a good faith effort to do so include, but are not limited to, suspension or revocation of a certificate of compliance by the COMMISSIONER, refusal by the COMMISSIONER to approve subsequent plans, and termination of all or part of this contract by the COMMISSIONER or County.

4. Certification. The Contractor hereby certifies it is in compliance with the requirements of Minnesota Statute §363A.36 and Minnesota R. 5000.3400-5000.3600 and is aware of the consequences for noncompliance

ARTICLE XV – MISCELLANEOUS PROVISIONS

15.1 Terms used in the Contract which are defined in the Conditions of the Contract shall have the meanings designated in those Conditions.

15.2 Waiver. Any waiver by either Party of any provision of this Contract shall not imply a subsequent waiver of that or any other provision.

15.3 Modifications. Any alterations, additions, deletions or waivers of the provisions of this Contract shall be valid only when reduced to writing and duly signed by the parties hereto.

15.4 Severability. The provisions of this Contract shall be deemed severable. If any part of this Contract is rendered void, invalid, or unenforceable, such rending shall not affect the validity and enforceability of the remainder of this Contract unless the part of parts which are void, invalid or otherwise unenforceable shall substantially impair the value of the entire contract with respect to either party.

15.4 All claims or litigation under this Contract shall be filed and heard in a court of competent jurisdiction in Chisago County, the State of Minnesota.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY BLANK.

IN WITNESS WHEREOF, the County has caused this Contract to be signed by its duly authorized officers and the Contractor represents that the persons/party executing this Contract is duly authorized to bind the Contractor hereto.

COUNTY OF CHISAGO

BY: _____ Dated: _____
Dan Dahlberg, Chair
Chisago County Board

Attest: _____

Reviewed and Approved as to Form:

JANET REITER
CHISAGO COUNTY ATTORNEY

By: _____ Dated: March 12, 2025
Jeffrey B. Fuge
Assistant County Attorney

CONTRACTOR: CUSTOM POLE BUILDINGS

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

By: _____ Dated: _____
(*Signature*) (*Title*)

Print: _____

I, _____ (individual's name) the _____(title) of _____(company name), being duly sworn, represent and warrant that I am authorized by law and all necessary action to execute this Project Contract on behalf of the organization/corporation, intending this Project Contract to be a legally binding obligation of the entity.

Sworn before me this ___ day of _____, 20__

_____
Notary Public

Project Contract for Chisago County Secondary Maintenance Building at Checkerboard Park
(#003668)

This Project Contract is entered into this _____ day of March 2025,

Between the County:

County of Chisago, a body politic and corporate, by and through Chisago County Environmental Services Department, 313 North Main Street, Suite 240, Center City, Minnesota, 55012

and the Contractor:

Custom Pole Buildings
29112 Notre Dame Street N.E.
North Branch, MN 55056

The Project: To insulate and install interior ceiling and walls to current 3,240 sq. ft. maintenance building at the Chisago County Checkerboard Park, North Branch, Minnesota, for the Parks Department to house all of Parks Department's equipment and vehicles. (Secondary Maintenance Building #03668)

Department: Chisago County Environmental Services Department
c/o: Joseph Tart, Parks Director
313 N Main St., STE 240
Center City, MN 55012

Construction Project Manager: Custom Pole Buildings
29112 Notre Dame Street N.E., North Branch, MN 55056
Steve Longley, steve@custompolebuildingsllc.com, 651-674-8940

The County and the Contractor agree as set forth below:

ARTICLE I – THE CONTRACT DOCUMENTS.

1.1 The Contract Documents, in order of priority, consist of:
- (A) This Contract;
- (B) The General Conditions of the Contract;
- (C) Drawings, Schemes and Designs and Specifications;
- (D) All Addendums, Amendments, or Modifications of this Contract or Contract Documents
- (E) Bonds and Insurance;
- (F) The Contractor's March 3, 2025 proposal as approved March 19, 2025.

1.2 The Contract Documents form the Contract, and all are as fully a part of the Contract as if attached to this Contract and repeated herein.

1.3 The Contractor understands that all references to "Contractor" in documents attached now refer to the Contractor.

ARTICLE II – THE WORK

2.1 The Contractor shall perform all the Work required by the Contract Documents for the Chisago County Maintenance Storage Building, all in conformance with the Contract Documents as listed in Article I.

ARTICLE III – TIME OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

3.1 The Work to be performed under this Contract shall be commenced immediately upon receipt of the fully executed Contract.
3.2 Upon execution of the Contract, Contractor shall provide performance bonds, labor and materials bonds, and certificates of insurance as required by the Contract Documents.
3.3 Construction operations shall not commence prior to Contract Approval and Notice to Proceed. Construction operations shall be substantially complete by July 15, 2025, and fully complete by August 1, 2025.

ARTICLE IV – CONTRACT SUM
4.1 The County shall pay the Contractor in current funds for the performance of the work, subject to additions and deductions by Change Orders, as may be issued, as provided in the Contact Documents, the not to exceed Base Contract sum of: **Thirty-Eight Thousand Six Hundred Dollars, and no cents ($38,600.00).**

ARTICLE V – PROGRESS PAYMENTS
5.1 Based upon Applications for Payment submitted to the County by the Contractor and certificates for Payment issued by the County, the County shall make progress payments on account of the Contract Sum to the Contractor as provided in the Contract Documents for the period ending the last day of the month as follows:

(A) Initial Payment at Contract Signing-$12,000.00
(B) Date Materials Delivered Payment-$16,600.00
(C) Date Steel is Installed- $10,000.00

Progress payments shall be made in a timely fashion based upon receipt of Contractor's Invoices submittals as well as Chisago County Auditor- Treasurer's Cutoff and Warrant Dates Schedule.

ARTICLE VI – FINAL PAYMENT
6.1 Final Payment, constituting the entire unpaid balance of the Contract Sum, shall be paid by the County to the Contractor when the Work has been completed and Building Permit Authority Certificate of Occupancy is Issued, the Contract fully performed and a final Certificate for Payment has been issued, and when Contractor has complied with all other requirements of the Contract Documents for final payment.

ARTICLE VII – TERMINATION
7.1 Termination for Insufficient Funding. County may immediately terminate this Contract if it does not obtain funding from the Minnesota Legislature or other funding source, or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or faxed notice to the Contractor within a reasonable time of County receiving notice that sufficient funding is not available. County is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Contractor will be entitled to payment, determined on a pro rata basis, for work or services satisfactorily performed to the extent that funds are available. County will not be assessed any penalty if the Contract is terminated because of the decision of the Minnesota Legislature or other funding source not to appropriate funds.
7.2 If at any time the County determines that the performance of the work under this Contract is being unnecessarily delayed, that the Contractor is violating any of the conditions of this contract, or that it has executed the same in bad faith or otherwise not in accordance with terms of said Contract; of if the work is not substantially completed within the time named for its completion or within the time to which such completion date may be extended; then the County may serve written notice upon the Contractor of its intention to terminate this Contract. Unless within one week after the serving of such notice a satisfactory arrangement is made for continuance, this Contract shall terminate.
7.3 Unavoidable Delay. The Contractor shall not be held responsible for damages caused by delay or failure to perform hereunder, when such delay or failure is due to Fires, Strikes, Acts of God, Legal acts of

the Public authorities or delays or defaults caused by public carriers, or acts or demands of the Government in time of war or national emergency.

ARTICLE VIII - INSURANCE

8.1 The requisite insurance must be maintained for the duration of this Contract. A Certificate of Insurance for each policy must be on file with the County prior to commencement of any work under this contract. Each certificate must include a 30-day notice of cancellation, nonrenewal, or material change to all named and additional insureds.

8.2 The County reserves the right to rescind any Contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against Contractor. All insurance policies shall be open to inspection by the County, and copies of policies shall be submitted to the county upon written request. All subcontractors shall provide evidence of similar coverage.

8.3 General Liability Insurance. The Contractor shall maintain General Liability Insurance in the amount of $500,000 for claims for wrongful death and each person for other claims; $1,500,000 for any number of claims arising out of a single occurrence; and no less than $3,000,000 aggregate.

8.4. Business Automobile Liability Insurances. The Contractor shall maintain automobile liability insurance coverage in minimum amounts of at least $500,000 per claim for wrongful death and each person for other claims; $1,500,000 on a combined single limit basis; and not less than $3,000,000 aggregate.

8.5 Chisago County shall be named as an additional insured for all insurance coverages.

8.6 The Contractor shall comply with all Workers' Compensation requirements as mandated by Minnesota Law. The County reserves the right to rescind any contract not in compliance with these requirements and retains all rights thereafter, to pursue any legal remedies against the Contractor.

8.7 In the event the Contractor or any subcontractor maintain liability coverage in excess of the Minnesota Tort limits, pursuant to Minn. Stat. 466, such coverage shall not constitute a waiver of the limits available to the County.

ARTICLE IX - INDEMNIFICATION

9.1 Except as may be caused by the sole negligence of the County or its employees, Contractor shall indemnify and save harmless the County, its employees, and its agents from all claims actions, demands and judgments of any kind arising in whole or in part from any act or omission of Contractor, its subcontractors, and their agents or employees, incidental to the performance of the contract and from all expenses in connection with such claims, actions, demands and judgments, irrespective of whether it is alleged, claimed or provide in connection with such actor omission that negligence of the County or its representatives caused or contributed thereto.

9.2 Contractor agrees, that in order to protect itself and the County under the indemnity provisions set forth above, it will at all times during the term of this Contract keep in force policies if insurance indicated in Article VIII.

This provision is not intended to create any cause of action in favor of any third party against the Contractor or the count or to enlarge in any way the Contractor's liability but it is intended solely to provide for indemnification of the County form liability for damages.

ARTICLE X - SUBCONTRACTOR AND ASSIGNMENT

10.1 Prohibition of Assignment. The Contract shall not be assigned by the Contractor without the written consent of the County. The County's consent will be contingent upon the assignee, the County and the Contractor entering into an assignment which binds the assignee to all terms and condition of this Project Contract

10. The Contractor shall be responsible for the performance of all subcontractors. The Contractor is responsible for the prompt payment of any subcontractor performing work under this Contract and shall strictly comply with Minn. Stat. 471.425.

ARTICLE XI - NOTICES

11.1 Notices, communications, all official notices or questions arising under this Contract shall be directed to:

The County:
Joseph Tart, Parks Director
313 N Main St., STE 240
Center City, MN 55012
(651)213-8961 (office)
(651)243-8385 (fax)
Joseph.Tart@chisagocountymn.gov

The Contractor:
Steve Longley, Manager
Custom Pole Buildings
2911 Notre Dame Street N.E
North Branch, MN 55056
(651)674-8940
steve@custompolebuildingsllc.com

ARTICLE XII – AUDITS, REPORTS, RECORDS, DISCLOSURES, AND MONITORING

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   (b) The Contractor agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.
   (c) In the event of the Contractor's noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with Minnesota Statute §363A.36, and the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.
   (d) The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the Commissioner of the Minnesota Department of Human Rights. Such notices must state the Contractor's obligation under the law to take affirmative action to employ and advance in employment qualified disabled employees and applicants for employment, and the rights of applicants and employees.
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15.4 All claims or litigation under this Contract shall be filed and heard in a court of competent jurisdiction in Chisago County, the State of Minnesota.

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IN WITNESS WHEREOF, the County has caused this Contract to be signed by its duly authorized officers and the Contractor represents that the persons/party executing this Contract is duly authorized to bind the Contractor hereto.

COUNTY OF CHISAGO

BY: _____ Dated: _____
Dan Dahlberg, Chair
Chisago County Board

Attest: _____

Reviewed and Approved as to Form:

JANET REITER
CHISAGO COUNTY ATTORNEY

By: _____ Dated: March 12, 2025
Jeffrey B. Fuge
Assistant County Attorney

CONTRACTOR: CUSTOM POLE BUILDINGS

STATE OF MINNESOTA)
) SS.
COUNTY OF _____)

By: _____ Dated: _____
(*Signature*) (*Title*)

Print: _____

I, _____ (individual's name) the _____(title) of _____(company name), being duly sworn, represent and warrant that I am authorized by law and all necessary action to execute this Project Contract on behalf of the organization/corporation, intending this Project Contract to be a legally binding obligation of the entity.

Sworn before me this ___ day of _____, 20__

_____
Notary Public

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** 17
Title of Item for Consideration: Report and Recommendations from the March 12, 2025, Meeting of the Budget and Finance Committee	
Action Requested by: Budget & Finance	***Department:*** County Board of Commissioners
Previous Action on this Matter: From time to time, the County Board discusses issues of importance/interest to the Board and/or its committees or individual members.	

Background: Time has been set aside at tonight's meeting to review items discussed by the Budget & Finance Committee at its March 12th Budget and Finance Meeting. Of note are the following, items, along with any recommended Board actions if the Board of Commissioners chooses to approve the Budget and Finance Committee's recommendations:

Current Year-to-Date Financial Update:

The Committee reviewed the current up to date financials; operating budget activity, cash flow considerations, monthly-to-annual payroll, and the local option sales and wheelage tax numbers. ***The Committee recommended accepting the reports.***

Monthly Current County Staffing Update:

Administrator Burnham presented the monthly county staffing update. ***The Committee recommended accepting the reports.***

Public Safety Expenditures:

Sheriff Thyen and Chief Deputy Wood discussed the following potential Public Safety money expenditures;

1) Flock Cameras

2) Radar Trailers

3) Drone Program

4) Command Vehicle

5) Sigma Tactical Wellness Program

The Committee recommended using Public Safety monies to purchase 8 Flock Cameras and 3 year contracts for $74,500, 3 radar trailers for $29,865, an new drone system for $21,958, 3 years of Sigma Tactical Wellness for the remainder of CCSO staff in 2025 and 2026 and the second round of check ups in 2027 for the original 75 staff members for $106,250, and the allocation of $600,000 for a future Command Vehicle.

Jail Boarding with Hennepin County:

Sheriff Thyen discussed the current situation with Hennepin and Chisago County housing Hennepin County inmates.

2026 Budget Process:

Administrator Burnham requested the creation of Budget Subcommittee for the creation of the 2026 Budget and Capital Improvement Plan. ***The Committee recommended that the Chair and Commissioner Dunne be appointed to this subcommittee.***

Mini-Truck Ordinance Discussion:

Chair Dahlberg discussed the request to discuss a potential mini truck ordinance, similar to Pine County. The Committee requested staff to do more research on the topic.

HHS – CaseWorks Financial Services Edition: METS/MNsure Edition:

HHS Director Benson presented to the committee the proposed expenditure of $206,161 for upgrading technology in HHS. Director Benson would like to purchase CaseWorks Financial Services Edition. ***On motion by Montzka, seconded by Greene, the Committee recommended expenditure of $206,161 for CaseWorks Financial Services technology.***

ECRLB – Wyoming Area Library – Extended Access:

Administration Burnham presented the proposed ECRLB Extended Access budget

to Wyoming Area Library to the Budget and Finance Committee. The initial budget is $70,356. ***By consensus, the Committee recommended approval of the Extended Access budget and paying for the project using fund balance.***

Attachment:

- March 19th Budget and Finance Packet

Action Requested/Recommended: It is respectfully requested that the Chisago County Board accept the March 12th Budget and Finance Report and approve the recommendations from the Budget and Finance Committee with the following motions below. Recommended Board Action, if any, may be undertaken via the above individual motions or via the following encompassing motion:

"Move to accept the March 12th Budget and Finance Report."

And

"Move to approve using Public Safety monies to purchase 8 Flock Cameras and 3 year contracts for $74,500, 3 radar trailers for $29,865, an new drone system for $21,958, 3 years of Sigma Tactical Wellness for the remainder of CCSO staff in 2025 and 2026 and the second round of check ups in 2027 for the original 75 staff members for $106,250, and the allocation of $600,000 for a future Command Vehicle."

And

"Move approve the creation of a Budget and Finance Subcommittee with the appointment of the Chair and Commissioner Dunne with the vice chair as the alternate for the 2026 Budget."

And

"Move to approve the expenditure of $206,161 for CaseWorks Financial Services technology using _____."

And

"move to approve the budget and project of Extended Access for the Wyoming Area Library using fund balance, $70,356."

Implications of Action: County Board consideration and approval at tonight's meeting will allow the County to continue with its various financial planning and budgeting activities.

Budget/Financial Implications: Tonight's recommended actions may approve certain specific expenditures. Tonight's actions may also have implications for future county budgets.

Legal/Policy Implications: The proposed activities are in general conformity with applicable state statutes and County authority and policies.

Administrator's Recommendation

Approve _CEB_	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay _____	Abstain _____

Commissioners:
District 1
Jim Swenson
District 2
Rick Greene
District 3
Marlys Dunne
District 4
Ben Montzka
District 5
Dan Dahlberg

BUDGET & FINANCE COMMITTEE / WORKSHOP AGENDA
Wednesday, March 12th, 2025
County Board Room, Room 172 at 3:00 p.m.
PROPOSED AMENDED AGENDA

I. Current Year-to-Date Financial Update
- a. Operating Budget vs Actual
- b. Salaries and Wages Budget vs Actual
- c. Fund Balance Charts
- d. Wheelage Tax and Local Option Sales Tax Charts
- e. CIP Budget to Actual
- f. ARPA Budget to Actual

II. Monthly Current County Staffing Update

III. Public Safety Expenditures
- a. Flock Cameras (MN Stat. 138.24, Subd. 5(b)
- b. Radar Trailers
- c. Drone Program
- d. Command Vehicle
- e. Sigma Tactical Wellness

IV. Jail Boarding with Hennepin County – Oct 2024 to *expect* May 2025

V. 2026 Budget Process

VI. Mini Trucks Ordinance Discussion

VII. Health and Human Services – CaseWorks Financial Services Edition: METS/MNsure Edition

VIII. ECRLB – Wyoming Area Library – Extended Access — AMENDED

IX. CORRESPONDENCE

Upcoming Schedule

- **Chisago County Board of Commissioners Meeting,** Wednesday, February 19, 2025
- **Chisago County Board of Commissioners Meeting,** Wednesday, April 2, 2025
- **Chisago County Strategic Planning,** Friday, April 4th, 2025 – Chisago County Government Center, Suite 150B

******* NOTICE*******

Chisago County Commissioner Jim Swenson will be attending the Chisago County Board of Commissioners Meetings on Wednesday March 7th until March 17th 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 J.E. Irausquin Blvd 250, Oranjestad, Aruba, a location open and accessible to the public.

OPERATING BUDGET (AS AMENDED) VS ACTUAL
(EXCLUDES SALARIES AND BENEFITS)
AS OF 02/28/2025
17% OF YEAR COMPLETE

TAB I

	Adopted Budget	Amended Budget	Actual	% of Adopted Budget	% of Amended Budget	Notes
GENERAL FUND						
Board of Commissioners	$ 275,512	$ 275,512	$ 83,584	30%	30%	2025 Annual Dues: AMC - $27,356 MICA - $16,556 AMC Conference
District Court	212,500	212,500	20,640	10%	10%	
Law Library	*30,000*	*174,425*	*2,570*	*9%*	*1%*	*Restricted*
County Administrator	127,700	127,700	30,579	24%	24%	Q1 HUB Fees Conferences & Training
Auditor-Treasurer	27,280	32,580	8,042	29%	25%	2025 MACO Dues TNT forms - $5,300
Audit	90,000	90,000	250	0%	0%	
Assessor	69,450	69,450	7,188	10%	10%	
Enterprise Services	4,630,222	4,630,222	835,716	18%	18%	
Central Services	78,600	78,600	14,378	18%	18%	
Elections	119,000	328,142	27,345	23%	8%	
County Attorney	92,500	92,500	25,904	28%	28%	1st Half Restorative Justice - $17,500
County Attorney Forfeiture	-	*39,767*	*804*	*0%*	*2%*	*Restricted*
Recorder	19,300	21,600	1,280	7%	6%	
Recorder Technology	*1,500*	*435,839*	*60,895*	*4060%*	*14%*	*Restricted*
Recorder Compliance	*24,200*	*1,223,619*	*45,275*	*187%*	*4%*	*Restricted*
Maintenance	863,643	863,643	183,753	21%	21%	2025 Annual Contract Payments
Planning & Zoning	205,370	230,629	127,885	62%	55%	2024 Share of Permits to Cities
Wellness, Safety and Ergo	-	27,966	1,244	0%	4%	
General Government	1,436,924	1,436,924	1,241,139	86%	86%	2025 Gen Liab & Worker's Comp Ins **Retiree Payouts:** $200k Budget
Contingency	-	208,630	6,138	0%	3%	
Contingency - Special Projects	100,000	100,000	-	0%	0%	
Sheriff	921,359	932,230	130,770	14%	14%	
Sheriff Forfeitures	-	*26,317*	-	*0%*	*0%*	*Restricted*
Sheriff's Reserve	-	*10,149*	*256*	*0%*	*3%*	*Restricted*
Sheriff's Contingency	-	*932*	-	*0%*	*0%*	*Restricted*
Gun Permits	-	*87,952*	*277*	*0%*	*0%*	*Restricted*
Project Lifesaver	-	*6,286*	-	*0%*	*0%*	*Restricted*
Public Safety Grants	*151,810*	*1,201,115*	*24,826*	*16%*	*2%*	*Restricted*
Coroner	153,159	153,159	38,925	25%	25%	Q1 25 Contract Payment
County Jail	741,430	741,430	124,628	17%	17%	
Jail Canteen	-	*119,465*	*1,483*	*0%*	*1%*	*Restricted*
Probation & Parole	136,680	136,680	49,634	36%	36%	1st Half 2024 Sentence to Serve
Emergency Management	33,374	33,374	32,643	98%	98%	2025 CODERED - $32,253
E-911	*279,000*	*869,535*	-	*0%*	*0%*	*Restricted*
Controlled Substances - SOF	-	*1,162*	-	*0%*	*0%*	*Restricted*
Historical Society	40,000	40,000	20,000	50%	50%	1st Half 2025 Allocation
Regional Library	837,927	837,927	418,964	50%	50%	1st Half 2025 Allocation
Parks	137,000	137,000	10,855	8%	8%	
County Agricultural Society	16,000	24,000	8,000	50%	33%	Q4 25 Allocation
County Extension Services	179,761	179,761	9,529	5%	5%	
Soil & Water	212,000	212,000	106,000	50%	50%	1st Half 2025 Allocation
Water Quality Grant	*75,400*	*383,967*	*5,087*	*7%*	*1%*	*Restricted*
Sewer Grants	-	*61,118*	*55,937*	*0%*	*92%*	*Restricted*
Wetland Grant	*5,000*	*5,000*	*5,672*	*113%*	*113%*	*Restricted*
Watercraft Inspection	*50,675*	*274,342*	*41*	*0%*	*0%*	*Restricted*
Economic Dev *(Tax Abatements)*	38,500	38,500	-	0%	0%	
TOTAL GENERAL FUND	**$ 12,412,776**	**$ 17,213,649**	**$ 3,768,136**	**30%**	**22%**	

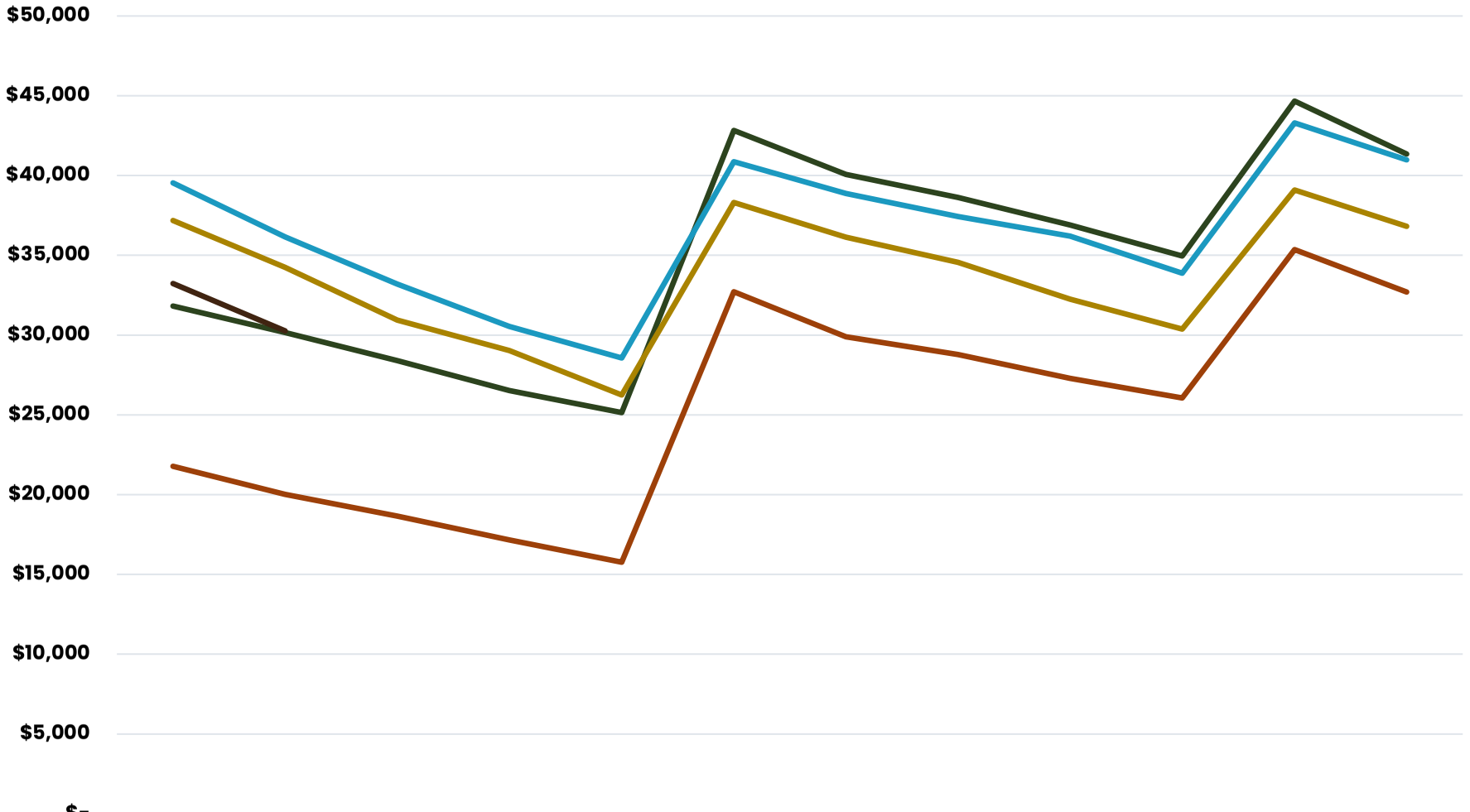
OPERATING BUDGET (AS AMENDED) VS ACTUAL
(EXCLUDES SALARIES AND BENEFITS)
AS OF 02/28/2025
17% OF YEAR COMPLETE

	Adopted Budget	Amended Budget	Actual	% of Adopted Budget	% of Amended Budget	Notes
ROAD AND BRIDGE FUND						
Surveyor	$ 6,350	$ 6,350	$ 238	4%	4%	
Highway Administration	33,850	33,850	12,967	38%	38%	2025 Annual Dues
Highway Engineering	4,269,350	4,269,350	487,820	11%	11%	
Highway Construction	12,800,000	12,800,000	592,661	5%	5%	
Highway Maintenance	2,933,345	3,953,407	108,286	4%	3%	
Equipment Maint/Shop	943,200	972,281	110,051	12%	11%	
Traffic Operations	438,500	438,500	3,160	1%	1%	
TOTAL ROAD AND BRIDGE FUND	**$ 21,424,595**	**$ 22,473,738**	**$ 1,315,183**	**6%**	**6%**	
HEALTH AND HUMAN SERVICES						
Veterans Service	$ 36,000	$ 36,000	$ 3,570	10%	10%	
Income Maintenance	796,702	1,059,637	159,131	20%	15%	
Social Services	3,907,188	4,062,600	718,397	18%	18%	
Public Health Nursing	382,850	492,894	19,031	5%	4%	
Opioid Settlement	-	*1,219,796*	*35,095*	*0%*	*3%*	*Restricted*
TOTAL HEALTH AND HUMAN SER	**$ 5,122,740**	**$ 6,870,927**	**$ 935,224**	**18%**	**14%**	
BUILDING FUND						
General Government	$ 86,267	$ 86,267	$ 86,267	100%	100%	Honeywell bond payment
Score Grant Fund	-	17,000	-	0%	0%	
TOTAL BUILDING FUND	**$ 86,267**	**$ 103,267**	**$ 86,267**	**100%**	**84%**	
CAPITAL EQUIPMENT FUND						
Administration	$ -	$ 2,030	$ -	0%	0%	
Enterprise Servcies	1,100,018	1,705,458	26,614	2%	2%	
Elections	63,500	222,411	887	1%	0%	
Facilities/Maintenance	258,946	536,473	109,234	42%	20%	
Other General Gov *(Unallocated)*	42,251	268,893	-	0%	0%	
Sheriff	571,472	781,100	421,859	74%	54%	
Highway	1,059,000	1,535,076	518,753	49%	34%	
Environmental Services/Parks	228,500	304,744	2,645	1%	1%	
Armer Radio - Replacement	-	378,980	-	0%	0%	
TOTAL CAPITAL EQUIP FUND	**$ 3,323,687**	**$ 5,735,165**	**$ 1,079,992**	**32%**	**19%**	
SOLID WASTE FUND						
Score Grant Fund	$ 276,401	$ 276,401	$ 10,899	4%	4%	
HHW Operations	194,227	590,751	17,863	9%	3%	
TOTAL SOLID WASTE FUND	**$ 470,628**	**$ 867,152**	**$ 28,762**	**6%**	**3%**	
LAKE IMPROVEMENT DISTRICT MAINTENANCE						
LID Maintenance	$ 196,000	$ 196,000	$ 53,585	27%	27%	Lab to Lakes Grant Expenses
TOTAL LAKE IMPV DIST MAINT	**$ 196,000**	**$ 196,000**	**$ 53,585**	**27%**	**27%**	
DEBT SERVICE FUND						
Road Debt	$ 1,962,350	$ 1,962,350	$ 1,909,569	97%	97%	Principal + Interest
HHS Debt	242,775	242,775	235,931	97%	97%	Principal + Interest
Library Debt	440,750	440,750	440,750	100%	100%	Principal + Interest
Jail Debt	1,282,839	1,282,839	812,131	63%	63%	Principal + Interest
Business Park Bonds	228,800	228,800	196,400	86%	86%	Principal + Interest
Capital Projects	581,947	581,947	438,945	75%	75%	Principal + Interest
TOTAL DEBT SERVICE FUND	**$ 4,739,461**	**$ 4,739,461**	**$ 4,033,726**	**85%**	**85%**	
TOTAL ALL FUNDS	**$ 47,776,154**	**$ 58,199,359**	**$ 11,300,875**	**24%**	**19%**	

SALARIES AND WAGES
BUDGET VS ACTUAL
AS OF 02/28/2025
17% OF YEAR COMPLETE

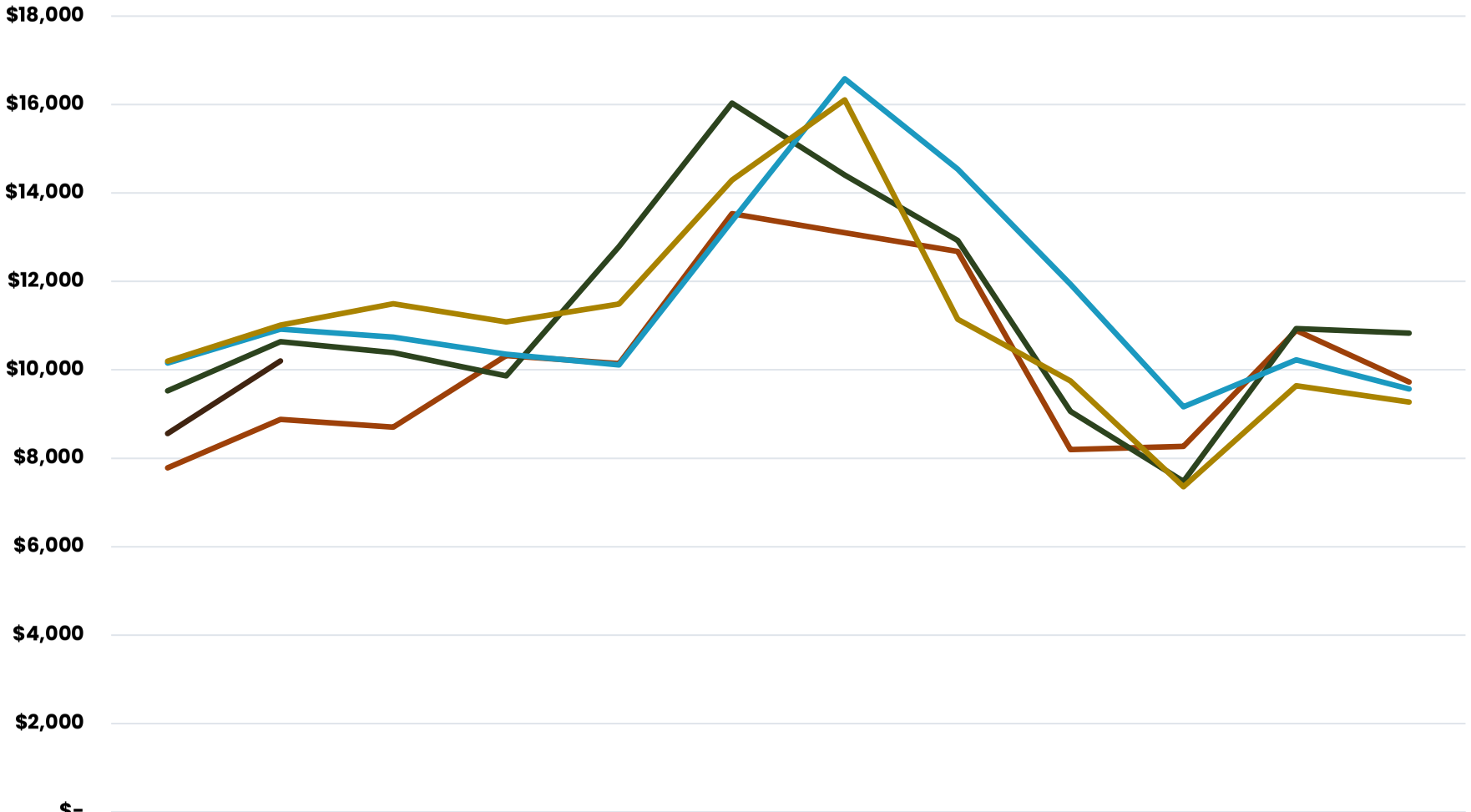
	Adopted Budget	Actual	% of Budget
GENERAL FUND			
Board of Commissioners	$ 265,982	$ 47,446	18%
Law Library	10,514	-	0%
County Administrator	1,067,300	169,801	16%
Auditor-Treasurer	974,927	175,157	18%
Assessor	1,084,495	184,492	17%
Enterprise Services	2,242,286	378,808	17%
County Attorney	2,889,837	462,074	16%
Recorder	373,167	63,664	17%
Maintenance	611,931	105,345	17%
Planning & Zoning	1,165,628	199,337	17%
Sheriff	8,047,176	1,376,193	17%
County Jail	4,576,008	778,995	17%
Probation & Parole	1,462,554	240,396	16%
Emergency Management	123,747	22,614	18%
Parks	512,171	79,158	15%
Water Quality Grant	144,595	24,238	17%
Wetland Grant	120,170	20,259	17%
Watercraft Inspection	194,675	13,641	7%
TOTAL GENERAL FUND	**$ 25,867,163**	**$ 4,341,618**	**17%**
ROAD AND BRIDGE FUND			
Surveyor	$ 176,763	$ 29,806	17%
Highway Administration	433,278	67,668	16%
Highway Engineering	1,109,452	174,036	16%
Highway Maintenance	2,040,589	344,258	17%
Equipment Maintenance/Shop	515,034	124,372	24%
Traffic Operations	231,827	41,319	18%
TOTAL ROAD AND BRIDGE FUND	**$ 4,506,943**	**$ 781,459**	**17%**
HEALTH AND HUMAN SERVICES			
Veterans Service	$ 229,582	$ 38,750	17%
Income Maintenance	3,411,234	590,361	17%
Social Services	7,906,647	1,315,813	17%
Public Health Nursing	1,973,934	338,496	17%
Opioid Settlement *(no levy impact)*	-	2,587	0%
TOTAL HEALTH AND HUMAN SERVICES	**$ 13,521,397**	**$ 2,286,007**	**17%**
SOLID WASTE FUND			
Score Grant Fund	$ 65,255	$ 10,809	17%
HHW Operations	252,238	29,990	12%
TOTAL SOLID WASTE FUND	**$ 317,493**	**$ 40,799**	**13%**
LAKE IMPROVEMENT DISTRICT MAINTENANCE			
Lake Improvement District Maintenance	$ 197,770	$ 29,712	15%
TOTAL LAKE IMPV DISTRICT MAINT	**$ 197,770**	**$ 29,712**	**15%**
TOTAL ALL FUNDS	**$ 44,410,766**	**$ 7,479,595**	**17%**

GENERAL FUND BALANCE BY MONTH 2021 - 2025



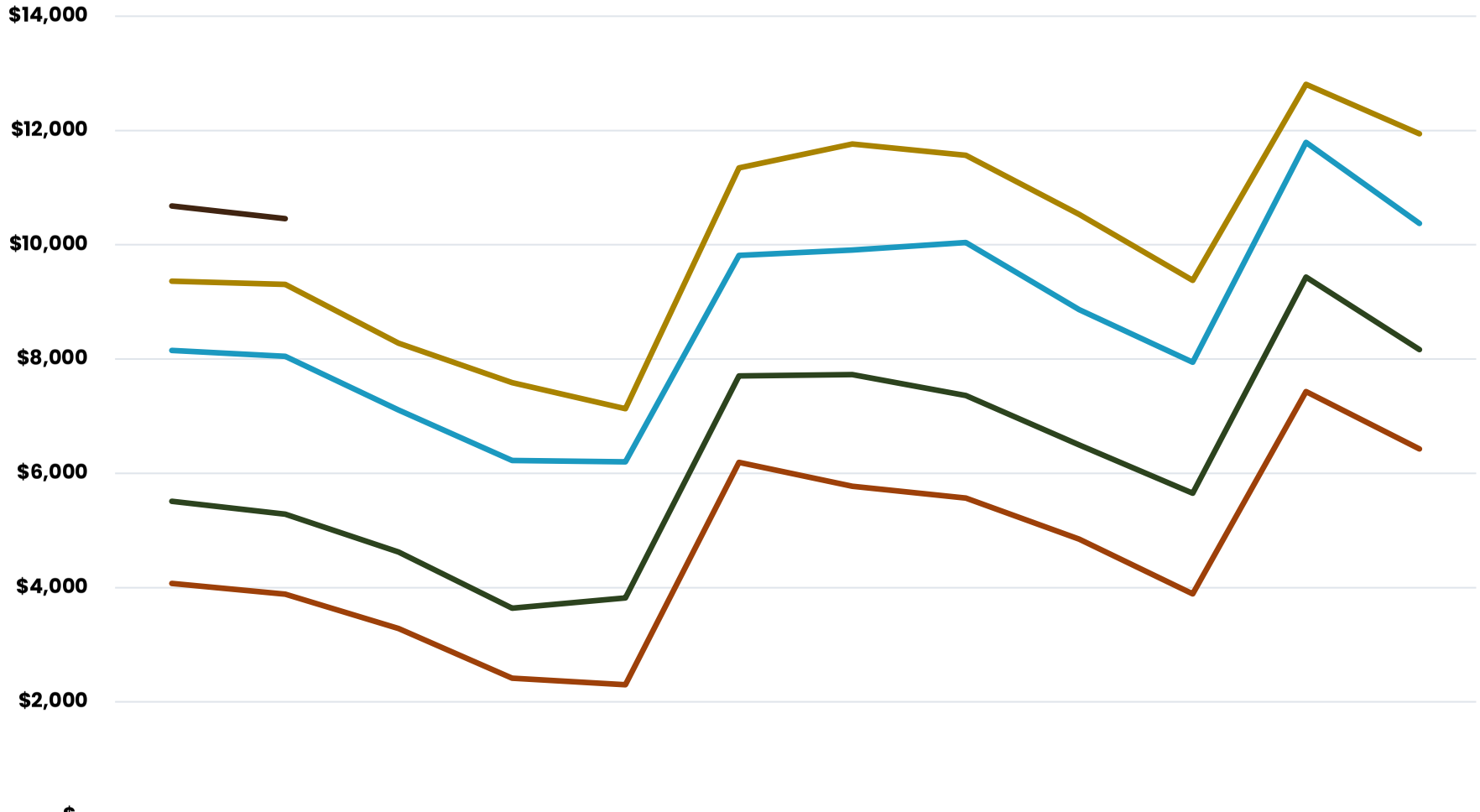
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	$21,774	$20,019	$18,660	$17,164	$15,767	$32,710	$29,891	$28,791	$27,296	$26,067	$35,360	$32,704
2022	$31,823	$30,169	$28,401	$26,522	$25,144	$42,821	$40,066	$38,629	$36,901	$34,966	$44,667	$41,343
2023	$39,545	$36,157	$33,205	$30,535	$28,566	$40,874	$38,871	$37,426	$36,201	$33,879	$43,300	$40,988
2024	$37,178	$34,237	$30,936	$29,025	$26,248	$38,312	$36,141	$34,557	$32,253	$30,383	$39,095	$36,812
2025	$33,233	$30,264										

ROAD & BRIDGE FUND BALANCE BY MONTH 2021 - 2025



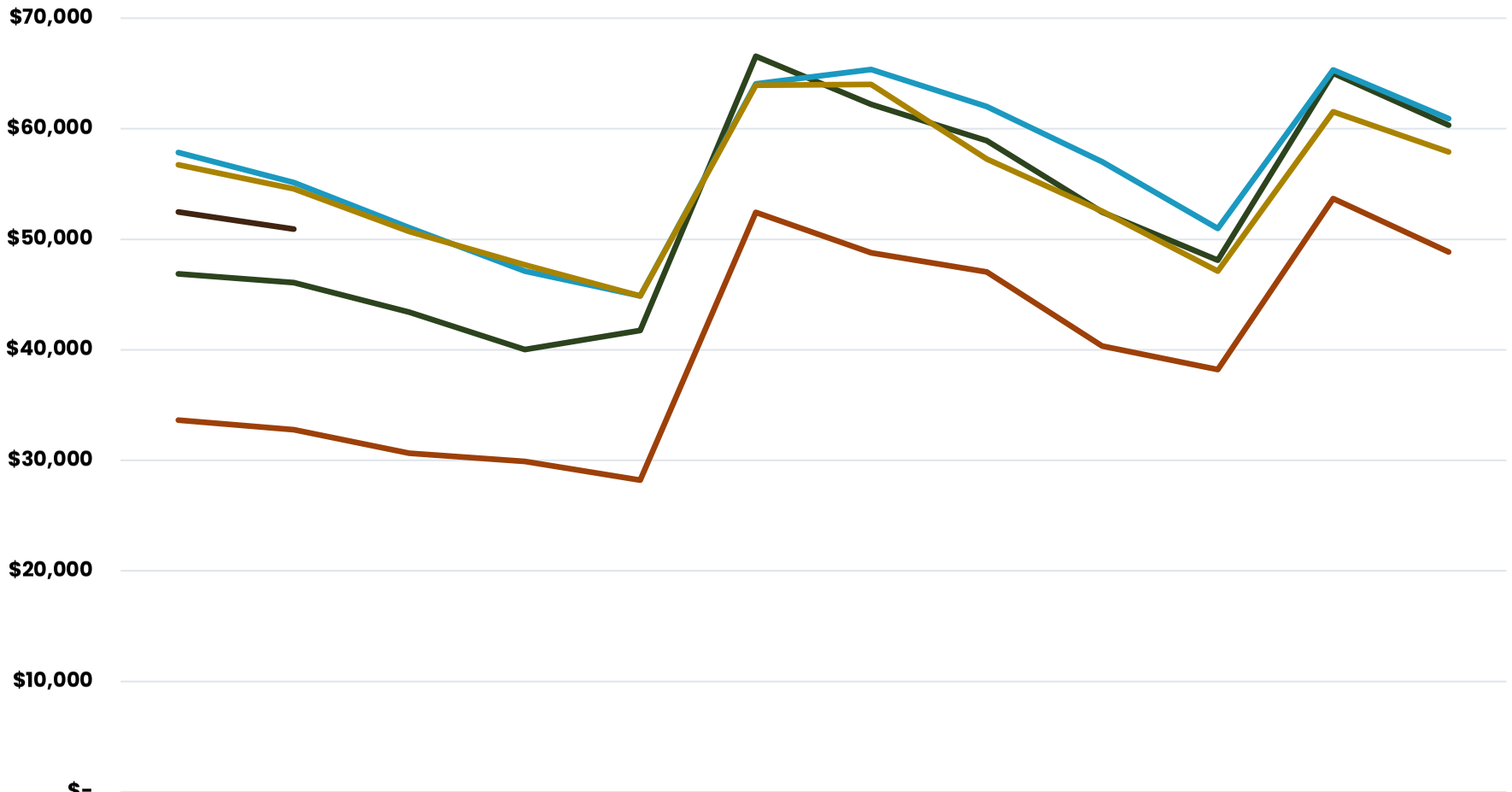
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	$7,783	$8,879	$8,703	$10,323	$10,144	$13,532	$13,100	$12,679	$8,196	$8,267	$10,892	$9,726
2022	$9,528	$10,634	$10,392	$9,864	$12,786	$16,033	$14,405	$12,924	$9,058	$7,477	$10,935	$10,828
2023	$10,151	$10,922	$10,739	$10,353	$10,111	$13,364	$16,583	$14,537	$11,938	$9,164	$10,223	$9,565
2024	$10,193	$11,009	$11,497	$11,085	$11,491	$14,290	$16,106	$11,143	$9,751	$7,355	$9,642	$9,274
2025	$8,559	$10,201										

HEALTH & HUMAN SERVICES FUND BALANCE BY MONTH 2021 - 2025



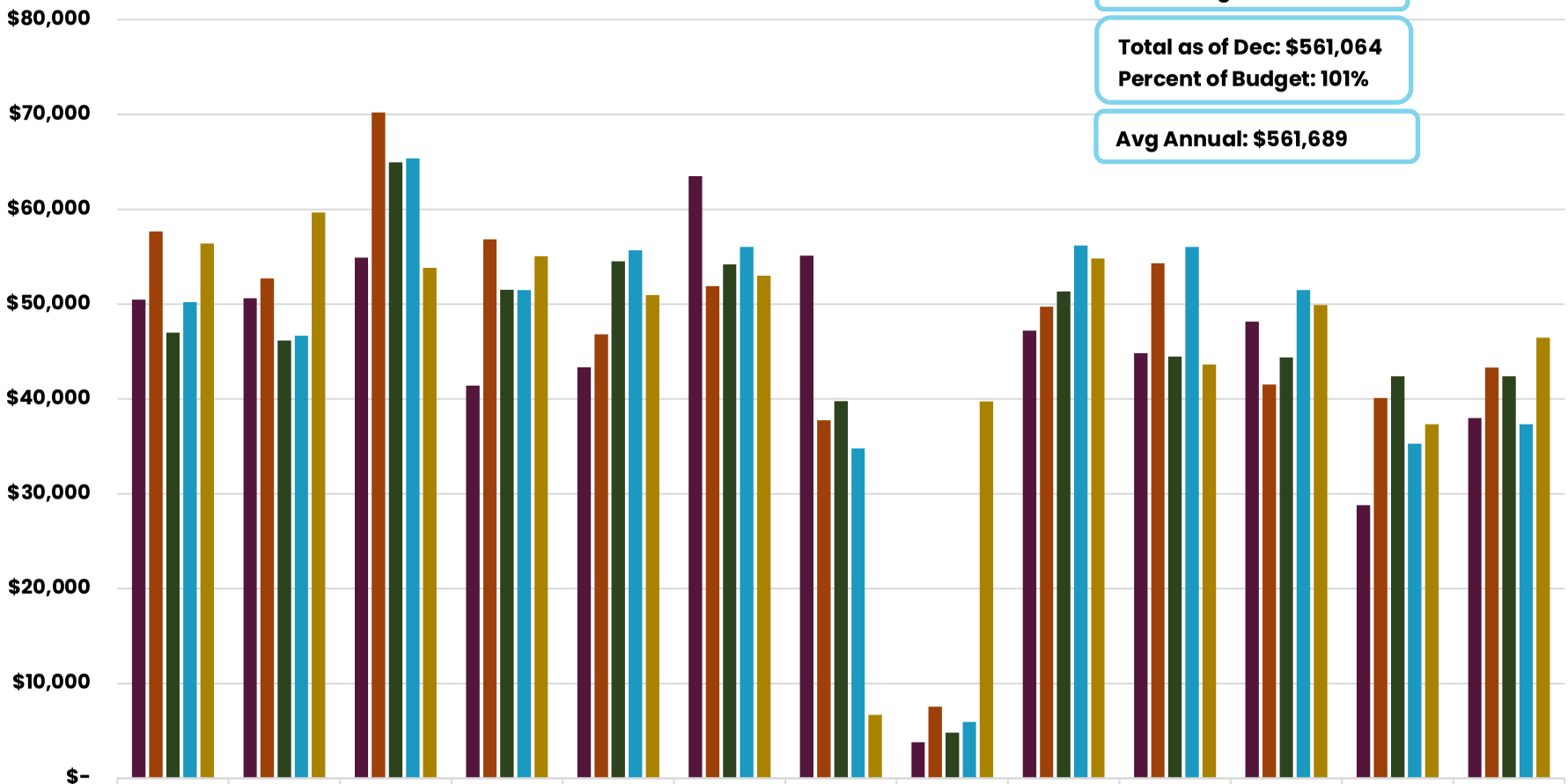
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	$4,071	$3,887	$3,283	$2,413	$2,300	$6,194	$5,776	$5,565	$4,846	$3,888	$7,431	$6,425
2022	$5,512	$5,286	$4,624	$3,640	$3,818	$7,706	$7,727	$7,362	$6,499	$5,653	$9,435	$8,163
2023	$8,152	$8,049	$7,110	$6,226	$6,201	$9,814	$9,908	$10,040	$8,864	$7,944	$11,792	$10,374
2024	$9,361	$9,308	$8,276	$7,585	$7,131	$11,344	$11,764	$11,564	$10,533	$9,375	$12,808	$11,941
2025	$10,679	$10,457										

REVENUE, ROAD & BRIDGE AND HHS COMBINED FUND BALANCE BY MONTH
2021 - 2025

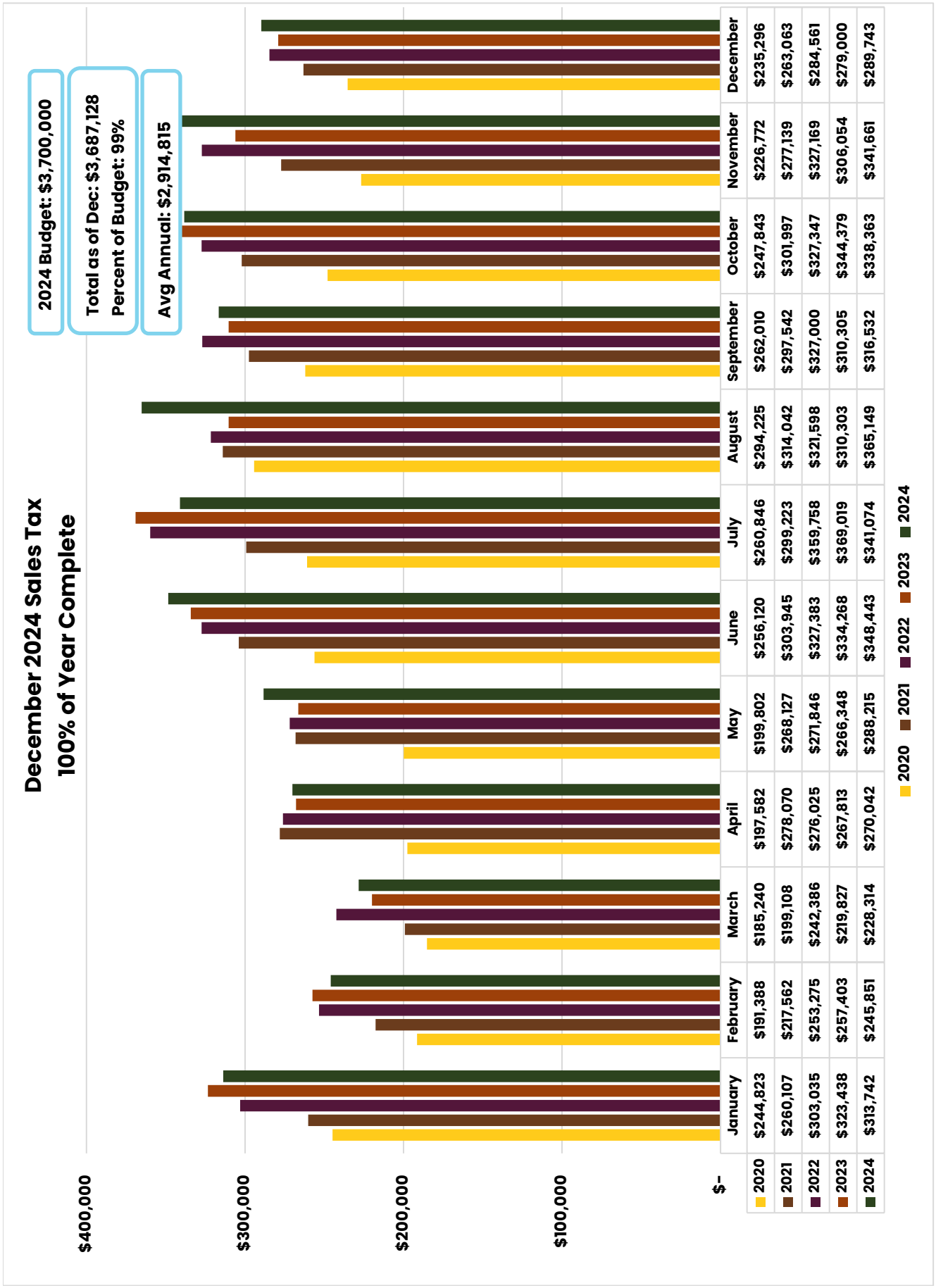


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	$33,628	$32,785	$30,646	$29,900	$28,211	$52,436	$48,767	$47,035	$40,338	$38,222	$53,683	$48,855
2022	$46,863	$46,089	$43,417	$40,026	$41,748	$66,560	$62,198	$58,915	$52,458	$48,096	$65,037	$60,334
2023	$57,848	$55,128	$51,054	$47,114	$44,878	$64,052	$65,362	$62,003	$57,003	$50,987	$65,315	$60,927
2024	$56,732	$54,554	$50,709	$47,695	$44,870	$63,946	$64,011	$57,264	$52,537	$47,113	$61,545	$57,902
2025	$52,471	$50,922										

December 2024 Wheelage Tax
100% of Year Complete



	January	February	March	April	May	June	July	Cleanup	August	September	October	November	December
2020	$50,464	$50,631	$54,917	$41,409	$43,328	$63,508	$55,127	$3,796	$47,193	$44,838	$48,169	$28,795	$37,984
2021	$57,676	$52,708	$70,214	$56,833	$46,821	$51,917	$37,755	$7,560	$49,733	$54,316	$41,540	$40,107	$43,298
2022	$46,984	$46,175	$64,941	$51,524	$54,525	$54,194	$39,766	$4,820	$51,328	$44,461	$44,395	$42,405	$42,376
2023	$50,214	$46,656	$65,362	$51,476	$55,686	$56,046	$34,775	$5,955	$56,178	$56,046	$51,483	$35,288	$37,338
2024	$56,392	$59,652	$53,847	$55,067	$50,942	$53,011	$6,678	$39,749	$54,829	$43,653	$49,906	$37,338	$46,477



	January	February	March	April	May	June	July	August	September	October	November	December
2020	$244,823	$191,388	$185,240	$197,582	$199,802	$256,120	$260,846	$294,225	$262,010	$247,843	$226,772	$235,296
2021	$260,107	$217,562	$199,108	$278,070	$268,127	$303,945	$299,223	$314,042	$297,542	$301,997	$277,139	$263,063
2022	$303,035	$253,275	$242,386	$276,025	$271,846	$327,383	$359,758	$321,598	$327,000	$327,347	$327,169	$284,561
2023	$323,438	$257,403	$219,827	$267,813	$266,348	$334,268	$369,019	$310,303	$310,305	$344,379	$306,054	$279,000
2024	$313,742	$245,851	$228,314	$270,042	$288,215	$348,443	$341,074	$365,149	$316,532	$338,363	$341,661	$289,743

2025 Chisago County Capital Improvement Program
Budget to Actual
As of February 28, 2025

Project Number	Funding Source	Project Name	2025 Budget	2025 Actual	2025 Remaining
Administration					
2024 ADD	CARRYOVER	County Membership in Local Chambers of Commerce	$ 1,030	$0	$1,030
2024 ADD	CARRYOVER	Office Chairs - Assessor	$ 1,000	$0	$1,000
Administration Total			**$ 2,030**	**$0**	**$2,030**
ARMER					
ARMER	CARRYOVER	ARMER Replacement Fund	$ 378,980	$0	$378,980
ARMER Total			**$ 378,980**	**$0**	**$378,980**
Auditor-Treasurer					
AUD-0137	2025 CIP	Election Equipment Replacement Fund	$ 59,000	$0	$59,000
AUD-0137	CARRYOVER	Election Equipment Replacement Fund	$ 149,911	$0	$149,911
AUD-0139	2025 CIP	Election Results - Storage Media	$ 4,500	($887)	$3,613
AUD-0139	CARRYOVER	Election Results - Storage Media	$ 9,000	$0	$9,000
Auditor-Treasurer Total			**$ 222,411**	**($887)**	**$221,524**
CCSO					
AUCTION	CARRYOVER	Auction Proceeds & Insurance Reimbursements	$ 128,489	$4,828	$133,317
CCSO-0141	2025 CIP	Sheriff's Office Patrol Vehicle Replacements	$ 406,822	($360,667)	$46,155
CCSO-0141	CARRYOVER	Sheriff's Office Patrol Vehicle Replacements	$ 14,252	$0	$14,252
CCSO-0449	2025 CIP	Armor camera systems	$ 8,575	$0	$8,575
CCSO-0450	2025 CIP	DRACO Less-lethal gas deliver system	$ 23,600	$0	$23,600
CCSO-0451	2025 CIP	Transit Van Safari Roof Rack	$ 7,500	$0	$7,500
CCSO-0452	2025 CIP	Humvee rear ramp system	$ 4,575	$0	$4,575
CCSO-0453	2025 CIP	IR Lighting	$ 13,650	$0	$13,650
CCSO-0454	2025 CIP	Patrol Rifle Plates	$ 48,500	$0	$48,500
CCSO-0455	2025 CIP	Mobile Field Force equipment	$ 58,250	$0	$58,250
N/A	FUND BALANCE	Stacy Squad #3 (Funding source: General Revenue Fund balance - reimbursed through contract payments)	$ 66,887	($61,192)	$5,695
CCSO Total			**$ 781,100**	**($417,031)**	**$364,069**
Enterprise Services					
ENTS-0088	CARRYOVER	MCC 7500E Laptop Consoles (2)	$ 2,062	$0	$2,062
ENTS-0385	CARRYOVER	2024 Small Equipment Replacement	$ 30,207	$0	$30,207
ENTS-0390	CARRYOVER	Cyber Security - Policies	$ 36,404	($1,791)	$34,613
ENTS-0391	CARRYOVER	2024 Small Equipment New Requests	$ 19,022	$0	$19,022
ENTS-0420	2025 CIP	2025 Small Equipment Replacement	$ 239,300	$0	$239,300
ENTS-0422	2025 CIP	Replace Core Network Equipment - County UCS Servers	$ 600,000	$0	$600,000

2025 Chisago County Capital Improvement Program
Budget to Actual
As of February 28, 2025

Project Number	Funding Source	Project Name	2025 Budget	2025 Actual	2025 Remaining
E **ENTS-0424**	2025 CIP	6 Cradlepoint modems for squad cars to utilize axon Fleet 3 camera systems	$ 19,700	($18,403)	$1,297
ENTS-0426	2025 CIP	2025 Small Equipment New Requests	$ 11,018	($6,420)	$4,598
ENTS-0427	2025 CIP	Replace 911 Server- Nice Audio Recorder	$ 45,000	$0	$45,000
ENTS-0446	2025 CIP	AS400 End Of Life/End Of Support - Replace Agency Collection and Social Welfare Systems	$ 30,000	$0	$30,000
ENTS-0447	2025 CIP	Replace APC Automatic Transfer Switches that feed critical infrastructure in County Data Centers	$ 25,000	$0	$25,000
ENTS-0448	2025 CIP	Core Network Upgrade - Replace Cisco OTV with VXLAN	$ 105,000	$0	$105,000
ENTS-0458	2025 CIP	Cameras for Parks - Checkerboard Shop/Park , Ki Chi Saga	$ 25,000	$0	$25,000
ENTS-083	CARRYOVER	Relocate the Wyoming Emergency Paging Tower	$ 100,000	$0	$100,000
MNT-0187	CARRYOVER	Replace Leibert HVAC in data center at Gov't Center	$ 238,695	$0	$238,695
MNT-0191	CARRYOVER	Replace alarm system in Gov't Center (1989 side & DES)	$ 80,000	$0	$80,000
MNT-0193	CARRYOVER	Replace analog cameras in Courthouse for courthouse security	$ 30,000	$0	$30,000
N/A	FUND BALANCE	CJIS Security Upgrades (Funding source: General Revenue Fund balance)	$ 69,050	$0	$69,050
Enterprise Services Total			**$ 1,705,458**	**($26,614)**	**$1,678,844**
Environmental Services					
ENVS-0120	2025 CIP	2002 3/4 Ton Truck Replacement	$ 55,000	$0	$55,000
ENVS-0129	CARRYOVER	Swedish Immigrant Regional Trail land acquisition	$ 32,244	($2,645)	$29,599
ENVS-0435	2025 CIP	Brush Mower	$ 10,000	$0	$10,000
ENVS-0436	2025 CIP	Snowblower	$ 10,500	$0	$10,500
ENVS-0437	2025 CIP	Grapple	$ 5,000	$0	$5,000
ENVS-0438	2025 CIP	DR Mower	$ 4,500	$0	$4,500
ENVS-0439	2025 CIP	Kayak Dock Ramps	$ 18,000	$0	$18,000
ENVS-0440	2025 CIP	Snowplow	$ 10,500	$0	$10,500
ENVS-0441	2025 CIP	SIRT-Wetland Delineation and Enviromental Review Contracted Services	$ 30,000	$0	$30,000
ENVS-0442	2025 CIP	SIRT-Wetland Mitigation Land Credit Purchase	$ 30,000	$0	$30,000
ENVS-0443	2025 CIP	Parks Maintenance Facility- Existing Pole Building Structures- Steel Renovation	$ 54,000	$0	$54,000
ENVS-0444	2025 CIP	Insulate and Install Heating System-New Parks Building Structure	$ 45,000	$0	$45,000
Environmental Services Total			**$ 304,744**	**($2,645)**	**$302,099**

2025 Chisago County Capital Improvement Program
Budget to Actual
As of February 28, 2025

Project Number	Funding Source	Project Name	2025 Budget	2025 Actual	2025 Remaining
Facilities & Maintenance					
2024 ADD	CARRYOVER	Gate Controller - CCSO Harris District Office	$ 3,500	$0	$3,500
HHS-0196	CARRYOVER	HHS Interview Rooms	$ 29,047	($24,955)	$4,092
MNT-0063	CARRYOVER	Replace carpet in public hallways at Gov't Center (1989 side)	$ 84,279	($84,279)	$0
MNT-0186	CARRYOVER	Repair/Replace retaining wall around paring lot at Gov't Center	$ 111,000	$0	$111,000
MNT-0222	CARRYOVER	Updates to 3rd floor victim/witness waiting area	$ 20,000	$0	$20,000
MNT-0267	CARRYOVER	Fencing and Parking Gate at PSC	$ 40,313	$0	$40,313
MNT-0396	CARRYOVER	Window blinds for 3rd floor at Courhouse	$ 3,086	$0	$3,086
MNT-0414	CARRYOVER	Add fencing and electronic gate to Harris DO	$ 10,581	$0	$10,581
MNT-0460	2025 CIP	ECC Storage/Training Room Privacy	$ 8,820	$0	$8,820
MNT-0461	2025 CIP	ICS Facilities Study	$ 250,126	$0	$250,126
Facilities & Maintenance Total			**$ 560,752**	**($109,234)**	**$451,518**
Public Works					
2023 ADD	CARRYOVER	Hydrant Replacement	$ 10,073	$0	$10,073
AUCTION	CARRYOVER	Auction Proceeds & Insurance Reimbursements	$ 103,107	$0	$103,107
PWKS-0170	2025 CIP	Patch Wagon	$ 60,000	$0	$60,000
PWKS-0171	CARRYOVER	Tandem Snow Plow Truck (Chassis)	$ 170,000	($167,468)	$2,532
PWKS-0172	CARRYOVER	Tandem Snow Plow Truck (Chassis)	$ 170,000	($167,468)	$2,532
PWKS-0175	2025 CIP	Tandem Snow Plow Truck	$ 365,000	$0	$365,000
PWKS-0226	2025 CIP	Tandem Snow Plow	$ 330,000	($183,817)	$146,183
PWKS-0411	CARRYOVER	Additional CIP funding for Approved Equipment	$ 22,896	$0	$22,896
PWKS-0429	2025 CIP	Mower	$ 195,000	$0	$195,000
PWKS-0431	2025 CIP	Survey Equipment	$ 60,000	$0	$60,000
PWKS-0432	2025 CIP	Walk behind concrete/asphalt saw	$ 4,000	$0	$4,000
PWKS-0434	2025 CIP	Tire Machine	$ 45,000	$0	$45,000
Public Works Total			**$ 1,535,076**	**($518,753)**	**$1,016,323**
UNALLOCATED					
UNALLOCATED	2025 CIP	Unallocated 2025 CIP	$ 244,614	$0	$244,614
UNALLOCATED Total			**$ 244,614**	**$0**	**$244,614**
Grand Total			**$ 5,735,165**	**($1,075,164)**	**$4,660,001**

ARPA
Budget to Actual
As of February 28, 2025

ADMINISTRATION

Project #	Description	Budget	Actual	Remaining to be Spent	Status
2024 ADD	Update Flags and Seals to MN State Flag	45,000	(38,968)	(6,032)	Invoice Pending
2024 ADD	Strategic Planning	7,875	(124)	(7,751)	Under Contract
		$ 52,875	**$ (39,092)**	**$ (13,783)**	

ATTORNEY

Project #	Description	Budget	Actual	Remaining to be Spent	Status
ARPA-0340 ATT	County Attorney - FT Media Services Tech	**$ 108,018**	**$ (85,144)**	**$ (22,874)**	Under Contract

AUDITOR-TREASURER

Project #	Description	Budget	Actual	Remaining to be Spent	Status
ARPA-0347 AUD	Single Use Audit 2022 - 2026 (ARPA only)	$ 30,000	$ (12,163)	$ (17,837)	Under Contract
2024 ADD	OpenGov - Workforce Module & Setup	35,740	(27,800)	(7,940)	Invoice Pending/Under Contract
		$ 65,740	**$ (39,963)**	**$ (25,777)**	

EMERGENCY MANAGEMENT

Project #	Description	Budget	Actual	Remaining to be Spent	Status
ARPA-0342 EMGT	Emergency Management - COOP Update	**$ 60,000**	**$ (16,550)**	**$ (43,450)**	Under Contract

ENTERPRISE SERVICES

Project #	Description	Budget	Actual	Remaining to be Spent	Status
ARPA-0334 ENTS	*ARPA ARMER* ARMER Infrastructure Replacement	$ 1,966,546	$ (1,872,468)	$ (94,078)	Ongoing/Under Contract
ARPA-0392 ENTS	Wi-Fi in County Parks	60,000	(23,803)	(36,197)	Ongoing
ARPA-0394 ENTS	Replace Camera Security System	100,000	(73,280)	(26,720)	Ongoing
		$ 2,126,546	**$ (1,969,551)**	**$ (156,995)**	

ENVIRONMENTAL SERVICES

Project #	Description	Budget	Actual	Remaining to be Spent	Status
ARPA-0304 ENVS	Ki Chi Saga Park Municipal Building	211,571	(207,001)	(4,570)	Final Invoice Pending ($4,570)
ARPA-0305 ENVS	Water Resources Grant Match	250,000	(158,275)	(91,725)	$135k to be spent in 2024 Agreements signed by 12/31/2024 for remainder
ARPA-0307 ENVS	Lower St. Croix Watershed Planning	121,200	(21,716)	(99,484)	2024/2025 (with signed agreement)
2023 ADD	Planning Code Review	14,000	(10,718)	(3,282)	Invoice Pending
2023 ADD	HHW Cold Storage	281,000	-	(281,000)	2024/2025 (with signed contract)
		$ 877,771	**$ (397,710)**	**$ (480,061)**	

LID

Project #	Description	Budget	Actual	Remaining to be Spent	Status
2024 ADD	Channel and Weir Project	**$ 175,000**	**$ (57,098)**	**$ (117,902)**	**Under Contract**

MAINTENANCE

Project #	Description	Budget	Actual	Remaining to be Spent	Status
2024 ADD	Hwy & CCSO Building Study	**$ 30,000**	**$ (28,714)**	**$ (1,286)**	Invoice Pending/Under Contract

COMPLETED PROJECTS

Project #	Description	Budget	Actual	Remaining to be Spent
	TOTALS	**$ 10,989,807**	**$ (10,127,679)**	**$ (862,128)**

Public Safety Aid
As of February 28, 2025

Date Allocated	Description	Budget	Actual	Alocated	Amount Remaining
	Public Safety Aid - Unallocated	**$ 928,805**	$ -	**$ -**	**$ 928,805**
10/31/2023	CCSO Recruiting & Retenion Program	145,000	$ (24,500)	$ (120,500)	$ -
12/20/2023	Lakes Center for Youth and Families	10,000	(10,000)	-	-
04/17/2024	SIGMA Tactical Wellness	54,436	(54,436)	-	-
		$ 209,436	**$ (88,936)**	**$ (120,500)**	**$ -**
	TOTALS	**$ 1,138,241**	**$ (88,936)**	**$ (120,500)**	**$ 928,805**

Public Safety Aid
As of February 28, 2025

County Admin Fee Allocation		
ADMIN FEE PAID BY ARPA	**$49,948**	
Courts - DOJ Grant Match	(9,661)	8/21/2024
Employee Recognition	(10,000)	2/5/2025
Facilities & Maintenance Uniforms	(6,165)	2/19/2025
CivicPlus Agenda and Meeting Management	(11,400)	2/19/2025
Total Admin Fee Remaining	**$12,722**	

TAB II

Title	Notes:
Financial Worker – Part Time	Replacement – long-term ON HOLD
Case Aide/Front Desk HHS	Replacement – long-term ON HOLD
MCH Nurse 0.8 Public Health	Replacement – ON HOLD
MCH Nurse 1.0 Public Health	Replacement – ON HOLD
Community Health Services Lead (contract)	Replacement – ON HOLD
Community Health Worker (contract)	NEW under COVID-19 Vaccine Grant – ON HOLD – (No. 3 of 3)
MCH Nurse 1.0 – Public Health	Replacement – ON HOLD
CSO	1 Vacancy – post in 2025
Victim Witness Secretary – County Attorney's Office	1 vacancy – pending
Probation Officer	1 vacancy – filled March 2025
Engineering Tech Senior	Retirement – posting for spring 2025
Corrections Officer	3 vacancies – 1 termination and 2 replacement for internal promotions
Cannabis Substance Use Prevention Coordinator	Contracted/grant funded – filled March 2025
Telecommunicator/911 Emergency Dispatcher	1 termination 1 retirement – 1 filled March 2025; 1 vacancy left
Facilities Engineer	1 retirement – filled March 2025

The ON HOLD vacancies are undergoing assessment and revisions will be made to duties/job descriptions that better suit the department, etc.

III.

Public Safety Expenditures

March 12th, 2025

Chisago County Sheriff Brandon Thyen would like to discuss the following possible expenditures of Public Safety Funds with the Chisago County Budget and Finance Committee;

a. Flock Cameras (MN Stat. 138.24, Subd. 5(b)
b. Radar Trailers
c. Drone Program Expenditures
d. Command Vehicle
e. Sigma Tactical Wellness

In 2023, the Minnesota Legislature enacted a one-time Public Safety Aid for aids payable in 2023. The one-time appropriation of $300 million is allocated among all counties, cities, townships of a population of 10,000 or more, and Minnesota's 11 federally recognized tribal governments.

Recipients must use the aid to provide public safety.

Chisago County $1,138,241

Center City	$27,963
Chisago City	$246,458
Harris	$48,968
Lindstrom	$215,301
North Branch	$486,396
Rush City	$138,283
Shafer	$51,156
Stacy	$74,743
Taylors Falls	$46,692
Wyoming	$353,146

TOTAL: $2,827,347

Public Safety Aid As of February 28, 2025					
Date Allocated	Description	Budget	Actual	Alocated	Amount Remaining
	Public Safety Aid - Unallocated	$ 928,805	$ -	$ -	$ 928,805
10/31/2023	CCSO Recruiting & Retenion Program	145,000	$ (24,500)	$ (120,500)	$ -
12/20/2023	Lakes Center for Youth and Families	10,000	(10,000)	-	-
04/17/2024	SIGMA Tactical Wellness	54,436	(54,436)	-	-
		$ 209,436	$ (88,936)	$ (120,500)	$ -
	TOTALS	$ 1,138,241	$ (88,936)	$ (120,500)	$ 928,805

As of February 28th, 2025, Chisago County has **$928,805 remaining**.

A county, tribal government, city, or town with a population over 10,000 must use the aid to provide public safety.
Eligible uses include:

- Community violence prevention and intervention programs
- Community engagement
- Mental health crisis responses
- Victim services
- Training programs
- First responder wellness
- Equipment related to fire, rescue, and emergency services
- To pay other personnel or equipment costs

An aid recipient may **NOT** use the aid toward:

- Its employer contribution to the public employees police and fire fund if the county, tribal government, or local unit received Police State Aid under Minnesota Statutes, chapter 477C, in calendar year 2022
- Any costs associated with alleged wrongdoing or misconduct
- The purchase of an armored or tactical vehicle or substantially similar vehicle
- The purchase of tear gas, chemical munitions, or substantially similar items
- The costs of construction, reconstruction, remodeling, expansion, or improvement of a police station, including related facilities.
    - "Related facilities" includes access roads, lighting, sidewalks, and utility components on or adjacent to the property on which the

police station is located that are necessary for safe access to and use of the building

Attachment(s):

- Flock Safety + MN – Chisago County SO – Order Form
- All Traffic Solutions Quote
- Vertex Unmanned Solutions Quote
- Chisago County Sheriff's Office – Multi Purpose Command Post – Presentation

Flock Safety + MN - Chisago County SO

Flock Group Inc.
1170 Howell Mill Rd, Suite 210
Atlanta, GA 30318

MAIN CONTACT:
Bo Manor
bo.manor@flocksafety.com
+17154569138

flock safety

EXHIBIT A

ORDER FORM

Customer:	MN - Chisago County SO	Initial Term:	36 Months
Legal Entity Name:	MN - Chisago County SO	Renewal Term:	24 Months
Accounts Payable Email:		Payment Terms:	Net 30
Address:	15230 Per Rd Center City, Minnesota 55012	Billing Frequency:	Annual Plan - First Year Invoiced at Signing.
		Retention Period:	30 Days

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			**$24,000.00**
Flock Safety Flock OS			
FlockOS ™ - Essentials	Included	1	Included
Flock Safety LPR Products			
Flock Safety LPR, fka Falcon	Included	8	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - MASH Tested Pole Implementation Fee - Non-Coastal Region	$312.50	8	$2,500.00

Subtotal Year 1:	$26,500.00
Annual Recurring Subtotal:	$24,000.00
Discounts:	$7,500.00
Estimated Tax:	$0.00
Contract Total:	$74,500.00

*Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a "**Renewal Term**") unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.*

The Term for Flock Hardware shall commence upon first installation and validation, except that the Term for any Flock Hardware that requires self-installation shall commence upon execution of the Agreement. In the event a Customer purchases more than one type of Flock Hardware, the earliest Term start date shall control. In the event a Customer purchases software only, the Term shall commence upon execution of the Agreement.

Billing Schedule

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	$26,500.00
Annual Recurring after Year 1	$24,000.00
Contract Total	$74,500.00

*Tax not included

Discounts

Discounts Applied	Amount (USD)
Flock Safety Platform	$0.00
Flock Safety Add-ons	$0.00
Flock Safety Professional Services	$7,500.00

Product and Services Description

Flock Safety Platform Items	Product Description
FlockOS ™ - Essentials	An integrated public safety platform that detects, centralizes and decodes actionable evidence to increase safety, improve efficiency, and connect the community.
Flock Safety LPR, fka Falcon	Law enforcement grade infrastructure-free (solar power + LTE) license plate recognition camera with Vehicle Fingerprint ™ technology (proprietary machine learning software) and real-time alerts for unlimited users.
Professional Services - MASH Tested Pole Implementation Fee - Non-Coastal Region	MASH tested pole that meets DOT crashworthiness requirements. Includes materials, installation, and maintenance.

FlockOS Features & Description

FlockOS Features	Description
Community Network Access	The ability to request direct access to feeds from privately owned Flock Safety LPR cameras located in neighborhoods, schools, and businesses in your community, significantly increasing actionable evidence that clears cases.
Unlimited Users	Unlimited users for FlockOS
State Network (License Plate Lookup Only)	Allows agencies to look up license plates on all cameras opted into the Flock Safety network within your state.
Nationwide Network (License Plate Lookup Only)	With the vast Flock Safety sharing network, law enforcement agencies no longer have to rely on just their devices alone. Agencies can leverage a nationwide system boasting 10 billion additional plate reads per month to amplify the potential to collect vital evidence in otherwise dead-end investigations.
Law Enforcement Network Access	The ability to request direct access to evidence detection devices from Law Enforcement agencies outside of your jurisdiction.
Time & Location Based Search	Search full, partial, and temporary plates by time at particular device locations
License Plate Lookup	Look up specific license plate location history captured on Flock devices
Vehicle Fingerprint Search	Search footage using Vehicle Fingerprint™ technology. Access vehicle type, make, color, license plate state, missing / covered plates, and other unique features like bumper stickers, decals, and roof racks.
Insights & Analytics	Reporting tool to help administrators manage their LPR program with device performance data, user and network audits, plate read reports, hot list alert reports, event logs, and outcome reports.
ESRI Based Map Interface	Map-based interface that consolidates all data streams and the locations of each connected asset, enabling greater situational awareness and a common operating picture.
Real-Time NCIC Alerts on Flock ALPR Cameras	Receive automated alerts when vehicles entered into established databases for missing and wanted persons are detected, including the FBI's National Crime Information Center (NCIC) and National Center for Missing & Exploited Children (NCMEC) databases.
Unlimited Custom Hot Lists	Ability to add a suspect's license plate to a custom list and get alerted when it passes by a Flock camera

By executing this Order Form, Customer represents and warrants that it has read and agrees all of the terms and conditions contained in the Terms of Service located at https://www.flocksafety.com/terms-and-conditions

The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.	**Customer: MN - Chisago County SO**
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____
	PO Number: _____

ALL TRAFFIC SOLUTIONS

Mail Purchase Orders to:
3100 Research Dr.
State College, PA
16801

All Traffic Solutions Inc.
PO Box 221410
Chantilly, VA 20153
Phone: 814-237-9005
Fax: 814-237-9006
DUNS #: 001225114
Tax ID: 25-1887906
CAGE Code: 34FQ5

Contract:
Sourcewell 090122-ATS
Sourcewell Account #:
1991

QUOTE Q-84232

DATE: 03/03/2025

PAGE NO: 1

Questions contact:
MANUFACTURER:
All Traffic Solutions
Owen Lauerman
(571) 549-3766
x
olauerman@alltrafficsolutions.com

Independent Sales Rep:

BILL TO:
Chisago County Sheriff Department
15230 Per Road
Center City, MN 55012

Billing Contact:

SHIP TO:
Chisago County Sheriff Department
15230 Per Road
Center City, MN 55012
Attn: Kyle Puelston

PAYMENT TERMS:
Net 30

CUSTOMER: Chisago County Sheriff Department

CONTACT:(651) 213-6317

ITEM NO:	DESCRIPTION:	QTY:	EACH:	EXT. PRICE:
4000566	Shield 15 Speed Display; base unit w/ mounting bracket	1	$3,417.00	$3,417.00
4001299	3 Year Warranty	1	$0.00	$0.00
4001626	VZW communications prep	1	$0.00	$0.00
4000520	Violator Alert; flashing strobe helps draw attention to the driver's speed (default white unless otherwise specified)	1	$368.22	$368.22
4001823	ATS-3 trailer for SH15 includes 28Ah integrated solar and 90W panel	1	$5,133.66	$5,133.66
4000740	Trailer Certificate of Origin	1	$0.00	$0.00
4001889	Shipping and Handling	1	$1,688.00	$1,688.00
4000754	USB cable, 16ft, extra long for trailer or pole	1	$37.74	$37.74
4001864	Trailer Speed Limit Sign Kit for SA18/ SH15, ATS-5, 18" x 24" MUTCD sign, digits, hardware	1	$345.78	$345.78
4001787	LFP Battery Charger, 12.8V LFP with Adapter for Integrated Solar	1	$131.58	$131.58
4001190	Discount - New Purchase	1	($1,167.80)	($1,167.80)

Special Notes:

SALES AMOUNT: $9,954.18

TOTAL USD:	$9,954.18

Duration: This quote is good for 60 days from date of issue.
Shipping Notes: All shipments shall be FOB shipper. Shipping charges shall be additional unless listed on quote.
Taxes: Taxes are not included in quote. Please provide a tax-exempt certificate or sales tax will be applied.
Warranty: Unless otherwise indicated, all products have a one year warranty from date of sale. Warranty extensions are a component of some applications that are available at time of purchase. A Finance Charge of 1.5% per month will be applied to overdue balances. GSA GS-07F-6092R

I am authorized to commit my organization to this order. If your organization will be creating a purchase order for this order, please submit purchase order to either of the following: Email: sales@alltrafficsolutions.com or Physical Address: Listed at top of quote.

Signature: _____ Date: _____

Print Name: _____ Title: _____

YOUR SPEED
46
SPEED
LIMIT
25

VERTEX
UNMANNED SOLUTIONS

Quote #D6502
Mar 4, 2025

SHIPPING ADDRESS

Kyle Puelston
Chisago County Sheriff's Office
15230 Per Rd
Center City MN 55012
United States
Tel. +16513256021

CUSTOMER

Kyle Puelston
Chisago County Sheriff's Office
15230 Per Rd
Center City MN 55012
United States

ITEMS		PRICE	TAX	QTY	ITEM TOTAL
	DJI AL1 Spotlight - Matrice 4	$369.00	$0.00	1	$369.00
	DJI AS1 Speaker for Matrice 4 Series	$235.00	$0.00	1	$235.00
	DJI Matrice 4 Series Flight Battery	$195.00	$0.00	3	$585.00
	DJI Matrice 4 Series Propellers	$21.00	$0.00	1	$21.00
	DJI Matrice 4T Worry-Free Plus Combo	$8,598.00	$0.00	1	$8,598.00
	Firehouse Technologies Tactical Command Case - None / 24" Standard / 24" Standard	$1,599.00	$0.00	1	$1,599.00

Subtotal	$11,407.00
Shipping	$0.00
MN STATE TAX 0.0%	$0.00
MN SPECIAL TAX 0.0%	$0.00
TOTAL (USD)	**$11,407.00**

*This quote is confidential and is not to be shared or discussed with outside parties.

Vertex Unmanned Solutions, LLC
14212 23rd Ave N, Plymouth, MN, 55447, United States
sales@vertexunmanned.com
store.vertexunmanned.com

Multi Purpose Mobile Command Post

Chisago County Sheriff's Office

The intention of a new Command Post Vehicle

To meet the needs of Sheriff's Office for the next 20-30 years for:

- Emergency Response Unit - SWAT, CNT, Drone
- Emergency Management
- Mobile command for large scale Incidents
- Investigations
- Events
- Mobile Dispatch Center

The Need for A New Command Post Vehicle

Our Current Command Post:

- 2000 Ford 32' F550 with 7,674 miles
- HVAC system is unable to keep up with high heat and cold tempetures
- Steps leading into the Command Post are failing
- Size and layout of workspace do not meet the needs of the multiple units that utilize the Command Post
- Flooring all needs to be redone
- No usable work stations (Computers, printers, Internet)

Continued

- Stabilizing jacks occasionally do not extend or retreat
- Condensation in the headlight
- On-board generator overheating issue
- Mice infestation inside of the vehicle
- Does not fit inside of any of the Sheriff's Office indoor storage locations

Command Post Usage for Emergency Response Unit

- CNT Callouts:
  - 2015 – 5 Activations
  - 2016 – 8 Activations
  - 2017 – 2 Activations
  - 2018 – 3 Activations
  - 2019 – 5 Activations
  - 2020 – 6 Activations
  - 2021 – 8 Activations
  - 2022 – 4 Activations
  - 2023 – 8 Activations
  - 2024 – 6 Activations
- CNT Trainings:
  - CNT uses the Command Post on average 6 times per year for training purposes

Continued

Community Events:

- Threshing Show (3 day event)
- Haydays (3 day event)
- Chisago County Fair (4 day event)

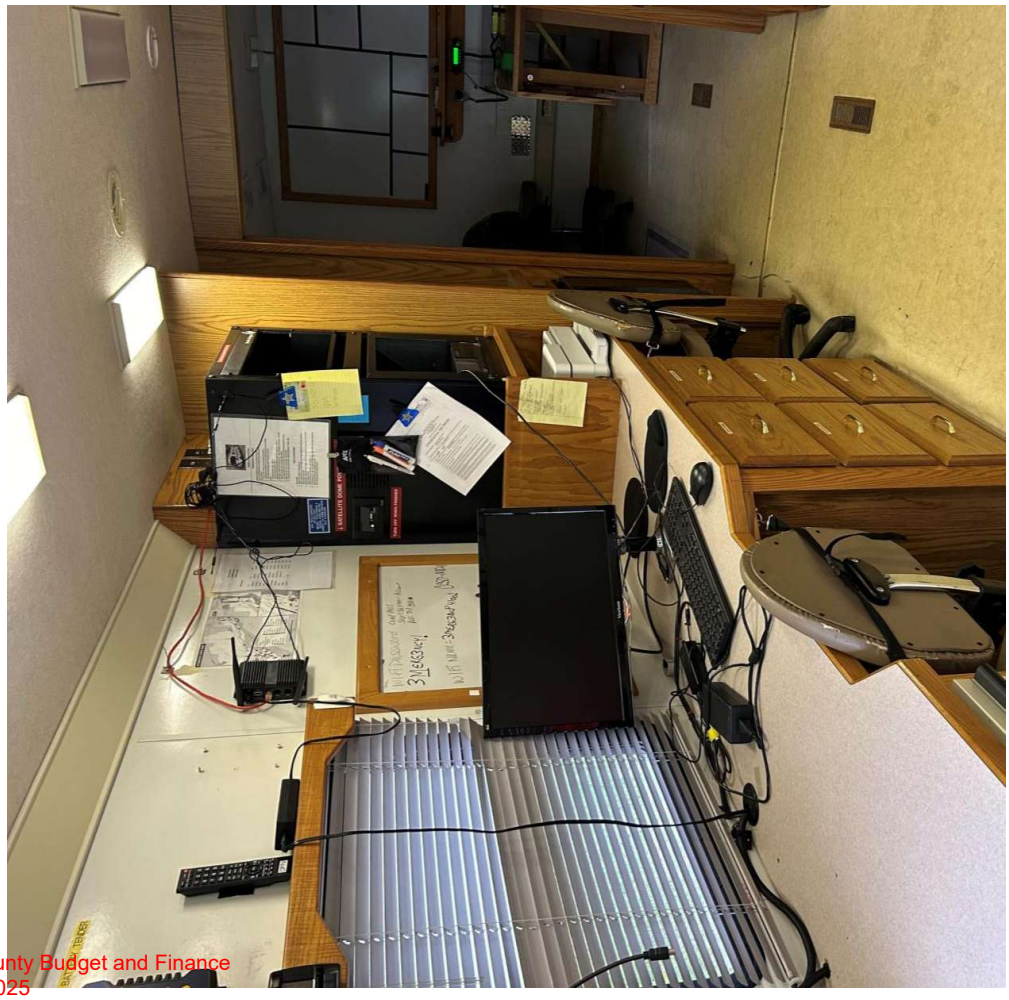
Large scale incidents:

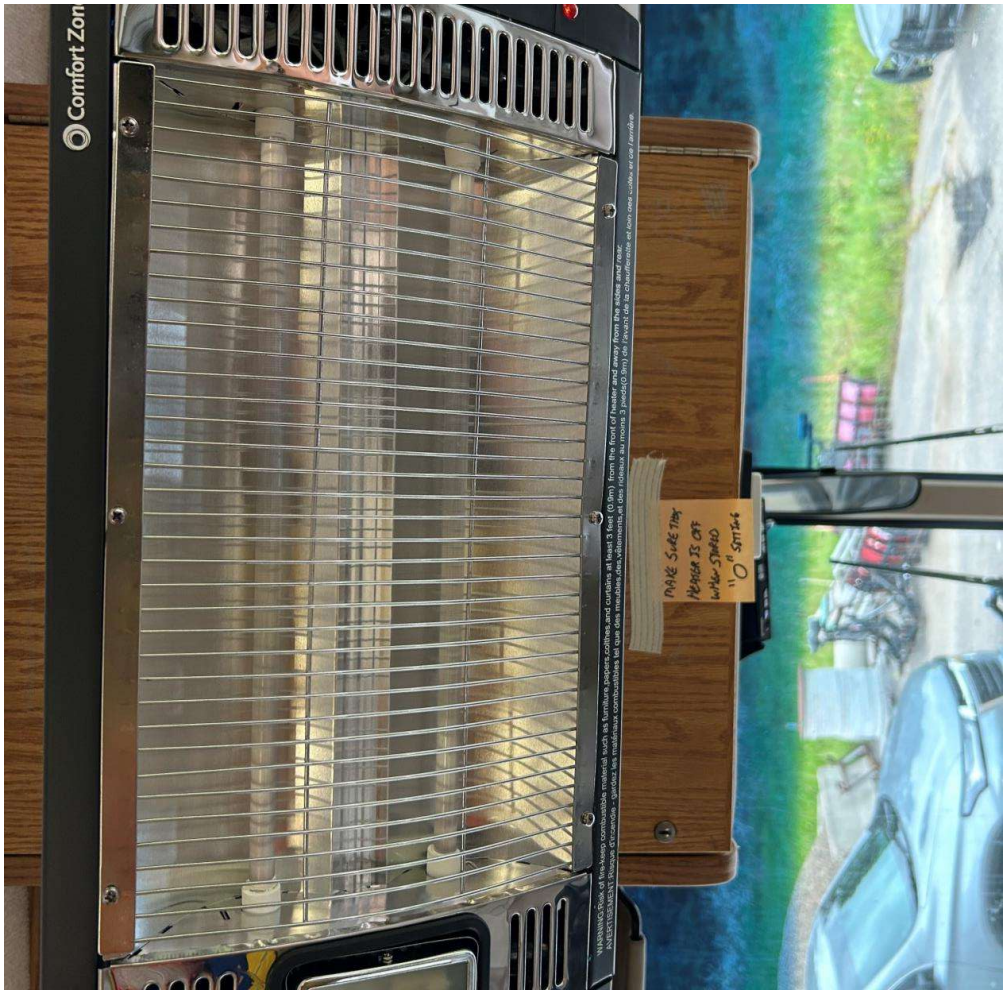
- River drownings
- Search and Rescue
- Homicide investigations

SHERIFF
INCIDENT

SHERIFF
INCIDENT COMMAND
Minnesota
SHERIFF
10,000 lakes

30w oil
3.5 qts
Onan
Commercial 4500
WARNING
Air
Pre-Heater
Winter




Comfort Zone
MAKE SURE THAT HEATER IS OFF WHEN STORED
10" SQUARE

IV.

Jail Boarding with Hennepin County

March 12th, 2025

Chisago County Sheriff Brandon Thyen would like to discuss with the Chisago County Budget and Finance Committee that Chisago County is currently Boarding Hennepin County inmates.

Chisago County began consistently boarding Hennepin County inmates in October 2024. It is anticipated that Chisago County will continue boarding inmates until at least May 2025.

Currently, all monies being paid to Chisago County are being kept in a new Jail Revenue line, separate from the other Chisago County Jail costs. All costs associated with Hennepin County inmates (healthcare, food, supplies, etc.) are being taken from this line item.

There is currently NO plan to use the additional revenue from boarding the Hennepin County inmates.

V.

2026 Budget Process

March 12th, 2025

The budget is one of the most important documents the County prepares because it identifies the services to be provided and how they are to be financed. Budgets are the County's tool for linking near-term goals with the resources available to achieve them, while keeping in mind long-term goals and resources and how the agency's annual budget fits into its long term plan or direction.

The operating budget addresses the operational and spending plans for each county department and partner programs. The operating budget is an aggregation of the individual budgets of each department and agency.

The last 3-years the County has used a '***Line-Item Budget***.' Every line from each department is analyzed and discussion is held regarding the proposed expenditures.

Line-item Budget: Focus is on financial accountability. Control oriented.

- Departmental outlays are grouped according to the items that will be purchased, with one item or group of items on each line (e.g. salaries and wages, contract services, supplies and equipment).
- Predominant form of budgeting because it is easiest to prepare and implement. Performance Budget: Focus is on improving service delivery.

Below was the *2025 Budget Process Schedule*:

FY 2025 Budget Process Schedule (*as of April 10, 2024*)

April 10th	Budget Schedule Presented	Budget & Finance Committee
Late April – Early May	Management Team Meeting to review Budget preparation and Instructions to Department Heads (OpenGov Refresher) - Staffing Review/Preview	Administration/Management Team
May – July	Meetings with Department Directors/Staff to review Draft Department Budgets	Admin &Auditor-Treasurer - Departments

Late July – Early August	Management Team Meeting to review FY 2025 Budget	Administration/MAT
August 9th	Budget & Finance Committee Meeting to continue Draft FY 2025 Budget Review - Brief Department Presentations to Board, *if desired*	Budget & Finance Committee - Admin & Departments
August 21st	County Administrator presents Draft FY 2025 Budget to County Board - Brief Department Presentations to Board, *if desired*	County Board, Administration & Departments
September 64h	County Board considers Preliminary Levy, *if desired* Must be adopted by end of September (MN Stat. 275.065)	County Board
September 11th	Budget & Finance Committee Meeting to continue Draft FY 2025 Budget Review, *if needed*	County Board
September 18th	County Board ADOPTS Preliminary Levy, *if needed* - Must be adopted by end of September (MN Stat. 275.065)	County Board
December 4th	Budget Information Meeting held (TNT) and adoption of final FY 2025 Budget (operating and capital) and Levy, *if desired* - Must be adopted by December 25th, 2024 (MN Stat. 275.07)	County Board
December 20th	Final FY 2025 Budget (operating and capital) and Levy adopted, *if needed* - Must be adopted by December 25th, 2024 (MN Stat. 275.07)	County Board

In 2024, the County began the 'budgeting process' in early April and completed the process the first Wednesday of December. The 2025 'Capital Improvement Plan' was finalized in February 2025.

Other Types of Budget Processes:

Performance Budget: Focus is on improving service delivery. Output oriented.

- Budget becomes a work contract between departments and commission based on desired service levels.
- Workload measures help justify the budget; cost and output measures help evaluate whether service delivery is efficient and economical; and outcome measures reveal to what extent programs are achieving their goals.

Program Budget: Focus is on goal attainment or effectiveness. Outcome oriented.

- Organizes budgetary information into a set of organized activities directed to particular goals. Funds are allocated along program rather than departmental lines.
- In pure form, depends heavily on analytical techniques (e.g. cost- benefit analysis) to determine best allocation of resources.

Zero Base Budget: Focus is on cost efficiency of services. Priority ranking oriented.

- Departments divide their activities into discrete services called decision units.
- Decision units area considered at various funding levels called decision packages (elimination, minimum, current and enhancements) and rank ordered.
- Departmental rankings are merged across the whole governmental unit to form a single, ranked list and final resource allocations are assigned.

Target Base Budget: Focus is on limiting expenditures. Justification oriented.

- Revenue projections are done and a proportion is set aside for discretionary budget decisions. The remainder of the budget is allocated to departments based on historical share.
- Departments submit budgets showing spending plans for target base budget. Departments also submit requests that justify the need for enhancement packages, which are funded out of the discretionary set aside.
- Typically used in budget cutting situations.

SUGGESTED:

For greater transparency and efficiency, Administration/A-T/ Finance staff is recommending creating a Budget and Finance subcommittee with 2 County Commissioners, the County Administrator, the County Auditor-Treasurer, and the Finance Director, to discuss in detail individual 2026 department operating budgets and capital investments for 2026 and then present individual department budgets to the entire Budget and Finance Committee.

VI.

Mini Trucks Ordinance Discussion

March 12th, 2025

"Low-power and unconventional vehicle" covers a variety of nontraditional types of vehicles, including autocycles, all-terrain vehicles, electric-assisted bicycles, golf carts, mini-trucks, motor scooters, motorized foot scooters, motorized bicycles (or mopeds), and neighborhood electric vehicles.

Although all of the vehicles are motorized, they vary greatly in form, size, features, and intended use. In most cases the vehicles are smaller and less powerful than a typical car, truck, or SUV. Some are devices marketed mainly to children, whereas others present an alternative to a passenger automobile.

Minnesota law regulates vehicle operation on public streets and highways and establishes licensing, insurance, and equipment requirements. Legislation in recent years has established new classifications of vehicles and devices and, in many cases, specific regulations for each type of vehicle. The expansion of vehicle categories in law reflects a rise in the variety of vehicles and devices available to consumers.

Mini Trucks

Mini-trucks often resemble pickup trucks or straight trucks, but are distinctly smaller in size and weight. They are defined in law as a motor vehicle that:

- has four wheels;
- uses an electric motor rated at 7,500 watts or less, or uses an engine with a maximum displacement of 660 cc;
- weighs between 900 and 2,200 pounds;
- resembles a pickup truck or van and has a cargo area;
- has an enclosed cabin; and

- was **not** originally manufactured to meet federal motor vehicle safety standards for passenger automobiles or "low-speed vehicles." Minn. Stat. § 169.011, subd. 40a.

Although they come in different forms, the typical mini-truck design is an open bed located behind a small enclosed cab for the driver and one passenger. Features can include air conditioning and all-wheel drive. They have traditionally been imported for off-road uses like recreational off-road activity, agricultural work on farms and ranches, at construction sites, in industrial parks, and in grounds maintenance.

The vehicles do not typically meet most federally mandated equipment standards for motor vehicles (such as for vehicle lighting and occupant safety). Also, they might not meet some emissions requirements for on-road vehicles.

Mini-trucks cannot be registered with the Department of Public Safety to be driven on public roads in Minnesota. **The vehicles can be operated on authorized streets and highways via a special permit issued by counties, cities, or towns. The permit and regulations are mostly the same as authorized for ATVs, UTVs, and golf carts. Minn. Stat. § 169.045.**

Attachment(s):

- Pine County Ordinance – Management of Mini Trucks on Designated Roadways within County's Jurisdiction
- MN House Research – Low-Power and Unconventional Vehicles (August 2022)

PINE COUNTY ORDINANCE #2017-04

PINE COUNTY ORDINANCE FOR THE MANAGEMENT OF MINI TRUCKS ON DESIGNATED ROADWAYS WITHIN THE COUNTY'S JURISDICTION

ARTICLE 1. PURPOSE

The purpose of this Ordinance is to establish standards for the use of mini trucks within Pine County.

ARTICLE 2. SCOPE

This Ordinance shall provide for the authorization of the operation of mini trucks on designated roadways within Pine County.

ARTICLE 3. AUTHORITY

This Ordinance is enacted pursuant to Minnesota Statutes section 169.045 which establishes the authority for Pine County to authorize by ordinance the operation of mini trucks on designated roadways within the county.

ARTICLE 4. DEFINITIONS

For the purposes of this Ordinance, the following definitions apply:

A. ***Mini truck***: A motor vehicle that has four wheels, is propelled by an electric motor with a rated power of 7,500 watts or less or an internal combustion engine with a piston displacement capacity of 660 cubic centimeters or less; has a total dry weight of 900 to 2,200 pounds; contains an enclosed cabin and a seat for the vehicle operator; commonly resembles a pickup truck or van, including a cargo area or bed located at the rear of the vehicle; and was not originally manufactured to meet federal motor vehicle safety standards required of motor vehicles in the Code of Federal Regulations, title 49, sections 571.101 to 571.404, and successor requirements. A mini truck does not include:

   a. A neighborhood electric vehicle or a medium-speed electric vehicle; or

   b. A motor vehicle that meets or exceeds the regulations in the Code of Federal Regulations, title 49, section 571.500, and successor requirements.

B. ***Designated Roadway***: All county roads and county state-aid highways within Pine County.

ARTICLE 5. PERMIT NEEDED

It shall be unlawful for any person to operate a mini truck on roadways within Pine County, except on designated roadways and in compliance with the permit requirements of this Ordinance.

ARTICLE 6. APPLICATION FOR A PERMIT

A. Any person desiring to operate a mini truck on designated roadways within Pine County shall make written application for a permit on forms supplied by the Pine County Sheriff's Office. Such application shall include the full name and address of the applicant; date of application; proof of insurance in compliance with Minnesota Statutes section 65B.48; evidence of a valid driver's license; make, model and serial number of the vehicle; and such other conditions as deemed appropriate by the Pine County Sheriff's Office.

B. An applicant shall submit a permit fee with the application to the Pine County Sheriff's Office. The initial permit fee shall be $50.00. The Pine County Board of Commissioners may change the fee amount via resolution.

C. Permits may be granted for a duration of three years and may be renewed every three years. Vehicle owners are responsible for obtaining renewal of the permits.

D. An applicant may be required to submit a certificate signed by a physician that the applicant can safely operate a mini truck on designated roadways.

E. If persons operating a mini truck cannot obtain liability insurance in the private market, that person may purchase automobile insurance including no-fault coverage, from the Minnesota Automobile Insurance Plan under Minnesota Statutes section 65B.01 to 65.12 at a rate to be determined by the commissioner of commerce.

F. Upon approval of an application based upon the requirements of this Ordinance, the Pine County Sheriff's Office shall issue a written permit and permit number. The applicant is responsible for obtaining self-adhesive numbers at least three inches tall and applying them to both the front and rear of the permitted mini truck. The numbers must be easily readable, visible and unobstructed. The applicant shall also keep a copy of the written permit in the mini truck during operation.

ARTICLE 7. PERMIT CONDITIONS

A. The operator, under a permit, of a mini truck may cross any street or highway intersecting a designated roadway.

B. Every person operating a mini truck under permit on designated roadways has all the rights and duties applicable to the driver of any other motor vehicle under the provisions of Minnesota Statutes Chapter 169, except when those provisions cannot be reasonably applied to mini trucks and except otherwise provided within Article 7.C. below.

C. The provisions of Minnesota Statutes Chapter 171 are applicable to persons operating mini trucks under permit on designated roadways.

D. Notwithstanding any other law, a mini truck may be operated on designated roadways under permit only if it is equipped with:

   a. At least two headlamps;

b. At least two taillamps;

c. Front and rear turn-signal lamps;

d. An exterior mirror mounted on the driver's side of the vehicle and either:

i. An exterior mirror mounted on the passenger's side of the vehicle or

ii. An interior mirror;

e. A windshield;

f. A seat belt for the driver and front passenger; and

g. A parking brake.

ARTICLE 8. REVOCATION

A. The Pine County Sheriff's Office may revoke a permit at any time if there is evidence that the permittee cannot safely operate the mini truck on designated roadways or the permittee is convicted of violating a provision of this Ordinance.

B. A revocation shall be effective three days after the date of mailing, via certified mail, the Notice of Revocation of the permit to the permittee at the address listed on the permittee's application.

C. Permittee may challenge the revocation of the permit by submitting a Notice of Appeal in writing to the Pine County Administrator at Pine County Courthouse, 635 Northridge Dr. NW, Pine City, MN 55063, within 14 days of the date of the Notice of Revocation. The Notice of Appeal shall specify the basis of the appeal.

D. Upon receipt of a Notice of Appeal of a permit revocation, the Pine County Administrator shall set the appeal on for a hearing before the Pine County Board of Commissioners within 30 days.

E. At the hearing before the Pine County Board of Commissioners, the permittee shall be given an opportunity to be heard and to show cause why the Notice of Revocation should be modified, withdrawn, or rescinded.

F. The Pine County Board of Commissioners shall issue detailed, written findings following the hearing of the appeal.

G. Any Notice of Revocation served pursuant to the provisions of this Ordinance shall automatically become final if written Notice of Appeal is not filed with the Pine County Administrator within 14 days after the Notice of Revocation is served.

ARTICLE 9. SEVERABILITY
The provisions of this Ordinance shall be severable. Should any section, paragraph, sentence, clause, phrase or portion of this Ordinance be declared invalid for any reason, the remainder of this Ordinance shall not be affected and the remainder of the provisions shall remain in full force and effect.

ARTICLE 10. EXEMPTIONS
The provisions of this Ordinance shall not apply to the use of mini trucks used by governmental agencies in the pursuit of their duties.

ARTICLE 11. PENALTIES

A. Any person, firm or corporation who violates any of the provisions of this Ordinance, fails to comply with any of the provisions of this Ordinance, or makes any false statement in any document required to be submitted under this Ordinance, shall be guilty of a misdemeanor and, upon conviction, shall be punished by a fine not to exceed $1,000 and/or imprisonment not to exceed 90 days. Each day that a violation continues shall constitute a separate offense. Such persons may be enjoined from continuing such violations.

B. In the event of a violation, or a threat of a violation, of this Ordinance, the Pine County Attorney may take appropriate action to enforce this Ordinance, including application for injunctive relief, action to compel performance, or other appropriate action in Court, if necessary, to prevent, restrain, correct or abate such violations or threatened violations.

ARTICLE 12. EFFECTIVE DATE
This Ordinance shall be and is hereby declared to be in full force upon passage, and to be published according to law.

Passed by the Board of Commissioners of Pine County, Minnesota, this 19th day of December, 2017.

Matthew W. Ludwig, Chair
Pine County Board of Commissioners

David J. Minke
Pine County Administrator

Approved as to form and execution:

Reese Frederickson
Pine County Attorney

MN HOUSE RESEARCH

Low-Power and Unconventional Vehicles

August 2022

Overview

This brief summarizes lower-power vehicle laws in Minnesota. As used here, the term "low-power and unconventional vehicle" covers a variety of nontraditional types of vehicles, including autocycles, all-terrain vehicles, electric-assisted bicycles, golf carts, mini-trucks, motor scooters, motorized foot scooters, motorized bicycles (or mopeds), and neighborhood electric vehicles.

Although all of the vehicles are motorized they vary greatly in form, size, features, and intended use. In most cases the vehicles are smaller and less powerful than a typical car, truck, or SUV. Some are devices marketed mainly to children, whereas others present an alternative to a passenger automobile.

Minnesota law regulates vehicle operation on public streets and highways and establishes licensing, insurance, and equipment requirements. Legislation in recent years has established new classifications of vehicles and devices and, in many cases, specific regulations for each type of vehicle. The expansion of vehicle categories in law reflects a rise in the variety of vehicles and devices available to consumers.

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Summary of Regulations

The tables below outline basic requirements for each type of vehicle. Subsequent sections provide detail on the regulations.

	All-Terrain Vehicle and Utility Task Vehicle	Autocycle	Electric-Assisted Bicycle
Example			
Legal attributes	ATV: up to 960 cc engine, three to six flotation tires, max. 1,800 lbs. dry weight UTV: four wheels, up to 1,200 cc engine, 1,800 to 2,600 lbs. dry weight	Three wheels, nonstraddled seats, steering wheel, anti-lock brakes, meets federal safety standards for motorcycle	Bicycle with saddle, pedals for human propulsion, two to three wheels, max. 750-watt electric motor, 20 or 28 m.p.h. top assisted speed (depending on class), meets federal standards
Registration	Local special permit; typically DNR registration for ATV use	Title, vehicle registration, tax, license plate	Not required
Operator licensing	Not required	Driver's license (no endorsement needed)	None required; minimum operator age is 15
Insurance	Liability coverage (same as passenger autos)	Liability coverage (same as passenger autos)	Not required
Operating rules	Generally same traffic laws as other motor vehicles; some limitations on operating at night and in low visibility	Generally same traffic laws as other motor vehicles; various limitations	Generally same traffic laws as motor vehicles; various limitations
Safety equipment	Most equipment laws do not apply; rearview mirror	Helmet if under age 18 and cabin is unenclosed; various equipment requirements; headlight on at all times	Lighting generally required for night; helmet not required

Notes
"ATV" refers to an all-terrain vehicle.
"UTV" refers to a utility task vehicle.
"DNR" refers to the Department of Natural Resources.

	Golf Cart	Mini-Truck	Motor Scooter
Example			
Legal attributes	Not specifically defined in law	Up to 660 cc or 7,500-watt engine, 900 to 2,200 lbs. dry weight, does not meet certain federal safety standards	Not specifically defined in law (but part of motorcycle classification, which includes: seat or saddle, up to three wheels)
Registration	Local special permit	Local special permit; possible DNR registration as ATV	Title, vehicle registration, tax, license plate
Operator licensing	Not required	Driver's license or permit	Driver's license with two-wheeled vehicle endorsement
Insurance	Liability coverage (same as passenger autos)	Liability coverage (same as passenger autos)	Liability coverage (same as passenger autos)
Operating rules	Generally same traffic laws as other motor vehicles; some limitations on operating at night and in low visibility	Generally same traffic laws as other motor vehicles	Generally same traffic laws as other motor vehicles; various limitations; no operation on sidewalks
Safety equipment	Most equipment laws do not apply; rearview mirror; slow-moving vehicle emblem	Headlights; taillights; turn signals; mirrors; windshield; seat belt; parking brake	Helmet if under age 18; various equipment requirements; eye protection for all operators; headlight on at all times

Notes
"ATV" refers to an all-terrain vehicle.
"DNR" refers to the Department of Natural Resources.

	Motorized Bicycle	Motorized Foot Scooter	Electric Vehicle	Segway and Self-Balancing Scooter
Example				
Legal attributes	Up to 50 cc and 2 HP engine, 30 m.p.h. top speed	Handlebars, motor, max. 12-inch wheels, 15 m.p.h. top speed	NEV: electric motor, three to four wheels, 20 to 25 m.p.h. top speed MSEV: electric motor, misc. equipment, 35 m.p.h. top speed	Electric motor, two nontandem wheels, designed for one person, 15 m.p.h. top speed
Registration	Title, vehicle registration, tax, license plate	Not required	Title, vehicle registration, tax, license plate	Not required
Operator licensing	Driver's license or operator's permit	Not required; minimum operator age is 12	Driver's license or permit	Not required
Insurance	Liability coverage (same as passenger autos)	Not required	Liability and personal injury coverage (same as passenger autos)	Not required
Operating rules	Generally same traffic laws as motorcycles and other motor vehicles; various limitations; no operation on sidewalks	Generally same traffic laws as bicycles; no operation on sidewalks; allowed on certain bike paths and trails	Generally same traffic laws as other motor vehicles; no operation on roads with speed limit above 35	Generally same traffic laws as pedestrians; allowed on bike paths
Safety equipment	Helmet if under age 18; eye protection; certain lighting generally required for night; if so equipped, headlight on at all times	Helmet if under age 18; headlight and reflector required for night	Must meet federal equipment requirements	Reflectors required

Notes
"NEV" refers to a neighborhood electric vehicle.
"MSEV" refers to a medium-speed electric vehicle.

Identifying the Vehicle Classification

Due to the wide variety of low-power and unconventional vehicles that are now on the market, it can be challenging to determine how a specific make and model in a particular year is classified under Minnesota law. In particular, autocycles, motor scooters, motorized bicycles, and motorcycles have many similarities.

Classifications. Because state regulation varies with each vehicle, a primary question is whether the vehicle in question fits one of the legal definitions established in Minnesota Statutes. *See* Minn. Stat. § 169.011. The specific characteristics of a particular vehicle can lead to its classification. Although other features are relevant, engine size is a key factor in identifying scooters, mopeds, and motorcycles under Minnesota law. Top speed, vehicle weight, and safety equipment are also important characteristics.

A vehicle that has two or three wheels and does not clearly fit another vehicle definition is most likely classified in law as a "motorcycle" (even though it might not be considered one in the traditional sense). This is the most general class of motorized vehicle that has less than four wheels. As discussed below, requirements for a vehicle classified as a motorcycle include a title, registration, and license plates.

The broad categorization for a vehicle or device that does not conform to any specific motorized vehicle definition is likely a "motor vehicle." As such, it would need to be registered and have license plates, the operator must have a driver's license, it must have full insurance coverage, and the vehicle must have safety equipment that includes lights, turn signals, and brakes at both the front and rear.

Making determinations. Several governmental entities are resources for questions and could potentially become involved in making a determination about a specific vehicle. The table below provides a general summary.

Governmental Entity	Role
Deputy registrar	Offices for vehicle registration, titling, and registration tax collection
Driver and Vehicle Services (Department of Public Safety)	Vehicle registration and titling – final decisions; Registration tax administration
Law enforcement agency (e.g., municipal police department)	Enforcement of regulations; Citations
Courts	Judicial (e.g., contested citation)

Vehicle Descriptions and Key Regulations

Motorized vehicles face limited state regulation while operated on private land. Once they venture onto streets, roads, and even alleys, they are subject to a wider array of state and local regulations. In response to the introduction of new models and offerings in the marketplace, recent changes in Minnesota law have addressed many of the assorted vehicles that can be operated on public roadways.

The following sections cover each vehicle type classified under Minnesota law, outlining their legal definitions and general characteristics, highlighting some recent law changes, providing an overview of notable regulatory provisions, and noting some laws in other states.

A variety of regulations apply generally to motorized vehicles and are not specifically addressed in provisions that govern a specific low-power or unconventional vehicle. A couple of examples are below.

- **Driving rules.** Most driving regulations such as speed limits and rules of the road are applicable when operating low-power and unconventional vehicles. Some operating rules are established for specific vehicles. (Licensing, registration, operation, and equipment are discussed with each vehicle in the following sections.)

- **DWI/DUI laws.** Prohibitions on operating under the influence of alcohol and other drugs extend to a number of low-power and unconventional vehicles. However, courts have found that impaired driving restrictions do not apply to some devices that are not designed to operate on roads, such as Segways and motorized wheelchairs.[1]

- **Noise limits.** Minnesota law sets noise limits for motor vehicles (separately for heavier trucks, motorcycles, and other types of vehicles). Minn. Stat. § 169.693; Minn. Rules ch. 7030. The limits apply based on whether the vehicle must be registered to operate on public roads, and registration is not required for some of the vehicles described in this briefing. Most motor vehicles are also required to have a muffler meeting various characteristics. Minn. Stat. § 169.69.

[1] *See State v. Brown*, 801 N.W.2d 186 (Minn. App. 2011); *State v. Greenman*, 825 N.W.2d 387 (Minn. App. 2013).

All-Terrain Vehicles and Utility Task Vehicles

Classification[2]

All-terrain vehicles. All-terrain vehicles (ATVs) under Minnesota law are motorized vehicles having three to six tires, a dry weight of up to 2,000 pounds, and a total width of up to 65 inches. Seating is not specifically identified under the statutory definition; ATV designs include a seat or a saddle so that the operator (and any passenger) sits straddling the vehicle. ATVs are further categorized based on width into class 1 (total width of 50 inches or less) and class 2 (from over 50 to 65 inches in width). They are often used for off-road recreation on designated trails or private land. Minn. Stat. §§ 84.92, subds. 8 to 10; 169.045, subd. 1.

Utility task vehicles. To be considered a utility task vehicle (UTV) in Minnesota law, the vehicle must have four wheels, four-wheel drive, an internal combustion engine with a displacement of no more than 1,200 cc, and a dry weight of 1,800 to 2,600 pounds. Also known as a "side-by-side" (among other terms), a UTV has side-by-side seating, in some cases carries multiple passengers in a cab-like space, and often includes an open bed located behind the driver and passengers (like a pickup truck). The vehicle is similar to an ATV in its off-road purposes although with an arguably greater capability for nonrecreational activities. Minn. Stat. § 169.045, subd. 1.

Regulations

Unlike most motor vehicles that may use public roads, ATVs and UTVs are not titled or registered with the Department of Public Safety. Permissible operation on public roads is limited. ATVs and UTVs can be operated on public roads and in some public rights-of-way under two distinct sets of state statutes governing the vehicles.

1) Operation on local roads can be allowed by **special permit**. The permit is issued by a local unit of government (a city, county, or town) following a local ordinance that must meet requirements set in state statute, and it only authorizes driving on particular roads under the jurisdiction of the issuing authority. This is a discretionary program that each local government may choose to set up, so ATV and UTV operation is essentially prevented if a local government has not taken the steps of establishing the ordinance and issuing special permits. Minn. Stat. § 169.045.

[2] Image sources: https://www.yamahamotorsports.com/; https://www.arcticcat.com; http://www.cubcadet.com (accessed September 7, 2022).

2) ATVs and other types of off-road vehicles are subject to various **off-highway vehicle regulations** set in state law and primarily administered by the Department of Natural Resources. Under some circumstances they can operate on parts of public rights-of-way (that is, on the roadway itself, the road shoulder, the inside bank or slope, the ditch, and the outside bank or slope) and on bridges. Allowed operation depends on several factors: the type of road (trunk highway, county highway, town road, or city street), the type of ATV (class 1 versus class 2), and the time of year for some regions of the state. Minn. Stat. §§ 84.92 to 84.928.

While ATVs are not registered for on-road use as with passenger vehicles, in many cases they must be registered with the Department of Natural Resources for use on designated trails, public lands, and other off-road locations. ATVs and riders are also subject to various regulations that include: display of registration information, where the vehicle can be ridden, operating rules, passenger restrictions, required vehicle equipment, and other limitations for youth operators. (General off-highway vehicle and ATV regulations, under Minnesota Statutes, chapter 84, are not discussed further in this publication.)

Requirements Under the Special Permit

Registration. The vehicles are not registered with the Department of Public Safety in the manner of other motor vehicles and do not require titling or license plates. (In many cases, ATV or UTV registration is required under off-highway vehicle regulations.)

Operation of ATVs and UTVs can be allowed via a special permit issued to the vehicle owner by counties, cities, or towns. Minn. Stat. § 169.045, subd. 1. The Minnesota Department of Transportation cannot issue the permit for use on trunk highways (including the interstate system).

A key requirement is that the governing body must establish a special permit ordinance, and the ordinance must provide for permit application and confirmation that insurance requirements are met. The ordinance can also set additional conditions and require certification by a physician of ability to safely operate the vehicle. The permit can limit use to certain roads and must be renewed at least every three years, as determined by the unit of government. It can be revoked at any time based on evidence of inability to safely operate the vehicle.

Operator licensing. By statute, a person is not required to have a driver's license or instruction permit to operate the vehicle under a special permit. Minn. Stat. § 169.045, subd. 7. (However, a driver's license may be required for operating on public road rights-of-way under off-highway vehicle regulations.)

Insurance. Insurance requirements must be established as part of the local ordinance and must match that of motorcycles. Thus liability insurance (which covers certain

claims from another driver) is required and is the same as for passenger automobiles.[3] However, the vehicles are exempt from the requirements of personal injury protection under the Minnesota No-Fault Automobile Insurance Act (which establishes minimum required coverage levels for medical, lost wages, and related expenses). Minn. Stat. §§ 65B.48, subd. 5; 169.045, subd. 2.

If insurance cannot be obtained on the private market, it can be purchased from the Minnesota Automobile Insurance Plan with a rate determined by the Department of Commerce. Minn. Stat. § 169.045, subd. 8.

Use. Vehicle operation under a special permit is only allowed on roadways under the jurisdiction of the issuing unit of government. A city-issued permit, for instance, does not authorize driving on county roads; a separate permit would be required. (The law is silent on coordination between local units of government for permit issuance and applicability.)

Drivers of ATVs and UTVs are subject to the same traffic laws and duties as operators of other motor vehicles, although additional limitations apply. The vehicles can only be operated on designated roadways, but they may cross other roads and highways. The vehicles can only be operated between sunrise and sunset unless original equipment includes headlights, taillights, and brake lights. They cannot be used (1) in bad weather unless the authorizing ordinance provides an exception for emergencies, or (2) if there is not enough visibility to see people and other vehicles from 500 feet away. Minn. Stat. § 169.045, subds. 3, 5, 6.

Safety equipment. Standard equipment requirements for motor vehicles do not apply to vehicles operating under the special permit, except that a rearview mirror is necessary. The mirror must provide a view to the rear for at least 200 feet. Minn. Stat. § 169.045, subd. 7.

[3] The minimum liability coverage is $30,000 per person for injuries, $60,000 per occurrence for injuries, and $10,000 for property damage.

Autocycles

Classification[4]

Autocycles represent a specialized type of motorcycle that, generally speaking, resemble a car. To meet the classification, the vehicle must have three wheels, driver and passenger seating (as opposed to a saddle that is straddled), a steering wheel, and antilock brakes. It must also meet federal safety standards established for motorcycles (there is not a separate federal autocycle classification for vehicle manufacturers). Minn. Stat. § 169.011, subd. 3a.

The statutory definition does not specify a configuration for the three wheels, so two wheels could be located in either the front or the back. Similarly there are no restrictions regarding the number of passengers, seating positions, cabin enclosure (versus an open air cockpit), hinged doors, and availability of seatbelts.

The autocycle category reflects some of the offerings to most recently enter the automotive market. Some new models increasingly blur the traditional distinctions between a motorcycle and a passenger vehicle, such as by providing car-like driving dynamics without the same crash protections available in passenger autos (which must meet various federal safety standards that are more extensive compared to ones for motorcycles).

Regulations

Registration. Like other motorcycles, the owner of an autocycle must register it, and the vehicle is subject to a registration tax of $10. Minn. Stat. § 168.013, subd. 1b. The license plate must be displayed on the rear of the vehicle. Minn. Stat. § 169.79, subd. 3. A certificate of title also must be obtained. The vehicle is subject to the motor vehicle sales tax. Minn. Stat. §§ 297B.01, subd. 11; 297B.02.

Operator licensing. Required licensing differs from a standard motorcycle in that a two-wheeled vehicle endorsement is not necessary. Instead an autocycle can be operated with a standard driver's license.

Insurance. Liability insurance (which covers certain claims from another driver) is required and is the same as for passenger automobiles.[5] Like motorcycles generally, autocycles are exempt from the requirements of personal injury protection under the Minnesota No-Fault Automobile Insurance Act (which establishes minimum required

[4] Image source: Polaris, http://www.polaris.com.

[5] The minimum liability coverage is $30,000 per person for injuries, $60,000 per occurrence for injuries, and $10,000 for property damage. Note that the insurance requirements do not appear to apply to all motorcycles and motor scooters: under the definition of "motorcycle" in the chapter on automobile insurance, the vehicle's engine must be "rated at greater than five horsepower." Minn. Stat. § 65B.43, subd. 13.

coverage levels for medical, lost wages, and related expenses). Minn. Stat. §§ 65B.43, subds. 2, 13; 65B.48, subd. 5.

Use. Autocycle operators are subject to the same traffic laws as operators of other motor vehicles (except those that by their nature would not be relevant). The vehicles can potentially be operated two abreast, although they must be narrow enough to fit within a single traffic lane. Passengers are allowed based on the vehicle's seating capacity.

Some prohibitions also apply, such as on carrying cargo that prevents operation with both hands, passing other vehicles by going between traffic lanes, and passing vehicles that occupy the same lane as the autocycle. Minn. Stat. § 169.974, subd. 5.

Safety equipment. The vehicle must be equipped with various safety features, including at least one rearview mirror, a horn, a hand or foot brake, at least one headlight that has both low and high beams and is lighted at all times, a taillight, a brake light, rear license plate illumination, and floorboards (or footrests) for any passenger seating. Minn. Stat. §§ 169.49; 169.50; 169.57, subd. 1; 169.60; 169.67, subd. 2; 169.974, subd. 3 and subd. 5(i).

A seatbelt must be worn if the autocycle is equipped with it. Minn. Stat. § 169.686, subd. 1.

Unless the autocycle has an enclosed cab, a helmet is required for operators and passengers under the age of 18 and eye protection is required for all operators. Minn. Stat. § 169.974, subd. 4.

Other States

The introduction of autocycles into the marketplace has prompted state legislative responses in recent years. One federal report identifies 38 states that have established an autocycle classification.[6] States define autocycles in a wide variety of ways, which is perhaps due to the lack of a corresponding federal classification. According to a 2017 study by the National Conference of State Legislatures (NCSL), three wheels and a steering wheel are standard features nationwide but there are state-by-state differences in requirements on:

- having seatbelts (required in nearly two-thirds of the state classifications);
- being fully enclosed (required in about half the states);
- containing a passenger vehicle-type seat instead of a saddle (required in roughly half of the states);
- having pedals (again a requirement in roughly half of the states); and

[6] National Highway Safety Administration, "A Report to Congress on the Federal and State Regulatory Status of Autocycles," January 2020, http://motorcycleridersfoundation.wildapricot.org/resources/Documents/Autocycles%20Report%20to%20Congress%20-%20FINAL.PDF (accessed August 3, 2022), p. 14.

- meeting federal safety standards for motorcycles (necessary in about one-third of the states).[7]

One of the key questions in autocycle regulations regards licensing and registration. Across the states, an autocycle is most commonly registered similar to a motorcycle but carries the same licensing requirements as a passenger vehicle, so that a motorcycle endorsement is not required. In addition, at least 11 states do not explicitly define or classify an autocycle, but permit three-wheeled vehicle operation with just a driver's license in some circumstances (such as through a different vehicle classification, or—in some cases—if the vehicle has an enclosed cabin).

[7] National Conference of State Legislatures, "Autocycles," April 17, 2017, http://www.ncsl.org/research/transportation/transportation-review-autocycles.aspx (accessed November 7, 2017).

Electric-Assisted Bicycles

Classification[8]

Electric-assisted bicycles, or "e-bikes," are bicycles equipped with a small electric motor. To be classified as an "electric-assisted bicycle" in Minnesota, the bicycle must have two or three wheels, operable pedals, a saddle, and an electric motor of up to 750 watts, and it must also meet federal consumer product safety standards. Following legislative changes made in 2021, the bike also must fit into one of three classes that are based on the capability of the motor (regarding top assisted speed and ability to provide propulsion with or without the rider pedaling).[9] Minn. Stat. § 169.011, subds. 15a, 15b, 15c, & 27.

Regulations

E-bikes are primarily regulated in the same manner as bicycles and nearly all bicycle laws apply. Minn. Stat. §§ 169.011, subd. 27; 169.222.

Registration. The owner of an electric-assisted bicycle is not required to register it. Minn. Stat. § 168.012, subd. 2d. A title is not necessary, and a license plate is not required to be displayed on the rear. Minn. Stat. §§ 168A.03, subd. 1; 169.79, subd. 3. It is not subject to motor vehicle sales tax (the general sales tax would instead be due on e-bike purchases).

Operator licensing. A driver's license or permit is not required. Unlike an unpowered bicycle, the minimum operator age is 15 years old. Minn. Stat. § 169.222, subd. 6.

Insurance. The device does not need to be insured. *See* Minn. Stat. § 65B.43, subds. 2, 13.

Use. Electric-assisted bicycle operators must follow the same traffic laws as operators of motor vehicles (except those that by their nature would not be relevant).

The bicycles may be operated two abreast. Operators must generally ride as close as practical to the right-hand side of the road (with some exceptions, such as when overtaking another vehicle, preparing for a left turn, riding in a bicycle lane or on the shoulder, and to avoid unsafe conditions). The bicycle must be ridden within a single

[8] Image source: Wikimedia Commons, https://commons.wikimedia.org/wiki/File:ZOOMLP-5467-Overvolt-HT-900-075.jpg (accessed August 3, 2022).

[9] Class 1 e-bikes are equipped with a motor that only assists when the rider is pedaling, and does not assist at speeds of 20 m.p.h. or higher. Class 2 e-bikes have a motor that can assist when the rider is *not* pedaling, and does not assist at speeds of 20 m.p.h. or higher. Class 3 e-bikes have a motor that only assists when the rider is pedaling, and does not assist at speeds of *28* m.p.h. or higher.

lane. Travel on the shoulder of a road must be in the same direction as the direction of adjacent traffic.

The vehicles may be operated on a sidewalk except in a business district or when prohibited by a local unit of government, and must yield to pedestrians on the sidewalk. Minn. Stat. § 169.222, subd. 4.

Electric-assisted bicycles are allowed on road shoulders as well as on bicycle lanes, bicycle paths, bicycle routes, bicycle trails, and shared-use paths.[10] By default, an e-bike can be operated on paths and trails with the motor engaged, but in some circumstances the use of a motor can be restricted by the unit of government having jurisdiction. The scope of local authority to restrict motorized operation varies by e-bike class. Minn. Stat. § 169.222, subd. 6a.

Some operating prohibitions also apply, such as carrying cargo that prevents keeping at least one hand on the handlebars or prevents proper use of brakes, riding more than two abreast on a roadway or shoulder, and riding while attached to another vehicle. Minn. Stat. § 169.222, subds. 3-5.

Electric-assisted bicycles can be parked on a sidewalk unless restricted by local government (although they cannot impede normal movement of pedestrians). They can be parked on streets where parking of other motor vehicles is allowed. Minn. Stat. § 169.222, subd. 9.

Safety equipment. The e-bike motor must disengage when a rider applies the brakes. A class 3 e-bike must be equipped with a speedometer. Minn. Stat. § 169.222, subd. 6b.

There are multiple lighting and reflectivity requirements for nighttime operation, as follows.

- An electric-assisted bicycle must be operated with a front headlamp, which can emit a flashing white light.
- The bicycle must be equipped with a rear-facing red reflector. It can be equipped with a rear-facing lamp that has a flashing red light.
- The bicycle or rider must also have reflective materials on the front and rear of the pedals, and on each side of the bicycle. Minn. Stat. § 169.222, subd. 6.

The bicycle can have studded tires designed for traction as well as a horn or bell.

[10] A "bicycle lane" is a portion of the roadway designated for use by bicyclists. Minn. Stat. § 169.011, subd. 5. A "bicycle path" is a dedicated bikeway that is separated from a shoulder or marked route on a street. Minn. Stat. § 169.011, subd. 6. A "bicycle route" is a roadway or shoulder signed to encourage bicycle use. Minn. State. § 169.011, subd. 7. A "bicycle trail" is a path developed under the Department of Natural Resources state trail system. Minn. Stat. § 169.011, subd. 8.

Helmets are not mandatory for e-bike use.

Other States

The market for electric-assisted bicycles has expanded noticeably in recent years, prompting legislative activity to create or revise state regulations.

According to a 2021 NCSL report, 44 states and the District of Columbia have a specific e-bike classification.[11] A majority among these use a three-tier system of e-bike classification similar to that enacted in Minnesota. In those states, some are more restrictive with the e-bikes equipped with the most powerful motors, such as in setting a minimum operator age. In other states, the device is not considered a type of bicycle and is instead regulated within another motor vehicle category (such as a moped or scooter). As a result, in some locations an operator's license and registration can be required.

Across the states there is a mixture in whether electric-assisted bicycles are allowed to operate on bicycle paths and trails. In a number of states, their use is generally permitted on bicycle paths and trails but local units of governments are authorized to be more restrictive. Helmet requirements also vary. About half of the states have no helmet mandate, whereas some jurisdictions require a helmet based on operator age (e.g., for minors) or the top speed capacity of the motor.[12]

[11] National Conference of State Legislatures, "State Electric Bicycle Laws," February 24, 2021, https://www.ncsl.org/research/transportation/state-electric-bicycle-laws-a-legislative-primer.aspx (accessed August 3, 2022).

[12] Also see Montana Legislative Services Division, "Electric Bikes and Scooters," September 2019, https://leg.mt.gov/content/Committees/Interim/2019-2020/Transportation/Committee-Topics/Autonomous-Electric/e-bikes-montana.pdf (accessed August 3, 2022).

Golf Carts

Classification[13]

A golf cart is not specifically defined in statute. Models generally seat two to four people and can be powered by an electric or gasoline engine ranging from under 4 to over 20 horsepower. Vehicle weight is commonly around 500 to 800 pounds, but can be over 2,000 pounds. Top speed is typically less than 20 miles per hour. Some models can go up to 25 miles per hour and under Minnesota law might be considered a neighborhood electric vehicle or medium-speed electric vehicle. Originally manufactured for golf courses, uses of the vehicle have become more varied, particularly on private grounds and in low-traffic settings.

Regulations

Motorized golf carts are not titled or registered with the Department of Public Safety, and ordinarily they cannot be operated on public roads. However, Minnesota law does allow local units of government, such as counties and cities, to authorize via a special permit golf cart operation on streets and highways under that local government's jurisdiction. (This is the same special permit provision that governs ATVs, UTVs, and mini-trucks.) Minn. Stat. § 169.045.

Registration. The vehicles are not registered with the Department of Public Safety in the manner of other motor vehicles and do not require titling or license plates.

Operation of golf carts can be allowed via a special permit issued to the vehicle owner by counties, cities, or towns. Minn. Stat. § 169.045, subd. 1. The Minnesota Department of Transportation cannot issue the permit for use on trunk highways (including the interstate system).

A key requirement is that the governing body must establish a special permit ordinance, and the ordinance must provide for permit application and confirmation that insurance requirements are met. The ordinance can also set additional conditions and require certification by a physician of ability to safely operate the vehicle. The permit can limit use to certain roads and must be renewed at least every three years, as determined by the unit of government. It can be revoked at any time based on evidence of inability to safely operate the vehicle.

[13] Image source: Wikimedia Commons, https://commons.wikimedia.org/wiki/File:Club_Car_Onward%E2%84%A2_Lifted_4_Passenger_PTV.jpg (accessed December 18, 2017).

Operator licensing. By statute, a person is not required to have a driver's license or instruction permit to operate the vehicle under a special permit. Minn. Stat. § 169.045, subd. 7.

Insurance. Insurance requirements must be established as part of the local ordinance and must match that of motorcycles. Thus liability insurance (which covers certain claims from another driver) is required and is the same as for passenger automobiles.[14] However, the vehicles are exempt from the requirements of personal injury protection under the Minnesota No-Fault Automobile Insurance Act (which establishes minimum required coverage levels for medical, lost wages, and related expenses). Minn. Stat. §§ 65B.48, subd. 5; 169.045, subd. 2.

If insurance cannot be obtained on the private market, it can be purchased from the Minnesota Automobile Insurance Plan with a rate determined by the Department of Commerce. Minn. Stat. § 169.045, subd. 8.

Use. If a local government establishes special permits, vehicle operation under the permit is only allowed on roadways under the jurisdiction of the issuing unit of government. A city-issued permit, for instance, does not authorize driving on county roads; a separate permit would be required. (The law is silent on coordination between local units of government for permit issuance and applicability.)

Drivers of golf carts are subject to the same traffic laws and duties as operators of other motor vehicles, although additional limitations apply. The vehicles can only be operated on designated roadways, although they may cross other roads and highways. The vehicles can only be operated between sunrise and sunset unless original equipment includes headlights, taillights, and brake lights. They cannot be used (1) in bad weather unless the authorizing ordinance provides an exception for emergencies, or (2) if there is not enough visibility to see people and other vehicles from 500 feet away. Minn. Stat. § 169.045, subds. 3, 5, 6.

Safety equipment. Standard equipment requirements for motor vehicles do not apply to vehicles operating under the special permit, except that a rearview mirror is necessary. The mirror must provide a view to the rear for at least 200 feet. Golf carts must also display a triangular slow-moving vehicle emblem. Minn. Stat. § 169.045, subds. 4 and 7.

[14] The minimum liability coverage is $30,000 per person for injuries, $60,000 per occurrence for injuries, and $10,000 for property damage.

Mini-trucks

Classification[15]

Mini-trucks often resemble pickup trucks or straight trucks, but are distinctly smaller in size and weight. They are defined in law as a motor vehicle that:

- has four wheels;
- uses an electric motor rated at 7,500 watts or less, or uses an engine with a maximum displacement of 660 cc;
- weighs between 900 and 2,200 pounds;
- resembles a pickup truck or van and has a cargo area;
- has an enclosed cabin; and
- was **not** originally manufactured to meet federal motor vehicle safety standards for passenger automobiles or "low-speed vehicles." Minn. Stat. § 169.011, subd. 40a.

Although they come in different forms, the typical mini-truck design is an open bed located behind a small enclosed cab for the driver and one passenger. Features can include air conditioning and all-wheel drive. They have traditionally been imported for off-road uses like recreational off-road activity, agricultural work on farms and ranches, at construction sites, in industrial parks, and in grounds maintenance.

The vehicles do not typically meet most federally mandated equipment standards for motor vehicles (such as for vehicle lighting and occupant safety). Also, they might not meet some emissions requirements for on-road vehicles.

Regulations

Mini-trucks cannot be registered with the Department of Public Safety to be driven on public roads in Minnesota. The vehicles can be operated on authorized streets and highways via a special permit issued by counties, cities, or towns. The permit and regulations are mostly the same as authorized for ATVs, UTVs, and golf carts (discussed previously). Minn. Stat. § 169.045.

Legislation in 2009 first authorized special permits for mini-truck operation. The permitting authority was initially set to expire July 31, 2012, and the legislature subsequently extended the sunset date. In 2015 the legislature removed the sunset entirely, providing ongoing authorization for local units of government to allow their use by special permit. Laws 2015, ch. 75, art. 2, § 47.

[15] Image source: http://www.made-in-china.com.

Registration. The vehicles are not registered with the Department of Public Safety in the manner of other motor vehicles and do not require titling or license plates.

Operation of mini-trucks can be allowed only through a special permit that is issued by counties, cities, or towns. Minn. Stat. § 169.045, subd. 1. The Minnesota Department of Transportation cannot issue a permit for use on trunk highways (including the interstate system).

The local governing body must establish a special permit ordinance, and the ordinance must provide for permit application and confirmation that insurance requirements are met. The ordinance can also set additional conditions and require certification by a physician of ability to safely operate the vehicle. The permit can be limited to use on certain roads and must be renewed at least every three years, at the discretion of the unit of government. The local government can revoke it at any time based on evidence of inability to safely operate the vehicle.

Operator licensing. Unlike ATVs, UTVs, and golf carts operated under the local permit, a driver's license or instruction permit is required to drive a mini-truck. Minn. Stat. § 169.045, subd. 7.

Insurance. The local ordinance must establish insurance requirements, which must match that of motorcycles. Thus liability insurance (which covers certain claims from another driver) is required and is the same as for passenger automobiles.[16] However, the vehicles are exempt from the requirements of personal injury protection under the Minnesota No-Fault Automobile Insurance Act (which establishes minimum required coverage levels for medical, lost wages, and related expenses). Minn. Stat. §§ 65B.48, subd. 5; 169.045, subd. 2.

If insurance cannot be obtained on the private market, it can be purchased from the Minnesota Automobile Insurance Plan with a rate determined by the Department of Commerce. Minn. Stat. § 169.045, subd. 8.

Use. If a local government establishes special permits, vehicle operation under the permit is only allowed on roadways under the jurisdiction of the issuing unit of government. A city-issued permit, for instance, does not authorize driving on county roads; a separate permit would be required. (The law is silent on coordination between local units of government for permit issuance and applicability.)

Drivers are subject to the same traffic laws as operators of other motor vehicles. The vehicles can only be driven on designated roadways, although they may cross other roads and highways. Mini-trucks are not restricted from operation at night or in inclement weather. Minn. Stat. § 169.045, subds. 5, 6.

[16] The minimum liability coverage is $30,000 per person for injuries, $60,000 per occurrence for injuries, and $10,000 for property damage.

Safety equipment. Some vehicle equipment requirements apply, including headlights and taillights; turn-signal lamps; some rearview mirrors; a windshield; front driver and passenger seat belts; and a parking brake. Minn. Stat. § 169.045, subd. 7a.

Motor Scooters (and Motorcycles)

Classification[17]

Motor scooters are not specifically defined in Minnesota law. Rather, they are contained in a broader motorcycle classification. Motorcycles are defined as motor vehicles that have no more than three wheels and a seat or saddle for the driver. The motorcycle classification is broad but excludes motorized bicycles (or "mopeds"), electric-assisted bicycles, and tractors. Minn. Stat. § 169.011, subd. 44.

As generally understood, motor scooters differ from motorcycles in a couple of ways. *See* Minn. Stat. § 169.974. The standard motor scooter design is step-through with a low platform for the operator's feet. Compared to a motorcycle they are generally lighter (200 pounds), smaller (145 cc engine), and slower (top speed under 60 miles per hour).

Regulations

Motor scooters are treated under Minnesota law as motorcycles; the following summary is the same for both. Minn. Stat. §§ 169.011, subd. 44; 169.974.

Registration. The vehicle owner must register the vehicle. It carries a registration tax of $10. Minn. Stat. § 168.013, subd. 1b. The license plate must be displayed on the rear of the vehicle. Minn. Stat. § 169.79, subd. 3. A certificate of title also must be obtained. The vehicle is subject to the motor vehicle sales tax. Minn. Stat. §§ 297B.01, subd. 11; 297B.02.

Operator licensing. A valid driver's license with a two-wheeled vehicle endorsement is required. A two-wheeled vehicle instruction permit is available to a person who is over 16 years old, has a driver's license, is enrolled in a two-wheeled driver's safety course, and passes a written exam.

Insurance. Liability insurance (which covers certain claims from another driver) is required and is the same as for passenger automobiles.[18] Motor scooters and motorcycles are exempt from the requirements of personal injury protection under the Minnesota No-Fault Automobile Insurance Act (which establishes minimum required

[17] Image sources: Wikimedia Commons, https://commons.wikimedia.org/wiki/File:Hero_Electric_Optima_CX.png (accessed September 7, 2022); Wikimedia Commons, : https://commons.wikimedia.org/wiki/File:Yamaha_YZF_R1-silver-grey.Wilt.jpg (accessed September 9, 2022).

[18] The minimum liability coverage is $30,000 per person for injuries, $60,000 per occurrence for injuries, and $10,000 for property damage. Note that the insurance requirements do not appear to apply to all motorcycles and motor scooters: under the definition of "motorcycle" in the chapter on automobile insurance, the vehicle's engine must be "rated at greater than five horsepower." Minn. Stat. § 65B.43, subd. 13.

coverage levels for medical, lost wages, and related expenses). Minn. Stat. §§ 65B.43, subds. 2, 13; 65B.48, subd. 5.

Use. Operators are subject to the same traffic laws as operators of other motor vehicles (except those that by their nature would not be relevant). The vehicles may be operated two abreast. Additional passengers are allowed under some circumstances.

Some prohibitions also apply, such as on carrying cargo that prevents keeping both hands on the handlebars, passing other vehicles by going between traffic lanes, and passing vehicles that occupy the same traffic lane as the motor scooter or motorcycle. Instruction permit holders face additional limits, including prohibitions on carrying passengers and driving at night. Operation is allowed on streets but not sidewalks. Minn. Stat. § 169.974, subd. 5.

Safety equipment. The vehicle must be equipped with various safety features, including: at least one rearview mirror, a horn, a hand or foot brake, at least one headlight that has both low and high beams and is lighted at all times, a taillight, a brake light, rear license plate illumination, and footrests if it has passenger seating. Minn. Stat. §§ 169.49; 169.50; 169.57, subd. 1; 169.60; 169.67, subd. 2; 169.974, subd. 3 and subd. 5(i).

A helmet is required for operators and passengers under the age of 18 as well as those operating with an instruction permit, and eye protection is required for all operators. Minn. Stat. § 169.974, subds. 2, 4.

Motorized Bicycles (Mopeds)

Classification[19]

Motorized bicycles, commonly referred to as mopeds, are among the lightest of motorized two-wheeled devices. State law defines a motorized bicycle as a bicycle propelled by an electric or liquid fuel motor that has an engine displacement of up to 50 cc and up to two horsepower, and is capable of a top speed of 30 miles per hour on a flat surface. Although under the definition in law it is identified as a type of bicycle, pedals are not specifically required and the device can be fully self-propelled.[20] Minn. Stat. § 169.011, subd. 45.

A key characteristic of mopeds is that they are less powerful than motor scooters or motorcycles. They are available in a number of styles that generally resemble a bicycle or a small scooter, although compared to a bicycle they weigh more (from 55 to over 250 pounds), have additional features such as built-in headlights and turn signals, and can have a platform for feet instead of pedals for manual use. Because the top speed of the device must not exceed 30 miles per hour, a number of scooters with 50 cc engines are classified as motorcycles under Minnesota law (since such scooters can commonly reach 35 to 40 miles per hour).

Regulations

Most of the regulations that apply to motor scooters and motorcycles also apply to motorized bicycles, with a few differences. Minn. Stat. §§ 169.223; 169.974.

Registration. The vehicle owner must register the vehicle and pay an annual registration tax of $6. Minn. Stat. § 168.013, subd. 1h. A license plate must be displayed on the rear of the vehicle. Minn. Stat. § 169.79, subd. 3. A title is required. The vehicle is subject to the motor vehicle sales tax. Minn. Stat. §§ 297B.01, subd. 11; 297B.02.

Operator licensing. An operator must have a motorized bicycle operator's permit, motorized bicycle instruction permit, or driver's license (although a two-wheeled vehicle endorsement is not required). Minors who are at least 15 years old can obtain an operator's or instruction permit. Minn. Stat. § 171.02, subd. 3.

[19] Image source: Pixabay, https://pixabay.com/illustrations/moped-two-wheeled-vehicle-2632383/ (accessed July 23, 2020).

[20] While the statutory definition of motorized bicycle refers to the device as a bicycle, a "bicycle" under state law is defined as a "device capable of being propelled solely by human power…" Minn. Stat. § 169.011, subds. 4, 45.

Insurance. Liability insurance (which covers certain claims from another driver) is required and is the same as for passenger automobiles.[21] Minn. Stat. §§ 65B.43, subds. 2, 13; 65B.48, subd. 5. The vehicle is exempt from the requirements of personal injury protection under the Minnesota No-Fault Automobile Insurance Act (which establishes minimum required coverage levels for medical, lost wages, and related expenses).

Use. Operators must follow the same traffic laws as operators of motor scooters, motorcycles, and other motor vehicles (except those that by their nature would not be relevant). Operators must generally ride as close as is practical to the right-hand side of the road. The vehicles may be operated two abreast.

Some operating prohibitions also apply, such as on carrying cargo that prevents keeping both hands on the handlebars, passing other vehicles by going between traffic lanes, and passing vehicles that occupy the same traffic lane as the motorized bicycle, and operating on a sidewalk except to access a road. Minn. Stat. §§ 169.223, subds. 1, 3, 5; 169.974, subd. 5.

A person who possess a motorized bicycle instruction permit is limited to riding within one mile of that person's residence. Minn. Stat. § 171.05, subd. 3.

Motorized bicycles are subject to the same parking regulations as bicycles. Both can be parked on streets where parking of other motor vehicles is allowed and can park on a sidewalk unless restricted by local government (although they cannot impede normal movement of pedestrians). Minn. Stat. §§ 169.222, subd. 9; 169.223, subd. 1(4).

Safety equipment. The vehicle must be equipped with various safety features that largely parallel those of motor scooters and motorcycles, including: at least one rearview mirror, a horn, a hand or foot brake, certain vehicle lighting, and footrests if it has passenger seating. For operation at night, as well as for motorized bicycles sold after June 1, 1987, lighting requirements consist of at least one headlight that has both low and high beams as well as a taillight (and the lights must meet the requirements for motorcycles).[22] If so equipped, the headlight must be on at all times that the vehicle is operated. Minn. Stat. §§ 169.223, subd. 4; 169.49; 169.50; 169.57, subd. 1; 169.60; 169.67, subd. 2; 169.974, subd. 3.

A motorcycle or bicycle helmet is mandatory for operators under the age of 18. Eye protection is also required.

[21] The minimum liability coverage is $30,000 per person for injuries, $60,000 per occurrence for injuries, and $10,000 for property damage.

[22] In addition, a brake light and rear license plate illumination may be required.

Motorized Foot Scooters

Classification[23]

Motorized foot scooters (also termed "electric scooters" or "e-scooters") have seen a marked increase in use recently, primarily due to their introduction in fleets of shared rental offerings in cities throughout the country. A motorized foot scooter is defined in state statute as a device that:

- has handlebars;
- can be stood or sat on by the operator (so that a seat or saddle is optional);
- is powered by an internal combustion engine or an electric motor;
- has up to two wheels that are no more than 12 inches in diameter; and
- uses a motor capable of a maximum speed of not more than 15 miles per hour on a flat surface. Minn. Stat. § 169.011, subd. 46.

The devices are usually lightweight platforms with two small wheels, similar to a skateboard but with a motor as well as steering and acceleration control via handlebars. Braking is performed through a hand brake on the handlebar or by using a foot-operated rear-wheel brake. Some models have a seat or saddle that sometimes is removable (especially on more powerful and expensive offerings). Many motorized foot scooters weigh around 20 to 65 pounds, although heavier designs are available.

Models are available with gas and electric motors. Electric models generally have a top speed just below 15 miles per hour and a range of up to 20 miles. Ones with gas engines commonly range from 25 to 50 cc (1.5 to 2.5 horsepower). Some of the devices have a top speed of over 30 miles per hour, which prevents them from being classified as a motorized foot scooter under Minnesota law since they do not meet the statutory definition.

Most pocket bikes are excluded from the motorized foot scooter category (see the discussion on page 31).

Regulations

Minnesota law largely treats motorized foot scooters like bicycles, so that operators have the same rights as bicyclists and must generally follow the same laws. However, there are some regulatory differences. Minn. Stat. § 169.225.

[23] Image source: Wikimedia Commons, https://commons.wikimedia.org/wiki/Category:Electric_kick_scooters#/media/File:Egret_One.jpg (accessed August 3, 2022).

Registration. The owner of a motorized foot scooter does not need to register it or pay registration taxes, and a certificate of title is not necessary. *See* Minn. Stat. §§ 168.002, subd. 18 (e); 168.013, subd. 1; 168.09, subd. 1.

Operator licensing. A driver's license or permit is not required for operation. The minimum operator age is 12 years old.

Insurance. The device does not need to be insured. *See* Minn. Stat. §§ 65B.43, subds. 2, 13; 65B.48, subd. 5.

Use. A motorized foot scooter may not be operated on a sidewalk, except to cross it. The device can be operated on a bicycle path, bicycle trail, bicycle lane, or bikeway unless (1) the pathway is reserved for nonmotorized use, or (2) operation is restricted by local government.

Motorized foot scooter operators must follow the same traffic laws as bicyclists, except that when making a left turn, the rider must dismount and cross the roadway on foot (and the person is then subject to any restrictions applicable to a pedestrian). Operators must ride as close as is practical to the right-hand side of the road.

No passengers besides the operator can be carried.

Safety equipment. Any person under age 18 must wear a helmet. The device can be operated when it is dark out, but under current Department of Public Safety regulations it must meet the same lighting requirements that apply to a bicycle: a headlight that is visible at least 500 feet ahead and a red reflector that can be seen from 600 feet behind when in the path of a motor vehicle's headlight.

Other States

There is variation across the states that have addressed the status of motorized foot scooters. Some prohibit operation on public roads, trails, or sidewalks.[24] States also have varying provisions for:

- minimum operator age (ranging from no state minimum to age 16);
- maximum permitted operating speed or top speed capability (most often at 15 or 20 miles per hour);
- maximum speed limit of streets on which they can be operated (such as 25 miles per hour in a few states);
- helmet mandates (required for minors in a handful of states); and

[24] *See* Del. Code tit. 21 § 4198N(a)-(b); N.J. Stat. § 39:4-14.12.

- degree of local authority powers to regulate the devices.[25]

In addition to state laws, a number of cities regulate motorized foot scooter rental operations, covering topics that range from rental company licensing operational requirements to scooter parking.[26]

[25] See National Conference of State Legislatures, "Trends | Coronavirus, Teen Vaping, E-Scooters and More," March 24, 2020, https://www.ncsl.org/bookstore/state-legislatures-magazine/trends-coronavirus-teen-vaping-e-scooters-and-more.aspx (accessed August 3, 2022).

[26] For instance, see National Association of City Transportation Officials, "Guidelines for Regulating Shared Micromobility," September 2019, https://nacto.org/wp-content/uploads/2019/09/NACTO_Shared_Micromobility_Guidelines_Web.pdf (accessed August 3, 2022).

Neighborhood Electric Vehicles and Medium-Speed Electric Vehicles

Classifications[27]

Neighborhood electric vehicles and medium-speed electric vehicles are somewhat similar to golf carts, but have more power, can carry more passengers or cargo, and are designed for potential operation on public roads.

Neighborhood electric vehicle. Minnesota law defines a neighborhood electric vehicle (NEV) as a three- or four-wheeled, electrically powered motor vehicle that has a maximum speed of between 20 and 25 miles per hour on a flat surface. Minn. Stat. § 169.011, subd. 47.

Medium-speed electric vehicle. A related classification is the medium-speed electric vehicle (MSEV). It is four-wheeled, electrically powered motor vehicle, but it can have a top speed of up to 35 miles per hour on a flat surface. It also must be fully enclosed, have at least one door for entry, be equipped with a roll cage or crush-proof design, have a minimum wheelbase of 40 inches, have wheels with a diameter of at least 10 inches, and other than speed capability, it must meet the federal safety standard for low-speed vehicles. Minn. Stat. § 169.011, subd. 39.

The electric vehicles are rechargeable through the electrical grid and normally have a range of 30 to 75 miles before needing to recharge. Models come in styles ranging from two-seaters to small-scale trucks, normally weighing between 1,000 and 1,500 pounds. Originally produced mostly for niche uses such as military bases and planned communities, their use has widened.

Federal Low-Speed Vehicle Classification

In order to be legally operated on public roads in Minnesota, both NEVs and MSEVs must meet equipment and safety requirements set in a federal safety standard for "low-speed vehicles."[28] Minn. Stat. § 169.224, subd. 2. However, the NEV and MSEV definitions under state law do not completely match the federal classification. There are a couple of differences, but a key one regards the top speed capability of MSEVs, which under state law is allowed to be higher than the 25 miles per hour maximum set in the federal low-speed vehicle standard. (This might raise

[27] Image sources: https://gem.polaris.com/en-us/e2/ (accessed September 7, 2022).

[28] Federal law establishes a number of safety standards that regulate manufactured motor vehicles. The U.S. Department of Transportation, National Highway Traffic Safety Administration (NHTSA) establishes and oversees the safety standards through federal regulations. 49 U.S.C. § 30111; 49 C.F.R. § 571. The regulations cover technical and engineering specifications for motor vehicle safety equipment and crashworthiness, ranging from windshield wipers and brake hoses to crash resistance and material flammability. Each specification is referred to as a "federal motor vehicle safety standard." The motor vehicle safety standard for low-speed vehicles was first established in 1998, and excludes most of the safety features required of other passenger motor vehicles.

issues with federal preemption as well as the ability of vehicle manufacturers to legally produce MSEVs.)

Primarily because of the federal safety standard governing low-speed vehicle manufacture, most golf carts would not be considered an NEV or an MSEV that could be operated on public roads (except under the special permit discussed earlier in this briefing). Similarly, because of the safety standards mini-trucks would not be classified as an NEV or MSEV (as part of the statutory definition of a mini-truck, it is not manufactured to meet the safety standard for low-speed vehicles).

Regulations

Under Minnesota law NEVs and MSEVs are treated similarly to passenger vehicles, but their use is restricted to slower streets. *See* Minn. Stat. § 169.224.

Registration. Both NEVs and MSEVs are considered passenger automobiles and the vehicle owner must register it. They are subject to the same registration tax (based on vehicle value, depreciated over time) as cars, pickup trucks, and vans. License plates must be displayed on the vehicles.

A certificate of title also must be obtained (which requires a vehicle identification number and a manufacturer's certificate of origin).[29] Homemade electric vehicles and retrofitted golf carts do not qualify for titling. Minn. Stat. § 168A.05, subd. 9.

Operator licensing. A valid driver's license or instruction permit is required, and no special endorsement is necessary. A three-wheeled NEV can be operated without a motorcycle endorsement.

Insurance. Insurance requirements match that of other passenger automobiles, including liability coverage (which covers certain claims from another driver) and personal injury protection under the Minnesota No-Fault Automobile Insurance Act (which establishes minimum required coverage levels for medical, lost wages, and related expenses).[30]

Use. Drivers of an NEV or MSEV are subject to the same traffic laws as operators of other motor vehicles. Neither class of vehicle can be operated on a street or highway with a speed limit above 35 miles per hour except to directly cross it. A local government can restrict use of the vehicle on its roads.

Safety equipment. The vehicle may only be operated on public streets and highways if it meets federal equipment standards established for low-speed vehicles. This includes a

[29] The certificate of origin is created by the vehicle manufacturer and sent to a dealer along with the vehicle itself. The dealer then provides the certificate to the Department of Public Safety when the vehicle is sold.

[30] The minimum liability coverage is $30,000 per person for injuries, $60,000 per occurrence for injuries, and $10,000 for property damage. The minimum personal injury protection (PIP) coverage is $40,000 per person per accident ($20,000 for hospital and medical expenses, and $20,000 for other expenses such as lost wages).

windshield, headlamps, tail-lamps, brake lights, front and rear turn signals, reflectors at the rear, rearview mirrors, a parking break, a seat belt, and a vehicle identification number. An NEV or an MSEV must also have a slow-moving vehicle emblem. Minn. Stat. §§ 169.224, subd. 2; 169.522, subd. 1.

Pocket Bikes

Classification[31]

Pocket bikes (also referred to as mini-bikes, mini-motorcycles, and mini-choppers) are not specifically defined in Minnesota law. They come in a variety of styles that most often resemble a miniature motorcycle, with a saddle that is commonly located about two feet off the ground. The vehicles are typically powered by a 49-cc gas engine (although electric models are available). They have wheel sizes around 10 inches, weights ranging from just over 30 pounds to about 100 pounds, and top speeds ranging from 30 to over 50 miles per hour.

Regulations

Devices considered pocket bikes are not likely to be permitted on public roads in Minnesota, based on device classifications and associated title and registration requirements.[32] A two-wheeled device that does not fit any more specific vehicle definition—which is likely the case for most pocket bikes—would most probably be classified under Minnesota law as a motorcycle. This is in effect the default category for two- and three-wheeled motorized vehicles.

However, smaller devices such as pocket bikes often lack safety equipment required under federal regulations faced by manufacturers for motorcycles, preventing a vehicle identification number (VIN) from being assigned. A VIN is necessary in order for Driver and Vehicle Services in the Department of Public Safety to issue a title as a motorcycle, so the vehicle would accordingly not be able to be titled or registered. A title and registration are necessary steps for legal operation on public roads. *See* Minn. Stat. §§ 168.013, subd. 1; 168.09, subd. 1; 168A.04, subd. 1; 168A.085.

Other States

Legislative activity on pocket bikes has primarily consisted of prohibiting operation on public streets and roads, sidewalks, trails, and other public lands. Concerns expressed about the vehicles include engine noise, lack of safety equipment such as horns and mirrors, stability at higher speeds, and reduced visibility of both the vehicle (due to its small size) and the operator (due to positioning low to the ground). A couple of states have also enacted labeling and

[31] Image source: http://www.squidoo.com/gas-pocket-bikes (accessed December 18, 2017).

[32] The regulatory structure shifted in 2012. Before the 2012 change, the classification for motorized foot scooters included devices with small wheels (up to 10 inches) **or** a modest top speed, which had the effect of including many pocket bikes. Following the change, for a device to be categorized as a motorized foot scooter it must have both a small wheel size (up to 12 inches) as well as a modest top speed (of 15 miles per hour). Most pocket bikes are too powerful to fit the current motorized foot scooter definition.

disclosure laws, such as requiring that manufacturers or retailers provide various forms of disclosure concerning limitations on legal pocket bike operation on public roads.[33]

[33] *See* Cal. Veh. Code § 9955; Fla. Stat. § 316.2128; Conn. Stat. § 14-289j(f).

Segways and Self-Balancing Scooters

Classification[34]

Segways, first introduced in 2001, can be identified with establishment of a category in Minnesota law termed "electric personal assistive mobility devices." To be considered an electric personal assistive mobility device, it must be self-balancing, have two nontandem (that is, parallel) wheels, be able to transport only one person, use an electric motor, and have a maximum speed of up to 15 miles per hour. Minn. Stat. § 169.011, subd. 26.

More recently there has been an expansion in self-balancing motorized devices. "Self-balancing scooters" and "hoverboards," as they are often termed, include an array of gyroscopic devices that have an electric motor, small wheels, generally lack handlebars or seating, and have a platform that tilts independently with each foot. Like Segways, self-balancing scooter movement is controlled by shifts in balance and body position.

Regulations

Operators of an electric personal assistive mobility device have the same rights and responsibilities as pedestrians, with some additional requirements. Minn. Stat. § 169.212.

Registration. They do not need to be registered, and a certificate of title is not necessary.

Operator licensing. A driver's license or permit is not required for operation.

Insurance. The device does not need to be insured.

Use. The device may be operated on a bicycle path. Operators must use due care and go at speeds that are "reasonable and prudent under the conditions." The personal mobility device can only be operated on a road under limited conditions, including to directly cross the roadway, if the sidewalk is obstructed or unavailable, under direction of a traffic control device, or temporarily to reach a motor vehicle. Minn. Stat. § 169.212, subd. 2.

No passengers may be carried.

[34] Image sources: http://www.segway.com; Wikimedia Commons, https://commons.wikimedia.org/wiki/File:Hoverboard_2.jpg (accessed December 18, 2017).

Local units of government are prevented from further regulating the device except concerning operation on roads with a speed limit of up to 35 miles per hour.

Safety equipment. The device must have reflectors on its front, back, and wheels, which can be seen from 600 feet when in the path of a motor vehicle's headlights.

Wheelchairs

Classification[35]

Wheelchairs are in an altogether separate category from other low-power and unconventional vehicles. The statutory classification includes scooters and tricycles "used by a disabled person as a substitute for walking." Minn. Stat. § 169.011, subd. 93.

Regulations

Under Minnesota law, persons in wheelchairs are considered pedestrians rather than vehicle operators and have the same rights and responsibilities as pedestrians. This is true whether the wheelchair is powered or not. Wheelchairs are required to remain on sidewalks and stay off streets, except to cross them or in situations where a passable or useable sidewalk is not available. Minn. Stat. § 169.21, subd. 5.

MN HOUSE RESEARCH

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www.house.mn/hrd | 651-296-6753 | 155 State Office Building | St. Paul, MN 55155

[35] Image source: Pixabay, https://pixabay.com (accessed April 1, 2020).

VII.

Robert Benson
Health and Human Services Director

Office (651) 213-5600
Robert.Benson@chisagocountymn.gov

Memo To: **Chisago County Budget and Finance Committee**

From: **Robert Benson; Health and Human Services Director**

RE: **Request for CaseWorks Financial Services Edition**

Date: **March 12th, 2025**

Request for CaseWorks Financial Services Edition: METS/MNsure Edition

All Minnesota Counties were awarded money for the pandemic unwinding process. Many Minnesota Counties utilized their funds to increase staffing levels. Chisago County was awarded $280,355 and used $16,815 to cover staff training and overtime costs during the unwinding process.

In our reporting to DHS, we have indicated that we have allocated $225,854 for technology upgrades. At this time, we would like to proceed with the implementation of CaseWorks Financial Services Edition.

CaseWorks is the system that we implemented in our Child Support Unit last year. We have found the system to beneficial for staff and constituents alike. The allocated funding will cover the cost of the implementation and licensing for the CaseWorks Financial Services Edition. Additionally, this is eligible for our federal reimbursement.

We would like to get this approved quickly to assist in getting the money out to the vendor.

Attachment:

Planning and Budget Document for CaseWorks Financial Services Edition, METS/MNsure Edition.

NCT

Chisago County

Planning and Budget Document

CaseWorks Financial Services Edition

CaseWorks METS/MNsure Edition

January 29, 2025

Table of Contents

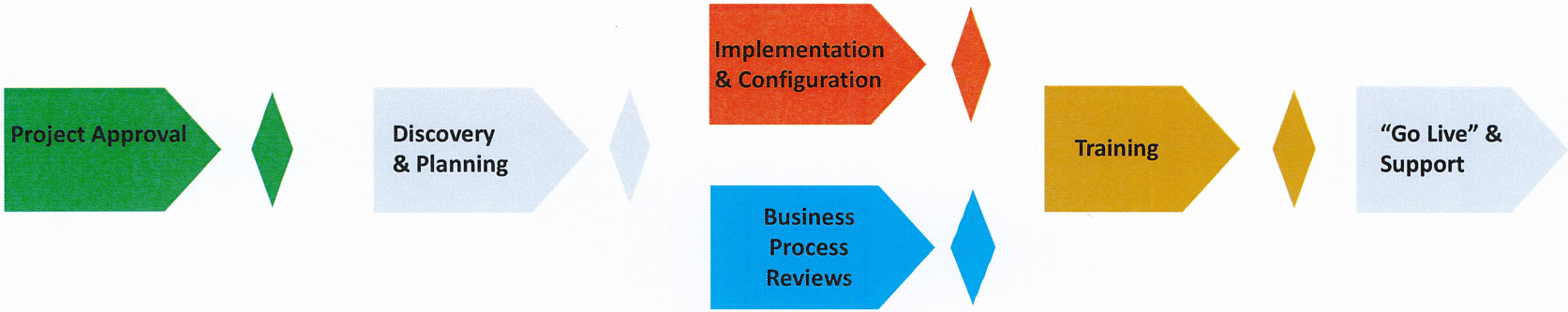
- ❑ Financial Services/METS/MNsure Edition
  - Overall Process
  - Project Assumptions
  - Implementation Schedule
  - Cost Assumptions
  - Cost Model
- ❑ Proposed Next Steps

CaseWorks:

Financial Services Edition

METS/MNsure

Overall Process



Project Management

.....Deliverables.....

- Board Materials
- Statement of Work
- Contract

- User Configuration Matrix
- Case File Prep
- Project Organization
- Project Plan
- Project Schedule
- Migration Mapping

- Software Installation/Configuration
- CaseWorks Configuration
- Daily Download setup
- SMI Connection
- Forms Review
- Quality Assurance Testing

- Business Process Review
- Business Process Document

- Training Plan
- Training Materials
- Training

- Go Live
- Go Live Support
- Post Go Live Support

Project Assumptions

- CaseWorks Financial Services and METS/MNsure Go Live at essentially the same time
- Maxis is still the Case Management System and the "System of Record" for Financial Services
- The solutions will be "hosted" in the Azure Gov Cloud
- QA Team is identified to assist in Discovery, Process Reviews, and QA Reviews
- A "Hybrid" Model will be implemented (support for Team and Individual Case Management models)
- County business process will change to align with the application software features and workflows
- Workflows based on other MN County EDMS implementations
- Documents can be migrated from the current document management system (Cost estimate for NCT Migration Services is included, however, ***cost estimate for 3rd Party extract from legacy system is not*** included in this model)
- Chisago County will utilize the "local" forms already in CaseWorks, as much as possible
- Network infrastructure in place to support EDMS (e.g., Bandwidth, Connectivity, User Security, etc.)

Project Assumptions

CaseWorks EDMS project deliverables include:

- ❑ Business Process Review and Business Process Document
- ❑ Document Management Solution that supports:
  - Maxis Case Documents
  - Child Care Assistance Documents
  - MNsure Case Documents
  - Provider Files
- ❑ Scanning Solution
- ❑ Electronic Forms Management Solution
- ❑ Activity and Appointments Management Solution
- ❑ METS/MNsure Solution
- ❑ Privileged Case Management
- ❑ Support for automated Record Retention Process
- ❑ Resident Portal with Identity Management
- ❑ Implementation Team
- ❑ Virtual Training and Go Live Support

CaseWorks ongoing support includes:

- ❑ Help Desk Support (Tickets and/or Phone Calls)
- ❑ Break/Fix Support
- ❑ Feature Enhancements
- ❑ Forms Maintenance
- ❑ Regular User Group Meeting

Implementation Schedule

Task No.	Task	Resources	Start Date	End Date	Comment
1	Pre-planning - Kick-off Meeting	Both	9/22/2025	9/26/2025	Coordinate project schedule; kickoff planning
2	Project Management/Weekly Status Meetings	NCT	TBD	TBD	
3	Technical Review	Both	TBD	TBD	
4	Server Hardware & OS Software Review & Setup	Both	TBD	TBD	
5	All Team - Project Overview & Demo	Both	TBD	TBD	Communicate project plan; key dates; sneak peak demo of CW
6	User Matrix	Both	TBD	TBD	
7	Forms Review	Both	TBD	TBD	
8	Request SMI User Credentials	County	TBD	TBD	Includes Maxis and/or Prism
9	Request PRISM one time download	County	TBD	TBD	
10	Migration Mapping	Both	TBD	TBD	
11	Workstation Setup (Users)	County	TBD	TBD	
12	Establish data connections & FSE/MSE Daily Downloads	NCT	TBD	TBD	
13	Data Integration	NCT	TBD	TBD	
14	Application Software Set-up & Configuration	NCT	TBD	TBD	
15	Business Process Reviews and Documentation	Both	TBD	TBD	
16	Identify & Review AutoSend Copy List	County	TBD	TBD	
17	Application Software Configuration	NCT	TBD	TBD	
18	Quality Assurance Review - Internal	NCT	TBD	TBD	
19	End User Access Sessions	Both	TBD	TBD	
20	Create Local Forms	NCT	TBD	TBD	
22	Quality Assurance Review - External	Both	TBD	TBD	Utilize Quality Assurance Team
23	End User Training	NCT	TBD	TBD	Multiple session offerings; total 1.5 days training for all users
24	Go Live	Both	2/16/2026	2/16/2026	
25	Post Go Live Support	NCT	TBD	TBD	
26	Migration	NCT	TBD	TBD	

Cost Assumptions

- Cost estimates based on Data Collection Survey
- Cost estimates for Services based on Project Plan Tasks
- Full User Licenses (Supervisors, Eligibility Workers, County Support Staff) – 28
- Read Only Licenses (Fraud, Child Support) - 7
- eSignature capability included (Cost model does not include eSignature transaction costs)
- Workstation hardware already in place (e.g., Worker PC's w/dual monitors, Scan Station, PC's, etc.)
- NCT Migration Services cost estimate is included in this model
- 3rd Party data extract from legacy system cost estimate ***is not*** included in this model
- Network infrastructure (bandwidth) already in place
- Contingency at 5%
- Inflation at 5%

Cost Model

Description	Year 1	Year 2	Year 3	Year 4	Year 5	Total - Five Years
CaseWorks FSE/MSE Subscription License						
Full Access User Licenses	59,080	62,034	65,136	68,392	71,812	326,454
Read Only User Licenses	2,226	2,337	2,454	2,577	2,706	12,300
Total Software Licenses	**61,306**	**64,371**	**67,590**	**70,969**	**74,518**	**338,754**
EDMS User Hardware						
Scanners	-					-
Signature Pads	-					-
Additional 2nd Monitors	-					
						-
Total Hardware	**-**					**-**
Project Fees						
NCT Implementation Project Fees	73,567					73,567
						-
Total Implementation Services	**73,567**					**73,567**
Total	**134,873**	**64,371**	**67,590**	**70,969**	**74,518**	**412,322**
Total - After Federal Reimbursement	**67,437**	**32,186**	**33,795**	**35,485**	**37,259**	**206,161**

Proposed Next Steps

- ❑ Review Planning and Budget Document with Agency Leadership Teams
- ❑ Change Planning and Budget Document based on reviews
- ❑ Schedule additional software demonstrations
- ❑ Commence approval process

VIII.

ECRLB – Wyoming Area Library – Extended Access

March 12th, 2025

In August 2024, the County Board requested ECRLB to seek the 'hard costs' of implementing an extended hours program at the Wyoming Area Library.

Regional Public Library Systems are multicounty service agencies organized under the provision of Minnesota Statutes, sections 134, 317 or 471.59. These systems are formed under joint powers agreements between cities and counties. Regions and their branch or member public libraries provide free access to library services for all residents of the region without discrimination.

Through cooperation, shared services, and reciprocal agreements, library users have access to a wide range of public library services and resources within the region and statewide. Through system collaboration, communities develop libraries that capitalize on economies of scale providing greater effectiveness, improved quality, and access to more resources. The directors of the systems come together regularly as the Council of Regional Public Library System Administrators (CRPLSA) to discuss commonalities among systems, identify potential collaborations, and work toward statewide goals.

East Central Regional Library (ECRL) is a consolidated regional public library system in east central Minnesota. It has 14 branch libraries located in six counties: Aitkin, Chisago, Isanti, Kanabec, Mille Lacs, and Pine. ECRL was formed under joint powers agreements between cities and counties.

Wyoming Area Giese Memorial Library
26855 Forest Blvd.
P.O. Box 39
Wyoming, MN 55092

Staff

Carla Lydon, Executive Director
111 Dellwood Street North
Cambridge, MN 55008

Minnesota's public libraries are required by law (Minnesota Statutes, section 134.13) to submit annual reports to the Minnesota Department of Education.

Attachment(s):

- Extended Access Budget – Wyoming Area Library
- MinnPost Article 'Twin Cities libraries accessible beyond posted hours'

Extended Access Budget - Wyoming Area Library

One-time cost	Budget	Provider	Notes
Access control	$31,138	Pro-Tec Design	State contract
Cameras	$7,500	Pro-Tec Design	works with existing DVR & Utilizes existing cameras
OpenLibrary control	$12,254	NexBib	
Door Counter	$1,238	TraffSys	ECRL preference for standard equipment
PA	$1,000	TBD	estimate includes installation
Labor - cat5 door counter	$500	TBD	estimate low voltage for door counter
Electrical work	$5,000	TBD	estimate
	$58,630		
with 20% contingency	$70,356		
Ongoing Costs			
Access Control	$1500 annually	Pro-Tec Design	
OpenLibrary Control	$8000 annually	NexBib	

Note: ECRL has competitive quotes for Access Control and Cameras from Marco & OpenLibrary control from Bibliotheca
Marco has expressed to ECRL that they are not particulary interested in the project and took months to provide quotes
Bibliotecha's bid for product is more expensive and they also have not been particularly responsive to ECRL. Until recently, they were the only provider. NexBib has moved into the US market with a similar product led by the original developer from Bibliotecha

bibliotheca

fsdfdf

open+ access

INCREASE OPEN HOURS + IMPROVE SERVICE

Designed to complement staffed hours, open+ access is a comprehensive solution that allows libraries to provide more flexible open hours and offer extended library access to the community.

Offer access to the entire library or only a portion of it; provide full self-service resources or only a holds pickup area - open+ access can be implemented in a variety of ways to meet unique library needs.

FULL CONTROL FROM ONE CENTRAL HUB

MANAGE SECURITY, COMMUNICATIONS, AND POWER REMOTELY

USE EXISTING LIBRARY CARDS AS ACCESS CARDS

EASILY ADJUST OPEN HOURS TO MEET CHANGING NEEDS

FEATURES & BENEFITS

Serve more people, including those with non-traditional schedules

Free staff time by allowing them to work behind the scenes during open+ hours

Offer consistent open hours to reduce patron confusion and frustration

Encourage use of library spaces by offering time for morning reading or evening meetings

MAXIMIZE YOUR IMPACT

Outstanding alone; stellar together

Every product in Bibliotheca's ecosystem is designed with unique capabilities that allow them to work together to solve libraries' most pressing problems.

open+ access integrates with:

unifi+
communicate effortless with library visitors

selfCheck
control self-checkout remotely

smartShelf
make returned items instantly available for recirculation

	A	B	C	D	E	F	G	H
1								
2		2022 Budget	2023 Budget	2024 Budget	2025 Budget	2025 Percentages	Increase	Percent Increase
3	I. PROPERTY TAXES - OPER.							
4	Aitkin	242,535	246,058	251,450	287,538	10.95%	36,088	14.35%
5	Chisago	693,014	748,331	778,495	837,927	31.91%	59,432	7.63%
6	Isanti	473,765	522,007	534,565	575,841	21.93%	41,276	7.72%
7	Kanabec	164,845	166,595	177,305	191,989	7.31%	14,684	8.28%
8	Mille Lacs	300,388	305,601	314,189	340,711	12.97%	26,522	8.44%
9	Pine	352,603	355,701	369,600	392,122	14.93%	22,522	6.09%
10	**TOTAL**	2,227,150	2,344,292	2,425,603	2,626,127			
11								
12	II. LOCAL CONTRACTS							
13	City of Aitkin	10,910	10,686	10,910	11,617			
14	City of Hinckley	7,637	7,480	7,637	8,132			
15	City of Pine City	4,364	4,274	4,364	4,647			
16	Princeton Endowment (formerly PR Friends)	4,909	4,809	4,909	5,228			
17	City of North Branch	10,910	10,514	10,910	11,617			
18	Kanabec County (additional service hours)	4,364	4,274	4,364	4,647			
19	Mille Lacs County (additional service hours)	0	0	0	0			
20	MnLINK	3,800	3,800	3,800	0	distributions will end with transition to new system. Funds will be used for development		
21	Federal Correctional Institution	8,155	8,563	8,886	9,085	Per contract		
22	CMLE Fiscal Agent		13,000	13,488	0	CMLE will leave		
23	**TOTAL**	**55,048**	**67,401**	**69,267**	**54,971**			
24								
25	III. BASIC SYSTEM SUPPORT (RLBSS)							
26	State FY 2025 or current year (40%)	347,835	340,064	415,172	379,232			
27	State FY 2026 or next year (60%)	521,752	622,758	622,758	580,224	2% min state funding increase		
28	**TOTAL**	**869,587**	**962,822**	**1,037,930**	**959,456**			
29								
30	IV. TELECOMMUNICATIONS (RLTA - restricted use)							
31	State Telecommunications Aid (Priority 1)	55,000	55,000	55,000	55,000			
32	State Telecommunications Aid (Priority 2)	75,000	141,546	141,546	163,681	based on FY24 Allocation		
33	**TOTAL**	**130,000**	**196,546**	**196,546**	**218,681**			
34								
35	IV. MISCELLANEOUS INCOME							
36	Fund development	20,000	20,000	20,000	20,000			
37	Computer Print-Outs & Photocopies	38,000	38,000	38,000	36,000			
38	Sale/loss of property	10,000	10,000	10,000	8,000			
39	Fines	60,000	40,000	15,000	30,000	autorenewals		
40	Refunds (Other Income)	3,000	3,000	3,000	3,000			
41	AV/FAX Service	8,200	8,200	8,200	7,000	based on 2023 actuals		
42	Interest	1,500	7,000	25,000	50,000	Interest rate increased		
43	**TOTAL**	**140,700**	**126,200**	**119,200**	**154,000**			
44								
45	VI. REIMBURSEMENTS							
46	Building Costs (City of Cambridge 2/3)	50,000	53,000	53,000	58,000	Leaving as is per current contract but budgeting increase per City proposal		
47	Carryover/Fund balance transfer	75,000	-62,662	20,000	55,000			
48	Transfer from health insurance settlement	4,000	0	0	0			
49	Grant funds and other (Legacy)	40,000	40,000	40,000	42,319	Legacy reimbursements (ACHF application)		
50	**TOTAL**	**169,000**	**30,338**	**113,000**	**155,319**			
51	**TOTAL RECEIPTS**	**3,591,485**	**3,727,599**	**3,961,546**	**4,168,554**		**5.23%**	**Overall Budget Increase**
52								
53	Total Receipts (less County shares)				1,542,427			
54								
55								
56								
57	**TOTAL EXPENDITURES**				4,168,554			
58								
59								
60								
61								

News Metro

Twin Cities libraries accessible beyond posted hours

Libraries across the metro are accessible to patrons with pre-registration for extended hour usage, with more branches offering the service later this summer and fall.

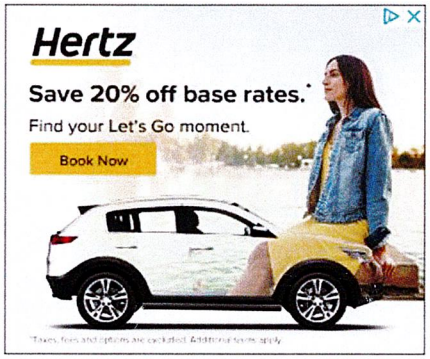
by **H. Jiahong Pan**
8 hours ago

This past June, Scott County Libraries launched extended access at the New Prague Memorial Library. Credit: MinnPost photo by H. Jiahong Pan

Just after noon one cloudy Sunday, Burnsville resident Fay Li found herself in a study room at the Burnhaven library studying for an exam to become a registered nurse.

The library, however, wouldn't open for another hour. Li got access to the library as part of initiatives by two south metro libraries, called Extended Access, to allow patrons access to facilities during hours when the building is officially closed and when staff isn't present.

Fourteen such libraries in Dakota and Scott County are accessible to patrons with pre-registration, with the Galaxie library in Apple Valley and the Savage library being accessible as of this month. One more library branch each in Dakota and Scott County will be accessible after-hours later this summer.



For Li, who commuted from Shakopee to the Burnhaven library before relocating just to take advantage of extended access hours, it's given her time to study for the exam.

"One time I was just coming here to study and I really wanted to stay. One of the leaders said we have self access hours," Li said.

Full after-hours access years in the making

Scott County began its foray in making its libraries accessible in off hours shortly after the Great Recession of 2008. County officials said they made their library meeting rooms accessible off-hours between 2009 and 2010.

Scott County Library officials say the response to off-hours meeting room use inspired them to provide access to other library resources.

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"The positive response to after-hours meeting room use inspired SCL (Scott County Libraries) to consider how we could similarly provide access to other desirable resources like Wi-Fi, computers, and study spaces," Scott County spokesperson Lisa Kohner said.

From 2018 to 2019, Scott County worked with the University of Minnesota's Resilient Communities Project to determine how to increase library access. The collaboration was part of a larger county effort to implement its 2040 comprehensive plan goals, which was crafted under the same state law that mandated Minneapolis' controversial comprehensive plan.

Through the Resilient Communities Project collaboration, a research team of St. Catherine University library science students found enthusiastic interest in libraries open to the public beyond staffed hours, particularly from those who live in Jordan, a town off of Highway 169 10 miles southwest of Shakopee.

Scott County Libraries launched extended access at the Jordan library in September 2021, making it accessible to those with a registered library card from the hours of 6 a.m. to 10 p.m. Since its launch, the branch has seen 11,619 extended-hours visitors. The Scott County library system has 1,370 registered users as of June 25.

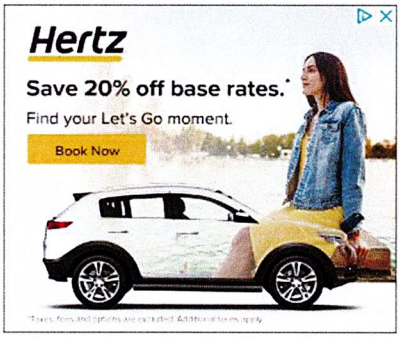
Meanwhile, Dakota County Libraries launched extended access at the Farmington library early last year, making it accessible to users from 6 a.m. to 11 p.m. County spokesperson Mary Beth Schubert said it started with Farmington because the branch had limited hours and "the need for more access was greatest there." Since its launch, 2,737 people have registered to access libraries countywide after hours.

Scott County soon began to expand to other branch locations, including to New Prague this past June. Extended hours usage at the New Prague branch soared since it started, doubling from 122 visits in June of 2023 to 255 in May of this year. The New Prague library has the second-highest off-hours visits among Scott County libraries, after the library in Jordan.

Related | North Loop Green brings nature into the 'concrete jungle'

During a recent four-hour visit to the New Prague library on a Friday afternoon, when it is closed, a MinnPost reporter saw a group of homeschooled children playing with toys in a meeting room, as well as people coming and going to browse books and use computers.

Jennifer A., a New Prague resident who declined to share her last name with MinnPost for privacy reasons, was one of those patrons.

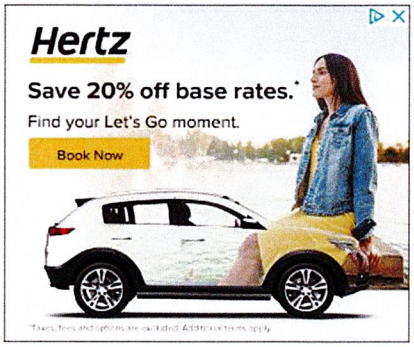


"I don't have internet access so that's why I come here," said Jennifer, adding she has a very old computer.

The initiative costs Scott County $20,000 per branch annually, which includes software, security measures such as cameras, and staff time. For Dakota County, it spent $275,000 for security cameras, speakers for automated announcements, building modifications, and software adjustments, and plans to spend $150,000 annually on energy costs and utilities for all 10 locations.

"Ongoing software costs and staff time to support the process are needed whether we offer this service or not," Dakota County spokesperson Mary Beth Schubert added.

Despite the lack of staff present off hours, Scott County librarian Kristy Rieger believes the initiative will require more staff, not less.



"Reducing staff would counterintuitively erode both the user experience and the sustainability of SCL's overall operations. Many SCL, city, and county partners are working behind the scenes to ensure visitors have a great experience, regardless of when they visit the library. Long term, we expect extended access to gradually increase the need for staff, contingent on impacts to basic operations (shelving, item processing, etc.) and community demands for programming," Rieger said.

How to get extended access

Nine of 10 Dakota County library branches are now accessible for extended hours, with the Galaxie library in Apple Valley joining the roster on July 8. Dakota County expects the Wentworth Branch library in West St. Paul to be accessible sometime in August.

Meanwhile, five of seven Scott County library branches are accessible off-hours, with the addition of the Savage library on July 1. The county expects to make the Prior Lake branch accessible sometime in September.

Scott County library officials have no immediate plans to make its Shakopee branch accessible for extended hours.

"As our largest branch, and our only branch with two floors, the Shakopee Library would likely require extensive and costly facility modifications to safely support extended access. As a result, we felt it best to pause and revisit Shakopee at a later date," Rieger said, adding they increased staffed hours at Shakopee library in March 2024.

Securing access to a Dakota or Scott County library is relatively simple. A person first needs to have a library card from a Minnesota regional library system, which includes any library in the Twin Cities. They then need to register the library card in-person at a library associated with the system you wish to use after hours. They will also need to bring a state-issued identification card so library staff can verify the person's identity.

Related | Six things you need to know about the Blue Line Extension's expected environmental impacts

After a library card is registered with their system, a person will need to review a video about the service, as well as complete an access form. The access form for Dakota County libraries can be completed online, while the access form for Scott County must be completed in-person.

Rieger expects for patrons to obtain extended hours access on the same day they sign up. Indeed, the MinnPost reporter was granted extended hours access at Scott County Libraries the same day they registered their existing Hennepin County library card with the system last November. Meanwhile, Dakota County library officials expect to take one to threefive weeks to process applications for extended access, though the MinnPost writer was able to receive a proximity card to access Dakota County libraries in a little more than a week after registering their Hennepin County library card with Dakota County.

After-hours access elsewhere

In September, Hennepin County libraries converted its Osseo branch library into a self-service branch. Once open three days a week, the library is now open when Osseo City Hall is open.

Marnie Schuster, a Maple Grove resident, found herself visiting the Osseo City Hall to make copies one Monday in July. With the Osseo library open more often, Schuster thinks she may start visiting more.

"It's right by my kids' high school," said Schuster.

Hennepin County Library also allows users to pick up reserved books at the Arvonne Fraser and Ridgedale libraries during certain hours when the library is not open. Holds at these libraries are kept in a separate room and can be accessed by scanning a library card.

Meanwhile, both the Carver County Library and Great River Regional Library systems, the latter serving central Minnesota, are considering following in Dakota and Scott County's footsteps in allowing their patrons to use their libraries during off hours.

For the Great River Regional Library, it has not decided where to start the pilot. Because some of its libraries are located in city facilities, those cities would have to approve the pilot.

"It is too soon for us to name the specific location. We are discussing possible locations and will need city approval in order to move forward," Executive Director Karen Pundsack said in an e-mail.

Libraries in Anoka, Carver and Washington counties, as well as the St. Paul Public Library, have lockers available for those who wish to pick up library materials either outside of library hours or outside of library facilities. For example, Carver County has three such lockers in municipal buildings in Cologne, Mayer, and Victoria, as well as one additional set of lockers at Southwest Transit's Carver Station. The four Carver County lockers combined have a total circulation of 10,317 in 2023.

CORR.

County	Disability Waivers	MSOP	Comp Resto	BH	AIS	Cannabis	Other	Othernote	Total Amt	Levy %
Anoka	$ 4,690,998	$ 2,105,826	$ 538,750	$ 241,928	$ 65,050				$ 7,642,552	5.00%
Benton	$ 744,872	$ 600,000		$ 66,000					$ 1,410,872	6.00%
Blue Earth	$ 2,095,000	$ 535,000	$ 103,074	$ 122,000	$ 58,300		$ 26,000	STS	$ 2,913,374	6.00%
Brown	$ 373,609	$ 133,316	$ 37,710	$ 29,000					$ 573,635	
Carlton	$ 555,579	$ 125,000		$ 100,000					$ 780,000	2.26%
Carver	$ 750,000	$ 207,422		$ 12,315			$ 1,000,000		$ 3,800,000	5.00%
Cook	$ 35,958			$ 11,201					$ 47,159	1.93%
Crow Wing	$ 1,300,000	$ 876,000		$ 97,000					$ 2,300,000	5.75%
Dakota	$ 10,500,000	$ 360,000	$ 420,000	$ 110,000					$ 11,500,000	7.00%
Douglas									$ 1,400,000	4.00%
Fillmore	$ 1,000,000	$ 1,000	$ 9,000	$ 31,500					$ 1,041,500	8.33%
Goodhue	$ 1,123,714	$ 213,306		$ 191,549	$ 31,396	$ 2,114			$ 156,078	3.45%
Hubbard	$ 800,000	$ 170,000		$ 46,000					$ 1,100,000	9.00%
Isanti	$ 944,571	$ 72,601		$ 26,540	$ 35,000				$ 1,078,712	5.00%
Itasca	$ 1,535,166			$ 154,000					$ 2,250,000	5.50%
Jackson	$ 423,000	$ 277,300	$ 15,500				$ 9,500	SUD	$ 725,300	5.30%
Lac qui Parle	$ 189,564	$ 28,855		$ 2,307			$ 143,234		$ 220,725	3.02%
Marshall									$ 220,000	2.60%
Meeker									$ 600,000	3.50%
Mille Lacs	$ 631,110	$ 199,067		$ 20,000					$ 850,177	3.50%
Morrison									$ 1,800,000	7.00%
Mower	$ 918,446	$ 515,490		$ 22,855	$ 5,900	$ 100,000			$ 1,650,000	6.29%
Nicollet	$ 495,280	$ 190,222	$ 50,615	$ 50,297					$ 786,414	2.97%
Olmsted	$ 2,400,000	$ 1,600,000		$ 120,000					$ 4,100,000	3.09%
Pine	$ 439,713	$ 133,316							$ 573,000	
Rice							$ 218,516			
Scott									$ 2,620,501	
Sherburne	$ 2,156,616	$ 639,918		$ 65,776		$ 120,814			$ 2,983,124	5.00%
Stearns	$ 4,940,000	$ 700,000	$ 250,000	$ 170,000		$ 165,620	$ 4,910,000	dnmc, nursing home workforce standard board, maafpacwda	$ 11,224,805	11.60%
Stevens	$ 231,283								$ 231,283	3.00%
Washington	$ 2,000,000	$ 220,000	$ 300,000	$ 165,000					$ 2,700,000	2.00%
Wilkin	$ 337,502	$ 28,168		$ 2,400					$ 350,000	3.50%
Yellow Medicine	$ 123,800	$ 321,938		$ 20,060					$ 465,798	3.40%
									$ 70,095,009	**4.83%**
									^ Total ^	**^ Avg ^**

32 Counties responding (Rice not counted)

Wednesday, March 26, 2025

(Lunch on your own)

12:00 - 1:00 p.m. — Registration
Norway Center Lobby

1:00 - 1:30 p.m. — Welcome & Introductions
Norway Ballroom

Mike Slavik, AMC President
Dakota County Commissioner

1:30 - 2:45 p.m. — Outperform the Norm
Keynote: Scott Welle

Leadership is not a role; it's a responsibility. It's not a selfie; it's service. It's not just talking the talk; it's walking the walk.

Based on the book, OUTPERFORM for Leaders: Inspiring Peak Performance in an Ever-Changing World, we'll set the stage for what it means to "Outperform" and address the biggest thing that holds people back from playing to their full potential. Let's GO!

2:45 - 3:00 p.m. — Break

3:00 - 4:30 p.m. — Commit to Your Best
The Norm focuses on what they need to DO; Outperformers focus on who they need to BE. Defining this "identity-based behavior" and how you uniquely want to show up in the world is the foundation of Committing to Your Best. This intention proactively sets the tone for the type of leader you are meant to be.

5:00 p.m. — Social Hour
Heritage Room – Main Lodge

6:00 p.m. — Dinner
Heritage Room – Main Lodge

Association of Minnesota Counties

Leadership Summit

A skills-building seminar for county officials and key staff.

March 26 – 28, 2025

Grand View Lodge, Nisswa

Thursday, March 27, 2025

7:00 - 8:00 a.m. Breakfast Buffet
Heritage Room – Main Lodge

9:00 - 10:15 a.m. Show Up Consistently
Do you own the day or does the day own you? Learn to build peak performance routines by utilizing the "Vital 4%". This strategy alleviates overwhelm, boosts productivity, and is one of the best ways to ensure more best days.

10:15 - 10:30 a.m. Break

10:30 - 12:00 p.m. Be Courageous
Nelson Mandela famously said, "Courage is not the absence of fear, but the triumph over it." In this session, we'll create your "Alter Ego," ridding you of imposter syndrome and giving you the confidence and conviction to handle any hard situations that come your way.

12:00 p.m. Lunch
Heritage Room – Main Lodge

1:15 - 2:45 p.m. Communicate Effectively
The next level of influence and leadership is not in what you say; it's in how you say it. Discover the type, timing, tonality and body language that expert communicators use to delegate with empowerment, deal with "difficult" people, and foster a psychologically safe place for others to thrive.

2:45 - 3:00 p.m. Break

3:00 - 4:30 p.m. Connect to a Purpose
This session unpacks one of the most powerful motivational forces: your underlying mission or purpose. We all want to be part of something bigger than ourselves and by tapping into a deeper, more meaningful connection to what you actually do, you'll build "psychological necessity" and make it a must to show up with excellence

5:00 p.m. Social Hour
Heritage Room – Main Lodge

6:00 p.m. Dinner
Heritage Room – Main Lodge

Friday, March 28, 2025

7:30 - 8:30 a.m. Breakfast Buffet
Heritage Room – Main Lodge

9:00 - 10:15 a.m. Cast a Vision
Norway Ballroom
Where are you going? Are how will the future be brighter, bolder and better when you get there? Answering these two questions with imagery, simplicity and positive "future pacing" casts you as a visionary leader and someone that others will want to follow.

10:15 - 10:30 a.m. Break

10:30 - 11:30 a.m. Construct a Game Plan
Norway Ballroom
I once heard that if information was enough, we'd all be skinny, rich and happy :-) In this final session, we'll take all the information learned and move it to implementation, by constructing an individual game plan that can be put into play IMMEDIATELY. Cheers!

11:30 a.m. Adjourn
(Lunch on your own)

About Scott Welle

Outperformers are not born; they're made. We ALL have the capacity to "raise our game," and Scott Welle has spent more than 15 years helping people do this, personally and professionally. Scott's 10 bestselling books, articles, videos, podcasts and online programs inspire hundreds of thousands of people worldwide. He has a master's degree in Sport Psychology, was named the 2021 Midwest Motivational Speaker of the Year and a Top Performance Coach for 2024. For "fun" (and because he's a little crazy!), he's completed 34 marathons, 5 Ironman triathlons, a 100-mile ultra marathon, and serves others by showing them how to tap into the mindset of challenging their self-limiting beliefs and aspiring to Outperform every day. Please visit him at ScottWelle.com.

MICA WEEKLY LEGISLATIVE UPDATE

March 3, 2025 Issue No. 8

Anoka | Benton | Blue Earth | Carver | Chisago | Crow Wing | Dakota | Olmsted | Otter Tail | Rice | St. Louis | Scott | Sherburne | Stearns | Washington | Winona | Wright

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Transportation
Capital Investment (Bonding)
Health & Human Services
Environment
General Government & Other
Corrections & Public Safety

HEADLINES

House and Senate both move non-controversial bills off the floor

The House and Senate both passed bipartisan bills last week, moving bills to the other body for the first time this session.

The Senate passed three bills on Thursday, all unanimously. The bills covered the uniform probate code, financial reporting requirements for grain buyers, and modifying window glazing requirements.

The House continued to hear House Republican priorities that lack any DFL support on the floor. Last Monday it considered HF14 from Rep. Kristin Robbins (R-Maple Grove) which would have placed a temporary moratorium on light rail expenditures. On Thursday the House heard HF21, another bill from Rep. Robbins, which would have placed a supermajority requirement from both bodies to extend a peacetime emergency beyond 14 days. Both bills failed to garner the 68 votes needed for passage, so after they failed to pass, they were reconsidered and ultimately laid on the table.

However, the House did pass two bills off the floor last Thursday. HF289 from Rep. Duane Quam (R-Byron) would establish a savings program to encourage state agencies to innovate and identify efficiencies and cost savings. A similar program was in place from 2011-2018. The bill passed unanimously. The House also passed HF72 from Rep. Elliot Engen (R-White Bear Township) which would prohibit any entity or organization, including nonprofits, from making campaign expenditures or spending money for political purposes if it receives state funding. That bill passed 130-3.

Economic Forecast Released this Coming Thursday

On Thursday March 6, MMB will release its economic forecast that will determine the financial picture that the House and Senate will base their budgets on. Since the last economic forecast in December there have been monthly revenue reports showing higher and lower than projected revenues coming into the state. The US economy overall grew at the same rate as had been projected in the final quarter of 2024, according to the Bureau of Economic Analysis. The impact of tariffs that have already gone into place will have on the forecast is not yet clear but could be a negative factor. While any budgets passed by Congress would significantly impact the economic picture in the state, at this point the implications of any new federal laws, cuts to Medicaid or other state assistance, or tax cuts, would be speculative and will not be factored into the state economic forecast on Thursday.

Discussion of federal impacts on state budget ramps up

With the House Budget Resolution in Washington DC calling for $1.5 trillion in cuts over the next ten years, the discussion of what the federal government might do and its impact on the state budget has started to ramp up. The

Senate Finance Committee held an informational hearing on how much assistance the state receives from the federal government. More information on that hearing is available in the hearing recaps below.
A group of 14 Republican State Senators and Representatives signed a letter to the Minnesota congressional delegation, warning that any cuts to Medicaid could have a significant negative impact to the state and rural Minnesota in particular. Congresswoman Betty McCollum (DFL-4th Congressional District) posted the letter to social media. Some other House and Senate Republicans at the state Capitol have noted that no reductions have yet been passed by the U.S. House or Senate, only targets provided to committees, so the state reacting to decisions that have not yet been made may be premature.

News and Notes:

- **Legislature sets deadlines:** On Friday the legislative leaders came to agreement on legislative deadlines. The first and second deadlines will be April 4 at 5:00pm. The third deadline will be April 11 at noon (when Easter/Passover break starts). The third deadline is for committees to act favorably on major appropriation and finance bills, though deadlines do not apply to Ways and Means, Finance, Capital Investment, or the Tax committees.

- **Governor Walz announced he will not run for open US Senate seat:** Governor Walz confirmed that he will not be running for the open US Senate seat now that Tina Smith is not running for re-election. Governor Walz has said he will decide whether or not to run for re-election after the legislative session ends.

- **Speaker Demuth receives national attention:** Speaker Lisa Demuth (R-Cold Spring) was named Minnesota Woman of the Year by USA Today. She also gave an interview to Politico, discussing the unique nature of this Minnesota legislative session.

TAX & FISCAL POLICY

LAST WEEK

Senate Finance holds informational hearing on federal interactions with state budget: MMB State Budget Director Ahna Minge provided a presentation to the Senate Finance Committee about the level of funding the state receives from the federal government. (The presentation did not cover the level of federal funding that counties or other local governments receive directly from the federal government.) Federal funds cover about 1/3 of state resources. Medicaid is the largest chunk of federal assistance, with other programs like SNAP, TANF, and Child Care Development Block Grants. After these programs the largest area of federal assistance is Transportation. Director Minge discussed federal funding disruptions that have occurred since the new administration took office. She emphasized that the access is fluid, though many of the disrupted programs are from awards that originated from the Infrastructure and Investment in Jobs Act and the Inflation Reduction Act. No awards have been canceled, the disruptions so far reflect non-payments, partial payments, or delayed payments.

Sen. Sandy Pappas (DFL-Saint Paul) raised concerns about transportation projects being at risk since the amount of investment at the federal level is so high. Director Minge noted that if a budget passed that reduced the federal government spending on Medicaid and shifted those costs to the state of around $1.2-$1.6 billion per year but that since no laws have been passed it will not be factored into the forecast. Sen. Rich Draheim (R-Madison Lake) noted that the potential shift to the state was significant and that he had concerns about Governor Walz's proposed cost shifts in his budget to counties across Minnesota. He asked the committee to hold a hearing on the local impact of the Governor's budget and what it would mean for county property taxes.

Senate hears Local Sales Tax General Authorization Bil: On Wednesday the Senate Tax Committee heard SF375 from Sen. Ann Rest (DFL-New Hope) which would provide limited general authority for counties and cities to go directly to the voters to decide whether their local sales tax proposals go forward, without requiring legislative approval. The eligible projects include community centers, athletic complexes, criminal justice facilities, convention centers, parks, and trails. The cap on any local sales tax passed under the bill would be half of one percent, though county transportation sales taxes would not count toward the cap. MICA submitted a letter in favor of the bill. Stearns County manager Michael Williams, who served on the Local Tax Advisory Task Force in 2023, testified in favor of the bill. The committee adopted an amendment removing the requirement that counties would have to share 5% of their local sales tax revenue with any adjacent counties that do not already have their own local sales tax that's been authorized by the legislature via special law and approved by the voters. The committee posted an updated version of the bill with the amendment incorporated after the hearing.

There was general support voiced by other committee members for the proposal. Much of the discussion of the bill focused on the prevailing wage requirements. The amendment removed the requirement for any projects in the seven-county metro to abide by prevailing wage requirements, with Senator Rest noting that she heard concerns about treating some parts of the state differently than others for the purposes of prevailing wage. The following day in committee Senator Rest said that she will be hosting a meeting soliciting additional input on the bill.

House and Senate Tax Committees hear bill on Data Centers up front sales tax exemption: On Tuesday the Senate Tax Committee heard SF769 from Sen. Grant Hauschild (DFL-Hermantown) which would establish a new category of data centers – large-scale data centers – that meet additional criteria to claim an upfront sales tax exemption rather than waiting for the sales tax refund. On Thursday the House Committee on Taxes heard the companion bill, HF1277 from Rep. Greg Davids (R-Preston). Both committee hearings saw robust testimony both in favor and opposition of the bill. MICA does not have a position on this bill.

House Ways and Means Committee holds discussion on impact of inflation on state budget: On Monday the House Ways and Means committee heard a presentation from non-partisan House staff as well as MMB on how inflation factors into the economic forecast. House Research went over the history of inflation being included or removed from the economic forecast, including arguments in favor or in opposition. House Fiscal provided data on the impact of inflation on the current forecast.

The presentation from MMB made sure lawmakers understood the difference between statutory and discretionary inflation. Some programs already include statutory inflation, like medical assistance or property tax refunds, meaning they automatically increase with inflation under law. Similarly, revenue projections include inflation. Discretionary inflation is what is factored into the economic forecast. If it goes unused by the legislature, it does not go to any programs, it rolls over like any unused surplus would. Without factoring in discretionary inflation, the current biennium budget surplus would be $1.5 billion instead of $616 million and the out biennium deficit would be $3.5 billion rather than $5.1 billion. Those numbers will change with the February forecast on Thursday, March 6.

Bill Introductions of Interest

- HF1359 (Johnson, W) Solid waste management; dedication to the resource management account increased
- HF1409 (Harder) Qualified relatives expanded for special agricultural homestead

Chisago County Budget and Finance
March 12, 2025
122

- HF1680 (Davids) Agricultural riparian buffer property tax exemption established, and reimbursement to taxing jurisdictions required
- SF1957 (Nelson) Advanced homestead credit refund for seniors process and credit establishment provision
- SF2108 (Hauschild) Lakeshore land payment establishment modification

THIS WEEK

The economic forecast will be released on Thursday. MMB will give a presentation and the Governor, and DFL & Republican legislative leaders will all be made separately available to provide their reactions. The Senate Tax Committee is not meeting on Tuesday or Thursday this week.

House Committee on Taxes

Tuesday, March 4

- HF1277 (Davids) Continued discussion of data centers up front sales tax exemption bill
- HF812 (Wiener) - Individual income tax rates modified, and zero bracket provided.
- HF457 (Harder) - Refundable sales and use tax credit proposed for conversion of underutilized buildings, grants in lieu of the credit allowed, credit sunset proposed, and reports required.
- HF633 (Nadeau) - Licensed in-home childcare providers market value exclusion established.

The House tax committee meeting for Wednesday, March 5 is not yet published but they will be hearing the following bills:

- HF403 (Myers) Senior property tax credit established, and money appropriated
- HF951 (Davids) Sales and use tax exemption for telecommunications or pay television services machinery and equipment modified
- HF859 (Baker) Sales and use tax exemption established for food service establishment equipment
- HF1088 (Coulter) Property tax exemption extended for property held for economic development

Senate Tax Committee

Wednesday, March 5

- SF1498 (Putnam) Definition modification of agricultural land for agricultural property classification
- SF1633 (Hauschild) Class 2c managed forest lands classification eligibility clarification provision

TRANSPORTATION / BONDING

LAST WEEK

House Tax Committee Scrutinizes Changes to Transportation Advancement Account

On Wednesday, the House Committee on Taxes heard House File 5, which repeals the retail delivery fee, removes the fuel tax inflator, and reallocates the proceeds in the Transportation Advancement Account (TAA). After hearing criticisms in the bill's first committee stop from local government groups about the losses to local road funding, chief author Rep. Jim Joy (R-Hawley) promised to keep working to make those accounts whole. Rep. Joy followed through on his promise, offering the A13 amendment to ensure repealing the retail delivery fee and fuel tax inflator didn't cause reductions to CSAH and MSA accounts or townships and small cities.

To backfill the losses, the amendment doubles the electric vehicle surcharge, dedicating half the proceeds to the TAA; takes $17 million from the Blue Line LRT allocation; and captures "blackout" license plate revenues and active transportation funding. While these changes keep funding to local governments through the TAA whole, the trunk highway fund and Metro Transit would still experience hundreds of millions in losses per biennium.

Democrats on the committee tore into what Rep. Mike Freiberg (DFL-Golden Valley) described as a "Frankenstein bill." He chastised the authors for taking away transit options in communities along the Blue Line, while Rep. Cheryl Youakim (DFL-St. Louis Park) shared that indexing the fuel tax should stay on the table since the last time legislators had the courage to pass an increase was in response to the I-35W bridge collapse 17 years ago. DFL lead Rep. Aisha Gomez (DFL-Minneapolis) was outraged that Rep. Joy was wiping out any allocation to metro counties in the TAA, suggesting that if she had proposed the same for greater MN funds, it would be "a major scandal."

After debate, the bill was passed on a party-line vote and referred back to House Transportation for consideration in the omnibus bill. However, with the strong opposition from House Democrats, it's unlikely any of these provisions will be accepted when the body likely reverts to a 67-67 tie after the upcoming special election in 40B.

Bill Introductions of Interest

- SF1872 (Jasinski)/HF712 (Koegel) - Allocating MnDOT savings from efficiencies to Corridors of Commerce.
- SF1972 (Fateh)/HF1630 (Sencer-Mura) - Expanding permissible uses of trunk highway funds.
- SF2032 (Dibble) - Increasing the maximum wheelage tax charge to $35.
- SF2033 (Dibble) - Removing the $100 threshold for collection of the retail delivery fee.
- SF2092 (Johnson Stewart) - Instituting an electric fuel tax based on kilowatt hours.

To see a list of all the transportation bills MICA is tracking, click here.

THIS WEEK

House Transportation & Finance

Monday, March 3

- HF192 (Burkel) Requirements governing cost participation on trunk highway projects established, and money appropriated.
- HF268 (Koznick) Certain limitations on use of interest or investment income from transportation revenue established.

HEALTH AND HUMAN SERVICES

Highlights/Lowlights of the Week:

Senate Finance: The committee received a presentation from MMB and DHS **regarding federal interactions with the state budget.**

The state budget forecast, which will be released on Thursday, March 6, will reflect how much money will be available for the next two-year budget. Lawmakers will start crafting a budget without knowing the impact of funding cuts, tax law changes, tariffs, and other fiscal policies from the federal government. It was noted that about one-third of Minnesota's budget comes from the federal government, and more than half of those dollars go to MA enrollees. In 2023, MA covered more than 1.4 million low-income Minnesotans per month – or about 25% of the state's residents. Federal funding also accounts for significant portions of transportation spending, child care subsidies and SNAP benefits. Thus far, Minnesota has received $22.9 billion in FY25 from the federal government.

In their presentation, MMB and DHS staff acknowledged that the recent congressional budget resolution does not specify which programs to cut; however, they opined that $880 billion of HHS savings could only be found through reductions to Medicaid. MMB estimates such proposed cuts could cost the state more than $1 billion a year.

After the hearing, Majority Leader Erin Murphy and other Senate DFL leaders addressed the press regarding their concerns about the potential Medicaid cuts coming from the federal government.

Child Protection: In recognition of the complexity of Minnesota's child protection system, counties hosted a "lunch and learn" with Commissioners Rena Moran, Kurt Mortenson and Stacy Hennen providing invaluable leadership and content expertise. If you were unable to attend, the session was recorded here.

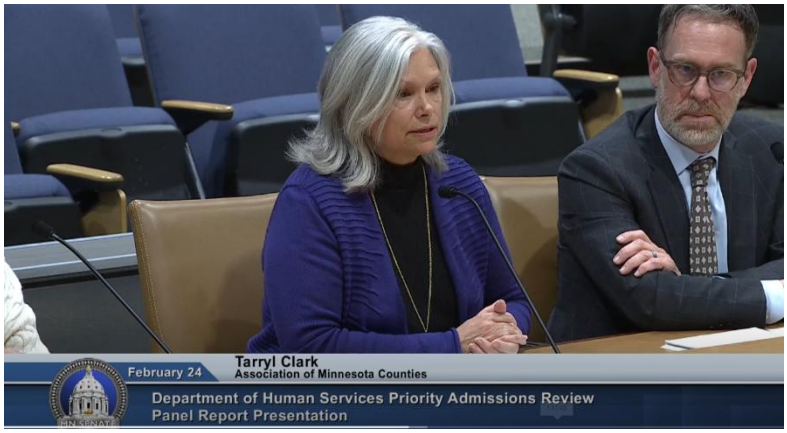
Scott County SSIS Demo: On Friday, several folks from Scott County Human Services provided a demonstration for several legislators, including Representatives Carlie Kotyza-Witthuhn, Jess Hanson, and Brad Tabke. They were able to demonstrate how unwieldy the system is, resulting in more staff time inputting data than actually spending time with the families that counties serve. Although the system managed NOT to break down during the visit, it was noted that it was down on Thursday for seven hours. **Thank you, Scott County!**

LAST WEEK

MONDAY

Senate Human Services Committee: The committee reviewed the Priority Admissions Review Panel Presentation and Report:

Stearns County Commissioner Tarryl Clark, Washington County Attorney Kevin Magnuson, and NAMI Executive Director Sue Abderholden, all members of the Priority Admissions Task Force, testified before the committee. The report includes the following recommendations:



- **Expand access to care:**
  - Fund the addition of a 50-bed facility at AMRTC.
    - It was noted that while this would be a good start, the actual need is 350 beds.
- **Increase MA rates for community and hospital providers.**
- **Increase funding for mobile crisis teams.**
- **Extend the county cost share sunset provision for those deemed MI&D for two years;** during this time, the Legislature would be required to develop DCT and community capacity.
  - Review Panel should continue for two years in order to measure progress and explore additional recommendations.
- **Increase data sharing and transparency:**
  - DCT would be required to publish a publicly accessible dashboard on referral data.
- **Provide basic mental health care in jails:**
  - Collaboration between community mental health centers and CCBHCs to provide outpatient level of mental health care in jails/correctional facilities.
  - Continue and expand DCT's County Correctional Facility Support Pilot program.
  - Provide long-acting injectable antipsychotic medication and related health care for individuals.
- **Continue Does not Meet Criteria (DNMC) payment relief to counties for clients in certain situations:**
  - When counties have no authority or ability to influence the timeline surrounding discharge of the person from the hospital.

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- Authorize DCT to review situations to determine if a downward adjustment to the DNMC charge is appropriate.

House Fraud Prevention and State Agency Oversight Policy: Shireen Gandhi, who has been temporary commissioner at DHS for less than a month, provided a presentation of what the Department does regarding oversight of licensed day care facilities receiving Child Care Assistance Program funding and fraud prevention efforts:

- A Child Care Audits & Investigations Unit was created in 2013. Four investigators have recovered about $2.4 million since 2020; an average of five cases per year have been referred to law enforcement for criminal investigation since 2021; and the Department has stopped payments to 79 providers since 2021.

- The Governor's budget proposal includes $7.24 million (FY26-27) "to better detect, prevent and address fraud, waste and abuse in human service programs." Additional investigative staffing for the Department's program integrity oversight operations is sought to better investigate fraud. Commissioner Gandhi stated that for every dollar spent on an investigator, the average return on investment is $1.89.

The Governor's proposal recommends better sharing of investigative data across agencies; expanding authority to immediately suspend a program license if a controlling individual (not just the license holder) is criminally charged with fraud or theft; and expanded authority for payment withholds and program suspensions. Current statute allows the Department to use payment withholds if there is a credible allegation of fraud and a pending investigation.

Senate Judiciary and Public Safety: SF856 (Gustafson) would **create an Office of the Inspector General.** Under the proposal, the Inspector General would conduct inspections, evaluations, and investigations of state agencies and programs to identify fraud, waste, abuse, and inefficiencies; make recommendations for changes to programs for improving effectiveness and efficiency; and protect the integrity of the use of state funds. The bill passed and was referred to the Education Finance Committee. Summary

House Health: In 2024, the **Legislature appropriated $24 million to struggling ambulance providers.** Several bills were heard in an effort to prevent further loss to an industry that at times is being reimbursed at less than 25 cents on the dollar for transporting patients. All were laid over for possible inclusion in the committee's omnibus bill:

- HF337 (Zeleznikar) would establish an ambulance operating deficit grant program for ambulance services operating outside the seven-county metro area, Rochester, and Duluth. Specific challenges for rural services include having larger areas to cover, fewer paid runs to support overhead costs, a higher percentage of reimbursements from Medicare and Medicaid, and heavier reliance on volunteers.
- HF93 (Backer) would appropriate $1.5 million in FY26-27 for an ambulance service training and staffing grant program.
- HF94 (Backer) would modify reimbursement requirements for ambulance attendant education costs.
- HF715 (Backer) would increase MA payment rates for ambulance services; effective January 1, 2026.
- HF36 (Huot) would increase **payment rates for nonemergency medical transportation.**

TUESDAY

House Workforce and Labor: HF661 (Hicks) would appropriate **$1.5 million (FY26-27) to DEED for a grant to "Bridges to Healthcare**" to provide career education, wraparound support services, and job skills training in high-demand health care fields to low-income parents, nonnative speakers of English, and other hard-to-train individuals, and helping families build secure pathways out of poverty, while also addressing workforce shortages. The bill was laid over for possible inclusion in the committee's omnibus bill.

House Education Finance: HF1 (Anderson, Patti) would **establish an Office of the Inspector General (OIG) in the legislative branch.** The Legislative Audit Commission would oversee both the OIG and the Office of the Legislative Auditor (OLA) and ensure that the work of these offices is complementary, not duplicative. The OIG would investigate and combat fraud, misuse, and other unlawful uses of public funds in state government and perform enhanced legislative oversight of state grantmaking. The bill would abolish existing executive branch duties pertaining to the identification and investigation of fraud and other unlawful uses of public funds and transfer them to the new OIG. The OIG would embed staff within seven state agencies, develop and maintain a fraud reporting website and hotline, conduct investigations, and report suspected fraud to law enforcement. The bill passed and was referred to Judiciary.

WEDNESDAY

House Human Services:

- A **health care evaluation is an in-person evaluation to develop, update or review an MA recipient's plan of care for home care services – with the exception of PCA services.** However, MA does not cover the evaluation itself. HF729 (Noor) would have said evaluations be a covered service under MA home care services, home health agency services, and home care nursing services. Rep. Mohamud Noor (DFL-Minneapolis) noted that his proposal will save State resources for individuals who can be cared at home - rather than in institutional settings.
- HF728 (Hicks) would **modify home and community-based services standards for out-of-home respite care services for children.**

  Both bills were laid over for possible omnibus bill inclusion.

Senate Health and Human Services:

- SF1402 (Wiklund) **would modify payment rates under MA for physician and professional services, hospital inpatient services, obstetric and gynecologic services, behavioral health services, and primary care services.** Would adjust hospital payment rates for inpatient behavioral health services; increase minimum payments for physician and professional services to at least 100% of the Medicare rate; create a single statewide reimbursement rate for behavioral health home services; and repeal Minn. Stat., section 256B.0625, subdivision 38, relating to different payments for mental health services provided by certain professionals with varying education levels.

  The bill would impose an assessment on health plan companies based on the number of MA and non-MA enrollees in the companies' health plans. Revenue collected from the assessment would be deposited in the Health Care Access Fund and used as supplemental nonfederal funds for the MA program. The bill passed and was referred to Senate Taxes.

The following bills were all laid over for possible inclusion in the committee's omnibus bill:

- SF1561 (Mann) would establish mental health grant programs; make modifications to mental health provider qualifications; require DHS to establish a psychiatric residential treatment facilities working group; increase rates for in-home children's mental health services; and appropriate money to various mental health grant programs and for recruitment of respite care providers. **Supported by hospitals, the proposal is intended to address children being "boarded" in hospitals. As introduced, it contained language relating to MnCHOICES. Senator Mann removed that provision by amendment, stating that those provisions would be moving in a separate bill. SF-1561-Bill-Summary-A-2.pdf**
- SF928 (Mann) would **amend the definition of "child" within the Children's Mental Health Act** to allow providers serving persons 18 years of age or older and under 21 years of age who receive children's mental health targeted case management services, to be paid the children's rate for services, rather than the adult rate. SF-928-Bill-Summary-A-1.pdf

- SF477 (Boldon) would **modify certain mental health provider requirements, including for mental health case managers and case management associates**. SF-477-Bill-Summary-A-2.pdf
- SF8 (Boldon) **would provide MA coverage for a Psychiatric Collaborative Care Model**. Bill-Summary-SF-8-February-2025.pdf

House Health:

- HF129 (Repinski) would require the **director of child sex trafficking prevention to submit a program evaluation** each odd-numbered year to the Legislature. The bill passed and was sent to the House floor.
- HF958 (Nadeau) would **provide MA coverage of a Psychiatric Collaborative Care Model**. The bill passed and was referred to the Human Services Committee.

The following bills were laid over for possible inclusion in the committee's omnibus bill:

- HF953 (West) would require **pediatric primary care providers**, at an infant's first well-baby visit after birth, to provide the infant's parents or primary caregivers with materials on the **signs of physical abuse in infants and how to report suspected physical abuse of infants.**
- HF981 (Bierman) would appropriate $500,000 each fiscal year from the General Fund to MDH for a grant to the organization "Change the Outcome" to provide **learning opportunities on the dangers of opioid use in middle schools, high schools, and Minnesota communities**; instruction on prevention strategies, personal risk, and recognizing overdoses; information on emerging drug trends; and access to resources.

House Children and Families:

- HF1346 (Nash) is intended to standardize some of the training for **mandatory reporters of child maltreatment or abuse**. Would require at least half of the training time to be spent on identifying signs of child maltreatment or abuse, including the definition of each type of maltreatment. Would require DCYF to create training with input from professionals who have specialized knowledge related to child maltreatment. The bill passed and was referred to Human Services.

The following bills were laid over for possible inclusion in the committee's omnibus bill:

- HF1169 (Nelson) would require DCYF to partner with local social services agencies and consult with Minnesota's Tribal governments to develop a plan to **streamline and reduce child protection case paperwork.** Specifies that the plan must include a summary of proposed changes, a timeline, and procedures for soliciting ongoing input on implementation.
- HF1276 (Hicks) **would increase the alternate preschool entry rate for children under the age of six to the full amount the child would be eligible to receive under foster care assistance, for children in the care of a relative or placed under the placement preferences of the Minnesota Indian Family Preservation Act (MIFPA).** Summary

Senate Human Services:

- **SF554** (Abeler) would require MDH to **establish a single grant to expand and strengthen the community care hub model in Minnesota by organizing and supporting a network of health and social care service providers to address health-related social needs.**
- **SF815** (Fateh) **would amend the PCA and CFSS enhanced rate provider qualifications** by providing for an additional training option.

Both were laid over for possible inclusion in the committee's omnibus bill.

- **SF683** (Utke) would establish an **Intellectual and Developmental Disabilities Legislative Commission; would prohibit DHS from modifying day services and DEED from modifying prevocational rehabilitation services**. The

bill passed and was referred to State and Local Government; it was noted that it will be returned to Human Services for possible omnibus bill inclusion.

THURSDAY

House Human Services: HF1419 (Schomacker) w**ould modify nursing facility payment rates and elderly waiver payment rates** by requiring DHS to annually update base wages, component rates, and the payroll taxes and benefits factor. The bill was laid over for possible inclusion in the committee's omnibus bill.

Senate Commerce:

- **SF1481** (Pappas) would require retailers to display signage warning about **the dangers of mercury-containing skin-lightening products**. Failing to secure the necessary votes to advance, the bill was laid over.
- **SF826** (Draheim) would **exclude paint and pastels containing cadmium from the prohibition of distributing covered products that contain certain amounts of lead and cadmium**. The bill passed and was referred to the Environment Committee.

Bill Introductions of Interest:

Senate:

- SF1786 (Maye Quade) **Relative foster care licensing, training, and background study requirements** modifications provision, MFIP modifications provision, and appropriation
- SF1803 (Mohamed) Licensed graduate social workers temporarily engaging in clinical practice without supervision if providing crisis response services and to provide treatment supervision to individuals on crisis teams authorization provision
- SF1811 (Kupec) Occupational therapy services, occupational therapists, and occupational assistants addition to mental health uniform service standards, mental health services, and children's mental health grants provision
- SF1835 (Pappas**) Grants appropriation to provide legal representation for children in need of protection or services and children in out-of-home placement**
- SF1841 (Anderson) **Judicial review of maltreatment occurring outside of Minnesota** authorization provision and local welfare agency responsibility for assessing of investigating alleged child maltreatment occurring outside of Minnesota provision
- SF1898 (Kunesh) **Fiscal analysis of the child welfare system requirement**
- SF1920 (Dibble) Provisions modification relating to guardians
- SF1952 (Mann) Students with mental illness requirements modifications provision, Department of Education approved mental health instruction requirement provision, youth sports program mental illness and suicide prevention training provision, and restrictive procedures statewide plan requirements modifications provision
- SF1953 (Mann) Mental illness definition modification provision, medical assistance transportation reimbursement rates modification modifications provision, children at risk of bipolar disorder grant program establishment provision, and children's first episode of psychosis program appropriation
- SF2149 (McEwan) **would repeal rules and statute regarding subminimum wage rates for workers with disabilities**

House:

- HF1342 (Zeleznikar) Unrelated individual providing child care to two families exempted from licensure
- HF1346 (Nash) **Training requirements modified for mandatory reporters**
- HF1348 (Curran) Community first services and supports requirements for support workers modified to qualify for an enhanced rate

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- HF1367 (Pinto) **Judicial review of child maltreatment occurring outside of Minnesota** allowed, local welfare agency responsibility for assessing or investigating alleged maltreatment occurring outside of state provided
- HF1419 (Schomacker) **Elderly waiver rates** and nursing facility reimbursement rates modified
- HF1424 (Hanson, J) **Relative foster care licensing, training, and background study requirements** modified; Minnesota family investment program modified; and money appropriated
- HF1477 (Nadeau) Residential program licensing requirements modified
- HF1499 (Coulter) Modernization of family child care regulations modified
- HF1502 (Reyer) **Presumptive disability determination process established for medical assistance eligibility.**
- HF1593 (Murphy) **Local government noncompliance with unfunded mandates allowed**
- HF1604 (Virnig) **School attendance mandated to a local welfare agency**, habitual truant definition modified, and money appropriated for grants to fund child welfare response efforts
- HF1614 (Kraft) **Child in need of protection or services definition modified** to clarify when a child is considered to be without the special care made necessary by a physical, mental, or emotional condition.
- HF1671 (Pinto) **would repeal rules and statute regarding subminimum wage rates for workers with disabilities**

THIS WEEK

House Fraud Prevention and State Agency Oversight Policy

Monday, March 3

- Department of Employment and Economic Development (DEED) overview of DEED grant programs.
    - Matt Varilek, Commissioner – Department of Employment and Economic Development

House Health Finance and Policy

Monday, March 3

- Updates and Budget Presentations from the Health-Related Licensing Boards

Senate Human Services

Monday, March 3

- SF1062 (Hoffman) Direct support professional certification pilot project establishment
- SF1418 (Hoffman) Direct support professionals council establishment and appropriation
- SF1826 (Abeler) Payment rates establishment for certain substance use disorder treatment services
- SF1827 (Abeler) Substance use disorder treatment provisions modification
- SF1966 (Abeler) Timelines modification for filing medical claims after recoupment

House Human Services

Tuesday, March 4

- MN Health Care Programs Fee-for Service Outpatient Service Rate Study Presentation
  MN Health Care Programs Fee-for-Service Outpatient Services Rate Study
    - Kristy Graume, Legislative Director, DHS
    - Diogo Reis, Health Improvement and Benefit Design Division
- HF1005 (Bierman) Medical assistance rate adjustments established for physician professional services, residential service rates increased, and statewide reimbursement rate for behavioral health home services required.

House State Government Finance and Policy

Tuesday, March 4

- HF10 (Schultz) State-funded services prohibited to undocumented noncitizens, and undocumented noncitizens made ineligible for MinnesotaCare and the North Star Promise scholarship program

Senate Education Finance

Tuesday, March 4

- Department of Children, Youth, and Families Update

Senate Health and Human Services
Tuesday, March 4

- SF1861 (Hauschild) Certain hospital swing beds licensing conditions modifications
- SF164 (Weber) Public postsecondary institutions maintenance of a supply of opiate antagonists on system campuses requirement
- SF1173 (Kupec) Persons on probation or parole access to certain mental health services authorization
- SF143 (Boldon) Medical assistance coverage of prescription drugs in cases of cost-effective health coverage clarification
- SF1175 (Boldon) **Presumptive disability determination process for medical assistance** eligibility establishment
- SF1858 (Mann) **Healthy eating, here at home program** transfer to the Department of Health provision, fresh bucks pilot program establishment, and appropriation
- SF1599 (Wiklund) Emergency mental health services provisions modifications, mobile crisis intervention co-payments, coinsurance and deductibles elimination provision, and appropriation

House Children and Families
Tuesday, March 4

- HF1 (Anderson, PE) **Office of the Inspector General** established
- HF1384 (Kotyza-Witthuhn) Individual income tax; dependent care credit expanded, and Great Start child care credit established.

House Education Policy
Tuesday, March 4

- HF514 (Bakeberg) Kindergarten through grade 3 student dismissal limitations modified
- HF1052 (Bakeberg) Student discipline provisions modified
- HF1436 (Bakeberg) Student discipline provisions modified

House Human Services
Wednesday, March 5

- **DCYF Presentation**
  - Jennifer Sommerfeld, Government Relations Director, Department of Children, Youth and Families
- HF1346 (Nash) **Training requirements modified for mandatory reporters.**
- HF1245 (Clardy) Licensing violation actions against chapter 245D providers modified, and reports required.

House Workforce, Labor, and Rural Development
Wednesday, March 5

- HF23 (Robbins) Whistleblower definitions provided, and whistleblower protections for public employees modified

Senate Health and Human Services
Wednesday, March 5
TBA

Senate Taxes
Wednesday, March 5

- SF1028 (Rarick) Fire protection and emergency medical services special taxing districts establishment, fire protection and emergency medical service aid provision, and appropriation

Senate Education Policy
Wednesday, March 5
- SF256 (Hoffman) Service animal support in school allowance
- SF1667 (Hoffman) Developmental delay age limit working group establishment provision
  SF1667-Hoffman-Bill-Summary-1.pdf
  scs1667a-2.pdf

House Health
Wednesday, March 5
- HF1501 (Murphy) Minnesota Rare Disease Advisory Council funding provided, and money appropriated
- HF22 (Gillman) Parent's bill of rights created. (Pending Rereferral)
- HF89 (Bahner) Physician assistant collaborative agreement requirements modified

House Children and Families
Wednesday, March 5
- **Presentation from DHS on Child care regulation modernization project**

Senate Human Services
Wednesday, March 5
- SF792 (Hauschild) Boundary Waters Care Center grant appropriation
- SF1810 (Rasmusson) **Certain disability waiver services out-of-state billing permissibility** clarification provision
- SF1146 (Mohamed) Chapter 245D providers licensing violation actions provisions modifications
- SF1479 (Maye Quade) Direct Care and Treatment executive board appropriation for planning a build out of a locked psychiatric residential treatment facility

Senate Health and Human Services
Thursday, March 6
TBA

Senate Housing and Homelessness Prevention
Thursday, March 6
- SF1511 (Boldon) Family homeless prevention and assistance program appropriation
- SF1895 (Mohamed) High-rise sprinkler system grant program modification
- SF1652 (Abeler) Certain low-income rental projects receiving low-income housing tax credits rent increase limitation provision

ENVIRONMENT

LAST WEEK

On Tuesday, **the House Energy Committee** heard HF249 (Rep. Spencer Igo, R-Wabana Township), as amended by the A1 amendment, which clarifies that combusting wood waste products counts toward Minnesota's carbon-free energy standard. In his opening remarks, Rep. Igo commented that due to the spread of emerald ash borer (EAB), the state is producing large amounts of wood waste and there is currently a lack of market for how to use this waste, leading to much of it ending up in landfills. The bill was specifically drafted to avoid trees being cut down just to burn for energy. A bill summary is linked here.

There was significant testimony submitted both for and against the bill. The Minnesota Timber Producers Association, Minnesota Forest Resources Council, Itasca County and Minnesota Forest Industries all submitted testimony in support. Fresh Energy and The Nature Conservancy submitted testimony outlining some concerns, and Minnesota Center for Environmental Advocacy and the Partnership for Policy Integrity submitted testimony outright opposing the bill. Clean Up the River Environment also testified against the bill.

Rep. Igo, in response to member questions, clarified that this bill is meant to create a market for woody biomass products, but also address the amount of wood waste being sent to landfills or rotting in forests. Rep. Katie Jones (DFL-Minneapolis) seemed open to allowing EAB waste to be burned for energy, but had concerns about what would happen when that waste product runs out. **The bill was placed on the General Register on a party-line voice vote.**

In the House Environment Committee, they discussed HF1218 (Heintzeman), which allocates $103 million from the Environment and Natural Resources Trust Fund (ENRTF) to support conservation, research and community projects across Minnesota. Key projects include $5.167 million for the Ramsey/Washington Recycling & Energy anaerobic digester project in Scott County, research on chronic wasting disease (CWD), PFAS contamination and microplastics, and a University of Minnesota project on road salt pollution mitigation. LCCMR Director Becca Nash explained the competitive selection process, where 124 projects were chosen from 214 proposals requesting $183 million. She also noted a recent constitutional amendment increasing ENRTF funding for community grants. Here you can find a summary for LCCMR recommendations for FY 2026. **The bill passed the committee and was re-referred to the Ways and Means Committee.**

On Thursday, **the House Energy Committee** heard HF1040 (Scott), which proposes a recycling program for wind and solar infrastructure by adding an assessment fee and banning landfill disposal of these materials. Testifiers included MPCA Assistant Commissioner Kirk Koudelka, who supported expanding recycling efforts, while clean energy industry representatives cautioned that the bill could increase costs and slow renewable energy growth. A bill summary is linked here.

During the discussion, Rep. Peggy Scott (R-Andover) offered a vocal amendment, making technical adjustments to the bill. The committee had mixed reactions, with some supporting a landfill ban, while others suggested aligning the bill with MPCA recommendations. After the amendment was adopted, **HF 1040 was referred to the House Environment and Natural Resources Committee.**

Also on Thursday, **the House Environment and Natural Resources Committee** heard HF28 (Mekeland), which would allow for an alternative urban areawide review (AUAR) to be conducted by local governments for large data center projects. A bill summary is linked here. The committee adopted the A4 amendment, which makes changes based on technical assistance from the Minnesota Environment Quality Board (EQB). Catherine Neuschler, executive director of the EQB, explained the amendment changes and answered clarifying questions from Rep. Peter Fischer (DFL-Maplewood).

There was significant testimony for and against the bill, with support coming from officials in the city of Becker and labor unions, and opposition from a number of environmental groups. Rep. Sydney Jordan (DFL-Minneapolis) asked about the difference between AUARs and the normal environmental review process, what other types of projects receive AUARs, if the public comment process is the same as for an environmental impact statement (EIS), and how water and energy usage impacts are evaluated. Rep. Rick Hansen (DFL-South St. Paul) asked if this bill could apply to other data center projects, not just the one in Becker, and nonpartisan staff clarified it could. Rep. Peter Fischer (DFL-Maplewood) expressed major concerns around the amount of water used by these facilities, and moved to lay the bill on the table, which failed on a party line vote.

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Chair Josh Heintzeman (R-Nisswa) said he was glad to have additional conversations about water usage as he also feels that's important. Given the lack of fiscal note, as attested to by the EQB, Chair Heintzeman changed his earlier motion and instead **moved to re-refer the bill to the General Register.** The bill passed out of committee on a 7-6, party line vote.

Finally, on Thursday the Senate Environment, Climate and Legacy Committee heard presentations from the Department of Natural Resources (DNR) and Minnesota Pollution Control Agency (MPCA) on the Governor's budget recommendations. MPCA Commissioner Katrina Kessler highlighted permitting reform, sustainable aviation fuel, e-waste and battery project stewardship, and an operating increase as the priorities for this year. The commissioner also highlighted the initiative to manage wasted food to decrease pressures on landfills.

Sen. Steve Green (R-Fosston) asked questions about increased costs and appropriations. He also spoke in favor of keeping landfills open, citing counties that would need to ship waste for hundreds of miles. Sen. Jen McEwen (DFL-Duluth) asked about recent federal funding freezes; the MPCA spoke about climate projects that have had federal funding frozen. In response to questions, the commissioner elaborated on the product stewardship proposal. Producers of said waste would pay a fee, which would be collected for recycling and disposal activities. The agency would act as a pass-through entity.

Of note, **the House Capital Investment Committee** has begun holding hearings on local projects, with initial agendas packed with local government requests to update wastewater treatment infrastructure.

Bill Introductions of Interest

- HF1352 (Witte) Solid waste management; definition of residential generator modified.
- HF1359 (Johnson, W.) Solid waste management; dedication to the resource management account increased. *Companion: SF1082*
- HF1362 (Heintzeman) Reporting requirements for certain environmental reviews modified.
- HF1364 (Heintzeman) Local road wetland replacement program funding provided, bonds issued, and money appropriated. *Companion: SF1281*
- HF1370 (Heintzeman) State agency and project funding provided from the clean water and parks and trails funds, and money appropriated. *Companion: SF1447*
- HF1426 (McDonald) Stewardship program for circuit boards, batteries, and electrical products established; mercury in batteries prohibited; rulemaking authorized; and money appropriated. *Companion: SF1690*
- HF1430 (Bahner) Well disclosure certificates modified, fee established, and money appropriated. *Companion: SF1769*
- SF1769 (Hoffman) Requirements modification for well disclosures certificates. *Companion: HF1430*
- HF1457 (Dippel) Construction of schools near former landfills prohibited. *Companions: SF1979*
- SF1979 (Rarick) School construction near former landfills prohibition. *Companion: HF1457*
- HF1473 (Momanyi-Hiltsley) Hennepin County; recycling recovery facility appropriation modified. *Companion: SF1250*
- HF1482 (Hansen, R.) Money appropriated from the environment and natural resources trust fund, and prior appropriations modified. *Companion: SF506*
- HF1486 (Jordan) Certain chemicals in packaging prohibited. *Companion: SF1380*
- HF1524 (Harder) Agriculture grant program established to promote certain nutrient management practices, and money appropriated. *Companion: SF1840*
- SF1840 (Kupec) Grant program appropriation to promote certain nutrient management practices. *Companion: HF1524*
- HF1593 (Murphy) Local government noncompliance with unfunded mandates allowed. *Companion: SF1582*

- SF1753 (Kreun) Agriculture best management practices loan program transferal.
- SF1831 (Kupec) County agricultural inspector grants appropriation. *Companion: HF39*

You can track all relevant environment bills here as they are introduced. If the bill has had a hearing, our team's notes on testimony and member discussion will be included.

THIS WEEK

House Environment and Natural Resources
Tuesday, March 4

- HF81 (Heintzeman) - Off-highway vehicles, snowmobiles and electric-assisted bicycles exempted from prohibitions on PFAS in certain juvenile products.
- HF1627 (Heintzeman) - Commercial and industrial products exempted from PFAS restrictions, and PFAS reporting requirements modified.
- HF1382 (Heintzeman) - Obsolete provisions related to Environmental Quality Board removed.
- HF1362 (Heintzeman) - Reporting requirements for certain environmental reviews modified.

House Legacy Finance
Wednesday, March 5

- HF1250 (Burkel) Outdoor heritage fund; leveraging of certain land for federal grant funds provided, and money appropriated.

Senate Education Policy
Monday, March 3

- SF1979 (Rarick) School construction near former landfills prohibition

Senate Energy, Utilities, Environment and Climate
Monday, March 3

- Minnesota Climate Innovation Finance Authority (MnCIFA) overview

Senate Environment, Climate and Legacy
Tuesday, March 4

- *We've been told that the chair intends to hear legacy bills on Tuesdays, and environment bills on Thursdays—so don't be surprised if we don't often share agendas for Tuesday hearings.*

Thursday, March 6

- SF1346 (Boldon) - Brady Aune and Joseph Anderson Safety Act
- SF1690 (Kupec) - Stewardship program establishment for circuit boards, batteries and electrical products **MICA will submit written testimony in support of this bill**
- SF1751 (Johnson Stewart) - Recommendations of Aggregate Resources Task Force implementation

Senate Finance
Tuesday, March 4

- SF0506 (Hawj) - Environmental and natural resources trust fund appropriation

Senate Taxes
Wednesday, March 5

- SF1269 (Drazkowski) - Minnesota agricultural water quality certification program credit for certain acres establishment and appropriation

GENERAL GOVERNMENT & OTHER

LAST WEEK

House Workforce & Labor committee continues discussion with the Department of Employment & Economic Development (DEED) on implementation of Paid Leave law: On Monday, the House Workforce committee continued to discuss questions around paid leave. Rep. Dave Baker (R-Willmar) did not comment on whether the committee would hear bills repealing the law altogether, noting that the committee already passed the one year delay from HF11. There was some discussion of the employer/employee premium rate split. Rep. Ben Bakeberg (R-Jordan) asked DEED Deputy Commissioner Evan Rowe about whether it was a mandatory split or negotiated separately by each entity. Rowe said that the law doesn't go into detail on collective bargaining or contracts and that DEED doesn't know the impact of how those items will be bargained and that they may vary from entity to entity. Rep. Cedrick Frazier (DFL-New Hope) said he viewed the law as very clear, that employers must pay at least 50% of the premium but that a higher contribution could be negotiated from there.

House Elections & Government Operations passes bill that would modify Met Council and hears bill on VOTER account: On Wednesday the House Elections and Government Operations committee heard HF1329 from Rep. Jon Koznick (R-Lakeville) which would make numerous changes to Met Council governance. The bill would stagger the terms of members serving on the council so they do not coincide with the Governor. It would change the appointees by having a nominating committee appoint them, the nominating committee would include three members from the Governor, five from Metro Cities, and seven from AMC, one from each county in the seven-county metro. Rep. Koznick said that this approach is preferred to an elected Met Council because it would create a "mini-legislature" with too much power and would create more accountability than the current system. The bill was passed and was referred to the House floor.

At the same hearing the committee also heard HF977 from Rep. Mike Freiberg (DFL-Golden Valley) which would increase the appropriation by $2.5 million in each of FY 26 and 27 for the Voter Operations, Technology, and Resource Account. Michael Stahlberger from Blue Earth County testified in favor of the bill, noting that the voter fund allows counties to roll dollars from one year to the next in order to make larger purchases. Secretary of State Simon also testified in favor of the bill. Rep. Freiberg noted that the amount in the bill was likely to be larger than the target the committee receives but that the proposal is scalable. The bill was laid over.

HF1253 (Davis) was also heard. The bill would make numerous changes, including moving the deadline for submitting absentee ballots in person from the current (and fairly new) 8:00pm deadline back to 3:00pm on election day. Crow Wing county Administrative Services Director Jory Danielson testified in favor of the bill to support more timely reporting of results. Rep. Ben Davis (R-Merrifield) praised Crow Wing County as "the gold standard in elections administration." The bill advanced to the floor on a party line vote.

House State Government committee hears bill that would provide cybersecurity grants to local governments: On Thursday Rep. Kristin Bahner (DFL-Maple Grove) presented HF140 which would establish a $20 million state-funded county and city cybersecurity grant program. The committee adopted an A1 amendment which would allow townships over 5,000 to also be eligible for grants under the account. The bill was laid over.

Senate Elections hears from Secretary of State on election security and hears VOTER account bill: On Thursday the Secretary of State presented to the committee on elections security and impact on potential federal budget cuts to

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Minnesota elections. The presentation focused on the importance of the Cybersecurity Infrastructure Security Agency (CISA) which allows for information sharing between state and local election officials and was established in 2018. It also provides clearance to certain Secretary of State employees to occasional security briefings from the federal government on potential threats to elections. The Secretary noted that elections related personnel from CISA have been placed on leave and that they will know more after a March 6 expedited evaluation of all election related services. The Secretary shared a letter from the National Association of Secretaries of State that was shared with the Department of Homeland Security Secretary Kristi Noem, which emphasized the effectiveness and bipartisan support of CISA. It is unclear what the result of the evaluation will be.

The committee also heard SF1430 (Carlson) which increases the appropriation to the VOTER account by $2.5 million in each of FY 26 and 27. **Olmsted County Commissioner Michelle Rossman** testified in favor of the bill, emphasizing that the account allows the county to make needed technological improvements and be a good steward of taxpayer dollars.

Bill Introductions of Interest

- SF1937 (McEwen) Augmentation of deferred annuities restoral for members who left public employment before January 1, 2019
- SF1986 (Kupec) Unreduced early retirement annuity for probation agency employees authorization; probation agency employee contributions increase authorization
- SF2024 (Carlson) Counties authorization to establish pools of election judges by random selection
- SF2142 (Nelson) Local governments authorization to prohibit the sale of certain cannabis products
- HF1475 (Gordon) Abolishing the Metropolitan Council and transferring duties
- HF1478 (Freiberg) Priority criteria for public land survey system monument grant program
- HF1542 (Schultz) Employer participation in earned sick and safe time benefits made permissive
- HF1593 (Murphy) Local government noncompliance with unfunded mandates allowed
- HF1664 (Quam) Ballot board activity required to be livestreamed
- HF1731 (Engen) Local governmental units authorized to opt out of the Metropolitan Council regulatory jurisdiction

THIS WEEK

Very few committees have scheduled their standing committee times for Thursday, those are expected to become public soon.

House Elections Finance and Government Operations

Monday, March 3

- HF484 (Mekeland) Natural gas hookup ban prohibited in residential construction.
- HF483 (Lawrence) Political subdivision bans prohibited on natural gas or propane service to any building.
- HF1447 (Quam) Disclosure of contributors who contribute less than $200 who live outside the area represented by the candidate required.
- HF1496 (Quam) Voter verification required before mail delivery of an absentee ballot.
- HF554 (Quam) Counties and cities required to have written procedures that are available to the public.

MICA and many local government associations are voicing their opposition to HF554. They submitted a combined letter to the committee.

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House Ways and Means
Monday, March 3

- HF11 (Baker) Minnesota Paid Leave Law implementation delayed by one year.

CORRECTIONS & PUBLIC SAFETY

LAST WEEK

Senate Judiciary and Public Safety Committee
Monday, February 24

- SF856 (Gustafson) Office of the Inspector General creation and appropriation

Wednesday, February 26

- SF325 (Koran) - Peace officer exclusion from discipline for inclusion on the Brady-Giglio lists; Brady-Giglio lists examination task force establishment *(Informational Only)*\SF599 (Seeberger) - Brady-Giglio designation for peace officers provision *(Informational Only)*
- SF1813 (Westlin) - Brady-Giglio lists prosecuting agencies guidelines and process provision *(Informational Only)*

House Public Safety Finance and Policy Committee
Tuesday, February 25

- HF963 (Rarick) – Commissioner of corrections authorized to revoke earned incentive credits granted under Minnesota Rehabilitation and Reinvestment Act.
- HF533 (Bliss) – Earned incentive release credit exclusions expanded.
- HF435 (Franson) – Commissioner of corrections required to house only biological female inmates at the Minnesota Correctional Facility-Shakopee.

Wednesday, February 26

- HF924 (Nash) – Certain retired peace officers authorized to possess firearms in the Capitol complex.
- HF284 (Heintzeman) – Information collected and scope of background check conducted expanded for noncitizen permit to carry applicants.
- HF13 (Bliss) – Duty to retreat before using reasonable force in defense of self or others eliminated.

Bill Introductions of Interest

- HF1353 (Novotny) A bill for an act relating to corrections; clarifying responsibilities of Department of Corrections licensed facilities
- HF1398 (Witte) A bill for an act relating to public safety; providing for local correctional officers in Peace Officers Discipline Procedures Act
- HF1411 (Altendorf) A bill for an act relating to business organizations; establishing a Bail Abatement Nonprofit Exclusion (BANE) Act
- HF1466 (Allen) A bill for an act relating to public safety; expanding the list of persons ineligible under the Minnesota Rehabilitation and Reinvestment Act
- HF1601 (Hussein) A bill for an act relating to public safety; authorizing local governmental units to prohibit or restrict the possession of dangerous weapons, ammunition, or explosives in local government-owned or leased buildings and land
- HF1628 (Finke) A bill for an act relating to public safety; limiting segregated housing in Minnesota jails and prisons; prohibiting solitary confinement

- HF1684 (Witte) A bill for an act relating to corrections; directing the commissioner of corrections to issue a grant to a qualified nongovernmental organization to provide inmates and justice-impacted individuals with virtue-based education grounded in core correctional practices, mentoring, support services, and employment services; appropriating money.

THIS WEEK

Senate Judiciary and Public Safety Committee

Monday, March 3

- SF190 (Gustafson) Sports official assault enhanced penalties establishment
- SF662 (Gustafson) Civil cause of action establishment for the nonconsensual removal of a condom
- SF281 (Lang) Coercion crime that causes great bodily harm or death of the victim criminal penalty enhancement provision
- SF319 (Koran) Crime of altering controlled substances with fentanyl penalty establishment
- SF794 (Limmer) Government Data Practices Act violation of the Official Records Act penalties and remedies extension provision
- SF1373 (Limmer) Driver's license suspension expansion to include all cases where a person is believed to have committed vehicular homicide or criminal vehicular operation; peace officer reporting in all cases where a person is believed to have committed criminal vehicular homicide or criminal vehicular operation
- SF1374 (Limmer)Minimum fines and penalty enhancement for violations of driving without a valid license authorization
- SF1329 (Seeberger) Criminal penalty increase for assaulting a firefighter, EMS personnel or certain health providers

Wednesday, March 5

- SF852 (Oumou Verbeten) Grants appropriation for certain organizations providing direct services and advocacy for victims
- SF914 (Oumou Verbeten) State Board of Civil Legal Aid appropriation
- SF631 (Anderson) Period of time that a criminal investigation is active regarding investigative data modification
- SF664 (Anderson) Definition of endangered expansion for purposes of the missing and endangered persons program
- SF679 (Seeberger) Mental health services and outdoor activities for law enforcement officers, firefighters, and emergency services personnel
- SF1580 (Pappas) Violence prevention project research center appropriation
- SF1835 (Pappas) Grants appropriation to provide legal representation for children in need of protection or services and children in out-of-home placement
- SF543 (Westlin) Minnesota Family Resiliency Partnership funding increase and reallocation of fee revenue
- SF734 (Westlin) Supplemental nonprofit security grants appropriation

House Public Safety Finance and Policy Committee

Tuesday, March 4

- HF135 (Myers) Consecutive sentences required for assaults committed by certain inmates of local facilities.HF7 (Novotny) Public safety; various public safety provisions modified related to data held by law enforcement agencies, agency custody notice requirements, mandatory minimum sentences, stays of adjudication, the Minnesota Sentencing Guidelines Commission, legislative approval of Sentencing Guidelines, dismissing of charges, liability and vicarious liability, crime for trespass recruiting or educating, assaulting a police officer, fleeing in a motor vehicle, stolen motor vehicles, obstructing traffic, tracking devices, criminal penalties, and money appropriated.
- HF327 (Engen) Penalty for introducing contraband into a correctional facility increased.

- HF1399 (Witte) Commissioner of corrections required to maintain a supply of opiate antagonists to administer to persons who overdose in correctional facilities, and commissioner required to provide training to employees on how to administer opiate antagonists.
- HF1410 (Witte) Local correctional officers provided in Peace Officers Discipline Procedures Act.
- HF538 (Stier) Use of deadly force by peace officer to protect person from apparent death modified.

Wednesday, March 5

- HF767 (Hudson) - Arson directed at a political organization or motivated by a political purpose penalty enhanced.
- HF764 (Hudson) - Arson in the first degree statute of limitations eliminated.
- HF765 (Hudson) - Aggravated sentences required for violent offenders, consecutive sentences required for violent offenders, offenders required to serve the entire announced sentence in custody.
- HF1401 (Witte) - Definition of endangered expanded for purposes of the missing and endangered persons program.
- HF1354 (Moller) - Scope of video made available by Bureau of Criminal Apprehension limited for officer-involved death investigations.

COMBINED HEARING SCHEDULES

Next 7 Days Combined Hearing Schedule

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Federal Priority

Reduce the Frequency of Reevaluations for Receiving Home and Community-Based Services

Creating efficiency that improves timely service delivery to beneficiaries and supports a reduction in staff costs

March 2025

Contact

Barb Dahl
Health & Human Services Director
bdahl@co.scott.mn.us
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Jake Grussing
Transformation & Enterprise Services Director
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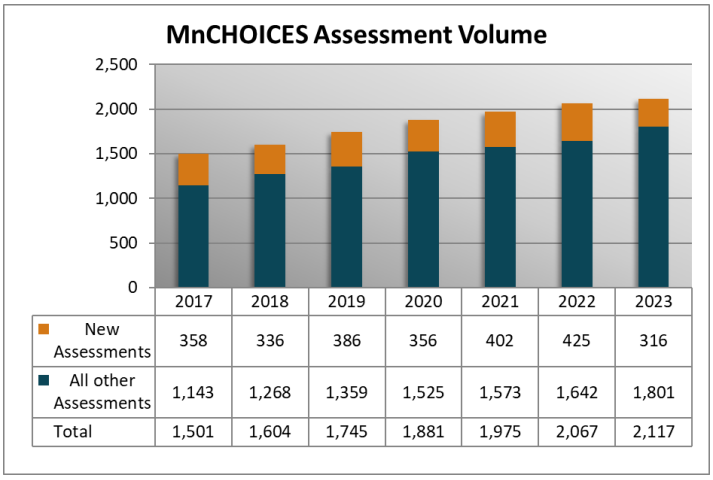
Reduce the Frequency of Reevaluations for Receiving Home and Community-Based Services

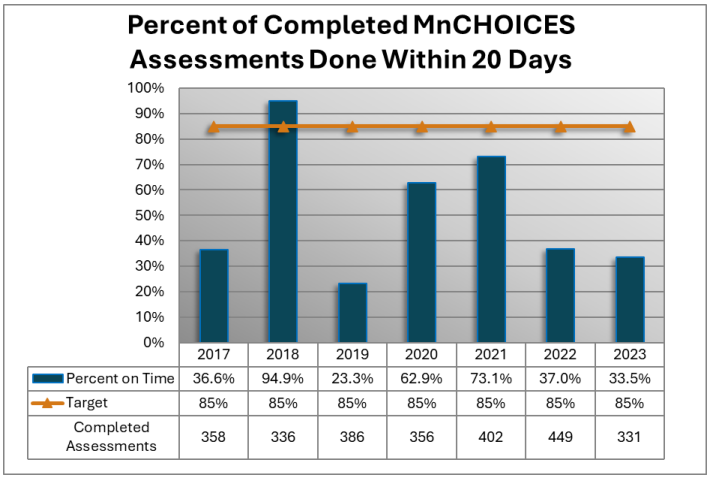
Issue

State Medicaid agencies are required to develop and manage a comprehensive assessment tool that is used to determine and reestablish waiver eligibility, including level of care. In Minnesota, county-level assessors meet with individuals and use a tool (MnCHOICES) to gather information about assessed needs and determine eligibility. Following the initial evaluation, each older adult and individual with a disability who accesses home or community-based services is required to be reevaluated at least annually.

Increasing demand for home and community-based services and the annual reevaluation requirement has created intensive labor challenges, extensive waiting lists, and delays to accessing needed service.



	2017	2018	2019	2020	2021	2022	2023
New Assessments	358	336	386	356	402	425	316
All other Assessments	1,143	1,268	1,359	1,525	1,573	1,642	1,801
Total	1,501	1,604	1,745	1,881	1,975	2,067	2,117



	2017	2018	2019	2020	2021	2022	2023
Percent on Time	36.6%	94.9%	23.3%	62.9%	73.1%	37.0%	33.5%
Target	85%	85%	85%	85%	85%	85%	85%
Completed Assessments	358	336	386	356	402	449	331

Many beneficiaries experience stable conditions with minimal or no functional changes annually. For these individuals, the requirement of an annual reevaluation is not necessary to accurately reflect their current level of care and needs. According to a 2024 survey in Scott County, MN, **90% of families and individuals already receiving home or community-based services would prefer to reduce the frequency of reevaluation to every three years**, upon request, or when there is a significant change in condition.

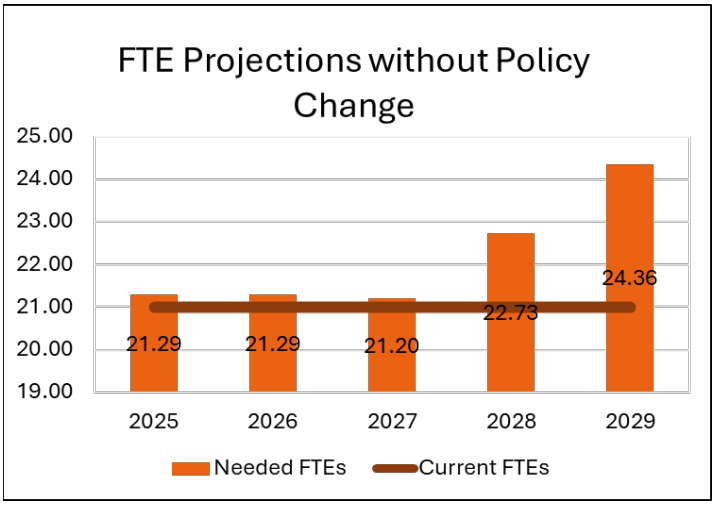
Policy Solution

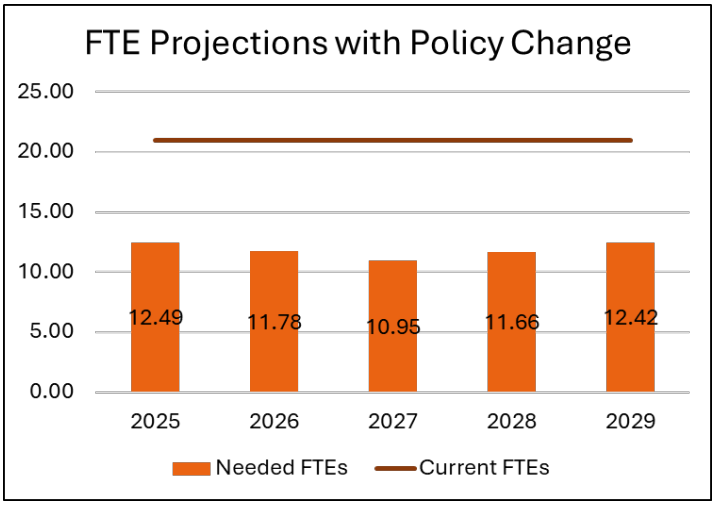
Amend federal requirements to reduce the frequency of reevaluations to occur every three years, upon request, or when there is a significant change in the person's condition.

Further research is required to determine the full scope of regulatory amendments needed to support the policy solution across CMS Guidelines, Medicaid Program Guidelines, Access Final Rule, etc.

Scott County Workforce Impacts

With reduced reevaluation requirements to every three years, upon request, or when there is a significant change in condition, counties can allocate resources more effectively, reducing the workforce for conducting reevaluations by up to 50%, focusing on critical areas that require immediate attention such as initial evaluations, which will result in beneficiaries accessing essential home or community-based services without delay.





Regulatory Areas Possibly Requiring Modification

Medicaid Program Guidelines

- **1915(c) Waivers** and **1915(c) Waiver Technical Guide** should be amended to allow longer intervals between assessments for individuals with stable conditions.
- **1915(i) State Plan HCBS** should be amended to allow states to set their own reassessment schedules.
- **Community First Choice (CFC) Option (1915(k))** should be amended to allow longer intervals between assessments for individuals with stable conditions.

Medicaid Access Rule

- **42 CFR § 441.301**, **§ 441.302**, and **§ 441.365** should be amended to explicitly allow extended reassessment intervals for individuals with stable conditions or upon request.
- **Access Monitoring** requirements should be amended to accommodate less frequent evaluations while ensuring access remains adequate.

CMS Sub-regulatory Guidance (FAQs, State Medicaid Director Letters (SMDLs), and Informational Bulletins)

- **Guidance on Reassessments**: CMS could issue updated guidance allowing states to determine reassessment frequency for individuals with stable conditions.

Affordable Care Act (ACA) Provisions

- **42 CFR Part 438** (Managed Care) and **42 CFR Part 440** (State Plan Services) include provisions for assessment frequency to occur not less than every 12 months. Language should be amended to align with extended evaluation intervals.

Older Americans Act (OAA) Coordination

- **45 CFR Part 1321** governs programs for older adults, including coordination with Medicaid HCBS, and defines frequency of assessment at least once each fiscal year. Language should be amended to align with extended evaluation intervals.

Human Services & Education Policy Steering Committee

Reduce Frequency of Reevaluations for Home and Community-Based Services (HCBS)

Issue:
42 CFR §441.302(c)(2) requires an initial evaluation and reevaluation to occur, at least annually, of each older adult and individual with a disability who accesses home or community-based services. (See also 42 CFR §441.303(c)(4) and 1915(c).) Increasing demand for home and community-based services and the annual reevaluation requirement has created intensive labor challenges, extensive waiting lists, and delays to accessing needed service.

Proposed Policy:
Scott County, MN, through NACo, supports amendments to the federal requirements to reduce the frequency of reevaluations to occur only every three years, upon request, or when there is a significant change in the person's condition.

Further research is required to determine the full scope of regulatory amendments needed to support the policy solution (Code of Federal Regulations, Medicaid Program Guidelines, Access Final Rule, etc.).

Background:
The role of evaluations for home or community-based services is crucial in ensuring that older adults and individuals with a disability who live with long-term and chronic-care needs receive the appropriate support and services. These evaluations assist beneficiaries in making informed decisions about their care options, whether they choose to remain in their homes, move to group homes, or reside in elderly living facilities. The evaluation process is comprehensive and holds significant value, particularly during the initial phase of service initiation. However, many beneficiaries experience stable conditions with minimal or no functional changes annually. For these individuals, the requirement of an annual reevaluation is not necessary to accurately reflect their current level of care and needs.

Recently, counties have faced increased demand from older adults and individuals with disabilities for these required evaluations to access home or community-based services. This surge in demand has led to longer waiting periods for initial evaluations, resulting in delayed access to essential home or community-based services and counties falling behind statutory requirements. Counties are challenged with balancing the need for initial access to home or community-based services and increasing the workforce year over year to meet the requirements for ongoing annual evaluations of current beneficiaries.

According to a 2024 survey in Scott County, MN, 90% of families and individuals already receiving home or community-based services would prefer to reduce the frequency of reevaluation to every three years, upon request, or when there is a significant change in condition. A reduced frequency of reevaluation would be easier on families and individuals whose condition does not change, reduce the workforce needed for conducting evaluations by almost 50%, allow counties to be more responsive in other areas such as initial evaluations, and allow recipients to initially access home or community-based services without delay. Without this change, counties will be required to continue increasing the workforce to meet the federal requirements.

Fiscal/Urban/Rural Impact:
With reduced reevaluation requirements to every three years, upon request, or when there is a significant change in condition, counties can allocate resources more effectively, reducing the workforce for conducting evaluations by almost 50%, focusing on critical areas that require immediate attention such as initial evaluations, which will result in beneficiaries accessing essential home or community-based services without delay.

Sponsor: Barb Weckman Brekke, Commissioner, Scott County, MN

February 27, 2025

The Honorable Brad Finstad
United States House of Representatives
2418 Rayburn HOB
Washington, DC 20515

The Honorable Ilhan Omar
United States House of Representatives
1730 Longworth HOB
Washington, DC 20515

The Honorable Amy Klobuchar
United States Senate
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The Honorable Angie Craig
United States House of Representatives
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The Honorable Tom Emmer
United States House of Representatives
326 Cannon HOB
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The Honorable Tina Smith
United State Senate
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Washington, DC 20510

The Honorable Kelly Morrison
United States House of Representatives
1205 Longworth HOB
Washington, DC 20515

The Honorable Michelle Fischbach
United States House of Representatives
2229 Rayburn HOB
Washington, DC 20515

The Honorable Betty McCollum
United States House of Representatives
2426 Rayburn HOB
Washington, DC 20515

The Honorable Pete Stauber
United States House of Representatives
145 Cannon HOB
Washington, DC 20515

RE: Support Reducing the Frequency of Reevaluations for Home and Community-Based Services (HCBS)

Dear Members of the Minnesota Congressional Delegation:

On behalf of the Association of Minnesota Counties (AMC) and the Minnesota Association of County Social Service Administrators (MACSSA), **we are writing to express our full support for amending federal requirements to reduce the frequency of Home and Community-Based Services (HCBS) reevaluations.** We propose that these reevaluations occur every three years, upon request, or when there is a significant change in an individual's condition. This policy change will allow counties to allocate resources more effectively, reduce the workforce for conducting evaluations, and ensure beneficiaries can access essential home or community-based services without delay. Thank you for your leadership on this effort.

Evaluations for HCBS are crucial in ensuring that older adults and individuals with disabilities receive appropriate support. However, many beneficiaries experience stable conditions with minimal changes annually, making annual reevaluations unnecessary. This demand for evaluations has led to longer waiting periods and delayed access to essential services.

Reducing the reevaluation frequency would:

- Ease the burden on families and individuals with stable conditions.
- Reduce the anticipated increased workforce needed for conducting evaluations.
- Allow counties to focus on initial evaluations.
- Ensure timely access to services.

Families across Minnesota face extraordinary wait times for needed services. We believe this policy change is critical to serving older adults and individuals with disabilities effectively. We ask for your support and thank you for your consideration.

Sincerely,

Mike Slavik, Dakota County Commissioner
President, Association of Minnesota Counties

Angela Youngerberg, Blue Earth County Human Services
Director of Business Operations
President, Minnesota Association of County Social Service Administrators (MACSSA)

February 19, 2025

RE: Support Reducing the Frequency of Reevaluations for Home and Community-Based Services (HCBS)

Dear Members of the Minnesota Congressional Delegation:

On behalf of Anoka County, specifically our Human Services Division, we write to express full support for amending federal requirements to reduce the frequency of HCBS reevaluations to occur every three years, upon request, or when there is a significant change in an individual's condition. This policy change which will allow counties to allocate resources more effectively, reduce the workforce for conducting evaluations, and—most importantly—ensure that beneficiaries can access essential home or community-based services without delay. Thank you for your leadership on this effort.

As you likely know, the role of evaluations for home or community-based services is crucial in ensuring that older adults and individuals with a disability who live with long-term and chronic-care needs receive the appropriate support and services. These evaluations assist beneficiaries in making informed decisions about their care options, whether they choose to remain in their homes, move to group homes, or reside in elderly living facilities. The evaluation process is comprehensive and holds significant value, particularly during the initial phase of service initiation. However, many beneficiaries experience stable conditions with minimal or no functional changes annually. For these individuals, the requirement of an annual reevaluation is not necessary to accurately reflect their current level of care and needs.

Recently, counties have faced increased demand from older adults and individuals with disabilities for these required evaluations to access home or community-based services. In 2024 Anoka County received 1,783 new MnCHOICES assessment referrals and completed 4,845 reassessments for a total of 6,608. This surge in demand has led to longer waiting periods for initial evaluations, resulting in delayed access to essential home or community-based services and counties falling behind statutory requirements. Counties are challenged with balancing the need for initial access to home or community-based services and increasing the workforce year over year to meet the requirements for ongoing annual evaluations of current beneficiaries.

According to a 2024 survey in one of our Minnesota metro counties, 90% of families and individuals already receiving home or community-based services would prefer to reduce the frequency of reevaluation to every three years, upon request, or when there is a significant change in condition. A reduced frequency of reevaluation would be easier on families and individuals whose condition does not change, reduce the workforce needed for conducting evaluations, allow counties to be more responsive in other areas such as initial evaluations, and allow recipients to initially access home or community-based services without delay.

Families in Anoka County and across Minnesota are experiencing extraordinary wait times and delays to accessing needed services. We believe this policy change is critical to our ability to serve older adults and individuals with a disability effectively. We ask for your support on this change, and we thank you for your consideration and attention to this issue.

Sincerely,

Mike Gamache, Chair
Anoka County Board of Commissioners

Jim Dickinson
Anoka County Administrator

BENTON COUNTY

OUR MISSION: QUALITY PUBLIC SERVICE

Received
FEB 2 4 2025
Scott County Administration

February 18, 2025

Commissioner Barb Weckman

Scott County

200 4th Ave W

Shakopee, Mn 55379

Commissioner Weckman:

The Benton County Board supports amendments to the federal requirements to reduce the frequency of MnChoices to occur only every three years, upon request, or when there is a significant change in the persons condition. By changing the minimum re-assessments to be once every three years instead of every year, counties can allocate resources more effectively, allowing for focus on critical areas that require immediate attention, such as initial assessments.

Sincerely,

Edward D Popp

Edward Popp, Board Chair

CC: Barb Dahl (MH)
Lezlie V.

County Board:
Scott Johnson, District 1
Ed Popp, District 2
Steve Heinen, District 3
Jared Gapinski, District 4
Pam Benoit, District 5

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Chisago County Budget and Finance
March 12, 2025

Benton County is an Equal Opportunity Employer

BLUE EARTH COUNTY

Effectively and Efficiently Delivering Essential Services

www.blueearthcountymn.gov

COMMISSIONERS

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District 2 Vance Stuehrenberg
District 3 Mark Piepho
District 4 Kevin Paap
District 5 Kip Bruender

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FAX: 507-304-4344

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FAX: 507-304-4344

Extension
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FAX: 507-304-4059

Facilities Management
TEL: 507-304-4249

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Mankato, MN 56001

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FAX: 507-304-4379

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FAX: 507-304-4431

License Center
PO Box 3524
TEL: 507-304-4340
FAX: 507-304-4396

Veterans Services
PO Box 168
TEL: 507-304-4246
FAX: 507-304-4225

Finance
PO Box 3524
TEL: 507-304-4182
FAX: 507-304-4077

Information Technology
PO Box 168
TEL: 507-304-4357
FAX: 507-304-4355

Public Works
35 Map Dr.
PO Box 3083
Mankato, MN 56002
TEL: 507-304-4025
FAX: 507-304-4049

Justice Center
401 Carver Road
Mankato, MN 56001

Sheriff's Office
PO Box 228
TEL: 507-304-4800
FAX: 507-304-4818

County Attorney
PO Box 3129
TEL: 507-304-4600
FAX: 507-304-4620

Probation
PO Box 3245
TEL: 507-304-4750
FAX: 507-304-4710

Library
100 E. Main St.
Mankato, MN 56001
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FAX: 507-304-4009
www.beclibrary.org
TDD: 507-304-4399

February 18, 2025

RE: Simplified Reassessments for Home and Community Based Services (HCBS)

Blue Earth County is in full support of amending federal requirements to reduce the frequency of HCBS reevaluations to occur every three years, upon request, or when there is significant change in an individual's condition. Minnesota counties have attempted to work with the State of Minnesota on this change, but the State has been reluctant to pursue a change in the requirements by citing federal law §1915(c). HCBS Waivers requires that the level of care must be re-evaluated no less frequently than annually. They state the full reassessment is necessary for confirmation that the individual continues to require the level of care specified in the waiver.

Counties support a change in federal requirements that would allow counties to allocate resources more effectively and lead to a significant reduction of reassessments which would in turn ensure that beneficiaries can access services without delay. A simplified process would support informed choices for individuals utilizing services, help counties meet statutory timelines and ease the workload on this piece of the workload to prioritize in other places within the system.

Counties have faced increased demand from older adults and individuals with disabilities for these required evaluations to access home or community-based services. We expect this increased demand to continue to rise as we look ahead to the changing demographics within our communities. Counties are challenged with balancing the need for initial access to home or community-based services and increasing the workforce to meet the requirements for ongoing annual evaluations of current beneficiaries.

Blue Earth County continues to see pressure on caseloads, and we believe this policy change is critical to our ability to serve older adults and individuals with a disability effectively. The current system is not efficient and by supporting a change we believe this population can be served much more efficiently and effectively.

Sincerely,

Kip Bruender, Board Chair
Blue Earth County

CARVER COUNTY

LEGISLATIVE PRIORITIES

2025

Where the future embraces the past in keeping Carver County a great place to live, work, and play for a lifetime.

MnCHOICES: REDUCE THE FREQUENCY OF REASSESSMENTS

BACKGROUND

What is MnCHOICES? A person-centered assessment to help people with long-term or chronic-care needs make care decisions and select support and service options to remain safely in their home or community-based living facility.

We need to simplify the assessment process. For many years, the State of Minnesota has attempted to revise the assessment tool that determines service and support eligibility for persons with disabilities or related conditions or older adults (those ages 65+). As the tool moved from a paper document to an electronic assessment (version 1.0) and now to version 2.0, it has become clear that assessments are cumbersome, difficult for assessors to use, fraught with system issues, and are taking significantly longer to complete, creating a **multi-month wait list** in almost all Minnesota counties for initial assessments (12 months in Carver).

These lengthy assessments are challenging and time-consuming for residents to participate in and at times require multiple visits from the assessor. When a consumer is stable, doesn't want, and doesn't need an annual reassessment, they should be allowed the choice to reduce the frequency of receiving a reassessment and delay their reassessment for up to three years. Knowing that if a change in condition occurs, an assessment can be requested and completed at any time.

THIS CHANGE WOULD:

1. Provide relief to individuals and families who sit through lengthy unnecessary reassessments
2. Enable MnCHOICES assessors to divert their time to be more responsive to initial assessment requests thus reducing the current wait list
3. Address County workforce issues by slowing the need to add additional FTEs to complete this work.

REQUESTED POSITION

- Support state legislation directing Minnesota Department of Human Services (MN-DHS) to seek all necessary federal authority (pursue a federal demonstration waiver) through Centers for Medicare and Medicaid Services (CMS) to simplify the MnCHOICES reassessment process
- Support state legislation allowing for the frequency reduction of MnCHOICES reassessments and update of Minnesota Statute §256B.0911 accordingly
- Support state legislation to sunset the County cost share for MnCHOICES administration and revert the 50 percent state share back to the state to share equally with the federal government

Chisago COUNTY USA

DISTRICT 1 – JIM SWENSON
DISTRICT 2 – RICK GREENE
DISTRICT 3 – MARLYS DUNNE
DISTRICT 4 – BEN MONTZKA
DISTRICT 5 – DAN DAHLBERG

February 20, 2025

Subject: MnCHOICE Assessments

Honorable Minnesota Representatives,

As you are aware, the MnCHOICES Assessment is an online application used by all counites in Minnesota to determine eligibility for long-term services and support for individuals in their home and in their communities. Chisago County, like many Minnesota counites, is experiencing an increased demand for assessments and support planning for people with disabilities and seniors. Due to the current demand level our clients are waiting weeks, sometimes months, without support services while they wait to be scheduled for their initial assessment.

Unfortunately, Chisago County must balance those needing access to programs with those already open to waivers who need an annual assessment. We propose developing a shorter, less time intensive process for reassessments to review and determine if the individual's situation is stable and unchanged. If there is no change, and the person agrees, the focus would be on a support plan and reauthorization of services for the next plan year.

Assessments are time-consuming for individuals to complete and may require multiple visits from a MnCHOICE assessor. Individuals should be allowed the choice to reduce frequency of receiving a reassessment for up to three years or if a change in condition occurs an assessment can be requested and completed at any time. This change could help address increasing workforce challenges by allowing staff to be utilized in other capacities based on the impact of reduced reevaluation frequency.

We respectfully request your attention to this important matter. Thank you for collaboration and commitment to Minnesota.

Sincerely,

Dan Dahlberg

Dan Dahlberg
Chair, Chisago County Board of Commissioner

Chisago County Budget and Finance
March 12, 2025

MnCHOICES Reassessment Process Improvement

V1-2025

Briefly:

MnCHOICES is a gateway to critical services for seniors and people with disabilities. Counties, which administer this state program, need a more efficient reassessment process to better serve existing clients and erase a backlog of applications.

MnCHOICES assessment and support planning are important for seniors and individuals with disabilities who need home and community-based services. The assessment process ensures informed choice and program eligibility and allows for conversations about cost-effective options to meet an individual's needs. It's a valuable process, especially when a person's conditions require services.

Once on a waiver program, individuals have case managers who help them navigate the process. Some individuals have stable conditions with no significant functional changes from year to year, but they are still required to complete an annual assessment.

Like other counties, Dakota County is experiencing increased demand for new MnCHOICES assessments and support planning. This creates an extended wait time before individuals receive their initial assessment. As a result, the county may not meet state requirements for the assessments simply because of the demand and the complicated, lengthy process.

Dakota County must balance initial assessments with individuals already on waivers who need annual reassessments. Assessments are also used for several programs unrelated to waivers, including personal care attendant or Community First Services and Supports services.

There are ways to improve this time-consuming and complex process, but state law changes are needed.

Completing a MnCHOICES reassessment takes 1.5 hours for the assessment and another six hours to complete the process. Seven to eight hours to complete an assessment is excessive if the individual's situation has not changed. This lengthy process can be traumatizing to the individual and their family. It also contributes to overall program delays. Dakota County currently has a backlog of assessment requests and receives 200 more per month than can be completed on time.

To address this, Dakota County proposes that the Legislature require a full assessment every 2 to 3 years, rather than annually, unless the individual's condition has changed or an assessment is requested sooner. This would reduce the time needed to complete assessments and allow social services staff to catch up on the backlog and better serve residents.

While an annual reassessment must be done according to federal requirements, something other than the current process could meet those requirements.

Dakota County recommends the following legislative actions:

- Create a shorter and more efficient MnCHOICES reassessment process if an individual's condition is stable and unchanged.
- Change the annual comprehensive reassessment requirement to once every two or three years, or sooner if there is a significant change in an individual's condition.

Contact

Marti Fischbach
Community Services Director
Marti.Fischbach@co.dakota.mn.us 651-554-6560

Heidi Welsch
County Manager
Heidi.Welsch@co.dakota.mn.us 651-438-4590

Docusign Envelope ID: 33823B78-5C2D-4683-9A5A-42BD799E46CE

February 19, 2025

RE: Home and Community-based Services Reassessment Flexibility

Dear members of the Minnesota Congressional Delegation:

Olmsted County joins the Association of Minnesota Counties to urge your support for federal action to modernize Medicaid regulations governing reassessment requirements for Home and Community-based Services (HCBS) waivers. The current requirement for annual reassessments under 42 CFR § 441.302 places unnecessary burdens on individuals, counties, and providers while failing to enhance service quality or outcomes.

Minnesota counties propose a more flexible reassessment schedule of once every two to three years, upon request, or when there is a significant change in the individual's condition. This change would allow for a more person-centered approach while ensuring that resources are focused on those most in need.

The MnCHOICES assessment is Minnesota's tool for determining eligibility and service planning for individuals receiving long-term care under Medicaid-funded programs. Currently, federal regulations require reassessments at least annually, regardless of whether the individual's condition has changed or if they request a review.

This one-size-fits-all approach leads to redundant administrative work, delays in service delivery, and increased frustration among recipients and caregivers. Many individuals with stable conditions do not require annual assessments, yet counties must conduct them, diverting resources from those with more pressing needs.

Olmsted and counties across Minnesota urge your support for these changes at the federal level that will have significant impacts to better serve our communities. Thank you for your consideration and please do not hesitate to contact me if you have questions or would like further information.

Sincerely,

Signed by:
FE970E678D0F40A...
2/20/2025 | 8:29 AM CST

Mark Thein
mark.thein@olmstedcounty.gov
Chair, Olmsted County Board of Commissioners

OTTER TAIL
COUNTY - MINNESOTA

BOARD OF COMMISSIONERS
Government Services Center
515 West Fir Avenue
Fergus Falls, MN 56537

February 25, 2025

RE: Support for Reducing the Frequency of Reevaluations for Home and Community-Based Services (HCBS)

Dear Members of the Minnesota Congressional Delegation,

On behalf of Otter Tail County, this letter is written to express Otter Tail County's full support for amending federal requirements to reduce the frequency of HCBS reevaluations. We propose reducing the frequency to once every three years, upon request, or when there is a significant change in a person's condition or need. This policy change will allow counties to allocate resources more effectively, including the workforce for completing evaluations, and—most importantly—ensure that people can access essential HCBS without delay. Thank you for your leadership in this effort.

As you likely know, evaluations for HCBS are crucial in ensuring that older adults and people with disabilities who have long-term and chronic care needs receive the appropriate support and services. These evaluations assist people in making informed decisions about their care options, whether they choose to remain in their homes, move to a residential service setting, or reside in senior living facilities. The evaluation process is comprehensive and holds significant value, particularly during the initial phase of service initiation. However, many people experience stable conditions with minimal or no functional changes annually. In these circumstances, the requirement of an annual reevaluation is not necessary to accurately reflect their current level of care and needs.

Counties face continually increasing demand from older adults and people with disabilities for these required evaluations to access home or community-based services. This surge in demand has led to longer waiting periods for initial evaluations, resulting in delayed access to essential HCBS and counties falling behind statutory requirements. Counties are challenged with balancing the need for initial access to HCBS and increasing the workforce year over year to meet the requirements for ongoing annual evaluations of people currently receiving services. On average, initial evaluations take 14 hours to complete and annual re-evaluations take 8-10 hours.

According to a 2024 survey in Scott County, MN, 90% of people receiving HCBS and their families would prefer to reduce the frequency of reevaluation to once every three years, upon request, or when there is a significant change in condition. A reduced frequency of reevaluation would be easier and more efficient for people whose condition does not change and their families. It would also reduce the workforce needed for completing evaluations, allow counties to be more responsive in other areas such as initial evaluations, and enable people to access HCBS without delay.

Families in Otter Tail County and across Minnesota are experiencing wait times and delays in accessing needed services. This policy change is critical to serve older adults and people with disabilities effectively. We ask for your support on this change, and we thank you for your consideration and attention to this issue.

Sincerely,

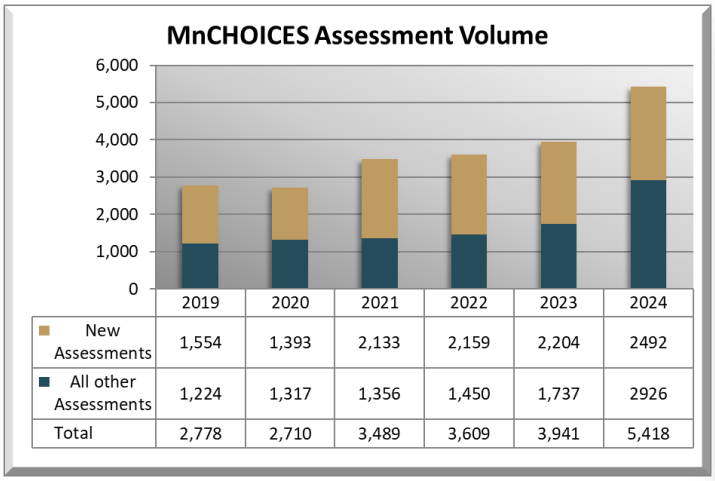
Wayne Johnson
Chair, Otter Tail County Board of Commissioners

Reduce the Frequency of Reevaluations for Receiving Home and Community-Based Services: a Greater Minnesota Perspective

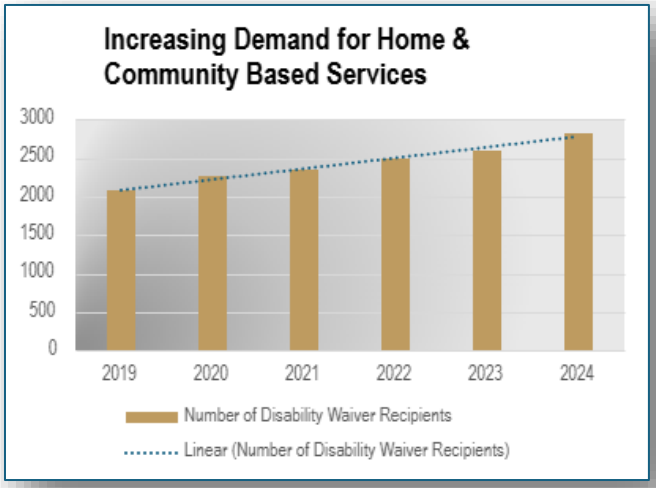
Issue

State Medicaid agencies are required to develop and manage a comprehensive assessment tool that is used to determine and reestablish waiver eligibility, including level of care. In Minnesota, county-level assessors meet with individuals and use a tool (MnCHOICES) to gather information about assessed needs and determine eligibility. Following the initial evaluation, each older adult and individual with a disability who accesses home or community-based services is required to be reevaluated at least annually.

Increasing demand for home and community-based services and the annual reevaluation requirement has created intensive labor challenges, extensive waiting lists, and delays to accessing needed service.

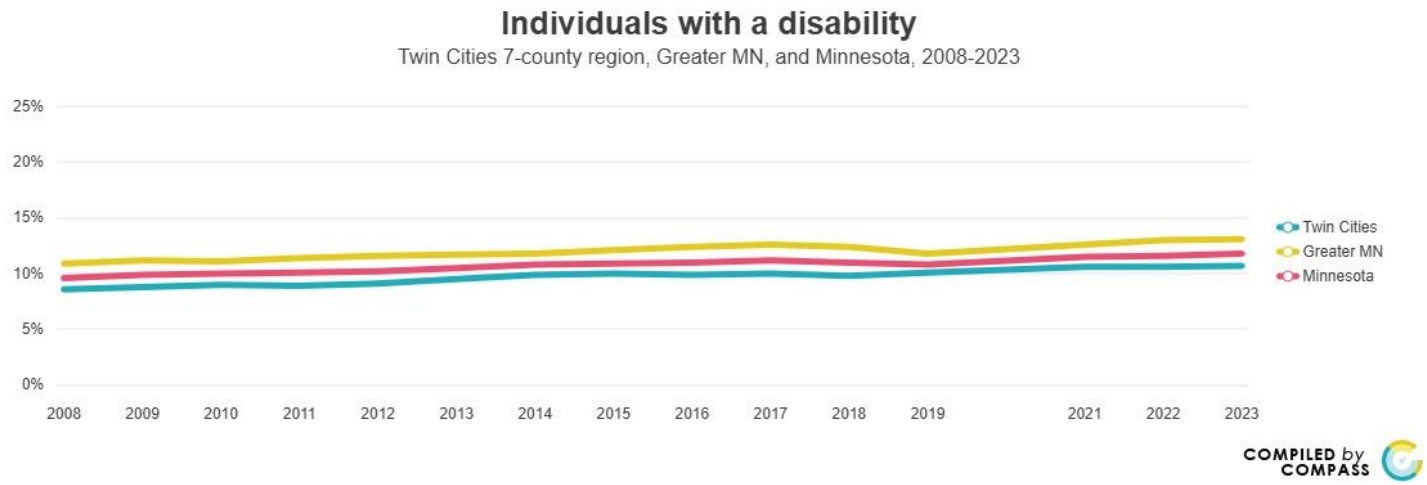


	2019	2020	2021	2022	2023	2024
New Assessments	1,554	1,393	2,133	2,159	2,204	2492
All other Assessments	1,224	1,317	1,356	1,450	1,737	2926
Total	2,778	2,710	3,489	3,609	3,941	5,418



Greater MN Perspective

- Increasing demand for home and community-based services driven by an aging population and a growth in percentage of the population with disabilities (Population by disability | MN Compass); increase in need for memory care.
- Intensive labor challenges directly impact availability of services especially in community (transportation, in home supports); results in delays in accessing services or necessitates moving to other settings to receive appropriate care.
- St. Louis County has been required by the State of Minnesota to develop 1- and 2- bed sites to serve gaps in the care continuum that are currently unaddressed; this is unsustainable with the current workforce and often serving people from other parts of the state.
- In summary, people experience extensive waiting lists for assessment and services.



St. Louis County Workforce Impacts

St. Louis County faces challenges to recruiting and retaining staff like community providers. St. Louis County has added positions to meet the increased initial assessment demands. The reassessment volume has been significant and the county has not added staff to address this. Prioritization will shift resources between these demands results in delays for people. In addition assesment and Medical Assistance timelines do not align resulting in further complications. St. Louis County is not meeting the 20 day timeline for completing the in-person visit required as part of the assessment.

With reduced reevaluation requirements to every three years, upon request, or when there is a significant change in condition, counties can allocate resources more effectively, reducing the workforce for conducting reevaluations, focusing on critical areas that require immediate attention such as initial evaluations, which will result in beneficiaries accessing essential home or community-based services without delay. This is also responsive to the preferences of people served.

Minnesota County Support

The focus of legislative efforts at the State level is focused on streamlining the reassessment process but Federal changes are required to change the frequency of required reevaluation.

- The Association of Minnesota Counties supports streamlining federal reassessment requirements, particularly for individuals whose condition does not change year to year in their 2025 Federal Legislative Platform. Focusing on an allowance to interpret a paired down assessment for these individuals as meeting federal Level of Care evaluation language.

- The Minnesota Inter-County Association (MICA) prioritizes MnCHOICES streamlining as part of the 2025 Legislative Platform.

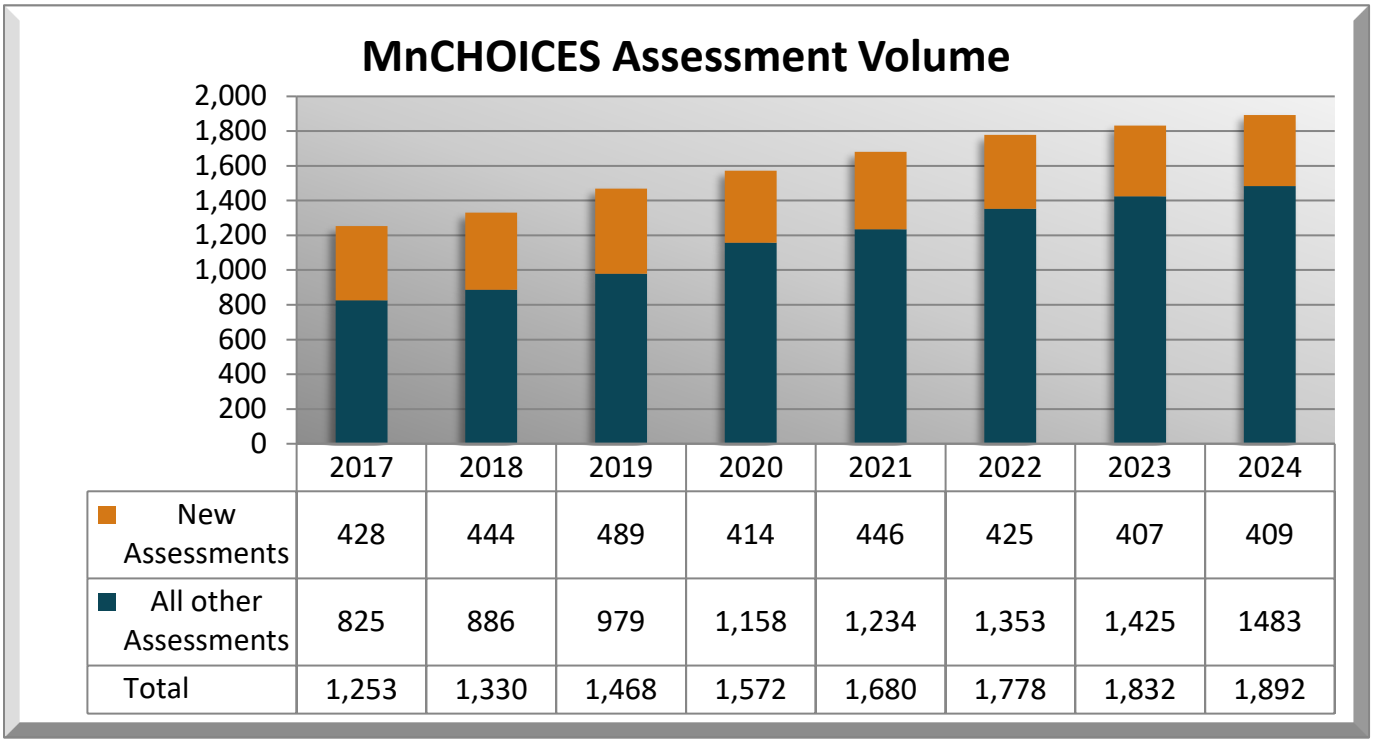
- The Minnesota Association of County Social Service Administrators (MACSSA) County State Workgroup MnCHOICES Subcommittee comprised of DHS staff and County MnCHOICES Supervisors continue to work together on MnCHOICES Reassessment Simplification efforts.

Reduce the Frequency of Reevaluations for Receiving Home and Community-Based Services

Issue

State Medicaid agencies are required to develop and manage a comprehensive assessment tool that is used to determine and re-establish waiver eligibility, including level of care. In Minnesota, county-level assessors meet with individuals and use a tool (MnCHOICES) to gather information about needs and determine eligibility. Following the initial evaluation, each older adult and individual with a disability who accesses home or community-based services is required to be re-evaluated at least annually.

Increasing demand for home and community-based services and the annual re-evaluation requirement has created intensive labor challenges, extensive waiting lists, and delays to accessing needed service.

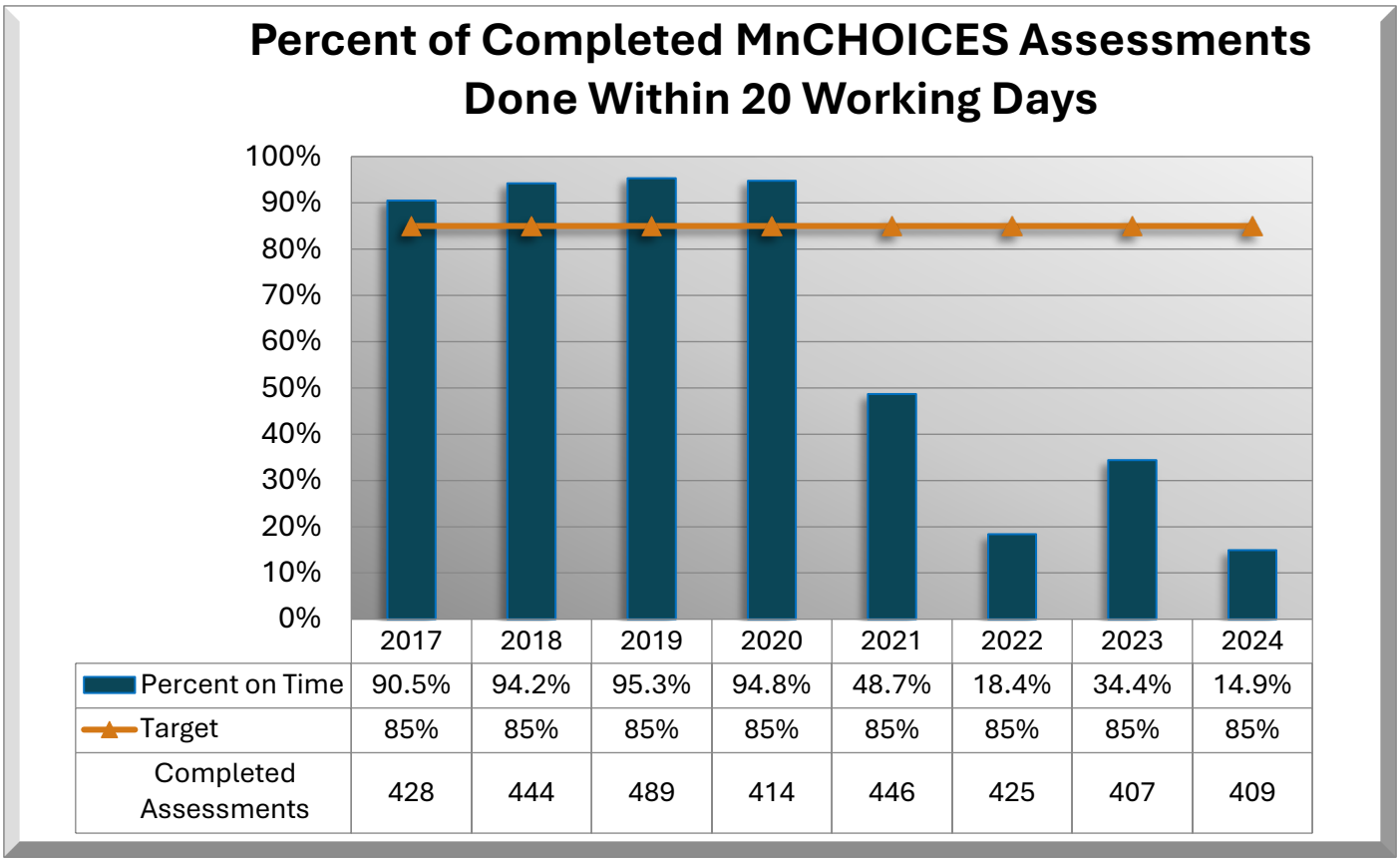


	2017	2018	2019	2020	2021	2022	2023	2024
New Assessments	428	444	489	414	446	425	407	409
All other Assessments	825	886	979	1,158	1,234	1,353	1,425	1483
Total	1,253	1,330	1,468	1,572	1,680	1,778	1,832	1,892

Note: New assessments are highlighted due to the increased time they take to complete, which is an average of 15 hours.

Many beneficiaries experience stable conditions with minimal or no functional changes annually. For these individuals, the requirement of an annual re-evaluation is not necessary to accurately reflect their current level of care and needs.

Per MN Statute: “Persons requesting assessment, service planning, or other assistance intended to support community-based living, including persons who need assessment in order to determine waiver or alternative care program eligibility, must be visited by a long-term care consultation team within 20 calendar days after the date on which an assessment was requested or recommended.” The target for this measure is 85% or more.



	2017	2018	2019	2020	2021	2022	2023	2024
Percent on Time	90.5%	94.2%	95.3%	94.8%	48.7%	18.4%	34.4%	14.9%
Target	85%	85%	85%	85%	85%	85%	85%	85%
Completed Assessments	428	444	489	414	446	425	407	409

Policy Solution

Amend federal requirements to reduce the frequency of re-evaluations to occur every three years, upon request, or when there is a significant change in the person's condition. Further research is required to determine the full scope of regulatory amendments needed to support the policy solution across CMS Guidelines, Medicaid Program Guidelines, Access Final Rule, etc.

Regulatory Areas Possibly Requiring Modification

Medicaid Program Guidelines

- **1915(c) Waivers** and **1915(c) Waiver Technical Guide** and **Community First Choice (CFC) Option (1915(k))** should be amended to allow longer intervals between assessments for individuals with stable conditions.
- **1915(i) State Plan HCBS** should be amended to allow states to set their own reassessment schedules.

Medicaid Access Rule

- **42 CFR § 441.301**, **§ 441.302**, and **§ 441.365** should be amended to explicitly allow extended reassessment intervals for individuals with stable conditions or upon request.
- **Access Monitoring** requirements should be amended to accommodate less frequent evaluations while ensuring access remains adequate.

CMS Sub-regulatory Guidance (FAQs, State Medicaid Director Letters {SMDLs}, and Informational Bulletins)

- **Guidance on Reassessments**: CMS could issue updated guidance allowing states to determine reassessment frequency for individuals with stable conditions.

Affordable Care Act (ACA) Provisions

- **42 CFR Part 438** (Managed Care) and **42 CFR Part 440** (State Plan Services) include provisions for assessment frequency to occur not less than every 12 months. Language should be amended to align with extended evaluation intervals.

Older Americans Act (OAA) Coordination

- **45 CFR Part 1321** governs programs for older adults, including coordination with Medicaid HCBS, and defines frequency of assessment at least once each fiscal year. Language should be amended to align with extended evaluation intervals.

Transportation

Infrastructure Investment and Jobs Act (IIJA)

Stearns County advocates for the passage of appropriation bills to authorize IIJA funding. The IIJA increased the Surface Transportation Block Grant Program funding by 30%, allowing local agencies to compete for regional funding. Funding for discretionary grant programs also increased. However, local agencies struggle to compete for discretionary grant programs due to extensive application processes and a lack of staff and expertise. Even agencies like MnDOT hire consultants to evaluate programs and complete applications. Simplifying the process can increase funding for worthy local projects and support local economies.

With the authorization of core surface transportation programs expiring in less than two years, Congress should begin assessing current law and identifying priorities for timely enactment of a new, five-year law by October 1, 2026, including enacting revenue solutions for the solvency of the Highway Trust Fund.

Congressionally Directed Spending

Stearns County supports the continued use of congressionally directed spending which allows elected officials to direct federal highway dollars to local projects in their districts. Stearns County and Minnesota communities have benefited from this. The process involves rigorous reviews of project status, community support, and support from other agencies. Competition for small funding ensures that high-priority projects are selected. Congressionally directed funding saves money and speeds up project completion. Midwestern states like Minnesota may have a difficult time competing with more populous states for funding through discretionary grant programs. In the future Stearns County will support project submittals for additional improvements along Trunk Highway 23, a future Mississippi River crossing in St. Cloud, as well as local Stearns County and city submittals.

Human Services

Mental Health Treatment Expansion

The federal Medicaid IMD exclusion currently limits Medicaid reimbursement for treatment in mental health facilities with more than 16 beds, creating significant barriers to adding capacity to provide adequate care for individuals with serious mental health conditions. Stearns County asks Congress to amend the Medicaid statute to allow states that have a plan for providing appropriate outpatient care, to receive federal Medicaid payments for services provided in hospitals, nursing facilities, or other institutions for people with severe mental illness and substance use disorder. This would allow for expanded and enhanced mental health treatment infrastructure, ensuring that more individuals receive timely and appropriate care in inpatient settings. Stearns County also urges the re-introduction of The Securing Facilities for Mental Health Services Act (HR 6922 – 118th Congress). This Act aims to amend Section 242 of the National Housing Act to allow mental health facilities to apply for federal mortgage assistance. Prohibiting mental health facilities from accessing mortgage assistance contributes to the shortage of bed space for individuals in mental health crises thus leading to many being placed in correctional facilities. These policy changes would assist in addressing the workforce and service pressures faced by counties, local hospitals, emergency rooms, and jails, while also providing more specialized care tailored to the needs of individuals in crisis.

Simplify Reassessments for Home and Community Based Services
Stearns County requests the streamlining of MnCHOICES assessments required by the Home and Community-Based Waiver. The State of Minnesota requires county staff to complete annual, time-intensive assessments of individuals with long-term and chronic-care needs to verify eligibility for the federal waiver. For many individuals, the full assessment is unnecessary, but the State is unwilling to accept a simplified assessment due to the Home and Community-Based Waiver requirements. A pared-down reassessment would support informed choices for people using services, help Stearns County better meet statutory timelines, and ease the workload on the county workforce/infrastructure.

Public Safety

High-Intensity Drug Trafficking Area Grant (HIDTA)
We would like to extend our sincere gratitude for the generous HIDTA Grant awarded to us. This significant investment will greatly enhance our collective efforts to combat the ongoing challenges we face in Central Minnesota, particularly regarding the rise in marijuana-related vaping materials, methamphetamine, heroin, and opioid-related drugs. On behalf of Stearns County and our partner counties and law enforcement agencies, we are deeply appreciative of your partnership and dedication to making a lasting impact on the fight against drug trafficking. Thank you for your trust in our efforts and for providing us with the necessary resources to work together toward a meaningful difference in Central Minnesota.

Jail Healthcare
Stearns County urges Congress to support legislative efforts to restore Medicaid and other federal benefits for incarcerated individuals during periods of pre-trial incarceration and 30 days before release from prison or jail. Federal law requires Minnesota counties to deliver critical health services to inmates, but the Medicaid Inmate Exclusion Policy prohibits the use of federal funds and services for medical care provided to inmates of public institutions. This prohibition has negatively impacted rehabilitation outcomes and financially strained local budgets. Allowing incarcerated individuals to receive services while in pre-trial custody and before their release from jail or prison will expand access to vital mental health and addiction services, thereby decreasing recidivism and improving health outcomes for individuals reentering the community.

The temporary pause on federal agency grants, loans, and other financial assistance programs in January 2025 produced concerns about potential disruptions in funding for essential, mandated programs and projects. Stearns County urges lawmakers to avoid abrupt programming or funding changes. Local governments depend on consistent and stable funding to administer federal and state programs and serve our residents.

Contact Information

Dr. Michael Williams	Administration	320-656-3969	michael.williams@stearnscountymn.gov
Sheriff Steve Soyka	Sheriff's Office	320-259-3701	steven.soyka@stearnscountymn.gov
Jodi Teich	Highway	320-656-6562	jodi.teich@stearnscountymn.gov
Melissa Huberty	Human Services	320-656-6469	melissa.huberty@stearnscountymn.gov

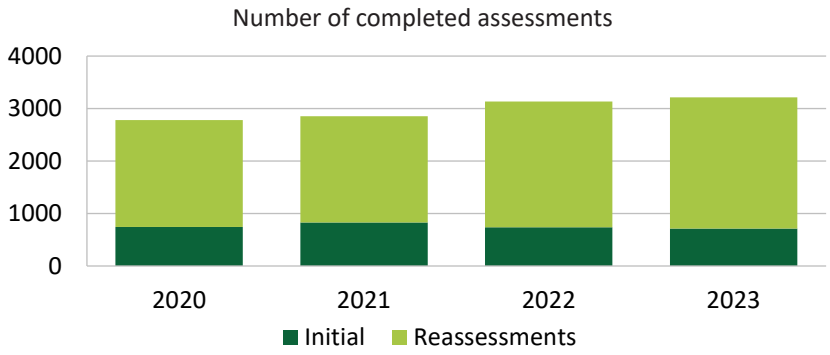
Washington County

MnCHOICES Reassessments

Washington County supports legislation that will simplify the MnCHOICES assessment process and reduce the frequency of reassessments to every 3 years, upon request, or when a significant change in condition occurs.

Issue At-A-Glance

- MnCHOICES is a person-centered assessment to assist people with long-term or chronic care needs to make decisions and select supports/service options.
- While the number of initial assessments averages 750 per year, there is tremendous growth in the reassessments with numbers reaching nearly 2,500 in 2023 alone.



- By reducing the frequency of reassessments to every 3 years, upon request, or when there is a significant change in condition, it will:
  - Ease the administrative burden on families and individuals whose conditions do not change.
  - Enable MnCHOICES assessors to be more responsive in other key areas.
  - Reduce the challenges on our workforce.

Support

Several Metro counties are moving forward with a similar proposal for this legislative session. They will be advocating at a metro-wide level for this change.

Previous Considerations

State adjustments to simplify MnCHOICES is a frequent, recurring issue during legislative sessions.

No Action

If the legislature does not take action, waitlists for services will continue to increase, leading to negative ramifications for individuals and families served, and there will be an increase in program costs and staffing demand to support the current reassessment timelines and increased volume.

Financial Implications

This policy change does not require additional funding.

Jennifer Castillo | Community Services Director
Washington County Community Services
651-430-6461 | jennifer.castillo@co.washington.mn.us

Chisago County Budget and Finance
March 12, 2025

WRIGHT COUNTY
MINNESOTA

Reduce the Frequency of Level of Care Evaluations

Concern

Vulnerable people are waiting months to receive critical support services due to arduous administration processes. County systems cannot keep up with the demand for initial assessments and re-evaluations for home and community-based services (HCBS). This has created labor challenges and extensive client waiting lists, resulting in significant delays to access services. People wait weeks to months to receive an initial assessment for services.

HSBS evaluations assist beneficiaries in making informed decisions about their care options. The evaluation process is comprehensive and focuses on the individual's needs and preferences. However, many people experience stable conditions with minimal to no functional changes annually. For these individuals, the requirement of an annual reevaluation is not necessary to reflect their current level of care needs.

Policy Solution

Amend federal requirement in order to allow level of care evaluations to occur every three years, upon request, or when there is a significant change in a person's condition. (42 CFR §441.302(C)(2).

Support state legislation to allow for the frequency reduction of MnCHOICES assessments and update MN Statute accordingly.

This Change Would:

1. No longer require individuals/families to devote hours of their time to complete a lengthy assessment, where they are asked to discuss their personal needs when these needs have not changed since their last evaluation.
2. Enable staff to respond to initial assessment requests timely and reduce service delays.
3. Address workforce issues by retaining staff and slowing the need to add FTEs to meet the increasing requests for services.

February 18, 2025

RE: Support Reducing the Frequency of Reevaluations for Home and Community-Based Services (HCBS)

To Whom It May Concern,

On behalf of the Down Syndrome Association of Minnesota, I write to express full support for amending federal requirements to reduce the frequency of Home and Community-Based Services (HCBS) reevaluations to occur every three years, upon request, or when there is a significant change in an individual's condition. This policy change which will allow counties to allocate resources more effectively, reduce the workforce for conducting evaluations by nearly 50%, and—most importantly—ensure that beneficiaries can access essential home or community-based services without delay. Thank you for your leadership on this effort.

The role of evaluations for home or community-based services is crucial in ensuring that older adults and individuals with a disability who live with long-term and chronic- care needs receive the appropriate support and services. These evaluations assist beneficiaries in making informed decisions about their care options, whether they choose to remain in their homes, move to group homes, or reside in elderly living facilities. The evaluation process is comprehensive and holds significant value, particularly during the initial phase of service initiation. However, many beneficiaries experience stable conditions with minimal or no functional changes annually. For these individuals, the requirement of an annual reevaluation is not necessary to accurately reflect their current level of care and needs.

Recently, counties have faced increased demand from older adults and individuals with disabilities for these required evaluations to access home or community-based services. This surge in demand has led to longer waiting periods for initial evaluations, resulting in delayed access to essential home or community-based services and counties falling behind statutory requirements. Counties are challenged with balancing the need for initial access to home or community-based services and increasing the workforce year over year to meet the requirements for ongoing annual evaluations of current beneficiaries.

A 2024 survey in Scott County, MN found that 90% of HCBS recipients support reducing reevaluation frequency. A reduced frequency of reevaluation would be easier on families and individuals whose condition does not change, reduce the workforce needed for conducting evaluations by almost 50%, allow counties to be more responsive in other areas such as initial evaluations, and allow recipients to initially access home or community-based services without delay. Without this change, counties will be required to continue increasing the workforce to meet the federal requirements.

We believe this policy change is critical to our ability to serve older adults and individuals with a disability effectively. We ask for your support on this change, and we thank you for your consideration and attention to this issue.

Sincerely,

Sarah Curfman
President & CEO
Down Syndrome Association of Minnesota

February 21, 2025

To Whom it May Concern,

The Multicultural Autism Action Network is a non-profit organization supporting families of children with disabilities in Minnesota. Our organization helps hundreds of families of children with disabilities navigate disability services in person each year, and serves thousands more through our social media presence.

Accessing disability services is an extremely complex process, made challenging by layers of bureaucracy, complex forms, and long wait times. One of the greatest obstacles people with disabilities face is the wait times for an assessment to see if the individual qualifies for Home and Community Based Services (HCBS). Our state law in Minnesota mandates that this assessment be completed within 20 days of requesting it, but the reality is that families often wait 6, 7, or even 8 months for the assessment without support or services.

In Minnesota, these long delays have resulted in tragedy. During the last several months there were two autistic children who eloped from their homes and drowned in nearby bodies of water. We cannot know if these drownings would have been prevented if these families had access to services that might have paid for tracking devices, window alarms, or additional staff, but certainly these supports contribute to the layers of protection needed to keep our children safe.

We believe that this problem of long wait times could be remedied if we reduced the backlog of assessments, especially for people with relatively static disabilities whose needs do not change significantly over time. We have looked into changing our state statute to see if the assessment could be conducted every third year instead of annually, but we understand that this cannot happen without a change to the federal law.

That is why we are reaching out today. We fully support a change to the federal law to allow assessments for Home and Community Based Services (referred to MnChoices assessments in Minnesota) to be conducted every third year instead of every year for those who wish to do do so. We believe this would relieve the pressure on the assessment system, provide much needed relief to counties, help more people with disabilities access the system without the long wait times, and possibly even help save lives.

Thank you for your support and please reach out with any questions.

Sincerely,
Multicultural Autism Action Network

Maren Christenson Hofer
Executive Director

Dear Members of the Minnesota Congressional Delegation,

On behalf of ARRM, I write to express full support for amending federal requirements to reduce the frequency of HCBS reevaluations to occur every three years, upon request, or when there is a significant change in an individual's condition. This policy change which will allow counties to allocate resources more effectively, reduce the workforce for conducting evaluations, and—most importantly—ensure that beneficiaries can access essential home or community-based services without delay. Thank you for your leadership on this effort.

The role of evaluations for home or community-based services ensures older adults and individuals with a disability who live with long-term and chronic-care needs receive the appropriate support and services. These evaluations assist beneficiaries in making informed decisions about their care options; whether they choose to remain in their homes, move to group homes, or reside in elderly living facilities, it is a choice. The evaluation process is comprehensive and holds significant value, particularly during the initial phase of service initiation. However, many beneficiaries experience stable conditions with minimal or no functional changes annually. For these individuals, the requirement of an annual reevaluation is not necessary to accurately reflect their current level of care and needs.

Recently, counties have faced increased demand from older adults and individuals with disabilities for these required evaluations to access home or community-based services. This surge in demand has led to longer waiting periods for initial evaluations, resulting in delayed access to essential home or community-based services and counties falling behind statutory requirements. Counties are challenged with balancing the need for initial access to home or community-based services and increasing the workforce year over year to meet the requirements for ongoing annual evaluations of current beneficiaries.

According to a 2024 survey in Scott County, MN, 90% of families and individuals already receiving home or community-based services would prefer to reduce the frequency of reevaluation to every three years, upon request, or when there is a significant change in condition. A reduced frequency of reevaluation would be easier on families and individuals whose condition does not change, reduce the workforce needed for conducting evaluations, allow counties to be more responsive in other areas such as initial evaluations, and allow recipients to initially access home or community-based services without delay.

Families in Scott County and across Minnesota are experiencing extraordinary wait times and delays to accessing needed services. We believe this policy change critically impacts our ability to serve older adults and individuals with a disability. We ask for your support on this change, and we thank you for your consideration and attention to this issue.

Sincerely,

Sue Schettle

Chisago County Budget and Finance
March 12, 2025

(651) 291-1086
info@arrm.org
www.arrm.org
860 Blue Gentian Road, Suite 190
Eagan, MN 55121

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** **18**
Title of Item for Consideration: Westlaw (Thomson Reuters) Contract Renewal	
Action Requested by: Janet Reiter, County Attorney	***Department:*** County Attorney's Office
Previous Action on this Matter: None.	

Background: The County Attorney's Office relies on Westlaw for its Prosecutor and Civil staff to conduct legal research. The current internet platform of our Westlaw subscription is set to "sunset" (go away) soon and can only be renewed for a one-year term. This RBA requests approval for a three-year contract w/two 1-yr option years on Westlaw's newest Artificial Intelligence (AI) platform This AI product will allow for increased productivity, as well as budget predictability, for up to 5 years.

Attachment(s):

- Thomson Reuters (Westlaw) "Order Form" – Q-09472807

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the Agreement for Westlaw Service. The suggested motion is as follows:

"Move to approve the Westlaw contract for three years with two option years for the Chisago County Attorney's Office."

Implications of Action: By approving the agreement, the Chisago County Attorney's Office will have access to Westlaw.

Budget/Financial Implications: The fixed rates over the course of five years will allow for accurate budget predictability.

Legal/Policy Implications: The Westlaw product is essential for attorneys to complete their work because access to up-to-date legal information and caselaw is legally and ethically necessary. The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies.

Administrator's Recommendation

Approve CEB	Deny _____	Other _____
Motion By:	Seconded by:	

To:			
Action on Motion:	Aye _____	Nay ____	Abstain ____

Thomson Reuters™

Order Form

Order ID: Q-09472807

Contact your representative jonathan.sharot@thomsonreuters.com with any questions. Thank you.

Sold To Account Address
Account #: 1000201722
CHISAGO COUNTY
ATTORNEY
313 N MAIN ST RM 373
CENTER CITY MN 55012-9663 US

"Customer"

Shipping Address
Account #: 1000201722
CHISAGO COUNTY
ATTORNEY
313 N MAIN ST RM 373
CENTER CITY MN 55012-9663 US

Billing Address
Account #: 1000201722
CHISAGO COUNTY
ATTORNEY
313 N MAIN ST RM 373
CENTER CITY, MN 55012-9663
US

This Order Form is a legal document between Customer and

A. West Publishing Corporation to the extent that products or services will be provided by West Publishing Corporation, and/or
B. Thomson Reuters Enterprise Centre GmbH to the extent that products or services will be provided by Thomson Reuters Enterprise Centre GmbH.

A detailed list of products and services that are provided by Thomson Reuters Enterprise Centre GmbH and current applicable IRS Certification forms are available at: https://www.tr.com/trorderinginfo

West Publishing Corporation may also act as an agent on behalf of Thomson Reuters Enterprise Centre GmbH solely with respect to billing and collecting payment from Customer. Thomson Reuters Enterprise Centre GmbH and West Publishing Corporation will be referred to as "Thomson Reuters", "we" or "our," in each case with respect to the products and services it is providing, and Customer will be referred to as "you", or "your" or "Client".

For Federal Customers the following shall apply: Thomson Reuters General Terms and Conditions (available here: http://tr.com/federal-general-terms-and-conditions apply to the purchase and use of all products, except print, and together with any applicable Product Specific Terms (set forth below) are incorporated into this Order Form by this reference. In the event that there is a conflict of terms among the General Terms and Conditions, the Product Specific Terms and this Order Form, the order of precedence shall be Order Form, the Product Specific Terms, and last the General Terms and Conditions.

For non-federal customers the following shall apply: Thomson Reuters General Terms and Conditions (http://tr.com/us-general-terms-and-conditions) apply to the purchase and use of all products, except print, and together with any applicable Product Specific Terms (set forth below) are incorporated into this Order Form by this reference. In the event that there is a conflict of terms among the General Terms and Conditions, the Product Specific Terms and this Order Form, the order of precedence shall be Order Form, the Product Specific Terms, and last the General Terms and Conditions.

ProFlex Products
See Attachment for details

Material #	Product	Monthly Charges	Minimum Terms (Months)
40757482	West Proflex	$2,005.21	60

Bridge Products

Material #	Product	Quantity	Unit	Bridge Monthly Charges	Bridge Term (Months)
40757482	West Proflex	1	Each	$1,928.09	2

Bridge Terms

Bridge Monthly Charges begin on the date we process your order and will be prorated for the number of days remaining in the calendar month, if any. The Bridge Monthly charges will continue for the number of complete calendar months listed in the Bridge Term column above and will be in addition to the Monthly Charges and Minimum Term outlined above. At the end of the Bridge Term, your Monthly Charges and the Minimum term will begin on the first full calendar month following the Bridge Term as described in the Product grid above. All other terms and conditions of the Order Form remain unchanged. For purposes of clarification, your total Term will be the Bridge Term plus the Minimum Term.

Minimum Terms

Your subscription is effective upon the date we process your order ("Effective Date") and Monthly Charges will be prorated for the number of days remaining in that month, if any. Your subscription will continue for the number of months listed in the Minimum Term column above plus any Bridge Term that may be outlined above counting from the first day of the month following the Effective Date. Your Monthly Charges during the first twelve (12) months of the Minimum Term are as set forth above. If your Minimum Term is longer than 12 months, then your Monthly Charges for each year of the Minimum Term are displayed in the Attachment to the Order Form.

Post Minimum Terms

Your subscription will automatically renew at the end of the Minimum Term. Each Automatic Renewal Term will be 12 months in length ("Automatic Renewal Term"), and we will notify you of any change in the Monthly Charges at least 60 days before each Automatic Renewal Term starts. You are also responsible for all Excluded Charges.

Federal government subscribers that chose a multi-year Minimum Term, those additional years will be implemented at your option pursuant to federal law. Either of us may cancel the Automatic Renewal Term by sending notice in writing at least 30 days before an Automatic Renewal Term begins. Send your notice of cancellation to Customer Service, 610 Opperman Drive., P.O. Box 64833, Eagan, MN 55123-1803.

Banded Product Subscriptions. You certify your total number of attorneys (full-time and part-time partners, shareholders, associates, contract or staff attorneys, of counsel, and the like), corporate users, personnel or full-time-equivalent students is indicated in this Order Form. Our pricing for banded products is made in reliance upon your certification. If we learn that the actual number is greater or increases at any time, we reserve the right to increase your charges to the market rate for all of your attorneys.

Miscellaneous

Applicable Law. If you are a state or local governmental entity, your state's law will apply, and any claim may be brought in the state or federal courts located in your state. If you are a non-governmental entity, this Order Form shall be interpreted under Minnesota state law and any claim by one of us shall exclusively be brought in the state or federal courts in Minnesota. If you are a United States Federal Government subscriber, United States federal law will apply, and any claim may be brought in any federal court.

Material Change. If, at any time during the Minimum Term or the Renewal Term, there is a material change in your organizational structure including, but not limited to merger, acquisitions, combination, significant increase in the number of attorneys at a location covered by the agreement, divestitures, downsizing or dissolution, the parties agree to immediate good faith renegotiation of the terms and conditions of this ordering document, during which we may modify your rates proportionally. If you acquire the assets of, or attorneys from, another entity that is a current subscriber, you assume all obligations under the agreements that apply to those assets and attorneys, and you will pay the invoiced charges on both those agreements as they become due, until a superseding agreement is negotiated in good faith.

Charges, Payments & Taxes. You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government customer and fail to pay your invoiced charges, you are responsible for collection costs including attorneys' fees.

Excluded Charges And Schedule A Rates. If you access products or services that are not included in your subscription you will be charged our then-current rate ("Excluded Charges"). Excluded Charges will be invoiced and due with your next payment. For your reference, the current Excluded Charges schedules are located in the below link. Excluded Charges may change from time-to-time upon 30 days written or online notice. We may, at our option, make certain products and services Excluded Charges if we are contractually bound or otherwise required to do so by a third party provider or if products or services are enhanced or if new products or services are released after the effective date of this ordering document. Modification of Excluded Charges or Schedule A rates is not a basis for termination under paragraph 9 the General Terms and Conditions.

https://legal.thomsonreuters.com/content/dam/ewp-m/documents/legal/en/pdf/other/plan-2-pro-govt-agencies.pdf

http://static.legalsolutions.thomsonreuters.com/static/agreement/plan-2-pro-govt-agencies.pdf

eBilling Contact. All invoices for this account will be emailed to your e-Billing Contact(s) unless you have notified us that you would like to be exempt from e-Billing.

Credit Verification. If you are applying for credit as an individual, we may request a consumer credit report to determine your creditworthiness. If we obtain a consumer credit report, you may request the name, address and telephone number of the agency that supplied the credit report. If you are applying for credit on behalf of a business, we may request a current business financial statement from you to consider your request.

Cancellation Notification Address. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan MN 55123-1803

Returns and Refunds. You may return a print product to us within 45 days of the original shipment date if you are not completely satisfied. Please see http://static.legalsolutions.thomsonreuters.com/static/returns-refunds.pdf or contact Customer Service at 1-800-328-4880 for additional details regarding our policies on returns and refunds.

Confidentiality of Ordering Document. You understand that disclosure of the terms contained in this ordering document would cause competitive harm to us, and you agree not to disclose these terms to any third person.

Product Specific Terms

Document Intelligence Product Specific Terms: The following product specific terms shall apply to the Document Intelligence products on this order form, and are incorporated by reference: http://www.thomsonreuters.com/document-intelligence-PST.

Additional Terms for Services with Generative AI Skills: The following additional terms shall apply to Thomson Reuters Products with Generative AI Skills (including but not limited to all CoCounsel branded Products; all Products with AI Assisted Research; Practical Law or Practical Law Connect, with Dynamic Tool Set; Practical Law UK Premium; Practical Law Global Premium), listed on this order form, and are incorporated into this order form by reference: http://tr.com/genai-terms.

CoCounsel Core and CoCounsel Drafting Product Specific Terms: The following product specific terms shall apply to CoCounsel Core and CoCounsel Drafting and are incorporated into this order form by reference: http://tr.com/cocounselcore-and-drafting-product-specific-terms.

Product Specific Terms and Service Levels: The following product specific terms and service levels shall apply to the HighQ products on this order form, and are incorporated by reference:

- HighQ Product Specific Terms http://tr.com/HighQ-PST
- HighQ Service Level**s:** Thomson Reuters shall provide service availability, maintenance and support for the term of the Agreement. Details are available at: http://tr.com/HighQ-SLA. Note that Sections 3.3 of the SLA does not apply to any HighQ Light packages

The Federal Product Specific Terms can be found here: http://tr.com/federal-product-specific-terms

Product Specific Terms. The following products have specific terms which are incorporated by reference and made part of this Order Form if they apply to your order. They can be found at https://static.legalsolutions.thomsonreuters.com/static/ThomsonReuters-General-Terms-Conditions-PST.pdf. If the product is not part of your order, the product specific terms do not apply.

- Campus Research

- Hosted Practice Solutions
- ProView eBooks
- Time and Billing
- West km Software
- West LegalEdcenter
- Westlaw
- Westlaw Doc & Form Builder
- Westlaw Paralegal
- Westlaw Patron Access
- Westlaw Public Records

Drafting Tools Product Specific Terms: The following product specific terms shall apply to the Drafting Tools products (Drafting Assistant, Clause Finder, Clause Finder: Internal Agreements) on this order form, and are incorporated by reference: https://www.thomsonreuters.com/draftingassistant-and-clausefinder-pst.

Amended Terms and Conditions

Government Non-Availability of Funds for Online, Practice Solutions or Software Products

You may cancel a product or service with at least 30 days written notice if you do not receive sufficient appropriation of funds. Your notice must include an official document, (e.g., executive order, an officially printed budget or other official government communication) certifying the non-availability of funds. You will be invoiced for all charges incurred up to the effective date of the cancellation.

Acknowledgement: Order ID: Q-09472807

Signature of Authorized Representative for order	**Title**
Printed Name	**Date**

This Order Form will expire and will not be accepted after 6/13/2025.

Approved as to Form: /ss/ Janet Reiter Dated 2/14/2025

Janet Reiter, Chisago County Attorney

Thomson Reuters™

Attachment Order ID: Q-09472807

Contact your representative jonathan.sharot@thomsonreuters.com with any questions. Thank you.

Payment, Shipping, and Contact Information

Payment Method:
Payment Method: Bill to Account
Account Number: 1000201722
This order is made pursuant to:

Shipping Information:
Shipping Method: Ground Shipping - U.S. Only

Order Confirmation Contact (#28)
Contact Name: Cicero, Nicholas
Email: nicholas.cicero@chisagocountymn.gov

eBilling Contact
Contact Name Nicholas Cicero
Email **nicholas.cicero@chisagocountymn.gov**

ProFlex Multiple Location Details

Account Number	Account Name	Account Address	Action
1000201722	CHISAGO COUNTY	313 N MAIN ST RM 373 CENTER CITY MN 55012-9663 US	New

ProFlex Product Details

Quantity	Unit	Service Material #	Description
1	Each	40757482	West Proflex
11	Attorneys	41933475	Westlaw Litigation Collection, Enterprise access, Government
11	Attorneys	42077755	Westlaw All Analytical, Enterprise access, Government
1	Seats	42904118	Practical Law Government Practice Areas on Westlawâ¢
11	Attorneys	43102993	Westlaw Precision Preferred with CoCounsel National Primary Law, Enterprise access, Government
2	Seats	30916877	CoCounsel Core V2, Seat

Account Contacts

Account Contact First Name	Account Contact Last Name	Account Contact Email Address	Account Contact Customer Type Description
Nicolas	Cicero	nico.cicero@chisagocountymn.gov	EML PSWD CONTACT

Lapsed Products

Sub Material	Active Subscription to be Lapsed
40757481	West Proflex

Charges During Minimum Term

Material #	Product Name	Year 1 Charges per Billing Freq	% incr Yr 1-2*	Year 2 Charges per Billing Freq	% incr Yr 2-3*	Year 3 Charges per Billing Freq	% incr Yr 3-4*	Year 4 Charges per Billing Freq	% incr Yr 4-5*	Year 5 Charges per Billing Freq	Billing Freq
40757482	West Proflex	$2,005.21	14.00%	$2285.94	14.00%	$2605.98	3.99%	$2710.21	4.00%	$2818.62	Monthly

Charges During Minimum Term

Pricing is displayed only for the years included in the Minimum Term. Years without pricing in above grid are not included in the Minimum Term. Refer to your Order Form for the Post Minimum Term pricing. Refer to Order Form for Billing Frequency Type.

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** **19**
Title of Item for Consideration: SHIP 244 - 245 Grant Agreements – Williams Park Community Garden and Family Pathways	
Action Requested by: Robert Benson, Director	***Department:*** Health & Human Services
Previous Action on this Matter: None	

Background: Chisago County Health & Human Services has been awarded funding from the Minnesota Department of Health to work with communities, schools, healthcare and worksites to promote policy, system and environmental changes with a focus on improving nutrition, increasing physical activity and decreasing tobacco use and exposure.

Grants will be awarded to various approved grant applicants to assist them in these efforts. Grantees are required to provide a minimum of 10% in-kind matching funds toward the completion of their project as a condition of grant acceptance.

Attachment(s):

- SHIP Grant Agreement 244 – Williams Park Community Garden
- SHIP Grant Agreement 245 – Family Pathways

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the SHIP grant agreements – 244 and 245. The following motion is suggested:

"Move to approve the SHIP Grant Agreements – SHIP 244 Williams Park Community Garden and SHIP 245 Family Pathways."

Implications of Action: Approval of SHIP grant 244 will allow Williams Park Community Garden to build and assemble tomato cages under the instruction of Dianne and David Patras who are both Chisago County master Gardeners, the large cages will help with disease and air circulation which will lead to a much larger crop.

Approval of SHIP grant 245 will allow Family Pathways to purchase and install a water station, by providing access to the water station and promoting it through clear

communication, it will support the health and wellness of employees, volunteers, and customers while also contributing to sustainability goals***.***

Budget/Financial Implications: SHIP 244 – The budget will be fulfilled by State grant funding, from the Statewide Health Improvement Funds (SHIP) in the amount of $1,000.00

SHIP 245 – The budget will be fulfilled by State grant funding, from the Statewide Health Improvement Funds (SHIP) in the amount of $1,312.00.

Legal/Policy Implications: The Proposed activities are in compliance with all applicable state and federal regulations and County policies and procedures. The County Attorney has approved as to form.

Administrator's Recommendation

Approve CEB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay ____	Abstain ____

County of Chisago
State Health Improvement Program Grant Program
Grant Agreement

This Grant Agreement is between Chisago County Community Health Board, 313 No. Main Street, Center City, MN 55012 ("County") and Williams Park Community Garden, 38550 Tanger Dr, Suite 206, North Branch, MN 55056 ("Grantee").

Recitals

WHEREAS, the County administers the local implementation of the State of Minnesota State Health Improvement Program ("SHIP") and is empowered to enter into this Grant Agreement; and

WHEREAS, Williams Park Community Garden applied to County for a SHIP Grant in order to build and assemble tomato cages under the instruction of Dianne and David Patras who are both Chisago County master Gardeners, the large cages will help with disease and air circulation which will lead to a much larger crop; and

WHEREAS, after reviewing the full proposal and all supplemental documentation submitted by the Grantee, it was found that the application satisfied the requirements of Minn. Stat. § 145.986 and 16B.98; and

WHEREAS, the Grantee has been approved for a Grant in an amount not to exceed **One Thousand Dollars ($1,000.00);** and

WHEREAS, the Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Agreement to the satisfaction of the County.

NOW THEREFORE, the County and Williams Park Community Garden enter into this Grant Agreement (Agreement) and agree as follows:

1. **TERMS OF AGREEMENT.**
   1.1. **Effective Date**: March 20, 2025 or the date the County obtains all required signatures, **whichever is later**. The Grantee must not begin work under this Agreement until the Agreement is fully executed and the Grantee has been notified by the County's Authorized Representative to begin work.
   1.2. ***Expiration Date*:** October 31, 2025, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
   1.3. ***Survival of Terms*:** The following Parts shall survive the expiration or cancellation of this Agreement: Governing Law, Jurisdiction, and Venue; Publicity and Endorsement; State Audits; Indemnification; Government Data Practices and Intellectual Property; and Data Disclosure.

2. **GRANTEE'S DUTIES.**
   Grantee, is obligated and expressly agrees to undertake and complete the Project as described in Grantee's Application and supplements and correspondence related thereto (on file at the County and incorporated into this Agreement by reference) and in accordance with the requirements of this Agreement. Grantee shall make no changes in the tasks or schedules set forth without the written consent of the County, as provided in Paragraph 12, Amendments, of this Agreement, as applicable.

3. **TIME**
The Grantee must comply with all the time requirements described in this Agreement. In the performance of this Agreement, time is of the essence.

4. **AUTHORIZED REPRESENTATIVES**
For purposes of administering this Agreement, the County's Authorized Representative is:

Name: Courtney Wehrenberg
Title: Community Health Services Administrator
Address: 6133 402nd St., North Branch, MN 55056
Phone: 651-213-5215
Fax: 651-213-5401
Email: Courtney.Wehrenberg@chisagocounty.us

and the Grantee's Authorized Representative is:

Name: Dianne Patras
Address: 38550 Tanger Drive, Suite 206, North Branch, MN 55056
Phone: 763-607-3737
Email: dmpatras@gmail.com

To the extent possible, communication between the parties shall be made through the authorized representatives. The parties may substitute authorized representatives, as necessary, by written notification to each other.

5. **ASSIGNMENT, WAIVER, AND AGREEMENT COMPLETE**
5.1. ***Assignment*.** The Grantee may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the County and a fully executed Assignment Agreement, executed and approved by the same parties, or their successors in office, who approved and executed this Agreement.
5.2. ***Waiver*.** If the County fails to enforce any provision of this Agreement, that failure does not waive the provision or the right to enforce it.
5.3. ***Agreement Complete.*** This Agreement contains all negotiations and agreements between the County and the Grantee. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6. **CHANGES IN OWNERSHIP AND CONTROL**
This Agreement shall be binding on the County, its successors and assigns, and on the Grantee, its successors and assigns. In the event that the Grantee becomes aware that there will be a change in its ownership or control, the Grantee shall promptly notify the County's Authorized Representative, in writing, of the change.

7. **AUTHORITY TO CONTRACT**
Grantee is NOT authorized to enter into agreements needed to complete the work specified in this Agreement without the prior written consent of County, which shall not be withheld unreasonably.

8. **PROJECT FUNDING AND DISBURSEMENTS**

8.1. ***Total Obligation*.** The total obligation of the County for all compensation to the Grantee under this Agreement will not exceed **One Thousand Dollars ($1,000.00)**.

8.2. ***Condition of Payment*.** All services provided by the Grantee under this Agreement must be performed to the County's satisfaction, as determined at the sole discretion of the County Authorized Representative.

8.3. ***Disbursements*** shall not be construed as a waiver by the County of any authority it may have to remedy Grantee's noncompliance with this Agreement.

8.4. ***Grantee Commitment of Financing*.** Grantee shall provide in-kind matching funds necessary for the completion of the Project of not less than ten percent (10%) of the total grant disbursement.

9. **USE OF GRANT FUNDS**

Grantee shall use Grant funds solely for eligible costs as identified in Grantee's Application and as incurred within the term of this Agreement.

10. **COMPLIANCE WITH THE LAW**

The Grantee shall conduct the Project in compliance with all applicable provisions of federal, state, and local laws and obtain all federal, state and local permits, licenses and authorizations necessary to implement and operate the Project.

11. **REPORTING REQUIREMENTS**

All reporting must be provided to the County's Authorized Representative.

11.1. ***Upon project completion***, grantee agrees to submit a short written success story with photo that outlines how the funds supported the efforts of their project.

11.2. ***Treatment of Data*.** All data (information) related to this Project and Agreement that is maintained by the County is public unless the Minnesota Data Practices Act, Minn. Stat. Ch.13, or other applicable state or federal law provides otherwise. Grantee shall use its best efforts to provide all information required to be submitted to County in a form which can be released as public information. Grantee shall use its best efforts to prepare reports and other information without disclosing trade secret or sales information. If Grantee determines that it must disclose trade secret or sales information and Grantee wishes to keep that information from being subject to disclosure under the law, Grantee shall do the following:

1. In its report, Grantee shall segregate all information Grantee believes to not be subject to disclosure under the law from all other information.
2. Grantee shall submit a written request for the information to be treated as not subject to disclosure under the law, citing the reasons for such treatment. Grantee shall submit the request to the County at the same time it submits the report containing the information in question.

The County shall not consider a request to treat data as not subject to disclosure under the law unless it is made in accordance with the above two requirements. If a request is made in accordance with the above requirements, the County shall promptly determine whether the information qualifies for nonpublic or private data treatment. If the County determines that the information may be treated as nonpublic or private data, the County shall use its best efforts to treat the information accordingly.

12. **AMENDMENTS**

Any amendments to this Agreement must be in writing and will not be effective until it has been approved and executed by the same parties, or their successors in office, who approved and executed the original Agreement.

13. **FAILURE TO COMPLY**

13.1. ***Suspension or Termination***. Failure of Grantee to comply with the terms and conditions of this Agreement shall constitute default under the terms of this Agreement unless the County agrees to an amendment under Part 12. Upon default, the County may immediately suspend or terminate the Agreement. Upon receipt of written notice of suspension or termination, Grantee shall immediately cease any expenditure of Grant funds and immediately cease incurring any expenditure for which Grant funds would be requested. Grantee shall return, upon demand, all unspent Grant funds disbursed by the County.

13.2. ***Repayment of Funds.*** If the County finds that the default is based on a serious breach of the terms and conditions of this Agreement such as substantial nonperformance of the Project, fraud, theft of funds, or gross negligence in the use of funds, the Grantee shall repay, upon demand, the Grant in full. Upon termination, the Grantee shall summarize in a written report the work completed prior to termination. In addition to termination, the County reserves the right to exercise all other available remedies.

13.3. ***Notice of Default*.** In the event of default, the County shall send a written notice to Grantee describing Grantee's failure to comply with the terms and conditions of this Agreement. At the County's election, Grantee may be provided an opportunity to correct the default of not less than seven (7) nor more than thirty (30) days. If no response is received by the County within the applicable time period or, if Grantee shall fail to satisfactorily correct the default, the County may immediately terminate the Agreement.

13.4. ***Response to Notice of Default***. The County may agree to amend the terms and conditions of this Agreement if the Grantee submits a written response supported by documentation that establishes that an amendment is justified.

14. **TERMINATION**

The County may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding sources, or if funding cannot be continued at a level sufficient to allow for the payments provided herein. Termination must be by written notice to the Grantee. The County is not obligated to pay for any costs of the Project that are incurred after the notice and effective date of termination. The County will not be assessed any penalty if the Agreement is terminated because of the decision of the Minnesota Legislature, or other funding sources, to not appropriate funds. The County must provide the Grantee notice of the lack of funding within a reasonable time of the County's receiving that notice.

15. **WORKERS' COMPENSATION**

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered County employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the County's obligation or responsibility.

16. **PUBLICITY AND ENDORSEMENT**

Any publicity regarding the subject matter of this Agreement must identify the Minnesota Department of Health and the County as a funding source and must not be released without prior written approval from the County's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Agreement. The Grantee must not claim that the Minnesota Department of Health and the County endorses its products or services.

17. **HUMAN RIGHTS, EQUAL EMPLOYMENT OPPORTUNITY, AFFIRMATIVE ACTION**

The Grantee, in the conduct of the Project, shall comply with all applicable state and federal laws relating to nondiscrimination, affirmative action, and equal opportunity, now or hereafter enacted and any amendments thereto, including, but not limited to, Minnesota Statutes Ch. 363 (the Minnesota Human Rights Act), Minn. Stat. § 181.59 (applicable to Agreements for materials, supplies, and construction for or on behalf of the State), and the Americans with Disabilities Act of 1990 (P.L. 100-336).

18. **LIABILITY**

The Grantee must indemnify, save, and hold the County, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the County, arising from the performance of this Grant Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the County's failure to fulfill its obligations under this Grant Agreement.

19. **INSURANCE**

21.1 Grantee is required to maintain general liability and automobile (if a vehicle is used in performing the duties under the contract) insurance minimum limits in the amount of $1,000,000 protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as from claims for property damage, including loss of use which may arise from operations under the Contract whether the operations are by the Grantee or by a subcontractor or by anyone directly or indirectly employed by the Grantee under the Contract.

21.2 Insurance coverage by the Grantee in amounts greater than the tort liability limits set for municipal corporations, pursuant to Minn. Stat. 466 shall not constitute a waiver of the liability cap(s) available to the County.

20. **GOVERNMENT DATA PRACTICES AND INTELLECTUAL PROPERTY**

20.1. ***Government Data Practices***. The Grantee agrees to comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the County in accordance with this Agreement and as it applies to all data created, collected, received, stored, used, maintained or disseminated by Grantee in accordance with this Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this Part by either the Grantee or the County. In the event the Grantee receives a request to release the data referred to in this Part, the Grantee must immediately notify the County. The County will give the Grantee instructions concerning the release of the data to the requesting party before the data is released.

20.2. ***Intellectual Property***.

20.2.1. Grantee shall own all rights, title and interest in all of the materials conceived or created by the Grantee, or its employees or subcontractors, either individually or jointly with others and which arise out of the performance of this contract, created and paid for under this contract, including any inventions, reports, studies, designs, drawings, specifications, notes, documents, software and documentation, computer based training modules, electronically, magnetically or digitally recorded material, and other work in whatever form (hereinafter MATERIALS).

20.2.2. Grantee represents and warrants that MATERIALS produced or used under this contract do not and will not infringe upon any intellectual property rights of another, including, but not limited to, patents, copyrights, trade secrets, trade names, and service marks and names. The Grantee shall indemnify and defend, to the extent permitted by the Attorney General, County at the Grantee's expense from any action or claim brought against County to the extent that it is based on a claim that all or part of the MATERIALS infringe upon the intellectual property rights of another. The Grantee shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including, but not limited to, reasonable attorney fees arising out of this contract, amendments and supplements thereto, which are attributable to such claims or actions.

21. **ANTITRUST**

The Grantee hereby assigns to the County any and all claims for overcharges as to goods or services provided in connection with this contract resulting from antitrust violations which arise under the antitrust laws of the United States or the antitrust laws of the State of Minnesota.

22. **JURISDICTION AND VENUE**

This contract, and amendments and supplements thereto, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or breach thereof, shall be in the state or federal court with competent jurisdiction in Chisago County, Minnesota.

23. **STATE AUDITS**

The books, records, documents, and accounting procedures and practices of the Grantee relevant to this contract shall be subject to examination by County and the Legislative Auditor for a minimum of <u>six (6)</u> years from the end of the contract. In addition, the Grantee shall permit representatives of the County to visit the site of the Project during regular business hours to review the status of the Project and verify expenditures made under this Agreement.

24. **SUBCONTRACTING**

Grantee shall not enter into any subcontract for performance of any services contemplated under this agreement. If specifically authorized by the County, Grantee is responsible for the performance of all subcontractors and shall compensate said subcontractors pursuant to the requirements of Minnesota Statute § 471.425.

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

1. GRANTEE

Grantee certifies that the appropriate person(s) have executed the contract on behalf of Grantee as required by applicable articles, by-laws, resolutions, or ordinances.

By:
Title: Dianne Patras, President
Date:

2. COUNTY OF CHISAGO

APPROVED:

By:
Title: Dan Dahlberg, Chair, Chisago County Board of Commissioners
Date:

CERTIFIED:

By:
Title: Chase Burnham, County Administrator
Date:

By:
Title: Robert Benson, Director, Chisago County Health & Human Services
Date:

AS TO FORM:

By: Janet Reiter
Title: Janet Reiter, Chisago County Attorney
Date: 3/13/2025

County of Chisago
State Health Improvement Program Grant Program
Grant Agreement

This Grant Agreement is between Chisago County Community Health Board, 313 No. Main Street, Center City, MN 55012 ("County") and Family Pathways, 26816 Kettle River BLVD, Wyoming, MN 55092 ("Grantee").

Recitals

WHEREAS, the County administers the local implementation of the State of Minnesota State Health Improvement Program ("SHIP") and is empowered to enter into this Grant Agreement; and

WHEREAS, Family Pathways applied to County for a SHIP Grant in order to purchase and install a water station, by providing access to the water station and promoting it through clear communication, it will support the health and wellness of employees, volunteers, and customers while also contributing to sustainability goals; and

WHEREAS, after reviewing the full proposal and all supplemental documentation submitted by the Grantee, it was found that the application satisfied the requirements of Minn. Stat. § 145.986 and 16B.98; and

WHEREAS, the Grantee has been approved for a Grant in an amount not to exceed **One Thousand Three Hundred Twelve Dollars and Ninety-Nine Cents ($1,312.99);** and

WHEREAS, the Grantee represents that it is duly qualified and agrees to perform all services described in this Grant Agreement to the satisfaction of the County.

NOW THEREFORE, the County and Family Pathways enter into this Grant Agreement (Agreement) and agree as follows:

1. **TERMS OF AGREEMENT.**
   1.1. **Effective Date**: March 20, 2025 or the date the County obtains all required signatures, **whichever is later**. The Grantee must not begin work under this Agreement until the Agreement is fully executed and the Grantee has been notified by the County's Authorized Representative to begin work.
   1.2. ***Expiration Date*:** October 31, 2025, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
   1.3. ***Survival of Terms*:** The following Parts shall survive the expiration or cancellation of this Agreement: Governing Law, Jurisdiction, and Venue; Publicity and Endorsement; State Audits; Indemnification; Government Data Practices and Intellectual Property; and Data Disclosure.

2. **GRANTEE'S DUTIES.**
   Grantee, is obligated and expressly agrees to undertake and complete the Project as described in Grantee's Application and supplements and correspondence related thereto (on file at the County and incorporated into this Agreement by reference) and in accordance with the requirements of this Agreement. Grantee shall make no changes in the tasks or schedules set forth without the written consent of the County, as provided in Paragraph 12, Amendments, of this Agreement, as applicable.

3. **TIME**
The Grantee must comply with all the time requirements described in this Agreement. In the performance of this Agreement, time is of the essence.

4. **AUTHORIZED REPRESENTATIVES**
For purposes of administering this Agreement, the County's Authorized Representative is:

Name: Courtney Wehrenberg
Title: Community Health Services Administrator
Address: 6133 402nd St., North Branch, MN 55056
Phone: 651-213-5215
Fax: 651-213-5401
Email: Courtney.Wehrenberg@chisagocounty.us

and the Grantee's Authorized Representative is:

Name: Venus Griffin
Address: 6413 Oak ST. North Branch, MN 55056
Phone: 651-674-8040
Email: venusg@familypathways.org

To the extent possible, communication between the parties shall be made through the authorized representatives. The parties may substitute authorized representatives, as necessary, by written notification to each other.

5. **ASSIGNMENT, WAIVER, AND AGREEMENT COMPLETE**
5.1. ***Assignment*.** The Grantee may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the County and a fully executed Assignment Agreement, executed and approved by the same parties, or their successors in office, who approved and executed this Agreement.
5.2. ***Waiver*.** If the County fails to enforce any provision of this Agreement, that failure does not waive the provision or the right to enforce it.
5.3. ***Agreement Complete.*** This Agreement contains all negotiations and agreements between the County and the Grantee. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6. **CHANGES IN OWNERSHIP AND CONTROL**
This Agreement shall be binding on the County, its successors and assigns, and on the Grantee, its successors and assigns. In the event that the Grantee becomes aware that there will be a change in its ownership or control, the Grantee shall promptly notify the County's Authorized Representative, in writing, of the change.

7. **AUTHORITY TO CONTRACT**
Grantee is NOT authorized to enter into agreements needed to complete the work specified in this Agreement without the prior written consent of County, which shall not be withheld unreasonably.

8. **PROJECT FUNDING AND DISBURSEMENTS**

8.1. ***Total Obligation*.** The total obligation of the County for all compensation to the Grantee under this Agreement will not exceed **One Thousand Three Hundred Twelve Dollars and Ninety-Nine Cents ($1,312.99)**.

8.2. ***Condition of Payment*.** All services provided by the Grantee under this Agreement must be performed to the County's satisfaction, as determined at the sole discretion of the County Authorized Representative.

8.3. ***Disbursements*** shall not be construed as a waiver by the County of any authority it may have to remedy Grantee's noncompliance with this Agreement.

8.4. ***Grantee Commitment of Financing*.** Grantee shall provide in-kind matching funds necessary for the completion of the Project of not less than ten percent (10%) of the total grant disbursement.

9. **USE OF GRANT FUNDS**

Grantee shall use Grant funds solely for eligible costs as identified in Grantee's Application and as incurred within the term of this Agreement.

10. **COMPLIANCE WITH THE LAW**

The Grantee shall conduct the Project in compliance with all applicable provisions of federal, state, and local laws and obtain all federal, state and local permits, licenses and authorizations necessary to implement and operate the Project.

11. **REPORTING REQUIREMENTS**

All reporting must be provided to the County's Authorized Representative.

11.1. ***Upon project completion***, grantee agrees to submit a short written success story with photo that outlines how the funds supported the efforts of their project.

11.2. ***Treatment of Data*.** All data (information) related to this Project and Agreement that is maintained by the County is public unless the Minnesota Data Practices Act, Minn. Stat. Ch.13, or other applicable state or federal law provides otherwise. Grantee shall use its best efforts to provide all information required to be submitted to County in a form which can be released as public information. Grantee shall use its best efforts to prepare reports and other information without disclosing trade secret or sales information. If Grantee determines that it must disclose trade secret or sales information and Grantee wishes to keep that information from being subject to disclosure under the law, Grantee shall do the following:

1. In its report, Grantee shall segregate all information Grantee believes to not be subject to disclosure under the law from all other information.
2. Grantee shall submit a written request for the information to be treated as not subject to disclosure under the law, citing the reasons for such treatment. Grantee shall submit the request to the County at the same time it submits the report containing the information in question.

The County shall not consider a request to treat data as not subject to disclosure under the law unless it is made in accordance with the above two requirements. If a request is made in accordance with the above requirements, the County shall promptly determine whether the information qualifies for nonpublic or private data treatment. If the County determines that the

information may be treated as nonpublic or private data, the County shall use its best efforts to treat the information accordingly.

12. **AMENDMENTS**

Any amendments to this Agreement must be in writing and will not be effective until it has been approved and executed by the same parties, or their successors in office, who approved and executed the original Agreement.

13. **FAILURE TO COMPLY**

13.1. ***Suspension or Termination***. Failure of Grantee to comply with the terms and conditions of this Agreement shall constitute default under the terms of this Agreement unless the County agrees to an amendment under Part 12. Upon default, the County may immediately suspend or terminate the Agreement. Upon receipt of written notice of suspension or termination, Grantee shall immediately cease any expenditure of Grant funds and immediately cease incurring any expenditure for which Grant funds would be requested. Grantee shall return, upon demand, all unspent Grant funds disbursed by the County.

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17. **HUMAN RIGHTS, EQUAL EMPLOYMENT OPPORTUNITY, AFFIRMATIVE ACTION**

The Grantee, in the conduct of the Project, shall comply with all applicable state and federal laws relating to nondiscrimination, affirmative action, and equal opportunity, now or hereafter enacted and any amendments thereto, including, but not limited to, Minnesota Statutes Ch. 363 (the Minnesota Human Rights Act), Minn. Stat. § 181.59 (applicable to Agreements for materials, supplies, and construction for or on behalf of the State), and the Americans with Disabilities Act of 1990 (P.L. 100-336).

18. **LIABILITY**

The Grantee must indemnify, save, and hold the County, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the County, arising from the performance of this Grant Agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the County's failure to fulfill its obligations under this Grant Agreement.

19. **INSURANCE**

21.1 Grantee is required to maintain general liability and automobile (if a vehicle is used in performing the duties under the contract) insurance minimum limits in the amount of $1,000,000 protecting it from claims for damages for bodily injury, including sickness or disease, death, and for care and loss of services as well as from claims for property damage, including loss of use which may arise from operations under the Contract whether the operations are by the Grantee or by a subcontractor or by anyone directly or indirectly employed by the Grantee under the Contract.

21.2 Insurance coverage by the Grantee in amounts greater than the tort liability limits set for municipal corporations, pursuant to Minn. Stat. 466 shall not constitute a waiver of the liability cap(s) available to the County.

20. **GOVERNMENT DATA PRACTICES AND INTELLECTUAL PROPERTY**

20.1. ***Government Data Practices***. The Grantee agrees to comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the County in accordance with this Agreement and as it applies to all data created, collected, received, stored, used, maintained or disseminated by Grantee in accordance with this Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this Part by either the Grantee or the County. In the event the Grantee receives a request to release the data referred to in this Part, the Grantee must immediately notify the County.

The County will give the Grantee instructions concerning the release of the data to the requesting party before the data is released.

20.2. ***Intellectual Property***.

20.2.1. Grantee shall own all rights, title and interest in all of the materials conceived or created by the Grantee, or its employees or subcontractors, either individually or jointly with others and which arise out of the performance of this contract, created and paid for under this contract, including any inventions, reports, studies, designs, drawings, specifications, notes, documents, software and documentation, computer based training modules, electronically, magnetically or digitally recorded material, and other work in whatever form (hereinafter MATERIALS).

20.2.2. Grantee represents and warrants that MATERIALS produced or used under this contract do not and will not infringe upon any intellectual property rights of another, including, but not limited to, patents, copyrights, trade secrets, trade names, and service marks and names. The Grantee shall indemnify and defend, to the extent permitted by the Attorney General, County at the Grantee's expense from any action or claim brought against County to the extent that it is based on a claim that all or part of the MATERIALS infringe upon the intellectual property rights of another. The Grantee shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including, but not limited to, reasonable attorney fees arising out of this contract, amendments and supplements thereto, which are attributable to such claims or actions.

21. **ANTITRUST**

The Grantee hereby assigns to the County any and all claims for overcharges as to goods or services provided in connection with this contract resulting from antitrust violations which arise under the antitrust laws of the United States or the antitrust laws of the State of Minnesota.

22. **JURISDICTION AND VENUE**

This contract, and amendments and supplements thereto, shall be governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this contract, or breach thereof, shall be in the state or federal court with competent jurisdiction in Chisago County, Minnesota.

23. **STATE AUDITS**

The books, records, documents, and accounting procedures and practices of the Grantee relevant to this contract shall be subject to examination by County and the Legislative Auditor for a minimum of <u>six (6)</u> years from the end of the contract. In addition, the Grantee shall permit representatives of the County to visit the site of the Project during regular business hours to review the status of the Project and verify expenditures made under this Agreement.

24. **SUBCONTRACTING**

Grantee shall not enter into any subcontract for performance of any services contemplated under this agreement. If specifically authorized by the County, Grantee is responsible for the performance of all subcontractors and shall compensate said subcontractors pursuant to the requirements of Minnesota Statute § 471.425.

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

1. GRANTEE

Grantee certifies that the appropriate person(s) have executed the contract on behalf of Grantee as required by applicable articles, by-laws, resolutions, or ordinances.

By:
Title: Venus Griffin / Strategic Initiatives Manager
Date:

2. COUNTY OF CHISAGO

APPROVED:

By:
Title: Dan Dahlberg, Chair, Chisago County Board of Commissioners
Date:

CERTIFIED:

By:
Title: Chase Burnham, County Administrator
Date:

By:
Title: Robert Benson, Director, Chisago County Health & Human Services
Date:

AS TO FORM:

By: Janet Reiter
Title: Janet Reiter, Chisago County Attorney
Date: 3/13/2025

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** 20
Title of Item for Consideration: Master Intergovernmental Services with Soil and Water Conservation District (SWCD)	
Action Requested by: Craig Mell, District Administrator	***Department:*** Soil and Water Conservation District
Previous Action on this Matter: Last agreed to in 2021.	

Background: The purpose of this Agreement is to provide a method by which the COUNTY and the SWCD cooperate and coordinate activities related to soil and water conservation in Chisago County in a way that best utilizes the public funds, resources and the technical expertise of each party.

Specifically, this Agreement describes and defines the following:

a) Annual Funding of the SWCD

b) Administrative and Legal Services Provided to SWCD

c) Insurance Coverages for SWCD Employees

d) Exchange of Technical Services Between SWSCD and COUNTY Departments and Compensation for Technical Services

The SWCD agrees to provide the following services to the County:

a) **Effectively utilize funds provided to the SWCD** to implement conservation practices that will conserve soil and water resources on private and public land.

b) **Provide an annual report** summarizing the work completed by the SWCD and provide an annual plan of work that prioritizes the workload for the SWCD during the upcoming year. A copy of the SWCDs annual report and annual plan of work is available at the SWCD office or on our website: www.chisagoswcd.org.

c) **Partner with the Chisago County Water Plan** to complete the Goals and Objectives as outlined in the Lower St. Croix Comprehensive Watershed Management Plan. The water plan will provide a coordinated and cooperative partnership between the SWCD and COUNTY in implementing land and water restoration and protection projects throughout Chisago County. The resulting efforts and projects will be

mutually shared and communicated between the SWCD and COUNTY on an annual or more frequent basis.

***Attachment(s)*:**

- DRAFT 2025 Chisago County – SWCD Master Intergovernmental Services Agreement
- 2021 County Partners Agreement

***Action Requested/Recommended*:** It is respectfully requested that the Chisago County Board of Commissioners approve. The following motion is suggested:

"Move to approve the2025 Chisago County – SWCD Master Intergovernmental Services agreement."

***Implications of Action*:** By approving this agreement, the COUNTY and the SWCD have an agreement to encourage land occupiers in Chisago County to conserve soil and water resources through the implementation of practices that effectively control or prevent erosion, sedimentation, siltation and related pollution in order to preserve natural resources, ensure continued soil productivity, protect water quality, reduce damages caused by floods, preserve wildlife, protect the tax base, and protect public lands and waters in Chisago County.

Budget/Financial Implications: None at this time. This is budgeted annually during the budget process. The SWCD is a partner organization.

Legal/Policy Implications: The Proposed activities are in compliance with all applicable state and federal regulations and County policies and procedures. The County Attorney has approved as to form.

Administrator's Recommendation

Approve _CEB_	Deny _____	Other _____
Motion By:	Seconded by:	
To:		
Action on Motion:	Aye _____	Nay ____	Abstain ____

MASTER INTERGOVERNMENTAL SERVICES AGREEMENT
BETWEEN
CHISAGO COUNTY
AND THE
CHISAGO SOIL AND WATER CONSERVATION DISTRICT

This master intergovernmental agreement (Agreement) is made and entered into between the County of Chisago, by and through the Chisago County Board of Commissioners, and the Chisago Soil and Water Conservation District, by and through the Chisago Soil and Water Conservation District Board of Supervisors.

WHEREAS, the Chisago Soil and Water Conservation District (SWCD) is a political subdivision of the State of Minnesota, located wholly within the boundaries of Chisago County (COUNTY), with statutory authority to carry out erosion control and other soil and water conservation programs within Chisago County, pursuant to Minnesota Statutes Chapter 103C and as otherwise provided by law; and

WHEREAS, both the COUNTY and the SWCD have a common interest to encourage land occupiers in Chisago County to conserve soil and water resources through the implementation of practices that effectively control or prevent erosion, sedimentation, siltation and related pollution in order to preserve natural resources, ensure continued soil productivity, protect water quality, reduce damages caused by floods, preserve wildlife, protect the tax base, and protect public lands and waters in Chisago County; and

WHEREAS, the COUNTY and the SWCD agree that the most effective approach in implementing land and water resource restoration and protection projects throughout Chisago County is through a coordinated and cooperative partnership between the COUNTY and SWCD; and

WHEREAS, "*Bringing Conservation to Chisago County"* is the core mission of the SWCD; and

WHEREAS, the SWCD maintains a strong working partnership with Federal, State and Local agencies to provide technical and financial resources to meet the conservation needs of the residents of Chisago County; and

WHEREAS, the SWCD, with the COUNTY's in-kind support and levy funds, provides technical assistance to land occupiers in Chisago County; and

WHEREAS, the SWCD also supplements COUNTY funding with grants and charges for services outside this Agreement with non-county entities to fund its daily activities; and

WHEREAS, the SWCD and various COUNTY departments exchange technical services as necessary to deliver the respective programs and services of SWCD and those COUNTY departments and an entering into an intergovernmental agreement that provides for the exchange of such technical services is in the interest of SWCD, the COUNTY and the constituencies served by each local governmental unit.

NOW, THEREFORE, the parties hereto agree as follows:

1) **Term**: Notwithstanding the dates of the signatures of the parties, the term of this Agreement shall be from January 1, 2025 through December 31, 2029 unless earlier terminated by law or according to the provisions of this Agreement.

2) **Purpose**: The COUNTY and the SWCD have a common interest to efficiently implement soil and water conservation programs in Chisago County and to utilize SWCD technical services when appropriate to carry out and deliver the COUNTY programs and services which have soil and water conservation components. To achieve that objective, this Agreement articulates the method by which the COUNTY and the SWCD will cooperate and coordinate to provide for the funding and the delivery and exchange of administrative services and technical services related to the delivery of the soil and water conservation program in Chisago County and the delivery of

Draft 2.25.2025

the programs and services of those various COUNTY departments which customarily utilize the technical services of the SWCD. Specifically, this Agreement describes and defines the following:

a) Annual Funding of the SWCD
b) Administrative and Legal Services Provided to SWCD
c) Insurance Coverages for SWCD Employees
d) Exchange of Technical Services Between SWSCD and COUNTY Departments and Compensation for Technical Services

3) **Delegated Contracting Authority:**

In addition to the above purposes, the parties have entered into this Agreement with approval of their respective governing bodies which delegate and authorize the department heads of the various County departments and the SWCD District Administrator to directly, without further governing body approval, enter into technical service contracts for the delivery and exchange of technical services which are funded in the annual budget or amendments thereto. Agreements for the exchange of technical services which are funded outside the annual budget will require governing body approval or other approval consistent with applicable purchase policy or contracting policy.

4) **Annual Funding and Annual Allocation:**

a) **Annual Funding:** The parties agree that the County Board and the SWCD Board of Supervisors will annually determine the amount of funding that is necessary to meet the requirements of the SWCD through the COUNTY'S annual budget process. The SWCD agrees to participate in the COUNTY'S annual budget process and will report in a manner determined by the parties annually to the County Board. The SWCD agrees to summarize the prior year's activities and the SWCD'S proposed activities for the upcoming year during the COUNTY'S annual budget process. Nothing in this Agreement commits the COUNTY to a specific funding level for SWCD activities through the use of the COUNTY'S levy funds.

b) **Annual Allocation:** All money levied by the COUNTY to provide support for the core SWCD services shall be provided on a bi-annual basis, with the first half of the yearly allocation in January and the second half of the yearly allocation in July.

5) **Administrative and Legal Services:** The COUNTY agrees to provide the following services to the SWCD:

a) **Human Resource Services provided to the SWCD:** The COUNTY agrees to provide the SWCD with payroll support for all employees and supervisors, employee recruitment, reviewing grievances filed by an employee, and use of the COUNTY approved job evaluation system.

b) **County Purchasing Services to the SWCD:** When permitted by law and the terms of existence of COUNTY contracts or programs, the COUNTY will inform the SWCD of the existence of COUNTY contracts or programs under which the SWCD can purchase field gear, computers, computer software and motor vehicles at prices available to the COUNTY.

c) **Legal Services:** In accordance with Minn. Stat § 103C.321, Subd. 4, the Chisago County Attorney's Office will provide legal services to SWCD as determined and requested by the SWCD Board or SWCD District Administrator.

d) **Insurance Coverages for SWCD Employees**: The SWCD has requested, and the COUNTY agrees to provide group health, dental, life and disability insurance coverage to all SWCD employees. All insurance premium costs are to be paid by the SWCD and/or its employees.

Draft 2.25.2025

6) **The SWCD** agrees to provide the following services to the County:

a) **Effectively utilize funds provided to the SWCD** to implement conservation practices that will conserve soil and water resources on private and public land.

b) **Provide an annual report** summarizing the work completed by the SWCD and provide an annual plan of work that prioritizes the workload for the SWCD during the upcoming year. A copy of the SWCDs annual report and annual plan of work is available at the SWCD office or on our website: www.chisagoswcd.org.

c) **Partner with the Chisago County Water Plan** to complete the Goals and Objectives as outlined in the Lower St. Croix Comprehensive Watershed Management Plan. The water plan will provide a coordinated and cooperative partnership between the SWCD and COUNTY in implementing land and water restoration and protection projects throughout Chisago County. The resulting efforts and projects will be mutually shared and communicated between the SWCD and COUNTY on an annual or more frequent basis.

7) **Technical Service Contracts – Delivery of Technical Services and Compensation**

Consistent with the terms of this Agreement, the parties may enter into technical service contracts for the exchange and delivery of professional and technical services. The scope of technical services to be exchanged and delivered and the compensation to be paid for the delivery of such technical services shall be specified in the technical service contract and the technical services contract shall be signed by the appropriate department head of the County and SWCD District Administrator where the expenditure of funds for the services has been authorized and appropriated in the budget of the County and SWCD. Technical services contracts which are funded outside the annual budget may only be entered into consistent with applicable purchasing policy or contracting policy or the approval of the governing body of each respective party.

8) **General Provisions**:

a) **Compliance with Laws/Standards:** The COUNTY and SWCD agree to abide by all Federal, State or local laws; statutes, ordinances, rules and regulations now in effect or hereafter adopted pertaining to this Agreement or to the facilities, programs and staff for which Agreement is responsible.

b) **Employee Status:** The SWCD, its officers, employees or agents, in implementing the terms of this Agreement, are not employees of the COUNTY. The COUNTY, its officers, employees or agents, in implementing the terms of this Agreement, are not employees of the SWCD.

c) **Indemnification:** Each party to this Agreement shall be liable for the acts of its officers, employees or agents and the results thereof to the extent authorized or limited by law and shall not be responsible for the acts of the other party, its officers, employees or agents. The provisions of the Municipal Tort Claims Act, Minnesota Statute Chapter 466 and other applicable laws govern liability of the COUNTY and the SWCD. To the full extent permitted by law, actions by the parties, their respective officers, employees and agents, pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes Section 471.59, Subd. 1a(b), provided further that for purposes of that statute it is the intent of each party that this Agreement does not create any liability or exposure of one party for the acts or omissions of the other party.

d) **Records Retention:** The parties agree that records created pursuant to the terms of this Agreement will be retained in a manner that meets their respective records retention schedules that have been reviewed and approved by the State in accordance with Minn. Stat. §138.17.

Draft 2.25.2025

e) **Timeliness:** The COUNTY and the SWCD agree to perform its obligations under this Agreement in a timely manner and keep each other informed about any delays that may occur.

f) **Termination:** Either party may terminate this Agreement with or without cause by giving the other party sixty (60) days written notice prior to the effective date of such termination. Notice of Termination of this Agreement shall be made by certified mail or personal delivery to the authorized representative of the other party.

g) **Indemnification and Insurance**:

(1) The SWCD agrees it will indemnify, and hold harmless the County, its officers and employees, against any and all liability, loss, costs, damages, and expenses which the County, its officers or employees may hereafter sustain, incur, or be required to pay arising out of the SWCD's negligent performance or failure to adequately perform its obligations pursuant to this Agreement.

(2) The SWCD further agrees that in order to protect itself, as well as the County, under the indemnification provisions set forth above, it shall at all times during the terms of this Agreement, maintain insurance coverage in amounts equal to the maximum tort liability limits as set forth in Minnesota Statute 466.04. This provision shall be set as a condition subsequent; failure to abide by this provision shall be deemed a substantial breach of contract.

7) **Authorized Representatives:** The following persons will be the primary contacts for all matters concerning this Agreement:

Chisago County
Chase Burnham or successor
County Administrator
Chisago County Government Center
313 North Main Street, Room 172
Center City, MN 55012
Telephone: 651-213-8877

Chisago SWCD
Craig Mell or successor
District Administrator
Chisago SWCD
38814 Third Ave.
North Branch, MN 55056
Telephone: 651-674-2333

Draft 2.25.2025

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates indicated below.

CHISAGO COUNTY

BY: _____
Board Chair Date

BY: _____
Chase Burnham Date
County Administrator

APPROVED AS TO FORM

BY: _____
County Attorney Date

CHISASGO SWCD

BY: _____
Board Chair Date

BY: _____
Craig Mell Date
District Administrator

Draft 2.25.2025

AGREEMENT BETWEEN
CHISAGO COUNTY
AND THE
CHISAGO SOIL AND WATER CONSERVATION DISTRICT

This agreement (Agreement) is made and entered into between the County of Chisago, by and through the Chisago County Board of Commissioners, and the Chisago Soil and Water Conservation District, by and through the Chisago Soil and Water Conservation District Board of Supervisors.

WHEREAS, the Chisago Soil and Water Conservation District (SWCD) is a political subdivision of the State of Minnesota, located wholly within the boundaries of Chisago County (COUNTY), with statutory authority to carry out erosion control and other soil and water conservation programs within Chisago County, pursuant to Minnesota Statutes Chapter 103C and as otherwise provided by law; and

WHEREAS, both the COUNTY and the SWCD have a common interest to encourage land occupiers in Chisago County to conserve soil and water resources through the implementation of practices that effectively control or prevent erosion, sedimentation, siltation and related pollution in order to preserve natural resources, ensure continued soil productivity, protect water quality, reduce damages caused by floods, preserve wildlife, protect the tax base, and protect public lands and waters in Chisago County; and

WHEREAS, the COUNTY and the SWCD agree that the most effective approach in implementing land and water resource restoration and protection projects throughout Chisago County is through a coordinated and cooperative partnership between the COUNTY and SWCD; and

WHEREAS, "*Bringing Conservation to Chisago County"* is the core mission of the SWCD; and

WHEREAS, the SWCD maintains a strong working partnership with Federal, State and Local agencies to provide technical and financial resources to meet the conservation needs of the residents of Chisago County; and

WHEREAS, the SWCD, with the COUNTY's in-kind support and levy funds, provides technical assistance to land occupiers in Chisago County; and

WHEREAS, the SWCD also supplements COUNTY funding with grants and charges for services outside this Agreement with non-county entities to fund its daily activities; and

NOW, THEREFORE, the parties hereto agree as follows:

1) **Purpose**: The purpose of this Agreement is to provide a method by which the COUNTY and the SWCD cooperate and coordinate activities related to soil and water conservation in Chisago County in a way that best utilizes the public funds, resources and the technical expertise of each party.

2) **Term**: Notwithstanding the dates of the signatures of the parties, the term of this Agreement shall be from January 1, 2021 through December 31, 2022 unless earlier terminated by law or according to the provisions of this Agreement.

3) **Annual Funding:** The parties agree that the County Board and the SWCD Board of Supervisors will annually determine the amount of funding that is necessary to meet the requirements of the SWCD through the COUNTY'S annual budget process. The SWCD agrees to participate in the COUNTY'S annual budget process and will report in a manner determined by the parties annually to the County Board. The SWCD agrees to summarize the prior year's activities and the SWCD'S proposed activities for the upcoming year during the COUNTY'S annual budget process. Nothing in this Agreement commits the COUNTY to a specific funding level for SWCD activities through the use of the COUNTY'S levy funds.

2021-2022

4) **The COUNTY** agrees to provide the following services to the SWCD:

a) **Annual Allocation:** All money levied by the COUNTY to provide support for the core SWCD services shall be provided on a bi-annual basis, with the first half of the yearly allocation in January and the second half of the yearly allocation in July.

b) **County insurance coverage to the SWCD**: The SWCD has requested and the COUNTY agrees to provide group health, dental, life and disability insurance coverage to all SWCD employees. All insurance premium costs are to be paid by the SWCD and/or its employees.

c) **Human Resource Services provided to the SWCD:** The COUNTY agrees to provide the SWCD with: payroll support for all employees and supervisors, employee recruitment, reviewing grievances filed by an employee, and use of the COUNTY approved job evaluation system.

d) **County Attorney:** As authorized by Minn. Stat § 103C.321, Subd. 4. The County Attorney of the county where the major portion of the district is located or one otherwise employed by the board shall be the attorney for the district and its supervisors. The district board may call upon the County Attorney for necessary legal counsel and advice and service.

e) **County Purchasing Services to the SWCD:** When permitted by law and the terms of existence of COUNTY contracts or programs, the COUNTY will inform the SWCD of the existence of COUNTY contracts or programs under which the SWCD can purchase field gear, computers, computer software and motor vehicles at prices available to the COUNTY.

f) **In General:** The COUNTY and the SWCD have a common interest to efficiently implement soil and water conservation programs in Chisago County.

5) **The SWCD** agrees to provide the following services to the County:

a) **Effectively utilize funds provided to the SWCD** to implement conservation practices that will conserve soil and water resources on private and public land.

b) **Provide an annual report** summarizing the work completed by the SWCD and provide an annual plan of work that prioritizes the workload for the SWCD during the upcoming year. A copy of the SWCDs annual report and annual plan of work is available at the SWCD office or on our website: www.chisagoswcd.org.

c) **Partner with the Chisago County Water Plan** to complete the Goals and Objectives as outlined in the Lower St. Croix Comprehensive Watershed Management Plan. The water plan will provide a coordinated and cooperative partnership between the SWCD and COUNTY in implementing land and water restoration and protection projects throughout Chisago County. The resulting efforts and projects will be mutually shared and communicated between the SWCD and COUNTY on an annual or more frequent basis.

6) **General Provisions**:

a) **Compliance with Laws/Standards:** The COUNTY and SWCD agree to abide by all Federal, State or local laws; statutes, ordinances, rules and regulations now in effect or hereafter adopted pertaining to this Agreement or to the facilities, programs and staff for which Agreement is responsible.

b) **Employee Status:** The SWCD, its officers, employees or agents, in implementing the terms of this Agreement, are not employees of the COUNTY. The COUNTY, its officers, employees or agents, in implementing the terms of this Agreement, are not employees of the SWCD.

2021-2022

c) **Indemnification:** Each party to this Agreement shall be liable for the acts of its officers, employees or agents and the results thereof to the extent authorized or limited by law and shall not be responsible for the acts of the other party, its officers, employees or agents. The provisions of the Municipal Tort Claims Act, Minnesota Statute Chapter 466 and other applicable laws govern liability of the COUNTY and the SWCD. To the full extent permitted by law, actions by the parties, their respective officers, employees and agents, pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes Section 471.59, Subd. 1a(b), provided further that for purposes of that statute it is the intent of each party that this Agreement does not create any liability or exposure of one party for the acts or omissions of the other party.

d) **Records Retention:** The parties agree that records created pursuant to the terms of this Agreement will be retained in a manner that meets their respective records retention schedules that have been reviewed and approved by the State in accordance with Minn. Stat. §138.17.

e) **Timeliness:** The COUNTY and the SWCD agree to perform its obligations under this Agreement in a timely manner and keep each other informed about any delays that may occur.

f) **Termination:** Either party may terminate this Agreement with or without cause by giving the other party sixty (60) days written notice prior to the effective date of such termination. Notice of Termination of this Agreement shall be made by certified mail or personal delivery to the authorized representative of the other party.

g) **Indemnification and Insurance**:

(1) The SWCD agrees it will indemnify, and hold harmless the County, its officers and employees, against any and all liability, loss, costs, damages, and expenses which the County, its officers or employees may hereafter sustain, incur, or be required to pay arising out of the SWCD's negligent performance or failure to adequately perform its obligations pursuant to this Agreement.

(2) The SWCD further agrees that in order to protect itself, as well as the County, under the indemnifications provisions set forth above, it shall at all times during the terms of this Agreement, maintain insurance coverage in amounts equal to the maximum tort liability limits as set forth in Minnesota Statute 466.04. This provision shall be set as a condition subsequent; failure to abide by this provision shall be deemed a substantial breach of contract.

7) **Authorized Representatives:** The following persons will be the primary contacts for all matters concerning this Agreement:

Chisago County
Chase Burnham or successor
County Administrator
Chisago County Government Center
313 North Main Street, Room 172
Center City, MN 55012
Telephone: 651-213-8877

Chisago SWCD
Craig Mell or successor
District Administrator
Chisago SWCD
38814 Third Ave.
North Branch, MN 55056
Telephone: 651-674-2333

2021-2022

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates indicated below.

CHISAGO COUNTY

BY: _____
Board Chair Date

BY: _____
Chase Burnham Date
County Administrator

APPROVED AS TO FORM

BY: _____
County Attorney Date

CHISASGO SWCD

BY: _____
Board Chair Date

BY: _____
Craig Mell Date
District Administrator

2021-2022

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** 21
Title of Item for Consideration: Out-of-State Travel Request – International Conference of Police Chaplains Region 3	
Action Requested by: Sheriff Thyen	***Department:*** Sheriff's Office
Previous Action on this Matter: No previous action on this matter.	

Background: The International Conference of Police Chaplains Region 3 hosts an annual training seminar every year that contains training and certification for chaplains. This three-day seminar will provide needed enrichment training for current chaplains and will take place in Watertown, SD.

Attachment(s):

- Chisago County Out-of-State Travel Request

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the out-of-state travel request for Sheriff's Office Chaplains to attend the training seminar for the International Conference of Police Chaplains Region 3 in Watertown, SD. The suggested motion is as follows:

"Move to approve the out-of-state travel request for Sheriff's Office Chaplains to attend the training seminar for the International Conference of Police Chaplains Region 3 in Watertown, SD."

Implications of Action: The Sheriff's Office Chaplains will be able to attend enrichment training on a more advanced level to continue improving their ability to provide support and care to Sheriff's Office employees and the public.

Budget/Financial Implications: The costs associated with this training is for course registration, meals, and lodging. The funds for these costs are accounted for and will be taken out of the Sheriff's Office training budget.

Legal/Policy Implications: The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies.

Administrator's Recommendation			
Approve _C EB_	Deny _____	Other _____	
Motion By:		Seconded by:	
To:			
Action on Motion:	Aye _____	Nay ____	Abstain ____

Chisago County Out-of-State Travel Request

Date Submitted	3/10/2025		
Employee Name	[redacted]		
Department	Chisago County Sheriff's Office		
Destination	Watertown, SD		
Purpose of Travel	Region 3 Training Seminar - Conference		
Departure Date	4/28/2025		
Return Date	4/30/2025		
Total Travel Expenses	**$2,127.00**		
Supervisor Name (PRINT)	Andrew Mahowald		
Supervisor's Signature		**Date Approved**	3.10.2025
County Board Signature		**Date Approved**	

Anticipated Expenses

Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses
Airfare			[redacted]	$0.00
Ground Transportation			1	$0.00
Conference/Registration Fees		$696.00	1	$696.00
Lodging		$1,431.00	1	$1,431.00
Meals			1	$0.00
Mileage			1	$0.00
		Grand Total		$2,127.00

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** 22
Title of Item for Consideration: Minnesota Human Trafficking Investigators Task Force Joint Powers Agreement	
Action Requested by: Sheriff Thyen	***Department:*** Sheriff's Office
Previous Action on this Matter: None.	

Background: This Joint Powers Agreement is between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA"), and the County of Chisago on behalf of its Sheriff's Office. The parties wish to work together to investigate and prosecute human trafficking, which includes sex and labor trafficking. The Minnesota Human Trafficking Investigators Task Force will use a three-pronged approach which includes prevention, education, and enforcement.

Attachment(s):

- State Of Minnesota Human Trafficking Investigators Task Force Joint Powers Agreement

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the State of Minnesota Human Trafficking Investigators Task Force Joint Powers Agreement. The suggested motion is as follows:

"Move to approve the State of Minnesota Human Trafficking Investigators Task Force Joint Powers Agreement."

Implications of Action: Board approval will authorize the Sheriff's Office to continue to be an affiliate of the Human Trafficking Investigators Task Force.

Budget/Financial Implications: Any expenses are covered in the Sheriff's Office yearly budget.

Legal/Policy Implications: The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies. The County Attorney's Office has reviewed the draft agreement and approves as to form.

Administrator's Recommendation

Approve CEB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay ____	Abstain ____

SWIFT Contract Number: **264827**

STATE OF MINNESOTA
HUMAN TRAFFICKING INVESTIGATORS TASK FORCE
JOINT POWERS AGREEMENT

This Joint Powers Agreement ("Agreement") is between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA"), **and the County of Chisago on behalf of its Sheriff's Office, 15230 Per Rd, Center City, MN 55012** ("Governmental Unit"). The BCA and Governmental Unit may be referred to jointly as "Parties".

Recitals

Under Minnesota Statutes § 471.59, the BCA and the Governmental Unit are empowered to engage in agreements that are necessary to exercise their powers. The Parties wish to work together to investigate and prosecute human trafficking, which includes sex and labor trafficking. The Governmental Unit wants to participate in the Minnesota Human Trafficking Investigators Task Force ("MNHITF") as an Affiliate member.

Agreement

1. **Term of Agreement**
   - **1.1 Effective Date.** This Agreement is effective on the date BCA obtains all required signatures pursuant to Minnesota Statutes § 16C.05, subdivision 2.
   - **1.2 Expiration Date.** This Agreement expires five (5) years from the Effective Date unless terminated earlier pursuant to clause 12.

2. **Purpose**
   The Governmental Unit and BCA enter into this Agreement to make the Governmental Unit part of the MNHITF that will use a three-pronged approach to combat human trafficking, which includes sex and labor trafficking: **prevention, education, and enforcement**. The BCA will provide an Assistant Special Agent in Charge (ASAIC) who will serve as the Commander of the Task Force (Commander) and who reports to a Special Agent in Charge (SAIC). The Governmental Unit will provide to the Task Force an affiliate member(s) ("Members").

3. **Standards**
   The Governmental Unit will adhere to the MNHITF Standards identified below.
   - **3.1** Members will investigate human trafficking crimes committed by organized groups or individuals, with a priority on minors being trafficked.
   - **3.2** Members will participate in pro-active human trafficking operations and recover victims of human trafficking, having a priority focus on minors, with the goal of identifying their traffickers.
   - **3.3** Members will follow state and/or federal laws in obtaining arrest warrants, search warrants and civil and criminal forfeitures.
   - **3.4** Members will follow proper legal procedures in securing evidence, including electronic devices.
   - **3.5** Members will understand and use appropriate legal procedures in the use of informants including documentation of identity, monitoring of activities, and use and recordation of payments.
   - **3.6** Members will use, as appropriate, a broad array of investigative technologies and techniques.
   - **3.7** Members will interview and prepare reports of victim recoveries and direct those victims to appropriate public and private resources to help ensure their safety and integration back into

society.

3.8 Members must be willing to respond and/or work jointly on human trafficking crimes within their jurisdiction and complete their assigned duties for the duration of the term of this Agreement.

3.9 Members must be licensed peace officers.

3.10 Members will investigate cases involving multi-jurisdictional, complex and/or organized groups involving human trafficking, which may require travel to neighboring jurisdictions as investigations expand.

3.11 Members will prepare an operational briefing sheet for each active operation related to the MNHITF investigations and activities, to be approved by the Commander.

3.12 Members will prepare investigative reports related to the MNHITF investigations and activities to be submitted to the Commander.

3.13 Members must submit statistics to the Commander on a quarterly basis.

3.14 Members are assigned to their home agencies and may request assistance and resources on a case-by-case basis as approved by the Commander.

3.15 Members will utilize a deconfliction system to share and receive information to promote deconfliction with other agencies.

4. Responsibilities of the Governmental Unit and the BCA

4.1 The Governmental Unit will:

4.1.1 Conduct investigations in accordance with provisions of the MNHITF Standards, identified in clause 3 above, and conclude such investigations in a timely manner.

4.1.2 Maintain accurate records of prevention, education, and enforcement activities, to be collected and forwarded quarterly to the BCA for statistical reporting purposes.

4.1.3 Continue to directly supervise Members that are assigned to the MNHITF. Members remain under the employ of the Governmental Unit while assigned to and performing MNHITF assignments. All services, duties, acts or omissions performed by Members will be within the course and duty of the Members' employment and therefore covered by the Workers Compensation and other compensation programs of then Governmental Unit including fringe benefits.

4.1.4 Make a reasonable good faith attempt to be represented at all scheduled MNHITF meetings in order to share information and resources among members of the MNHITF.

4.1.5 Participate fully in any audits required by the MNHITF.

4.1.6 Upon request, provide the BCA with a copy of any body worn camera footage that was captured while working within the capacity of the MNHITF under this Agreement. Said footage must be turned over to the BCA within 48 hours via a secured cloud storage service or thumb drive, as directed by the Authorized Representative for inclusion in the BCA's case files. The copy of the footage will be maintained in the BCA's system.

4.1.7 Consult the BCA in advance of any release of body worn camera footage to allow the BCA to consider and consult any private, not public, or confidential data that may require redaction. Any release of data captured in the course of MNHITF operations must adhere to state and federal laws.

4.1.8 Adhere to MNHITF's operations plans or other operational guidance issued by the SAIC and ASAIC, including new procedures governing the MNHITF while conducting MNHITF investigations and activities.

4.1.9 Comply with the use of force provisions of their home agency's policies and procedures. Members must also comply with directives issued by the SAIC and ASAIC. In the event of a conflict between the use of force requirements of the Members' home agency policy, and the policies or directives of the MNHITF, the policies and procedures of the home agency shall govern. Prior to deployment in the field, Members will confer with the SAIC or ASAIC to identify any potential use of force policy conflicts and work to resolve them in advance of operational activities.

4.1.10 Promptly submit to the Authorized Representative any and all investigation reports and supplementary reports created and generated while conducting MNHITF activities.

4.1.11 Report any performance measure data collected related to MNHITF to the Authorized Representative on a quarterly basis each year for the duration of this Agreement.

4.1.12 Generate quarterly expense reports covering previously approved expenses incurred

within that quarterly period. Requests for reimbursement for that quarter's expenses must be submitted to the ASAIC in the requested format for reimbursement within fourteen (14) days from the end of each quarter.

4.1.13 Submit requests for reimbursement within fourteen (14) days of notification of the grant's expiration, otherwise, the Governmental Unit will forfeit its reimbursement.

4.2 The BCA will:

4.2.1 Provide an ASAIC who will serve as the Commander of the Task Force.

4.2.2 Review and approve or decline reimbursement requests under clause 5.1 within three (3) business days of the reimbursement request. To process the request for reimbursement will require fourteen (14) business days upon receipt of the approved request.

4.3 Nothing in this Agreement shall otherwise limit the jurisdiction, powers, and responsibilities normally possessed by a member as an employee of the Governmental Unit.

5. Payment

5.1 The Governmental Unit must make a written request for funds and receive approval from the Commander or designee.

5.2 The Governmental Unit must supply original receipts to be reimbursed on pre-approved requests. Approved reimbursement will be paid directly by the BCA to the Governmental Unit within thirty (30) calendar days of the invoice date with payment made to the Governmental Unit Authorized Representative's address listed below.

6. Authorized Representatives

The BCA's Authorized Representative is the following person or her successor:

Name:	Rachel Pearson, Commander of BCA-led MNHITF
Address:	Department of Public Safety; Bureau of Criminal Apprehension 1430 Maryland Street East Saint Paul, MN 55106
Telephone:	651.793.7000
E-mail Address:	Rachel.Pearson@state.mn.us

The Governmental Unit's Authorized Representative is the person below or his/her successor:

Name:	Brandon Thyen, Sheriff
Address:	15230 Per Rd Center City, MN 55012
Telephone:	(651) 213-6300
E-mail Address:	Brandon.Thyen@chisagocountymn.gov

If the Governmental Unit's Authorized Representative changes at any time during this Agreement, the Governmental Unit must immediately notify the BCA's Authorized Representative in writing by email.

7. Assignment, Amendments, Waiver, and Agreement Complete

7.1 **Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement.

7.2 **Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.

7.3 **Waiver.** If the BCA fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.

7.4 **Agreement Complete.** This Agreement contains all negotiations and agreements between the BCA and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

8. Liability

The BCA and the Governmental Unit agree each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others

and the results thereof. The BCA's liability shall be governed by provisions of the Minnesota Tort Claims Act, Minnesota Statutes § 3.736, and other applicable law. The Governmental Unit's liability shall be governed by provisions of the Municipal Tort Claims Act, Minnesota Statutes §§ 466.01-466.15, and other applicable law.

9. Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA and/or the State Auditor and/or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Agreement.

10. Government Data Practices

The Governmental Unit and the BCA must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, and other applicable law, as it applies to all data provided by the BCA under this Agreement and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Governmental Unit or the BCA.

If the Governmental Unit receives a request to release the data referred to in this Clause, the Governmental Unit must immediately notify the BCA. The BCA will give the Governmental Unit instructions concerning the release of the data to the requesting party before the data is released.

11. Venue

The venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

12. Expiration and Termination

12.1 Either party may terminate this Agreement at any time, with or without cause, upon 30 days written notice to the other party. To the extent funds are available, the Governmental Unit shall receive reimbursement in accordance with the terms of this Agreement through the date of termination.

12.2 Upon expiration or earlier termination of this Agreement, the Governmental Unit shall provide the Commander all investigative equipment that was acquired under this Agreement.

13. Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: 8, Liability; 9, Audits; 10, Government Data Practices; and 11, Venue.

The remaining balance of this page intentionally left blank.

The parties indicate their agreement and authority to execute this Agreement by signing below.

1. STATE ENCUMBRANCE VERIFICATION
Individual certifies that funds have been encumbered as required by Minnesota Statutes §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT PO Number: 3000101894

2. GOVERNMENTAL UNIT
Governmental Unit certifies that the appropriate person(s) has(have) executed this Agreement on behalf of the Governmental Unit and its jurisdictional government entity as required by applicable articles, laws, by-laws, resolutions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Approved as to Form: *Janet Reiter*
Chisago Co Atty 3/10/2025

3. DEPARTMENT OF PUBLIC SAFETY; BUREAU OF CRIMINAL APPREHENSION

By: _____
(with delegated authority)

Title: _____

Date: _____

4. COMMISSIONER OF ADMINISTRATION
As delegated to the Office of State Procurement

By: _____

Date: _____

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** 23
Title of Item for Consideration: Renewal of contract with Honeywell for HVAC Service at DES Equipment Sites	
Action Requested by: Jon Eckel, Director	***Department:*** Enterprise Services

Previous Action on this Matter: This is an ongoing contract renewal for service at DES equipment sites. This is budgeted in the 061 budgets.

Background: This is an ongoing contract renewal for service at DES equipment sites. This is budgeted in the 061 budgets.

Attachment(s):

- Honeywell contract

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the D.E.S. Director to issue the associated PO's and sign any needed documents to renew this contract for services with Honeywell. The suggested motion is as follows:

"Move to authorize the DES Director to issue the associated PO's and sign any needed documents to renew the contract for services with Honeywell."

Implications of Action: This contract provides HVAC services to all DES equipment areas and data centers.

Budget/Financial Implications: Included in 2025 061 Board approved budget.

Legal/Policy Implications: The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies. All purchasing / bid laws will be followed.

Administrator's Recommendation

Approve CEB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay ____	Abstain ____

2025 CIP

Enterprise Services			
ENTS-0420	2025 Small Equipment Replacement	$ 239,300	$ 239,300
ENTS-0422	Replace Core Network Equipment - County UCS Servers	$ 600,000	$ 600,000
ENTS-0424	6 Cradlepoint modems for squad cars to utilize axon Fleet 3 camera systems	$ 19,700	$ 19,700
ENTS-0426	2025 Small Equipment New Requests	$ 11,018	$ 11,018
ENTS-0427	Replace 911 Server- Nice Audio Recorder	$ 45,000	$ 45,000
ENTS-0446	AS400 End Of Life/End Of Support - Replace Agency Collection and Social Welfare Systems	$ 30,000	$ 30,000
ENTS-0447	Replace APC Automatic Transfer Switches that feed critical infrastructure in County Data Centers	$ 25,000	$ 25,000
ENTS-0448	Core Network Upgrade - Replace Cisco OTV with VXLAN	$ 105,000	$ 105,000
ENTS-0458	Cameras for Parks - Checkerboard Shop/Park , Ki Chi Saga	$ 25,000	$ 25,000
Enterprise Services Total		**$ 1,100,018**	**$ 1,100,018**

Meraki WiFi Project

Upgrade existing County WiFi system – Total cost not to exceed $175,000.

Upgrade/Replacement of selected County Armer Radio

Upgrade and replace selected county radios – Total cost not to exceed $109,000.

Chisago County Request for Board Action

Meeting Date: March 19, 2025	***Item Number:*** 24
Title of Item for Consideration: Renewal of Contract with DarkTrace service for Cyber Security Services	
Action Requested by: Jon Eckel, Director	***Department:*** DES
Previous Action on this Matter: This is an ongoing contract renewal for cyber security services. This is budgeted in the 061 budget.	
Background: This is an ongoing contract renewal for cyber security service. This is budgeted in the 061 budgets. **Attachment(s):** • DarkTrace renewal contract	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the D.E.S. Director to issue the associated PO's and sign any needed documents to renew this contract for services with DarkTrace. The suggested motion is as follows: ***"Move to approve the D.E.S. Director to issue the associated PO's and sign any needed documents to renew this contract for services with DarkTrace."***	
Implications of Action: This contract provides cyber security services for the county networks. ***Budget/Financial Implications:*** Included in 2025 061 Board approved budget. ***Legal/Policy Implications:*** The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies. All purchasing / bid laws will be followed.	

Administrator's Recommendation

Approve CEB	Deny _____	Other _____
Motion By:	Seconded by:	
To:		

Action on Motion:	Aye _____	Nay ____	Abstain ____

DARKTRACE

PRODUCT ORDER FORM

Customer Name:	County of Chisago	**Product Order Form:**	181149-202502-04-996333
Transactional Tax ID/Business Registration/VAT No:	NA	**Date Prepared:**	2025/02/04
Shipping Address:	313 N. Main St., Center City, MN 55012	**Expiry Date:**	2025/03/31
Invoice Address:	313 N. Main St., Center City, MN 55012		
Attn:	Tad Schussler		
Email:	Tad.Schussler@chisagocounty.us		

Darktrace Offering :

Product/Services Description	Quantity	Subscription Period (months)	Start Date	End Date	Annual Customer Price USD	Extended Customer Price USD
Platform Product						
Network						
Darktrace / NETWORK	1251-1500 IPs	48.0	2025-08-01	2029-07-31		
Identity						
Darktrace / IDENTITY	451-500 Active Users (Identity)	48.0	2025-08-01	2029-07-31		
Cross-Platform Product *[Not Ordered]*						
Platform Module *[Not Ordered]*						
Services *[Not Ordered]*						
Deployment						
On-Premises						
Darktrace On-Prem Appliance (XA)	1 Appliances	48.0	2025-08-01	2029-07-31		
Training						
Trainings						
Darktrace Training (eLearning)	1					
Darktrace Training (Public)	1					
Subscription period commencing on 2025/08/01 (“Commencement Date”)						
Standard Support Services						
					89,833	359,331
TOTAL						**359,331**

Terms and Conditions:	
1	By signing this Product Order Form, issuing a purchase order referencing this Product Order Form or otherwise accessing or using the Offering, the Customer's use of the Offering shall be subject to the Darktrace Master Services Agreement included in the Appliance, which can also be found at: https://www.darktrace.com/resources/legal-online-terms.pdf ("Agreement"). Upon the Effective Date of this Product Order Form, Customer shall receive a subscription to use one (1) Darktrace On-Prem Appliance (XA) in exchange for Customer's return one (1) Darktrace On-Prem Appliance (Medium) issued to Customer in connection with a prior order.
2	Use of Darktrace / NETWORK is limited to within the IP Count band specified above ("Usage Metrics"). For such purposes, "IP Count" is calculated by taking the peak unique IP address values (with VLANs differentiated) in any 24-hour period in the last 28 days. Should Usage Metrics be exceeded, additional Fees shall be payable.
3	Use of Darktrace / IDENTITY is limited to within the band of Active Users specified above ("Usage Metrics"). For the purposes of Darktrace / IDENTITY, an "Active User" consists of any object which can perform actions that are then reported by the API/logging of the 3rd-party product, including but not limited to 3rd-party user accounts, 3rd-party apps, and other 3rd party identities. The number of Active Users is calculated by taking the peak number of Active Users over all configured and applicable modules within Darktrace / IDENTITY seen over a 28-day period. Should Usage Metrics be exceeded, additional Fees shall be payable.
4	The Offering is made available on the basis of the relevant Product Specification, Service Definition, or other technical documentation (as applicable). Product Specifications and Service Definitions are found at: https://darktrace.com/legal/product-specifications-and-service-definitions, whilst other technical documentation can be found via the Customer Portal.
5	The Usage Metrics set out in the above Offering Table are in the aggregate, not in addition to any prior orders. In the event of conflict between the Usage Metrics of this Product Order Form and any prior order, the Usage Metrics of this Product Order Form are determinative.
6	The Appliance(s) are for use with respect to the Customer's applicable bandwidth throughput, number of connected devices and connections per minute as set out in the applicable Product Data Sheet (https://darktrace.com/resources/contract-data-sheets.zip) (the "Appliance Specifications"). Should the Appliance Specifications be exceeded, additional Fees shall be payable.
7	Fees are exclusive of any applicable sales tax, goods and services tax, withholding tax or VAT. Fees will be invoiced in advance in accordance with the below invoicing schedule. Payment terms Net 30.
8	If Customer requires a purchase order, it must be sent at the time of acceptance of this Product Order Form and be for the full contract value. If it is not received, Darktrace shall be entitled to invoice without it.
9	Acceptance of this Product Order Form is expressly limited to the terms of Darktrace's offer. Once accepted, the terms and conditions of this Product Order Form and the Agreement will be the complete and exclusive statement of the agreement between the parties. Any modifications proposed by Customer are expressly rejected by Darktrace and shall not become part of the Agreement in the absence of Darktrace's written acceptance.
10	This Product Order Form may be executed in any number of counterparts and by different parties in separate counterparts. Each counterpart when so executed shall be deemed to be an original and all of which together shall constitute one and the same agreement. Transmission of the executed counterpart of this Product Order Form by email (in PDF, JPEG or other agreed format) shall take effect as delivery of an executed counterpart.

Invoicing Schedule:				
Invoice Date	**From**	**To**	**Amount**	**Currency**
2025-08-01	2025-08-01	2026-07-31	89832.75	USD
2026-08-01	2026-08-01	2027-07-31	89832.75	USD
2027-08-01	2027-08-01	2028-07-31	89832.75	USD
2028-08-01	2028-08-01	2029-07-31	89832.75	USD

For Customer

Signature:

Name:

Job Title:

Signature Date: _____
("Effective Date")

For Darktrace:

Signature:

Name:

Job Title:

Signature Date:

MCA WEEKLY LEGISLATIVE UPDATE

CORR.

March 10, 2025 Issue No. 9

Anoka | Benton | Blue Earth | Carver | Chisago | Crow Wing | Dakota | Olmsted | Otter Tail | Rice | St. Louis | Scott | Sherburne | Stearns | Washington | Winona | Wright

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HEADLINES

New economic forecast, temporary surplus remains while long term deficit grows

On Thursday Minnesota Management and Budget (MMB) released their new economic forecast. The main headline compared to the previous forecast released in December was the long term deficit growing from $5.1 billion to $6 billion in FY 28-29. But with a $456 million surplus remaining for the upcoming FY26-27 biennium, the legislature doesn't have to solve that structural issue unless it chooses to. While revenues increased compared to the last forecast due to inflation, inflation caused spending to increase even more. MMB officials presented the new forecast to the press, while the Governor and legislative leaders offered their thoughts. More details on the forecast are available in the tax and fiscal section of the newsletter.

Governor and Legislative Leaders React to New Forecast

The Governor focused his ire on President Trump and the federal government. He criticized the President for causing unpredictability in potential Medicaid cuts and imposing tariffs that may cause retaliatory tariffs. When asked if MMB would release an interim forecast this fall if potential Medicaid cuts come to fruition, the Governor said it was a possibility that he would address if it came to that. Interim forecasts are exceedingly rare but one was done in May 2020 in response to the Covid-19 pandemic. The Governor indicated he would not be making major revisions to the budget he proposed in January.

Rep. Melissa Hortman (DFL-Brooklyn Center) and Sen. Erin Murphy (DFL-Saint Paul) were also critical of President Trump, saying the inflation increase compared to the previous forecast was due to uncertainty and tariffs. Speaker Demuth (R-Cold Spring) and Sen. Mark Johnson (R-East Grand Forks) criticized DFLers management of the budget during the 2023 session and said it was the main contributor to the current fiscal picture. Rep. Paul Torkelson (R-Hanksa), said that the committee would not be looking at across the board cuts and would instead focus on fraud, size of agency, and clawing back funds that have not yet been spent.

News and Notes:

- **40B Special Election Set for Tuesday:** On Tuesday the special election for the 40B House District will take place. If the DFLer wins as is assumed, the House will return to a 67-67 tie. The seat went for the DFL by about 30% in the November general election. The winner of the election will likely be seated on Monday, March 17.

TAX & FISCAL POLICY

LAST WEEK

MMB presents detail on economic forecast: Minnesota Management and Budget (MMB) Commissioner Erin Campbell, State Budget Director Ahna Minge, and state economist Anthony Becker presented the updated economic forecast on Thursday afternoon. Minnesota's budget outlook has been adjusted downward amid significant near-term economic and fiscal uncertainty. The FY 2026-27 projected balance is now $456 million, $160 million lower than prior estimates. Higher forecast inflation results in increases in projected revenues and expenditures. Spending growth outpaces revenue growth through projections for fiscal year 2029. The projected general fund shortfall for the FY 2028-29 biennium is now $5.995 billion, $852 million worse than November estimates. Shifting policies at the federal level introduce significant uncertainty to the projections.

In February 2023 the legislature decided to incorporate "discretionary inflation" into its economic forecasts for the first time in 20 years. Discretionary inflation is not specifically dedicated to any program and the legislature would have to allocate it for it to be used. If it goes unused it rolls forward like any unused surplus would be. Without factoring in discretionary inflation, the balance this biennium would be $1.601 billion and a negative $3.5 billion in FY 28-29. You can see the impact of discretionary inflation in the chart below.

The economic forecast does not factor in any spending cuts being discussed at the federal level. The national data used for informing this forecast is from February 10, so it incorporates tariffs on China but not any potential tariffs on Canada or Mexico. Nor does it factor in any retaliatory tariffs. The Senate Finance Committee will hear an in-depth presentation from MMB on the forecast this week.

House Taxes hears bill on providing a property tax exclusion for in home child care providers: Rep. Danny Nadeau (R-Rogers) presented HF633 to the House Tax Committee, which would create a new property tax exclusion for licensed in-home child care providers. The exclusion would be available to homes used to operate a family day care or group family day care program and would reduce the property's taxable market value by 50 percent. The proposed exclusion is estimated to be $908 million statewide in taxes payable 2026. The proposal would reduce property taxes for eligible in-home child care providers by an estimated $9.8 million in the first year and shift those costs onto other properties. Some DFLers on the committee expressed concerns about the property tax shift and others expressed concern that the tax benefit would not flow through to those paying for child care. The Senate heard a similar bill but the senate version would not create a shift and instead proposes the state reimburse local governments to prevent a property tax shift. That version received strong bipartisan support.

Senator Rest and Senator Weber meet with various groups on General Local Sales Tax Authorization: On Wednesday Sen. Ann Rest (DFL-New Hope) and Sen. Bill Weber (R-Luverne) met with representatives from local government associations, businesses, individual cities, and the Department of Revenue to discuss SF375. That bill would provide limited general authority for counties and cities to go directly to the voters to decide whether their local sales tax proposals go forward, without requiring legislative approval. In the previous hearing on February 25 Senator Rest amended the bill to remove the county cost share requirement, reducing the cost of potential projects by 5%. The group discussed questions about the public notification process and the revenue sharing requirements. SF375 was laid over for possible inclusion in Senate Taxes the week prior. You can read the letter MICA submitted on SF 375 here.

Bill Introductions of Interest

- HF1755 (Freiberg) Authority and requirements for local sales and use taxes, House companion to Senator Rest's bill
- HF1756 (Norris) Modifying the market value exclusion for veterans with a disability
- HF1780 (Skraba) Payment in lieu of taxation; definitions established, and payments for other lakeshore land established

- HF1829 (Davids) Property tax; tier limits modified for homestead resort properties
- HF1922 (Skraba) Report on payment in lieu of taxes on natural resources lands required
- SF2199 (Dibble) Valuation reductions permission on certain property with conservation restriction or easements
- SF2374 (Rest) Governor's tax bill, reducing aquatic invasive species aid, repealing local government cannabis aid, expanding the sales tax to certain services paired with reducing the state sales tax rate from 6.875% to 6.8%, response to Alliance vs. Hennepin County court case

THIS WEEK

House Ways and Means

Monday, March 10 (8:15 start time)

- County and state budget relationship, overview and priorities with focus on systems modernization
  - Matt Hilgart from the Association of Minnesota Counties and Nathan Jesson from the Minnesota Inter-County Association presenting

Senate Finance

Tuesday, March 11

- February Budget Forecast Presentation from Minnesota Management and Budget

House Committee on Taxes

Tuesday, March 11

- Numerous property tax benefits proposed for veterans or veterans organizations

Senate Tax Committee

Wednesday, March 12

- Numerous individual construction sales tax exemptions and city specific tax increment financing proposals

TRANSPORTATION / BONDING

LAST WEEK

County Interest and Reporting Requirements:

This week, the House Transportation Committee heard HF268, a bill authored by Chair Koznick, which requires local units of government to use interest or investment earnings accrued on transportation dollars received from *or authorized by* the state to be used for transportation purposes only.

An amendment was offered by DFL Lead (and soon to be Co-Chair) Erin Koegel (DFL-Spring Lake Park) to require local governments to report to MnDOT on how they are spending TAA dollars. Additionally, the language would require metro counties to report on local option sales tax collection and spending, as well as regional rail authority receipts and expenses. The current requirement to report on funding metro counties receive from the metro area ¾-cent regional sales tax is removed.

The amendment was posted with little time for MnDOT or local governments to absorb the impacts of the proposed language. It was added to the bill without any discussion. However, MnDOT has concerns about the feasibility and costs of collecting reports these reports, which would need to be received from any county, MSA city, small city, or township that receives TAA funds. Meanwhile, counties don't believe it's appropriate for the state to require them to report on local revenues and levies approved by their constituents. Since the bill was laid over for possible inclusion in an omnibus bill, there is time for MnDOT to assemble a fiscal note and for local government groups to weigh in.

Bill Intros

- SF2032 (Dibble)/HF1799 (Koegel): Counties authorized to levy a wheelage tax up to $35, and technical changes made.
- SF2033 (Dibble): $100 threshold for charging the retail delivery fee eliminated
- SF2092 (Johnson Stewart): modifying various requirements regarding active transportation
- SF2162 (Dibble): modifying state-aid engineering and design standards variances; authorizing local road authorities to adopt design elements without state-aid engineering and design variances; modifying state-aid variance procedures; establishing advisory committee on design variances; requiring legislative notification for denied variances; requiring a report
- SF2185 (Johnson Stewart): Local road and bridge bonding authorized
- HF2313 (Howe): Municipal consent required for J-turn installation
- SF2343 (Nelson)/HF1977 (Quam): Local approval before Department of Transportation may acquire easements for certain road projects requirement provision
- SF2399 (Pratt): Metropolitan Council governance modifications provision and Transportation Advisory Board elimination provision

To see a list of all the transportation bills MICA is tracking, click here.

THIS WEEK

Revisions to GHG Mitigation and Assessments to be Heard

On Wednesday, the House Transportation Committee will hear HF748, which makes significant revisions to the greenhouse gas (GHG) and vehicle miles traveled (VMT) assessment and mitigation for trunk highway projects enacted last biennium.

The bill, authored by House Transportation Chair Jon Koznick (R-Lakeville), will remove VMT from the requirements, exempt safety critical functions, and make several other changes to highlight the problems with the requirement, which is expected to increase the costs of trunk highway projects by 20-40%.

MICA has been working closely with the Chair Koznick and other local government groups to prepare for the hearing, including drafting an amendment to more holistically address our concerns. Anoka County Engineer Joe MacPherson will be testifying in support of the changes along with some county commissioners from Metro Counties.

Senate Capital Investment

Tuesday, March 11

- The Senate Capital Investment Committee will hear testimony from organizations with a vested interest in a State infrastructure package, and their recommendations as they pertain to the Committee's work including the Association of MN Counties, League of MN Cities, and MN Transportation Alliance.

House Transportation & Finance

Wednesday, March 12

- Presentation by MNDOT: Transportation Greenhouse Gas Emissions Impact Mitigation Assessment Technical Advisory Committee and workgroup overview and initial assessment processes developed and impacts to transportation project development and costs
- HF748 (Koznick): Project assessment criteria and mitigation activities for vehicle miles traveled requirements amended, and transportation policy goals and greenhouse gas emission targets modified.

Senate Transportation & Finance

Wednesday, March 12

- SF2162 (Dibble): State-aid engineering and design standards variances modification

- SF2094 (Johnson Stewart): various requirements governing active transportation modification

HEALTH AND HUMAN SERVICES

On Thursday, the Minnesota Department of Management and Budget (MMB) released the February budget forecast. Although the new forecast shows a $456 million surplus for 2026-2027, it is $160 million lower than the November forecast. In addition, the projected General Fund deficit for the 2028-29 biennium has grown to nearly $6 billion - $852 million worse than November estimates. MMB said that higher inflation is expected to result in increases in both projected revenues and expenditures. **Spending during the 2026-27 biennium is expected to increase by $790 million over November's numbers, with the largest increases coming in the areas of health and human services ($338 million) and E-12 education ($198 million).**

LAST WEEK

MONDAY

House Fraud Prevention and State Agency Oversight Policy: The Department of Employment and Economic Development (DEED) provided an overview of its grant programs:

DEED Operations:

- Administers a number of grant programs to nonprofits and businesses:
  - 30 competitive grant programs totaling $163,019,000
  - 136 direct appropriations totaling $268,524,000
- Also administers dozens of other economic and community development focused programs toward businesses, cities, counties, etc. such as broadband infrastructure.
- Has a goal that all grant review panels consist of approximately 25% community reviewers (non-DEED staff), believing these community reviewers makes for a more inclusive process and better funding decisions.
- Conducts at least one monitoring visit before final payment on all state grants of over $50,000 and conducts at least annual monitoring visits on grants of over $250,000.
- Considers a grant applicant's past performance before awarding subsequent grants to them.

Senate Human Services:

- SF1062 (Hoffman) would require DHS to establish a three-year direct support professional certification **pilot project in partnership with the Office of Higher Education, Anoka County, Dakota County, the Metropolitan Center for Independent Living, and willing postsecondary institutions** to implement a direct support curriculum leading to the credential of certified direct support professionals. The bill was laid over for possible inclusion in the committee's omnibus bill.
- SF1418 (Hoffman) **would establish a "Direct Support Professionals Council"** which would develop a statewide strategic plan to address the shortage of direct support professionals and to promote improvement in the availability of direct support services in all areas of the state. The bill passed and was referred to State and Local Government.

The following bills relating to substance abuse were heard:

- SF1826 (Abeler) would establish payment rates for certain substance use disorder treatment services and recodify vendor eligibility for payments from the Behavioral Health Fund. The bill was laid over for possible inclusion in the committee's omnibus bill.
- SF1827 (Abeler) would modify substance use disorder treatment provisions; would direct DHS to make recommendations related to transition support services. The bill passed and was referred to Judiciary.
- SF1966 (Abeler) would modify timelines for filing medical claims after recoupment; **would modify county of financial responsibility for withdrawal management services;** would impose closure planning requirements on

providers of peer recovery supports; and would modify required timelines for mental health diagnostic assessments. The bill passed and was referred to Commerce.

TUESDAY

House Commerce: If Minnesotans do not have access to health insurance, they often use emergency rooms for their health care. If they cannot afford that care, it ends up as uncompensated care absorbed into a hospital or clinic's budget. In Greater Minnesota, which leads to residents left without any health care options because hospitals and clinics cannot afford to stay open, according to Representative Tim O'Driscoll (R-Sartell).

Minnesota has a state innovation waiver from the U.S. Department of Health and Human Services for its Minnesota Premium Security Plan, which reduces premiums for residents who buy their insurance on the individual marketplace. The state needs to reapply for a waiver to begin in 2028; HF827 will do so. Without the waiver, premiums in the individual health insurance market could increase by 25%, potentially causing people to drop their health insurance. The reinsurance program impacts about 180,000 Minnesotans.

The bill also includes a provision to fund the final two years of the state's current waiver through 2027. The current version of the bill calls for $504.8 million to be transferred from the General Fund to the Premium Security Plan account in FY26. In his budget proposal, Governor Walz proposes to pay for it with an assessment on members of the Minnesota Comprehensive Health Association.

The bill was approved by House Commerce and was referred to the House Health Committee.

House Human Services: HF1005 (Bierman) **addresses behavioral health reimbursement rates.** In 2021, the Legislature enacted a requirement of an outpatient rates study of MA and MinnesotaCare services to include rates for behavioral health, substance use disorder treatment, and residential substance use disorder treatment. HF1005 would require DHS to implement the recommended rates for specified community-based mental health services covered by MA. Would also increase all resource-based relative value scale (RBRVS) physician and professional services rates to at least 100% of Medicare rates, increase and standardize behavioral health home monthly rates, provide base funding to increase MA reimbursement rates for inpatient hospital behavioral health services, and remove the provision-setting payments for mental health services provided by masters-prepared mental health professionals at 80% of the rate paid to doctoral-prepared professionals. The bill was laid over for possible inclusion in the committee's omnibus bill.

Kristy Graume, DHS Legislative Director, and Diogo Reis, DHS Health Improvement and Benefit Design Division Manager, presented the **Minnesota Health Care Programs Fee-for-Service Outpatient Service Rate Study:** DHS Rate Study Presentation; note current and recommended rates on slides 15-18.

Senate Health and Human Services:

- SF164 (Weber) would **require the Minnesota State Colleges and Universities system, and requests the University of Minnesota system, to maintain two doses of opiate antagonists in each campus residential building**. Would require MDH to provide materials to the systems to support the development of opiate antagonist emergency plans. Would allow a licensed physician or advance practice nurse to authorize a nurse or other person employed by, or under contract with, a postsecondary institution to administer an opiate antagonist. The bill passed and was referred to Higher Education.
- SF1175 (Boldon) would **establish presumptive eligibility for MA** for patients of hospitals who are: (1) infants who screens positive for a newborn screening condition that urgently requires diagnostic testing or treatment; (2) individuals who have a condition on the Social Security Administration's list of compassionate allowance conditions and urgently require treatment; or (3) individuals who cannot be safely discharged from the hospital without a disability determination.

Paul Orchard, Medical Director of the Inherited Metabolic and Storage Disease Program and a Professor in the Department of Pediatrics at the University of Minnesota, and Erica Barnes, Executive Director of the Rare Disease Advisory Committee, testified in support of the legislation. The bill passed and was referred to Human Services.

- SF143 (Boldon) **MA covers health care prepayment plan premiums, insurance premiums, and co-payments if determined to be cost-effective by DHS. SF143 would add prescription drug coverage** (if determined cost effective). Commercial insurers and MA would be required to: (1) cover cost-sharing for prescription drugs in the quantity approved by the commercial insurer, even if the approved quantity exceeds a 34-day supply, without requiring the prescriber to obtain approval by DHS; and (2) cover cost-sharing for prescription drugs approved by the commercial insurer, whether or not the drug is on the preferred drug list without requiring prior approval when the enrollee is subject to a deductible for prescription drug coverage provided by the commercial insurer. The bill was laid over for possible inclusion in the committee's omnibus bill.
- SF1173 (Kupec) would **allow a person on probation or parole to receive mental health, chemical health, or detoxification services in bordering states**. Testifiers in support of the measure included representatives of NAMI North Dakota and Prairie St. John's, as well as a North Dakota state senator. The bill passed and was sent to the Senate floor.
- SF1858 (Mann) would **transfer the Healthy Eating, Here at Home Program from the Minnesota Humanities Center to MDH**; would establish the Fresh Bucks Pilot Program by MDH to help Minnesotans participating in SNAP or Summer EBT purchase fresh produce from retailers to support a more nutritious diet. The bill passed and was referred to State and Local Government.
- SF1599 (Wiklund) would **modify emergency services within the Adult Mental Health Act.** Under the proposal **clients could not be charged for emergency services provided**, and emergency service providers would be required to meet the provider entity standards for crisis services to:
    - remove the requirement that providers not delay the provision of services to a client because of a client's unwillingness or inability to pay.
    - extend the requirement that service providers of emergency services provide immediate direct access to a mental health professional during regular business hours to children with mental illness.
    - remove the requirement that DHS develop a phone number to route calls to crisis services and instead require DHS to promote the 988 Lifeline.
    - prohibit co-payments, coinsurance, and deductibles from applying to mobile crisis intervention.

  The bill contains a blank appropriation in FY26-27 for mobile crisis grants and would allow funds to be used by mobile crisis teams to purchase and renovate vehicles to provide protected transport.

  During the discussion of the bill, **Senator Paul Utke suggested that a local impact analysis be done to understand the impact on counties.** The bill was laid over for possible inclusion in the committee's omnibus bill.

House Taxes: HF633 (Nadeau) would create a **new property tax exclusion for licensed in-home child care providers.** The exclusion would be available to homes used to operate a family day care or group family day care program and would reduce the property's taxable market value by 50% effective beginning with property taxes payable in 2026. The bill was laid over for possible inclusion in the committee's omnibus bill.

Senate Housing: The committee heard several bills and laid them over for possible inclusion in the committee's omnibus bill:

- SF1913 (Boldon) **would establish a locally-controlled housing fund and allow the Housing Finance Agency to use money from the fund to assist specified entities with housing projects.** An "eligible recipient" means a city,

county, tribal government, tribal housing corporation, community land trust, or local housing authority. "Locally controlled housing" means a property where the eligible recipient has at least a 75% controlling stake, or the eligible recipient owns the land where an approved partner owns the residential property.

County Support:

- **David Dunn, Olmsted County Housing and Planning Director**, illustrated a Rochester housing project where the Olmsted HRA acquired a 55-unit single room occupancy building, currently housing college students, which will be transitioned to assist people experiencing homelessness. The goal and role of locally-controlled housing is to be able to connect the case management necessary with the property management to ensure that permanent supportive housing is a thriving experience for everyone involved.

- **Melissa Taphorn, Executive Director, Washington County Community Development Authority,** testified that the CDA currently owns 990 locally-controlled housing units in 10 cities across the county. SF1913 would provide a sustainable response to the shortage of housing through the development of permanently affordable, self-sustaining housing, with the needed flexibility that would allow local governments to rent to people at all income ranges, to include rentals at market rate, deeply affordable, as well as all levels of affordability.

- SF1711 (Putnam) would appropriate $30.25 million in FY26 and $30.25 million in FY27 from the Housing Development Fund to the Minnesota Housing Finance Agency for the Workforce Homeownership Program. A representative from Central Minnesota Habitat for Humanity testified in support of the measure, indicating that the **organization has served 110 families in the counties of Stearns, Benton, Sherburne, and Wright Counties.** A representative from the statewide Habitat for Humanity indicated that there is a need for 100,000 units or more throughout the state. She called out specific local projects, including those **operated by Lakes Habitat for Humanity, which serves residents of Crow Wing, Cass, Wadena, and Hubbard, who has recently partnered with the Leech Lake Band of Ojibwe to create affordable owner-occupied workforce housing.**

- SF1906 (Nelson) would permit exceptions to income limits of the Minnesota Housing Tax Credit Contribution Account Grant and Loan Program for certain workforce housing projects and would modify the matching requirements of the "Workforce Housing Development Program." An amendment was added clarifying that the program represents housing outside the 7-county metropolitan area. Testimony in support of the proposal came from the League of Minnesota Cities, reflecting that it will help with housing issues in Greater Minnesota.

House Environment and Natural Resources: The committee addressed the following bills regarding PFAS:

- HF81 (Heintzeman) would exempt off-highway vehicles (OHV), snowmobiles, and electric-assisted bicycles from the definition of "juvenile product" used for purposes of a ban on the sale of juvenile products containing intentionally-added PFAS. The bill passed on a straight party-line vote (7-5) and was sent to the House Floor. HF81 House Research Summary

- HF1627 (Heintzeman) would modify "Amara's Law" by exempting commercial and industrial products and extending the amount of time manufacturers have to submit certain information. Amara's Law passed in 2023 and banned 11 categories of products from containing intentionally-added PFAS, beginning January 1, 2025, and all products beginning January 1, 2032, with certain exemptions. Would also extend, from January 1, 2026, to January 1, 2028, the amount of time a manufacturer of a product containing intentionally-added PFAS to submit to the Pollution Control Agency (PCA) certain information, including the purpose for and amount of the PFAS added to the product.
  The bill passed on a straight party-line vote (7-5) and was referred to Commerce.

  HF1627 House Research Summary
  HF1627A1 Amendment – adopted (addresses certain pens and key fobs)

WEDNESDAY

House Commerce:

- HF737 (Olson) **would eliminate the prohibition of paint or pastels containing cadmium.** The bill passed and was referred to Environment.
- HF325 (Engen) **would prohibit a retailer from selling nitrous oxide cannisters that impart a taste or smell**; violators would be guilty of a misdemeanor. The bill was laid over for possible inclusion in the committee's omnibus bill.

House Human Services:

- HF1346 (Nash) Under Minnesota Statutes, section 260E.065, local welfare agencies must offer **trainings for individuals mandated to report child maltreatment and abuse (employees or supervisors of private or public youth recreation programs**), but reporters are not required under statute to complete these trainings. This bill would specify that, for these offered trainings, at least half of the training time be spent on how to identify signs of child maltreatment or abuse, including the definition of each type of maltreatment. Would also require DCYF to create trainings with input from professionals who have specialized knowledge related to child maltreatment. The bill passed and was sent to the House floor.
- HF1215 (Clardy) would modify chapter 245A sections that impact **HCBS license holders.** Requires DHS to provide compliance education to HCBS licensees, conduct initial compliance monitoring for new licensees and issue licensing review reports, and provide technical assistance and legal referrals upon request. Also would require a warning before a conditional license is issued for an HCBS license holder, allow the commissioner to reduce the time of a conditional license under certain conditions, require the commissioner to offer mediation for HCBS license holders if a reconsideration request is denied, require a legislative report on HCBS correction orders and conditional licenses, and repeal HCBS additional licensing procedures. The bill was laid over for possible omnibus bill inclusion.

House Veterans and Military Affairs: HF1662 (Rehrauer) would extend the Department of Veterans Affairs' (MDVA) read-only access to MAXIS, a computer system managed by DCYF that is used by state and county workers to determine eligibility for public assistance and services. HF1662 is intended to streamline the process to verify eligibility for, and enroll veterans on, the Minnesota Homeless Veteran Registry. The bill passed and was referred to Human Services.

Senate Health and Human Services:

- SF1567 (Port) would **establish an Office of Patient Protection** to assist consumers with issues related to access and quality of health care and advise the Legislature on ways to reduce consumer health care spending and

improve consumer experiences by reducing complexity for consumers. The bill passed and was referred to Commerce.

- SF1059 (Marty) would **establish a Patient-Centered Care program** to achieve better health outcomes and reduce the cost of health care for the state. DHS would be required to pay health care providers directly to provide services for all eligible MA and MinnesotaCare enrollees. In presenting his proposal, Sen. Marty stated that this would not be a "government" program; rather, patients would be able to access services directly from their providers. The bill was laid over for possible inclusion in the committee's omnibus bill.

Senate Taxes: SF1028 (Rarick) **would establish special taxing districts for the purpose of providing fire or ambulance services**, or both. The bill was laid over for possible inclusion in the committee's omnibus bill.

Senate Judiciary and Public Safety: SF1835 (Pappas) would appropriate $150,000 in FY26 and $150,000 in FY27 from the General Fund to the Commissioner of Public Safety for a grant to an organization that provides legal representation for children in need of protection or services and children in out-of-home placement. The Children's Law Center provided a letter of support and testimony. ChildrensLawCenter.pdf. The bill was laid over for possible inclusion in the committee's omnibus bill.

House Children and Families: DHS provided an overview of **child care regulation modernization.** House C&F committee hearing Presentation 3.5.25.pdf; note slide 31 as it relates to the timeline for revised licensing standards**; report due to Legislature in February 2026, with implementation planned to begin at that time**.

Senate Human Services: The following bills were heard and laid over for possible inclusion in the committee's omnibus bill:

- SF1139 (Frentz) would create a supplemental housing support rate for "Welcome Manor," **a long-term residential facility in Blue Earth County.** The county would be required to negotiate a supplemental rate not to exceed $750 per month for the provider that operates long-term residential facilities with a total of 20 beds that serve chemically dependent women and provides 24-hour-a-day supervision and other support services.
- SF1146 (Mohamed) would modify **Chapter 245D provider** licensing violations.
- SF1810 (Rasmusson) by December 1, 2025, would require DHS to submit to CMS proposed amendments to **HCBS waiver plans** to include individualized home supports without training, respite, and night supervision in the definition of "direct care staff services" that may be authorized and provided to a waiver participant who is either traveling temporarily out of state or attending an out-of-state postsecondary school.

SF1479 (Maye Quade) would appropriate **money to the Direct Care and Treatment for planning a build out of a locked psychiatric residential treatment facility (PRTF).** The bill passed and was referred to Health and Human Services.

THURSDAY

House Human Services: HF958 (Nadeau). The Psychiatric Collaborative Care Model was enacted in 2023; it requires health plans that include coverage for alcoholism, mental health, or chemical dependency to provide reimbursement for benefits delivered through the model. Under the model, a primary care team that includes a primary care provider, care manager, and psychiatric consultant formally collaborate to provide integrated behavioral health services for a client. This proposal would require MA to cover services provided under the model. The bill was laid over for possible inclusion in the committee's omnibus bill.

House State Government: HF1 (Anderson, Patti) would **establish an Office of the Inspector General housed within the legislative branch.** The bill was laid over for possible inclusion in the committee's omnibus bill.

Senate Health and Human Services: SF1786 (Maye Quade) would **modify licensing, training, and background study requirements for child foster care providers who are individuals related to a child.** It adds definitions into the child care assistance program and background studies chapters, would direct DCYF to make written communications available in more languages and to create a condensed version of the child care licensing guidelines, and would provide appropriations for the supporting relative caregiver grant program and for grants to purchase at-home or mobile fingerprinting devices. The bill passed and was referred to Judiciary. SF1786-Bill-Summary-A-1.pdf

Senate Commerce: The following bills all passed on a voice vote and were sent to Senate Health and Human Services Committee:

- SF1054 (Mann) would require coverage of vasectomies by health plans in both the commercial market and public health plans; update the definition of "contraceptive service" to include vasectomies. Bill Summary - SF1054 (March 2025)
- SF1085 (Mann) **would require health plans to develop a maternal mental health program.** Would require at least one maternal mental health screening to be conducted during pregnancy, at least one additional screening to be conducted during the first six weeks of the postpartum period, and additional postpartum screenings, if determined to be medically necessary and clinically appropriate in the judgment of the treating provider."
- SF1407 (Mann) would **modify the evaluation process for mandated health benefit proposals (known as a "62J evaluation").** Would narrow the set of legislative proposals which would fall within the definition of a "mandated health benefit proposal," require the Commissioner of Commerce to undertake rulemaking to develop forms used in the evaluation process, and clarify that enacted mandates remain effective even if certain procedural steps are not followed. The proposal would also clarify that a newly enacted mandated benefit does not automatically apply to MA fee-for-service unless explicitly stated by law. Bill Summary - SF1407 (March 2025)

Bill Introductions of Interest:

Senate:

- SF2072 (Mann) **Wellness checks for students receiving online instruction** requirement
- SF2135 (Hauschild) Child care conditional license requirements modifications provision, commissioner creation of standardized visit time lines and requirements provision, education definition modification provision, background study liaison establishment provision
- SF2142 (Nelson) Local governments authorization to prohibit the sale of certain cannabis products
- SF2149 (McEwen) **Repeals subminimum wage rule**
- SF2174 (Nelson) **Office of Cannabis Management enforcement of THC content and potency limitations** requirement provision
- SF2215 (Hoffman) **Waiver Reimagine** requirements modification; Legislative Task Force on Waiver Reimagine establishment
- SF2252 (Kupec) **County implementation of service delivery transformation requirements and information technology modernization projects appropriation**

House:

- HF1759 (Kotyza-Witthuhn) Exception to age and size limitations for customized living and 24-hour customized living services required.
- HF1812 (Reyer**) Health care guaranteed to be available and affordable for every Minnesotan;** Minnesota Health Plan, Minnesota Health Board, Minnesota Health Fund, Office of Health Quality and Planning, ombudsman for patient advocacy, and auditor general for the Minnesota Health Plane established; Affordable Care Act 1332 waiver requested; and money appropriated

- HF1824 (Rehrauer) Commissioner of children, youth, and families funding provided to create and **implement technology portals to connect individuals with support systems;** and money appropriated
- HF1909 (Feist) Guardian governing provisions modified
- HF1911 (**Virnig) County implementation of service delivery transformation requirements and information technology modernization project funding provided, and money appropriated**
- HF1916 (West) Child care assistance program integrity program established; commissioner of children, youth, and families directed to establish an electronic record-keeping system for child care enrollment; reports required; and money appropriated
- HF1918 (Hanson, J) Department of Children, Youth, and Families policy language; TEACH early childhood program, great start compensation support payment program, child welfare policies, and out-of-home placement plans updated; and provisions to prevent foster care placements modified
- HF1937 (Reyer) Program for All-Inclusive Care for the Elderly (PACE) service delivery system implemented
- **HF1945 (Virnig) Metro Demo Housing Support**
- **HF1946 (Virnig) Metro Demo Housing Support**
- HF1963 (Frederick) Medical claims filing timelines, withdrawal management services, and mental health diagnostic services assessments provisions modified; and closure planning requirements imposed on peer recovery supports providers
- HF1985 (Rehrauer) Grant funding provided for programs related to employment support services to persons with mental illness, and money appropriated
- HF1993 (Frederick) Substance use disorder comprehensive assessment requirements and treatment provider qualifications modified, and study and report on substance use disorder treatment practice limitations required
- HF1994 (Frederick) Payment rates established for certain substance use disorder treatment services, and vendor eligibility recodified for payments from the behavioral health fund
- HF1995 (Frederick) Substance use disorder treatment provisions modified, commissioner of human services directed to make recommendations related to transition support services, and report required
- HF2004 (Curran) Permissible out-of-state billing for certain disability waiver services clarified
- HF2009 (Hanson, J) **Office of the Foster Youth Ombudsperson** funding provided, and money appropriated

THIS WEEK

House Ways and Means

Monday, March 10

- **Presentation: County and state budget relationship, overview and priorities with focus on systems modernization**
    - **Nathan Jesson, Minnesota Inter-County Association**
    - **Matt Hilgart, Association of Minnesota Counties**

House Fraud Prevention and State Agency Oversight Policy

Monday, March 10

- Overview of the Minnesota Fraud Problem
    - Bill Glahn, Policy Fellow – Center of the American Experiment

House Health Finance and Policy

Monday, March 10

- HF696 (Backer) **Rural EMS uncompensated care pool payment program established**, and money appropriated.
- Presentation on Opioids and Substance Use Disorder
    - Jeremy Drucker, Director, Office of Addiction and Recovery
- HF1429 (Liebling) Emergency medical services overdose data modified.

- HF1379 (Baker) Use of nonopioid directives authorized, and immunity for certain acts or failures to act established.

Senate Human Services
Monday, March 10
- SF2052 (Fateh) Community first services and support rates modifications
- SF2053 (Fateh) Direct support services rate calculations report requirement provision
- SF2168 (Fateh) Assisted living service providers direct care staff compensation requirements exemption provision
- SF2125 (Seeberger) **Nonemergency medical transportation payment rates increase**
- SF1948 (Hauschild) Critical access nursing facilities increased funding appropriation
- SF1138 (Mann) Change the Outcome appropriation to provide opioid prevention and education
- SF144 (Boldon) Income eligibility for aged or blind persons or persons with disabilities modification
- SF2144 (Putnam) Catholic Charities of the Diocese of St. Cloud appropriation for its operation of the Catholic Charities senior dining program
- SF1789 (Gruenhagen) Minnesota Board on Aging appropriation
- SF1689 (Kupec) Funding increase for regional and local dementia grants
- SF1925 (Maye Quade) Essential community supports eligibility modifications provision, essential community supports services available expansion provision, caregiver respite services grants increased funding provision, and appropriation
- SF1177 (Abeler) **Disability services technology and advocacy expansion grant** establishment and appropriation

House Floor Session
Monday, March 10
Calendar for the Day:
- HF3 (Nash) Legislative auditor required to submit a report to the legislature related to an agency's implementation of legislative auditor recommendations, and money appropriated.

Supplemental Calendar for the Day:
- HF11 (Baker) **Minnesota Paid Leave Law implementation delayed by one year**
- HF23 (Robbins) Whistleblower definitions provided, and whistleblower protections for public employees modified
- SF1552 (Anderson, P.H.) Grain buyers financial reporting requirements modified

House Human Services Finance and Policy
Tuesday, March 11
- **February Forecast Overview from DHS**
  - Dave Greeman, CFO DHS
  - Elyse Bailey, DHS Budget Director

Senate Health and Human Services
Tuesday, March 11
- SF1622 (Mann) Federally qualified health centers reimbursement procedures modifications
- SF1785 (Mann) Medication repository program procedures modifications provision and appropriation
- SF333 (Dahms) Premium security plan account transfer to the commissioner of commerce removal provision; Commerce commissioner requirement to request the continuation of a state innovation waiver provision; money transfer from the general fund to a premium security plan account authorization
- SF1024 (Wiklund) MNsure premium subsidy program establishment, providing a sunset for the Minnesota premium security plan, and appropriation

**SF333 will be heard and then laid over. SF1024 will be referred to the Commerce Committee. SF1024 will come back to HHS once it has moved through all required policy jurisdictions.

Senate Commerce and Consumer Protection
Tuesday, March 11

- SF1806 (Mann) Certain formulary changes during the plan year prohibition provision
- SF1876 (Mann) Pharmacy benefit managers and health carriers inclusion of lower-cost drugs in formularies requirement provision and lowest out-of-pocket-cost drug to patient formulary tiering preference provision
- SF1877 (Mann) Pharmacy benefit managers and health carriers usage of prescription drug rebates and other compensation requirement to benefit covered persons provision
- SF1910 (Oumou Verbeten) Place of entertainment requirement to provide access to potable water at events
- SF1481 (Pappas) **Retailers requirement to display signage warning about the dangers of mercury-containing skin-lightening products**

Senate Labor
Tuesday, March 11

- SF2149 (McEwen) Labor and industry technical provisions modifications **(subminimum wage rule repealed)**

House Children and Families
Tuesday, March 11

- HF1169 (Nelson) Commissioner of children, youth, and families directed to make recommendations for **paperwork reduction relating to child protection cases**
  H1169A1 Amendment
- HF1916 (West) Child care assistance program integrity program established; commissioner of children, youth, and families directed to establish an electronic record-keeping system for child care enrollment; reports required; and money appropriated

House Human Services Finance and Policy
Wednesday, March 12

- HF1337 (Noor) Agency's authority with respect to housing support agreements modified
- HF973 (Backer) **Emergency mental health services modified**; co-payments, coinsurance, and deductibles for mobile crisis intervention eliminated; and money appropriated
- HF381 (Curran) Policies related to establishing rates for home and community-based waiver services modified, and room and board rates for individuals receiving home and community-based services increased
- HF382 (Curran) Disability waiver rates modified
- HF1831 (Zeleznikar) Background check requirements modified for housing support providers

Senate Health and Human Services
Wednesday, March 12

- **Forecast Overview- MN Department of Human Services**
- **Forecast Overview- MN Department of Children, Youth and Families**
- SF1385 (Dibble) HIV/AIDS support services appropriation
- SF1918 (Dibble) Consent to electronic monitoring requirements modification

House Health Finance and Policy
Wednesday, March 12

- HF1029 (Torkelson) Heritable or congenital disorder revision of lists of tests required to be administered for determination of presence

- HF1912 (Skraba) Hospital swing bed license conditions modified
- HF1105 (Agbaje) Maternal death study requirements clarified
- HF1100 (Bahner) Commissioner of human services required to establish a directed pharmacy dispensing payment to improve and maintain access to pharmaceutical services, and money appropriated.
- HFXXXX (Nadeau) Hospital Directed Payment Program Established
  HF XXXX (Nadeau) Hospital directed payment program established

House Children and Families
Wednesday, March 12

- HFXXXX (West) Child care provider licensing modification* Pending Referral
- HF777 (Coulter) Food shelf program funding provided, and money appropriated
- HF841 (Myers) Food shelf programs funding provided, and money appropriated
- HF1098 (Sencer-Mura) Food shelf facilities infrastructure funding provided, and money appropriated
- HF1112 (Hemmingsen-Jaeger) Regional food bank grants created, and money appropriated
- HF1926 (Mahamoud) Greater Minneapolis Council of Churches grant funding provided for food shelves, and money appropriated

House Public Safety
Wednesday, March 12

- HF897 (Knudsen) Protection to children and vulnerable adults from exposure to fentanyl provided, and criminal penalties for violation imposed.

Senate Health and Human Services
Thursday, March 13

- SF1682 (Maye Quade) **Child in need of protection or services definition modification** to clarify when a child is considered to be without the special care made necessary by a physical, mental, or emotion condition provision
- SF2134 (Mohamed) Mental health terminology modification
- SF2124 (Mohamed) Emergency services grants and innovative homeless response grants and provider building capacity appropriations
- SF1732 (Boldon) Family supportive housing programs funding
- SF2022 (Kupec) Commissioner of human services requirement to establish a minimum per diem rate for a specified psychiatrist residential treatment facility
- SF1953 (Mann) Mental illness definition modification provision, medical assistance transportation reimbursement rates modification modifications provision, children at risk of bipolar disorder grant program establishment provision, and children's first episode of psychosis program appropriation

ENVIRONMENT

LAST WEEK

On Thursday, the Senate Environment, Climate and Legacy Committee heard SF1690 (Sen. Kupec, DFL-Moorhead), which would establish a product stewardship program for batteries, circuit boards and electronic waste (e-waste). The committee adopted the A2 amendment to incorporate changes based on conversations with stakeholders, including moving out the establishment date to 2028 and clarifying the definition of battery and exception for lead-acid batteries. The Minnesota Pollution Control Agency (MPCA), Association of Minnesota Counties (AMC) and Recycling Electronics for Climate Action (RECA) are the leading organizations on the bill. A bill summary is linked here.

There was significant testimony submitted and provided in committee both for and against the bill. MICA submitted a letter of support, along with the Minnesota Zero Waste Coalition, Eureka Recycling, Minnesota

Environmental Partnership, Product Stewardship Institute, Partnership on Waste and Energy, Conservation Minnesota, Integrated Recycling Technologies, CURE, Elders Climate Action and the National Waste and Recycling Association. RECA, the MPCA, Hennepin County Commissioner Debbie Goettel, Itasca County Commissioner John Johnson, MCEA, Eureka Recycling, and Clean Water Action all testified in support during the hearing.

On the opposing side were People for Bikes, Association of Home Appliance Manufacturers, Battery Council International, Juvenile Products Manufacturers Association, Redwood Materials and the Consumer Technology Association. Many other business and consumer technology groups testified against the bill in committee: Consumer Technology Association, Best Buy, Minnesota Retailers, Minnesota Chamber of Commerce, National Electrical Manufactures Association, the Rechargeable Battery Association, Battery Council International, the Association of Home Appliance Manufacturers and Redwood Materials, Inc.

In general, Republican members of the committee were opposed to the bill and asked a lot of questions about how this product stewardship program would be implemented. At several points, the MPCA offered clarification on how this bill would save local governments money in reduced waste management costs, and Sen. Kupec emphasized the intent of the bill is to save counties money and increase safety at waste management facilities. **The bill was re-referred to the Senate State and Local Government Committee on a party-line vote, where it will be heard on Tuesday this week.**

Other hearings of note included Tuesday's **House Environment and Natural Resources Committee meeting**. Two bills amending PFAS restrictions and two technical policy bills from the Environmental Quality Board (EQB), HF1362 and HF1382, were heard.

HF81 (Heintzeman), which provides exempts off-highway vehicles (OHV), snowmobiles and electric-assisted bicycles from the definition of "juvenile product" used for purposes of a ban on the sale of juvenile products containing intentionally added PFAS, was **passed on a party-line vote and referred to the General Register.**

HF1627 (Heintzeman) would exempt items manufactured for commercial and industrial use from Minnesota's 2023 PFAS legislation, Amara's Law, was also heard. The bill also delays reporting on products containing PFAS from 2026 to 2028. An A1 amendment was adopted, which incorporates the recommendations from the Minnesota Pollution Control Agency (MPCA) report on PFAS and lead and cadmium in four product categories released in January. **The bill passed 7-5 and was referred to the House Commerce Committee.**

Later in the week, the committee heard six bills related to ATV regulations and funding for ATV trails, which all passed out of committee on party-line votes.

The Senate Finance Committee took up SF506 on Tuesday, where a technical amendment was adopted. Director Becca Nash and Mike Campana from the Legislative-Citizen Commission on Minnesota Resources (LCCMR) both testified on the bill, walking through their recommendation process. Director Nash noted that some projects are being extended because they were appropriated during COVID, have faced flooding or weather problems, etc. Senator Rich Draheim (R-Madison Lake) expressed interest in more money and projects addressing flood mitigation.

Director Nash noted that land acquisitions included in the bill likely have support from the local units of governments, as they are consulted in the process of developing recommendations. Additionally, land acquisition by the DNR must get approval from a county board, though there are none of these proposals in this bill.

Senator John Jasinski (R-Faribault) moved an amendment to redirect some of the funds addressing toxic blooms in northern Minnesota lakes to southern Minnesota. Senator Nick Frentz (DFL-North Mankato) and Senator Justin Eichorn (R-Grand Rapids) expressed some interest in the idea. There was a discussion between committee members about whether this committee was the correct committee for the amendment and whether legislators can and should step in and change LCCMR recommendations. The amendment tied and was not adopted. **The bill passed and was placed on General Orders.**

On Wednesday, the House Legacy Finance Committee heard HF1250 (Burkel), which represents the Lessard-Sams Outdoor Heritage Council's funding recommendations for FY2026-2027. Committee members expressed broad bipartisan support for the bill. Questions focused on the federal grant leveraging process, land acquisition trends and the return on investment for conservation projects. **The bill received unanimous approval and was referred to the House Ways and Means Committee.**

Also on Wednesday, the Senate Agriculture, Veterans, Broadband and Rural Development Committee heard a presentation from the Minnesota Department of Agriculture (MDA), providing an update on efforts to address nitrate contamination of groundwater in southeast Minnesota. MDA provides a number of technical tools and information to support water quality monitoring and testing. MDA also touched on their various research projects and demonstrations related to fertilizer best management practices. Given the EPA petition around groundwater protection in southeastern Minnesota, MDA has ramped up efforts to increase participation in voluntary programs like the Minnesota Agricultural Water Quality Certification Program and Soil Health Financial Assistance Program. Their presentation also touched on the importance of their relationships with partners like counties and soil and water conservation districts (SWCDs) to help them conduct these activities. An example was provided of how they are spending some of the $2.8 million for reverse osmosis treatment for private drinking water wells, starting with Olmsted County.

Two bills related to soil and water health were also heard on Wednesday. SF 882 (Gustafson), as amended by the A1 amendment to add in appropriation amounts, would continue funding for the state's soil health financial assistance program. **The bill was laid over for possible inclusion.** Climate Land Leaders and a coalition of agriculture and conservation groups submitted letters of support for the bill. The board chair for the Minnesota Corn Growers, vice president of the Minnesota Farm Bureau Federation, the Minnesota Farmers Union, and Rhyan Schicker, District Manager for the Lac qui Parle Soil and Water Conservation District, all testified in support. The Minnesota Department of Agriculture (MDA) also made supportive comments, noting this funding is included in the Governor's budget recommendations.

SF 1840, as amended by a technical change in the A1 amendment, would establish a grant program for licensed fertilizer retailers to promote the use of nutrient best management practices. A bill summary is linked here. Lee Helgen, executive director of the Minnesota Crop Production Retailers, testified in support. There was significant member discussion on the amendment language and clarity was provided by nonpartisan staff. **The bill passed and was re-referred to the Senate Judiciary and Public Safety Committee.**

Finally, SF1269 (Sen. Drazkowski, R-Mazeppa) was heard in the Senate Tax committee on Wednesday. An oral amendment was adopted to change the source of funding from the general fund to the Clean Water Fund. The bill would provide an automatic tax credit for farms enrolled in the water quality certification program in the Department of Agriculture, targeted at the southeast (Karst) region of the state. This would provide a $5/acre credit to help farmers implement more conservation practices, which can sometimes be a financial burden. The Minnesota Farm Bureau Minnesota Farmer's Union both testified in favor of the bill, and Senator Carla Nelson (R-Rochester) spoke in support. The bill was passed and sent to the Senate Environment, Climate and Legacy Committee.

Bill introductions

- HF1846 (Burkel) Feedlots; county feedlot program funding provided, and money appropriated. *Companion: SF2187*
- SF2187 (Putnam) County feedlot program appropriation. *Companion: HF1846*
- HF1850 (Gordon) Flouridation of municipal water supplies provisions modified.
- HF1860 (Reyer) Dakota County regional household hazardous waste and recycling facility funding provided, bonds issued, and money appropriated. *Companion: SF2193*
- SF2193 (Pratt) Dakota County regional household hazardous waste and recycling facility bond issue and appropriation. *Companion: HF1860*
- HF1868 (Heintzeman) Electronic and internal components exempted from PFAS prohibitions.
- HF1869 (Heintzeman) Prohibitions of certain PFAS-containing firefighting foam at airport hangars delayed.
- HF1870 (Heintzeman) Pens that contain lead exempted from prohibition on manufacturing and selling lead-containing products.
- HF1871 (Heintzeman) Prohibitions on certain lead solder in products delayed.
- HF1882 (Igo) Approval of site-specific modifications to sulfate water quality standards during pendency of related rulemaking facilitated. *Companion: SF2086*
- SF2086 (Farnsworth) Approval of site-specific modifications facilitation to sulfate water quality standards during pendency of related rulemaking. *Companion: HF1882*
- HF1906 (Heintzeman) Electronic and internal components exempted from PFAS prohibitions, prohibitions delayed on lead-containing products and PFAS-containing firefighting foam at airport hangars prohibitions delayed.
- HF1920 (Myers) Money transferred from the general fund for the agriculture best management practices loan program. *Companion: SF1753*
- HF1940 (Zeleznikar) Permissible uses of the remediation fund modified to allow for cost reimbursement for PFAS contamination remediation at emergency response training centers, and money appropriated. *Companion: SF2044*
- SF2044 (McEwen) Remediation fund permissible usage allowing for PFAS contamination at emergency response training centers cost reimbursement provision and appropriation. *Companion: HF1940*
- SF2057 (Putnam) Continuous Living Cover Crops appropriation. *Companion: HF1983*
- SF2077 (Hawj) Environment and natural resources appropriations and provisions modifications
- SF2107 (Kunesh) Metropolitan Council appropriation for grants to implementing agencies to manage aquatic invasive species
- SF2129 (Seeberger) Gross revenues tax on entities manufacturing and selling products containing PFAS imposition; xx cleanup account in the special revenue fund establishment; XX Advisory Commission establishment. *Companion: HF726*
- SF2179 (Hoffman) Surety bond requirement for tire collectors
- SF2238 (Frentz) Blue Earth County recycling, reuse, and waste recovery facility bond issuance and appropriation. *Companion: HF1726*

You can track all relevant environment bills here as they are introduced. If the bill has had a hearing, our team's notes on testimony and member discussion will be included.

THIS WEEK

House Capital Investment

Thursday, March 13

- HF343 (Nelson) Chisago County; Shorewood Park Sanitary Sewer District sewer system extension to Rush Lake funding provided, treatment facilities funding provided, bonds issued and money appropriated.

- HF446 (Skraba) St. Louis County; wastewater infrastructure improvements in the unorganized area of Ash River funding provided, bonds issued and money appropriated.

House Environment and Natural Resources
Tuesday, March 11
- HF1531 (Heintzeman) - Expiration of crossbow hunting and fishing allowance removed.
- HF1331 (Schultz) - Statewide wolf population survey required.
- HF1425 (Skraba) - Sale of state-owned land in Boundary Waters Canoe Area Wilderness prohibited.
- HF1922 (Skraba) - Report on payment in lieu of taxes on natural resources lands required.
- HF1570 (Skraba) - Sale or lease of boathouse sites at Soudan Underground Mine State Park authorized.

Thursday, March 13
- HF1040 (Scott) - Wind and solar infrastructure product stewardship program required, retail sales fee provided for wind and solar infrastructure, wind and solar energy infrastructure moratorium established in landfills, report required, and money appropriated.
- HF253 (Schultz) - Public water inventory temporary modifications prohibited, and report required.

House Legacy Finance
Wednesday, March 12
- Department of Revenue presentation on Legacy Funds distribution calculation errors

House Ways and Means
Tuesday, March 11
- HF1218 (Heintzeman) Funding from the environment and natural resources trust fund, prior appropriations modified, and money appropriated.

Senate Environment, Climate and Legacy
Tuesday, March 11
- Parks & Trails Legacy Partner Agency Update

Thursday, March 13
- *Agenda TBA*

Senate Jobs and Economic Development
Wednesday, March 12
- SF2057 (Putnam) Continuous Living Cover Crops appropriation

Senate State and Local Government
Tuesday, March 11
- SF1690 (Kupec) Stewardship program establishment for circuit boards, batteries, and electrical products

GENERAL GOVERNMENT & OTHER

LAST WEEK

House Ways and Means committee advances bill to delay Paid Leave implementation: On Monday, March 3, the House Ways and Means Committee voted on party lines to move HF11 Rep. Dave Baker's bill to delay the implementation of Paid Leave by one year, to January 2027. The fiscal note for the bill was prepared for the committee, coming in higher than expected. DFLers on the committee were critical of the bill and the late arriving fiscal note.

Numerous attempts to refer the bill to other committees from Ways and Means, all were voted down on party line votes.

House Elections & Government Operations hears bill on county and city procedures and a broad bill to change elections procedures from Rep. Quam: this is a thing On Wednesday, March 5 Rep. Duane Quam (R-Byron) presented HF1800 to his committee. The Secretary of State's office testified in opposition to the bill, pointing to concerns from about administrative changes in the bill and requiring election judges to declare their party affiliation. Nicole Freeman from the Secretary of State's office highlighted numerous concerns from local governments as well. DFLers on the committee raised concerns about multiple aspects of the bill, particularly the new requirements for election judges and transmission of information. Rep. Mike Freiberg (DFL-Golden Valley) raised concerns about the observer's role that the bill authorizes and how they could violate voter privacy. Rep. Freiberg did note several parts of the bill which he could potentially support, including prohibiting election judges from vouching for individuals in their precinct and requiring a map showing the precincts served by the combined polling place, along with a notice that multiple ballot styles are in use, be prominently displayed near the entrance to the combined polling place. The bill advanced to the Public Safety committee on a party line vote.

On Monday, March 3 the committee heard HF554 from Rep. Quam which would require counties and cities to have hard copies of operating policies, procedures, forms, deadlines, due dates, or payment requirements relating to each duty or operation of the local government on file in the applicable local government office and made available for employee training and for inspection by the public. MICA joined other local government associations in submitting a letter opposed to the bill. Rep. Quam amended the bill to exempt counties with populations under 40,000 and cities under 10,000. The bill advanced to the Judiciary Committee on a party line vote.

Senate Capital Investment holds informational hearing on state bond ratings
On Monday, March 4 Eric Kim from the Fitch ratings agency presented to the Senate Capital Investment committee. He went into what informs Minnesota's strong AAA rating and the benefits that it has for the state. Sen. Sandy Pappas (DFL-Saint Paul) made the point that the AAA rating Minnesota receives is not directly tied to the third debt capacity guideline from MMB, which recommends that no less than 40% of general obligation debt is paid within five years and no less than 70% within ten years. MMB structures general obligation debt to comply with this guideline.

Bill introductions of interest:

- SF2300 (Seeberger) Earned sick and safe time provisions modifications
- SF2321 (Pappas) Local government requirement to establish replacement accounts to maintain and replace capital projects that receive state funding
- SF2384 (Westlin) Election administration provisions modification
- HF1779 (Wolgamott) Authorizing an unreduced early retirement annuity for probation agency employees
- HF1800 (Quam) Voting administration provisions modified, including candidate provisions, registration, vouching, election judges, polling places, ballots, and postelection review; reports required; and criminal penalties provided
- HF1828 (Cha) State auditor's fire relief association working group recommendations implemented
- HF1889 (O'Driscoll) Minnesota Retirement State Retirement System; administrative changes made to statutes governing retirement plans, changes conformed to vesting requirements for deferred retirement annuities, annual reporting requirements modified for plan operational and other errors, and reports required
- HF1905 (Schultz) Individuals working in positions regulated by the United States Department of Transportation exempted from earned sick and safe time requirements
- HF1943 (Freiberg) Transferring money to the Help America Vote Act account
- HF1976 (Baker) Minnesota Paid Leave Law modified, reducing the wage replacement amount, exempting individuals covered by collectively bargaining agreements, authorizing private companies to implement the system, and other changes

THIS WEEK

House Elections Finance and Government Operations

Monday, March 10

- HF1345 (Rarick) Allowable number of statutory city public utility commission members increased.
- HF71 (Coulter) Working group on local candidate campaign finance reporting established, report required, and money appropriated. An A2 amendment to this bill has been posted.
- HF993 (Gordon) Publication of temporary polling locations required.
- HF1943 (Freiberg) Money transferred from the general fund to the Help America Vote Act account.

Legislative Commission on Pensions and Retirements

Tuesday, March 11

1. Appointment of Commission Actuary.
    - Staff memo
2. Presentations by the executive directors of the Minnesota State Retirement System (MSRS), Public Employees Retirement Association (PERA), Teachers Retirement Association (TRA), and St. Paul Teachers Retirement Fund Association (SPTRFA).
3. Mandatory reporting to the Commission (may roll to next meeting as time permits).
    - Report on the PERA Statewide Volunteer Firefighter Incentive Program
        - Doug Anderson, Executive Director, PERA
    - Report on pension fund correction of operational errors
        - MSRS report
        - PERA report
        - TRA report
        - St. Paul Teachers report
    - Report on IRAP to TRA transfers

House Workforce, Labor, & Economic Development Committee

Wednesday, March 12

- HF1057 (Anderson, P.H.) – Farm employee definition modified for purposes of earned sick and safe time
- HF1325 (Schultz) - Earned sick and safe time modifications

CORRECTIONS & PUBLIC SAFETY

LAST WEEK

Senate Judiciary and Public Safety Committee

Last week, the Senate Judiciary and Public Safety Committee discussed several bills focused on enhancing criminal penalties, law enforcement procedures, and victim protections. Proposals included increasing penalties for assaulting sports officials, firefighters, EMS personnel, and certain healthcare providers, as well as creating a civil cause of action for nonconsensual condom removal. The committee also considered measures related to fentanyl-laced controlled substances, coercion crimes resulting in severe harm, and expanding driver's license suspensions for vehicular homicide cases.

Later in the week, the committee addressed funding and policy initiatives aimed at victim services, legal aid, and law enforcement support. Discussions included appropriations for organizations providing advocacy for victims, legal representation for children in out-of-home placements, and expanded mental health services for first responders. The committee also reviewed proposals to modify investigative data retention periods, expand the definition of "endangered" in missing persons cases, and increase funding for violence prevention research and nonprofit security

grants.

Monday, March 3

- SF190 (Gustafson) Sports official assault enhanced penalties establishment
- SF662 (Gustafson) Civil cause of action establishment for the nonconsensual removal of a condom
- SF281 (Lang) Coercion crime that causes great bodily harm or death of the victim criminal penalty enhancement provision
- SF319 (Koran) Crime of altering controlled substances with fentanyl penalty establishment
- SF794 (Limmer) Government Data Practices Act violation of the Official Records Act penalties and remedies extension provision
- SF1373 (Limmer) Driver's license suspension expansion to include all cases where a person is believed to have committed vehicular homicide or criminal vehicular operation; peace officer reporting in all cases where a person is believed to have committed criminal vehicular homicide or criminal vehicular operation
- SF1374 (Limmer)Minimum fines and penalty enhancement for violations of driving without a valid license authorization
- SF1329 (Seeberger) Criminal penalty increase for assaulting a firefighter, EMS personnel or certain health providers

Wednesday, March 5

- SF852 (Oumou Verbeten) Grants appropriation for certain organizations providing direct services and advocacy for victims
- SF914 (Oumou Verbeten) State Board of Civil Legal Aid appropriation
- SF631 (Anderson) Period of time that a criminal investigation is active regarding investigative data modification
- SF664 (Anderson) Definition of endangered expansion for purposes of the missing and endangered persons program
- SF679 (Seeberger) Mental health services and outdoor activities for law enforcement officers, firefighters, and emergency services personnel
- SF1580 (Pappas) Violence prevention project research center appropriation
- SF1835 (Pappas) Grants appropriation to provide legal representation for children in need of protection or services and children in out-of-home placement
- SF543 (Westlin) Minnesota Family Resiliency Partnership funding increase and reallocation of fee revenue
- SF734 (Westlin) Supplemental nonprofit security grants appropriation

House Public Safety Finance and Policy Committee

Tuesday, March 4

- HF135 (Myers) Consecutive sentences required for assaults committed by certain inmates of local facilities.
- HF7 (Novotny) Public safety; various public safety provisions modified related to data held by law enforcement agencies, agency custody notice requirements, mandatory minimum sentences, stays of adjudication, the Minnesota Sentencing Guidelines Commission, legislative approval of Sentencing Guidelines, dismissing of charges, liability and vicarious liability, crime for trespass recruiting or educating, assaulting a police officer, fleeing in a motor vehicle, stolen motor vehicles, obstructing traffic, tracking devices, criminal penalties, and money appropriated.
- HF327 (Engen) Penalty for introducing contraband into a correctional facility increased.
- HF1399 (Witte) Commissioner of corrections required to maintain a supply of opiate antagonists to administer to persons who overdose in correctional facilities, and commissioner required to provide training to employees on how to administer opiate antagonists.
- HF1410 (Witte) Local correctional officers provided in Peace Officers Discipline Procedures Act.
- HF538 (Stier) Use of deadly force by peace officer to protect person from apparent death modified.

Wednesday, March 5

- HF767 (Hudson) - Arson directed at a political organization or motivated by a political purpose penalty enhanced.
- HF764 (Hudson) - Arson in the first degree statute of limitations eliminated.
- HF765 (Hudson) - Aggravated sentences required for violent offenders, consecutive sentences required for violent offenders, offenders required to serve the entire announced sentence in custody.
- HF1401 (Witte) - Definition of endangered expanded for purposes of the missing and endangered persons program.
- HF1354 (Moller) - Scope of video made available by Bureau of Criminal Apprehension limited for officer-involved death investigations.

Notable Bill Introductions

- HF1744 (Stier) - Authorizing expanded use of tracking devices for fleeing motor vehicles.
- HF1757 (Her) - Requiring lost and stolen firearms to be reported promptly to law enforcement.
- HF1769 (Feist) - Appropriating money for community supervision.
- HF1775 (Pinto) - Requiring the collection and reporting of specified information on criminal cases and creating a public dashboard.
- HF1814 (Backer) - Appropriating money for grants to purchase or upgrade radios and related equipment.
- HF1816 (Norris) - Establishing the Office of Animal Protection, expanding the definition of crime of violence.
- HF1821 (Witte) - Appropriating money for supplemental nonprofit security grants.
- HF1998 (Rarick) - Extending victim notification to order for protection and harassment restraining order violations not prosecuted; clarifying and updating victim notification requirements for law enforcement agencies and prosecutors.
- HF2010 (Hanson, J.) - Increasing the age of consent from 16 to 18 in criminal sexual conduct offenses involving offenders who are over 21 years of age; imposing criminal penalties.
- HF2017 (Novotny) - Appropriating money for prosecutorial and law enforcement training.

THIS WEEK

Senate Judiciary and Public Safety Committee

The Senate Judiciary and Public Safety Committee will consider several funding proposals related to public safety, emergency response, and community services. Discussions will include appropriations for public safety radio equipment, law enforcement training, and critical shelter services for racially diverse youth. The committee will also review funding for public safety costs tied to the Minnesota Sex Offender Program and support for families of fallen public safety officers. Additionally, MACCAC will present on community supervision, highlighting the need for full funding to ensure effective supervision and improved public safety outcomes across the state.

Monday, March 10

SF386 (Weber) Public safety radio grants appropriation
SF1308 (Putnam) Shelter services appropriation for racially diverse youth
SF692 (Rasmusson) Use of force training reimbursement program establishment and appropriation
SF1266 (Duckworth) Acceptance of certain gifts permission related to a line of duty death of a public safety officer
SF1291 (Rarick) Moose Lake Minnesota Sex Offender Program public safety costs appropriation
SF530 (Kupec) Weather forecasting gap-filling radar data appropriation

Wednesday, March 12

SF204 (Port) Past cannabis crimes expungements or resentencing eligibility clarification

House Public Safety Finance and Policy Committee
This week, the House Public Safety Finance and Policy Committee will hear multiple bills addressing law enforcement funding, training, and public safety policies. Proposals include expanding protections for peace officers' personal information, extending funding for law enforcement training, and eliminating the Public Safety Advisory Council. The committee will also consider measures related to immigration enforcement, including requiring institutions to notify federal authorities when housing undocumented individuals and prohibiting local noncooperation policies. Additionally, funding for public safety radio upgrades and weather forecasting radar improvements will be discussed.

Tuesday, March 11
HF7 (Novotny) - Public safety; various public safety provisions modified related to data held by law enforcement agencies, agency custody notice requirements, mandatory minimum sentences, stays of adjudication, the Minnesota Sentencing Guidelines Commission, legislative approval of Sentencing Guidelines, dismissing of charges, liability and vicarious liability, crime for trespass recruiting or educating, assaulting a police officer, fleeing in a motor vehicle, stolen motor vehicles, obstructing traffic, tracking devices, criminal penalties, and money appropriated.
HF697 (Baker) - Weather forecasting gap-filing radar data funding provided, and money appropriated.
HF1814 (Backer) - Grant funding provided to purchase or upgrade radios and related equipment, and money appropriated.
HF1567 (Duran, Jr.) - Personal information protections currently available for judicial officials extended to peace officers.
HF1256 (Novotny) - Certain law enforcement training reimbursement funding extended.
HF1257 (Novotny) - Public Safety Advisory Council eliminated.

Wednesday, March 12
HF772 (Swedzinski) - Publicly funded state and local institutions ensured to provide notice to United States Immigration and Customs Enforcement when a suspected undocumented person is being housed in a facility under the institution's control.
HF897 (Knudsen) - Protection to children and vulnerable adults from exposure to fentanyl provided, and criminal penalties for violation imposed.
HF16 (Rymer) - Immigration law enforcement noncooperation ordinances and policies prohibited, use of immigration-related data provided, and county attorneys required to notify federal immigration authorities when an undocumented person is arrested for a crime of violence.

COMBINED HEARING SCHEDULES

Next 7 Days Combined Hearing Schedule

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Chisago County Government Center

Front Door Court Security

Prohibited Items Confiscations	2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total Prohibited Items Confiscated
Sharp objects		42	30											72
Guns, Firearms, Magazines		0	0											0
Martial arts and self-defense items		0	0											0
Tools & Sporting goods		7	5											12
Chemicals and other Dangerous Items		0	0											0
Total Prohibited Items Confiscated														84
Bag count	0	1,682	1,814											3,496

Services Rendered	2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total Services Rendered
Disturptive/Suspicious Persons Calls		0	0											0
Medical Assists		0	0											0
Officer/Deputy/Probation/911 Assist		3	2											5
Emotional Disturbed Persons		0	0											0
Handicap/Elderly Assists		1	1											2
Escorts to Motor Vehicle		0	0											0
Child Protection Referral		0	1											1
Parking Lot/Building Sec. Checks		23	23											46
Door and Fire Alarms		2												2
Misc. Services Rendered		1	3											4
Total Services Rendered														56

Equipment Malfunctions
Lost and Found 1