



Board of Commissioners
REGULAR MEETING – Wednesday, April 16, 2025
County Board Room, Room 172

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

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.) | 2025 Retro-Reflective Pavement Markings Project | TAB 2 |
| 3.) | TH 8 LRIP Grant Agreement | TAB 3 |

Board of Commissioners' Business Meeting

Consent Agenda:

- | | | |
|-----|--|-------|
| 1.) | R&B Committee Recommendation – County Engineer's Report | TAB 1 |
| 2.) | R&B Committee of Whole – 2025 Retro-Reflective Pavement Markings Project | TAB 2 |
| 3.) | R&B Committee of Whole – TH 8 LRIP Grant Agreement | TAB 3 |
| 4.) | Payment of County's Warrants and Miscellaneous Bills | TAB 4 |
| 5.) | Minutes from the April 2, 2025 – County Board of Commissioners Meeting | TAB 5 |
| 6.) | 2025 Tobacco License Renewals | TAB 6 |
| 7.) | Out of State Travel Request – Property Records Industry Association, Tacoma, WA | TAB 7 |
| 8.) | Out of State Travel Request – National PELRA Annual Training Conference, Portland OR | TAB 8 |

Environmental Services/Zoning Report – Kurt Schneider, Director

- | | | |
|------|--|--------|
| 9.) | Director's Report | TAB 9 |
| 10.) | Annual Planning Commission and Board of Adjustment and Appeals Policy Resolution | TAB 10 |
| 11.) | 2024 Water Resources Programs and Annual Reports Presentation | TAB 11 |

Other Business of the County Board

- | | | |
|------|---|--------|
| 12.) | April 9 th Budget and Finance Committee Report | TAB 12 |
| 13.) | Professional/Technical Services Contract with Guardian Solutions through 2026 | TAB 13 |
| 14.) | Professional/Technical Services Contract with Pine Fiduciary Services LLC | TAB 14 |
| 15.) | State of Minnesota Joint Powers Agreement for the Farmer's Market Nutrition Program | TAB 15 |
| 16.) | Letter of Support – Frontier Communications – Application to MN Border to Border | TAB 16 |
| 17.) | Equipment Expenditure Request – Probation Transition IT Costs | TAB 17 |
| 18.) | 2025 State Boat and Water Safety Grant | TAB 18 |
| 19.) | National Park Service Agreement – CCSO | TAB 19 |

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
- Administrator Updates
- Commissioner Committee Reports

CORR.

Adjourn Meeting of the Board of Commissioners

Upcoming Schedule

- **CCCI**, Wednesday, April 23, 2025 at 6:30 p.m. at the Uncommon Loon at 10825 Lake Blvd, Chisago City, MN 55013
- **Chisago County Board of Commissioners Meeting**, Wednesday, May 7th, 2025

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:	April 8 th , 2025	RE: Public Works Director's Report
To:	Chisago County Board of Commissioners	
From:	Joe Triplett, P.E.	

Project Updates:

CSAH 30 Reconstruction Project: Work is slated to begin April 14th. Road closure is starting April 21st.

CSAH 19 Roundabout & Reconstruction Project: Working on 60% plans and R/W acquisition.

CSAH 10 Reconstruction Project – Phase II: 90% plans have been submitted. We are working with the archaeological contractor and the Minnesota Indian Affairs Council on the survey of the potential burial mound sites. That could happen as early as the end of the month.

CSAH 16 Reconditioning Project: Preconstruction Conference was April 11th. Once road restrictions are lifted, County forces will be out to do some subcut work prior to the contractor starting.

CSAH 6 Paving Project: Finishing up final plans and preparing for a June letting.

TH 8 Reconstruction Project: The draft Environmental Assessment and revised trunk highway layout have been submitted. I will be attending the April 22nd Chisago City Council meeting and May 6th Wyoming Council meeting to give a project update.

We have been working with the total take/relocation parcels. To access the funding for these parcels, we will need to execute an agreement. That is included for consideration at tonight's meeting.

2025 Retro-Reflective Pavement Markings Project: We have bid out the annual pavement marking contract and have included it for award and approval at tonight's meeting.

Chisago County Request for Board Action



Meeting Date: April 16, 2025		Item Number: 2	
Title of Item for Consideration: 2025 Retro-Reflective Pavement Markings Project			
Action Requested by: Joe Triplett, P.E.		Department: Public Works	
Previous Action on this Matter:			
Background: The County has bid out the annual pavement markings project. The County received 2 bids ranging from the low bid of \$ 271,920.00 to the high bid of \$ 283,441.00. Sir Lines-A-Lot of Edina, MN, is the apparent low bidder. Engineer Estimate was \$288,400.00.			
Attachment(s): Contract			
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the agreement with Sir Lines-A-Lot of Edina, MN, for the 2025 Retro-Reflective Pavement Markings Project. The suggested motion is as follows: “Move to approve the agreement with Sir Lines-A-Lot of Edina, MN, for the 2025 Retro-Reflective Pavement Markings Project.”			
Implications of Action: Approval will allow the County to proceed with construction. Budget/Financial Implications: Funding will come out of 03-345-6508 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 <u>CEB</u>		Deny _____	
		Other _____	
Motion By:		Seconded by:	
To:			
Action on Motion:	Aye _____	Nay _____	Abstain _____

Project Contract for Chisago County 2025 Retro-Reflective Pavement Markings Project

This Agreement entered into this ____ day of _____ 2025,

Between the County:

County of Chisago, a body politic and corporate, by and through Chisago County Public Works,
313 North Main Street, Rm 400, Center City, Minnesota,
with Public Works offices located at 31325 Oasis Rd., Center City, MN 55012

and the Contractor:

Sir Lines-A-Lot, LLC.
7175 Cahill Road
Edina, MN 55439

The Project: 2025 Retro-Reflective Pavement Markings Project

Engineer: Joe Triplett, P.E.
Director | County Engineer
Chisago County Public Works

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 Instructions to Bidders;
 - (C) The Bid/Proposal Form;
 - (D) The General Conditions of the Contract;
 - (E) General Requirements;
 - (F) Special Conditions;
 - (G) Drawings, Schemes and Designs and Specifications;
 - (H) All Modifications issued after execution of this Contract;
 - (I) Bonds and Insurance;
 - (J) The Contractor's final proposal.
- 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 "Bidder" in contract documents now refer to the Contractor.

ARTICLE II – THE WORK

- 2.1 The Contractor shall perform all the Work required by the Contract Documents for 2025 Retro-Reflective Pavement Markings Project, 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 The Contractor shall coordinate work with the County to accommodate their various maintenance and construction activities.

3.4 This Contract may not start construction operations prior to Contract Approval and Notice to Proceed. The Contractor must notify the Engineer, in writing, at least two (2) weeks prior to the selected date. The Contractor shall submit to the Engineer, in writing, their construction schedule prior to the preconstruction meeting.

3.5 Contractor must complete all Work to meet the requirements of MnDOT 1516.2, "Project Acceptance," under this Contract before **June 27, 2025**.

3.6 Contractor must complete all Work to meet the requirements of MnDOT 1516.3, "Completion of the Work," under this Contract within 90 Calendar Days of receipt of the Semi-Final Estimate in accordance with MnDOT 1908.2.

3.7 The Contractor must not perform Work that will restrict or interfere with traffic between 12:00 noon on the day before and 9:00 A.M. on the day after any consecutive combination of a Saturday, Sunday, and legal Holiday. The Contractor may request exceptions to this requirement. Exceptions must be approved in writing by the Engineer.

ARTICLE IV – CONTRACT SUM

4.1 The Owner 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 Contract Documents, the Contract sum of: Two hundred seventy-one thousand nine hundred twenty dollars and zero cents (\$271,920.00).

ARTICLE V – PROGRESS PAYMENTS

5.1 Based upon Applications for Payment submitted to the County Engineer 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) Not later than thirty (30) days following the end of the period required to review and approve the Application for Payment ninety-five percent (95%) of the portion of the Contract Sum properly allocable to labor, material and equipment incorporated in the Work for the period covered by the application for Payment, less the aggregate of previous payments made by the County; and
- (B) Upon Substantial Completion of the entire Work, a sum sufficient to increase the total payments to ninety-five percent (95%) of the Contract Sum, less such amounts as the County Engineer shall determine for all incomplete Work and unsettled claims as proved in the Contract Document.
- (C) Progress payments shall not be made for materials or equipment not incorporated in the Work.

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, the Contract fully performed and a final Certificate for Payment has been issued by the County Engineer, accompanied by Contractors' Consent of Surety, 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 is executing the same in bad faith or otherwise not in accordance with terms of said Contract; or 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 and its surety if a performance bond has been executed of the county's 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 10-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 \$2,000,000 aggregate. 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.

8.4. Business Automobile Liability Insurances. The Contractor shall maintain automobile liability insurance coverage in the amount of \$500,000 per claim for wrongful death and each person for other claims; \$1,500,000 for any number of claims out of a single occurrence; and not less than \$2,000,000 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.

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 Agreement 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.

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 comply with Minn. Stat. 471.425.

ARTICLE XI

11.1 Notices, communications, all official notices or questions arising under this Contract shall be directed to:

The County:

Joe Triplett, Chisago County Engineer
313 N. Main St. – Room 400
Center City, MN 55012
(651)213-8700

The Contractor:

Chaise VanOverbeke
7175 Cahill Road
Edina, MN 55439
(952) 913-8382

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.

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 principal 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 XIII – MISCELLANEOUS PROVISIONS

13.1 Terms used in the Contract which are defined in the Conditions of the Contract shall have the meanings designated in those Conditions.

13.2 Waiver. Any waiver by either Party of any provision of this Contract shall not imply a subsequent waiver of that or any other provision.

13.3 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.

13.4 Severability. The provisions of this Contract shall be deemed severable. If any part of this Contract is rendered void, invalid, or unenforceable, such rendering 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.

13.4 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.

COUNTY OF CHISAGO

Dated: _____

Dated: April 9, 2025

Dated: _____

Notary Public

Chisago County Request for Board Action



Meeting Date: April 16, 2025	Item Number: 3
Title of Item for Consideration: TH 8 LRIP Grant Agreement	
Action Requested by: Joe Triplett, P.E.	Department: Public Works
Previous Action on this Matter:	
Background: Chisago County was awarded funding from the Minnesota Legislature to help the County fund the TH 8 Reconstruction project. This funding is specifically for parcels that will require a total take, relocation expenses or both. It will come in the form of a grant from the Local Road Improvement Program (LRIP). The LRIP grant will cover the contract amount in full. In order for the County to accept the grant funding, Agreement No. 1059612 must be executed and the associated resolution passed. Attachment(s): - Resolution - Grant Agreement No. 1059612	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve TH 8 LRIP Grant Agreement. The suggested motion is as follows: <i>“Move to approve the TH 8 LRIP Grant Agreement. ”</i>	
Implications of Action: Board approval at tonight’s meeting will allow County to access grant funding. Budget/Financial Implications: The project is funded with Local Road Improvement Program (LRIP) funds. 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 <u> CEB </u>	Deny <u> </u>
Other <u> </u>	
Motion By:	Seconded by:
To:	
Action on Motion:	Aye <u> </u>
	Nay <u> </u>
	Abstain <u> </u>

**STATE OF MINNESOTA
LOCAL ROAD IMPROVEMENT PROGRAM (LRIP)
GENERAL FUND GRANT AGREEMENT**

This Agreement between the Minnesota Department of Transportation (“MnDOT”) and the Grantee named below is made pursuant to Minnesota Statutes Section 174.52 and pursuant to Minnesota Laws 2023 Chapter 72- H.F. 669. The provisions in that section and the Exhibits attached hereto and incorporated by reference constitute this Agreement and the persons signing below agree to fully comply with all of the requirements of this Agreement. This Agreement will be effective on the date State obtains all required signatures under Minnesota Statutes §16C.05, subdivision 2.

1. Public Entity (Grantee) name, address and contact person:

Chisago County Public Works
313 N. Main Street – Room 400
Center City, MN 55012

Contact: Joe Triplett, Director | County Engineer

2. Project(s):

Name of Project & Project Number (See Exhibit C1 for location)	Amount of LRIP Funds	Amount of Required_Matching Funds	Completion Date
SAP 013-593-002	\$3,968,595.72	\$0.00	December 31, 2029

3. Total Amount of LRIP Grant for all projects under this Agreement: \$3,968,595.72.
4. The following Exhibits for each project are attached and incorporated by reference as part of this Agreement:

Exhibit A	Completed Sources and Uses of Funds Schedule
Exhibit B	Project Completion Schedule
Exhibit C1	Public Entity’s General Fund Financed Property Certification
Exhibit C2	Public Partner’s General Fund Financed Property Certification
Exhibit D	Grant Application
Exhibit E	Grantee Resolution Approving Grant Agreement
Exhibit F	General Terms and Conditions

5. Additional requirements, if any: None
6. Any modification of this Agreement must be in writing and signed by both parties.

(The remaining portion of this page was intentionally left blank.)

PUBLIC ENTITY (GRANTEE)

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

Approval and Certifying Encumbrance as required by Minnesota Statutes § 16A.15 and 16C.05

By: _____
State Aid Programs Manager
(with delegated authority)

Date: _____

**DEPARTMENT OF TRANSPORTATION
CONTRACT MANAGEMENT**

By: _____
Contract Administrator

Date: _____

EXHIBIT A

SOURCES AND USES OF FUNDS SCHEDULE

SOURCES OF FUNDS		USES OF FUNDS	
Entity Supplying Funds	Amount	Expenses	Amount
State Funds:		Items Paid for with LRIP General Fund Grant Funds:	
2023 LRIP General Fund Grant, SAAS Acct 395	\$3,968,595.72	Right of way acquisition	\$3,968,595.72
Other:			
	\$		\$
	\$		\$
	\$		\$
Subtotal	\$3,968,595.72	Subtotal	\$3,968,595.72
Public Entity Funds:		Items paid for with Non-LRIP General Fund Grant Funds:	
Matching Funds	\$0.00		
Other:			\$
	\$		\$
	\$		\$
	\$		
Subtotal	\$0.00	Subtotal	\$0.00
TOTAL FUNDS	\$3,968,595.72	= TOTAL PROJECT COSTS	\$3,968,595.72

EXHIBIT B

PROJECT COMPLETION SCHEDULE

Award Date	5/21/2025
Construction Start Date	6/2/2025
Construction Substantial Complete Date	12/31/2028
Contract Final Completion Date	12/31/2029

EXHIBIT C1

PUBLIC ENTITY'S GENERAL FUND FINANCED PROPERTY CERTIFICATION

SAP 013-593-002

State of Minnesota
General Fund Financed Property

The undersigned has a fee simple, leasehold and/or easement interest in the real property located in the County(ies) of Chisago, State of Minnesota that is generally described or illustrated graphically as the real property within the exterior boundaries of the undersigned's right-of-way limits in Attachment 1 of Exhibit C1 attached and all facilities situated thereon (the "Restricted Property"), The undersigned acknowledges that:

- A. The Restricted Property is subject to the provisions of the Local Road Improvement Program Grant Agreement between the Minnesota Department of Transportation and the undersigned dated _____, 20____; and
- B. The Restricted Property shall continue to be subject to the restrictions of the Grant Agreement for 37.5 years or until the Restricted Property is sold pursuant to the terms of the Grant Agreement.

Date: _____, 20____

Chisago County
a political subdivision of the State of Minnesota

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

Reviewed and Approved to Form:

JANET REITER
CHISAGO COUNTY ATTORNEY


Jeffrey B. Fuge
Assistant County Attorney
April 9, 2025
jeffrey.fuge@chisagocountymn.gov

Attachment 1 to Exhibit C1

GENERAL DESCRIPTION OF RESTRICTED PROPERTY

6720 Greenway Lane, Forest Lake, MN 55025

7323 Lake Blvd, Forest Lake, MN 55025

24745 Hazel Ave, Forest Lake, MN 55025

24679 Hale Ave, Forest Lake, MN 55025

27023 Jeffrey Ave, Chisago City, MN 55013

9418 270th St., Chisago City, MN 55013

9337 Lake Blvd, Chisago City, MN 55013

EXHIBIT C2

PUBLIC PARTNER'S GENERAL FUND FINANCED PROPERTY CERTIFICATION

SAP 013-593-002

State of Minnesota
General Fund Financed Property

Exhibit C2 is not applicable because grant funds will be used only on infrastructure owned by the grantee.

EXHIBIT D

GRANT APPLICATION

In 2023 Laws, Chapter 72, Article 2, Section 7, Subdivision 6, the legislature appropriated \$8,000,000.00 for “a grant to Chisago County to acquire property, design, construct, and engineer the reconstruction of marked U.S. Highway 8 from Karmel Avenue in Chisago City to Interstate 35. This reconstruction may include expanding segments of U.S. Highway 8 to four lanes, constructing or reconstructing frontage roads and backage roads, and realigning local roads to consolidate, remove, and relocate access onto and off of U.S. Highway 8.”

This right of way acquisition portion of the project will be funded from that appropriation, with **\$3,968,595.72** in LRIP funding.

EXHIBIT E

GRANTEE RESOLUTION APPROVING GRANT AGREEMENT

RESOLUTION

Local Road Improvement Program Grant Agreement Grant Terms and Conditions

SAP 013-593-002

Date

WHEREAS, **Chisago County** has applied to the Commissioner of Transportation for a grant from the Local Road Improvement Fund; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be **\$3,968,595.72** by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Chisago County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52, and will pay any additional amount by which the cost exceeds the estimate and will return to the Local Road Improvement Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

Signatures

EXHIBIT F

GENERAL TERMS AND CONDITIONS FOR LOCAL ROAD IMPROVEMENT PROGRAM (LRIP) GENERAL FUND GRANTS (Applicable to each project.)

Article I DEFINITIONS

Section 1.01 **Defined Terms.** The following terms shall have the meanings set out respectively after each such term (the meanings to be equally applicable to both the singular and plural forms of the terms defined) unless the context specifically indicates otherwise:

“Advance(s)” - means an advance made or to be made by MnDOT to the Public Entity and disbursed in accordance with the provisions contained in Article III hereof.

“Agreement” - means the Local Road Improvement Program Grant Agreement between the Public Entity and the Minnesota Department of Transportation to which this Exhibit is attached.

“Certification” - means the certification, in the form attached as **Exhibit C1**, in which the Public Entity acknowledges that its interest in the Real Property subject to the provisions in this Agreement.

“Code” - means the Internal Revenue Code of 1986, as amended, and all treasury regulations, revenue procedures and revenue rulings issued pursuant thereto.

“Commissioner” - means the Commissioner of Minnesota Management & Budget.

“Completion Date” - means the projected date for completion of the Project as indicated in the Agreement.

“Construction Contract Documents” - means the document or documents, in form and substance acceptable to MnDOT, including but not limited to any construction plans and specifications and any exhibits, amendments, change orders, modifications thereof or supplements thereto, which collectively form the contract between the Public Entity and the Contractor(s) for the completion of the Construction Items on or before the Completion Date for either a fixed price or a guaranteed maximum price.

“Construction Items” - means the work to be performed under the Construction Contract Documents.

“Contractor” - means any person engaged to work on or to furnish materials and supplies for the Construction Items including, if applicable, a general contractor.

“Draw Requisition” - means a draw requisition that the Public Entity, or its designee, submits to MnDOT when an Advance is requested, as referred to in Section 3.02.

“Event of Default” – means those events delineated in Section 2.09.

“Fair Market Value” – means either (i) the price that would be paid by a willing and qualified buyer to a willing and qualified seller as determined by an appraisal which assumes that all mortgage liens or encumbrances on the property being sold, which negatively affect the value of such property, will be

released, or (ii) the price bid by a purchaser under a public bid procedure after reasonable public notice, with the proviso that all mortgage liens or encumbrances of the property being sold, which negatively affect the value of such property, will be released at the time of acquisition by the purchaser.

“Grant Application” - means the grant application that the Public Entity submitted to MnDOT which is attached as **Exhibit D**.

“LRIP Grant” - means a grant from MnDOT to the Public Entity under the LRIP in the amount specified in the Agreement, as such amount may be modified under the provisions hereof.

“LRIP” - means the Local Road Improvement Program pursuant to Minn. Stat. Sec. 174.52 and rules relating thereto.

“MnDOT” - means the Minnesota Department of Transportation.

“Outstanding Balance of the LRIP Grant” - means the portion of the LRIP Grant that has been disbursed to the Public Entity minus any amounts returned to the Commissioner.

“Project” - means the Project identified in the Agreement to be totally or partially funded with a LRIP grant.

“Public Entity” - means the grantee of the LRIP Grant and identified as the Public Entity in the Agreement.

“Real Property” - means the real property within the exterior boundaries of the Public Entity’s right-of-way limits identified in the Construction Contract Documents and the Agreement on which the Project is located, excluding adjacent or abutting properties requiring mitigation work identified in the Construction Contract Documents and resulting from improvements to the Real Property.

Article II

GRANT

Section 2.01 **Grant of Monies.** MnDOT shall make the LRIP Grant to the Public Entity, and disburse the proceeds in accordance with the terms and conditions herein.

Section 2.02 **Public Ownership,** The Public Entity acknowledges and agrees that the LRIP Grant is being funded under the Local Road Improvement Program, and as a result all of the Real Property must be owned by one or more public entities. The Public Entity represents and warrants to MnDOT that it has one or more of the following ownership interests in the Real Property: (i) fee simple ownership, (ii) an easement that is for a term that extends beyond the 37.5 years from the Agreement effective date, or such shorter term as authorized by statute, and which cannot be modified or terminated early without the prior written consent of MnDOT and and/or (iii) a prescriptive easement for a term that extends beyond the 37.5 years from the Agreement effective date.

Section 2.03 **Use of Grant Proceeds.** The Public Entity shall use the LRIP Grant solely to reimburse itself for expenditures it has already made, or will make, to pay the costs of one or more of the following activities: (i) acquisition of land or permanent easements, (ii) predesign, design, preliminary and final engineering and environmental studies (ii) preliminary, final construction and engineering and construction management (iii) constructing or reconstructing city streets, county highways, trunk highways, or town roads with statewide or regional significance that have not been fully funded through other state, federal, or local funding sources; (iv) capital improvement projects on county state-aid highways that are intended

primarily to reduce traffic crashes, deaths, injuries, and property damage; or (v) required mitigation work of adjacent or abutting properties, identified in the Construction Contract Documents and resulting from the applicable activities in (i) thru (iii) of this Section 2.03. .

Section 2.04 Operation of the Real Property. The Real Property must be used by the Public Entity in conjunction with or for the operation of a county highway, county state-aid highway, town road, trunk highway, or city street and for other uses customarily associated therewith, such as trails and utility corridors. The Public Entity must annually determine that the Real Property is being used for the purposes specified in this Section and, upon written request by MnDOT, shall supply a notarized statement to that effect.

Section 2.05 Lease of Real Property. The Public Entity shall not lease out or enter into any contract that would allow another entity (“Usee”) to use or operate the Real Property unless the lease or contract complies with the following requirements: The purpose for which such agreement was entered into must be for the purpose of the LRIP, and must recite the purpose.

- A. The agreement must cite the statutory authority under which the Public Entity is entering into the agreement, and must comply with the substantive and procedural provisions of such statute.
- B. It must be for a term, including any renewals that are solely at the option of the Usee, that is, if applicable, substantially less than the useful life of the Real Property, but may allow for renewals beyond the original term upon a determination by the Public Entity that the use continues to carry out the specific purpose for which the LRIP Grant was allocated. A term that is equal to or shorter than 50% of the useful life of the Real Property will meet the requirement that it be for a time period that is substantially shorter than the useful life of such structures and improvements.
- C. It must allow for termination by the Public Entity in the event of a default thereunder by the Usee, or in the event that the specific purpose for which the LRIP Grant was allocated is terminated or changed.
- D. It must require the Usee to pay all costs of operation and maintenance of the Real Property, unless the Public Entity is authorized by law to pay such costs and agrees to pay such costs.

Section 2.06 Sale. The Public Entity shall not sell any part of its ownership interest in the Real Property unless all of the following provisions have been complied with fully.

- A. The Public Entity determines, by official action that it is no longer usable or needed for those purposes required by the LRIP and in accordance with the information contained in the Grant Application, or for such other purposes and uses as the Minnesota legislature may from time to time designate.
- B. The sale is made as authorized by law.
- C. The sale is for Fair Market Value.
- D. Written notice of such proposed sale has been supplied to both the State Entity and the Commissioner of Management and Budget at least 30 days prior thereto.

Section 2.07 Proceeds of a Sale. Upon the sale of the Public Entity’s interest in the Real Property the net proceeds thereof shall be disbursed in the following manner and order.

- A. The first distribution shall be to the Commissioner in an amount equal to the amount of the LRIP Grant actually disbursed, and if the amount of such net proceeds shall be less than the amount of the LRIP Grant actually disbursed then all of such net proceeds shall be distributed to the Commissioner.
- B. The remaining portion, after the distribution specified in Section 2.07.A. shall be distributed to pay in full any outstanding public or private debt incurred to acquire the Public Entity's interest in or for the betterment of the Real Property in the order of priority of such debt.
- C. Any remaining portion, after the distributions specified in Sections 2.07.A. and B. shall be divided and distributed in proportion to the shares contributed to the acquisition of the Public Entity's interest in or for the betterment of the Real Property by public and private entities, including MnDOT buy not including any private entity that has been paid in full, that supplied funds in either real monies or like-kind contributions for such acquisition and betterment, and MnDOT's distribution shall be made to the Commissioner. Such public and private entities may agree amongst themselves as to any redistribution of such distributed funds.

The Public Entity shall not be required to pay or reimburse MnDOT for any funds above and beyond the full net proceeds of such sale, even if such net proceeds are less than the amount of the LRIP Grant actually disbursed.

Section 2.08 Public Entity's Representations and Warranties. The Public Entity represents and warrants to MnDOT that:

- A. It has legal authority to execute, deliver and perform the Agreement and all documents referred to therein, and it has taken all actions necessary to its execution and delivery of such documents.
- B. It has the ability and a plan to fund the operation of the Real Property for the purposes specified in Section 2.04, and will include in its annual budget all funds necessary for the operation of the Real Property for such purposes.
- C. The Agreement and all other documents referred to therein are the legal, valid and binding obligations of the Public Entity enforceable against the Public Entity in accordance with their respective terms.
- D. It will comply with all of the terms, conditions, provisions, covenants, requirements, and warranties in the Agreement, the LRIP and all other documents referred to herein. It has legal authority to use the General Fund Grant for the purpose or purposes described in this agreement.
- E. All of the information it has submitted or will submit to MnDOT or the Commissioner relating to the LRIP Grant or the disbursement of the LRIP Grant is and will be true and correct.
- F. It is not in violation of any provisions of its charter or of the laws of the State of Minnesota, and there are no actions or proceedings pending, or to its knowledge threatened, before any judicial body or governmental authority against or affecting it relating to the Real Property, or its ownership interest therein, and it is not in default with respect to any order, writ, injunction, decree, or demand of any court or any governmental authority which would impair its ability to enter into the Agreement or any document referred to herein, or to perform any of the acts required of it in such documents.

- G. Neither the execution and delivery of the Agreement or any document referred to herein nor compliance with any of the provisions or requirements of any of such documents is prevented by, is a breach of, or will result in a breach of, any provision of any agreement or document to which it is now a party or by which it is bound.
- H. The contemplated use of the Real Property will not violate any applicable zoning or use statute, ordinance, building code, rule or regulation, or any covenant or agreement of record relating thereto.
- I. The Project will be completed and the Real Property will be operated in full compliance with all applicable laws, rules, ordinances, and regulations of any federal, state, or local political subdivision having jurisdiction over the Project and the Real Property.
- J. All applicable licenses, permits and bonds required for the performance and completion of the Project and for the operation of the Real Property as specified in Section 2.04 have been, or will be, obtained.
- K. It reasonably expects to possess its ownership interest in the Real Property described in Section 2.02 for at least 37.5 years, and it does not expect to sell such ownership interest.
- L. It does not expect to lease out or enter into any contract that would allow another entity to use or operate the Real Property.
- M. It will supply whatever funds are needed in addition to the LRIP Grant to complete and fully pay for the Project.
- N. The Construction Items will be completed substantially in accordance with the Construction Contract Documents by the Completion Date and all such items will be situated entirely on the Real Property.
- O. It will require the Contractor or Contractors to comply with all rules, regulations, ordinances, and laws bearing on its performance under the Construction Contract Documents.
- P. It shall furnish such satisfactory evidence regarding the representations and warranties described herein as may be required and requested by MnDOT.
- Q. It has made no material false statement or misstatement of fact in connection with its receipt of the Grant.

Section 2.09 Event(s) of Default. The following events shall, unless waived in writing by MnDOT, constitute an Event of Default under the Agreement upon either MnDOT or the Commissioner giving the Public Entity 30 days' written notice of such event and the Public Entity's failure to cure such event during such 30-day time period for those Events of Default that can be cured within 30 days or within whatever time period is needed to cure those Events of Default that cannot be cured within 30 days as long as the Public Entity is using its best efforts to cure and is making reasonable progress in curing such Events of Default; however, in no event shall the time period to cure any Event of Default exceed six (6) months unless otherwise consented to, in writing, by MnDOT.

- A. If any representation, covenant, or warranty made by the Public Entity herein or in any other document furnished pursuant to the Agreement, or to induce MnDOT to disburse the LRIP

Grant, shall prove to have been untrue or incorrect in any material respect or materially misleading as of the time such representation, covenant, or warranty was made.

- B. If the Public Entity fails to fully comply with any provision, covenant, or warranty contained herein or in the LRIP.
- C. If the Public Entity fails to use the proceeds of the LRIP Grant for the purposes set forth in Section 2.03, the Grant Application, and in accordance with the LRIP.
- D. If the Public Entity fails to operate the Real Property for the purposes specified in Section 2.04.
- E. If the Public Entity fails to complete the Project by the Completion Date.
- F. If the Public Entity sells or transfers any portion of its ownership interest in the Real Property without first notifying both MnDOT and the Commissioner.
- G. If the Public Entity fails to provide any additional funds needed to fully pay for the Project.
- H. If the Public Entity fails to supply the funds needed to operate the Real Property in the manner specified in Section 2.04.

Notwithstanding the foregoing, any of the above events that cannot be cured shall, unless waived in writing by MnDOT, constitute an Event of Default under the Agreement immediately upon either MnDOT giving the Public Entity written notice of such event.

Section 2.10 **Remedies.** Upon the occurrence of an Event of Default and at any time thereafter until such Event of Default is cured to the satisfaction of MnDOT, MnDOT or the Commissioner may enforce any or all of the following remedies.

- A. MnDOT may refrain from disbursing the LRIP Grant; provided, however, MnDOT may make such disbursements after the occurrence of an Event of Default without waiving its rights and remedies hereunder.
- B. If the Event of Default involves a sale of the Public Entity's interest in the Real Property in violation of Section 2.06 or 2.07 herein, then the Commissioner, as a third party beneficiary of the Agreement, may require that the Public Entity pay the amounts that would have been paid if there had been compliance with such provisions. For other Events of Default, the Commissioner may require that the Outstanding Balance of the LRIP Grant be returned to it.
- C. Either MnDOT or the Commissioner, as a third party beneficiary of the Agreement, may enforce any additional remedies it may have in law or equity.

The rights and remedies specified herein are cumulative and not exclusive of any rights or remedies that MnDOT or the Commissioner would otherwise possess.

If the Public Entity does not repay the amounts required to be paid under this Section or under any other provision contained herein within 30 days of demand by the Commissioner, or any amount ordered by a court of competent jurisdiction within 30 days of entry of judgment against the Public Entity and in favor of MnDOT and/or the Commissioner, then such amount may, unless precluded by law, be offset against any aids or other monies that the Public Entity is entitled to receive from the State of Minnesota.

Section 2.11 **Notification of Event of Default.** The Public Entity shall furnish to MnDOT and the Commissioner, as soon as possible and in any event within seven (7) days after it has obtained knowledge of the occurrence of each Event of Default, a statement setting forth details of each Event of Default and the action which the Public Entity proposes to take with respect thereto.

Section 2.12 **Effect of Event of Default.** The Agreement shall survive Events of Default and remain in full force and effect, even upon full disbursement of the LRIP Grant, and shall only be terminated under the circumstances set forth in Section 2.13.

Section 2.13 **Termination of Agreement and Modification of Ask Grant.**

- A. If the Project is not started within five (5) years after the effective date of the Agreement or the LRIP Grant has not been disbursed within four (4) years after the date the Project was started, MnDOT's obligation to fund the LRIP Grant shall terminate. In such event, (i) if none of the LRIP Grant has been disbursed by such date, MnDOT shall have no obligation to fund the LRIP Grant and the Agreement will terminate, and (ii) if some but not all of the LRIP Grant has been disbursed by such date, MnDOT shall have no further obligation to provide any additional funding for the LRIP Grant and the Agreement shall remain in force but shall be modified to reflect the amount of the LRIP Grant that was actually disbursed and the Public Entity is still obligated to complete the Project by the Completion Date.
- B. The Agreement shall terminate upon the Public Entity's sale of its interest in the Real Property and transmittal of the required portion of the proceeds of the sale to the Commissioner in compliance with the provisions contained in Section 2.07 herein or upon the termination of the Public Entity's ownership interest in the Real Property if such ownership interest is an easement.

Section 2.14 **Excess Funds.** If the full amount of the LRIP Grant and any matching funds referred to in Section 4.13 are not needed to complete the Project, then, unless language in the LRIP indicates otherwise, the LRIP Grant shall be reduced by the amount not needed.

Article III DISBURSEMENT OF GRANT PROCEEDS

Section 3.01 **The Advances.** MnDOT agrees, on the terms and subject to the conditions set forth herein, to make Advances of the LRIP Grant to the Public Entity from time to time in an aggregate total amount not to exceed the amount of the LRIP Grant. If the amount of LRIP Grant that MnDOT cumulatively disburses hereunder to the Public Entity is less than the amount of the LRIP Grant delineated in Section 1.01, then MnDOT and the Public Entity shall enter into and execute whatever documents MnDOT may request in order to amend or modify this Agreement to reduce the amount of the LRIP Grant to the amount actually disbursed. Provided, however, in accordance with the provisions contained in Section 2.11, MnDOT's obligation to make Advances shall terminate as of the dates specified in Section 2.11 even if the entire LRIP Grant has not been disbursed by such dates.

It is the intent of the parties hereto that the rate of disbursement of the Advances shall not exceed the rate of completion of the Project or the rate of disbursement of the matching funds required, if any, under Section 4.13. Therefore, the cumulative amount of all Advances disbursed by the State Entity at any point in time shall not exceed the portion of the Project that has been completed and the percentage of the matching funds required, if any, under Section 4.13 that have been disbursed as of such point in time. This requirement is expressed by way of the following two formulas:

Formula #1:

$$\text{Cumulative Advances} \leq (\text{Program Grant}) \times (\text{percentage of matching funds, if any, required under Section 4.13 that have been disbursed})$$

Formula #2:

$$\text{Cumulative Advances} \leq (\text{Program Grant}) \times (\text{percentage of Project completed})$$

Section 3.02 **Draw Requisitions.** Whenever the Public Entity desires a disbursement of a portion of the LRIP Grant the Public Entity shall submit to MnDOT a Draw Requisition duly executed on behalf of the Public Entity or its designee. Each Draw Requisition with respect to construction items shall be limited to amounts equal to: (i) the total value of the classes of the work by percentage of completion as approved by the Public Entity and MnDOT, plus (ii) the value of materials and equipment not incorporated in the Project but delivered and suitably stored on or off the Real Property in a manner acceptable to MnDOT, less (iii) any applicable retainage, and less (iv) all prior Advances.

Notwithstanding anything herein to the contrary, no Advances for materials stored on or off the Real Property will be made by MnDOT unless the Public Entity shall advise MnDOT, in writing, of its intention to so store materials prior to their delivery and MnDOT has not objected thereto.

At the time of submission of each Draw Requisition, other than the final Draw Requisition, the Public Entity shall submit to MnDOT such supporting evidence as may be requested by MnDOT to substantiate all payments which are to be made out of the relevant Draw Requisition or to substantiate all payments then made with respect to the Project.

The final Draw Requisition shall not be submitted before completion of the Project, including any correction of material defects in workmanship or materials (other than the completion of punch list items). At the time of submission of the final Draw Requisition the Public Entity shall submit to MnDOT: (i) such supporting evidence as may be requested by MnDOT to substantiate all payments which are to be made out of the final Draw Requisition or to substantiate all payments then made with respect to the Project, and (ii) satisfactory evidence that all work requiring inspection by municipal or other governmental authorities having jurisdiction has been duly inspected and approved by such authorities and that all requisite certificates and other approvals have been issued.

If on the date an Advance is desired the Public Entity has complied with all requirements of this Agreement and MnDOT approves the relevant Draw Requisition, then MnDOT shall disburse the amount of the requested Advance to the Public Entity.

Section 3.03 **Additional Funds.** If MnDOT shall at any time in good faith determine that the sum of the undisbursed amount of the LRIP Grant plus the amount of all other funds committed to the Project is less than the amount required to pay all costs and expenses of any kind which reasonably may be anticipated in connection with the Project, then MnDOT may send written notice thereof to the Public Entity specifying the amount which must be supplied in order to provide sufficient funds to complete the Project. The Public Entity agrees that it will, within 10 calendar days of receipt of any such notice, supply or have some other entity supply the amount of funds specified in MnDOT's notice.

Section 3.04 **Condition Precedent to Any Advance.** The obligation of MnDOT to make any Advance hereunder (including the initial Advance) shall be subject to the following conditions precedent:

- A. MnDOT shall have received a Draw Requisition for such Advance specifying the amount of funds being requested, which such amount when added to all prior requests for an Advance

shall not exceed the amount of the LRIP Grant set forth in Section 1.01.

- B. No Event of Default under this Agreement or event which would constitute an Event of Default but for the requirement that notice be given or that a period of grace or time elapse shall have occurred and be continuing.
- C. No determination shall have been made by MnDOT that the amount of funds committed to the Project is less than the amount required to pay all costs and expenses of any kind that may reasonably be anticipated in connection with the Project, or if such a determination has been made and notice thereof sent to the Public Entity under Section 2.03, then the Public Entity has supplied, or has caused some other entity to supply, the necessary funds in accordance with such section or has provided evidence acceptable to MnDOT that sufficient funds are available.
- D. MnDOT shall have received evidence, in form and substance acceptable to MnDOT, that the Public Entity has sufficient funds to fully and completely pay for the Project and all other expenses that may occur in conjunction therewith.
- E. The Public Entity has supplied to MnDOT all other items that MnDOT may reasonably require

Section 3.05 **Processing and Disbursement of Advances.** The Public Entity acknowledges and agrees as follows:

- A. Advances are not made prior to completion of work performed on the Project.
- B. All Advances are processed on a reimbursement basis.
- C. The Public Entity must first document expenditures to obtain an Advance.
- D. Reimbursement requests are made on a partial payment basis or when the Project is completed.
- E. All payments are made following the “Delegated Contract Process or State Aid Payment Request” as requested and approved by the appropriate district state aid engineer.

Section 3.06 **Construction Inspections.** The Public Entity shall be responsible for making its own inspections and observations regarding the completion of the Project, and shall determine to its own satisfaction that all work done or materials supplied have been properly done or supplied in accordance with all contracts that the Public Entity has entered into regarding the completion of the Project.

Article IV MISCELLANEOUS

Section 4.01 **Insurance.** If the Public Entity elects to maintain general comprehensive liability insurance regarding the Real Property, then the Public Entity shall have MnDOT named as an additional named insured therein.

Section 4.02 **Condemnation.** If, after the Public Entity has acquired the ownership interest set forth in Section 2.02, all or any portion of the Real Property is condemned to an extent that the Public Entity can no longer comply with Section 2.04, then the Public Entity shall, at its sole option, either: (i) use the condemnation proceeds to acquire an interest in additional real property needed for the Public Entity to continue to comply with Section 2.04 and to provide whatever additional funds that may be needed for such purposes, or (ii) submit a request to MnDOT and the Commissioner to allow it to sell the remaining portion

of its interest in the Real Property. Any condemnation proceeds which are not used to acquire an interest in additional real property shall be applied in accordance with Section 2.07 herein as if the Public Entity's interest in the Real Property had been sold. If the Public Entity elects to sell its interest in the portion of the Real Property that remains after the condemnation, such sale must occur within a reasonable time period after the date the condemnation occurred and the cumulative sum of the condemnation and sale proceeds applied in accordance Section 2.07 herein .

If MnDOT receives any condemnation proceeds referred to herein, MnDOT agrees to or pay over to the Public Entity all of such condemnation proceeds so that the Public Entity can comply with the requirements of this Section.

Section 4.03 Use, Maintenance, Repair and Alterations. The Public Entity shall not, without the written consent of MnDOT, (i) permit or allow the use of any of the Real Property for any purpose other than the purposes specified in Section 2.04, (ii) substantially alter any of the Real Property except such alterations as may be required by laws, ordinances or regulations, or such other alterations as may improve the Real Property by increasing its value or which improve its ability to be used for the purposes set forth in Section 2.04, (iii) take any action which would unduly impair or depreciate the value of the Real Property, (iv) abandon the Real Property, or (v) commit or permit any act to be done in or on the Real Property in violation of any law, ordinance or regulation.

If the Public Entity fails to maintain the Real Property in accordance with this Section, MnDOT may perform whatever acts and expend whatever funds necessary to so maintain the Real Property, and the Public Entity irrevocably authorizes MnDOT to enter upon the Real Property to perform such acts as may be necessary to so maintain the Real Property. Any actions taken or funds expended by MnDOT shall be at its sole discretion, and nothing contained herein shall require MnDOT to take any action or incur any expense and MnDOT shall not be responsible, or liable to the Public Entity or any other entity, for any such acts that are performed in good faith and not in a negligent manner. Any funds expended by MnDOT pursuant to this Section shall be due and payable on demand by MnDOT and will bear interest from the date of payment by MnDOT at a rate equal to the lesser of the maximum interest rate allowed by law or 18% per year based upon a 365-day year.

Section 4.04 Recordkeeping and Reporting. The Public Entity shall maintain books and records pertaining to Project costs and expenses needed to comply with the requirements contained herein, Minn. Stat. Sec. 174.52 and all rules related thereto, and upon request shall allow MnDOT, its auditors, the Legislative Auditor for the State of Minnesota, or the State Auditor for the State of Minnesota, to inspect, audit, copy, or abstract all of such items. The Public Entity shall use generally accepted accounting principles in the maintenance of such items, and shall retain all of such books and records for a period of six years after the date that the Project is fully completed and placed into operation.

Section 4.05 Inspections by MnDOT. The Public Entity shall allow MnDOT to inspect the Real Property upon reasonable request by MnDOT and without interfering with the normal use of the Real Property.

Section 4.06 Liability. The Public Entity and MnDOT agree that each will be responsible for its own acts and the results thereof to the extent authorized by law, and neither shall be responsible for the acts of the other party and the results thereof. The liability of MnDOT and the Commissioner is governed by the provisions of Minn. Stat. Sec. 3.736. If the Public Entity is a "municipality" as that term is used in Minn. Stat. Chapter 466, then the liability of the Public Entity is governed by the provisions of Chapter 466. The Public Entity's liability hereunder shall not be limited to the extent of insurance carried by or provided by the Public Entity, or subject to any exclusion from coverage in any insurance policy.

Section 4.07 **Relationship of the Parties.** Nothing contained in the Agreement is to be construed as establishing a relationship of co-partners or joint venture among the Public Entity, MnDOT, or the Commissioner, nor shall the Public Entity be considered to be an agent, representative, or employee of MnDOT, the Commissioner, or the State of Minnesota in the performance of the Agreement or the Project.

No employee of the Public Entity or other person engaging in the performance of the Agreement or the Project shall be deemed have any contractual relationship with MnDOT, the Commissioner, or the State of Minnesota and shall not be considered an employee of any of those entities. Any claims that may arise on behalf of said employees or other persons out of employment or alleged employment, including claims under the Workers' Compensation Act of the State of Minnesota, claims of discrimination against the Public Entity or its officers, agents, contractors, or employees shall in no way be the responsibility of MnDOT, the Commissioner, or the State of Minnesota. Such employees or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from MnDOT, the Commissioner, or the State of Minnesota, including tenure rights, medical and hospital care, sick and vacation leave, disability benefits, severance pay and retirement benefits.

Section 4.08 **Notices.** In addition to any notice required under applicable law to be given in another manner, any notices required hereunder must be in writing and personally served or sent by prepaid, registered, or certified mail (return receipt requested), to the address of the party specified below or to such different address as may in the future be specified by a party by written notice to the others:

To the Public Entity: At the address indicated on the first page of the Agreement.

To MnDOT at: Minnesota Department of Transportation
Office of State Aid
395 John Ireland Blvd., MS 500
Saint Paul, MN 55155
Attention: Marc Briese, State Aid Programs Engineer

To the Commissioner at: Minnesota Management & Budget
400 Centennial Office Bldg.
658 Cedar St.
St. Paul, MN 55155
Attention: Commissioner

Section 4.09 **Assignment or Modification.** Neither the Public Entity nor MnDOT may assign any of its rights or obligations under the Agreement without the prior written consent of the other party.

Section 4.10 **Waiver.** Neither the failure by the Public Entity, MnDOT, or the Commissioner, as a third party beneficiary of the Agreement, in one or more instances to insist upon the complete observance or performance of any provision hereof, nor the failure of the Public Entity, MnDOT, or the Commissioner to exercise any right or remedy conferred hereunder or afforded by law shall be construed as waiving any breach of such provision or the right to exercise such right or remedy thereafter. In addition, no delay by any of the Public Entity, MnDOT, or the Commissioner in exercising any right or remedy hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any right or remedy preclude other or further exercise thereof or the exercise of any other right or remedy.

Section 4.11 **Choice of Law and Venue.** All matters relating to the validity, interpretation, performance, or enforcement of the Agreement shall be determined in accordance with the laws of the State of Minnesota. All legal actions arising from any provision of the Agreement shall be initiated and venued in the State of Minnesota District Court located in St. Paul, Minnesota.

Section 4.12 **Severability.** If any provision of the Agreement is finally judged by any court to be invalid, then the remaining provisions shall remain in full force and effect and they shall be interpreted, performed, and enforced as if the invalid provision did not appear herein.

Section 4.13 **Matching Funds.** Any matching funds as shown on Page 1 of the Grant Agreement that are required to be obtained and supplied by the Public Entity must either be in the form of (i) cash monies, (ii) legally binding commitments for money, or (iii) equivalent funds or contributions, including equity, which have been or will be used to pay for the Project. The Public Entity shall supply to MnDOT whatever documentation MnDOT may request to substantiate the availability and source of any matching funds.

Section 4.14 **Sources and Uses of Funds.** The Public Entity represents to MnDOT and the Commissioner that the Sources and Uses of Funds Schedule attached as **Exhibit A** accurately shows the total cost of the Project and all of the funds that are available for the completion of the Project. The Public Entity will supply any other information and documentation that MnDOT or the Commissioner may request to support or explain any of the information contained in the Sources and Uses of Funds Schedule. If any of the funds shown in the Sources and Uses of Funds Schedule have conditions precedent to the release of such funds, the Public Entity must provide to MnDOT a detailed description of such conditions and what is being done to satisfy such conditions.

Section 4.15 **Project Completion Schedule.** The Public Entity represents to MnDOT and the Commissioner that the Project Completion Schedule attached as **Exhibit B** correctly and accurately sets forth the projected schedule for the completion of the Project.

Section 4.16 **Third-Party Beneficiary.** The Governmental Program will benefit the State of Minnesota and the provisions and requirements contained herein are for the benefit of both the State Entity and the State of Minnesota. Therefore, the State of Minnesota, by and through its Commissioner of MMB, is and shall be a third-party beneficiary of this Agreement.

Section 4.17 **Public Entity Tasks.** Any tasks that the Agreement imposes upon the Public Entity may be performed by such other entity as the Public Entity may select or designate, provided that the failure of such other entity to perform said tasks shall be deemed to be a failure to perform by the Public Entity.

Section 4.18 **Data Practices.** The Public Entity agrees with respect to any data that it possesses regarding the LRIP Grant or the Project to comply with all of the provisions and restrictions contained in the Minnesota Government Data Practices Act contained in Minnesota Statutes Chapter 13, as such may subsequently be amended or replaced from time to time.

Section 4.19 **Non-Discrimination.** The Public Entity agrees to not engage in discriminatory employment practices regarding the Project and it shall fully comply with all of the provisions contained in Minnesota Statutes Chapters 363A and 181, as such may subsequently be amended or replaced from time to time.

Section 4.20 **Worker's Compensation.** The Public Entity agrees to comply with all of the provisions relating to worker's compensation contained in Minn. Stat. Secs. 176.181 subd. 2 and 176.182, as they may be amended or replaced from time to time with respect to the Project.

Section 4.21 **Antitrust Claims.** The Public Entity hereby assigns to MnDOT and the Commissioner of MMB all claims it may have for over charges as to goods or services provided with respect to the Project that arise under the antitrust laws of the State of Minnesota or of the United States of America.

Section 4.22 **Prevailing Wages.** The Public Entity agrees to comply with all of the applicable provisions contained in Minnesota Statutes Chapter 177, and specifically those provisions contained in Minn. Stat. Secs. 177.41 through 177.435 as they may be amended or replaced from time to time with respect to the Project. By agreeing to this provision, the Public Entity is not acknowledging or agreeing that the cited provisions apply to the Project.

Section 4.23 **Indemnification by the Grant Recipient.** The Public Entity shall bear all loss, expense (including attorneys' fees), and damage in connection with the completion of the Project or operation of the Real Property and agrees to indemnify and hold harmless the MnDOT, the Commissioner, and the State of Minnesota, their agents, servants and employees from all claims, demands and judgments made or recovered against MnDOT, whether or not due to any act of omission or commission, including negligence of the Public Entity or any Contractor or his or their employees, servants or agents, and whether or not due to any act of omission or commission (excluding, however, negligence or breach of statutory duty) of the MnDOT, the Commissioner, and the State of Minnesota, their employees, servants or agents.

The Public Entity further agrees to indemnify, save, and hold MnDOT, the Commissioner, and the State of Minnesota, their agents and employees, harmless from all claims arising out of, resulting from, or in any manner attributable to any violation by the Public Entity, its officers, employees, or agents, or by any User, its officers, employees, or agents, of any provision of the Minnesota Government Data Practices Act, including legal fees and disbursements paid or incurred to enforce the provisions contained in Section 4.18.

The Public Entity's liability hereunder shall not be limited to the extent of insurance carried by or provided by the Public Entity, or subject to any exclusion from coverage in any insurance policy.

Section 4.24 **Entire Agreement.** The Agreement and all of the exhibits attached thereto embody the entire agreement between the Public Entity and MnDOT, and there are no other agreements, either oral or written, between the Public Entity and MnDOT on the subject matter hereof.

Section 4.25 **E-Verification.** The Public Entity agrees and acknowledges that it is aware of Minn.Stat. § 16C.075 regarding e-verification of employment of all newly hired employees to confirm that such employees are legally entitled to work in the United States, and that it will, if and when applicable, fully comply with such statute.

Section 4.26 **Telecommunications Certification.** If federal funds are included in **Exhibit A**, by signing this agreement, Contractor certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), and 2 CFR 200.216, Contractor will not use funding covered by this agreement to procure or obtain, or to extend, renew, or enter into any contract to procure or obtain, any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Contractor will include this certification as a flow down clause in any contract related to this agreement.

Section 4.27 **Title VI/Non-discrimination Assurances.** Public Entity agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. If federal funds are

included in **Exhibit A**, Public Entity will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. MnDOT may conduct a review of the Public Entity's compliance with this provision. The Public Entity must cooperate with MnDOT throughout the review process by supplying all requested information and documentation to MnDOT, making Public Entity staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by MnDOT.

Section 4.28 **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.

Section 4.29 **Certification.** By signing this Agreement, the Grantee certifies that it is not suspended or debarred from receiving federal or state awards.



CHISAGO COUNTY BOARD OF COMMISSIONERS April 16, 2025

4

Payment of County's Warrants & Miscellaneous Bills

Bills to be Paid \$690,943.66

Recap by Fund	Fund	Amount	Name
	1	306,469.25	General Revenue Fund
	3	281,736.39	Road And Bridge Fund
	12	49,188.82	Capital Equipment Fund
	14	1,102.48	Solid Waste Fund
	18	52,446.72	Lake Imprvmnt Distr Maint
	All Funds	690,943.66	Total

Abbreviated Auditor Warrants

Abbreviated Warrant Register									
Auditor Warrants						Approved Pay Date	03/27/2025		
	Vendor #	Vendor Name	Amount	Warr #					
WARRANT RUN INFORMATION	WARRANT FORM	STARTING WARRANT NO.	ENDING WARRANT NO.	DATE OF PAYMENT	DATE OF APPROVAL	PPD COUNT	AMOUNT	CTX COUNT	AMOUNT
11	38,097.23	WFX	245109	245119	03/27/2025				
2	188,321.50	WFX-ACH	305638	305639	03/27/2025	0		2	188,321.50
	226,418.73	TOTAL							

Human Services Warrants

Check Date	Amount	Board Date	Type of Check/Payments
4/18/2025	\$ 81,509.79	4/16/2025	Commissioner Warrant
3/28/2025	\$ 112,395.51		Auditor Warrant
4/1/2025	\$ 5,007.91		Auditor Warrant
4/3/2025	\$ (1,040.46)		Auditor Warrant
4/4/2025	\$ 8,043.30		Auditor Warrant
	\$ 205,916.05	Total	

Lake Area Bank; Derek Anklan; Sheriff, supplies; \$187.10

Lake Area Bank; Jon Eckel; Enterprise Services; registration/conference; \$365.88
Lake Area Bank; Ben Elfelt; LID; supplies; \$40.00
Lake Area Bank; Ronald Istvanovich; Sheriff; supplies; \$136.44
Lake Area Bank; Karen Long; Recorder; registration/conference; \$659.76
Lake Area Bank; Andrew Mahowald; Sheriff; supplies/registration; \$287.91
Lake Area Bank; Daryl Moeller; Assessor; registration; \$910.78
Lake Area Bank; Tony Nielsen; Public Works; supplies; \$50.00
Lake Area Bank; Josh Olds; Sheriff; registration; \$275.62
Lake Area Bank; Kyle Puelston; Sheriff; registration/supplies; \$1,297.91
Lake Area Bank; Janet Reiter; Attorney; registration; \$1,025.00
Lake Area Bank; Kurt Schneider; Environmental Services; registration; \$957.50
Lake Area Bank; Barbara Shimmon; Public Works; supplies/conference/registration; \$1,429.02
Lake Area Bank; Joseph Triplett; Public Works; conference; \$306.00
Lake Area Bank; Dan Weber; Enterprise Services; supplies; \$22.00
Lake Area Bank; Dennis Wilton; Enterprise Services; supplies; \$365.88
Lake Area Bank; Tracy Krona; HHS; supplies; \$3,658.00
Lake Area Bank; Todd McMurray; HHS; supplies; \$2,536.51

- All invoices available with the Clerk of the Board

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*** **Chisago County** ***



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

Page 1

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

*** **Chisago County** ***



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

	<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
1	10038	ANDERSON & KOCH FORD INC		70.43	VETERAN VAN OIL CHANGE	511392	Op Enhancement Grant Expense	N
		05-121-000-0000-6850			03/14/2025 03/14/2025			
	10038	ANDERSON & KOCH FORD INC		70.43	1 Transactions			
2	203001	CHISAGO COUNTY AUDITOR-TREAS OFFIC		4,650.00	2ND QTR SPACE RENT	2025 QTR 2	Co Bldg Rent	N
		05-420-600-0000-6381			04/01/2025 06/30/2025			
3		05-430-700-0000-6381		7,500.00	2ND QTR SPACE RENT	2025 QTR 2	Co Bldg Rent	N
					04/01/2025 06/30/2025			
4		05-451-430-0000-6381		2,850.00	2ND QTR SPACE RENT	2025 QTR 2	Co BLDG Rent	N
					04/01/2025 06/30/2025			
9		05-121-000-0000-6202		12.85	MARCH VETERANS POSTAGE	MARCH 2025	Postage	N
					03/01/2025 03/31/2025			
10		05-420-600-0000-6202		310.00	MARCH NORTH BRANCH POSTAGE	MARCH 2025	Postage	N
					03/01/2025 03/31/2025			
7		05-420-600-0000-6202		716.40	MARCH IM POSTAGE	MARCH 2025	Postage	N
					03/01/2025 03/31/2025			
8		05-420-640-0000-6202		20.52	MARCH IV-D POSTAGE DUE	MARCH 2025	Iv-D Postage	N
					03/01/2025 03/31/2025			
5		05-420-640-0000-6202		587.34	MARCH IV-D POSTAGE	MARCH 2025	Iv-D Postage	N
					03/01/2025 03/31/2025			
6		05-430-700-0000-6202		648.80	MARCH HS POSTAGE	MARCH 2025	Postage	N
					03/01/2025 03/31/2025			
11		05-430-700-0000-6202		500.00	MARCH NORTH BRANCH POSTAGE	MARCH 2025	Postage	N
					03/01/2025 03/31/2025			
12		05-451-430-0000-6202		190.00	MARCH NORTH BRANCH POSTAGE	MARCH 2025	Postage	N
					03/01/2025 03/31/2025			
	203001	CHISAGO COUNTY AUDITOR-TREAS OFFIC		17,985.91	11 Transactions			
13	30069	CHISAGO COUNTY PRESS		400.00	COFFEE TALK ADVERTISEMENT	166296-50	Miscellaneous Expenses	N
		05-121-000-0000-6802			03/01/2025 03/31/2025			
	30069	CHISAGO COUNTY PRESS		400.00	1 Transactions			
14	203003	CHISAGO COUNTY RECORDER'S OFFICE		104.00	BIRTH CERTIFICATES	2025-51	Birth Certificates	N
		05-420-600-0000-6242			03/14/2025 03/27/2025			

*** Chisago County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
203003	CHISAGO COUNTY RECORDER'S OFFICE		104.00	1 Transactions			
15	203004 CHISAGO COUNTY SHERIFF'S OFFICE						
	05-420-640-0000-6385		70.00		25-606	Cc Sheriff Sop & Bailiff	N
				03/19/2025 03/19/2025			
16	05-420-640-0000-6385		70.00		25-610	Cc Sheriff Sop & Bailiff	N
				03/19/2025 03/19/2025			
17	05-420-640-0000-6385		70.00		25-643	Cc Sheriff Sop & Bailiff	N
				03/25/2025 03/25/2025			
18	05-420-600-0000-6273		5,416.66	WELFARE FRAUD INVESTIGATIONS	MARCH 2025	Cont Serv - Sheriff - Fraud	N
				03/01/2025 03/31/2025			
203004	CHISAGO COUNTY SHERIFF'S OFFICE		5,626.66	4 Transactions			
19	30177 CINTAS CORPORATION						
	05-420-600-0000-6241		6.46	WEEKLY RUG SERVICE	4225174786	General Administration	N
				03/25/2025 03/25/2025			
19	05-430-700-0000-6241		12.93	WEEKLY RUG SERVICE	4225174786	General Administration	N
				03/25/2025 03/25/2025			
19	05-451-430-0000-6800		14.63	WEEKLY RUG SERVICE	4225174786	Other Expense	N
				03/25/2025 03/25/2025			
20	05-420-600-0000-6241		6.46	WEEKLY RUG SERVICE	4225876057	General Administration	N
				04/01/2025 04/01/2025			
20	05-430-700-0000-6241		12.93	WEEKLY RUG SERVICE	4225876057	General Administration	N
				04/01/2025 04/01/2025			
20	05-451-430-0000-6800		14.63	WEEKLY RUG SERVICE	4225876057	Other Expense	N
				04/01/2025 04/01/2025			
30177	CINTAS CORPORATION		68.04	6 Transactions			
21	1207 CUMMINGS/KRISTA						
	05-430-700-0134-6335		12.00	TRAVEL EXPENSE-PARKING		DD Worker Travel	N
				03/26/2025 03/27/2025			
22	05-430-700-0137-6335		28.00	TRAVEL EXPENSE-PARKING		Adult Services Travel	N
				03/26/2025 03/27/2025			
1207	CUMMINGS/KRISTA		40.00	2 Transactions			
23	1268 DANNER/RIKEE						
	05-430-700-0134-6335		145.95	TRAVEL EXPENSE-MILEAGE		DD Worker Travel	N
				02/19/2025 04/03/2025			
1268	DANNER/RIKEE		145.95	1 Transactions			

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
26	10501 DELL MARKETING LP 05-451-480-0000-6842		1,792.97	BTX BASE, MONITOR, AND DOCK 03/31/2025 03/31/2025	10807370879	Foundation Grant Expenses Y
24	05-430-700-0000-6402		1,792.97	BTX BASE, MONITOR, AND DOCK 03/31/2025 03/31/2025	10807370940	Computer Software Y
25	05-451-480-0000-6842		1,727.35	BTX BASE, MONITOR, AND DOCK 04/04/2025 04/04/2025	10808325779	Foundation Grant Expenses Y
	10501 DELL MARKETING LP		5,313.29	3 Transactions		
28	5160 DHS MAPS 05-420-650-0000-5368		3,637.77-	MA RECOVERIES & NON FED SHARE 02/01/2025 02/28/2025	A300MM2M13I	Recovery Incentive N
27	05-420-650-0000-5830		14,064.93	MA RECOVERIES & NON FED SHARE 02/01/2025 02/28/2025	A300MM2M13I	Ma Recoveries N
96	05-420-650-0000-5830		2,884.86	MA RECOVERIES & NON FED SHARE 02/01/2025 02/28/2025	A300MM2M13I	Ma Recoveries N
31	05-430-750-3660-6051		431.57	MA RECOVERIES & NON FED SHARE 02/01/2025 02/28/2025	A300MM2M13I	Pos/DT&H N
30	05-430-750-3660-6094		5,220.49	MA RECOVERIES & NON FED SHARE 02/01/2025 02/28/2025	A300MM2M13I	Dd Waiver/ICF - DT&H N
29	05-430-760-3930-6051		530.37	MA RECOVERIES & NON FED SHARE 02/01/2025 02/28/2025	A300MM2M13I	General Case Mgmt N
	5160 DHS MAPS		19,494.45	6 Transactions		
32	1464 DHS MAXIS CASHIER 05-420-610-0000-6001		3.75	AFDC 02/01/2025 02/28/2025	A300MX13264I	Payments To Recipients N
33	05-420-610-0000-6001		7.50	MFIP 02/01/2025 02/28/2025	A300MX13264I	Payments To Recipients N
34	05-420-620-0000-6001		12.50	GA 02/01/2025 02/28/2025	A300MX13264I	Payments To Recipients N
36	05-420-660-0000-5839		1,563.99	GRH RECOVERIES 02/01/2025 02/28/2025	A300MX13264I	Grh Rec N
35	05-430-741-3430-6051		1,320.55	GRH-IMD 02/01/2025 02/28/2025	A300MX13264I	Housing Subsidy N
	1464 DHS MAXIS CASHIER		2,908.29	5 Transactions		
37	60041 FISK TIRE & AUTO REPAIR 05-121-000-0000-6850		122.07	VETERAN VAN REPAIRS 03/04/2025 03/04/2025	102847	Op Enhancement Grant Expense N

*** **Chisago County** ***



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

Vendor		Name	Rpt	Warrant Description		Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates		Paid On Bhf #	On Behalf of Name	
60041	FISK TIRE & AUTO REPAIR		122.07	1 Transactions				
38	9466 Frischmon/Amanda		25.90	TRAVEL EXPENSE-MILEAGE			Worker Travel	N
	05-451-470-0000-6335			03/04/2025	03/27/2025			
39	05-451-470-0000-6844		21.70	TRAVEL EXPENSE-MILEAGE			MECSH Grant Exp	N
				03/04/2025	03/27/2025			
	9466 Frischmon/Amanda		47.60	2 Transactions				
41	2373 HEART & SOUL, LLC		68.00	BLS PROVIDER RENEWAL		15240	Conferences, Training And Dues	N
	05-451-470-0000-6245			03/19/2025	03/19/2025			
40	05-451-472-0000-6245		68.00	BLS PROVIDER RENEWAL		15240	Conferences And Training	N
				03/19/2025	03/19/2025			
	2373 HEART & SOUL, LLC		136.00	2 Transactions				
42	9139 Heckel/Sara		20.49	TRAVEL EXPENSE-MILEAGE			DD Worker Travel	N
	05-430-700-0134-6335			03/04/2025	04/02/2025			
44	05-430-700-0134-6335		6.00	TRAVEL EXPENSE-PARKING			DD Worker Travel	N
				03/26/2025	03/27/2025			
43	05-430-700-0137-6335		47.83	TRAVEL EXPENSE-MILEAGE			Adult Services Travel	N
				03/04/2025	04/02/2025			
95	05-430-700-0137-6335		14.00	TRAVEL EXPENSE-PARKING			Adult Services Travel	N
				03/26/2025	03/27/2025			
	9139 Heckel/Sara		88.32	4 Transactions				
45	5978 HENNEPIN COUNTY		94.16	MEDICAL TRANSPORTATION ADM		243747	Ma Transportation	N
	05-420-650-0000-6005			03/17/2025	03/17/2025			
46	05-420-650-0000-6005		543.56	MEDICAL TRANSPORTATION ADM		243748	Ma Transportation	N
				03/17/2025	03/17/2025			
	5978 HENNEPIN COUNTY		637.72	2 Transactions				
47	90061 INNOVATIVE OFFICE SOLUTIONS LLC		255.08	SUPPLIES		4805861	General Supplies	N
	05-420-600-0000-6401			04/03/2025	04/03/2025			
47	05-430-700-0000-6401		382.62	SUPPLIES		4805861	General Supplies	N
				04/03/2025	04/03/2025			

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5 Health And Human Services

*** **Chisago County** ***



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

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	<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	90061	INNOVATIVE OFFICE SOLUTIONS LLC		637.70	2 Transactions			
48	3836	JENSEN/KYLE		77.70	TRAVEL EXPENSE-MILEAGE		Child Prot Staff Travel	N
		05-430-700-0128-6335			02/25/2025 03/31/2025			
	3836	JENSEN/KYLE		77.70	1 Transactions			
49	9028	Johanson/Brittany		27.19	TRAVEL EXPENSE-MILEAGE		DD Worker Travel	N
		05-430-700-0134-6335			03/06/2025 03/20/2025			
50		05-430-700-0137-6335		63.46	TRAVEL EXPENSE-MILEAGE		Adult Services Travel	N
					03/06/2025 03/20/2025			
	9028	Johanson/Brittany		90.65	2 Transactions			
51	9386	Karnes/Audra		47.25	TRAVEL EXPENSE-MILEAGE		DD Worker Travel	N
		05-430-700-0134-6335			03/04/2025 03/25/2025			
53		05-430-700-0134-6335		12.00	TRAVEL EXPENSE-PARKING		DD Worker Travel	N
					03/26/2025 03/28/2025			
54		05-430-700-0137-6335		28.00	TRAVEL EXPENSE-PARKING		Adult Services Travel	N
					03/26/2025 03/28/2025			
52		05-430-700-0137-6335		110.25	TRAVEL EXPENSE-MILEAGE		Adult Services Travel	N
					03/04/2025 03/25/2025			
	9386	Karnes/Audra		197.50	4 Transactions			
55	4249	KEMEN/ANGIE		69.65	TRAVEL EXPENSE-MILEAGE		Mh Travel	N
		05-430-700-0127-6335			03/03/2025 03/27/2025			
56		05-430-700-0127-6335		9.00	TRAVEL EXPENSE-PARKING		Mh Travel	N
					03/17/2025 03/17/2025			
	4249	KEMEN/ANGIE		78.65	2 Transactions			
57	9461	Kopp/Carrie		82.60	TRAVEL EXPENSE-MILEAGE		Worker Travel	N
		05-451-470-0000-6335			03/04/2025 03/27/2025			
	9461	Kopp/Carrie		82.60	1 Transactions			
58	8722	Kulzer/Sarah		117.60	TRAVEL EXPENSE-MILEAGE		Child Prot Staff Travel	N
		05-430-700-0128-6335			03/17/2025 03/17/2025			

*** **Chisago County** ***



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

Vendor	Name	Rpt			Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount		Service Dates	Paid On Bhf #	On Behalf of Name	
8722	Kulzer/Sarah		117.60		1 Transactions			
59	12168 LAKES CENTER FOR YOUTH AND FAMILIES							
	05-451-440-0000-6837		5,733.83		EDUCATION ENGAGEMENT PROGRAM	FEB25	Federal Vaccine Grant Exp 04/21-12/21	N
					03/07/2025 03/07/2025			
60	05-451-440-0000-6837		10,149.88		EDUCATION ENGAGEMENT PROGRAM	MAR25	Federal Vaccine Grant Exp 04/21-12/21	N
					03/28/2025 03/28/2025			
	12168 LAKES CENTER FOR YOUTH AND FAMILIES		15,883.71		2 Transactions			
61	10007 LEXISNEXIS RISK SOLUTIONS							
	05-420-600-0000-6241		60.00		MONTHLY LEXIS/NEXIS - ACCURINT	1223200	General Administration	N
					03/01/2025 03/31/2025			
61	05-430-700-0000-6241		90.00		MONTHLY LEXIS/NEXIS - ACCURINT	1223200	General Administration	N
					03/01/2025 03/31/2025			
	10007 LEXISNEXIS RISK SOLUTIONS		150.00		2 Transactions			
63	5203 LUNDGREN/LISA							
	05-430-700-0000-6240		8.93		CLEINT MEAL REIMBURSEMENT		Registration Fees	N
					03/27/2025 03/27/2025			
62	05-430-700-0128-6335		51.80		TRAVEL EXPENSE-MILEAGE		Child Prot Staff Travel	N
					02/11/2025 02/26/2025			
	5203 LUNDGREN/LISA		60.73		2 Transactions			
64	5807 MACMH							
	05-430-700-0127-6240		405.00		MACMH CONFERENCE REGISTRATION	JOHNSON.NICOLE	Mh Training	N
					04/27/2025 04/29/2025			
	5807 MACMH		405.00		1 Transactions			
65	9513 MacMillan/Kristi							
	05-430-700-0000-6241		32.64		CLIENT MEALS REIMBURSEMENT		General Administration	N
					02/13/2025 02/18/2025			
	9513 MacMillan/Kristi		32.64		1 Transactions			
66	4915 MACVSO							
	05-121-000-0000-6850		500.00		MACVSO MEMBERSHIP	BROWN.BRYAN	Op Enhancement Grant Expense	N
					04/07/2025 04/07/2025			
	4915 MACVSO		500.00		1 Transactions			
97	██████████							
	05-460-310-0000-6111		65.00		PER DIEM		Per Diems for Opioid Council	Y

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Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

	<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
				65.00	03/20/2025 03/20/2025 1 Transactions			
67	5070	METRO LEGAL SERVICES INC 05-420-640-0000-6269		60.00		3563444	Proff Process Servers	Y
	5070	METRO LEGAL SERVICES INC		60.00	04/01/2025 04/01/2025 1 Transactions			
68	5278	MSSA 05-430-700-0127-6240		938.00	MSSA MEMBERSHIPS		Mh Training	N
69		05-430-700-0128-6240		469.00	04/07/2025 04/07/2025 MSSA MEMBERSHIPS		Child Prot Staff Trng	N
70		05-430-700-0134-6240		180.90	04/07/2025 04/07/2025 MSSA MEMBERSHIPS		DD Worker Training	N
71		05-430-700-0137-6240		556.10	04/07/2025 04/07/2025 MSSA MEMBERSHIPS		Adult Services Training	N
	5278	MSSA		2,144.00	04/07/2025 04/07/2025 4 Transactions			
72	5649	NORDBY/HEIDI 05-430-700-0134-6335		43.05	TRAVEL EXPENSE-MILEAGE		DD Worker Travel	N
73		05-430-700-0137-6335		100.45	02/06/2025 03/28/2025 TRAVEL EXPENSE-MILEAGE		Adult Services Travel	N
	5649	NORDBY/HEIDI		143.50	02/06/2025 03/28/2025 2 Transactions			
74	5824	OLSON FUNERAL CHAPEL 05-420-622-0000-6006		1,500.00			Burials General Relief	N
	5824	OLSON FUNERAL CHAPEL		1,500.00	03/27/2025 03/27/2025 1 Transactions			
75	9473	Peterson/Julia 05-430-700-0128-6335		377.30	TRAVEL EXPENSE-MILEAGE		Child Prot Staff Travel	N
	9473	Peterson/Julia		377.30	02/12/2025 04/03/2025 1 Transactions			
76		05-460-310-0000-6111		65.00	PER DIEM		Per Diems for Opioid Council	Y
					03/20/2025 03/20/2025			

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	<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
				65.00	1 Transactions			
77	9533	Pfutzenreuter/Niki 05-430-700-0127-6335		60.00	TRAVEL EXPENSE-PARKING 03/26/2025 03/28/2025		Mh Travel	N
	9533	Pfutzenreuter/Niki		60.00	1 Transactions			
78	56381	PRISM DESIGN AND EMBROIDERY 05-451-480-0000-6849		1,700.00	BACKPACKS 03/27/2025 03/27/2025	15947	Infrastructure Grant Expenses	Y
	56381	PRISM DESIGN AND EMBROIDERY		1,700.00	1 Transactions			
79	1			65.00	PER DIEM 03/20/2025 03/20/2025		Per Diems for Opioid Council	Y
				65.00	1 Transactions			
80	7355	SCHOPPER/MICHELLE 05-430-700-0134-6335		24.88	TRAVEL EXPENSE-MILEAGE 02/04/2025 03/18/2025		DD Worker Travel	N
81		05-430-700-0137-6335		58.07	TRAVEL EXPENSE-MILEAGE 02/04/2025 03/18/2025		Adult Services Travel	N
	7355	SCHOPPER/MICHELLE		82.95	2 Transactions			
82	7292	SCOTT/HEATHER 05-430-700-0128-6335		172.20	TRAVEL EXPENSE-MILEAGE 01/28/2025 01/31/2025		Child Prot Staff Travel	N
	7292	SCOTT/HEATHER		172.20	1 Transactions			
83	6682	STEVENS/SELENA 05-430-700-0127-6335		211.05	TRAVEL EXPENSE-MILEAGE 02/13/2025 03/20/2025		Mh Travel	N
	6682	STEVENS/SELENA		211.05	1 Transactions			
84	7930	STRAND/TERESA 05-430-700-0127-6335		272.30	TRAVEL EXPENSE-MILEAGE 03/06/2025 03/28/2025		Mh Travel	N
	7930	STRAND/TERESA		272.30	1 Transactions			
	7558	SWENSON/MICHELLE						

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85	05-430-700-0134-6335		23.52	TRAVEL EXPENSE-MILEAGE 03/20/2025 03/26/2025	DD Worker Travel	N
86	05-430-700-0137-6335		54.88	TRAVEL EXPENSE-MILEAGE 03/20/2025 03/26/2025	Adult Services Travel	N
7558	SWENSON/MICHELLE		78.40	2 Transactions		
87	05-430-700-0134-6335		57.12	TRAVEL EXPENSE-MILEAGE 02/04/2025 03/24/2025	DD Worker Travel	N
88	05-430-700-0137-6335		133.28	TRAVEL EXPENSE-MILEAGE 02/04/2025 03/24/2025	Adult Services Travel	N
6434	THORSEN/JOLENE		190.40	2 Transactions		
98	05-430-700-0127-6335		3.85	TRAVEL EXPENSE-MILEAGE 03/10/2025 03/10/2025	Mh Travel	N
8412	THRON/KATE		3.85	1 Transactions		
89	05-460-305-0000-6851		2,381.08	CONFERENCE TABLE AND CHAIRS 04/01/2025 04/01/2025	HP Grant Expenditures	N
21054	ULINE		2,381.08	1 Transactions		
90	05-420-640-0000-6267		80.00	WASHINGTON COUNTY SHERIFFS OFFICE 03/14/2025 03/14/2025	Other Co Sheriff Sop	N
8765	WASHINGTON COUNTY SHERIFFS OFFICE		80.00	1 Transactions		
91	05-420-600-0132-6335		54.25	TRAVEL EXPENSE-MILEAGE 03/04/2025 03/28/2025	Accounting Travel	N
91	05-430-700-0132-6335		87.50	TRAVEL EXPENSE-MILEAGE 03/04/2025 03/28/2025	Accounting Travel	N
91	05-451-430-0000-6335		33.25	TRAVEL EXPENSE-MILEAGE 03/04/2025 03/28/2025	Worker Travel	N
8820	WEIDENDORF/PEGI		175.00	3 Transactions		
92	05-430-700-0134-6335		41.89	TRAVEL EXPENSE-MILEAGE 03/10/2025 03/31/2025	DD Worker Travel	N

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93	05-430-700-0137-6335		97.76	TRAVEL EXPENSE-MILEAGE		Adult Services Travel
				03/10/2025 03/31/2025		
	8918 WILKINSON/LEIGH		139.65	2 Transactions		
	8544 WREN/HEATHER					
94	05-430-700-0137-6335		39.90	TRAVEL EXPENSE-MILEAGE		Adult Services Travel
				04/02/2025 04/02/2025		
	8544 WREN/HEATHER		39.90	1 Transactions		
5 Fund Total:			81,509.79	Health And Human Services	51 Vendors	106 Transactions
Final Total:			81,509.79	51 Vendors	106 Transactions	



Recap by Fund	<u>Fund</u>	<u>Amount</u>	<u>Name</u>	
	5	81,509.79	Health And Human Services	
	All Funds	81,509.79	Total	Approved by,
				
				

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Paid on Behalf Of Name
on Audit List?: N

Save Report Options?: N

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1 General Revenue Fund

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
3	DEPT			Board Of Commissioners			
10071	ASSOCIATION OF MN COUNTIES						
	01-003-000-0000-6245		425.00	REG FEE-R GREENE/COMM	72615	Conferences, Dues And Training	N
	01-003-000-0000-6245		425.00	REG FEE-D DAHLBERG/COMM	72617	Conferences, Dues And Training	N
10071	ASSOCIATION OF MN COUNTIES		850.00	2 Transactions			
40076	DAHLBERG/DANIEL						
	01-003-000-0000-6330		135.80	MILEAGE/COMMISSIONER		Mileage	N
				03/20/2025 04/02/2025			
40076	DAHLBERG/DANIEL		135.80	1 Transactions			
70071	GREENE/RICHARD						
	01-003-000-0000-6330		259.70	MILEAGE/COMMISSIONER		Mileage	N
				03/05/2025 03/27/2025			
70071	GREENE/RICHARD		259.70	1 Transactions			
13108	MONTZKA/BEN						
	01-003-000-0000-6330		14.70	MILEAGE/COMMISSIONER	04022025	Mileage	N
13108	MONTZKA/BEN		14.70	1 Transactions			
3	DEPT Total:		1,260.20	Board Of Commissioners	4 Vendors	5 Transactions	
11	DEPT			District Court			
20165	BINA AND GUPTIL LAW FIRM						
	01-011-011-0000-6278		4,725.00	MAR25 CONTRACT SERVICES		Legal Services	Y
20165	BINA AND GUPTIL LAW FIRM		4,725.00	1 Transactions			
13391	MIGALA LAW OFFICE LLC						
	01-011-011-0000-6278		4,725.00	MAR25 CONTRACT SERVICE	04042025	Legal Services	Y
13391	MIGALA LAW OFFICE LLC		4,725.00	1 Transactions			
14145	NORTON LAW						
	01-011-012-0000-6278		406.25	SERVICE 13PR256	2	Legal Services	Y
14145	NORTON LAW		406.25	1 Transactions			
19015	SCHNEIDER/JAMES F						
	01-011-012-0000-6278		468.75	SERVICE-13PR24104/CRT ADMIN	60	Legal Services	Y
	01-011-012-0000-6278		900.00	SERVICE-13PR2519/CRT ADMIN	61	Legal Services	Y
	01-011-012-0000-6278		537.50	SERVICE-13PR258/CRT ADMIN	62	Legal Services	Y

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-011-012-0000-6278	212.50	SERVICE-13PR17150/CRT ADMIN	81	Legal Services	Y
19015	SCHNEIDER/JAMES F	2,118.75	4 Transactions			
11	DEPT Total:	11,975.00	District Court	4 Vendors	7 Transactions	
25	DEPT		Law Library			
11225	KOHLHASE/LINDSEY M					
	01-025-000-0000-6105	2,474.50	JAN-MAR 25 CONTRACT LAW LIBRAR		Salaries And Wages - Parttime	Y
11225	KOHLHASE/LINDSEY M	2,474.50	1 Transactions			
25	DEPT Total:	2,474.50	Law Library	1 Vendors	1 Transactions	
31	DEPT		County Administrator			
10292	AMAZON CAPITAL SERVICES					
	01-031-000-0000-6400	80.93	SUPPLIES/ADMIN	1VJKNCTH9RG	Office Supplies	N
10292	AMAZON CAPITAL SERVICES	80.93	1 Transactions			
10071	ASSOCIATION OF MN COUNTIES					
	01-031-000-0000-6245	425.00	REG FEE-C BURNHAM/ADMIN	72616	Conferences, Training And Dues	N
10071	ASSOCIATION OF MN COUNTIES	425.00	1 Transactions			
502001	BURNHAM/CHASE					
	01-031-000-0000-6330	21.42	MILEAGE/ADMIN	03252025	Mileage	N
502001	BURNHAM/CHASE	21.42	1 Transactions			
203001	CHISAGO COUNTY AUDITOR-TREAS OFFIC					
	01-031-000-0000-6400	28.00	LOGO SUPPLIES/ADMIN	03312025	Office Supplies	N
203001	CHISAGO COUNTY AUDITOR-TREAS OFFIC	28.00	1 Transactions			
308003	HEALTH EQUITY					
	01-031-000-0000-6211	68.40	APR25 ADMIN FEES	QE1XN68	Services And Charges	N
308003	HEALTH EQUITY	68.40	1 Transactions			
308002	HUB INTERNATIONAL MIDWEST WEST					
	01-031-000-0000-6211	15,000.00	2025Q2 BENEFITS CONSULTING	3719838	Services And Charges	N
308002	HUB INTERNATIONAL MIDWEST WEST	15,000.00	1 Transactions			
3442	ICCPA - INTER COUNTY COOP PUBLISHING					

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1 General Revenue Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	01-031-000-0000-6400		21.99	SUPPLIES/ADMIN	111111	Office Supplies
3442	ICCPA - INTER COUNTY COOP PUBLISHIN		21.99	1 Transactions		N
323003	WAGEWORKS INC					
	01-031-000-0000-6211		342.00	MAR25 ADMIN FEES 116463	0325TR116463	Services And Charges
323003	WAGEWORKS INC		342.00	1 Transactions		N
31	DEPT Total:		15,987.74	County Administrator	8 Vendors	8 Transactions
41	DEPT			Auditor-Treasurer		
	3442 ICCPA - INTER COUNTY COOP PUBLISHIN					
	01-041-000-0000-6400	B	39.95	SUPPLIES/WADDELL/FINANCE	111110	Office Supplies
	3442 ICCPA - INTER COUNTY COOP PUBLISHIN		39.95	1 Transactions		N
41	DEPT Total:		39.95	Auditor-Treasurer	1 Vendors	1 Transactions
50	DEPT			Assessor		
	20554 TYLER TECHNOLOGIES INC					
	01-050-000-0000-6245		1,199.00	TYLER CONNECT/CHASE PELOQUIN	3723	Conferences, Training And Dues
	01-050-000-0000-6245		1,199.00	TYLER CONNECT/DARYL MOELLER	3723	Conferences, Training And Dues
	20554 TYLER TECHNOLOGIES INC		2,398.00	2 Transactions		N
50	DEPT Total:		2,398.00	Assessor	1 Vendors	2 Transactions
61	DEPT			Enterprise Services		
	10292 AMAZON CAPITAL SERVICES					
	01-061-000-0000-6287		690.72	SUPPLIES/MICS	11V34TP1JVXD	Data Processing
	01-061-000-0000-6287		36.99	SUPPLIES/MICS	14CXD1VP3449	Data Processing
	01-061-000-0000-6287		257.68	SUPPLIES/MICS	1G4N41M4QHC1	Data Processing
	01-061-000-0000-6287		89.95	SUPPLIES/MICS	1J96D169PF1C	Data Processing
	01-061-000-0000-6287		16.97	SUPPLIES/MICS	1T9KT4496JGR	Data Processing
	01-061-000-0000-6287		188.21	SUPPLIES/MICS	1VYRYCCK4F4M	Data Processing
	01-061-000-0000-6287		140.22	SUPPLIES/MICS	1X44M6VR7MK4	Data Processing
	01-061-000-0000-6303		19.98	SUPPLIES/MICS	1YJXFHRN3DTY	Machinery And Equipment
	10292 AMAZON CAPITAL SERVICES		1,440.72	8 Transactions		N
	10149 ANCOM COMMUNICATIONS INC					
	01-061-000-0000-6342		661.34	SUPPLIES/MICS	127028	Armer Reimbursable Expenses

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
10149	ANCOM COMMUNICATIONS INC		661.34	1 Transactions			
20168	BENTLEY SYSTEMS INC						
	01-061-000-0000-6341		2,349.00	OPENROADS DESIGN TL/MICS	48607245	Rental And Service Agreements	N
20168	BENTLEY SYSTEMS INC		2,349.00	1 Transactions			
30282	CDW GOVERNMENT LLC						
	01-061-000-0000-6287		661.42-	CREDIT CURVED MONITOR/MICS	AD4659J	Data Processing	N
	01-061-000-0000-6341		1,219.20	ADOBE ACROBAT PRO	AD4BI2Q	Rental And Service Agreements	N
	01-061-000-0000-6341		1,316.00	VANDYKE SECUREFX MNT RNW	AD4DC5Y	Rental And Service Agreements	N
	01-061-000-0000-6341		4,500.00	ARC BUE SIMPLE CORE SUB 1 YR	AD4QA7C	Rental And Service Agreements	N
	01-061-000-0000-6303		320.16	SUPPLIES/MICS	AD5VH4A	Machinery And Equipment	N
30282	CDW GOVERNMENT LLC		6,693.94	5 Transactions			
12181	CLIFTONLARSONALLEN LLP						
	01-061-000-0000-6341		41,824.13	IT OPERATIONS ASMNT SERV	251158886	Rental And Service Agreements	Y
	01-061-000-0000-6341		3,292.59	PRO PHOENIX APP TESTING	251187109	Rental And Service Agreements	Y
12181	CLIFTONLARSONALLEN LLP		45,116.72	2 Transactions			
40139	DARKTRACE HOLDINGS LIMITED						
	01-061-000-0000-6341		5,352.50	APR25 SERVICE/MICS	10028373	Rental And Service Agreements	N
40139	DARKTRACE HOLDINGS LIMITED		5,352.50	1 Transactions			
10501	DELL MARKETING LP						
	01-061-000-0000-6287		1,125.00	DELL THUNDERBOLT DOCK	10806861720	Data Processing	Y
	01-061-000-0000-6287		1,125.00	DELL THUNDERBOLT DOCK	10807913644	Data Processing	Y
10501	DELL MARKETING LP		2,250.00	2 Transactions			
70083	GOPHER STATE ONE-CALL INC						
	01-061-000-0000-6341		1.35	SERVICE/MICS	5030160	Rental And Service Agreements	N
70083	GOPHER STATE ONE-CALL INC		1.35	1 Transactions			
54453	HONEYWELL INC						
	01-061-000-0000-6341		5,922.71	2025Q2 AUTOMATION SOFTWR MAIN	5269523138	Rental And Service Agreements	N
	01-061-000-0000-6341		8,572.50	2025Q2 ELECTRONICS MAINT	5269555518	Rental And Service Agreements	N
54453	HONEYWELL INC		14,495.21	2 Transactions			
22052	MENARDS - ST CROIX FALLS						
	01-061-000-0000-6303		55.35	SUPPLIES/MICS	73070	Machinery And Equipment	N

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22052	MENARDS - ST CROIX FALLS		55.35	1 Transactions			
13101	MOTOROLA SOLUTIONS INC						
	01-061-000-0000-6342		2,230.00	SUPPLIES/MICS	3203609318	Armer Reimbursable Expenses	N
	01-061-000-0000-6342		499.06	SUPPLIES/MICS	3203683527	Armer Reimbursable Expenses	N
	01-061-000-0000-6342		8,019.04	APX 8000 ALL BAND PORTABLE	3203684321	Armer Reimbursable Expenses	N
13101	MOTOROLA SOLUTIONS INC		10,748.10	3 Transactions			
516001	PARKER/MIKE						
	01-061-000-0000-6245		200.78	OVRNGHT MEALS/MICS		Conferences, Dues And Training	N
				03/17/2025 03/21/2025			
	01-061-000-0000-6245		885.46	LODGING/MICS		Conferences, Dues And Training	N
				03/17/2025 03/21/2025			
	01-061-000-0000-6245		66.33	GROUND TRANSPORT/MICS		Conferences, Dues And Training	N
				03/17/2025 03/21/2025			
	01-061-000-0000-6245		497.96	FLIGHT/PARKER/MICS		Conferences, Dues And Training	N
	01-061-000-0000-6330		49.00	MILEAGE/MICS		Mileage	N
				03/17/2025 03/21/2025			
	01-061-000-0000-6330		85.58	PARKING/MICS		Mileage	N
				03/17/2025 03/21/2025			
	01-061-000-0000-6245		1,249.00	IWCE REG/PARKER	6V6KTF6D	Conferences, Dues And Training	N
516001	PARKER/MIKE		3,034.11	7 Transactions			
16191	PRO WEST & ASSOCIATES INC						
	01-061-000-0000-6341		184.51	SERVICE/MICS	1510	Rental And Service Agreements	N
16191	PRO WEST & ASSOCIATES INC		184.51	1 Transactions			
19293	SPARBY/CINDY						
	01-061-000-0000-6330		21.77	MILEAGE/MICS	03182025	Mileage	N
19293	SPARBY/CINDY		21.77	1 Transactions			
20349	TOSHIBA BUSINESS SOLUTIONS						
	01-061-000-0000-6341		50.29	APR25 COPIER RENT	5033898586	Rental And Service Agreements	N
	01-061-000-0000-6341		439.29	APR25 COPIER RENT	5033898587	Rental And Service Agreements	N
	01-061-000-0000-6341		367.35	APR25 COPIER RENT	5033898588	Rental And Service Agreements	N
	01-061-000-0000-6341		455.07	APR25 COPIER RENT	5033898589	Rental And Service Agreements	N
	01-061-000-0000-6341		1,139.65	APR25 COPIER RENT	5033898590	Rental And Service Agreements	N
20349	TOSHIBA BUSINESS SOLUTIONS		2,451.65	5 Transactions			

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	Vendor Name		Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
	No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
61	DEPT Total:			94,856.27	Enterprise Services	15 Vendors	41 Transactions	
65	DEPT				Central Services			
	30069	CHISAGO COUNTY PRESS						
		01-065-000-0000-6244		5,040.00	DELQ TAX 3/09/2025	10152250	Official Publications	N
		01-065-000-0000-6244		4,776.00	DELQ TAX 3/27/2025	10152250	Official Publications	N
		01-065-000-0000-6244		331.92	CP 13SC2025 SEALCOAT	10152250	Official Publications	N
		01-065-000-0000-6244		1,311.60	02/19/2025 BOARD OF COMM	10152250	Official Publications	N
		01-065-000-0000-6244		260.88	03/05/2025 BOARD OF COMM	10152250	Official Publications	N
		01-065-000-0000-6244		646.80	MAR25 EMPLOYMNT ADVRTSG	169977	Official Publications	N
	30069	CHISAGO COUNTY PRESS		12,367.20	6 Transactions			
	19306	STAR						
		01-065-000-0000-6244		440.80	MAR25 EMPLOYMNT ADVRTSG	21128	Official Publications	N
	19306	STAR		440.80	1 Transactions			
65	DEPT Total:			12,808.00	Central Services	2 Vendors	7 Transactions	
71	DEPT				Elections			
	30069	CHISAGO COUNTY PRESS						
		01-071-000-0000-6211		23.78	PUBLIC ACCURACY TEST	10152250	Services And Charges	N
	30069	CHISAGO COUNTY PRESS		23.78	1 Transactions			
	5569	MN DEPT HUMAN SERVICES						
		01-071-000-0000-6411		2,092.03	PVC CARDS/ELECTIONS	A300IC13260I	Operating Supplies	N
	5569	MN DEPT HUMAN SERVICES		2,092.03	1 Transactions			
71	DEPT Total:			2,115.81	Elections	2 Vendors	2 Transactions	
91	DEPT				County Attorney			
	60076	FOSTER/DEBORAH L						
		01-091-000-0000-6280		51.00	TRANSCRIPT 13CR23501	03282025	Other Professional Services	Y
	60076	FOSTER/DEBORAH L		51.00	1 Transactions			
	507000	GEHRZ/THOMAS						
		01-091-000-0000-6330		26.74	MILEAGE/ATTORNEY	03202025	Mileage	N
		01-091-000-0000-6330		4.00	PARKING/ATTORNEY	03202025	Mileage	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
507000	GEHRZ/THOMAS		30.74		2 Transactions		
90106	ISPACE ENVIRONMENTS						
	01-091-000-0000-6400		580.00	COMPLETE CARE CONTRACT/ATTY	32728	Office Supplies	N
90106	ISPACE ENVIRONMENTS		580.00	1 Transactions			
13075	MN COUNTY ATTORNEYS ASSOCIATION						
	01-091-000-0000-6245		110.00	REG FEE-R SETTER/ATTY	200012742	Conferences, Training And Dues	N
	01-091-000-0000-6245		110.00	REG FEE-A HOSTAD/ATTY	200012742	Conferences, Training And Dues	N
13075	MN COUNTY ATTORNEYS ASSOCIATION		220.00	2 Transactions			
81286	OFFICE DEPOT						
	01-091-000-0000-6400		27.47-	CR SUPPLIES/ATTORNEY	415182938001	Office Supplies	N
	01-091-000-0000-6400		63.91	SUPPLIES/ATTORNEY	415915409001	Office Supplies	N
	01-091-000-0000-6400		13.29	SUPPLIES/ATTORNEY	415939359001	Office Supplies	N
	01-091-000-0000-6400		52.84	SUPPLIES/ATTORNEY	415939360001	Office Supplies	N
	01-091-000-0000-6400		96.18	SUPPLIES/ATTORNEY	416649213001	Office Supplies	N
81286	OFFICE DEPOT		198.75	5 Transactions			
23025	WEST GROUP PAYMENT CENTER						
	01-091-000-0000-6235		1,928.09	MAR25 SERVICE/ATTORNEY	851708481	Publications And Brochures	N
	01-091-000-0000-6235		158.32	APR25 SERVICE/ATTORNEY	851784264	Publications And Brochures	N
23025	WEST GROUP PAYMENT CENTER		2,086.41	2 Transactions			
91	DEPT Total:		3,166.90	County Attorney	6 Vendors	13 Transactions	
101	DEPT			Recorder			
10292	AMAZON CAPITAL SERVICES						
	01-101-000-0000-6400		28.94	SUPPLIES/RECORDER	1KMTX6WXPWQ3	Office Supplies	N
10292	AMAZON CAPITAL SERVICES		28.94	1 Transactions			
70077	GOVERNMENT FORMS AND SUPPLIES LLC						
	01-101-000-0000-6411		166.76	SUPPLIES/RECORDER	353826	Operating Supplies	Y
70077	GOVERNMENT FORMS AND SUPPLIES LLC		166.76	1 Transactions			
13308	MN COUNTIES COMPUTER COOPERATIVE						
	01-101-000-0000-6899		16,507.00	TYLER TECH-ENTERPRISE TAX IMPL	2504063	Budget Adjustment	N
13308	MN COUNTIES COMPUTER COOPERATIVE		16,507.00	1 Transactions			

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
14113	NORTHSTAR COMPUTER FORMS INC						
	01-101-000-0000-6411		771.28	SUPPLIES/RECORDER	51798238	Operating Supplies	N
14113	NORTHSTAR COMPUTER FORMS INC		771.28	1 Transactions			
101	DEPT Total:		17,473.98	Recorder	4 Vendors	4 Transactions	
111	DEPT			Maintenance			
10314	ADAMS PEST CONTROL-MAIN						
	01-111-512-0000-6273		115.50	ApR25 SERVICE/HWY HARRIS	4078009	Contracted Purchased Service	N
	01-111-532-0000-6273		99.75	APR25 SERVICE/SHERIFF HARRIS	4078010	Contracted Purchased Service	N
10314	ADAMS PEST CONTROL-MAIN		215.25	2 Transactions			
10292	AMAZON CAPITAL SERVICES						
	01-111-500-0000-6560		65.99	SUPPLIES/MAINT	11HDFCT973V3	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		36.96	SUPPLIES/MAINT	16GK661WPF GX	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		113.13	SUPPLIES/MAINT	1DMQWVVV4TT3	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		179.99	SUPPLIES/MAINT	1FXX97GPJH96	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		260.58	SUPPLIES/MAINT	1JGMX1XYYKH9	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		89.39	SUPPLIES/MAINT	1N7WL941M7WK	Repairs And Maintenance Supplies	N
10292	AMAZON CAPITAL SERVICES		746.04	6 Transactions			
30045	CENTURY FENCE COMPANY						
	01-111-530-0000-6301		805.00	GATE REPAIR/JAIL	259567901	Repair And Maintenance	N
30045	CENTURY FENCE COMPANY		805.00	1 Transactions			
30073	CHISAGO HARDWARE LLC						
	01-111-500-0000-6560		44.48	SUPPLIES/MAINT GC	14248	Repairs And Maintenance Supplies	Y
30073	CHISAGO HARDWARE LLC		44.48	1 Transactions			
30227	CHISAGO LAKES SANITATION						
	01-111-511-0000-6273		882.89	MAR25 SERVICE/HWY	53X00085	Contracted Purchased Service	N
	01-111-512-0000-6273		107.64	MAR25 SERVICE/HWY HARRIS	53X00086	Contracted Purchased Service	N
	01-111-532-0000-6273		107.64	MAR25 SERVICE/SHERIFF HARRIS	53X00087	Contracted Purchased Service	N
	01-111-500-0000-6273		539.07	MAR25 SERVICE/GOV CENTER	53X00089	Contracted Purchased Service	N
	01-111-530-0000-6273		345.79	MAR25 SERVICE/PSC	53X00092	Contracted Purchased Service	N
	01-111-505-0000-6273		234.53	MAR25 SERVICE/NBHHS	53X00232	Contracted Purchased Service	N
30227	CHISAGO LAKES SANITATION		2,217.56	6 Transactions			

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-111-512-0000-6273		47.09	RUG SERVICE/HWY HARRIS	422517844	Contracted Purchased Service	N
	01-111-511-0000-6273		96.13	RUG SERVICE/HWY CC	4225905290	Contracted Purchased Service	N
	01-111-500-0000-6273		104.84	RUG SERVICE/GOV CENTER	4225905340	Contracted Purchased Service	N
30177	CINTAS CORPORATION		248.06	3 Transactions			
30133	COMMERS THE WATER STORE						
	01-111-530-0000-6273		242.50	SOLAR SALT/PSC	170132	Contracted Purchased Service	N
30133	COMMERS THE WATER STORE		242.50	1 Transactions			
30194	CUMMINS NPOWER LLC						
	01-111-500-0000-6273		2,239.45	SERVICE/GOV CENTER	E4250413453	Contracted Purchased Service	Y
	01-111-530-0000-6273		1,703.00	SERVICE/PSC	E4250413622	Contracted Purchased Service	Y
30194	CUMMINS NPOWER LLC		3,942.45	2 Transactions			
40188	DALE'S HEATING & APPLIANCE LLC						
	01-111-512-0000-6273		70.00	SOLAR SALT/HWY HARRIS	3725955	Contracted Purchased Service	N
	01-111-511-0000-6273		112.00	SOLAR SALT/HWY CC	3725956	Contracted Purchased Service	N
40188	DALE'S HEATING & APPLIANCE LLC		182.00	2 Transactions			
40171	DOUG'S TV & APPLIANCE						
	01-111-530-0000-6560		1,699.00	WASHTOWER/PSC	72342	Repairs And Maintenance Supplies	N
40171	DOUG'S TV & APPLIANCE		1,699.00	1 Transactions			
70136	GENERAL PARTS LLC						
	01-111-530-0000-6273		1,060.00	SERVICE/MAINT JAIL	6593076	Contracted Purchased Service	Y
70136	GENERAL PARTS LLC		1,060.00	1 Transactions			
80082	HILLYARD INC-MINNEAPOLIS						
	01-111-511-0000-6413		1,213.59	SUPPLIES/MAINT HWY CC	605774735	Custodial Supplies	N
	01-111-500-0000-6413		738.33	SUPPLIES/MAINT GC	605774736	Custodial Supplies	N
	01-111-500-0000-6413		831.27	SUPPLIES/MAINT GC	605778878	Custodial Supplies	N
	01-111-500-0000-6413		88.60	SUPPLIES/MAINT GC	605781687	Custodial Supplies	N
	01-111-500-0000-6413		430.93	SUPPLIES/MAINT GC	605790011	Custodial Supplies	N
	01-111-500-0000-6413		641.09	SUPPLIES/MAINT GC	700646000	Custodial Supplies	N
80082	HILLYARD INC-MINNEAPOLIS		3,943.81	6 Transactions			
54453	HONEYWELL INC						
	01-111-500-0000-6273		8,937.08	2025Q2 MECH MAINTENANCE	5269300451	Contracted Purchased Service	N

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
54453	HONEYWELL INC		8,937.08		1 Transactions		
90061	INNOVATIVE OFFICE SOLUTIONS LLC						
	01-111-500-0000-6413		207.48	SUPPLIES/MAINT GC	4800300	Custodial Supplies	N
90061	INNOVATIVE OFFICE SOLUTIONS LLC		207.48	1 Transactions			
12059	LINDSTROM HARDWARE						
	01-111-500-0000-6560		275.30	SUPPLIES/GOV CTR	17944	Repairs And Maintenance Supplies	N
	01-111-500-0000-6411		35.98	SUPPLIES/GOV CTR	18007	Operating Supplies	N
	01-111-500-0000-6411		69.98	SUPPLIES/GOV CTR	18009	Operating Supplies	N
12059	LINDSTROM HARDWARE		381.26	3 Transactions			
13044	MAIN STREET HARDWARE						
	01-111-500-0000-6560		3.99	SUPPLIES/GOV CTR	158936	Repairs And Maintenance Supplies	N
13044	MAIN STREET HARDWARE		3.99	1 Transactions			
22051	MENARDS - FOREST LAKE						
	01-111-500-0000-6560		105.48	SUPPLIES/MAINTENANCE/GC	54995	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		156.84	SUPPLIES/MAINTENANCE/GC	55007	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		39.96	SUPPLIES/MAINTENANCE/GC	55081	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		61.96	SUPPLIES/MAINTENANCE/GC	55312	Repairs And Maintenance Supplies	N
22051	MENARDS - FOREST LAKE		364.24	4 Transactions			
7832	SHRED-N-GO INC						
	01-111-511-0000-6273		63.93	SERVICE-MAINT HWY CC	180823	Contracted Purchased Service	N
7832	SHRED-N-GO INC		63.93	1 Transactions			
70911	SOGARD ELECTRIC INC						
	01-111-530-0000-6301		548.00	SERVICE-PSC	1407	Repair And Maintenance	N
	01-111-530-0000-6301		595.00	SERVICE-PSC	1408	Repair And Maintenance	N
70911	SOGARD ELECTRIC INC		1,143.00	2 Transactions			
111	DEPT Total:		26,447.13	Maintenance	19 Vendors	45 Transactions	
127	DEPT			Planning And Zoning			
10292	AMAZON CAPITAL SERVICES						
	01-127-000-0000-6400		191.80	SUPPLIES/ZONING	1CLNYVCLKKVK	Office Supplies	N
10292	AMAZON CAPITAL SERVICES		191.80	1 Transactions			

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COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
30069	CHISAGO COUNTY PRESS						
	01-127-000-0000-6243		36.96	2025/0219-1 ADOPTED	12957950	Advertising	N
30069	CHISAGO COUNTY PRESS		36.96	1 Transactions			
203003	CHISAGO COUNTY RECORDER'S OFFICE						
	01-127-000-0000-6271		46.00	REC FEE-HANSEN 1 UP	682586	Professional & Technical Services	N
	01-127-000-0000-6271		46.00	REC FEE-JAMIESON PLAT	682587	Professional & Technical Services	N
	01-127-000-0000-6271		46.00	REC FEE-SCHURKE TIE TOG	682597	Professional & Technical Services	N
	01-127-000-0000-6271		46.00	REC FEE-OLSON BYERS FINAL PLAT	682602	Professional & Technical Services	N
	01-127-000-0000-6271		56.00	REC FEE-OLSON BYERS FINAL MYLA	682603	Professional & Technical Services	N
	01-127-000-0000-6271		46.00	REC FEE NICHOLS FINAL PLAT RES	682719	Professional & Technical Services	N
	01-127-000-0000-6271		56.00	REC FEE NICHOLS FINAL PLAT MYL	682720	Professional & Technical Services	N
	01-127-000-0000-6271		46.00	REC FEE-ZONING MAP	682773	Professional & Technical Services	N
203003	CHISAGO COUNTY RECORDER'S OFFICE		388.00	8 Transactions			
506001	FARLEY/JEREMY						
	01-127-000-0000-6245		200.50	OVNGT MEAL/J FARLEY/ZONING		Conferences, Training And Dues	N
				03/16/2025 03/20/2025			
	01-127-000-0000-6245		561.70	LODGING/J FARLEY/ZONING		Conferences, Training And Dues	N
				03/16/2025 03/20/2025			
506001	FARLEY/JEREMY		762.20	2 Transactions			
60154	FOREST LAKE PRINTING						
	01-127-000-0000-6400		340.50	SUPPLIES/ZONING	2570269	Office Supplies	N
60154	FOREST LAKE PRINTING		340.50	1 Transactions			
13030	MCCARTHY/JAMES P						
	01-127-000-0000-6111		65.00	PER DIEM/PLANN COMM MTG	04022025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		13.58	MILEAGE/PLANN COMM MTG	04022025	Mileage	N
13030	MCCARTHY/JAMES P		78.58	2 Transactions			
23078	WHITNEY/DAVID R						
	01-127-000-0000-6111		65.00	PER DIEM/PLANN COMM MTG	04032025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		11.76	MILEAGE/PLANN COMM MTG	04032025	Mileage	N
23078	WHITNEY/DAVID R		76.76	2 Transactions			
24095	YEAGER/CHARLES P						
	01-127-000-0000-6111		65.00	PER DIEM/PLANN COMM MTG	04032025	Per Diem In Lieu Of Salaries	Y
	01-127-000-0000-6330		16.10	MILEAGE/PLANN COMM MTG	04032025	Mileage	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
24095	YEAGER/CHARLES P		81.10	2 Transactions		
127	DEPT Total:		1,955.90	Planning And Zoning	8 Vendors	19 Transactions
149	DEPT		Other General Government			
30234	COLLINS ENGINEERS INC					
	01-149-300-0000-6273		1,757.50	2024 ARPA ADD LID WEIR PROJ	57995	Contracted Purchased Service N
30234	COLLINS ENGINEERS INC		1,757.50	1 Transactions		
50152	EICKMAN/MADELINE					
	01-149-300-0000-6273		2,000.00	CONTRACT LAW CLERK		Contracted Purchased Service Y
				03/11/2025 04/07/2025		
50152	EICKMAN/MADELINE		2,000.00	1 Transactions		
16055	PITNEY BOWES INC					
	01-149-000-0000-6205		116.19	POSTAGE SUPPLIES/GOV CTR	1027251993	Postage N
16055	PITNEY BOWES INC		116.19	1 Transactions		
149	DEPT Total:		3,873.69	Other General Government	3 Vendors	3 Transactions
201	DEPT		Sheriff			
10255	ALPHA TRAINING & TACTICS LLC & SALES					
	01-201-000-0000-6452		1,406.36	BALLISTIC ARMOR-J BECK/SHERIFF	20240323	Law Enforcement Supplies Y
	01-201-000-0000-6452		1,489.58	BALLISTIC ARMOR-B DEIDRICH	20240330	Law Enforcement Supplies Y
	01-201-000-0000-6452		1,489.58	BALLISTIC ARMOR-A MORINE/SHERI	20240335	Law Enforcement Supplies Y
	01-201-000-0000-6452		1,406.36	BALLISTIC ARMOR/ B TURBEVILLE	20240353	Law Enforcement Supplies Y
	01-201-000-0000-6452		272.72	CARRIER-B TURBEVILLE/SHERIFF	20240358	Law Enforcement Supplies Y
10255	ALPHA TRAINING & TACTICS LLC & SALES		6,064.60	5 Transactions		
10292	AMAZON CAPITAL SERVICES					
	01-201-000-0000-6452		135.49	SUPPLIES/SHERIFF	11HDFCT9963K	Law Enforcement Supplies N
	01-201-000-0000-6400		61.88	SUPPLIES/SHERIFF	19PJ3Q9Y4X1Q	Office Supplies N
	01-201-000-0000-6452		58.75	SUPPLIES/SHERIFF	1FCLJFCVGGG7	Law Enforcement Supplies N
	01-201-000-0000-6452		712.00	SUPPLIES/SHERIFF	1NHJ4DPCRHWK	Law Enforcement Supplies N
	01-201-000-0000-6400		16.99	SUPPLIES/SHERIFF	1VL3Y616KX1V	Office Supplies N
10292	AMAZON CAPITAL SERVICES		985.11	5 Transactions		
10038	ANDERSON & KOCH FORD INC					

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1 General Revenue Fund

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-201-000-0000-6562		2,458.25	SERVICE/SHERIFF 22 FORD EXPL	511154	Repairs	N
10038	ANDERSON & KOCH FORD INC		2,458.25	1 Transactions			
30216	CHISAGO COLLISION LLC						
	01-201-000-0000-6562		6,190.39	SERVICE-U621/SHERIFF	506	Repairs	Y
	01-201-000-0000-6562		417.30	SERVICE-DODGE DURANGO/SHERIFF	520	Repairs	Y
	01-201-000-0000-6562		3,676.03	SERVICE 2020 FORD/SHERIFF	521	Repairs	Y
30216	CHISAGO COLLISION LLC		10,283.72	3 Transactions			
19047	CHISAGO COUNTY AGRICULTURAL SOCIE						
	01-201-000-0000-6855		100.00	BOOTH FEE/SHERIFF	24055	Crime Prevention	N
19047	CHISAGO COUNTY AGRICULTURAL SOCIE		100.00	1 Transactions			
203008	CHISAGO COUNTY PUBLIC WORK'S OFFIC						
	01-201-000-0000-6561		13,251.72	MAR25 FUEL/SHERIFF	04012025	Gas And Oil	N
	01-201-000-0000-6562		895.28	MAR25 REPAIRS/SHERIFF	04012025	Repairs	N
203008	CHISAGO COUNTY PUBLIC WORK'S OFFIC		14,147.00	2 Transactions			
30247	CITY OF ST PAUL						
	01-201-000-0000-6299		180.00	REG FEE-LALONDE	61757	Schooling And Training	N
30247	CITY OF ST PAUL		180.00	1 Transactions			
40119	DUNAWAY CUSTOM ARMS LLC						
	01-201-000-0000-6452		1,000.00	SUPPLIES/SHERIFF	04032025	Law Enforcement Supplies	N
40119	DUNAWAY CUSTOM ARMS LLC		1,000.00	1 Transactions			
50071	EAST CENTRAL TOWING						
	01-201-000-0000-6273		190.00	SERVICE-17 PACIFICA/SHERIFF	2508624	Contracted Purchased Service	Y
	01-201-000-0000-6273		190.00	SERVICE-12 CRUZE/SHERIFF	2508625	Contracted Purchased Service	Y
50071	EAST CENTRAL TOWING		380.00	2 Transactions			
50143	EMERGENCY AUTOMOTIVE TECHNOLOGIE						
	01-201-000-0000-6562		24.20	SUPPLIES/SHERIFF	RP03212502	Repairs	N
50143	EMERGENCY AUTOMOTIVE TECHNOLOGIE		24.20	1 Transactions			
77811	GRAFIX SHOPPE						
	01-201-000-0000-6452		2,095.00	SERVICE/SHERIFF	163001	Law Enforcement Supplies	N
	01-201-000-0000-6562		255.00	SERVICE-U323/SHERIFF	163026	Repairs	N
	01-201-000-0000-6562		290.00	SERVICE-U120/SHERIFF	163030	Repairs	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
77811	GRAFIX SHOPPE		2,640.00	3 Transactions		
70091	GUARDIAN SUPPLY					
	01-201-000-0000-6452	2,689.55	SUPPLIES/C OLSON/SHERIFF	20938	Law Enforcement Supplies	N
70091	GUARDIAN SUPPLY	2,689.55	1 Transactions			
13155	MARTIN-MCALLISTER					
	01-201-000-0000-6273	650.00	SERVICE-C.T/SHERIFF	16751	Contracted Purchased Service	N
13155	MARTIN-MCALLISTER	650.00	1 Transactions			
19371	STORM TRAINING GROUP					
	01-201-000-0000-6299	499.00	REG FEE-A HAIDER/SHERIFF	1AA615500003	Schooling And Training	Y
19371	STORM TRAINING GROUP	499.00	1 Transactions			
20348	TITUS/RUTH					
	01-201-000-0000-6111	65.00	PER DIEM/CHAPLAIN CALLOUT	02142025	Per Diems	Y
	01-201-000-0000-6330	30.80	MILEAGE/SHERIFF CHAPLAIN	02142025	Mileage	N
	01-201-000-0000-6111	65.00	PER DIEM/CHAPLAIN CALLOUT	03042025	Per Diems	Y
	01-201-000-0000-6330	16.80	MILEAGE/SHERIFF CHAPLAIN	03042025	Mileage	N
	01-201-000-0000-6330	14.00	MILEAGE/SHERIFF CHAPLAIN	03122025	Mileage	N
	01-201-000-0000-6330	28.70	MILEAGE/SHERIFF CHAPLAIN	03142025	Mileage	N
	01-201-000-0000-6330	37.10	MILEAGE/SHERIFF CHAPLAIN	03182025	Mileage	N
	01-201-000-0000-6111	65.00	PER DIEM/CHAPLAIN CALLOUT	03282025	Per Diems	Y
	01-201-000-0000-6330	17.50	MILEAGE/SHERIFF CHAPLAIN	03282025	Mileage	N
20348	TITUS/RUTH	339.90	9 Transactions			
22107	VIRTUAL ACADEMY					
	01-201-000-0000-6299	1,076.00	14 TRNG REG FEES/SHERIFF	14436	Schooling And Training	N
22107	VIRTUAL ACADEMY	1,076.00	1 Transactions			
23129	WADDLE/MICHAEL SCOTT					
	01-201-000-0000-6330	77.00	MILEAGE/SHERIFF CHAPLAIN	03262025	Mileage	N
	01-201-000-0000-6111	65.00	PER DIEM/CALLOUT/CHAPLAIN	04032025	Per Diems	Y
23129	WADDLE/MICHAEL SCOTT	142.00	2 Transactions			
23025	WEST GROUP PAYMENT CENTER					
	01-201-000-0000-6273	440.97	MAR25 SERVICE/SHERIFF	851716301	Contracted Purchased Service	N
23025	WEST GROUP PAYMENT CENTER	440.97	1 Transactions			

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
26005	ZIP REPORTS						
	01-201-000-0000-6273		40.00	4 SEARCHES/SHERIFF	2503010003	Contracted Purchased Service	N
26005	ZIP REPORTS		40.00	1 Transactions			
201	DEPT Total:		44,140.30	Sheriff	19 Vendors	42 Transactions	
207	DEPT			Sheriff's Reserve			
19031	STREICHER'S						
	01-207-000-0000-6802		97.99	SUPPLIES-J RADICH/SHERIFF	1754002	Miscellaneous Expenses	N
19031	STREICHER'S		97.99	1 Transactions			
207	DEPT Total:		97.99	Sheriff's Reserve	1 Vendors	1 Transactions	
211	DEPT			Gun Permits			
90057	IDENTISYS INC						
	01-211-000-0000-6802		509.37	SUPPLIES/SHERIFF	425996	Miscellaneous Expenses	N
90057	IDENTISYS INC		509.37	1 Transactions			
211	DEPT Total:		509.37	Gun Permits	1 Vendors	1 Transactions	
220	DEPT			Public Safety Grants			
10292	AMAZON CAPITAL SERVICES						
	01-220-101-0000-6802		1,172.18	SUPPLIES/SHERIFF/WTRPTRL	1VL3Y616KX1V	Miscellaneous Expenses	N
10292	AMAZON CAPITAL SERVICES		1,172.18	1 Transactions			
23116	GRAINGER INC						
	01-220-101-0000-6802		190.10	SUPPLIES/SHERIFF WTRPTR	9448821042	Miscellaneous Expenses	N
23116	GRAINGER INC		190.10	1 Transactions			
13044	MAIN STREET HARDWARE						
	01-220-101-0000-6802		47.94	SUPPLIES/SHERIFF WTRPTR	158877	Miscellaneous Expenses	N
13044	MAIN STREET HARDWARE		47.94	1 Transactions			
220	DEPT Total:		1,410.22	Public Safety Grants	3 Vendors	3 Transactions	
251	DEPT			County Jail			
9932	4IMPRINT INC						
	01-251-000-0000-6451		898.60	OUTREACH SUPPLIES/JAIL	29048150	Other Operating Supplies	N
	Chisago County Board of Commissioners						68
	April 16 2025						

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
9932	4IMPRINT INC					
		898.60		1 Transactions		
10257	ADVANCED CORRECTIONAL HEALTHCARI					
	01-251-000-0000-6431	25,794.67	MAY25 ONSITE MEDICAL	RINV005035	Medical Services Prisoners	N
10257	ADVANCED CORRECTIONAL HEALTHCARI	25,794.67		1 Transactions		
10344	AIRGAS USA LLC					
	01-251-000-0000-6431	49.76	SUPPLIES/JAIL	5515130734	Medical Services Prisoners	Y
10344	AIRGAS USA LLC	49.76		1 Transactions		
10292	AMAZON CAPITAL SERVICES					
	01-251-000-0000-6400	31.78	SUPPLIES/JAIL	1V6QCQ6C1L6Q	Office Supplies	N
10292	AMAZON CAPITAL SERVICES	31.78		1 Transactions		
7555	BRINK'S MARKET					
	01-251-000-0000-6413	34.34	SUPPLIES/JAIL	2001451417	Custodial Supplies	N
7555	BRINK'S MARKET	34.34		1 Transactions		
30206	CHARM-TEX INC					
	01-251-000-0000-6352	559.70	SUPPLIES/JAIL	397850	Board In County	N
30206	CHARM-TEX INC	559.70		1 Transactions		
1904	ECOLAB					
	01-251-000-0000-6413	347.78	SUPPLIES/JAIL	6351625043	Custodial Supplies	N
	01-251-000-0000-6303	401.03	SUPPLIES/JAIL	6351625044	Machinery And Equipment	N
	01-251-000-0000-6303	77.69	SUPPLIES/JAIL	6351683293	Machinery And Equipment	N
1904	ECOLAB	826.50		3 Transactions		
16156	PRIMARY PRODUCTS COMPANY					
	01-251-000-0000-6452	1,392.00	SUPPLIES/JAIL	83572	Law Enforcement Supplies	N
16156	PRIMARY PRODUCTS COMPANY	1,392.00		1 Transactions		
16014	QUILL LLC					
	01-251-000-0000-6413	866.08	SUPPLIES/JAIL	43373226	Custodial Supplies	N
16014	QUILL LLC	866.08		1 Transactions		
519002	STEIN/NICHOLE					
	01-251-000-0000-6400	120.00	NOTARY RENEWAL	01132025	Office Supplies	N
	01-251-000-0000-6330	13.16	MILEAGE/JAIL	02262025	Mileage	N

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1 General Revenue Fund

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-251-000-0000-6400		20.00	NOTARY RECORDING	02262025	Office Supplies	N
519002	STEIN/NICHOLE		153.16	3 Transactions			
19437	SYNERGY IMPORTS LLC						
	01-251-000-0000-6451		327.27	OUTREACH SUPPLIES	351514	Other Operating Supplies	N
19437	SYNERGY IMPORTS LLC		327.27	1 Transactions			
251	DEPT Total:		30,933.86	County Jail	11 Vendors	15 Transactions	
252	DEPT			Jail Canteen Account			
10292	AMAZON CAPITAL SERVICES						
	01-252-000-0000-6802		77.72	SUPPLIES/JAIL	1KJWK9W7RMGN	Miscellaneous Expenses	N
10292	AMAZON CAPITAL SERVICES		77.72	1 Transactions			
252	DEPT Total:		77.72	Jail Canteen Account	1 Vendors	1 Transactions	
523	DEPT			Parks			
10292	AMAZON CAPITAL SERVICES						
	01-523-000-0000-6303		23.98	SUPPLIES/PARKS	1HD7RL3KJ434	Machinery And Equipment	N
	01-523-000-0000-6400		39.67	SUPPLIES/PARKS	1MJTYGP3NLM	Office Supplies	N
10292	AMAZON CAPITAL SERVICES		63.65	2 Transactions			
12186	LRS PORTABLES OF MINNESOTA						
	01-523-000-0000-6341		79.00	MAR25 SERVICE-KICHISAGA PK	270627	Rental And Service Agreements	Y
	01-523-000-0000-6341		79.00	MAR25 SERVICE-FL BEACH	MP270626	Rental And Service Agreements	Y
12186	LRS PORTABLES OF MINNESOTA		158.00	2 Transactions			
12892	MENARDS OF CAMBRIDGE						
	01-523-000-0000-6560		32.14	SUPPLIES/PARKS	30767	Repairs And Maintenance Supplies	N
	01-523-000-0000-6560		40.51	SUPPLIES/PARKS	30912	Repairs And Maintenance Supplies	N
12892	MENARDS OF CAMBRIDGE		72.65	2 Transactions			
15001	O'REILLY AUTO PARTS						
	01-523-000-0000-6303		31.51	SUPPLIES/PARKS	1540403040	Machinery And Equipment	N
	01-523-000-0000-6303		78.59	SUPPLIES/PARKS	1540405169	Machinery And Equipment	N
	01-523-000-0000-6303		15.18	SUPPLIES/PARKS	1540405401	Machinery And Equipment	N
	01-523-000-0000-6303		97.98	SUPPLIES/PARKS	1540405723	Machinery And Equipment	N
	01-523-000-0000-6303		97.98-	CREDIT SUPPLIES/PARKS	1540406215	Machinery And Equipment	N

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
15001	O'REILLY AUTO PARTS		125.28		5 Transactions		
23036	WALLY CARLSON & SONS INC						
	01-523-000-0000-6561		57.22	FUEL USAGE/PARKS	03102025	Gas And Oil	N
	01-523-000-0000-6561		51.80	FUEL USAGE/PARKS	03172025	Gas And Oil	N
	01-523-000-0000-6561		62.05	FUEL USAGE/PARKS	03262025	Gas And Oil	N
23036	WALLY CARLSON & SONS INC		171.07		3 Transactions		
523	DEPT Total:		590.65	Parks	5 Vendors	14 Transactions	
603	DEPT			County Extension Service			
90061	INNOVATIVE OFFICE SOLUTIONS LLC						
	01-603-000-0000-6400		316.82	SUPPLIES/EXTENSION	4801954	Office Supplies	N
90061	INNOVATIVE OFFICE SOLUTIONS LLC		316.82		1 Transactions		
18025	REGENTS OF UNIVERSITY OF MN						
	01-603-000-0000-6272		25,000.00	1ST QTR 2025/COLE	300036457	Contract Purchased Services-Governme	N
	01-603-000-0000-6272		5,312.50	1ST QTR 2025/HUMBLE	300036457	Contract Purchased Services-Governme	N
18025	REGENTS OF UNIVERSITY OF MN		30,312.50		2 Transactions		
603	DEPT Total:		30,629.32	County Extension Service	2 Vendors	3 Transactions	
619	DEPT			Watercraft Inspection			
23247	WILDLIFE FOREVER						
	01-619-000-0000-6235		1,246.75	SUPPLIES/WTRCRAFT INSPEC	2585	Publications And Brochures	N
23247	WILDLIFE FOREVER		1,246.75		1 Transactions		
619	DEPT Total:		1,246.75	Watercraft Inspection	1 Vendors	1 Transactions	
1	Fund Total:		306,469.25	General Revenue Fund		239 Transactions	

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
105	DEPT			Surveyor			
30177	CINTAS CORPORATION						
	03-105-000-0000-6501		9.19	Surveyor pants	4225220615	Engineering And Surveying Supplies	N
	03-105-000-0000-6501		9.19	Surveyor pants	4225905471	Engineering And Surveying Supplies	N
30177	CINTAS CORPORATION		18.38	2 Transactions			
12139	LEICA GEOSYSTEMS INC						
	03-105-000-0000-6245		627.00	Gobson- Dues 05/25-05/26	903887471	Conferences, Dues And Training	N
12139	LEICA GEOSYSTEMS INC		627.00	1 Transactions			
105	DEPT Total:		645.38	Surveyor	2 Vendors	3 Transactions	
310	DEPT			Highway Administration			
10292	AMAZON CAPITAL SERVICES						
	03-310-000-0000-6340		12.60	Color pigment	1FN63WFFV7WQ6	Other	N
10292	AMAZON CAPITAL SERVICES		12.60	1 Transactions			
203001	CHISAGO COUNTY AUDITOR-TREAS OFFIC						
	03-310-000-0000-6205		304.06	Postage- March 2025	03.01-31.2025	Postage	N
203001	CHISAGO COUNTY AUDITOR-TREAS OFFIC		304.06	1 Transactions			
90061	INNOVATIVE OFFICE SOLUTIONS LLC						
	03-310-000-0000-6400		78.28	Laminating pouches	IN4798996	Supplies	N
90061	INNOVATIVE OFFICE SOLUTIONS LLC		78.28	1 Transactions			
520002	TRIPLETT/JOE						
	03-310-000-0000-6330		137.00	Parking/ MN Transportation- Ri	03.19-21.25	Mileage	N
	03-310-000-0000-6330		49.00	Legislator meeting	03.27.25	Mileage	N
520002	TRIPLETT/JOE		186.00	2 Transactions			
310	DEPT Total:		580.94	Highway Administration	4 Vendors	5 Transactions	
320	DEPT			Highway Engineering			
10161	AMERICAN ENGINEERING TESTING INC						
	03-320-000-0000-6273		8,024.00	CSAH 10 Phase 2	INV251763	Contracted Purchased Service	N
10161	AMERICAN ENGINEERING TESTING INC		8,024.00	1 Transactions			
30177	CINTAS CORPORATION						

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	03-320-000-0000-6501		22.66	Engineer pants	4225220615	Engineering And Surveying Supplies	N
	03-320-000-0000-6501		22.66	Engineer pants	4225905471	Engineering And Surveying Supplies	N
30177	CINTAS CORPORATION		45.32	2 Transactions			
60085	FRONTIER PRECISION INC						
	03-320-000-0000-6501		23.10	Mag nails 1 1/2"	INV321304	Engineering And Surveying Supplies	N
60085	FRONTIER PRECISION INC		23.10	1 Transactions			
60578	LAKE SUPERIOR COLLEGE						
	03-320-000-0000-6501		670.00	MNDOT Construction Spec books	1287597	Engineering And Surveying Supplies	N
60578	LAKE SUPERIOR COLLEGE		670.00	1 Transactions			
19231	STONEBROOKE ENGINEERING INC						
	03-320-000-0000-6273		3,859.93	Feb 2025 PSR report	R001280.00-3	Contracted Purchased Service	N
	03-320-000-0000-6273		62,578.33	CSAH 19 Final Design	R002022.00-1	Contracted Purchased Service	N
19231	STONEBROOKE ENGINEERING INC		66,438.26	2 Transactions			
23034	WSB AND ASSOCIATES INC						
	03-320-000-0000-6273		3,222.50	CSAH 30 (CSAH17 to TH 95)	R023661-000-18	Contracted Purchased Service	N
	03-320-000-0000-6273		3,837.00	CSAH 10 Phase 2 Feb 2025 Recon	R024842-000-13	Contracted Purchased Service	N
	03-320-000-0000-6273		12,699.50	CSAH 19 Feb 2025 Reconstr.	R027188-000-3	Contracted Purchased Service	N
	03-320-000-0000-6273		574.00	CSHA 22/I-35 Prelim & OPS	R028334-000-1	Contracted Purchased Service	N
23034	WSB AND ASSOCIATES INC		20,333.00	4 Transactions			
320	DEPT Total:		95,533.68	Highway Engineering	6 Vendors	11 Transactions	
330	DEPT			Highway Maintenance			
10292	AMAZON CAPITAL SERVICES						
	03-330-000-0000-6560		350.56	Windshield water repellant	1347ND3JG6T1	Repairs And Maintenance Supplies	N
	03-330-000-0000-6560		195.80	Windshield water repellant/ Gu	1CYPGDJ3J77Q	Repairs And Maintenance Supplies	N
	03-330-000-0000-6560		27.98	CPR face shields	1FN63WV7WQ6	Repairs And Maintenance Supplies	N
10292	AMAZON CAPITAL SERVICES		574.34	3 Transactions			
203001	CHISAGO COUNTY AUDITOR-TREAS OFFIC						
	03-330-000-0000-6802		831.19	County ditch maintenance	02.2025-12.202	Miscellaneous Expenses	N
203001	CHISAGO COUNTY AUDITOR-TREAS OFFIC		831.19	1 Transactions			
30177	CINTAS CORPORATION						
	03-330-000-0000-6560		90.85	Maintenance pants	4225174994	Repairs And Maintenance Supplies	N

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3 Road And Bridge Fund

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	03-330-000-0000-6560		84.00	Maintenance pants	4225220615	Repairs And Maintenance Supplies	N
	03-330-000-0000-6560		91.33	Maintenance pants	4225876253	Repairs And Maintenance Supplies	N
	03-330-000-0000-6560		84.00	Maintenance pants	4225905471	Repairs And Maintenance Supplies	N
30177	CINTAS CORPORATION		350.18	4 Transactions			
30245	COMPASS MINERALS AMERICA INC						
	03-330-000-0000-6506		14,228.59	172.74T Winter salt	1482263	Road Salt	N
	03-330-000-0000-6506		18,355.33	222.84T Winter salt	1482866	Road Salt	N
	03-330-000-0000-6506		4,305.13	51.38T Winter salt	1482909	Road Salt	N
	03-330-000-0000-6506		6,422.50	76.65T Winter salt	1483464	Road Salt	N
30245	COMPASS MINERALS AMERICA INC		43,311.55	4 Transactions			
60106	FROST INC						
	03-330-000-0000-6506		6.62	Cam lock adapter 2"	14261	Road Salt	N
60106	FROST INC		6.62	1 Transactions			
13044	MAIN STREET HARDWARE						
	03-330-000-0000-6560		101.95	Stihl bar/chain oil	158954	Repairs And Maintenance Supplies	N
13044	MAIN STREET HARDWARE		101.95	1 Transactions			
14138	NORTH 40 RESOURCES						
	03-330-000-0000-6502		106,150.00	11000T 3/4" class 5 gravel	A2040	Road And Shoudler Aggregate	Y
14138	NORTH 40 RESOURCES		106,150.00	1 Transactions			
21054	ULINE						
	03-330-000-0000-6560		3,348.37	Pallet rack/ beams	190818948	Repairs And Maintenance Supplies	N
21054	ULINE		3,348.37	1 Transactions			
330	DEPT Total:		154,674.20	Highway Maintenance	8 Vendors	16 Transactions	
340	DEPT			Equipment Maintenance/Shop			
20302	A-1 TIRE SERVICE INC						
	03-340-000-0000-6562		250.01	Firestone Tire	105349	Repairs	N
20302	A-1 TIRE SERVICE INC		250.01	1 Transactions			
10258	ARDEN SPECIALTY PRODUCTS						
	03-340-000-0000-6562		118.00	50- Cap screws	S51780	Repairs	N
10258	ARDEN SPECIALTY PRODUCTS		118.00	1 Transactions			

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
10204	ASPEN EQUIPMENT						
	03-340-000-0000-6562		8,562.57	Installed pole setter mount	SWO046694-1	Repairs	N
10204	ASPEN EQUIPMENT		8,562.57	1 Transactions			
20374	BEAUDRY OIL & SERVICE INC						
	03-340-000-0000-6561		4,972.31	Harris- Unleaded	1123482	Gas And Oil	N
20374	BEAUDRY OIL & SERVICE INC		4,972.31	1 Transactions			
30177	CINTAS CORPORATION						
	03-340-000-0000-6341		43.00	Harris pants	4225174994	Rental And Service Agreements	N
	03-340-000-0000-6341		89.74	Center City pants	4225220615	Rental And Service Agreements	N
	03-340-000-0000-6341		43.00	Harris pants	4225876253	Rental And Service Agreements	N
	03-340-000-0000-6341		89.74	Center City pants	4225905471	Rental And Service Agreements	N
30177	CINTAS CORPORATION		265.48	4 Transactions			
60116	FARRELL EQUIPMENT & SUPPLY CO INC						
	03-340-000-0000-6562		650.14	18" blades	209452	Repairs	N
60116	FARRELL EQUIPMENT & SUPPLY CO INC		650.14	1 Transactions			
84327	HARRIS 61 STOP						
	03-340-000-0000-6561		115.17	Chainsaw gas	1020202	Gas And Oil	N
84327	HARRIS 61 STOP		115.17	1 Transactions			
13192	MACQUEEN EQUIPMENT LLC						
	03-340-000-0000-6562		74.29	Overflow bottle	P63741	Repairs	Y
13192	MACQUEEN EQUIPMENT LLC		74.29	1 Transactions			
22051	MENARDS - FOREST LAKE						
	03-340-000-0000-6562		24.99	Graphite	54575	Repairs	N
22051	MENARDS - FOREST LAKE		24.99	1 Transactions			
14032	NABPCO OF LINDSTROM						
	03-340-000-0000-6562		361.89	Plier set/tool bag/ wrench	827046	Repairs	N
	03-340-000-0000-6562		47.96	Sensor test	827531	Repairs	N
	03-340-000-0000-6562		78.95	Environmental/ wiper motor	827618	Repairs	N
	03-340-000-0000-6562		46.49	Air filter/ cabin filter	827907	Repairs	N
	03-340-000-0000-6562		13.83	Air filter	828133	Repairs	N
	03-340-000-0000-6562		52.14	Wash nozzle	828194	Repairs	N
	03-340-000-0000-6562		51.29	Battery	828220	Repairs	N

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
14032	NABPCO OF LINDSTROM		652.55	7 Transactions			
20950	NUSS TRUCK & EQUIPMENT						
	03-340-000-0000-6562		2,570.83	Tank	PSO192373-1	Repairs	N
20950	NUSS TRUCK & EQUIPMENT		2,570.83	1 Transactions			
15080	OXYGEN SERVICE COMPANY						
	03-340-000-0000-6507		158.62	Cylinder rental	3613058	Shop Supplies	N
15080	OXYGEN SERVICE COMPANY		158.62	1 Transactions			
16154	PRECISE MOBILE RESOURCE MANAGEME						
	03-340-000-0000-6341		552.00	On vehicle locate Feb 2025	IN2002004440	Rental And Service Agreements	N
16154	PRECISE MOBILE RESOURCE MANAGEME		552.00	1 Transactions			
19197	STEPP MFG COMPANY INC						
	03-340-000-0000-6562		219.00	Burner repair/ Coil	66059	Repairs	N
19197	STEPP MFG COMPANY INC		219.00	1 Transactions			
20502	TOOL MAN MIKE LLC						
	03-340-000-0000-6507		344.08	Clip lifter tool/ oil wrench/f	27951	Shop Supplies	Y
20502	TOOL MAN MIKE LLC		344.08	1 Transactions			
20394	TOWMASTER						
	03-340-000-0000-6562		4,112.00	Service truck/ tire chains	476083	Repairs	N
20394	TOWMASTER		4,112.00	1 Transactions			
20322	TRI-STATE BOBCAT INC						
	03-340-000-0000-6562		140.91	Gauge press	F05139	Repairs	N
20322	TRI-STATE BOBCAT INC		140.91	1 Transactions			
21054	ULINE						
	03-340-000-0000-6562		119.22	Swivel casters	190438847	Repairs	N
21054	ULINE		119.22	1 Transactions			
23001	WINNICK SUPPLY INC						
	03-340-000-0000-6562		41.60	Sheriffs/ aluminum tube	66861	Repairs	N
23001	WINNICK SUPPLY INC		41.60	1 Transactions			
26021	ZIEGLER INC						

GStans
4/9/2025 3:18:58PM
3 Road And Bridge Fund

*** Chisago County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 25

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	03-340-000-0000-6303		1,884.00	Skidsteer forks	IN001847569	Machinery And Equipment	N
	03-340-000-0000-6562		704.65	Seal Rings/hoses/ couplings	IN001854914	Repairs	N
	03-340-000-0000-6562		205.16	Horn/ Coupler	IN001855942	Repairs	N
	03-340-000-0000-6562		703.75	Elements	IN001860420	Repairs	N
	03-340-000-0000-6562		711.74	Rental fix teeth/ bolt	SI000619085	Repairs	N
26021	ZIEGLER INC		4,209.30	5 Transactions			
340	DEPT Total:		28,153.07	Equipment Maintenance/Shop	20 Vendors	33 Transactions	
345	DEPT			Traffic Operations			
30177	CINTAS CORPORATION						
	03-345-000-0000-6507		24.30	Sign shop pants	4225220615	Shop Supplies	N
	03-345-000-0000-6507		24.30	Sign shop pants	4225905471	Shop Supplies	N
30177	CINTAS CORPORATION		48.60	2 Transactions			
13204	M-R SIGN COMPANY						
	03-345-000-0000-6504		368.60	Break away nut	227288	Traffic Signs	N
	03-345-000-0000-6504		225.92	Equestrian Crossing	227288	Traffic Signs	N
13204	M-R SIGN COMPANY		594.52	2 Transactions			
13394	MID AMERICAN SIGNAL INC						
	03-345-000-0000-6273		1,506.00	Aluminum Base	25-281	Contracted Purchased Service	N
13394	MID AMERICAN SIGNAL INC		1,506.00	1 Transactions			
345	DEPT Total:		2,149.12	Traffic Operations	3 Vendors	5 Transactions	
3	Fund Total:		281,736.39	Road And Bridge Fund		73 Transactions	

*** Chisago County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
61	DEPT		Enterprise Services			
10501	DELL MARKETING LP					
	12-061-000-0000-6601	1,163.98	ENTS-0420 SMALL EQUIP RPL	1080632080	Furniture And Equipment	Y
	12-061-000-0000-6601	4,655.92	ENTS-0420 SMALL EQUIP RPL	10806632135	Furniture And Equipment	Y
	12-061-000-0000-6601	11,639.80	ENTS-0420 SMALL EQUIP RPL	10806632151	Furniture And Equipment	Y
	12-061-000-0000-6601	2,327.96	ENTS-0420 SMALL EQUIP RPL	10806632160	Furniture And Equipment	Y
	12-061-000-0000-6601	6,567.00	ENTS-0420 SMALL EQUIP RPL	10806861560	Furniture And Equipment	Y
	12-061-000-0000-6601	1,094.50	ENTS-0420 SMALL EQUIP RPL	10806861595	Furniture And Equipment	Y
	12-061-000-0000-6601	2,189.00	ENTS-0420 SMALL EQUIP RPL	10806861616	Furniture And Equipment	Y
10501	DELL MARKETING LP	29,638.16	7 Transactions			
61	DEPT Total:	29,638.16	Enterprise Services	1 Vendors	7 Transactions	
201	DEPT		Sheriff			
203008	CHISAGO COUNTY PUBLIC WORK'S OFFIC					
	12-201-000-0000-6601	408.97	CCSO-0141 SQUAD 1025 UPFITTING	04012025	Furniture And Equipment	N
203008	CHISAGO COUNTY PUBLIC WORK'S OFFIC	408.97	1 Transactions			
50143	EMERGENCY AUTOMOTIVE TECHNOLOGIE					
	12-201-000-0000-6601	75.56	CCSO-0141 UPFIT U725	TC03242554	Furniture And Equipment	N
	12-201-000-0000-6601	54.94	CCSO-0141 UPFIT U1025	TC03272553	Furniture And Equipment	N
	12-201-000-0000-6601	1,646.19	CCSO-0141 SERVICE U722	TC30725523	Furniture And Equipment	N
50143	EMERGENCY AUTOMOTIVE TECHNOLOGIE	1,776.69	3 Transactions			
77811	GRAFIX SHOPPE					
	12-201-000-0000-6601	555.00	CCSO-0141 U225	163027	Furniture And Equipment	N
77811	GRAFIX SHOPPE	555.00	1 Transactions			
201	DEPT Total:	2,740.66	Sheriff	3 Vendors	5 Transactions	
523	DEPT		Parks			
30386	CUSTOM POLE BUILDINGS LLC					
	12-523-000-0000-6601	16,690.00	ENVS-0444 DP PARKS CUSTOM POL	25032112	Furniture And Equipment	Y
30386	CUSTOM POLE BUILDINGS LLC	16,690.00	1 Transactions			
13066	MN DEPT OF NATURAL RESOURCES					
	12-523-000-0000-6802	120.00	ENVS-0441 SIRT WETLAND	234826	Miscellaneous Expenses	N

*** Chisago County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
13066	MN DEPT OF NATURAL RESOURCES		120.00	1 Transactions		
523	DEPT Total:		16,810.00	Parks	2 Vendors	2 Transactions
12	Fund Total:		49,188.82	Capital Equipment Fund		14 Transactions

*** Chisago County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

	Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
392	DEPT				HHW Operations			
	20188	BARRON COUNTY FINANCE - WTE						
		14-392-000-0000-6277		150.00	UNWANTED MEDS DISPOSAL	178300	Disposal Costs	N
	20188	BARRON COUNTY FINANCE - WTE		150.00	1 Transactions			
	30336	CITY OF NORTH BRANCH						
		14-392-000-0000-6257		64.98	SEWR&WTR/HHW FACILITY	7334	Sewer	N
	30336	CITY OF NORTH BRANCH		64.98	1 Transactions			
	67779	PETERSON REPAIR & TOWING INC						
		14-392-000-0000-6273		375.00	STORAGE CONTAINER/HHW	1539	Contracted Purchased Service	N
	67779	PETERSON REPAIR & TOWING INC		375.00	1 Transactions			
	16085	POST-HASTE BUSINESS SOLUTIONS						
		14-392-000-0000-6235		348.70	BROCHURES/HHW	138531	Publications And Brochures	N
	16085	POST-HASTE BUSINESS SOLUTIONS		348.70	1 Transactions			
	40152	TERRY'S DISPOSAL						
		14-392-000-0000-6273		163.80	APR25 SERVICE/HHW FACILITY	136	Contracted Purchased Service	Y
	40152	TERRY'S DISPOSAL		163.80	1 Transactions			
392	DEPT Total:			1,102.48	HHW Operations	5 Vendors	5 Transactions	
14	Fund Total:			1,102.48	Solid Waste Fund		5 Transactions	

*** Chisago County ***



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
618	DEPT			Lake Improvement District Maintenance			
50019	EMMONS & OLIVIER RESOURCES INC						
	18-618-000-0000-6886		275.00	FEB25 SERVICE/LK IMPRV DIST	96900602	Contract Administration	N
	18-618-000-0000-6886		381.50	FEB25 SERVICE/LK IMPRV DIST	96900612	Contract Administration	N
50019	EMMONS & OLIVIER RESOURCES INC		656.50	2 Transactions			
12127	LEVASSEUR/MARGARET						
	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
12127	LEVASSEUR/MARGARET		195.00	3 Transactions			
16004	PAQUAY/STEVEN L						
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	03032025	Per Diem In Lieu Of Salaries	Y
16004	PAQUAY/STEVEN L		65.00	1 Transactions			
23034	WSB AND ASSOCIATES INC						
	18-618-325-0000-6454		1,593.50	JAN25/LAB TO LAKES	R0269180005	State Grant Expenses - Lab to Lakes	N
	18-618-325-0000-6454		49,936.72	FEB25/LAB TO LAKES	R0269180006	State Grant Expenses - Lab to Lakes	N
23034	WSB AND ASSOCIATES INC		51,530.22	2 Transactions			
618	DEPT Total:		52,446.72	Lake Improvement District Maintenance	4 Vendors	8 Transactions	
18	Fund Total:		52,446.72	Lake Imprvmnt Distr Maint		8 Transactions	
	Final Total:		690,943.66	180 Vendors	339 Transactions		

*** **Chisago County** ***

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>Amount</u>	<u>Name</u>
1	306,469.25	General Revenue Fund
3	281,736.39	Road And Bridge Fund
12	49,188.82	Capital Equipment Fund
14	1,102.48	Solid Waste Fund
18	52,446.72	Lake Imprvmnt Distr Maint
All Funds	690,943.66	Total

Approved by,

.....
.....
.....

Bills to be Paid – Commissioner Warrants

Pay Date: 4/17/2025

Recap by Fund	<u>Fund</u>	<u>Amount</u>	<u>Name</u>
	1	306,469.25	General Revenue Fund
	3	281,736.39	Road And Bridge Fund
	12	49,188.82	Capital Equipment Fund
	14	1,102.48	Solid Waste Fund
	18	52,446.72	Lake Imprvmnt Distr Maint
	All Funds	690,943.66	Total

Bills Paid – Auditor Warrants

Paid Date	Amount
3/27/2025	\$226,418.73
4/01/2025	\$31,334.77
4/03/2025	\$47,900.03
4/04/2025	\$4,121.20
4/08/2025	\$363,809.88

Bills Paid – Manual Warrants (electronic payments)

Paid Date	Amount
3/31/2025	\$1,631.82
4/01/2025	\$11,352.30
4/04/2025	\$570,455.61
4/08/2025	\$170.67
4/08/2025	\$9236.85

VISA Paid – Auditor Warrants

Date: 04/01/2025

CK# 245120

Total Paid \$8,316.80

Card Holder	Department	Description	Amount Paid
Anklan, Derek	Sheriff's Office	UPS shipping fees	\$187.10
Beckman, Matthew	Sheriff's Office		
Brown, Ward	Maintenance		
Burnham, Chase	Administration		
Eckel, Jon	MICS	Lodging	\$365.88
Edmonds, Ryan	Sheriff's Office		
Elfelt, Benjamin	Zoning/Enviro Services	Karl Oskar booth fee	\$40.00
Gates, Karen	Administration		
Gray, Jonathan	Sheriff's Office		
Hendrickson, Mark	Probation Office		
Istvanovich, Ronald	Sheriff's Office	Supplies	\$136.44
Konrad, Bridgitte	Auditor's Office		
Long, Karen	Recorder's Office	Lodging	\$659.76
Mahowald, Andrew	Sheriff's Office	Reg fee/credit	\$287.91
Melby, Mary	Wellness Committee		
Moeller, Daryl	Assessor	Flight/license fee	\$910.78
Mott, James	Sheriff's Office		
Nielsen, Tony	Public Works	Scan tool access	\$50.00
Olds, Joshua	Sheriff's Office	Lodging	\$275.62
Olson, Lori	Sheriff's Office		
Parker, Mike	MICS		
Puelston, Kyle	Sheriff's Office	Reg fees/drone supp	\$1,297.91
Reiter, Janet	Attorney's Office	Reg fees	\$1,025.00
Schneider, Kurt	Zoning/Enviro Services	Training fees	\$957.50
Sellman, Scott	Sheriff's Office		
Shimmon, Barbara	Public Works	Lodging/conf fee	\$1,429.02
Stein, Nichole	Sheriff's Office		
Stovern, Alicia	Sheriff's Office		
Tart, Joseph	Zoning/Enviro Services		
Thyen, Brandon	Sheriff's Office		
Triplett, Joseph	Public Works	Dues	\$306.00
Waddell, Kristin	Auditor's Office		
Weber, Dan	MICS	Software fee	\$22.00
Wilton, Dennis	MICS	Lodging	\$365.88
Wood, Justin	Sheriff's Office		

VISA Paid – HHS

Date: 04/01/2025

CK# 526120

Total Paid \$5,007.91

Card Holder	Department	Description	Amount Paid
McMurray, Todd	HHS	Various charges	\$1,592.94
Krona, Tracy	HHS	Various charges	\$3,414.97

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
UNOFFICIAL PROCEEDINGS
Wednesday, April 02, 2025**

TAB 5

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, April 02, 2025 at the Chisago County Government Center with the following Commissioners present: Swenson, Greene, Dunne, Montzka, Dahlberg. Also present: County Administrator Chase Burnham, Clerk of the Board Christina Vollrath, and County Attorney Janet Reiter.

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

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

On motion by Greene, seconded by Swenson, the board moved to 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 Director's Report and department updates. Public Health Administrator Courtney Wehrenberg presented the Community Health Board Report. **No action was taken.**

On motion by Montzka, seconded by Dahlberg, the Board moved to add items 1-7 to the Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Montzka, seconded by Dunne, the board moved to close the HHS Committee Board of the Whole at 7:09 p.m. 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 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 – Community Health Board Report

- 2.) HHS Committee Recommendation – Payment of County’s Warrants for HHS
- 3.) HHS Committee Recommendation – Late Mileage Reimbursement Request
- 4.) HHS Committee Recommendation – Transportation Agmt with Wolf Creek Online
- 5.) HHS Committee Recommendation – Childcare Provider Appreciation Day

PROCLAMATION NO. 25/0402-1
PROCLAIMING CHILDCARE PROVIDER APPRECIATION DAY
IN CHISAGO COUNTY

WHEREAS, quality early childhood services, such as childcare, represent a valuable investment in our children’s future, as well as the future of our state; and

WHEREAS, each day numerous Chisago County children, families, and community members benefit from the dedication and quality care that is brought forth through the childcare profession by the 57 licensed family childcare providers of Chisago County; and

WHEREAS, the statewide lack of child care has created increased strain on child care providers and the families of Chisago County who depend on them; providers have continued to meet the needs of families while struggling to balance the needs of their family and the families they care for; and

WHEREAS, as these dedicated community members act out of compassion to instill positive values by good role modeling, where all families and children are met with understanding, acceptance, nurturing and guidance; and

WHEREAS, Childcare Providers frame a community by encouraging young minds and bodies to continue to grow and contribute to our community. This truly represents community participation; by virtue of devotion to fellow citizens, often with little recognition or remuneration for the vital work they do.

NOW, THEREFORE BE IT RESOLVED that the Chisago County Board of Commissioners hereby offers it’s heartfelt thanks to the Licensed Family Child Care Providers, and declares Friday, May 9, 2025 to be Child Care Provider Appreciation Day.

- 6.) HHS Committee Recommendation – Seibel Family Visitation and Exchange Center
- 7.) HHS Committee Recommendation – Notice of Cancelation to LC4YF
- 8.) Minutes from the March 19, 2025, Meeting
- 9.) Payment of County’s Warrants and Miscellaneous Bills **Total:** \$614,399.10
 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.
- 10.) Recognition of Staff April Anniversaries
- 11.) Exempt Gambling Permit – Almelund Threshing Show

RESOLUTION NO. 25/0402-2
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 Maple Ridge Farm located at 33700 Vista Road, Taylors Falls, MN 55084.

On motion by Greene, seconded by Dunne, the Board moved to approve the Amador Township \$9,600.00 park fund funding request for new outdoor playground equipment and park amenities. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Montzka, seconded by Dunne, the Board moved to authorize the Chisago County Infrastructure Engineer Robert Gulbrantson to attend the 2024 VMWare VMUG conference and to authorize the DES Director to issue the associated PO's. 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 resolution authorizing County Finance Director Kristin Waddell to designate employees to apply and obtain VISA accounts.

RESOLUTION NO. 25/0402-3
APPROVING SUBMISSION OF A RESOLUTION APPLY FOR AND OBTAIN VISA ACCOUNTS

The undersigned, Kristin Waddell, hereby certifies that she is the duly appointed, qualified officer of Chisago County, a local government in the State of Minnesota; that the following resolutions were duly adopted on April 2, 2025; and that the following is a true and correct copy of said resolutions as they appear in the minute book of the County.

RESOLVED, that Chisago County apply for and obtain VISA accounts.

FURTHER RESOLVED, that each account obtained be issued one VISA card embossed with the name of a designated employee that sales drafts, and other instruments for charges, be signed by the designated officer or employee shall be valid and binding upon this County.

FURHTER RESOLVED, that any of the following officers of this County are empowered to authorize the TCM Bank, NA to issue VISA cards to the other designated officers and employees.

X _____
Kristin Waddell

Finance Director/CFO

X _____
Amy Lombardo

Finance Manager

FURTHER RESOLVED, that a certified copy of forgoing resolutions made by this County under its government seal be sent to the TCM Bank, NA, and that TCM Bank, NA may rely thereon until advised to the contrary in writing.

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 Temporary Liquor Licenses for the Franconia Sculpture Park and Almelund Lion's Club for May 10, 2025, and June 21, 2025, and May 31, 2025. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

CITIZENS FORUM

TIME – 7:46 p.m.

END TIME – 7:46 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 Swenson, seconded by Montzka, the Board adjourned the meeting at 8:05 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
BOARD OF COMMISSIONERS
April 16, 2025**

6

***2025 Tobacco License Renewals
License Period – May 1, 2025 to April 30, 2026***

- **Rush Point Store – Nessel Township**
- **Emily Jo's – Shafer Punch n' Munch LLC – Shafer, MN**
- **Rod's Country Corner – Amador Township**
- **DH Entertainment Inc. Flickabirds Resort – Nessel Township**
- **Olson's Properties LLC – Ole's Crossroads – Shafer, MN**
- **Full Moon Bar and Restaurant – Harris, MN**

*******All Applications with the Clerk of the Board*******

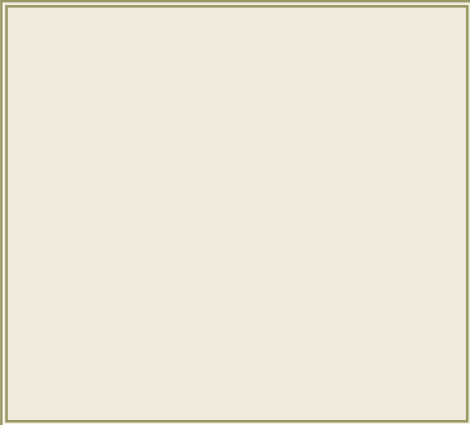
Chisago County Request for Board Action



Meeting Date: April 16, 2025	Item Number: 7
Title of Item for Consideration: Out of State Travel Request – Property Records Industry Association, Tacoma, WA	
Action Requested by: Karen Long, County Recorder	Department: Recorder's Office
Previous Action on this Matter: None.	
Background: The Property Records Industry Association Annual Meeting is held in Cleveland, Ohio. The meeting provides an opportunity to learn about the developments and implementation of national standards to promote the integrity of the public records system, the efficiency of industry operations and the effectiveness of interfaces between the government and business records. The event is 8/24/2024 – 8/29/2024. Attachment(s): • Out of State Travel Request form	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners authorize the Chisago County Recorder to attend the Property Records Industry Association's Summer Conference in Tacoma, Washington from 8/24/2025 – 8/29/2025. The following motion is suggested: <i>"Move to authorize the Chisago County Recorder to attend the Property Records Industry Association's Summer Conference in Tacoma, Washington from 8/24/2025 – 8/29/2025."</i>	
Implications of Action: By attending this conference the County Recorder will better learn about the development and implementation of national standards to promote the integrity of the public records system, the efficiency of industry operations and the effectiveness of interfaces between the business and government records. Budget/Financial Implications: \$2,000, All expenses will be paid from the Recorder's Technology Fund. Legal/Policy Implications: All purchasing / bid laws will be followed. The proposed activities are in compliance with all applicable state and federal regulations and County policies and procedures.	

<i>Administrator's Recommendation</i>			
Approve <u>CEB</u>	Deny _____	Other _____	
Motion By:		Seconded by:	
To:			
Action on Motion:	Aye _____	Nay _____	Abstain _____

Chisago County Out-of-State Travel Request

Date Submitted	4/16/2025		
Employee Name	Karen Long		
Department	Recorder		
Destination	Tacoma, WA		
Purpose of Travel	PRIA Summer Conference		
Departure Date	24-Aug-25		
Return Date	29-Aug-25		
Total Travel Expenses	\$1,500.00		
Supervisor Name (PRINT)	Chase Burnham		
Supervisor's Signature			
County Board Signature		Date Approved	

TO BE PAID FROM THE TECHNOLOGY FUND.

Anticipated Expenses

Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses
Airfare				\$400.00
Ground Transportation			1	\$50.00
Conference/Registration Fees			1	\$450.00
Lodging			1	\$1,100.00
Meals			1	\$0.00
Mileage			1	\$0.00
Grand Total				\$2,000.00

Estimated Expenses– PRIA Conference, Tacoma WA, August 2025

244846	03/04/2025	PRIA-CONF REG FEE/LONG	2943	\$450.00	12036	LAKE AREA BANK-VISA
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Property Records Industry Association

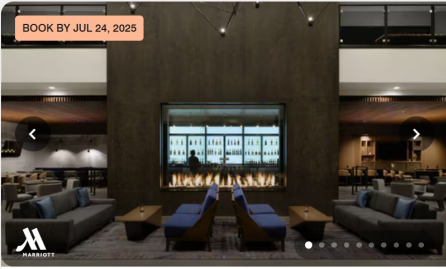
48-hour cancellation policy for all individual reservations.

A credit card is required to reserve a room.

Each guest will be responsible for all charges associated with their room and/or reservation.

Group guests will receive \$18 discounted parking onsite per vehicle per night.

Every guest parking a personal vehicle must register their vehicle with the front desk upon arrival. Please have your license plate number ready. Hotel parking is on garage levels 2, 3, and 6.



BOOK BY JUL 24, 2025

Marriott Tacoma Downtown

★ 3.6 (762 Reviews) | 24.9 mi to airport

Located in downtown Tacoma, Marriott Tacoma Downtown offers easy access to walkable activities, boutiques, and restaurants in downtown Tacoma, as well as various museums in the Museum District and the Theater District.

[View Hotel Details](#)

189.00 USD / Night

[Map](#)

Sun Country Airlines · MSP → SEA > Alaska Airlines · SEA → MSP > [Review your trip](#)

Minneapolis to Seattle

3:42pm - 5:28pm (3h 46m, nonstop)

 Sun Country Airlines · Sun, Aug 24

[Show details](#)

[Change flight](#)

Seattle to Minneapolis

1:42pm - 7:09pm (3h 27m, nonstop)

 Alaska Airlines · Fri, Aug 29

[Show details](#)

[Change flight](#)

Price summary

Traveler 1: Adult	\$317.79
Flight	\$242.50
Taxes, fees, and charges ⓘ	\$75.29

Trip total **\$317.79**

Rates are quoted in US dollars

[Check out](#)

** as committee chair, I am not entirely sure when I am expected to be there. Flights right now are relatively the same to fly out Sunday afternoon or Monday morning.

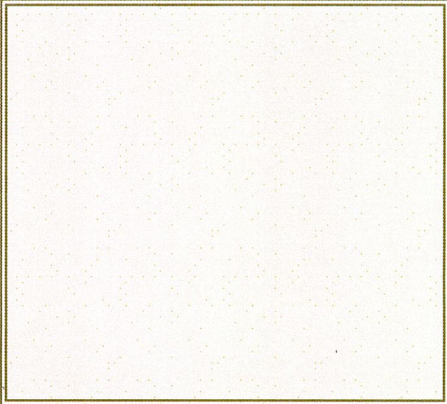
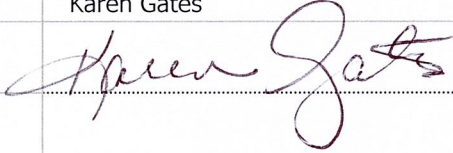
Chisago County Request for Board Action



Meeting Date: April 16, 2025	Item Number: 8	
Title of Item for Consideration: Out of State Travel Request – National PELRA Annual Training Conference, Portland OR		
Action Requested by: Karen Gates, Human Resources	Department: Human Resources	
Previous Action on this Matter: None.		
Background: The National Public Employee Labor Relations Association Annual Training Conference is in Portland Oregon, June 22nd – June 26th. Heather Behr, County HR Generalist, won free admission to the training conference at the 2024 MN PELRA Conference (value \$1,100). Attachment(s): • Out of State Travel Request form • Conference Summary Brochure/Schedule		
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners authorize Heather Behr, Chisago County HR Generalist, to attend National PELRA Annual Training Conference, Portland OR from June 22nd – June 26th. The following motion is suggested: “Move to authorize Heather Behr, Chisago County HR Generalist, to attend National PELRA Annual Training Conference, Portland OR from June 22nd – June 26th.”		
Implications of Action: By attending this conference the County will better be able to provide professional support to public sector labor relations practitioners, foster communication among members, promote innovative solutions and to provide a greater voice for public sector management when working with public sector labor. Budget/Financial Implications: \$2,200. Legal/Policy Implications: All purchasing / bid laws will be followed. The proposed activities are in compliance with all applicable state and federal regulations and County policies and procedures.		
Administrator’s Recommendation		
Approve <u>CEB</u>	Deny _____	Other _____

Motion By:		Seconded by:	
To:			
Action on Motion:	Aye _____	Nay _____	Abstain _____

Chisago County Out-of-State Travel Request

Date Submitted	4/2/2025		
Employee Name	Heather Behr		
Department	Administration/HR		
Destination	Portland, Oregon		
Purpose of Travel	National PELRA Annual Training Conference		
Departure Date	6/22/2025		
Return Date	6/26/2025		
Total Travel Expenses	\$2,200.00		
Supervisor Name (PRINT)	Karen Gates	Date Approved	4/2/25
Supervisor's Signature		Date Approved	
County Board Signature			

Anticipated Expenses

Type of Expense	Description of Estimated Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses
Airfare	Delta Airlines Flight MSP-PDX 6/22 - 6/26/25	\$750.00		\$750.00
Ground Transportation	Uber/Taxi to/from Airport	\$150.00	1	\$150.00
Conference/Registration Fees	Free Registration because I won this trip. \$1,100 value.	\$0.00	1	\$0.00
Lodging	Portland Marriott Waterfront (host of NPELRA) Sun-Wed, departure on Thursday	\$1,200.00	1	\$1,200.00
Meals	Estimate for Dinner	\$100.00	1	\$100.00
Mileage	No rental	\$0.00	1	\$0.00
Grand Total				\$2,200.00

National PELRA
 288 Hawthorn Village Commons, Suite 103
 Vernon Hills, IL 60061
 E-Mail info@npelra.org



INVOICE 12313 PO NUMBER

10/17/2024

BILL TO

MESSAGE

Heather Behr
 313 N. Main St.
 Center City, MN 55012

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	2025 Portland National PELRA Conference - Heather Behr - Member - ATC Full 3-day Registration: Member Rate	1,100.00	1,100.00
	* 2025 - Minnesota Free - 2025 - Minnesota Free		(890.00)
	* Early (early) Member-Only Pricing - Early (early) Member-Only Pricing		(210.00)
SUBTOTAL			1,100.00
SALES TAX			0.00
SHIPPING & HANDLING			0.00
TOTAL			1,100.00
PAYMENT/CREDIT/WRITE OFF/DISCOUNTS APPLIED			(1,100.00)
TOTAL DUE BY 11/16/2024			0.00

Thank you for your business!

CURRENT	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	TOTAL OPEN INVOICE
0.00	0.00	0.00	0.00	0.00

Listed values represent all current, or past due, combined invoices associated with the individual/organization purchaser above at the time the invoice was generated. Payments made after the invoice date will be reflected online in the purchaser's account.

Do not submit payment for this invoice.



Remit Payment via hyperlink above, or physical payments to:

National PELRA

288 Hawthorn Village Commons; Suite 103

Vernon Hills, IL 60061

54th Annual Training Conference

Summary Brochure



**NATIONAL
PELRA**

2025 Annual Training Conference
June 22-25 - Portland, Oregon

npelra.org/2025



On behalf of the National PELRA Board of Directors and the Annual Training Conference (ATC) Committee, I'm honored to welcome you and serve as chair of the National PELRA Annual Training Conference in Portland, OR, in 2025. Though this is our first time hosting an annual training in the Pacific Northwest, we are seasoned pros at providing a robust, engaging opportunity to meet colleagues from across the country, learn from experts in the field, and even ensure ample time to explore a new (or maybe familiar) place. Whether you are just starting your career in Labor Relations or Human Resources or have decades of experience, I am confident our time together in the Rose City will leave you feeling empowered and inspired.

We have designed this year's conference to be a forward-focused experience, filled with new learning opportunities, innovative sessions, and inspiring plenaries. We are committed to providing you with the tools and knowledge needed to excel in the evolving landscape of public sector LR/HR, while also providing an atmosphere that encourages connecting with others for networking, information sharing and collaborating. You'll have the opportunity to learn from some of the nation's most knowledgeable experts, while also sharing your own insights and experiences.

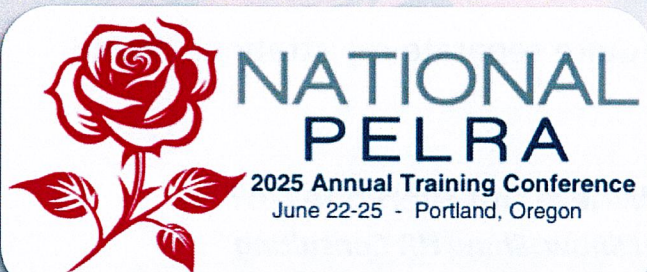
Whether you are seeking clarity on complex issues, new approaches to leadership, or simply looking to expand your network, this conference has something for everyone. And – what better place to be inspired than a city that celebrates creativity and innovation?

We look forward to seeing you in Portland in June!

Roxanne J. Bonner

Conference Planning Committee Chair
National PELRA Executive Vice President





Hotel Room Block Reservation

\$184 + tax

Block ends March 22, 2025

Conference Registration

Early Registration ends March 28, 2025

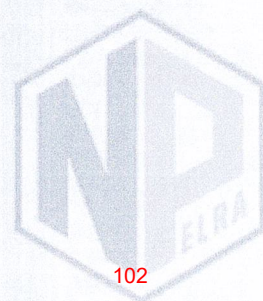
Normal Rate:	\$1,100 (member)		\$1,310 (non-member)
Early Rate:	\$890 (member)		\$1,100 (non-member)
(save 10%!)			

Conference registration includes: Sunday/Monday/Tuesday evening networking receptions and three (3) full days of education (Monday-Wednesday). Conference breakfast is provided Monday/Tuesday/Wednesday, and lunch on Monday and Tuesday. Pre or post-conference workshops are *not* included and require separate registration(s).



2025 Portland National PELRA ATC will be eligible for **SHRM** and **HRCI** credits. Attendees will be sent information after the conference.

Need help registering or logging into your PELRA membership account? Contact a National PELRA team member by clicking [HERE](#).



SUNDAY

4 Pre-Conference Options

Sunday, Pre-Conference ("PC") workshops all require separate registrations, found below:

PC1. Academy 1: The Foundation of Labor Relations

Through lively workshops and interactive exercises, participants sharpen their knowledge of "The Duty to Bargain", "Good Faith Bargaining", "The Scope of Bargaining", "The Profile of an Excellent Negotiator", and writing important contract clauses. Participants will be given tools to assist them in preparing and organizing for bargaining and enforcing and administering the resulting collective bargaining agreement.

8:00am – 4:00pm, Sunday, June 22nd
\$345 / \$495 (member/non-member)
SHRM credits: 5.5

PC3. What Every Labor Negotiator Needs to Know About the FLSA

Ben Gehrt, Clark Baird Smith

Attend this session to learn contract language to negotiate - and contract language to avoid - when tackling wage-hour compliance issues. Unions are becoming more astute at training their members on important wage and hour laws, including the Fair Labor Standards Act. Management needs to be a step ahead of their labor counterparts. Mistakes can and have been made during union contract negotiations that make payroll more difficult to calculate, more expensive than anticipated, or in the worst-case scenario, create liability for public employers.

2:00pm – 3:30pm
\$25 / \$50 (member/non-member)
SHRM credits: 1.5

PC2. Where Did Everyone Go?

Rachel Shaw, Shaw HR Consulting

Since workplaces more fully reopened after the pandemic, public employers report more leave usage, including FMLA leave, than ever before. This can not only impact operations and safety, but it can greatly impact culture and overall employee satisfaction. This session will provide you with some of the best tools to address concerns over FMLA and ADA leaves. As always, come with questions, leave with answers, strategies and likely a coffee card or two!

12:00pm – 1:30pm, Sunday, June 22nd
\$25 / \$50 (member/non-member)
SHRM credits: 1.5

PC4. Elevating Public Sector Presentations: Infusing Personality to Increase Impact

Hannah Michelotti, Articulate With Hannah

In today's public sector environment, effective communication is pivotal to navigating complex labor relations and human resources challenges. This workshop aims to empower public sector professionals, particularly women, to enhance their presentation skills by infusing personality and authenticity into their communication strategies to see greater impact and results from their messages. This session will delve into actionable techniques tailored for the public sector environment, where clear and persuasive communication is essential.

2:00pm – 4:00pm
\$25 / \$50 (member/non-member)
SHRM credits: 1.5

[Click to Complete Pre-Conference Registration\(s\) >>](#)

ONLINE
REGISTRATION



2025 Portland Conference First-Timer Reception*

4:45pm – 5:30pm

*Only for first-time attendees of National PELRA conference

SUNDAY

54th Annual Conference Welcome Reception

5:30pm – 8:00pm

Included in conference registration. Guest Passes required.



MONDAY

Morning Fitness/Personal Care*

6:45am: Guided city walk, 1.5-2 miles

6:45am: Chair Yoga, no experience required

*Registrations required; all attendees receive Foundation raffle tickets

7:30am – 8:30am

Conference Breakfast

Full conference breakfast provided; enter dietary restrictions with registration

8:30am – 9:00am

National PELRA Open Remarks

Board of Directors President Jenna Richardson

9:00am – 10:30am

Opening Keynote Speaker – Traci Brown

Liar, Liar, Pants on Fire!

10:30am – 10:40am

Break

Morning Concurrent Sessions | 10:40am – 11:55am

****Bonus Discussion with Traci Brown: Deep Dive into body language (10:45am – 11:45am)**

C1: Caught Between A Rock and A Hard Place: Navigating Through Workplace Safety and The Duty To Bargain.

Margaret Sewell, Kelly Coyle | Clark Baird Smith

Just like Odysseus had to navigate through the twin threats of Scylla and Charybdis, public employers must steer through workplace safety issues while carefully dealing with the whirlpool of collective bargaining obligations. Learn how the duty to bargain can impact employers' efforts to satisfy their legal obligation to maintain a safe workplace for all employees. Also learn about areas of regulatory emphasis.

C3: Attract and Retain Today's Talent with People Centered Employee Benefits

Colleen Batty | Segal

The session will serve as an overview of people-centric considerations in health, welfare, wellbeing and retirement benefits. Discuss how employers can improve outcomes for increasingly diverse workforces through changes in benefit program design, communication and delivery. Explore how benefit program management is evolving to increase employee involvement.

C2: What and What Not To Do When Facing Labor Organizing

Brian Butcher, Drew Esposito | Clemans Nelson

As a result of the shift in the labor market, more and more employers are facing the potential of labor unionization. If you're in an HR leadership position, there are lawful efforts to help the employer resist unionization. This reality is not always understood by HR professionals. This topic will assist employers with responding to potential union activity.

C4: Artificial Intelligence: Public Sector Employment Law

Garrett Wozniak | Isler Dare

The session will discuss defining and providing examples of how AI is used in the workplace; identifying potential discriminatory uses of AI in hiring, screening, and evaluating employees; current legal efforts to curtail such discrimination; and best practices for employing AI without violating an employee's rights, including policy templates for consideration.

14th Annual Robin Hall Awards Lunch | 12:00pm – 1:15pm

Open to all registered conference attendees

Afternoon Workshop Sessions | 1:30pm – 4:00pm

W1: Why You Matter: Why Just Knowing Your Stuff Isn't Enough

Rachel Shaw | Shaw HR Consulting

Drawing from her extensive background in HR and Risk Management within City and School District settings, Rachel offers both insider and outsider perspectives to help retain and inspire top talent in this vital field. Join her for an insightful session designed to remind you of your importance in the public sector and provide the tools to thrive throughout your career. Let's work together to keep the best talent engaged in this essential work. See you there!

W3: Conducting Swift and Thorough Workplace Investigations: Tips for Public Employers

Liani Reeves, Christine Slattery | Miller Nash

Employers are increasingly at risk for not adequately responding to workplace complaints. One of the best defenses to a harassment or discrimination lawsuit is that the employer conducted a prompt and thorough investigation into an employee's complaints. Responding carefully (and quickly) to complaints of harassment, discrimination, or retaliation is crucial for employers when trying to maintain a positive and productive workplace and avoid litigation.

W2: Allyship in Action: Creating Safe Spaces for LGBTQ+ Employees & Coworkers

Dr. Lulu | Dr. Lulu's Coaching & Consulting Lounge

In this engaging presentation, we'll explore tangible ways to support LGBTQ+ individuals in the workplace, from inclusive language and policies to fostering a culture of respect and acceptance. You'll leave with actionable strategies to become a stronger ally and create a more inclusive environment for everyone.

W4: Imposter Syndrome - How to navigate the corporate career climb with focus on wellness

Sheri Hunter | Lyons Hunter Media Group

With imposter syndrome, a person doesn't feel competent, confident, or able regardless of their achievements. They don't experience the joy of success or peace because they wait for their inadequacy and fraudulence to come to light. Sheri will share the causes of pervasive self-doubt, triggers of imposter syndrome, self-identification steps and solutions to equip learners with resources to manage and activate ways to operate and work through it.

Networking Reception | 5:00pm – 6:30pm

Meet at the Networking Reception to start off your night in Portland. *Monday is often the night chapters and old friends go out to enjoy the town and this reception is a gathering spot to start off the evening.* Open to all registered conference attendees and paid guests.



Morning Fitness/Personal Care*

6:45am: Guided city walk, 1.5-2 miles

6:45am: Chair Yoga, no experience required

*Registrations required; all attendees receive Foundation raffle tickets

TUESDAY

7:30am – 8:30am

Conference Breakfast

Full conference breakfast provided; enter dietary restrictions with registration.

8:30am – 10:00am

P2: Collective Bargaining Trends Around the Nation

Bob Smith, Ben Gehrt | Clark Baird Smith

Attendees will learn of significant collective bargaining trends and developments that will include a review of leading economic indicators affecting the process. Presenters will offer their suggestions for meeting current bargaining challenges. The latest results of the National PELRA collective bargaining survey will also be presented and discussed.

10:00am – 10:10am

Break

Morning Concurrent Sessions | 10:10am – 11:25am

C5: You're the Negotiator

Holland Atkinson | Hennepin County, MN

When the time comes to make decisions at the bargaining table you want to be prepared for proposals that address contract language. With a mix of examples, we'll explore the subtleties of contract language, the careful foresight needed for potential changes, and the power of preparation. We'll work together in an interactive session that examines examples of contract language while avoiding unexpected pitfalls. Master the art of strategic thinking when you're handling language as a negotiator.

C7: Managing Accommodations Requests: Special Considerations for Unionized Employers

David Worley, Jess Osborne | Miller Nash

This presentation will review special considerations for unionized employers when evaluating accommodations requests, specifically when those requests overlap with what the collective bargaining agreement would require or permit. Attendees will gain insight into the best practices and tools to effectively manage and facilitate workplace accommodations, devise strategies, and manage risk while maintaining productive and inclusive workplaces.

C6: Birds, Knees & Tweets: Understanding the Limitations of Public Employee Free Speech Rights in Turbulent Times

Gregory Hearing | Bush Graziano, Rice & Hearing

Between contentious political and social issues, the last three years have been some of the most socially and politically divisive years in recent U.S. history. With this divisiveness espoused in the news and on social media on a daily basis, many public employees now feel emboldened that they have the right to engage in political and social rhetoric without limitation. This presentation establishes the extent of public employee speech which may be protected by the First Amendment or other legal authorities, as well as a public employer's right to discipline employees when they engage in speech which crosses the threshold into unprotected speech.

C8: Employee Benefits Jeopardy!

Cyndie Schepis, Tyler Feeney | Gallagher

This is a fun, engaging and participatory learning experience. Topics include: the do's and don'ts when negotiating, employee benefits terms and requirements, new options in the marketplace and more! All wrapped up in a Jeopardy Game! Join us, to learn while having a laugh or two!

Conference Lunch / 11:30pm – 12:30pm

Open to all registered conference attendees

Afternoon Concurrent Sessions / 12:45pm – 2:15pm

C9: Effectively Manage Grievances

Douglas Duckett / Duckett Law Firm

This session will engage in how to manage the internal parts of the grievance process to position yourself to win if you go to arbitration. We will also discuss ways to keep supervisors and non-HR managers from making mistakes that will damage your case if you do go to arbitration.

C11: State Health Plans' Benefits, Costs and Strategies: A Segal Study

Colleen Batty / Segal

The latest edition of Segal's State Employee Health Benefits Study presents an overview of plan designs, costs, employee cost share, as well as health management and wellness benefits. Information was collected and reported on all 50 states. This session will provide an overview of current practices and focus on emerging trends and new innovative strategies being employed by state employee plans.

C10: Full Transparency in Bargaining - How to Use Transparency to Your Advantage at the Table

Mark Pettitt, Rachel Risetto / BOCES

This session will explore best practices and strategies regarding how to be fully transparent with all stakeholders (union, staff, public, board members) during the bargaining process. Including but not limited to public presentations, use of media, and regular staff communication.

C12: Effective Recruiting Strategy - Improve the Candidate Experience, Skills-Based Hiring, Virtual Onboarding, Stay in Touch

Brian Butcher, Drew Esposito / Clemans Nelson

Every day, organizations miss out on talented people because their gifts, aptitude, and skills aren't as easy to identify as a degree on a resume. HR leaders must step up to make all learning paths count in assessing whether a person can thrive in a job. Once candidates are identified, improve the candidate experience during the recruitment and onboarding process from engaging with the job ad to accepting an employment offer to virtual onboarding. Lastly, don't forget, a job candidate you don't hire today may still be a viable—or even a top—candidate tomorrow. Savvy HR pros know this, but they still may not stay in touch with these candidates who don't get interviews or job offers.

2:15pm – 2:30pm **Break**

2:30pm – 4:00pm **P3: Closing Plenary – AI Revolution and Partnership with Public Sector Labor Relations**

Patrick Glynn / BoldPath Consulting

Explore how innovative technologies like ChatGPT are shaking up labor relations and HR norms. This session highlights its benefits, limitations, ethical/legal considerations, and practical applications. AI is here to stay and you need to decide how it will be used in your agency because it will be used whether you officially implement or not.

54th Annual Conference Celebration / 6:00pm – 9:00pm

All registered conference attendees and paid guests are welcome



WEDNESDAY

Foundation Raffle Drawing After Morning Plenary

7:30am – 8:30am Conference Breakfast

Full conference breakfast provided; enter dietary restrictions with registration

8:00am – 8:30am 2025 National PELRA Business Meeting

Open to all attendees

8:30am – 9:40am P4: Truths, Myths, and Benefits Regarding Facilitated Bargaining

Matt Philibeck, Federal Mediation and Conciliation Service (FMCS), New Mexico

Hear real-world success stories about collaborative bargaining strategies and how FMCS can help the public sector bargaining process.

National PELRA Foundation Raffle Ticket Drawing 🎟️ | 9:45am – 10:15am

Morning Concurrent Sessions | 10:25am – 11:40am

C13: Successful Investigations: Beyond Nuts and Bolts

Fallon Niedrist de Guzman | City of Portland

This session covers concepts beyond the basics for successful employment investigations, including writing reports to withstand arbitration scrutiny; making and documenting difficult credibility determinations, a deep dive into standards of proof, crafting allegations, testifying successfully in hearings, and lessons learned from arbitrations. This session is relevant to any practitioner who conducts or is involved in employment investigations or discipline arbitrations.

C15: Innovative Levers to Lower Healthcare Costs

Cyndie Schepis | Gallagher

Every day there is new innovation in the marketplace to assist employers in lowering healthcare costs, but which are impactful without major disruption to employees and their families? This session will review the newest innovations with pros and cons to determine which may be right for your organization.

C14: Successfully Maintain and Leverage Your Management Rights

Yvette Heintzelman | Clark Hill

This session will explore best practices to maintain and leverage management rights in your workplace. For new professional attendees, or new to supervision, this session will provide insight to reinforce you do have rights within the collective bargaining agreement and how to effectively – and consistently – utilize for accountability.

C16: Mastering the Art of Due Process: A Refresher on Weingarten, Loudermill, and Garrity

Eden Vasquez, John Stellwagen | Miller Nash

U.S. Supreme Court cases Weingarten, Loudermill, and Garrity established specific protections for certain employees during workplace investigations and the disciplinary process. Explore the essential principles of employee rights and procedural safeguards under these cases and gain a comprehensive understanding of how to navigate complex employment situations while maintaining compliance under these protections. This presentation will review the legal concepts from Weingarten, Loudermill, and Garrity and discuss how employers can ensure legal compliance in order to minimize risk.

Lunch-on-Your-Own | 11:40am – 1:00pm

Conference attendees explore food options around Portland

Afternoon Concurrent Sessions | 1:00pm – 2:15pm

C17: Attracting Top Talent with AI-Enhanced Job Posts and Recruitment Marketing Tactics

Michael Hurwitz | Careers in Government

This presentation will showcase how AI strategies can transform traditional job posting and recruitment marketing into a dynamic, effective, and efficient process. Session will include: AI-Driven Job Post Creation: Enhancing Recruitment Marketing with AI. Job Post Branding with AI. Deciphering Job Titles with AI. Creative Selection Supported by AI. Competing for Talent Against the Private Sector: Strategies enhanced by AI.

C19: Chevron Doctrine – Shot Down and Now What?

Saru Matambanadzo | Tulane University

In a landmark decision, the Supreme Court overturned the Chevron doctrine in July 2024, overturning a precedent that had been in place for four decades. The ruling could lead to more litigation as existing laws and future rulemaking are challenged.

C18: Annual FLSA Update

Lisa Charbonneau | Liebert Cassidy Whitmore

This session will explore best practices to maintain and leverage management rights in your workplace. For new professional attendees, or new to supervision, this session will provide insight to reinforce you do have rights within the collective bargaining agreement and how to effectively – and consistently – utilize for accountability.

C20: Professional Table Manners – Essential for Successful Bargaining

Jeff Mandel | Fisher Phillips

If you are new to 'having a seat at the table,' ALL forms of communication are very important. Body language. Eye contact. Tone of voice. In a world of virtual bargaining, emails and text messages, a return to meeting room decorum is more essential than before. Hear what to do – and importantly – what not to do and how it can impact your bargaining outcome.

P5 - Conference Closing Plenary | 2:25pm – 3:55pm

Kiley Fleming, Executive Director | Iowa Mediation Service

This training will explore the nature of conflict and conflict management styles. It will provide techniques to create connections, de-escalate difficult situations, and develop a team approach to problem-solving. The trainers will share examples from their many years of mediation and facilitation experience to develop a path to transform conflict to more collaborative interaction.

WIN 2026 Charlotte Conference Registration | 3:55pm

Random Draw for Free Registration

Future Conferences



NATIONAL
PELRA
EDUCATE



- **Charlotte, NC | April 19-22, 2026**
- **Fort Worth, TX | April 11-14, 2027**
- **San Diego, CA | April 9-12, 2028**

THURSDAY

Post-Conference ("PC") Workshop

PC5: Investigations Academy

This Academy will explore the investigatory process from who should conduct the investigation, legal issues to beware of, how to order and structure investigatory interviews and how to generate an end product.

8:00am – 4:00pm, Thursday, June 26th

\$345 / \$495 (member/non-member)

SHRM credits: 5.5

PC6: Navigate the Complexity of Change with Professional Development Academy

Our work is more complex than ever, requiring more change than ever too. Join your peers in this interactive workshop to share and learn best practices, valuable insights, and proven strategies to navigate the complexity of change. This session, facilitated by the chief architect of the [NACo High Performance Leadership Academy](#) Dr. Tim Rahschulte, will detail the pressures in our work causing the need for change. Importantly, Dr. Tim will delve into the critical skills required to successfully navigate change, such as adaptability, resilience, and a positive mindset. Participants will learn how to plan, execute, and sustain effective change and overcome the challenges of resistance, fear, and uncertainty. Sharing proven change leadership frameworks and models participants will have real-world perspectives for their unique challenges for change. By the end of the session, participants will have a clear understanding of how to navigate the complexity of change and be better equipped to lead positive outcomes with clarity, confidence, and consistency.

10:00am – 11:30am, Thursday, June 26th

\$25 / \$50 (member/non-member)

WANNA
Get Involved?



[Click to Complete Online Form](#)

Environmental Services Department

Directors Update



Meeting Date: April 16, 2025	Item Number: 9
Title of Item for Consideration: February 12, 2025, 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 March 31st is \$185, 497 representing 16.9% of projected 2025 budget revenue. • Upcoming Planning Commission (May 1st) and Board of Adjustment and Appeals (April 24th) public hearing agenda notifications are attached for consideration. • Tyler Enterprise Permitting (online permitting) is now operational. As a sampling of the style/level of reporting and efficiency the new systems will offer, attached is a basic "Day 2 Activity Statistics Report" concerning the first days of operation. • Recent Swedish Immigrant Regional Trail land acquisition corridor properties connecting Shafer to Center City are undergoing general wetland delineation site review work. In conjunction, parks staff is assisting with very basic field identification/clearing work in the coming week(s). The basic clearing work will aid with efficiency for future detailed survey and soils testing activity as trailway designs are developed. Funding of the recommended trail grant remains on track at the State Legislature. • Demolition and construction activities at the HHW facility in North Branch are in full swing. Office operations have been temporarily relocated to the courthouse but warehouse and HHW collection activities remain functional with no interruptions to service identified at this time.	

- ICLC – Isanti Chisago Landfill Commission recently met and agreed on the transfer of Title of the “Cambridge Transfer Station” to the ECSWC. As the work of the ICLC is now complete, a motion was made and approved on March 27, 2025, to dissolve the Commission. Each County is now preparing a letter of dissolution to be mutually distributed and shared.

Attachment(s):

- Tyler Permitting Sample Report – “Day 2 Activity Statistics Report”
- *Draft* Board of Adjustment and Appeals Public Hearing(s) Notice – April 24, 2025
- *Draft* Planning Commission Public Hearing(s) Notice – May 1, 2025

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 April 16, 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 _____



ACTIVITY STATISTICS REPORT DAILY NON-CUMULATIVE DATE (04/07/2025 TO 04/08/2025) FOR CHISAGO COUNTY, MINNESOTA

Permit Module

	04/07/2025	04/08/2025
Online Applications	6	23
Total	6	23

Plan Module

	04/07/2025	04/08/2025
Online Applications	1	1
Total	1	1

Payments

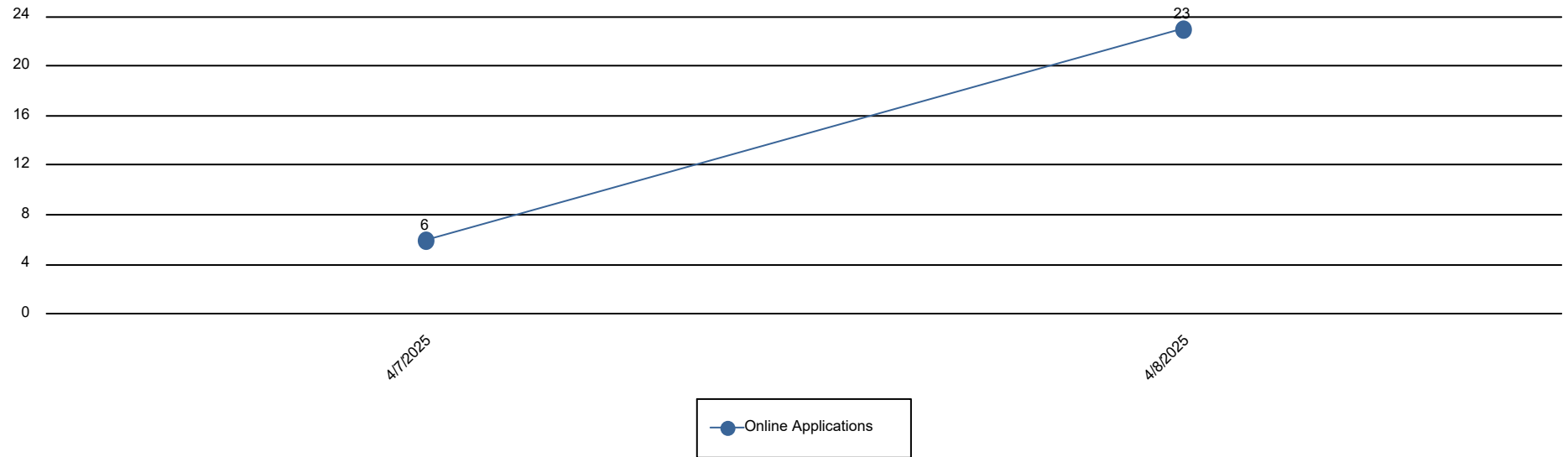
	04/07/2025	04/08/2025
Backoffice - Fee Payment	\$2,505.00	\$250.00
Backoffice - Void Reversal	\$(863.75)	\$0.00
Online - Fee Payment	\$0.00	\$1,232.50
Total	\$1,641.25	\$1,482.50

CSS

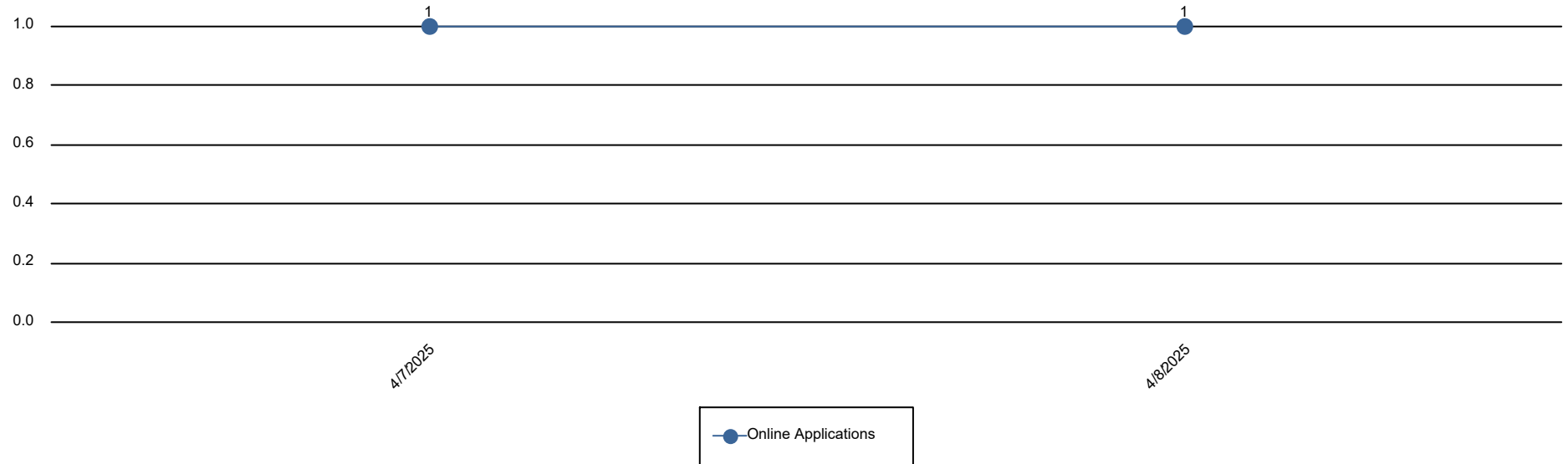
	04/07/2025	04/08/2025
CSS Accounts	7	36
Total	7	36

ACTIVITY STATISTICS REPORT DAILY NON-CUMULATIVE (04/07/2025 TO 04/08/2025)

Permit Module

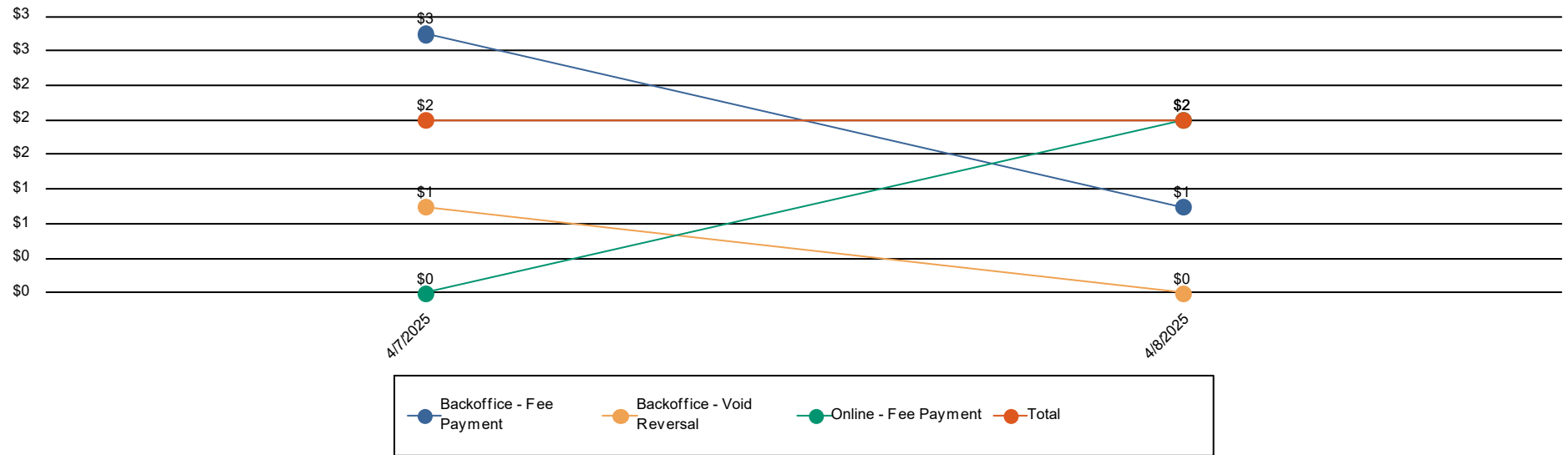


Plan Module

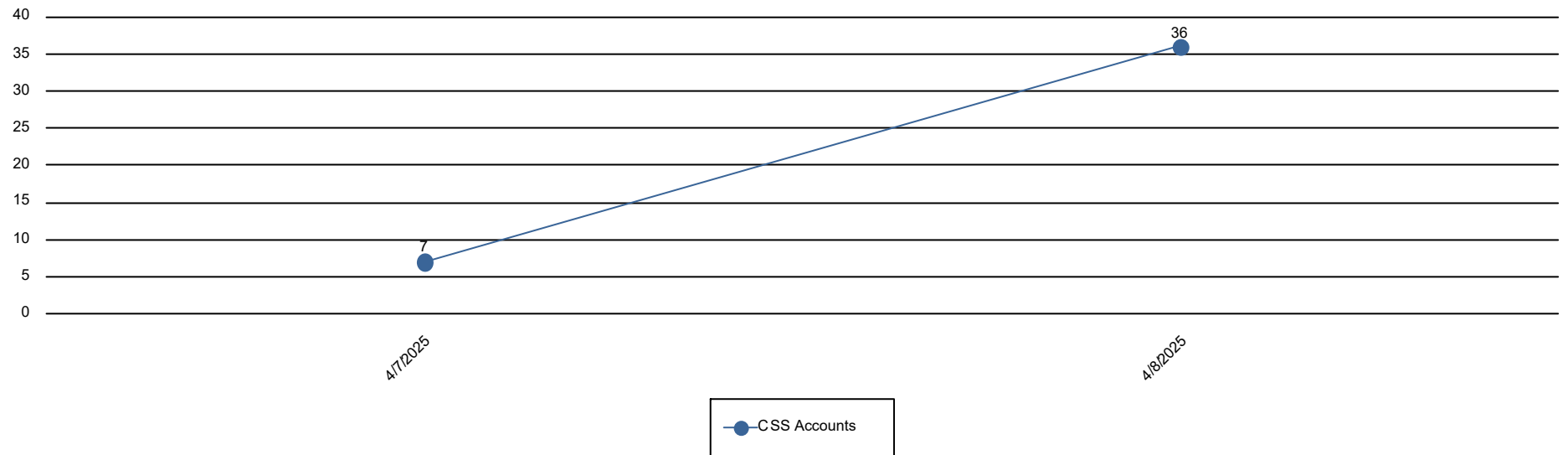


ACTIVITY STATISTICS REPORT DAILY NON-CUMULATIVE (04/07/2025 TO 04/08/2025)

Payments (in Thousands)



CSS



East Central Post Review
Chisago County Press

Please publish the following as a legal notice in your next edition:

The Chisago County Board of Adjustment and Appeals will meet on Thursday, April 24, 2025 at 7:00 p.m. in the County Board Room at the Chisago County Government Center, 313 N. Main Street, Center City, MN. The Board's tour of the agenda item(s) has been scheduled for Wednesday, April 23, 2025 at 8:15 a.m., departing from Chisago County Public Works at 31325 Oasis Road, Center City, MN. The meeting and tour are open to the public.

The following item(s) will be included on the April 24, 2025 Board of Adjustment and Appeals agenda:

Public Hearings – New Applications:

- a. **Cashmere Properties, LLC** – Property owner Cashmere Properties, LLC is requesting a Variance in order to partially replace / improve an existing non-conforming septic system located within the Floodplain Management District. The 125.9± acre subject site is located at 37200 Wild Mountain Road / CSAH 16 in Amador Township, S27, T35, R19 (01.00127.00).

This is the complete Public Hearing portion of the agenda. The full agenda, including Old Business, New Business, and Miscellaneous items, will be posted on the County's website – www.chisagocountymn.gov/agendacenter – on or before Friday, April 18, 2025.

cc: Chisago County Board of Adjustment and Appeals

Confirmation & Billing:

Please e-mail back confirmation of your receipt of this legal notice to sarah.scheunemann@chisagocountymn.gov.

Please send invoice and affidavit of publication to:

Chisago County Department of Environmental Services, Attn: Sarah Scheunemann
313 N. Main Street, Suite 240, Center City, MN 55012

Billing Description: BOAA 04/24/25

Chisago County Press
East Central Post Review

Please publish the following as a legal notice in your next edition:

The Chisago County Planning Commission will meet on Thursday, May 1, 2025, at 7:00 p.m. in the County Board Room at the Chisago County Government Center, 313 N. Main Street, Center City, MN. The Commission's tour of the agenda item(s) has been scheduled for Wednesday, April 30, 2025, at 9:00 a.m., departing from Chisago County Public Works at 31325 Oasis Road, Center City, MN. The Chisago County Board of Commissioners will receive the Planning Commission's recommendations and review applications on Wednesday, May 21, 2025, at 6:30 p.m. The meetings and tour are open to the public.

The following items will be included on the May 1, 2025, Planning Commission agenda:

Public Hearings:

- a. **Adam & Sharalyn Stenberg and Ronald Swanson** – Property owners Adam & Sharalyn Stenberg and applicant Ronald Swanson are requesting the Rezoning of one parcel from Rural Residential (RR) District to Agricultural (AG) District. The 13± acre subject site is located at 37454 Vibo Trail in Sunrise Township, S29, T35, R20 (PID 09.00314.00).

This notice includes the complete Public Hearing portion of the agenda. The full agenda, including Old Business, New Business, and Miscellaneous items, will be posted on the County's website - www.chisagocountymn.gov/agendacenter – on or before Friday, April 25, 2025.

cc: Chisago County Planning Commission

Confirmation & Billing:

Please e-mail back confirmation of your receipt of this legal notice to sarah.scheunemann@chisagocountymn.gov.

Please send invoice and affidavit of publication to:

Chisago County Department of Environmental Services, Attn: Sarah Scheunemann
313 N. Main Street, Suite 240, Center City, MN 55012

Billing Description: PC 05/01/25

**CHISAGO COUNTY
PLANNING COMMISSION
OFFICIAL PROCEEDINGS
April 3, 2025**

The Chisago County Planning Commission met in regular session at 7:00 p.m. on Thursday, April 3, 2025, at the Chisago County Government Center.

Staff Present: Beth Gervais, Land Services Coordinator; and Sarah Scheunemann, Office Support Specialist – Land Services.

Chair Wille called the meeting to order and led the assembly in the Pledge of Allegiance. A roll call of Commission members was taken. Commission members present: Dave Whitney, Jim McCarthy, Eric Leivian, Chip Yeager, Chris DuBose, and Jolene Wille. Absent: John Sutcliffe (excused). A quorum was established. Also present: Ex Officio County Commissioners Rick Greene and Dan Dahlberg.

Approval of Agenda – Motion by Yeager to approve the agenda as presented; second by Leivian. The **motion passed** 6-0.

Approval of Minutes – Motion by DuBose to approve the February 20, 2025 Special Work Session minutes; second by Whitney. The **motion passed** 6-0. **Motion** by Whitney to approve the March 6, 2025 regular meeting minutes as presented; second by Leivian. The **motion passed** 6-0.

Receive all Materials and Submittals into Record – Motion by DuBose to accept all materials and submittals into the record; second by Yeager. The **motion passed** 6-0. Materials distributed to the Planning Commission in advance of the meeting for their review included the full meeting packet with staff reports and attachments. Copies of all meeting materials were made available for the public.

Public Hearings – New Applications – None

Public Hearings – Continued Hearings – None

Old Business

County Board requested Rural Retail Tourism /wedding venue discussion – Coordinator Gervais began the discussion by briefly reviewing the items prepared for the Commission and included in the meeting packet. The materials included a draft of Zoning Ordinance Section 4.17 (Rural Retail Tourism Businesses) with amendments discussed by the Planning Commission thus far, an updated version of the Rural Retail Tourism Guidance and Requirements matrix, and aerial images of existing Rural Retail Tourism locations illustrating approximate boundary setbacks as well as aerial images of various sized parcels with approximate dimensions to aid in discussion about proposed setback requirements.

Whitney asked Gervais for a summary of findings based on the examples of previously approved Rural Retail Tourism locations. Gervais clarified that she had prepared only a small sample, and, while some of the locations met the required setbacks, the location with the largest acreage (Pleasant Valley Orchard) did not come close to meeting the current required or proposed setbacks. Gervais noted that when people were considering a Rural Retail Tourism use on their property, or when looking at properties to purchase for such use, they often considered properties that were already developed and/or using existing structures. Gervais commented that it was unlikely that these structures would meet the additional setback requirements being considered by the Planning Commission. She encouraged the Planning Commission to discuss how they would address this.

Whitney sought clarification on whether the only class affected by increased setback requirements would be Class 3 (Gathering Venues). Gervais responded that it depended on the Commission's decisions and believed that looking at live examples would be helpful to understand how the requirements would impact properties. The Commission was informed that they could review both vacant land and developed properties to gain clarity, and Gervais encouraged Commissioners to provide specific locations of interest.

DuBose noted that Classes 2 and 3 had similar descriptions and suggested creating a distinction by adding the word "small" in association with weddings and events for Class 2 and adding the word "large" in association with weddings and events for Class 3. He also recommended adjusting the "maximum event attendees at any one time" for Class 2 down from 125 people to 100 people. Leivian sought clarification on whether the maximum number of attendees would include event staff. DuBose opined that staff and wedding parties should be exempt from the maximum number of attendees. There was brief discussion amongst the Planning Commission about whether they needed to clarify within the Zoning Ordinance that certain individuals would be exempted from the total attendance count and ultimately reached consensus to add verbiage stating that staff and wedding parties were exempt from the maximum number of attendees.

Referencing draft Zoning Ordinance Section 4.17 and the Rural Retail Tourism Guidance and Requirements matrix, DuBose pointed out that Section 4.17, B. 7. contradicted the matrix. DuBose explained that Section 4.17, B. 7. stated that "outdoor amplified music and fireworks shall be prohibited," whereas the matrix allowed "limited amplified outdoor music (# days)" for Class 3 uses. McCarthy explained that part of the discussion had involved outdoor weddings, where a microphone and speaker might be used for the ceremony, and believed the issue addressed different capacities of outdoor amplified music. DuBose commented that there should be consistency and suggested limiting outdoor amplified music to two days a week. Whitney asked Gervais if there was any indication regarding gathering venues and limiting the number of attendees to 125 or 100, particularly whether this was a natural break or based on past approvals. Gervais stated that she wasn't sure about attendance being based on a natural break or past approvals, but noted that attendance would have direct impacts on such issues as traffic and parking. The Planning Commission briefly discussed occupancy levels and reached consensus to change the occupancy limit for Class 2 to 100 people.

McCarthy steered the conversation back to setbacks, sharing his belief that the road setback would be the most challenging since many existing homes and structures were constructed at the minimum required structural setback. He suggested a 100-foot setback from the road and a 250-foot setback for all other property boundaries. Gervais commented that, through the live demonstration, it would become clear that some larger properties could easily meet a 250-foot setback, whereas even a 20-acre property may not be able to meet the suggested setback requirement. In response to Gervais' comment, DuBose clarified that the proposed 250-foot setback would be applied to Class 3 and the minimum acreage required for a Class 3 use would be 40 acres. The Planning Commission had a lengthy discussion about the proposed setbacks. DuBose noted that the Rural Retail Tourism Guidance and Requirements matrix' standard for "Minimum Event Venue Building or Outdoor Gathering Space Setback from Property Lines" contradicted the standard for "Minimum Facility / Programmed Space Setback from Adjacent Developed Property." After a brief discussion, the Commission reached consensus to eliminate the "Minimum Facility / Programmed Space Setback from Adjacent Developed Property" standard from the matrix.

There was further discussion about the layout of the matrix standard pertaining to setbacks, including how to separately list minimum road setbacks and minimum setbacks from all other property boundaries, and whether Class 2 should have a 50-foot or a 100-foot road setback. DuBose suggested a 75-foot setback for Class 2 uses, as they were less intensive. McCarthy pointed out that a 75-foot setback could result in the use being located within the road Right-of-Way. Gervais clarified minimum structural setback requirements for various road types, including Township roads, County roads, and highways. The Planning Commission further discussed the setbacks for Class 2 uses and ultimately reached consensus on a 100-foot road setback and a 125-foot setback from all other property boundaries.

In regard to the matrix standard pertaining to “Maximum Event Days per Week”, McCarthy expressed his approval of the proposed three event limit and inquired if they needed to add specific dates or if this would be handled through the Conditional Use Permit process. He noted that he didn’t see many businesses, such as pottery studios, utilizing the three-event-per-week limit, as they were more likely to host three events per year. DuBose clarified that pottery studios were proposed as a Class 1 use, which didn’t include a limit on the number of events. Chair Wille, noting another matrix standard for “Class 1 Low Impact Events Permitted (Sunday – Thursday as prescribed within Conditional Use Permit approval)”, added that this standard was intended to allow Class 3 gathering venues to host smaller Class 1 events throughout the week if they were desired and if it was included in the Conditional Use Permit approval. DuBose emphasized that the intention was to allow Class 3 venues to host three large events while also permitting smaller, Class 1-type events.

Referencing draft Zoning Ordinance Section 4.17, B. 8., DuBose suggested adding verbiage to clarify that the screening requirements applied to Class 2 and Class 3 uses and not Class 1. The Planning Commission agreed with DuBose’s suggested verbiage.

DuBose then asked fellow Commissioners about thoughts on outdoor amplified music. McCarthy stated that he was opposed to outdoor amplified music with the exception of outdoor amplified music during wedding ceremonies. The Planning Commission discussed how they could differentiate between the noise from the street. Gervais provided insight, noting that the majority of the Planning Commission’s conversation had been about wedding venues, but Rural Retail Tourism was a broad land use category that included more than wedding venues. She explained that many other types of Rural Retail Tourism, such as wineries, often featured outdoor music events. DuBose added that neighboring properties would perceive amplified music as a disturbance, and believed they should be reasonable in their approach. McCarthy noted that Rural Retail Tourism permit holders would ultimately still need to comply with the Zoning Ordinance in regard to noise limits. Yeager suggested verbiage requiring that any music shall comply with the noise standards identified by the Zoning Ordinance and further emphasizing this requirement within the Conditional Use Permit. The Planning Commission continued to discuss how to phrase this requirement for enforceability and fairness to neighboring residents. Ultimately, the Commission reached consensus to allow outdoor amplified music a maximum of two days per week.

The conversation then shifted to Gervais providing a live demonstration of various-sized properties on the County’s GIS Viewer and showing how the various proposed setbacks, being discussed by the Planning Commission, impacted these properties. During the demonstration, it became clear that some properties could meet the proposed setbacks, but irregularly shaped or narrow parcels would struggle to meet the required setbacks even though they met the lot size requirements. DuBose inquired if a parcel that did not meet the required setback would be eligible for a Variance for a reduced setback. Yeager, also serving as a member of the Board of Adjustment and Appeals, explained that most Variances considered by the Board were for lakeshore properties, not larger properties. The Commission briefly discussed examples of past Variances considered by the Board for larger properties, including a 2021 Variance related to a Commercial Solar Energy System. The final property reviewed during the demonstration was located at 17325 Pleasant Valley Road in Franconia Township, which was the location of Pleasant Valley Orchard. For this example, Gervais referenced the draft Rural Retail Tourism Guidance and Requirements matrix, noting that certain proposed performance standards, such as “Maximum Total Event Attendees / Occupancy” would be difficult to apply and enforce as attendance was sporadic throughout the day and not confined to a short period of time like, for example, a wedding venue.

In regard to Pleasant Valley Orchard, DuBose presented the following scenario for the Commission’s consideration: If the property owner were to apply for a Class 3 Rural Retail Tourism use today, they wouldn’t meet the required setbacks; however, they could apply for a Variance to the setback requirements. DuBose stated that if he were on the Board of Adjustment and Appeals, he would consider the proximity of neighboring

properties / structures in his decision. In this specific scenario, the neighbors were spread out, and DuBose commented that he would be comfortable granting a Variance for reduced setbacks.

Referencing the Rural Retail Tourism Guidance and Requirements matrix, Leivian asked if the Commission should also include "staggered activity levels" within the descriptions for Classes 2 and 3, as it appeared in the description for Class 1. The Planning Commission briefly discussed the descriptions for Classes 2 and 3 and decided to instead add examples of typical uses. For Class 2, the Commission agreed to add wineries, orchards, and corn mazes. For Class 3, the Commission agreed to remove the word "seasonal" and add the phrase "large" in relation to gatherings, wedding, and events.

Jim Birkholz of 17325 Pleasant Valley Road in Franconia Township was present. Chair Wille invited Birkholz to address the Commission. Birkholz thanked the Planning Commission for allowing him the opportunity to provide feedback and proceeded to provide the following insights:

- Pleasant Valley Orchard was an agricultural use and 90% of the work completed at the orchard was farm work.
- Some wedding venues may be located in a rural setting; however, they typically did not have any agricultural throughput in their business process.
- Agricultural businesses produced goods; however, when it came to the point of sale, Pleasant Valley Orchard made the decision to sell direct to customers from their farm in order to be a viable business.
- Birkholz expressed concern with his primarily agricultural business being in the same land use category as wedding and gathering venues. Birkholz explained that when the land use category became too broad and tried to address too many scenarios, it created too many constraints (i.e., additional setbacks, changing the use of existing buildings, and possibly needing to apply for a Variance in order to operate the business), which could make agriculture type businesses less viable. Birkholz encouraged the Planning Commission to separate wedding and gathering venues from less-intensive Rural Retail Tourism uses.

McCarthy provided insight into the history of Rural Retail Tourism, sharing that the first request was for the Women's Environmental Institute at 15715 River Road in Amador Township. The request was to add an environmental learning institution to the orchard. At this time, McCarthy believed it was a controversial request because there was limited understanding of the proposed use and the request ultimately led to the introduction and development of the Rural Retail Tourism land use category. McCarthy concluded by commenting that wedding venues were the most challenging Rural Retail Tourism use to regulate and that Birkholz' operation was what was originally envisioned for Rural Retail Tourism. DuBose added that Rural Retail Tourism uses could become blurry. He referenced Wild Mountain Winery, sharing that the operation began as a winery, but later added camping and music, which made it more similar to a wedding venue.

Gervais expressed appreciation for McCarthy's insight into the history of Rural Retail Tourism and Birkholz' comments. She noted that the stated purpose of Rural Retail Tourism was to preserve and celebrate Chisago County's archaeological properties, rural and agricultural heritage, and historical landscapes, and, while she believed uses such as Pleasant Valley Orchard were a good example of Rural Retail Tourism Businesses, she also acknowledged that Rural Retail Tourism had evolved over time to include such activities as wedding and gathering venues.

Whitney asked if the Planning Commission would need to conduct a public hearing before presenting the proposed Amendment to Zoning Ordinance Section 4.17, Rural Retail Tourism Businesses, to the County Board for adoption. Gervais suggested that, prior to scheduling a public hearing, the Planning Commission present the County Board with draft materials for review and direction on further edits or proceeding with a public hearing. Gervais reminded the Commission that more discussions and refinement were needed before presenting draft materials to the County Board.

Commissioner requested Major Home Occupation vs. horse / equine permitted use discussion – Whitney provided a brief recap of the progress made thus far on the topic of equine uses, sharing that there had been discussions and suggestions on terms and definitions, as well as some public input at the Commission's February 20, 2025 special work session. He explained that since the February 20th special work session, he had revisited and adjusted the terms and definitions based on feedback received from the Planning Commission and had forwarded the updated verbiage to staff. Whitney stated that, moving forward, he would prefer not to be the primary person working on the topic, as there had been involvement from multiple sources and the discussion had evolved since he first introduced the topic. Whitney then walked the Commission through the updated verbiage that had been included in the meeting packet.

In review of the updated verbiage, DuBose inquired about the difference between "boarding barns" as listed under Commercial Equine Facility and "board outside equine animals" as listed under Non-Commercial Equine Facility. Whitney explained that this was a difficult issue to address, as not allowing non-commercial properties to board animals would mean that, if someone boarded other people's horses at their property, the property owners would be required to apply for a Conditional Use Permit. DuBose responded that he had no problem with people boarding other people's horses and sought further clarification on the distinction between commercial and non-commercial boarding. Whitney explained that the key difference between commercial and non-commercial use was that, under commercial use, there was typically a trainer involved and money was being exchanged. In contrast, non-commercial use involved training and working with one's own horses, and if horses belonging to others were boarded, they were not being trained. There was a lengthy discussion about the distinguishing factors between commercial and non-commercial use.

Motion by McCarthy directing staff to further develop the Commercial and Non-Commercial Equine Businesses verbiage for further Planning Commission review and consideration; second by Whitney. The **motion passed** 6-0.

Review of Ordinance Issue Identification Tracking Matrix – Gervais provided a brief update about the Ordinance Issue Identification Tracking Matrix, informing the Planning Commission that staff was currently working, with support from the County Board, to update the Subsurface Sewage Treatment Systems (SSTS) Ordinance. Gervais shared that the Planning Commission would be responsible for conducting the requisite public hearing.

New Business

Commissioner requested Official Zoning Map Amendment work plan discussion – McCarthy, having originally introduced this item, suggested carrying over this item for discussion at the next special work session. The Planning Commission was in agreement.

Communications and Reports

County Board Liaison Report / Update – County Commissioner Greene and County Commissioner Dahlberg shared that they had nothing new to report and were waiting on the State and Federal governments before making any budget decisions.

Miscellaneous

McCarthy shared that he had received positive feedback about the addition of Accessory Dwelling Units to the Zoning Ordinance. DuBose shared that he had also received positive feedback on the addition.

Motion by Yeager to cancel the special work session scheduled for Thursday, April 17, 2025; second by Leivian. The **motion passed** 6-0.

Adjourn Meeting – Motion by DuBose to adjourn the meeting; second by Leivian. The **motion passed** 6-0. The meeting was adjourned at 8:45 p.m.

Jolene Wille
Chair

ATTEST:

Beth Gervais
Land Services Coordinator

DRAFT

Chisago County Request for Board Action



Meeting Date: April 16, 2025	Item Number: 10
Title of Item for Consideration: Annual Planning Commission and Board of Adjustment and Appeals Policy Resolution	
Action Requested by: Kurt Schneider, Director	Department: Environmental Services on behalf of the Chisago County Planning Commission and Board of Adjustment and Appeals
Previous Action on this Matter: The County Board most recently adopted amendments to Planning Commission and Board of Adjustment and Appeals procedures on meeting order and general procedure on February 21, 2024; Ref. Resolution No. 24/0221-3.	
Background: Current policy states that the Planning Commission and Board of Adjustment and Appeals shall conduct annual review of the <i>Policy on Commission/Board Structure, Meeting Order and General Procedure</i> and that any changes or amendments agreed to by a majority vote of each body shall be recommended to the County Board for adoption. Staff has presented the annual policy to the Planning Commission and Board of Adjustment & Appeals for 2025 review and recommendation. Minor recommendations for adjustment were discussed by each body and are represented on the attached “track changes” [<u>new language underlined</u> and deleted language struck] copy of the resolution. A highlight of the adjustments to the newly drafted/updated resolution for County Board consideration is summarized as follows: • Clarifying language concerning the total membership of each body is proposed within the Section 5. Quorum provisions. • Section 11. (I) Rules of Procedure for Meetings terminology concerning “Viva Voce” is corrected. • Section 12. (D) Meeting Decorum includes added reference concerning silenced electronic communication devices (phones). Staff recommends accepting all tracked changes and approval of the resolution as presented and/or may be amended at the discretion of the County Board. Attachment(s):	

- Proposed Planning Commission and Board of Adjustment and Appeals Policy Resolution No. 25.0416-____ [proposed new language underlined and deleted language ~~struck~~]

Action Requested/Recommended: It is respectfully requested that the Chisago County Board affirmatively consider the repeal and replacement of Resolution No. 24/0221-3 with Resolution No. 25/0416-____ as recommended and reviewed by the Chisago County Planning Commission and Board of Adjustment and Appeals. The suggested motion to approve this action is as follows:

“Move to repeal Resolution No. 24/0221-3 and adopt Resolution No. 25/0416-____, A Resolution of the Board of Commissioners of Chisago County, Minnesota, Approving Planning Commission and Board of Adjustment and Appeals Policy on Commission / Board Structure, Meeting Order and General Procedure” as presented and/or as amended at tonight’s meeting.

Implications of Action: Recommended Board action repeals and replaces Resolution No. 24/0221-3

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. 24/0319-_____

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CHISAGO COUNTY, MINNESOTA,
APPROVING PLANNING COMMISSION AND BOARD OF ADJUSTMENT AND APPEALS POLICY ON
COMMISSION/BOARD STRUCTURE, MEETING ORDER AND GENERAL PROCEDURE**

SECTION 1. PURPOSE

The purpose of this policy is to provide a set of operating procedures for the Planning Commission and Board of Adjustment and Appeals, and to establish a code of ethics and conduct.

SECTION 2. ANNUAL REVIEW

This policy shall be reviewed annually by the Planning Commission and Board of Adjustment and Appeals, and any changes or amendments agreed to by a majority vote of each body shall be recommended to the County Board for adoption.

SECTION 3. REGULAR MEETINGS

Regular meetings shall be held at the Chisago County Government Center or other Officially Noticed location at 313 North Main Street, Center City, Minnesota. The meeting schedule shall be as follows:

- Planning Commission shall be held on the first Thursday of each month.
- Board of Adjustment and Appeals shall be held on the last Thursday of each month.

The usual meeting time shall be 7:00 PM unless otherwise noticed. At such meetings, the Commission/Board may consider all matters properly brought before the Commission/Board. A regular meeting may be cancelled or rescheduled by the Commission/Board or by County Staff (in which there are no planning applications) or in observance of a recognized holiday conflict. Rescheduled meetings shall require a motion of new meeting date.

SECTION 4. SPECIAL MEETINGS

Special meetings of the Planning Commission or Board of Adjustment and Appeals may be called by the Zoning Administrator who shall designate the time, place and purpose of the meeting. Notice of special meetings must conform to the Minnesota Open Meeting Law. Written or email notice, thereof shall be given to all members not less than 24 hours in advance of the special meeting except in the case of an emergency.

SECTION 5. QUORUM

In order for any meeting to be called to order, a quorum is identified as a majority of members present and remotely attending. In each case the minimum required for the Planning Commission quorum would consist of four (4) of seven (7) members present, and

the Board of Adjustment and Appeals quorum would ~~be consist of~~ three (3) ~~of five (5)~~ members present. During the course of any meeting, a majority of members must be present to take action on any matter before the Commission/Board.

SECTION 6. MEETINGS AND THE OPEN MEETING LAW

In accordance with the Minnesota Open Meeting Law (Minnesota Statute Chapter 13D), all official meetings shall be open to the general public. An "official" meeting is any gathering, or simultaneous or serial communication (via email, telephone or otherwise), between a quorum of members for the purpose of considering the public business of the Planning Commission or Board of Adjustment and Appeals. Informal gatherings and communications such as site visits and conference telephone calls, therefore, may constitute an official meeting. The Planning Commission or Board of Adjustment and Appeals may exclude the public from its meeting only in certain very limited cases identified in the Open Meeting Law with the guidance of the County Attorney.

SECTION 7. VOTING AND RECOMMENDATIONS

(A) **Voting.** At all meetings of the Planning Commission, each member attending, with the exception of the *ex officio* Chisago County Board member, shall be entitled to cast one vote on all issues unless a particular issue involves a conflict of interest. At all meetings of the Board of Adjustment and Appeals, each member attending shall be entitled to cast one vote on matters before the Board, unless a particular issue involves a conflict of interest. The affirmative vote of a majority of members in attendance shall be necessary for the adoption of any resolution or other voting matter. The results of any vote shall be recorded, listing those voting Aye and those voting Nay. All recommendations shall be sent to the County Board by means of written minutes and shall include the record of the division of votes on each recommendation.

(B) Conflict of Interest.

1. A member has a conflict of interest in any matter or application before the Commission or Board where he or she has a direct personal or business interest in the matter pending before the Commission or Board or where he or she has an indirect interest in the matter through association or affiliation with the person or business that has brought the pending matter. A member who believes he or she may have a conflict of interest may consult with and obtain a confidential legal opinion from the County Attorney's Office as to whether he or she has a conflict of interest which should be disclosed and from which he or she should disqualify himself or herself.
2. Any question on whether a particular issue involves a conflict of interest sufficient to disqualify a member from voting thereon shall be decided by a majority vote of the attending members except the member who is being challenged. Any person may, in person or in writing, challenge whether any member may have a conflict of interest. Upon any such challenge, the Planning Commission and Board of Adjustment shall decide the question pursuant to the above stated rule. A member who was not

present at the hearing of any matter to come before the Commission or Board, may not vote on the same matter, nor any absent member record his vote upon any question.

3. Any member, who believes he or she may have a conflict of interest concerning the matter or application then before the Commission or Board, shall disclose his/her interest and disqualify himself or herself or seek a ruling as provided above. Such member shall leave his or her seat while the Commission/Board takes up the issue of disqualification.
4. Upon a member disqualifying himself or herself or upon disqualification by majority vote as provided above, such member shall not participate as a Commission or Board member in such matter or application in public hearing, deliberation and decision. The Chair shall declare that the member is absent during the proceedings on such matter or application and the minutes shall reflect the member as absent by abstention and took no participation.
5. Any member who is disqualified by reason of a conflict of interest may remain in the meeting room and take a seat in the gallery while the Commission or Board takes up such application. The member may give testimony and other evidence during the public hearing whether in support of or opposition to such pending application and the member may remain in the meeting room, if he or she chooses, while the Commission or Board deliberates and decides on such application. The member may be allowed to return to his or her seat only after the Commission or Board has reached a decision on such application or moves on to other business.

SECTION 8. REGULAR PROCEEDINGS

(A) At any regular meeting, the following shall be the regular order of business:

1. Call to Order – Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Minutes of the Preceding Meeting(s)
5. Receipt of Materials and Submissions
6. Public Hearings – New Applications
7. Public Hearings – Continued Hearings
8. Old Business
9. New Business
10. Communications and Reports
11. Miscellaneous
12. Adjournment

The order of business may be varied by the presiding officer, but no public hearings shall be held at an earlier time than specified in the notice of hearing.

- (B) Each formal action of the Planning Commission or Board of Adjustment and Appeals required by law, rules, regulations or policy shall be embodied in a formal vote duly entered in full in the official minutes after an affirmative vote as provided in Section 7 hereof and may be accompanied by written findings of fact.

SECTION 9. AGENDA AND DEADLINE FOR AGENDA

- (A) **Purpose.** The agenda of a meeting serves two important functions: it focuses deliberations by determining what matters will be considered at the meeting, when each matter will be considered, and the context in which each matter will be considered; and, it serves as the public's only guide to what will be considered at the meeting, how the matter be dealt with, who will participate in the discussion, and when public comment may be made. The agenda should be prepared so as to best achieve these functions.
- (B) **Deadlines.** The working agenda for the meeting shall be prepared by the county environmental services staff and shall be closed at noon the Thursday prior to the meeting for preparation purposes.
- (C) **Submissions.** Any member may seek to place an item on the agenda by requesting the same to county staff responsible for agenda preparation prior to noon the Thursday prior to the meeting. No item shall be placed on the agenda unless the item is expressed in such a way as to clearly show the subject matter involved.
- (D) **Delivery of Agenda to Members.** At least four calendar days before the meeting, the county staff shall provide each member a meeting agenda and all materials related to items on the agenda (e.g., petition, application, plans, staff report, written comments received).
- (E) **Agenda Discussion Items – Additions During Regular Meetings.** Additional discussion items may be added to the agenda at the time of adoption/approval of the agenda during the meeting subject to approval by a majority vote of the members present. The additional items may be discussed, but no formal action may be taken.

If a new item of business proposed to be added to the agenda requires staff review (such as rezonings, ordinance amendments, preliminary subdivision plans, and subdivision review procedures and guidelines), involves quasi-judicial procedures (such as a request for a conditional use permit or variance), involves substantive matters of potential public interest (such as the Comprehensive Plan, or other major policies), or requires legal notice elements, the Commission or Board may add the item to the agenda only for purposes of referring it to county staff, or scheduling it for consideration at a later meeting (as appropriate). The Commission may not discuss the substance of the matter or take any final action on the item except at a meeting where the item is included on the distributed agenda.

SECTION 10. MINUTES

- (A) **Purpose.** The minutes of the meetings represent the official record of the Commission and Board's deliberations and actions. As such, they record the vote on actions and the reasons for the vote. The minutes also communicate background on the Planning Commission's recommendations to the County Board, provide perspective on issues, and provide a historical record of proceedings. Furthermore, state law requires the Commission and Board to keep full and accurate minutes of all official meetings and requires that those minutes be retained and be available for public inspection by any person subject to the state public records law and the county records retention schedule.
- (B) **Duties of Staff Preparing Minutes.** County staff shall prepare minutes of all Planning Commission and Board of Adjustment and Appeals meetings. The minutes shall state:
1. Which members were present and absent, and whether absent members were excused or not excused.
 2. A summary of staff and committee reports and recommendations, applicants' presentations, public comments, and the discussion on each item.
 3. The content of each principal motion before the Commission or Board, the identity of the person who made and seconded the motion, and the record of the vote on the motion (identifying the vote count and, unless the vote was unanimous, the names of those voting for or against the motion).

SECTION 11. RULES OF PROCEDURE FOR MEETINGS

All meetings of the Planning Commission and Board of Adjustment and Appeals shall be conducted in accordance with the following Rules of Order.

- (A) Any motion may be withdrawn at any time before action is taken on it.
- (B) When a motion is under debate, no other motion shall be entertained except one to call the question, postpone for consideration to a date certain, or amend. Motions shall take precedence in that order.
- (C) All motions shall be carried by a majority vote of the members present and remotely attending.
- (D) Only members recognized by the Chair can make motions.
- (E) Speaking without recognition of the Chair shall be cause for another member to call "point of order" and the member speaking out of turn must relinquish the floor.

(F) "Call the question" is a motion and must be seconded. It is not debatable and must be voted upon immediately.

(G) "Question" is not a motion but only an indication to the Chair that the person making a statement is ready to have the motion or question put to a vote.

(H) The Chair may direct that a motion be divided if requested by a member.

(I) "~~Vice-Viva~~ voce" means voice vote. All votes shall be taken by voice vote or a show of hands, rather than by paper ballot, except that a ballot vote may be called for at the discretion of the Chair.

(J) Members must limit their remarks to the subject matter being discussed and shall not be repetitious. The speaking order shall be at the discretion of the Chair; however, all members shall be allowed to speak in their turn. Each member, while speaking, shall avoid all personal, indecorous, profane or sarcastic language.

(K) If a motion is unnecessary, unsuitable for consideration, and/or proposed at an inopportune time for the purpose of delaying or embarrassing others, the presiding officer may rule the motion out of order on her/his own initiative.

SECTION 12. MEETING DECORUM

(A) Hats or caps worn at the hearing shall be removed by anyone addressing the Commission or Board.

(B) At no time will the public be allowed to confront the applicant or members of the Planning Commission or Board of Adjustment and Appeals with derogatory language or in an unprofessional manner including the use of profane language. The Chair shall have the discretion to require a person to leave the hearing if this occurs.

(C) Rebuttals to testimony, whether by the public, applicant, staff or Planning Commission or Board of Adjustment and Appeals members will not be allowed.

(D) All electronic communication devices shall be turned off or silenced during meetings.

SECTION 13. PUBLIC HEARINGS

(A) A public hearing is a noticed, official hearing, the express and limited purpose of which is to provide an equitable opportunity for the public to speak on matters before the Commission or Board.

(B) For certain matters considered by the Planning Commission and Board of Adjustment and Appeals, a requirement to conduct a public hearing is prescribed by State law, the County's Zoning Ordinances or by County Policy/Resolution.

(C) The Commission or Board may neither deliberate nor take a substantive vote during a public hearing but may ask questions for the sake of clarification of speakers.

(D) Upon the Chair resuming their regular meeting after the close of the public hearing, the Commission/Board may take action upon the matter discussed at the public hearing.

(E) Conduct of Persons Before the Planning Commission and Board of Adjustment and Appeals:

1. During all public hearings required by State law or ordinance, members of the public shall be given reasonable opportunity to speak. A sign-up sheet will be available for those persons wishing to testify at the hearing. Members of the public that wish to testify shall first state their names for the record. In order to promote meeting efficiency, the Chair may discourage duplicative testimony and may place reasonable time limits, generally three (3) minutes, on the amount of time that individuals have to speak. Comments should be related to the item at hand and should be addressed to the Chair. Where a comment is irrelevant, inflammatory, disruptive or prejudicial, the Chair may instruct the Commission or Board to "disregard" the comment, which nevertheless remains in the public record.
2. During all regular and special meetings, the public may be present but shall remain silent unless specifically invited by the Chair to provide comment.
3. During all proceedings, members of the public have the obligation to remain in civil order. Any conduct which interferes with reasonable rights of another to provide comment or which interferes with the proper execution of Commission affairs may be ruled by the Chair as "out-of-order" and the offending person directed to remain silent. Once, having been so directed, if a person persists in disruptive conduct, the Chair may order the person to leave the Planning Commission meeting or hearing. Where the person fails to comply with an order to leave, the Chair may then call upon civil authority to physically remove the individual from the chamber.
4. The Chair may impose additional limits or rules upon members of the public as permitted by Section 15.

(F) Additional Rules of Procedure for Public Hearings

1. **Public Hearing Format.** Public hearings shall be conducted in the following manner:
 - (a) The presiding officer calls the public hearing to order and declares the time of opening.
 - (b) It is the intent of the Planning Commission and Board of Adjustment and Appeals to open all public hearings at the predetermined and published time. From a practical standpoint, not all hearings can be opened at their designated time. The

presiding officer may delay the start of a hearing until the business at hand is acted upon, in any manner, by the Commission or Board. However, in no circumstances can a hearing be opened prior to the predetermined and published time.

- (c) The presiding officer shall read, from the hearing notice, the details on the hearing sufficient to provide the public a general understanding of the purpose and procedures for the hearing, and the fact that the hearing is their exclusive or primary opportunity to provide input to the county on the subject.
- (d) County staff and/or a county staff consultant make a presentation or report on the subject matter for the hearing at the direction of the presiding officer.
- (e) The applicant (if any) may make a presentation or report on the subject matter for the hearing at the direction of the presiding officer.
- (f) The presiding officer asks Commission or Board members if they have questions of the applicant, consultant or staff, if any.
- (g) The presiding officer announces that input will be received from the citizens, requesting that each speaker provide a name, noting any applicable time limits for comment from individual members of the public, any other applicable rules and explaining the procedure for enforcement of such rules.
- (h) After members of the public have spoken, the presiding officer requests a motion to:
 - i. Close the public hearing, and the Planning Commission or Board of Adjustment and Appeals votes on the motion. Once the hearing is closed, the record is complete and no further input or evidence from the public shall be allowed.
 - ii. Continue a public hearing. If the Commission or Board votes to continue the hearing to a date certain, the presiding officer shall, in consultation with staff, select and announce a time and date certain for the continued public hearing. No additional publication or notice requirements are needed if a hearing is continued to a later date. However, no public hearing may be continued more than once without re-notice and publishing the time, date and location of the hearing.
- (i) The Planning Commission or Board of Adjustment and Appeals addresses the subject matter through deliberation, questions to applicants and/or their representative and staff, and reactions and statement of position on the subject.

- (j) If the public hearing is closed, the Planning Commission or Board of Adjustment and Appeals may take action on the application before them. The Commission or Board may formulate a recommendation which outlines the parameters under which an approval would be granted or a denial. The reasons and conditions shall be stated in the motion or resolution for approval or denial. Continuation of an action may occur in the event insufficient information is present to make a decision or the record needs to be reviewed to draft written findings consistent the decision subject to 60-day law.

Note: A public summary of policy for Section 11 – Rules of Procedure, Section 12 – Meeting Decorum, Section 13 – Public Hearings, and Section 15 – Duties of Officers shall be posted and made available at every meeting.

SECTION 14. OFFICERS

The officers of the Commission and Board shall consist of a Chair and a Vice-Chair elected by the membership at the annual meeting for a term of one year. In the absence of the Chair and Vice-Chair, the remaining members shall elect a Temporary Chair for that respective meeting.

SECTION 15. DUTIES OF OFFICERS

The Chair is a voting member of the Planning Commission and Board of Adjustment and Appeals and may make motions. In addition, the duties and powers of the officers of the Commission or Board shall be as follows:

(A) Chair

1. To preside at all meetings of the Commission/Board.
2. To see that all actions of the Commission/Board are properly taken.
3. To invoke a reasonable time limit for speakers during any public hearing in the interest of maintaining focus and the effective use of time.
4. To provide for the selection of one or two spokespersons to represent groups of persons with common interests during public meetings and hearings.
5. To order an end to disorderly conduct and direct law enforcement to remove disorderly persons from meetings or hearings.
6. To schedule a second official public hearing meeting or other continued meeting in the event that a meeting or public hearing cannot be concluded by a reasonable hour in the judgment of the Chair subject to 60-day law.
7. The presiding officer has the responsibility to facilitate discussion by the Commission/Board. This may occur in a variety of ways, including:
 - Interpret and apply rules of procedure.
 - Decide whether motions are properly made.
 - Decide whether motions are in order.
 - Decide when to recognize speakers.

- Call for motions or recommend motions.
- Expel disorderly persons from the meeting.
- Enforce speaking procedures.

(B) Vice-Chair

During the absence, disability or disqualification of the Chair, the Vice-Chair shall exercise or perform all the duties and be subject to all the responsibilities of the Chair.

(C) Staff

Staff of the Chisago County Environmental Services Department shall be responsible as follows:

1. To give staff reports as deemed necessary including, but not limited to sample findings for consideration of the Commission and Board, and recommendations for action.
2. To give or serve all notices required by law or by these procedures herein.
3. To cancel or postpone regularly scheduled meetings.
4. To prepare the agenda for all meetings.
5. To be custodian of records.
6. To inform the Commission or Board of correspondence relating to business and to attend to such correspondence.
7. To handle funds allocated to the Commission and Board in accordance with its directives, the law and county regulations.
8. To take the minutes of all meetings for typing and filing into the appropriate archive.

SECTION 16. MEMBER PARTICIPATION

- (A) An absence from three or more regular meetings in one calendar year may be considered grounds for removal by the County Board.
- (B) Members should inform the Chair and Zoning Staff of any planned absence as far in advance as possible and, to the extent possible, no later than before the end of business day of the regular scheduled meeting in the event of an unplanned absence. This advance notification allows Zoning Staff to confer with the Chair regarding a cancellation of the meeting due to a lack of a quorum.
- (C) If a member arrives after the start of any agenda item, they shall abstain from participating in the consideration or the vote on that pending matter.

SECTION 17. MEMBER REMOTE ATTENDANCE

- (A) A Member may remotely attend a meeting only upon making an advance written request and approval by the Chair at his or her sole discretion, provided that no member shall remotely attend more than three (3) regular meetings and three (3) special meetings in any one year, unless authorized in advance by majority vote of the County Board.

(B) A member seeking to remotely attend a meeting must make the written request to Zoning Staff no less than two weeks in advance of the meeting in which the remote attendance would occur and the written request should specify the reason for the remote attendance. The Chair may not allow more than two members to remotely attend a regular meeting at any one time and any issue concerning remote attendance shall be resolved by the Chair at his or her sole discretion.

(C) Once approved by the Chair the notification and posting of remote attendance shall be in accordance with State Statute 13D.015 and Section 13D.02 and Open Meeting Law and all remote attendance must be consistent with the Open Meetings Law.

SECTION 18. RECORDING DEVICES

Electronic recording devices, television cameras, or equipment used by the electronic media will be placed in accordance with the direction of the Chair and will be used in an unobtrusive manner so that its presence will not interfere with the conduct of the meeting.

SECTION 19. AMENDMENTS

These rules shall not be repealed, waived or amended except by a majority vote of the Chisago County Board of Commissioners.

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:

Dan Dahlberg
Chair, Board of Commissioners

ATTEST:

Chase Burnham
County Administrator

Chisago County Request for Board Action



Meeting Date: April 16, 2025	Item Number: 11
Title of Item for Consideration: 2024 Water Resources Programs and Annual Reports Presentation	
Action Requested by: Kurt Schneider, Director	Department: Environmental Services
Previous Action on this Matter. Each year, Chisago County Water Resources staff compile information and data collected to develop annual reports for the county's water resources programs. These programs include Lake Water Quality Monitoring, Aquatic Invasive Species Prevention, and Chisago County Water Resources. Each spring, Water Resources staff provide a presentation to the County Board on the annual reports and water resources projects and programs. County water resources staff collaborate with many partners to achieve the water quality goals of Chisago County. These partners include area citizens, Chisago County, Chisago Lakes Lake Improvement District, Chisago Soil and Water Conservation District (LID), Comfort Lake-Forest Lake Watershed District, Lower St. Croix Comprehensive Watershed Management Plan Partners, Wild Rivers Conservancy, Minnesota Department of Natural Resources (DNR), National Park Service, Area Lake Associations (Center Lakes, Chisago-Lindstrom, Comfort Lakes, Green Lake, Goose Lake Landowners, Pioneer Lake and Rush Lake Improvement) and others.	
Background: Highlights from the 2024 programs are as follows: <u>Water Quality Monitoring</u> County and LID staff monitor 22 sites and volunteers monitor 12 sites in lakes located throughout Chisago County. Staff and volunteers monitor for chlorophyll, nitrogen, and phosphorus levels, along with color, invasive plants, physical condition, recreational suitability, temperature, and transparency. Trends show that water quality of most of the lakes are improving each year. <u>Aquatic Invasive Species (AIS) Prevention</u> The Chisago County AIS Program consists of watercraft inspections, enforcement, education and outreach, regional coordination, early detection, and rapid response. In 2024, 11 seasonal Watercraft Inspectors inspected 14,525 watercraft and completed 80 decontaminations of watercraft. Staff provided the AIS display and information at 16 community festivals and events educating 1,347 residents and children. County staff submitted 24 AIS social media posts. 70 volunteers participated in Zebra Mussel Watch and placed monitoring plates at their docks. We had a record number of volunteers for our annual Starry Trek event where we collaborated with Wild Rivers Conservancy to search for starry stonewort and other invasive species at public water accesses throughout the county. The county surveyed 21 lakes and rivers for AIS and found zero new infestations for zebra mussels or spiny waterfleas in 2024!	

Chisago County Water Resources

The We Are Water MN Exhibit was a success! Chisago County hosted the We Are Water MN exhibit from June 20 – August 12, 2024. The indoor exhibit was on display at the North Branch Area Library and the Chisago County History Center (with over 9,742 library visits). The outdoor exhibit was located at the Lindstrom Memorial Park. 2024 was a journey of exploration, planning, setting goals, creating new relationships, and offering new events to connect residents and their water stories. From school groups touring the exhibit, to water poetry, songs, Water Bar stories, and St. Croix River paddles, we had amazing opportunities to learn more about water issues in Chisago County and to share our water stories. Over 1,000 residents attended the 21 We are Water themed events. Residents also shared their water stories at the exhibit. Links to the youth poetry contest winners, ten water storytellers, and pictures and summaries of all the events are in the links below. While the exhibit has ended, our journey and what we have learned is just the beginning to the connections with residents on how to protect our water and that we are all connected to water!

<https://www.chisagocountymn.gov/DocumentCenter/View/22186/Youth-Poetry-Contest-Winners---We-Are-Water-MN-2024---Chisago-County?bidId=>

<https://soundcloud.com/user-448596268/sets/chisago-county>

<https://www.chisagocountymn.gov/1349/We-Are-Water-MN-Exhibit>

The county also partnered with Wild Rivers Conservancy (WRC) since 2019 to identify and map roadside populations of invasive phragmites and by 2023 they completed this effort for all cities and townships countywide. In 2024, WRC resurveyed roadsides in the Chisago Lakes Lake Improvement District, Fish Lake, and Nessel townships to search for and map invasive phragmites. In 2024, the county also added purple loosestrife to the roadside surveys with the goal to locate and map populations and to determine future treatment strategies. Continued resurvey work will begin in 2025.

Water Resources staff completed the following additional activities in 2024, including:

- Providing the annual Chisago County Children's Water Festival,
- Implementing American Rescue Act Funded AIS Treatment and Education grants for lake associations,
- Working with the Water Plan Policy Team for recommendations to select and prioritize lakes for lake management comprehensive strategic planning in 2025,
- Working with the Water Plan Policy Team for recommendations for groundwater plan exploration in 2025, and
- Completing 74 total social media posts in 2024 page for residents to learn more about water quality projects, activities, and programs. (24 for AIS, 50 for Water Resources, and 5 videos). Like us at Chisago County Water Resources!

Attachment(s):

- 2024 Water Resources Annual Reports Presentation

Action Requested/Recommended: The County Board is respectfully requested to approve the 2024 Water Resources Programs and Annual Reports Presentation. The following motion/s is suggested:

***"Move to Accept the 2024 Water Resources Programs and Annual Reports
Presentation."***

Implications of Action: None at this time.

Budget/Financial Implications: None at this time.

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

A scenic view of a lake with lily pads in the foreground and a clear blue sky above. The water is calm, reflecting the sky and the surrounding greenery. The lily pads are green and have yellow centers. The sky is a clear, bright blue. The overall scene is peaceful and natural.

2024 Chisago County Water Resources Annual Reports

Lake Water Quality Monitoring
Aquatic Invasive Species Prevention
Chisago County Water Resources
We Are Water MN Exhibit



Chisago County Water Quality Monitoring Lakes

Water Quality Monitoring

- 22 Staff sites
- 10 Volunteers at 9 LID sites
 - Greg & Nancy Anklan, Steven Bratrud, Crystal Crum, David Gerty, Eric Hughes, Scott Mower, Peter Storlie, Scott Thelen, and Bob Walkowiak
- 2 Volunteers at 3 Northern Lakes site
 - Larry Benjamin and Bill Pallen
- Once per month
 - May – September
- Chlorophyll, Color, Invasive Plants, Nitrogen, Phosphorus, Physical Condition, Recreational Suitability, Temperature & Transparency

The image contains three maps illustrating water quality monitoring locations:

- Northern Chicago County Lakes:** A map of the northern part of Lake Michigan showing monitoring sites labeled West Puuck, East Puuck, Casser-North, Casser-South, Mendall, Ridgeur, Little Menashaue, Menashaue, Fish, and South Chain.
- 2025 Water Quality Monitoring Sites:** A map showing the distribution of monitoring sites across Northern Lakes and Southern Lakes, with dots indicating specific locations.
- Southern Chicago County Lakes:** A detailed map of the southern part of Lake Michigan showing numerous monitoring sites labeled North Center-North, North Center-South, Middle, North Lincoln, Pleasant, Mattoon School, South Lincoln, North Center-South, South Center, Williams, Chicago-North, Chicago-South, Green, Emerald, Lincoln, Olney, Bloom, Spider-East, and Spider-West.

3



Chisago County Aquatic Invasive Species Prevention (AIS)

4

AIS Prevention, Early Detection, Rapid Response

- Inspection and prevention most important
- Water Monitoring Video for Chisago Lakes Chain of Lakes Watershed
- <https://www.youtube.com/watch?v=oAyrgsPx3GA>





5

Chisago County AIS Prevention

- AIS Program Accomplishments 2024



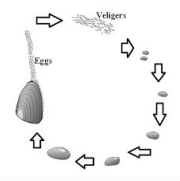
People Doing AIS Work	• 9 Level 1 Watercraft Inspectors • 2 Level 2 Watercraft Inspectors • 2 Year-Round AIS Manager & Specialist • 91 Volunteers • 455 Volunteer Hours Served
Community Engagement	• 16 AIS Events • 1,347 Residents Reached • 24 Social Media Posts & 243 Followers
Watercraft Inspection	• 14,525 Inspections Performed* • 4,486.25 Hours of Inspections Performed* • 24 Accesses Covered by Inspectors* • 98% of Watercraft Arriving at Launches with Drain Plugs Out • 1 Decontamination Unit • 106 Decontaminations Performed* *Chisago County and CLFLWD combined
Law Enforcement Support	• 7 Chisago County Sheriff Deputies Conducting AIS Work
Monitoring Conducted	• 21 Lakes and Rivers Surveyed for AIS • 70 Zebra Mussel Plates Deployed at 19 Water Bodies • 16 Public Water Accesses Searched • 13 Water Bodies with Veliger and Spiny Waterflea Tows • 21 Starry Trek Volunteers

***Zero new infestations of zebra mussels or spiny waterfleas in 2024!**

6

Zebra Mussel Veliger & Spiny Water Flea Monitoring

- Zebra Mussels
 - Microscopic, free-living larvae
 - Form shells
- Spiny Waterfleas
 - Eat native fish food
 - Form clumps on fishing line
- Lakes & rivers monitored
 - Comfort, Fish, Horseshoe, Kroon, Little, Little Green, North Center, North Goose, Rush, South Lindstrom, Spider, Sunrise River at Kost Dam, St. Croix Interstate Park





Spiny waterflea—MAISRC

7

Zebra Mussel Watch Program

- **70** volunteers installed monitoring plates on their docks
- Lakes monitored:
 - Chisago, Fish, Green, Horseshoe, Kroon, Little, Little Green, Little Horseshoe, Mandall, North & South Center, North & South Goose, North & South Lindstrom, Rabour, Spider, and East & West Rush Lakes.
- Volunteers observed **NO** zebra mussels




8

Fall Zebra Mussel Check

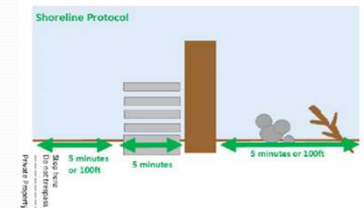
- **Fall Dock and Lift Zebra Mussel**
 - In 2023, staff developed a new program for lakeshore owners to check their docks and lifts
 - No reports of zebra mussels
- **Public Access Dock Check**
 - Accesses monitored: Chisago/South Lindstrom, Comfort, East/West Rush, Fish, Goose, Green, Horseshoe, Kroon, Little, Little Green, North/South Center
 - No new zebra mussel sightings in Chisago County (Comfort Lake infested 2017)



9

Water Access Monitoring Program

- Monitored for new AIS infestations at public water accesses
- AIS Specialist and Watercraft Inspectors
- Followed shoreline protocol
- Monitored **16** lakes:
 - Chisago/North & South Lindstrom, Comfort, Fish, Goose, Green, Horseshoe, Kroon, Little, Little Green, Little Horseshoe, North & South Center, Rabour, Spider, East & West Rush Lakes
- **NO** new observations of AIS



10

Communication and Education

- AIS Outreach:
 - **16** AIS events
 - **1,362** residents reached
 - **200** children educated
- Handouts at boat launches, community festivals, and 5 bait shops
- Display at 7 festivals
- Presentation to 8 community groups
- Boat Invaders sessions at Children's Water Festival and Isanti Conservation Day



11

Aquatic Invasive Species Prevention Workshop

- April 23rd, 2024:
 - Chisago County, Wild Rivers Conservancy, and the Minnesota Aquatic Invasive Species Research Center
- 15 participants learned about zebra mussels, spiny waterflea, and purple loosestrife.
- Biology, life cycle, and impacts
- Current distribution and means of spread
- Research, prevention, and treatment



12

Starry Trek

- August 10, 2024:
 - Wild Rivers Conservancy, Minnesota Aquatic Invasive Species Research Center, UMN Extension
 - Invasive algae found in MN in 2015
 - 21 volunteers searched 17 lakes for starry stonewort and other invasive species
 - Volunteers did not find starry stonewort

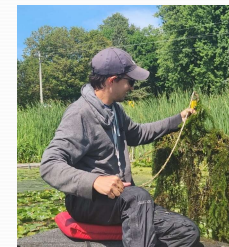
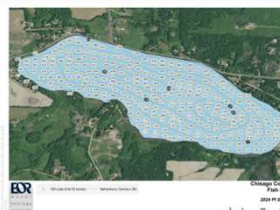


13

Aquatic Plant Point-Intercept Surveys

- Lakes Surveyed in 2024:
 - Fish and Horseshoe

Lake	2017 FOI	2024 FOI	2017 Native Species	2024 Native Species	Increases 2017 to 2024
Fish	31.9	37.0	27	37	Eurasian/Hybrid watermilfoil (EWM)
Horseshoe	22.5	27.9	16 (No EWM)	26 (No EWM)	White Water & Yellow Pond Lilly.

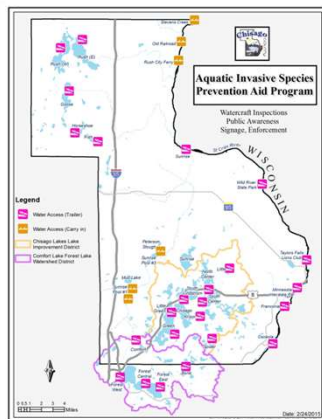


- Methodology
 - Frequency of occurrence
 - Track trends over time
 - Compare areas within lakes
- Floristic Quality Index

14

Aquatic Invasive Species Prevention

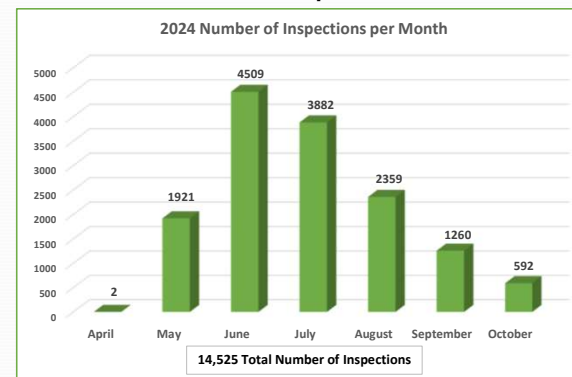
- Watercraft Inspections
 - Chisago & Northern Washington Counties
 - 24 Accesses



15

Aquatic Invasive Species Prevention

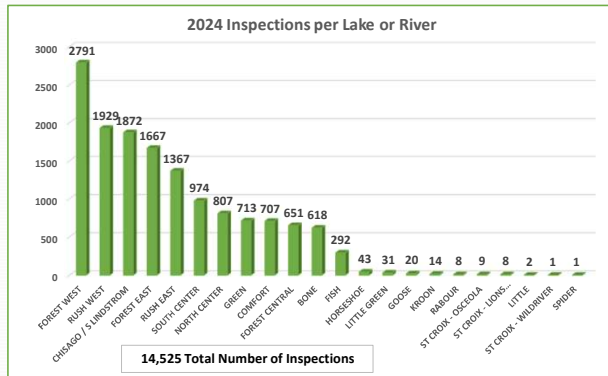
- 14,525 Watercraft Inspections



16

Aquatic Invasive Species Prevention

Watercraft Inspections per Lake or River

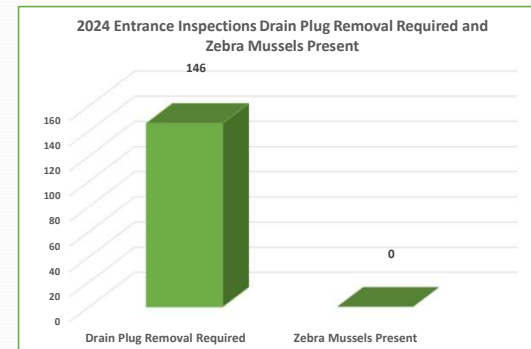


17

Aquatic Invasive Species Prevention

Entrance Inspections

Zebra Mussels and Drain Plug Removal

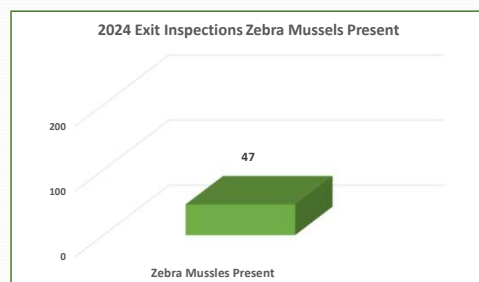


18

Aquatic Invasive Species Prevention

Exit Inspections

Zebra Mussels Present



19

Decontamination Blitz

August 16–18th, 2024

Partners

- Chisago County
- Wild Rivers Conservancy
- Minnesota Department of Natural Resources

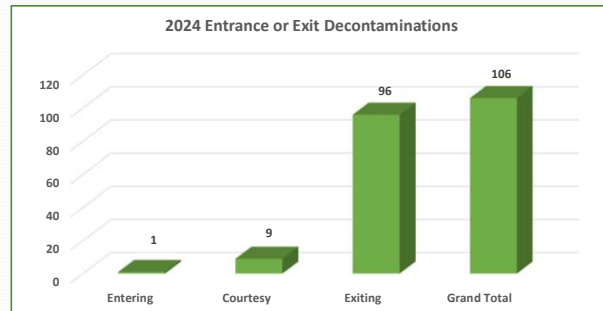
- Stationed at public water accesses along the St. Croix River



20

Aquatic Invasive Species Prevention

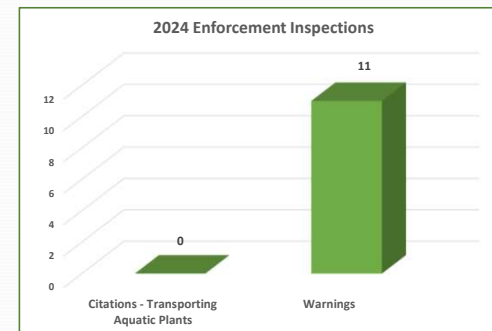
- 106 Total Watercraft Decontaminations
 - 26 Exiting Decontaminations completed by DNR Watercraft Inspectors



21

Aquatic Invasive Species Prevention

- Enforcement Inspections



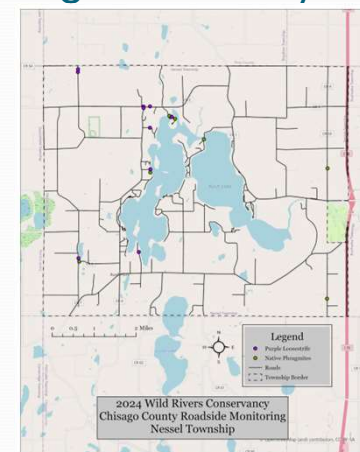
22

Chisago County Water Resources

23

Invasive Phragmites and Purple Loosestrife Planning and Surveys

- Planning Team:
 - Starting in February 2022
 - Meets monthly to identify, map and implement treatment strategies
- Surveys:
 - Partnership with Wild Rivers Conservancy
 - Roadside populations identified & mapped
 - Fish Lake and Nessel Townships
 - Zero new invasive phragmites populations
 - 20 purple loosestrife populations



24

Slow-No-Wake Ordinance

- Approved in 2015
- Temporarily restricts boat speeds within 300 feet of shore during high water for lakes that exceed OHW
- Permanently restricts boat speeds in many channels
- Comfort, Fish, Goose, Horseshoe, Kroon, Little, Rush, School, and Wallmark Lakes under restrictions in 2024
- Restrictions are posted on the Chisago County website at www.chisagocountymn.gov/347/Lake-Levels

Slow-No-Wake Ordinance Restrictions
(temporarily restricts boat speeds within 300 feet of shore during high water conditions)

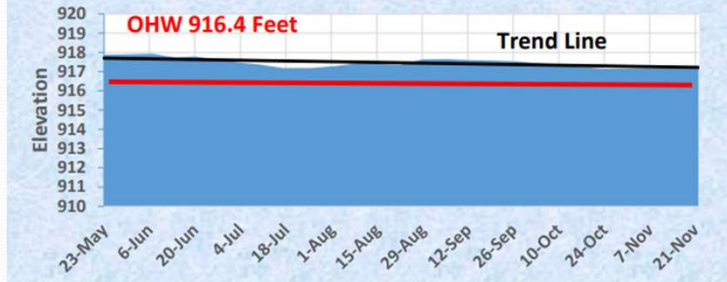
LAKE	DATE	NOTES
Fish	November 22	Slow-No-Wake restrictions in effect.
Horseshoe	November 22	Slow-No-Wake restrictions in effect.
Little	November 22	Slow-No-Wake restrictions in effect.
School	November 22	Slow-No-Wake restrictions in effect.
Wallmark	November 22	Slow-No-Wake restrictions in effect.



25

Lake Level Monitoring

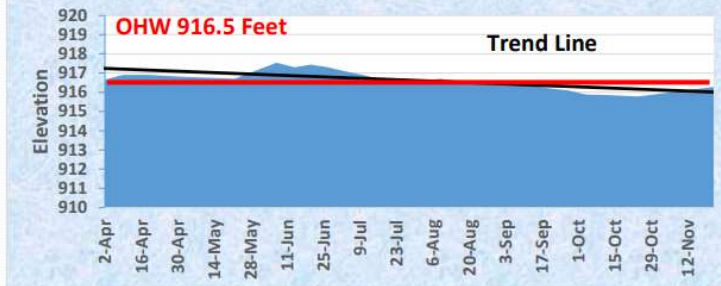
2024 Fish Lake Levels



26

Lake Level Monitoring

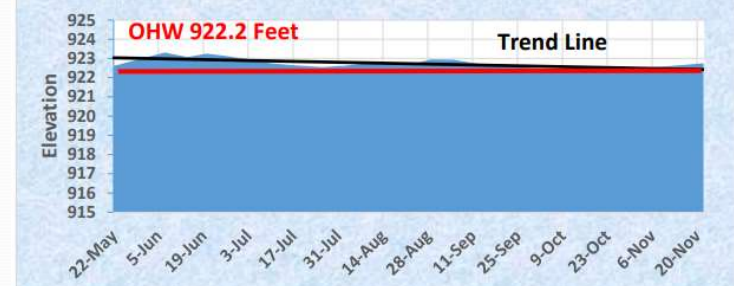
2024 Goose Lake Levels



27

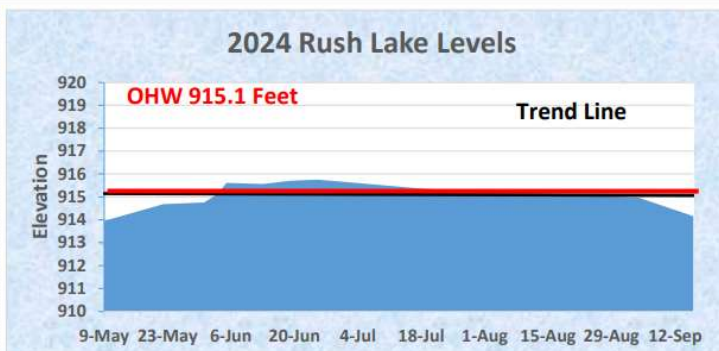
Lake Level Monitoring

2024 Horseshoe Lake Levels



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Lake Level Monitoring



29

22nd Annual Children's Water Festival

22 Years Strong ~ Thank You for Your Efforts!

- To learn more about the festival, visit <https://www.chisagocountymn.gov/325/Water-Resource-Environmental-Education>



30

We Are Water MN Exhibit June 20 – August 12, 2024

- Chisago County hosted
- Indoor exhibit locations
 - North Branch Area Library
 - Chisago County History Center
- Outdoor exhibit location
 - Lindström Memorial Park
- School Groups, Water Bar, Poetry, Songs, Connections, and Water Stories
- Summary of Events & Exhibits
- <https://www.chisagocountymn.gov/DocumentCenter/View/22864/Presentation---We-Are-Water-MN---Chisago-County-2024-PDF?bidId=>

WE ARE WATER Exhibit
Upcoming Events
JUNE 20 to AUGUST 12, 2024

The exhibit will be on display at the following locations:

- North Branch Area Library (Main Exhibit)
- Chisago County History Center
- Lindström Memorial Park (Outdoor Exhibit)

OPENING CEREMONIES:

- North Branch Area Library | June 20, 4:30 – 6:30 PM
- Chisago County History Center | June 21, 9:00 – 4:00 PM

EVENTS AND ACTIVITIES:

- Nitrate Testing Clinic | June 14, 1 – 6 PM | Nissel Town Hall
- 4-H Water Watchers | June 21, 9:00 – noon | Community Garden, North Branch
- Lakes Appreciation Night | July 10, 5 – 9 PM | Lions Park, Lindström
- Karl Oskar Days Fair | July 12 – 13 | Memorial Park, Lindström
- Water Storytelling | July 16, 1 – 2 PM | North Branch Library
- Kids Water Poetry Contest | Submit Entries by July 16
- Art + Water Bar | July 17, 4:30 – 7:30 PM | Uncommon Leon, Chisago City
- Chisago County Fair | July 18 – 21, 11 – 9 PM | Rush City Fairgrounds
- Storytelling, Songs & Art | July 26, 6 – 8 PM | Wallberg Center, Wyoming
- St. Croix River Paddle | July 30, 3 – 7 PM | Taylors Falls Lions Club Park
- Rush City History Center | August 3, 10 – 2 PM | Rush City
- Book Reading | August 8, 6 – 8 PM | North Branch Area Library

These events are part of **We Are Water MN**, a traveling exhibit and community engagement initiative that explores the science, history, story, culture, and relationships of water in Minnesota, and, in this case, Chisago County. Learn more at <https://www.chisagocountymn.gov/1349/We-Are-Water-MN-Exhibit>

We are Water MN is led by the Minnesota Humanities Center in partnership with the Minnesota Pollution Control Agency and multiple statewide agencies and is funded in part with money from the State of Minnesota's Clean Water, Land, & Legacy Fund.

WE ARE WATER

Chisago COUNTY

Don't miss out on this exhibit and event!

<https://www.chisagocountymn.gov/1349/We-Are-Water-MN-Exhibit>

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We Are Water MN Exhibit June 20 – August 12, 2024



Overall Results

- 36 Planning Meetings and Retreats
- 21 Events – Over 1,000 Attended
- 2 Indoor Exhibits – 9,742 Library Attended
- 1 Outdoor Exhibit
- North Branch Area Library
- Chisago County History Center
- 1 Open House Kick-Off – 28 Attended
- 2 Opening Ceremonies – 50 Attended
- 1 Docent Training – 16 Attended
- 9 Marketing Events – 731 Attended
- 5 We Are Water MN Theme Events – 74 Attended
- 4 North Branch Area Library Events – 101 Attended
- 240 New and Existing Email Connections Established
- 10 Storytellers

<https://www.chisagocountymn.gov/1349/We-Are-Water-MN-Exhibit>

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Grant Awards and Activities

- Water Resources received ARPA funding for projects, including:
 - Implement Northern Lakes Volunteer Water Quality monitoring
 - Provide AIS Treatment and Education grants for lake associations
 - Identify, map, and purchase new AIS signs for county public water accesses.
 - Select and prioritize lakes for lake management comprehensive strategic planning



33

Chisago County Water Plan Policy Team

- Since 1998 has set county watershed priorities
- Nine members
 - Five Citizen At-Large
- Policy and Technical Team
- Since 2017, provided recommendations to County Board for new Comprehensive Watershed Management Plan and County Appendix
- In 2024, recommendations for lake management planning and groundwater plan exploration for 2025.

CHISAGO COUNTY
APPENDIX TO THE
LOWER ST. CROIX
RIVER
COMPREHENSIVE
WATERSHED
MANAGEMENT
PLAN

July 17, 2020



34

One Watershed One Plan (1W1P)

- January 18, 2017 County Board resolution
- Local governments develop a new watershed-based management plan
- Basin-wide priorities and goals
- November 18, 2020 County Board approved 10-year Comprehensive Watershed Management Plan & County Appendix
- Lower St. Croix Partners received over \$1 million for projects in 2023 and 2024
- Lower St. Croix Partnership held six workshops for community leaders and residents provided education in 2024
- Partnership 2024 Education Video
 - <https://youtu.be/e41Rlx11Y8o>



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Chisago County Water Resources Facebook Page

- @ChisagoCountyWaterResources
- Upcoming water related activities, recent projects and programs in the Chisago County
- How to protect water quality in Chisago County
- 74 Total Posts:
 - 24 AIS
 - 50 Water Resources
 - 5 Videos



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Thank you

Copies of the report are available at:

<https://www.chisagocountymn.gov/364/Water-Resources-Annual-Reports>

We look forward to working with you in 2025!

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Chisago County Request for Board Action



Meeting Date: April 16, 2025	Item Number. 12
Title of Item for Consideration: Report and Recommendations from the April 9, 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 April 9th 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. 2026 Budget Schedule: Administrator Burnham presented the DRAFT 2026 Budget Schedule. The Committee recommended approving the DRAFT schedule. CCSO Axon Contract:	

Enterprise Services Director Eckel presented the new 10-year Axon contract for Body Cameras, Squad Cameras, Tasers, and other technology currently being used in the CCSO. By agreeing to a 10-year term, the County saves approximately \$59,940.39 per year or \$599,403.91 over the term of the contract.

The Committee recommended approving the 10-year Axon Contract.

Meals and Refreshment Policy:

Finance Director Waddell and Chief Deputy Wood presented the proposed Meals and Refreshment Policy to Committee. The creation of a Chisago County Meals and Refreshments Policy would allow meals and refreshments to be served in specific limited situations. ***The Committee recommended approving of the Chisago County Meals and Refreshments Policy (Financial Policy).***

Attachment:

- April 9th Budget and Finance Packet

Action Requested/Recommended: It is respectfully requested that the Chisago County Board accept the April 9th 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 April 9th Budget and Finance Report.”

And

“Move to approve the DRAFT 2026 Budget Schedule.”

And

“Move to approve the 10-year Axon contract for Body Cameras, Squad Cameras, Tasers, and other technology currently being used in the CCSO.”

And

“Move to approve the Chisago County Meals and Refreshments Policy (Financial Policy).”

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 _____



BUDGET & FINANCE COMMITTEE / WORKSHOP AGENDA

Wednesday, April 9th, 2025

County Board Room, Room 172 at 3:00 p.m.

PROPOSED AGENDA

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

- 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
 - g. Public Safety Funds
- II.** Monthly Current County Staffing Update
- III.** 2026 Budget Schedule
- IV.** CCSO Axon Contract
- V.** Meals and Refreshment Policy
- VI.** CORRESPONDENCE

Upcoming Schedule

- **Chisago County Board of Commissioners Meeting**, Wednesday, April 16th, 2025
- **CCCI**, Wednesday, April 23, 2025 at 6:30 p.m. at the Uncommon Loon at 10825 Lake Blvd, Chisago City, MN 55013
- **Chisago County Board of Commissioners Meeting**, Wednesday, May 7th, 2025

**BUDGET TO ACTUAL
AS OF 03/31/2025
25% OF YEAR COMPLETE**

TAB I.

	Adopted Budget	Amended Budget	Actual	% of Adopted Budget	% of Amended Budget	Notes
GENERAL FUND						
Board of Commissioners	\$ 541,494	\$ 541,494	\$ 171,152	32%	32%	2025 Annual Dues: AMC - \$27,356 MICA - \$16,556 AMC Conference
District Court	212,500	231,821	50,733	24%	22%	
Law Library	40,514	184,939	14,329			Restricted
County Administrator	1,195,000	1,195,000	301,201	25%	25%	Q1 HUB Fees Conferences & Training
Auditor-Treasurer	1,002,207	1,007,507	226,266	23%	22%	2025 MACO Dues TNT forms - \$5,300
Audit	90,000	90,000	250	0%	0%	
Assessor	1,153,945	1,153,945	277,173	24%	24%	
Enterprise Services	6,872,508	6,872,508	1,679,663	24%	24%	
Central Services	78,600	78,600	15,066	19%	19%	
Elections	119,000	328,142	32,255	27%	10%	
County Attorney	2,982,337	2,982,337	714,204	24%	24%	1st Half Restorative Justice - \$17,500
County Attorney Forfeiture	-	39,767	804			Restricted
Recorder	392,467	394,767	94,382	24%	24%	
Recorder Technology	1,500	435,839	224,156			Restricted
Recorder Compliance	24,200	1,223,619	129,485			Restricted
Maintenance	1,475,574	1,475,574	429,258	29%	29%	2025 Annual Contract Payments
Planning & Zoning	1,370,998	1,396,257	420,136	31%	30%	2024 Share of Permits to Cities Quarterly Permit Surcharge
Wellness, Safety and Ergo	-	27,966	3,370	0%	12%	
General Government	1,436,924	1,436,924	1,417,722	99%	99%	2025 Gen Liab & Worker's Comp Ins Housing Aid HRA-EDA (State Grant) Retiree Payouts: \$200k Budget - \$145k Actual
Contingency	-	208,630	6,138	0%	3%	
Contingency - Special Projects	100,000	100,000	-	0%	0%	
Sheriff	8,968,535	8,979,406	2,165,335	24%	24%	
Sheriff Forfeitures	-	26,317	-			Restricted
Sheriff's Reserve	-	10,149	933			Restricted
Sheriff's Contingency	-	932	-			Restricted
Gun Permits	-	87,952	497			Restricted
Project Lifesaver	-	6,286	1,489			Restricted
Public Safety Grants	151,810	1,201,115	41,815			Restricted
Coroner	153,159	153,159	38,925	25%	25%	Q1 25 Contract Payment
County Jail	5,317,438	5,317,438	1,294,075	24%	24%	

**BUDGET TO ACTUAL
AS OF 03/31/2025
25% OF YEAR COMPLETE**

	Adopted Budget	Amended Budget	Actual	% of Adopted Budget	% of Amended Budget	Notes
<i>Jail Canteen</i>	-	119,465	2,483			<i>Restricted</i>
Probation & Parole	1,599,234	1,599,234	392,514	25%	25%	1st Half 2024 Sentence to Serve
Emergency Management	157,121	157,121	66,082	42%	42%	2025 CODERED - \$32,253
<i>E-911</i>	<i>279,000</i>	<i>869,535</i>	<i>-</i>			<i>Restricted</i>
<i>Controlled Substances - SOF</i>	<i>-</i>	<i>1,162</i>	<i>-</i>			<i>Restricted</i>
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	649,171	649,171	136,677	21%	21%	
County Agricultural Society	16,000	24,000	8,000	50%	33%	Q4 25 Allocation
County Extension Services	179,761	179,761	9,862	5%	5%	
Soil & Water	212,000	212,000	106,000	50%	50%	1st Half 2025 Allocation
<i>Water Quality Grant</i>	<i>219,995</i>	<i>528,562</i>	<i>40,610</i>			<i>Restricted</i>
<i>Sewer Grants</i>	<i>-</i>	<i>61,118</i>	<i>55,937</i>			<i>Restricted</i>
<i>Wetland Grant</i>	<i>125,170</i>	<i>125,170</i>	<i>34,838</i>			<i>Restricted</i>
<i>Watercraft Inspection</i>	<i>245,350</i>	<i>469,017</i>	<i>20,707</i>			<i>Restricted</i>
Economic Dev (Tax Abatements)	38,500	38,500	-	0%	0%	
TOTAL GENERAL FUND	\$ 38,279,939	\$ 43,100,133	\$ 11,063,486	29%	26%	
ROAD AND BRIDGE FUND						
Surveyor	\$ 183,113	\$ 183,113	\$ 43,305	24%	24%	
Highway Administration	467,128	467,128	111,518	24%	24%	2025 Annual Dues
Highway Engineering	5,378,802	5,378,802	977,089	18%	18%	
Highway Construction	12,800,000	12,800,000	634,918	5%	5%	
Highway Maintenance	4,973,934	5,993,996	611,077	12%	10%	
Equipment Maint/Shop	1,458,234	1,487,315	362,934	25%	24%	
Traffic Operations	670,327	670,327	77,154	12%	12%	
TOTAL ROAD AND BRIDGE FUND	\$ 25,931,538	\$ 26,980,681	\$ 2,817,995	11%	10%	
HEALTH AND HUMAN SERVICES						
Veterans Service	\$ 265,582	\$ 265,582	\$ 62,291	23%	23%	
Income Maintenance	4,207,936	4,470,871	1,069,903	25%	24%	
Social Services	11,813,835	11,969,247	2,950,880	25%	25%	
Public Health Nursing	2,356,784	2,568,686	571,001	24%	22%	
<i>Opioid Settlement</i>	<i>-</i>	<i>1,219,796</i>	<i>46,243</i>			<i>Restricted</i>
TOTAL HEALTH AND HUMAN SERVICES	\$ 18,644,137	\$ 20,494,182	\$ 4,700,318	25%	23%	

**BUDGET TO ACTUAL
AS OF 03/31/2025
25% OF YEAR COMPLETE**

	Adopted Budget	Amended Budget	Actual	% of Adopted Budget	% of Amended Budget	Notes
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	473,237	43%	28%	
Elections	63,500	222,411	887	1%	0%	
Facilities/Maintenance	258,946	536,473	118,700	46%	22%	
Other General Gov (Unallocated)	42,251	268,893	-	0%	0%	
Sheriff	571,472	781,100	474,233	83%	61%	
Highway	1,059,000	1,535,076	702,570	66%	46%	
Environmental Services/Parks	228,500	304,744	56,610	25%	19%	
Armer Radio - Replacement	-	378,980	-	0%	0%	
TOTAL CAPITAL EQUIP FUND	\$ 3,323,687	\$ 5,735,165	\$ 1,826,237	55%	32%	
SOLID WASTE FUND						
Score Grant Fund	\$ 341,656	\$ 341,656	\$ 34,112	10%	10%	
HHW Operations	446,465	842,989	92,014	21%	11%	
TOTAL SOLID WASTE FUND	\$ 788,121	\$ 1,184,645	\$ 126,126	16%	11%	
LAKE IMPROVEMENT DISTRICT MAINTENANCE						
LID Maintenance	\$ 393,770	\$ 718,051	\$ 99,505	25%	14%	
TOTAL LAKE IMPV DIST MAINT	\$ 393,770	\$ 718,051	\$ 99,505	25%	14%	
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	\$ 92,186,920	\$ 103,055,585	\$ 24,753,660	27%	24%	

**OPERATING BUDGET (AS AMENDED) VS ACTUAL
(EXCLUDES SALARIES AND BENEFITS)
AS OF 03/31/2025
25% OF YEAR COMPLETE**

	Adopted Budget	Amended Budget	Actual	% of Adopted Budget	% of Amended Budget	Notes
GENERAL FUND						
Board of Commissioners	\$ 275,512	\$ 275,512	\$ 103,792	38%	38%	2025 Annual Dues: AMC - \$27,356 MICA - \$16,556 AMC Conference
District Court	212,500	231,821	50,733	24%	22%	
Law Library	30,000	174,425	14,329			Restricted
County Administrator	127,700	127,700	52,083	41%	41%	Q1 HUB Fees Conferences & Training
Auditor-Treasurer	27,280	32,580	8,711	32%	27%	2025 MACO Dues TNT forms - \$5,300
Audit	90,000	90,000	250	0%	0%	
Assessor	69,450	69,450	10,892	16%	16%	
Enterprise Services	4,630,222	4,630,222	1,124,292	24%	24%	
Central Services	78,600	78,600	15,066	19%	19%	
Elections	119,000	328,142	32,255	27%	10%	
County Attorney	92,500	92,500	39,191	42%	42%	1st Half Restorative Justice - \$17,500
County Attorney Forfeiture	-	39,767	804			Restricted
Recorder	19,300	21,600	2,030	11%	9%	
Recorder Technology	1,500	435,839	224,156			Restricted
Recorder Compliance	24,200	1,223,619	129,485			Restricted
Maintenance	863,643	863,643	272,229	32%	32%	2025 Annual Contract Payments
Planning & Zoning	205,370	230,629	133,146	65%	58%	2024 Share of Permits to Cities Quarterly Permit Surcharge
Wellness, Safety and Ergo	-	27,966	3,370	0%	12%	
General Government	1,436,924	1,436,924	1,417,722	99%	99%	2025 Gen Liab & Worker's Comp Ins Housing Aid HRA-EDA (State Grant) Retiree Payouts: \$200k Budget - \$145k Actual
Contingency	-	208,630	6,138	0%	3%	
Contingency - Special Projects	100,000	100,000	-	0%	0%	
Sheriff	921,359	932,230	185,260	20%	20%	
Sheriff Forfeitures	-	26,317	-			Restricted
Sheriff's Reserve	-	10,149	933			Restricted
Sheriff's Contingency	-	932	-			Restricted
Gun Permits	-	87,952	497			Restricted
Project Lifesaver	-	6,286	1,489			Restricted
Public Safety Grants	151,810	1,201,115	41,815			Restricted
Coroner	153,159	153,159	38,925	25%	25%	Q1 25 Contract Payment
County Jail	741,430	741,430	188,249	25%	25%	

**OPERATING BUDGET (AS AMENDED) VS ACTUAL
(EXCLUDES SALARIES AND BENEFITS)
AS OF 03/31/2025
25% OF YEAR COMPLETE**

	Adopted Budget	Amended Budget	Actual	% of Adopted Budget	% of Amended Budget	Notes
Jail Canteen	-	119,465	2,483			Restricted
Probation & Parole	136,680	136,680	51,971	38%	38%	1st Half 2024 Sentence to Serve
Emergency Management	33,374	33,374	33,223	100%	100%	2025 CODERED - \$32,253
E-911	279,000	869,535	-			Restricted
Controlled Substances - SOF	-	1,162	-			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	23,801	17%	17%	
County Agricultural Society	16,000	24,000	8,000	50%	33%	Q4 25 Allocation
County Extension Services	179,761	179,761	9,862	5%	5%	
Soil & Water	212,000	212,000	106,000	50%	50%	1st Half 2025 Allocation
Water Quality Grant	75,400	383,967	5,596			Restricted
Sewer Grants	-	61,118	55,937			Restricted
Wetland Grant	5,000	5,000	5,672			Restricted
Watercraft Inspection	50,675	274,342	655			Restricted
Economic Dev (Tax Abatements)	38,500	38,500	-	0%	0%	
TOTAL GENERAL FUND	\$ 12,412,776	\$ 17,232,970	\$ 4,840,006	39%	28%	
ROAD AND BRIDGE FUND						
Surveyor	\$ 6,350	\$ 6,350	\$ 275	4%	4%	
Highway Administration	33,850	33,850	13,953	41%	41%	2025 Annual Dues
Highway Engineering	4,269,350	4,269,350	728,215	17%	17%	
Highway Construction	12,800,000	12,800,000	634,918	5%	5%	
Highway Maintenance	2,933,345	3,953,407	149,695	5%	4%	
Equipment Maint/Shop	943,200	972,281	186,040	20%	19%	
Traffic Operations	438,500	438,500	18,401	4%	4%	
TOTAL ROAD AND BRIDGE FUND	\$ 21,424,595	\$ 22,473,738	\$ 1,731,497	8%	8%	
HEALTH AND HUMAN SERVICES						
Veterans Service	\$ 36,000	\$ 36,000	\$ 5,930	16%	16%	
Income Maintenance	796,702	1,059,637	224,056	28%	21%	
Social Services	3,907,188	4,062,600	1,046,067	27%	26%	
Public Health Nursing	382,850	594,752	30,678	8%	5%	
Opioid Settlement	-	1,219,796	43,656			Restricted
TOTAL HEALTH AND HUMAN SERVICES	\$ 5,122,740	\$ 6,972,785	\$ 1,350,387	26%	19%	

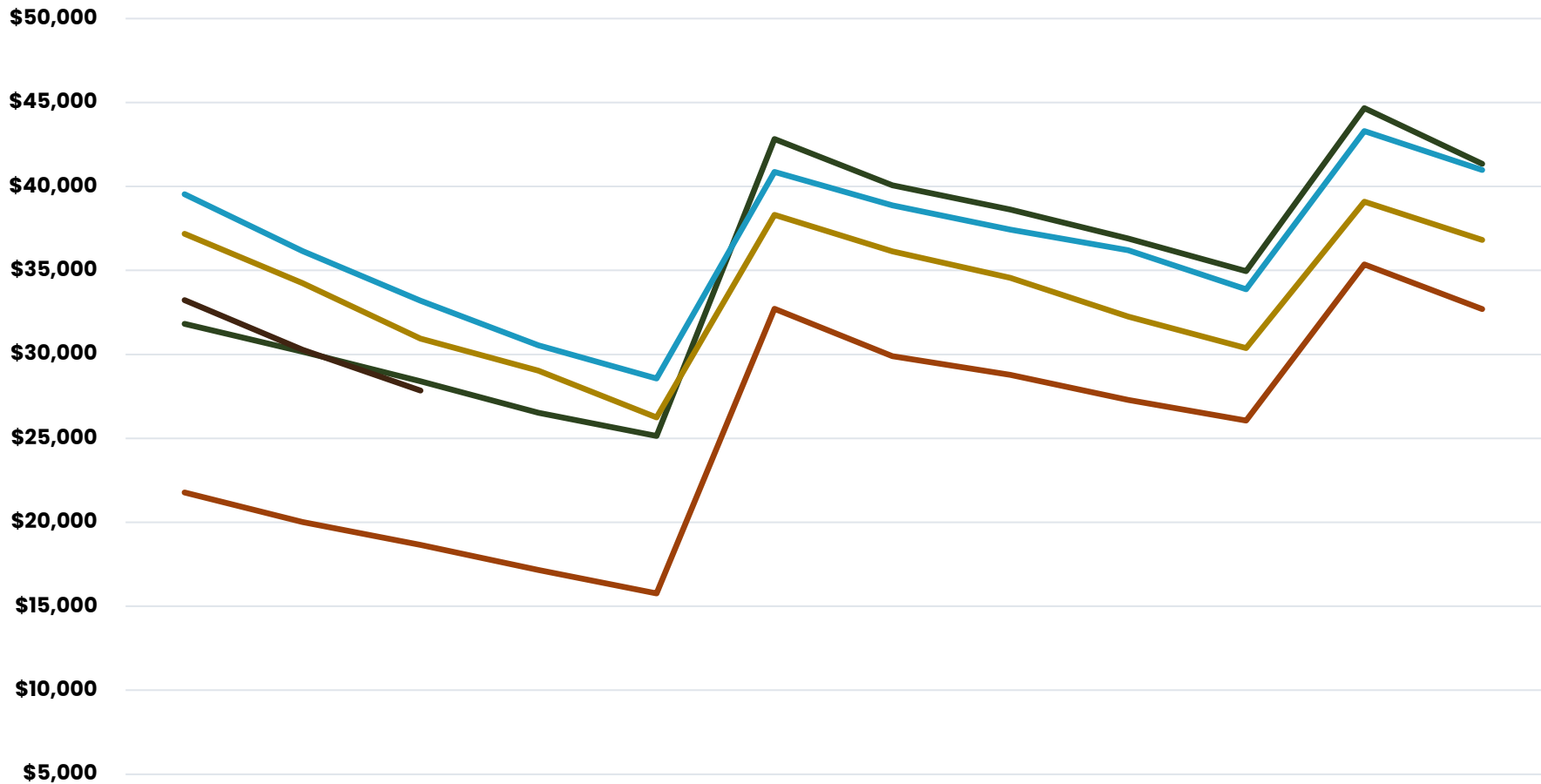
**OPERATING BUDGET (AS AMENDED) VS ACTUAL
(EXCLUDES SALARIES AND BENEFITS)
AS OF 03/31/2025
25% OF YEAR COMPLETE**

	Adopted Budget	Amended Budget	Actual	% of Adopted Budget	% of Amended Budget	Notes
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	473,237	43%	28%	
Elections	63,500	222,411	887	1%	0%	
Facilities/Maintenance	258,946	536,473	118,700	46%	22%	
Other General Gov <i>(Unallocated)</i>	42,251	268,893	-	0%	0%	
Sheriff	571,472	781,100	474,233	83%	61%	
Highway	1,059,000	1,535,076	702,570	66%	46%	
Environmental Services/Parks	228,500	304,744	56,610	25%	19%	
Armer Radio - Replacement	-	378,980	-	0%	0%	
TOTAL CAPITAL EQUIP FUND	\$ 3,323,687	\$ 5,735,165	\$ 1,826,237	55%	32%	
SOLID WASTE FUND						
Score Grant Fund	\$ 276,401	\$ 276,401	\$ 18,508	7%	7%	
HHW Operations	194,227	590,751	47,401	24%	8%	
TOTAL SOLID WASTE FUND	\$ 470,628	\$ 867,152	\$ 65,909	14%	8%	
LAKE IMPROVEMENT DISTRICT MAINTENANCE						
LID Maintenance	\$ 196,000	\$ 520,281	\$ 55,458	28%	11%	
TOTAL LAKE IMPV DIST MAINT	\$ 196,000	\$ 520,281	\$ 55,458	28%	11%	
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	\$ 58,644,819	\$ 13,989,487	29%	24%	

**SALARIES AND WAGES
BUDGET VS ACTUAL
AS OF 03/31/2025
25% OF YEAR COMPLETE**

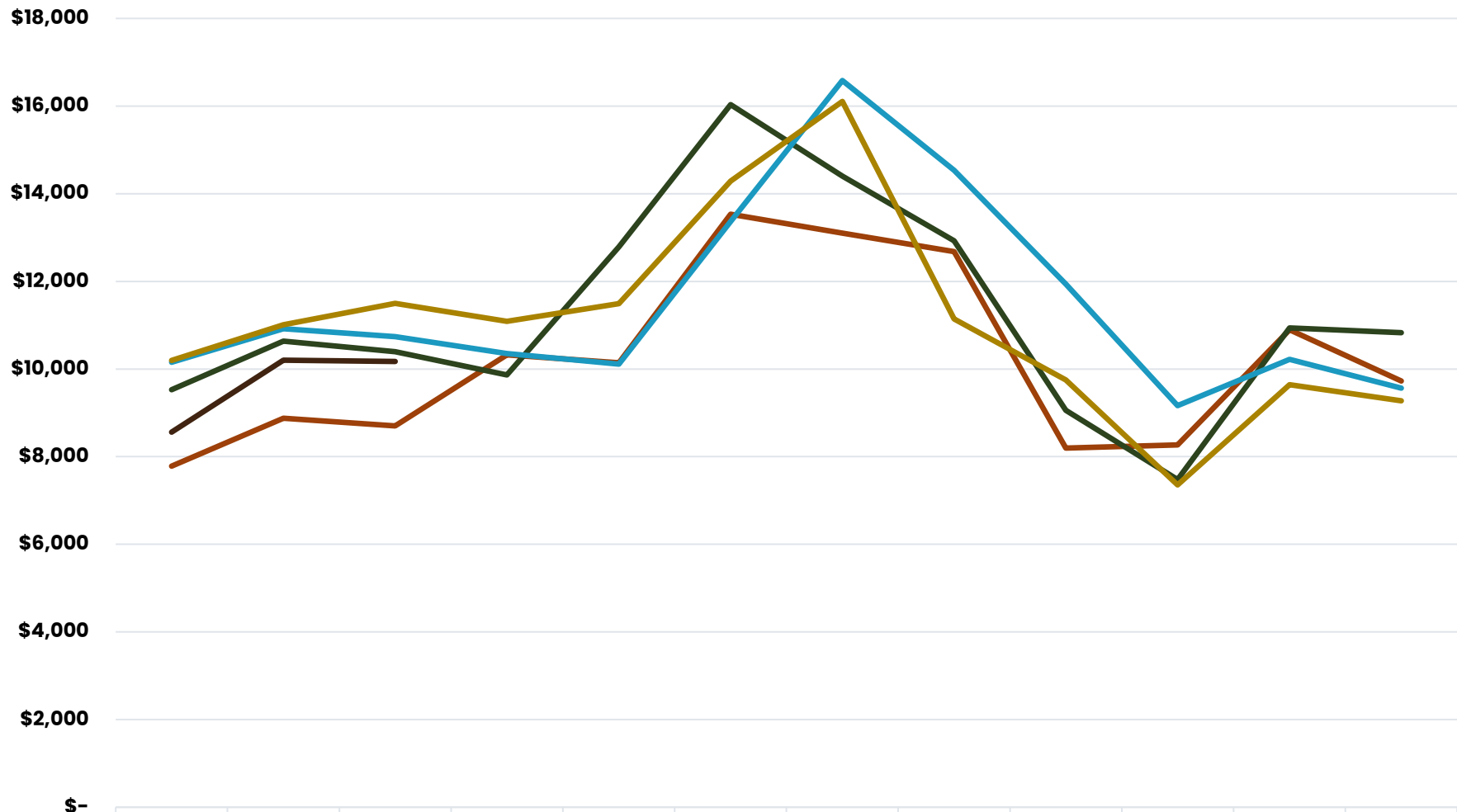
	<u>Adopted Budget</u>	<u>Actual</u>	<u>% of Budget</u>
GENERAL FUND			
Board of Commissioners	\$ 265,982	\$ 67,360	25%
Law Library	10,514	-	0%
County Administrator	1,067,300	249,118	23%
Auditor-Treasurer	974,927	217,555	22%
Assessor	1,084,495	266,281	25%
Enterprise Services	2,242,286	555,371	25%
County Attorney	2,889,837	675,013	23%
Recorder	373,167	92,352	25%
Maintenance	611,931	157,029	26%
Planning & Zoning	1,165,628	286,990	25%
Sheriff	8,047,176	1,980,075	25%
County Jail	4,576,008	1,105,826	24%
Probation & Parole	1,462,554	340,543	23%
Emergency Management	123,747	32,859	27%
Parks	512,171	112,876	22%
Water Quality Grant	144,595	35,014	24%
Wetland Grant	120,170	29,166	24%
Watercraft Inspection (Seasonal)	194,675	20,052	10%
TOTAL GENERAL FUND	\$ 25,867,163	\$ 6,223,480	24%
ROAD AND BRIDGE FUND			
Surveyor	\$ 176,763	\$ 43,030	24%
Highway Administration	433,278	97,565	23%
Highway Engineering	1,109,452	248,874	22%
Highway Maintenance	2,040,589	461,382	23%
Equipment Maintenance/Shop	515,034	176,894	34%
Traffic Operations	231,827	58,753	25%
TOTAL ROAD AND BRIDGE FUND	\$ 4,506,943	\$ 1,086,498	24%
HEALTH AND HUMAN SERVICES			
Veterans Service	\$ 229,582	\$ 56,361	25%
Income Maintenance	3,411,234	845,847	25%
Social Services	7,906,647	1,904,813	24%
Public Health Nursing	1,973,934	540,323	27%
Opioid Settlement (no levy impact)	-	2,587	0%
TOTAL HEALTH AND HUMAN SERVICES	\$ 13,521,397	\$ 3,349,931	25%
SOLID WASTE FUND			
Score Grant Fund	\$ 65,255	\$ 15,604	24%
HHW Operations	252,238	44,613	18%
TOTAL SOLID WASTE FUND	\$ 317,493	\$ 60,217	19%
LAKE IMPROVEMENT DISTRICT MAINTENANCE			
Lake Improvement District Maintenance	\$ 197,770	\$ 44,047	22%
TOTAL LAKE IMPV DISTRICT MAINT	\$ 197,770	\$ 44,047	22%
TOTAL ALL FUNDS	\$ 44,410,766	\$ 10,764,173	24%

GENERAL FUND BALANCE BY MONTH 2021 - 2025



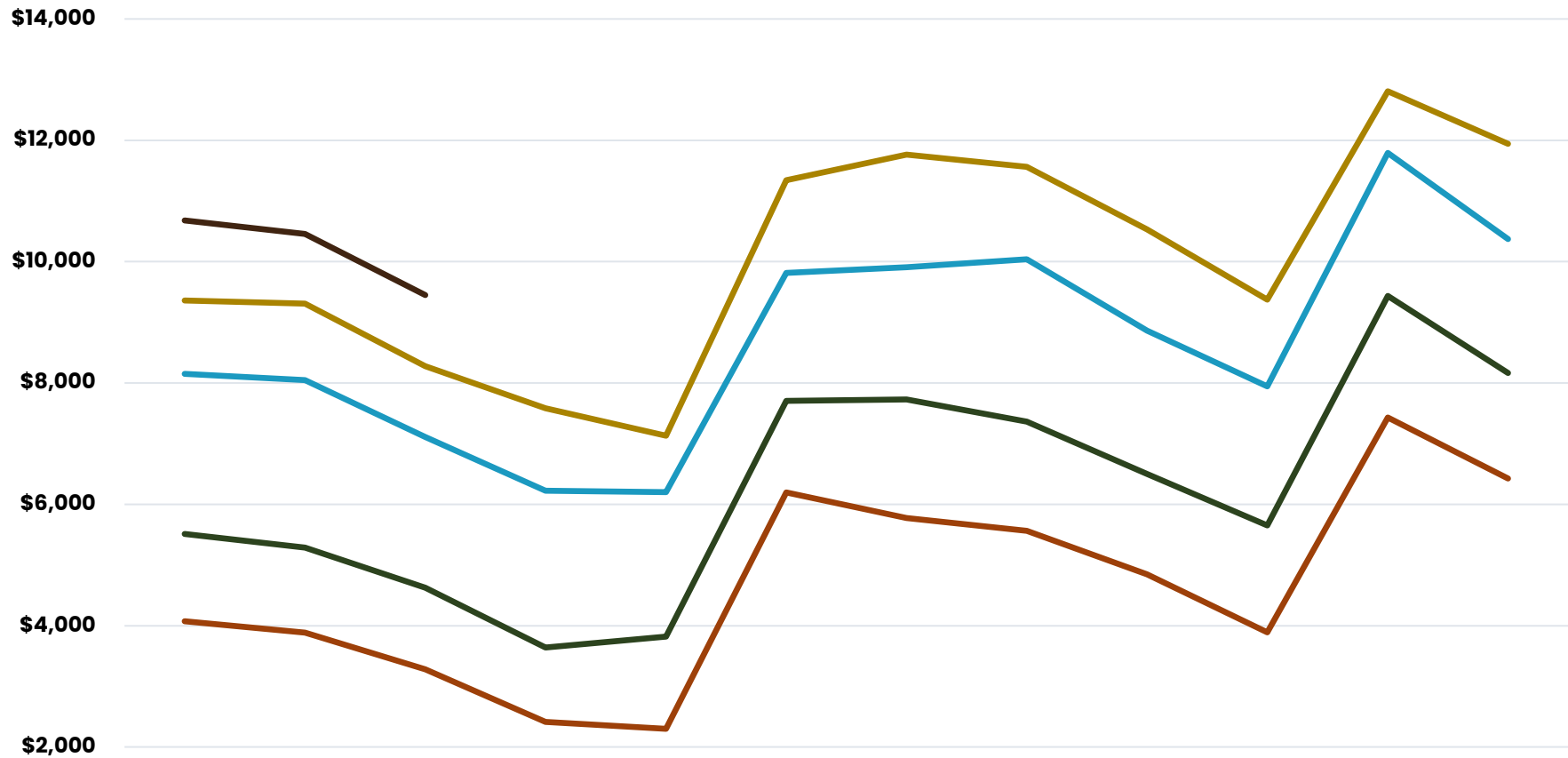
\$-	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	\$21,774	\$20,019	\$18,660	\$17,164	\$15,767	\$32,710	\$29,891	\$28,791	\$27,296	\$26,067	\$35,360	\$32,704
2022	\$31,823	\$30,169	\$28,401	\$26,522	\$25,144	\$42,821	\$40,066	\$38,629	\$36,901	\$34,966	\$44,667	\$41,343
2023	\$39,545	\$36,157	\$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	\$30,270	\$27,847									

ROAD & BRIDGE FUND BALANCE BY MONTH 2021 – 2025



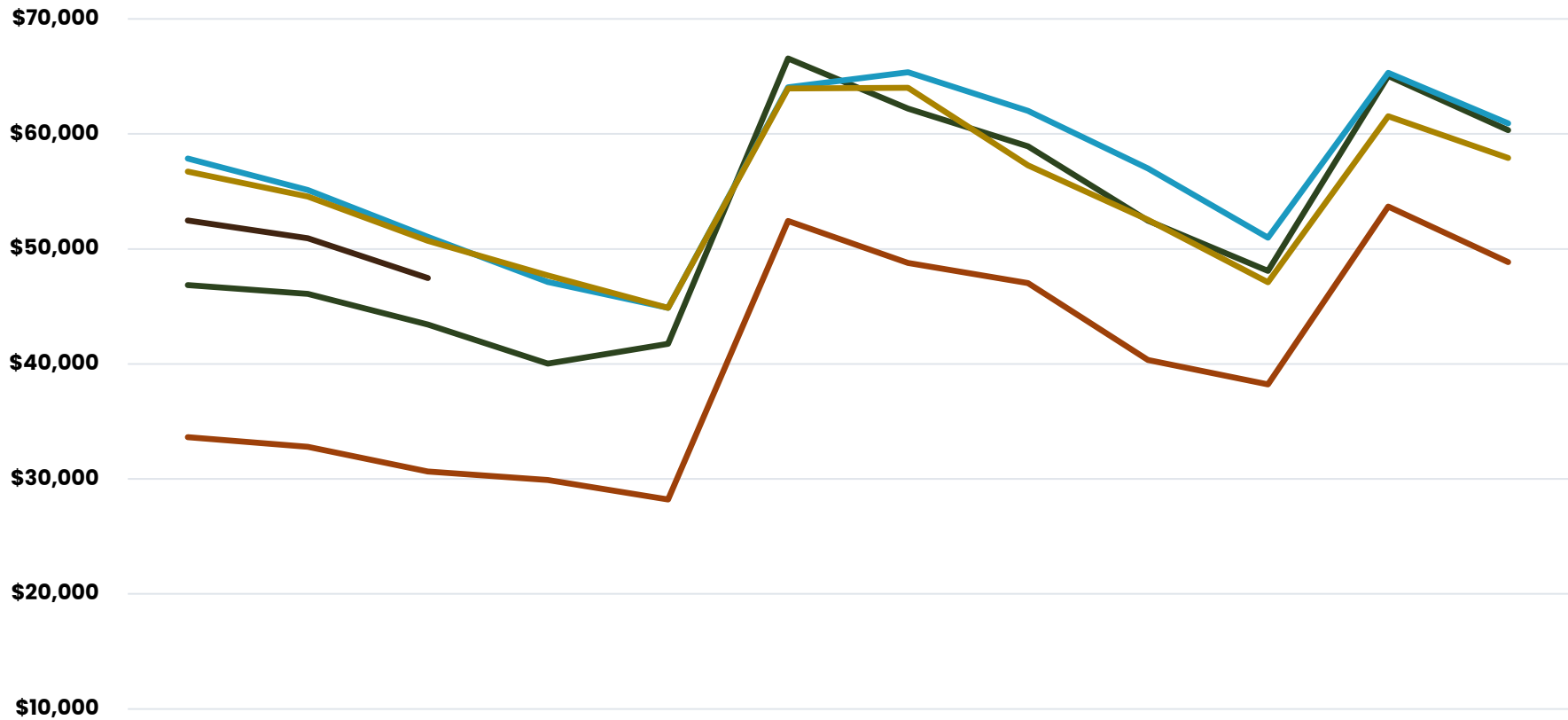
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	\$7,783	\$8,879	\$8,703	\$10,323	\$10,144	\$13,532	\$13,100	\$12,679	\$8,196	\$8,267	\$10,892	\$9,726
2022	\$9,528	\$10,634	\$10,392	\$9,864	\$12,786	\$16,033	\$14,405	\$12,924	\$9,058	\$7,477	\$10,935	\$10,828
2023	\$10,151	\$10,922	\$10,739	\$10,353	\$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	\$10,170									

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	\$9,449									

REVENUE, ROAD & BRIDGE AND HHS COMBINED FUND BALANCE BY MONTH 2021 – 2025



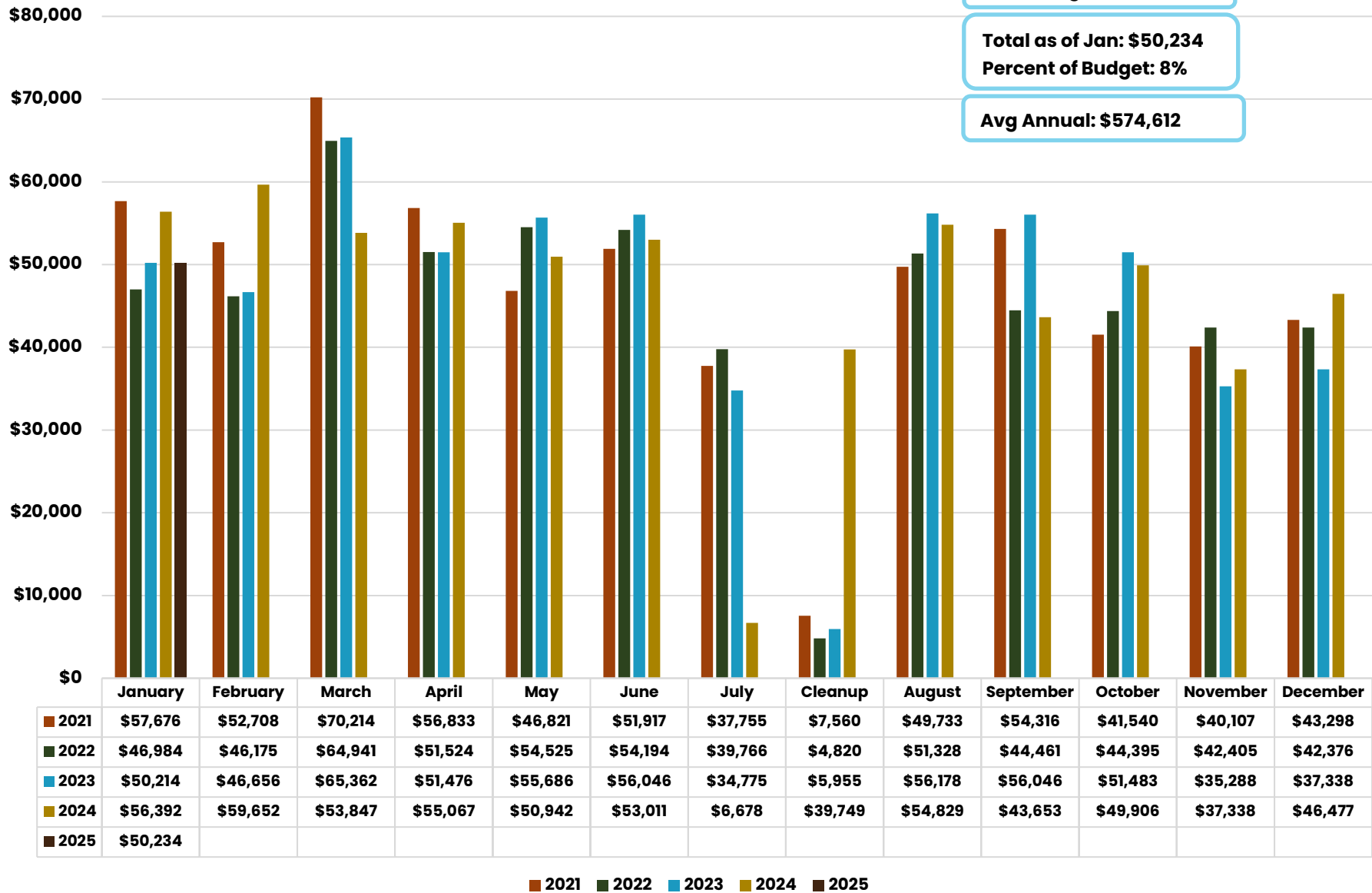
\$-	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2021	\$33,628	\$32,785	\$30,646	\$29,900	\$28,211	\$52,436	\$48,767	\$47,035	\$40,338	\$38,222	\$53,683	\$48,855
2022	\$46,863	\$46,089	\$43,417	\$40,026	\$41,748	\$66,560	\$62,198	\$58,915	\$52,458	\$48,096	\$65,037	\$60,334
2023	\$57,848	\$55,128	\$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	\$50,928	\$47,466									

January 2025 Wheelage Tax 8% of Year Complete

2025 Budget: \$600,000

Total as of Jan: \$50,234
Percent of Budget: 8%

Avg Annual: \$574,612

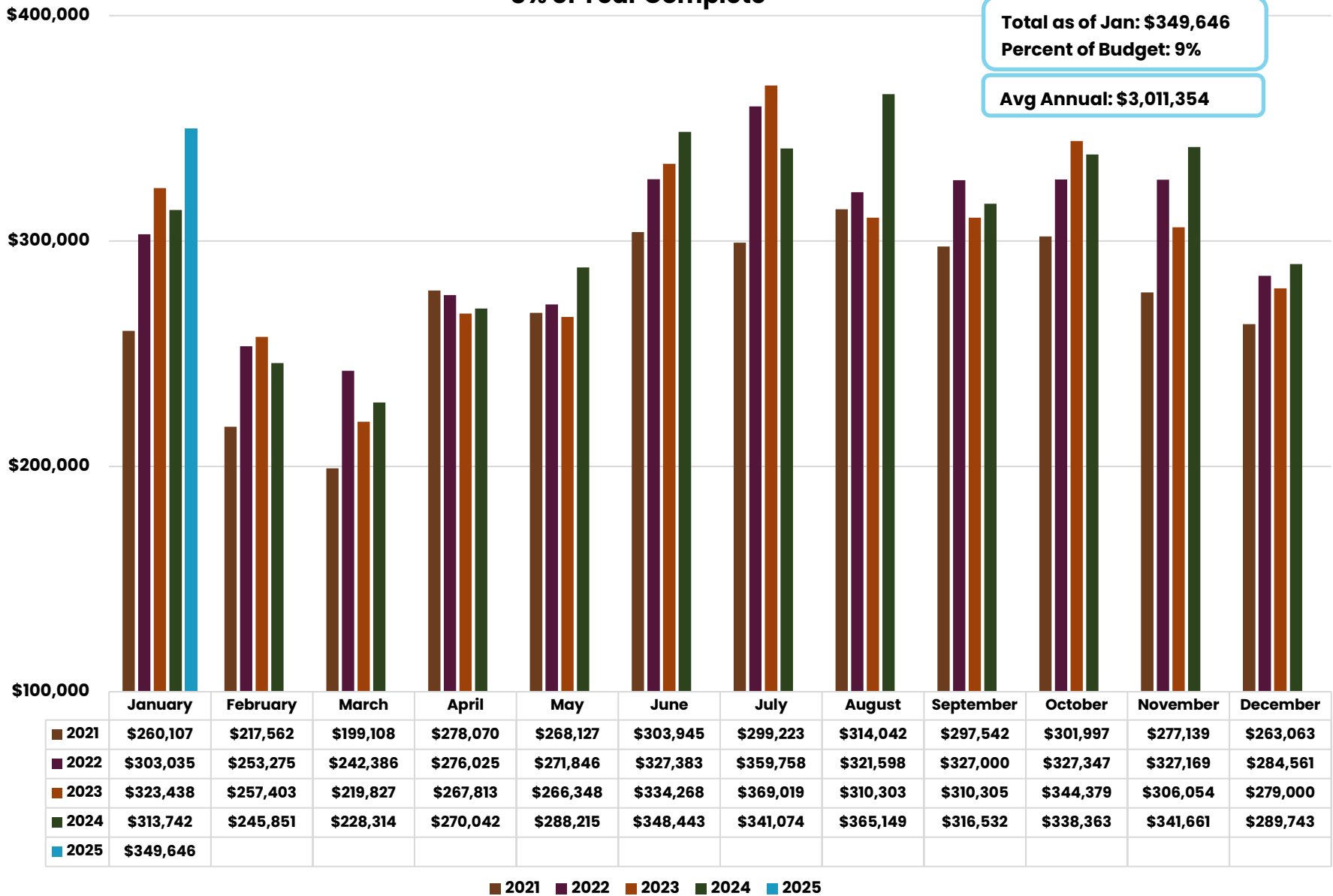


January 2025 Sales Tax 8% of Year Complete

2025 Budget: \$3,800,000

Total as of Jan: \$349,646
Percent of Budget: 9%

Avg Annual: \$3,011,354



2025 Chisago County Capital Improvement Program
Budget to Actual
As of March 31, 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	\$ -	\$ 1,030
2024 ADD	CARRYOVER	Office Chairs - Assessor	\$ 1,000	\$ -	\$ 1,000
Administration Total			\$ 2,030	\$ -	\$ 2,030
ARMER					
ARMER	CARRYOVER	ARMER Replacement Fund	\$ 378,980	\$ 630	\$ 379,610
ARMER Total			\$ 378,980	\$ 630	\$ 379,610
Auditor-Treasurer					
AUD-0137	2025 CIP	Election Equipment Replacement Fund	\$ 59,000	\$ -	\$ 59,000
AUD-0137	CARRYOVER	Election Equipment Replacement Fund	\$ 149,911	\$ -	\$ 149,911
AUD-0139	2025 CIP	Election Results - Storage Media	\$ 4,500	\$ (887)	\$ 3,613
AUD-0139	CARRYOVER	Election Results - Storage Media	\$ 9,000	\$ -	\$ 9,000
Auditor-Treasurer Total			\$ 222,411	\$ (887)	\$ 221,524
CCSO					
AUCTION	CARRYOVER	Auction Proceeds & Insurance Reimbursements	\$ 128,489	\$ 3,678	\$ 132,167
CCSO-0141	2025 CIP	Sheriff's Office Patrol Vehicle Replacements	\$ 406,822	\$ (351,826)	\$ 54,996
CCSO-0141	CARRYOVER	Sheriff's Office Patrol Vehicle Replacements	\$ 14,252	\$ (14,252)	\$ -
CCSO-0449	2025 CIP	Armor camera systems	\$ 8,575	\$ (8,564)	\$ 11
CCSO-0450	2025 CIP	DRACO Less-lethal gas deliver system	\$ 23,600	\$ (23,600)	\$ -
CCSO-0451	2025 CIP	Transit Van Safari Roof Rack	\$ 7,500	\$ -	\$ 7,500
CCSO-0452	2025 CIP	Humvee rear ramp system	\$ 4,575	\$ -	\$ 4,575
CCSO-0453	2025 CIP	IR Lighting	\$ 13,650	\$ (13,650)	\$ -
CCSO-0454	2025 CIP	Patrol Rifle Plates	\$ 48,500	\$ -	\$ 48,500
CCSO-0455	2025 CIP	Mobile Field Force equipment	\$ 58,250	\$ -	\$ 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	\$ (469,406)	\$ 311,694

2025 Chisago County Capital Improvement Program
Budget to Actual
As of March 31, 2025

Project Number	Funding Source	Project Name	2025 Budget	2025 Actual	2025 Remaining
Enterprise Services					
ENTS-0088	CARRYOVER	MCC 7500E Laptop Consoles (2)	\$ 2,062	\$ -	\$ 2,062
ENTS-0385	CARRYOVER	2024 Small Equipment Replacement	\$ 30,207	\$ -	\$ 30,207
ENTS-0390	CARRYOVER	Cyber Security - Policies	\$ 36,404	\$ (2,631)	\$ 33,773
ENTS-0391	CARRYOVER	2024 Small Equipment New Requests	\$ 19,022	\$ -	\$ 19,022
ENTS-0420	2025 CIP	2025 Small Equipment Replacement	\$ 239,300	\$ (95,424)	\$ 143,876
ENTS-0422	2025 CIP	Replace Core Network Equipment - County UCS Servers	\$ 600,000	\$ -	\$ 600,000
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	\$ -	\$ 45,000
ENTS-0446	2025 CIP	AS400 End Of Life/End Of Support - Replace Agency Collection and Social Welfare Systems	\$ 30,000	\$ -	\$ 30,000
ENTS-0447	2025 CIP	Replace APC Automatic Transfer Switches that feed critical infrastructure in County Data Centers	\$ 25,000	\$ -	\$ 25,000
ENTS-0448	2025 CIP	Core Network Upgrade - Replace Cisco OTV with VXLAN	\$ 105,000	\$ (93,558)	\$ 11,442
ENTS-0458	2025 CIP	Cameras for Parks - Checkerboard Shop/Park , Ki Chi Saga	\$ 25,000	\$ -	\$ 25,000
ENTS-083	CARRYOVER	Relocate the Wyoming Emergency Paging Tower	\$ 100,000	\$ -	\$ 100,000
MNT-0187	CARRYOVER	Replace Leibert HVAC in data center at Gov't Center	\$ 238,695	\$ (238,695)	\$ -
MNT-0191	CARRYOVER	Replace alarm system in Gov't Center (1989 side & DES)	\$ 80,000	\$ (7,746)	\$ 72,254
MNT-0193	CARRYOVER	Replace analog cameras in Courthouse for courthouse security	\$ 30,000	\$ -	\$ 30,000
N/A	FUND BALANCE	CJIS Security Upgrades (Funding source: General Revenue Fund balance)	\$ 69,050	\$ (10,360)	\$ 58,690
Enterprise Services Total			\$ 1,705,458	\$ (473,237)	\$ 1,232,221
Environmental Services					
AUCTION	N/A	Auction Proceeds & Insurance Reimbursements	\$ -	\$ 4,356	\$ 4,356
ENVS-0120	2025 CIP	2002 3/4 Ton Truck Replacement	\$ 55,000	\$ -	\$ 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	\$ (8,625)	\$ 1,375
ENVS-0436	2025 CIP	Snowblower	\$ 10,500	\$ (7,815)	\$ 2,685
ENVS-0437	2025 CIP	Grapple	\$ 5,000	\$ (4,825)	\$ 175
ENVS-0438	2025 CIP	DR Mower	\$ 4,500	\$ (3,500)	\$ 1,000
ENVS-0439	2025 CIP	Kayak Dock Ramps	\$ 18,000	\$ -	\$ 18,000
ENVS-0440	2025 CIP	Snowplow	\$ 10,500	\$ -	\$ 10,500
ENVS-0441	2025 CIP	SIRT-Wetland Delineation and Enviromental Review Contracted Services	\$ 30,000	\$ -	\$ 30,000
ENVS-0442	2025 CIP	SIRT-Wetland Mitigation Land Credit Purchase	\$ 30,000	\$ -	\$ 30,000
ENVS-0443	2025 CIP	Parks Maintenance Facility- Existing Pole Building Structures- Steel Renovation	\$ 54,000	\$ -	\$ 54,000
ENVS-0444	2025 CIP	Insulate and Install Heating System-New Parks Building Structure	\$ 45,000	\$ (29,200)	\$ 15,800
Environmental Services Total			\$ 304,744	\$ (52,254)	\$ 252,490

2025 Chisago County Capital Improvement Program

Budget to Actual

As of March 31, 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	\$ -	\$ 3,500
HHS-0196	CARRYOVER	HHS Interview Rooms	\$ 29,047	\$ (29,917)	\$ (870)
MNT-0063	CARRYOVER	Replace carpet in public hallways at Gov't Center (1989 side)	\$ 84,279	\$ (84,279)	\$ -
MNT-0186	CARRYOVER	Repair/Replace retaining wall around paring lot at Gov't Center	\$ 111,000	\$ -	\$ 111,000
MNT-0222	CARRYOVER	Updates to 3rd floor victim/witness waiting area	\$ 20,000	\$ -	\$ 20,000
MNT-0267	CARRYOVER	Fencing and Parking Gate at PSC	\$ 40,313	\$ -	\$ 40,313
MNT-0396	CARRYOVER	Window blinds for 3rd floor at Courthouse	\$ 3,086	\$ -	\$ 3,086
MNT-0414	CARRYOVER	Add fencing and electronic gate to Harris DO	\$ 10,581	\$ -	\$ 10,581
MNT-0460	2025 CIP	ECC Storage/Training Room Privacy	\$ 8,820	\$ (4,504)	\$ 4,316
MNT-0461	2025 CIP	ICS Facilities Study	\$ 250,126	\$ -	\$ 250,126
Facilities & Maintenance Total			\$ 560,752	\$ (118,700)	\$ 442,052
Public Works					
2023 ADD	CARRYOVER	Hydrant Replacement	\$ 10,073	\$ -	\$ 10,073
AUCTION	CARRYOVER	Auction Proceeds & Insurance Reimbursements	\$ 64,107	\$ -	\$ 64,107
PWKS-0170	2025 CIP	Patch Wagon	\$ 60,000	\$ -	\$ 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	\$ -	\$ 365,000
PWKS-0226	2025 CIP	Tandem Snow Plow	\$ 369,000	\$ (367,634)	\$ 1,366
PWKS-0411	CARRYOVER	Additional CIP funding for Approved Equipment	\$ 22,896	\$ -	\$ 22,896
PWKS-0429	2025 CIP	Mower	\$ 195,000	\$ -	\$ 195,000
PWKS-0431	2025 CIP	Survey Equipment	\$ 60,000	\$ -	\$ 60,000
PWKS-0432	2025 CIP	Walk behind concrete/asphalt saw	\$ 4,000	\$ -	\$ 4,000
PWKS-0434	2025 CIP	Tire Machine	\$ 45,000	\$ -	\$ 45,000
Public Works Total			\$ 1,535,076	\$ (702,570)	\$ 832,506
UNALLOCATED					
UNALLOCATED	2025 CIP	Unallocated 2025 CIP	\$ 244,614	\$ -	\$ 244,614
UNALLOCATED	2025 CIP	To HHS-0196	\$ -	\$ (870)	\$ (870)
UNALLOCATED Total			\$ 244,614	\$ (870)	\$ 243,744
Grand Total			\$ 5,735,165	\$ (1,817,294)	\$ 3,917,871

**ARPA
Budget to Actual
As of March 31, 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	(5,296)	(2,579)	Under Contract
		<u>\$ 52,875</u>	<u>\$ (44,264)</u>	<u>\$ (8,611)</u>	

ATTORNEY

Project #	Description	Budget	Actual	Remaining to be Spent	Status
ARPA-0340 ATT	County Attorney - FT Media Services Tech	\$ 108,018	\$ (87,814)	\$ (20,204)	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
		<u>\$ 65,740</u>	<u>\$ (39,963)</u>	<u>\$ (25,777)</u>	

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	(24,378)	(35,622)	Ongoing
ARPA-0394 ENTS	Replace Camera Security System	100,000	(73,280)	(26,720)	Ongoing
		<u>\$ 2,126,546</u>	<u>\$ (1,970,126)</u>	<u>\$ (156,420)</u>	

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) \$135k to be spent in 2024 Agreements signed by 12/31/2024 for remainder
ARPA-0305 ENVS	Water Resources Grant Match	250,000	(158,275)	(91,725)	2024/2025 (with signed agreement)
ARPA-0307 ENVS	Lower St. Croix Watershed Planning	121,200	(46,678)	(74,522)	Invoice Pending
2023 ADD	Planning Code Review	14,000	(10,718)	(3,282)	2024/2025 (with signed contract)
2023 ADD	HHW Cold Storage	281,000	-	(281,000)	
		<u>\$ 877,771</u>	<u>\$ (422,672)</u>	<u>\$ (455,099)</u>	

LID

Project #	Description	Budget	Actual	Remaining to be Spent	Status
2024 ADD	Channel and Weir Project	\$ 175,000	\$ (66,933)	\$ (108,067)	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	<u>\$ 10,989,807</u>	<u>\$ (10,170,893)</u>	<u>\$ (818,914)</u>

Public Safety Aid As of March 31, 2025					
Date				Remaining	Amount
Allocated	Description	Budget	Actual	Allocation	Unallocated
10/20/2023	Lakes Center for Youth and Families	\$ 10,000	\$ (10,000)	\$ -	\$ -
10/31/2023	CCSO Recruiting & Retention Program	145,000	(31,500)	(113,500)	-
4/17/2024	SIGMA Tactical Wellness	54,436	(54,436)	-	-
3/12/2025	Flock Cameras (3 year contract)	77,000	-	(77,000)	-
3/12/2025	Radar Trailers - 3	29,862	-	(29,862)	-
3/12/2025	Drones and Accessories	21,958	-	(21,958)	-
3/12/2025	Command Vehicle	600,000	-	(600,000)	-
3/12/2025	SIGMA Tactical Wellness - 3 Years	102,500	-	(102,500)	-
		<u>\$ 1,040,756</u>	<u>\$ (95,936)</u>	<u>\$ (944,820)</u>	<u>\$ -</u>
	Public Safety Aid - Unallocated	\$ 97,485	\$ -	\$ -	\$ 97,485
	TOTALS	<u>\$ 1,138,241</u>	<u>\$ (95,936)</u>	<u>\$ (944,820)</u>	<u>\$ 97,485</u>

Public Safety Aid As of March 31, 2025

TAB II.

Title	Notes:
Financial Worker – Part Time	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 – job posting closes April 13, 2025
Engineering Tech Senior	Retirement – posting for spring 2025
Corrections Officer	4 vacancies – 2 terminations and 2 replacement for internal promotions
Telecommunicator/911 Emergency Dispatcher	1 termination 1 retirement – 1 filled March 2025; 1 vacancy left
Case Aide/Front Desk HHS Financial	3 vacancies; 1 term that was on hold, 1 retirement, 1 termination
Financial Services Supervisor HHS	1 termination; job filled internally 3/31/2025
Lead Eligibility Worker	1 vacancy due to internal promotion
Social Worker/Case Manager – Aging and Disabilities Division	New expansion position – job posting closes April 9
Case Aide – Aging and Disabilities Division	New expansion position – job posting closes April 9
Deputy Sheriff	2 overstrength positions – 1 to be filled in April 2025
Tax and Licensing Specialist	Job posting closed April 2 – interviewing – new position

The ON HOLD vacancies are undergoing assessment and revisions will be made to duties/job descriptions that better suit the department, etc.

III.

2026 Budget Schedule

April 9th, 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.

At the March 19th, Board of Commissioners meeting, the County Board nominated Chair Dahlberg and Commissioner Dunne to serve as members of the County's 2026 Budget Subcommittee. The subcommittee was created for greater transparency and efficiency, as Departments will present line-item budgets to the subcommittee before presenting to the entire Budget and Finance Committee.

Attachment:

- DRAFT 2026 Budget Schedule

The Chisago County Board of Commissioners MUST adopt the FINAL 2026 Budget and Levy by December 26th, 2025 (MN Stat. 275.07). The preliminary levy must be adopted by September 30th, 2025. These dates are required by Minnesota Statute (MN Stat. 275.065).

Chisago County is committed to complete transparency in its budgeting and spending processes, so it is proposed via the attached DRAFT schedule that the Full Budget and Finance Committee hear department's budget presentations beginning in August 2025.

The DRAFT schedule timing allows for each department to edit/adjust their budgets based on B/F Committee recommendations.

FY 2026 Budget Schedule
(as of April 9, 2025)

April 9 th	Budget Schedule Presented at April Budget and Finance Committee	Budget & Finance Committee
Early May	Management Team Meeting to review Budget preparation and Instructions to Department Heads (OpenGov Refresher) - Staffing Review/Preview	Administration/Management Team
July 1 st	Department Budgets DUE	
July	Meetings with Department Directors/Staff to review Draft Department Budgets	Budget and Finance Subcommittee - Departments

August TBD	Meetings with Department Directors/Staff to review Draft Department Budgets	Budget and Finance Subcommittee Departments
August TBD	FULL Budget & Finance Committee Meeting to continue Draft FY 2026 Budget Review - Brief Department Presentations to Board, <i>if desired</i>	Budget & Finance Committee - Departments
September 3 rd	County Board considers Preliminary Levy, <i>if desired</i> Must be adopted by end of September (MN Stat. 275.065)	County Board
September 10 th	Budget & Finance Committee Meeting to continue Draft FY 2026 Budget Review, <i>if needed</i>	County Board
September 17 th	County Board ADOPTS Preliminary Levy - Must be adopted by end of September (MN Stat. 275.065)	County Board
October 8 th	Budget and Finance Committee Meeting to draft 2026 Capital Improvement Plan	Budget & Finance Committee - Departments
December 3 rd	Budget Information Meeting held (TNT) and adoption of final FY 2026 Budget (operating and capital) and Levy, <i>if desired</i> - Must be adopted by December 26 th , 2025 (MN Stat. 275.07)	County Board
December 17 th	Final FY 2026 Budget (operating and capital) and Levy adopted - Must be adopted by December 26 th , 2025 (MN Stat. 275.07)	County Board

IV.

CCSO Axon Contract

April 9th, 2025

The Chisago County Sheriff's Office is contracted with Axon Enterprises for Body Cameras, Squad Cameras, Tasers, and other technology for the safety of employees, subjects, and the community of Chisago County.

The attached quote is a 10-year agreement with Axon Enterprise to provide the same products for the next 10 years. This quote is from the MN State Sourcewell contract.

By agreeing to a 10-year term, the County saves approximately \$59,940.39 per year or \$599,403.91 over the term of the contract.

There will be no budget impact for 2025, for the 9 years beyond 2025 there will be budget impacts.

Payment Summary

Jun 2025 \$61,810.77
Dec 2025 \$127,561.77
Dec 2026 \$171,511.63
Dec 2027 \$182,231.10
Dec 2028 \$192,950.58
Dec 2029 \$214,389.53
Dec 2030 \$225,109.01
Dec 2031 \$235,828.49
Dec 2032 \$246,547.96
Dec 2033 \$267,986.92
Dec 2034 \$278,706.39
Total \$2,204,634.15

Attachment:

- Axon Enterprise Inc. Quote

Non-Binding Budgetary Estimate



Axon Enterprise, Inc.
 17800 N 85th St.
 Scottsdale, Arizona 85255
 United States
 VAT: 86-0741227
 Domestic: (800) 978-2737
 International: +1.800.978.2737

Q-665233-45737.949BJ

Issued: 03/21/2025

Quote Expiration: 04/30/2025

Estimated Contract Start Date: 07/01/2025

Account Number: 112441

Payment Terms: N30

Delivery Method:

SHIP TO	BILL TO
Chisago County Sheriff's Office - MN 15230 Per Rd Center City, MN 55012-7726 USA	Chisago County Sheriff's Office - MN 313 North Main Street Center City MN 5501 USA Email: 41-6005772

SALES REPRESENTATIVE	PRIMARY CONTACT
Brandon Jones Phone: (480) 569-7841 Email: brjones@axon.com Fax:	Dennis Wilton Phone: (651) 213-8204 Email: dennis.wilton@chisagocounty.us Fax:

Quote Summary

Program Length	120 Months
TOTAL COST	\$2,204,634.15
ESTIMATED TOTAL W/ TAX	\$2,204,634.15

Discount Summary

Average Savings Per Year	\$59,940.39
TOTAL SAVINGS	\$599,403.91

Payment Summary

Date	Subtotal	Tax	Total
Jun 2025	\$61,810.77	\$0.00	\$61,810.77
Dec 2025	\$127,561.77	\$0.00	\$127,561.77
Dec 2026	\$171,511.63	\$0.00	\$171,511.63
Dec 2027	\$182,231.10	\$0.00	\$182,231.10
Dec 2028	\$192,950.58	\$0.00	\$192,950.58
Dec 2029	\$214,389.53	\$0.00	\$214,389.53
Dec 2030	\$225,109.01	\$0.00	\$225,109.01
Dec 2031	\$235,828.49	\$0.00	\$235,828.49
Dec 2032	\$246,547.96	\$0.00	\$246,547.96
Dec 2033	\$267,986.92	\$0.00	\$267,986.92
Dec 2034	\$278,706.39	\$0.00	\$278,706.39
Total	\$2,204,634.15	\$0.00	\$2,204,634.15

Non-Binding Budgetary Estimate

Quote Unbundled Price:	\$2,804,038.06
Quote List Price:	\$2,465,945.02
Quote Subtotal:	\$2,204,634.15

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1			\$1.00	\$6,320.72	\$6,320.72	\$0.00	\$6,320.72
100552	TRANSFER CREDIT - GOODS	1			\$1.00	\$54,418.09	\$54,418.09	\$0.00	\$54,418.09
Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	6	108	\$210.37	\$194.49	\$194.49	\$126,029.52	\$0.00	\$126,029.52
Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	60	\$120.06	\$139.74	\$131.41	\$212,884.20	\$0.00	\$212,884.20
Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	60	\$120.06	\$139.74	\$131.41	\$212,884.20	\$0.00	\$212,884.20
BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	65	120	\$141.43	\$110.46	\$99.32	\$774,669.42	\$0.00	\$774,669.42
Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	1	120	\$199.02	\$198.58	\$0.00	\$0.00	\$0.00	\$0.00
C00025	BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	52	120	\$120.08	\$96.05	\$93.55	\$583,752.00	\$0.00	\$583,752.00
A la Carte Hardware									
H00001	AB4 Camera Bundle	65			\$899.00	\$0.00	\$0.00	\$0.00	\$0.00
H00002	AB4 Multi Bay Dock Bundle	7			\$1,638.90	\$0.00	\$0.00	\$0.00	\$0.00
H00003	AB4 1-Bay Dock Bundle	7			\$229.00	\$0.00	\$0.00	\$0.00	\$0.00
A la Carte Software									
73840	AXON EVIDENCE - ECOM LICENSE - BASIC	10	120		\$18.17	\$16.09	\$19,304.00	\$0.00	\$19,304.00
73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1000	120		\$0.91	\$0.49	\$59,200.00	\$0.00	\$59,200.00
73746	AXON EVIDENCE - ECOM LICENSE - PRO	15	120		\$54.52	\$33.69	\$60,636.00	\$0.00	\$60,636.00
73618	AXON COMMUNITY REQUEST	65	120		\$12.12	\$12.12	\$94,536.00	\$0.00	\$94,536.00
A la Carte Services									
80146	AXON BODY - PSO - VIRTUAL STARTER	1			\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00
101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1			\$2,700.00	\$0.00	\$0.00	\$0.00	\$0.00
101186	AXON VR - PSO - VIRTUAL	1			\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00
A la Carte Warranties									
73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	6	47		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total							\$2,204,634.15	\$0.00	\$2,204,634.15

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 1-Bay Dock Bundle	100201	AXON BODY 4 - DOCK - SINGLE BAY	7	1	06/01/2025
AB4 1-Bay Dock Bundle	71104	AXON - DOCK/DATAPORT POWERCORD - NORTH AMERICA	7	1	06/01/2025
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	65	1	06/01/2025
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	2	1	06/01/2025

Non-Binding Budgetary Estimate

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 Camera Bundle	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	72	1	06/01/2025
AB4 Camera Bundle	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	72	1	06/01/2025
AB4 Camera Bundle	71026	AXON BODY - MOUNT - MAGNET FLEXIBLE REINFORCED RAPIDLOCK	72	1	06/01/2025
AB4 Multi Bay Dock Bundle	100206	AXON BODY 4 - 8 BAY DOCK	7	1	06/01/2025
AB4 Multi Bay Dock Bundle	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	7	1	06/01/2025
AB4 Multi Bay Dock Bundle	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	7	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100126	AXON VR - TACTICAL BAG	2	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	1	2	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	52	2	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	4	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100396	AXON TASER 10 - MAGAZINE - INERT RED	2	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100399	AXON TASER 10 - CARTRIDGE - LIVE	780	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100400	AXON TASER 10 - CARTRIDGE - HALT	370	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100401	AXON TASER 10 - CARTRIDGE - INERT	30	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100591	AXON TASER - CLEANING KIT	1	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	42	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100613	AXON TASER 10 - SAFARILAND HOLSTER - LH	10	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100623	AXON TASER - TRAINING - ENHANCED HALT SUIT V2	1	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100748	AXON VR - CONTROLLER - TASER 10	2	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	101122	AXON VR - HOLSTER - T10 SAFARILAND GRAY - RH	2	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	101455	AXON TASER 10 - REPLACEMENT TOOL KIT - INTERPOSER BUCKET	1	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	101456	AXON TASER 10 - REPLACEMENT INTERPOSER BUCKET	1	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	20018	AXON TASER - BATTERY PACK - TACTICAL	52	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	20018	AXON TASER - BATTERY PACK - TACTICAL	11	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	20018	AXON TASER - BATTERY PACK - TACTICAL	1	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	20018	AXON TASER - BATTERY PACK - TACTICAL	1	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	20378	AXON VR - HEADSET - HTC FOCUS 3	2	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	1	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1	1	06/01/2025
Fleet 3 Basic + TAP 10 Year	100989	AXON FLEET - CRADLEPOINT R920-C7A+5YR NETCLOUD	1	1	06/01/2025
Fleet 3 Basic + TAP 10 Year	70112	AXON SIGNAL - VEHICLE	1	1	06/01/2025
Fleet 3 Basic + TAP 10 Year	71200	AXON FLEET - AIRGAIN ANT - 5-IN-1 2LTE 2WIFI 1GNSS BL	1	1	06/01/2025
Fleet 3 Basic + TAP 10 Year	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	1	1	06/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100400	AXON TASER 10 - CARTRIDGE - HALT	260	1	06/01/2026
Fleet 3 Basic + TAP 10 Year	100989	AXON FLEET - CRADLEPOINT R920-C7A+5YR NETCLOUD	6	1	06/01/2026
Fleet 3 Basic + TAP 10 Year	70112	AXON SIGNAL - VEHICLE	6	1	06/01/2026
Fleet 3 Basic + TAP 10 Year	71200	AXON FLEET - AIRGAIN ANT - 5-IN-1 2LTE 2WIFI 1GNSS BL	6	1	06/01/2026
Fleet 3 Basic + TAP 10 Year	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	6	1	06/01/2026
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100400	AXON TASER 10 - CARTRIDGE - HALT	260	1	06/01/2027
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	20373	AXON VR - TAP REFRESH 1 - HEADSET	2	1	12/01/2027
BWC Unlimited with TAP 10YR	73309	AXON BODY - TAP REFRESH 1 - CAMERA	67	1	12/01/2027
BWC Unlimited with TAP 10YR	73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY	7	1	12/01/2027
BWC Unlimited with TAP 10YR	73689	AXON BODY - TAP REFRESH 1 - DOCK MULTI BAY	7	1	12/01/2027
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	101012	AXON VR - TAP REFRESH 1 - CONTROLLER	2	1	12/02/2027
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100400	AXON TASER 10 - CARTRIDGE - HALT	260	1	06/01/2028
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100400	AXON TASER 10 - CARTRIDGE - HALT	260	1	06/01/2029
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	101013	AXON VR - TAP REFRESH 2 - CONTROLLER	2	1	06/01/2030

Non-Binding Budgetary Estimate

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	20374	AXON VR - TAP REFRESH 2 - HEADSET	2	1	06/01/2030
BWC Unlimited with TAP 10YR	73310	AXON BODY - TAP REFRESH 2 - CAMERA	67	1	06/01/2030
BWC Unlimited with TAP 10YR	73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY	7	1	06/01/2030
BWC Unlimited with TAP 10YR	73688	AXON BODY - TAP REFRESH 2 - DOCK MULTI BAY	7	1	06/01/2030
Fleet 3 Basic + TAP 10 Year	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	1	1	06/01/2030
Fleet 3 Basic + TAP Renewal	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	27	1	06/01/2030
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	20242	AXON TASER - CERTIFICATION PROGRAM YEAR 6-10 HARDWARE	52	1	07/01/2030
Fleet 3 Basic + TAP 10 Year	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	6	1	06/01/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	101014	AXON VR - TAP REFRESH 3 - CONTROLLER	2	1	12/01/2032
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	20375	AXON VR - TAP REFRESH 3 - HEADSET	2	1	12/01/2032
BWC Unlimited with TAP 10YR	73317	AXON BODY - TAP REFRESH 3 - DOCK SINGLE BAY	7	1	12/01/2032
BWC Unlimited with TAP 10YR	73345	AXON BODY - TAP REFRESH 3 - CAMERA	67	1	12/01/2032
BWC Unlimited with TAP 10YR	73347	AXON BODY - TAP REFRESH 3 - DOCK MULTI BAY	7	1	12/01/2032
BWC Unlimited with TAP 10YR	73318	AXON BODY - TAP REFRESH 4 - DOCK SINGLE BAY	7	1	06/01/2035
BWC Unlimited with TAP 10YR	73346	AXON BODY - TAP REFRESH 4 - CAMERA	67	1	06/01/2035
BWC Unlimited with TAP 10YR	73348	AXON BODY - TAP REFRESH 4 - DOCK MULTI BAY	7	1	06/01/2035
Fleet 3 Basic + TAP 10 Year	100092	AXON FLEET - TAP REFRESH 2 - 2 CAMERA KIT	1	1	06/01/2035
Fleet 3 Basic + TAP 10 Year	100092	AXON FLEET - TAP REFRESH 2 - 2 CAMERA KIT	6	1	06/01/2035
Fleet 3 Basic + TAP Renewal	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	27	1	06/01/2035

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	101180	AXON TASER - DATA SCIENCE PROGRAM	52	07/01/2025	06/30/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	101703	AXON VR - USER ACCESS - TASER SKILLS	52	07/01/2025	06/30/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	20248	AXON TASER - EVIDENCE.COM LICENSE	1	07/01/2025	06/30/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	20248	AXON TASER - EVIDENCE.COM LICENSE	52	07/01/2025	06/30/2035
BWC Unlimited with TAP 10YR	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	65	07/01/2025	06/30/2035
BWC Unlimited with TAP 10YR	73746	AXON EVIDENCE - ECOM LICENSE - PRO	65	07/01/2025	06/30/2035
Fleet 3 Basic + TAP 10 Year	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	1	07/01/2025	06/30/2035
Fleet 3 Basic + TAP 10 Year	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	2	07/01/2025	06/30/2035
Fleet 3 Basic + TAP Renewal	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	27	07/01/2025	06/30/2030
Fleet 3 Basic + TAP Renewal	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	54	07/01/2025	06/30/2030
A la Carte	73618	AXON COMMUNITY REQUEST	65	07/01/2025	06/30/2035
A la Carte	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1000	07/01/2025	06/30/2035
A la Carte	73746	AXON EVIDENCE - ECOM LICENSE - PRO	15	07/01/2025	06/30/2035
A la Carte	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	10	07/01/2025	06/30/2035
Fleet 3 Basic + TAP 10 Year	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	6	07/01/2026	06/30/2035
Fleet 3 Basic + TAP 10 Year	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	12	07/01/2026	06/30/2035
Fleet 3 Basic + TAP Renewal	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	27	07/01/2030	06/30/2035
Fleet 3 Basic + TAP Renewal	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	54	07/01/2030	06/30/2035

Services

Bundle	Item	Description	QTY
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	52
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	101193	AXON TASER - ON DEMAND CERTIFICATION	1
Fleet 3 Basic + TAP 10 Year	100738	AXON FLEET 3 - SIM INSERTION - VZW 4FF	6
Fleet 3 Basic + TAP 10 Year	100738	AXON FLEET 3 - SIM INSERTION - VZW 4FF	1
Fleet 3 Basic + TAP 10 Year	73391	AXON FLEET 3 - DEPLOYMENT PER VEHICLE - NOT OVERSIZED	1
Fleet 3 Basic + TAP 10 Year	73391	AXON FLEET 3 - DEPLOYMENT PER VEHICLE - NOT OVERSIZED	6

Non-Binding Budgetary Estimate

Services

Bundle	Item	Description	QTY
Fleet 3 Basic + TAP 10 Year	73392	AXON FLEET 3 - INSTALLATION - UPGRADE (PER VEHICLE)	6
Fleet 3 Basic + TAP 10 Year	73392	AXON FLEET 3 - INSTALLATION - UPGRADE (PER VEHICLE)	1
A la Carte	101186	AXON VR - PSO - VIRTUAL	1
A la Carte	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1
A la Carte	80146	AXON BODY - PSO - VIRTUAL STARTER	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
A la Carte	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	6	07/01/2025	05/31/2029
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	100197	AXON VR - EXT WARRANTY - HEADSET	2	06/01/2026	06/30/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	52	06/01/2026	06/30/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	1	06/01/2026	06/30/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	101007	AXON VR - EXT WARRANTY - CONTROLLER	2	06/01/2026	06/30/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	52	06/01/2026	06/30/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	11	06/01/2026	06/30/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	1	06/01/2026	06/30/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	1	06/01/2026	06/30/2035
BWC Unlimited with TAP 10YR	80464	AXON BODY - TAP WARRANTY - CAMERA	2	06/01/2026	06/30/2035
BWC Unlimited with TAP 10YR	80464	AXON BODY - TAP WARRANTY - CAMERA	65	06/01/2026	06/30/2035
BWC Unlimited with TAP 10YR	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	7	06/01/2026	06/30/2035
BWC Unlimited with TAP 10YR	80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	7	06/01/2026	06/30/2035
Fleet 3 Basic + TAP 10 Year	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	1	06/01/2026	06/30/2035
Fleet 3 Basic + TAP 10 Year	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	1	06/01/2026	06/30/2035
Fleet 3 Basic + TAP Renewal	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	27	06/01/2026	06/30/2030
Fleet 3 Basic + TAP 10 Year	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	6	06/01/2027	06/30/2035
Fleet 3 Basic + TAP 10 Year	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	6	06/01/2027	06/30/2035
Fleet 3 Basic + TAP Renewal	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	27	06/01/2031	06/30/2035

Non-Binding Budgetary Estimate

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	15230 Per Rd	Center City	MN	55012-7726	USA
2	15230 Per Rd	Center City	MN	55012-7726	USA

Payment Details

Jun 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1 Part A	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Year 1 Part A	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$0.00	\$0.00	\$0.00
Year 1 Part A	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	6	\$0.00	\$0.00	\$0.00
Year 1 Part A	73618	AXON COMMUNITY REQUEST	65	\$47.27	\$0.00	\$47.27
Year 1 Part A	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1000	\$29.60	\$0.00	\$29.60
Year 1 Part A	73746	AXON EVIDENCE - ECOM LICENSE - PRO	15	\$30.32	\$0.00	\$30.32
Year 1 Part A	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	10	\$9.65	\$0.00	\$9.65
Year 1 Part A	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$0.00	\$0.00	\$0.00
Year 1 Part A	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	65	\$387.34	\$0.00	\$387.34
Year 1 Part A	C00025	BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	52	\$291.88	\$0.00	\$291.88
Year 1 Part A	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	1	\$0.00	\$0.00	\$0.00
Year 1 Part A	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	6	\$63.02	\$0.00	\$63.02
Year 1 Part A	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$106.44	\$0.00	\$106.44
Year 1 Part A	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$106.44	\$0.00	\$106.44
Year 1 Part A	H00001	AB4 Camera Bundle	65	\$0.00	\$0.00	\$0.00
Year 1 Part A	H00002	AB4 Multi Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Year 1 Part A	H00003	AB4 1-Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Invoice Upon Fulfillment	100552	TRANSFER CREDIT - GOODS	1	\$54,418.09	\$0.00	\$54,418.09
Invoice Upon Fulfillment	100553	TRANSFER CREDIT - SOFTWARE AND SERVICES	1	\$6,320.72	\$0.00	\$6,320.72
Total				\$61,810.77	\$0.00	\$61,810.77

Dec 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1 Part B	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Year 1 Part B	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$0.00	\$0.00	\$0.00
Year 1 Part B	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	6	\$0.00	\$0.00	\$0.00
Year 1 Part B	73618	AXON COMMUNITY REQUEST	65	\$5,624.89	\$0.00	\$5,624.89
Year 1 Part B	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1000	\$3,522.40	\$0.00	\$3,522.40
Year 1 Part B	73746	AXON EVIDENCE - ECOM LICENSE - PRO	15	\$3,607.84	\$0.00	\$3,607.84
Year 1 Part B	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	10	\$1,148.59	\$0.00	\$1,148.59
Year 1 Part B	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$0.00	\$0.00	\$0.00
Year 1 Part B	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	65	\$46,092.87	\$0.00	\$46,092.87
Year 1 Part B	C00025	BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	52	\$34,733.23	\$0.00	\$34,733.23
Year 1 Part B	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	1	\$0.00	\$0.00	\$0.00
Year 1 Part B	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	6	\$7,498.75	\$0.00	\$7,498.75
Year 1 Part B	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$12,666.60	\$0.00	\$12,666.60
Year 1 Part B	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$12,666.60	\$0.00	\$12,666.60
Year 1 Part B	H00001	AB4 Camera Bundle	65	\$0.00	\$0.00	\$0.00

Non-Binding Budgetary Estimate

Dec 2025						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1 Part B	H00002	AB4 Multi Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Year 1 Part B	H00003	AB4 1-Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Total				\$127,561.77	\$0.00	\$127,561.77

Dec 2026						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Year 2	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$0.00	\$0.00	\$0.00
Year 2	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	6	\$0.00	\$0.00	\$0.00
Year 2	73618	AXON COMMUNITY REQUEST	65	\$7,562.88	\$0.00	\$7,562.88
Year 2	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1000	\$4,736.00	\$0.00	\$4,736.00
Year 2	73746	AXON EVIDENCE - ECOM LICENSE - PRO	15	\$4,850.88	\$0.00	\$4,850.88
Year 2	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	10	\$1,544.32	\$0.00	\$1,544.32
Year 2	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$0.00	\$0.00	\$0.00
Year 2	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	65	\$61,973.57	\$0.00	\$61,973.57
Year 2	C00025	BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	52	\$46,700.15	\$0.00	\$46,700.15
Year 2	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	1	\$0.00	\$0.00	\$0.00
Year 2	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	6	\$10,082.37	\$0.00	\$10,082.37
Year 2	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$17,030.73	\$0.00	\$17,030.73
Year 2	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$17,030.73	\$0.00	\$17,030.73
Year 2	H00001	AB4 Camera Bundle	65	\$0.00	\$0.00	\$0.00
Year 2	H00002	AB4 Multi Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Year 2	H00003	AB4 1-Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Total				\$171,511.63	\$0.00	\$171,511.63

Dec 2027						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Year 3	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$0.00	\$0.00	\$0.00
Year 3	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	6	\$0.00	\$0.00	\$0.00
Year 3	73618	AXON COMMUNITY REQUEST	65	\$8,035.56	\$0.00	\$8,035.56
Year 3	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1000	\$5,032.00	\$0.00	\$5,032.00
Year 3	73746	AXON EVIDENCE - ECOM LICENSE - PRO	15	\$5,154.06	\$0.00	\$5,154.06
Year 3	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	10	\$1,640.84	\$0.00	\$1,640.84
Year 3	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$0.00	\$0.00	\$0.00
Year 3	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	65	\$65,846.88	\$0.00	\$65,846.88
Year 3	C00025	BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	52	\$49,618.95	\$0.00	\$49,618.95
Year 3	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	6	\$10,712.51	\$0.00	\$10,712.51
Year 3	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	1	\$0.00	\$0.00	\$0.00
Year 3	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$18,095.15	\$0.00	\$18,095.15
Year 3	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$18,095.15	\$0.00	\$18,095.15
Year 3	H00001	AB4 Camera Bundle	65	\$0.00	\$0.00	\$0.00
Year 3	H00002	AB4 Multi Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Year 3	H00003	AB4 1-Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Total				\$182,231.10	\$0.00	\$182,231.10

Dec 2028						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Year 4	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$0.00	\$0.00	\$0.00

Non-Binding Budgetary Estimate

Dec 2028						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	6	\$0.00	\$0.00	\$0.00
Year 4	73618	AXON COMMUNITY REQUEST	65	\$8,508.24	\$0.00	\$8,508.24
Year 4	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1000	\$5,328.00	\$0.00	\$5,328.00
Year 4	73746	AXON EVIDENCE - ECOM LICENSE - PRO	15	\$5,457.24	\$0.00	\$5,457.24
Year 4	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	10	\$1,737.36	\$0.00	\$1,737.36
Year 4	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$0.00	\$0.00	\$0.00
Year 4	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	65	\$69,720.25	\$0.00	\$69,720.25
Year 4	C00025	BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	52	\$52,537.68	\$0.00	\$52,537.68
Year 4	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	6	\$11,342.65	\$0.00	\$11,342.65
Year 4	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	1	\$0.00	\$0.00	\$0.00
Year 4	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$19,159.58	\$0.00	\$19,159.58
Year 4	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$19,159.58	\$0.00	\$19,159.58
Year 4	H00001	AB4 Camera Bundle	65	\$0.00	\$0.00	\$0.00
Year 4	H00002	AB4 Multi Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Year 4	H00003	AB4 1-Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Total				\$192,950.58	\$0.00	\$192,950.58

Dec 2029						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Year 5	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$0.00	\$0.00	\$0.00
Year 5	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	6	\$0.00	\$0.00	\$0.00
Year 5	73618	AXON COMMUNITY REQUEST	65	\$9,453.60	\$0.00	\$9,453.60
Year 5	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1000	\$5,920.00	\$0.00	\$5,920.00
Year 5	73746	AXON EVIDENCE - ECOM LICENSE - PRO	15	\$6,063.60	\$0.00	\$6,063.60
Year 5	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	10	\$1,930.40	\$0.00	\$1,930.40
Year 5	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$0.00	\$0.00	\$0.00
Year 5	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	65	\$77,466.95	\$0.00	\$77,466.95
Year 5	C00025	BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	52	\$58,375.21	\$0.00	\$58,375.21
Year 5	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	6	\$12,602.95	\$0.00	\$12,602.95
Year 5	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	1	\$0.00	\$0.00	\$0.00
Year 5	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$21,288.41	\$0.00	\$21,288.41
Year 5	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$21,288.41	\$0.00	\$21,288.41
Year 5	H00001	AB4 Camera Bundle	65	\$0.00	\$0.00	\$0.00
Year 5	H00002	AB4 Multi Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Year 5	H00003	AB4 1-Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Total				\$214,389.53	\$0.00	\$214,389.53

Dec 2030						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 6	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Year 6	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$0.00	\$0.00	\$0.00
Year 6	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	6	\$0.00	\$0.00	\$0.00
Year 6	73618	AXON COMMUNITY REQUEST	65	\$9,926.28	\$0.00	\$9,926.28
Year 6	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1000	\$6,216.00	\$0.00	\$6,216.00
Year 6	73746	AXON EVIDENCE - ECOM LICENSE - PRO	15	\$6,366.78	\$0.00	\$6,366.78
Year 6	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	10	\$2,026.92	\$0.00	\$2,026.92
Year 6	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$0.00	\$0.00	\$0.00
Year 6	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	65	\$81,340.28	\$0.00	\$81,340.28
Year 6	C00025	BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	52	\$61,293.97	\$0.00	\$61,293.97
Year 6	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	6	\$13,233.10	\$0.00	\$13,233.10

Non-Binding Budgetary Estimate

Dec 2030						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 6	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	1	\$0.00	\$0.00	\$0.00
Year 6	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$22,352.84	\$0.00	\$22,352.84
Year 6	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$22,352.84	\$0.00	\$22,352.84
Year 6	H00001	AB4 Camera Bundle	65	\$0.00	\$0.00	\$0.00
Year 6	H00002	AB4 Multi Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Year 6	H00003	AB4 1-Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Total				\$225,109.01	\$0.00	\$225,109.01

Dec 2031						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 7	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Year 7	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$0.00	\$0.00	\$0.00
Year 7	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	6	\$0.00	\$0.00	\$0.00
Year 7	73618	AXON COMMUNITY REQUEST	65	\$10,398.96	\$0.00	\$10,398.96
Year 7	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1000	\$6,512.00	\$0.00	\$6,512.00
Year 7	73746	AXON EVIDENCE - ECOM LICENSE - PRO	15	\$6,669.96	\$0.00	\$6,669.96
Year 7	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	10	\$2,123.44	\$0.00	\$2,123.44
Year 7	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$0.00	\$0.00	\$0.00
Year 7	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	65	\$85,213.60	\$0.00	\$85,213.60
Year 7	C00025	BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	52	\$64,212.76	\$0.00	\$64,212.76
Year 7	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	1	\$0.00	\$0.00	\$0.00
Year 7	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	6	\$13,863.25	\$0.00	\$13,863.25
Year 7	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$23,417.26	\$0.00	\$23,417.26
Year 7	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$23,417.26	\$0.00	\$23,417.26
Year 7	H00001	AB4 Camera Bundle	65	\$0.00	\$0.00	\$0.00
Year 7	H00002	AB4 Multi Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Year 7	H00003	AB4 1-Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Total				\$235,828.49	\$0.00	\$235,828.49

Dec 2032						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 8	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Year 8	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$0.00	\$0.00	\$0.00
Year 8	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	6	\$0.00	\$0.00	\$0.00
Year 8	73618	AXON COMMUNITY REQUEST	65	\$10,871.64	\$0.00	\$10,871.64
Year 8	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1000	\$6,808.00	\$0.00	\$6,808.00
Year 8	73746	AXON EVIDENCE - ECOM LICENSE - PRO	15	\$6,973.14	\$0.00	\$6,973.14
Year 8	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	10	\$2,219.96	\$0.00	\$2,219.96
Year 8	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$0.00	\$0.00	\$0.00
Year 8	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	65	\$89,086.99	\$0.00	\$89,086.99
Year 8	C00025	BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	52	\$67,131.48	\$0.00	\$67,131.48
Year 8	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	1	\$0.00	\$0.00	\$0.00
Year 8	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	6	\$14,493.39	\$0.00	\$14,493.39
Year 8	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$24,481.68	\$0.00	\$24,481.68
Year 8	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$24,481.68	\$0.00	\$24,481.68
Year 8	H00001	AB4 Camera Bundle	65	\$0.00	\$0.00	\$0.00
Year 8	H00002	AB4 Multi Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Year 8	H00003	AB4 1-Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Total				\$246,547.96	\$0.00	\$246,547.96

Non-Binding Budgetary Estimate

Dec 2033						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 9	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Year 9	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$0.00	\$0.00	\$0.00
Year 9	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	6	\$0.00	\$0.00	\$0.00
Year 9	73618	AXON COMMUNITY REQUEST	65	\$11,817.00	\$0.00	\$11,817.00
Year 9	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1000	\$7,400.00	\$0.00	\$7,400.00
Year 9	73746	AXON EVIDENCE - ECOM LICENSE - PRO	15	\$7,579.50	\$0.00	\$7,579.50
Year 9	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	10	\$2,413.00	\$0.00	\$2,413.00
Year 9	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$0.00	\$0.00	\$0.00
Year 9	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	65	\$96,833.60	\$0.00	\$96,833.60
Year 9	C00025	BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	52	\$72,969.04	\$0.00	\$72,969.04
Year 9	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	1	\$0.00	\$0.00	\$0.00
Year 9	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	6	\$15,753.70	\$0.00	\$15,753.70
Year 9	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$26,610.54	\$0.00	\$26,610.54
Year 9	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$26,610.54	\$0.00	\$26,610.54
Year 9	H00001	AB4 Camera Bundle	65	\$0.00	\$0.00	\$0.00
Year 9	H00002	AB4 Multi Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Year 9	H00003	AB4 1-Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Total				\$267,986.92	\$0.00	\$267,986.92

Dec 2034						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 10	101186	AXON VR - PSO - VIRTUAL	1	\$0.00	\$0.00	\$0.00
Year 10	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$0.00	\$0.00	\$0.00
Year 10	73390	AXON FLEET - CRADLEPOINT ROUTER TRANSFERRED WARRANTY	6	\$0.00	\$0.00	\$0.00
Year 10	73618	AXON COMMUNITY REQUEST	65	\$12,289.68	\$0.00	\$12,289.68
Year 10	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	1000	\$7,696.00	\$0.00	\$7,696.00
Year 10	73746	AXON EVIDENCE - ECOM LICENSE - PRO	15	\$7,882.68	\$0.00	\$7,882.68
Year 10	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	10	\$2,509.52	\$0.00	\$2,509.52
Year 10	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$0.00	\$0.00	\$0.00
Year 10	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	65	\$100,707.02	\$0.00	\$100,707.02
Year 10	C00025	BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	52	\$75,887.76	\$0.00	\$75,887.76
Year 10	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	1	\$0.00	\$0.00	\$0.00
Year 10	Fleet3B+TAP10Yr	Fleet 3 Basic + TAP 10 Year	6	\$16,383.83	\$0.00	\$16,383.83
Year 10	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$27,674.95	\$0.00	\$27,674.95
Year 10	Fleet3B+TAPRe	Fleet 3 Basic + TAP Renewal	27	\$27,674.95	\$0.00	\$27,674.95
Year 10	H00001	AB4 Camera Bundle	65	\$0.00	\$0.00	\$0.00
Year 10	H00002	AB4 Multi Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Year 10	H00003	AB4 1-Bay Dock Bundle	7	\$0.00	\$0.00	\$0.00
Total				\$278,706.39	\$0.00	\$278,706.39

Non-Binding Budgetary Estimate

This Rough Order of Magnitude estimate is being provided for budgetary and planning purposes only. It is non-binding and is not considered a contractable offer for sale of Axon goods or services.

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Contract Sourcewell #101223-AXN is incorporated by reference into the terms and conditions of this Agreement. In the event of conflict the terms of Axon's Master Services and Purchasing Agreement shall govern.

Exceptions to Standard Terms and Conditions

**Agency has existing contract(s)
originated via Quote(s):**

Q-403980, Q-424236, Q-479324, Q-483181, Q-507270, Q-536529, Q-600432, Q-604258

Agency is terminating those contracts effective 7/1/2025 Any changes in this date will result in modification of the program value which may result in additional fees or credits due to or from Axon.

The parties agree that Axon is
applying a Net Transfer Debit of
\$60,738.81

Any credits contained in this quote
are contingent upon payment in
full of the following amounts:

Non-Binding Budgetary Estimate

Q-403980 - INUS306866 - 12/15/2024 - \$76,790.70

Q-424236 - INUS302588 - 12/2/2024 - \$10,048.00

100% discounted body-worn
camera and docking station
hardware contained in this quote
reflects a TAP replacement for
hardware purchased under existing
quotes aforementioned above. All
TAP obligations from this contract
will be considered fulfilled upon
execution of this quote.



V.

Meals and Refreshment Policy

April 9th, 2025

Chisago County does not pay for meals and/or refreshments for employees, the general public, or vendors. However, there are limited opportunities or events where serving meals/refreshments would serve a public purpose, are in the interest of the public or provide a positive return to the County and its residents by increasing employee morale, fostering economic development, encouraging citizens to volunteer services to County programs or which improve the County's business relationship with those with whom we deal would be further maintained or benefited.

The creation of a Chisago County Meals and Refreshments Policy would allow meals and refreshments to be served in specific limited situations, similar to the Anoka County model. Funds would not be expended for any purpose which is specifically forbidden by Federal regulation, State law, Local ordinance or County policy.

All Expenditures made under the policy must be approved, authorized and documented according to this established County financial policy in the following public purpose situations:

Meals and Refreshments

- A.** Are allowed for staff and volunteers while performing election duties on Election Day, during election recounts which are expected to exceed 4 hours and while performing election related duties where an unforeseen emergency or situation occurs which threatens the timely or accurate conduct of an election.
- B.** Are allowed for staff involved in the transport of those who are in-custody, incarcerated or otherwise under the control of County employees.

- C.** Are allowed as a courtesy to the public, elected officials of other jurisdictions, business partners or others who may attend scheduled meetings of the County Board or its committees.
- D.** Are allowed for a breakfast, lunch or dinner meeting of the County Board, its committees, or any of its members, County Elected Officials, County Local Officials and attendant staff, when meetings must be scheduled over meal periods as a matter of practicality or to accommodate schedules and held on-site to the extent possible. The meal must be authorized by the County Board chair or County Administrator. The intent is to avoid meal periods for Committees of the County Board, except for Advisory Committees with citizen members.
- E.** Are allowed when part of a structured agenda for a departmental meeting, conference, workshop or other meeting and the official or employee has been authorized to attend with other organizations. Meals are not authorized when the meeting breaks for lunch, only when presentations continue through the meal period and only for Chisago County employees.
- F.** Are allowed for County sponsored meetings, conferences or workshops where participants include County and non-County attendee, as long as the meeting continues through the meal period and doesn't break. A registration fee may or may not have been charged.
- G.** Are allowed at meetings (such as division or department wide quarterly meetings, senior staff or management meetings, county-wide or division/department wide meetings for all managers, supervisors, etc.) when the refreshment and/or meals are necessary to sustain the flow of the meeting and to retain the attention of the attendees. The meeting cannot break for lunch,
- H.** Are allowed for meetings by County officials and/or employees with associates from other jurisdictions or with business partners, if authorized by the Division Manager or department head, and for a specific business purpose.

Attachment:

- Anoka County Public Purpose of Expenditure – Financial Policy

N. Public Purpose of Expenditure

Purpose:

The purpose of this policy is to define, by example, types of expenditures which are deemed, by the County Board of Commissioners and other public officials of the County, to serve a public purpose, are in the interest of the public or provide a positive return to the County and its residents by increasing employee morale, fostering economic development, encouraging citizens to volunteer services to County programs or which improve the County's business relationship with those with whom we deal.

GENERAL STATEMENT:

Anoka County in principle does not pay for meals and/or refreshments for employees, the general public, or vendors and will use the utmost discretion as related to the expenditure of public funds. Funds will not be expended for any purpose which is specifically forbidden by Federal regulation, State law, Local ordinance or County policy. Expenditures made under this section shall be approved, authorized and documented according to established County financial procedures.

SPECIFIC TYPES OF EXPENDITURES ALLOWED:

1. The County Board determines that the following expenditures are for a public purpose:

Meals and Refreshments

- A. Are allowed for staff and volunteers while performing election duties on Election Day, during election recounts which are expected to exceed 4 hours and while performing election related duties where an unforeseen emergency or situation occurs which threatens the timely or accurate conduct of an election.
- B. Are allowed for staff involved in the transport of those who are in-custody, incarcerated or otherwise under the control of County employees.
- C. Are allowed as a courtesy to the public, elected officials of other jurisdictions, business partners or others who may attend scheduled meetings of the County Board or its committees.
- D. Are allowed for a breakfast, lunch or dinner meeting of the County Board, its committees, or any of its members, County Elected Officials, County Local Officials and attendant staff, when meetings must be scheduled over meal periods as a matter of practicality or to accommodate schedules and held on-site to the extent possible. The meal must be authorized by the County Board chair or County Administrator. The intent is to avoid meal periods for Committees of the County Board, except for Advisory Committees with citizen members.
- E. Are allowed when part of a structured agenda for a departmental meeting, conference, workshop or other meeting and the official or employee has been authorized to attend with other organizations. Meals are not authorized when the meeting breaks for lunch, only when presentations continue through the meal period and only for Anoka County employees.
- F. Are allowed for County sponsored meetings, conferences or workshops where participants include County and non-County attendee, as long as the meeting continues through the meal period and doesn't break. A registration fee may or may not have been charged.
- G. Are allowed at meetings (such as division or department wide quarterly meetings, senior staff or management meetings, county-wide or division/department wide meetings for all managers, supervisors, etc.) when the refreshment and/or meals are necessary to sustain the flow of the meeting and to retain the attention of the attendees. The meeting cannot break for lunch,
- H. Are allowed for meetings by County officials and/or employees with associates from other jurisdictions or with business partners, if authorized by the Division Manager or department head, and for a specific business purpose.

Fixed Asset Policy (continued)

5. Capital Assets and the associated accumulated depreciation are reported in the Statement of Net Assets. Land and Infrastructure is recorded separately from other capital assets.

Depreciation expense for general capital assets (capital assets that serve all functions) is reported as a separate line item in the Statement of Activities. This does not include depreciation specifically identified with specific functions. Depreciation for assets specifically identified with specific functions is included as a direct expense of the function in the government wide financial statements.
6. The Accounting and Budget Department will have the responsibility for determining procedures and reporting forms to ensure integrity of the fixed asset system: refer to the Anoka County Fixed Asset Management System User's Guide.
7. The Accounting and Budget Department will have the responsibility for coordinating an annual physical inventory. Responsibility for the individual assets will continue to be with individual departments and department heads that control and use the assets.

Non-Travel Employee Meal Reimbursement

The cost of meals is normally a personal expense. Government employers may provide meals to their employees only when it is necessary to do so. Generally, such business necessity can be shown when an employee is in travel status.

For those government employers that permit meal reimbursement for non-travel necessary meals, a policy should be adopted setting forth what meals are eligible for reimbursement and requiring that employees seeking reimbursement provide:

- a fully itemized and dated original receipt,
- the reason the meal was necessary, and
- to the extent it constituted a “meeting” that was necessary to hold during a meal time, the identities of all persons attending the meal.

This information will help the government employer monitor employee meal reimbursements to ensure they are authorized and appropriate.

Date this Avoiding Pitfall was most recently published: 10/13/2023



How can we help?

Tel (651) 296 - 2551
Fax (651) 296 - 4755
TDD (800) 627 - 3529

525 Park Street, Suite 500
St. Paul, Minnesota 55103

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Chisago County Request for Board Action



Meeting Date: April 16, 2025	Item Number: 13
Title of Item for Consideration: Professional/Technical Services Contract between Guardian Solutions and Chisago County through 2026	
Action Requested by: Robert Benson, Director	Department: Health & Human Services
Previous Action on this Matter: None	
Background: Guardian Solutions provides guardianship/conservatorship services to eligible clients who require assistance with decision making that is in the individual's best interest. Pine Fiduciary Services LLC was chosen as another provider of this service for Chisago County Health & Human Services. These services will aide in the prevention of abuse, exploitation or self-neglect by advocating for the individual in regard to decisions regarding where to reside, personal, medical and financial affairs. Be advised guardian/conservators are expected to be utilized in unique situations whereby case management service, care teams, or supportive others are not available, and there is a service outcome desired. In many cases the Department expects to enact a collection action concurrent to the purchase of guardian /conservator services on behalf of the data subject.	
Attachment(s): Professional/Technical Services Contract between Guardian Solutions and Chisago County through 2026	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the Professional/Technical Services Contract between Guardian Solutions and Chisago County through 2026. The suggested motion is as follows: <i>"Move to approve the Professional/Technical Services Contract between Guardian Solutions and Chisago County through 2026."</i>	
Implications of Action: Approval will allow Chisago County Health & Human Services to obtain guardianship/conservatorship services for eligible clients from Guardian Solutions. Budget/Financial Implications: Budgeted, Levy Dollars Legal/Policy Implications: The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies.	

<i>Administrator's Recommendation</i>			
Approve <u>CEB</u> _____	Deny _____	Other _____	
Motion By:		Seconded by:	
To:			
Action on Motion:	Aye _____	Nay _____	Abstain _____

**PROFESSIONAL/TECHNICAL SERVICES CONTRACT between
Guardian Solutions LLC and CHISAGO COUNTY**

THIS CONTRACT, and amendments and supplements thereto, is between the County of Chisago, by and through Chisago County Health and Human Services, 313 North Main, Center City, MN 55102 (hereinafter County), and Guardian Solutions LLC, P.O. Box 5026, ST. Cloud, MN 56302, an independent contractor, not an employee of the County of Chisago (hereinafter CONTRACTOR).

WHEREAS, County, pursuant to Minnesota Statutes Chapter 373.01 and 373.02, is empowered to procure from time-to-time certain professional/technical services, and

WHEREAS, County is in need of professional/technical services, specifically Guardianship and Conservatorship services to clients in the Behavioral Health, Children and Family Services and Aging & Disabilities Program and,

WHEREAS, the CONTRACTOR represents it is duly qualified 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 April 16, 2025 **or upon the date the final required signature is obtained by County, whichever occurs later**, and shall remain in effect until December 31, 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 the terms of this contract until all required signatures have been obtained and the CONTRACTOR is notified to begin work by County's authorized representative.**

II. **CONTRACTOR'S DUTIES.**

- A. CONTRACTOR will provide guardianship and conservatorship services in accordance with Minnesota Statutes 524.5-313 and 524.5-417 to eligible indigent clients who are court ordered to have a public guardian or conservator.
- B. CONTRACTOR will ensure that staff have passed a criminal background check in accordance with Minnesota Statute 524.5-118.
- C. CONTRACTOR will respond to initial *emergency* referrals by the end of the following business day. All other referrals will be responded to within five business days.
- D. CONTRACTOR will provide the County with a copy of the guardianship plan for each client.

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 be paid by County as follows:
 - 1. Compensation of:
(Two Hundred Fifty dollars) [\$250.00] per month per client (Program Code 595x or 695x) Guardianship only clients.

For a combination of Guardianship and Conservatorship it will be (Two hundred and fifty dollars) [\$250.00] per month per client.

This billing rate and its limitation shall also apply to Contractor's services during a 60-day period after a client has died, or until such time as the Contractor is discharged as guardian/conservator, whichever is earlier.

2. Travel:

Mileage is included in the flat monthly rate and not billed separately.

3. The **total obligation** of County for all compensation and reimbursement to the CONTRACTOR shall not exceed Twenty thousand dollars [\$20,000.00] for each year.

B. Terms of Payment.

Payment shall be made by County within 35 days of receipt of the invoice for services performed and acceptance of such services by County's authorized representative. CONTRACTOR will submit an invoice by the 10th of the month following the month in which services were provided.

All services provided by the CONTRACTOR pursuant to this contract shall be performed to the satisfaction of County, as determined at the sole discretion of its authorized representative, 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 unsatisfactory or performed in violation of any applicable federal, state or local law, ordinance, rule or regulation.

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:	Robert Benson, Director
Address:	313 North Main Street, Center City, MN 55012
Telephone:	(651)213-5664
E-Mail:	Robert.Benson@chisagocountymn.gov
Fax:	(651)213-5685

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

Name:	Jillian Miller
Address:	PO Box 5026, St. Cloud, MN 56302
Telephone:	
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. The County may immediately terminate this Contract for cause due to any material violation of the terms of the Contract. The CONTRACTOR shall be entitled for any pro rata share of the compensation for approved services rendered.
- C. **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.
- D. Notice of Cancellation, termination, or material modification shall be provided by Certified U.S. Mail.

- VI. **ASSIGNMENT.** The CONTRACTOR shall neither assign nor transfer any rights or obligations under this contract without the prior consent of County's authorized representative and without amendment to this contract. If the duties under this agreement are transferred or assigned, the CONTRACTOR shall be responsible for the performance and payment due and owed the assignee, per Minn. Stat. §471.425.
- VII. **AMENDMENTS.** Either party may request a review of these contract terms for possible amendment when warranted by changes in utilization or service needs. 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.
- VIII. **COMPLIANCE WITH APPLICABLE LAWS.** The parties shall comply with all federal, state and local laws. The absence of an immediate enforcement action or commencement of lack of remedial steps to address non-compliance shall not be construed as a waiver of the requirement, nor shall it prohibit later enforcement or action to terminate the agreement by the non-offending party.
- IX. **LIABILITY.** The CONTRACTOR shall indemnify, save, and hold County, its representatives and employees harmless from any and all claims or causes of action, including all attorneys' fees incurred by County, arising from the negligent performance of this contract by the CONTRACTOR or CONTRACTOR'S agents or employees. 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.

X. **INSURANCE.**

- A. *Workers' Compensation.* 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.* Contractor shall maintain and provide proof of professional liability insurance for individual(s) providing professional services under this Contract. The insurance shall provide liability coverage in amounts determined by the Contractor.
- D. *Auto Insurance.* Contractor shall maintain auto liability coverage for individual(s) who operate a vehicle while carrying out any of the duties outlined in this Contract. A minimum liability amount of \$1,000,000 on a Combined Single Limit basis shall be maintained and coverage shall include Any Auto, including Hired and Non-owned.
- E. The County must be listed as an additional insured and shall be sent a current certificate of insurance on an annual basis. The certificate must show that the County will receive thirty (30) calendar days' prior written notice in the event of cancellation, nonrenewal, or material change in the described policy.
- F. Insurance coverage by the Contractor in amounts greater than tort liability limits set for municipal corporation, pursuant to Minn. Stat. §466 shall not constitute a waiver of the liability cap(s) available to the County.

XI. **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.

XII. **GOVERNMENT DATA PRACTICES ACT.** The Parties shall comply with all regulations governing data created, collected, received, stored, used, maintained or disseminated, pursuant to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 and Minnesota Statute 626.556 subd. 11(c). The CONTRACTOR shall retain all documents created as part of this agreement in accordance with the Minnesota Records Retention Schedule found in the MN

Department of Human Services Bulletin #14-85-01. 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.

By means of this Contract and for purposes of exchange of data to facilitate the program(s), the CONTRACTOR is deemed to be a part of the welfare system pursuant to Minn. Stat. 13.46, Subd. 1(c). Data collected, maintained, used or disseminated by the County and personnel of the Health and Human Services Department or collected, maintained, used or disseminated by the CONTRACTOR may be exchanged as authorized by Minn. Stat. 13.46, Subd. 2 (a)(4) - (7).

To the extent the CONTRACTOR performs functions or activities on behalf of, or provides certain services to, the County that involves access by the CONTRACTOR to Protected Health Information (PHI), the CONTRACTOR is deemed a Business Associate and shall comply with all terms outlined in Attachment A.

XIII. OWNERSHIP OF MATERIALS, CLIENT RECORDS, AND INTELLECTUAL PROPERTY RIGHTS.

- A. County shall own all rights, title and interest in all of the materials conceived or created by the CONTRACTOR, 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).

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.

- XIV. **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.
- XV. **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.
- 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 may be made subject to such conditions and provisions as the County may impose. If specifically authorized by the County, CONTRACTOR is responsible for the performance of all subcontractors and shall compensate said subcontractors pursuant to the requirements of Minnesota Statute § 471.425.
- XVIII. **SURVIVAL OF TERMS.** The following clauses survive the expiration, cancellation or termination of this contract: IX, Liability; XI, Publicity; XII, Government Data Practices Act; XIII, Ownership of Materials and Intellectual Property Rights; XV, Jurisdiction and Venue; and XVI, State Audits.

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

APPROVED:

1. **CONTRACTOR:** Guardian Solutions, 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.

Signed:
Title:
Date:

2. **COUNTY OF CHISAGO:**
APPROVED

Signed:
Title: Dan Dahlberg, Chair, County Board
Date:

Certified:

Signed:
Title: Chase Burnham, County Administrator
Date:

Signed:
Title: Robert Benson, HHS Director
Date:

Reviewed as to Form:

Signed: 
Title: Janet Reiter, Chisago County Attorney
Date: 4/9/2025

Business Associate Agreement

This Business Associate Agreement ("BA Agreement") is between Chisago County, Minnesota, a political subdivision of the State of Minnesota, on behalf of the Chisago County Health and Human Services Department, 313 North Main Street, Center City, MN 55012 ("Covered Entity") and Guardian Solutions, LLC ("Business Associate") (each a "Party" and collectively the "Parties").

Recitals

- A. The Service Agreement identifies services between the Parties that require execution of a Business Associate Agreement as defined by the Health Insurance Portability and Accountability Act of 1996 as amended ("HIPAA") and the Privacy, Security, Breach Notification, Electronic Transactions, and Enforcement Rules at 45 C.F.R. Parts 160, 162, and 164 (HIPAA Rules).
- B. Chisago County is a Covered Entity that is a hybrid entity as defined at 45 C.F.R. § 164.105.
- C. The Service Agreement identifies certain program areas/units of Covered Entity included in Covered Entity's Health Care Component that are in need of Business Associate's services;
- D. In accordance with HIPAA Rules, which require Covered Entity to have a written contract or memorandum of understanding with its Business Associates, the Parties wish to establish satisfactory assurances that Business Associate will appropriately safeguard PHI and, therefore, execute this BAA.

NOW, THEREFORE, intending to be legally bound, the Parties agree as follows:

1. **Definitions.** Terms defined in the Recitals and introductory paragraph of this BA Agreement are incorporated by reference. Capitalized terms used but not otherwise defined in this BA Agreement shall have the same meaning as those terms in the HIPAA Rules as amended from time to time.
 - (a) "Business Associate" shall generally have the meaning set forth in HIPAA Rules and also shall refer to the Party identified in this BA Agreement that serves as the Business Associate.
 - (b) "Covered Entity" shall generally have the meaning set forth in HIPAA Rules and also shall refer to the identified Health Care Components of the Party identified above as the Covered Entity, in accordance with the use of this term at 45 C.F.R. § 164.105(a)(2)(i)(A).
 - (c) Protected Health Information (PHI) shall generally have the meaning set forth in HIPAA Rules and also shall refer to PHI applicable to the relationship between the Parties under this BA Agreement and the Service Agreement.
2. **Representations, Acknowledgements, & Satisfactory Assurances of Business Associate.** Business Associate hereby represents and acknowledges: i) it has legal status as a Business Associate under HIPAA Rules as a direct result of its relationship with Covered Entity under the Services Agreement; ii) it has read and fully understands the extensive legal requirements of Business Associates under HIPAA Rules; iii) it has sufficient technical, legal, and monetary resources and know-how to comply with all Business Associate regulatory and contractual requirements for the full term of the Service Agreement, including any renewals or amendments it may execute; and iv) that the consideration identified in the Service Agreement is, in part, in exchange for obligations under this BA Agreement, which may be referenced or incorporated into the Services Agreement. Business Associate offers and Covered Entity accepts these representations and acknowledgments, along with other promises in this BA

Agreement, as satisfactory assurances that Business Associate will appropriately safeguard PHI, including electronic PHI.

3. **Obligations of Business Associate.** Business Associate agrees and promises in good faith to do all of the following:

- (a) Comply with all Business Associate obligations and requirements under HIPAA Rules and, if uncertainty exists as to how to achieve compliance, request direction from Covered Entity.
- (b) Comply with other requirements under HIPAA Rules that may apply to the Covered Entity, such as when Business Associate carries out one or more of the Covered Entity's obligations under HIPAA Rules.
- (c) Use and disclose PHI only: (i) when required by law; ii) as set forth in this BA Agreement; or (iii) as set forth in the Service Agreement or, if the Service Agreement is ambiguous or incomplete, then only as permitted or required by the Covered Entity's Notice of Privacy Practices that was in effect when the information was collected from the individual.
- (d) MINIMUM NECESSARY. Limit its use, disclosure, and requests for use or disclosure to the minimum amount necessary to accomplish the intended purpose in accordance with the requirements of the HIPAA Rules.
- (e) Implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of electronic PHI that it creates, receives, maintains, or transmits on behalf of the Covered Entity.
- (f) Manage Security Incidents in compliance with 45 C.F.R. Part 164 Subpart C, including immediate notification to the Covered Entity of a Security Incident upon discovery.
- (g) Upon discovery of a Breach as defined at 45 C.F.R. § 164.402, which is recognized by HIPAA Rules as a type of Security Incident, comply with 45 C.F.R. Part 164 Subpart D, which includes immediate notification to Covered Entity in a prescribed form and providing prescribed information. In addition to the requirements of HIPAA Rules, Business Associate shall:
 - (1) Identify all known individuals or entities that caused or contributed to the occurrence of a Breach at Business Associate's expense; and
 - (2) Cooperate with Covered Entity to notify, at Business Associate's expense, all Individuals and media required to be notified under the HIPAA Rules; and
 - (3) Indemnify Covered Entity for any reasonable expenses Covered Entity may incur in connection with such Breach, including notification.
- (h) The parties acknowledge that the definition of Breach as set forth in the HIPAA Rules excludes the following circumstances and therefore Breach notice requirements do not apply:
 - (1) Any unintentional acquisition, access, or use of PHI by a workforce member or person acting under the authority of a Covered Entity or a Business Associate, if such acquisition, access, or use was made in good faith and within the scope of authority and does not result in further use or disclosure in a manner not permitted under 45 C.F.R. Part 164, Subpart E.
 - (2) Any inadvertent disclosure by a person who is authorized to access PHI at a covered entity or business associate to another person authorized to access PHI at the same Covered Entity or Business Associate, or organized health care arrangement in which the Covered Entity participates, and the information received as a result of such disclosure is not further used or disclosed in a manner not permitted under 45 C.F.R. Part 164, Subpart E.

- (3) A disclosure of PHI where a Covered Entity or Business Associate has a good faith belief that an unauthorized person to whom the disclosure was made would not reasonably have been able to retain such information.
 - (i) In accordance with 45 C.F.R. § 164.524, provide access to PHI in a Designated Record Set to an Individual at the request of Covered Entity and in the time and manner designated by Covered Entity. Provide immediate notice to Covered Entity when Business Associate receives a request for access from an Individual.
 - (j) In accordance with 45 C.F.R. § 164.526, make amendments to PHI in a Designated Record Set as directed by the Covered Entity or take other measures as necessary to satisfy Covered Entity's obligations regarding amendments. Provide immediate notice to Covered Entity when Business Associate receives a request for an amendment from an Individual.
 - (k) Make its internal practices, books and records, including policies, procedures and PHI, relating to the use and disclosure of PHI received from, or created or received by Business Associate on behalf of Covered Entity available to the Covered Entity or to the Secretary or the Secretary's designee, in a time and manner designated by the requestor, for purposes of audit or determining Covered Entity's compliance with HIPAA Rules.
 - (l) In accordance with 45 C.F.R. § 164.528, document disclosures of PHI and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI. Provide to Covered Entity or an Individual, in time and manner designated by Covered Entity, information required to provide an individual with an accounting of disclosures of PHI.
 - (m) Implement written policies and procedures, conduct periodic security risk assessments and evaluations, and train employees who have access to PHI about the standards, obligations, policies and procedures required by HIPAA Rules.
 - (n) Enter into a written agreement with each agent and subcontractor who has access to the PHI created, received, maintained, or transmitted by Business Associate in relation to Covered Entity and include in such agreement the same or parallel restrictions, requirements, and conditions that apply through this BA Agreement to Business Associate, including provisions with respect to reasonable and appropriate safeguards to protect electronic PHI.
4. **Obligations of Covered Entity.** Covered Entity shall not direct Business Associate to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if done by Covered Entity. Covered Entity agrees to provide Business Associate with:
 - (a) the applicable notice of privacy practices that Covered Entity produces in accordance with 45 C.F.R § 164.520 and material changes to such notice over time;
 - (b) any changes in, or revocation of, permission by an Individual to use or disclose PHI, if such changes affect Business Associate's permitted or required uses and disclosures; and
 - (c) notice of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with HIPAA if such restrictions affect Business Associate's permitted or required uses and disclosures.
5. **Defense, Indemnification and Hold Harmless.** The Business Associate agrees to defend, indemnify, and save and hold the Covered Entity, its agents, officers, and employees harmless from all claims, fines, penalties, damages, and settlement amounts arising out of, resulting from, or in any manner attributable to any unauthorized use or disclosure of PHI by Business

Associate, its subcontractors, agents and employees under this BA Agreement, including legal fees or disbursements paid or incurred to enforce the provisions of this BA Agreement.

6. **Term and Termination.**

- (a) **Term.** The Term of this BA Agreement shall be effective as of the Effective Date listed above, and shall continue until terminated as provided herein.
- (b) **Termination upon Termination of the Underlying Relationship.** This BA Agreement will terminate upon the termination of the Business Associate's relationship with Covered Entity under the Covered Agreement.
- (c) **Termination for Cause.** Upon learning of a violation by Business Associate of a material term of this BA Agreement, Covered Entity shall provide Business Associate with notice to cure or end the violation by a specified time, which may be different for each type of violation, but the default for which shall be two (2) business days. The Covered Entity will have the right to terminate this BA Agreement and the Service Agreement if Business Associate does not cure the breach or end the violation within the time specified by Covered Entity; or the Covered Entity may immediately terminate this BA Agreement and the Service Agreement if the Business Associate has breached a material term of this BA Agreement and cure is not possible or is not in the best interest of Covered Entity, based on Covered Entity's sole determination.
- (d) **Upon Termination.**
 - (1) Except as provided in paragraph (2) of this section, upon termination of this BA Agreement for any reason, Business Associate shall immediately return or destroy, according to Covered Entity's instructions, all PHI that it created, received, maintained, or transmitted on behalf of or to or for Covered Entity to the extent that Business Associate still maintains such PHI in any form. Business Associate shall take the same action for all such PHI that may be in the possession of its subcontractors and agents. Business Associate and its subcontractors and agents shall not retain copies of any such PHI.
 - (2) In the event that Business Associate knowingly cannot or does not return or destroy PHI as described in paragraph (1) of this section, it shall notify Covered Entity of the specific circumstances and continue to extend the protections of this BA Agreement to such PHI and take all measures possible to limit further uses and disclosures of such PHI for so long as Business Associate or its subcontractors or agents maintain such PHI. The Parties intend that the provisions of this section 6(d)(2) survive termination of this BA Agreement.

7. **Mutual Representations and Warranties of the Parties.** Each Party represents and warrants to the other Party that it is duly organized, validly existing, and in good standing under the laws of the jurisdiction in which it is organized, it has the full power to enter into this BA Agreement and to perform its obligations, and that the performance by it of its obligations under this BA Agreement have been duly authorized by all necessary corporate or other actions and will not violate any provision of any license, corporate charter or bylaws; and that neither the execution of this BA Agreement, nor its performance hereunder, will directly or indirectly violate or interfere with the terms of another agreement to which it is a party.

8. **Governing Law.** This BA Agreement will be governed by and construed in accordance with the laws of the State of Minnesota, without giving effect to the conflicts of laws principles thereof.

9. **Notices.** All demands, notices, requests and other communications hereunder must be in writing and will be deemed to have been duly given only if delivered personally or by registered or certified mail return receipt requested to the Parties at the addresses identified in Paragraph

IV or to such other address as a Party hereto will specify to the other Party hereto in writing in a notice which complies with this Section. Any party may give any Notice using other means (including personal delivery, expedited courier, messenger service, telecopy, telex, ordinary mail, or electronic mail), but no such Notice shall be deemed to have been duly given unless and until it is actually received by the intended recipient.

10. **Amendment and Modification.** No part of this BA Agreement may be amended, modified, supplemented in any manner whatsoever except by a written document signed by the Parties' authorized representatives. The Parties agree to take action to amend this BA Agreement from time to time as necessary for Covered Entity to comply with the requirements of the Privacy Rule, Security Rule and the Health Insurance Portability and Accountability Act of 1996.
11. **Headings.** The headings used in this BA Agreement have been inserted for convenience of reference only and do not define or limit the provisions hereof.
12. **Counterparts.** This BA Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument. Faxed signatures shall be treated as effective as original signatures.
13. **No Third Party Beneficiaries.** Nothing express or implied in this BA Agreement is intended to confer, nor shall anything herein confer, upon any person other than the Parties and the respective successors or assigns of the Parties, any rights, remedies, obligations, or liabilities whatsoever.
14. **Disputes.** If any controversy, dispute or claim arises between the Parties with respect to this BA Agreement, the Parties shall make good faith efforts to resolve such matters informally.
15. **No Partnership, Joint Venture, or Fiduciary Relationship Created Hereby.** This BA Agreement does not constitute a joint venture or partnership arrangement between the Parties and it does not create any relationship of principal and agent, or otherwise between the Parties. Neither Party shall be liable for any obligation incurred by the other, except as might otherwise be expressly provided in this BA Agreement. All employees of each Party shall remain the employee of that Party, and shall not be subject to any direction or control by the other Party. Nothing contained in this BA Agreement shall be interpreted as creating a partnership, joint venture, or employment relationship of the Parties, it being understood that the sole relationship created hereby is one of independent contractor.
16. **Failure to Enforce Not a Waiver.** The failure of either Party to enforce at any time any provision of this BA Agreement shall in no way be construed to be a waiver of such provision or of any other provision hereof.
17. **Successors and Assigns.** This BA Agreement shall be binding upon the respective successors, heirs, administrators and permitted assigns of the Parties.
18. **Entire Agreement.** This BA Agreement constitutes the entire agreement of the Parties with respect to the subject matter hereof and supersedes all prior understandings or agreements, written or oral, with respect to the rights and responsibilities of the Parties set forth in this BA Agreement.
19. **Effect on Covered Agreement.** Except as relates to the use, security and disclosure of PHI and electronic transactions, this BA Agreement is not intended to change the terms and conditions of, or the rights and obligations of the Parties under, the Covered Agreement.
20. **Interpretation.** A reference in this BA Agreement to a section in the Privacy Rule or Security Rule means the section as amended from time to time. Any ambiguity in this BA Agreement shall be resolved in favor of a meaning that permits Covered Entity and Business Associate to comply with the HIPAA Privacy Rule and the Security Rule.

Chisago County Request for Board Action



Meeting Date: April 16, 2025	Item Number: 14
Title of Item for Consideration: Professional/Technical Services Contract Amendment between Pine Fiduciary Services LLC and Chisago County through 2027	
Action Requested by: Robert Benson, Director	Department: Health & Human Services
Previous Action on this Matter: None.	
Background: Pine Fiduciary Services LLC provides guardianship/conservatorship services to eligible clients who require assistance with decision making that is in the individual's best interest. Pine Fiduciary Services LLC was chosen as another provider of this service for Chisago County Health & Human Services. These services will aid in the prevention of abuse, exploitation or self-neglect by advocating for the individual in regard to decisions regarding where to reside, personal, medical and financial affairs. Be advised guardian/conservators are expected to be utilized in unique situations whereby case management service, care teams, or supportive others are not available, and there is a service outcome desired. In many cases the Department expects to enact a collection action concurrent to the purchase of guardian /conservator services on behalf of the data subject. Attachment(s): Professional/Technical Services Contract Amendment between Pine Fiduciary Services LLC and Chisago County through 2027	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the Professional/Technical Services Contract Amendment between Pine Fiduciary Services LLC. The suggested motion is as follows: <i>"Move to approve the Professional/Technical Services Contract Amendment between Pine Fiduciary Services LLC."</i>	
Implications of Action: Approval will allow Chisago County Health & Human Services to obtain guardianship/conservatorship services for eligible clients from Pine Fiduciary Services LLC. Budget/Financial Implications: Budgeted, Levy Dollars Legal/Policy Implications: The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies.	

<i>Administrator's Recommendation</i>			
Approve <u> CEB </u>	Deny <u> </u>	Other <u> </u>	
Motion By:		Seconded by:	
To:			
Action on Motion:	Aye <u> </u>	Nay <u> </u>	Abstain <u> </u>

**PROFESSIONAL/TECHNICAL SERVICES CONTRACT between
Pine Fiduciary Services LLC and CHISAGO COUNTY**

THIS CONTRACT, and amendments and supplements thereto, is between the County of Chisago, by and through Chisago County Health and Human Services, 313 North Main, Center City, MN 55102 (hereinafter County), and Pine Fiduciary Services LLC, 1275 West 4th Street Rush City, MN 55069 an independent contractor, not an employee of the County of Chisago (hereinafter CONTRACTOR).

WHEREAS, County, pursuant to Minnesota Statutes Chapter 373.01 and 373.02, is empowered to procure from time to time certain professional/technical services, and

WHEREAS, County is in need of professional/technical services, specifically Guardianship and Conservatorship services to clients in the Behavioral Health, Children and Family Services and Aging & Disabilities Program and,

WHEREAS, the CONTRACTOR represents it is duly qualified 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 January 1, 2025 **or upon the date the final required signature is obtained by County, whichever occurs later**, and shall remain in effect until December 31, 2027 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 the terms of this contract until all required signatures have been obtained and the CONTRACTOR is notified to begin work by County's authorized representative.**

II. **CONTRACTOR'S DUTIES**.

- A. CONTRACTOR will provide guardianship and conservatorship services in accordance with Minnesota Statutes 524.5-313 and 524.5-417 to eligible indigent clients who are court ordered to have a public guardian or conservator.
- B. CONTRACTOR will ensure that staff have passed a criminal background check in accordance with Minnesota Statute 524.5-118.
- C. CONTRACTOR will respond to initial *emergency* referrals by the end of the following business day. All other referrals will be responded to within five business days.
- D. CONTRACTOR will provide the County with a copy of the guardianship plan for each client.

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 be paid by County as follows:

1. Compensation of:

(Two Hundred fifty dollars) [\$250.00] per month per client (Program Code 595x or 695x)
Guardianship only clients.

"If both guardianship and conservatorship are in place, the cost will be \$250 for the guardian and an additional \$250 for the conservatorship, totaling \$500. This will remain in effect until the conservatorship can be terminated, for a maximum duration of six months".

For a combination of Guardianship and Conservatorship it will be \$250.00 per month per client.

This billing rate and its limitation shall also apply to Contractor's services during a 60 day period after a client has died, or until such time as the Contractor is discharged as guardian/conservator, whichever is earlier.

2. Travel:

Mileage is included in the flat monthly rate and not billed separately.

3. The **total obligation** of County for all compensation and reimbursement to the CONTRACTOR shall not exceed Twenty thousand dollars [\$20,000.00] for each year.

B. Terms of Payment.

Payment shall be made by County within 35 days of receipt of the invoice for services performed and acceptance of such services by County's authorized representative. CONTRACTOR will submit an invoice by the 10th of the month following the month in which services were provided.

All services provided by the CONTRACTOR pursuant to this contract shall be performed to the satisfaction of County, as determined at the sole discretion of its authorized representative, 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 unsatisfactory or performed in violation of any applicable federal, state or local law, ordinance, rule or regulation.

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:	Robert Benson, Director
Address:	313 North Main Street, Center City, MN 55012
Telephone:	(651)213-5664
E-Mail:	Robert.benson@chisagocountymn.gov
Fax:	(651)213-5685

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

Pine Fiduciary Services LLC
1275 West 4th Street
Rush City, MN 55069
612-242-891
Angelafosterfid@gmail.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. The County may immediately terminate this Contract for cause due to any material violation of the terms of the Contract. The CONTRACTOR shall be entitled for any pro rata share of the compensation for approved services rendered.
- C. **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.
- D. Notice of Cancellation, termination, or material modification shall be provided by Certified U.S. Mail.

VI. **ASSIGNMENT.** The CONTRACTOR shall neither assign nor transfer any rights or obligations under this contract without the prior consent of County's authorized representative and without amendment to this contract. If the duties under this agreement are transferred or assigned, the CONTRACTOR shall be responsible for the performance and payment due and owed the assignee, per Minn. Stat. §471.425.

VII. **AMENDMENTS.** Either party may request a review of these contract terms for possible amendment when warranted by changes in utilization or service needs. 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.

VIII. **COMPLIANCE WITH APPLICABLE LAWS.** The parties shall comply with all federal, state and local laws. The absence of an immediate enforcement action or commencement of lack of remedial steps to address non-compliance shall not be construed as a waiver of the requirement, nor shall it prohibit later enforcement or action to terminate the agreement by the non-offending party.

IX. **LIABILITY.** The CONTRACTOR shall indemnify, save, and hold County, its representatives and employees harmless from any and all claims or causes of action, including all attorneys' fees incurred by County, arising from the negligent performance of this contract by the CONTRACTOR or CONTRACTOR'S agents or employees. 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.

X. INSURANCE.

A. *Workers' Compensation.* 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.* Contractor shall maintain and provide proof of professional liability insurance for individual(s) providing professional services under this Contract. The insurance shall provide liability coverage in amounts determined by the Contractor.

D. *Auto Insurance.* Contractor shall maintain auto liability coverage for individual(s) who operate a vehicle while carrying out any of the duties outlined in this Contract. A minimum liability amount of \$1,000,000 on a Combined Single Limit basis shall be maintained and coverage shall include Any Auto, including Hired and Non-owned.

E. The County must be listed as an additional insured and shall be sent a current certificate of insurance on an annual basis. The certificate must show that the County will receive thirty (30) calendar days' prior written notice in the event of cancellation, nonrenewal, or material change in the described policy.

F. Insurance coverage by the Contractor in amounts greater than tort liability limits set for municipal corporation, pursuant to Minn. Stat. §466 shall not constitute a waiver of the liability cap(s) available to the County.

XI. **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.

- XII. **GOVERNMENT DATA PRACTICES ACT.** The Parties shall comply with all regulations governing data created, collected, received, stored, used, maintained or disseminated, pursuant to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 and Minnesota Statute 626.556 subd. 11(c). The CONTRACTOR shall retain all documents created as part of this agreement in accordance with the Minnesota Records Retention Schedule found in the MN Department of Human Services Bulletin #14-85-01. 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.

By means of this Contract and for purposes of exchange of data to facilitate the program(s), the CONTRACTOR is deemed to be a part of the welfare system pursuant to Minn. Stat. 13.46, Subd. 1(c). Data collected, maintained, used or disseminated by the County and personnel of the Health and Human Services Department or collected, maintained, used or disseminated by the CONTRACTOR may be exchanged as authorized by Minn. Stat. 13.46, Subd. 2 (a)(4) - (7).

To the extent the CONTRACTOR performs functions or activities on behalf of, or provides certain services to, the County that involves access by the CONTRACTOR to Protected Health Information (PHI), the CONTRACTOR is deemed a Business Associate and shall comply with all terms outlined in Attachment A.

XIII. **OWNERSHIP OF MATERIALS, CLIENT RECORDS, AND INTELLECTUAL PROPERTY RIGHTS.**

- A. County shall own all rights, title and interest in all of the materials conceived or created by the CONTRACTOR, 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).

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.

- XIV. **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.
- XV. **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.
- 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 may be made subject to such conditions and provisions as the County may impose. If specifically authorized by the County, CONTRACTOR is responsible for the performance of all subcontractors and shall compensate said subcontractors pursuant to the requirements of Minnesota Statute § 471.425.
- XVIII. **SURVIVAL OF TERMS.** The following clauses survive the expiration, cancellation or termination of this contract: IX, Liability; XI, Publicity; XII, Government Data Practices Act; XIII, Ownership of Materials and Intellectual Property Rights; XV, Jurisdiction and Venue; and XVI, State Audits.

THE REMAINDER OF THIS PAGE IS LEFT INTENTIONALLY BLANK

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

APPROVED:

1. **CONTRACTOR:** Pine Fiduciary Services 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.

Signed:
Title:
Date:

2. **COUNTY OF CHISAGO:**
APPROVED

Signed: <i>Dan Dahlberg</i>
Title: Dan Dahlberg, Chair, County Board
Date: <i>3/5/25</i>

Certified:

Signed: <i>Chase Burnham</i>
Title: Chase Burnham, Clerk to the Board
Date: <i>3/5/25</i>

Signed: <i>Robert Benson</i>
Title: Robert Benson, Health and Human Service Director
Date: <i>3-6-2025</i>

Reviewed as to Form:

Signed: <i>Janet Reiter</i>
Title: Janet Reiter, Chisago County Attorney
Date: 02/26/2025



Business Associate Agreement

This Business Associate Agreement ("BA Agreement") is between Chisago County, Minnesota, a political subdivision of the State of Minnesota, on behalf of the Chisago County Health and Human Services Department, 313 North Main Street, Center City, MN 55012 ("Covered Entity") and Solid Oak Financial. ("Business Associate") (each a "Party" and collectively the "Parties").

Recitals

- A. The Service Agreement identifies services between the Parties that require execution of a Business Associate Agreement as defined by the Health Insurance Portability and Accountability Act of 1996 as amended ("HIPAA") and the Privacy, Security, Breach Notification, Electronic Transactions, and Enforcement Rules at 45 C.F.R. Parts 160, 162, and 164 (HIPAA Rules).
- B. Chisago County is a Covered Entity that is a hybrid entity as defined at 45 C.F.R. § 164.105.
- C. The Service Agreement identifies certain program areas/units of Covered Entity included in Covered Entity's Health Care Component that are in need of Business Associate's services;
- D. In accordance with HIPAA Rules, which require Covered Entity to have a written contract or memorandum of understanding with its Business Associates, the Parties wish to establish satisfactory assurances that Business Associate will appropriately safeguard PHI and, therefore, execute this BAA.

NOW, THEREFORE, intending to be legally bound, the Parties agree as follows:

1. **Definitions.** Terms defined in the Recitals and introductory paragraph of this BA Agreement are incorporated by reference. Capitalized terms used but not otherwise defined in this BA Agreement shall have the same meaning as those terms in the HIPAA Rules as amended from time to time.
 - (a) "Business Associate" shall generally have the meaning set forth in HIPAA Rules and also shall refer to the Party identified in this BA Agreement that serves as the Business Associate.
 - (b) "Covered Entity" shall generally have the meaning set forth in HIPAA Rules and also shall refer to the identified Health Care Components of the Party identified above as the Covered Entity, in accordance with the use of this term at 45 C.F.R. § 164.105(a)(2)(i)(A).
 - (c) Protected Health Information (PHI) shall generally have the meaning set forth in HIPAA Rules and also shall refer to PHI applicable to the relationship between the Parties under this BA Agreement and the Service Agreement.
2. **Representations, Acknowledgements, & Satisfactory Assurances of Business Associate.** Business Associate hereby represents and acknowledges: i) it has legal status as a Business Associate under HIPAA Rules as a direct result of its relationship with Covered Entity under the Services Agreement; ii) it has read and fully understands the extensive legal requirements of Business Associates under HIPAA Rules; iii) it has sufficient technical, legal, and monetary resources and know-how to comply with all Business Associate regulatory and contractual requirements for the full term of the Service Agreement, including any renewals or amendments it may execute; and iv) that the consideration identified in the Service Agreement is, in part, in exchange for obligations under this BA Agreement, which may be referenced or incorporated into the Services Agreement. Business Associate offers and Covered Entity accepts these representations and acknowledgments, along with other promises in this BA

Agreement, as satisfactory assurances that Business Associate will appropriately safeguard PHI, including electronic PHI.

3. **Obligations of Business Associate.** Business Associate agrees and promises in good faith to do all of the following:

- (a) Comply with all Business Associate obligations and requirements under HIPAA Rules and, if uncertainty exists as to how to achieve compliance, request direction from Covered Entity.
- (b) Comply with other requirements under HIPAA Rules that may apply to the Covered Entity, such as when Business Associate carries out one or more of the Covered Entity's obligations under HIPAA Rules.
- (c) Use and disclose PHI only: (i) when required by law; ii) as set forth in this BA Agreement; or (iii) as set forth in the Service Agreement or, if the Service Agreement is ambiguous or incomplete, then only as permitted or required by the Covered Entity's Notice of Privacy Practices that was in effect when the information was collected from the individual.
- (d) MINIMUM NECESSARY. Limit its use, disclosure, and requests for use or disclosure to the minimum amount necessary to accomplish the intended purpose in accordance with the requirements of the HIPAA Rules.
- (e) Implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of electronic PHI that it creates, receives, maintains, or transmits on behalf of the Covered Entity.
- (f) Manage Security Incidents in compliance with 45 C.F.R. Part 164 Subpart C, including immediate notification to the Covered Entity of a Security Incident upon discovery.
- (g) Upon discovery of a Breach as defined at 45 C.F.R. § 164.402, which is recognized by HIPAA Rules as a type of Security Incident, comply with 45 C.F.R. Part 164 Subpart D, which includes immediate notification to Covered Entity in a prescribed form and providing prescribed information. In addition to the requirements of HIPAA Rules, Business Associate shall:
 - (1) Identify all known individuals or entities that caused or contributed to the occurrence of a Breach at Business Associate's expense; and
 - (2) Cooperate with Covered Entity to notify, at Business Associate's expense, all Individuals and media required to be notified under the HIPAA Rules; and
 - (3) Indemnify Covered Entity for any reasonable expenses Covered Entity may incur in connection with such Breach, including notification.
- (h) The parties acknowledge that the definition of Breach as set forth in the HIPAA Rules excludes the following circumstances and therefore Breach notice requirements do not apply:
 - (1) Any unintentional acquisition, access, or use of PHI by a workforce member or person acting under the authority of a Covered Entity or a Business Associate, if such acquisition, access, or use was made in good faith and within the scope of authority and does not result in further use or disclosure in a manner not permitted under 45 C.F.R. Part 164, Subpart E.
 - (2) Any inadvertent disclosure by a person who is authorized to access PHI at a covered entity or business associate to another person authorized to access PHI at the same Covered Entity or Business Associate, or organized health care arrangement in which the Covered Entity participates, and the information received as a result of such disclosure is not further used or disclosed in a manner not permitted under 45 C.F.R. Part 164, Subpart E.

- (3) A disclosure of PHI where a Covered Entity or Business Associate has a good faith belief that an unauthorized person to whom the disclosure was made would not reasonably have been able to retain such information.
 - (i) In accordance with 45 C.F.R. § 164.524, provide access to PHI in a Designated Record Set to an Individual at the request of Covered Entity and in the time and manner designated by Covered Entity. Provide immediate notice to Covered Entity when Business Associate receives a request for access from an Individual.
 - (j) In accordance with 45 C.F.R. § 164.526, make amendments to PHI in a Designated Record Set as directed by the Covered Entity or take other measures as necessary to satisfy Covered Entity's obligations regarding amendments. Provide immediate notice to Covered Entity when Business Associate receives a request for an amendment from an Individual.
 - (k) Make its internal practices, books and records, including policies, procedures and PHI, relating to the use and disclosure of PHI received from, or created or received by Business Associate on behalf of Covered Entity available to the Covered Entity or to the Secretary or the Secretary's designee, in a time and manner designated by the requestor, for purposes of audit or determining Covered Entity's compliance with HIPAA Rules.
 - (l) In accordance with 45 C.F.R. § 164.528, document disclosures of PHI and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI. Provide to Covered Entity or an Individual, in time and manner designated by Covered Entity, information required to provide an individual with an accounting of disclosures of PHI.
 - (m) Implement written policies and procedures, conduct periodic security risk assessments and evaluations, and train employees who have access to PHI about the standards, obligations, policies and procedures required by HIPAA Rules.
 - (n) Enter into a written agreement with each agent and subcontractor who has access to the PHI created, received, maintained, or transmitted by Business Associate in relation to Covered Entity and include in such agreement the same or parallel restrictions, requirements, and conditions that apply through this BA Agreement to Business Associate, including provisions with respect to reasonable and appropriate safeguards to protect electronic PHI.
4. **Obligations of Covered Entity.** Covered Entity shall not direct Business Associate to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if done by Covered Entity. Covered Entity agrees to provide Business Associate with:
 - (a) the applicable notice of privacy practices that Covered Entity produces in accordance with 45 C.F.R. § 164.520 and material changes to such notice over time;
 - (b) any changes in, or revocation of, permission by an Individual to use or disclose PHI, if such changes affect Business Associate's permitted or required uses and disclosures; and
 - (c) notice of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with HIPAA if such restrictions affect Business Associate's permitted or required uses and disclosures.
5. **Defense, Indemnification and Hold Harmless.** The Business Associate agrees to defend, indemnify, and save and hold the Covered Entity, its agents, officers, and employees harmless from all claims, fines, penalties, damages, and settlement amounts arising out of, resulting from, or in any manner attributable to any unauthorized use or disclosure of PHI by Business

Associate, its subcontractors, agents and employees under this BA Agreement, including legal fees or disbursements paid or incurred to enforce the provisions of this BA Agreement.

6. **Term and Termination.**

- (a) **Term.** The Term of this BA Agreement shall be effective as of the Effective Date listed above, and shall continue until terminated as provided herein.
- (b) **Termination upon Termination of the Underlying Relationship.** This BA Agreement will terminate upon the termination of the Business Associate's relationship with Covered Entity under the Covered Agreement.
- (c) **Termination for Cause.** Upon learning of a violation by Business Associate of a material term of this BA Agreement, Covered Entity shall provide Business Associate with notice to cure or end the violation by a specified time, which may be different for each type of violation, but the default for which shall be two (2) business days. The Covered Entity will have the right to terminate this BA Agreement and the Service Agreement if Business Associate does not cure the breach or end the violation within the time specified by Covered Entity; or the Covered Entity may immediately terminate this BA Agreement and the Service Agreement if the Business Associate has breached a material term of this BA Agreement and cure is not possible or is not in the best interest of Covered Entity, based on Covered Entity's sole determination.
- (d) **Upon Termination.**
 - (1) Except as provided in paragraph (2) of this section, upon termination of this BA Agreement for any reason, Business Associate shall immediately return or destroy, according to Covered Entity's instructions, all PHI that it created, received, maintained, or transmitted on behalf of or to or for Covered Entity to the extent that Business Associate still maintains such PHI in any form. Business Associate shall take the same action for all such PHI that may be in the possession of its subcontractors and agents. Business Associate and its subcontractors and agents shall not retain copies of any such PHI.
 - (2) In the event that Business Associate knowingly cannot or does not return or destroy PHI as described in paragraph (1) of this section, it shall notify Covered Entity of the specific circumstances and continue to extend the protections of this BA Agreement to such PHI and take all measures possible to limit further uses and disclosures of such PHI for so long as Business Associate or its subcontractors or agents maintain such PHI. The Parties intend that the provisions of this section 6(d)(2) survive termination of this BA Agreement.

7. **Mutual Representations and Warranties of the Parties.** Each Party represents and warrants to the other Party that it is duly organized, validly existing, and in good standing under the laws of the jurisdiction in which it is organized, it has the full power to enter into this BA Agreement and to perform its obligations, and that the performance by it of its obligations under this BA Agreement have been duly authorized by all necessary corporate or other actions and will not violate any provision of any license, corporate charter or bylaws; and that neither the execution of this BA Agreement, nor its performance hereunder, will directly or indirectly violate or interfere with the terms of another agreement to which it is a party.

8. **Governing Law.** This BA Agreement will be governed by and construed in accordance with the laws of the State of Minnesota, without giving effect to the conflicts of laws principles thereof.

9. **Notices.** All demands, notices, requests and other communications hereunder must be in writing and will be deemed to have been duly given only if delivered personally or by registered or certified mail return receipt requested to the Parties at the addresses identified in Paragraph

- IV or to such other address as a Party hereto will specify to the other Party hereto in writing in a notice which complies with this Section. Any party may give any Notice using other means (including personal delivery, expedited courier, messenger service, telecopy, telex, ordinary mail, or electronic mail), but no such Notice shall be deemed to have been duly given unless and until it is actually received by the intended recipient.
10. **Amendment and Modification.** No part of this BA Agreement may be amended, modified, supplemented in any manner whatsoever except by a written document signed by the Parties' authorized representatives. The Parties agree to take action to amend this BA Agreement from time to time as necessary for Covered Entity to comply with the requirements of the Privacy Rule, Security Rule and the Health Insurance Portability and Accountability Act of 1996.
 11. **Headings.** The headings used in this BA Agreement have been inserted for convenience of reference only and do not define or limit the provisions hereof.
 12. **Counterparts.** This BA Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument. Faxed signatures shall be treated as effective as original signatures.
 13. **No Third Party Beneficiaries.** Nothing express or implied in this BA Agreement is intended to confer, nor shall anything herein confer, upon any person other than the Parties and the respective successors or assigns of the Parties, any rights, remedies, obligations, or liabilities whatsoever.
 14. **Disputes.** If any controversy, dispute or claim arises between the Parties with respect to this BA Agreement, the Parties shall make good faith efforts to resolve such matters informally.
 15. **No Partnership, Joint Venture, or Fiduciary Relationship Created Hereby.** This BA Agreement does not constitute a joint venture or partnership arrangement between the Parties and it does not create any relationship of principal and agent, or otherwise between the Parties. Neither Party shall be liable for any obligation incurred by the other, except as might otherwise be expressly provided in this BA Agreement. All employees of each Party shall remain the employee of that Party, and shall not be subject to any direction or control by the other Party. Nothing contained in this BA Agreement shall be interpreted as creating a partnership, joint venture, or employment relationship of the Parties, it being understood that the sole relationship created hereby is one of independent contractor.
 16. **Failure to Enforce Not a Waiver.** The failure of either Party to enforce at any time any provision of this BA Agreement shall in no way be construed to be a waiver of such provision or of any other provision hereof.
 17. **Successors and Assigns.** This BA Agreement shall be binding upon the respective successors, heirs, administrators and permitted assigns of the Parties.
 18. **Entire Agreement.** This BA Agreement constitutes the entire agreement of the Parties with respect to the subject matter hereof and supersedes all prior understandings or agreements, written or oral, with respect to the rights and responsibilities of the Parties set forth in this BA Agreement.
 19. **Effect on Covered Agreement.** Except as relates to the use, security and disclosure of PHI and electronic transactions, this BA Agreement is not intended to change the terms and conditions of, or the rights and obligations of the Parties under, the Covered Agreement.
 20. **Interpretation.** A reference in this BA Agreement to a section in the Privacy Rule or Security Rule means the section as amended from time to time. Any ambiguity in this BA Agreement shall be resolved in favor of a meaning that permits Covered Entity and Business Associate to comply with the HIPAA Privacy Rule and the Security Rule.

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

1. Contractor: Pine Fiduciary Services LLC.

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

Signed:
Title:
Date:

Certified:

Signed:
Title: Robert Benson, Health and Human Service Director
Date:

Chisago County Request for Board Action



Meeting Date: April 16, 2025	Item Number: 15
Title of Item for Consideration: State of Minnesota Joint Powers Agreement for the Farmer's Market Nutrition Program	
Action Requested by:	Department:
Previous Action on this Matter: Approval of a Joint Powers Agreement for the Farmers' Market Nutrition Program dated June 1, 2025, through December 31, 2025.	
Background: The State of Minnesota Department of Agriculture distributes vouchers to families through the area Women Infants and Children (WIC) programs. These vouchers are applied to purchases of fresh vegetables at local Farmer's Markets. Households with a WIC recipient older than four months receive one sheet of five vouchers per summer. WIC enrolled families also receive nutrition education focusing on fresh vegetables available from the Farmer's Markets. In support of the ongoing effort of the Chisago County Health and Human Services Department to assist Chisago County residents in their ability to benefit from fresh local food, outreach was made with the State of Minnesota Department of Agriculture for accessing Farmers Market vouchers for Chisago County WIC recipients. The Department appreciates the ongoing support of the Chisago County Board of Commissioners in this ongoing endeavor. Attachment(s): State of Minnesota Joint Powers Agreement for the Farmer's Market Nutrition Program	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the State of Minnesota Joint Powers Agreement for the Farmers Market Nutrition Program. The suggested motion is as follows: <i>"Move to Approve the State of Minnesota Joint Powers Agreement for the Farmer's Market Nutrition Program"</i>	
Implications of Action: Approval of this Joint Powers Agreement will allow Chisago County Health & Human Services to receive reimbursement from the state for providing education and vouchers to eligible WIC recipients in the county. Budget/Financial Implications: The State will pay for all services performed by the governmental Unit under this contract, and \$1.00 per issuance up to 200 sets of coupons. Legal/Policy Implications: The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies.	

<i>Administrator's Recommendation</i>			
Approve <u> CEB </u>	Deny <u> </u>	Other <u> </u>	
Motion By:		Seconded by:	
To:			
Action on Motion:	Aye <u> </u>	Nay <u> </u>	Abstain <u> </u>



State of Minnesota

Joint Powers Agreement

SWIFT Contract Number: _____

This agreement is between the State of Minnesota, acting through its Commissioner of Agriculture ("State") and CHISAGO COUNTY **TREASURER**, GOVERNMENT CENTER ("Governmental Unit").

Recitals

Under Minnesota Statutes § 471.59, subd. 10, the State is empowered to engage such assistance as deemed necessary. The State is in need of distribution of and education for use of Farmers' Market Nutrition Program (FMNP) coupons.

Agreement

1. Term of Agreement

- 1.1 Effective Date: June 1, 2025, or the date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, whichever is later.
- 1.2 Expiration Date: December 31, 2025, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2. Agreement between the Parties

The Governmental Unit will:

- Issue one set of FMNP coupons to each household with at least one individual four months or older at time of issuance currently participating in WIC.
- Issue materials provided by the State and give an oral explanation of program highlights as listed in the FMNP local agency manual.
- Maintain records of the number of pregnant women, breastfeeding women, postpartum women, infants, and children receiving FMNP benefits.
- Report participation demographic information to the State no later than October 10, 2025.
- Return a Coupon Destruction Report form to the Department no later than October 10, 2025.
- Provide nutrition education that focuses on fresh vegetables available from the farmers' market.
- Comply with federal nondiscrimination requirements.

3. Payment

The State will pay for all services performed by the Governmental Unit under this Contract as follows: \$1.00 per issuance up to 200 sets of coupons.

The total obligation of the State under this Agreement will not exceed \$200.00.

4. Authorized Representatives

The State's Authorized Representative is Emily Mehr, 625 Robert St N, St. Paul, MN 55155, 651-201-6456, or his/her successor.

The Governmental Unit's Authorized Representative is ~~Dan Dahlberg, Chisago County Board Chair of Commissioners, 651-213-8835, 313 N Main St #274~~ Robert Benson, Director of Chisago County Health and Human Services, Chisago County Government Center, 313 North Main St. # 230, Center City, MN 55012, or his/her successor.

5. Assignment, Amendments, Waiver, and Contract Complete.

- 5.1 Assignment. The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the State and a fully executed assignment agreement, executed and approved by the authorized parties or their successors.
- 5.2 Amendments. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the authorized parties or their successors.
- 5.3 Waiver. If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- 5.4 Contract Complete. This Agreement contains all negotiations and agreements between the State and the Contractor. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6. Indemnification.

- 6.1 In the performance of this Agreement, the Indemnifying Party must indemnify, save, and hold harmless the State, its agents, and employees, from any claims or causes of action, including attorney's fees incurred by the State, to the extent caused by Indemnifying Party's:

- Intentional, willful, or negligent acts or omissions; or
- Actions that give rise to strict liability; or
- Breach of contract or warranty.

The Indemnifying Party is defined to include the Governmental Unit, the Governmental Unit's reseller, any third party that has a business relationship with the Governmental Unit, or Governmental Unit's agents or employees, and to the fullest extent permitted by law. The indemnification obligations of this section do not apply in the event the claim or cause of action is the result of the State's sole negligence. This clause will not be construed to bar any legal remedies the Indemnifying Party may have for the State's failure to fulfill its obligation under this Agreement.

- 6.2 Nothing within this Agreement, whether express or implied, shall be deemed to create an obligation on the part of the State to indemnify, defend, hold harmless or release the Indemnifying Party. This shall extend to all agreements related to the subject matter of this Contract, and to all terms subsequently added, without regard to order of precedence.

7. State Audits.

Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State, the State Auditor, or Legislative Auditor, as appropriate, for a minimum of six years from the expiration or termination of this Agreement.

8. Government Data Practices.

The Governmental Unit and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, (or, if the State contracting party is part of the Judicial Branch, with the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court as the same may be amended from time to time) as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minn. Stat. Ch. 13, by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this clause, the Governmental Unit must immediately notify and consult with the State's Authorized Representative as to how the Governmental Unit should respond to the request. The Governmental Unit's response to the request shall comply with applicable law.

9. Venue

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.

10. Termination

10.1 Termination. The State or the Governmental Unit may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

10.2 Termination for Insufficient Funding. The State may immediately terminate this Agreement 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 Governmental Unit. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Governmental Unit will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Governmental Unit notice of the lack of funding within a reasonable time of the State's receiving that notice.

11. E-Verify Certification (in accordance with Minn. Stat. § 16C.075).

For services valued in excess of \$50,000, the Governmental Unit certifies that as of the date of services performed on behalf of the State, Governmental Unit and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify Program for all newly hired employees in the United States who will perform work on behalf of the State. The Governmental Unit is responsible for collecting all subcontractor certifications and may do so utilizing the E-Verify Subcontractor Certification Form available at <http://www.mmd.admin.state.mn.us/doc/EverifySubCertForm.doc>. All subcontractor certifications must be kept on file with Contractor and made available to the State upon request.

1. State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05

Print Name: _____

Signature: _____

Title: _____ Date: _____

SWIFT Contract No. _____

2. Governmental Unit

Print Name: _____

Signature: _____

Title: _____ Date: _____

3. State Agency

With delegated authority

Print Name: _____

Signature: _____

Title: _____ Date: _____

4. Commissioner of Administration

As delegated to The Office of State Procurement

Print Name: _____

Signature: _____

Title: _____ Date: _____

Admin ID: _____

Reviewed as to Form:



Dated 4/9/2025

Chisago County Attorney

Chisago County Request for Board Action



Meeting Date: April 16, 2025

Item Number: 16

Title of Item for Consideration: Letter of Support – Frontier Communications –
Application to MN Border to Border

Action Requested by: Board of Commissioners **Department:** Board of Commissioners

Previous Action on this Matter: The Board of Commissioners have provided multiple letters of support previously.

Background: Frontier Communication has requested that the Board of Commissioners offer a Letter of Support for Frontier Communications which can be used in support of their application to MN Border to Border grant. The grant could potentially increase broadband opportunities which would serve the residents of Chisago County.

Frontier is looking for the Border-to-Border grant for areas already in their service area, some of which are underserved or unserved.

E	F
Label	Count
Chisago City	82
Chisago Lake	143
Franconia	62
Lindstrom	10
Stacy	85
Taylor's Falls	7
Wyoming	81

Frontier's BEAD application total 470 "grant eligible BSL's + Frontier's self-funded "synergy construction" = TOTAL LOCATIONS (grant and non-grant)

Attachment(s):

- Frontier Communications – Letter of Support for Broadband

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve a letter of support for Letter of Support – Frontier Communications – Application to MN Border to Border. The following motion is suggested;

"Move to approve a letter of support Frontier Communications – Application to the MN Border to Border grant program."

Implications of Action: Approval will show the Chisago County Board of Commissioners support Frontier Communications – Application to MN Border to Border grant program.

Budget/Financial Implications: None.

Legal/Policy Implications: The proposed activities are in compliance with all applicable state and federal regulations and County policies & procedures.

Administrator's Recommendation

Approve CEB _____

Deny _____

Other _____

Motion By:

Seconded by:

To:

Action on Motion:

Aye _____

Nay _____

Abstain _____



*DISTRICT 1 – JIM SWENSON
DISTRICT 2 – RICK GREENE
DISTRICT 3 – MARLYS DUNNE
DISTRICT 4 – BEN MONTZKA
DISTRICT 5 – DAN DAHLBERG*

April 16, 2025

Minnesota Department of Employment and Economic Development
ATTN: Border-to-Border Broadband Development Grant Program
332 Minnesota Street, Suite E200
Saint Paul, MN 55101
Re: Letter of Support for Frontier Communications' grant application

Dear Border to Border Program:

Since the healthcare and manufacturing sectors, dominate Chisago County, Chisago would benefit from greater broadband deployment, Chisago County government is thrilled to endorse the grant application from Frontier Communications. This grant for the Border-to-Border Program would expand Frontier's current network planning for a fiber-based network capable of offering at least 2 Gbps symmetrical service for the communities of Lindstrom, Chisago City, Stacy, Taylors Falls, Chisago Lakes Township, Franconia Township and Wyoming.

The county's population has increased from 54,000 in 2011 to nearly 58,000 in 2022, which not only has added users to the County's current telecommunications network, but the County has also seen a growing population of remote workers, especially those who have historically commuted. The commute in Chisago County averages 32 minutes higher than the national average – thus high-speed fiber networks will enhance work-life balance for our residents so they can more greatly enjoy our lakes and forest areas.

Thank you for considering Frontier's application and request for funding from the Border-to-Border Program. We urge your office to approve Frontier's project so that our residents and businesses can fully utilize the opportunities that are created with widespread broadband access.

Sincerely,

Dan Dahlberg
Chisago County
Chair, Board of Commissioners

Chisago County Request for Board Action



Meeting Date: February 19, 2025	Item Number: 17
Title of Item for Consideration: Equipment Expenditure Request – Probation Transition IT Costs	
Action Requested by: Mark Hendrickson, Director	Department: Probation Office
Previous Action on this Matter: None.	
Background: The County Board initially approved \$99,500 to fund the transition from CPO to CCA Probation Delivery systems at the November 13th B/F Meeting and then at the November 20th Board of Commissioners meeting. The \$99,500 would be used to fund the STI Conversion (\$20,000), Remodeling (\$50,000), Equipment/Computers (\$15,000) and additional training (\$5,000). The quotes for the equipment total = \$10,107.12 + \$1,727.35 = \$11,834.47. The quotes cover laptops, monitors, and docking stations. There will likely be more IT equipment costs, such as software licenses, wiring, etc. Attachment(s): Dell Quotes	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the purchases of the 2025 CIP approved equipment for the Public Works Department; Patch Wagon, Plow Truck, Tire Machine, Ditch Mower, and Survey Equipment. The following motion is suggested: “Move to approve the purchases of the 2025 CIP approved equipment for the Public Works Department; Patch Wagon, Plow Truck, Tire Machine, and Survey Equipment.”	
Implications of Action: If approved, Enterprise Services will order the required equipment for the new/incoming CCA staff. Budget/Financial Implications: \$11,834.47, fund balance.	

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 _____

Transition Cost Estimates



STI data conversion
\$20,000



Remodeling \$50,000



Equipment/computers
\$15,000



Training \$5,000



A quote for your consideration.

To retrieve this eQuote online, log in to your [Dell Premier Page](#) and search for your eQuote number under “Quotes” in the top menu bar.

Quote No.:	3000188104691
Total (USD):	\$10,107.12
eQuote Name:	Probation New Positions
eQuote Creator:	desbilling@chisagocountymn.gov
Quoted On:	Apr. 08, 2025
Expires By:	May. 08, 2025

Company Name:	CHISAGO COUNTY
Customer Number:	530002407086
Phone:	6512138200
Premier Page Name:	CHISAGO COUNTY
Authorized Buyer:	desbilling@chisagocountymn.gov

Contract Name:	Dell NASPO Computer Equipment PA - Minnesota
Contract Code:	C000001145017
Customer Agreement Number:	23026 / 236465

Sales Representative:	Meza, Cesar
Email:	C.Meza@Dell.com

Billing Address:
CHISAGO COUNTY
COUNTY MICS CHISAGO
313 N MAIN ST
CENTER CITY , MN 55012-9663

Pricing Summary

	Qty	Unit Price	Discounted Unit Price	Subtotal
1. Precision 3460 SFF/ i7/ 16 GB RAM/ 512 SSD/ DVD-RW/ 4YR PS	1	\$2,487.51	\$1,094.50	\$1,094.50
Premier discount		- \$1,393.01		
2. Latitude 5550 no eSIM	5	\$2,738.78	\$1,163.98	\$5,819.90
Premier discount		- \$1,574.80		
3. 24" Monitor P2425	18	\$249.99	\$125.29	\$2,255.22
Premier discount		- \$124.70		
4. Thunderbolt Dock – WD22TB4	5	\$374.99	\$187.50	\$937.50
Premier discount		- \$187.49		
			Subtotal:	\$10,107.12
			Shipping:	\$0.00
			Estimated Tax:	\$0.00
			Total (USD):	\$10,107.12

Shipping Address:
Chisago County
County Chisago
313 N Main St
Rm 140
Center City , MN 55012-9663

Shipping Method:
FREE Standard Delivery

Product Details

		Qty	Unit Price	Subtotal
1.	 Precision 3460 SFF/ i7/ 16 GB RAM/ 512 SSD/ DVD-RW/ 4YR PS (210-BCTX) Order Code: rrcrc1358737-8307593	1	\$1,094.50	\$1,094.50

Module	Description	Product Code	SKU	Qty
Base	Precision 3460 SFF BTX BASE	G5DXN32	210-BCTX	1
Processor	Intel® Core™ i7 14700 (20 cores, up to 5.4 GHz Turbo, 65 W)	GV4MUR5	338-CPNT,412-AAZQ	1
Operating System	Windows 11 Pro, English, French, Spanish	G0Y1P9E	619-AQLP	1
Memory	16 GB: 2 x 8 GB, DDR5, 5600MT/s, SO-DIMM, non-ECC	G4501UZ	370-BBXM	1
Storage	512 GB, M.2, Gen 4 PCIe NVMe, SSD, Class 40	GIWTP9B	400-BMQN,412-AAZZ	1
Intel Performance Features	Intel® Rapid Storage Technology Driver, Precision 3460	GT7Y86C	409-BCWM	1
Microsoft Office	Activate Your Microsoft 365 For A 30 Day Trial	GC7OFJV	658-BCSB	1
Systems Management	Intel Management Engine disabled	GFRYQL5	631-ADHI	1
Graphics	Intel Integrated Graphics	GUJTPY1	490-BBBS	1

Optional Integrated Video or USB Ports	No Additional Port	GH2ILWN	492-BCLP	1
Storage Configuration (Boot Drive)	C1 SSD Boot + SSD	GPQ8B5W	449-BBYR	1
HDD Controller	Integrated Intel SATA Control	G5LRCFD	403-BBCE	1
2nd Storage	No Hard Drive	GMKBO5E	400-AKZR	1
3rd Storage	No Hard Drive	GMKBO5E	400-AKZR	1
4th Storage	No Hard Drive	GMKBO5E	400-AKZR	1
5th Storage	No Hard Drive	GMKBO5E	400-AKZR	1
CD ROM/DVD ROM	8x DVD+/-RW/RAM 9.5mm Slimline Optical Disk Drive	GWZ7NQT	429-ABKH,429-ABFH	1
Optical Software	CyberLink Media Suite Essentials for Windows OS and DVD Drive (without Media)	GWNM30Y	658-BBTV	1
Raid Connectivity	No SATA/SAS RAID	G9BYT4Q	780-BBCJ	1
Chassis Options	Precision 3460 SFF with 300W (80 Plus Platinum) PSU, RPL-R compatible	GBUCDZ9	321-BKYG	1
Additional Storage Devices - Media Reader	No SD Card Reader	G86J5QK	385-BBBL	1
Network Card	No Additional Network Card Selected (Integrated NIC included)	GPQ31WV	555-BBJO	1
PCIe I/O Add-in-cards	Not selected in this configuration	GY2RECF	817-BBBC	1
Wireless	No Wireless LAN Card (no WiFi enablement)	GE7Y41P	555-BBFO	1
Keyboard	Dell Multimedia Wired Keyboard - KB216 Black - US English	GZDPBC1	580-ADJC	1
Mouse	Dell Optical Mouse - MS116 (Black)	GWDQT3O	570-ABIE	1
ENERGY STAR	ENERGY STAR Qualified	G6J34SM	387-BBLW	1
EPEAT	EPEAT 2018 Registered (Gold)	GBU8CHM	379-BDZB	1
TPM Security	Dell Precision/Pro Max Desktops TPM	G1MEH6P	340-ACBY	1
Driver	No Wireless LAN	GW1SM6D	555-BBNI	1
Documentation/Disks	Safety/Environment and Regulatory Guide (English/French Multi-language)	G7RB0GY	340-AGIK	1
Placemat	Quick Setup Guide, Precision 3460	GQF6JID	340-CYUT	1
UPC Label	Print on Demand Label	GLBM3TR	389-BDQH	1
Packaging	Shipping and Handling Single-Pack	G2GC6KM	340-CQYR,340-CBUU	1
Label	Precision 3460 Plat Reg Label DAO	GZ8HME6	389-ECXZ	1
Processor Branding	Intel® Core™ i7 Processor Label	G3P1WL7	340-CUEQ	1
Internal Speakers	Internal Speaker	GR068XC	520-AARD	1
Stands and Mounts	No Stand	GK0645E	575-BBCH	1
Video Card Cable	No Additional Cable	GIX0L8M	379-BBCY	1
External Speakers	No External Speaker	GTNM7E2	817-BBBC	1
Non-Microsoft Application Software	Additional Software	GT2ECRJ	658-BFRV	1
Power Cord	System Power Cord C13 (US 125V, 15A)	GPYN5HX	450-AH DU	1
Operating System Recovery Options	OS Windows Media Not Included	GZK9Y5J	620-AALW	1
Windows AutoPilot	No AutoPilot	GYEO2AP	340-CKSZ	1
FGA Module	3460SFF_1H25_303D/US/BTS	FG0014	998-GYRP	1
Standard Hardware Support Service	4Y ProSupport Next Business Day Onsite Service after remote diagnosis with HW-SW Support	PN4	997-6783,997-2837,997-2808,989-3449	1
Security Software and PC Protection	No anti-virus software	GD4K19S	650-AAAM	1

Qty Unit Price Subtotal

2.


**Latitude 5550 no eSIM
(210-BLMN)**

Order Code: rrcrc1358737-8282553

5

\$1,163.98

\$5,819.90

Module	Description	Product Code	SKU	Qty
Base	Dell Latitude 5550 BTX Base	G4QDHMF	210-BLMN	1
Processor	Intel® Core™ Ultra 7 155U (12 cores, up to 4.8 GHz Turbo)	GZEXFB1	379-BFPD	1
Operating System	Windows 11 Pro, English, Brazilian Portuguese, French, Spanish	G01OVWE	619-ARSB	1
Microsoft Office	Activate Your Microsoft 365 For A 30 Day Trial	GC7OFJV	658-BCSB	1
Base Options	Integrated Intel® graphics for Intel® Core™ Ultra 7 155U processor	G4EKCQB	338-CNRM,338-CNRG	1
Systems Management	Intel® vPro® Management Disabled	G31NCA7	631-BBSQ	1
Memory	16 GB: 2 x 8 GB, DDR5, 5600 MT/s (5200 MT/s with 13th Gen Intel® Core™ processors)	GDT5YH9	370-BBTL	1
Storage	512 GB, M.2 2230, TLC, Gen 4 PCIe NVMe, SSD	GQRG354	400-BRFW	1
Displays	15.6", FHD 1920x1080, 60Hz, IPS, Non-Touch, AG, 250 nit, 45% NTSC, FHD Cam	GTXQZ6G	391-BJHB	1
Keyboard	English US backlit Copilot key keyboard with numeric keypad, 99-key	GK5OBMC	583-BLNH	1
Mouse	No Mouse	G8043UZ	570-AADK	1
Wireless Driver	Intel AX211 WLAN Driver	GMPNA8K	555-BKQC	1
Wireless	Intel® Wi-Fi 6E (6 where 6E unavailable) AX211, 2x2, 802.11ax, Bluetooth® 5.3 wireless card	GA8TF6I	555-BKLQ	1
Mobile Broadband	No Mobile Broadband Card	GR957IY	556-BBCD	1
Primary Battery	3-cell, 54 Wh, ExpressCharge™ Capable, ExpressCharge™ Boost Capable	GI2ZVN4	451-BDGX	1
AC Adapter	65W AC adapter, USB Type-C, EcoDesign	GHBR6U3	492-BDMN	1
PalmRest	No Security	GMWE2XS	346-BKLV	1
Protect your new PC	No anti-virus software	GD4K19S	650-AAAM	1
Operating System Recovery Options	OS-Windows Media Not Included	GLA9OQ1	620-AALW	1
Power Cord	E4 Power Cord 1M for US	GC90V4B	537-BBDO	1
Setup and Features Guides	Latitude 5550 Quick Start Guide	GOWPY9Z	340-DMNY	1
Resource Media	No Resource USB Media	G5KFAU6	430-XXYG	1
Documentation	Safety/Environment and Regulatory Guide (English/French Multi-language)	G7RB0GY	340-AGIK	1
ENERGY STAR	ENERGY STAR Qualified	GFSJ2Q8	387-BBPC	1
FGA Module	5550_1Hfy25_029/US/BTS	FG0044	998-GXFZ	1
Non-Microsoft Application Software	Dell Additional Software	GX3QS7G	658-BFQB	1
Packaging	BTS MTL 65W ADPT	GCN35QL	340-DMLZ	1
Processor Label	Intel® Core™ Ultra 7 Non-vPro Label	GP1MNR4	389-FGSP	1
Transportation from ODM to region	Smart Selection Shipment (S)	G7V9AUK	800-BBQI	1
EAN POD Label	POD Label	GAX83SM	389-EDJB	1
Camera	FHD HDR RGB Camera, TNR, Camera Shutter, Microphone	GKZIM8N	319-BBKK	1
Windows AutoPilot	No AutoPilot	GYEO2AP	340-CKSZ	1
EPEAT 2018	EPEAT 2018 Registered (Gold)	GBU8CHM	379-BDZB	1
Additional Storage	No Additional Hard Drive	GNTOSJ7	401-AADF	1
Chassis Options	Latitude 5550 Bottom Door, MTL U15	GBKOF2I	321-BKTQ	1
ICPS	No Intel® Connectivity Performance Suite	GJ5LQFG	650-BBBG	1
Intel Responsiveness Technologies	Intel® Rapid Storage Technology Driver	G7P3MRH	409-BCXY	1

		PPN3	975-3461,997-8317,997-8366,997-8367,997-8381,997-8382,997-8383,997-8380	1
Standard Hardware Support Service	3Y ProSupport Plus with ProSupport and AD and KYHD and Service Account Mgr			

		Qty	Unit Price	Subtotal
3.	 24" Monitor P2425 (210-BMGH) Order Code: rrcrc1358737-8282571	18	\$125.29	\$2,255.22

Module	Description	Product Code	SKU	Qty
Dell 24 Monitor - P2425H	Dell Pro 24 Plus Monitor - P2425H	GWP6CXB	210-BMGH	1
Standard Hardware Support Service	3Y Basic Hardware Service with Advanced Exchange after remote diagnosis	G2V0K68	814-5380,814-5381	1

		Qty	Unit Price	Subtotal
4.	 Thunderbolt Dock – WD22TB4 (210-BDQH) Order Code: rrcrc1358737-8282604	5	\$187.50	\$937.50

Module	Description	Product Code	SKU	Qty
BASE,DS,WD22TB4 US 180W	Dell Thunderbolt 4 Dock - WD22TB4	GBNM2HY	210-BDQH	1
Standard Hardware Support Service	3Y Basic Hardware Service with Advanced Exchange after Remote Diagnosis	G9OGYFH	872-8557,872-8550	1

Need Help?

 We're here to answer any of your Order Support questions. [Contact Us](#).

CONNECT WITH DELL:





Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All products, pricing, and other information is based on the latest information available and is subject to change for any reason, including but not limited to tariffs imposed by government authorities. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringspecifictterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

Dell Marketing LP. U.S. only. Dell Marketing LP. is located at One Dell Way, Mail Stop 8129, Round Rock, TX 78682



A quote for your consideration.

To retrieve this eQuote online, log in to your [Dell Premier Page](#) and search for your eQuote number under “Quotes” in the top menu bar.

Quote No.:	3000188105059
Total (USD):	\$1,727.35
eQuote Name:	Probation 1 New User
eQuote Creator:	desbilling@chisagocountymn.gov
Quoted On:	Apr. 08, 2025
Expires By:	May. 08, 2025
Company Name:	CHISAGO COUNTY
Customer Number:	530002407086
Phone:	6512138200
Premier Page Name:	CHISAGO COUNTY
Authorized Buyer:	desbilling@chisagocountymn.gov
Contract Name:	Dell NASPO Computer Equipment PA - Minnesota
Contract Code:	C000001145017
Customer Agreement Number:	23026 / 236465
Sales Representative:	Meza, Cesar
Email:	C.Meza@Dell.com

Billing Address:
CHISAGO COUNTY
COUNTY MICS CHISAGO
313 N MAIN ST
CENTER CITY , MN 55012-9663

Pricing Summary				
	Qty	Unit Price	Discounted Unit Price	Subtotal
1. Latitude 5550 no eSIM	1	\$2,738.78	\$1,163.98	\$1,163.98
Premier discount		- \$1,574.80		
2. 24" Monitor P2425	3	\$249.99	\$125.29	\$375.87
Premier discount		- \$124.70		
3. Thunderbolt Dock – WD22TB4	1	\$374.99	\$187.50	\$187.50
Premier discount		- \$187.49		
			Subtotal:	\$1,727.35
			Shipping:	\$0.00
			Estimated Tax:	\$0.00
			Total (USD):	\$1,727.35

Shipping Address:
Chisago County
County Chisago
313 N Main St
Rm 140
Center City , MN 55012-9663

Shipping Method:
FREE Standard Delivery

Product Details

		Qty	Unit Price	Subtotal
1.	 Latitude 5550 no eSIM (210-BLMN) Order Code: rrcrc1358737-8282553	1	\$1,163.98	\$1,163.98

Module	Description	Product Code	SKU	Qty
Base	Dell Latitude 5550 BTX Base	G4QDHMF	210-BLMN	1
Processor	Intel® Core™ Ultra 7 155U (12 cores, up to 4.8 GHz Turbo)	GZEXFB1	379-BFPD	1
Operating System	Windows 11 Pro, English, Brazilian Portuguese, French, Spanish	G01OVWE	619-ARSB	1
Microsoft Office	Activate Your Microsoft 365 For A 30 Day Trial	GC7OFJV	658-BCSB	1
Base Options	Integrated Intel® graphics for Intel® Core™ Ultra 7 155U processor	G4EKCQB	338-CNRM,338-CNRG	1
Systems Management	Intel® vPro® Management Disabled	G31NCA7	631-BBSQ	1
Memory	16 GB: 2 x 8 GB, DDR5, 5600 MT/s (5200 MT/s with 13th Gen Intel® Core™ processors)	GDT5YH9	370-BBTL	1
Storage	512 GB, M.2 2230, TLC, Gen 4 PCIe NVMe, SSD	GQRG354	400-BRFW	1
Displays	15.6", FHD 1920x1080, 60Hz, IPS, Non-Touch, AG, 250 nit, 45% NTSC, FHD Cam	GTXQZ6G	391-BJHB	1
Keyboard	English US backlit Copilot key keyboard with numeric keypad, 99-key	GK5OBMC	583-BLNH	1
Mouse	No Mouse	G8043UZ	570-AADK	1
Wireless Driver	Intel AX211 WLAN Driver	GMPNA8K	555-BKQC	1
Wireless	Intel® Wi-Fi 6E (6 where 6E unavailable) AX211, 2x2, 802.11ax, Bluetooth® 5.3 wireless card	GA8TF6I	555-BKLQ	1
Mobile Broadband	No Mobile Broadband Card	GR957IY	556-BBCD	1
Primary Battery	3-cell, 54 Wh, ExpressCharge™ Capable, ExpressCharge™ Boost Capable	GI2ZVN4	451-BDGX	1
AC Adapter	65W AC adapter, USB Type-C, EcoDesign	GHBR6U3	492-BDMN	1
PalmRest	No Security	GMWE2XS	346-BKLV	1
Protect your new PC	No anti-virus software	GD4K19S	650-AAAM	1
Operating System Recovery Options	OS-Windows Media Not Included	GLA9OQ1	620-AALW	1
Power Cord	E4 Power Cord 1M for US	GC90V4B	537-BBDO	1
Setup and Features Guides	Latitude 5550 Quick Start Guide	GOWPY9Z	340-DMNY	1
Resource Media	No Resource USB Media	G5KFAU6	430-XXYG	1
Documentation	Safety/Environment and Regulatory Guide (English/French Multi-language)	G7RB0GY	340-AGIK	1
ENERGY STAR	ENERGY STAR Qualified	GFSJ2Q8	387-BBPC	1
FGA Module	5550_1HFY25_029/US/BTS	FG0044	998-GXFZ	1
Non-Microsoft Application Software	Dell Additional Software	GX3QS7G	658-BFQB	1
Packaging	BTS MTL 65W ADPT	GCN35QL	340-DMLZ	1
Processor Label	Intel® Core™ Ultra 7 Non-vPro Label	GP1MNR4	389-FGSP	1

Transportation from ODM to region	Smart Selection Shipment (S)	G7V9AUK	800-BBQI	1
EAN POD Label	POD Label	GAX83SM	389-EDJB	1
Camera	FHD HDR RGB Camera, TNR, Camera Shutter, Microphone	GKZIM8N	319-BBKK	1
Windows AutoPilot	No AutoPilot	GYEO2AP	340-CKSZ	1
EPEAT 2018	EPEAT 2018 Registered (Gold)	GBU8CHM	379-BDZB	1
Additional Storage	No Additional Hard Drive	GNTOSJ7	401-AADF	1
Chassis Options	Latitude 5550 Bottom Door, MTL U15	GBKOF2I	321-BKTQ	1
ICPS	No Intel® Connectivity Performance Suite	GJ5LQFG	650-BBBG	1
Intel		G7P3MRH		1
Responsiveness Technologies	Intel® Rapid Storage Technology Driver		409-BCXY	
		PPN3	975-3461,997-8317,997-8366,997-8367,997-8381,997-8382,997-8383,997-8380	1
Standard Hardware Support Service	3Y ProSupport Plus with ProSupport and AD and KYHD and Service Account Mgr			

		Qty	Unit Price	Subtotal
2.	24" Monitor P2425 (210-BMGH) Order Code: rrcrc1358737-8282571	3	\$125.29	\$375.87

Module	Description	Product Code	SKU	Qty
Dell 24 Monitor - P2425H	Dell Pro 24 Plus Monitor - P2425H	GWP6CXB	210-BMGH	1
Standard Hardware Support Service	3Y Basic Hardware Service with Advanced Exchange after remote diagnosis	G2V0K68	814-5380,814-5381	1

		Qty	Unit Price	Subtotal
3.	Thunderbolt Dock – WD22TB4 (210-BDQH) Order Code: rrcrc1358737-8282604	1	\$187.50	\$187.50

Module	Description	Product Code	SKU	Qty
BASE,DS,WD22TB4 US 180W	Dell Thunderbolt 4 Dock - WD22TB4	GBNM2HY	210-BDQH	1
Standard Hardware Support Service	3Y Basic Hardware Service with Advanced Exchange after Remote Diagnosis	G9OGYFH	872-8557,872-8550	1

Need Help?

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CONNECT WITH DELL:

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All products, pricing, and other information is based on the latest information available and is subject to change for any reason, including but not limited to tariffs imposed by government authorities. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm.

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringsspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

Dell Marketing LP. U.S. only. Dell Marketing LP. is located at One Dell Way, Mail Stop 8129, Round Rock, TX 78682

Chisago County Request for Board Action



Meeting Date: April 16, 2025	Item Number: 18
Title of Item for Consideration: 2025 State Boat and Water Safety Grant	
Action Requested by: Sheriff Brandon Thyen	Department: Sheriff's Office
Previous Action on this Matter: No previous action has been taken.	
Background: This is the 2025 State of Minnesota Annual County Boat and Water Safety Grant that provides up to \$22,463.00 for equipment, supplies, and wages.	
Attachment(s): 2025 State Boat and Water Safety Grant	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the 2024 State of Minnesota Boat and Water Safety Grant. The suggested motion is as follows: <i>"Move to approve the 2025 State of Minnesota Boat and Water Safety Grant as Provided."</i>	
Implications of Action: Approving this annual State Grant will provide the Sheriff's Office an additional \$22,463.00 to be used for equipment, supplies, and wages.	
Budget/Financial Implications: The grant provides for up to \$22,463.00 paid back to the county for approved expenditures.	
Legal/Policy Implications: This State Grant has been reviewed and has been found to be in compliance with Chisago County policies, as well as all Local, State, and Federal Laws. The County Attorney has approved as to form.	
Administrator's Recommendation	
Approve <u> CEB </u>	Deny <u> </u>
Other <u> </u>	
Motion By:	Seconded by:
To:	
Action on Motion:	Aye <u> </u>
	Nay <u> </u>
	Abstain <u> </u>



**2025 STATE OF MINNESOTA
ANNUAL COUNTY BOAT AND WATER SAFETY
GRANT CONTRACT AGREEMENT**

ENCUMBRANCE WORKSHEET

Contract#

265747

PO#

3000271648

State Accounting Information:

Dept. ID R29	PC Bus. Unit R2901	Fiscal Year 2025	Source Type State	Vendor Number 0000197284-001
Total Amount \$22463	Project ID R29G70CGBLA24	Billing Location R297000221	UEI GVHPL2BDV794	

Accounting Distribution:

Fund 2100	Fin. Dept. ID R2937714	Appropriation ID R297400	Category 84101501	Account 441302	Activity A7CG002
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Grant Begin Date January 1, 2025	Grant End Date June 30, 2026
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Grantee Name and Address:
Chisago County Sheriff's Office
313 N. Main St. #100
Center City, MN 55012

Payment Address:
(where DNR sends the check)
Chisago Co. Treasurer
313 N. Main St. #274
Center City, MN 55012

2025 STATE OF MINNESOTA ANNUAL COUNTY BOAT AND WATER SAFETY GRANT CONTRACT AGREEMENT

This grant contract agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and Chisago County Sheriff's Office, 313 N. Main St. #100, Center City, MN 55012, (CHISAGO) ("Grantee"). The payment address for this grant contract agreement is Chisago Co. Treasurer, 313 N. Main St. #274, Center City, MN 55012.

Recitals

1. Under Minnesota Statutes § 86B.701 & .705 the State is empowered to enter into this grant.
2. The State is in need of Sheriff's duties to carry out the provisions of Chapter 86B and the Boat and Water Safety Rules, hereinafter referred to as the "Minnesota Rules", including patrol, enforcement, search and rescue, watercraft inspection, issuance of temporary structure & event permits, waterway marking and accident investigation, all hereinafter referred to as the "Sheriff's Duties".
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract agreement to the satisfaction of the State. Pursuant to [Minn.Stat. §16B.98](#), Subd.1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract Agreement

1 Term of Grant Contract Agreement

- 1.1 **Effective date:** January 1, 2025 or the date the State obtains all required signatures under [Minn. Stat. §16B.98](#), Subd. 5. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for 2025 grant expenditures incurred back to effective date. Per [Minn.Stat. §16B.98](#) Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Reimbursements will only be made for expenditures made according to the terms of this grant contract agreement.
- 1.2 **Expiration date:** June 30, 2026, or until all obligations have been satisfactorily fulfilled, whichever occurs first. Pursuant to Minnesota Statute §16A.28, Subdivision 6, the encumbrance may be certified for one year beyond the year in which funds were appropriated. The Grantee shall submit a final billing invoice within 30 days of the expiration of the grant as specified herein.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract agreement: 8. Liability; 9. State and Single Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will:

Provide county sheriff services for boat and water safety activities. As stated in Minnesota Statute § 86B.701, the Grantee will submit to the State a spending plan (Exhibit "A", which is attached and incorporated into this grant) along with this form to carry out the Sheriff's Duties. Boat and water safety activities are those outlined in Minnesota Statutes § 86B, Minnesota Rules, Chapter 6110, search and recovery operations in the waters of the State and the portions of Chapter 169A that are applicable to motorboats. Exhibit "B", which is attached and incorporated into this grant further defines the allowable expenditures. The Grantee is responsible for maintaining an adequate conflict of interest policy throughout the term of this grant contract.

The Grantee shall monitor and report any actual, potential or perceived conflicts of interest to the State's Authorized Representative.

The grantee will comply with required grants management policies and procedures set forth through Minnesota Statutes Section 16B.97, subdivision 4 (a)(1), and 2CFR 200.

Reporting Requirements: The Grantee must satisfactorily submit all activity and financial reports by the date(s) requested by the State, unless the State grants an extension in writing. Exhibit "B", which is attached and incorporated into this grant further defines reporting requirements.

3 Time

The Grantee must comply with all the time requirements described in this grant contract agreement. In the performance of this grant contract agreement, time is of the essence.

4 Consideration and Payment

- 4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant contract agreement as follows:
 - (a) **Compensation.** The Grantee will be paid for all boat and water safety activities performed by the Grantee during the term of the grant up to Twenty two thousand four hundred sixty three dollars.
 - (b) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract agreement will not exceed Twenty two thousand four hundred sixty three dollars.
 - (c) **Match:** *Grant funds cannot be used by the Grantee as match or for reimbursement for any other grant or program without written authorization from the State's Authorized Representative.*
- 4.2 **Payment**
 - (a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Submit one invoice at the end of the grant period or when all obligations have been satisfactorily fulfilled, whichever occurs first in a form prescribed by the State within the dates previously noted in "Term of Grant Contract Agreement" in this contract.

4.3 Contracting and Bidding Requirements

Per [Minn. Stat. §471.345](#), grantees that are municipalities as defined in Subd. 1 must follow the law.

- (a) For projects that include construction work of \$25,000 or more, prevailing wage rules apply per [Minn. Stat. §§177.41](#) through [177.44](#). These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.
- (b) The grantee must not contract with vendors who are suspended or debarred in MN:
<https://mn.gov/admin/osp/government/suspended-debarred/index2.jsp>
- (c) The grantee agrees if it subcontracts any portion of the project to another entity, the agreement with the subcontractor will contain all applicable provisions of the agreement with the state. The grantee also agrees to comply with 2 CFR 200.318-3321 and 2 CFR 200.323-326.

5 Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Authorized Representative

The State's Authorized Representative is [Adam Block, Boating Law Administrator, Enforcement Division – Central Office, Minnesota Department of Natural Resources \(DNR\), 500 Lafayette Rd., St. Paul, MN 55155-4047, \[adam.block@state.mn.us\]\(mailto:adam.block@state.mn.us\)](#) or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is [Sheriff Brandon Thyen, Chisago County Sheriff's Office, 313 N. Main St. #100, Center City, MN 55012](#). If the Grantee's Authorized Representative changes at any time during this grant contract agreement, the Grantee must immediately notify the State.

7 Assignment, Amendments, Waiver, and Grant Contract Agreement Complete

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant contract agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant contract agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant contract 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 grant contract agreement, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this grant contract agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.4 **Grant Contract Agreement Complete.** This grant contract agreement, including Exhibits "A" and "B," contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract agreement, whether written or oral, may be used to bind either party.

8 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract 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 State's failure to fulfill its obligations under this grant contract agreement.

9 Audits (State and Single)

Under [Minn. Stat. §16B.98, subd. 8](#), the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant contract agreement or transaction are subject to examination by the Commissioner of Administration, by the State granting agency and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant contract agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

If the grantee expends \$750,000 or more of Federal awards in a fiscal year, they must have a single audit according to the OMB Uniform Guidance: Cost Principles, Audit and Administrative Awards Requirements for Federal Awards. This is \$750,000 in total Federal awards received from all sources. The grantee will forward a copy of the audit report to both the State's Authorized Representative and the State Auditor.

10 Government Data Practices and Intellectual Property

- 10.1 **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant contract agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract agreement. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

11 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 State 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 State's obligation or responsibility.

12 Publicity and Endorsement

12.1 **Publicity.** Any publicity regarding the subject matter of this grant contract agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State'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 grant contract agreement. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.

12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

13 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract agreement. Venue for all legal proceedings out of this grant contract agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination

14.1 **Termination by the State.** (a) The State may immediately terminate this grant contract agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

(b) **Termination by The Commissioner of Administration.** The Commissioner of Administration may unilaterally cancel this grant contract agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.

14.2 **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 **Termination for Insufficient Funding.** The State may immediately terminate this grant contract if:

(a) It does not obtain funding from the Minnesota Legislature.

(b) 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 Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State 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. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

15 Data Disclosure

Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16 American Disabilities Act

The Grantee is subject to complying with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 et seq.) and all applicable regulations and guidelines.

17 Non-Discrimination Requirements

No person in the United States must, on the ground of race, color, national origin, handicap, age, religion, or sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under, any program or activity receiving Federal financial assistance. Including but not limited to:

- (a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.) and DOC implementing regulations published at 15 C.F.R. Part 8 prohibiting discrimination on the grounds of race, color, or national origin under programs or activities receiving Federal financial assistance; Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.) prohibiting discrimination on the basis of sex under Federally assisted education programs or activities;
- (b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), and DOC implementing regulations published at 15 C.F.R. Part 8b prohibiting discrimination on the basis of handicap under any program or activity receiving or benefiting from Federal assistance.
- (c) The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 et seq.), and DOC implementing regulations published at 15 C.F.R. Part 20 prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (d) Title II of the Americans with Disabilities Act (ADA) of 1990 which prohibits discrimination against qualified individuals with disabilities in services, programs, and activities of public entities.
- (e) Any other applicable non-discrimination law(s).

18 Invasive Species Prevention

The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during contracted work. The contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area.

The contractor shall dispose of material cleaned from equipment and clothing at a location determined by the DNR Contract Administrator. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

19 Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

19.1 The prospective lower tier participant certifies, by submission of this grant contract agreement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

19.2 Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this grant contract agreement.

20 Whistleblower Protection Rights

41 USC §4712, Enhancement of Recipient and Subrecipient Employee Whistleblower Protection

(a) This award and employees working on this financial assistance agreement will be subject to the whistleblower rights and remedies in the pilot program on Award Recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub.L. 112-239).

(b) Recipients, their subrecipients, and their contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC 4712.

(c) The recipient shall insert this clause, including this paragraph (c), in all subawards and in contracts over the simplified acquisition threshold related to this award.

Attachments:

- _____ A. State Boat Grant Contract Agreement
- _____ B. Exhibit A
- _____ C. Exhibit B
- _____ D. Conflict of Interest Disclosure

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15.

Signed: _____

SWIFT Contract # 265747

Purchase Order # 3000271648

2. GRANTEE:

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

3. STATE AGENCY: NATURAL RESOURCES

By: _____
(With delegated authority)

Distribution:

- 1. DNR - OMBS
- 2. Grantee
- 3. State's Authorized Representative

By: _____

Title: _____

Date: _____

Chisago County Request for Board Action



Meeting Date: April 16, 2025	Item Number: 19
Title of Item for Consideration: National Park Service Agreement	
Action Requested by: Sheriff Brandon Thyen	Department: Sheriff's Office
Previous Action on this Matter: No previous action on this matter.	
Background: This General Agreement is between The United States Department of the Interior National Park Service, and the Chisago County Sheriff's Office. The parties wish to coordinate emergency law enforcement assistance between the two agencies. Attachment(s): Agreement between National Park Service and the Chisago County Sheriff's Office	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the agreement between the National Park Service and the Sheriff's Office. The suggested motion is as follows: <i>"Move to approve the General Agreement between the National Park Service and the Chisago County Sheriff's Office."</i>	
Implications of Action: Board approval will authorize the Sheriff's Office to coordinate emergency law enforcement assistance between the two agencies. Budget/Financial Implications: Any expenses are covered in the Sheriff's Office yearly operating 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 agreement and approves as to form.	
Administrator's Recommendation	
Approve <u> CEB </u>	Deny <u> </u>
Other <u> </u>	
Motion By:	Seconded by:
To:	
Action on Motion:	Aye <u> </u>
	Nay <u> </u>
	Abstain <u> </u>

**General Agreement
between
The United States Department of the Interior
National Park Service
and
Chisago County Sheriff's Office
Minnesota**

Regarding Law Enforcement Assistance

This Agreement is entered into by and between the National Park Service (hereinafter "NPS"), United States Department of the Interior, acting through the Superintendent of St. Croix National Scenic Riverway (hereinafter "SACN"), and the Chisago County Sheriff's Office (hereinafter "CCSO"), Minnesota, acting through its Sheriff.

ARTICLE I - BACKGROUND AND OBJECTIVES

The objective of the Agreement is to coordinate emergency law enforcement assistance between the two agencies. SACN is under proprietary jurisdiction, and the NPS and the CCSO therefore share a common interest in law enforcement in and around SACN.

Both agencies recognize through experience that violations affecting the safety and welfare of citizens, property, and resources under their protection frequently involve individuals and groups operating across jurisdictional boundaries. Both agencies also recognize that the most effective and sometimes only method to detect, deter, and solve these crimes is through cooperative efforts. Accordingly, the NPS and the CCSO do hereby enter into an agreement to provide emergency cooperative assistance to maintain public safety and welfare on lands and waters in Chisago County, Minnesota, within and surrounding SACN, as both parties can mutually benefit from the expertise and resources of their respective agencies.

ARTICLE II - AUTHORITY

This Agreement is entered into under the authority of 54 United States Code (54 U.S.C.) § 102701 and 54 U.S.C. § 100901, 101901, 102711.

The Secretary of the Interior, acting through the NPS, administers and manages SACN pursuant to 16 U.S.C. §1271-1287 (Wild and Scenic Rivers Act) and the laws applicable generally to units of the NPS which authorizes the SACN and conducts law enforcement activities there and at other NPS areas within the State of Minnesota pursuant to Title 54 U.S.C. § 102701.

Title 54 U.S.C. § 102701 authorizes the Secretary of the Interior "to designate . . . certain officers or employees of the Department of the Interior who shall maintain law and order and protect persons and property within areas of the National Park System."

Title 54 U.S.C. § 102711 authorizes the Secretary of the Interior to use applicable appropriations for the System to render assistance to nearby law enforcement and fire prevention agencies and for related activities outside the System.

The Federal Law Enforcement Officer's Good Samaritan Act of 1998 (Public Law 105-277, Title VI, § 627, codified as a Note to 28 U.S.C. § 2671) provides important, but limited, liability protection when NPS officers are involved in certain situations outside of NPS jurisdiction. This act does not convey any law enforcement authority.

The CCSO is authorized to enter into a contract or agreement with any other political subdivision by Minnesota Statute § 471.59.

Minnesota State Statutes, chapter 387, authorizes the Chisago County Sheriff to enforce the laws of the State of Minnesota and ordinances duly enacted by the County Commission of Chisago County. The CCSO is recognized for purposes of 54 U.S.C. as a nearby law enforcement agency.

The scope of this Agreement is defined by the authorities identified herein.

ARTICLE III - STATEMENT OF WORK

A. The NPS agrees to:

1. Within NPS Jurisdiction - Law Enforcement Assistance Pursuant to 54 U.S.C. § 102701:

- a. In accordance with 54 U.S.C. § 102701, the NPS shall enforce all applicable Federal laws within SACN.
- b. The CCSO may supplement NPS law enforcement efforts, initiate law enforcement action, and independently patrol within SACN. The CCSO maintains principal responsibility for enforcing State laws within SACN.
- c. The NPS will provide to CCSO, NPS dispatch contact information and a list of responsible persons (including contact information) to be contacted in an emergency. This list will be updated as needed to reflect personnel changes, but no less than an annual confirmation of assigned personnel.
- d. The NPS will coordinate incident management within SACN with CCSO as needed. Incidents of a magnitude larger than NPS resources can manage effectively may require a cooperative effort with other Federal, state and local agencies and these incidents will be managed through unified command.
- e. The NPS may request resources of the CCSO for incidents occurring within SACN. The NPS will provide a liaison to the CCSO in cases when CCSO resources have been requested. The NPS liaison will participate and work cooperatively with the CCSO resources until the incident is concluded and, when possible, a successful prosecution of the case has been attained.

2. Outside NPS Jurisdiction - Law Enforcement Assistance Pursuant to 54 U.S.C. § 102711:

- a. The NPS agrees to provide emergency law enforcement assistance as defined in this document, to the CCSO outside of SACN.

- b. NPS emergency law enforcement assistance outside the boundaries of SACN generally stems from an unexpected occurrence that requires immediate action and may include one or more of the following:
- Emergency responses such as life or death incidents, serious injury/fatality accident/incident scenes, crime scenes involving the protection of human life, officer in trouble, threats to health or safety of the public.
 - Emergency or law enforcement incidents directly affecting visitor safety or resource protection.
 - Probable cause felonies and felonies committed in the presence of and observed by NPS Rangers.
 - Misdemeanors committed in the presence of NPS Rangers that present an immediate threat to the health and safety of the public.
- c. Upon receiving an official request from the CCSO, the NPS shall render emergency law enforcement assistance (as defined in provision A.2.b above) to the CCSO whenever possible.
- d. The NPS may render emergency law enforcement assistance in those situations where a NPS Ranger, while in the course of his/her official duties, observes an emergency situation (as defined in provision A.2.b above), at which time the NPS Ranger shall secure and manage the scene. The NPS shall immediately notify the CCSO of the emergency. Upon arrival of the first CCSO officer on the scene, the NPS Ranger shall relinquish control; however, upon request, the NPS Ranger may assist the CCSO officer for the duration of the emergency.
- e. The NPS shall render assistance only until such time as the CCSO has enough resources on the scene to adequately control the emergency or until the emergency no longer exists, whichever comes first.
- f. The on-scene commanding officer of the CCSO shall be in primary control of all officers, including NPS Rangers who are rendering emergency assistance, provided that the CCSO on-scene commander shall exercise control of NPS Rangers only through the highest ranking NPS Ranger at the scene. The highest ranking individual shall be identified by the NPS at the time of the emergency.
- g. For good cause the NPS Chief Ranger or his/her representative may decide at any time to withdraw emergency law enforcement assistance.
- h. NPS Rangers rendering emergency assistance to the CCSO pursuant to this agreement shall wear the official NPS uniform or, if approved by the NPS Chief Ranger or his/her designee, plain clothes; shall remain under the authority and command of NPS supervisors; shall be subject to the laws, regulations, and policies of the NPS and of the United States; and shall not receive any monetary compensation from any source other than the NPS.

B. The CCSO agrees to:

1. The following incidents, when occurring within the SACN, must be reported to the NPS as soon as practical via verbal notification and/or written report:
 - Incidents involving damage within the national park boundaries, the buildings or property contained therein.
 - Incidents involving fatalities, serious injury, or injuries to multiple persons.
 - Incidents involving or with the potential to involve media interest.
 - Incidents involving motor vehicle accidents within the national park including the license plate number and/or Vehicle Identification Number of any vehicle that causes damage to park resources as a result of off-road driving or a motor vehicle accident.
 - Incidents involving planned or unplanned demonstrations in or near the national park.
 - The NPS should be notified immediately of incidents involving felony violations within the national park.
2. To make available and to provide assistance, when possible, with: evidence storage; fingerprinting and photographing facilities; DUI detection kits; and other law enforcement equipment that may not be routinely used by NPS Rangers.
3. To provide SACN a list of CCSO responsible persons, with contact information, to be contacted in an emergency. This list will be updated as needed to reflect personnel changes, but no less than an annual confirmation of assigned personnel.
4. For good cause the CCSO may decide at any time to withdraw emergency law enforcement assistance.

C. The parties further agree as follows:

1. If an incident that occurs within the portion of SACN located within Chisago County is a violation of both Federal and State law, then the NPS shall determine, after consulting with the United States Attorney's Office and other appropriate agencies, whether the violation should be prosecuted through the Federal or through the State system.
2. NPS Rangers rendering emergency assistance to the CCSO pursuant to this Agreement shall be deemed to be acting within the scope of their Federal employment. Under no circumstances shall NPS Rangers be deemed to be "borrowed servants" of the CCSO.
3. As interdepartmental radio communications may be needed to coordinate law enforcement and public safety activities, each party authorizes the other party to utilize its radio frequency(s) as needed to carry out the provisions of this Agreement.
4. Both agencies will make evidence related to law enforcement incidents that occur within SACN readily available for criminal prosecution within the other's judicial system to the extent authorized by applicable laws.
5. Each party shall bear its own costs for furnishing services under this Agreement, and neither party shall claim reimbursement for those costs from the other.

6. Nothing in this Agreement shall be construed to bind the NPS to expend in any one fiscal year any sum in excess of funds appropriated by Congress or allocated by the NPS for the purposes of this Agreement.
7. To the extent authorized by applicable law, each party hereby waives any and all claims, demands, and causes of action against the other party and its employees, and releases the other party and its employees from any and all liability, arising out of or resulting from activities under this Agreement. Each party shall be solely responsible for any and all claims, demands, and causes of action filed by third parties arising out of or resulting from the activities of its employees under this Agreement, including, but not limited to, the costs of investigating and defending against such claims, demands, and causes of action and the costs of paying any compromise settlements, judgments, assessed costs, or fees (including attorney's fees).
8. The parties shall coordinate all public information releases about law enforcement incidents, investigations, actions, and other matters involving both parties. No public information release by one party shall refer to the other party or to any employee of the other party (by name or otherwise) without the other party's prior approval. Each party agrees not to comment to the media on law enforcement incidents that occur in the other party's jurisdiction. All media inquiries will be directed to the respective agency's information officer or designee.
9. The parties will exercise their best efforts to perform their responsibilities under this Agreement in a timely and professional manner. However, nothing in this Agreement is intended to restrict either party's lawful discretion to act (or not to act) in the manner it deems most appropriate in a particular situation.

ARTICLE IV - TERM OF AGREEMENT

This Agreement shall be effective for a period of five years from the date of the final signature, unless it is terminated earlier by one of the parties pursuant to Article IX that follows. At the conclusion of that five-year term, this Agreement may be extended or renewed by written agreement of the parties.

ARTICLE V - KEY OFFICIALS

- A. Key officials are essential to ensure maximum coordination and communications between the parties and the work being performed. They are:

1. **For the NPS:**

Superintendent
St. Croix National Scenic Riverway
401 North Hamilton Street
Saint Croix Falls, WI 54024
(715) 483-2270

Chief Ranger
St. Croix National Scenic Riverway
401 North Hamilton Street
Saint Croix Falls, WI 54024
(715) 483-2262

2. For Chisago County Sheriff's Office:

Chisago County Sheriff
15230 Per Road
Center City, MN 55012
(651) 213-6300

- B. Communications** – The CCSO will address any communication regarding this Agreement to the Superintendent or his/her designee. The NPS will address any communication regarding this Agreement to the Chisago County Sheriff or his/her designee.
- C. Changes in Key Officials** – The NPS and the CCSO agree to provide each other with written notice within 60 days should there be any change in the key official listed in this Agreement.

ARTICLE VI - FUNDING

Funds will not be exchanged under this Agreement. In-kind services will be exchanged as set forth in Article III.

ARTICLE VII - REPORTS AND/OR OTHER DELIVERABLES

Upon request and to the full extent permitted by applicable law, the parties will share with each other final reports of incidents involving both parties. To the extent authorized by law, any documents or data exchanged between the parties to this Agreement will not be released to a third party unless (a) the designated key official of the party that generated the document or data, or his/her representative, concurs that the release is appropriate or (b) the release is required pursuant to an order by an authorized governmental agency, an order by a court of competent jurisdiction, a lawful subpoena, or other applicable law, specifically including the Freedom of Information Act (5 U.S.C. § 552 et seq.). In the latter case, prior to releasing the documents or data, the party under the requirement to do so will notify the other party.

ARTICLE VIII - PROPERTY UTILIZATION

Unless otherwise agreed to in writing by the parties, any property furnished by one party to the other will remain the property of the furnishing party. Any property furnished by the NPS to the CCSO during the performance of this Agreement will be used and disposed of as set forth in NPS Property Management Regulations, a copy of which will be provided to the CCSO for review prior to the NPS furnishing property to the CCSO.

ARTICLE IX - MODIFICATION AND TERMINATION

- A.** This Agreement may be modified only by a written instrument executed by the parties.
- B.** Either party may terminate this Agreement by providing the other party with thirty (30) days advance written notice. In the event that one party provides the other party with notice of its intention to terminate, the parties will meet promptly to discuss the reasons for the notice and to try to resolve their differences.

ARTICLE X - STANDARD CLAUSES

A. Civil Rights

During the performance of this Agreement, the participants agree to abide by the terms of U.S. Department of the Interior - Civil Rights Assurance Certification, non-discrimination and will not discriminate against any person because of race, color, religion, sex, or national origin. The participants will take affirmative action to ensure that applicants are employed without regard to their race, color, sexual orientation, national origin, disabilities, religion, age, or sex.

B. Promotions

The CCSO will not publicize or otherwise circulate promotional material (such as advertisements, sales brochures, press releases, speeches, still and motion pictures, articles, manuscripts, or other publications), which states or implies Federal, Departmental, Bureau, or Federal employee endorsement of a product, service, or position which the CCSO represents. No release of information relating to this Agreement may state or imply that the U.S. Government approves of the CCSO work product or considers the CCSO work product to be superior to other products or service.

C. Publications of Results of Studies

No party will unilaterally publish a joint publication without consulting the other party. This restriction does not apply to popular publication of previously published technical matter. Publications pursuant to this Agreement may be produced independently or in collaboration with others; however, in all cases proper credit will be given to the efforts of those parties contributing to the publication. In the event no agreement is reached concerning the manner of publication or interpretation of results, either party may publish data after due notice and submission of the proposed manuscripts to the other. In such instances, the party publishing the data will give due credit to the cooperation but assume full responsibility for any statements on which there is a difference of opinion.

D. Officials Not to Benefit

No member or delegate to Congress, or resident Commissioner, shall be admitted to any share or part of this Agreement, or to any benefit that may arise therefrom, but this provision shall not be construed to extend to this Agreement if made with a corporation for its general benefit.

E. Public Information Release

The CCSO must obtain prior NPS approval from a key official as designated in Article V of this Agreement, for any public information release which refers to the Department of Interior, or to any Bureau, park unit, or employee (by name or title), or to this Agreement. The specific text, layout, photographs, etc. of the proposed release must be submitted with the request for approval.

The NPS must obtain prior approval from the CCSO Sheriff for any public information release, which refers to the CCSO or any employee (by name or title), or this Agreement. The specific text, layout, photographs, etc. of the proposed release must be submitted with the request for approval.

ARTICLE XI - SIGNATURES

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date(s) set forth below.

FOR THE NATIONAL PARK SERVICE:

Signature: _____

Name: Craig E. Hansen

Title: Superintendent
St. Croix National Scenic Riverway

Date: 2/25/25

Signature: _____

Name: Herbert C. Frost, Ph.D

Title: NPS Regional Director
Interior Regions 3, 4, 5

Date: _____

FOR CHISAGO COUNTY SHERIFF'S OFFICE:

Signature: _____

Name: Brandon Thyen

Title: Sheriff
Chisago County, Minnesota

Date: _____

March 28, 2025

Dear Township Supervisors:

As I was preparing your invoices for the March 2025 township election it gave me pause to see the cost per voter. I wanted to reach out to you about the possibility of changing your township elections to even year November elections. As we all are searching for ways to help reduce budgets and control property taxes to our residents I wanted to remind you of this option. Because you hold your election outside of the general election schedule you are billed for costs associated with the election.

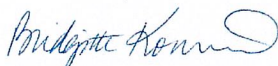
Changing to November elections may be proposed by the Board or by a resolution submitted at the annual meeting. In that resolution you would include a plan for term length and staggering terms. That would then need to be passed by the voters at the next town general election.

Based on voter turnout this year you can see the cost per voter is very high. These costs do not include your clerk's time or the cost for election judges that are working on election day.

Jurisdiction	Number of Voters	County Billed Cost Per Voter
Amador Twp	65	\$ 14.57
Chisago Lake Twp	27	\$ 45.65
Fish Lake Twp	24	\$ 41.38
Franconia Twp	17	\$ 18.79
Rushseba Twp	15	\$ 64.72
Shafer Twp	93	\$ 10.72
Sunrise Twp	37	\$ 28.39

I encourage you to consider moving your township elections to November. If this is something you are interested in exploring, please reach out to me.

Sincerely,



Bridgitte Konrad
Auditor-Treasurer

Minnesota Inter-County Association 4/2/25

County	2025 Levy PC	25 Levy PC Rank	24 Levy PC Rank	% Change 24-25	% Change Rank	Tax Rate	Rate Rank
AITKIN	\$ 1,120	65	66	3.0%	12	32.8%	22
ANOKA	\$ 493	2	2	16.9%	86	33.6%	27
BECKER	\$ 795	32	31	7.5%	72	30.9%	20
BELTRAMI	\$ 713	23	22	7.9%	74	56.3%	80
BENTON	\$ 599	7	8	5.0%	37	46.2%	64
BIG STONE	\$ 1,327	79	77	12.0%	84	38.7%	44
BLUE EARTH	\$ 681	19	19	6.0%	62	36.6%	38
BROWN	\$ 695	21	20	8.0%	75	34.0%	30
CARLTON	\$ 935	50	52	3.0%	11	68.0%	87
CARVER	\$ 661	14	12	6.8%	67	34.6%	31
CASS	\$ 1,003	61	54	10.0%	81	24.6%	7
CHIPPEWA	\$ 1,303	78	76	11.0%	83	46.4%	66
CHISAGO	\$ 860	41	40	5.7%	59	51.4%	77
CLAY	\$ 677	18	17	5.6%	56	47.7%	70
CLEARWATER	\$ 719	25	25	5.0%	41	23.9%	6
COOK	\$ 2,272	86	86	5.0%	42	47.0%	68
COTTONWOOD	\$ 1,199	74	74	6.0%	63	25.8%	9
CROW WING	\$ 699	22	23	4.0%	26	23.2%	4
DAKOTA	\$ 373	1	1	9.9%	80	22.3%	3
DODGE	\$ 851	40	41	3.5%	15	38.1%	42
DOUGLAS	\$ 903	45	45	5.6%	55	40.2%	52
FARIBAUT	\$ 1,146	68	68	4.5%	31	33.1%	24
FILLMORE	\$ 638	10	11	4.5%	32	28.5%	15
FREEBORN	\$ 934	48	49	3.9%	23	50.9%	76
GOODHUE	\$ 943	51	53	3.5%	14	42.8%	57
GRANT	\$ 1,386	82	82	3.8%	19	38.9%	45
HENNEPIN	\$ 806	36	34	5.5%	49	39.4%	48
HOUSTON	\$ 793	31	29	8.4%	77	52.6%	78
HUBBARD	\$ 967	59	55	5.9%	61	33.4%	26
ISANTI	\$ 640	11	14	2.0%	2	46.1%	63
ITASCA	\$ 960	56	59	3.0%	7	50.5%	75
JACKSON	\$ 1,381	81	81	3.9%	21	28.9%	17

Minnesota Inter-County Association 4/2/25

KANABEC	\$	897	43	44	5.5%	53	65.5%	85
KANDIYOHI	\$	946	53	47	8.6%	78	50.0%	74
KITTSOON	\$	1,518	84	84	5.1%	48	33.0%	23
KOOCHICHING	\$	649	12	7	17.6%	87	45.8%	61
LAC QUI PARLE	\$	1,102	64	65	3.9%	20	28.0%	13
LAKE	\$	1,171	71	75	2.2%	4	40.4%	53
LAKE OF THE WOODS	\$	912	46	46	5.0%	45	36.3%	37
LE SUEUR	\$	965	58	58	3.9%	22	47.8%	72
LINCOLN	\$	1,172	72	71	5.0%	47	27.7%	11
LYON	\$	664	16	16	4.2%	30	28.1%	14
MAHNOMEN	\$	1,202	75	69	8.1%	76	60.2%	83
MARSHALL	\$	970	60	60	4.0%	28	23.7%	5
MARTIN	\$	1,141	67	64	12.5%	85	34.7%	32
MCLEOD	\$	798	33	36	2.5%	5	48.8%	73
MEEKER	\$	741	27	27	3.5%	16	35.6%	33
MILLE LACS	\$	921	47	48	5.5%	52	67.5%	86
MORRISON	\$	672	17	18	4.7%	34	44.1%	58
MOWER	\$	656	13	13	5.0%	39	36.3%	36
MURRAY	\$	1,152	69	72	3.0%	8	20.0%	2
NICOLLET	\$	798	34	35	4.0%	25	46.3%	65
NOBLES	\$	826	39	39	5.0%	38	27.0%	10
NORMAN	\$	1,264	76	78	6.4%	65	33.4%	25
OLMSTED	\$	805	35	33	5.6%	54	44.2%	59
OTTER TAIL	\$	879	42	43	3.7%	18	34.0%	29
PENNINGTON	\$	943	52	50	4.7%	33	59.7%	82
PINE	\$	754	28	30	3.0%	9	44.9%	60
PIPESTONE	\$	1,061	62	63	7.1%	70	32.4%	21
POLK	\$	934	49	51	3.0%	10	39.2%	47
POPE	\$	964	57	57	3.9%	24	30.6%	19
RAMSEY	\$	715	24	24	4.7%	35	52.9%	79
RED LAKE	\$	1,064	63	62	10.6%	82	36.7%	39
REDWOOD	\$	1,193	73	73	6.1%	64	28.5%	16
RENVILLE	\$	1,287	77	79	5.0%	46	27.8%	12

Minnesota Inter-County Association 4/2/25

RICE	\$	583	6	5	9.5%	79	39.0%	46
ROCK	\$	781	30	32	5.5%	51	18.5%	1
ROSEAU	\$	682	20	21	5.0%	43	47.8%	71
SCOTT	\$	570	5	6	6.8%	68	30.3%	18
SHERBURNE	\$	614	9	10	4.0%	27	38.1%	43
SIBLEY	\$	1,137	66	70	2.0%	3	39.5%	50
ST LOUIS	\$	899	44	42	7.2%	71	65.3%	84
STEARNS	\$	602	8	9	4.1%	29	41.8%	55
STEELE	\$	810	37	38	3.1%	13	46.6%	67
STEVENS	\$	950	54	56	2.5%	6	39.4%	49
SWIFT	\$	1,366	80	80	5.0%	44	40.0%	51
TODD	\$	733	26	26	4.9%	36	47.3%	69
TRAVERSE	\$	2,363	87	87	6.5%	66	35.9%	35
WABASHA	\$	820	38	37	5.0%	40	40.9%	54
WADENA	\$	775	29	28	7.0%	69	58.4%	81
WASECA	\$	952	55	61	1.4%	1	46.1%	62
WASHINGTON	\$	501	3	3	5.9%	60	25.4%	8
WATONWAN	\$	1,157	70	67	5.5%	50	41.8%	56
WILKIN	\$	1,701	85	85	7.6%	73	37.7%	41
WINONA	\$	517	4	4	3.6%	17	37.6%	40
WRIGHT	\$	664	15	15	5.7%	58	35.7%	34
YELLOW MEDICINE	\$	1,445	83	83	5.6%	57	33.7%	28



WEEKLY LEGISLATIVE UPDATE

April 7, 2025 Issue No. 13

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](#)

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[General Government & Other](#)

[Corrections & Public Safety](#)

HEADLINES

Budget bills begin to roll out, third deadline approaching

After targets were released last week as discussed in [our prior update](#), this past week we began to see more omnibus become public, in both the House and Senate. The third committee deadline is this coming Friday, April 11. That deadline requires the larger appropriation and finance to be voted out of committee and sent to Ways and Means in the House or Finance Committee in the Senate. The third deadline doesn't apply to those two committees or the Tax or Capital Investment committees in either body. These deadlines are routinely met during typical legislative sessions. That math is a little different this year though, with the House Republicans and DFL having to come to agreement much earlier in session than usual. It remains to be seen if all the major finance bills in the House will make it out of committee by the Friday deadline.

News and Notes:

- **Easter/Passover Break:** The legislature will begin the Easter/Passover break this coming Friday, April 11 at noon. It will remain in recess until Monday, April 21 at noon.
- **MICA Legislative Update Timing:** The MICA weekly legislative update will continue to be published during break. On April 14 it will focus on the final week of activity leading up to third deadline. On April 21 it will be a more abbreviated update previewing the upcoming week of legislative action.
- **Attorney General is convening an [Advisory Task Force on the Future of Minnesota's Water](#).** Three of the seats on the task force are held for county environmentalists/regulators, with at least one representing Greater Minnesota. [Applications](#) are open until April 30.

TAX & FISCAL POLICY

LAST WEEK

House hears Governor's budget: On [Wednesday, April 2](#) the House Committee on Taxes heard the Governor's tax budget recommendations [HF2437](#) (Davids). The [bill was amended](#) with the new provisions included in the Governor's revised recommendations. [These recommendations](#) included a 34% reduction in payments in lieu of taxation to counties, a 50% reduction in aquatic invasive species aid, and the proposed elimination of the Local Government Cannabis Aid that is scheduled to go out to counties and cities once there are licensed cannabis retailers.

Commissioner Paul Marquart [presented the bill](#) to the committee and when asked about the reductions in aid to counties pointed to the high level of categorical aid that goes out to counties as reported in the



annual [Office of the State Auditor report](#). MICA Executive Director Nathan Jesson [testified with concerns](#) along with the Association of Minnesota Counties about the property tax shift that would take place as a result in those reduction in aids as well as the concerns about the property tax implications of the proposed cost shifts in the Governor's HHS budget recommendations. MICA also [submitted a joint letter](#) (pages 8-9) with AMC and Minnesota Rural Counties outlining those issues. Both Rep. Wayne Johnson (GOP-Cottage Grove) and Rep. Mike Wiener (GOP-Long Prairie) echoed concerns brought forward by counties. The bill was laid over for possible inclusion.

Senate Tax Committee hears bill increasing PILT: On [Thursday, April 3](#) the Senate Tax Committee heard [SF2108](#) (Hauschild), which would create a separate PILT land type for other lakeshore land that would receive \$5.133 per acre (instead of \$3) or three-fourths of one percent of the appraised value of other lakeshore land in the county, whichever is greater. **St. Louis County Commissioners Paul McDonald and Mike Jugovich** testified in favor of the bill, pointing to the higher land value of this property. The DNR testified with concerns, given that their land records system does not track whether lands abut a lake so they would not be able to administer the bill unless they received new information from counties. The bill was laid over for possible inclusion. St. Louis County also [submitted a letter to the committee](#) with their opposition to the proposed 34% reduction in PILT included in the Governor's revised budget recommendations.



House judiciary hearing on property tax valuation issue: On Thursday, April 4 the House Judiciary Committee heard [HF2959](#) (Scott) which would amend various statutes around the use of income property assessment data in property tax litigation. Representatives from the Building Owners of Minnesota Association testified in favor of the bill, saying it would keep non-public data private and said that the Minnesota State Supreme Court encouraged passage of a proposal like this in their 2022 *Oracle* decision. Josh Hoogland testified on behalf of the Minnesota Association of Assessing Officers, saying that the counties do not make the data public, it's the judicial process that does. Concerns were also raised that the bill would allow the taxpayer to bring comparison data forward but tie the county's hands by limiting the comparisons they can present. The author and Judiciary co-chair Rep. Peggy Scott (R-Andover) said that "maybe this isn't the perfect solution, but I think there is a solution that all parties can come to." The bill was laid over.

Senate and House hear public finance bill: This week both the Senate and House tax committees heard [HF2730](#) (Gomez)/[SF2880](#) (Rest), commonly known as the "Public Finance bill." This year the bill includes provisions which would modify the definition of "debt obligation" for purposes of general obligation bonds issued by counties to include the construction of a court house or justice center, if connected to a jail, correctional facility, or other law enforcement facility. This would result in higher credit ratings for counties and lower interest rates on general obligation bonds for these types of projects. Both bills were laid over after receiving quick hearings and bipartisan support.

Bill Introductions of Interest:

- [HF2959](#) (Scott) Modifying data protection requirements in certain property tax proceedings
- [HF2973](#) (Elkins) Increasing the state sales tax rate; providing an expiration for certain laws applicable to local sales taxes; dedicating revenue to local government aid distributions
- [HF3027](#) (Gomez) authorizing cities and counties to impose local sales taxes for certain projects; providing for oversight; requiring revenue sharing
- [SF3260](#) (Kupec) Modifying the market value exclusion for veterans with a disability; increasing the exclusion amounts annually with inflation; modifying the benefit for surviving spouses

THIS WEEK

With the House and Senate tax committees scheduling bill hearings through Thursday, the earliest possible release for omnibus bill language would likely be Friday morning. Though since the tax committees don't have to abide by third

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deadline, it's more likely we will see the rollout of those bills take place after the legislature returns from Easter/Passover break. So we encourage county officials to reach out to their legislators, particularly those on the tax committees, emphasizing the importance of payment in lieu of taxation, aquatic invasive species aid, local government cannabis aid, and county program aid in their area.

Senate Tax Committee

Tuesday, April 8

- Numerous local bills
- [SF2997](#) (Klein) Department of Revenue Policy & Technical bill

Wednesday, April 9

- [SF3197](#) (Rest) Certain social media businesses excise tax establishment provision

Thursday, April 10

- Numerous individual proposals, not related to counties or property taxes

House Tax Committee

Tuesday, April 8

- [HF526](#) (Dotseth) - Fire protection and emergency medical services special taxing districts established, fire protection and emergency medical services aid provided, and money appropriated.
- [HF2062](#) (Robbins) - Sales and use tax; vendor allowance provided
- Numerous local bills and individual sales tax exemptions

Wednesday, April 9

- HFXXXX (Gomez) Certain social media businesses excise tax establishment provision (Pending Introduction, Revisor #: [25-05326](#))
- HFXXXX (Gomez) TIF/School District Approval Required. (Pending Introduction, Revisor #: [25-05384](#))
- [HF3027](#) (Gomez) Cities and counties authorized to impose local sales taxes for certain projects, oversight provided, revenue sharing required, report required, and money appropriated. This is the House version of general local sales tax authorization. Notably it does not include correctional facilities as an allowable project and its revenue sharing percentage (15%-20%) is considerably higher than the senate version (5%-8%). It does move from a statewide revenue sharing requirement to a more regional revenue sharing requirement. MICA will be testifying with feedback on this proposal.

Thursday, April 10

- [HF2006](#) (Joy) - Tax increment financing; use of unobligated increment clarified, and expiration extended.
- [HF2931](#) (Keeler) - Allocation to the border city enterprise zones increased, tax reduction authority modified, and restrictions removed.

TRANSPORTATION / BONDING

LAST WEEK

Senate Transportation Committee Moves S.F. 817 without Recommendation

On Wednesday, the Senate Transportation Committee heard [SF817](#), which would require MnDOT to perform “community-preferred analyses” for federally-funded highway projects and “transportation cumulative impacts analyses” for certain trunk highway projects within one mile of an environmental justice area. The bill is a response to

the decision by MnDOT not to pursue boulevard designs for the Rethinking I-94 project.

Bill author, Sen. Omar Fateh (DFL-Minneapolis), claimed the state “is building more roads than are needed and there’s not enough money to maintain them,” so the state should spend trunk highway funds on non-highway alternatives(?). He also claimed the changes to MnDOT policy advisory committees outlined in the bill were minimal and that the preferred alternative process falls in line with NEPA. Testimony from MnDOT Commissioner Nancy Daubenberger and the hefty fiscal note of \$102 million firmly rebuked these assertions. After significant debate, the bill as amended was moved to State and Local Government without recommendation. While the overall proposal isn’t expected to move any further this year, MICA is concerned that Chair Scott Dibble (DFL-Minneapolis) may incorporate the expansion of trunk highway funds for non-highway purposes into his omnibus transportation bill, which will be unveiled on Monday.

Bill Introductions of Interest:

- [HF2992](#) (Rehm): Traffic safety initiatives funding provided
- [SF3222](#) (Fateh): Transportation cumulative impacts analysis requirement provision and environmental justice ombudsperson establishment
- [SF3233](#) (Johnson Stewart): Road Funding Alternatives Task Force Established

To see a list of all the transportation bills MICA is tracking, click [here](#).

BONDING

On Thursday, Senate Capital Investment Chair Sandy Pappas (DFL-St. Paul) held a press conference announcing the Senate’s bonding bill will roughly total \$1.35 billion. This is \$600 million higher than either Governor Walz or the House have budgeted for. Because no bill was passed last year and there are some critical big-ticket items in the pipeline, Pappas said she worked with MN Management and Budget on finding an overall number that could incorporate these projects without sacrificing the state’s debt capacity guidelines.

Details on the proposal have not been released, but during the press conference Pappas said the moneys would be split into three distinct buckets: asset preservation; competitive grants; and earmarks. A committee hearing initially scheduled for Tuesday has been postponed.

MICA welcomes the larger number as it improves the chances of important statewide bonding programs such as the Local Road Improvement Program, Local Bridge Rehabilitation, and the Local Government Road Wetland Replacement Program being included.

THIS WEEK

Transportation Omnibus Bills to be Unveiled

Friday is the third committee deadline, by which time all omnibus budget bills must be passed out of their respective finance committees. Senate Transportation will be walking through its bill on Monday, with testimony and mark-up expected on Wednesday. The House Transportation Committee omnibus will likely be presented during its Wednesday committee time, with a hearing for debate and amendments yet to be determined.

Senate Transportation

[Monday, April 7](#)

- Omnibus rollout and staff walkthrough

Senate State and Local Government

[Tuesday, April 8](#)

- [SF2162](#) (Dibble) Modifying state aid design standards

HUMAN SERVICES

The week began with additional updates regarding the recent federal government cuts:

Public Health Fund Cuts: As a result of a \$226 million cut by the federal government, MDH recently sent layoff and separation notices to 170 employees whose positions were funded by recently-terminated federal grants; another 20 employees slated to start with the Department in the last week have had their offers rescinded. This will **impact the state's response to measles and H5N1, wastewater surveillance, the state's public health laboratory, and community clinics and vaccination efforts.**

Commissioner Brooke Cunningham indicated that she is still assessing which public health programs will be trimmed and which might need to be eliminated altogether. The Department is also shelving investments to modernize its public health investigations, such as artificial intelligence systems that can rapidly examine medical records and charts to identify emerging disease outbreaks.

Attorney General Keith Ellison Response: Attorney General Ellison is co-leading a coalition of 23 states and the District of Columbia in **litigation against the U.S. Department of Health and Human Services Secretary Robert F. Kennedy, Jr.** for abruptly terminating \$11 billion in critical public health grants to the states, including the \$226 million to Minnesota. The coalition is seeking a temporary restraining order to invalidate Secretary Kennedy's and HHS' mass grant terminations, arguing that the actions violate the Administrative Procedures Act.

Governor Tim Walz: Governor Walz announced that he **has told state agencies to start planning as if all of their federal funding will be cut.** While the amount Minnesota receives varies each year, the money typically makes up more than a third of the state's overall two-year budget. Governor Walz wants to create a dashboard to track federal funding cuts and their ensuing impact on Minnesota. MMB reports that the state has so far received over \$23 billion from the federal government this fiscal year. Of that, 53% went to Medicaid funding, 13% went to transportation, and 9% went to SNAP benefits and childcare.

HEALTH AND HUMAN SERVICES PRIORITIES

MnCHOICES:

On Tuesday, the House Human Services Committee addressed [HF671](#) (Hicks), which represents the **hospitals' children's mental health bill that contains onerous provisions regarding MnCHOICES, including assessing daily fines on lead agencies who fail to meet assessment timelines;** would also require DHS to create a pool of MnCHOICES assessors, who are state employees, who would be deployed when lead agency delays occur.

Jill Pooler, Wright County Health and Human Services, testified on behalf of counties, stating that counties would meet deadlines if we had the capacity and if current system and program expectations were attainable. They indicated that financial penalties do not achieve our shared outcome of getting services to the individuals we serve; rather, they merely place the burden of an already stressed system onto local taxpayers. To resolve this issue, a more sustainable long-term solution would be simplification of our existing processes. [Session Daily Article](#)



Other components of the hospital's bill:

- establishes the youth care professional grant program and the high-fidelity wraparound grant program;
- makes changes related to mental health certified family peer specialists and support programs;

- requires DHS to establish and maintain youth care transition teams for youth transitioning out of residential settings;
- allows a parent to provide personal assistance services to a minor child with specified care needs when traveling out-of-state;
- **establishes a psychiatric residential treatment facility (PRTF) working group;**
- **modifies room and board rates for children’s residential mental health treatment services;** and
- **provides a 50% rate increase for certain children’s mental health services.**

The bill was laid over for possible omnibus bill inclusion.

On Wednesday, the Senate Human Services Committee addressed its **Omnibus Human Services Policy bill** ([SF2443 A-5 delete all amendment](#)), carried by Chair John Hoffman. **Sen. Jim Abeler added the A-6 amendment**, which represents the **county position on MnCHOICES**:

- would reduce unnecessary lengthy annual reassessments for case scenarios where the person’s needs have not changed:
 - **would allow an abbreviated or shortened reassessment for two years in a row**, followed by a full reassessment in the third year
 - **would allow the individual to request a full (non-abbreviated) reassessment at any time**
- **would allow for a remote reassessment for four consecutive reassessments** if followed by an in-person assessment (current statute allows for two)
- **would allow for a verbal attestation** in lieu of required physical signatures for remote reassessments

Stearns County Commissioner Tarryl Clark and Jill Pooler (Wright County) testified in support of streamlining the process for the individuals that we serve.

Commissioner Clark also noted county concerns with certain provisions in the bill:



- As written, the bill contains language to **extend an additional two years (until June 30, 2027), the sunset for the 48-hour rule** for admission to a “medically appropriate bed.” She reminded the committee that the agreement reached by the Priority Admissions Task Force **conditioned the 48-hour sunset extension on a corresponding increase in capacity.**
- **The withdrawal management** language (Article 4, section 5; page 136) **appears to create a new financial obligation for counties.** She noted that, unlike detox services which counties are responsible for, withdrawal management is a medical service that should be covered by insurance.

Supporting Documents:

- [Human 20250402 scs2443a-5.pdf](#)
- [Human 20250402 SF2443-A5-HS-Policy-Bill-Summary.pdf](#)
- [Human 20250402 SF2443-a5-HS-Policy-Bill-Index.pdf](#)

On Thursday, the House Human Services Committee addressed HF2406 (Curran), which is the **counties’ position on MnCHOICES**. The same language as is currently in the Senate bill (see above) passed in the form of a [DE2 delete all amendment](#). Katy Molinare (Ramsey County) testified on behalf of counties. Note that during the discussion, **Rep. Kim Hicks stated that she was uneasy about our position on verbal attestations**. The bill was laid over for possible inclusion in the committee’s omnibus finance bill.

Direct Care and Treatment:

House Human Services: On Wednesday, the committee addressed [HF2416](#) (Nadeau), which represents the “county collaborative” bill. [House Research Summary](#)

The proposal **includes key components of the Priority Admissions Task Force** recommendations. Highlights include:

- ensuring that counties are not responsible for the cost of care of individuals that are awaiting transfer to another state-operated program;
- creating a dashboard so that patients awaiting transfer to a medically-appropriate bed can see the number of individuals awaiting treatment by program;
- **continuing the 48 Hour Rule under certain conditions:**
 - **Allowing the 48 Hour Rule to shift to 10 days if capacity is expanded;**
- allowing jails to bill DCT for the cost of care for individuals that are sitting in jail or correctional institutions awaiting placement in a state-operate treatment program after 30 days; and
- continuing the Priority Admissions Review Panel.

Stearns County Commissioner Tarryl Clark and Angie Youngerberg, Blue Earth County Human Services, testified in support of the county proposal. They reminded the committee that the agreement reached by the Priority Admissions Task Force **conditioned the 48-hour sunset extension on a corresponding increase in capacity.**



On Thursday, the Senate State and Local Government reviewed [SF2902](#) (Abeler), which addresses the **continuation of the Priority Admissions Review Panel**. At the request of Sen. Steve Drazkowski, who stated that these types of task forces and work groups often never sunset, Sen. Abeler agreed to add a **sunset date of December 31, 2030**. The bill passed with the amendment and was sent back to Human Services.

LAST WEEK

TUESDAY

House Human Services: Both of the following bills were laid over for possible inclusion in the committee’s omnibus bill:

- [HF1742](#) (Pérez-Vega) requires DHS to establish a three-year **direct support professional certification pilot project** to implement a direct support curriculum leading to the credential of certified direct support professional.
- [HF2722](#) (Noor) **modifies qualifications for positive support professionals and positive support analysts** in statutes governing home and community-based standards for persons with disabilities and persons age 65 and older.

House Workforce and Labor: HF2582 (Lee) **would appropriate** \$2.5 million in FY26 and \$2.5 million in FY27 from the Workforce Development Fund to DCYF for **child care improvement grants**. An author’s [A-1](#) amendment was added that would provide an additional appropriation in FY26-27 from the General Fund to the Commissioner of DEED for grants to local communities to increase the number of quality child care providers to support economic development. Fifty percent of grant money would be required to go to communities located outside the seven-county metropolitan area. The bill was laid over for possible omnibus bill inclusion.

Senate Health and Human Services: [SF2371](#) (Dibble), represents recommendations from the Office of Cannabis Management and modifies provisions of the Medical Cannabis program. The bill passed and was referred to Judiciary. [Senate Counsel & Research Summary](#)

The committee then heard the following bills; all were laid over for possible inclusion in the committee's omnibus bill:

- [SF831](#) (Boldon) would appropriate money for a **health care worker well-being grant program**.
- [SF1030](#) (Mann) would require MDH to **establish a dementia services program to coordinate existing programs, services, and activities related to dementia and Alzheimer's disease**.
- [SF2349](#) (Champion) comes out of the recommendations of the **Working Group on Youth Interventions**. It was developed by seven metro counties working collaboratively to establish a regional framework to address the **urgent need for improvements in how we serve youth with complex mental health and behavioral needs**. It addresses the overlapping of juvenile justice and human services systems to provide placement and treatment options across the continuum. This framework will help counties leverage individual and collective assets and resources, identify gaps, and develop solutions. **Hennepin County Commissioner Jeff Lunde testified on behalf of counties**.

Senate Taxes: The committee addressed the following bills; all were referred to Human Services without recommendation:

- [SF1402](#) (Wiklund) **would establish MA rate adjustments for physician and professional services; increase rates for certain residential services; require a statewide reimbursement rate for behavioral health home services;** impose an assessment on health plan companies to provide nonfederal funds for MA; and authorize DHS to seek federal waivers. Sen. Wiklund explained that the proposal would allow for the drawing down of federal funds. [Senate Counsel & Research Summary](#)
- [SF2413](#) (Mann) would require directed payments to hospitals in the MA program; would impose a new assessment on hospitals to draw down federal funds. [Senate Counsel & Research Summary](#)
- [SF2765](#) (Hauschild) **would exempt small rural ambulance services from health care gross receipts taxes**. During the discussion, Chair Ann Rest indicated that the Department of Revenue's preliminary analysis reflects a cost of \$500,000 to the Health Care Access Fund (paid through the provider tax), beginning in 2026.

House Judiciary: [HF1614](#) (Kraft) would modify the definition of neglect, under the Minnesota Maltreatment of Minors Act, to specify that **a child who has a mental, physical, or emotional condition must not be considered neglected solely because the child stays in an emergency department or hospital** because services deemed necessary by the child's medical or mental health care professional or county case manager are not available to the child's caregiver, and the child cannot be safely discharged to the child's family. The bill passed and was sent to the House floor. [House Research Summary](#)

Senate Commerce: [SF2370](#) (Dibble) represents the **omnibus cannabis policy bill**. It makes conforming changes to reflect the transfer of the medical cannabis program from the Department of Health to the Office of Cannabis Management. **Amends the definition of lower-potency hemp edible** to include products intended to be consumed as a beverage that contains up to ten milligrams of any tetrahydrocannabinol in a single service container. Allows a registered designated caregiver to cultivate up to eight cannabis plants for no more than one patient household. In addition, a registered designated caregiver may cultivate up to eight cannabis plants for the caregiver's personal adult use of cannabis. The bill passed and was sent to the Senate floor. [Bill Summary](#)

House Children and Families: The following bills were laid over for possible inclusion in the committee’s omnibus bill:

- [HF2436](#) (West) represents the **Governor’s Department of Children, Youth, and Families Budget Bill**.
 - [House Research Summary](#)
 - [DCYF Budget Bill sectional summary](#)
 - [DCYF Budget Presentation House C-F 2025.04.01.pdf](#): **note slide 4 addresses SSIS/systems modernization (\$10 million)**

Article 1: Department of Children, Youth, and Families: Makes technical and clean-up changes related to the administrative transfer of early learning programs from the Minnesota Department of Education (MDE) to the Department of Children, Youth, and Families (DCYF). The article also allows the commissioner of children, youth, and families to contract with specified entities to provide permanency services for children in out-of-home care.

Article 2: Child Safety and Permanency: Modifies Minnesota Indian Family Preservation Act (MIFPA) grant payment timelines and reporting requirements and removes an annual cap on special focus grant awards under MIFPA.

Article 3: Early Childhood: Makes changes to the great start compensation support program, the TEACH scholarship program for child care providers, and the child care assistance program (CCAP).

- [HF102](#) (Curran) **would allow the agency to stop directing child support from the obligor to a public authority who is providing services to the child and send that support to the person who has custody of the child** even when the child is out of the home when it is in the best interest of the child to do so (foster care redirection). Would convert to an administrative process – rather than through a court process.
- [HF470](#) (West) \$96.57 million in FY26 and \$96.57 million in FY27 would be appropriated from the General Fund to DCYF for the **early learning scholarships program**. This amount would be added to the base.
- [HF2643](#) (West) provides that the **documentation of a licensing action issued to a licensed child care program (including a child care center and family child care provider) must include whether the license holder self-reported the conditions that led to the licensing action**. Provides that if DCYF publicly posts documentation of a licensing action on the Department’s website, the post must also indicate self-reporting.

House Housing: [HF1548](#) (Kozlowski): Current statute allows cities and counties to establish local housing trust funds. **Local governments can deposit money in these local housing trust funds and use them for various housing purposes.** HF1548 would modify the definition of “local government” for the purposes of the local housing trust fund statute so that the definition includes housing and redevelopment authorities. **Melissa Taphorn, Executive Director, Washington County CDA and Legislative Chair for Minnesota NAHRO, testified in support of the proposal.** It was laid over for possible inclusion in the committee’s omnibus bill.



WEDNESDAY

House Human Services Finance and Policy: The following bills were heard and laid over for possible inclusion in the committee’s omnibus bill:

- [HF2040](#) (Nadeau) comes out of the recommendations of the **Working Group on Youth Interventions**. It was developed by seven metro counties working collaboratively to establish a regional framework to address the **urgent need for improvements in how we serve youth with complex mental health and behavioral needs**. It

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addresses the overlapping of juvenile justice and human services systems to provide placement and treatment options across the continuum. This framework will help counties leverage individual and collective assets and resources, identify gaps, and develop solutions. Testimony in support of the measure came from **Hennepin County Commissioner Jeff Lunde, Scott County HHS Deputy Director Suzanne Arntson, and Dakota County Community Corrections Director Suwana Kirkland.** [House Research Summary](#)



- [HF2416](#) (Nadeau) **County cost of care provisions modified**, required admission timelines modified, report required, and money appropriated (**COUNTY COLLABORATIVE BILL**) [House Research Summary](#) – **reported above under HHS Priorities.**
- [HF1502](#) (Reyer) requires DHS to establish a process by which qualifying **hospitals may determine presumptive MA eligibility** for applicants who are aged 65 and older, who have a disability, or who are blind, if the applicant also has a presumptive disability determination. [House Research Summary](#)
- [HF2421](#) (Noor) establishes a **Council on Direct Support Professionals** and appropriates money for the Council. [House Research Summary](#)
- [HF2212](#) (Fischer) would appropriate \$11 million (FY26) and \$11 million (FY27) from the General Fund for **senior nutrition programs.**
- [HF1914](#) (Curran) would appropriate unspecified amounts in FY26-27 from the General Fund to DHS for **emergency services grants, county shelter and homelessness response innovation grants, and capacity building between counties and providers to increase access to sustainable funding streams to expand capacity for MA-eligible services.**
- [HF2799](#) (Schomacker) would appropriate \$3 million in FY26 from the General Fund to DHS for a **grant to Age Well at Home to establish the Minnesota Age in Place Network.** Age Well at Home serves homeowners of color and aging low-income homeowners by making home modifications to allow homeowners to remain in their homes.
- [HF2646](#) (Schomacker) establishes the **Age-Friendly Minnesota Council** to coordinate work across sectors to ensure the state is an age-friendly state.

Senate Health and Human Services Committee:

- [SF2743](#) (Utke) would **extend the audio-only telehealth Medical Assistance provision.** Sen. Alice Mann added the [A-1](#) amendment, which addresses substance use/mental health emergency or crisis situations. Sue Abderholden, NAMI Minnesota, testified in support of the bill. The bill was laid over for possible omnibus bill inclusion.
- [HF1346](#) (Draheim) current statute requires local welfare agencies to **offer trainings for individuals mandated to report child maltreatment and abuse** (employees or supervisors of private or public youth recreation programs). Reporters are not required under statute to complete these trainings. HF1346 amends the statute by specifying that, for these offered trainings, at least half of the training time must be spent on how to identify signs of child maltreatment or abuse, including the definition of each type of maltreatment under chapter 260E. Also requires DCYF to create trainings with input from professionals who have specialized knowledge related to child maltreatment. The bill passed and was sent to the Senate floor.
- [HF129](#) (Utke) requires the Director for Child Sex Trafficking Prevention (established in 2013) to submit an **evaluation of the statewide program for Safe Harbor for Sexually Exploited Youth to MDH every two years.** The bill passed and was referred to the Senate floor.

House Judiciary Finance and Civil Law:

- [HF2354](#) (Norris) **Governor's Medicaid fraud prevention bill**; specifies Attorney General subpoena and enforcement authority; imposes penalties. The bill passed and was referred to Human Services. [House Research Summary](#)
- [HF1672](#) (Reyer) modifies provisions in the **medical cannabis program** administered by the Office of Medical Cannabis. The bill passed and was referred to Commerce. [House Research Summary](#)
- [HF1918](#) (Hanson, J) **Department of Children, Youth, and Families Policy bill**; includes provisions relating to economic assistance, child care programs, child welfare, and transfers to DCYF. The bill passed and was referred back to Children and Families. [House Research Summary](#)

[HF 1918 DCYF Bill Index.pdf](#)

[HF 1918 DCYF Summary.pdf](#)

House Health: The following bills were all laid over for possible omnibus bill inclusion:

- [HF2489](#) (Virnig) **expands the allowable delivery systems for epinephrine in schools** from only auto-injectors to include other delivery systems such as inhalers. [Summary](#)
- [HF2604](#) (Backer) directs **DHS to develop a verification form for MA managed care enrollees and requires that the commissioner withhold 2% of the capitation payment provided to managed care organizations until MA enrollees complete and sign the verification form**. Several members commented on the added administrative burden for processing additional paper forms, which would impact not only managed care, but also both DHS and counties. [House Research Summary](#)
- [HF2955](#) (Backer) establishes a **county-administered rural medical assistance program**; establishes payment, coverage, and eligibility requirements for the CARMA program; and directs DHS to seek federal waivers. [House Research Summary](#)
- [HF2435](#) (Bierman) **Governor's proposal**, which addresses Department of Health provisions; health care; pharmacy services; background studies; Department of Human Services program integrity; health-related licensing boards; and certain fee provisions.

The committee came back Wednesday evening to process the **Omnibus Health Policy bill** ([HF2464](#)). It contains the following:

- requires [informed consent before a health professional](#), medical student or resident performs a pelvic, breast, urogenital or rectal examination. Modified from the original bill, it no longer would make violation the gross misdemeanor, but grounds for disciplinary action;
- modifies the [Safe Place for Newborns statute](#) to include fire stations that are staffed 24 hours. Newborns could also be relinquished at designated safe places that have newborn safety devices installed. Would also bar prosecution of a person for giving up a newborn at a safe location;
- allows some emergency response data to be shared with the Washington/Baltimore High Intensity Drug Trafficking Area's Overdose Detection Mapping Application Program;
- requires, rather than permits, the Health Department to conduct maternal death studies;
- modifies physician assistants' licensure requirements so their collaborative practice may be with physicians licensed in places other than Minnesota; and
- restructures the Minnesota Higher Education Facilities Authority to create the Minnesota Health and Education Facilities Authority and allow capital investments for health care projects up to \$2.75 billion.

The bill passed and was sent to the House floor.

House Children and Families: [HF1367](#) (Pinto) makes changes to **child welfare investigations and the appeal of agency decisions related to maltreatment that occurred in another state**. The bill passed and was sent to the House floor.

The committee then heard the following bills; all were laid over for possible inclusion in the committee's omnibus bill:

- [HF2732](#) (Pursell) would **require DCYF to establish and administer the rural child care stabilization and support payments program** to provide eligible child care and early learning programs with payments to improve access to early care and learning in Minnesota and strengthen the ability of programs to recruit and retain early educators.
- [HF1897](#) (Moller) **modifies the posting of child care correction orders** until after the 20-calendar-day period for requesting reconsideration; or if the applicant or license holder requested reconsideration, after the commissioner's disposition of a request for reconsideration is provided to the applicant or license holder.
- [HF1383](#) (Kotzya-Witthuhn) would establish a **Great Start Affordability Scholarship Program** to increase the affordability of high-quality early care and learning for families with children from birth to kindergarten entry, to meet as near as possible the standard that no Minnesota family pay more than seven percent of annual income for early care and learning.
- [HF2728](#) (Coulter) modifies payments related to the **Great Start Compensation Support Program**. [House Research Summary](#)
- HF1424 (Hanson) as amended ([DE3](#)) modifies a range of provisions related to **child foster care provided by relatives**. [House Research Summary](#)

[Recommended Standards of National Organizations](#)

THURSDAY

House Commerce: The omnibus cannabis policy bill, amended by the [H1615 DE1](#), is authored by Rep. Zack Stephenson (DFL-Coon Rapids) and is moving forward on a bipartisan basis. The committee passed the bill as [amended](#) and sent it to Ways and Means. The bill would:

- remove the requirement that beverages with no more than 10 milligrams of THC be labeled as two servings;
- create a lower-potency hemp wholesaler license; and
- give visiting patients to Minnesota the same rights as medical cannabis patients in the state

Language was added ([HF1615 A1](#)) that would strengthen medical cannabis companies' obligation to participate in the market in anticipation of future conversations about the medical cannabis market. It was noted that Rep. Nolan West (R-Blaine) is working with the Office of Cannabis Management to refine the language.

House Human Services: The following **housing-related bills** were heard; all were laid over for possible inclusion in the committee's omnibus finance bill:

- [HF1644](#) (Reyer) would establish a **family supportive housing grant program** to award competitive grants to eligible operating supportive housing for families.
- [HF2276](#) (Kozlowski):
 - would transfer \$900,000 in each fiscal year of the 2026-2027 biennium from the General Fund to the Housing Development Fund and make the transfer ongoing each fiscal year thereafter;
 - would appropriate \$900,000 in each fiscal year of the 2026-2027 biennium from the Housing Development Fund to the Minnesota Housing Finance Agency for a **grant to the Wilder Foundation for the Minnesota homeless study**;
 - Requires the Wilder Foundation to submit findings of the Minnesota homeless study by March 1, 2028, and every three years thereafter.

- [HF99](#) (Sencer-Mura) would appropriate \$4 million FY26 and \$4.5 million FY27 from the General Fund to DHS to provide **adult mental health grants to support increased availability of housing options with support for persons with serious mental illness** and adds the appropriation to the base.
- [HF2068](#) (Keeler) would appropriate \$89 million in each fiscal year of the 2026-2027 biennium from the General Fund to DHS for **Homeless Youth Act grants**.
- [HF2707](#) (Keeler) would appropriate \$11.1 million in each fiscal year of the 2026-2027 biennium from the General Fund to DHS for the **Safe Harbor Shelter and Housing Grant Program** and specifies that at least \$9 million of the appropriation in each year must be for sustaining and expanding street outreach, emergency shelter, regional navigators, and housing for sexually exploited youth or youth at risk of sexual exploitation.
- [HF2704](#) (Curran) modifies housing stabilization service application processing times modified and housing support supplemental service rates. [House Research Summary](#)
- [HF1579](#) (Noor) provides for housing support supplementary services rates for certain facilities. [House Research Summary](#)

House Omnibus Human Services Policy Bill: As [amended](#), HF2115 (Schomacker; Noor), passed out of committee and was sent to the House floor. The bill includes the following key components:

- several fraud-related measures, including new penalties for kickbacks;
- **prohibits county governments from charging for emergency services provided to clients experiencing emotional crisis or mental illness**, and codifies the school district behavioral health grant program;
- establishes a review process upon notice of agency denial, reduction, suspension, or termination of long-term services and supports;
- exempts assisted living providers from direct care staff compensation requirements under the Disability Waiver Rate System;
- provides residents of long-term care facilities with the right to a designated support person;
- prohibits termination or non-renewal of assisted living contracts on certain grounds;
- replaces a required special review board hearing with a judicial appeal panel when committed individuals in the Minnesota Sex Offender Program petition for a reduction in custody;
- **adds post-traumatic stress disorder to serious and persistent mental illness for purposes of case management and community support services;**
- specifies that co-payments, coinsurance, and deductibles do not apply to mobile crisis intervention or crisis assessment services;
- **expands the definition of “child” to include individuals up to age 21 receiving children’s mental health targeted case management services;**
- excludes weekends and holidays from mental health diagnostic assessment 10-day timeline;
- expands the Health Care Bill of Rights to include patients in children’s residential and nonresidential Substance Use Disorder treatment, Intensive Residential Treatment Services or residential crisis stabilization, and withdrawal management programs; and
- requires peer recovery support services be provided one-on-one and face-to-face, including via the internet.

[HF2115 A2 Author’s Amendment](#)

[HF2115 DE2 Bill Index](#)

House State Government: [HF2725](#) (Klevorn) would establish a **Healthy Aging Subcabinet within Minnesota Management and Budget**. As described by the author, it is intended to ensure that all people in Minnesota age with dignity and have equitable opportunities for the best possible health and well-being throughout life. Held over for possible inclusion in an omnibus finance bill, the proposal seeks \$1.7 million in both FY26 and FY27. The bill comes from the recommendations of the [Legislative Task Force on Aging](#).

Senate Housing: As amended ([SF2298 a-2](#)), authored by Sen. Lindsey Port, represents the Omnibus Housing and Homelessness Prevention bill. The bill would appropriate \$25.9 million in FY26-27 (and \$25.9 million in FY28-29) for various housing projects. The bill passed and was referred to the Finance Committee.

[scs2298a-2.pdf](#)

[SF-2298-A-2-DE-as-amended-by-A-4-Detailed-Spreadsheet-1.pdf](#)

[SF-2298-A-2-DE-Summary.pdf](#)

Senate Human Services: [SF3172](#) (Mohamed) requires the Opioids, Substance Use, and Addiction Subcabinet to develop and publish a comprehensive substance use and addiction plan for the state. The plan must establish goals and priorities for a comprehensive continuum of care for substance misuse and substance use disorder. All state agencies' operating programs related to substance use prevention, harm reduction, treatment, or recovery or that are administering state or federal funds for those programs, shall set program goals and priorities in accordance with the state plan. Each state agency shall submit its relevant plans and budgets to the subcabinet for review upon request. The bill was laid over for possible inclusion in the committee's omnibus bill.

On Friday, the Senate Judiciary Committee met and processed several bills of interest:

- [SF2499](#) (Mohamed) permits the Office of Emergency Medical Services to share certain prehospital care data, specifically incident level location data, with the **Overdose Detection Mapping Application Program (ODMAP)**. ODMAP is managed by the Washington/Baltimore High Intensity Drug Trafficking Area and provides near real-time suspected overdose data nationwide. The bill passed and was referred to Health and Human Services.
- [SF2689](#) (Johnson Stewart) **Governor's Medicaid fraud prevention bill**; specifies Attorney General subpoena and enforcement authority; imposes penalties. The bill passed and was referred to State and Local Government.
- [SF2371](#) (Dibble) represents the recommendations from the Office of Cannabis Management; modifies provisions of the **Medical Cannabis program**. The bill passed and was referred to Commerce.
- [SF2776](#) (Westlin) represents the Department of Human services policy bill, which covers background studies, Department of Corrections reconsiderations, kickback crimes, and appeals division worker protections. **Note that an [A-1](#) amendment was added which addresses county cost shares for chapter 611/competency restoration.** The bill was laid over. This bill is being "dual tracked" with [SF2620](#) (Wiklund), which is under consideration to be included in the Senate Omnibus HHS bill.

[scs2776a-1.pdf](#) – Chapter 611/competency attainment

[scs2776a-2.pdf](#) – addresses kickbacks in the CCAP program

[SF-2776-Handout.pdf](#)

Bill Introductions of Interest:

Senate:

- [SF3106](#) (Rasmusson) **Engagement services pilot program** appropriation availability extension provision
- [SF3115](#) (Utke) **Medical assistance capitation payment withhold related to verification of coverage establishment** provision
- [SF3122](#) (Abeler) Direct support professionals pretraining program grant fund establishment and appropriation
- [SF3138](#) (Wiklund) **MinnesotaCare public option establishment**
- [SF3149](#) (Hoffman) **County-administered rural medical assistance (CARMA)** program establishment
- [SF3151](#) (Mann) Healthy Aging Subcabinet and Citizens' Engagement Council establishment provision, Minnesota Healthy Aging Plan requirement provision, duties and membership description provision, and appropriation
- [SF3154](#) (Kunesh) **Foster youth bill of rights** establishment

- [SF3170](#) (Utke) Tribally licensed residential substance use disorder treatment providers requirement to enroll in the substance use disorder demonstration project
- [SF3172](#) (Mohamed) Comprehensive substance use and addiction plan requirement
- [SF3210](#) (Maye Quade) Discrimination based on disability status prohibition
- [SF3217](#) (Boldon) **A resolution urging Congress to reject proposals that would diminish the strength of Medicare and Social Security**
- [SF3227](#) (Boldon) **Exemptions to the practice of social work modification (Title of Social Worker)**
- [SF3266](#) (Abeler) Senior portal platform feasibility study authorization
- [SF3272](#) (Wiklund) Eligibility determinations for Supplemental Nutrition Assistance Program households clarification

House:

- [HF2935](#) (Murphy) **Availability of the appropriation for an engagement services pilot grant** extended
- [HF2939](#) (Wiener) **Implementation dates for provisions of the Minnesota African American Family Preservation and Child Welfare Disproportionality Act** delayed
- [HF2950](#) (Backer) **State-funded medical assistance and MinnesotaCare provided for inmates of county jails**
- [HF2955](#) (Backer) **County-administered rural medical assistance program** established; payment, coverage, and eligibility requirements for the CARMA program established; and commissioner of human services directed to seek federal waivers
- [HF2967](#) (Agbaje) **African American Child Well-Being Advisory Council** reports modified; reports required; child protection workers, child welfare technology improvements, and Family First Prevention Services Act grants funding provided; and money appropriated
- [HF2983](#) (Pursell) Requirements for products containing lead or cadmium modified, sale of menstrual products containing arsenic or chemicals of high concern prohibited, labeling and testing for menstrual products required, and rulemaking required
- [HF3002](#) (Hicks) **Eligibility requirements for foster care benefits after age 18** modified to include children for whom permanent legal and physical custody is transferred to a relative after age ten
- [HF3009](#) (Keeler) Multidisciplinary child protection team and its duties modified
- [HF3024](#) (Hanson, J.) **Foster youth bill of rights** established
- [HF3036](#) (Knudsen) Tribally licensed residential substance use disorder treatment providers required to enroll in the substance use disorder demonstration project.
- [HF3057](#) (Long) **MinnesotaCare public option** established, premium scale for public option enrollees established, commissioner of commerce required to seek a section 1332 waiver, and money appropriated
- [HF3058](#) (Jordan) Medical assistance payment rate increased for **nonemergency medical transportation** for client reimbursement
- [HF3059](#) (Kotyza-Witthun) Child care assistance program requirements modified, and reports required
- [HF3087](#) (Bierman) Minnesota **Health Care Workforce Advisory Council** established, and report required
- [HF3109](#) (Baker) Family support and consumer support programs modified, community first services and supports covered services modified, and commissioner directed to allow certain services under the disability waivers and consumer-directed community supports

THIS WEEK

Having reached policy committee deadlines last Friday, this week will be consumed by finance committees putting together their omnibus budget bills. Their deadline is Friday, April 11, at noon. The Legislature will then be on break for Easter/Passover until Monday, April 21. When they return, there will be four short weeks for them to come together with a budget. The constitutional deadline for the regular session is Monday, May 19.

On Tuesday, the House Bonding Committee will address [HF2587](#) (Frederick), which would provide funding for 50 additional beds on the **Anoka Metro Regional Treatment Center Campus**.

On Wednesday, **public testimony will be taken on both the Senate and House Omnibus Human Services Budget bills**.

Other Hearings of Note:

House Fraud Prevention and State Agency Oversight

[Monday, April 7](#)

- Minnesota Management and Budget **overview of COVID-related funds** the state received. Department of Employment and Economic Development overview of COVID-related funds spending on unemployment insurance.

Senate Rules

[Monday, April 7](#)

- [SF856](#) (Gustafson) Office of the Inspector General creation and appropriation
- [SF2322](#) (Wiklund) Minnesota **Health Care Workforce Advisory Council** establishment

House Health

[Monday, April 7](#)

Co-chair Rep. Robert Bierman has the gavel

- [HF1534](#) (Keeler) Healthy eating, here at home program transferred to the Department of Health; fresh bucks pilot program established; report required; and money appropriated
- [HF2707](#) (Keeler) Sexually exploited youth safe harbor shelter and housing funding provided, and money appropriated. This bill will be heard on an informational basis only
- [HF1885](#) (Pérez-Vega) Beautywell Project funding provided, and money appropriated
- [HF1289](#) (Stephenson) Social media platforms required to post a mental health warning label and timer notifications. This bill will be heard on an informational basis only
- [HF2779](#) (Reyer) Health care entities required to report information on ownership or control to the commissioner of health, annual public reports required, enforcement provided, penalties authorized, and money appropriated
- [HF1645](#) (Reyer) Health care worker well-being grant program funding provided, and money appropriated
- [HF1675](#) (Pursell) Individual pricing of phototherapy lights required, and technical changes made
- [HF3046](#) (Baker) **Special event food stands exempted from the requirement to pay the statewide hospitality fee.**

Senate Human Services

[Monday, April 7](#)

- [SF3122](#) (Abeler) Direct support professionals pretraining program grant fund establishment and appropriation
- [SF3106](#) (Rasmusson) **Engagement services pilot program** appropriation availability extension provision
- [SF1127](#) (Hoffman) Damon Leivestad Direct Care Sustainability Act
- [SF3054](#) (Hoffman) **Omnibus Human Services Budget bill:**
 - Delete all amendment forthcoming
 - Walkthrough of the spreadsheet
 - Testimony will occur on Wednesday, 4/9

House Human Services Finance and Policy

[Tuesday, April 8](#)

Co-chair Rep. Joe Schomacker has the gavel

- [HF2995](#) (Noor) Human services forecast adjustments provided, and money appropriated
- [HF2434](#) (Schomacker) Aging and older adult services, disability services, early intensive developmental and behavioral intervention, direct care and treatment, and health care provisions modified; working group created; stipend payments to collective bargaining unit members required; and money appropriated.

Senate Health and Human Services

[Tuesday, April 8](#)

- [SF2939](#) (Mann) Health care entities reporting information on ownership or control to the commissioner of health requirement provision, penalties authorization, and appropriation *(Informational Only)*

House Capital Investment

[Tuesday, April 8](#)

Co-chair Rep. Fue Lee has the gavel

- [HF2587](#) (Frederick) **Anoka Metro Regional Treatment Center campus new psychiatric facility funding provided**, bonds issued, and money appropriated.

Senate Commerce and Consumer Protection

[Tuesday, April 8](#)

- [SF2216](#) (Klein) Commerce appropriations and provisions modifications (Omnibus Commerce and Consumer Protection Bill)

House Education Finance

[Tuesday, April 8](#)

Co-chair Rep. Ron Kresha has the gavel

- Education Finance Budget Bill
- [HF2433](#) (Youakim) Kindergarten through grade 12 education changes made;
 - This is the Governor's education budget bill, which will serve as a vehicle for the committee's budget agreement.
 - The Committee Delete-All Amendment will be posted when it is available.
 - Instructions on public testimony will be posted with the amendment.

House Housing

[Tuesday, April 8](#)

Co-chair Rep. Michael Howard has the gavel

- [HF2445](#) (Igo) Housing Finance Budget Bill
 - Non-Partisan House Research Department & House Fiscal Staff Walkthrough of Budget Bill DE and Spreadsheet
 - [H2445DE2.pdf](#)
[HF 2445 DE2 Housing Finance Omnibus Bill 4.8.25.pdf](#)
 - Public Testimony

House Human Services Finance and Policy

[Wednesday, April 9](#)

Co-chair Rep. Mohamud Noor has the gavel

- [HF2434](#) (Schomacker) **Human Services Budget Bill**
 - Non-Partisan House Research Department & House Fiscal Staff Walkthrough of Budget Bill DE and Spreadsheet
 - Public Testimony

Senate Health and Human Services

[Wednesday, April 9](#)

- [SF2669](#) (Wiklund) Health and Human Services provisions modifications
(Omnibus Vehicle)

House Taxes

[Wednesday, April 9](#)

Co-chair Rep. Aisha Gomez has the gavel

- [HF2367](#) (Nadeau) Community first services and supports reimbursement rates modified, consumer-direct community supports budgets increased, Minnesota Caregiver Defined Contribution Retirement Fund Trust established, and money appropriated. (Taxes Sections only (Section 10))

House Children and Families

[Wednesday, April 9](#)

Co-chair Rep. Nolan West has the gavel

- Children and Families Budget Bill
 - [HF2929](#) (Kotzya-Witthuhn) Eligibility determinations for Supplemental Nutrition Assistance Program households clarified.
 - This will serve as a vehicle for the committee's budget agreement.
 - The Committee Delete-All Amendment will be posted when it is available.
 - Instructions on public testimony will be posted with the amendment.

House Housing

[Wednesday, April 9](#)

Co-chair Rep. Spencer Igo has the gavel

- [HF2445](#) (Igo) Housing Finance Budget Bill
[H2445DE2.pdf](#)
[HF 2445 DE2 Housing Finance Omnibus Bill 4.8.25.pdf](#)

Senate Health and Human Services

[Thursday, April 10](#)

TBA

Friday: Third committee deadline

ENVIRONMENT

LAST WEEK

On Tuesday, [SF1690](#) (Kupec) was heard in the Senate Commerce and Consumer Protection Committee. The [A4 amendment](#) was adopted to address some concerns from stakeholders, including clarifying that the bill applies to the batteries within lawn care products, snowmobiles, ATVs and watercraft, not the equipment themselves. **The bill was laid over for possible inclusion.**

Sen. Jordan Rasmusson (R-Fergus Falls) said he has concerns about what this bill may mean for consumers and Minnesota's marine industry. Sen. Nick Frentz (DFL-North Mankato) said he thinks this bill is important, but he thinks the extensive stakeholder opposition shows this bill needs more work. Sen. Matt Klein (DFL-Mendota Heights) committed to allowing a fuller committee discussion of this bill.

On Thursday, the House Environment and Natural Resources Committee heard two bills to fund tree planting grants and community responses to emerald ash borer (EAB), and both were laid over for possible inclusion. [HF2620](#) (Finke) would appropriate \$5 million to the Metropolitan Council for grants to local units of government for emerald ash borer (EAB) response efforts, including predesign and design of wood waste facilities, temporary wood waste storage facilities, transporting wood waste, and tree shredding and other tree disposal activities. It would appropriate another \$5 million to the Department of Natural Resources (DNR) for community tree-planting grants.

[Letters of support](#) were submitted by the League of Minnesota Cities, Minnesota Shade Tree Advisory Committee, Partnership on Waste and Energy, and Metro Cities. Member discussion focused on whether previously appropriated funds had already been spent down and whether the private market could manage the EAB response without government intervention. Rep. Leigh Finke (DFL-St. Paul) said the problem was too great for the private market to handle, given that there is a higher volume of ash trees in the metro area.

[HF2621](#) (Finke) would appropriate \$3 million to the Metropolitan Council for community tree-planting grants. [Letters of support](#) were submitted by the same groups highlighted above. Chair Josh Heintzeman (R-Nisswa) framed both bills as line items that put pressure on the general fund and encouraged affected communities to look at other funding opportunities like the LCCMR or Legacy funds.

The House Agriculture Committee heard [HF2916](#) (Smith) on Wednesday. Skip Langer with the Olmsted County Soil and Water Conservation District presented the bill, which would create the [Southeast Regional Groundwater Protection and Soil Health Initiative](#) based on Olmsted County's [successful efforts](#). [A bill summary is linked here](#). [Letters of support](#) were submitted by Goodhue County Soil and Water Conservation District (SWCD), Mower SWCD, Rice SWCD, Root River SWCD, Wabasha County SWCD, Wabasha County, [The Nature Conservancy](#) and the [Minnesota Center for Environmental Advocacy](#). The committee ran out of time for member discussion, and the bill was laid over for possible inclusion.



The Senate Agriculture, Veterans, Broadband and Rural Development Committee passed their omnibus policy and budget bill, [SF2458](#) (Putnam) out of committee on Friday. One-time funding included in last year's supplemental budget for clean water initiatives in southeastern Minnesota is shaping up to be just that—one-time. There were no major line items or provisions of interest for MICA's environment agenda, but [bill language](#), a [bill summary](#), [change items](#) and a [full budget spreadsheet](#) are linked here for your review.

Finally, data center regulations were a focus for two committees this week. **First, [HF2928](#) (Acomb) was heard in the House Energy Committee on Tuesday.** As amended by the [A2 amendment](#), the bill establishes new regulatory requirements for the siting and operation of large-scale data centers in this state, including provisions governing water use, energy use and cost allocation, and environmental review. The bill also requires these data centers to pay an annual fee for weatherization and energy conservation programs in low-income households. **The bill was laid over for possible inclusion.**

Then on Thursday, [HF3007](#) (Fischer) was heard in the House Environment and Natural Resources Committee. The committee adopted the [A2 amendment](#), which adds language requiring a water availability atlas. The bill would establish new requirements for large water appropriation projects and require an environmental impact statement (EIS) for certain data center projects. [A bill summary is linked here](#). **The bill was laid over for possible inclusion.**

[Written testimony](#) was submitted by Freshwater, Minnesota Chamber, The Nature Conservancy, Association of Minnesota Counties, League of Minnesota Cities and CURE. Cities and counties have some concerns about language that would require a city or county employee who has been contacted by a person regarding a project to notify the DNR within 10 business days. Craig Johnson with the League of Minnesota Cities said they would be willing to work with the author to refine this language.

Bill Introductions of Interest:

- [HF2971](#) (Pursell) Nitrate private well mitigation funding provided and money appropriated.
- [HF3007](#) (Fischer) Evaluation and permitting of projects requiring large water appropriations provided. Companion: [SF3320](#)
- [SF3320](#) (Johnson Stewart) Large water appropriations projects evaluation and permitting provision.
- [SF3144](#) (Hawj) Appropriation for replacement seedlings modification and extension. Companion: [HF2602](#)

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 Agriculture

[Monday, April 7](#)

- [HF2446](#) (Anderson, P.H.) Agriculture Budget Bill

[Wednesday, April 9](#)

- [HF2446](#) (Anderson, P.H.) Agriculture Budget Bill.

House Environment and Natural Resources

[Tuesday, April 8](#)

- [HF2439](#) (Heintzeman) Environment and Natural Resources Finance and Policy bill

Senate Energy, Utilities, Environment and Climate

[Monday, April 7](#)

- [SF2393](#) (Frentz) Commerce and energy biennial budget establishment
 - [Bill language](#)
 - [Budget spreadsheet](#)

Senate Environment, Climate and Legacy

[Tuesday, April 8](#)

- [SF2077](#) (Hawj) Senate Omnibus Environment Appropriations bill
- [SF1393](#) (Mathews) Data center energy generation redundancy establishment

[Thursday, April 9](#)

- [SF2077](#) (Hawj) Senate Omnibus Environment Appropriations bill

Senate Finance

[Tuesday, April 8](#)

- [SF 2865](#) (Hawj) Omnibus Legacy Appropriations

LAST WEEK

Pensions Commission hears police and fire bill and PERA general pension plan proposal: On [Tuesday, April 1](#) the Legislative Commission on Pensions and Retirements heard [SF1122](#) (Frentz)/[HF139](#) (O'Driscoll), which would change the method for calculating postretirement adjustments (COLAs) for retirees under the Public Employees Retirement Association (PERA) Police and Fire Retirement Plan (P&F Plan) from a fixed rate increase of 1% to a variable rate increase that is linked to the COLA for Social Security benefits, with a minimum of 1% and a maximum of 1.5%. The bill also decreases the waiting period to begin receiving COLA from 36 months to 12 months. PERA Executive Director Doug Anderson testified in favor of the bill, given the commitment to pay for it with general funds, noting that the plans do not have the capacity to absorb the cost themselves. Numerous Republican and DFL members spoke in favor of the bill.

The Commission also heard [SF3192](#) (Frentz)/[HF2821](#) (O'Driscoll) which is the [PERA general plan proposal](#). That bill would increase the annual postretirement benefit increase from 50% of CPI to 100% of CPI and the maximum rate increase from 1.5% to 1.75%. To compensate for the plan not reaching full funding until two years later, the higher supplemental employer rate would be adjusted to click off once the plan reaches 98% rather than 100%, so that it turns off at the same date as originally projected. The bill also includes a “sustainability provision” which would reduce the 1.75% cap to 1.5% if plan funding ratio declines to 80% for one year or 85% for consecutive years. The cap would return to 1.75% when funding status improves.

House and Senate release omnibus election policy bills: On Thursday the Senate elections committee held a walk through and public testimony on [SF2384](#) (Westlin) its omnibus elections policy bill. The senate bill includes many changes, including the following:

- Require that absentee ballot applications returned by mail be received no later than five days before the election
- New procedures regarding the opening, storage, and counting of absentee ballots
- Requires an entity, except a unit of government or an election official, that mails absentee ballot applications or sample ballots to include a specified statement on the application or sample ballot that says it is not an official election communication and, if a sample ballot is included, that it is not an official ballot that it must not be cast
- Require statements of economic interest that certain metro county staff are required to file also be required outside the metro area

You can find the [senate elections policy language here](#) and a [summary of the bill here](#). The committee will meet again on Tuesday to discuss the bill and consider amendments.

On Wednesday the House released its election policy bill, [HF1378](#) (Freiberg). It also includes many changes, including the following:

- Require that absentee ballot applications returned by mail be received no later than seven days before the election
- New procedures regarding the opening, storage, and counting of absentee ballots

The office of the Secretary of State spoke in favor of the absentee ballot application returned by mail be received no later than five days rather than seven days before the election. You can find the [House elections policy language here](#) and a [summary of the bill here](#). Most time in committee was on an [A3 amendment](#) brought by Rep. Emma Greenman (DFL-Minneapolis) which failed on a party line vote. The bill was passed to the general register on a voice vote.

House releases omnibus government operations bill: On Wednesday the House Elections and Government Operations committee released its government operations policy bill. Included in the bill is the change allowing the posting of a public notice on a political subdivision's website when no qualified newspaper is available for publication of the notice after the discontinuance of a newspaper. [Language of the bill can be found here](#) and the [summary can be found here](#).

House releases omnibus cannabis bill: On Thursday, April 3 the House Commerce committee voted out HF1615 (Stephenson), the omnibus cannabis bill, to the Ways and Means committee. The bill includes limited changes for local governments compared to past cannabis bills, including Authorizes cities and counties that establish, own, or operate a municipal cannabis store to also hold a lower-potency hemp edible retailer license. The [bill language can be found here](#) and a [summary of the bill can be found here](#).

House hears bill allowing unemployment insurance for striking workers: On Thursday, April 3 the House Workforce, Labor, and Economic Development heard [HF107](#) (Berg) which would amend existing law so that a striking worker would not be automatically ineligible for unemployment benefits during a labor dispute. Under current law, workers who leave employment due to participating in a strike or labor dispute are presumed ineligible for unemployment benefits for the duration of the strike or dispute. [MICA submitted a combined letter](#) with AMC and LMC in opposition to the bill (page 17 of that document). The testimony in favor was largely focused on responding to the current federal administration. Co-Chair Dave Pinto (DFL-Saint Paul) admitted that the bill did not have bipartisan support, and the bill was laid over.

Bill Introductions of Interest:

- [HF2962](#) (Baker) Modifying the paid leave program
- [HF3111](#) (Harder) Providing an exemption from earned sick and safe time requirements for part time employees
- [SF3141](#) (Frentz) Modifying the paid leave program
- [SF3192](#) (Frentz) Public Employees Retirement Association; general employees retirement plan

THIS WEEK

Senate State and Local Government

[Tuesday, April 8](#)

- [SF3045](#) (Xiong) will be the Senate State and Local Government Bill. A DE Amendment and Spreadsheet will be posted prior to the hearing. A bill walkthrough and testimony will be taken up at this hearing (4/8). Amendments will be considered at the 4/10 hearing.

Thursday, April 10

- Amendments and markup of [SF3045](#), the Senate State and Local Government bill.

House State Government Finance and Policy

[Tuesday, April 8](#)

- [HF2783](#) (Klevorn) State government finance budget bill, a delete everything amendment will be posted on 4/7. Committee walkthrough and public testimony; no official action will be taken.

[Thursday, April 10, 2025](#)

- Mark-up and passage of HF2783

House Workforce, Labor, and Economic Development

[Tuesday, April 8](#)

Co-chair Rep. Dave Baker has the gavel

- Overview of grants appropriation process by the Department of Employment and Economic Development
- Presentation by the Office of the Legislative Auditor on the grant process of the Department of Employment and Economic Development

Senate Elections

[Tuesday, April 8](#)

- [SF2384](#) (Westlin) Election administration provisions modification
 - [SF-2384-A-8-DE-for-policy-omnibus-bill.pdf](#)
 - [SF-2384-DE-Summary.pdf](#)

House Elections Finance & Government Operations

[Wednesday, April 9](#)

- [HF1943](#) (Freiberg) This bill will serve as the vehicle for the Elections Finance and Government Operations Finance Bill. The language is not yet posted.

CORRECTIONS & PUBLIC SAFETY

LAST WEEK

Senate Judiciary and Public Safety Committee

[Wednesday, April 2](#)

- [SF3023](#) (Xiong) Roseville regional emergency disaster services center appropriation
- [SF3019](#) (Latz) Attorney adviser or guardian ad litem provision in settlement agreements for cases where a party has a brain injury
- [SF3051](#) (Latz) Access to unredacted portable recording system data related to collision investigations authorization
- [SF2006](#) (Kunesh) Statewide Office of Appellate Counsel and Training and the State Board of Appellate Counsel and Training organization modification provision, Statewide Office of Appellate Counsel and Training attorneys and other employees salary and employment terms modifications provision
- [SF2904](#) (Rasmusson) Crime of damage or theft to telecommunications equipment extension to broadband and cable services
- [SF2568](#) (Westlin) Private attorneys with Minnesota Government Access provision to court records

[Friday, April 4](#)

- [SF2457](#) (Klein) Insurance provisions modification *(Pending Committee Referral)*
- [SF2371](#) (Dibble) Medical cannabis provisions modification *(Pending Committee Referral)*

House Public Safety Policy and Finance Committee

On Tuesday, the House Public Safety Finance and Policy Committee heard the companion bill [HF1769](#) (Feist) which proposes the implementation of a 3-year averaging of probation data into the current supervision formula outlined in [Minnesota Statute 401.10](#).

Washington County Commissioner Karla Bigham once again joined in testifying in support of the bill and urged the committee to adopt the 3-year averaging as well as to fully fund community supervision.





they believe them to be punitive and predatory.

On Wednesday, **Wright County Court Services Director Mike McMillan** testified in support of [HF467](#) which would delay the sunset of the ability to collect supervision fees until 2029. The sunset was previously set to occur in 2027. While many avenues are explored to support supervision services while the formula remains underfunded, the committee agreed it would be necessary to provide local jurisdictions with resources to alleviate the pressures they are currently facing. Although a few members on the committee expressed their long-term position of removing fines and fees from the criminal justice system as

Tuesday, April 1

- [HF1354](#) (Moller) - Scope of video made available by Bureau of Criminal Apprehension limited for officer-involved death investigations.
- [HF1901](#) (Moller) - School safety provisions modified, anonymous threat reporting system grants provided for schools, active shooter incidents and active shooter threats reporting required, Minnesota Fusion Center reporting modified, report required, and money appropriated.
- [HF2124](#) (Hussein) - Ramsey County Sheriff's Office grant provided for event security and community engagement, and money appropriated.
- [HF2130](#) (Kraft) - Length of driver's license revocations related to certain offenses, length of time individuals must participate in the ignition interlock program modified, and ignition interlock program participants required to complete a treatment or rehabilitation program before reinstatement of full driving privileges.
- [HF2260](#) (Curran) - Department of Human Services policy bill sections modified on background studies, fraud prevention, Department of Corrections reconsiderations, kickback crimes, and appeals divisions worker protections; and criminal penalties provided.
- [HF2099](#) (Johnson) - Local government emergency management provided, reports required, and money appropriated.
- [HF104](#) (Feist) - Confidentiality established for restorative justice practices participants, and data classified.
- [HF134](#) (Feist) - Violence prevention project research center funding provided, and money appropriated.
- [HF1769](#) (Feist) - Community supervision funding provided, and money appropriated.

Wednesday, April 2

- [HF1354](#) (Moller) - Scope of video made available by Bureau of Criminal Apprehension limited for officer-involved death investigations.
- [HF963](#) (Rarick) - Commissioner of corrections authorized to revoke earned incentive credits granted under Minnesota Rehabilitation and Reinvestment Act.
- [HF538](#) (Stier) - Use of deadly force by peace officer to protect person from apparent death modified.
- [HF1567](#) (Duran, Jr.) - Personal information protections currently available for judicial officials extended to peace officers.
- [HF2825](#) (Hudson) - Access to expunged conviction records of applicants for licenses and positions in private security industry provided.
- [HF467](#) (Harder) - Sunset of correctional fees repealed.
- [HF2812](#) (Stier) - Commissioner of corrections required to charge a fee for incarcerated person communication services.
- [HF2892](#) (Novotny) - Community justice reinvestment account in the special revenue fund eliminated.
- [HF2532](#) (Novotny) - Community crime and violence prevention account eliminated, and unexpended amount transferred to the general fund.

Bill Introductions of Interest:

- [HF2936](#) (Duran) A bill for an act relating to corrections; requiring the commissioner of corrections to submit certain proposed rules for legislative approval prior to implementation
- [HF2976](#) (Hollins) A bill for an act relating to public safety; providing for mitigated departures for certain offenders who have been victims; requiring presentence investigation reports to include certain information; allowing certain offenders who have been victims to apply for a pardon or for clemency; directing the Minnesota Sentencing Guidelines Commission to include an additional mitigating factor
- [HF2980](#) (Gomez) A bill for an act relating to public safety; modifying definitions related to controlled substances
- [HF3000](#) (Feist) A bill for an act relating to public safety; authorizing payment of preliminary monetary damages to certain exonerated individuals
- [HF3006](#) (Moller) A bill for an act relating to corrections; appropriating money for deficiencies in the budget of the Department of Corrections.
- [HF3043](#) (Robbins) A bill for an act relating to public safety; establishing the crime of illegal remunerations; making a conforming change
-

THIS WEEK

Senate Judiciary and Public Safety Committee

As deadlines have passed the chambers will begin the week with lighter schedules than in previous weeks. Omnibus bills will be put together and conference committees will be right around the corner before we know it. Bills still heard in committees will be those that focus primarily on policy provisions.

Monday, April 7

- [SF1701](#) (Duckworth) Certain law enforcement training reimbursement funding made ongoing provision
- [SF3289](#) (Limmer) Miscellaneous technical corrections to law and statutes provision
- [SF1098](#) (Latz) Claim amount for mandatory binding arbitration modification; certification of certain juvenile court expenses authorization; filing, copying and printing of certain court papers modification; appropriating money

House Public Safety Policy and Finance Committee

The House Public Safety Finance Omnibus Bill (HF) has been put together and will receive public testimony on Tuesday and plan to vote the bill out of the committee on Wednesday. The bill advances a broad range of investments and reforms across Minnesota's public safety landscape. It allocates funding to support local public safety aid, crime victim services, and grants to support the ARMER radio system. The bill includes increased appropriations to the Office of Justice Programs, investments in peace officer training, body camera grants, and support for the Bureau of Criminal Apprehension's forensic lab and investigative units. There are also funds dedicated to improving emergency communications systems and strengthening the state's response to sexual assault cases through trauma-informed practices.

A major provision in the bill is the adoption of 3-year averaging for felony-level probation data to calculate supervision funding. This replaces the current single-year model, aiming to stabilize annual allocations to Minnesota's three supervision delivery systems: CCA counties, county probation officer (CPO) counties, and the Department of Corrections. By using an average of the most recent three completed calendar years of caseload data, the bill promotes a more consistent and predictable funding structure.

The bill also includes a 2-year delay in the sunset of supervision fees, which extends the ability of jurisdictions to collect these fees through June 30, 2029. This provision gives counties additional time to adjust to any future shifts in the state's approach to justice system fees and revenues, particularly as lawmakers consider permanent fee reform. The extension

avoids immediate revenue shortfalls for counties that rely on supervision fee collections while broader funding solutions are explored.

Beyond probation-related policy, the bill introduces several important changes in corrections and law enforcement operations. It funds reentry services for justice-involved individuals, increases support for community-based alternatives to incarceration, and expands training requirements for peace officers—particularly around mental health response and de-escalation. There are also statutory changes that enhance protections for victims of domestic violence and sexual assault, modernize emergency response systems, and support data transparency efforts across the public safety system.

[Tuesday, April 8-Wednesday April 9](#)

- [HF2432](#) (Novotny) Protection from report of fictitious emergency extended to all state or local correctional employees; Tribal Nation access and use of community supervisions services subsidy clarified; post-incarceration supervision provisions codified; obsolete administrative rules repealed; various other public safety, judiciary, and corrections provisions modified; and money appropriated.

COMBINED HEARING SCHEDULES

[Next 7 Days Combined Hearing Schedule](#)

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