

Chisago COUNTY USA | BOARD OF COMMISSIONERS

Commissioners:

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

Board of Commissioners
REGULAR MEETING – Wednesday, May 7, 2025
County Board Room, Room 172
*******AMENDED*******

County Administrator
Chase Burnham

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

Health and Human Services Committee of the Whole:

Discussion

- | | |
|---|-------|
| 1.) Directors Report | TAB 1 |
| Items for Committee Review/Recommendation: (<i>discussed in detail as requested</i>) | |
| 2.) Payment of County's Warrants for HHS | TAB 2 |
| 3.) Chisago County Fraud Prevention Investigation Agreement through 6.30.2027 | TAB 3 |
| 4.) DHS County Grant Contract for Fraud Prevention Investigation 2026 – 2027 | TAB 4 |
| 5.) Out of State Travel Request – Monthly Client Visit to Connecticut | TAB 5 |
| 6.) Opioid Settlement Q1 Staff Expenses | TAB 6 |
| 7.) Letter of Agreement with the Hazelden Betty Ford Foundation | TAB 7 |
| 8.) Hazelden Scholarship LOA 2025-2026 | TAB 8 |

Board of Commissioners' Business Meeting

Consent Agenda:

- | | |
|--|--------|
| 1.) HHS Committee Recommendation – Directors Report | TAB 1 |
| 2.) HHS Committee Recommendation – Payment of County's Warrants for HHS | TAB 2 |
| 3.) HHS Committee Recommendation – Fraud Prevention Invest. Agmt through 6.30.2027 | TAB 3 |
| 4.) HHS Committee Recommendation – Grant for Fraud Prevention Invest. 2026 – 2027 | TAB 4 |
| 5.) HHS Committee Recommendation – Out of State Travel Request – Connecticut | TAB 5 |
| 6.) HHS Committee Recommendation – Opioid Settlement Q1 Staff Expenses | TAB 6 |
| 7.) HHS Committee Recommendation – LOA with the Hazelden Betty Ford Foundation | TAB 7 |
| 8.) HHS Committee Recommendation – Hazelden Scholarship LOA 2025-2026 | TAB 8 |
| 9.) Minutes from the April 16 th , 2025, Meeting | TAB 9 |
| 10.) Payment of County's Warrants and Miscellaneous Bills | TAB 10 |
| 11.) Recognition of County Staff May Anniversaries | TAB 11 |
| 12.) Citizen Appointments to the Water Plan Policy Team | TAB 12 |
| 13.) Temp. Liquor Licenses – Franconia Sculpture Park (4 Events) | TAB 13 |
| 14.) *****Renewal of Liquor, Wine, Club and 3.2% Licenses***** | TAB 14 |

Presentations

- | | |
|--|--------|
| 15.) 2024 Annual Midwest Medical Examiner's Report | TAB 15 |
| 16.) Chisago County Childcare Coalition Update | TAB 16 |

Other Business of the County Board

- | | |
|--|--------|
| 17.) 2023 Emergency Management Performance Grant | TAB 17 |
|--|--------|

18.)	MOU for State of MN 911 Mapped All Software Project	TAB 18
19.)	Minnesota Interconnection Security Agreement – CCSO	TAB 19
20.)	Zoning Ord. Horse / Equine Training, Other, Businesses in the Ag. District	TAB 20
21.)	Chisago County Parks Concession Policy & Agreement Authorizations	TAB 21
22.)	Mgmt. and Control Agmts for VPNs for Wyoming and North Branch PDs	TAB 22
23.)	Out of State Travel Request – APCO Intl. and MTUG National Conf. – Baltimore MD	TAB 23
24.)	*****Facilities Committee Report – PRO Dept Remodel – CPO to CCA Transition*****	TAB 24

Citizen's Forum

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

Discussion Items:

- Correspondence
- Administrator Updates
- Commissioner Committee Reports

CORR.

Adjourn Meeting of the Board of Commissioners

Upcoming Schedule

- **Chisago County Budget and Finance Committee Meeting**, Wednesday, May 14, 2025
- **Chisago County Board of Commissioners Meeting**, Wednesday May 21, 2025 at 6:30 p.m.

Memo To: Chisago County Commissioners

From: Robert Benson; Health and Human Services Director

RE: Report of the Health and Human Services Department

Date: April 29th, 2025

I. Department Updates/Highlights:

State legislative update:

There are less than three weeks left for this legislative session. Both houses continue negotiations on universal spending targets and individual conference committees will need adequate time to negotiate final bills before the session's end. There continues to be significant spending and policy differences between both chambers, particularly in health and human services.

The Governor gave his State of the State Address last week. He did point out that growth in human services costs is unsustainable. However, Senate GOP Minority Leader Mark Johnson pointed out that they cannot pass hundreds of millions of dollars of cost shifts to counties. Negotiations continue.

The House Children and Families omnibus budget bill was procedurally laid over waiting for the Senate companion bill. The House bill does propose and investment of \$40 million for the Social Services Information System (SSIS), as well as a provision that enables a child welfare response for educational neglect or habitual truancy concerns. The bill does not address the resourcing of the Minnesota African American Family Preservation and Child Welfare Disproportionality Act (MAAFPCWDA). The Senate Companion Bill will be considered by the Senate Finance Committee this week.

The Senate omnibus human services finance bill was heard last week in the Senate Finance Committee and passed to the Senate floor. This bill contains a new proposed 2% cost share to counties for residential services that are reimbursed through the Disability Waiver Rate System (DWRS). This represents a shift of about \$33.6 million for FY26-27 and \$83.4 million for FY28-29 to counties. Counties have requested information from the MN Department of Human Services to more accurately calculate this cost per county. We are still waiting on response. There is also a new county cost share related to competency attainment under Chapter 611, included in this bill. This is an estimated \$16.76 million cost shift to counties per year.

As things move forward over the next three weeks, we will continue to work with our lobbying groups (AMC, MACSSA, LPHA, MICA) to bring our priorities to the attention of our legislators.

The Minnesota African American Family Preservation and Child Welfare Disproportionality Act (MAAFPCWDA). If no movement is seen this year on funding for this, it will certainly be reintroduced in next year's legislative session as the law goes into effect for all counties January 1st, 2027.

Modernization continues to be a priority. As the omnibus bills move through the process, we will continue to advocate for the House position of \$40 million included in the children and families omnibus bill that support work on SSIS.

MnCHOICES changes continue to move forward in both the House and Senate omnibus human services finance gills. We continue to work with committees and hospitals to find compromise and clarity on the role that hospitals may play in the assessment process.

We are also continuing to watch the federal government and any proposed cuts in funding or services that may be made at that level and how they may impact counties and the services we provide.

At the last County Board meeting, there was discussion around the State Community Health Services Advisory Committee (SCHSAC). I have prepared and attached a brief information sheet about SCHSAC. On the bottom of the second page, I included information about the next scheduled meeting and contact information for them at the Department of Health (MDH). I have also included the current roster of SCHSAC member, alternates and workgroups as found on their website.

II. Financial Notes:

As we wrapped up the first quarter of 2025, Health and Human Services was on track with our anticipated budget overall. However, there are a couple of our budget lines that I would like to highlight for the Board. These lines are significantly higher than they should be at this point in the year, and we are monitoring them closely.

Children's Services		YTD		
		YTD Actual	Budget	Budget
POS/Other Court Related Serv	43%	\$51,959.63	\$30,000.00	\$120,000.00
POS/Rule 8 Group Home	96%	\$95,892.46	\$25,000.00	\$100,000.00

Adult Mental Health				
State Hospital Inpatient	74%	\$239,429.26	\$81,250.00	\$325,000.00

There are several potential reasons that these lines are running high currently. These are primarily placement lines which are not predictable or consistent expenses, so there is variability in our placements throughout the year. The state also tends to bill late, so some of the expenses reflected in these placement lines are services that were provided in 2024 but billed in 2025.

We are continually monitoring all our expenses by line item to watch for concerning trends. It is still early in the year, so we will continue to update the Board if these trends continue.

III. Staffing Updates:

We have recently hired new financial and front desk support staff after one left and one retired. We have hired the new financial supervisor as an internal promotion. We have also hired our new Waiver Case Manager and Waiver Case Aide

In Public Health we have recently hired a Community Health Specialist as an internal lateral move, leaving our Community Health Worker SHIP position open. We are advertising for that position. Public Health is also currently advertising for a Maternal Child Health Coordinator position, funded under the Foundations Grant. Our Emergency Preparedness Coordinator has also announced her retirement, so we have just posted that open position.

IV. Review Requests for Board Action:

Attachments: SCHSAC Information Page
SCHSAC Roster of Members, Alternates, and Workgroups

SCHSAC is the State Community Health Services Advisory Committee.

SCHSAC is a nonpartisan group of county commissioners, city council members, and local public health leaders from all regions of Minnesota. Members meet quarterly with the Commissioner of Health to discuss and give recommendations on public health-related issues that are important locally and statewide. Between quarterly meetings, SCHSAC members in workgroups collaborate to address critical and emerging priorities to help build a stronger public health system statewide.

The State Community Health Services Advisory Committee was created by the Minnesota Legislature in 1976 as a component of the Local Public Health Act.

The purpose of SCHSAC, as described in the Local Public Health Act, is to advise, consult with, and make recommendations to the Commissioner of Health on matters relating to the development, funding, and evaluation of community health services in Minnesota.

SCHSAC meets four times per year; an Executive Committee meets more frequently:

- Agendas and other materials are made available prior to meetings.
- Meetings are held in person and virtually.
- The commissioner of health and MDH Executive Office staff attend meetings whenever possible.
- Members are reimbursed for travel and parking; lunches are provided at in-person meetings.
- SCHSAC develops an annual work plan to focus activities; much of the work plan is accomplished through smaller workgroups.

SCHSAC workgroups engage in problem solving and policy development and submits recommendations to health commissioner. Recommendations are adopted by community health boards, implemented statewide through guidelines, used as basis for developing local and state policy.

- Minnesota public health leaders support and sustain SCHSAC through commitment and active participation.
- SCHSAC informs policy development, strengthens state-local relationships and communication, and builds support for public health.
- Member local elected officials and public health directors and administrators embody the state's commitment to protecting, maintaining, and improving health of all Minnesotans.

The next full SCHSAC meeting is currently scheduled for Thursday, June 12th, from 10 am to 2:30 pm. This will be the second full SCHSAC meeting of 2025. This meeting will be held at Amherst H. Wilder Foundation (451 Lexington Parkway N, St. Paul, MN 55104) as well as a virtual option will be offered. The SCHSAC meeting agenda and virtual log in details will be updated and calendar invite sent when available.

Contact Information:

Statewide Community Health Services Advisory Committee (SCHSAC)

<https://www.health.state.mn.us/schsac>



Roster of SCHSAC Members, Alternates, and Workgroups

SCHSAC voting members represent Minnesota's community health boards. Each community health board selects one member and one alternate to represent its board within SCHSAC.

Print: To print a roster, expand the list(s) below and then choose your browser's print function.

Update: To update the roster, please email health.schsac@state.mn.us.

[Expand All](#)

SCHSAC voting members and alternates ^

Community health board	Member and alternate
Aitkin-Itasca- Koochiching	Lester Kachinske
	Ricky Roche (alt)
Anoka	Mandy Meisner
	Jonelle Hubbard (alt)
Beltrami	Joe Gould
	Amy Bowles (alt)
Benton	Steve Heinen
	Jaclyn Litfin (alt)
Bloomington	Jenna Carter
	Nick Kelley (alt)
Blue Earth	Kelly Haeder
	Erika Sletten
Brown	Anton (Tony) Berg
	Jaimee Brand (alt)
Carlton-Cook- Lake-St. Louis	Shelley Fredrickson
	Ashley Grimm (alt)
Carver	Richard Scott
	John Fahey (alt)
Cass	Brian Buhmann
	Renee Lukkason (alt)
Chisago	Marlys Dunne
	Courtney Wehrenberg (alt)
Countryside	Paul Radermacher
	Liz Auch (alt)
Crow Wing	Steve Barrows
Dakota	Laurie Halverson
Des Moines Valley	Phil Nasby
	Michelle Ebberts (alt)
Dodge-Steele	Rodney (Rod) Peterson
	Amy Evans (alt)

Edina	Tracy Nelson
	Jeff Brown (alt)
Faribault-Martin	William (Bill) Groskreutz
	Jaime Bleess (alt)
Fillmore-Houston	Cindy Wright
	Mitch Lentz (alt)
Freeborn	Lukas Severson
	Susan Yost (alt)
Goodhue	Susan Betcher
	Nina Arneson (alt)
Hennepin	Angela Conley
	Sara Hollie (alt)
Horizon	Gordon (Gordy) Wagner
	Ann Stehn (alt)
Isanti	Maureen (Mo) Spike
	Bill Berg (alt)
Kanabec	Kathy Burski
	Rick Mattson (alt)
Kandiyohi-Renville	Steve Gardner
	Greg Snow (alt)
Le Sueur-Waseca	De Malterer
	Dave Preisler (alt)
Meeker-McLeod- Sibley	Beth Oberg
	Kiza Olson (alt)
Mille Lacs	Ronda Bjornson
	Kristine Klopp (alt)
Minneapolis	Damon Chaplin
	Heidi Ritchie (alt)
Morrison-Todd-Wadena	Greg Blaine
	Nathan Bertram (alt)
Mower	Pam Kellogg-Marmsoler
	Polly Glynn (alt)
Nicollet	Mark Dehen
	Kurt Zins
Nobles	Robert Paplow
	Stacie Golombiecki (alt)
North Country	Bonnie Engen
	John Nelson (alt)
Olmsted	Laurel Podulke-Smith
	Denise Daniels (alt)
Partnership4Health	Wayne Johnson
	David Meyer (alt)
Pine	Roger Nelson
	Samantha Lo (alt)
Polk-Norman-Mahnomen	Joan Lee
	Sarah Reese (alt)

Quin County	Theresia Gillie
	Kayla Jore (alt)
Rice	Debra Purfeerst
	Galen Malecha (alt)
Richfield	Jennifer Anderson
	Katrina DeVore (alt)
Scott	Barb Weckman Brekke
	Lisa Brodsky (alt)
Sherburne	Gary Gray
	Brad Schumacher (alt)
St. Paul-Ramsey	Rena Moran
	Tara Jebens-Singh (alt)
Stearns	Tarryl Clark
	Steve Notch (alt)
SWHHS	Dan Wildermuth
	Carol Biren (alt)
Wabasha	Tammy Fiedler
	Don Springer (alt)
Washington	Michelle Clasen
	David Brummel (alt)
Watonwan	Dillon Melheim
	Barbara Salmela-Lind (alt)
Winona	Marcia Ward
	Chris Meyer (alt)
Wright	Jeanne Holland
	Sarah Grosshuesch (alt)

SCHSAC Executive Committee members ▼

Region	Member and community health board
Chair	DeAnne (De) Malterer, LeSueur-Waseca
Vice-chair	Laurie Halverson, Dakota
Past chair	Tarryl Clark, Stearns
Northwest	Joan Lee, Polk-Norman-Mahnomen
	Bonnie Engen, North Country (alt)
Northeast	Lester Kachinske, Aitkin-Itasca-Koochiching
	Shelley Fredrickson, Carlton-Cook-Lake-St. Louis (alt)
West Central	Gordon (Gordy) Wagner, Horizon
	Ann Stehn, Horizon (alt)
Central	Steve Heinen, Benton
	Jeanne Holland, Wright (alt)
Metro	Mandy Meisner, Anoka
	Michelle Clasen, Washington (alt)
Southwest	Steve Gardner, Kandiyohi-Renville
	Phil Nasby, Des Moines Valley HHS (alt)
South Central	William Groskreutz, Faribault-Martin
	Beth Oberg, Meeker-McLeod-Sibley (alt)

Southeast	Mitchell Lentz, Fillmore-Houston
	Cindy Wright, Fillmore-Houston (alt)

Environmental Health Continuous Improvement Board (EHCIB) members ▼

For a list of EHCIB members, please visit: [Environmental Health Continuous Improvement Board](#).

Foundational Public Health Responsibility Funding Workgroup members ▼

Members:

- Odi Akosionu-DeSouza (MDH Health Equity Strategy and Innovation Division)
- Elizabeth Auch (Countryside)
- Jeff Brown (Edina)
- Sagar Chowdhury (Olmsted)
- Joanne Erspamer (Carlton-Cook-Lake-St. Louis)
- David Kurtzon (MDH Health Policy Division)
- Jody Lien (Partnership4Health)
- Katherine Mackedanz (Morrison-Todd-Wadena)
- Gabriel McNeal (Saint Paul-Ramsey)
- Mary Navara (MDH Environmental Health Division)
- Kiza Olson (Meeker-McLeod-Sibley)
- Rodney Peterson (Dodge-Steele)
- Sarah Reese (Polk-Norman-Mahnomen)
- Ann Zukoski (MDH Health Promotion and Chronic Disease Division)

Staff leads:

- Linda Kopecky, MDH Center for Public Health Practice
- Ann March, MDH Center for Public Health Practice

Infectious Disease Continuous Improvement Board (IDCIB) members ▼

Co-chairs:

- Kristi Goos, Partnership4Health (West Central)
- Kristin Sweet, MDH Infectious Disease Epidemiology, Prevention, and Control Division

Members representing LPHA regions:

- Jenny Barta, Carlton-Cook-Lake-St. Louis (Northeast)
- Jaimee Brand, Brown-Nicollet (South Central, Southwest)
- Pam Kellogg, Mower County (Central Region)
- Renee Lukkason, Cass County (Central)
- Nora Moore, St Paul-Ramsey (Metro)
- Fran Tougas, Quin County (Northwest)

MDH staff:

- Kristin Sweet, MDH Infectious Disease Epidemiology, Prevention, and Control Division

- Ellen Hill, MDH Infectious Disease Epidemiology, Prevention, and Control Division

Member Development Workgroup members ▾

Chair:

- De Malterer, Le Sueur-Waseca

Members:

- Michelle Ebbes, Nobles
- Joan Lee, Polk-Norman-Mahnomen
- Mandy Meisner, Anoka

Staff lead:

- Deanna White, MDH Center for Public Health Practice

Performance Measurement Workgroup members ▾

Chairs:

- Amy Bowles, Beltrami
- Chera Sevcik, Faribault-Martin

Members:

- Amina Abdullahi, Bloomington
- Chris Brueske, MDH Business Innovation and Support
- Mark Dehen, Nicollet
- Michelle Ebbes, Nobles
- Janet Goligowski, Stearns
- Angie Hasbrouck, Horizon
- Susan Michels, Carlton-Cook-Lake-St. Louis
- Mary Orban, MDH Center for Public Health Practice
- Kristin Osiecki, MDH Center for Health Equity
- Rodney Peterson, Dodge
- Meaghan Sherden, Olmsted
- Ann Zukoski, MDH Center for Health Promotion

MDH staff:

- Ghazaleh Dadres, MDH Center for Public Health Practice
- Ann March, MDH Center for Public Health Practice

PHEP Oversight Group members ▾

Chair:

- Dave Brummel, Washington County
- Bill Groskreutz, Garibault-Martin

Members:

- Carol Biren, Southwest Health and Human Services
- Kathy Burski, Kanabec County
- Stacey Durgin-Smith, Aitkin-Itasca-Koochiching
- Joanne Erspamer, Carlton County
- Amy Evans, Dodge County
- Nick Kelley, Bloomington
- Megan Kirby, LeSueur County
- Sarah Kjono, Polk-Norman-Mahnomen
- Lia Roberts, Dakota County
- Nicole Ruhoff, Sherburne County
- Ann Stehn, Horizon

MDH Workgroup Staff

- Katie Triebold, Emergency Preparedness and Response Division

MDH representatives:

- Sandra Hanson, Emergency Preparedness and Response Division
- Cheryl Petersen-Kroeber, Emergency Preparedness and Response Division
- Deb Radi, Emergency Preparedness and Response Division
- Amy Smith, Emergency Preparedness and Response Division

SCHSAC liaison: Becky Neudecker, MDH Center for Public Health Practice

Staff: Mickey Scullard, MDH Emergency Preparedness and Response Division

Local Public Health Data Modernization Workgroup ▼**Members:**

- De Malterer, Le Sueur- Waseca | SCHSAC Elected
- Tarryl Clark, Stearns County | SCHSAC Elected
- Angel Korynta, Polk-Norman-Mahnomen Public Health | LPHA Region I: Northwest
- Rob Prose, St. Louis County Public Health | LPHA Region II: Northeast
- LPHA Region III: *Open Position*
- Sarah Grosshuesch, Wright County | LPHA Region IV: Central
- Melanie Countryman, Dakota County Public Health | LPHA Region V: Metro
- Lisa Klotzbach, Dakota County Public Health | LPHA Region V: Metro
- Richard Scott, Carver County | LPHA Region V: Metro
- Shelly Aalfs, Countryside Public Health | LPHA Region VI: Southwest/South Central
- Alyssa Johnson, Faribault-Martin CHB | LPHA Region VII: Southeast
- Tina Jordahl, Olmsted County Public Health Services | LPHA Region VII: Southeast

Non-voting MDH Subject Matter Experts:

Subject matter experts and Data Stewards from across MDH will be asked to join the workgroup as non-voting members including a subject matter expert that is connected to the Tribal Public Health data system/work and the MDH Chief Data and Analytics Officer.

- Nila Hines, MDH Chief Data Analytics Officer | Office of Data Analytics
- Analise Dickinson, Data Scientist | MDH Office of Data Strategy and Interoperability

- Dawn Huspeni, Epidemiologist Supervisor | MDH Infectious Disease Epidemiology, Prevention and Control (IDEPC) Division
- Kari Guida, Senior Health Informatician | MDH Center for Health Information Policy and Transformation (CHIPT)
- Tribal Public Health Subject Matter Expert: *Open Position*

Last Updated: 04/24/2025



CHISAGO COUNTY
BOARD OF COMMISSIONERS
May 7, 2025

TAB # 2

Payment of County's Warrants for HHS

Human Services Warrants

<u>Check Date</u>	<u>Amount</u>	<u>Board Date</u>	<u>Type of Check/Payments</u>
5/9/2025	\$ 48,917.67	5/7/2025	Commissioner Warrant
4/11/2025	\$ 20,234.34		Auditor Warrant
4/15/2025	\$ 0.01		Auditor Warrant
4/18/2025	\$ 152,666.29		Auditor Warrant
4/25/2025	\$ 56,551.47		Auditor Warrant
	\$ 278,369.78	Total	

*******All Warrants Available with the Clerk of the Board*******

LSaumer
4/29/2025 11:39:17AM

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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name	
1	9555 3E Productions					
	05-451-480-0000-6824		400.00	CONFERENCE REGISTRATION	Ship Grant Expense	N
				04/07/2025 04/08/2025		
	9555 3E Productions		400.00	1 Transactions		
2	9297 Allen/Theresa					
	05-430-700-0125-6240		301.34	LICENSE RENEWAL	Reg Fees	N
				04/14/2025 04/14/2025		
	9297 Allen/Theresa		301.34	1 Transactions		
4	10292 AMAZON CAPITAL SERVICES					
	05-420-600-0000-6401		56.30	SUPPLIES	1QXH-9DVR-WRGL General Supplies	N
				04/14/2025 04/14/2025		
4			84.45	SUPPLIES	1QXH-9DVR-WRGL General Supplies	N
				04/14/2025 04/14/2025		
3			125.28	SUPPLIES	1XGH-P14D-TKJ3 General Supplies	N
				04/21/2025 04/21/2025		
	10292 AMAZON CAPITAL SERVICES		266.03	3 Transactions		
5	██████████					
	05-460-310-0000-6111		65.00	PER DIEM	Per Diems for Opioid Council	Y
				03/20/2025 03/20/2025		
6			65.00	PER DIEM	Per Diems for Opioid Council	Y
				04/17/2025 04/17/2025		
	██████████		130.00	2 Transactions		
8	9267 Beltt/Dee					
	05-430-700-0000-6240		20.68	CLIENT MEAL REIMBURSEMENT	Registration Fees	N
				02/27/2025 04/01/2025		
7			51.00	TRAVEL EXPENSE-PARKING	Mh Travel	N
				02/27/2025 04/01/2025		
	9267 Beltt/Dee		71.68	2 Transactions		
9	3612 BENSON/ROBERT					
	05-420-600-0133-6335		60.21	TRAVEL EXPENSE-MILEAGE	Director Travel	N
				03/06/2025 04/24/2025		
9			97.13	TRAVEL EXPENSE-MILEAGE	Director Travel	N
				03/06/2025 04/24/2025		
9			36.91	TRAVEL EXPENSE-MILEAGE	Worker Travel	N
				03/06/2025 04/24/2025		

CHISAGO COUNTY



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	
	3612	BENSON/ROBERT		194.25	3 Transactions			
10		05-451-480-0000-6839		3,200.00	CANNABIS SUBSTANCE USE PREVENT 03/17/2025 03/28/2025		Cannabis and Substance Use Prev Grant Y	
11		05-451-480-0000-6839		6,400.00	CANNABIS SUBSTANCE USE PREVENT 03/31/2025 04/25/2025		Cannabis and Substance Use Prev Grant Y	
				9,600.00	2 Transactions			
12	1198	BOOKER/KIMBERLY		343.00	TRAVEL EXPENSE-MILEAGE 02/27/2025 04/18/2025		Child Prot Staff Travel	N
	1198	BOOKER/KIMBERLY		343.00	1 Transactions			
13	9550	Brightening Connections LLC dba		2,000.00	ALL STAFF MEETING SPEAKER 04/14/2025 04/14/2025	1821	HP Grant Expenditures	N
	9550	Brightening Connections LLC dba		2,000.00	1 Transactions			
14	3082	CANVAS HEALTH		2,326.23	OPIOID ACTION COUNCIL 03/01/2025 03/31/2025		Opioid Grants	Y
	3082	CANVAS HEALTH		2,326.23	1 Transactions			
15	30069	CHISAGO COUNTY PRESS		9.50	NORTH BRANCH SUBSCRIPTION 04/28/2025 04/28/2025	1008430	General Administration	N
15		05-430-700-0000-6241		19.00	NORTH BRANCH SUBSCRIPTION 04/28/2025 04/28/2025	1008430	General Administration	N
15		05-451-430-0000-6800		21.50	NORTH BRANCH SUBSCRIPTION 04/28/2025 04/28/2025	1008430	Other Expense	N
	30069	CHISAGO COUNTY PRESS		50.00	3 Transactions			
16	1263	CHRISTENSON/BRANDIE		26.25	TRAVEL EXPENSE-MILEAGE 02/18/2025 02/24/2025		Worker Travel	N
17		05-451-430-0000-6335		59.15	TRAVEL EXPENSE-MILEAGE 03/17/2025 03/26/2025		Worker Travel	N
	1263	CHRISTENSON/BRANDIE		85.40	2 Transactions			

LSaumer
4/29/2025 11:39:17AM
5 Health And Human Services

CHISAGO COUNTY



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 4

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
19	30177 CINTAS CORPORATION 05-420-600-0000-6241		6.46	WEEKLY RUG SERVICE 04/08/2025 04/08/2025	4226623812	General Administration	N
19	05-430-700-0000-6241		12.93	WEEKLY RUG SERVICE 04/08/2025 04/08/2025	4226623812	General Administration	N
19	05-451-430-0000-6800		14.63	WEEKLY RUG SERVICE 04/08/2025 04/08/2025	4226623812	Other Expense	N
20	05-420-600-0000-6241		6.46	WEEKLY RUG SERVICE 04/15/2025 04/15/2025	4227407897	General Administration	N
20	05-430-700-0000-6241		12.93	WEEKLY RUG SERVICE 04/15/2025 04/15/2025	4227407897	General Administration	N
20	05-451-430-0000-6800		14.63	WEEKLY RUG SERVICE 04/15/2025 04/15/2025	4227407897	Other Expense	N
18	05-420-600-0000-6241		6.46	WEEKLY RUG SERVICE 04/22/2025 04/22/2025	4228125497	General Administration	N
18	05-430-700-0000-6241		12.93	WEEKLY RUG SERVICE 04/22/2025 04/22/2025	4228125497	General Administration	N
18	05-451-430-0000-6800		14.63	WEEKLY RUG SERVICE 04/22/2025 04/22/2025	4228125497	Other Expense	N
	30177 CINTAS CORPORATION		102.06	9 Transactions			
23	5160 DHS MAPS 05-420-640-0000-6298		58.24	01/2025 FEDERAL OFFSET FEES 01/01/2025 01/31/2025	A300C503910	Fed Tax Offset	N
24	05-420-640-0000-6298		766.69	03/2025 FEDERAL OFFSET FEES 03/01/2025 03/31/2025	A300C510213	Fed Tax Offset	N
22	05-430-720-0000-5831		150.00	MEC2 BSFE RECOVERIES 03/01/2025 03/31/2025	A300MC13268I	Mec2 Childcare Recoveries	N
21	05-430-720-3140-6051		2,136.00	BSFE CO MATCH 03/01/2025 03/31/2025	A300MC13268I	Pos Other Child Care	N
	5160 DHS MAPS		3,110.93	4 Transactions			
25	1464 DHS MAXIS CASHIER 05-420-610-0000-6001		67.50	AFDC 03/01/2025 03/31/2025	A300MX13265I	Payments To Recipients	N
26	05-420-610-0000-6001		15.00	MFIP 03/01/2025 03/31/2025	A300MX13265I	Payments To Recipients	N
27	05-420-620-0000-6001		5.00	GA 03/01/2025 03/31/2025	A300MX13265I	Payments To Recipients	N
29	05-420-660-0000-5839		1,015.84	GRH RECOVERIES	A300MX13265I	Grh Rec	N

Chisago County Board of Commissioners
May 7, 2025

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CHISAGO COUNTY



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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	
28	05-430-741-3430-6051		1,320.55	03/01/2025 03/31/2025 GRH-IMD	A300MX13265I	Housing Subsidy	N
	1464 DHS MAXIS CASHIER		2,423.89	03/01/2025 03/31/2025 5 Transactions			
30	1926 DNA DIAGNOSIS CENTER 05-420-640-0000-6264		58.00	GENETIC TESTING 04/01/2025 04/01/2025	1312493025	Paternity Costs	Y
31	05-420-640-0000-6264		116.00	GENETIC TESTING 04/01/2025 04/01/2025	13174832025	Paternity Costs	Y
	1926 DNA DIAGNOSIS CENTER		174.00	2 Transactions			
32	2201 EISENSCHENK/JEANETTE 05-430-700-0127-6335		7.00	TRAVEL EXPENSE-PARKING 04/22/2025 04/22/2025		Mh Travel	N
	2201 EISENSCHENK/JEANETTE		7.00	1 Transactions			
33	9472 Ensrud/Savanna 05-430-700-0128-6335		100.80	TRAVEL EXPENSE-MILEAGE 03/10/2025 04/10/2025		Child Prot Staff Travel	N
	9472 Ensrud/Savanna		100.80	1 Transactions			
34	9425 Fentanyl Free Communities Foundation 05-460-310-0000-6851		5,000.00	OPIOD ACTION COUNCIL 04/10/2025 04/10/2025		Opioid Grants	N
	9425 Fentanyl Free Communities Foundation		5,000.00	1 Transactions			
35	9282 Fox Hollow Consulting LLC 05-451-470-0000-6844		485.00	IMH CONSULTANT 04/16/2025 04/16/2025	16	MECSH Grant Exp	Y
	9282 Fox Hollow Consulting LLC		485.00	1 Transactions			
38	9259 Gau/Alison 05-451-430-0000-6401		25.74	PUBLIC HEALTH SUPPLIES 03/27/2025 04/08/2025		General Supplies	N
36	05-451-480-0000-6824		55.65	TRAVEL EXPENSE-MILEAGE 03/31/2025 04/08/2025		Ship Grant Expense	N
37	05-451-480-0000-6824		30.00	TRAVEL EXPENSE-PARKING 03/27/2025 04/08/2025		Ship Grant Expense	N

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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	
9259	Gau/Alison		111.39		3 Transactions		
39	3016 GIESCHEN/MOLLY						
	05-430-700-0137-6335		20.00	TRAVEL EXPENSE-PARKING		Adult Services Travel	N
				03/28/2025 03/28/2025	1 Transactions		
	3016 GIESCHEN/MOLLY		20.00				
40	2824 GRANDSTRAND FUNERAL HOME						
	05-420-622-0000-6006		1,500.00			Burials General Relief	N
				04/01/2025 04/01/2025	1 Transactions		
	2824 GRANDSTRAND FUNERAL HOME		1,500.00				
42	5978 HENNEPIN COUNTY						
	05-420-650-0000-6005		500.76	MEDICAL TRANSPORTATION ADM	245066	Ma Transportation	N
				04/09/2025 04/09/2025			
41	05-420-650-0000-6005		710.01	MEDICAL TRANSPORTATION ADM	245513	Ma Transportation	N
				04/21/2025 04/21/2025	2 Transactions		
	5978 HENNEPIN COUNTY		1,210.77				
43	90061 INNOVATIVE OFFICE SOLUTIONS LLC						
	05-420-600-0000-6401		20.56	SUPPLIES	4817711	General Supplies	N
				04/17/2025 04/17/2025			
43	05-430-700-0000-6401		30.84	SUPPLIES	4817711	General Supplies	N
				04/17/2025 04/17/2025	2 Transactions		
	90061 INNOVATIVE OFFICE SOLUTIONS LLC		51.40				
79	9103 Kearn/Brittany						
	05-430-700-0127-6335		66.00	TRAVEL EXPENSE-PARKING		Mh Travel	N
				03/26/2025 03/28/2025	1 Transactions		
	9103 Kearn/Brittany		66.00				
52	9501 Know the Truth Prevention Program						
	05-460-310-0000-6851		7,549.08	CCOAC-KTT INVOICE	0325	Opioid Grants	N
				03/01/2025 03/31/2025	1 Transactions		
	9501 Know the Truth Prevention Program		7,549.08				
44	7327 LEWIS/NICOLE						
	05-430-700-0134-6335		34.96	TRAVEL EXPENSE-MILEAGE		DD Worker Travel	N
				03/20/2025 04/08/2025			
45	05-430-700-0137-6335		81.59	TRAVEL EXPENSE-MILEAGE		Adult Services Travel	N

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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>	
	7327	LEWIS/NICOLE		116.55	03/20/2025 04/08/2025 2 Transactions			
50	5807	MACMH 05-430-700-0137-6240		365.00	CMH CONFERENCE REGISTRATION 04/28/2025 04/29/2025 1 Transactions	HECKEL.SARA	Adult Services Training	N
	5807	MACMH		365.00				
46		05-460-310-0000-6111		65.00	PER DIEM 04/17/2025 04/17/2025 1 Transactions		Per Diems for Opioid Council	Y
				65.00				
47	4873	MCKESSON MEDICAL SURGICAL 05-451-470-0000-6800		539.16	INNOVATIVE FUND - TEST KITS 04/14/2025 04/14/2025 1 Transactions	23622645	Other Expense	N
	4873	MCKESSON MEDICAL SURGICAL		539.16				
48	3868	MCMURRAY/TODD 05-420-600-0130-6335		58.80	TRAVEL EXPENSE-MILEAGE 03/06/2025 04/17/2025		Ss Director Travel	N
48		05-430-700-0130-6335		88.20	TRAVEL EXPENSE-MILEAGE 03/06/2025 04/17/2025 2 Transactions		Ss Director Travel	N
	3868	MCMURRAY/TODD		147.00				
49	5070	METRO LEGAL SERVICES INC 05-420-640-0000-6269		55.00		3567813	Proff Process Servers	Y
	5070	METRO LEGAL SERVICES INC		55.00	04/21/2025 04/21/2025 1 Transactions			
51	5189	MN DEPT OF HEALTH VITAL STATISTICS 05-420-640-0000-6264		40.00		3170099	Paternity Costs	N
	5189	MN DEPT OF HEALTH VITAL STATISTICS		40.00	04/14/2025 04/14/2025 1 Transactions			
54	9213	Mobraten/Samantha 05-430-700-0137-6335		65.80	TRAVEL EXPENSE-MILEAGE 03/12/2025 03/17/2025		Adult Services Travel	N
53		05-430-700-0137-6335		23.10	TRAVEL EXPENSE-MILEAGE 02/21/2025 02/27/2025		Adult Services Travel	N

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CHISAGO COUNTY



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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	
9213	Mobraten/Samantha		88.90				
				2 Transactions			
55	5302 NACVSO						
	05-121-000-0000-6245		400.00	CONFERENCE REGISTRATION	12726 WOWALKE.W	Conferences, Training And Dues	N
				07/12/2025 07/19/2025			
56	05-121-000-0000-6850		400.00	CONFERENCE REGISTRATION	12748 BROWN.BRY	Op Enhancement Grant Expense	N
				07/12/2025 07/19/2025			
	5302 NACVSO		800.00	2 Transactions			
57	9393 PETERSON/AMY						
	05-430-700-0137-6335		187.60	TRAVEL EXPENSE-MILEAGE		Adult Services Travel	N
				02/13/2025 04/09/2025			
	9393 PETERSON/AMY		187.60	1 Transactions			
58							
	05-460-310-0000-6111		65.00	PER DIEM		Per Diems for Opioid Council	Y
				04/17/2025 04/17/2025			
			65.00	1 Transactions			
59	9144 Peterson/Samantha						
	05-430-700-0128-6335		183.40	TRAVEL EXPENSE-MILEAGE		Child Prot Staff Travel	N
				04/10/2025 04/10/2025			
	9144 Peterson/Samantha		183.40	1 Transactions			
60	9533 Pfutzenreuter/Niki						
	05-430-700-0127-6335		226.10	TRAVEL EXPENSE-MILEAGE		Mh Travel	N
				03/13/2025 03/28/2025			
	9533 Pfutzenreuter/Niki		226.10	1 Transactions			
61	8328 PHC CORPORATION OF NORTH AMERICA						
	05-451-480-0000-6842		5,639.92	FOUNDATIONAL GRANT	5740827	Foundation Grant Expenses	N
				04/15/2025 04/15/2025			
	8328 PHC CORPORATION OF NORTH AMERICA		5,639.92	1 Transactions			
62	5138 REEVERTS/LANAY A						
	05-430-700-0129-6335		158.90	TRAVEL EXPENSE-MILEAGE		Cd & Lic Travel	N
				03/11/2025 04/16/2025			
	5138 REEVERTS/LANAY A		158.90	1 Transactions			
	3350 SCHNEIDER/RUSHESS						

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Audit List for Board 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	
63	05-451-470-0000-6335		20.30	TRAVEL EXPENSE-MILEAGE 03/06/2025 03/26/2025		Worker Travel	N
64	05-451-470-0000-6844		47.60	TRAVEL EXPENSE-MILEAGE 03/06/2025 03/26/2025		MECSH Grant Exp	N
3350	SCHNEIDER/RUSHESS		67.90	2 Transactions			
65	7292 SCOTT/HEATHER 05-430-700-0128-6335		171.50	TRAVEL EXPENSE-MILEAGE 03/04/2025 03/31/2025		Child Prot Staff Travel	N
7292	SCOTT/HEATHER		171.50	1 Transactions			
66	7712 SMITH/KARLENE 05-430-700-0128-6335		89.60	TRAVEL EXPENSE-MILEAGE 03/25/2025 04/22/2025		Child Prot Staff Travel	N
7712	SMITH/KARLENE		89.60	1 Transactions			
67	8703 Stenson/Elizabeth 05-451-480-0000-6824		58.10	TRAVEL EXPENSE-MILEAGE 04/08/2025 04/08/2025		Ship Grant Expense	N
68	05-451-480-0000-6824		15.00	TRAVEL EXPENSE-PARKING 04/08/2025 04/08/2025		Ship Grant Expense	N
8703	Stenson/Elizabeth		73.10	2 Transactions			
69	7930 STRAND/TERESA 05-430-700-0127-6335		66.00	TRAVEL EXPENSE-PARKING 03/26/2025 03/28/2025		Mh Travel	N
7930	STRAND/TERESA		66.00	1 Transactions			
70	9549 University Language Center 05-430-700-0000-6826		1,200.00	TRANSLATION&RECORDING PHONE TR 03/31/2025 03/31/2025	60748	Contingency	N
9549	University Language Center		1,200.00	1 Transactions			
71	8486 VAN DEN HEUVEL/STACY 05-430-700-0127-6335		193.20	TRAVEL EXPENSE-MILEAGE 03/26/2025 03/28/2025		Mh Travel	N
72	05-430-700-0127-6335		48.00	TRAVEL EXPENSE-PARKING 03/26/2025 03/28/2025		Mh Travel	N
8486	VAN DEN HEUVEL/STACY		241.20	2 Transactions			

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Vendor	<u>Name</u>	<u>Rpt</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>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
8544	WREN/HEATHER					
73	05-430-700-0137-6335		124.60	TRAVEL EXPENSE-MILEAGE 03/25/2025 03/28/2025	Adult Services Travel	N
74	05-430-700-0137-6335		36.00	TRAVEL EXPENSE-PARKING 03/26/2025 03/28/2025	Adult Services Travel	N
8544	WREN/HEATHER		160.60	2 Transactions		
9763	ZIERDEN/JESSICA					
75	05-430-700-0128-6335		355.25	TRAVEL EXPENSE-MILEAGE 03/11/2025 04/01/2025	Child Prot Staff Travel	N
76	05-430-700-0128-6335		61.85	TRAVEL EXPENSE-PARKING 03/17/2025 04/07/2025	Child Prot Staff Travel	N
77	05-430-700-0128-6335		57.53	TRAVEL EXPENSE-MEALS 03/17/2025 04/07/2025	Child Prot Staff Travel	N
78	05-430-700-0128-6335		15.36	TRAVEL EXPENSE-FUEL 03/17/2025 04/07/2025	Child Prot Staff Travel	N
9763	ZIERDEN/JESSICA		489.99	4 Transactions		
5 Fund Total:			48,917.67	Health And Human Services	51 Vendors	92 Transactions
Final Total:			48,917.67	51 Vendors	92 Transactions	

CHISAGO COUNTY



Recap by Fund	<u>Fund</u>	<u>Amount</u>	<u>Name</u>	
	5	48,917.67	Health And Human Services	
	All Funds	48,917.67	Total	Approved by,
				
				

Chisago County Request for Board Action



Meeting Date: May 7, 2025	Item Number: 3	
Title of Item for Consideration: Chisago County Fraud Prevention Investigation Agreement through 6.30.2027		
Action Requested by: Robert Benson, Director	Department: HHS	
Previous Action on this Matter: Approval of agreement dated July 1, 2023 through June 30, 2025		
Background: The Chisago County Sheriff's Department has been providing Fraud Prevention Investigation Services since December 1, 2008. This has been a good working relationship and the work that the fraud investigator has done has been much appreciated by Health and Human Services. Attachment(s): Chisago County Fraud Prevention Investigation Agreement through 6.30.27		
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners Approve the Chisago County Fraud Prevention Investigation Agreement. The suggested motion is as follows: "Move to Approve the Chisago County Fraud Prevention Investigation Agreement through 6.30.27"		
Implications of Action: Approval at tonight's meeting will authorize the Chisago County Sheriff's Department and Health and Human Services to continue to work together to reduce fraud in this county. Budget/Financial Implications: The State of Minnesota Fraud Prevention Investigation grant covers the cost of this program for the term of this agreement. 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 _ _ _ _

CHISAGO COUNTY
FRAUD PREVENTION INVESTIGATION
AGREEMENT

THIS AGREEMENT is made by the Minnesota Department of Human Services [DHS], through its agent, Chisago County Health & Human Services [Department] acting with the approval of the Chisago County Board of Commissioners, and by the Chisago County Sheriff [Sheriff].

RECITALS:

- (1) Chisago County is required to participate in the fraud prevention investigation [FPI] program under Minn. Stat. §256.983.
- (2) The Department determined the FPI program in Chisago County can best be done using Sheriffs personnel.
- (3) The Department wishes to enter into an agreement with the Sheriff to purchase FPI services using available State and Federal funds.

NOW, THEREFORE, in consideration of the mutual understanding and agreements contained in this document, the parties agree as follows:

1. TERM

1.1 This Agreement begins on July 1, 2025 and ends on June 30, 2027 unless terminated earlier as provided in Section 2.

2. TERMINATION

2.1 If the funding to Chisago County from State and Federal sources is not obtained and continued at an aggregate level sufficient to allow purchasing the quantity of services indicated, each party's obligations may be terminated immediately upon notice to the Sheriff.

2.2 This Agreement may be terminated, in whole or in part, by either party upon not less than 60 days written notice to the other party.

Notice to the Department will be delivered to its Director, Robert Benson, Chisago County Government Center, 313 N. Main Street, Room 239, and Center City, MN 55012.

Notice to the Sheriff will be delivered to Sheriff Brandon Thyen, Sheriff's Office, 15230 Per Road, Center City, MN 55012.

2.3 If this Agreement is terminated, the Sheriff is entitled to payment determined on a pro rata basis for services satisfactorily performed before termination.

3. INVESTIGATION SERVICES TO BE FURNISHED BY SHERIFF

3.1 The Sheriff will designate an employee to act as liaison between the Sheriff and the Department.

3.1.1 The liaison designee will direct FPI activities on cases referred to the Sheriff by the Department under the FPI program.

3.2 The Sheriff agrees to conduct the FPI program in compliance with DHS "Fraud Prevention Investigation Program Guidelines" set forth in Attachment A as well as any successor guidelines issued by DHS during the term of this Agreement.

3.3 FPI investigations will be handled by the Sheriff using licensed peace officers.

3.3.1 When performing FPI investigations, licensed peace officers will be referred to as Eligibility Examiners.

3.4 Upon receipt of a FPI case referral from the Department, the Sheriff agrees to:

3.4.1 Conduct an investigation pursuant to FPI guidelines and the Department's instructions.

3.4.2 Attempt to make contact with the applicant or recipient for purposes of an interview.

3.4.3 Report FPI findings to the Department within two to five working days after receiving the request for Investigation.

3.5 The Sheriff further agrees, upon the Department's request, to perform case file desk reviews on randomly selected cases in the period up to 3 months following a Combined Application Form's formal approval determining Food Stamp or MFIP program eligibility.

3.5.1 The desk review is to identify cases that meet FPI referral criteria but were not referred for an investigation.

3.5.2 If an inconsistency that meets FPI referral criteria is identified during the desk review, the Department will complete a Request for Investigation.

3.6 The Sheriff further agrees to:

3.6.1 Assure that investigative techniques followed in FPI cases are consistent with the current "Fraud Prevention Investigation Guidelines" issued by DHS.

3.6.2 Assure that investigative techniques followed in FPI cases adhere to Federal, State and local laws, regulations and rules.

3.6.3 Conduct FPI case referral investigations in a timely manner using qualified staff in order to assure that eligibility determination timeframes are met by the Department.

3.6.4 Maintain appropriate investigative logs describing staff activities and time spent on FPI referrals.

3.6.5 Permit, as required by Federal and State regulations, personnel from county, State or Federal agencies, or their authorized agents, to review and audit records that the Sheriff maintains in performing duties under this Agreement.

3.6.6 Meet all Federal requirements necessary to obtain enhanced Federal funding for welfare fraud investigation and all State requirements necessary to obtain FPI funding.

3.6.7 Request payment from the Department on the basis set forth in Federal regulations, State plan and State rules.

3.6.8 Maintain peace officer licensees under Minnesota laws for employees assigned to perform FPI activities.

3.7 The Sheriff will include, as appropriate, the following as FPI activities on an FPI case referral:

3.7.1 Make up to three attempts to visit in order to physically ascertain an applicant/recipient's identity at the stated residence address.

3.7.2 Identify the number, ages and physical presence of child(ren) by making face-to-face contact or observing reasonable evidence that the child(ren) are living at the residence.

3.7.3 Attempt to verify adults in household by noting physical presence, oral statements, personal belongings, or documentary evidence of relationship such as marriage certificate.

3.7.4 Make up to three attempts to personally contact landlord or resident caretaker in order to verify statements made on the Combined Application Form.

3.7.5 View county recorder/assessor records to verify home ownership status.

3.7.6 Make contacts with other appropriate public agencies, such as law enforcement, job services, Social Security Administration, in order to check an applicant/recipient's statements made on the Combined Application Form.

3.7.7 Check available records to verify earned income, unearned income, assets and employment.

3.7.8 Check on motor vehicles and other licensed and registered assets with appropriate sources.

3.7.9 Check other unusual or suspicious circumstances noted as appropriate within the perimeters of appropriate FPI investigation guidelines.

3.7.10 Focus FPI investigation activities on the specific reason the FPI case referral was made.

4. DEPARTMENT OBLIGATIONS

4.1 The Department agrees to:

4.1.1 Make FPI case referrals to the Sheriff on Request for Investigation forms in accordance with applicable referral criteria.

4.1.2 Supply the Sheriff with appropriate information as provided for and defined in Federal and State regulations and rules.

4.1.3 Reimburse the Sheriff for providing activities and services related to the FPI Program as set forth in this agreement.

4.2 The Department will schedule meetings with Sheriffs liaison designee or eligibility examiners to discuss issues in order to ensure FPI program activities are consistently and appropriately undertaken.

5. SERVICE DELIVERY

5.1 Except as otherwise noted, the Sheriff maintains control and autonomy with respect to the methods, times, means and personnel to be used in furnishing services to the Department under this Agreement.

5.2 The Department may, after consulting the Sheriff, request the Sheriff to replace an eligibility examiner assigned to provide services under this Agreement.

5.3 The parties agree that the program will be referred to as the "Program Integrity Investigation" program in any communication with applicants or recipients contacted during a FPI case referral investigation.

5.3.1 Sheriffs personnel assigned to FPI field investigations are required to have credentials identifying each as a "Representative of the Chisago County Income Maintenance Unit" when conducting FPI referral investigative activities under this Agreement.

5.4 The Department has the right to monitor and evaluate Sheriffs services provided under this Agreement.

5.4.1 The Sheriff agrees to cooperate in any evaluation efforts undertaken by the Department or required by DHS.

5.4.2 The Sheriff agrees to cooperate with the Department in effectively managing services purchased under this Agreement.

5.5 Attachment B contains information about Limited English Proficiency Language Access Requirements for individuals with limited English proficiency.

6. DATA PRACTICES

6.1 The parties agree to abide by the Minnesota government data practices act, Minn. Stat. Chap. 13, and the rules adopted to implement the act as well as other State and Federal laws on data privacy in providing FPI services under this Agreement.

6.2.1 While conducting FPI investigations pursuant to this Agreement, the Sheriffs personnel are considered to be functioning as welfare system employees and will have access to private or confidential data maintained by the Department or DHS to the extent necessary to carry out responsibilities under this Agreement.

6.2.2 The information exchanged pursuant to this Agreement can only be used by Sheriff's personnel only in conjunction with services provided under this Agreement.

6.2 Sheriff Brandon Thyen is the responsible authority for the Sheriff under Minn.Stat.013.46, subd. 10(a)(4).

7. SERVICES COSTS AND PAYMENTS

7.1 The Sheriff will submit a monthly invoice Statement to the Department within 15 working days after each calendar month.

7.1.1 The Sheriff will submit the final invoice for the state fiscal year inclusive of May and June services rendered by June 10th 2026 and June 10th 2027 in accordance with the end of the state department fiscal year.

7.1.2 The Department will pay a properly completed invoice within 30 days following receipt.

7.2 If the Department receives a reduction in administrative reimbursement from DHS based on a failure to comply with FPI program guidelines or cost-effectiveness standards, the payment amount under this agreement may be reduced proportionately.

7.3 If the funding to Chisago County from State and Federal sources is not obtained and continued at an aggregate level sufficient to allow purchasing the quantity of services indicated, each party's obligations may be terminated immediately upon notice to the Sheriff.

7.4 Costs paid under this Agreement cannot exceed \$60,000 for investigative services in each of state fiscal years 2026 and 2027.

7.4.1 No more than \$5,000.00 will be paid for FPI investigative services per month.

8. RECORDS/AUDIT RETENTION

8.1 The Sheriff will maintain records pertaining to services under this Agreement and provide the Department with financial, statistical and service reports upon request.

8.2 Sheriffs records, documents, papers, accounting procedures and practices, and other documents relevant to this Contract are subject to examination, duplication, transcription, and audit by the Department, DHS, and the Legislative or State Auditor pursuant to Minn. Stat. §16C.05 and by the U.S. Department of Health and Human Services and the U.S. Comptroller General, or a duly authorized representative.

8.2.1 The Sheriff agrees to maintain the documents for a 5-year period from the date services or payment were last provided or made, or longer if any audit in progress requires a longer retention period.

9. FAIR HEARING

9.1 The Sheriff will assist the Department in complying with Minn. Stat. §256.045, Administrative and Judicial Review of Human Services Matters.

10. SUBCONTRACTING AND ASSIGNMENTS

10.1 The Sheriff cannot enter into any subcontract for performing services contemplated under this Agreement nor assign any interest in this Agreement.

11. AMENDMENT

11.1 This Agreement may be amended at any time in writing signed by the parties.

11.2 An interpretation or variation to the Agreement that is not viewed as material by either party does not require signature.

12. MERGER

12.1 The parties' entire agreement is contained in this Agreement.

12.2 This Agreement supersedes all oral agreements and negotiations by the parties relating to its subject matter.

12.3 Items referred to in this Agreement are incorporated or attached and deemed to be part of the Agreement.

IN WITNESS THEREOF, the parties, each intending to be bound by this agreement, effective July 1, 2025 irrespective of the dates of the signatures, certifies that the appropriate persons have executed the Contract, as required by applicable articles, by-laws resolutions and ordinances

APPROVED:

1. SHERIFF'S DEPARTMENT:

APPROVED

By: Brandon Thyen	
Signed:	Print:
Title: Chisago County Sheriff	
Date:	

2. COUNTY OF CHISAGO:

APPROVED

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

Certified:

By: Chase Burnham	
Signed:	Print:
Title: County Administrator	
Date:	

By: Robert Benson	
Signed:	Print:
Title: Health and Human Service Director	
Date:	

Reviewed as to Form:

By: Janet Reiter	
Signed:	Print:
Title: Chisago County Attorney's Office	
Date:	

Chisago County Request for Board Action



Meeting Date: May 7, 2025	Item Number. 4
Title of Item for Consideration: State of Minnesota Department of Human Services County Grant Contract for Fraud Prevention Investigation 2026 - 2027	
Action Requested by: Robert Benson, Director	Department: Health and Human Services
Previous Action on this Matter: Approval of a Fraud Prevention Investigation Program grant from the state of Minnesota for state fiscal years 2024 through 2025.	
Background: This is a grant for state fiscal years 2026 through 2027 to support the Fraud Prevention Investigation Program. The County Sheriff's Department, County Attorney and Health and Human Services Department work collaboratively to address matters related to fraud in the human service's public assistance programs. Chisago County is required to participate in the fraud prevention investigation program under Minn. Stat. §256.983.	
Attachment(s): State of Minnesota Department of Human Services County Grant Contract for Fraud Prevention Investigation	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the State of Minnesota Department of Human Services County Grant Contract for Fraud Prevention Investigation. The suggested motion is as follows: "Move to approve the State of Minnesota Department of Human Services County Grant Contract for Fraud Prevention Investigation."	
Implications of Action: Acceptance of this grant agreement will ensure the continued funding of a fraud prevention investigator to address fraud activity in public assistance programs	
Budget/Financial Implications: Funded by state grant 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.	
Administrator's Recommendation	
Approve <u>CEB</u> _____	Deny _____
Other _____	
Motion By:	Seconded by:

To:			
Action on Motion:	Aye _ _ _ _ _	Nay _ _ _ _	Abstain _ _ _ _

State of Minnesota County Grant Contract Worksheet (Not Part of the Contract)

This worksheet contains private information and should not be reproduced or distributed externally without express written permission of the County. If you circulate this grant contract internally, only offices that require access to the tax identification number and all individuals/offices signing this grant contract should have access to this page.

Total Amount of Grant Contract \$ _____	
FinDeptID H55 _____	amount for state fiscal year _____ : \$ _____
	amount for state fiscal year _____ : \$ _____
FinDeptID H55 _____	amount for state fiscal year _____ : \$ _____
	amount for state fiscal year _____ : \$ _____

____ State Funds Only

____ Federal Funds Only

____ Both State and Federal Funds

Starts in fiscal year:	Vendor ID:
------------------------	------------

SWIFT Grant# /Encumbrance #: GRK _____ / _30000 _____

Number/Date/Initials:

Individual signing certifies that funds have been encumbered as required by Minnesota Statutes, section 16A.15.

Related RFP file number: [Click here to enter number](#)

COUNTY Name and Address:

Minnesota Department of Human Services County Grant Contract

This Grant Contract, and all amendments and supplements to the contract ("CONTRACT"), is between the State of Minnesota, acting through its Department of Human Services, Office of Inspector General – Financial Fraud and Abuse Division ("STATE") and [Click here to enter County name](#), an independent grantee, not an employee of the State of Minnesota, located at [Click here to enter physical address](#) ("COUNTY").

RECITALS

STATE, pursuant to Minnesota Statutes, section 256.01, subdivision 2(a)(6) 256.983 and 142E.02, subdivision 5, has authority to enter into contracts for the following services: maintaining and establishing cost effective Fraud Prevention Investigation (FPI) programs in accordance with operational requirements, forms and reporting mechanisms as contained in the STATE's FPI Program Manual, and amendments and supplements thereto, which are incorporated herein by reference.

STATE, in accordance with Minnesota Statutes, section 13.46, is permitted to share information with COUNTY.

COUNTY represents that it is duly qualified and willing to perform the services set forth in this CONTRACT to the satisfaction of STATE.

THEREFORE, the parties agree as follows:

CONTRACT

1. CONTRACT TERM AND SURVIVAL OF TERMS.

1.1. Effective date: This CONTRACT is effective on **July 01, 2025**, or the date that STATE obtains all required signatures under Minnesota Statutes, section 16B.98, subdivision 5, whichever is later.

1.2. Expiration date. This CONTRACT is valid through **June 30, 2027**, or until all obligations set forth in this CONTRACT have been satisfactorily fulfilled, whichever occurs first.

1.3. No performance before notification by STATE. COUNTY may not begin work under this CONTRACT, nor will any payments or reimbursements be made, until all required signatures have been obtained per Minn. Stat. § 16B.98, subd. 7, and COUNTY is notified to begin work by STATE's Authorized Representative.

1.4. Survival of terms. COUNTY shall have a continuing obligation after the expiration of CONTRACT to comply with the following provisions of CONTRACT: Liability; Information Privacy and Security; Intellectual Property Rights; State audit; and Jurisdiction and Venue.

1.5. Time is of the essence. COUNTY will perform its duties within the time limits established in CONTRACT unless it receives written approval from STATE. In performance of CONTRACT, time is of the essence.

2. COUNTY'S DUTIES.

2.1 Duties. COUNTY shall perform duties as follows:

- a. Conduct timely fraud prevention investigations of applicants, recipients, and other participants in the human services programs administered by the COUNTY agency.
- b. Ensure that its FPI program operations and investigative techniques follow the STATE's FPI Guidelines found in the Fraud Prevention Investigation Program Manual (hereinafter, FPI Guidelines), which are incorporated herein by reference, federal regulations, Minnesota laws, and COUNTY ordinances.
- c. Refer for criminal prosecution public assistance recipients and providers who have committed intentional program violations (IPV) or, when such prosecutions are declined by a COUNTY attorney or the COUNTY decides not to pursue criminal prosecution of an IPV, pursue administrative disqualification of a provider or recipient in lieu of criminal prosecution in compliance with Minnesota Statutes, sections 256.046 and/or 142E.51, subdivision 5.
- d. Use staff that qualify as investigators through the COUNTY's personnel classification system or licensed by either the State of Minnesota Board of Peace Officer Standards and Training (POST) or State of Minnesota Board of Private Detective and Protective Agent Services.
- e. Notify the STATE of any staffing changes that result in fewer FPI investigators than are in the COUNTY's approved CONTRACT attachments. COUNTY staff changes that result in fewer investigators permanently will likely result in reduced FPI program funding.
- f. Allow COUNTY FPI staff to attend and participate in the development and presentation of STATE sponsored training and/or other FPI program related workgroups.
- g. Utilize the State's FPI Fraud Application System Environment (FASE) for FPI staff to report the results of public assistance fraud investigations, whether administrative, civil or criminal.
- h. Maintain investigative case files as required by the FPI Guidelines. The COUNTY shall provide the STATE access to all FPI case files during the COUNTY'S regular business hours. The STATE will regularly review the COUNTY'S FPI case files and evaluate the success of the COUNTY'S FPI program.
- i. Timely submit narrative, financial and/or statistical reports either as required in FPI Guidelines or as requested by the STATE.
- j. Ensure that eligibility workers make referrals to the COUNTY'S FPI staff when appropriate and cooperate with case action reporting requirements.
- k. Ensure that healthcare overpayments arising from FPI investigations are calculated and reported to FPI investigators to the same extent as all other programs related to the FPI program. The

STATE will regularly monitor the COUNTY'S compliance with this obligation. Compliance will be a component of the STATE'S evaluation of the COUNTY'S FPI program.

- l. Annually provide training to COUNTY's eligibility workers in fraud detection to assist them in identifying cases that should be referred.
- m. Evaluate FPI referral rates among eligibility workers in order to help identify fraud detection training needs.
- n. Cooperate with the STATE in maintaining cost effective program operations by expanding FPI service coverage to other counties as deemed necessary by the STATE.
- o. Provide short term fraud prevention investigation services to other counties as deemed necessary by the STATE.
- p. Submit quarterly claim reimbursement for the FPI program expenditures on the STATE's Financial Operations Division's Quarterly Income Maintenance Administrative Expense Report (Form No. DHS 2550).
- q. REQUIRED COUNTY AGENCY ATTACHMENTS. The COUNTY agrees to incorporate by reference the following information as an attachment to this CONTRACT. This information must be provided to and approved by the STATE before this CONTRACT becomes effective:
 - 1. COUNTY organizational chart showing its management structure and divisions, and the number and placement of COUNTY FPI staff within this structure.
 - 2. Position descriptions and personnel classification of funded COUNTY FPI employees, including an itemization of all tasks performed and the percentage of time spent on those tasks.
 - 3. Where applicable, contractual agreements between COUNTY agency and service providers of fraud prevention investigation services.
 - 4. A copy of the COUNTY'S policy and procedures for resolving intentional program violations through criminal prosecution or through the administrative disqualification hearing process when a completed fraud prevention investigation identifies an intentional program violation and no criminal action is taken.
- r. COUNTY OBLIGATIONS RELATED TO USE OF THE STATE'S FRAUD APPLICATION SYSTEM ENVIRONMENT (FASE) ELECTRONIC DATABASE.
 - 1. The COUNTY is responsible for ensuring that the STATE's FASE electronic database is utilized only by FPI COUNTY staff or agents, and their related support staff where applicable, and only for legitimate COUNTY business or State business.
 - 2. The STATE is exclusively responsible for approving requests for FASE access and for determining and providing access rights to all FASE users.
 - 3. The COUNTY shall ensure that all COUNTY users and agents who are provided access to FASE fully complete a FASE Access Request form approved and signed by their immediate supervisor. The COUNTY shall maintain the original and send a copy to the State. All FASE Access Request forms must be sent to the STATE's FPI Program Administrator or successors. The COUNTY shall immediately notify the STATE in writing if an employee who has access to FASE's employment ends, role changes, or access to FASE is no longer required or appropriate.

4. If any COUNTY supervisor, manager, or executive, or COUNTY personnel responsible for monitoring access to state or COUNTY electronic databases, develops a reasonable suspicion that FASE or any database that is accessed through FASE or used for investigative purposes, has been used or accessed improperly or illegally, the COUNTY shall immediately investigate the matter and notify the STATE in writing no later than one (1) day following the COUNTY's confirmation that an improper or illegal access, use or disclosure has occurred. "Reasonable suspicion" means any information or data that objectively supports the COUNTY'S belief that improper or illegal access, disclosure or use has occurred. A request to the STATE (or any other database provider) for an audit of any FASE user's use or access does not constitute notice of illegal access, use or disclosure has occurred.
5. The COUNTY shall provide the STATE with all details of the improper or illegal use or disclosure. Failure to provide this notice may result in the COUNTY's loss of access to FASE. The STATE may terminate, suspend or otherwise limit the COUNTY's or any user's or agent's access to FASE based upon a determination that FASE was accessed or used improperly or illegally, or if a COUNTY user or agent is responsible for an improper disclosure. The COUNTY agrees to cooperate with any investigation related to FASE, or any database accessed through FASE, improper or illegal use or disclosure as required or requested by the STATE.
6. Within one (1) business day following any County determination of an improper or illegal use of or disclosure from FASE or any database accessed through FASE the County shall notify the STATE in writing of the details of that resolution.
7. The COUNTY shall prepare a report, and deliver to the STATE, the facts and results of the investigation. The report must at a minimum include:
 - i. A description of the data that was accessed or acquired;
 - ii. The names and number of individuals whose data was improperly accessed, disclosed or acquired;
 - iii. The name of each COUNTY user or agent determined responsible for the unauthorized access, disclosure or acquisition and the amount of their unauthorized access for each victim; and
 - iv. The final disposition of any disciplinary action taken against each COUNTY user in response, or if disciplinary action or action was determined to be unnecessary, the specific findings and reasons for that determination, excluding information protected by law.
8. All communications regarding an improper or illegal use of or disclosure from FASE, or the databases accessed through FASE, shall be sent to the Department of Human Services, Office of the Inspector General, Program Integrity Oversight Division, manager of recipient investigations or successor.
9. The COUNTY agrees to assist the STATE in any investigation of a COUNTY's improper or illegal use of FASE.
10. The COUNTY agrees to comply with Minnesota Statutes, section 13.055 in relation to any breach in the security of data.

11. In the event of a data breach, the party responsible for the breach must promptly alert the other party and provide notifications of the breach to the impacted individuals. In addition to providing notification to the impacted individuals, in the event of a privacy incident, each party is responsible for performing mitigative and other remedial actions as required by law.
 12. The COUNTY agrees to indemnify STATE to the extent provided in clause 10, Liability, and hold harmless the STATE from any lawsuits or damages, including punitive damages, resulting from COUNTY staff data breaches that result from FASE use.
 13. The STATE may immediately terminate FASE access, and access through FASE to any database or website that is accessed through FASE, for any COUNTY staff that misuses FASE.
- s. The STATE reserves the exclusive right to determine the action it will take against the COUNTY for any COUNTY user's or COUNTY agent's misuse of FASE access or any database or website that is accessed through FASE.

2.2. Grant Progress Reports.

COUNTY shall submit grant progress reports to the STATE on a quarterly basis. Grant progress reports shall summarize activities and outcomes for the given period, and may include, but are not limited to goals, objectives, activities, outcomes, challenges, lessons learned and financial information. COUNTY shall submit program reports to the STATE according to the following schedule and in a mutually agreed upon format:

Due Date:	For service period:
October 20, 2025	Prior quarter
January 20, 2026	Prior quarter
April 20, 2026	Prior quarter
July 20, 2026	Prior quarter
October 20, 2026	Prior quarter
January 20, 2027	Prior quarter
April 20, 2027	Prior quarter
July 20, 2027	Prior quarter

2.3 Accessibility. Any information systems, tools, content, and work products produced under this CONTRACT, including but not limited to software applications, web sites, video, learning modules, webinars, presentations, etc., whether commercial, off-the-shelf (COTS) or custom, purchased or developed, must comply with the [State of Minnesota Accessibility Standard](#), as updated on July 1, 2024. This standard requires, in part, compliance with the Web Content Accessibility Guidelines (WCAG) 2.1 (Level AA) and Section 508 of the Rehabilitation Act of 1973.

Information technology deliverables and services offered must comply with the MN.IT Services Accessibility Standards and any documents, reports, communications, etc. contained in an electronic

format that COUNTY delivers to or disseminates for the STATE must be accessible. (The relevant requirements are contained under the “Standards” tab at the link above.) Information technology deliverables or services that do not meet the required number of standards or the specific standards required may be rejected and STATE may withhold payment pursuant to clause 3.2(a) of CONTRACT.

3. CONSIDERATION AND TERMS OF PAYMENT.

3.1 Consideration. STATE will pay for all services satisfactorily provided by COUNTY under this CONTRACT.

a. Compensation.

1. COUNTY will be paid in accordance with **Attachment A**, 2026-2027 Budget Justification Form which is attached and incorporated into this CONTRACT. COUNTY reimbursements shall be made through the settlement provisions as provided in the Cost Allocation Plan for claiming FPI costs and summarized on the applicable pages of the STATE’s Quarterly Income Maintenance Administrative Expense Report (Form No. DHS 2550) or other expenditure reporting formats approved by the STATE’s Financial Operations.
2. Budget Modification.
 - a. COUNTY must obtain STATE written approval before changing any part of the budget.
 - b. Notwithstanding Clause 17.1 of CONTRACT, shifting of funds between budget line items does not require an amendment if the amount shifted does not exceed 10% of that budget year total and does not change the total obligation amount.
 - c. If COUNTY’s approved budget changes proceed without an amendment pursuant to this clause, COUNTY must record the budget change in a format approved by the STATE.

b. Travel and subsistence expenses. Reimbursement for travel and subsistence expenses actually and necessarily incurred as a result of COUNTY's performance under this CONTRACT shall be no greater an amount than provided in the most current Commissioner’s Plan (which is incorporated by reference), promulgated by the Commissioner of Minnesota Management and Budget as specified in the [Commissioner’s Plan, page 69, Chapter 15](#).¹ COUNTY shall not be reimbursed for travel and subsistence expenses incurred outside the geographical boundaries of Minnesota unless it has received prior written approval from STATE. Minnesota shall be considered the home state for determining whether travel is out of state.

c. Total obligation. The total obligation of STATE for all compensation and reimbursements to COUNTY shall not exceed **Click here to enter amount in words** dollars (\$). In state fiscal year 2026, the COUNTY shall not invoice the STATE, and the STATE shall not pay the COUNTY more than **Click here to enter amount in words** dollars (\$). In state fiscal year 2027, the COUNTY shall not invoice the STATE, and the STATE shall not pay the COUNTY more than **Click here to enter amount in words** dollars (\$).

¹ <https://mn.gov/mmb/employee-relations/labor-relations/labor/commissioners-plan.jsp>

- d. **Withholding.** For compensation payable under this CONTRACT, which is subject to withholding under state or federal law, appropriate amounts will be deducted and withheld by STATE as required.

3.2. Terms of payment

- a. **Invoices.** Payments shall be made by STATE promptly after COUNTY submits an invoice for services performed and the services have been determined acceptable by STATE's authorized agent pursuant to **Clause 4.1**. Invoices shall be submitted in a form prescribed by STATE, if applicable, and according to the following schedule: **Click here to enter invoicing schedule**. If STATE does not prescribe a form, COUNTY may submit invoices in a mutually agreed invoice format.

COUNTY reimbursement shall be made through the settlement provisions applicable to the Supplemental Nutrition Assistance Program (SNAP), Minnesota Family Investment Program (MFIP), child care assistance programs, the medical assistance program, and other federal and state-funded programs. Payments shall be made through the settlement provisions as provided in the Cost Allocation Plan for claiming FPI costs and summarized on the applicable pages of the STATE'S Quarterly Income Maintenance Administrative Expense Report (Form No. DHS 2550) or other expenditure reporting formats approved by the STATE'S Financial Operations.

- b. **Federal funds.** (Where applicable. If blank this section does not apply.) Payments are to be made from federal funds. If at any time such funds become unavailable, this CONTRACT shall be terminated immediately upon written notice of such fact by STATE to COUNTY. In the event of such termination, COUNTY shall be entitled to payment, determined on a pro rata basis, for services satisfactorily performed. An amendment must be executed any time any of the data elements listed in 2 CFR 200.332 and this clause, including the Assistance Listing number, are changed, such as additional funds from the same federal award or additional funds from a different federal award. STATE has determined that COUNTY is a "contractor" and not a "subrecipient" pursuant to 2 C.F.R section 200.331.

4. CONDITIONS OF PAYMENT.

4.1. Satisfaction of STATE. All services provided by COUNTY pursuant to this CONTRACT shall be performed to the satisfaction of STATE, as determined at the sole discretion of its authorized representative, and in accord with all applicable federal, state, and local laws, ordinances, rules and regulations. COUNTY shall not receive payment for work found by STATE to be unsatisfactory, or performed in violation of federal, state or local law, ordinance, rule or regulation, or if COUNTY has failed to provide Grant Progress Reports pursuant to Clause 2.2, or if the Progress Reports are determined to be unsatisfactory.

4.2. Payments to subcontractors. (If applicable) As required by Minn. Stat. § 16A.1245, COUNTY must pay all subcontractors, within ten (10) calendar days of COUNTY's receipt of payment from STATE for undisputed services provided by the subcontractor(s) and must pay interest at the rate of 1-1/2

percent per month or any part of a month to the subcontractor(s) on any undisputed amount not paid on time to the subcontractor(s).

4.3. Administrative costs and reimbursable expenses. Pursuant to Minn. Stat. § 16B.98, subd. 1, COUNTY agrees to minimize administrative costs as a condition of this grant. COUNTY shall ensure that costs claimed for reimbursement shall be actual costs, to be determined in accordance with 2 C.F.R. § 200.0 et seq., COUNTY shall not invoice STATE for services that are reimbursable via a public or private health insurance plan. If COUNTY receives funds from a source other than STATE in exchange for services, then COUNTY may not receive payment from STATE for those same services. COUNTY shall seek reimbursement from all sources before seeking reimbursement pursuant to CONTRACT.

5. PAYMENT RECOUPMENT.

COUNTY must reimburse STATE upon demand or STATE may deduct from future payments under this CONTRACT or future CONTRACTS the following:

- a. Any amounts received by COUNTY from the STATE for contract services that have been inaccurately reported or are found to be unsubstantiated;
- b. Any amounts paid by COUNTY to a subcontractor not authorized in writing by STATE;
- c. Any amount paid by STATE for services which either duplicate services covered by other specific grants or contracts, or amounts determined by STATE as non-allowable under the line item budget, clause 3.1(a);
- d. Any amounts paid by STATE for which COUNTY'S books, records and other documents are not sufficient to clearly substantiate that those amounts were used by COUNTY to perform contract services, in accordance with clause 2, COUNTY'S Duties; and/or
- e. Any amount identified as a financial audit exception.

6. TERMINATION.

6.1. Termination by the State.

- a. **Without cause.** STATE may terminate this CONTRACT without cause, upon 30 days' written notice to COUNTY. Upon termination, COUNTY will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
- b. **Termination for Cause.** STATE may immediately terminate this CONTRACT if the STATE finds that there has been a failure to comply with the provisions of the 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. 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.

6.2. Termination by the Commissioner of Administration.

In accord with Minn. Stat. § 16B.991, subd. 2, the Commissioner of Administration may unilaterally cancel this CONTRACT if further performance under the CONTRACT would not serve agency purposes or is not in the best interest of the STATE.

6.3. Insufficient funds. STATE 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 will be by written notice to COUNTY. STATE is not obligated to pay for any services that are provided after the effective date of termination. COUNTY will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. 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. STATE must provide COUNTY notice of the lack of funding within a reasonable time of STATE's receiving that notice.

6.4. Breach. Notwithstanding clause 6.1, upon STATE's knowledge of a curable material breach of the CONTRACT by COUNTY, STATE shall provide COUNTY written notice of the breach and ten (10) days to cure the breach. If COUNTY does not cure the breach within the time allowed, COUNTY will be in default of this CONTRACT and STATE may cancel the CONTRACT immediately thereafter. If COUNTY has breached a material term of this CONTRACT and cure is not possible, STATE may immediately terminate this CONTRACT.

6.5. Conviction relating to a grant. In accordance with Minn. Stat. § 16B.991, subd. 1, this CONTRACT will immediately be terminated if the recipient is convicted of a criminal offense relating to a grant agreement.

7. AUTHORIZED REPRESENTATIVES, RESPONSIBLE AUTHORITY, and PROJECT MANAGER.

7.1. State. STATE's authorized representative for the purposes of administration of this CONTRACT is **Thomas Johnson** or successor. Phone and email: **(651) 431-6050 and Thomas.S.Johnson@state.mn.us**. This representative shall have final authority for acceptance of COUNTY's services and if such services are accepted as satisfactory, shall so certify on each invoice submitted pursuant to Clause 3.2.

7.2. County. COUNTY's Authorized Representative is **Click here to enter name** or successor. Phone and email: **Click here to enter text**. If COUNTY's Authorized Representative changes at any time during this CONTRACT, COUNTY must immediately notify STATE.

7.3. Information Privacy and Security. (If applicable) COUNTY's responsible authority for the purposes of complying with data privacy and security for this CONTRACT is **Click here to enter name** or successor. Phone and email: **Click here to enter text**.

7.4 Project Manager. The State's Project Manager for this CONTRACT is **Michelle Dehn** or successor. Phone and email: **651-431-3980 and michelle.dehn@state.mn.us**.

8. INSURANCE REQUIREMENTS.

8.1. Worker's Compensation. The COUNTY certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The COUNTY'S employees and agents will not be considered employees of the STATE. 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 the STATE'S obligation or responsibility.

9. LIABILITY.

To the extent provided for in Minn. Stat. §§ 466.01-466.15, the COUNTY agrees to be responsible for any and all claims or causes of action arising from the performance of this grant contract by COUNTY or COUNTY'S agents or employees. This clause shall not be construed to bar any legal remedies COUNTY may have for the STATE'S failure to fulfill its obligations pursuant to this grant.

10. INFORMATION PRIVACY AND SECURITY COUNTY will receive private information and protected health information protected by the Minnesota Government Data Practices Act and the Health Information Portability and Accountability Act (HIPAA) from STATE in the course of performing its duties under this CONTRACT. Information privacy and security shall be governed by the "Data Sharing Agreement and Business Associate Agreement Terms and Conditions" which the COUNTY and the Minnesota Department of Human Services (DHS) executed in 2015 that are on file at DHS, as well as any current or future amendments to those documents. In accord with 45 C.F.R. § 164.512(d), PHI will be disclosed to the COUNTY because it is performing a health oversight activity under this CONTRACT.

11. INTELLECTUAL PROPERTY RIGHTS.

11.1. Definitions. Works means all inventions, improvements, discoveries (whether or not patentable or copyrightable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by COUNTY, its employees, agents, and subcontractors, either individually or jointly with others in the performance of the CONTRACT. Works includes "Documents." Documents are the originals of any data bases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by COUNTY, its employees, agents, or subcontractors, in the performance of this CONTRACT.

11.2. Ownership. STATE owns all rights, title, and interest in all of the intellectual property, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents created and paid for under this CONTRACT. The Works and Documents will be the exclusive property of STATE and all such Works and Documents must be immediately returned to STATE by COUNTY upon completion or cancellation of this CONTRACT. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." If using STATE data, COUNTY must cite the data, or make clear by referencing that STATE is the source.

11.3. Responsibilities.

- a. **Notification.** Whenever any Works or Documents (whether or not patentable) are made or conceived for the first time or actually or constructively reduced to practice by COUNTY, including its employees and subcontractors, and are created and paid for under this CONTRACT, COUNTY will immediately give STATE's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure thereon. COUNTY will assign all right, title, and interest it may have in the Works and the Documents to STATE.
- b. **Filing and recording of ownership interests.** COUNTY must, at the request of STATE, execute all papers and perform all other acts necessary to transfer or record STATE's ownership interest in the Works and Documents created and paid for under this CONTRACT. COUNTY must perform all acts, and take all steps necessary to ensure that all intellectual property rights in these Works and Documents are the sole property of STATE, and that neither COUNTY nor its employees, agents, or subcontractors retain any interest in and to these Works and Documents.
- c. **Duty not to infringe on intellectual property rights of others.** COUNTY represents and warrants that the Works and Documents created and paid for under this CONTRACT do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 9, COUNTY will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless STATE, at COUNTY's expense, from any action or claim brought against STATE to the extent that it is based on a claim that all or part of these Works or Documents infringe upon the intellectual property rights of others. COUNTY will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney's fees. If such a claim or action arises, or in COUNTY's or STATE's opinion is likely to arise, COUNTY must, at STATE's discretion, either procure for STATE the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of STATE will be in addition to and not exclusive of other remedies provided by law.
- d. **Federal license granted.** If federal funds are used in the payment of this CONTRACT, pursuant to 45 C.F.R. § 75.322, the U.S. Department of Health and Human Services is granted a royalty-free, nonexclusive and irrevocable right to reproduce, publish, or otherwise use the work for Federal purposes, and to authorize others to do so.

12. PUBLICITY.

12.1. General publicity. Any publicity regarding the subject matter of this CONTRACT must identify 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, websites, social media, and similar public notices prepared by or for the COUNTY individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this CONTRACT. All

projects primarily funded by state grant appropriation must publicly credit the State of Minnesota, including on the COUNTY's website when practicable.

12.2. Endorsement. COUNTY must not claim that STATE endorses its products or services.

13. OWNERSHIP OF EQUIPMENT. The STATE shall have the right to require transfer of all equipment purchased with grant funds (including title) to STATE or to an eligible non-STATE party named by the STATE. If federal funds are granted by the STATE, then disposition of all equipment purchased under this grant contract shall be in accordance with OMB Uniform Grant Guidance, 2 C.F.R. § 200.313. For all equipment having a current per unit fair market value of \$5,000 or more, STATE shall have the right to require transfer of the equipment (including title) to the Federal Government. These rights will normally be exercised by STATE only if the project or program for which the equipment was acquired is transferred from one grantee to another.

14. AUDIT REQUIREMENTS AND COUNTY DEBARMENT INFORMATION.

14.1. State audit.

Under Minn. Stat. § 16B.98, subd. 8, the books, records, documents, and accounting procedures and practices of the COUNTY or other party that are relevant to the CONTRACT are subject to examination by STATE and either the legislative auditor or the state auditor, as appropriate, for a minimum of six years from the CONTRACT end date, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

14.2. Independent audit. If COUNTY conducts or undergoes an independent audit during the term of this CONTRACT that is relevant to this CONTRACT, notice of the relevant audit must be provided to STATE within thirty (30) days of the audit's completion and a copy provided, if requested.

14.3. Federal audit requirements and COUNTY debarment information. COUNTY certifies it will comply with 2 C.F.R § 200.501 et seq., as applicable. To the extent federal funds are used for this CONTRACT, COUNTY acknowledges that COUNTY and STATE shall comply with the requirements of 2 C.F.R. § 200.331. Non-Federal entities receiving \$750,000 or more of federal funding in a fiscal year must obtain a single or program-specific audit conducted for that year in accordance with 2 C.F.R. § 200.501. Failure to comply with these requirements could result in forfeiture of federal funds.

14.4. Debarment by STATE, its departments, commissions, agencies or political subdivisions.

COUNTY certifies that neither it nor its principles are presently debarred or suspended by the State of Minnesota, or any of its departments, commissions, agencies, or political subdivisions:

<https://mn.gov/admin/osp/government/suspended-debarred/>. COUNTY's certification is a material representation upon which the CONTRACT award was based. COUNTY shall provide immediate written notice to STATE's authorized representative if at any time it learns that this certification was erroneous when submitted or becomes erroneous by reason of changed circumstances.

14.5. Certification regarding debarment, suspension, ineligibility, and voluntary exclusion – lower tier covered transactions.

COUNTY's certification is a material representation upon which CONTRACT award was based. Federal money will be used or may potentially be used to pay for all or part of the work under CONTRACT, therefore COUNTY must certify the following, as required by 2 C.F.R. § 180, or its regulatory equivalent.

a. Instructions for Certification

1. By signing and submitting this CONTRACT, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this CONTRACT is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverages sections of rules implementing Executive Order 12549. You may contact the person to which this CONTRACT is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this response that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 C.F.R. part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this CONTRACT that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 C.F.R. part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each

participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 C.F.R. part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

b. Lower Tier Covered Transactions.

1. The prospective lower tier participant certifies, by submission of this CONTRACT, 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.
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 CONTRACT.

15. JURISDICTION AND VENUE.

This CONTRACT, and amendments and supplements, are governed by the laws of the State of Minnesota. Venue for all legal proceedings arising out of this CONTRACT, or breach of the CONTRACT, shall be in the state or federal court with competent jurisdiction in Ramsey County, Minnesota.

16. CLERICAL ERRORS AND NON-WAIVER.

16.1. Clerical error. Notwithstanding Clause 17.1, STATE reserves the right to unilaterally fix clerical errors contained in the CONTRACT without executing an amendment. COUNTY will be informed of errors that have been fixed pursuant to this paragraph.

16.2. Non-waiver. If STATE fails to enforce any provision of this CONTRACT, that failure does not waive the provision or STATE's right to enforce it.

17. AMENDMENT, ASSIGNMENT, SEVERABILITY, ENTIRE AGREEMENT, AND DRAFTING PARTY.

17.1. Amendments. Any amendments to this CONTRACT shall be in writing and shall be executed by the same parties who executed the original CONTRACT, or their successors in office.

17.2. Assignment. COUNTY shall neither assign nor transfer any rights or obligations under this CONTRACT without the prior written consent of STATE.

17.3. Entire Agreement.

- a. If any provision of this CONTRACT is held to be invalid or unenforceable in any respect, the validity and enforceability of the remaining terms and provisions of this CONTRACT shall not in any way be affected or impaired. The parties will attempt in good faith to agree upon a valid and enforceable provision that is a reasonable substitute, and will incorporate the substitute provision in this CONTRACT according to clause 17.1.
- b. This CONTRACT contains all negotiations and agreements between STATE and COUNTY. No other understanding regarding this CONTRACT, whether written or oral may be used to bind either party.

17.4. Drafting party. The parties agree that each party individually has had an opportunity to review with a legal representative, negotiate and draft this CONTRACT, and that, in the event of a dispute, the CONTRACT shall not be construed against either party.

18. PROCURING GOODS AND CONTRACTED SERVICES.

18.1. Contracting and bidding requirements. COUNTY certifies that it shall comply with Minn. Stat. § 471.345.

18.2. Prevailing wage. For projects that include construction work of \$25,000 or more, prevailing wage rules apply per Minn. Stat. §§ 177.41 through 177.44; consequently, the bid request must state the project is subject to *prevailing wage*. 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. Vendors should submit a prevailing wage form along with their bids.

18.3 Debarred vendors. In the provision of goods or services under this CONTRACT, COUNTY must not contract with vendors who are suspended or debarred in Minnesota or under federal law. Before entering into a subcontract, COUNTY must check if vendors are suspended or debarred by referencing the Minnesota Department of Administration's [Suspended/Debarred Vendor Report](#). A link to vendors debarred by Federal agencies is provided at the bottom of the web page.

19. SUBCONTRACTS.

COUNTY, as an awardee organization, is legally and financially responsible for all aspects of this award that are subcontracted, including funds provided to sub-recipients and subcontractors, in accordance with 45 C.F.R. §§ 75.351-75.352. COUNTY shall ensure that the material obligations, borne by the COUNTY in this CONTRACT, apply as between COUNTY and subrecipients, in all subcontracts, to the same extent that the material obligations apply as between the STATE and COUNTY.

20. LEGAL COMPLIANCE.

20.1 General compliance. All performance under this CONTRACT must be in compliance with state and federal law and regulations, and local ordinances. Allegations that STATE deems reasonable, in its sole discretion, of violations of state or federal law or regulations, or of local ordinances, may result in CONTRACT cancellation or termination and/or reporting to local authorities by STATE.

20.2 Nondiscrimination. COUNTY will not discriminate against any person on the basis of the person's race, color, creed, religion, national origin, sex, marital status, gender identity or expression, disability, public assistance status, sexual orientation, age, familial status, membership or activity in a local commission, or status as a member of the uniformed services. COUNTY must refrain from such discrimination as a matter of its contract with STATE. "Person" includes, without limitation, a STATE employee, COUNTY's employee, a program participant, and a member of the public. "Discriminate" means, without limitation, to fail or refuse to hire, discharge, or otherwise discriminate against any person with respect to the compensation, terms, conditions, or privileges of employment, or; exclude from participation in, deny the benefits of, or subject to discrimination under any COUNTY program or activity.

COUNTY will ensure that all of its employees and agents comply with Minnesota Management and Budget Policy #[1329](#) (Sexual Harassment Prohibited) and #[1436](#) (Harassment and Discrimination Prohibited).

20.3 Grants management policies. COUNTY must comply with required [Grants Management Policies and procedures](#) as specified in Minn. Stat. § 16B.97, subd. 4(a)(1). Compliance under this paragraph includes, but is not limited to, participating in monitoring and financial reconciliation as required by Office of Grants Management (OGM) Policy 08-10.

20.4 Conflict of interest. COUNTY certifies that it does not have any conflicts of interest related to this CONTRACT, as defined by OGM Policy 08-01. COUNTY shall immediately notify STATE if a conflict of interest arises.

21. OTHER PROVISIONS

21.1. No Religious Based Counseling. COUNTY agrees that no religious based counseling shall take place under the auspices of this CONTRACT.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

Signature Page Follows

By signing below, the parties agree to the terms and conditions contained in this CONTRACT.

APPROVED:

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes, chapter 16A and section 16C.05 or Department of Administration Policy 21-01.

By: _____

Date: _____

Contract No: _____

Distribution: (fully executed contract to each)

Contracts and Legal Compliance Division

County

State Authorized Representative

2. COUNTY

Signatory certifies that County's articles of incorporation, by-laws, or corporate resolutions authorize Signatory both to sign on behalf of and bind the County to the terms of this Agreement. County and Signatory agree that the State Agency relies on the Signatory's certification herein.

By: _____

Title: _____

Date: _____

3. STATE AGENCY

By (with delegated authority): _____

Title: _____

Date: _____

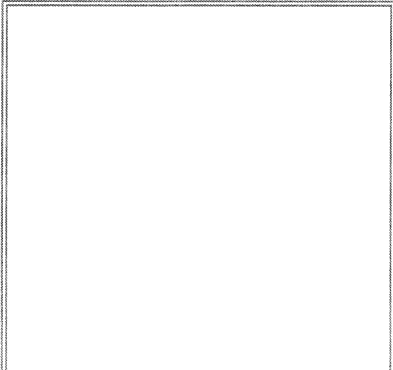
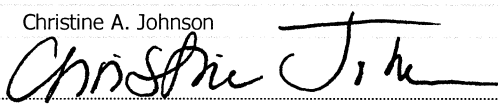
Chisago County Request for Board Action



Meeting Date: May 7, 2025	Item Number. <big>5</big>
Title of Item for Consideration: Out of State Travel Request – Monthly Client Visit to Connecticut	
Action Requested by: Robert Benson, Director	Department: Health and Human Services
Previous Action on this Matter: Prior approved travel requests to see clients in residential placements	
Background: Chisago County has custody of a client that will need to be visited at a specialized residential treatment center in Connecticut. Health & Human Services is requesting approval of \$1,080.00 in travel expenses for SW Child Services/ Child Protection, worker will visit the client every month from July 31st – December 1st, 2025. These dates allow the Social worker to visit the client. Attachment(s): • Out of State Travel to CT request form – Kim Booker	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the Out-of-State Travel Request for Children services to travel to Connecticut to provide Child protective services to a client that is residing in a specialized facility there. The suggested motion is as follows: <i>“Move to approve the Out-of-State Travel Request for Children services to travel to Connecticut to provide Child protective services to a client that is residing in a specialized facility.”</i>	
Implications of Action: By visiting this client, we are fulfilling our mandated obligation of ensuring safety and well-being for clients who are receiving Child protective services. Budget/Financial Implications: The out of state travel will be paid with 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.	
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	4/24/2025	
Employee Name	Assigned Children Services CM	
Department	Health and Human Services	
Destination	<u>Connecticut</u>	
Purpose of Travel	Monthly contact for child in the custody of Chisago County placed in Residential Treatment Center	
Departure Date	July 31, 2025; Sept 30, 2025; Nov 30, 2025	
Return Date	August 1, 2025, October 1, 2025; December 1, 2025	
Total Travel Expenses		
Supervisor Name (PRINT)	Christine A. Johnson	
Supervisor's Signature		Date Approved 4/24/2025
County Board Signature		Date Approved

Anticipated Expenses

Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses
Airfare	Tickets for SW			\$600.00
Ground Transportation	Car rental/ parking		1	\$150.00
Conference/Registration Fees			1	\$0.00
Lodging			1	\$180.00
Meals			1	\$100.00
Mileage			1	\$50.00
		Grand Total		\$1,080.00

Chisago County Request for Board Action



Meeting Date: May 7, 2025		Item Number. 6	
Title of Item for Consideration: Opioid Settlement Q1 Staff Expenses			
Action Requested by: Robert Benson, Director		Department: Health & Human Services	
Previous Action on this Matter: Approval of 2024 Q4 Expenses.			
Background: Chisago County has received funds for the Opioid settlement, all funds must be used for opioid mitigation, such as treatment, prevention, recovery, harm reduction, research, and training. One allowed expense is the cost of County staff time. Staff is recommending using some of the Opioid Settlement funds to compensate the County for Staff time used to organize Opioid related events and expenditures. Attachment(s): Q1 2025 Opioid Expenses Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners the Approve the Opioid expenses for County Staff time during Quarter 1 of 2025. The following motion is suggested: <i>“move to approve the Opioid Expense for County Staff time during Quarter 1 of 2025.”</i> Implications of Action: Approval of the request of use of the opioid funds will compensate the County for Staff time used to organize Opioid related events and expenditures. Budget/Financial Implications: The budget will be fulfilled by Opioid settlement funds in the amount of \$5,597.50. 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 _____

[illegible]

Tracy-\$53.88	
Madelyn-\$49.09	
Mackenzie - \$55.75	2025

Total	Hours	5,088.64	PH Expense
686.97	12.75	508.86	10% Admin Expense
3,149.88	56.50		
1,251.80	25.50	Invoice Total	5,597.50
5,088.64	94.75		

Chisago County Request for Board Action



Meeting Date: May 7, 2025	Item Number: 7
Title of Item for Consideration: Letter of Agreement with the Hazelden Betty Ford Foundation	
Action Requested by: Robert Benson, Director	Department: Health and Human Services
Previous Action on this Matter: Approval of Letter of Agreement between Chisago County and Hazelden Betty Ford Foundation dated 7/1/24 through 6/30/25.	
Background: Chisago County Health and Human Services has had a long-standing relationship with the Hazelden Foundation for the provision of Chemical Dependency treatment services. - In an ongoing commitment to assure the provision of chemical dependency treatment services at the Hazelden Foundation Center City site for eligible Chisago County residents, both parties have agreed to enter into an agreement offering treatment, aftercare, and educational services for Chisago County residents. - This agreement focuses on persons that would otherwise be eligible for state funded Consolidated Chemical Dependency Treatment funds and accompanied by a finding from Chisago County Health & Human Services personnel that this treatment site is determined to be the most cost effective for Chisago County and appropriate for meeting the needs of the client. Attachment(s): - Letter of Agreement between Chisago County and Hazelden Betty Ford Foundation – dated 7/1/25 through 6/30/26	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners Approve the Letter of Agreement between Chisago County and Hazelden Betty Ford Foundation. The suggested motion is as follows: “Move to Approve the Letter of Agreement between Chisago County and Hazelden Betty Ford Foundation”	
Implications of Action: Following approval of this Letter of Agreement, Hazelden Betty Ford Foundation will provide 26 at no cost patient admissions, along with a pool of dollars in the amount of \$64,000.00 that the county can access for additional services.	

Budget/Financial Implications: This agreement is funded by Hazelden Foundation dollars and supports the State of Minnesota Chemical Dependency Treatment funds also managed by Chisago County Health & Human Services.

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 _____

**Letter of Agreement
Between
Chisago County
and
Hazelden Betty Ford Foundation**

Services at Hazelden Betty Ford Foundation – 26 free patient admissions

1. Substance Abuse Treatment Services

- a. Service Locations:
 - i. Hazelden Center City: Adult Residential/Day Treatment
 - ii. Hazelden Plymouth: Adolescent/young adult Residential/Day Treatment
- b. Admission Criteria: Hazelden Betty Ford Foundation shall provide preadmission screening to determine that Patient is in need of drug and alcohol treatment services and is appropriate for residential or day treatment care placement at Hazelden Betty Ford Foundation. Hazelden Betty Ford Foundation will determine patient appropriateness and timing of admission in accordance with standard practices.
- c. Services Included: All services provided within the realm of CD/Substance Abuse treatment, i.e. detox, limited physical exam, general CD lab tests, detox medications, CD program, room & board (for residential treatment only), reasonable mental health services.
- d. Services Excluded: Additional medical and/or prescriptive services beyond those provided or associated with customary CD Substance Abuse treatment including but not limited to: emergency medical, pharmacy (non-standard), room & board for day treatment, dental, optical, etc. Any such services required by patient and not covered by Hazelden Betty Ford Foundation will be discussed with the patient.

2. Patient Aid Pool

Hazelden Betty Ford Foundation will provide a pool of dollars in the amount of \$64,000 that the County can access for services. Services will be priced at current rates and obligation satisfied by patient aid pool. Services available include:

- a. Family Program: Program is a 4-day educational program offered to families. It is non-residential. Additional family members (one participant is included in the residential program) may attend the program at a cost of \$837 per person.
- b. Services for residential or day treatment patient which are “excluded services” above.

3. Strategic Initiatives Director

Hazelden Betty Ford Foundation will provide the resources of our Strategic Initiatives Director as approved by the Payer Relations and Revenue Analytics Director, Lee Peterson. His contact information is listed below:

- a. Ashley Gibson
Director Payer Relations and Utilization Management
Hazelden Betty Ford Foundation
Desk: 651-213-4519
AGibson@hazeldenbettyford.org

4. General

- a. This Letter of Agreement (LOA) is applicable to Chisago County.
- b. Chisago County will be initiating the patient admission process with Hazelden Betty Ford Foundation.
- c. This LOA supersedes all previous agreements between Hazelden Betty Ford Foundation and Chisago County and may be canceled, in part or in whole, with or without cause by either party with 30 days' written notice.
- d. Both Parties agree in good faith to honor the spirit and intent of the LOA.
- e. The conditions and terms referenced within this LOA are effective for the period of 7/1/2025 to 6/30/2026.
- f. Provider agrees that the use or disclosure of any part of information concerning an eligible client is violation of any rule of confidentiality provided for in Minnesota Statutes Chapter 13 or the Health Insurance Portability and Accountability Act (HIPAA) for any purpose not directly connected with the Provider's responsibility with respect to the Purchased Services hereunder is prohibited except on written consent of such eligible client, the client's attorney, or the client's responsible parent or guardian.
- g. Hazelden Betty Ford Foundation will provide Chisago County with a certificate of insurance naming Chisago County as additional insured by the Hazelden Betty Ford Foundation. Chisago County minimum insurance limits are \$500,000 per claim, \$1,500,000 per occurrence, and \$3,000,000 annual aggregate.
- h. Insurance coverage by Hazelden Betty Ford Foundation in amounts greater than tort liability limits set for municipal corporations, pursuant to Minnesota Statute 466 shall not constitute a waiver of liability cap(s) available to the County.
- i. For ongoing management of this agreement, the responsible party from Chisago County will be the Health and Human Services Director or designee, and from the Hazelden Betty Ford Foundation the Payer Relations and Revenue Analytics Director or designee.

Chisago County

By _____

Printed Dan Dahlberg

Title Chair, Board of Commissioners

Date _____

Chisago County Government Center
313 N. Main Street, RM. 239
Center City, MN 55012

Hazelden Betty Ford Foundation

By _____

Printed _____

Title _____

Date _____

Hazelden Betty Ford Foundation
15251 Pleasant Valley Road, RW 12
Center City, MN 55012

Chisago County Request for Board Action



Meeting Date: May 7, 2025	Item Number: 8
Title of Item for Consideration: Hazelden Scholarship LOA 2025-2026	
Action Requested by: Robert Benson, Director	Department: Health & Human Services
Previous Action on this Matter: Approval of Letter of Agreement with Hazelden for continuing education dated 7/1/24 through 6/30/25.	
Background: The Hazelden Betty Ford Graduate School has provided scholarships and continuing education to Chisago County Health & Human Services employees for many years in order to contribute to the county's capacity to provide clinical services to individuals, families and communities impacted by addiction.	
Attachment(s): Hazelden Scholarship LOA 2024-2025	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the Hazelden Scholarship LOA 2025-2026. The suggested motion is as follows:	
<i>"Move to approve Hazelden Scholarship LOA 2025-2026"</i>	
Implications of Action: Acceptance of this scholarship and continuing education events at the Hazelden Betty Ford Graduate School will increase the capacity of Chisago County Health & Human Services to serve Chisago County residents affected by addiction.	
Budget/Financial Implications: This agreement is funded by Hazelden Foundation 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.	
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>

**Letter of Agreement between
Chisago County and
The Hazelden Betty Ford Graduate School.**

This document constitutes a Letter of Agreement (“LOA”) between the Hazelden Betty Ford Graduate School, 15251 Pleasant Valley Rd, Center City, Minnesota (hereinafter Hazelden Betty Ford) and County of Chisago, located at 313 North Main Street, Center City, Minnesota, (hereinafter the “County”) for and on behalf of Chisago County Health and Human Services, 313 North Main Street, Rm 239, Center City, MN 55012 (hereinafter “County”), together referred to as “the Parties.”

This LOA identifies the intent of the Parties as it relates to educational opportunities provided by Hazelden Betty Ford to County employees.

Term: This Letter of Agreement (“LOA”) is effective July 1, 2025 through June 30, 2026. Either party may terminate this LOA with 30 days prior written notice to the contact person identified herein.

Determination to Proceed: It is acknowledged and understood by the Parties that Hazelden Betty Ford will make available educational opportunities to Chisago County employees to include:

Professional Education: One (1) annual scholarship covering tuition and fees for a county Health and Human Services employee for one of the following educational opportunities:

- Master of Arts in Addiction Counseling – Advanced Practice
- Master of Arts in Addiction Studies– Advanced Practice: Integrated
- Recovery for Co-Occurring Disorders (*offered online*)
- Master of Art in Addiction Counseling

Continuing Education for Professionals: Access to six (6) continuing education events at the school for county Health and Human Services employees or other county employees serving the public in areas related to addiction, recovery, mental health and treatment, for a total of 30 employees (up to five (5) employees per training event).

Hazelden Betty Ford will provide the following:

1. Notification of the Professional Education enrollment period, timely description of the course work and identification of the time commitment required of the employee to successfully complete the coursework.
2. Notification of the Continuing Education opportunities, the identified subjects and anticipated interested persons who may attend the specific training event(s).
3. Tuition-free education (not including books, materials and other incidental costs) associated with the Professional Education.

Chisago County will provide the following:

1. Cooperation between Chisago County and Hazelden Betty Ford to identify persons to take part in the educational opportunities for either the Professional Education and/or the Continuing education for professional.
2. Comply with policies, procedures and confidentiality requirements set forth by Hazelden Betty Ford.

3. Adhere to data practices, copyright law and intellectual property laws and regulations as it relates to any data, information or materials made available to employees taking part in the educational opportunities.

REMUNERATION: The Parties agree that there will be no charge(s), cost incurred, or ongoing exchange of funds by and between the Parties as it relates to activities associated with coordination of educational opportunities for Chisago County employees.

INDEMNIFICATION:

The Parties agree to defend, indemnify, and hold harmless the other Party, its officers, employees and agents against any and all claims arising out of alleged acts or omissions of employees, agents or assigns, of the other during the performance of responsibilities or related to activities of this Letter of Agreement.

RELATIONSHIP:

Nothing in this Letter of Agreement shall create an employment or contractor relationship between Chisago County and Hazelden Betty Ford. Hazelden Betty Ford personnel, including agents, employees, faculty, speakers or guests will not assume supervisory roles over any County employee taking part in the educational opportunities. Likewise, no Chisago County employee, by way of participation in the educational opportunities will assume a supervisory role over any Hazelden Betty Ford personnel, volunteers or clients.

Notice under this LOA and the contact person for each of the Partners is as follows:

Hazelden Betty Ford: Kevin Doyle, Ed. D.
President and CEO

Phone: **651-213-4678**

e-mail: KDoyle@hazeldenbettyford.edu

County: Robert Benson, Director
Chisago County Health and Human Services

Phone: **651 213-5664**

e-mail: Robert.Benson@chisagocounty.us

Hazelden Betty Ford: Lisa Larson
Contract Administrator

e-mail: LLarson@hazeldenbettyford.org

The Parties intend to work cooperatively to address any disputes stemming from this Letter of Agreement and to carry out the spirit and intent to provide resources to professionals in Chisago County.

This agreement was reviewed and authorized by:

COUNTY:

By: _____ dated: _____

Chair – Dan Dahlberg
Chisago County Board of Commissioners

Attest: _____ dated: _____

Chase Burnham
County Administrator

By: _____ dated: _____

Robert Benson,
Director of Chisago County Health & Human Services

Reviewed as to form:

By: _____ dated: _____

Janet Reiter, County Attorney

Hazelden Betty Ford

STATE OF MINNESOTA)

) SS. By: _____

COUNTY OF CHISAGO)

(signature)

Title: President and CEO

Date: _____

I, Kevin Doyle (individual's name) the President and CEO (title) of Hazelden Betty Ford Graduate School (company name), being duly sworn, represent and warrant that I am authorized by law and all necessary action to execute this agreement on behalf of the organization, intending this LOA to be the goal and objective of the entity. I attest the above is true and correct, to the best of my knowledge and understanding under penalty of perjury.

Sworn before me this ____ day of _____, 2025

Notary Public

TAB 9

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
UNOFFICIAL PROCEEDINGS
Wednesday, April 16, 2025**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, April 16, 2025 at the Chisago County Government Center with the following Commissioners present: Greene, Dunne, Montzka, Dahlberg. Also present: County Administrator Chase Burnham, County Attorney Janet Reiter, and Clerk of the Board Christina Vollrath.

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

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

On motion by Dunne, seconded by Montzka, the Board opened the Road and Bridge Committee of the Whole at 6:31 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

The Board was given updates on the current projects of the Public Works Department from Assistant County Engineer Ben Hobert. **No action was taken.**

On motion by Dunne, seconded by Dahlberg, the Board moved items 1-3 to the consent agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Dunne, seconded by Montzka, the Board moved to close the Road and Bridge Committee of the Whole at 6:44 p.m. 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 Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

- 1.) R&B Committee Recommendation – County Engineer’s Report
- 2.) R&B Committee Recommendation – 2025 Retro-Reflective Pavement Markings Project
- 3.) R&B Committee Recommendation – TH 8 LRIP Grant Agreement

RESOLUTION NO. 25/0416-1
LOCAL ROAD IMPROVEMENT PROGRAM GRANT AGREEMENT
GRANT TERMS AND CONDITIONS
SAP 013-593-002

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.

4.) Payment of County’s Warrants and Miscellaneous Bills \$690,943.66
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.

- 5.) Minutes from the April 2, 2025, County Board of Commissioners Meeting
- 6.) 2025 Tobacco License Renewals
- 7.) Out of State Travel Request – Property Records Industry Association, Tacoma, WA

- 8.) Out of State Travel Request – National PELRA Annual Training Conference, Portland, OR

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

On motion by Dunne, seconded by Greene, the Board moved to accept the Environmental Services Director’s Report. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Montzka, seconded by Dunne, the Board moved to repeal Resolution No. 24/0221-3 and adopt Resolution No. 25/0416-2, 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.

RESOLUTION NO. 25/0416-2

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 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) "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.

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

On motion by Dunne, seconded by Swenson, the Board moved to accept the 2024 Water Resources Programs and Annual Reports Presentation. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Dunne, seconded by Swenson, the Board moved to accept the April 9th Budget and Finance Report, approve the DRAFT 2026 Budget Schedule, approve the 10-year Axon contract for Body Cameras, Squad Cameras, Tasers, and other technology currently being used in the CCSO, and approve the Chisago County Meals and Refreshments Policy (Financial Policy). The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to approve the Professional/Technical Services Contract between Guardian Solutions and Chisago County through 2026. 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 Professional/Technical Services Contract Amendment between Pine Fiduciary Services LLC. 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 State of Minnesota Joint Powers Agreement for the Farmer's Market Nutrition Program. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to approve a letter of support Frontier Communications – Application to the MN Border to Border grant program. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Dunne, seconded by Montzka, the Board moved to approve the IT purchases for \$11,834.47 and Probation's transition from CPO to CCA delivery model. 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 2025 State of Minnesota Boat and Water Safety Grant as provided. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Dunne, seconded by Montzka, the Board moved to approve the General Agreement between the National Park Service and the Chisago County Sheriff's Office. 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 an agreement with Allied Blacktop Company from Hanover, MN to complete the 2025 County Seal Coat Project. 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 Liquor License for the Wildwood Campground LLC located at 20078 Lake Blvd., Shafer MN 55074. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

On motion by Montzka, seconded by Greene, the Board moved to approve the trapping contract with Andy Shoemaker, not to exceed \$3500.00, and the Lake Ellen beaver dam removal project with Peterson Companies Inc., not to exceed \$36,550.00. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **OPPOSED:** None.

CITIZENS FORUM

TIME – 7:34 p.m. **END TIME** – 7:34 p.m.

of SPEAKERS – 0

County Administrator Burnham provided administrative updates. **No action was taken.**

Several Commissioners offered reports of their respective committee assignments. **No action was taken.**

On motion by Dunne, seconded by Greene, 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
May 7, 2025

10

Payment of County's Warrants & Miscellaneous Bills

Bills to be Paid – Commissioner Warrants

Pay Date: 05/08/2025

Recap by Fund	<u>Fund</u>	<u>Amount</u>	<u>Name</u>
	1	413,459.83	General Revenue Fund
	3	112,309.77	Road And Bridge Fund
	12	40,028.51	Capital Equipment Fund
	14	13,535.53	Solid Waste Fund
	18	26,180.25	Lake Imprvmnt Distr Maint
	76	177.10	Employee Recognition Agency Fu
	All Funds	605,690.99	Total

Approved by

Bills Paid – Auditor Warrants

Paid Date	Amount
04/11/2025	\$76,741.92
04/15/2025	\$50,899.81
04/18/2025	\$85,607.06
04/22/2025	\$1,875.98
04/25/2025	\$21,700.85
04/29/2025	\$35,078.34

Bills Paid – Manual Warrants (electronic payments)

Paid Date	Amount
04/14/2025	\$154,740.70
04/17/2025	\$27,394.13

04/18/2025	\$590,351.05
04/21/2025	\$459,693.78
04/22/2025	\$3,751.96
04/28/2025	\$254.60

Available with Clerk of the Board

Print List in Order By: 2
1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Page Break By: 1
1 - Page Break by Fund
2 - Page Break by Dept

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

CHISAGO COUNTY



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

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General Revenue Fund

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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	
DEPT			Board Of Commissioners			
40076	DAHLBERG/DANIEL					
	01-003-000-0000-6330					
		140.00	MILEAGE/COMMISSIONER		Mileage	N
			04/03/2025 04/16/2025			
40076	DAHLBERG/DANIEL	140.00	1 Transactions			
40174	DUNNE/MARLYS					
	01-003-000-0000-6330					
		21.00	MILEAGE/COMMISSIONER		Mileage	N
			03/20/2025 04/12/2025			
40174	DUNNE/MARLYS	21.00	1 Transactions			
12228	LARKIN HOFFMAN DALY & LINDGREN LTD					
	01-003-000-0000-6273	5,000.00	FED LEGIS REPRES APR2025	854864	Contract Services	Y
	01-003-000-0000-6273	12,000.00	APR25 SERVICE-HWY 8 PROJECT	854864	Contract Services	Y
12228	LARKIN HOFFMAN DALY & LINDGREN LTD	17,000.00	2 Transactions			
13108	MONTZKA/BEN					
	01-003-000-0000-6330	14.70	MILEAGE/COMMISSIONER	04042025	Mileage	N
	01-003-000-0000-6330	14.70	MILEAGE/COMMISSIONER	04092025	Mileage	N
	01-003-000-0000-6330	14.70	MILEAGE/COMMISSIONER	04162025	Mileage	N
	01-003-000-0000-6330	14.70	MILEAGE/COMMISSIONER	04212025	Mileage	N
13108	MONTZKA/BEN	58.80	4 Transactions			
3	DEPT Total:	17,219.80	Board Of Commissioners	4 Vendors	8 Transactions	
11	DEPT		District Court			
40084	DAKOTA COUNTY SHERIFF'S OFFICE					
	01-011-000-0000-6280	80.00	SERVICE-13JV2569/COURT ADMIN	218401	Other Professional Services	N
40084	DAKOTA COUNTY SHERIFF'S OFFICE	80.00	1 Transactions			
13352	MICHAEL K PEPIN LAW OFFICES					
	01-011-012-0000-6278	528.00	SERVICE-13PR2262/CRT ADMIN	335	Legal Services	Y
13352	MICHAEL K PEPIN LAW OFFICES	528.00	1 Transactions			
8418	Resource Training & Solutions					
	01-011-021-0000-6280	243.22	MAR25 SERVICE-BEHRENDT/CRT AD	42110	Other Professional Services	N
	01-011-021-0000-6280	243.22	MAR25 SERVICE-WRIGHT/CRT ADMI	42110	Other Professional Services	N
8418	Resource Training & Solutions	486.44	2 Transactions			

CHISAGO COUNTY



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COMMISSIONER'S VOUCHERS ENTRIES

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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	
19015	SCHNEIDER/JAMES F						
	01-011-012-0000-6278		575.00	SERVICE-13PR2533/CRT ADMIN	106	Legal Services	Y
	01-011-010-0000-6278		168.75	SERVICE-13FA21322/CRT ADMIN	107	Legal Services	Y
	01-011-012-0000-6278		87.50	SERVICE-13PR2421/CRT ADMIN	806	Legal Services	Y
	01-011-012-0000-6278		25.00	SERVICE-13PR24162/CRT ADMIN	807	Legal Services	Y
	01-011-012-0000-6278		25.00	SERVICE-13PR24157/CRT ADMIN	808	Legal Services	Y
	01-011-012-0000-6278		31.25	SERVICE-13PR24161/CRT ADMIN	809	Legal Services	Y
	01-011-012-0000-6278		50.00	SERVICE-13PR258/CRT ADMIN	810	Legal Services	Y
	01-011-010-0000-6278		31.25	SERVICE-13FA15131/CRT ADMIN	811	Legal Services	Y
	01-011-012-0000-6278		100.00	SERVICE-13PR245/CRT ADMIN	812	Legal Services	Y
	01-011-012-0000-6278		256.25	SERVICE-13PR24134/CRT ADMIN	813	Legal Services	Y
	01-011-012-0000-6278		337.50	SERVICE-13PR2540/CRT ADMIN	814	Legal Services	Y
	01-011-010-0000-6278		175.00	SERVICE-13FA22292/CRT ADMIN	815	Legal Services	Y
	01-011-010-0000-6278		262.50	SERVICE-13FA1224/CRT ADMIN	816	Legal Services	Y
	01-011-010-0000-6278		206.25	SERVICE-13FA19353/CRT ADMIN	817	Legal Services	Y
	01-011-012-0000-6278		412.50	SERVICE-13PR24106/CRT ADMIN	818	Legal Services	Y
19015	SCHNEIDER/JAMES F		2,743.75	15 Transactions			
11	DEPT Total:		3,838.19	District Court	4 Vendors	19 Transactions	
25	DEPT			Law Library			
12015	LEXISNEXIS						
	01-025-000-0000-6457		687.00	AUG24 MONTHLY SUBSCRIPTION	3095286987	Reference Books And Library Materials	N
	01-025-000-0000-6457		687.00	SEP24 MONTHLY SUBSCRIPTION	3095373236	Reference Books And Library Materials	N
	01-025-000-0000-6457		732.87	OCT24 MONTHLY SUBSCRIPTION	3095422794	Reference Books And Library Materials	N
	01-025-000-0000-6457		748.83	NOV24 MONTHLY SUBSCRIPTION	3095473129	Reference Books And Library Materials	N
	01-025-000-0000-6457		748.83	DEC24 MONTHLY SUBSCRIPTION	3095499094	Reference Books And Library Materials	N
	01-025-000-0000-6457		748.83	JAN25 MONTHLY SUBSCRIPTION	3095592142	Reference Books And Library Materials	N
	01-025-000-0000-6457		748.83	FEB25 MONTHLY SUBSCRIPTION	3095661103	Reference Books And Library Materials	N
	01-025-000-0000-6457		748.83	MAR25 MONTHLY SUBSCRIPTION	3095683736	Reference Books And Library Materials	N
12015	LEXISNEXIS		5,851.02	8 Transactions			
23025	WEST GROUP PAYMENT CENTER						
	01-025-000-0000-6457		210.00	SUPPLIES/LAW LIBRARY	6166517255	Reference Books And Library Materials	N
	01-025-000-0000-6457		604.15	FEB25 SERVICE/LAW LIBRARY	851618323	Reference Books And Library Materials	N
	01-025-000-0000-6457		628.32	MAR25 SERVICE/LAW LIBRARY	851762937	Reference Books And Library Materials	N
	01-025-000-0000-6457		1,812.04	APR25 SERVICE/LAW LIBRARY	851788357	Reference Books And Library Materials	N
23025	WEST GROUP PAYMENT CENTER		3,254.51	4 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		
25	DEPT Total:		9,105.53	Law Library	2 Vendors	12 Transactions		
31	DEPT			County Administrator				
10071	ASSOCIATION OF MN COUNTIES							
	01-031-000-0000-6245		150.00	REG FEE-C BURNHAM/ADMIN	72740	Conferences, Training And Dues	N	
10071	ASSOCIATION OF MN COUNTIES		150.00	1 Transactions				
502002	BEHR/HEATHER							
	01-031-000-0000-6245		215.21	LODGING/PUBLIC SECTOR HR CONF		Conferences, Training And Dues	N	
	01-031-000-0000-6330		105.70	MILEAGE/ADMIN		Mileage	N	
				04/09/2025 04/10/2025				
502002	BEHR/HEATHER		320.91	2 Transactions				
302003	BEND FINANCIAL INC							
	01-031-000-0000-6211		827.50	MAR25 HSA FEES	11769	Services And Charges	N	
302003	BEND FINANCIAL INC		827.50	1 Transactions				
30404	CHISAGO LAKES AREA CHAMBER OF COM							
	01-031-000-0000-6245		20.00	APR25 MNLY LUNCHEON/K MALCHOW	8661	Conferences, Training And Dues	N	
30404	CHISAGO LAKES AREA CHAMBER OF COM		20.00	1 Transactions				
30402	COUNTY NEWS REVIEW							
	01-031-000-0000-6242		146.20	1 SUBSCRIPTION/ADMIN	NPR1069286	Publicity Subscriptions And Dues	N	
30402	COUNTY NEWS REVIEW		146.20	1 Transactions				
507001	GATES/KAREN							
	01-031-000-0000-6330		108.08	MILEAGE/ADMIN		Mileage	N	
				04/09/2025 04/10/2025				
	01-031-000-0000-6245		28.00	OVRNT MEALS/GATES/ADMIN	04092025	Conferences, Training And Dues	N	
507001	GATES/KAREN		136.08	2 Transactions				
513002	MALCHOW/KATIE							
	01-031-000-0000-6330		67.20	MILEAGE/ADMIN	04162025	Mileage	N	
513002	MALCHOW/KATIE		67.20	1 Transactions				
522000	VOLLRATH/CHRISTINA							
	01-031-000-0000-6330		53.20	MILEAGE/ADMIN		Mileage	N	
				04/14/2025 04/23/2025				

CHISAGO COUNTY



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

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1 General Revenue Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
522000	VOLLRATH/CHRISTINA		53.20		1 Transactions		
31	DEPT Total:		1,721.09	County Administrator	8 Vendors	10 Transactions	
41	DEPT			Auditor-Treasurer			
10292	AMAZON CAPITAL SERVICES						
	01-041-000-0000-6400	B	50.24	SUPPLIES/FINANCE	1RPY6KCV6FWJ	Office Supplies	N
	01-041-000-0000-6400		49.80	SUPPLIES/AUDITOR	1X96R3MH6X9R	Office Supplies	N
10292	AMAZON CAPITAL SERVICES		100.04		2 Transactions		
10183	AMERICAN SOLUTIONS FOR BUSINESS						
	01-041-000-0000-6400		5,659.91	2025 TAX STATEMENTS	7871202	Office Supplies	N
10183	AMERICAN SOLUTIONS FOR BUSINESS		5,659.91		1 Transactions		
10191	AP TECHNOLOGY						
	01-041-000-0000-6400	B	215.00	SECURCHECK SIGNATURE/K WADDELL	46146	Office Supplies	N
10191	AP TECHNOLOGY		215.00		1 Transactions		
30069	CHISAGO COUNTY PRESS						
	01-041-000-0000-6242		50.00	1 SUBSCRIPTIONS/AUDITOR	1000146	Publicity Subscriptions And Dues	N
30069	CHISAGO COUNTY PRESS		50.00		1 Transactions		
41	DEPT Total:		6,024.95	Auditor-Treasurer	4 Vendors	5 Transactions	
42	DEPT			Audit			
19354	MINNESOTA STATE AUDITOR						
	01-042-000-0000-6211		9,510.00	AUDIT SERVICES-COUNTY	72553	Services And Charges	N
19354	MINNESOTA STATE AUDITOR		9,510.00		1 Transactions		
42	DEPT Total:		9,510.00	Audit	1 Vendors	1 Transactions	
50	DEPT			Assessor			
10292	AMAZON CAPITAL SERVICES						
	01-050-000-0000-6400		83.09	SUPPLIES/ASSESSOR	16XC3V74349V	Office Supplies	N
10292	AMAZON CAPITAL SERVICES		83.09		1 Transactions		
10183	AMERICAN SOLUTIONS FOR BUSINESS						
	01-050-000-0000-6411		4,213.02	2025 VALUATION NOTICES	7871202	Operating Supplies	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	Service Dates	Paid On Bhf #	On Behalf of Name	
10183	AMERICAN SOLUTIONS FOR BUSINESS		4,213.02	1 Transactions		
30069	CHISAGO COUNTY PRESS					
	01-050-000-0000-6242	50.00	1 SUBSCRIPTIONS/ASSESSOR	1002000	Publicity Subscriptions And Dues	N
30069	CHISAGO COUNTY PRESS		50.00	1 Transactions		
50	DEPT Total:	4,346.11	Assessor	3 Vendors	3 Transactions	
61	DEPT		Enterprise Services			
10292	AMAZON CAPITAL SERVICES					
	01-061-000-0000-6303	241.24	FIREWALL RACK MOUNT/MICS	163G1R311V7H	Machinery And Equipment	N
	01-061-000-0000-6303	438.43	CONTROL CORE LOCKS/MICS	17FWKFNW9XTT	Machinery And Equipment	N
	01-061-000-0000-6303	50.97	SUPPLIES/MICS	17MNKK9X7LWJ	Machinery And Equipment	N
	01-061-000-0000-6303	16.52	SUPPLIES/MICS	1C1PY91T7G3F	Machinery And Equipment	N
	01-061-000-0000-6287	38.56	SUPPLIES/MICS	1J336CJ96YVW	Data Processing	N
	01-061-000-0000-6303	103.00	SUPPLIES/MICS	1KLNTP3DFFMW	Machinery And Equipment	N
	01-061-000-0000-6287	23.98	SUPPLIES/MICS	1KXYDVLRYX4F	Data Processing	N
	01-061-000-0000-6400	22.65	SUPPLIES/MICS	1NRMV7CRGJPL	Office Supplies	N
	01-061-000-0000-6342	131.88	SUPPLIES/MICS	1Q77YM761G1H	Armer Reimbursable Expenses	N
	01-061-000-0000-6303	78.50	SUPPLIES/MICS	1R7WNNKYM3K	Machinery And Equipment	N
	01-061-000-0000-6287	48.99	SUPPLIES/MICS	1YDCHG7NYXPT	Data Processing	N
10292	AMAZON CAPITAL SERVICES	1,194.72	11 Transactions			
30282	CDW GOVERNMENT LLC					
	01-061-000-0000-6341	3,450.00	CODETWO EMAIL SIGNAT SUB/RNWL	AD61I5A	Rental And Service Agreements	N
	01-061-000-0000-6287	594.99	SEAGATE D2 PRO/MICS	AD6RI9H	Data Processing	N
	01-061-000-0000-6341	2,354.93	CISCO DIRECT LIC/MICS	AD8A35K	Rental And Service Agreements	N
	01-061-000-0000-6303	2,080.44	AXIS NETWORK CAMERA	AD8YM4S	Machinery And Equipment	N
30282	CDW GOVERNMENT LLC	8,480.36	4 Transactions			
12181	CLIFTONLARSONALLEN LLP					
	01-061-000-0000-6341	3,500.00	WEB/APP PENETRATION TESTING	251243933	Rental And Service Agreements	Y
	01-061-000-0000-6341	8,000.00	INTERNAL PENETRATION TEST E911	251243933	Rental And Service Agreements	Y
	01-061-000-0000-6341	1,300.00	EXTERNAL PENETRATION TESTING	251243933	Rental And Service Agreements	Y
	01-061-000-0000-6341	7,000.00	INTERNAL PENETRATION TESTING	251243933	Rental And Service Agreements	Y
	01-061-000-0000-6341	5,000.00	FIREWALL & VPN REVIEW	251243933	Rental And Service Agreements	Y
	01-061-000-0000-6341	1,000.00	SOCIAL ENG REMOTE PHISHING	251243933	Rental And Service Agreements	Y
	01-061-000-0000-6341	3,132.75	OUTSOURCED INFO SEC ADVISORY	251243933	Rental And Service Agreements	Y
	01-061-000-0000-6341	7,560.00	PRO PHOENIX APP TESTING	251244020	Rental And Service Agreements	Y

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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	
12181	CLIFTONLARSONALLEN LLP		36,492.75	8 Transactions			
60014	FEDERATED CO-OPS INC						
	01-061-000-0000-6342		175.00	TANK RENTAL-TOWERS	2773006	Armer Reimbursable Expenses	N
	01-061-000-0000-6342		175.00	TANK RENTAL-TOWERS	2776110	Armer Reimbursable Expenses	N
	01-061-000-0000-6342		175.00	TANK RENTAL-TOWERS	2786918	Armer Reimbursable Expenses	N
	01-061-000-0000-6342		184.63	TANK RENTAL-TOWERS	2795443	Armer Reimbursable Expenses	N
60014	FEDERATED CO-OPS INC		709.63	4 Transactions			
80142	HCL TECHNOLOGIES LTD						
	01-061-000-0000-6341		6,742.88	SFTWR SUBSC/SUPP	E55001500098	Rental And Service Agreements	N
80142	HCL TECHNOLOGIES LTD		6,742.88	1 Transactions			
22052	MENARDS - ST CROIX FALLS						
	01-061-000-0000-6287		61.73	SUPPLIES/MICS	74565	Data Processing	N
	01-061-000-0000-6287		31.98	SUPPLIES/MICS	74608	Data Processing	N
22052	MENARDS - ST CROIX FALLS		93.71	2 Transactions			
13308	MN COUNTIES COMPUTER COOPERATIVE						
	01-061-000-0000-6341		8,069.46	2025 Q2 PH-DOC SOFTWARE SUPP	2504095	Rental And Service Agreements	N
	01-061-000-0000-6341		9,793.00	2025 Q2 AUMENTUM ANN MAINT/SUP	2504171	Rental And Service Agreements	N
	01-061-000-0000-6341		315.00	2025 Q2 TAXLINX SOFTWARE	2504176	Rental And Service Agreements	N
13308	MN COUNTIES COMPUTER COOPERATIVE		18,177.46	3 Transactions			
13101	MOTOROLA SOLUTIONS INC						
	01-061-000-0000-6342		6,882.48	APX N70 7/800 MODEL	8282111588	Armer Reimbursable Expenses	N
13101	MOTOROLA SOLUTIONS INC		6,882.48	1 Transactions			
14222	NAC MECHANICAL & ELECTRICAL						
	01-061-000-0000-6287		2,063.00	SERVICE/MICS	40011312	Data Processing	N
14222	NAC MECHANICAL & ELECTRICAL		2,063.00	1 Transactions			
16191	PRO WEST & ASSOCIATES INC						
	01-061-000-0000-6341		415.15	SERVICE/MICS	1134	Rental And Service Agreements	N
16191	PRO WEST & ASSOCIATES INC		415.15	1 Transactions			
13205	STATE OF MN-OFFICE ENTERPRISE TECH						
	01-061-000-0000-6341		2,982.44	MAR25 SERVICE/MICS	DV25030335	Rental And Service Agreements	N

CHISAGO COUNTY



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

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1 General Revenue Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
13205	STATE OF MN-OFFICE ENTERPRISE TECH		2,982.44		1 Transactions		
20349	TOSHIBA BUSINESS SOLUTIONS						
	01-061-000-0000-6341		3,074.77	MAY25 COPIER RENT	5033898591	Rental And Service Agreements	N
	01-061-000-0000-6341		358.86	MAY25 COPIER RENT	5034024650	Rental And Service Agreements	N
	01-061-000-0000-6341		936.08	MAY25 COPIER RENT	5034024651	Rental And Service Agreements	N
	01-061-000-0000-6341		45.37	MAY25 COPIER RENT	5034024652	Rental And Service Agreements	N
	01-061-000-0000-6341		117.99	MAY25 COPIER RENT	5034024653	Rental And Service Agreements	N
	01-061-000-0000-6341		628.02	MAY25 COPIER RENT	5034024654	Rental And Service Agreements	N
	01-061-000-0000-6341		573.67	MAY25 COPIER RENT	5034024655	Rental And Service Agreements	N
	01-061-000-0000-6341		188.36	MAY25 COPIER RENT	5034024656	Rental And Service Agreements	N
	01-061-000-0000-6341		51.63	MAY25 COPIER RENT	5034024657	Rental And Service Agreements	N
	01-061-000-0000-6341		106.17	MAY25 COPIER RENT	5034024658	Rental And Service Agreements	N
	01-061-000-0000-6341		231.19	MAY25 COPIER RENT	5034024659	Rental And Service Agreements	N
	01-061-000-0000-6341		152.65	MAY25 COPIER RENT	5034024660	Rental And Service Agreements	N
	01-061-000-0000-6341		233.77	MAY25 COPIER RENT	5034024661	Rental And Service Agreements	N
	01-061-000-0000-6341		3,423.87	MAY25 COPIER RENT	5034025715	Rental And Service Agreements	N
	01-061-000-0000-6341		448.00	MAY25 COPIER RENT	5034080202	Rental And Service Agreements	N
20349	TOSHIBA BUSINESS SOLUTIONS		10,570.40		15 Transactions		
87910	TOSHIBA BUSINESS SOLUTIONS						
	01-061-000-0000-6341		95.59	COPIER SERVICE	6539281	Rental And Service Agreements	N
	01-061-000-0000-6341		227.57	COPIER SERVICE	6539282	Rental And Service Agreements	N
	01-061-000-0000-6341		52.21	COPIER SERVICE	6539285	Rental And Service Agreements	N
	01-061-000-0000-6341		75.80	COPIER SERVICE	6539286	Rental And Service Agreements	N
	01-061-000-0000-6341		2.33	COPIER SERVICE	6539294	Rental And Service Agreements	N
	01-061-000-0000-6341		10.55	COPIER SERVICE	6539296	Rental And Service Agreements	N
	01-061-000-0000-6341		24.48	COPIER SERVICE	6539297	Rental And Service Agreements	N
	01-061-000-0000-6341		1.79	COPIER SERVICE	6539300	Rental And Service Agreements	N
	01-061-000-0000-6341		58.86	COPIER SERVICE	6539301	Rental And Service Agreements	N
	01-061-000-0000-6341		5.18	COPIER SERVICE	6543938	Rental And Service Agreements	N
	01-061-000-0000-6341		377.67	COPIER SERVICE	6546192	Rental And Service Agreements	N
87910	TOSHIBA BUSINESS SOLUTIONS		932.03		11 Transactions		
14151	VERCARA LLC						
	01-061-000-0000-6341		983.88	MAR25 SERVICE/MICS	1694142	Rental And Service Agreements	N
14151	VERCARA LLC		983.88		1 Transactions		
23061	WASHINGTON COUNTY						

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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	
	01-061-000-0000-6342		2025 ARMER MOTOROLA SUA2	229834	Armer Reimbursable Expenses	N
23061	WASHINGTON COUNTY		1 Transactions			
523003	WILTON/DENNIS					
	01-061-000-0000-6330		MILEAGE/MICS		Mileage	N
		78.40	04/16/2025 04/17/2025			
523003	WILTON/DENNIS		1 Transactions			
61	DEPT Total:	162,922.44	Enterprise Services	16 Vendors	66 Transactions	
65	DEPT		Central Services			
90061	INNOVATIVE OFFICE SOLUTIONS LLC					
	01-065-000-0000-6400		PAPER/CENTRAL SERVICES	4815872	Office Supplies	N
90061	INNOVATIVE OFFICE SOLUTIONS LLC		1 Transactions			
12045	LADEN'S BUSINESS MACHINES INC					
	01-065-000-0000-6400		SERV AGRMT-FOLDING MACH	10190	Office Supplies	N
12045	LADEN'S BUSINESS MACHINES INC		1 Transactions			
65	DEPT Total:	1,210.00	Central Services	2 Vendors	2 Transactions	
71	DEPT		Elections			
19250	SEACHANGE PRINTING & MARKETING SEF					
	01-071-000-0000-6411		ISD 2144 SPECIA SCHOOL ELECTIO	43441	Operating Supplies	N
19250	SEACHANGE PRINTING & MARKETING SEF		1 Transactions			
71	DEPT Total:	4,171.96	Elections	1 Vendors	1 Transactions	
91	DEPT		County Attorney			
30069	CHISAGO COUNTY PRESS					
	01-091-000-0000-6242		1 SUBSCRIPTIONS/ATTORNEY	1000140	Publicity Subscriptions And Dues	N
30069	CHISAGO COUNTY PRESS		1 Transactions			
91	DEPT Total:	50.00	County Attorney	1 Vendors	1 Transactions	
93	DEPT		Co Attorney Forfeiture Funds			
90106	ISPACE ENVIRONMENTS					
	01-093-000-0000-6802		SERVICE/ATTY	32729	Miscellaneous Expenses	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	
90106	ISPACE ENVIRONMENTS		2,687.98	1 Transactions		
93	DEPT Total:		2,687.98	Co Attorney Forfeiture Funds	1 Vendors	1 Transactions
103	DEPT		Recorder Compliance/Technology			
13308	MN COUNTIES COMPUTER COOPERATIVE					
	01-103-000-0000-6899		1,518.66	TYLER TRAVEL EXPSPENCE-T OSBORN	Budget Adjustment Compliance	N
				03/02/2025 03/06/2025		
	01-103-000-0000-6899		2,400.00	TYLER TECH-T & T CONSULT	2503101	Budget Adjustment Compliance N
	01-103-000-0000-6899		500.00	TYLER REPORT SUPPORT SERV	2503101	Budget Adjustment Compliance N
	01-103-000-0000-6899		1,900.00	TYLER TECH-T & T CONSULT	2503114	Budget Adjustment Compliance N
				03/10/2025 03/17/2025		
	01-103-000-0000-6899		57.80	TYLER TECH-E SERVICE PROJ MGMT	2503114	Budget Adjustment Compliance N
	01-103-000-0000-6899		2,129.50	TYLER TRAVEL EXPSPENCE-T CALLIS	2503114	Budget Adjustment Compliance N
				03/02/2025 03/06/2025		
	01-103-000-0000-6899		3,200.00	TYLER TECH-T & T CONSULT	2504085	Budget Adjustment Compliance N
				03/24/2025 04/03/2025		
	01-103-000-0000-6899		1,800.00	TYLER TECH-ESERV PROJ	2504085	Budget Adjustment Compliance N
				03/25/2025 04/04/2025		
	01-103-000-0000-6899		9,300.00	TYLER TECH-ESERV PROJ	2504167	Budget Adjustment Compliance N
				04/04/2025 04/10/2025		
	01-103-000-0000-6899		1,000.00	TYLER TECH-ESERV PROJ	2504167	Budget Adjustment Compliance N
				04/07/2025 04/08/2025		
	01-103-000-0000-6899		3,656.38	TYLER CAMA ONSITE TRAVL REIMB	2504168	Budget Adjustment Compliance N
13308	MN COUNTIES COMPUTER COOPERATIVE		27,462.34	11 Transactions		
103	DEPT Total:		27,462.34	Recorder Compliance/Technology	1 Vendors	11 Transactions
111	DEPT		Maintenance			
10314	ADAMS PEST CONTROL-MAIN					
	01-111-511-0000-6273		152.25	APR25 SERVICE/HWY CC	4082807	Contracted Purchased Service N
10314	ADAMS PEST CONTROL-MAIN		152.25	1 Transactions		
10309	AEROTEK HEATING AC AND DUCT CLEANI					
	01-111-000-0000-6273		221.00	SERVICE/HEARTLAND	16336	Contracted Purchased Service N
10309	AEROTEK HEATING AC AND DUCT CLEANI		221.00	1 Transactions		
10292	AMAZON CAPITAL SERVICES					

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-111-500-0000-6560		16.14	SUPPLIES/MAINTENANCE	119699KM7TVG	Repairs And Maintenance Supplies	N
	01-111-523-0000-6560		53.84	SUPPLIES/MAINTENANCE	13L3TM9VYXLF	Repairs And Maintenance Supplies	N
	01-111-512-0000-6560		579.00	BALDOR AC MOTOR/MAINTENANCE	14N7QQVY4QG1	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		289.92	KLEIN TOOLS/MAINTENANCE	199CKYHHGD4P	Repairs And Maintenance Supplies	N
	01-111-512-0000-6560		33.57	SUPPLIES/MAINTENANCE	1D9W1XNX14XR	Repairs And Maintenance Supplies	N
	01-111-530-0000-6560		41.75	SUPPLIES/MAINTENANCE	1FMWMX3R14GT	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		20.25	SUPPLIES/MAINTENANCE	1FWHJY9MWC96	Repairs And Maintenance Supplies	N
	01-111-530-0000-6560		1,188.79	ELEVATOR PARTS/MAINTENANCE	1H4433JK44YM	Repairs And Maintenance Supplies	N
	01-111-512-0000-6560		1,190.10	TOUCH FREE FAUCETS/MAINTENANCE	1K1K7TD3P7C9	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		353.96	VALVE ACTUATOR/MAINTENANCE	1LC9G19FT9LD	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		189.00	LOCKSET/MAINTENANCE	1M1RQW7V637L	Repairs And Maintenance Supplies	N
	01-111-530-0000-6560		57.44	SUPPLIES/MAINTENANCE	1MM43LCVMTPT	Repairs And Maintenance Supplies	N
	01-111-523-0000-6560		30.95	SUPPLIES/MAINTENANCE	1P9CWMLC363N	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		35.48	SUPPLIES/MAINTENANCE	1RFGGNT939KP	Repairs And Maintenance Supplies	N
	01-111-530-0000-6560		188.72	KLEIN TOOLS/MAINTENANCE	1WXPWY6QYLGN	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		186.75	DRYWALL ANCHORS/MAINTENANCE	1XNJP11H999K	Repairs And Maintenance Supplies	N
	01-111-530-0000-6560		489.99	THREE PHASE ELEC MOTOR/MAINT	1YF1WRQV7M4J	Repairs And Maintenance Supplies	N
10292	AMAZON CAPITAL SERVICES		4,945.65	17 Transactions			
14127	ARINNA LLC						
	01-111-500-0000-6253		242.59	APR25 PPA SOLAR	17084	Electricity	Y
14127	ARINNA LLC		242.59	1 Transactions			
30282	CDW GOVERNMENT LLC						
	01-111-500-0000-6273		2,050.00	ZENDESK ENT SUITE/MAINTENANCE	AD6E24M	Contracted Purchased Service	N
30282	CDW GOVERNMENT LLC		2,050.00	1 Transactions			
30177	CINTAS CORPORATION						
	01-111-512-0000-6273		117.81	RUG SERVICE/HWY HARRIS	4226623858	Contracted Purchased Service	N
	01-111-530-0000-6273		189.69	RUG SERVICE/PCS	4226651399	Contracted Purchased Service	N
	01-111-500-0000-6273		104.84	RUG SERVICE/GOV CENTER	4227346301	Contracted Purchased Service	N
	01-111-500-0000-6273		96.13	RUG SERVICE/GOV CENTER	4227346395	Contracted Purchased Service	N
	01-111-512-0000-6273		47.09	RUG SERVICE/HWY HARRIS	4228125441	Contracted Purchased Service	N
30177	CINTAS CORPORATION		555.56	5 Transactions			
30194	CUMMINS NPOWER LLC						
	01-111-531-0000-6273		2,199.45	SERVICE-ECC	E4250414586	Contracted Purchased Service	Y
30194	CUMMINS NPOWER LLC		2,199.45	1 Transactions			

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40113	DEHN OIL COMPANY						
	01-111-530-0000-6411		1,161.16	GENERATOR FUEL/PSC	112350	Operating Supplies	N
40113	DEHN OIL COMPANY		1,161.16	1 Transactions			
50128	ECSI SYSTEM INTEGRATORS						
	01-111-000-0000-6273		6,552.00	COURT ROOM SECURITY	25011759	Contracted Purchased Service	N
50128	ECSI SYSTEM INTEGRATORS		6,552.00	1 Transactions			
70064	GROUND FORCE LAWCARE LLC						
	01-111-505-0000-6307		215.00	SERVICE/MAINT NBHHS	28198	Grounds Maintenance	N
	01-111-500-0000-6307		340.00	SERVICE-GOV CENTER	28207	Grounds Maintenance	N
70064	GROUND FORCE LAWCARE LLC		555.00	2 Transactions			
80082	HILLYARD INC-MINNEAPOLIS						
	01-111-500-0000-6413		53.56	SUPPLIES/MAINT GOV CENTER	605792707	Custodial Supplies	N
	01-111-500-0000-6413		147.06	SUPPLIES/MAINT GOV CENTER	605794017	Custodial Supplies	N
	01-111-500-0000-6413		724.76	SUPPLIES/MAINT GOV CENTER	605806973	Custodial Supplies	N
80082	HILLYARD INC-MINNEAPOLIS		925.38	3 Transactions			
54453	HONEYWELL INC						
	01-111-511-0000-6273		1,748.10	SERVICE/HWY CC	5269700834	Contracted Purchased Service	N
	01-111-511-0000-6273		1,219.00	SERVICE/HWY CC	5269710707	Contracted Purchased Service	N
	01-111-511-0000-6273		1,748.10	SERVICE/HWY CC	5269757649	Contracted Purchased Service	N
	01-111-530-0000-6273		847.20	SERVICE-PSC	5269784879	Contracted Purchased Service	N
54453	HONEYWELL INC		5,562.40	4 Transactions			
90061	INNOVATIVE OFFICE SOLUTIONS LLC						
	01-111-500-0000-6413		151.47	SUPPLIES/MAINT GC	4824561	Custodial Supplies	N
90061	INNOVATIVE OFFICE SOLUTIONS LLC		151.47	1 Transactions			
12114	LAKE AREA PLUMBING LLC						
	01-111-000-0000-6560		250.00	SERVICE/HEARTLAND	12581	Repairs And Maintenance Supplies	Y
12114	LAKE AREA PLUMBING LLC		250.00	1 Transactions			
12083	LAKE COUNTRY DOOR INC						
	01-111-512-0000-6560		320.00	SERVICE/HWY HARRIS	57103	Repairs And Maintenance Supplies	N
	01-111-512-0000-6273		350.40	SERVICE/HWY HARRIS	57516	Contracted Purchased Service	N
12083	LAKE COUNTRY DOOR INC		670.40	2 Transactions			

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
12059	LINDSTROM HARDWARE						
	01-111-500-0000-6560		129.99	SUPPLIES/GOV CTR	18037	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		11.99	SUPPLIES/GOV CTR	18112	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		13.66	SUPPLIES/GOV CTR	18131	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		40.95	SUPPLIES/GOV CTR	18160	Repairs And Maintenance Supplies	N
12059	LINDSTROM HARDWARE		196.59	4 Transactions			
13044	MAIN STREET HARDWARE						
	01-111-500-0000-6560		6.99	SUPPLIES/GOV CTR	159144	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		8.00	SUPPLIES/GOV CTR	159148	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		19.99	SUPPLIES/GOV CTR	159200	Repairs And Maintenance Supplies	N
13044	MAIN STREET HARDWARE		34.98	3 Transactions			
22051	MENARDS - FOREST LAKE						
	01-111-500-0000-6560		89.97	SUPPLIES/MAINTENANCE/GC	55419	Repairs And Maintenance Supplies	N
	01-111-512-0000-6560		79.73	SUPPLIES/MAINTENANCE/HWY HARRI	55750	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		280.22	SUPPLIES/MAINTENANCE/GC	55864	Repairs And Maintenance Supplies	N
	01-111-500-0000-6560		17.97	SUPPLIES/MAINTENANCE/GC	56237	Repairs And Maintenance Supplies	N
22051	MENARDS - FOREST LAKE		467.89	4 Transactions			
14222	NAC MECHANICAL & ELECTRICAL						
	01-111-530-0000-6301		1,504.46	SERVICE/PSC	40010611	Repair And Maintenance	N
14222	NAC MECHANICAL & ELECTRICAL		1,504.46	1 Transactions			
15016	OLSON POWER AND EQUIPMENT INC						
	01-111-530-0000-6301		685.13	SUPPLIES/PSC	105861	Repair And Maintenance	N
15016	OLSON POWER AND EQUIPMENT INC		685.13	1 Transactions			
7832	SHRED-N-GO INC						
	01-111-500-0000-6273		483.93	SERVICE-MAINT GC	180775	Contracted Purchased Service	N
	01-111-505-0000-6273		168.93	SERVICE/MAINT NBHHS	180776	Contracted Purchased Service	N
	01-111-500-0000-6273		483.93	SERVICE-MAINT GC	181511	Contracted Purchased Service	N
7832	SHRED-N-GO INC		1,136.79	3 Transactions			
20417	TLC TREE SERVICE LLC						
	01-111-500-0000-6273		2,000.00	REMOVAL OF 7 TREES/GOV CTR	3	Contracted Purchased Service	Y
20417	TLC TREE SERVICE LLC		2,000.00	1 Transactions			
23001	WINNICK SUPPLY INC						

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	01-111-530-0000-6560	83.67	SUPPLIES/PSC	67898	Repairs And Maintenance Supplies	N
23001	WINNICK SUPPLY INC	83.67	1 Transactions			
111	DEPT Total:	32,303.82	Maintenance	23 Vendors	60 Transactions	
127	DEPT		Planning And Zoning			
30069	CHISAGO COUNTY PRESS					
	01-127-000-0000-6235	50.00	1 SUBSCRIPTIONS/ZONING	1006398	Publications And Brochures	N
30069	CHISAGO COUNTY PRESS	50.00	1 Transactions			
50010	ECM PUBLISHERS INC					
	01-127-000-0000-6243	58.50	APR24 PH CASHMERE PROPERTIES	1043704	Advertising	N
	01-127-000-0000-6243	58.50	MAY 1 PH STENBERG/SWANSON	1044700	Advertising	N
50010	ECM PUBLISHERS INC	117.00	2 Transactions			
50060	EMSL ANALYTICAL INC					
	01-127-000-0000-6271	519.80	SERVICE/ZONING	35192558	Professional & Technical Services	N
50060	EMSL ANALYTICAL INC	519.80	1 Transactions			
127	DEPT Total:	686.80	Planning And Zoning	3 Vendors	4 Transactions	
149	DEPT		Other General Government			
50152	EICKMAN/MADELINE					
	01-149-300-0000-6273	2,040.00	CONTRACT LAW CLERK		Contracted Purchased Service	Y
			04/08/2025 04/28/2025			
50152	EICKMAN/MADELINE	2,040.00	1 Transactions			
50019	EMMONS & OLIVIER RESOURCES INC					
	01-149-300-0000-6273	7,059.00	ARPA-0307 ENVS-STC WTRSHD PLA	17300213	Contracted Purchased Service	N
50019	EMMONS & OLIVIER RESOURCES INC	7,059.00	1 Transactions			
13303	MINNESOTA UI FUND					
	01-149-000-0000-6177	12.61	2025Q1 UNEMPLMT REVENUE	07975790	Unemployment	N
13303	MINNESOTA UI FUND	12.61	1 Transactions			
13205	STATE OF MN-OFFICE ENTERPRISE TECH					
	01-149-000-0000-6203	2,283.86	MAR25 PHONE SERVICE	W25030471	Telephone	N

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13205	STATE OF MN-OFFICE ENTERPRISE TECH		2,283.86	1 Transactions		
21006	UNITED PARCEL SERVICE					
	01-149-000-0000-6205	86.47	DELIVERY SERVICE	A448W3145	Postage	N
	01-149-000-0000-6205	43.38	DELIVERY SERVICE	A448W3155	Postage	N
21006	UNITED PARCEL SERVICE	129.85	2 Transactions			
149	DEPT Total:	11,525.32	Other General Government	5 Vendors	6 Transactions	
201	DEPT		Sheriff			
10255	ALPHA TRAINING & TACTICS LLC & SALES					
	01-201-000-0000-6452	1,489.58	SUPPLIES-C OLSON/SHERIFF	20250100	Law Enforcement Supplies	Y
10255	ALPHA TRAINING & TACTICS LLC & SALES	1,489.58	1 Transactions			
10292	AMAZON CAPITAL SERVICES					
	01-201-000-0000-6400	389.69	SUPPLIES/SHERIFF-DISPATCH/INVE	1KHTLY1F6HV4	Office Supplies	N
10292	AMAZON CAPITAL SERVICES	389.69	1 Transactions			
464	ANIMAL MEDICAL CENTER OF LINDSTROM					
	01-201-000-0000-6452	232.96	SERVICE-K9 JUDGE/SHERIFF	200158	Law Enforcement Supplies	6
464	ANIMAL MEDICAL CENTER OF LINDSTROM	232.96	1 Transactions			
10286	ASPEN MILLS					
	01-201-000-0000-6452	133.98	SUPPLIES-J OLDS/SHERIFF	350906	Law Enforcement Supplies	N
10286	ASPEN MILLS	133.98	1 Transactions			
999999903	AT & T					
	01-201-000-0000-6802	500.00	SERVICE/SHERIFF	560945	Miscellaneous Expenses	N
999999903	AT & T	500.00	1 Transactions			
10278	AXON ENTERPRISE INC					
	01-201-000-0000-6452	340.00	BODY MNT RAPIDLOCK/SHERIFF	340363	Law Enforcement Supplies	N
10278	AXON ENTERPRISE INC	340.00	1 Transactions			
503000	CELSKI/BRITTANY					
	01-201-000-0000-6330	27.79	MILEAGE/JAIL	04082025	Mileage	N
503000	CELSKI/BRITTANY	27.79	1 Transactions			

30069 CHISAGO COUNTY PRESS

Chisago County Board of Commissioners
May 7, 2025

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	01-201-000-0000-6802		50.00	1 SUBSCRIPTIONS/SHERIFF	1005731	Miscellaneous Expenses	N
30069	CHISAGO COUNTY PRESS		50.00	1 Transactions			
30293	CHISAGO COUNTY TRAINING ASSOCIATIO						
	01-201-000-0000-6245		300.00	2025 DUES/SHERIFF	CCSO2025	Membership Dues And Fees	N
30293	CHISAGO COUNTY TRAINING ASSOCIATIO		300.00	1 Transactions			
40409	DETECTACHEM INC						
	01-201-000-0000-6452		3,478.19	SUPPLIES/SHERIFF	18727	Law Enforcement Supplies	N
40409	DETECTACHEM INC		3,478.19	1 Transactions			
12049	LAKES REGION EMS INC						
	01-201-000-0000-6452		524.90	SUPPLIES/SHERIFF	424	Law Enforcement Supplies	N
12049	LAKES REGION EMS INC		524.90	1 Transactions			
13210	MHSRC RANGE						
	01-201-000-0000-6299		525.00	REG FEE-D GRIGGS SHERIFF	33790011704	Schooling And Training	N
13210	MHSRC RANGE		525.00	1 Transactions			
81666	MINNESOTA SHERIFF'S ASSOCIATION						
	01-201-000-0000-6299		175.00	REG FEE-L OLSON/SHERIFF	2781	Schooling And Training	N
	01-201-000-0000-6299		300.00	REG FEE-J WOOD/SHERIFF	2818	Schooling And Training	N
	01-201-000-0000-6299		300.00	REG FEE-B THYEN/SHERIFF	2855	Schooling And Training	N
81666	MINNESOTA SHERIFF'S ASSOCIATION		775.00	3 Transactions			
5357	MN BUREAU OF CRIMINAL APPREHENSIOI						
	01-201-000-0000-6299		450.00	REG FEE-T FARRAND/SHERIFF	40734	Schooling And Training	N
	01-201-000-0000-6299		375.00	REG FEE-M BOELK/SHERIFF	40928	Schooling And Training	N
	01-201-000-0000-6299		300.00	REG FEE-A MORINE/SHERIFF	40983	Schooling And Training	N
5357	MN BUREAU OF CRIMINAL APPREHENSIOI		1,125.00	3 Transactions			
14223	NB NAPA						
	01-201-000-0000-6562		39.19	SUPPLIES/SHERIFF	115741	Repairs	N
14223	NB NAPA		39.19	1 Transactions			
7832	SHRED-N-GO INC						
	01-201-000-0000-6273		123.93	SERVICE/SHERIFF	181568	Contracted Purchased Service	N
7832	SHRED-N-GO INC		123.93	1 Transactions			

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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	
13205	STATE OF MN-OFFICE ENTERPRISE TECH						
	01-201-000-0000-6273		26.25	MAR25 SERVICE/SHERIFF	W25030472	Contracted Purchased Service	N
13205	STATE OF MN-OFFICE ENTERPRISE TECH		26.25	1 Transactions			
19371	STORM TRAINING GROUP						
	01-201-000-0000-6299		499.00	REG FEE-T FARRAND/SHERIFF	CB11B7700001	Schooling And Training	Y
19371	STORM TRAINING GROUP		499.00	1 Transactions			
20384	TRUE NORTH PSYCHOLOGY & CONSULTIN						
	01-201-000-0000-6889		960.00	SERVICE/SHERIFF	1164	Wellness	6
20384	TRUE NORTH PSYCHOLOGY & CONSULTIN		960.00	1 Transactions			
520003	TURBEVILLE/BRETT						
	01-201-000-0000-6330		15.00	PARKING/SHERIFF	04072025	Mileage	N
	01-201-000-0000-6330		15.00	PARKING/SHERIFF	04082025	Mileage	N
520003	TURBEVILLE/BRETT		30.00	2 Transactions			
22106	VERTEX UNMANNED SOLUTIONS LLC						
	01-201-000-0000-6452		818.00	DRONE SUPPLIES/SHERIFF	4302	Law Enforcement Supplies	Y
22106	VERTEX UNMANNED SOLUTIONS LLC		818.00	1 Transactions			
24011	XDOG INC						
	01-201-000-0000-6452		288.00	BOARDING K9 JUDGE/SHERIFF	8051	Law Enforcement Supplies	N
	01-201-000-0000-6452		128.00	BOARDING K9 DRAKO/SHERIFF	8066	Law Enforcement Supplies	N
	01-201-000-0000-6452		256.00	BOARDING K9 CODA/SHERIFF	8087	Law Enforcement Supplies	N
	01-201-000-0000-6452		64.00	BOARDING K9 DRAKO/SHERIFF	8103	Law Enforcement Supplies	N
24011	XDOG INC		736.00	4 Transactions			
26005	ZIP REPORTS						
	01-201-000-0000-6273		40.00	4 SEARCHES/SHERIFF	2504010004	Contracted Purchased Service	N
26005	ZIP REPORTS		40.00	1 Transactions			
201	DEPT Total:		13,164.46	Sheriff	23 Vendors	31 Transactions	
207	DEPT			Sheriff's Reserve			
10134	AMADOR LOCKSMITH & DOOR SERVICE IN						
	01-207-000-0000-6802		60.00	SERVICE/SHERIFF	1040	Miscellaneous Expenses	N
10134	AMADOR LOCKSMITH & DOOR SERVICE IN		60.00	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	
19031	STREICHER'S						
	01-207-000-0000-6802		117.96	SUPPLIES/SHERIFF RESERVES	1758974	Miscellaneous Expenses	N
19031	STREICHER'S		117.96	1 Transactions			
207	DEPT Total:		177.96	Sheriff's Reserve	2 Vendors	2 Transactions	
211	DEPT			Gun Permits			
90057	IDENTISYS INC						
	01-211-000-0000-6802		788.00	SUPPLIES/SHERIFF	714675	Miscellaneous Expenses	N
90057	IDENTISYS INC		788.00	1 Transactions			
211	DEPT Total:		788.00	Gun Permits	1 Vendors	1 Transactions	
220	DEPT			Public Safety Grants			
10313	ALL TRAFFIC SOLUTIONS INC						
	01-220-111-0000-6802		29,849.08	SPEED RADAR TRAILER & ACCESS	44483	Miscellaneous Expenses	N
10313	ALL TRAFFIC SOLUTIONS INC		29,849.08	1 Transactions			
10292	AMAZON CAPITAL SERVICES						
	01-220-101-0000-6802		359.70	SOLAR DOCK WARNING LIGHT/WP	14CPMYXF1NJV	Miscellaneous Expenses	N
10292	AMAZON CAPITAL SERVICES		359.70	1 Transactions			
203008	CHISAGO COUNTY PUBLIC WORK'S OFFIC						
	01-220-101-0000-6802		244.90	NO WAKE SIGN INSTALL/SHER WTPR	04142025	Miscellaneous Expenses	N
203008	CHISAGO COUNTY PUBLIC WORK'S OFFIC		244.90	1 Transactions			
30389	FRANKIE'S BAIT & MARINE						
	01-220-101-0000-6802		211.98	SUPPLIES/SHERIFF WTRPTRL	44502	Miscellaneous Expenses	Y
30389	FRANKIE'S BAIT & MARINE		211.98	1 Transactions			
13419	MINNESOTA INBOARD WATER SPORTS						
	01-220-101-0000-6802		744.46	SERVICE/SHERIFF	58497	Miscellaneous Expenses	N
13419	MINNESOTA INBOARD WATER SPORTS		744.46	1 Transactions			
14032	NABPCO OF LINDSTROM						
	01-220-101-0000-6802		150.00	SUPPLIES/SHERIFF BOAT AND WTR	829360	Miscellaneous Expenses	N
14032	NABPCO OF LINDSTROM		150.00	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	
22106	VERTEX UNMANNED SOLUTIONS LLC						
	01-220-111-0000-6802		11,786.00	DRONE SUPPLIES/SHERIFF	4260	Miscellaneous Expenses	Y
	01-220-111-0000-6802		5,619.00	DRONE SUPPLIES/SHERIFF	4261	Miscellaneous Expenses	Y
	01-220-111-0000-6802		3,874.00	DRONE SUPPLIES/SHERIFF	4277	Miscellaneous Expenses	Y
22106	VERTEX UNMANNED SOLUTIONS LLC		21,279.00	3 Transactions			
220	DEPT Total:		52,839.12	Public Safety Grants	7 Vendors	9 Transactions	
251	DEPT			County Jail			
10292	AMAZON CAPITAL SERVICES						
	01-251-000-0000-6303		477.98	DIGITAL FLOOR SCALE/JAIL	1XMCRQWYJN7R	Machinery And Equipment	N
10292	AMAZON CAPITAL SERVICES		477.98	1 Transactions			
507002	GRAY/JONATHAN						
	01-251-000-0000-6330		49.53	MILEAGE/JAIL	04092025	Mileage	N
507002	GRAY/JONATHAN		49.53	1 Transactions			
16133	PREMIER BIOTECH LLC						
	01-251-000-0000-6352		587.40-	CR SUPPLIES/JAIL	2305155	Board In County	Y
	01-251-000-0000-6352		588.95	SUPPLIES/JAIL	2317815	Board In County	Y
16133	PREMIER BIOTECH LLC		1.55	2 Transactions			
16014	QUILL LLC						
	01-251-000-0000-6413		436.08	SUPPLIES/JAIL	43553387	Custodial Supplies	N
	01-251-000-0000-6352		91.07	SUPPLIES/JAIL	43561486	Board In County	N
16014	QUILL LLC		527.15	2 Transactions			
519004	SCHMIDT/KEVIN						
	01-251-000-0000-6299		248.60	LODGING/BEST WESTERN/JAIL		Schooling And Training	N
				04/13/2025 04/15/2025			
519004	SCHMIDT/KEVIN		248.60	1 Transactions			
19426	SUMMIT FOOD SERVICE LLC						
	01-251-000-0000-6415		24,115.87	MAR25 INMATE FOOD SERVICE	2000239867	Food And Beverages	N
19426	SUMMIT FOOD SERVICE LLC		24,115.87	1 Transactions			
251	DEPT Total:		25,420.68	County Jail	6 Vendors	8 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	
252	DEPT				Jail Canteen Account			
	30069	CHISAGO COUNTY PRESS						
		01-252-000-0000-6802		250.00	5 SUBSCRIPTIONS/JAIL	1005437	Miscellaneous Expenses	N
	30069	CHISAGO COUNTY PRESS		250.00	1 Transactions			
	18080	RELIANCE TELEPHONE INC						
		01-252-000-0000-6802		1,000.00	PHONE CARDS/JAIL	28921	Miscellaneous Expenses	N
	18080	RELIANCE TELEPHONE INC		1,000.00	1 Transactions			
252	DEPT Total:			1,250.00	Jail Canteen Account	2 Vendors	2 Transactions	
255	DEPT				Probation And Parole			
	30292	CHISAGO COUNTY CHIEFS OF POLICE ASS						
		01-255-000-0000-6245		25.00	2025 DUES/PROBATION	CCPRO2025	Conferences, Training And Dues	N
	30292	CHISAGO COUNTY CHIEFS OF POLICE ASS		25.00	1 Transactions			
	13085	MINNESOTA MONITORING INC						
		01-255-000-0000-6273		2,201.50	MAR25 SERVICE/PROBATION	16883	Contracted Purchased Service	N
	13085	MINNESOTA MONITORING INC		2,201.50	1 Transactions			
	84147	MN DEPT OF CORRECTIONS						
		01-255-000-0000-6245		136.00	LODGING-M NOLLE/PROBATION	810005	Conferences, Training And Dues	N
		01-255-000-0000-6245		112.75	MEALS-M NOLLE/PROBATION	810005	Conferences, Training And Dues	N
		01-255-000-0000-6245		164.00	MEALS-N DEPUGLIO/PROBATION	810006	Conferences, Training And Dues	N
		01-255-000-0000-6245		170.00	LODGING-N DEPUGLIO/PROBATION	810006	Conferences, Training And Dues	N
	84147	MN DEPT OF CORRECTIONS		582.75	4 Transactions			
	16133	PREMIER BIOTECH LLC						
		01-255-000-0000-6802		588.95	SUPPLIES/PROBATION	2317567	Miscellaneous Expenses	Y
	16133	PREMIER BIOTECH LLC		588.95	1 Transactions			
255	DEPT Total:			3,398.20	Probation And Parole	4 Vendors	7 Transactions	
281	DEPT				Emergency Management			
	10292	AMAZON CAPITAL SERVICES						
		01-281-000-0000-6802		18.99	SUPPLIES/EMER MGMT	14CPMYXF1NJV	Miscellaneous Expenses	N
	10292	AMAZON CAPITAL SERVICES		18.99	1 Transactions			

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1 General Revenue Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
281	DEPT Total:		Emergency Management	1 Vendors	1 Transactions	
523	DEPT		Parks			
10292	AMAZON CAPITAL SERVICES					
	01-523-000-0000-6400	13.54	SUPPLIES/PARKS	1GVHX7NM31HP	Office Supplies	N
	01-523-000-0000-6601	26.68	SUPPLIES/PARKS	1RFY633T1W6V	Furniture And Equipment	N
10292	AMAZON CAPITAL SERVICES	40.22		2 Transactions		
20420	BERGAN/JESSICA					
	01-523-000-0000-6330	15.75	MILEAGE/PARK BOARD	04172025	Mileage	N
20420	BERGAN/JESSICA	15.75		1 Transactions		
30011	CARLSON/GREGG K					
	01-523-000-0000-6111	65.00	PER DIEM/PARK BOARD	04172025	Per Diem In Lieu Of Salaries	Y
	01-523-000-0000-6330	2.80	MILEAGE/PARK BOARD	04172025	Mileage	Y
30011	CARLSON/GREGG K	67.80		2 Transactions		
50007	EAST CENTRAL SOLID WASTE					
	01-523-000-0000-6211	57.41	SERVICE/PARKS	16182	Services And Charges	N
50007	EAST CENTRAL SOLID WASTE	57.41		1 Transactions		
70005	GATEWAY SIGN CO					
	01-523-000-0000-6307	25.00	SUPPLES/PARKS	290047	Grounds Maintenance	N
	01-523-000-0000-6802	875.00	SUPPLES/PARKS/SHIP GRANT	290047	Miscellaneous Expenses	N
70005	GATEWAY SIGN CO	900.00		2 Transactions		
80082	HILLYARD INC-MINNEAPOLIS					
	01-523-000-0000-6307	1,173.95	SUPPLIES/PARKS	605753570	Grounds Maintenance	N
	01-523-000-0000-6307	7.96	SUPPLIES/PARKS	605757616	Grounds Maintenance	N
	01-523-000-0000-6307	22.11	SUPPLIES/PARKS	605760586	Grounds Maintenance	N
	01-523-000-0000-6560	147.06	SUPPLIES/PARKS	605794017	Repairs And Maintenance Supplies	N
80082	HILLYARD INC-MINNEAPOLIS	1,351.08		4 Transactions		
12892	MENARDS OF CAMBRIDGE					
	01-523-000-0000-6560	149.99	SUPPLIES/PARKS	32350	Repairs And Maintenance Supplies	N
12892	MENARDS OF CAMBRIDGE	149.99		1 Transactions		
14223	NB NAPA					
	01-523-000-0000-6303	55.96	SUPPLIES/PARKS	116278	Machinery And Equipment	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	
	01-523-000-0000-6303		217.77	SUPPLIES/PARKS	116359	Machinery And Equipment	N
14223	NB NAPA		273.73	2 Transactions			
16212	PANTELIS JR/JOHN D						
	01-523-000-0000-6111		65.00	PER DIEM/PARK BOARD	04172025	Per Diem In Lieu Of Salaries	Y
	01-523-000-0000-6330		8.40	MILEAGE/PARK BOARD	04172025	Mileage	N
16212	PANTELIS JR/JOHN D		73.40	2 Transactions			
67779	PETERSON REPAIR & TOWING INC						
	01-523-000-0000-6273		183.50	SERVICE/PARKS	15216	Contracted Purchased Service	N
67779	PETERSON REPAIR & TOWING INC		183.50	1 Transactions			
16204	PIONEER MANUFACTURING COMPANY						
	01-523-000-0000-6307		221.26	SUPPLIES/PARKS	246456	Grounds Maintenance	N
16204	PIONEER MANUFACTURING COMPANY		221.26	1 Transactions			
56381	PRISM DESIGN AND EMBROIDERY						
	01-523-000-0000-6307		360.00	UNIFORM SHIRTS/PARKS	15964	Grounds Maintenance	Y
56381	PRISM DESIGN AND EMBROIDERY		360.00	1 Transactions			
19431	SIEDOW/ALLEN R						
	01-523-000-0000-6111		65.00	PER DIEM/PARK BOARD	04172025	Per Diem In Lieu Of Salaries	Y
	01-523-000-0000-6330		29.96	MILEAGE/PARK BOARD	04172025	Mileage	Y
19431	SIEDOW/ALLEN R		94.96	2 Transactions			
20786	TRAFX RESEARCH LTD						
	01-523-000-0000-6307		3,160.00	VEHICLE AND TRLR COUNTER/PARKS	250414TK	Grounds Maintenance	N
20786	TRAFX RESEARCH LTD		3,160.00	1 Transactions			
23140	WILLE/JOLENE						
	01-523-000-0000-6111		65.00	PER DIEM/PARK BOARD	04172025	Per Diem In Lieu Of Salaries	Y
	01-523-000-0000-6330		4.90	MILEAGE/PARK BOARD	04172025	Mileage	N
23140	WILLE/JOLENE		69.90	2 Transactions			
26021	ZIEGLER INC						
	01-523-000-0000-6343		800.00	HYDRAULIC MULCHER/PARKS	IN001880651	Machinery And Equipment Rental	N
26021	ZIEGLER INC		800.00	1 Transactions			

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	<u>Vendor</u>	<u>Name</u>	<u>Rpt</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>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
523	DEPT Total:			7,819.00	Parks	16 Vendors	26 Transactions	
601	DEPT				County Agricultural Society			
	19047	CHISAGO COUNTY AGRICULTURAL SOCIE						
		01-601-000-0000-6211		8,000.00	1ST HALF 2025 ALLOCATION	04282025	Services And Charges	N
	19047	CHISAGO COUNTY AGRICULTURAL SOCIE		8,000.00	1 Transactions			
601	DEPT Total:			8,000.00	County Agricultural Society	1 Vendors	1 Transactions	
603	DEPT				County Extension Service			
	90061	INNOVATIVE OFFICE SOLUTIONS LLC						
		01-603-000-0000-6400		119.12	SUPPLIES/EXTENSION	4821256	Office Supplies	N
	90061	INNOVATIVE OFFICE SOLUTIONS LLC		119.12	1 Transactions			
	20349	TOSHIBA BUSINESS SOLUTIONS						
		01-603-000-0000-6343		449.19	MAY25 COPIER RENT/EXTENSION	5034025714	Machinery And Equipment Rental	N
	20349	TOSHIBA BUSINESS SOLUTIONS		449.19	1 Transactions			
603	DEPT Total:			568.31	County Extension Service	2 Vendors	2 Transactions	
605	DEPT				Soil Conservation District			
	13303	MINNESOTA UI FUND						
		01-605-000-0000-6802		1,380.20	2025Q1 UNEMPLMT REVENUE	07975790	Miscellaneous Expenses	N
	13303	MINNESOTA UI FUND		1,380.20	1 Transactions			
605	DEPT Total:			1,380.20	Soil Conservation District	1 Vendors	1 Transactions	
611	DEPT				Water Quality Grant			
	60154	FOREST LAKE PRINTING						
		01-611-000-0000-6235		475.15	SUPPLIES/WTR RESOURCE	22234	Publications And Brochures	N
	60154	FOREST LAKE PRINTING		475.15	1 Transactions			
	23258	WASHINGTON CONSERVATION DISTRICT						
		01-611-000-0000-6273		2,000.00	2025Q1 SHARED EXPENSE WTR RES	6953	Contracted Purchased Service	N
	23258	WASHINGTON CONSERVATION DISTRICT		2,000.00	1 Transactions			

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	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
611	DEPT Total:			2,475.15	Water Quality Grant	2 Vendors	2 Transactions	
619	DEPT				Watercraft Inspection			
	505001	EGGE/JENNIFER						
		01-619-000-0000-6330		68.60	MILEAGE/WTR CRFT INSPECTION	04212025	Mileage	N
	505001	EGGE/JENNIFER		68.60	1 Transactions			
	60154	FOREST LAKE PRINTING						
		01-619-000-0000-6235		590.75	SUPPLIES/WTRCRFT INSP	22234	Publications And Brochures	N
	60154	FOREST LAKE PRINTING		590.75	1 Transactions			
	23116	GRAINGER INC						
		01-619-000-0000-6400		88.62	SUPPLIES/WTRCRFT INSP	9477719190	Office Supplies	N
	23116	GRAINGER INC		88.62	1 Transactions			
	12167	LAKES AREA CANVAS - FOREST LAKE MA						
		01-619-000-0000-6303		247.50	SERVICE/WTRCRFT INSPEC	i250404526	Machinery And Equipment	N
	12167	LAKES AREA CANVAS - FOREST LAKE MA		247.50	1 Transactions			
	12059	LINDSTROM HARDWARE						
		01-619-000-0000-6303		109.99	SUPPLIES/WTRCRFT INSP	18117	Machinery And Equipment	N
		01-619-000-0000-6400		27.98	SUPPLIES/WTRCRFT INSP	18117	Office Supplies	N
	12059	LINDSTROM HARDWARE		137.97	2 Transactions			
	16085	POST-HASTE BUSINESS SOLUTIONS						
		01-619-000-0000-6235		239.99	SUPPLIES/WTRCRFT INSP	139246	Publications And Brochures	N
	16085	POST-HASTE BUSINESS SOLUTIONS		239.99	1 Transactions			
619	DEPT Total:			1,373.43	Watercraft Inspection	6 Vendors	7 Transactions	
1	Fund Total:			413,459.83	General Revenue Fund		310 Transactions	

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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	
105	DEPT			Surveyor			
30177	CINTAS CORPORATION						
	03-105-000-0000-6501		9.19	Surveyor pants	4226651544	Engineering And Surveying Supplies	N
	03-105-000-0000-6501		9.19	Surveyor pants	4227346563	Engineering And Surveying Supplies	N
	03-105-000-0000-6501		9.19	Surveyor pants	4228144005	Engineering And Surveying Supplies	N
30177	CINTAS CORPORATION		27.57	3 Transactions			
105	DEPT Total:		27.57	Surveyor	1 Vendors	3 Transactions	
310	DEPT			Highway Administration			
30069	CHISAGO COUNTY PRESS						
	03-310-000-0000-6242		50.00	Subscription- 2025	1003713-2025	Publicity Subscriptions And Dues	N
30069	CHISAGO COUNTY PRESS		50.00	1 Transactions			
506002	FAIRBANKS/TAMARA						
	03-310-000-0000-6330		85.40	MCHAA Conference- Milage	04.16-18.2025	Mileage	N
	03-310-000-0000-6245		15.69	MCHAA Conference- Lunch	04.16.25	Conferences, Dues And Training	N
506002	FAIRBANKS/TAMARA		101.09	2 Transactions			
60154	FOREST LAKE PRINTING						
	03-310-000-0000-6400		198.25	2- boxes #10 Envelopes	22231	Supplies	N
60154	FOREST LAKE PRINTING		198.25	1 Transactions			
13303	MINNESOTA UI FUND						
	03-310-000-0000-6177		1,261.56	2025Q1 UNEMPLMT HIGHWAY	07975790	Unemployment	N
13303	MINNESOTA UI FUND		1,261.56	1 Transactions			
5569	MN DEPT HUMAN SERVICES						
	03-310-000-0000-6400		37.46	Bryan A name plate	S0000018917	Supplies	N
5569	MN DEPT HUMAN SERVICES		37.46	1 Transactions			
19401	SHIMMON/BARBARA						
	03-310-000-0000-6245		55.00	MCHAA Conference- meals	04/15-18/2025	Conferences, Dues And Training	N
	03-310-000-0000-6330		105.28	MCHAA Conference	04/15-18/2025	Mileage	N
19401	SHIMMON/BARBARA		160.28	2 Transactions			
520002	TRIPLETT/JOE						
	03-310-000-0000-6330		56.00	MICA meeting	04.04.25	Mileage	N
	03-310-000-0000-6330		56.00	Capitol for testimony	04.11.25	Mileage	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	
	03-310-000-0000-6330		564.90	807 miles- NACE conference IL	04.13-18.25	Mileage	N
520002	TRIPLETT/JOE		676.90	3 Transactions			
21057	USA MOBILE DRUG TESTING						
	03-310-000-0000-6273		69.23	Short pd. previous bal. ch#244	27128	Contracted Purchased Service	Y
	03-310-000-0000-6273		593.50	3- employee/Dylan/John/Ethan	27923	Contracted Purchased Service	Y
21057	USA MOBILE DRUG TESTING		662.73	2 Transactions			
310	DEPT Total:		3,148.27	Highway Administration	8 Vendors	13 Transactions	
320	DEPT			Highway Engineering			
10161	AMERICAN ENGINEERING TESTING INC						
	03-320-000-0000-6273		6,964.50	Pavement testing CSAH 19	INV251876	Contracted Purchased Service	N
10161	AMERICAN ENGINEERING TESTING INC		6,964.50	1 Transactions			
30177	CINTAS CORPORATION						
	03-320-000-0000-6501		22.66	Engineer pants	4226651544	Engineering And Surveying Supplies	N
	03-320-000-0000-6501		22.66	Engineer pants	4227346563	Engineering And Surveying Supplies	N
	03-320-000-0000-6501		22.66	Engineer pants	4228144005	Engineering And Surveying Supplies	N
30177	CINTAS CORPORATION		67.98	3 Transactions			
40178	DEUTSCHLANDER FENCING LLC						
	03-320-000-0000-6273		4,474.25	tear out 78ft fence/ rebuild	1897	Contracted Purchased Service	Y
40178	DEUTSCHLANDER FENCING LLC		4,474.25	1 Transactions			
12892	MENARDS OF CAMBRIDGE						
	03-320-000-0000-6501		50.97	Polebarn nails	31667	Engineering And Surveying Supplies	N
12892	MENARDS OF CAMBRIDGE		50.97	1 Transactions			
13078	MN COUNTY ENGINEERS ASSOC						
	03-320-000-0000-6245		1,050.00	NACE/MCEA Dues-Joe/Ben/Kyle	2025MCEA	Conferences, Dues And Training	N
13078	MN COUNTY ENGINEERS ASSOC		1,050.00	1 Transactions			
19073	SEH - SHORT ELLIOTT HENDRICKSON INC						
	03-320-000-0000-6273		553.62	CSAH 10 phase 2 wetlands	485762	Contracted Purchased Service	N
19073	SEH - SHORT ELLIOTT HENDRICKSON INC		553.62	1 Transactions			
19101	SRF CONSULTING GROUP INC						
	03-320-000-0000-6273		1,321.80	CSAH 10 phase 2 drainage 03/25	17492.00-13	Contracted Purchased Service	N

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
19101	SRF CONSULTING GROUP INC		1,321.80		1 Transactions		
320	DEPT Total:		14,483.12	Highway Engineering	7 Vendors	9 Transactions	
330	DEPT			Highway Maintenance			
30262	CATERPILLAR FINANCIAL SERVICES CORP						
	03-330-000-0000-6343		3,138.80	Lease-to-own U384 Motorgrader	36821735	Machinery And Equipment Rental	N
30262	CATERPILLAR FINANCIAL SERVICES CORP		3,138.80		1 Transactions		
30361	CEMSTONE PRODUCTS COMPANY						
	03-330-000-0000-6514		244.62	Pavement repairs	7719027	Pavement Repair Services	N
	03-330-000-0000-6514		228.42	Pavement repairs	7719591	Pavement Repair Services	N
30361	CEMSTONE PRODUCTS COMPANY		473.04		2 Transactions		
30177	CINTAS CORPORATION						
	03-330-000-0000-6560		91.71	Maintenance pants	4226623869	Repairs And Maintenance Supplies	N
	03-330-000-0000-6560		84.00	Maintenance pants	4226651544	Repairs And Maintenance Supplies	N
	03-330-000-0000-6560		84.00	Maintenance pants	4227346563	Repairs And Maintenance Supplies	N
	03-330-000-0000-6560		91.71	Maintenance pants	4227408042	Repairs And Maintenance Supplies	N
	03-330-000-0000-6560		91.71	Maintenance pants	4228125519	Repairs And Maintenance Supplies	N
	03-330-000-0000-6560		84.00	Maintenance pants	4228144005	Repairs And Maintenance Supplies	N
30177	CINTAS CORPORATION		527.13		6 Transactions		
30247	CITY OF ST PAUL						
	03-330-000-0000-6514		236.28	pavement repair tk#246721	IN62220	Pavement Repair Services	N
	03-330-000-0000-6514		236.28	pavement repair tk#246691	IN62220	Pavement Repair Services	N
	03-330-000-0000-6514		196.90	pavement repair tk#246647	IN62220	Pavement Repair Services	N
	03-330-000-0000-6514		150.98	pavement repair tk#246722	IN62220	Pavement Repair Services	N
	03-330-000-0000-6514		236.28	pavement repair tk#246576	IN62220	Pavement Repair Services	N
	03-330-000-0000-6514		301.96	pavement repair th#246978	IN62220	Pavement Repair Services	N
	03-330-000-0000-6514		226.47	pavement repair th#246933	IN62220	Pavement Repair Services	N
	03-330-000-0000-6514		188.73	pavement repair th#246890	IN62220	Pavement Repair Services	N
	03-330-000-0000-6514		301.96	pavement repair th#246846	IN62220	Pavement Repair Services	N
	03-330-000-0000-6514		226.47	parking lot tk#246816	IN62220	Pavement Repair Services	N
	03-330-000-0000-6514		236.28	pavement repair tk#246612	IN62220	Pavement Repair Services	N
30247	CITY OF ST PAUL		2,538.59		11 Transactions		
30245	COMPASS MINERALS AMERICA INC						
	03-330-000-0000-6506		2,040.29	24.35T winter salt	1487338	Road Salt	N

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	03-330-000-0000-6506		31,282.16	373.34T winter salt	1487861	Road Salt	N
	03-330-000-0000-6506		8,161.98	97.41T winter salt	1488341	Road Salt	N
30245	COMPASS MINERALS AMERICA INC		41,484.43	3 Transactions			
40147	DRESSER TRAP ROCK INC						
	03-330-000-0000-6502		1,561.15	subcut	149393	Road And Shoudler Aggregate	N
	03-330-000-0000-6502		555.99	subcut	149454	Road And Shoudler Aggregate	N
	03-330-000-0000-6502		1,178.85	subcut	149497	Road And Shoudler Aggregate	N
40147	DRESSER TRAP ROCK INC		3,295.99	3 Transactions			
22051	MENARDS - FOREST LAKE						
	03-330-000-0000-6560		364.78	32- concrete mix/concrete form	55286	Repairs And Maintenance Supplies	N
	03-330-000-0000-6560		119.88	12-concrete mix	55572	Repairs And Maintenance Supplies	N
22051	MENARDS - FOREST LAKE		484.66	2 Transactions			
12892	MENARDS OF CAMBRIDGE						
	03-330-000-0000-6560		67.75	Green treat lumber	31612	Repairs And Maintenance Supplies	N
12892	MENARDS OF CAMBRIDGE		67.75	1 Transactions			
14138	NORTH 40 RESOURCES						
	03-330-000-0000-6502		871.50	Loading fees	A2062	Road And Shoudler Aggregate	Y
	03-330-000-0000-6502		270.00	Loading fees	A2068	Road And Shoudler Aggregate	Y
	03-330-000-0000-6502		282.00	Loading fees	A2072	Road And Shoudler Aggregate	Y
	03-330-000-0000-6502		126.90	Loading fees	A2082	Road And Shoudler Aggregate	Y
14138	NORTH 40 RESOURCES		1,550.40	4 Transactions			
19442	STACY HARDWARE INC						
	03-330-000-0000-6560		18.98	Rim sprocket 3/8", 7T	33268	Repairs And Maintenance Supplies	N
19442	STACY HARDWARE INC		18.98	1 Transactions			
21054	ULINE						
	03-330-000-0000-6560		1,151.71	48x144" pallet rack- Harris	191034255	Repairs And Maintenance Supplies	N
21054	ULINE		1,151.71	1 Transactions			
26021	ZIEGLER INC						
	03-330-000-0000-6343		3,050.80-	Credit/Stump grinder	CM000213586	Machinery And Equipment Rental	N
	03-330-000-0000-6343		628.80-	Credit/Stump grinder	CM000234120	Machinery And Equipment Rental	N
	03-330-000-0000-6343		208.00-	Credit/Stump grinder	CM000234121	Machinery And Equipment Rental	N
	03-330-000-0000-6343		3,930.00	Rental- Stump grinder	IN001886644	Machinery And Equipment Rental	N

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26021	ZIEGLER INC		42.40		4 Transactions		
330	DEPT Total:		54,773.88	Highway Maintenance	12 Vendors	39 Transactions	
340	DEPT			Equipment Maintenance/Shop			
10289	ALL WAYS AUTOMOTIVE LLC						
	03-340-000-0000-6562		1,569.67	Sheriffs/ suspension arm/steer	20598	Repairs	N
10289	ALL WAYS AUTOMOTIVE LLC		1,569.67	1 Transactions			
10292	AMAZON CAPITAL SERVICES						
	03-340-000-0000-6562		219.24	Slope meter	1YHKMPPP376D	Repairs	N
10292	AMAZON CAPITAL SERVICES		219.24	1 Transactions			
10258	ARDEN SPECIALTY PRODUCTS						
	03-340-000-0000-6507		51.48	Bent pin	S52043	Shop Supplies	N
10258	ARDEN SPECIALTY PRODUCTS		51.48	1 Transactions			
20374	BEAUDRY OIL & SERVICE INC						
	03-340-000-0000-6561		8,885.18	CC unleaded	1123884	Gas And Oil	N
	03-340-000-0000-6561		6,882.31	Harris unleaded	1123885	Gas And Oil	N
20374	BEAUDRY OIL & SERVICE INC		15,767.49	2 Transactions			
30177	CINTAS CORPORATION						
	03-340-000-0000-6341		43.00	Harris pants	4226623869	Rental And Service Agreements	N
	03-340-000-0000-6341		89.74	Center City pants	4226651544	Rental And Service Agreements	N
	03-340-000-0000-6341		89.74	Center City pants	4227346563	Rental And Service Agreements	N
	03-340-000-0000-6341		43.00	Harris pants	4227408042	Rental And Service Agreements	N
	03-340-000-0000-6341		43.00	Harris pants	4228125519	Rental And Service Agreements	N
	03-340-000-0000-6341		89.74	Center City pants	4228144005	Rental And Service Agreements	N
30177	CINTAS CORPORATION		398.22	6 Transactions			
30271	COPYPRO						
	03-340-000-0000-6802		862.50	Decals/Numbers	02441	Miscellaneous Expenses	N
30271	COPYPRO		862.50	1 Transactions			
40023	DIAMOND MOWERS LLC						
	03-340-000-0000-6507		399.01	Filter tank	283006	Shop Supplies	N
40023	DIAMOND MOWERS LLC		399.01	1 Transactions			

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17580	INTERSTATE ALL BATTERY CENTERS						
	03-340-000-0000-6507		70.95	Batteries/9V/AAA/AA	110060600	Shop Supplies	N
	03-340-000-0000-6562		305.90	Sheriffs/ MTP-48/H6, MTP-94R/H	110060600	Repairs	N
17580	INTERSTATE ALL BATTERY CENTERS		376.85	2 Transactions			
40916	KIMBALL MIDWEST						
	03-340-000-0000-6507		1,334.82	Primer/ Connectors/ Washers	103249035	Shop Supplies	N
	03-340-000-0000-6507		133.80	Cleaner	103249794	Shop Supplies	N
40916	KIMBALL MIDWEST		1,468.62	2 Transactions			
13192	MACQUEEN EQUIPMENT LLC						
	03-340-000-0000-6562		147.46	Voltage Regulator	P64393	Repairs	Y
	03-340-000-0000-6562		550.19	Water pump	P64395	Repairs	Y
13192	MACQUEEN EQUIPMENT LLC		697.65	2 Transactions			
13164	MN POLLUTION CONTROL AGENCY						
	03-340-000-0000-6802		345.00	WQ annual permit fee	1000199723	Miscellaneous Expenses	N
13164	MN POLLUTION CONTROL AGENCY		345.00	1 Transactions			
14032	NABPCO OF LINDSTROM						
	03-340-000-0000-6562		61.02	Bolt	828634	Repairs	N
	03-340-000-0000-6562		169.20	Foot pads/oil filter	828865	Repairs	N
	03-340-000-0000-6562		32.19	Relay	829416	Repairs	N
	03-340-000-0000-6562		18.49	oil filter	829573	Repairs	N
	03-340-000-0000-6562		89.90	Sheriffs/ disc brakes	829629	Repairs	N
	03-340-000-0000-6507		216.85	30lbs. 134A refrigerant	829665	Shop Supplies	N
	03-340-000-0000-6562		95.92	test	829787	Repairs	N
	03-340-000-0000-6507		5.20	4MM 6PT SKT	829847	Shop Supplies	N
	03-340-000-0000-6562		75.78	Disc brakes	830331	Repairs	N
	03-340-000-0000-6562		33.06	Axle shaft	830424	Repairs	N
	03-340-000-0000-6562		129.28	Wheel nuts	830425	Repairs	N
	03-340-000-0000-6507		8.88	Tip cleaner	830426	Shop Supplies	N
14032	NABPCO OF LINDSTROM		935.77	12 Transactions			
14224	NORTHERN TOOL COMMERCIAL ACCOUNT						
	03-340-000-0000-6507		75.95	Multitool blade kit	9086511a9	Shop Supplies	N
14224	NORTHERN TOOL COMMERCIAL ACCOUNT		75.95	1 Transactions			
20950	NUSS TRUCK & EQUIPMENT						

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	03-340-000-0000-6562		161.80	Tube	PSO195785-1	Repairs	N
	03-340-000-0000-6562		43.56	Filter cap	PSO199159	Repairs	N
20950	NUSS TRUCK & EQUIPMENT		205.36		2	Transactions	
16154	PRECISE MOBILE RESOURCE MANAGEMEN						
	03-340-000-0000-6341		529.00	03/25 On vehicle locate	IN2002004947	Rental And Service Agreements	N
16154	PRECISE MOBILE RESOURCE MANAGEMEN		529.00		1	Transactions	
20502	TOOL MAN MIKE LLC						
	03-340-000-0000-6507		310.67	Impact bit set	28601	Shop Supplies	Y
20502	TOOL MAN MIKE LLC		310.67		1	Transactions	
26021	ZIEGLER INC						
	03-340-000-0000-6562		39.40	Switch	IN001870564	Repairs	N
	03-340-000-0000-6562		50.27	Hose	IN001883576	Repairs	N
	03-340-000-0000-6562		164.62	Bolt/Bit end	IN001884834	Repairs	N
	03-340-000-0000-6562		11.60	Restock fee	IN001890256	Repairs	N
	03-340-000-0000-6562		60.29	Bolts	SI000633019	Repairs	N
26021	ZIEGLER INC		326.18		5	Transactions	
340	DEPT Total:		24,538.66	Equipment Maintenance/Shop	17 Vendors	42 Transactions	
345	DEPT			Traffic Operations			
30177	CINTAS CORPORATION						
	03-345-000-0000-6507		24.30	Sign shop pants	4226651544	Shop Supplies	N
	03-345-000-0000-6507		24.30	Sign shop pants	4227346563	Shop Supplies	N
	03-345-000-0000-6507		24.30	Sign shop pants	4228144005	Shop Supplies	N
30177	CINTAS CORPORATION		72.90		3	Transactions	
70083	GOPHER STATE ONE-CALL INC						
	03-345-000-0000-6802		48.60	Operator tickets 2025	5030161	Miscellaneous Expenses	N
70083	GOPHER STATE ONE-CALL INC		48.60		1	Transactions	
13204	M-R SIGN COMPANY						
	03-345-000-0000-6504		14,954.40	100- square tubes/12' sign bra	227309	Traffic Signs	N
	03-345-000-0000-6504		262.37	AAH sign- Airforce JROTC	227343	Traffic Signs	N
13204	M-R SIGN COMPANY		15,216.77		2	Transactions	

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	<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
345	DEPT Total:			15,338.27	Traffic Operations	3 Vendors	6 Transactions
3	Fund Total:			112,309.77	Road And Bridge Fund		112 Transactions

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	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
61	DEPT				Enterprise Services			
	30282	CDW GOVERNMENT LLC						
		12-061-000-0000-6601		22,692.51	ENTS-0427/REPLACE 911 SERVER	AD7UV1P	Furniture And Equipment	N
	30282	CDW GOVERNMENT LLC		22,692.51	1 Transactions			
	19289	SUMURI LLC						
		12-061-000-0000-6601		3,939.00	ENTS-0426 SMALL EQUIP NEW	20250277	Furniture And Equipment	Y
		12-061-000-0000-6601		9,897.00	ENTS-0420 SMALL EQUIP RPL	20250277	Furniture And Equipment	Y
	19289	SUMURI LLC		13,836.00	2 Transactions			
61	DEPT Total:			36,528.51	Enterprise Services	2 Vendors	3 Transactions	
523	DEPT				Parks			
	19417	S&S ELECTRIC LLC						
		12-523-000-0000-6802		3,500.00	ENVS-0444 HEATING SYSTEM	1559	Miscellaneous Expenses	N
	19417	S&S ELECTRIC LLC		3,500.00	1 Transactions			
523	DEPT Total:			3,500.00	Parks	1 Vendors	1 Transactions	
12	Fund Total:			40,028.51	Capital Equipment Fund		4 Transactions	

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390	DEPT		SCORE Grant Fund			
10162	AAA APPLIANCE ELECTRONICS & METAL I					
	14-390-000-0000-6225		95.00	MAR25 APPL/TIRE RECYCLING		Tire And Appli
	14-390-000-0000-6225		20.00	FEB25 APPL/TIRE RECYCLING		Tire And Appli
	14-390-000-0000-6229		36.00	MAR25 ELECTRONIC RECYCLING		Electronics R
	14-390-000-0000-6229		63.00	MAR25 ELECTRONIC RECYCLING		Electronics R
	14-390-000-0000-6815		15.00	FEB25 MATTRESS RECYCLING		Mattress Recy
	14-390-000-0000-6815		40.00	MAR25 MATTRESS RECYCLING		Mattress Recy
10162	AAA APPLIANCE ELECTRONICS & METAL I		269.00	6 Transactions		
10183	AMERICAN SOLUTIONS FOR BUSINESS					
	14-390-000-0000-6802		1,592.50	2025 TAX STMT INSERTS/HHW	7871202	Miscellaneous
10183	AMERICAN SOLUTIONS FOR BUSINESS		1,592.50	1 Transactions		
30227	CHISAGO LAKES SANITATION					
	14-390-000-0000-6812		856.14	FEB25 RECYCLING SUBSIDY		Hauler Recycl
30227	CHISAGO LAKES SANITATION		856.14	1 Transactions		
30034	CROIX VALLEY PICK-UP INC					
	14-390-000-0000-6812		653.84	FEB25 RECYCLING SUBSIDY		Hauler Recycl
30034	CROIX VALLEY PICK-UP INC		653.84	1 Transactions		
50111	EVERGREEN RECYCLING LLC					
	14-390-000-0000-6225		285.00	FEB25 TIRE/APPL RECYCLING		Tire And Appli
	14-390-000-0000-6225		530.00	MAR25 TIRE/APPL RECYCLING		Tire And Appli
	14-390-000-0000-6229		276.00	FEB25 ELECTRONIC RECYCLING		Electronics R
	14-390-000-0000-6229		260.00	MAR25 ELECTRONIC RECYCLING		Electronics R
	14-390-000-0000-6815		250.00	FEB25 MATTRESS RECYCLING		Mattress Recy
	14-390-000-0000-6815		375.00	MAR25 MATTRESS RECYCLING		Mattress Recy
50111	EVERGREEN RECYCLING LLC		1,976.00	6 Transactions		
6582	MERRICK INC.					
	14-390-000-0000-6273		108.00	2025Q1 PLASTIC RECYCLING	1055	Contracted Pu
6582	MERRICK INC.		108.00	1 Transactions		
16179	PETE'S RUBBISH HAULING LLC					
	14-390-000-0000-6812		140.02	FEB25 RECYCLING SUBSIDY		Hauler Recycl
16179	PETE'S RUBBISH HAULING LLC		140.02	1 Transactions		

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18165	RECYCLING FOR WILDLIFE						
	14-390-000-0000-6225		20.00	FEB25 TIRE/APPL RECYCLING		Tire And Appliance Recycling Expenses	Y
	14-390-000-0000-6225		155.00	MAR25 TIRE/APPL RECYCLING		Tire And Appliance Recycling Expenses	Y
	14-390-000-0000-6229		116.00	MAR25 ELECTRONIC RECYCLING		Electronics Recycling	Y
	14-390-000-0000-6229		14.00	FEB25 ELECTRONIC RECYCLING		Electronics Recycling	Y
	14-390-000-0000-6815		10.00	FEB25 MATTRESS RECYCLING		Mattress Recycling Expenses	Y
	14-390-000-0000-6815		50.00	MAR25 MATTRESS RECYCLING		Mattress Recycling Expenses	Y
18165	RECYCLING FOR WILDLIFE		365.00	6 Transactions			
390	DEPT Total:		5,960.50	SCORE Grant Fund	8 Vendors	23 Transactions	
392	DEPT			HHW Operations			
10034	ALL SAFE INC						
	14-392-000-0000-6277		95.48	VARIOUS RECYCLING/HHW	223748	Disposal Costs	N
10034	ALL SAFE INC		95.48	1 Transactions			
30069	CHISAGO COUNTY PRESS						
	14-392-000-0000-6243		188.00	ADVERTISING/SOLID WASTE	17160706	Advertising	N
30069	CHISAGO COUNTY PRESS		188.00	1 Transactions			
203008	CHISAGO COUNTY PUBLIC WORK'S OFFIC						
	14-392-000-0000-6245		190.00	FORKLIFT TRAINING/HHW		Conferences, Dues And Training	N
203008	CHISAGO COUNTY PUBLIC WORK'S OFFIC		190.00	1 Transactions			
23116	GRAINGER INC						
	14-392-000-0000-6802		111.59	SUPPLIES/HHW	882965700	Miscellaneous Expenses	N
	14-392-000-0000-6802		43.44	SUPPLIES/HHW	9455589052	Miscellaneous Expenses	N
23116	GRAINGER INC		155.03	2 Transactions			
12187	LEPAGE & SONS INC						
	14-392-000-0000-6273		275.00	SERVICE/HHW FACILITY	281375	Contracted Purchased Service	N
12187	LEPAGE & SONS INC		275.00	1 Transactions			
19062	SAFETY-KLEEN SYSTEMS INC						
	14-392-000-0000-6277		183.00	OIL/ANTIFREEZE RECYCLING	96883997	Disposal Costs	N
	14-392-000-0000-6277		1,446.00	OIL/ANTIFREEZE RECYCLING	96933282	Disposal Costs	N
19062	SAFETY-KLEEN SYSTEMS INC		1,629.00	2 Transactions			
22014	VEOLIA ES TECH SOLUTIONS LLC						

CHISAGO COUNTY



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 36

14 Solid Waste 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	
	14-392-000-0000-6277		5,042.52	PAINT DISPOSAL/HHW FACILITY	537197	Disposal Costs	N
22014	VEOLIA ES TECH SOLUTIONS LLC		5,042.52	1 Transactions			
392	DEPT Total:		7,575.03	HHW Operations	7 Vendors	9 Transactions	
14	Fund Total:		13,535.53	Solid Waste Fund		32 Transactions	

CHISAGO COUNTY



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
				Service Dates	Paid On Bhf #	On Behalf of Name	
618	DEPT			Lake Improvement District Maintenance			
20007	BEHNKE/JILL M						
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	04072025	Per Diem In Lieu Of Salaries	Y
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	04152025	Per Diem In Lieu Of Salaries	Y
20007	BEHNKE/JILL M		130.00	2 Transactions			
50019	EMMONS & OLIVIER RESOURCES INC						
	18-618-000-0000-6886		275.00	MAR25 SERVICE/LK IMPRV DIST	96900603	Contract Administration	N
	18-618-000-0000-6886		914.00	MAR25 SERVICE/LK IMPRV DIST	96900613	Contract Administration	N
50019	EMMONS & OLIVIER RESOURCES INC		1,189.00	2 Transactions			
12162	LAMOTTE/TRAVIS						
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	04072025	Per Diem In Lieu Of Salaries	Y
12162	LAMOTTE/TRAVIS		65.00	1 Transactions			
12127	LEVASSEUR/MARGARET						
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	04072025	Per Diem In Lieu Of Salaries	Y
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	04152025	Per Diem In Lieu Of Salaries	Y
12127	LEVASSEUR/MARGARET		130.00	2 Transactions			
13353	MCBRIDE/TODD						
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	04072025	Per Diem In Lieu Of Salaries	Y
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	04072025	Per Diem In Lieu Of Salaries	Y
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	04152025	Per Diem In Lieu Of Salaries	Y
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	04152025	Per Diem In Lieu Of Salaries	Y
13353	MCBRIDE/TODD		260.00	4 Transactions			
67777	PETERSON COMPANIES INC						
	18-618-000-0000-6813		24,276.25	BEAVER DAM REMOVAL	59042	Water Levels	N
67777	PETERSON COMPANIES INC		24,276.25	1 Transactions			
19255	SCHUMACHER/GARY						
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	04072025	Per Diem In Lieu Of Salaries	Y
	18-618-000-0000-6111		65.00	PER DIEM/LID BOARD	04152025	Per Diem In Lieu Of Salaries	Y
19255	SCHUMACHER/GARY		130.00	2 Transactions			
618	DEPT Total:		26,180.25	Lake Improvement District Maintenance	7 Vendors	14 Transactions	
18	Fund Total:		26,180.25	Lake Imprvmnt Distr Maint		14 Transactions	

CHISAGO COUNTY



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

	Vendor		Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
	No.	Account/Formula						
			Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
880	DEPT				Unallocated			
	513002	MALCHOW/KATIE						
		76-880-000-0000-6802		177.10	STRATEGIC PLANNING MEAL	04232025	Miscellaneous Expenses	N
	513002	MALCHOW/KATIE		177.10	1 Transactions			
880	DEPT Total:			177.10	Unallocated	1 Vendors	1 Transactions	
76	Fund Total:			177.10	Employee Recognition Agency Ft		1 Transactions	
	Final Total:			605,690.99	227 Vendors	473 Transactions		

CHISAGO COUNTY



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>Amount</u>	<u>Name</u>	
	1	413,459.83	General Revenue Fund	
	3	112,309.77	Road And Bridge Fund	
	12	40,028.51	Capital Equipment Fund	
	14	13,535.53	Solid Waste Fund	
	18	26,180.25	Lake Imprvmnt Distr Maint	
	76	177.10	Employee Recognition Agency Fu	
	All Funds	605,690.99	Total	Approved by,
				
				

Recognition of Years with the County May

THANK YOU FOR MANY YEARS OF PUBLIC SERVICE

Employee	Job	Years of Service
Bruce L.	Hwy Maintenance Superintendent	39
Heidi W.	Database Administrator	31
Heather S.	Social Worker Child Protection	29
Scott J.	Senior Eng. Tech	25
Heather P.	Investigation Administrative Assistant	24
Michelle L.	Deputy Sheriff	20
Kyle P.	Division Sergeant	19
Jennifer A.	Case Aide- HHS	18
Josh O.	Lieutenant	18
James P.	Telecommunicator	18
Michael E.	Emergency Communications Administrator	13
Kyle D.	Deputy Sheriff	12
Michael K.	Security Officer	12
Jason B.	Equipment Operator	10

Nick P.	Equipment Operator	10
Debra M.	Family Outreach Aide	9
Ashley K.	Eligibility Worker	9
Kurt S.	Corrections Officer	8
Austin O.	Equipment Operator	8
Bryan B.	Veteran Serv. Officer	8
Tony N.	Fleet Maintenance Supv.	7
Andrea S.	Victim Witness Coord.	7
Daniel F.	Para- Legal	6
Diane S.	Office Manager	6
Joe T.	Parks Director	6
Josh M.	Corrections Officer	5
Kevin S.	Corrections Officer	5
Neil R.	Veteran Driver	3
Kayla K.	Eligibility Worker	3
Stacy L.	Corrections Officer	3
Madelyn W.	Comm. Health Supv.	3
Carol K.	HHS Collections Officer	2
Greg N.	Senior Desktop Support Technician	2
Michael P.	Emergency Communications Manager	2
Chris A.	Asst. County Atty. I	2
Ethan A.	Fleet Main Tech Hwy	2
David B.	Sign Technician	2
Michael B	Deputy Sheriff	1

Chisago County Request for Board Action



Meeting Date: May 7, 2025	Item Number: 12
Title of Item for Consideration: Citizen Appointments to the Water Plan Policy Team	
Action Requested by: Board of Commissioners	Department: Admin./Clerk of the Board
Previous Action on this Matter: None.	
Background: The Board of Commissioners establishes committee assignments every year. A motion, voted on by the entire Board, is required to appoint a citizen to a committee. There are currently two vacancies on the Water Plan Policy Team. The purpose of the Chisago County Water Plan Policy Team is to identify, advise, and educate stakeholders of Chisago County's water resources (lakes, rivers, wetlands, and groundwater) and the Lower St. Croix Comprehensive Watershed Management Plan (LSC CWMP) policies and priorities; and advocate for their implementation, protection, and improvement in Chisago County. Water Plan Policy Team (x2) Term: 01/07/2025 to 01/04/2028 Attachment(s): Citizen Applications (Jerry Webb, Mark Stuart, Ashlee Ricci, Alissa Chalberg)	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners appoint Jerry Webb and Mark Stuart to the Water Plan Policy Team, each with a term of 01/07/2025 to 01/04/2028. The suggested motion is as follows: <i>"Move to appoint _____ and _____ to the Water Plan Policy Team, each with a term of 01/07/2025 to 01/04/2028."</i>	
Implications of Action: If the recommended actions are undertaken, the County Board will have appointed citizens to its various Boards/Committees/Commissions for the proper durations. Budget/Financial Implications: None. Applicable per diems and mileage accounts have been established and approved as part of the 2025 Budget for the identified Boards/Committees/Commissions.	

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 _____

Water Plan Policy Team

Name:	Jerry Webb
City:	RUSH CITY
State:	MN
Zip:	55069
In which Commissioner District do you reside?	District #5
If you reside in a Township, please list:	Nessel
List experience or skills you have relating to the appointment you are seeking:	I am a Chisago County Master Gardener and have worked closely with Dawn White on various projects within Chisago County. I have also worked with Casey Thiel, the Water Resource Specialist Chisago SWCD. I took samples and recorded information from seven watershed streams that entered into the West and East Rush lake watershed. With that information Casey was able to convince the local farmers that bordered these streams to install native buffer zones along the streams that entered into Rush Lake. I have a Masters in Agronomy/Turf Management and have a 40 year career in Golf Course Construction, maintenance. Dealing with wetland mitigation on many golf construction projects. Some within Chisago County.
List special or personal interests relating to the appointment you are seeking:	I am a 24 year resident of West Rush Lake. It is located in the extreme northwest part of Chisago County. On my lakeshore property I have installed native grasses and plants on over 3/4 of my lot. And I have talked to my neighbors and convinced a few of them to do the same. My septic mound is also a native area and I continue to spread the word locally on improving water quality.
Why do you want this appointment?	Now that I am retired and I have a little more time to stay involved with things that interest me. I could possibly provide some input that helps my local lake area along with the rest of Chisago County's water quality.

Name:	Mark Stuart
City:	HARRIS

State:	MN
Zip:	55032
In which Commissioner District do you reside?	District #5
If you reside in a Township, please list:	Fish Lake Township
List experience or skills you have relating to the appointment you are seeking:	20+ years as an IT project manager with excellent communication, organizing, and technical skills. I am retired, but for the past 3 years I have been a regular contributor to the CoCoRaHS database (submitting rain and snowfall data that is used by the National Weather Service to predict flooding and other water related events. I have also been a Chisago County Master Gardener for the past 12 years, volunteering to educate the public on gardening information, including prudent watering methods.
List special or personal interests relating to the appointment you are seeking:	As a Chisago County Master Gardener I am interested in water use related to gardening. I have a personal interest in protecting the St. Croix River watershed to insure safe water for our county.
Why do you want this appointment?	I want to use my background and skills to give back to the county for the privilege of living in a safe and beautiful place.
Last Name:	Ashlee Ricci
City:	Chisago City
State:	MN
Zip:	55013
In which Commissioner District do you reside?	District #3
If you reside in a Township, please list:	<i>Field not completed.</i>
List experience or skills you have relating to the appointment you are seeking:	Bachelor of Science in Biology and Environmental Science; 9 years professional experience in surface water and natural resource management at metro watershed districts, including public drainage, infrastructure maintenance and inspection, grant management, construction inspection, budgeting, project management, native plant

restorations, public outreach, and plan development assistance. Experience working collaboratively with stakeholders, soil & water conservation districts, state agencies, and landowners. Volunteer at the Metro Children's Water Festival, Waterfest festival. Skills in critical thinking and assessment for balancing resources with competing interests

List special or personal interests relating to the appointment you are seeking:

I grew up in the Chisago Lakes area and enjoyed fishing, swimming, and boating on the lakes and river. One of my highlights from childhood was attending the Children's Water Festival, and I knew from then on that I wanted to help protect Minnesota's water resources. I moved back to the CL area a few years ago and still enjoy recreating on the lakes. My background of working with MN public drainage and watershed management statutes has given me unique insight into how to balance water resource management with economic development and other interests. I have a passion for learning, engaging in and sharing knowledge about the complexities of water resource management and local government.

Why do you want this appointment?

I want to be appointed to the Water Plan Policy Team to give back and support the water resources and community that have shaped who I am today. I want to have a positive influence on the County's water resources as well as share with and educate the community. I am constantly inspired by the community and individuals who have worked so hard to conserve and improve the local water resources and I want to contribute to ensure that that work continues. My passion for and experiences in balancing resource management, stakeholder interests, and fiscal responsibilities make me an ideal candidate to support the purpose and mission of the Water Plan Policy Team.

Last Name:

Alissa Chalberg

City:

Chisago City

State:

Minnesota

Zip:

55013

Fax No.:

Field not completed.

In which Commissioner District do you reside?

District #3

If you reside in a Township,
please list:

Field not completed.

List experience or skills you
have relating to the
appointment you are seeking:

I currently work for a metro watershed district. I have experience at all levels of federal, state, and local government and how they interact with the public and the environment. I'm also very familiar with WMPs and how they are implemented. My expertise is in water quality, aquatic biology, and shorelines, but I do have some background with stormwater and planning and policy.

List special or personal
interests relating to the
appointment you are seeking:

My background is in aquatic resources and conservation. I work daily in this field but for an area where I do not live and to not have local ties to. I love the idea of working to improve the area I live in in a similar way.

Why do you want this
appointment?

I moved to Chisago City last year and I fell in love with the area. I have been looking for a way to get involved. My background is very niche but I think this is the perfect niche for me to have a voice in my community! I love the idea of bringing a very educational background and blending it with the local knowledge to make informed decisions.

Chisago County Request for Board Action



Meeting Date: May 7, 2025	Item Number: 13
Title of Item for Consideration: Temp. Liquor Licenses – Franconia Sculpture Park	
Action Requested by: Bridgitte Konrad, County Auditor	Department: Auditor' Office
Previous Action on this Matter: From time to time the Board of Commissioners is asked to approve individual application requests.	
Background: The applications are for Temporary Liquor Licenses – Franconia Sculpture Park. The Franconia Sculpture Park's license requests are for July 12, 2025, August 16, 2025, October 4, 2025, and October 18, 2025. They are recommended by the Sheriff's office and Attorney's office for approval. The following are County businesses/organizations are requesting approval; 1. Franconia Sculpture Park, July 12, 2025, August 16, 2025, October 4, 2025, October 18, 2025 Attachment(s): • License Application for 1 Day On-Sale Liquor License (<i>available with Clerk of the Board</i>)	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the Temporary Liquor Licenses for the Franconia Sculpture Park and Almelund Lion's Club for July 12, 2025, August 16, 2025, October 4, 2025, October 18, 2025. The suggested motion is as follows: <i>"Move to approve the Temporary Liquor Licenses for the Franconia Sculpture Park for July 12, 2025, August 16, 2025, October 4, 2025, October 18, 2025."</i>	
Implications of Action: By approving the requests, the Franconia Sculpture Garden can host the events with liquor. 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.	

<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>

Chisago County Request for Board Action



Meeting Date: May 7, 2025	Item Number: 14*****
Title of Item for Consideration: *****Renewal of Liquor, Wine, Club and 3.2% Licenses*****	
Action Requested by: Bridgitte Konrad, County Auditor	Department: Auditor' Office
Previous Action on this Matter: From time to time the Board of Commissioners is asked to approve individual application requests.	
Background: The applications are for Renewal of Liquor, Wine, Club and 3.2% Licenses. They are recommended by the Sheriff's office and Attorney's office for approval. The following are County businesses/organizations are requesting approval; 1. Wild Mountain 2. Wild Mountain Winery 3. Almelund Lions – Almelund Ball Park 4. Rush Point Store 5. Abella Weddings and Events 6. Flickabird's 7. Wild River Bar and Grill 8. The Grumpy Minnow 9. *****Full Moon*****	
Attachment(s): • License Applications for Renewal of Liquor, Wine, Club and 3.2% Licenses (<i>available with Clerk of the Board</i>)	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the Renewal of Liquor, Wine, Club and 3.2% Licenses for Wild Mountain, Wild Mountain Winery, Almelund Lions, Rush Point Store, Abella Weddings and Events, Flickabird's, Wild River Bar and Grill, and The Grumpy Minnow. The suggested motion is as follows: <i>“Move to approve the Renewal of Liquor, Wine, Club and 3.2% Licenses for Wild Mountain, Wild Mountain Winery, Almelund Lions, Rush Point Store, Abella Weddings and Events, Flickabird's, Wild River Bar and Grill, and The Grumpy Minnow.”</i>	

Implications of Action: By approving the requests, allow the applicants to sell Liquor, Wine, Club and 3.2% beverages.

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 _____

Deny _____

Other _____

Motion By:

Seconded by:

To:

Action on Motion:

Aye _____

Nay _____

Abstain _____

Chisago County Request for Board Action



Meeting Date: May 7, 2025	Item Number: 15
Title of Item for Consideration: 2024 Annual Report Midwest Medical Examiner's Report	
Action Requested by: Board of Commissioners	Department: Board of Commissioners
Previous Action on this Matter: Report is annually presented to the Board of Commissioners.	
Background: The Chisago County Board of Commissioners receive an annual report of deaths in Chisago County from the Midwest Medical Examiners Office.	
Attachment(s): PowerPoint Presentation	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners hear the 2024 report from the Midwest Medical Examiner's Office.	
Implications of Action: The presentation will better inform the Board of Commissioners about the work and actions in Chisago County.	
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 <u>CEB</u>	Deny _____
Other _____	
Motion By:	Seconded by:
To:	
Action on Motion:	Aye _____
	Nay _____
	Abstain _____



2024 Annual Report Midwest Medical Examiner's Office Chisago County

ABOUT US

The Midwest Medical Examiner's Office serves 37 of Minnesota's 87 counties, more communities than any other Medical Examiner office in the state. This is approximately 32% of the state's population! MMEO also provides referral services to 11 Wisconsin counties.

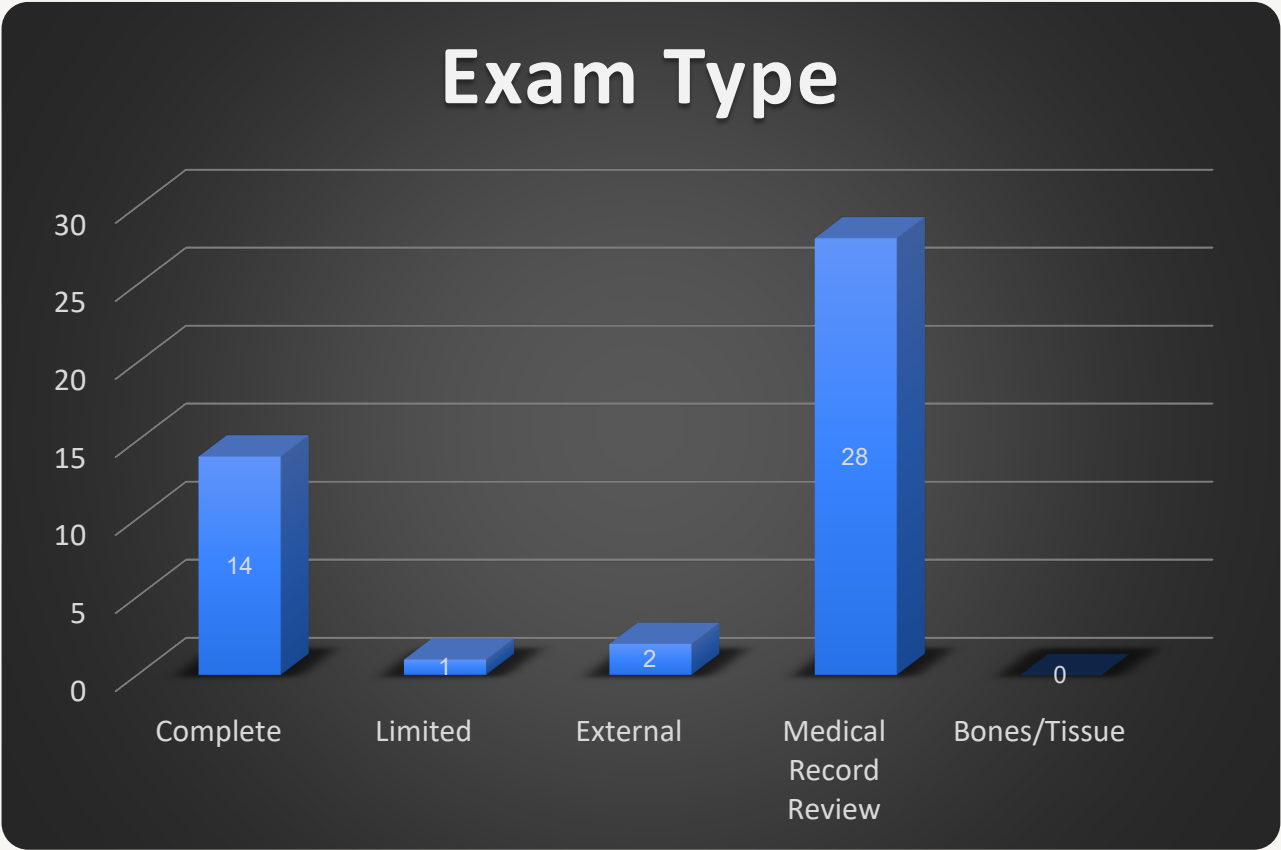
Through leadership, education, collaboration, advocacy, and outreach, the Midwest Medical Examiner's Office promotes high-quality forensic pathology practice and medicolegal death investigation.



CHISAGO OVERVIEW

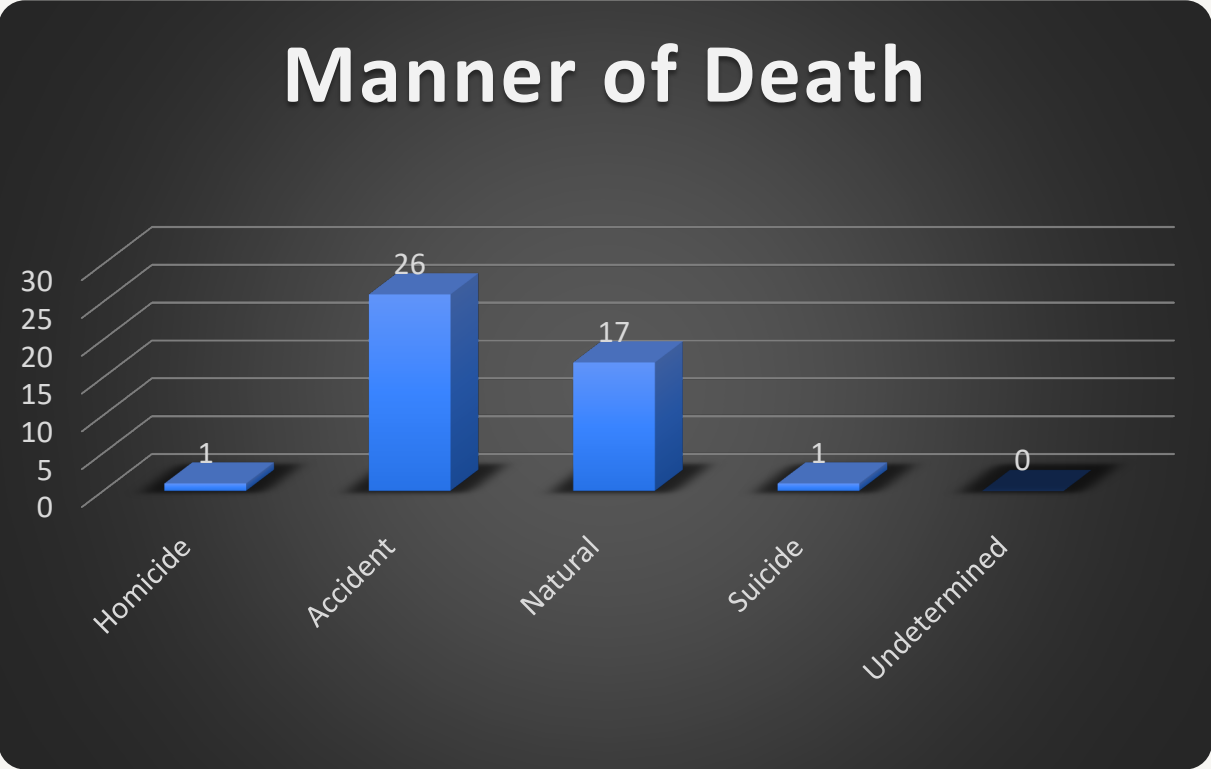
Medical Examiner Cases

Jurisdiction	
Assumed	45
Declined	345
Total	390



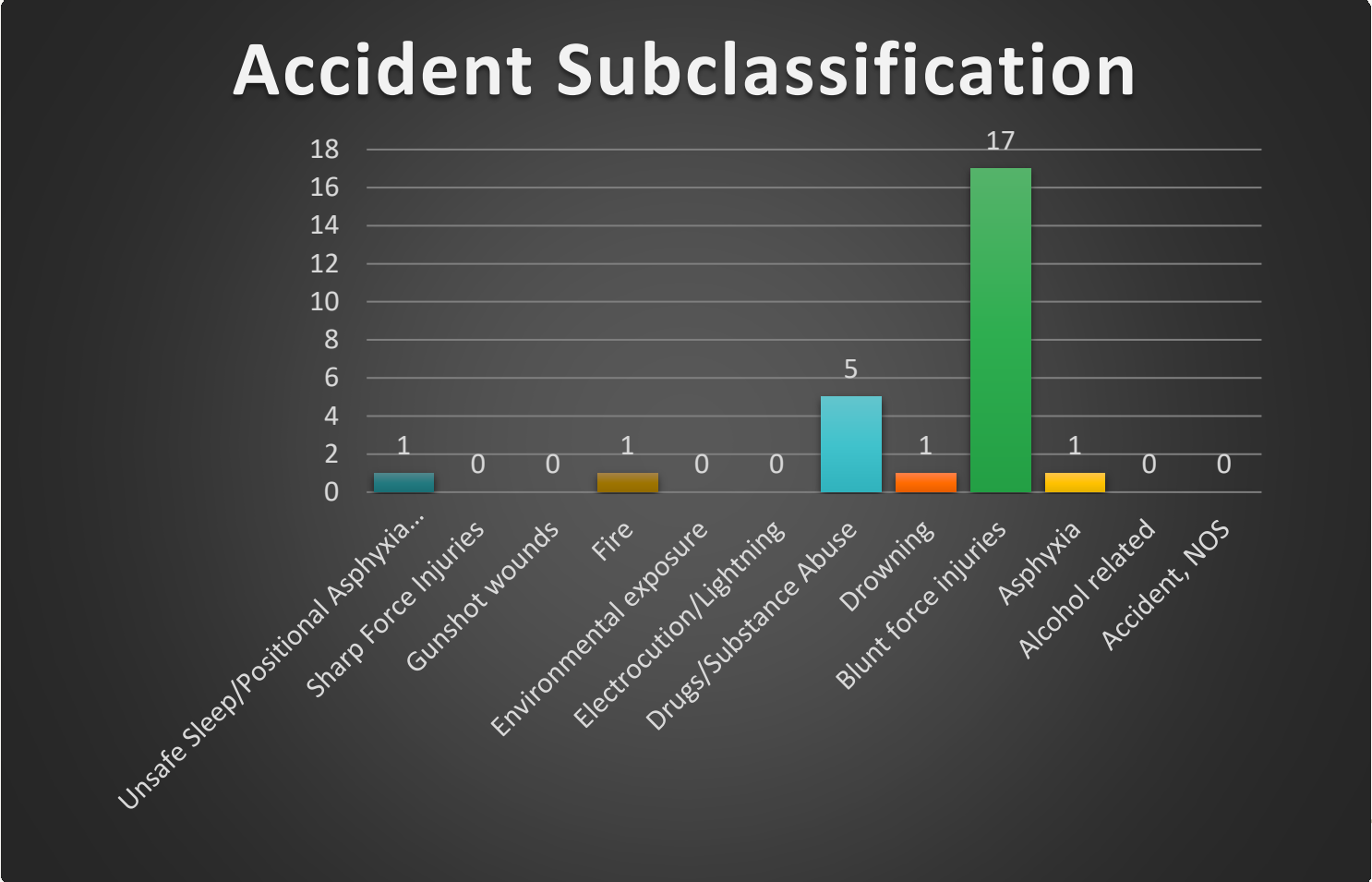
CHISAGO OVERVIEW

Manner of Death	
Homicide	1
Accident	26
Natural	17
Suicide	1
Undetermined	0

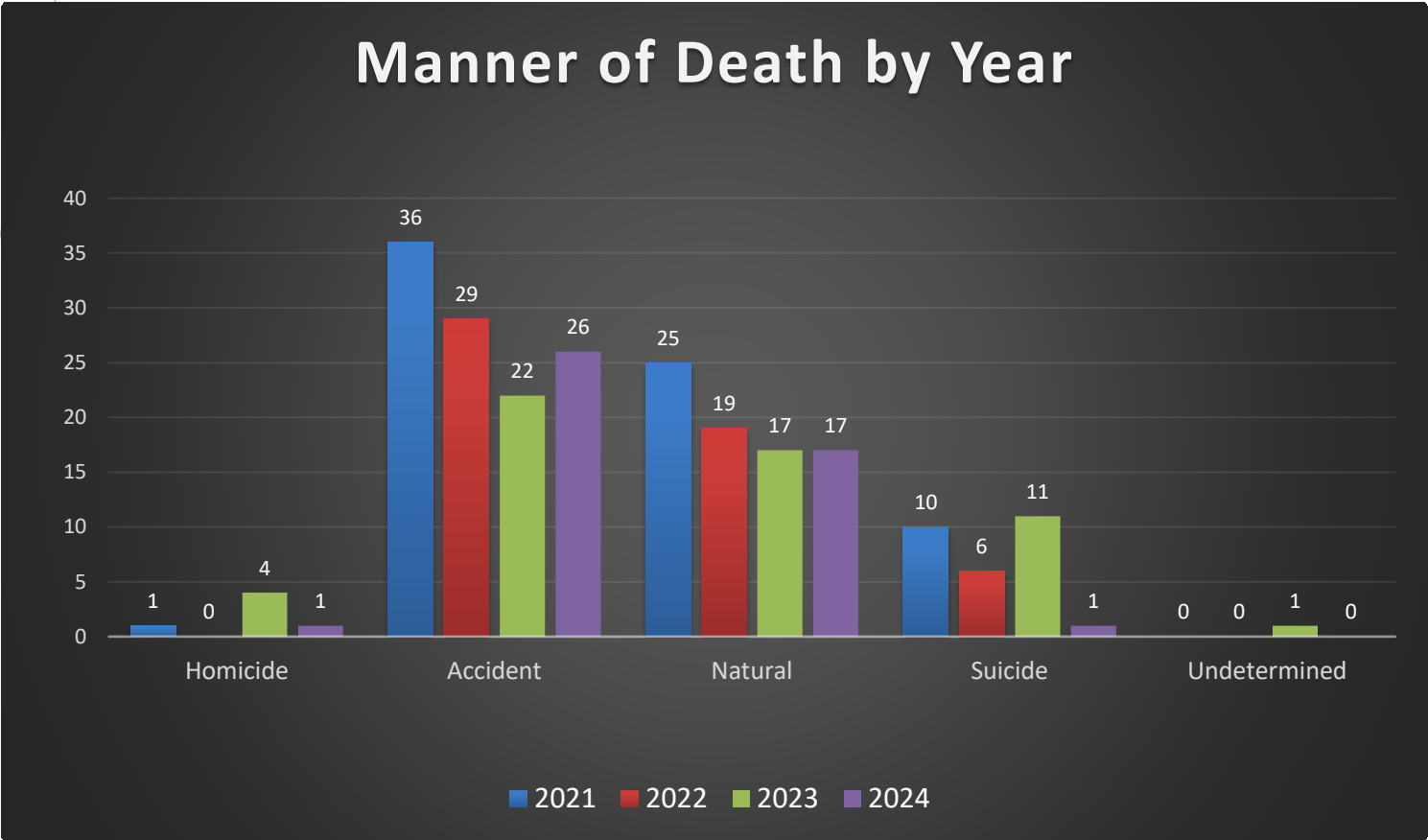


CHISAGO OVERVIEW

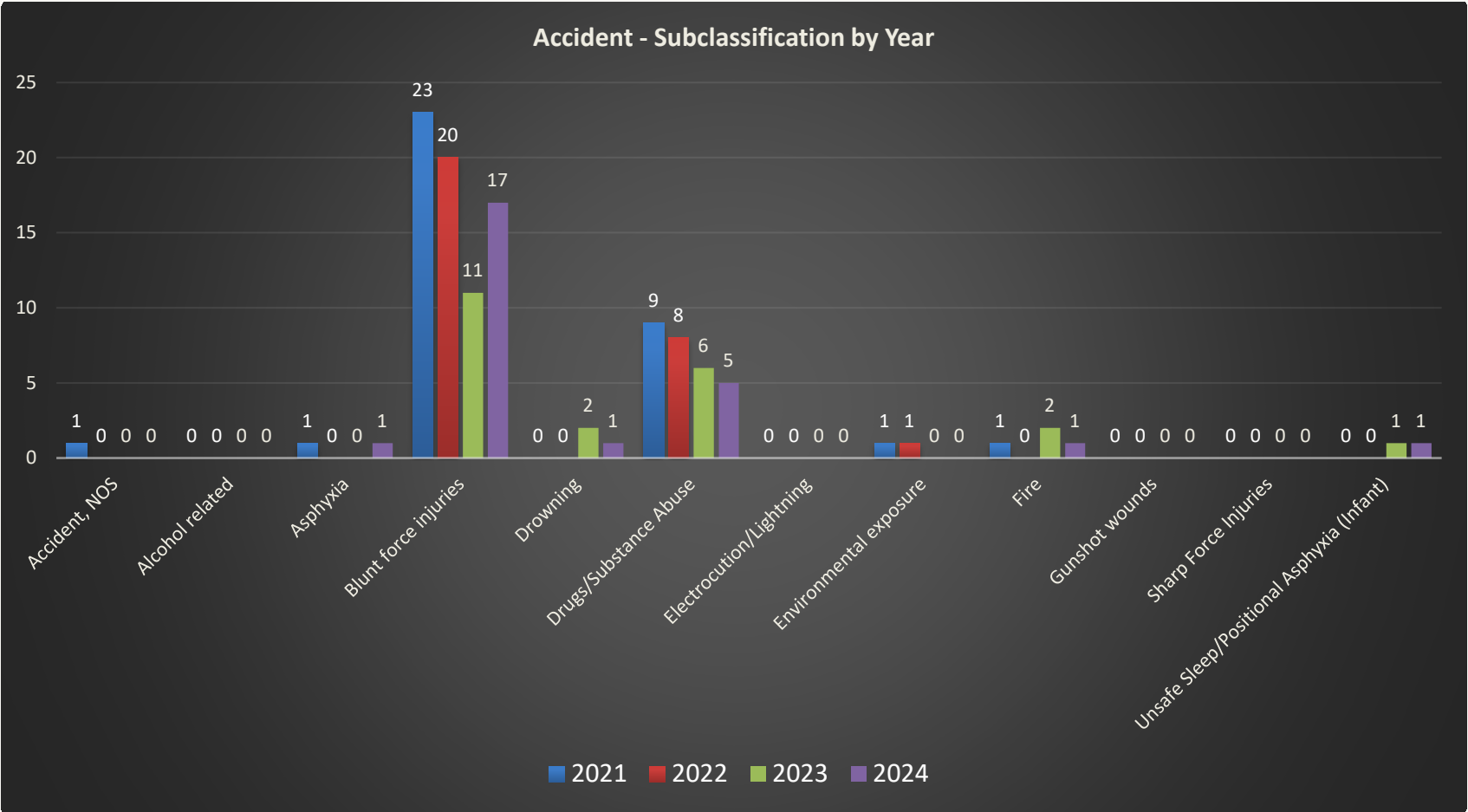
Accident Subclassification	
Blunt Force Injuries	17
Drugs/Substance Abuse	5
Unsafe Sleep/Positional (infant)	1



CHISAGO OVERVIEW: 4-YEAR COMPARISON



CHISAGO OVERVIEW: 4-YEAR COMPARISON



TOXICOLOGY OVERVIEW: 2024

A series of thin, light brown lines forming an abstract geometric pattern in the top left corner of the slide.

THANK YOU

**Midwest Medical Examiner's Office
14341 Rhinestone St NW
Ramsey, MN, 55303
(763) 324-4400**

www.midwestmedicalexaminer.com

Chisago County Request for Board Action



Meeting Date: May 7, 2025		Item Number: 16	
Title of Item for Consideration: Child Care Coalition Update			
Action Requested by: Nancy Hoffman, Director		Department: HRA-EDA	
Previous Action on this Matter: Approval of ARPA funding for Child Care efforts in May 2024.			
Background: The Chisago County Child Care Coalition received the ARPA funding one year ago (May 3, 2024) to work towards increasing slots for childcare. The Coalition would like to update the County Board on the efforts to increase childcare slots and strengthen the childcare industry to date especially around the ARPA funding. Attachment(s): • PowerPoint Presentation			
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners hear the update from the Chisago County Child Care Coalition.			
Implications of Action: The presentation will better inform the Board of Commissioners about the work of the Child Care Coalition. 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 <u>CEB</u>		Deny _____	
		Other _____	
Motion By:		Seconded by:	
To:			
Action on Motion:	Aye _____	Nay _____	Abstain _____

Chisago County Child Care



First Children's Finance



Public Health
Prevent. Promote. Protect.



**CENTRAL MINNESOTA
Jobs & Training Services**

Chisago County Child Care Coalition Focus:



Addressing the shortage of Licensed Child Care Providers, Centers, and Certified Centers in Chisago County with the help of First Children's Finance and the Initiative Foundation.

Currently in Chisago County:



Licensed Family Child
Care Programs
In Home

Licensed Child Care
Centers

Certified Child Care
Centers
School Programs

Additional Child Care
slots since Coalition
stated addressing the
issue

Estimated kids still
needing care in
Chisago County

Coalition Goals:



1. Continuously Monitoring for Funding
2. Identify Locations for Licensed Child Care
3. Explore & Establish Support Services/ Resources
4. Marketing/ Education of the Community

Goal 1:

Continuously Monitoring for Funding



Partnering Organizations



- Initiative Foundation = \$10,000
- First Children's Finance = \$15,000
- Chisago County Board of Commissioners = \$100,000 ARPA
- ECRDC Revolving Loan Fund for child care providers – up to \$5000 at 0%
- Applied twice for DEED Child Care Grant
- Property Tax Reduction for Home Providers
- Research of child care equipment grants

Goal 1:

ARPA Funding



Chisago County Contribution = \$100,000

Chisago County
Public Schools

\$25,000

Existing
Childcare

\$10,000

Childcare
Center Support

\$20,000

Training/
Education

\$5,000

Start Up
Childcare

\$10,000

Architecture/
Feasibility

\$25,000

Technology

\$5,000

Goal 2:

Identify Locations for Licensed Child Care



1. Schools
2. Places of Worship
3. Businesses
4. Geographic areas of greater need
5. Buildings with vacancies
6. North Branch Mall
7. North Branch Hockey Association

Goal 1:

ARPA Funding



- Chisago Lakes, North Branch, & Rush City Area Schools = \$25,000
- Start-up Home Provider Grants = \$10,000
- Child Care Center Assistance Grants = \$20,000
- Architect Grants = \$25,000

Goal 3:

Explore & Establish Support Services/ Resources



Child Care Champion Training Day

- 6 hours CE Credits
- Networking Opportunities
- Industry Vendors
- Professional Headshots
- Marketing Templates
- Door Prizes

Appreciation

- Go Bags
- Proclamation

Mentor Group

- Networking
- Providers Night Out



Goal 3: ARPA Funding



Childcare Champions Day = \$1700



Goal 4:

Marketing/ Education of the Community



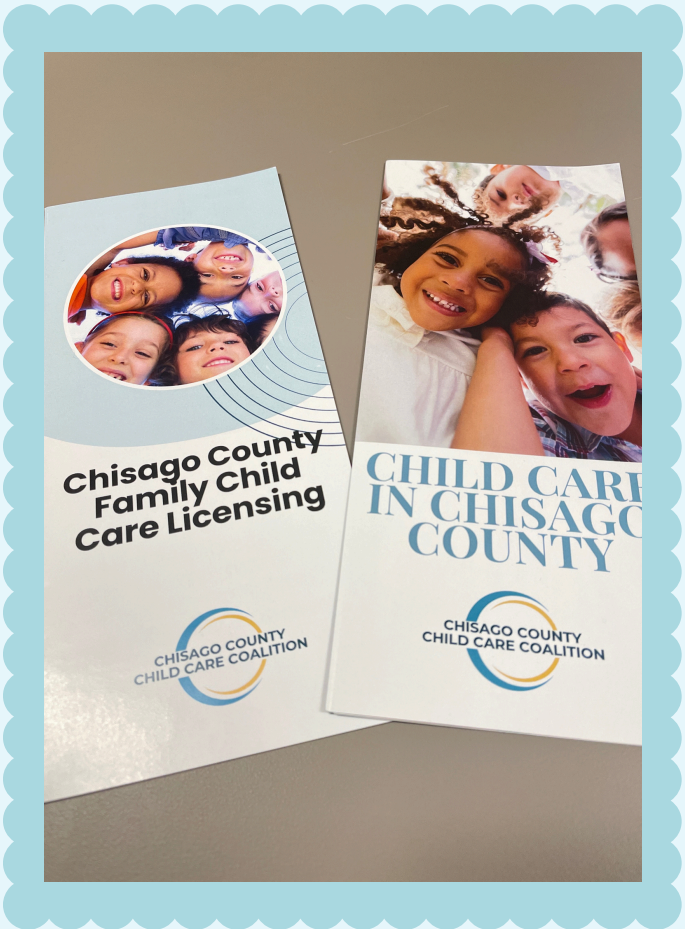
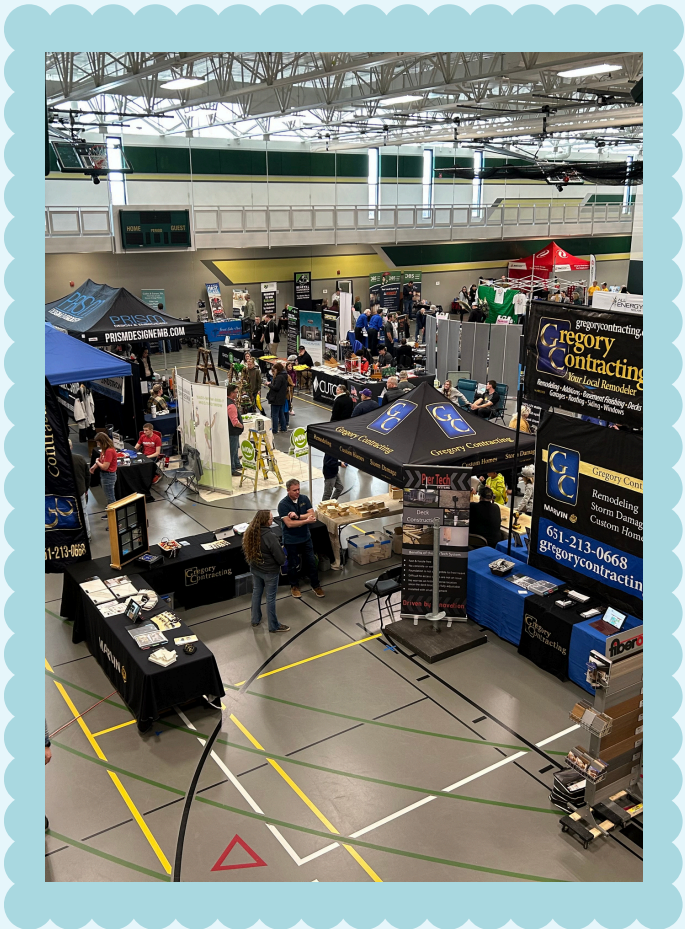
- Updated brochure
- Three open house events for providers
- Vendor booth at Chisago Lakes Showcase
- Vendor booth at North Branch
- Email blasts
- New baby packets
- Social media blasts

Goal 4:

ARPA Funding



Chisago Lakes Showcase = \$211.00



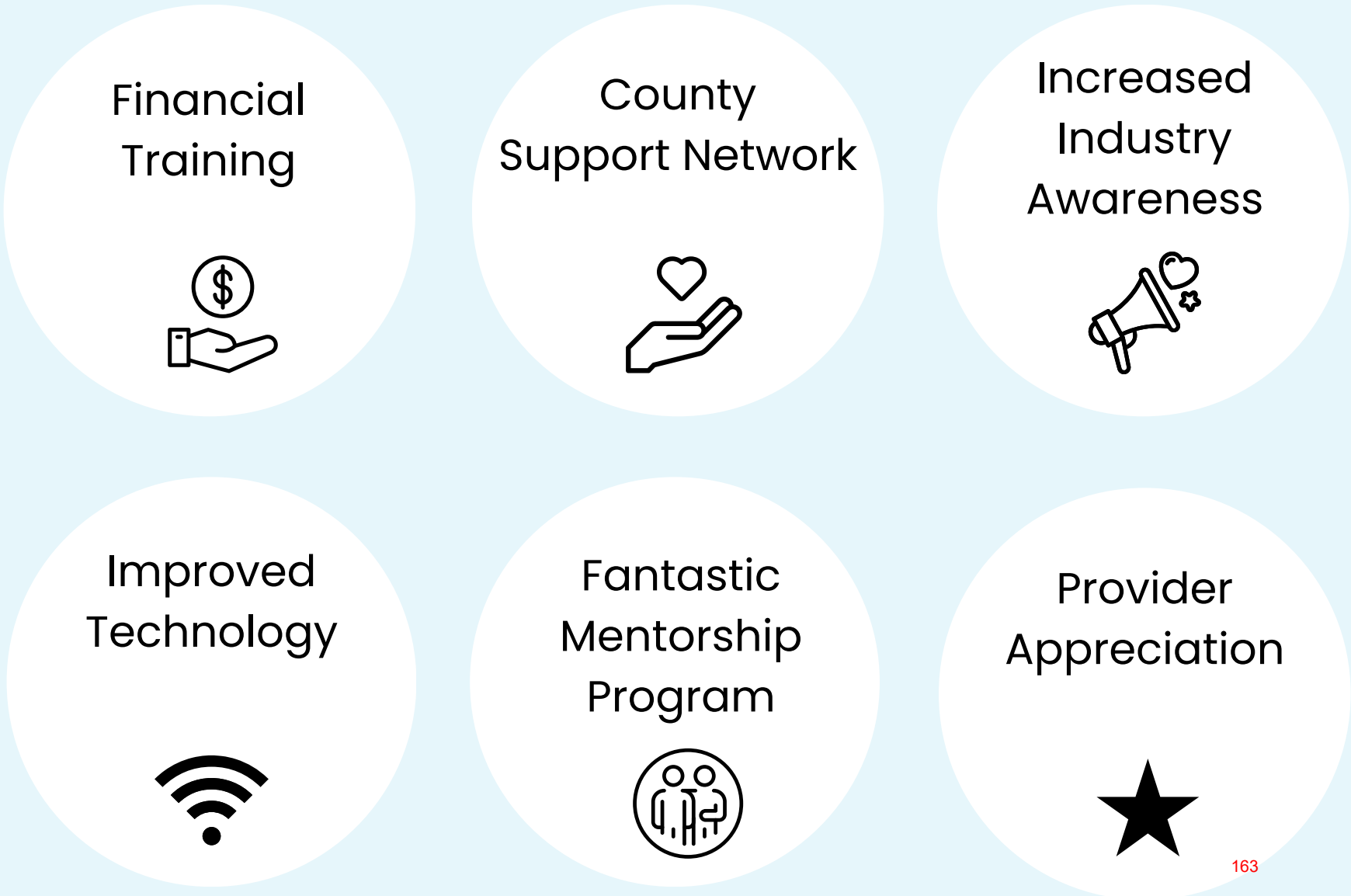
Summary of Results:



Increased Number of Childcare Slots



Stronger Childcare Businesses



Thank you!



"I've been blessed over the past 16 years of providing child care, with amazing kids and fantastic parents. I'm proud to say openings are rare, as families often refer others to me."

"Each day presents itself with something new and there's usually something to laugh at. Even if it may not be funny in that exact moment!"

"Providing childcare is a passion for me because it gives me the opportunity to lead young minds to a love of learning."

Questions?

Chisago County Request for Board Action



Meeting Date: May 7, 2025		Item Number: 17	
Title of Item for Consideration: 2023 Emergency Management Performance Grant			
Action Requested by: Sheriff Brandon Thyen		Department: Sheriff's Office	
Previous Action on this Matter: None.			
Background: This grant allows Emergency Management Director Sellman to submit for reimbursement for his wages. This performance grant is between the Minnesota Department of Public Safety and Chisago County. Attachment(s): 2023 Emergency Management Performance Grant Agreement			
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the 2023 Emergency Management Performance Grant. The suggested motion is as follows: <i>"Move to approve the 2023 Emergency Management Performance Grant between MN Department of Public Safety and Chisago County."</i>			
Implications of Action: Accepting the grant will give Chisago County funds be used to assist in wages for Emergency Management Director Sellman. Budget/Financial Implications: This grant will provide Chisago County \$31,805 in 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. The County Attorney's Office has reviewed the agreement and approves as to form.			
Administrator's Recommendation			
Approve <u>CEB</u>		Deny _____	
		Other _____	
Motion By:		Seconded by:	
To:			
Action on Motion:	Aye _____	Nay _____	Abstain _____

Minnesota Department of Public Safety (“State”) Homeland Security and Emergency Management Division 445 Minnesota Street, Suite 223 St. Paul, MN 55101-2190	Grant Program: 2023 Emergency Management Performance Grant Grant Contract Agreement No.: A-EMPG-2023-CHISAGCO-015
Grantee: Chisago County 313 North Main Street Center City, MN 55012	Grant Contract Agreement Term: Effective Date: 01/01/2023 Expiration Date: 06/30/2025
Grantee’s Authorized Representative: Chisago County Emergency Management ATTN: Scott Sellman – Emergency Management Director 15230 Per Road Center City, MN 55012 Phone: 651-213-6313 E-mail: scott.sellman@chisagocountymn.gov	Grant Contract Agreement Amount: Original Agreement \$ 31,805.00 Matching Requirement \$ 31,805.00
State’s Authorized Representative: Homeland Security and Emergency Management ATTN: Ms. Kyle Temme 445 Minnesota Street, Suite 223 St. Paul, MN 55101-2190 Phone: 651-201-7420 E-mail: kyle.temme@state.mn.us	Federal Funding: CFDA/ALN: 97.042 FAIN: EMC-2023-EP-00001 State Funding: None Special Conditions None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

Term: Per Minn. Stat. § 16B.98, Subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per Minn. Stat. § 16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee, will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved 2023 Emergency Management Performance Grant Application (“Application”) which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 223. St. Paul, MN 55101-2190. The Grantee shall also comply with all requirements referenced in the 2023 Emergency Management Performance Grant Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

Budget Revisions: The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

Matching Requirements: (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the matching requirement will be met by the Grantee.

Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

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

Signed: _____

Date: _____

3. STATE AGENCY

Signed: _____
(with delegated authority)

Title: _____

Date: _____

Grant Contract Agreement No. A-EMPG-2023-CHISAGCO-015 / P.O. No. 3000098040

Project No: N/A

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.

Signed: _____

Print Name: _____

Title: _____

Date: _____

Signed: _____

Print Name: _____

Title: _____

Date: _____

Signed: _____

Print Name: _____

Title: _____

Date: _____

Distribution: DPS/FAS
Grantee
State's Authorized Representative

2023 (EMPG) Emergency Management Performance Grant

Budget Summary (Review Report)

Organization:
Chisago County

EXHIBIT A
A-EMPG-2023-CHISAGCO-015

Budget		
Budget Category	Award	Match
Organization		
EM Department Salary and Fringe Benefits	\$31,805.00	\$31,805.00
Total	\$31,805.00	\$31,805.00
Total	\$31,805.00	\$31,805.00
Allocation	\$31,805.00	\$31,805.00
Balance	\$0.00	\$0.00

Chisago County Request for Board Action



Meeting Date: May 7, 2025	Item Number: 18
Title of Item for Consideration: MOU for State of MN 911 Mapped ALI Software Project	
Action Requested by: Sheriff Brandon Thyen	Department: Sheriff's Office
Previous Action on this Matter: None.	
Background: The MN Dept of Public Safety, acting on behalf of the Emergency Communications Networks Division, has contracted with the vendors RapidDeploy and RapidSOS to provide MN PSAPs with 911 mapped ALI enhanced location software. They will purchase licenses of each vendor's software for the Chisago County Sheriff's Office Emergency Communications Center (PSAP) for a period of one year to allow the PSAP to determine which 911 locating software is optimal for Chisago County. Attachment(s): State of Minnesota ECN 911 ALI Solution Software Memorandum of Understanding	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve ECN 911 ALI Solution Software Memorandum of Understanding. The suggested motion is as follows: <i>"Move to approve the ECN 911 ALI Solution Software Memorandum of Understanding between the State of Minnesota and Chisago County. "</i>	
Implications of Action: The implementation of 911 mapped ALI software programs in the Chisago County PSAP will allow for the enhanced ability to map a caller's location. Budget/Financial Implications: The State of MN ECN is funding the software licenses and initial implementation fees of both programs with no expense to Chisago County during the term of the MOU. 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 _____	Nay _____	Abstain _____
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State of Minnesota

Memorandum of Understanding

SWIFT No. x

This Memorandum of Understanding ("MOU") is made and entered into by and between the **Minnesota Department of Public Safety**, acting on behalf of the Emergency Communications Networks Division ("DPS-ECN"), and **Chisago County Public Safety Answering Point** ("PSAP"), with a principal place of business at 15140 Per Road, Center City, Minnesota 55012. DPS-ECN and PSAP may be referred to jointly as "Parties" and each separately as a "Party" to this MOU.

1. Purpose

Pursuant to Minn. Stat. § 403.06, subd. 1, DPS-ECN is responsible for the coordination of maintenance and improvement of the State of Minnesota's 911 emergency telecommunications systems. The State of Minnesota has contracted with RapidDeploy and RapidSOS ("Vendor" or "Vendors"), through the Office of State Procurement's contract release ("State's Contract Release"), for 911 mapped ALL software as a service (SaaS) products ("Software"), respectively, and the PSAP desires to obtain and use the Software in accordance with the terms of this MOU.

2. Term; Termination

- 2.1. This MOU will become effective on the date the last signature is obtained.
- 2.2. Expiration; Termination. This MOU will remain in effect for the balance of the effective contract period corresponding to the State's Contract Release or subsequent contract releases, until this MOU is otherwise terminated as provided for in this clause, or until replaced by a new MOU. This MOU may be terminated by any one of the parties by giving 90 days written notice to the other party.
- 2.3. Termination for Insufficient State Funding. DPS-ECN may immediately terminate this MOU if it no longer obtains sufficient funding from the Minnesota Legislature, or if funding cannot be continued at a level sufficient to allow for payment of the Software addressed within this MOU. In the event of such circumstances, DPS-ECN will provide the PSAP written notice of the same in a timely manner.

3. Grant of License

DPS-ECN has negotiated with Vendors who, upon approval by ECN, shall grant PSAP non-exclusive, non-transferable license(s) to access and use the Software for ALL purposes. Any use of the Software by PSAP outside of the scope of this MOU is prohibited.

4. Scope of Use

PSAP agrees that it may only use the Software in an authorized manner and further agrees that it shall not sublicense, copy, transfer, lease, or distribute the Software to any third party. PSAP further agrees that it will not reverse-engineer, decompile, disassemble, or attempt to derive the source code of the Software. PSAP agrees that it will not modify, adapt, or create derivative works of the Software, except as expressly authorized in writing by DPS-ECN and the Vendor(s).

5. Responsibilities

- 5.1. DPS-ECN agrees to:
 - 5.1.1. Purchase selected Software solution(s) for PSAP during the term of this MOU. This will include the primary SaaS License fee, any required non-recurring fees, and necessary professional and consulting services covered thereunder as approved by DPS-ECN prior to use.
 - 5.1.2. Inform PSAP in writing of license term(s) purchased for the PSAP.
 - 5.1.3. Develop and make available to the PSAP assessment tools for the purpose of evaluating the Software utilized by PSAP during the period of this MOU.
- 5.2. PSAP Agrees to:
 - 5.2.1. Coordinate with the Vendor(s) of the selected Software product(s) to support prompt installation and deployment of the Software.
 - 5.2.2. Coordinate directly with the Vendor for all subsequent testing, configuration, technical support, customer support and ongoing maintenance necessary to maintain product functionality. PSAP acknowledges that DPS-ECN will not be responsible for any of the aforementioned support, and it is solely its responsibility to work with the Vendors to resolve any product or service problems associated with the use of this Software.
 - 5.2.3. Utilize the assessment tools developed by DPS-ECN and made available to the PSAP for the purpose of evaluating the Software utilized by PSAP during the period of this agreement.
 - 5.2.4. Track and document any performance issues with the and share this information with DPS-ECN as part of the Software evaluation.

6. Selected Software

- 6.1. RapidDeploy Radius
 - 6.1.1. PSAP will receive five (5) RapidDeploy Radius licenses.
- 6.2. RapidSOS Premium
 - 6.2.1. PSAP will receive five (5) RapidSOS Premium licenses.

7. Dispatch Responsibility

PSAP bears the sole responsibility to fulfill its obligation to accurately and timely dispatch public safety services in response to emergency 911 communications from the public. In the event DPS-ECN is unable or chooses not to fund this Software and/or Vendor(s) cease(s) to provide future Software service, PSAP will be expected to procure the necessary products and services it requires to fulfill its public safety dispatch responsibilities pursuant to Minn. Stat. § 403.025 in the absence of the statewide offering contemplated by this MOU.

PSAP shall remain mindful of the duration and expiration of the Software licenses purchased by DPS-ECN for the PSAP under the terms of this MOU. DPS-ECN will provide reasonable notice to the PSAP as to the continued statewide product offerings, renewals, etc., and PSAP shall be prepared to secure its own products and services necessary to fulfill its public safety mission in the event DPS-ECN no longer provides the Software as a State-paid service. PSAP acknowledges that DPS-ECN is not liable to PSAP, or any individual or organization within the territory served by the PSAP, for any harm arising from the PSAP's use of the Software provided by the State under this MOU.

8. Authorized Representatives

The DPS-ECN Authorized Representative is the person below, or their successor:

Name: Leah Palmer, ECN Director
 Address: Department of Public Safety; Emergency Communication Networks

445 Minnesota Street
St Paul, MN 55101
Telephone: 651-201-7546
Email Address: Leah.Palmer@state.mn.us

The PSAP Authorized Representative is the person below, or their successor:

Name: Sgt. Alicia Stovern
Address: Chisago County PSAP
15140 Per Road
Center City, MN 55012
Telephone: 651-213-6481
Email Address: alicia.stovern@chisagocountymn.gov

Any notice given pursuant to this MOU shall be in writing or email to the appropriate authorized representative identified in this section.

9. Assignment, Amendments, Waiver and MOU Complete

- 9.1. Assignment. Neither DPS-ECN or PSAP may assign or transfer any rights or obligations under this MOU.
- 9.2. Amendments. Any amendment to this MOU must be in writing and will not be effective until it has been executed and approved by the authorized signatories of each Party, or their respective successors.
- 9.3. Waiver. If either Party fails to enforce any provision of this MOU, that failure does not waive the provision or its right to enforce it.
- 9.4. MOU Complete. This MOU contains all negotiations and agreements between DPS-ECN and PSAP with respect to the subject matter of this MOU, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, whether written or oral, with respect to such subject matter. No other understanding regarding this MOU, whether written or oral, may be used to bind either Party.

10. Liability

DPS-ECN and PSAP agree that each Party will be responsible for its own acts and behavior and the results thereof to the extent authorized by law and shall not be responsible or liable for the acts of any others and the results thereof. The liability of DPS-ECN shall be governed by provisions of the Minnesota Torts Claims Act, Minnesota Statutes section 3.736, and other applicable law. The PSAP's liability shall be governed by provisions of the Municipal Tort Claims Act, Minnesota Statutes, §§ 466.01-466.15, and other applicable law.

11. Right to Audit

Under Minnesota Statutes section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this MOU 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 MOU.

12. Government Data Practices

DPS-ECN and PSAP must comply with the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13 as it applies to all data provided by DPS-ECN under this MOU and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by DPS-ECN or PSAP

under this MOU. The civil remedies of Minnesota Statutes section 13.08 apply to the dissemination of the data referred to in this clause by either DPS-ECN or PSAP.

If PSAP receives a data request, PSAP must immediately notify the DPS-ECN Authorized Representative. DPS-ECN will give PSAP instructions concerning the release of the data to the requesting party before the data is released. PSAP's response to the request will comply with applicable law.

13. Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this MOU. The venue for all legal proceedings out of this MOU, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. Protection of Data

DPS-ECN and PSAP agree to employ any and all security measures as are reasonably necessary to protect any data or information that PSAP comes to possess as a result of this MOU from illegal or unauthorized access or re-disclosure. PSAP agrees not to sell, assign, or otherwise transfer or disclose any data or information obtained or received pursuant to this MOU.

15. Severability

Each provision of this MOU shall be interpreted in a way that is valid under applicable Minnesota law. If any provision is held invalid, the remainder of the MOU shall remain in full effect.

Signatures.

1. Chisago County Public Safety Answering Point

Print Name: Sgt. Alicia Stovern_____

Signature: _____

Title: PSAP Manager_____ Date:_____

**2. Minnesota Department of Public Safety;
Emergency Communication Networks
Division**

With delegated authority

Print Name: _____

Signature: _____

Title:_____ Date:_____

Chisago County Request for Board Action



Meeting Date: May 7, 2025	Item Number: 19
Title of Item for Consideration: Minnesota Interconnection Security Agreement	
Action Requested by: Sheriff Brandon Thyen	Department: Sheriff's Office
Previous Action on this Matter: No previous action on this matter.	
Background: The Chisago County Sheriff's Office has already entered a contract with Flock Safety. This MN Interconnection Security Agreement establishes the development, management, operation, and security of a connection between Flock and the BCA's Criminal Justice Data Communications Network for the benefit of the Chisago County Sheriff's Office. Attachment(s): MN Interconnection Security Agreement	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the MN Interconnection Security Agreement. The suggested motion is as follows: <i>"Move to approve the State of Minnesota Interconnection Security Agreement between MN Bureau of Criminal Apprehension and Flock for the benefit of Chisago County."</i>	
Implications of Action: Approving this agreement will provide interconnection between the Flock network and the BCA for our license plate reader camera program. Budget/Financial Implications: No financial implications with this agreement. 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>



State of Minnesota Interconnection Security Agreement

SWIFT Contract No.: 268174

Agreement Purpose

The purpose of this Interconnection Security Agreement (ISA) is to establish procedures for mutual cooperation and coordination between the Flock Group Inc. ("Flock") and State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension ("State of Minnesota" or "BCA"), together noted as "the parties," regarding the development, management, operation, and security of a connection between Flock and the BCA's Criminal Justice Data Communications Network for the benefit of Chisago County, MN, on behalf of its Sheriff's Office ("Governmental Unit").

This ISA is intended to minimize security risks and ensure the confidentiality, integrity, and availability of shared data and systems that have a network interconnection with Flock for the benefit of Governmental Unit. This ISA ensures the adequate security of shared data and systems being accessed and provides that all network access satisfies the requirements of the parties.

The guidelines establish information security measures that must be taken to protect the connected systems and networks as well as the shared data that traverses them, which includes FBI Criminal Justice Information (FBI CJI) that is accessed via the FBI's Criminal Justice Information Systems (FBI CJIS).

This ISA specifies business and legal requirements for the networks being interconnected and authorizes mutual permission to connect the parties and establishes a commitment to protect the connectivity between the networks, and shared data processed and stored on systems that reside on the networks.

Through this ISA, the parties must minimize the exposure of their connected systems and networks to security risks and aid in mitigation and recovery from security incidents.

This ISA covers the interconnection between the parties for the benefit of Governmental Unit. Additional information on shared data and services that will utilize this connection can be found in the following documents: State of Minnesota Joint Powers Agreement Authorized Agency, executed between the State of Minnesota, acting through its Department of Public Safety, Bureau of Criminal Apprehension (BCA) and Governmental Unit, attached hereto as an addendum.

Interconnection Purpose

The purpose of the interconnection is to provide Governmental Unit access to BCA systems and services as outlined in this Agreement through Flock's connection with the BCA. Flock and Governmental Unit entered into a separate agreement which governs the terms of that relationship.

BCA & Governmental Unit

Under Minn. Stat. § 299C.46, the BCA must provide a criminal justice data communications network (CJDN) to benefit authorized agencies in Minnesota. Governmental Unit is authorized by law to utilize the CJDN pursuant to the terms set out in its joint powers agreement with the BCA. BCA either maintains

repositories of data or has access to repositories of data that benefit authorized agencies in performing their duties. Governmental Unit accesses these data in support of its official duties.

Entity Connecting to the State of Minnesota

Flock is a public safety technology company offering Automated License Plate Reader (ALPR) Cameras and back end operating software that allows Governmental Unit to search for suspect vehicles and receive real time alerts to license plates associated with a criminal hotlist file.

This interconnection will provide Governmental Unit access to the following authorized BCA systems and services, including FBI systems and services, which include FBI CJI, provided through the BCA:

- 1) NCIC Hot Files
- 2) Stolen Vehicle file
- 3) Stolen License Plate file
- 4) Wanted Person file
- 5) Canadian Police Information Center (CPIC) Hot File Records (Wanted Persons, Stolen Vehicles, etc.)
- 6) Protection Order file
- 7) Missing Person file
- 8) Group Member Capabilities (part of the Violent Gang and Terrorist Organization file)
- 9) Supervised Release file
- 10) National Sex Offender Registry file
- 11) Immigration Violator file
- 12) Minnesota Hot Files
- 13) Minnesota Warrants file
- 14) KOPS Attempt to Locate Messages (Keep Our Police Safe (KOPS) alerts contain data from “attempt to locate” and “be on the lookout” messages to LEAs.
- 15) Minnesota License Plate Data File
- 16) Suspended driver licenses
- 17) Revoked driver licenses
- 18) Cancelled driver licenses
- 19) Disqualified driver licenses

Policies & Standards

By interconnecting with Flock, the BCA and Governmental Unit agree to be bound by this ISA and the use of Flock and BCA Networks in compliance with this ISA.

In order to do so, Flock must comply with the following policies and agreements related to data provided by or through BCA systems and related to the BCA's CJDN, the terms of which apply to all sections within this agreement:

- 1) BCA MNJIS Policy 5000 – Appropriate Use of Systems and Data (Appendix C)
- 2) BCA MNJIS Policy 5002 – CJDN Network Security (Appendix C)
- 3) FBI CJIS Security Policy current and future updates (Appendix C)

If there is any conflict between policies, the minimum standard applied must be that of FBI and BCA policies. These BCA and FBI CJIS policies and regulations, as amended and updated from time to time, are incorporated into this Agreement by reference. These policies will be provided to the parties.

In order to comply with the policies and standards noted above, Flock attests to the following:

- 1) Flock utilizes a Memorandum of Understanding (MOU) to ensure prevention of unauthorized disclosure, alteration, or misuse of the FBI CJI leveraged by Governmental Unit via the Flock system.

- 2) All Flock employees with access to FBI CJI are required to complete an FBI fingerprint-based background check, CJIS Security Awareness Training, and sign the FBI CJIS Security Policy Security Addendum Certification.
- 3) Flock has defined an incident response policy and process for events that disrupt the confidentiality, integrity, or availability of CJIS data that includes notification of the BCA CJIS Systems Agency Information Security Officer (ISO) within 24 hours.
- 4) Flock adheres to the logging and auditing requirements set forth by the FBI's CJIS Security Policy current version and future changes for maintaining the required event logs for a minimum of one (1) year and reviewing them for anomalies on at least a weekly basis.
- 5) Flock has granular access permissions that allow for the creation of roles associated with individuals, based on least privilege as required by the CJIS Security Policy.
- 6) All Flock solutions are hosted in Amazon Web Service (AWS) and all CJI is hosted in the AWS Government Cloud (AWS GovCloud) These solutions leverage encryption of data at rest and in transit in compliance with the FBI CJIS Security Policy and BCA CJDN Network Security Policy. Additionally, Flock leverages NIST-certified FIPS 140-2 APIs and storage in the AWS GovCloud. Any system components that access, store, or transmit License Plate Reader file data must use the AWS GovCloud.
- 7) All Flock users have a unique UUID (128-bit) that identifies them throughout the Flock system. This UUID is maintained even if changes are made to the user account (e.g., name change or permissions).
- 8) All changes to Flock's software and hardware are logged and documented. Flock maintains detailed network diagrams that outline the components of the Flock system and the interactions between those components.

Scope of Agreement

The scope of this ISA is based on the following, but not limited to:

Interconnection between the Flock network and the BCA.

Related network components belonging to the parties, such as hosts, routers, and switches; IT devices that assist in managing security such as firewalls, intrusion detection/intrusion prevention systems (IDS/IPS) that are associated with the network connection and shared data and systems between the parties.

Information Security

The parties shall maintain a level of security that is commensurate with the risk and magnitude of the harm that could result from the loss, misuse, disclosure, or modification of the information contained on the system with the highest sensitivity levels. All security must be in compliance with all of the policies noted within this agreement.

The parties are responsible for coordinating with and reporting to both Flock's network and security operations center and the BCA Service Desk in the event of an IT security incident involving the services described in this ISA.

The parties are responsible for hardening, configuring, patching and otherwise maintaining hardware and software of systems managing this interconnectivity and supporting the other party's data (where relevant).

The parties must update their respective IT contingency plans to reflect this agreement. The parties shall share relevant sections of IT contingency plans with each other to ensure compatibility. The parties should include the other in relevant contingency plan testing, if appropriate.

The acting IT Managers of the parties will appoint Points of Contact (PoCs) to meet, or conduct a conference call, every year to review and discuss any changes to the IT security posture of the shared IT assets covered by this ISA, and any necessary changes to the IT security safeguards

Data & Network Security Controls

Flock has deployed tooling across their AWS network, and all internal assets for continuous monitoring of indicators of compromise, vulnerabilities and configuration changes. Additionally, code is analyzed via SAST and SCA tooling prior to deployment. The application is continuously scanned via DAST tooling, and Flock participates in annual third-party penetration testing. All CJI is hosted within the AWS GovCloud.

Both the BCA and Minnesota IT Services (“MNIT”) have developed policies, standards, procedures, and guidelines to ensure the adequate protection of BCA data. Additionally, as the FBI’s identified CJIS Systems Agency (CSA) for Minnesota, the BCA is responsible for the security and appropriate use of FBI Criminal justice information in Minnesota. The BCA complies with the FBI CJIS Security Policy and BCA MNJIS Policy 5002 - CJDN Network Security. The BCA also enforces compliance with these policies for all Minnesota agencies who access BCA or FBI CJIS data.

MNIT monitors the BCA’s CJDN network twenty-four (24) hours a day, seven (7) days a week, i.e., 24/7, through automated monitoring. Both the BCA and MNIT provide and continually update awareness training for all users who have access to unencrypted BCA data or FBI CJI.

Connection Restrictions

The parties shall:

- 1) Ensure that this interconnection traverses the Internet in an encrypted private tunnel using encryption that meets both the FBI and BCA standards.
- 2) Ensure that this interconnection is isolated and secure from all other customer / business processes.
- 3) Configure network perimeter security devices (firewalls, IPS/IDS, application firewalls, etc.) in accordance with BCA & FBI policies and requirements.
- 4) Block all network traffic incoming and outgoing, from, or to the Internet, Flock, BCA, or Governmental Unit unless it is explicitly permitted.
- 5) Install a firewall between the perimeter (demarcation point) of the BCA’s network and Flock network.
- 6) Maintain responsibility for configuring all network perimeter firewalls with a policy at least as stringent as the BCA’s.
- 7) Provide to Flock, through the Technical Point of Contact, a list of BCA hosts, servers and subnets permitted to traverse the interconnection, and the ports and protocols on which they operate.

Connection Diagram

Appendix B of this ISA includes a topological drawing that illustrates the interconnectivity between both systems, including all components (e.g., firewalls, routers, switches, hubs, servers, encryption devices, source and destination IPs, IP Protocols and Ports). The parties shall notify each other of any requirements such as additional router connections or increases in volume associated with this ISA.

Service Level Agreements

Flock's agreement with Governmental Unit is included as an addendum.

Roles & Responsibilities

General

Each party is responsible for assigning appropriate personnel to implement, configure and establish the outlined interconnectivity. This section describes specific roles and responsibilities required for this connectivity, and the communications expected between the parties.

Communications/ Points of Contact (PoCs)

Appendix A is a list of the responsible parties for each system. Appendix A will be updated whenever necessary. Updating Appendix A does not require the re-signing of this ISA by either party. It is the responsibility of each respective approving authority to ensure the timely updating of Appendix A and for the notification of such changes to the alternate party within 30 days of any personnel change.

Technical Point of Contact (PoC)

The parties will designate a technical lead for their respective network and provide PoC information to facilitate direct contacts between technical leads to support the management and operation of the interconnection;

- Maintain open lines of communication between PoCs at both the managerial and technical levels to ensure the successful management and operation of the interconnection; and
- Inform their counterpart promptly of any change in technical PoCs and interconnections.

Security Point of Contact (PoC)

Flock will identify a Flock Information Security PoC to serve as a liaison between both parties and assist the State of Minnesota in consulting on security controls and requirements.

State of Minnesota will designate an Information Security PoC, the equivalent of the Flock Information Security PoC, who shall act on behalf of the State of Minnesota and communicate all security issues involving the State of Minnesota to Flock via the Flock Information Security PoC.

Network/Security Operations

Flock's solution is hosted in AWS GovCloud. Their internal Security team is responsible for monitoring the network, in conjunction with other specific parts of the Engineering team. Flock's Security team operates normal business hours Monday - Friday from 9am to 5pm Eastern and is accessible via security@flocksafety.com. Emergency escalations can be reported by calling 404-996-1905.

MNIT staff at the BCA provide support 7 a.m. – 5 p.m. Central Standard Time (CST) 10 hours a day, 5 days a week, Monday – Friday, with on-call support all other times. They can be reached at 888-234-1119 or bca.servicedesk@state.mn.us. Security incidents can also be reported to the BCA Service Desk and should also be reported to the BCA Information Security Office at 651-793-2502 or bca.iso@state.mn.us.

The organization discovering a security incident will report it internally, in accordance with the organization's incident reporting procedures. Each organization will ensure that the other connecting organization is notified when security incidents may have affected the confidentiality, integrity or availability of the shared data or systems being accessed.

Events and Incidents

The parties agree to abide by the communication requirements outlined for the situations specified below:

Security Incidents

Both party's IT Managers will notify each other within two (2) hours by telephone or e-mail when a potential security incident involving a shared system or shared data is detected, so the other party may take steps to determine if its connected system or shared data has been compromised and to take appropriate security precautions.

Continuity of Operations Plan (COOP)/IT Disaster

The parties shall immediately notify their designated counterparts, as defined in the information system contingency plan, in the event of a disaster or other contingency that disrupts the normal operation of one or both connected networks.

The IT Manager of either organization will notify their counterparts within four (4) hours by telephone or e-mail in case of a disaster, major equipment failure, or other event which requires the activation of a COOP or IT Disaster Recovery plan to restore IT systems or services for their respective organizations.

Configuration Change Control

Planned technical changes to devices or systems that affect the connectivity described in this ISA will be reported to the counterpart IT Manager via e-mail at least one (1) month before such changes are implemented. The party implementing the change will update their counterpart at appropriate intervals, such as at initiation and completion of work efforts. Diagrams and documentation will also need to be updated at this time by the parties.

New Interconnections

The initiating party notifies the other party at least one (1) month before it intends to permit any other traffic to traverse the same connectivity or tunnels established through this ISA. Any additional traffic must be approved by the BCA. Corresponding documentation and diagrams will be updated prior to implementation.

Personnel Changes

The parties agree to provide notification of the separation or long-term absence of their respective PoC on a timely basis. In addition, the parties provide notification of changes in point of contact information, and update Appendix A within one (1) day of the change.

Data Categorization

Data traversing this connection is provided by State of Minnesota to authorized users within the Governmental Unit. Controls for maintaining its confidentiality, integrity and availability of BCA and FBI data are the responsibility of State of Minnesota.

Encryption

Data traversing this connection must be encrypted in compliance with the FBI CJIS Security Policy, BCA MNJIS Policy 5002 - CJDN Network Security, which requires that encryption in transit be secured with a NIST-certified FIPS 140-2 and or 140-3 encryption algorithm and that any weak or compromised ciphers are disabled. This requirement may change with any modifications to any of the policies noted within this agreement.

Audit Trail Responsibilities

All parties are responsible for auditing equipment processes and administrative activities involving this Interconnection; as per their established policies and procedures. Activities that will be recorded should at least include: event type, event description, date and time of event, administrator identification, and equipment identification. All audit trails must be consistent with the policies noted in this agreement.

Auditing capabilities incorporate the assignment of responsibilities and segregation of duties, ensuring that appropriate records and documentation are maintained, consistent verification and review of procedures and access restriction guidelines.

The Joint Powers Agreement Section 7.1 describes the audit responsibilities of the BCA and the FBI CJIS division, including examining Flock books, records, documents, internal policies, and accounting procedure and practices.

Compliance

If the BCA determines that Flock has jeopardized the integrity of the systems or tools covered in both this ISA and the JPA agreed to by Governmental Unit, the BCA may stop providing some or all of the systems or tools until the failure is remedied to the BCA's satisfaction.

Non-Disclosure

State of Minnesota and Flock acknowledge that private, confidential, and/or security information might be generated or made available during the performance of this agreement. The parties specifically agree not to disclose any information received or generated under this agreement, unless its release is approved in writing by a Signatory Authority, as defined in Section 9. The parties further agree to assert any privilege allowed by law and to defend vigorously rights to confidentiality and security information for themselves. Neither party shall be responsible for the defense of the other.

Modifications

The terms of this ISA shall remain in full force and effect, unless formally modified by the parties, or terminated by one. Any modifications shall require that the ISA be updated, approved and signed by the parties or their designees. Appendices may be modified as needed. Either party may terminate the ISA and the requisite connectivity at will.

Assignment

If any term or condition of this ISA becomes inoperative or unenforceable for any reason, such circumstances shall not have the effect of rendering the term or condition in question inoperative or unenforceable in any other case or circumstances, or of rendering any other term or condition contained in this ISA to be invalid, inoperative, or unenforceable to any extent whatsoever. The invalidity of a term or condition of this ISA shall not affect the remaining terms and conditions of this ISA, unless agreed to by a Signatory Authority. Neither party may assign nor transfer any rights or obligations under this agreement.

Amendments

Any amendment to this Agreement, must be in writing and will not be effective until all Signatory Authorities have signed and approved a written amendment.

Limitation of Liability

Under no circumstances and under no legal theory, whether tort (including negligence), contract, or otherwise, shall the State of Minnesota be liable to Flock or any other person for any indirect, special, incidental, or consequential damages of any character including, without limitation, damages for loss of

goodwill, work stoppage, computer failure or malfunction, or any and all other commercial damages or losses, even if such party shall have been informed of the possibility of such damages.

Waiver

If the BCA fails to enforce any provision of this Agreement, that failure does not waive the provision or the BCA's right to enforce it.

Venue

The venue for all legal proceedings involving this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

Term & Termination

The BCA may terminate this Agreement at any time, with or without cause, upon written notice to the Signatory Authorities. This agreement will automatically terminate five years from the effective date or on termination of the Flock service agreement with Governmental Unit, which is attached as an addendum to this agreement. If this agreement is terminated, any connectivity to the BCA will also be terminated immediately.

THE BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK

Signatory Authority

Signatory Authorities are individuals vested with the power to commit the authorizing organization to binding agreements, including this contract.

The parties agree to work together to ensure the joint security of the connected networks and the relevant data they store, process, and transmit, as specified in this ISA. Each party certifies that its respective network is designed, managed, and operated in compliance with this ISA. Each party also certifies that its respective network has been certified and accredited in accordance with each party's internal policies.

Entity Connecting to the BCA Flock Group Inc
Eric Tan <i>Chief Information Officer</i> Flock Group Inc (with delegated authority)
Date
State of Minnesota
Diane Bartell <i>Deputy Superintendent of Minnesota Justice Information Systems</i> Minnesota Bureau of Criminal Apprehension
Date
Entity Benefitting from Connectivity County of Chisago Chisago County Sheriff's Office
Brandon Thyen <i>Sheriff</i> Chisago County Sheriff's Office (with delegated authority)
Date

Appendix A

BCA Contacts

Deputy Superintendent, BCA Minnesota Justice Information Services (MNJIS)

Name: Diane Bartell

Address: 1430 Maryland Avenue East, St. Paul, MN 55106

Voice Phone No.: 651-793-2590

E-mail Address: diane.bartell@state.mn.us

Interim MNJIS Deputy Director, Technology

Name: Stephanie Hoppesch

Address: 1430 Maryland Avenue East, St. Paul, MN 55106

Voice Phone No.: 651-793-2526

E-mail Address: stephanie.hoppesch@state.mn.us

BCA Service Desk

Address: 1430 Maryland Avenue East, St. Paul, MN 55106

Voice Phone No.: 888-234-1119

E-mail Address: bca.servicedesk@state.mn.us

Technical PoC

Name: Soua Yang

Address: 1430 Maryland Avenue East, St. Paul, MN 55106

Voice Phone No.: 651-793-2442

E-mail Address: soua.yang@state.mn.us

Security PoC

Name: Thomas Miller

Address: 1430 Maryland Avenue East, St. Paul, MN 55106

Voice Phone No.: 651-793-2707

E-mail Address: Thomas.miller@state.mn.us

Flock Contacts

Technical PC

Name: Josh Collins

Address: 1170 Howell Mill RD NW Suite 210 Atlanta, GA 30318

Voice Phone No.: 1-866-901-1781

E-mail Address: josh.collins@flocksafety.com

Security PC

Name: Eric Tan

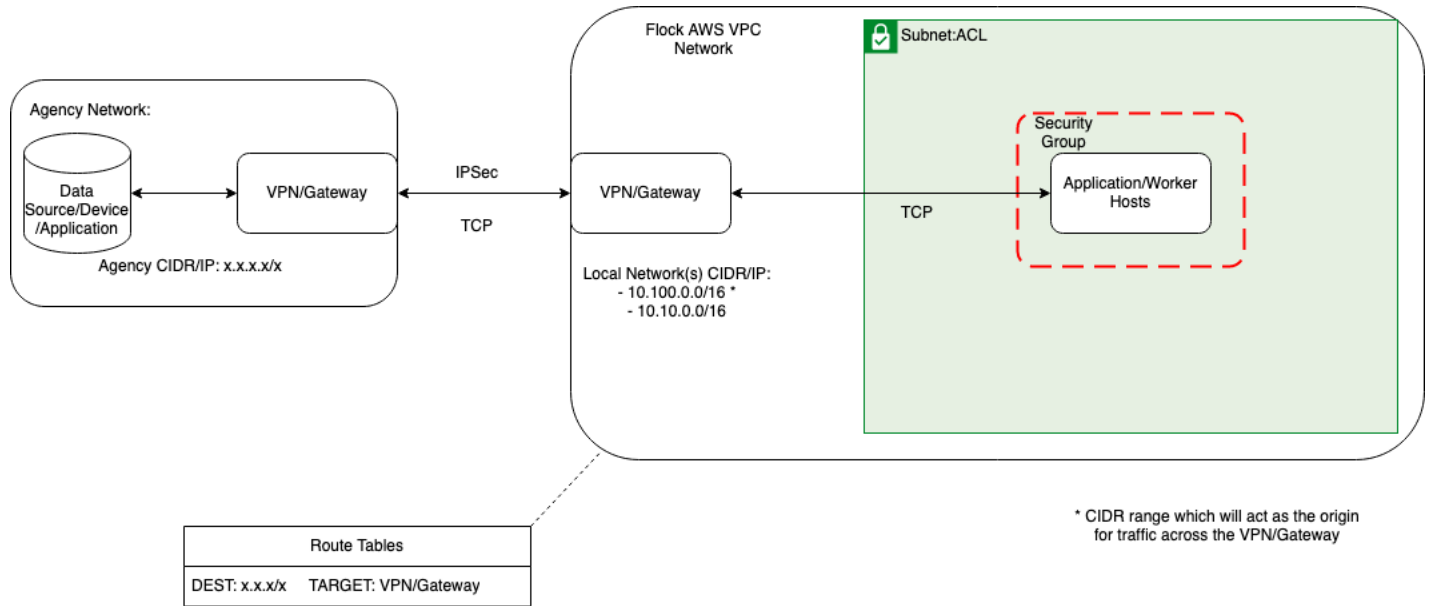
Address: 1170 Howell Mill RD NW Suite 210 Atlanta, GA 30318

Voice Phone No.:

E-mail Address: eric.tan@flocksafety.com

Appendix B

Image Describing Connectivity



Appendix C

Policies and Standards

BCA MNJIS Policy 5000 Appropriate Use of Systems and Data



BCA MNJIS Policy
5000 - Appropriate U:

BCA MNJIS Policy 5002 CJDN Network Security



BCA MNJIS Policy
5002 - CJDN Network

FBI CJIS Security Policy



FBI CJIS Security
Policy v5-9-2_2022120

Chisago County Request for Board Action



Meeting Date: May 7, 2025	Item Number: 20
Title of Item for Consideration: Zoning Ordinance Horse / Equine Training, Boarding, Breeding, Showing, Businesses in the Agricultural District	
Action Requested by: Kurt Schneider, Director	Department: Environmental Services on behalf of the Chisago County Planning Commission
Previous Action on this Matter: No previous Board action has occurred on this matter. Pursuant to the attached <i>Issues Identification and Tracking Matrix</i>, the Planning Commission has held the topic for potential discussion at various meetings since January 3, 2025. The Planning Commission directed/requested staff initiation of ordinance amendment efforts at their meeting of April 3, 2025.	
Background: As recent as December 18, 2024, the County considered and approved a Conditional Use Permit for the Training/Boarding of Horses. The CUP was processed as a Major Home Occupation business. As encouraged by the attached writings and recommendations from Planning Commissioner Whitney, the Planning Commission endeavors to consider Zoning Ordinance clarification and amendments concerning the definitions and categorizations of Horse/Equine facilities in the county. Generally summarized, the scope of the proposed equine facilities ordinance discussion encompasses Commercial & Non-Commercial, Agricultural Use vs. Home Occupation Use, and amateur or professional training breeding, showing, selling, or boarding of equine. Current Zoning Ordinance defines horses as “Farm Animals” and further identifies “Commercial Agriculture” as “<i>The production principally for the sale to others of...livestock, including dairy and beef cattle, poultry, sheep, swine, horses, ponies, mules, and goats; including the breeding and grazing of all such animals...</i>” Farm animals and Commercial Agriculture are permitted in the Agricultural Zoning District with very little, if any, local zoning restriction. In the past, and most recently in December, staff has utilized a CUP/Home Occupation approach when horse boarding or other similar horse related proposals are presented in a non-farm animal or non-commercial agriculture (animals as a commodity) manner. As example, when a property owner/homeowner proposes to commercialize their personal riding arena or boarding/training facilities by inviting the public to use/pay for on-site services, the county zoning interpretation	

moves away from the permitted Ag. activity onto that of a commercial CUP/Home Occupation consideration.

Attachment(s):

- Issues Identification and Tracking Matrix – May 1, 2025
- Planning Commissioner Whitney Position Paper *"Horse/Equine Businesses Are Better Suited As An Agricultural Use Rather Than A Home Occupation"*
- Planning Commissioner Whitney Research/Recommendation Papers of 02/04/25 and 02/16/25.

Action Requested/Recommended: It is respectfully requested that the Board consider the request of the Planning Commission to direct staff resources and initiate Horse / Equine Training, Boarding, Breeding, Showing, Businesses amendment(s) to the Zoning Ordinance. The recommended motion is as follows:

"Move to authorize and direct County Staff to facilitate Planning Commission review and amendment of the Chisago County Zoning Ordinance in consideration of Horse / Equine Training, Boarding, Breeding, Showing, Businesses in the Agricultural District and schedule any resulting public hearing review of recommended update(s) before the Chisago County Planning Commission [or as may be amended]"

Implications of Action: Recommended Board action authorizes and prioritizes staff efforts to proceed with the facilitation of Horse Boarding/Keeping ordinance amendment(s) efforts requested by the Planning Commission. Upon development of draft amendment(s), the Commission is authorized to conduct public hearing review.

Budget/Financial Implications: In-kind staff time and resources will be required with no other direct budget implications at this time

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

Administrator's Recommendation

Approve CEB

Deny _____

Other _____

Motion By:

Seconded by:

To:

Action on Motion:

Aye _____

Nay _____

Abstain _____

CHISAGO COUNTY ORDINANCES: ISSUE IDENTIFICATION TRACKING MATRIX
May 1, 2025

No.	ISSUE TOPIC / SUMMARY	DATE IDENTIFIED	SECTION LOCATION(s)	PAGE(s)	ISSUE NARRATIVE / DETAIL	ALTERNATIVES / SOLUTIONS	COMMISSION / BOARD CONSENSUS & DIRECTION	CONSENSUS DATE	ACTION PRIORITY High / Annual Update / Other	STATUS
1	Rural Retail Tourism - Wedding/Gathering Venues	12/18/24	5.06 4.17	119 104	Improve code treatement of Rural Retail Tourism businesses - wedding/gathering venues. Review recent wedding venue proposal on 260th for issues discussion.	Expand and detail wedding/gathering venue performrance standards within the code	County Board Directed	12/18/24	High	In Progress
2	Major Home Occupation - Horse / Equine	01/03/25	5.06 B & C 4.04 3	118 66 9	Proposed by Commissioner Whitney. Horse-Equine Businesses are better suited as Permitted Agricultural Use rather than a Major Home Occupation. An equine facility whether it's amateur or professional and whether its focus is on training, breeding, showing, sales or boarding of equine animals is an agricultural business which should meet agricultural standards NOT Major Home Occupation standards.	Ref. Commissioner Whitney research/reccomendation papers dated 01/02/25, 02/16/25, and 02/24/25	Commisison Direction Requested; Commission Consensus and Direction on 04/03/25 to Have Staff Further Develop Verbiage and Definitions	04/03/25	Other - Commissoner Whitney does not want this issue to interrupt other high priority issues.	In Progress - Staff Seeking Endorsement and Direction from County Board on 05/07/25
3	Zoning Map Amendment - RR Districts Consolidation & Renaming of UR District	01/07/25	5.02	116	As a part of the recent comprehensive update of the Chisago County Zoning Ordinance, the Rural Residential Zoning Districts (RRI and RRII) were consolidated into one single Rural Residential (RR) District; and "Urban Fringe" residential terminology is used in place of "Urban Residential".	Amend the zoning map to reflect consolidated RR District and change the map legend to reflect Urban Residential as Urban Fringe Residential.	Board Directed Public Hearing	01/07/25	High	Completed 02/19/25
4	Zoning Map Amendment Work Plan	02/06/25	5.02	116	Proposed by Commissioner McCarthy on 02/06/25 during public hearing to consider adoption of Official Zoning Map with Amendments (matrix item no. 3). Added to 02/20/25 work session agenda but held over due to McCarthy's absence. Added to 04/09/25 meeting agenda but held over at McCarthy's request. Added to 05/01/25 meeting agenda.		Commission Consensus Requested for County Board Endorsement and Direction			
5	SSTS Ordinance 10-1	03/19/25	Full Ordinance		Comprehensive "housekeeping" review and update of 2010 septic system ordinance	Update of the 2010 Chisago County SSTS Ordinance in close consult with MPCA staff and related rule and policy adjustments of the past 15 years.	Board Direction to Proceed	03/19/25	Other	Staff Review

Design and format of cover pages of each ordinance
For zoning district references, is it "A" or (A) or A?

HORSE/EQUINE BUSINESSES ARE BETTER SUITED AS AN AGRICULTURAL USE RATHER THAN A MAJOR HOME OCCUPATIONS

Horse/Equine businesses whether they focus on the training, breeding, boarding, sale or showing of equine animals are agricultural businesses and should meet agricultural standards NOT Major Home Occupation standards.

1). Equine businesses by their very nature are agricultural. They involve farm animals and farm supplies, agricultural buildings, hay, grain, veterinarians & vet supplies, trucks, tractors, trailers.

2). Minnesota classifies horses as agricultural animals?

The Minnesota Statutes defines horses as livestock when raised for a variety of purposes, including riding, driving, racing, and breeding.

Section: 17.459 HORSES.

Subdivision 1. Classification as livestock.

"Horses and other equines raised for the purposes of riding, driving, farm or ranch work, competition, racing, recreation, sale, or as breeding stock are livestock. Horses and their products are livestock and farm products for purposes of financial transactions and collateral".

Subdivision 2. Agricultural pursuit.

"Raising horses and other equines is agricultural production and an agricultural pursuit. A horse breeding farm, horse training farm, horse boarding farm, or a farm combining those purposes is an agricultural operation."

3). Chisago Zoning Ordinances also define horses and other equine animals as agricultural.

DEFINITIONS from the Chisago Zoning Ordinance

Animals, Farm

*"Cattle, hogs, bees, sheep, goats, chickens, turkeys, **horses**, and other animals commonly accepted as farm animals in the State of Minnesota."*

Commercial Agriculture

"The production principally for the sale to others of plants, animals, or their products, including but not limited to: forage and sod crops, grain and feed crops, dairy animals, and dairy products; livestock, including dairy and beef cattle, poultry, sheep, swine, horses, ponies, mules, and goats; including the breeding and grazing of all such animals; bees and dairy products; fruits of all kinds including grapes, nuts, and berries; vegetables; nursery, floral ornamental and greenhouse products, and other commodities as described in the Standard Industrial Classification for agriculture, forestry, fishing, and trapping. Commercial agriculture shall not include poultry or swine production or animal feedlot operations."

4). Equine Facilities can't meet several of the basic requirements of a Major Home Business.

EXAMPLES

4.04 Home Occupations

C. Major Home Occupations Requiring a Conditional Use Permit. Standards require:

- **Purpose: “moderate business activities from the home. . . . The home and residency of the subject property must remain a principal focus of any major occupation location” p. 49 & 50**
 - **An equine business is conducted outside the home and has no major focus within the home!**
- **4. “No outdoor display or storage of goods or materials is permitted.”**
 - **Most equine businesses require signage to help customers find their location;**
 - **Equine businesses must have outside storage: hay, round pens, trailers, tractors, animal pens, manure, etc.**
- **Screening Required, “Screening shall be required for Major Home Occupations” p. 51**
 - **A permit holder shall install a “6’ tall privacy fence or a double, staggered row of 6’ tall evergreen or other non-deciduous trees planted no greater than 16’ on center which meet or exceed 75% opacity within three years.”**
 - **Think about it, a building with 14’ walls, + 5’ roof rise becomes 19’ tall.**
 - **Requiring a 6’ fence or 6’ tree will never meet 75% opacity within three years, probably 75% opacity can never be achieved, whether trees or a privacy fence is used.**
 - **Requiring screening for equine buildings will make it impossible for applicants to fulfill the ordinance requirements.**
- **Several of the requirements for a Major Home Business are not appropriate for an equine business and can set the applicant up for the possible revocation of their CUP.**

5). Our current ordinance has horses (horse barns) and Major Home Occupation as two separate uses.

- **Within the Zoning Ordinance, each zoning district has a list of Permitted Uses and Conditional Uses. Under each topic, there are a list of business types that meet each category. The Equine (Horse) use is listed as a separate item, not a sub-set of Home Occupations. See below:**
 - **Within the Agricultural District, 5.06 Agricultural District (A),**
 - **C. Conditional Uses:**
 - **#23. “Horse barns as a principal or accessory use.” then**
 - **#24. “Home Occupations” are listed immediately after horse barns as a separate use. Horse barns are not a subset of Home Occupations, they are their own use**

6). Why has the equine business been classified as a Major Home Occupation rather than an Agricultural business? **The current zoning language regarding horses and the equine business is unclear, missing or misleading. Clarification of terms is needed.**

- The equine business needs to be categorized as an agricultural business in the definitions.
- Equine terms need to be defined: A non-commercial horse barn is referenced as a Permitted Use, but there is no definition and no mention or definition of a commercial horse barn which does require a CUP e.g.
 - A Permitted Use is: *"15. Non-commercial horse barns containing no living quarters."*
 - A Conditional Use is defined as: *"23. Horse barns as a principal or accessory use."*
 - **No mention of a commercial use. What does horse barns as a principal or accessory use actually means? Unclear and inconsistent language use.**
- In the horse business, the **words amateur and professional delineate more meaning** to horse people than non-commercial and commercial as almost all amateur and professional horseman have their facilities as a business thus under our terms, all horse facilities would fall under a commercial enterprise.

RECOMMENDED ZONING ACTIONS:

1. Add and Define Equine Terms:

- **Equine Animals:** Horses, ponies, mules
- **Equine Facility:** The amateur or professional training, breeding, showing, selling or boarding of equine animals for the purposes of riding, driving, farm or ranch work, competition, racing, recreation, sale, or as breeding stock.
- **Equine Facility, Amateur:** An agricultural operation used for recreation purposes and/or to train, breed, show or sell the owners equine animals and the boarding of customers equine animals.
- **Equine Facility, Professional:** An agricultural operation used to train, breed, show, or sell customers equine animals for a monetary fee.

2. Under 5.06 Agricultural District (A)

- **Replace #15 under Permitted Uses which says:**
 - *"15. Non-commercial equine facility containing no living quarters."*
 - *with*
 - *"15. Amateur equine facility containing no living quarters, used for recreational purposes and/or the training, breeding, showing or sale of the applicant's equine animals or the boarding of customers equine animals."*

3. 5.06 Agricultural District (A)

- **Replace #23 under Conditional Uses which says:**

- *“23. Horse barns as a principal or accessory use.” with*
- *“23. Professional equine facility including a possible living facility, used for the training, breeding, showing, sale or boarding of customers equine animals for a monetary fee.”*

4. 5.08 Rural Residential District (RR)

- **Replace #9 under Permitted Uses which says:**
 - *“9. Horse keeping at a maximum density of one (1) horse per two (2) acres.” with*
 - *“9. Amateur equine facility containing no living quarters, used for the training, breeding, recreation, sale or showing of the oenrtd equine animals with a maximum density of one (1) equine animal per one (1) acre.*

SUMMARY:

An equine facility whether it's amateur or professional and whether its focus is on training, breeding, showing, sales or boarding of equine animals is an agricultural business which should meet agricultural standards NOT Major Home Occupation standards.

Implementing the above recommended zoning additions and changes will significantly clarify the use and role of equine facilities in Chisago County.

1/2/2025

**HORSE/EQUINE BUSINESSES ARE BETTER SUITED AS AN AGRICULTURAL USE RATHER THAN A
MAJOR HOME OCCUPATION**
(Version 2 – 2/16/2025)

Chip Yeager sent me several excellent ideas for inclusion in the **RECOMMENDED ZONING ACTIONS** which, for the most part I have incorporated. In the original document, the first 2 ½ pages were background and reasons for actions. As this information did not change, I have deleted that portion of the original document.

- Text Highlighted in Red is NEW Language suggested by Chip and fully acceptable to me;
- Chip had one suggestion which needs further discussion, that concern is HIGHLIGHTED in GREEN;
- My response is in BLUE.

RECOMMENDED ZONING ACTIONS:

1. Add and Define Equine Terms:

- **Equine Animals:** Horses, ponies, mules
- **Equine Facility:** The amateur or professional training, breeding, showing, selling or boarding of equine animals for the purposes of riding, driving, farm or ranch work, competition, racing, recreation, sale, or as breeding stock.
- **Equine Facility, Amateur:** An agricultural operation containing no living quarters used for recreation purposes and/or to train, breed, show or sell the owners equine animals and the boarding of customers equine animals.
- **Equine Facility, Professional:** An agricultural operation including a possible living facility, used to train, breed, show, or sell customers equine animals for a monetary fee.

(Chips Concern: Professional vs. Amateur: The distinction we make elsewhere in the zoning ordinance is typically between “commercial” and “non-commercial;” you cite an example of the latter above. I think these terms should be used here as well.)

(Dave’s Response: The ordinance does define Commercial Agriculture and includes equine animals. “principally the sale to others of plants, animals or their products, including but not limited to: . . . livestock, including dairy and beef cattle, poultry, sheep, swine, horses, ponies, mules and goats; including the breeding and grazing of all such animals;” The problem is that 95+% of people that own horses buy, sell their own horses thus making them a Commercial Equine Business.... non-commercial equine businesses are few and far between To further defining the commercial horse (equine) business as a Professional or Amateur Facility, allows each type of equine business to have and follow their own appropriate regulations.)

2. Under 5.06 Agricultural District (A)

- **Replace #15 under Permitted Uses which says:**
 - *“15. Non-commercial equine facility containing no living quarters.”*
(REPLACE WITH:)
 - ***“15. Amateur equine facility”***

3. 5.06 Agricultural District (A)

- **Replace #23 under Conditional Uses which says:**
 - *“23. Horse barns as a principal or accessory use.”*
(REPLACE WITH:)
 - ***“23. Professional equine facility***

4. 5.08 Rural Residential District (RR)

- **Replace #9 under Permitted Uses which says:**
 - *“9. Horse keeping at a maximum density of one (1) horse per two (2) acres.”*
(REPLACE WITH:)
 - ***“9. Amateur equine facility with a maximum density of one (1) equine animal per one (1) acre.***

2/16/2025

Commercial & Non-Commercial Equine Businesses

2/24/2025

RECOMMENDED ZONING ACTIONS:

1. Add the following terms to SECTION 3. DEFINITIONS:

- **Equine Animals:** Horses, ponies, mules
- **Equine Facility:** The commercial or non-commercial training, breeding, showing, selling or boarding of equine animals for the purposes of riding, driving, farm or ranch work, competition, racing, recreation, sale, or as breeding stock.
- **Commercial Equine Facility:** An agricultural operation used to train, breed, show, or sell non-owner/customers equine animals for a monetary fee. It may include boarding barns, indoor and/or outdoor riding arenas, breeding & living facilities. A Commercial Equine Facility requires a CUP.
- **Non-Commercial Equine Facility:** An agricultural operation used for recreation purposes to train, breed, show or sell the owners equine animals and/or to board outside equine animals. It may include indoor/outdoor riding arenas, but no living facility, trainer or the rental of the facility to outside organizations is allowed. Non-commercial equine facility is a permitted use.

2. Under 5.06 Agricultural District (A)

- **Slightly Modify #15 under Permitted Uses which says:**
 - *"15. Non-commercial equine facility containing no living quarters."*
(REPLACE WITH:)
 - ***"15. Non-commercial equine facility" (See definition)***

3. 5.06 Agricultural District (A)

- **Replace #23 under Conditional Uses which says:**
 - *"23. Horse barns as a principal or accessory use."*
(REPLACE WITH:)
 - ***"23. Commercial equine facility (See definition)***

4. 5.08 Rural Residential District (RR)

- **Replace #9 under Permitted Uses which says:**
 - *"9. Horse keeping at a maximum density of one (1) horse per two (2) acres."*
(REPLACE WITH:)
 - ***"9. Commercial or Non-Commercial equine facility with a maximum density of one (1) equine animal per one (1) acre."***

DRW
2/24/2025

Chisago County Request for Board Action



Meeting Date: May 7, 2025	Item Number: 21
Title of Item for Consideration: Chisago County Parks Concession Policy & Agreement Authorizations	
Action Requested by: Kurt Schneider, Director Joe Tart, Parks Director	Department: Environmental Services Department on behalf of Chisago County Parks
Previous Action on this Matter: None.	
Background: A fully equipped, and State Health Department inspected concessions building space has recently been completed at Ki-Chi-Saga County Park. The Parks Department is not staffed or equipped to act as the sole operator of concessions at this time and proposes the attached policy resolution offering County direction on community involvement with concessions operations activity. Parks Director Tart has also had preliminary discussions with the primary user of Ki-Chi-Saga Park, Lakes Area Recreation Association (LARA), and they are very interested and agreeable with proceeding on a 1-year trial agreement. The proposed resolution is developed in collaboration with the County Attorneys office and offers a broader policy directive then that of just Ki-Chi-Saga Park and the new concessions space. Staff does not anticipate any near-term expansion of concessions spaces within county parks but has allowed for such future structure, user group variety, and primary user identifications as may someday become relevant. Staff recommends adoption of the attached Parks Department policy and agreement authorization resolution.	
Attachment(s): • Resolution No. 25/0505-____ Parks Department Concessionaires & Agreements Policy	
Action Requested/Recommended: It is respectfully requested that the Board consider adoption of the County Parks Concessions Policy Resolution as presented. The recommended motion is as follows: <i>“Move to adopt Resolution No. 25/0505-____ a Resolution of the County Board of Commissioners Providing Policy Direction and Authorizing the Parks Department to Issue Agreements for Recreational Organizations and Concessionaires to Use of County Park Concessions Facilities [or as may be amended]”</i>	

Implications of Action: Recommended Board action authorizes the Parks Director to develop and execute concessions agreements as needed and with the direct approval as to form involvement of the County Attorney.

Budget/Financial Implications: No direct expenditures are required. Limited revenue opportunities may present themselves as use of concessions space evolves.

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

Administrator's Recommendation

Approve CEB

Deny _____

Other _____

Motion By:

Seconded by:

To:

Action on Motion:

Aye _____

Nay _____

Abstain _____

Commissioner _____ offered the following resolution and moved its adoption:

RESOLUTION NO. 25/0507-_____

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CHISAGO COUNTY, MINNESOTA,
AUTHORIZING THE PARKS DEPARTMENT TO ISSUE AGREEMENTS TO RECREATIONAL
ORGANIZATIONS AND CONCESSIONAIRES FOR THE USE OF PARK FACILITIES FOR
CONCESSIONS**

WHEREAS, it is the intent of Chisago County to generally allow concessions of recreational organizations, concessionaires, and clubs in County Parks; and

WHEREAS, the purpose of this policy resolution is to determine whom the County Parks Department will offer concession privileges to and under what terms it will offer such privileges; and

WHEREAS, concession privileges in Chisago County Parks and County Parks buildings will only be granted with pre-approval by the County Parks Director to the following recognized Chisago County based Athletic Groups and Clubs:

Recognized Chisago County Athletic Groups and Organizations:

Youth Athletic Groups: This includes ISD #2144, ISD #138, ISD#139, Chisago County Private Schools, Lakes Area Recreation Association (LARA), North Branch Area Athletic association (NBAAA); Rush City Youth Sports Club (RCYSC); other clubs and individuals teams with roster of 50% or more Chisago County residents (must provide roster with request).

Adult Athletic or Food Service Groups: Adult league sporting groups based in and comprised of Chisago County residents and licensed mobile food trucks & vendors.

Clubs & Organizations: Lindstrom Historical Society (Friends of the Karl Oskar House); Lions, Rotary, Volunteer Fire, and other vested Chisago County based civic clubs based in and comprised of Chisago County residents.

WHEREAS, for those county parks facilities with concessions venues, priority of concession scheduling and operations will be granted to the primary user of the facility designated below:

Ki-Chi-Saga Park: Primary User – Lakes Area Recreation Association

Kost Park: n/a

Checkerboard Park: n/a

Fish Lake Park: n/a

Dennis Frandsen Park: n/a

If the primary user declines to operate concessions, it is open for review to any of the above recognized groups and organizations; and

WHEREAS, all other concessions or concessionaires will not be allowed to operate in Chisago County Parks or Park Buildings unless pre-approved on a case by case basis as determined by the County Parks Director; and

WHEREAS, Chisago County mandates that all concessionaires abide by county policies including those applying to risk management, non-discrimination, personnel and food service sanitation; and

WHEREAS, Chisago County agrees to grant the recognized Chisago County based athletic groups and clubs that have been granted concession privileges the right to use and operate any concession related equipment that is housed in a county park building; and

WHEREAS, the recognized Chisago County based athletic groups and clubs that have been granted concession privileges agrees to grant the County the right to use and operate any concessionaires related equipment that is housed in a county park building for any special events or co-sponsored programs run by or sanctioned by the County Parks Department at no cost to the County; and

WHEREAS, Chisago County reserves the right to charge concession space fees and may in lieu of paying said fee(s) to the County to operate a concession stand, authorize the Primary recognized Chisago County Groups and Clubs who operate a concession to work with the County to provide input and financial assistance on selected, mutually agreed upon, improvement projects at Chisago County Parks, Park buildings and Park facilities; and

WHEREAS, Chisago County reserves the right to charge reservation and operational fees for non-Primary user access to Park concession and

concessionaires facilities and buildings pursuant to the annually adopted county fee schedule and individually executed Concession Use Agreement;

WHEREAS, the County reserves the right to terminate any concessions privileges granted at any time without liability if the terms of this policy and any affiliated agreements are not complied with or for other good and reasonable cause.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of Chisago County, Minnesota hereby adopts this policy and authorizes the Chisago County Parks Department to administer this policy and to issue concession agreements consistent with the above stated policies for recreational organizations use of Park Facilities for concessions purposes on terms negotiated by the Parks Director or his designee and reviewed and approved as to form by the County Attorney's Office.

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:

ATTEST:

Dan Dahlberg
Chair, Board of Commissioners

Chase Burnham
County Administrator

Chisago County Request for Board Action



Meeting Date: May 7, 2026	Item Number: 22
Title of Item for Consideration: Management and Control Agreement for VPN between Wyoming and North Branch PD's and the County for access to County Databases	
Action Requested by: Jon Eckel, Director	Department: Enterprise Services
Previous Action on this Matter: None.	
Background: Since 2018 the County has provided access to the Pro Phoenix databases and data to the Wyoming and North Branch PD's without any formal agreements or contracts in place. During the last audit cycles, the MN BCA required that at a minimum, there needs to be an agreement that gives the two police departments the authority to set the service level and priority of the counties VPN's that provide connections to the Pro Phoenix databases that the PD's use. The attached agreements meet this requirement as they are the approved document provided by the FBI, these agreements have also been approved by the Mn BCA. Attachment(s): • Management and control agreements for the Wyoming and North Branch Police Departments.	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners authorize and sign the attached agreements between the Wyoming and North Branch Police Departments and the County as required by the FBI and the MN BCA. Authorized the DES Director to also sign these agreements as the County designated LASO (Local Agency Security Officer) to the Mn BCA and FBI. The suggested motion is as follows: <i>"Move to authorize and sign the attached agreements between the Wyoming and North Branch Police Departments and the County as required by the FBI and the MN BCA. Authorized the DES Director to also sign these agreements as the County designated LASO (Local Agency Security Officer) to the Mn BCA and FBI."</i>	
Implications of Action: By authorizing and signing these agreements the County Board is granting the two police departments the authority to set the service level and priority of the counties VPN's that provide connectivity to the county Pro Phoenix database servers.	

Budget/Financial Implications: Since 2018 all services to the Pro Phoenix database servers, back up and recovery of data, network access, VPN configuration and management, etc. have been provided to the Wyoming and North Branch police department for no cost.

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 has reviewed and approved the agreements as presented.

Administrator's Recommendation

Approve CEB

Deny _____

Other _____

Motion By:

Seconded by:

To:

Action on Motion:

Aye _____

Nay _____

Abstain _____

Management Control Agreement between the City of North Branch and the County of Chisago

This Management Control Agreement is between the City of North Branch, Minnesota, by and through the North Branch Police Department (a Criminal Justice Agency (CJA)) and the County of Chisago, Minnesota by and through the Chisago County Department of Enterprise Services (DES), a Non-Criminal justice Agency (NCJA).

Pursuant to the FBI's Criminal Justice Information Services (CJIS) Security Policy, it is agreed that with respect to administration of that portion of encrypted the Virtual Private Network (VPN) between the North Branch Police Department ("Criminal Justice Agency") and the County of Chisago, the North Branch Police Department shall have the authority, via managed control, to set, maintain, and enforce:

- (1) Priorities, only as it relates to the encrypted VPN between the County and the Police Department.
- (2) Agreed-upon policy by both parties governing operation of the justice systems point to point VPN, that comprises and supports a telecommunications network between the City and County; that has traffic related to criminal history record/criminal justice information, insofar as the VPN is used to transmit criminal justice information, guaranteeing as applicable and financially possible, the priority, integrity, and availability of service needed by the criminal justice community.
- (3) Compliance with all rules and regulations of the Minnesota BCA policies and CJIS Security Policy in the configuration and operation of the point-to-point VPN.

"...management control of the criminal justice function remains solely with the Criminal Justice Agency."
Section 5.1.1.4

This agreement covers the overall operation of the encrypted VPN between Chisago County and the Criminal Justice Agency, the North Branch Police Department.

By Chisago County:

Dan Dahlberg, Chair,
Chisago County Board of Commissioners

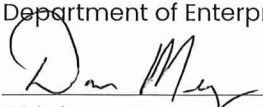
Dated

Chase Burnham
Chisago County Administrator

Dated

Jon Eckel, CIO, Director,
Department of Enterprise Service

Dated



Chief Dan Meyer, North Branch Chief of Police
(Criminal Justice Agency)

4/29/2025

Date

Rev' as to Form



County Attorney 4/29/2025
Date

Management Control Agreement between the City of Wyoming and the County of Chisago

This Management Control Agreement is between the City of Wyoming, Minnesota, by and through the Wyoming Police Department (a Criminal Justice Agency (CJA)) and the County of Chisago, Minnesota by and through the Chisago County Department of Enterprise Services (DES), a Non-Criminal Justice Agency (NCJA).

Pursuant to the FBI's Criminal Justice Information Services (CJIS) Security Policy , it is agreed that with respect to administration of that portion of encrypted the Virtual Private Network (VPN) between Wyoming Police Department ("Criminal Justice Agency") and the County of Chisago, the Wyoming Police Department shall have the authority, via managed control, to set, maintain, and enforce:

- (1) Priorities, only as it relates to the encrypted VPN between the County and the Police Department.
- (2) Agreed-upon policy by both parties governing operation of the justice systems point to point VPN, that comprises and supports a telecommunications network between the City and County; that has traffic related to criminal history record/criminal justice information, insofar as the VPN is used to transmit criminal justice information, guaranteeing as applicable and financially possible, the priority, integrity, and availability of service needed by the criminal justice community.
- (3) Compliance with all rules and regulations of the Minnesota BCA policies and CJIS Security Policy in the configuration and operation of the point-to-point VPN.

"...management control of the criminal justice function remains solely with the Criminal Justice Agency."
Section 5.1.1.4

This agreement covers the overall operation of the encrypted VPN between Chisago County and the Criminal Justice Agency, the Wyoming Police Department.

By Chisago County

Dan Dahlberg, Chair,
Chisago County Board of Commissioners

Dated

Chase Burnham
Chisago County Administrator

Dated

Jon Eckel, CIO, Director,
Department of Enterprise Service

Date

Rev'd as to Form:



County Attorney 4/29/2025



04/29/2025

Chief Neil Bauer, Wyoming Chief of Police
(Criminal Justice Agency)

Date

Chisago County Request for Board Action



Meeting Date: May 7, 2025	Item Number: 23
Title of Item for Consideration: Out of State Travel – National APCO and National Motorola – Baltimore, MD	
Action Requested by: Jon Eckel, Director	Department: Enterprise Services
Previous Action on this Matter: None.	
Background: The National APCO, and National Motorola trunked user group is an opportunity for training and development for the staff who support and manage the critical communications infrastructure used by all public safety agencies in Chisago County and across the State of MN, both E-911 and ARMER. This opportunity provides a method to connect the people and technologies charged with ensuring that the most crucial communications—supporting public safety, governments, healthcare, and other critical-infrastructure sectors—work at all times, even under the most difficult circumstances. The conference is July 27–30 in Baltimore, Maryland. Attachment(s): • Out of state Travel Request	
Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the out of state travel for Enterprise Services Emergency Communications Systems Manager, Mike Parker to attend the National APCO and Motorola Trunked User Group training. The following motion is suggested: “move to approve the out of state travel request for Mike Parker to attend the National APCO and Motorola Trunked User Group training in Baltimore, MD July 27–30th.”	
Implications of Action: By attending this event Mike Parker will have a better understanding of the upcoming technologies that will need to be used by the public safety responders in Chisago County and be better able to position Chisago County to plan for these implementations. Budget/Financial Implications: Included in the Board approved 2025 061 ARMER budget.	

Legal/Policy Implications: The proposed action is in general conformity with normal and routine application of state statutes, and county authority and county policies. All county policies, as well as State or Federal laws will be adhered to.

Administrator's Recommendation

Approve CEB

Deny _____

Other _____

Motion By:

Seconded by:

To:

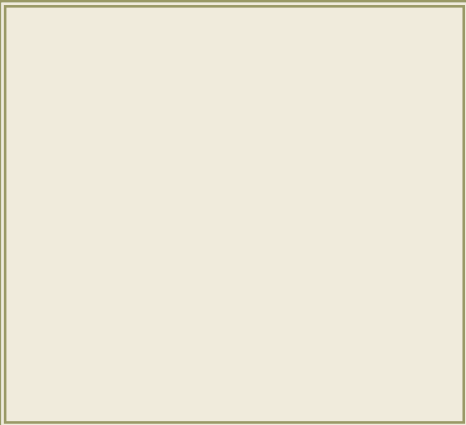
Action on Motion:

Aye _____

Nay _____

Abstain _____

Chisago County Out-of-State Travel Request

Date Submitted	4/29/2025		
Employee Name	Mike Parker		
Department	DES - Emergency Communications Services		
Destination	Baltimore, MD		
Purpose of Travel	2 conferences - APCO Interational's Annual Conference & Expo & MTUG National conference		
Departure Date	7/27/2025		
Return Date	8/1/2025		
Total Travel Expenses	\$2,560.00		
Supervisor Name (PRINT)			
Supervisor's Signature		Date Approved	4/29/2025
County Board Signature		Date Approved	

Anticipated Expenses

Type of Expense	Description of Expense	Daily Expenses (Except Airfare)	# of Days	Total Expenses
Airfare	MSP to BWI round trip			\$577.00
Ground Transportation	Airport to/from hotel		1	\$100.00
Conference/Registration Fees	APCO & MTUG conference fees		1	\$280.00
Lodging		\$200.00	5	\$1,000.00
Meals			1	\$453.00
Mileage	Mileage to/from airport & off site airport parking		1	\$150.00
Grand Total				\$2,560.00

Chisago County Request for Board Action



Meeting Date: May 7, 2025	Item Number: 24*****
Title of Item for Consideration: *****Facilities Committee Report – PRO Dept Remodel – CPO to CCA Transition*****	
Action Requested by: Chase Burnham, County Administration	Department: County Administration
Previous Action on this Matter. At the December 18 th , 2024, Board of Commissioners Meeting, the Board approved the transition of Probation Delivery Systems for Chisago County from the County Probation Officers (CPO) model to County Corrections Act (CCA) model effective July 1, 2025.	
Background: MN Statute 401 is the Community Corrections Act (CCA). MN Stat. 401 allows Counties with more than 30,000 people the ability to supervise all juvenile and adult offenders residing within the County. Thus, the County receives a subsidy from the State that is distributed according to a formula. M.S. 401 grants the County Board fiscal, personnel and operational control over the supervision of offenders within the County. Due to this transition approval and the required timeline (July 1st 2025), the current Probation Office Space is obsolete for the expected incoming staff and case load (felony and sex crimes). This was known to the County Board when the County Board made the decision to transition to CCA. The County Board was aware of an estimated minimum of \$50,000 to remodel the current office space. Following the April 4th, 2025 Facilities Committee meeting, the Committee recommended seeking estimates to remodel the current Probation space to create the ideal office for 10+ years into the future and or limit the costs of the remodel to the previously assumed \$50,000. The following are the results of ICS’ review of the Probation space: • There isn’t enough square footage available without making moves like taking over storage rooms and moving the water. • With the available square footage, concessions need to be made to get things to fit and it only addresses the needs in 2025 – no room for growth. At the May 2nd Facilities Committee meeting, the Committee saw the proposed layouts and estimates for the total cost of the Probation CPO to CCA transition remodel.	

Attachment(s):

- May 2nd Facilities Committee Packet

Action Requested/Recommended: It is respectfully requested that the Chisago County Board of Commissioners approve the proposed Probation remodel plan with an estimated cost of \$1,567,500.00 to be paid from the _____ funding source . The suggested motion is as follows:

“Move to approve the proposed Probation remodel plan with an estimated cost of \$1,567,500.00 to be paid from the _____ funding source.”

Implications of Action: By approving the proposed plan, the Probation office will be remodeled and prepared for the ‘new’ staff and potential growth in the future.

Budget/Financial Implications: The recommended plan which addresses current staffing needs, as well as the (5) additional offices for future growth, the estimated cost is **\$1,567,500.00 Project Cost, and \$1,202,125.00 of that is Construction Cost.**

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 _____



FACILITIES COMMITTEE

May , 2025

County Board Room, Room 172 at Noon

PROPOSED AGENDA

- I.** Facilities – Capital Improvement Plan 2026 and Beyond
- II.** ICS – Probation Remodel and Others in Government Center

Upcoming Schedule

- **Chisago County Board of Commissioners Meeting**, Wednesday, May 7, 2025
- **Budget and Finance Committee Workshop**, Wednesday, May 14, 2025
- **Chisago County Board of Commissioners Meeting**, Wednesday, May 21, 2025

I.

Facilities – Capital Improvement Plan **2026 and Beyond**

May 2nd, 2025

At the March 20th, 2024, Board of Commissioners Meeting, the Board approved a Professional Service Agreement with ICS to provide a facilities assessment for the Chisago County Government Center and North Branch HHS Facility. In April 2024, the assessment was expanded to include the Center City Public Works Facility and the Chisago County Law Enforcement Center and Jail. The Professional Services Agreement (PSA) was to provide facility and space needs assessment services on behalf of Chisago County.

In the assessment, ICS noted deficiencies and projects that should be incorporated into the county's annual capital improvement plan (CIP) including preliminary budget estimates for identified items.

In recent the years the County has been very disciplined and used yearly County Program Aid to fund the County's Capital Improvement Plan (projected 2026 = \$3,870,736, a decrease of \$81,874).

Government Center

ADA Access to Judge platforms	2026	\$36,325
Replace Roof	2026	\$757,153
Replacement of Roof (Libraries)		?????
<i>See Doc for 2027 and Beyond</i>		

North Branch HHS Facility

Replace Carpet	2026	\$48,271
Asphalt Maintenance	2026	\$120,943
Replace Roof	2027	\$81,955

Public Works (Center City)

Rebuild bituminous surfaces	2026	\$641,250
Replace generator	2028	\$84,413

Replace 4 overhead doors (cold storage)	2029	\$39,415
Replace RTU	2030	\$113,435
Replace shop air handling units	2030	\$262,692

Public Works (Harris)

Rebuilt S Wall of salt shed	2026	\$31,827
Sealcoat bituminous	2027	\$67,203
Replace air handler	2028	\$123,806
Replace AC Condenser	2030	\$30,448

Law Enforcement Center (Center City)

Replace carpet	2028	\$87,790
Seal bituminous areas	2029	\$210,408
Repaint walls	2030	\$48,271

Law Enforcement Center (Harris)

Add CCTV/Alarm	2025	\$14,214
Exterior building repairs	2026	\$42,968
Reshape front lot	2027	\$18,576
Repair bituminous	2027	\$65,564

TOTAL *proposed* 2025/2026 Expenditures = \$1,572,128

Attachment:

- Sept. 11, 2024 Chisago County Government Center Facility Condition Assessment – ICS



A **LEGENCE** Company

Chisago County Government Center Facility Condition Assessment

September 11, 2024

Prepared by: Mr. Brian Mohr

ICS | 1331 Tyler St NE, Minneapolis, MN 55413

Facility Condition Assessment for the Chisago County Government Center

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EXECUTIVE SUMMARY

The Chisago County Government Center consists of two sections built in 1973 and 1989. Originally the 1973 portion was built as a modern addition to the wood framed courthouse that was built in 1876. In 1989 the “new” addition was built and the old, wood courthouse was moved. Over the years there have been minor modifications to the floorplan, various cosmetic upgrades, and some mechanical and electrical upgrades have been made. As you’ll see later in the report items needing attention are:

- a. Tuckpointing, exterior sealants, of the 1973 portion of the building for the most parts are in good condition but areas beginning to fail. This should be addressed to limit water infiltration.
- b. The roof is a built-up type of system of unknown origin that could be as old as 1989. There has been some evidence of past minor leaks but no indication of immanent failure. These roofs have an estimated life of between 25 to 35 years.
- c. The pavements are in fair condition. To extend their life, a proactive, recurring maintenance plan such as crack filling and seal coating should be implemented. Bituminous should be resealed at about the 2-year mark and then every 5 years to keep the mix compliant. Curbing is damaged in several areas.
- d. Dry stacked retaining walls have failed in several areas.
- e. Major mechanical systems like the boilers and the chiller are at about their half-life. More concerning is the lack of humidity control and inconsistent temperature control. Recently the

Facility Condition Assessment for the Chisago County Government Center

County entered an Energy Performance Contract to attempt to address to update the controls and add 18 electric Variable Air Volume (VaV) boxes to help address temperature issues in areas. To my count, there are still about 83 original VaV boxes in the building that have no re-heat capability.

- f. For the most part, interior finishes and furnishings are in fair condition. The 1973 portion was recently upgraded, but original carpeting remains in a large part of the 1989 area. A rotational replacement plan should be created to keep them fresh and to prevent all items having to be replaced at one time in the future.

PURPOSE OF THE FACILITY CONDITION ASSESSMENT (FCA)

The purpose of this FCA is to identify existing and anticipated major facility deficiencies and serve as a roadmap to make investment decisions to ensure that the facilities function effectively and efficiently. The findings will suggest levels of funding and timeframes to budget for making facility investments and replacing components before failure over a ten-year period.

COST ESTIMATING

ICS uses our proprietary software, CIP 360, to catalog and estimate the future costs to rectify deficiencies. The cost database is maintained to remain current. Inflation rates and regional costs are reflected.

METHODOLOGY

To gather pertinent physical information about each building and site, the ICS team conducted visual inspections of facilities, observing conditions, recording notes, and taking photographs for later evaluation.

Limited to visual inspection, performance of systems is not scientifically evaluated. Any mention of performance is a result of anecdotal evidence such as conversations with staff or based on professional experience. If more in-depth evaluation is desired, we can assist in facilitating these studies.

Conditions of items not viewable (under slab, in walls, above ceilings, etc.) are not assessed. If so desired additional testing and evaluation of these items could be performed by other methods.

An onsite comprehensive evaluation of the physical needs of major components, including site, exterior envelope, interior condition, mechanical & plumbing, electrical systems, and life safety/security systems.

As a result of research and site visits, the ICS team has organized and analyzed the collected data to calculate cost estimates for maintenance, repair, and replacement of facilities, and site infrastructure for a 10-year study period. The plan assumes like-for-like replacement and does not consider upgrades or enhancements.

This plan is a snapshot in time and is intended to be a living document where The ICS team will work with you to update as needed, organize projects based on your priorities, and funding availability.

Facility Condition Assessment for the Chisago County Government Center

FACILITY CONDITION INDEX (FCI)

The "Facility Condition Index" represents a useful measurement of the amount of facility needs compared to the insured replacement value for that building. Therefore, the higher this ratio is, the more consideration should be given to replacing the facility versus investing significant repair dollars into it. A ratio greater than .6 (60%) typically identifies facilities where long-term investments should be seriously considered before implementation. Of course, other factors weigh into whether a building will be upgraded, repurposed, or replaced, but this measurement is one that should be accounted for in any facility decisions.

Facility	Deferred Maintenance	Building Insured Amount	Facility Condition Index (FCI)
Chisago County Government Center	\$8,179,468	\$20,643,056	.40

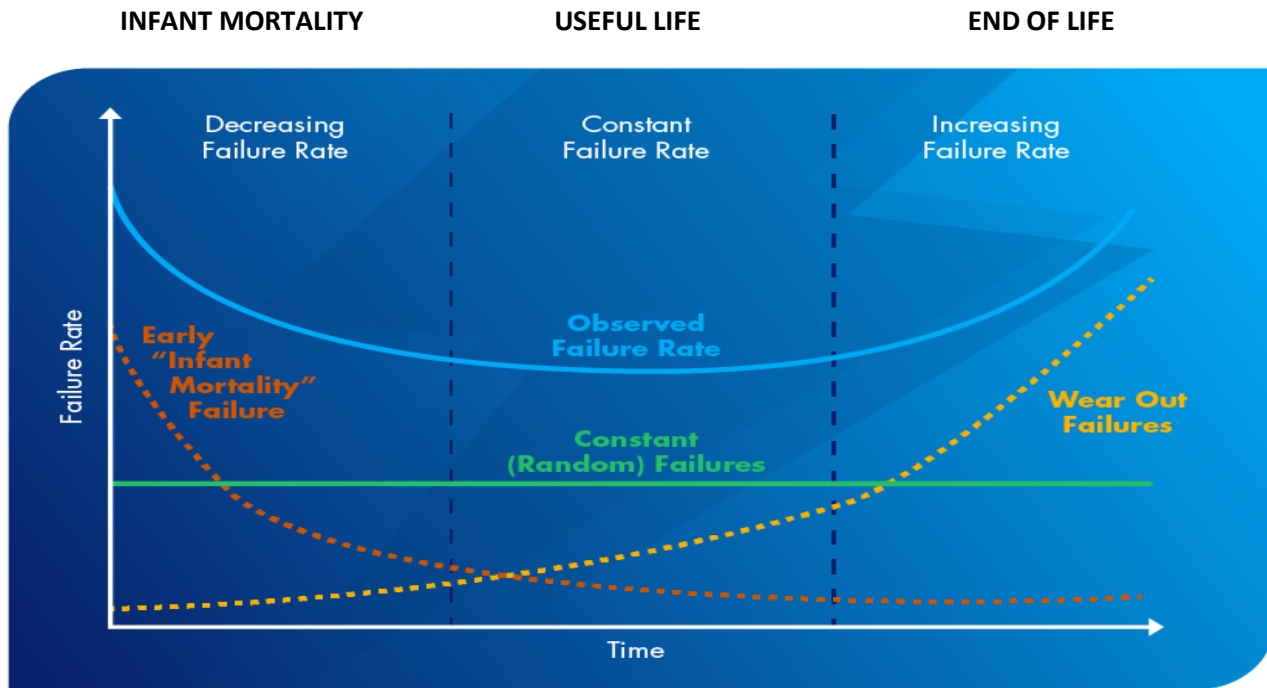
FACILITY REPORT CARD

The Facility Report Card is a synopsis of the observed condition of numerous major components of the facilities and estimates the remaining life of the component. Where actual ages could not be determined, assumptions were made based on types of materials used and general condition.

Useful life is based upon industry accepted statistical averages. This useful life can vary significantly based upon the level of maintenance performed over time. The Bathtub Curve of Product Reliability (shown below) is a statistical model that holds true for all products. Early in a product's life there is a large failure rate "while the kinks are worked out". This period is also known as the "warranty period" or the "commissioning phase". This failure rate falls over time and moves into a stable status. This period of a constant failure rate can be extended by proactive maintenance and strategic replacement of sub-components. Eventually, regardless of the level of maintenance performed, wear is evident, and components begin to fail more frequently.

It is estimated that for one dollar spent for rehabilitation during the useful life period, deferring maintenance will cost five to ten times more to replace once the product is at the end of life.

Facility Condition Assessment for the Chisago County Government Center



LIMITATIONS OF LONG-RANGE PLANNING

The cost estimates are intended to be for planning purposes only. There are numerous factors, such as scope, intent, materials, etc., that will affect the actual cost when a project is executed.

Many projects indicated in the plan are placeholders based on the statistical useful life and are not a certainty that those items must be replaced in the year we have indicated. Therefore, the plan is a living document and you and ICS will work together to reflect the values, priorities, and funding availability to make an executable plan.

Facility Condition Assessment for the Chisago County Government Center



Stained Block and Eroded Mortar



Eroded Mortar



Damaged EIFS



Bubbling on Roof



Paint Damage on Handrails



Damaged Wall Surfaces

Facility Condition Assessment for the Chisago County Government Center



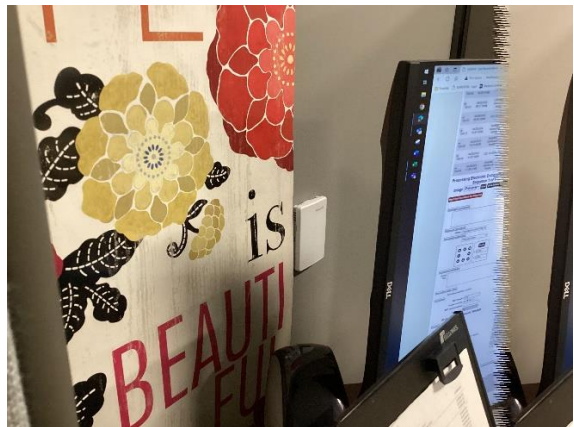
Sagging Ceiling Tiles



Old Damaged & Stained Carpet



Broken Door



Temp Sensor Behind Monitors



Damaged Wall Covering

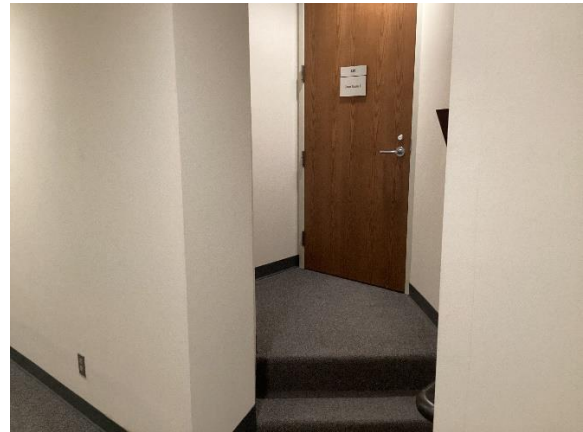


Tiles Removed, Suspect Mastic Exposed

Facility Condition Assessment for the Chisago County Government Center



Dehumidifiers and Fans Prevalent



Non-ADA Compliant Access to Bench



Old Exterior Lighting



Asbestos Pipe Insulation



10-Year-Old Boilers



Rusting Boiler Exhaust

Facility Condition Assessment for the Chisago County Government Center



Clogged Parking Lot Area Drain



Dry, Cracking Bituminous



Damaged Curbing



Settled Paving



Failing Retaining Walls



Damaged Concrete

Facility Condition Assessment for the Chisago County Government Center



Damaged Concrete



Hard to Maintain Landscape Areas



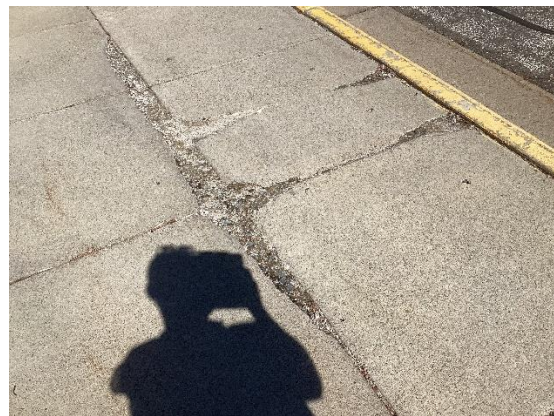
Damaged Concrete



Rotting Stairs



Settled Concrete (Trip Hazard)



Failing Concrete

B Shell

Building name			Address:		Date		
Government Center			313 N Main St, Center City, MN 55012		May 2024		
			Condition: Subjective Measurement of Functionality or Appearance			12 + yrs.	
			Useful Life: Anticipated Length Of Service For Typical Use For A Similar Environment			8-12 yrs.	
			Current Age: Length In Time Since Manufacture, Purchase, Or Installation			4-7 yrs.	
			Remaining Life: Balance Of Anticipated Useful Life			1-3 yrs.	
						Immediate	
Building System	Item / Asset	Subsystem	Description Of Current Condition / Notes	Useful Life	Current Age	Current Condition	Remaining Life
B2010	Exterior Walls	Brick & Tuck Pointing(1973)	Brick and sealants in areas of the 1973 portion of the building have been systematically repaired/replaced as needed. It has not been determined if a complete re-tuckpointing has occurred. There are areas that are showing erosion of mortar. There areas that are showing some minor indications some water staining and should be cleaned for cosmetic reasons.	50+	51		5
		Sealants (1973)	Many to the sealants in the 1973 portion are dry and need replacement to prevent water infiltration into the wall system.	10+	?		5
	Exterior Walls	Brick & Tuck Pointing(1989)	Brick and sealants in areas of the 1989 portion of the building are in fair condition. It has not been determined if a complete re-tuckpointing has occurred. There areas that are showing some minor indications some water staining and should be cleaned for cosmetic reasons.	50+	35		5
		Sealants (1989)	In good condition but nearing the end of expected life. This should be watched and if cracking or delamination occurs, complete replacement should be considered.	10+	10		5
	Exterior Walls	Exterior Insulation and Finish System (EIFS) (1989)	The EIFS was installed in 2014 and for the most part is in very good condition. There are a couple of areas that have been damaged on the lower north façade. It appears to have been done by mowers. These areas should be repaired ASAP to prevent water infiltration. Perhaps a metal panel could be installed over the EIFS to prevent future damage.	40+	10		30
		Sealants	In good condition but nearing the end of expected life. This should be watched and if cracking or delamination occurs, complete replacement should be considered.	10+	10		5
B2016	Metal Facia	1973 Area	There were metal panels installed over the brick on the parapet walls on the roof that appear to have been installed in the 2016 remodeling and they are in in very good condition.	30	8		22
B2020	Exterior Windows	1973 Area	The windows were replaced in the 2016 remodeling and are in excellent condition.	30-50	8		25+
		1989 Area	The windows were replaced in 2014 and are in excellent condition except for sun-fading which is inevitable.	30-50	10		20+
B2050	Exterior Doors and Grills	Metal Service Doors (1973)	Good	45	8		30+
		Aluminum (1973)	Good, no indication of mechanical issues, but cosmetic fading.	30	8		20
		Overhead (1973)	Good.	20	8		15
		Aluminum (1989)	Good, no indication of mechanical issues, but cosmetic fading.	30	10		20
B3010	Roofing	Built-up	There is no indication that the roof has been replaced. There is indication that there have been leaks in the past but have been repaired. There were no visual indications of problem areas, however, the roof has exceeded it's expected life and should be evaluated twice per year and replacement should be considered before failure occurs.	30	35?		2

C Interiors

Building name			Address:		Date		
Government Center			313 N Main St, Center City, MN 55012		May 2024		
			Condition: Subjective Measurement of Functionality or Appearance			12 + yrs.	
			Useful Life: Anticipated Length Of Service For Typical Use For A Similar Environment			8-12 yrs.	
			Current Age: Length In Time Since Manufacture, Purchase, Or Installation			4-7 yrs.	
			Remaining Life: Balance Of Anticipated Useful Life			1-3 yrs.	
						Immediate	
Building System	Item / Asset	Subsystem	Description Of Current Condition / Notes	Useful Life	Current Age	Current Condition	Remaining Life
C1010	Partitions	Retractable Partitions	The retractable partition that separates the lunch room appears to be in good condition.	20	?		10
		Interior Windows	Interior windows have been systematically replaced during various remodeling projects and no defects were found.	30	8+		20
C1020	Interior Doors	Interior Doors	Most interior doors are in good condition. Found some with cosmetic deficiencies such as sun fading and one door that was severely cracked.	25	8+		17
		Interior Door Frames	Door frames are in good condition. No damage observed to the frames except minor paint damage, particularly in the 1989 areas.	30	8+		22
C1030	Fittings	Toilet Partitions	Toilet partitions have recently been replaced and are in good condition/	5-10	2		8
		Ornamental Metals and Handrails	Some painted handrails, particularly the north staircase, are showing significant wear and need repainting. All of the handrails appear to be in good physical condition.	50	10+		40
C2020	Stair Finishes		Tile on the treads are in good condition	35	?		10
C3010	Wall Finishes		Wall finishes in the 1973 portion are fresh with some paint damage and other minor deficiencies. Cloth wall coverings in the 1989 portion are beginning to peel in several areas.	10-15	8+		5
C3020	Floor Finishes	Tile Flooring	Tile flooring in the hallways are in fair condition. Tile in most of the restrooms are relatively new,	10-25	4+		12
		Carpeting (1989)	Carpeting in some areas have been replaced over time (courtrooms and associated offices) and are in good condition. However, it appears that a large portion of this areas has original carpeting that is worn and stained.	10-15	10+		2
		Carpeting (1973)	Carpeting in this portion was replaced in 2018 and is in good condition. Some wear and staining in areas.	10-15	8		4
		VCT	VCT Tiles have been removed in the custodial room on the 1st floor, 1989 wing, with the tile mastic exposed. This mastic should be tested for asbestos to insure fibers do not become airborne.	30	?		0
C3030	Ceiling Finishes	Suspended Ceilings	There are large areas of the 1989 portion where the ceiling tiles are sagging. This is due to the combination of age and excess humidity in the building. There are also numerous water damaged tiles.	10-18	10+		0

D Services

Building name		Address:			Date		
Government Center		313 N Main St, Center City, MN 55012			May 2024		
			Condition: Subjective Measurement of Functionality or Appearance			12 + yrs.	
			Useful Life: Anticipated Length Of Service For Typical Use For A Similar Environment			8-12 yrs.	
			Current Age: Length In Time Since Manufacture, Purchase, Or Installation			4-7 yrs.	
			Remaining Life: Balance Of Anticipated Useful Life			1-3 yrs.	
						Immediate	
Building System	Item / Asset	Subsystem	Description Of Current Condition / Notes	Useful Life	Current Age	Current Condition	Remaining Life
D1010	Elevators and Lifts	Elevator (1973 Wing)	Original elevator is still in place. Mechanicals were all replaced in 2017. Car is in good condition.	30	7		23
		Elevator (1989 Wing)	Original elevator still in place. Car and controls are in good condition.	30			
D2010	Plumbing Fixtures		Plumng fixtures were recently replaced it new, water efficient fixtures and are in excellent condition.				
D2020	Domestic Water Distribution	Cold Water Service	It is assumed that most of the domestic water distribution piping is original. Piping under slap, above ceilings, and in walls was not inspected. Piping that was exposed was insulated. It appears that much of this original piping is iron and based on the hardness of the water, could have significant scale build-up, reducing capacity and increasing the likelihood of rust failure, particularly at joints.	45	35		10
		Hot water service	Same conditions exist with the piping as stated above for the cold water service.	45	35		10
D2030	Sanitary Waste	Vent piping	Vent piping appears to be functioning so that drains function as designed. No visible obstructions in venting above the roof deck.	45	35		10
		Floor Drains	All floor drains observed appear to be functioning as designed	45	35		10
D2040	Rain Water Discharge		All downspouts, scuppers, and leaders appear to be in good condition and functioning as designed.	15	?		10
D2090	Other Plumbing Systems	Gas Distribution	Interior gas piping looks good and is labeled appropriately.	30+	15+		15
D3010	Energy Supply	Gas Supply	Each wing of the building is served by it's own gas service. One meter looks to have been recently replaced and the other looks original. Both appear to be in good condition.	20	15+		5
		Hot Water Supply	The water heater was recently replaced and is in excellent condition.	10-15	3		12
		Solar Energy System	Rooftop solar was installed a few years ago and is in good condition.	25	5		20
D3020	Heating Systems	Boiler	The boilers, associated piping, pumps and controls were replaced in 2014 with 3, Viessman, high efficiency, condensing, 1112 MBH hot water boilers. These boilers appear to be in good condition.	15	10		5
D3030	Cooling Systems	Chiller	Chiller system was also replaced in 2014 and is in good condition.	15-20	10		8
D3040	Distribution Systems	Air Distribution	Most of the air distribution system in the 1989 portion is original to the building and is nearing end of life. It appears that there are 110 Variable Air Volume (VaV) boxes in the building. All but 19 of those are original and have no re-heat coils. The 19 that were recently replaced have electric re-heat. Although this aids in temperature control, these are energy inefficient.	20-30	35		0
		Air Distribution	The system in the 1973 portion consists of an Aeon roof-top unit with approximately 34 VaVs with hot water reheat that was installed in 2016 and is in good condition.	15	8		7
		Exhaust Ventilation	Exhaust is accomplished via the two main air handlers and dedicated roof-top exhaust for restrooms.	15	8+		7
		Hot Water Distribution	The bulk of the heating is accomplished with perimeter hot water radiation. The 1989 portion is original and the 1973 portion was replaced in 2016.	30-50	8-35		12
D3060	Controls and Instrumentation	Heating System	The controls were recently replaced one-for-one by Honeywell, to include outside air temperature reset on the boilers. No additional controls or zones were added. System validation will require at least one more year.	15	1		14
		Cooling System	The controls were recently replaced one-for-one by Honeywell. System validation will require at least one more year.	15	1		14
		Terminal Devices	Control valves appear to be original in the 1989 portion and are nearing end of life. It is most likely that several have been replaced over time.	15	30+		0
D3070	System Testing and Balancing	Air System TAB (1973)	The 1973 portion had a Test and Balance (TAB) study done in 2016. These should be conducted at least every 10 years to insure proper operation of systems and adequate air flow rates to maximize indoor air quality.	10	8		2
		Air System TAB (1989)	It is not known it there has been a TAB done with the exception of the new Honeywell VaVs that were installed. These should be conducted at least every 10 years to insure proper operation of systems and adequate air flow rates to maximize indoor air quality.	10	?		0
		Piping System TAB (1973)	The 1973 portion had a Test and Balance (TAB) study done in 2016. These should be conducted at least every 10 years to insure proper operation of systems and maximize heating efficiency and occupant comfort.	10	8		2
		Piping System TAB (1989)	It is not known it there has been a TAB done. These should be conducted at least every 10 years to insure proper operation of systems and adequate air flow rates to maximize heating efficiency and occupant comfort.	10	?		0
D3090	Other HVAC System and Equipment	Special Cooling System	There are 2 Liebert packaged cooling unit to cool the data center and a swath closet. These appear to be about 8 years old and in discussions with staff are operating correctly and in good condition.	15	8		7
D4010	Fire Suppression	Sprinkler Water Supply	It appears that the sprinkler system has had regular modification over time and looks relatively new and functions as designed. Regular inspections have occurred as required.	20-30	8		18
		Dry Sprinkler System	The data center is protected by a clean agent fire suppression system to protect critical electronics from water damage in the event of fire. This system appears to be in good condition and has had its regular inspections performed.	20-30	8		18

D4020	Standpipes		Standpipes on the exterior of the building are in good condition and are clearly labeled.	40	14+		25
D4030	Other Fire Protection	Fire Extinguishers	Fire extinguishers are in good condition and are regularly inspected.	30	10		10
D5010	Facility Power Distribution		Much of the power distribution has been replaced and/or upgraded during recent renovations and are in good condition.	30-50	8+		35
D5020	Lighting and Branch Wiring	Branch Wiring	Much of the branch wiring is original to the original building construction. Additional circuits have been added as remodeling has occurred. No evidence of problems.	30-50	30+		20
		Lighting	Most of the lighting has been recently upgraded to modern LED, to include the parking lot lighting. A few of the exterior wall-packs remain to be upgraded.	20	2?		18
D5030	Communications and Security	PA System	There is no PA system. One should be considered for emergency communications.	10			
		Telephone System	It appears that the incoming phone service and control equipment has been recently upgraded and is in good condition. Technological advancement usually drives replacement rather than condition. Branch wiring appears to be original.	10	4?		6
		Fire Alarm System	Fire alarm systems have been upgraded over time to conform to code and to ensure the safety of building occupants.	15-20	5+		15
		Security and Detection	Technological advancement and the desire for additional coverage usually drives replacement rather than condition.	8-10	5		3
		Local Area Networks	Networks and switchgear have been regularly upgraded. Technological advancement usually drives replacement rather than condition.	10	5		5
D5090	Other Electrical Systems	Emergency Lighting and Power Systems	One of the two current emergency power generators is non-functional. It is scheduled to be replaced this year.	15	12		3

E Equipment and Furnishings

[illegible]

G Sitework

Building name			Address:		Date		
Government Center			313 N Maint St, Center City, MN 55012		May 2024		
			Condition: Subjective Measurement of Functionality or Appearance			12 + yrs.	
			Useful Life: Anticipated Length Of Service For Typical Use For A Similar Environment			8-12 yrs.	
			Current Age: Length In Time Since Manufacture, Purchase, Or Installation			4-7 yrs.	
			Remaining Life: Balance Of Anticipated Useful Life			1-3 yrs.	
						Immediate	
Building System	Item / Asset	Subsystem	Description Of Current Condition / Notes	Useful Life	Current Age	Current Condition	Remaining Life
G2013	Curbs, Gutter, and Drains		Many sections of curbing have been damaged from either snow removal or freeze/thaw.	25-50	30+		0
G2012	Paving and Surfacing	Pavement	Much of the pavement has significant cracking. For the most part is structually sound, however there are areas that have settled and experiencing significant alligatoring. These cracks should be regularly filled to prevent pavement degradation due to freeze-thaw action. Areas should be rebuilt.	15-25	Varies		5
		Seal Coat	Bituminous surfaces should be sealed about every 5 years to replenish oils to maximize useful life	5	?		0
G2030	Pedestrian Plazas and Walkways		Many walks are exhibiting substantial cracking, spalling and settling. There are a few trip areas present due to holes and settling.	25-50	Varies		2
G2033	Exterior Stairs		The exterior stairs and handrails are in good condition.	25	10		15
G2042	Retaining Walls		Many of the dry-stacked retaining walls on the west side of the parking lot and the north side of the building has significant damage and needs to be repaired ASAP. These walls did not perform as they should have.	25	10?		0
G2048	Flagpole		Excellent	20			
G2049	Miscallaneous Structures	Wood Stairway	The wooden stairs that lead down to the natural area on the north of the property is rotting and in in disrepair.	15	?		0
G2080	Landscaping		Most of the landscaping deficiencies appear to be the result of small, hard to maintain spaces.	Varies			
G4050	Site Lighting		It appears that the parking lot lightint has been upgraded to LED recently and is in very good condition. Some of the wall-pack lighting is old and not energy efficient. These should be considered for replacement soon.	10-20			10
G9090	Other Systems and Equipment	Exterior Signage	Most of the signage is in good condition.	10			

Facility	System	Component	Improvement Year	Quantity	Unit	Costs per unit	Base Amount	Component Subtotal	Budget Amount	Description	Condition
Government Center	Building Hardware and Equipment	Doors - HM & Wood (Leaf Only)	2024	2	Each	\$ 750	\$ 1,500	\$ 1,500	\$ 1,500	Replace damaged doors	Poor
Government Center	Building Hardware and Equipment	Doors - Paint Door Frame	2024	25	Each	\$ 175	\$ 4,375	\$ 4,375	\$ 4,375	Paint frames	Poor
Government Center	Building Hardware and Equipment	Other	2024	35000	Lump Sum	\$ 1	\$ 35,000	\$ 35,000	\$ 35,000	Replace front scanner & metal detector	Poor
Government Center	Electrical	Lighting - Building (Exterior)	2024	4	Each	\$ 350	\$ 1,400	\$ 1,400	\$ 1,400	Upgrade remaining HID lights to LED	Poor
Government Center	Interior Surfaces	Walls - Wallpaper	2024	1000	Sqft	\$ 7	\$ 6,500	\$ 6,500	\$ 6,500	Replace/repair damaged paper covering	Poor
Government Center	Site Projects	Retaining Wall	2024	1600	Sqft	\$ 65	\$ 104,000	\$ 104,000	\$ 111,280	Repair retaining walls	Poor
Government Center	Accessibility	Other	2025	2	Lump Sum	\$ 1,500	\$ 3,000	\$ 3,090	\$ 3,090	Replace damaged truncated cone panels	Poor
Government Center	Building Envelope	EIFS / Stucco	2025	100	Sqft	\$ 24	\$ 2,400	\$ 2,472	\$ 2,472	Repair damaged EIFS, north facade	Poor
Government Center	Interior Surfaces	Ceilings - ACT	2025	35000	Sqft	\$ 5	\$ 175,000	\$ 180,250	\$ 180,250	Replace aged/damaged ceiling	Poor
Government Center	Site Projects	Concrete - Walks & Drives	2025	1250	Sqft	\$ 8	\$ 10,000	\$ 10,300	\$ 10,300	Replace damaged sidewalk	Poor
Government Center	Accessibility	Floor Levels	2026	4	Allowance	\$ 8,000	\$ 32,000	\$ 33,949	\$ 36,325	Access to Judge platforms	Poor
Government Center	Asbestos Removal and Encapsulation	Asbestos Remediation - Pipe Insulation	2026	25	Lf	\$ 100	\$ 2,500	\$ 2,652	\$ 2,652	Remove TSI in maintenance area	Poor
Government Center	Asbestos Removal and Encapsulation	Removal / Encapsulate	2026	124	Sqft	\$ 15	\$ 1,860	\$ 1,973	\$ 1,973	Remove suspected floor mastic in 2nd floor custodial	Poor
Government Center	Building Hardware and Equipment	PA system	2026	85000	Sqft	\$ 2	\$ 148,750	\$ 157,809	\$ 168,856	Ad PA system	Poor
Government Center	Electrical	Security (CCTV/Camera)	2026	32	Each	\$ 1,100	\$ 35,200	\$ 37,344	\$ 37,344	Upgrade CCTV System	Poor
Government Center	Interior Surfaces	Casework - Classroom (Uppers & Lowers)	2026	75	Lf	\$ 600	\$ 45,000	\$ 47,741	\$ 47,741	Replace assorted casework (courtrooms)	Poor
Government Center	Interior Surfaces	Flooring - Carpet	2026	25000	Sqft	\$ 7	\$ 162,500	\$ 172,396	\$ 172,396	Replace carpet (1989 wing)	Poor
Government Center	Roof Systems	Roofing - Built Up	2026	29000	Sqft	\$ 23	\$ 667,000	\$ 707,620	\$ 757,153	Replace roof	Poor
Government Center	Site Projects	Concrete - Curb & Gutter	2026	125	Lf	\$ 25	\$ 3,156	\$ 3,348	\$ 3,348	Repair curbing	Poor
Government Center	Building Hardware and Equipment	Conveying Systems - Hydraulic Elevator (2 Stop)	2027	1	Each	\$ 25,000	\$ 25,000	\$ 27,318	\$ 27,318	Replace Elevator Controls & Mechanicals (1989)	Fair
Government Center	Building Hardware and Equipment	Doors - Paint Door Frame	2027	25	Each	\$ 175	\$ 4,375	\$ 4,781	\$ 4,781	Paint frames	Fair
Government Center	Interior Surfaces	Flooring - Ceramic / Porcelain Tile	2027	1900	Sqft	\$ 24	\$ 46,075	\$ 50,347	\$ 50,347	Replace tile in hallways	Fair
Government Center	Site Projects	Asphalt Maintenance - Patch/Crack Fill, Sealcoating & Strip	2027	75800	Sqft	\$ 4	\$ 303,200	\$ 331,315	\$ 354,507	Repair & reseal lots	Fair
Government Center	Building Hardware and Equipment	Doors - HM & Wood (Leaf Only)	2028	10	Each	\$ 750	\$ 7,500	\$ 8,441	\$ 8,441	Replace damaged doors	Fair
Government Center	Building Hardware and Equipment	Window Treatments	2028	240	Sqft	\$ 10	\$ 2,400	\$ 2,701	\$ 2,701	Replace blinds	Fair
Government Center	Electrical	Card Access / Keyless Entry	2028	25000	Sqft	\$ 2	\$ 37,500	\$ 42,207	\$ 42,207	Update Access System	Fair
Government Center	Fire Safety	Emergency Egress Lighting	2028	25	Each	\$ 250	\$ 6,250	\$ 7,034	\$ 7,034	Replace Emergency Lighting	Fair
Government Center	Site Projects	Concrete - Walks & Drives	2028	1000	Sqft	\$ 8	\$ 8,000	\$ 9,004	\$ 9,004	Replace damaged sidewalk	Fair
Government Center	Accessibility	Handicap - Button Actuated, Self Opening Door	2029	2	Each	\$ 2,250	\$ 4,500	\$ 5,217	\$ 5,217	Replace actuators	Fair
Government Center	Building Envelope	Doors - Hollow Metal	2029	4	Each	\$ 2,000	\$ 8,000	\$ 9,274	\$ 9,274	Replace damaged doors	Fair
Government Center	Building Envelope	Expansion Sealants	2029	400	Lf	\$ 7	\$ 2,600	\$ 3,014	\$ 3,014	Replace deteriorated sealants	Fair
Government Center	Building Envelope	Exterior Door Hardware	2029	5	Each	\$ 2,700	\$ 13,500	\$ 15,650	\$ 15,650	Replace door hardware	Fair
Government Center	Building Envelope	Tuckpointing	2029	10000	Sqft	\$ 30	\$ 300,000	\$ 347,782	\$ 372,127	Re-tuck exterior	Fair
Government Center	Interior Surfaces	Flooring - Carpet	2029	8000	Sqft	\$ 7	\$ 52,000	\$ 60,282	\$ 60,282	Replace carpet (1989 wing)	Fair
Government Center	Interior Surfaces	Flooring - Carpet	2029	13500	Sqft	\$ 7	\$ 87,750	\$ 101,726	\$ 108,847	Replace carpet (1973 wing)	Fair
Government Center	Mechanical Systems	Air Cooled Condensing Unit (ACCU)	2029	100	Ton	\$ 850	\$ 85,000	\$ 98,538	\$ 105,436	Replace condenser	Fair
Government Center	Mechanical Systems	Boilers	2029	3	Each	\$ 100,000	\$ 300,000	\$ 347,782	\$ 372,127	Replace boilers	Fair
Government Center	Mechanical Systems	Chillers	2029	100	Ton	\$ 1,050	\$ 105,000	\$ 121,724	\$ 130,245	Replace chiller	Fair
Government Center	Building Envelope	Overhead Doors	2030	2	Each	\$ 6,500	\$ 13,000	\$ 15,523	\$ 15,523	Replace overhead doors	Fair
Government Center	Plumbing	Domestic Water Heating - 50 Gallon	2030	1	Each	\$ 10,000	\$ 10,000	\$ 11,941	\$ 11,941	Replace water heater	Fair
Government Center	Site Projects	Concrete - Curb & Gutter	2030	2500	Lf	\$ 25	\$ 63,125	\$ 75,375	\$ 75,375	Repair curbing	Fair
Government Center	Building Hardware and Equipment	Partitions - Operable for Rooms	2031	176	Sqft	\$ 50	\$ 8,800	\$ 10,823	\$ 10,823	Replace operable wall in lunchroom	Good
Government Center	Fire Safety	Fire Protection System	2031	1	Lump Sum	\$ 75,000	\$ 75,000	\$ 92,241	\$ 98,698	Upgrade fire system	Good
Government Center	Site Projects	Asphalt Maintenance - Sealcoating	2032	75800	Sqft	\$ 2	\$ 113,700	\$ 144,032	\$ 154,114	Repair & reseal lots	Good
Government Center	Building Hardware and Equipment	Window Treatments	2033	240	Sqft	\$ 10	\$ 2,400	\$ 3,131	\$ 3,131	Replace blinds	Good
Government Center	Mechanical Systems	Air Handler Unit (AHU)	2033	65000	Sqft	\$ 50	\$ 3,250,000	\$ 4,240,513	\$ 4,537,349	Replace AHU and VAVs	Good
									\$ 8,179,468		

Facility	System	Component	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	Grand Total
Government Center	Accessibility	Floor Levels	\$ -	\$ -	\$ 36,325	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 36,325
	Accessibility	Handicap - Button Actuated, Self C	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,217	\$ -	\$ -	\$ -	\$ -	\$ 5,217
	Accessibility	Other	\$ -	\$ 3,090	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,090
	Asbestos Removal and Encapsulatio	Asbestos Remediation - Pipe Insula	\$ -	\$ -	\$ 2,652	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,652
	Asbestos Removal and Encapsulatio	Removal / Encapsulate	\$ -	\$ -	\$ 1,973	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,973
	Building Envelope	Doors - Hollow Metal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,274	\$ -	\$ -	\$ -	\$ -	\$ 9,274
	Building Envelope	EIFS / Stucco	\$ -	\$ 2,472	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,472
	Building Envelope	Expansion Sealants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,014	\$ -	\$ -	\$ -	\$ -	\$ 3,014
	Building Envelope	Exterior Door Hardware	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,650	\$ -	\$ -	\$ -	\$ -	\$ 15,650
	Building Envelope	Overhead Doors	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,523	\$ -	\$ -	\$ -	\$ 15,523
	Building Envelope	Tuckpointing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 372,127	\$ -	\$ -	\$ -	\$ -	\$ 372,127
	Building Hardware and Equipment	Conveying Systems - Hydraulic Ele	\$ -	\$ -	\$ -	\$ 27,318	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,318
	Building Hardware and Equipment	Doors - HM & Wood (Leaf Only)	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500
	Building Hardware and Equipment	Doors - HM & Wood (Leaf Only)	\$ -	\$ -	\$ -	\$ -	\$ 8,441	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,441
	Building Hardware and Equipment	Doors - Paint Door Frame	\$ 4,375	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,375
	Building Hardware and Equipment	Doors - Paint Door Frame	\$ -	\$ -	\$ -	\$ 4,781	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,781
	Building Hardware and Equipment	Other	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000
	Building Hardware and Equipment	PA system	\$ -	\$ -	\$ 168,856	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 168,856
	Building Hardware and Equipment	Partitions - Operable for Rooms	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,823	\$ -	\$ -	\$ 10,823
	Building Hardware and Equipment	Window Treatments	\$ -	\$ -	\$ -	\$ -	\$ 2,701	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,701
	Building Hardware and Equipment	Window Treatments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,131	\$ 3,131
	Electrical	Card Access / Keyless Entry	\$ -	\$ -	\$ -	\$ -	\$ 42,207	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,207
	Electrical	Lighting - Building (Exterior)	\$ 1,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400
	Electrical	Security (CCTV/Camera)	\$ -	\$ -	\$ 37,344	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,344
	Fire Safety	Emergency Egress Lighting	\$ -	\$ -	\$ -	\$ -	\$ 7,034	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,034
	Fire Safety	Fire Protection System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 98,698	\$ -	\$ -	\$ 98,698
	Interior Surfaces	Casework - Classroom (Uppers & L	\$ -	\$ -	\$ 47,741	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 47,741
	Interior Surfaces	Ceilings - ACT	\$ -	\$ 180,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180,250
	Interior Surfaces	Flooring - Carpet	\$ -	\$ -	\$ 172,396	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 172,396
	Interior Surfaces	Flooring - Carpet	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,282	\$ -	\$ -	\$ -	\$ -	\$ 60,282
	Interior Surfaces	Flooring - Carpet	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 108,847	\$ -	\$ -	\$ -	\$ -	\$ 108,847
	Interior Surfaces	Flooring - Ceramic / Porcelain Tile	\$ -	\$ -	\$ -	\$ 50,347	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,347
	Interior Surfaces	Walls - Wallpaper	\$ 6,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,500
	Mechanical Systems	Air Cooled Condensing Unit (ACCU	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 105,436	\$ -	\$ -	\$ -	\$ -	\$ 105,436
	Mechanical Systems	Air Handler Unit (AHU)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,537,349	\$ 4,537,349
	Mechanical Systems	Boilers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 372,127	\$ -	\$ -	\$ -	\$ -	\$ 372,127
	Mechanical Systems	Chillers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130,245	\$ -	\$ -	\$ -	\$ -	\$ 130,245
	Plumbing	Domestic Water Heating - 50 Gall	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,941	\$ -	\$ -	\$ -	\$ 11,941
	Roof Systems	Roofing - Built Up	\$ -	\$ -	\$ 757,153	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 757,153
	Site Projects	Asphalt Maintenance - Patch/Crac	\$ -	\$ -	\$ -	\$ 354,507	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 354,507
	Site Projects	Asphalt Maintenance - Sealcoating	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 154,114	\$ -	\$ 154,114
	Site Projects	Concrete - Curb & Gutter	\$ -	\$ -	\$ 3,348	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,348
	Site Projects	Concrete - Curb & Gutter	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,375	\$ -	\$ -	\$ -	\$ 75,375
	Site Projects	Concrete - Walks & Drives	\$ -	\$ 10,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,300
	Site Projects	Concrete - Walks & Drives	\$ -	\$ -	\$ -	\$ -	\$ 9,004	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,004
	Site Projects	Retaining Wall	\$ 111,280	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 111,280
Grand Total			\$ 160,055	\$ 196,112	\$ 1,227,788	\$ 436,953	\$ 69,387	\$ 1,182,219	\$ 102,839	\$ 109,521	\$ 154,114	\$ 4,540,480	\$ 8,179,468

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APPENDICES

Cost Estimates

- **Summary of Facility Costs by Facility** **13**
- **Itemized List of Facility Costs** **14**

North Branch Health and Human Services

The North Branch HHS Building is an approximately 9,200 SF facility that was constructed in 2008. Over the years it has received routine maintenance and is in general good condition based on its age. Interior surfaces like carpet and walls are showing wear. Mechanical systems, roofs, and parking lots are nearing the end of life and should be considered for future replacements. Anecdotal discussion with occupants reveals that there are inconsistencies with temperature control and concerns with indoor air quality. ICS recommends that the facility be re-commissioned to balance air flow and temperature and ensure that all controls and actuators are functioning as designed. A life safety consideration would be to add an emergency exit to the north side of the building.

Space utilization was not a part of this evaluation.

Major items identified are highlighted below with a full list in the appendix.

Item	Year	Cost
1. Replace Carpet	2026	\$48,271
2. Asphalt Maintenance	2026	\$120,943
3. Replace Roof	2027	\$81,955



Cracked, settled, and dry pavement



Damaged carpeting, wall tiles, and wall surface



Roof beginning to show curling and lifting



Damaged tile and missing tile grout



Dried and missing flexible sealants

Public Works (Center City)

The Center City Public Works Facility consists of two main buildings: the main offices and shops, and a salt/storage building. These facilities have been built and added onto over time as the staff and programs have evolved. These steel buildings have relatively low-cost structures and low cost to maintain. Over time major systems such as air handling units have been replaced, however, toward the end of this 10-year plan, consideration should be made for replacements.

Space utilization or operational functionality was not a part of this evaluation. Change of function to include the number and size of equipment will be the prime driver of changes to this complex.

Major items identified are highlighted below with a full list in the appendix.

Item	Year	Cost
Rebuild bituminous surfaces	2026	\$641,250
Replace generator	2028	\$84,413
Replace 4 overhead doors (cold storage)	2029	\$39,415
Replace RTU	2030	\$113,435
Replace shop air handling units	2030	\$262,692



Failing Pavement



Aging mechanical systems



Damaged concrete in main shop

Public Works (Harris)

The Harris Public Works Facility consists of four main buildings: the main offices and shops, and a salt/storage building, temporary breakroom, and the new heated storage building. These facilities have been built and added onto over time as the staff and programs have evolved. These steel buildings are relatively low-cost structures and low cost to maintain. Except for the new wash bay in the main shop, mechanical systems in the original building are nearing the end of life. There is some indication of structural damage to the south wall of the salt shed. This may be from a combination of the weight of the sand/salt or impact from loaders. This should be further investigated to determine the severity and the solution. During the COVID pandemic, a portable structure was brought in to serve as a break room for better social distancing. This facility is not handicapped accessible, and the two heating/cooling units are aged. In speaking with staff on site, they indicated that frost is an issue in the winter months in the new heated storage building. This is most likely from the space being heated with direct-fired heaters and the moisture brought in on trucks. This water vapor will condense. The solution would be to install air-to-air heat exchangers to increase air circulation and exhaust the water vapor in the air.

Space utilization or operational functionality was not a part of this evaluation. Change of function to include the number and size of equipment will be the prime driver of changes to this complex.

Major items identified are highlighted below with a full list in the appendix.

Item	Year	Cost
Rebuilt S Wall of salt shed	2026	\$31,827
Sealcoat bituminous	2027	\$67,203
Replace air handler	2028	\$123,806
Replace AC Condenser	2030	\$30,448



Bowing exterior walls



Aging Mechanical Systems



Non-accessible “temporary” breakroom

Law Enforcement Center

The Law Enforcement Center consists of one building with the Emergency Communication Center being built in 2012 and the Sheriff's offices and jail being built in 2017. Due to security reasons, a very limited tour of the jail was conducted and therefore physical deficiencies were not observed. Being as new as they are, the ECC and LEC have limited deficiencies, there are no immediate major concerns. One minor observation was the drying and missing sealants in a few exterior control joints. At about the 10-year mark, general items like flooring replacements and other interior finishes will require refreshing. Technology advancements will drive upgrades in electronic security and communications.

After our initial evaluation, the parking lot was sealed, restriped, and curbs were repaired. This will be required at about 5-year intervals.

Space utilization or operational functionality was not a part of this evaluation.

Item	Year	Cost
Replace carpet	2028	\$87,790
Seal bituminous areas	2029	\$210,408
Repaint walls	2030	\$48,271



Missing and dry sealant



Minor settling of walk

Law Enforcement Building (Harris)

The Harris facility is a small, metal-clad, wood framed building. The facility provides satellite offices, a small heated, wash bay, and a cold storage garage. There is damage to the exterior metal, overhead doors, and the roof paint is fading. One of the major concerns at this site is drainage, particular in winter months. The building sits several feet below the road and the front door is at grade. Often in the winter this door is frozen shut and at times water has run directly into the building. The front lot surface should be dropped and contoured so that water runs around the building. The site was recently modified on the north side of the building to improve drainage.

Space utilization or operational functionality was not a part of this evaluation.

Item	Year	Cost
Add CCTV/Alarm	2025	\$14,214
Exterior building repairs (Doors, metal, paint, etc.)	2026	\$42,968
Reshape front lot	2027	\$18,576
Repair bituminous	2027	\$65,564



Aging pavement



Damaged exteriors



Poor drainage and elevation of front door

Summary of Facility Costs by Facility

	System	Law Enforcement Center	North Branch Human Services	Public Works (Center City)	Public Works (Harris)	Sheriff Bldg (Harris)	Grand Total
Deferred	Building Envelope	\$ 3,227	\$ 32,189	\$ 52,809	\$ 31,827	\$ 42,968	\$ 163,020
	Building Hardware and Equipment	\$ -	\$ -	\$ -	\$ 26,084	\$ -	\$ 26,084
	Electrical	\$ -	\$ -	\$ 84,413	\$ -	\$ 14,214	\$ 98,627
	Interior Surfaces	\$ 136,746	\$ 71,753	\$ 57,652	\$ -	\$ -	\$ 266,151
	Mechanical Systems	\$ -	\$ 99,311	\$ 402,455	\$ 224,334	\$ -	\$ 726,100
	Plumbing	\$ -	\$ -	\$ 16,444	\$ 16,444	\$ -	\$ 32,888
	Roof Systems	\$ -	\$ 81,955	\$ -	\$ -	\$ -	\$ 81,955
	Site Projects	\$ 257,800	\$ 130,542	\$ 727,923	\$ 149,147	\$ 84,140	\$ 1,349,552
Deferred Total		\$ 397,773	\$ 415,750	\$ 1,341,696	\$ 447,836	\$ 141,322	\$ 2,744,377

Itemized List of Facility Costs

Facility	Component	2025	2026	2027	2028	2029	2030	2032	2033	Grand Total
Law Enforcement Center	Expansion Sealants	\$ -	\$ 3,227	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,227
	Flooring - Carpet	\$ -	\$ -	\$ -	\$ 87,790	\$ -	\$ -	\$ -	\$ -	\$ 87,790
	Walls - Paint	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,956	\$ -	\$ -	\$ 48,956
	Asphalt Maintenance - Sealcoating	\$ -	\$ -	\$ -	\$ -	\$ 225,137	\$ -	\$ -	\$ -	\$ 225,137
	Concrete - Curb & Gutter	\$ -	\$ -	\$ -	\$ -	\$ 8,782	\$ -	\$ -	\$ -	\$ 8,782
	Concrete - Walks & Drives	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,881	\$ -	\$ -	\$ 23,881
North Branch Human Services	Doors - Aluminum	\$ 9,785	\$ -	\$ -	\$ -	\$ 16,230	\$ -	\$ -	\$ -	\$ 26,015
	Sealants	\$ -	\$ 6,174	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,174
	Flooring - Carpet	\$ -	\$ 48,271	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,271
	Flooring - Ceramic / Porcelain Tile	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
	Flooring - VCT	\$ 185	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 185
	Walls - Paint	\$ 10,558	\$ -	\$ -	\$ -	\$ -	\$ 12,239	\$ -	\$ -	\$ 22,797
	Air Handler Unit (AHU)	\$ -	\$ -	\$ -	\$ 73,158	\$ -	\$ -	\$ -	\$ -	\$ 73,158
	Boilers	\$ -	\$ -	\$ -	\$ 16,883	\$ -	\$ -	\$ -	\$ -	\$ 16,883
	Commissioning	\$ 9,270	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,270
	Roofing - Shingles	\$ -	\$ -	\$ 81,955	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 81,955
	Asphalt Maintenance - Patch/Crack Fill	\$ -	\$ 129,409	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 129,409
	Fencing	\$ 1,133	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,133
	Other	\$ -	\$ 31,827	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,827
Public Works (Harris)	Doors - Overhead	\$ -	\$ -	\$ -	\$ -	\$ 26,084	\$ -	\$ -	\$ -	\$ 26,084
	Air Cooled Condensing Unit (ACCU)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,448	\$ -	\$ -	\$ 30,448
	Air Handler Unit (AHU)	\$ -	\$ -	\$ -	\$ 132,472	\$ -	\$ -	\$ -	\$ -	\$ 132,472
	Mini Split System	\$ -	\$ -	\$ -	\$ 34,891	\$ -	\$ -	\$ -	\$ -	\$ 34,891
	Other	\$ -	\$ 26,523	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,523
	Domestic Water Heating - 120 Gallon	\$ -	\$ 16,444	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,444
	Asphalt Maintenance - Sealcoating	\$ -	\$ -	\$ 67,203	\$ -	\$ -	\$ -	\$ -	\$ 80,244	\$ 147,447
	Fencing	\$ 1,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,700
	Doors - Hollow Metal	\$ 4,120	\$ -	\$ -	\$ -	\$ 9,274	\$ -	\$ -	\$ -	\$ 13,394
	Overhead Doors	\$ -	\$ -	\$ -	\$ -	\$ 39,415	\$ -	\$ -	\$ -	\$ 39,415
Public Works (Center City)	Generator	\$ -	\$ -	\$ -	\$ 84,413	\$ -	\$ -	\$ -	\$ -	\$ 84,413
	Casework - Countertops Only	\$ 2,549	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,549
	Ceilings - ACT	\$ -	\$ -	\$ 19,123	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,123
	Flooring - Carpet	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 28,819	\$ -	\$ 28,819
	Flooring - Sealed Concrete	\$ -	\$ 7,161	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,161
	Air Handler Unit (AHU)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 281,080	\$ -	\$ -	\$ 281,080
	Furnace	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 121,375	\$ -	\$ -	\$ 121,375
	Domestic Water Heating - 120 Gallon	\$ -	\$ 16,444	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,444
	Paving - Heavy Duty	\$ -	\$ 727,923	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 727,923
	Doors - Hollow Metal	\$ -	\$ 4,244	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,244
	Exterior Painting	\$ -	\$ 15,914	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,914
Sheriff Bldg (Harris)	Metal Panels - Corrugated	\$ -	\$ 15,914	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,914
	Overhead Doors	\$ -	\$ 6,896	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,896
	Security (CCTV/Camera)	\$ 9,064	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,064
	Security Alarm System	\$ 5,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,150
	Asphalt Maintenance - Patch/Crack Fill	\$ -	\$ -	\$ 65,564	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,564
	Drainage	\$ -	\$ -	\$ 18,576	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,576
	Grand Total	\$ 54,014	\$ 1,056,371	\$ 252,421	\$ 429,607	\$ 324,922	\$ 517,979	\$ 28,819	\$ 80,244	\$ 2,744,377



A **LEGENCE** Company

Chisago County Government Center

Assessment & Building Utilization Update
September 11, 2024



OUR TEAM



Kristin Duerr

Business Development
Specialist / Stakeholder
Engagement



Brian Mohr

Project Development
Specialist



Chris Ziemer, LEED AP

Project Development
Director

AGENDA

- **Facilities Condition Assessment**
 - Government Center
- **Stakeholder & Employee Engagement**
 - Government Center Departments
 - Other Departments
- **Scenario Creation & Budgeting**
- **Next Steps**



PURPOSE OF TODAY'S MEETING

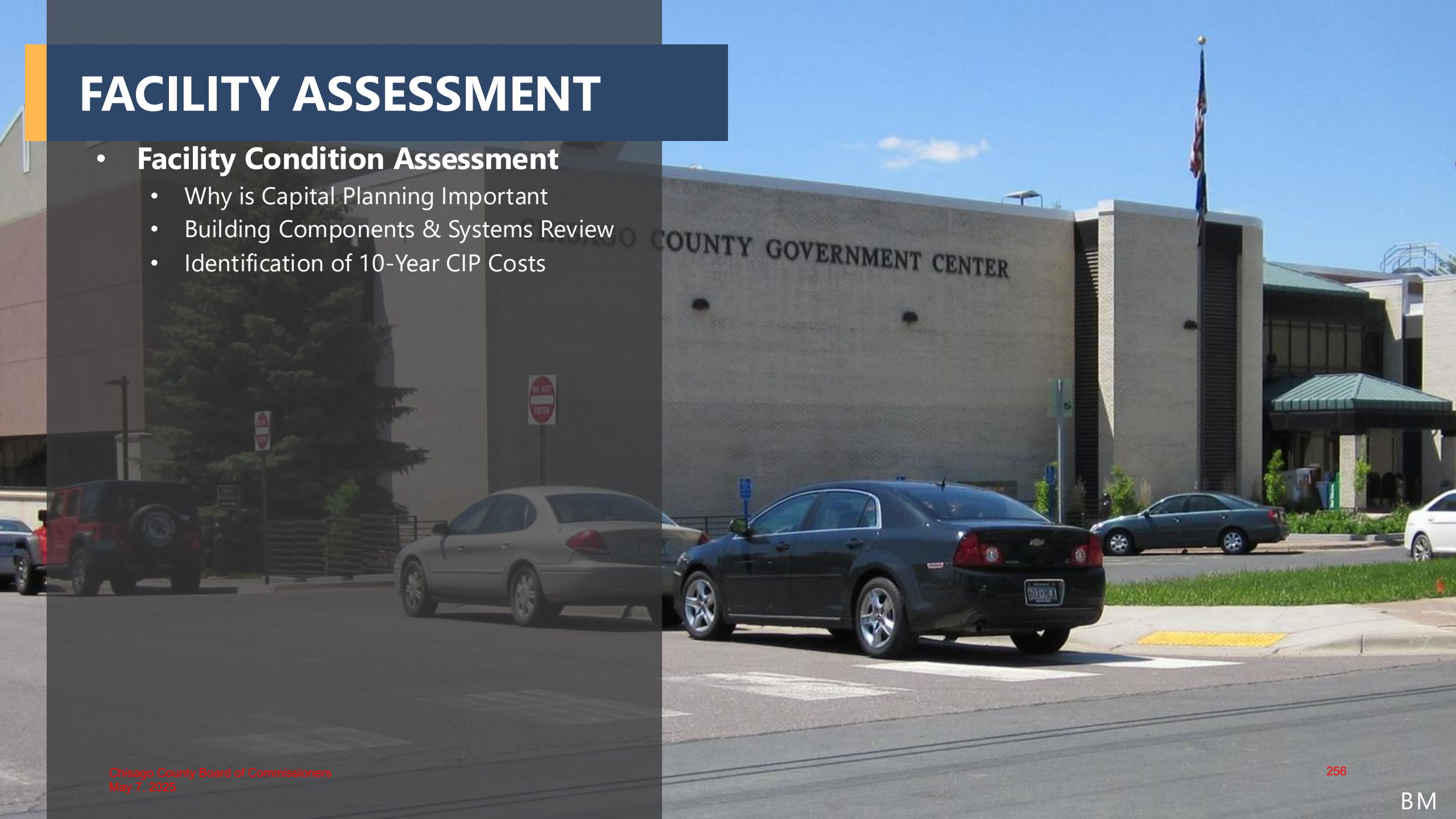
ICS was hired by the County to assess the current condition and utilization of the Government Center building to help plan for the future of the building to benefit government services. As Chisago County is continuing to grow and evolve, the future of the Government Center building is dependent on each department's use and space needs.

The assessment and stakeholder/employee engagement provided the necessary data and comments to understand:

- Department constraints
- Department use
- Future costs of the building
- Benefits of the building's facilities
- What could be improved, used, or done differently
- Help outline a long-term facility plan for the County

FACILITY ASSESSMENT

- **Facility Condition Assessment**
 - Why is Capital Planning Important
 - Building Components & Systems Review
 - Identification of 10-Year CIP Costs



FACILITY ASSESSMENT

WHY IS CAPITAL PLANNING IMPORTANT?

Our analysis allows the County to create and manage a facilities plan while taking the necessary steps now to implement future changes. The data collected from today's survey will help shape the County's long-term facilities CIP.



Manage your budget and schedule improvements effectively.



Prioritize your deferred maintenance and capital improvements.



Align available funding with improvements needed.

FACILITY ASSESSMENT

Building Components and Systems Review

The following components and systems were reviewed during site visits and observations:

- Facility Site (including parking lots, sidewalks, etc.)
- Building Envelope (exterior walls, sealants, windows, roofs, etc.)
- Building Interior Finishes (flooring, walls & ceilings)
- Mechanical Systems (HVAC, hydronics, boilers, plumbing, automated controls, etc.)
- Electrical Systems (service, power distribution, lighting, etc.)
- Life Safety Systems (PA, fire alarm, fire protection, security, etc.)
- Accessibility Issues (site and building)

Information was gathered as a result of research and site visits, the ICS team has organized and analyzed the collected data to calculate cost estimates for maintenance, repair, and replacement of facility components and site infrastructure for a 10-year study period. The plan assumes **like-for-like** replacement and does not consider upgrades for enhancements unless like-for-like replacements do not fall within proscribed code requirements or industry standards (i.e., replacing fluorescent light fixtures with energy efficient LED fixtures, etc.)

FACILITY ASSESSMENT

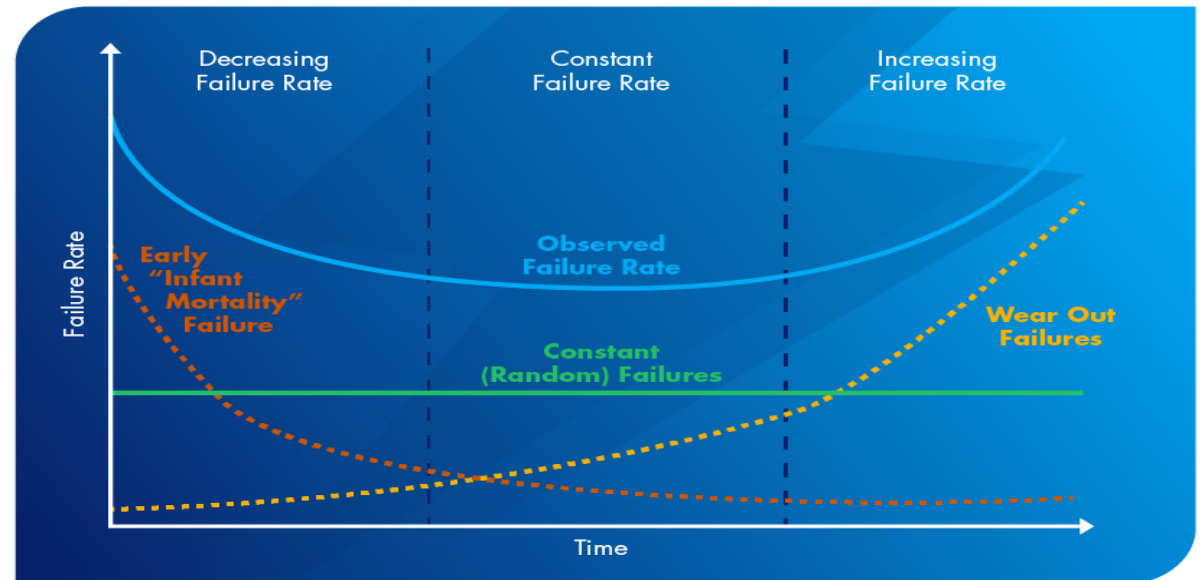
Building Components and Systems Review

Additionally, components and systems were reviewed based on sliding scale based on expected **Failure Rate** over **Time**. Graphing this information takes into account three (3) periods of time that the assessed condition of an identified component or system can be expected to be observed in four (4) different ways. These break down as follows:

- Decreasing Failure Rate
- Constant Failure Rate
- Increasing Failure Rate

Over these periods of time the following items can be observed and tracked:

- Early "Infant Mortality" Failure (Unexpected Failures)
- Observed Failure Rate
- Constant (Random) Failures
- Wear Out Failures (End of Life Cycle)



FACILITY ASSESSMENT

Overview of Findings:

The following is a high-level summary of the Facility Assessment grouped by the following categories:

- **Facility Site**
 - Retaining wall repairs/reconstruction
 - Concrete walks and drive repair/replacement
 - Bituminous reconstruction, mill and overlay, and general maintenance – chip and sealcoating
- **Building Envelope**
 - General masonry maintenance – tuckpointing
 - EIFS repairs/skim coating
 - Building joint sealant replacements
 - Exterior door frame/door/hardware replacements
 - Roofing replacements
- **Building Interior Finishes**
 - Door frame/door/hardware replacements
 - Wall finishes
 - Built-in/casework repairs/replacement/upgrades - Courts

FACILITY ASSESSMENT

Overview of Findings (Cont'd.):

- **Mechanical Systems**
 - The facility does not have the capability of providing de-humidification along with areas of low air flow are major contributing factors to the issues noted as it relates to indoor air quality and occupant comfort.
 - Replacement of Boilers
 - Chillers and Condensers
 - Replacement of HVAC Equipment (Air-Handling & Roof-Top Units)
- **Electrical Systems**
 - Exterior building lighting upgrades
- **Life Safety Systems**
 - Security system replacements/upgrades
 - Entry security scanning equipment
 - Camera and Card Reader Systems upgrades and expansion
- **Accessibility Issues**
 - The facility is accessible with a some less than ideal work around solutions due to existing building constraints (i.e., board room accessible route through Administration offices)

FACILITY ASSESSMENT

Identification of 10-Year Capital Improvement Plan Costs

The following is a brief synopsis of anticipated CIP budgeting by year along with the high-level components that will need to be addressed to stay ahead of regular building maintenance. Efficiencies may exist if larger project are undertaken with multiple components (i.e., mechanical systems would likely require removal and replacement of ceilings, lights, etc.)

Year:	Budget:	Identified Projects:
2025:	\$ 191,000	Retaining wall repairs, wall finishes, doors, replace entrance security equipment
2026:	\$ 245,140	Patch/replace concrete walks, repair failing EIFS, replace stained/failing ceiling tiles
2027:	\$ 1,456,050	Patch/replace concrete walks, replace roofing, repair/replace courts finishes/built-ins
2028:	\$ 517,200	Parking lot repairs/sealcoating, interior painting, replacement of floor/wall tile, elevator replacement
2029:	\$ 86,735	Patch/replace concrete walks, replace doors and window treatments, replace egress lighting, upgrade card reader system
3030:	\$ 1,388,750	Tuckpointing, replace joint sealants and exterior doors, replace carpet and doors/frames, replace boilers and chillers
3031:	\$ 128,550	Curb/gutter replacement, overhead door replacements, replace domestic water heater
3032:	\$ 128,850	Replace operable wall in break room, upgrade fire protection system
3033:	\$ 180,400	Parking lot maintenance – chip and sealcoating
3034:	\$ 5,304,600	Replacement of the facilities HVAC systems
\$9,627,275		Total Identified CIP Needs

FACILITY ASSESSMENT

Facility Condition Index (FCI)

The “Facility Condition Index” represents a useful measurement of the amount of facility needs compared to the insured replacement value for that building. Therefore, the higher this ratio is, the more consideration should be given to replacing the facility versus investing significant repair dollars into it. A **ratio greater than .6 (60%)** typically identifies facilities where long-term investments should be seriously considered before implementation. Other factors weigh into whether a building will be upgraded, repurposed, or replaced, but this measurement is one that should be accounted for in any facility decisions.

Identified CIP Needs	Building Insured Amount	Facility Condition Index (FCI)
\$9,627,275	\$20,643,056	.47

STAKEHOLDER & EMPLOYEE ENGAGEMENT

- **ThoughtExchange**
 - Department Head Survey Meetings
 - All Government Center Staff Online Survey
- **Results of ThoughtExchange**
 - Desired Department Adjacencies
 - Top 5 Themes (Improvements)



STAKEHOLDER & EMPLOYEE ENGAGEMENT

ThoughtExchange was utilized to record your responses. It is an **engagement** and **survey platform** to engage employees and get their feedback about a specific topic or project.

SURVEYS advanced quantitative + qualitative survey capabilities

EXCHANGES qualitative interactive conversations + participant-prioritized data

ADVISOR AI-powered tool to surface instant summaries and talking points for surveys and Exchange results

Chisago County Board of Commissioners
May 7, 2025



 **ThoughtExchange**

STAKEHOLDER & EMPLOYEE ENGAGEMENT

Engagement Summary



172
Participants



163
Thoughts



5,060
Ratings



A series of STAKEHOLDER & EMPLOYEE ENGAGEMENT sessions were held in person with department heads and selected representatives; and all staff were asked to participate via online access to the ThoughtExchange tool. Participants were asked to answer a series of questions and provide their thoughts regarding the following question:

“What facility improvements would better serve the community and enhance the working environment of the Government Center?”

STAKEHOLDER & EMPLOYEE ENGAGEMENT

Department Adjacencies

Departments that are located within the Government Center, office elsewhere and interact with those departments, and those that spend part of their day within the building as a part of carrying out daily tasks were asked which departments they are most adjacent to in carrying out their daily work. Based on responses given, the following groupings were identified:

Group #1: Administrative

- Administration
- Auditor-Treasurer
- Assessor
- Human Resources
- Recorder

Group #2: Community Services

- Health and Human Services / Veterans Services

Group #3: Environmental

- Environmental Services / Zoning &
- Parks & Trails
- Water Resources / Lake Improvements

Group #4: Courts

- Courts Administration
- Probation
- County Attorney
- Sheriff's Department
- Judges

	Administration	Auditor-Treasurer	Assessor	Recorder	Health & Human Services	County Attorney	Court Administration	Judges	Sheriff's Department	Environmental Services/Zoning &...	Parks & Trails	IT/Enterprise Services/Records...	Human Resources	Water Resources/Lake Improvement...	Facility Services	Probation	Other	Total
Administration	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	50.0% (5)	<5*	<5*	<5*	<5*	100.0% (10)
Assessor	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	55.6% (5)	<5*	<5*	<5*	<5*	<5*	<5*	<5*	100.0% (9)
Auditor-Treasurer	<5*	<5*	46.2% (6)	38.5% (5)	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	100.0% (13)
Recorder	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	100.0% (3)
Health & Human Services	<5*	<5*	<5*	<5*	23.9% (16)	17.9% (12)	9.0% (6)	<5*	7.5% (5)	<5*	<5*	<5*	<5*	<5*	<5*	7.5% (5)	11.9% (8)	100.0% (67)
County Attorney	<5*	<5*	<5*	<5*	<5*	<5*	30.4% (7)	21.7% (5)	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	100.0% (23)
Court Administration	<5*	<5*	<5*	<5*	<5*	17.8% (8)	<5*	13.3% (6)	13.3% (6)	<5*	<5*	<5*	<5*	<5*	<5*	11.1% (5)	<5*	100.0% (45)
Judges	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	100.0% (10)
Sheriff's Department	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	25.0% (5)	100.0% (20)
Environmental Services/Zoning &...	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	22.7% (5)	<5*	<5*	27.3% (6)	<5*	<5*	<5*	100.0% (22)
Parks & Trails	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	100.0% (2)
IT/Enterprise Services/Records...	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	100.0% (38)
Human Resources	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	100.0% (6)
Water Resources/Lake...	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	100.0% (3)
Facility Services	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	100.0% (6)
Probation	<5*	<5*	<5*	<5*	<5*	24.2% (8)	24.2% (8)	18.2% (6)	24.2% (8)	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	100.0% (33)
Other	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	<5*	100.0% (16)
Total	5.5% (18)	6.4% (21)	4.0% (13)	4.9% (16)	8.9% (29)	11.0% (36)	10.4% (34)	8.3% (27)	9.5% (31)	4.6% (15)	2.8% (9)	3.4% (11)	2.8% (9)	3.1% (10)	1.8% (6)	5.2% (17)	7.4% (24)	100.0% (326)

0% 100%

STAKEHOLDER & EMPLOYEE ENGAGEMENT

Highest Rated Thoughts

The responses highlight several key facility improvements for the Government Center. Enhanced natural lighting and ergonomic workspaces are suggested to improve employee well-being and productivity. Security concerns within the building are raised, emphasizing the need for better perimeter and front door security, improved security related to inmate transport, secure parking, and improved internal security/limit access to certain departments. Improved HVAC systems, air quality, consistent temperature control and access to natural light are critical. Additional recommendations include better signage and wayfinding, private workspaces, and modernized interiors. Specific needs for Veterans and HHS clients such as dedicated entrances and private interview rooms, are also noted for privacy and safety.

Top five (5) categories of **all staff** surveyed:

- #1 – Safety & Security
- #2 – Workspace Amenities, Facilities & Ergonomics
- #3 – Parking & Accessibility
- #4 – Workplace Environment & Comfort
- #5 – Building Signage & Navigation

Other:

- #6 – Building Infrastructure

Chisago County Board of Commissioners
May 7, 2025

Top five (5) categories of **department heads**:

- #1 – Building Infrastructure
- #2 – Workspace Design & Facilities
- #3 – Building Signage & Navigation
- #4 – Safety & Security
- #5 – Workspace Amenities & Ergonomics

Other:

- #6 – Parking & Accessibility

STAKEHOLDER & EMPLOYEE ENGAGEMENT

1) Safety & Security

Safety and security improvements were a major concern among participants. Suggestions included increased law enforcement presence, better security measures such as bulletproof glass, security cameras, and restricted access to areas of the building via card access. Many responses emphasized the need for a safer environment for both employees and the public. The perception is that current security measures are insufficient and that enhancing them would lead to a more secure and comfortable working environment.

overall security with doors not closing

staff safety is most important. Doors not always closing is a major security breach

★ 4.1

Airflow in the building is a problem, half the time doors don't shut all the way and stay open.

safety and security of the building.

★ 4.1

Having a sally port for transporting inmates instead of bringing them outside in cuff/shackles.

safety and security of the public and the building staff.

★ Chisago County Board of Commissioners
May 7, 2025

More security at front door, bullet proof glass and windows.

To keep the employees and public safe

★ 4

Limiting the areas of the Gov Center that the public can access would increase building efficiency and employee safety.

Better utilize our limited space and increase employee safety.

★ 3.8

The building could use some security improvements

The the employees as well as public could feel safe.

★ 3.7

STAKEHOLDER & EMPLOYEE ENGAGEMENT

2) Workspace Amenities, Facilities & Ergonomics

Participants frequently mentioned the need for improved workspaces and ergonomic solutions. This includes better chairs, standing desks, and more private offices to reduce interruptions and increase productivity. There were also calls for more open and collaborative spaces as well as better meeting rooms. The general sentiment is that enhancing the physical workspace would lead to happier, healthier, and more productive employees.

Private work spaces and offices

Some people need spaces to have private conversations when their jobs involve sensitive information.

★ 4.1

Private work spaces and offices

Some people need spaces to have private conversations when their jobs involve sensitive information.

★ 4.1

More space

Can have space, have space for growth, collaboration, space for individual meeting rooms, maybe a kitchen.

★ 3.9

more private offices for departments instead of sharing cubicle walls.

less interruptions from coworkers on the phone, zoom court, meeting with clients, etc.

★ 4.2

More open spaces and places for collaboration

attract more people to work here

Chicago County Board of Commissioners
May 7, 2025

More open spaces and places for collaboration

attract more people to work here

★ 3.3

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STAKEHOLDER & EMPLOYEE ENGAGEMENT

3) Parking & Accessibility

Parking and accessibility were highlighted as significant issues. Many responses pointed out the need for more parking spaces, including adequate and dedicated space for county vehicles. There were also suggestions for better signage to help the public better navigate the building. The perception is that current parking and accessibility options are inadequate and that improvements in these areas would greatly benefit both employees and the public.

parking garage for county vehicles so we do not need to dig them out in the snow.

staff safety.

★ 3.8

Parking lot is a mess, walls falling over, lot shifting, poor drainage

Besides the issues of the physical needs, it looks like junk like no one cares.

★ 3.8

More parking. Spots seem to be getting taken over by all the county vehicles / boats / trailers. With us all coming into office so often spots fill up

If we were able to work from home more often we wouldn't be clogging up the parking lot, and would have more room for the county cars / public.

★ 3.8
Chisago County Board of Commissioners
May 7, 2025

Parking lot is a mess, walls falling over, lot shifting, poor drainage

Besides the issues of the physical needs, it looks like junk like no one cares.

★ 3.8

Parking spaces must be wider, with chargers for EV's included

Keeping up with technology is important to remain competitive for recruiting

★ 3.2

More public parking closer to the main entrance.

It would help the many elderly people we have visiting the government center.

★ 3.3

STAKEHOLDER & EMPLOYEE ENGAGEMENT

4) Workplace Environment & Comfort

Air quality and temperature consistency were frequently mentioned as areas needing improvements. Participants noted issues with poor indoor air quality, inconsistent temperatures, humidity levels/stale air levels that affect daily comfort and health. There were calls for better HVAC systems and air circulation to create a more comfortable working environment. The general perception is that current conditions are detrimental to both employee well-being and productivity.

Air quality

The air quality in the building is generally poor and temperatures and humidity are generally inconsistent.

★ 4.3

ventilation system

If i spend a day in the office and I return home with coughing and sniffing and I don't have allergies that I am aware of... how do our visitors feel

★ 4

heat/air conditioning consistency throughout building

Winter- staff freezing while others offices are to warm. Summer - staff are freezing in the summer with the air on,others have no air circulating

★ 4.1

We run our dehumidifier and we empty it very often throughout the day, those with allergies are very triggered by this building.

Health issues.

★ 3.7

air cicalution, extremely humid in building when it rains, different parts of the building have varied temps or air circulation

building often times has stagnant air

★ Chicago County Board of Commissioners
May 7, 2025

Air temperature

It is either uncomfortably hot or extremely cold depending on where you are located within the building.

★ 4.1

STAKEHOLDER & EMPLOYEE ENGAGEMENT

5) Signage and Navigation

Improving signage and navigation within the building was a common theme. Participants suggested better directional signage, updated directories, restoring a staffed front desk, and clearer information to help visitors find their way more easily. This would reduce frustration and improve the overall experience for both the public and employees. The perception is that current signage is outdated and insufficient, leading to confusion and inefficiency.

My first thought is just better signage in the main lobby.

Signage is out of date, the room numbers do not match the actual room numbers.

★ 4.2

Signage and Directory information could be improved.

It would benefit safety if the public is not wandering around looking where to go.

★ 3.9

Better signage from Highway 8

Have received many comments from the public that they have a hard time finding us.

★ 3.9

Better signage

Public will be able to find where they are going much more efficiently with better signage

★ 4

Better office signage - and what each does.

too many interruptions daily by people that cant find what they need.

★ 4
Chisago County Board of Commissioners
May 7, 2025

Better signage directing visitors to the right department

It helps to get them where they need to be quicker and eliminating frustration

★ 3.9

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STAKEHOLDER & EMPLOYEE ENGAGEMENT

Follow Up Meetings with Department Heads:

Following the conclusion of the ThoughtExchange survey, ICS circled back for a series of follow up meetings with the department heads to discuss the initial findings and delve deeper into the general themes identified.

1) What are the biggest challenges your department faces while carrying out daily tasks / delivering services to the public in the Government Center facility

a) Are you in the right location within the building?

b) Are you in the right facility?

- Departments generally responded that they are located in the right location within the building.
 - Health & Human Services is highest volume of public interaction
 - Environmental Services/Zoning would prefer a more visible location due to volume of public interactions.
 - Department is split with Parks & Trails located on the Lower Level.
 - Courts noted that in-person court has the potential to return to pre-COVID levels which will put pressure on available conference and public space.
- Sheriff's department noted challenges of transporting inmates to and from Jail for court dates
 - Lack of a vehicle Sallyport
 - Time spent transporting inmates between two (2) sites.
- Courts Administration, County Attorney and Probation stated that there would be some efficiencies gained by being in a facility adjacent to the LEC/Jail

STAKEHOLDER & EMPLOYEE ENGAGEMENT

Follow Up Meetings with Department Heads (Cont'd.):

Following the conclusion of the ThoughtExchange survey, ICS circled back for a series of follow up meetings with the department heads to discuss the initial findings and delve deeper into the general themes identified.

2) **What is the ideal location for your department belong (existing or new facility), if it were not located in the Government Center**

- Administration, Auditor-Treasurer, Assessor, Recorder, Health & Human Services, Environmental Services/Zoning, Parks & Trails, Water Resources/Lake Improvements, IT/Enterprise Services, Facility Services all stated that a centrally located facility (Government Center or other) in Center City was ideal.
- Health & Human Services expressed a desire to have all staff in the same facility
- Court Administration, County Attorney, Judges, Probation & Sheriff expressed a desire to be closer to the LEC/Jail to more efficiently provide services and carry out their daily tasks.

3) **Based on the results of the survey, the quality of the building environment (air quality, temperature, access to natural light, etc.) has been stated as an issue. Is this true for your specific department location?**

- Areas of humid and stagnant air flow were noted on the lower level and main levels of the building. Swings in temperatures have been noted by all departments on all floors.
- A lack of access to natural light by numerous departments was noted.

STAKEHOLDER & EMPLOYEE ENGAGEMENT

Follow Up Meetings with Department Heads (Cont'd.):

Following the conclusion of the ThoughtExchange survey, ICS circled back for a series of follow up meetings with the department heads to discuss the initial findings and delve deeper into the general themes identified.

4) How many of your staff are working in the Government Center versus another facility?

1) Of those working in the Government Center, how many work there full time?

2) How many require a dedicated workstation/office? Is hoteling an option?

- 57% of staff are officing/working within the Government Center with 43% working elsewhere.
 - A majority of the 43% working elsewhere are associated with Health & Human Services.
- 90% of respondents stated that their position requires a dedicated office/workstation.
 - The remaining 10% of respondents were associated with Health & Human Services.
 - 38% of respondents stated that they would take advantage of non-dedicated workstations.

5) What types of spaces (i.e., conference space, hoteling workstations, etc.) are lacking in your department?

- More conference room spaces of flexible/varying sizes.
- Appropriately sized workstations
- Improved technology – conferencing; Courts
- Better circulation; areas for waiting – Courts
- Space for departmental growth
- More storage for most departments

Scenario Creation & Budgeting

Government Center

- Scenario #1
- Scenario #2
- Scenario #3
- Scenario #4

Law Enforcement Center / Jail

SCENARIO #1 – IMPROVEMENTS TO EXISTING FACILITY



Existing Government Center

Proposed Improvements:

- Renovations to the facility including:
 - Reorganize/reconfigure departments in the 1973 portion of the building to provide more efficient workspace and conferencing opportunities (Main & Upper Level)
 - Update Courts (Upper Level)
 - Address identified CIP needs (HVAC)

Challenges:

- Further investment in existing infrastructure (making it work)
- Separating public and employee parking is a challenge
- Further commits the County to this site for years to come
- Continued transport of in-custody individuals between Jail and Government Center

Estimated Budget:

Building Additions	\$	0
Building Renovations (CIP & Renovation)	\$	16,615,000
Site Costs	\$	643,000
Subtotal:	\$	17,258,000
Soft Costs (Fees, Permits, etc.) x 1.32:	\$	5,522,560
Total Estimated Project Cost:	\$	22,780,560

SCENARIO #2 – ADDITIONS & IMPROVEMENTS TO EXISTING FACILITY



Existing Government Center

Proposed Improvements:

- Additions to facility including:
 - Improved secure entry sequence and circulation
 - Additional conferencing opportunities
- Renovations to the facility including:
 - Reorganize departments / space within departments to find efficiencies in use of space (all levels)

Challenges:

- Further investment in existing infrastructure (making it work)
- Commits the County to this site for years to come
- Separating public and employee parking is a challenge
- Continued transport of in-custody individuals between Jail and Government Center

Estimated Budget:

Building Additions	\$	2,925,000
Building Renovations (CIP & Renovations)	\$	16,615,000
Site Costs	\$	1,375,000
Subtotal:	\$	20,915,000
Soft Costs (Fees, Permits, etc.) x 1.32:	\$	6,692,800
Total Estimated Project Cost:	\$	27,607,800

SCENARIO #3 – IMPROVEMENTS TO EXISTING FACILITY



Existing Government Center Proposed Improvements:

- Renovations to the facility including:
 - Reorganize/reconfigure departments in the 1973 portion of the building to provide more efficient workspace and conferencing opportunities
 - Upper Level is available for expansion of departments that remain in the Government Center

Challenges:

- Further investment in existing infrastructure (making it work).
- Further commits the County to this site for years to come.
- Courts Administration, County Attorney, Judges and Probation moving out.

SCENARIO #3 – ADDITION TO PUBLIC SAFETY CENTER



Public Safety Center

Proposed Improvements:

- Additions to facility including:
 - Addition for Court Administration, County Attorney, Courts, Judges and Probation
 - Expansion of Sallyport
 - Additional Staff Parking

Challenges:

- Modifications to Solar Garden (?)

Estimated Budget:

Building Additions / New Construction	\$	19,125,000
Building Renovations (Blending)	\$	17,265,000
Site Costs	\$	1,750,000
Subtotal:		\$ 38,140,000
Soft Costs (Fees, Permits, etc.) x 1.32:		\$ 12,204,800
Total Estimated Project Cost:		\$ 50,344,800

SCENARIO #4 – ADDITION TO PUBLIC SAFETY CENTER &



Existing Government Center

Proposed Improvements:

- Additions to facility including:
 - Addition for Court Administration, County Attorney, Courts, Judges and Probation
 - Expansion of Sallyport
 - Additional Staff Parking
- New Construction
 - New Community Services Building
- Sell Existing

Challenges:

- Modifications to Solar Garden (?)

Estimated Budget:

Building Additions / New Construction	\$	44,150,000
Building Renovations	\$	650,000
Site Costs	\$	3,650,000
Subtotal:	\$	48,550,000
Soft Costs (Fees, Permits, etc.) x 1.32:	\$	15,536,000
Total Estimated Project Cost:	\$	64,086,000

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NEXT STEPS

Facilities Assessment

- Further prioritize 10-year CIP with Administration
- Complete assessment of the additional facilities – In Process
 - LEC/Jail
 - Satellite Sheriff's Department Facilities
 - Health & Human Services Building
 - Highway Department

Scenario Evaluation & Budgeting

- Incorporate Commissioner feedback and continue to fine tune scenarios
- Review Scenarios with Administration
- Future Presentation to Board of Commissioners
 - Overall Facilities Assessment Findings



QUESTIONS?

II.

Probation Office Space and Others in Government Center

May 2nd, 2025

At the December 18th, 2024, Board of Commissioners Meeting, the Board approved the transition of Probation Delivery Systems for Chisago County from the County Probation Officers (CPO) model to County Corrections Act (CCA) model effective July 1, 2025.

MN Statute 401 is the Community Corrections Act (CCA). MN Stat. 401 allows Counties with more than 30,000 people the ability to supervise all juvenile and adult offenders residing within the County. Thus the County receives a subsidy from the State that is distributed according to a formula. M.S. 401 grants the County Board fiscal, personnel and operational control over the supervision of offenders within the County.

Due to this transition approval and the required timeline (July 1st 2025), the current Probation Office Space is obsolete for the expected incoming staff and case load (felony and sex crimes). This was known to the County Board when the County Board made the decision to transition to CCA. The County Board was aware of an estimated minimum of \$50,000 to remodel the current office space.

Following the April 4th, 2025 Facilities Committee meeting, the Committee recommended seeking estimates to remodel the current Probation space to create the ideal office for 10+ years into the future and or limit the costs of the remodel to the previously assumed \$50,000.

The following are the results of ICS' review of the Probation space:

- There isn't enough square footage available without making moves like taking over storage rooms and moving the water.
- With the available square footage, concessions need to be made to get things to fit and it only addresses the needs in 2025 – no room for growth.

- Taking over Courts Storage and Water Resources will allow the front of house (i.e., Interview Rooms, Toilet Room, Window, Admin/Clerical, etc.) to work as intended off of the main corridor without having to navigate a side corridor (current condition and that shown on the attached diagram).

Based on conversations with Probation staff, County Administration and requests from the Facilities Committee, the expected schedule would be;

- Month / Month and a half to get drawings completed (Need to confirm with an architect/engineer).
- 3 weeks to receive bids
- Approval of bids – dependent upon regularly scheduled Board meeting
- +/- 3 months of construction
 - Door frames and doors are an item that looks like 12 months lead time (we are checking on this), but this will drive the finish date.
- If everything would fall into place and we go on May 1st – earliest construction could be completed would be end of October (end of 2025 as a contingency plan (?))
- 5 – 6 months is likely a realistic schedule given we have an agreed upon layout in place and approval from the Board.

ICS developed a layout and plan (*attached*). Currently the expected cost would be **\$807,350 Construction Cost/\$1,090,000 Project Cost** (Fees, Testing, Contingency, etc.).

There is another plan which addresses your current staffing needs, as well as the (5) additional offices for future growth. The 'Expansion Plan (*attached*)' is **\$1,567,500.00 Project Cost, and \$1,202,125.00 of that is Construction Cost.**

This plan assumes Water Resources stays where it is.

Options to pay for Remodel:

- 1) Fund Balance
- 2) Bond
- 3) County Program Aid (expected for 2026 = \$3,870,736)
- 4) Sale of County Property – 'Old Jail Site' and North Branch HHS (*possible*)
- 5) Raise Levy
- 6) Combination of Sources

What we know is that the transition from CPO to CCA will be happening on July 1st, 2025.

Possible Other Organizational Concerns in Government Center

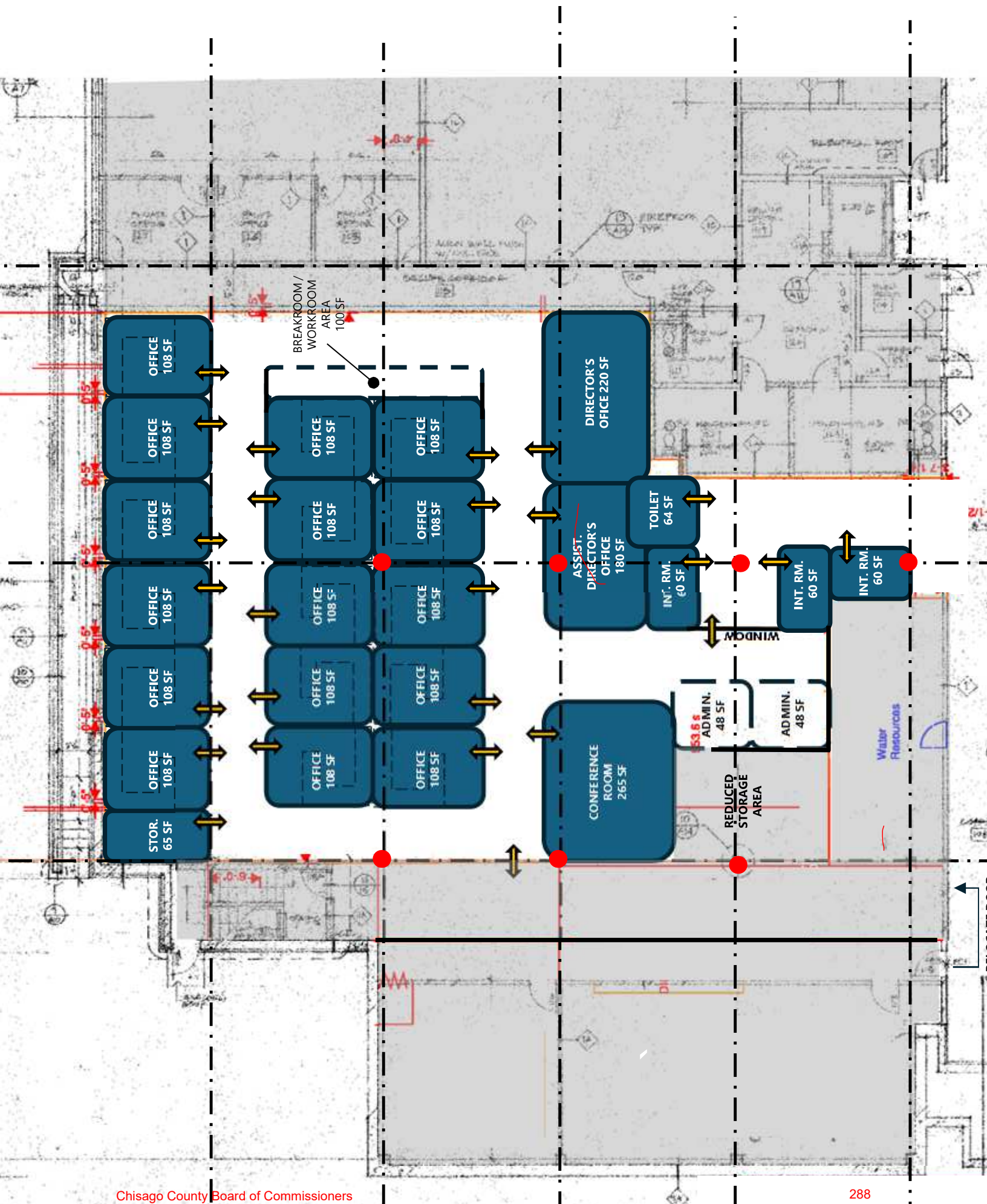
- 1) Health and Human Services – Service Delivery Model
 - 2) Environmental Services – Combining Zoning with Water Resources and Parks
 - Moving Water Resources creates a different layout/plan for Probation
 - Would need to remodel and structure current HHS Space to create more space for Environmental Services so they can combine with Parks and Water Resources
 - 3) Creation of Independent Finance Department Office Suite
 - 4) Creation of Independent Veterans Services Suite
- ICS is currently in the process of reviewing the Public Works Center City Facility long term facilities plan and the Jail/Law Enforcement Facilities Plan
 - CCSO and Public Works are requesting additional storage facilities for equipment

Chisago County has the following 'space' available

- The 'Vault Space' – DeAnna's current location
- Child Protection Suite – Old Probation
- Remodel of Current HHS – due to changes in service delivery since COVID
- County Commissioner Office Space
- Remodel Conference Room Space
- Chisago County Libraries – Wyoming, North Branch, Chisago Lakes, Rush City (limited)
- North Branch Health and Human Services Facility
- Arrowhead Transit Building/Old Heartland Express Building – Currently year-to-year lease

Attachment:

- ICS Probation Expansion – Renovation 4/22/2025
- ICS Probation Expansion – Renovation 5/1/2025



1

First Floor Plan



CORR.

Dear Governor and Legislative Leaders:

On behalf of all county organizations – the Association of Minnesota Counties (AMC), the Minnesota Inter-County Association (MICA), and Minnesota Rural Counties (MRC) – we write to express our serious concerns regarding several items included in the House, Senate, and governor’s budget proposals. **We urge leaders to consider the seriousness of these proposals and the real impact these policies will have on communities, clients, and taxpayers across the state.** We also seek to raise the urgency about the need to assist counties with successful implementation of the Minnesota African American Family Preservation and Child Welfare Disproportionality Act (the Act), as counties serve as the state’s child protection workforce and will be the implementers of this transformative act. Our organizations stand ready to work with you and are happy to meet at any time to address these concerns in the closing weeks of the 2025 legislative session.

The House, Senate and governor have all proposed numerous, sizable cost shifts/shares to counties as well as cuts in aids to counties. At a high level, we offer the following summaries:

CUT or COST SHIFT	HOUSE		SENATE		GOV	
	FY26-27	FY28-29	FY26-27	FY28-29	FY26-27	FY28-29
Behavioral Health Fund, End Administrative Allocation Funding	\$ (4,194,000)	\$ (8,594,000)	\$ (3,561,000)	\$ (8,594,000)	\$ (4,194,000)	\$ (8,594,000)
Behavioral Health Fund, Cost Share	\$ (7,154,000)	\$ (8,938,000)	\$ -	\$ -	\$ (7,154,000)	\$ (8,938,000)
Disability Waivers, Rate Exceptions	\$ (154,664,000)	\$ (379,376,000)				
Disability Waivers, Residential Services Cost Share	\$ -	\$ -	\$ (33,601,000)	\$ (83,352,000)	\$ (84,338,000)	\$ (208,902,000)
Minnesota Sex Offenders Program, Cost of Care	\$ -	\$ (39,600,000)	\$ -	\$ -	\$ (39,600,000)	\$ (39,600,000)
End Direct Care and Treatment (DCT) DNMC County Cost Share Waiver	\$ (27,000,000)	\$ (27,000,000)	\$ (27,000,000)	\$ (27,000,000)	\$ (27,000,000)	\$ (27,000,000)
Competency Attainment Cost Shift	\$ -	\$ (16,760,000)	\$ (16,760,000)	\$ (16,760,000)	\$ (16,760,000)	\$ (16,760,000)
	\$ (193,012,000)	\$ (480,268,000)	\$ (80,922,000)	\$ (135,706,000)	\$ (179,046,000)	\$ (309,794,000)

These proposed shifts do not allow for any change of services or operations from a county. Counties would still be required to provide services and reimbursements to providers based on state requirements but would simply be handed an additional bill by the state. **To be clear, these costs will be shifted from the state to local property taxpayers as counties will not be able to reduce service costs or reduce the number of employees required to deliver the services.** By the assessments we have conducted, cumulative impacts could be far reaching and, in some cases, result in double-digit levy increases right

off the bat, before addressing other costs such as employee wages/CBAs, health insurance, capital infrastructure, or other mandates.

In addition, **we call on both bodies to continue serious discussion regarding the Minnesota African American Family Preservation and Child Welfare Disproportionality Act (the Act).** We have appreciated the opportunity to work with the authors of this historic Act but feel the need to underscore concerns from our members across the state regarding our ability to be successful without further assistance from the state and Legislature. A few important points:

1. This Act was passed with broad bipartisan support and goes into effect January 1, 2027. While legislators have recognized the need to resource this Act to be successful, ***no funding has been provided*** for any implementation efforts – not for case management expansion nor for the increase of active efforts/service responsibilities. Minnesota already ranks in the bottom three states nationally for state funding of child protection services. Assuming local tax bases—some of which are already at capacity—can pick up a historic reimagining of child protection systems is not realistic and will cause serious inequities, resulting in a disproportionate impact to communities with low, stressed, and/or impoverished tax bases and potentially create differing levels of successful implementation across the state.
2. Crucial definitions that will determine the scope and fiscal impact of the programs are still not available, depriving counties of any reasonable ability to plan. This is critical since some counties will be budgeting *this year* for additional levy to support the necessary staffing elements. It is incumbent on the state to provide definitions of disproportionality and active efforts for counties to be able to scope the work ahead of us. In addition, counties ask for the same ability to work with the state agency to scale implementation as was afforded to Hennepin and Ramsey Counties – a critical policy piece that needs to be addressed to ensure readiness and a smooth rollout statewide.
3. The two phase in counties are a necessary and critical start – but are just that, a start. The results in those two counties cannot be generalized to the rest of the state. Without broader experience in other types and sizes of counties, we have serious concerns about our ability to understand and scale statewide implementation. Furthermore, counties urge legislators to centralize the reporting requirements in The Act, empowering the Department of Children, Youth, and Families to work with counties to conduct data analysis – a practice that is

consistent with other similar areas such as the child fatality and near fatality review process.

We ask the Legislature to ensure:

1. Counties have the definitions, guidelines, and processes necessary to determine scope of the Act.
2. Modernization of critical IT systems (SSIS). **We sincerely appreciate the bipartisan support for investments in the SSIS systems that provide the support for all child protection work.** Without these investments, counties face nearly insurmountable administrative obstacles to implementing additional child protection responsibilities. The deficiencies of this system have been shared through multiple site visits, demonstrations, hearings in both the House and Senate, and recent media coverage.
3. **The state provides real support for the necessary staffing and resourcing of services required by the Act. If that is not possible, we believe a reasonable alternative is to allow for additional phase in counties (with funding) while adjusting the full statewide implementation date to allow for these learnings to be factored into full statewide implementation.** We would be happy to assist in identifying potential phase in expansion options.

Our organizations rarely submit joint letters to legislative leaders and the governor, but we are doing so this year because of the seriousness of new cost burdens being considered in this legislative session. We want to succeed in providing state programs to Minnesotans at the standards that you require of us, and to the standards our constituents deserve. We thank you for your service and stand ready to work with all of you to do right by the communities, clients, and residents we serve.

Sincerely,



Julie Ring, Executive Director
*Association of Minnesota
Counties*



Nathan Jesson, Executive
Director
*Minnesota Inter-County
Association*



Britta Torkelson, Legislative
Director
Minnesota Rural Counties



WEEKLY LEGISLATIVE UPDATE

May 5, 2025

Issue No. 17

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HEADLINES

Omnibus bills move forward as leaders negotiate combined targets

While some bills remain stuck in the House, most notably the E-12 and Health finance bills, both the House and Senate have continued to move omnibus bills off the floor. The May 19 constitutional deadline is only two weeks away and conferees have been named for only a few bills, including Housing, Veterans, and Commerce. You can expect marathon floor sessions, as evidenced by six omnibus bills on the House calendar for the day, including the Human Services finance bill today on May 5. Meanwhile, the House and Senate tax bills are finally getting released this week, much later than they typically do. Given the late release dates of those bills the Senate and House chairs will have very few days to meet in conference committee if there is any hope of passing a budget with a May 19 adjournment.

While the House and Senate move bills off the floor, the legislative leaders and Governor have been meeting to negotiate joint targets to provide to conference committees once they are ready to meet. They have reported positive momentum on those talks. There have not been the usual dueling press conferences after those meetings, where the Republican and DFL leadership would brief the press on the major areas of disagreement and say the other side was to blame for the lack of progress. That indicates that these talks are more serious and not merely posturing. But given how stuck some bills are in the House it's entirely possible that even if joint targets are reached reasonably soon that the session could still break down over policy disagreements within those omnibus bills.

Reaching out to your legislator about county cost shifts

Since joint targets are still being negotiated this is the best time to have your county reach out to its legislative delegation about the impact of the cost shifts in your county. The cost shifts being considered in the human services bill alone total hundreds of millions of dollars statewide and often represent over a 4%-5% (in some cases more) levy increase before factoring in any inflationary costs or existing mandates from the state.

MICA staff continue to meet with legislators about the concerns and implications of these cost shifts. We have also submitted a joint letter to legislative leaders, the Governor, and the relevant committee chairs that was attached to this update. Some of the arguments that we've found resonate more often with legislators include:

- These proposed shifts do not allow for any change of services or operations from a county
- The state is shifting costs to the county which will require higher property taxes. At the same time the state is increasing its own agency operational budgets and opting not to increase taxes.
- Effectively, the state is passing the buck and having counties make the hard decisions.
- During deficits in prior years, like 2011 or the mid 2000s, some costs were shifted onto counties but that was done in combination with cuts to agency budgets and cost shifts onto other local governments as well. This proposed burden is not being shared that same way.
- These human services cost shifts are on counties specifically, not shared with cities.

- If these cost shifts become law many counties will likely have to raise their levies at a level not seen in over 15 years.
- The property tax is regressive and will hit low and moderate income Minnesotans especially hard.
- It will not be a “hidden cost” since homeowners will get their property tax statements mailed directly to them and show the increase from the previous year, as required by state law.
- While some legislators are concerned about the implications of potential federal cuts and the cost shifts that would apply from those to the state and counties, that’s why it’s so important to minimize these ones. We don’t know the size and scope of cost shifts to state and local governments as the result of federal law, so what’s being proposed here could just be the starting point. Legislators can limit these cost shifts in a way that they may not be able to with changes from the federal government.

CUT or COST SHIFT	HOUSE		SENATE		GOV	
	FY26-27	FY28-29	FY26-27	FY28-29	FY26-27	FY28-29
Behavioral Health Fund, End Administrative Allocation Funding	\$ (4,194,000)	\$ (8,594,000)	\$ (3,561,000)	\$ (8,594,000)	\$ (4,194,000)	\$ (8,594,000)
Behavioral Health Fund, Cost Share	\$ (7,154,000)	\$ (8,938,000)	\$ -	\$ -	\$ (7,154,000)	\$ (8,938,000)
Disability Waivers, Rate Exceptions	\$ (154,664,000)	\$ (379,376,000)				
Disability Waivers, Residential Services Cost Share	\$ -	\$ -	\$ (33,601,000)	\$ (83,352,000)	\$ (84,338,000)	\$ (208,902,000)
Minnesota Sex Offenders Program, Cost of Care	\$ -	\$ (39,600,000)	\$ -	\$ -	\$ (39,600,000)	\$ (39,600,000)
End Direct Care and Treatment (DCT) DNMC County Cost Share Waiver	\$ (27,000,000)	\$ (27,000,000)	\$ (27,000,000)	\$ (27,000,000)	\$ (27,000,000)	\$ (27,000,000)
Competency Attainment Cost Shift	\$ -	\$ (16,760,000)	\$ (16,760,000)	\$ (16,760,000)	\$ (16,760,000)	\$ (16,760,000)
	\$ (193,012,000)	\$ (480,268,000)	\$ (80,922,000)	\$ (135,706,000)	\$ (179,046,000)	\$ (309,794,000)

The more any feedback can be individualized to your county specifically the more effective it will be. If you have any questions about legislative outreach please do not hesitate to reach out to MICA staff with any questions or for assistance.

News and Notes:

- **Senate District 6 Special Election:** The special election to fill the vacant seat for Senate District 6 will took place last Tuesday, April 29. Keri Heintzeman, the Republican candidate, won with 60% of the vote. She is expected to be seated today.
- **Omnibus bill tracking:** MICA has put together an [omnibus bill spreadsheet](#) that we’ll be including in the update through the end of the regular legislative session and that link will update periodically as the week goes along. This will help keep track of the current status of each omnibus bill: if it’s passed off the floor, in conference committee, etc. We should note that things can and will change rapidly during the next couple of weeks and that link will not update instantly. That spreadsheet is available in the link above and at the end of the update.
- **2026 US Senate Election:** US Congresswoman Angie Craig announced she is running for the senate, joining current Lt. Governor Peggy Flanagan and former State Senate Minority Leader Melisa Lopez Franzen on the DFL side.

LAST WEEK

House releases omnibus tax bill, repeals local government cannabis aid: On Sunday the House posted the [amendment](#), [summary](#), and [spreadsheet](#) of their omnibus tax bill. The committee will walk through the bill, take testimony, and vote the bill out of committee this coming Tuesday morning. The bill does not include any reductions in Aquatic Invasive Species Aid or Payment in Lieu of Taxation as the Governor had included in his recommendations. Nor does it include any cuts to County Program Aid, though it does propose the local government cannabis aid that is scheduled to go out to counties and cities once the cannabis retail industry gets off the ground. Below are some of the notable elements of the bill:

- **Repeal of the local government cannabis aid:** By redirecting this aid to the general fund, the Department of Revenue predicts this will raise \$28.7 million in FY 26-27 and \$40.9 million in FY 28-29. Counties will receive 50% of this allocation, so it reflects about a \$7 million per year cut to counties in FY 26-27 and \$10.5 million per year cut to counties in FY 28-29. The House did not originally include this aid program when it passed the cannabis legalization bill in 2023. Almost no aid of this type has yet gone out since it is based on cannabis retailers and there aren't any cannabis retailers yet. For similar reasons there have been no projections on how much any one local unit of government would receive from this aid program. (Article 7, Section 16, 26)
- **Extension of the current local sales tax moratorium:** Extends the current local sales tax moratorium by one year, through June 30, 2026. (Article 2, Section 7).
- **Legislative task force on local sales taxes:** Creates a legislative task force examining the historical use of local sales taxes in Minnesota, comparing local sales taxes to other local revenue sources, and making recommendations to the legislature on future policy changes related to local sales taxes. Four house members and four senate members would serve on the task force which would provide its report by January 31, 2026. (Article 2, Section 17)
- **Response to *Alliance v Hennepin County*:** Limits property tax exemptions for charitable rental housing so that exemptions are not available to rental housing if its use only furthers a charity's purpose by providing housing to households chosen based on their income characteristics. This would ensure that low income housing tenants do not pay personal property taxes, do not lose their renters credit, and prevent a property tax shift onto other properties. (Article 3, Section 2)
- **Disabled veterans market value exclusion:** Increases the exclusion amounts for the disabled veterans' market value exclusion for veterans with a disability rating of at least 70% from \$150,000 to \$175,000 and increase the exclusion for veterans with a 100% permanent disability from \$300,000 to \$350,000. (Article 3, Section 8)
- **Senior property tax deferral program:** Increases the household income limit for the program from \$96,000 to \$110,000. (Article 3, Sections 11-14)
- **Report on strategies to reduce property taxes:** By February 1, 2026 the Commissioner of Revenue must provide a report to the tax chairs on advantages and disadvantages of reducing property taxes through the homestead credit refund, renters credit, market value exclusions, property tax credits, and simplification of property tax rates. (Article 3, Section 17)
- **Debt obligation definition:** Expands the definition of "debt obligations" for the purposes of building debt the state may guarantee to include certain county debts for the construction of courthouses or justice centers connected to a jail, correctional facility, or other law enforcement facility. (Article 6, Section 2)
- **Calculation of Sustainable Forest Incentive Act payment:** Creates a four-year limitation on SFIA payments to no more than 100 percent of the property tax that would be paid on the forest land in the prior year. (Article 7, Section 13)
- **Allocation of revenues to the resource management account in the environmental fund:** One time temporary allocations to the account of \$354,000 in FY 2026 only and \$1.493 million in FY 2028 only. (Article 7, Section 18)

- **Land value taxation districts:** Allows cities to establish a land-value taxation district by ordinance. The ordinance would need to describe the area included in the district, the procedure for reallocating property tax among the parcels in the district, and a plan for the evaluation of the economic effects of the district. (Article 7, Sections 19-23)

Bill introductions of interest:

- [HF3255](#) (Roach) Prohibiting the imposition of certain taxes during a shutdown period
- [HF3264](#) (Berg) Reallocating revenue from the met council dedication in regional transportation sales tax to student transit and replacement services

THIS WEEK

Senator Rest has said the Senate will release their omnibus bill shortly after the House omnibus bill becomes public. While we don't yet know the specific provisions are in the senate omnibus tax bill it is expected that it will likely contain cuts in aids to counties, given its negative target of \$365 million. We will provide analysis of what any potential cuts means for counties if any are included and continue talking to legislators about the negative impact any cuts would mean for property taxpayers across the state.

House Taxes

[Tuesday, May 6](#)

- [HF2437](#) (Davids) Vehicle for the omnibus tax bill.
 - [Delete everything amendment](#)
 - [Spreadsheet for delete everything amendment](#)
 - [Summary of delete everything amendment](#)
- [HF1932](#) (Gomez) Taxpayer assistance grants and tax credit outreach grants funding provided, and money appropriated. (This is a vehicle bill.)
- [HF2768](#) (Gomez) Department of Revenue policy and technical bill. (This is a vehicle bill.)

Senate Tax Committee

[Tuesday, May 6](#)

- [SF3152](#) (Frentz) Minnesota Sports facilities Authority appropriation contingent on certain revenues from the conduct of electronic pull tabs
- Other bills may be added

[Wednesday, May 7](#)

- To be announced

[Thursday, May 8](#)

- To be announced

TRANSPORTATION / BONDING

LAST WEEK

House Transportation Omnibus

On Monday, the entire House acted upon [HF2438](#), and it was passed 85-49. Going into the debate, Co-Chair Koegel was not anticipating this much DFL support for the bill, as her DFL Transportation Committee members were the most vocal critics of the legislation, due to the proposed delay in the greenhouse gas assessment and mitigation requirement and cuts to transit.

As was previously reported, those committee members, including Rep. Larry Kraft (DFL-St. Louis Park) and Rep. Katie Jones (DFL-Minneapolis), offered several amendments to remove the offending provisions. They all failed on 67-67 party line votes, except for the Jones amendment, as she took money from a DFL colleague's district to increase the budget for active transportation.

Senate Transportation Omnibus

Later in the week, the Senate took up its Omnibus Transportation Bill, [SF2082](#). Over the course of the debate, over 20 amendments were offered, several of which dealt with personal grievances about the transportation system (such as J-turn lanes and the use of humorous messaging on MnDOT changeable message signs). Ranking Transportation Minority Lead Sen. John Jasinski (R-Faribault) attempted to remove the provision expanding the definition of “highway purposes” to transit and active transportation as it applies to eligible highway funds. His amendment failed on a party-line vote, as did Sen. Jordan Rasmusson’s (R-Fergus Falls) attempt to remove the automatic inflator of the state’s fuel tax. The bill was passed 37-28.

THIS WEEK

Due to the significant differences between the two bills, a conference committee will be appointed, with assignments expected early in the week.

For MICA, the House bill is much more favorable, as it includes several of the Association’s top transportation priorities including:

- Allocating proceeds from the increase in the electric vehicle surcharge for the Transportation Mitigation and Assessment Account, which will help pay for greenhouse gas mitigation of trunk highway projects.
- A delay in the implementation of the greenhouse gas mitigation program so the details, like who will pay for the offsets and how much they will cost, can be established.
- One-time funding of \$3.8 million each for the Local Road Improvement Program and the Local Bridge Program.
- \$10 million in one-time funding for the Local Government Road Wetland Replacement Program and ongoing base funding for the Board of Soil & Water Resources, which administers the program, of \$6 million per year.

The Senate bill includes none of these provisions and has several of concern to MICA, including upending the state-aid design standards for local roads and reducing the statutory dedication of the auto parts sales tax to the HUTDF in FY 28-29, reducing CSAH monies by \$27 million. Representatives from both county and city engineers have been working hard to find a compromise on the state-aid provisions. Transportation Chair Sen. Scott Dibble (DFL-Minneapolis) is the chief author of this provision, as he wants greater flexibility for the inclusion of transit and active transportation in the design of state-aid roads. The engineers believe this can be achieved without eliminating the standards altogether, as they provide uniformity across jurisdictions and contribute to Minnesota’s strong highway safety record.

We don’t know what the meeting schedule for the conference committee will look like until its members are appointed, but with only 15 days of session remaining, we expect conversations to begin as soon as possible.

To see a list of all the transportation bills MICA is tracking, click [here](#).

HUMAN SERVICES

LAST WEEK

Senate Health and Human Services/SF2669

Chaired by Sen. Melissa Wiklund, the committee received negative spending targets of (\$276,811 million) (FY26-27) and (\$351,860 million) (FY28-29).

- [Bill Language](#)
- [Bill Index](#)
- [Bill Summary](#)
- [Spreadsheet](#)
- [SF2669-AMC-MACSSA-MICA-Letter.pdf](#)

The bill finds savings from several sources, including the use of **Health Care Access funds** for MA services; cancelling unexpended grant balances; the creation of a state Prescription Benefits Manager (PBM) for MA and MinnesotaCare; **increasing the provider tax rate** from 1.8% to 2%; **MDE fee increases**; establishing a hospital directed payment program, which allows for the draw-down of federal funds; capping MA managed care payments; increasing HMO licensing fees; creating a health plan assessment and premium subsidy program as an alternative to reinsurance; and cancelling the Mille Lacs Band Child Welfare Initiative, which is no longer going forward with the initiative.

Under this updated proposal, **ambulance providers will receive \$18 million per year for four years (FY26-29) from two sources:**

- Office of Emergency Medical Services: \$18 million in FY26
- DHS: \$54 million (FY27-29)
 - Note funding would come from managed care rate increases and assessments

Spreadsheet changes:

Office of Emergency Medical Services Expenditures

- **\$18,000 million (FY26) Ambulance Providers Operating Deficit Program (line 824)**

DHS Expenditures

- \$2,555 million (FY26-27); \$4,597 million (FY28-29); **MA case management coverage for PTSD/C-PTSD (line 388)**
- \$18,000 million (FY27); \$36,000 million (FY28-29); **Ambulance Providers Operating Deficit Program (line 421)**
 - Note the **funding would come from MCO rate increases and assessments**
- \$1,947 million (FY26-27); \$1,704 million (FY28-29); **child care provider regulatory modifications (line 539)**
- **~~\$340,000~~ \$196,000 (FY26); PRTF Working Group Report (line 286)**
- **~~\$8,000 million~~ \$9,000 million (FY26-27) \$9,000 million (FY28-29); Grants to Community-Based HIV/AIDS Support Services Providers (line 330)**

For a full review of the bill, see [April 14 MICA Legislative Update](#) (p.19)

The Senate Finance Committee passed the bill on Monday. However, under Minnesota's constitution, all tax bills must originate in the House. Because this bill increases taxes and fees, it awaits the release of a House bill. Also, as reported

earlier, the House has not yet been able to come to a compromise on the companion to the Wiklund bill (HF2435), authored by Health Committee Co-Chairs Rep. Robert Bierman and Rep. Jeff Backer.

House Human Services Finance/HF2434

Co-chaired by Reps. Mohamud Noor and Joe Schomacker, the committee received negative spending targets of (\$300 million) for FY26-27 and (\$1 billion) for FY28-29

- [Bill Language](#)
- [Bill Summary](#)
- [Spreadsheet](#)
- [A5 Amendment](#)

HF2434 was heard in Ways and Means on Tuesday. The bill now **increases funding for Priority Admissions/DCT**, with additional resources put into the bill to address some of the recommendations of the Review Panel.

- **\$20,924 million (FY26-27); \$23,708 million (FY28-29) for “DNMC Allocations” ((line 1405)**
 - **The previous appropriation was \$15 million one-time**
 - While the language in the proposal includes a **4-year extension of the county cost exemption** (through June 30, 2029) for individuals committed as **MI&D**, the actual cost is estimated to be \$13 million per year.
- **\$1.2 million placeholder (FY26) for demolition of the Miller Building on the AMRTC Campus (line 1417)**
- **\$10 million (26-27); \$10 million (28-29) from the General Fund for DCT electronic health record system and IT projects (line 1409)**
 - **A previous proposal would have taken it from county DNMC dollars**
- **\$100,000 (FY26) planning for locked PRTF at AMRTC (line 1413)**

Cost Shifts: Note the below shifts do not begin until FY28-29:

- **DCT: Minnesota Sex Offender Program (MSOP):** increases county cost of care to 40% for all patients; previously was a 10% or 25% share dependent on date of admission
 - **(\$39,600 million) in FY28-29 (line 1440)**
- **DCT: Chapter 611/competency attainment; county of financial responsibility**
 - **(\$16,760 million) in FY28-29 (line 1401)**

The largest cost shift relates to DWRS:

- DWRS County Share for Rate Exceptions; 16.28% of total rate after federal share is accounted for:
 - **(\$154,664 million) in FY26-27 and (\$379,376 million) in FY28-29 (line 730)**

Both co-chairs indicated that they continue to look for funding to address DCT capacity. (As previously noted, \$75 million is needed to develop 50 beds at AMRTC.) They wrapped up their comments that the bill could have been much worse; that they did the best they could within their budget targets. **It will be heard on the House floor on Monday.**

For a full review of the bill, [see April 14 MICA Legislative Update](#) (p.11)

In addition to the health and human services bills, there are several other budget bills that contain provisions of interest:

Co-chaired by Rep. Mike Howard (DFL-Richfield) and Rep. Spencer Igo (R-Wabana Township), the committee received spending targets of \$75 million (FY26-27) and \$7,600 million (FY28-29).

The bill sets the budget for the Minnesota Housing Finance Agency (MHFA). Provides MHFA with \$175 million in spending authority and funding above the agency base established in the 2023 legislative session. Of that amount, \$75 million comes from new appropriations, and \$100 million comes from authorization for the issuance of housing infrastructure bonds. Also establishes an Accessible Housing Task Force, adopts recommendations from the task force on long-term sustainability of affordable housing, and modifies the community-based first-generation homebuyers down payment assistance program.

- [Bill Language](#)
- [House Research Summary](#)
- [Spreadsheet](#)

Funding:

- \$20 million for the Greater Minnesota Housing Infrastructure Grant Program, which could cover half the costs for developing lots - up to \$40,000 for single-family developments, \$60,000 for single-family homes, and \$180,000 for multi-family homes.
- **\$10 million for Greater Minnesota Workforce Housing Development to expand rental housing for workers**
- \$10 million for the Housing Challenge Program to increase affordable housing options
- \$2 million for grants and loans to improve infrastructure in manufactured home parks
- \$500,000 to establish a statewide renter's hotline
- \$150,000 to create an accessible housing task force

Article 3: Housing Policy: Establishes an Accessible Housing Task Force, adopts certain recommendations from the task force on long-term sustainability of affordable housing, and modifies the community-based first-generation homebuyers down payment assistance program:

- Section 2 (Affordable Housing Annual Meeting): Requires **MHFA to convene annually a meeting with the Interagency Council to End Homelessness and with cities and counties with high levels of cost-burdened households for discussion of housing issues.**
- **Section 6 (Accessible Housing Task Force):** Creates a task force to **look at the experience of individuals who have disabilities related to finding housing designed to assist individuals with disabilities to live independently**, including challenges that prevent landlords from providing accessible housing options.

Other policy:

- allow proceeds from housing infrastructure bonds to be used for adaptive reuse, such as converting school buildings to apartments
- **specify that housing and redevelopment authorities are allowed to establish local housing trust funds (dedicated revenue for housing, for things such as rehabilitation, emergency assistance and gap funding) in the same way as cities and counties**
- require the Minnesota Housing Finance Agency to publish rights and responsibilities of landlords and tenants on its website
- allow schools to partner with a nonprofit to build houses

On Tuesday, the bill reached final passage on the House floor on a vote of 106-25. It was sent back to the Senate, which refused to concur with the House language. Conference committee members were appointed as follows:

- Senate: Port, Boldon, Lucero
- House: Nash, Howard, Kozlowski

The conference committee is scheduled to begin ironing out the differences between the House and Senate bills on Tuesday.

House Commerce Finance/SF2216

Co-chaired by Reps. Tim O'Driscoll (R-Sartell) and Kaohly Vang Her (DFL-St. Paul), the committee received a spending target of \$3 million for FY26-27 and a negative spending target of (\$10 million) for FY28-29.

- [Bill Language](#)
- [House Research Summary](#)
- [Spreadsheet](#)

The bill reflects FY26-27 **appropriations to the Office of Cannabis Management**; establishes that a FY25 appropriation of \$1 million to issue community renewal grants is available until June 30, 2026; and appropriates \$225,000 each year for the **Mental Health Parity and Substance Abuse Account**.

On Tuesday, the House passed the bill on a vote of 122-10 and sent it back to the Senate. The Senate refused to concur with the House language and appointed Sens. Klein, Dahms, and Seeberger as conferees. We expect to see House conferees named on Monday.

Senate Judiciary and Public Safety/HF2432

Article 9 of HF2432 (Latz) establishes the Civil Commitment Coordinating Division, within the Office of the Attorney General, and the Transport Hold Work Group.

- [Bill Language](#)
- [Senate Counsel & Research Summary](#)
- [Spreadsheet](#)

Article 9: Civil Commitment Coordinating Division:

- Section 1 defines terms for purposes of sections 2 and 3.
- Section 2 establishes the Civil Commitment Coordinating Division and requires the Attorney General to appoint a civil commitment coordinator who must maintain the Civil Commitment Advisory Committee; provide guidance and advocacy regarding engagement services, outpatient civil commitment, and provisional discharge; provide technical assistance to those charged with monitoring civilly committed participants; aggregate and analyze data; and educate the public. The Civil Commitment Advisory Committee must consist of 11 to 20 members, including the Attorney General, the chief executive officer of Direct Care and Treatment, the commissioner of public safety, a member representing district court judges, a member representing district court administrators, **a member representing counties**, a member who was previously civilly committed, and a family member of a person currently or previously civilly committed.
- Section 3 **requires each county to conduct diversion studies**, in accordance with uniform guidelines set by the civil commitment coordinator, and **provide diversion study data and narratives to the civil commitment coordinator by October 1, 2027**, and every two years thereafter. **A diversion study must examine the county's behavioral health system's capacity to divert people who have a mental illness, developmental disability, or**

chemical use disorder away from the criminal justice system and into treatment. The civil commitment coordinator must submit a report to the Legislature by April 1, 2028, and every two years thereafter, summarizing county-level data related to diversion studies.

- **Section 4** establishes the **Transport Hold Work Group**, which consists of members from law enforcement, mental health organizations, the legal community, and representatives from DCT, DHS, and the Ombudsman for Mental Health and Developmental Disabilities. The work group must determine best practices and develop policy recommendations related to safely transporting people experiencing a mental health crisis. The work group must submit a report to the legislature by February 1, 2026. The work group expires on February 1, 2026.

The bill was heard on the Senate floor on Wednesday and passed on a vote of 34-32. It is expected that the conference committee will begin reviewing the differences between the House and Senate bills on Tuesday.

MISCELLANEOUS STAND-ALONE BILLS

Cannabis Policy Omnibus Bill: On Monday, [SF2370](#) (Dibble) was heard on the Senate floor. The bill transfers operations of the medical cannabis program from the Department of Health to the Office of Cannabis Management; modifies the definition of “lower-potency hemp edible” to include products intended to be consumed as a beverage that contain up to ten milligrams of any tetrahydrocannabinol in a single serving container; **allows a municipal or county that owns a cannabis store to hold a lower-potency hemp edible retailer license;** and makes changes to labeling requirements.

Sen. Lindsey Port added language that addresses cannabis offenses and the responsibilities of the Cannabis Expungement Board ([A-16](#) amendment). The bill passed on a vote of 34-32.

- [Senate Counsel & Research Summary](#)

The House companion bill (Stephenson) is scheduled to be heard on the House floor on Monday.

Education on Cannabis Use and Substance Abuse: [HF2023](#) (West) would require education on cannabis use and substance abuse in grades six through 12 to include overdose recognition, prevention and response education. The bill reached final passage in the House on a unanimous vote of 133-0 and was sent to the Senate.

- [Bill Summary](#)
- [Session Daily Article](#)

GOVERNOR SIGNS MISCELLANEOUS BILLS

[HF129](#) (Repinski/Utke) modifies **reporting requirements for the director of child sex trafficking prevention related to the statewide program for safe harbor for sexually exploited youth.** Current law requires the director to submit an updated evaluation of the program every two years to MDH. HF129 requires the director to submit an updated evaluation each odd-numbered year, and adds that the evaluation must be provided to the Legislature in addition to the Commissioner. The bill passed on unanimous votes of 61-0 and 132-0. Governor Walz signed the bill into law on April 30 as [Chapter 12](#).

[HF1346](#) (Nash/Draheim) local welfare agencies must offer **trainings for individuals mandated to report child maltreatment** and abuse for employees or supervisors of private or public youth recreation programs, but reporters are not required to complete these trainings. HF1346 **specifies 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.** Also requires DCYF to create training with input from professionals who have specialized knowledge

related to child maltreatment. The bill passed on unanimous votes of 134-0 and 60-0. Governor Walz signed the bill into law on April 30 as [Chapter 13](#).

LEGISLATIVE TASK FORCE ON CHILD PROTECTION

A previously scheduled meeting of the Task Force was cancelled due to the legislative calendar. On Friday, representatives from MICA, AMC, and MACSSA met with Sen. Bobby Joe Champion and Rep. Dave Pinto, co-chairs of the Task Force, along with their respective staff, to discuss the need for \$40 million for SSIS. Rep. Jess Hanson, a fierce advocate for SSIS, also attended the meeting. **Suzanne Arntson, Scott County Human Services, provided a great overview of the system and its corresponding challenges for counties.** We left the meeting feeling that the legislators would do all they can to secure the \$40 million.

THIS WEEK

We are now just two weeks away from the constitutional deadline of Monday, May 19. Both bodies will continue to spend considerable time on their respective floors debating budget bills. Some of the conference committees will begin meeting mid-week.

On Monday, the Fraud Prevention and State Agency Oversight Policy Committee will meet; the agenda reflects that the committee plans to discuss Medicaid fraud.

The MAAFPCWA statewide working group will meet on Friday, May 9. MICA Commissioners Kurt Mortenson (Otter Tail) and Karla Bigham (Washington), along with Commissioners Angela Conley (Hennepin) and Joan Lee (Polk), serve on the working group. The group is required to submit an interim report of its findings by January 1, 2026.

Hearings:

House Fraud Prevention and State Agency Oversight Policy

[Monday, May 5](#)

- Medicaid Fraud Discussion
- Informational Hearing:
 - [HF3043](#) (Robbins) Crime of illegal remunerations established, and a conforming change made.
 - [HF2891](#) (Robbins) Certain state employees required to receive training and certification in grants management, and granting agencies required to take certain actions following failures by grantees.

House Floor Session

Monday, May 5

Calendar for the Day

- [SF2077](#) (Heintzeman) Environment and natural resources finance bill.
- [HF2434](#) (Schomacker) **Human services finance bill.**
- [HF2115](#) (Schomacker) **Human services policy bill.**
- [HF2433](#) (Youakim) Education finance bill.
- [SF1740](#) (Jordan) Education policy bill.
- [SF2370](#) (Stephenson) **Cannabis policy bill.**

Senate Floor Session

Monday, May 5

Special Orders:

- [SF3289](#) (Limmer) Miscellaneous technical corrections to law and statutes provision

- [SF2300](#) (Seeberger) Earned sick and safe time provisions modifications
- [HF2551](#) (Wiklund) 2024 children, youth, and families recodification follow-up and technical changes
- [HF286](#) (Howe) Criminal background checks under certain circumstances by local units of government authorization

House Capital Investment

[Tuesday, May 6](#)

Chair Rep. Fue Lee

- The following bills are vehicle bills only. Action will be taken.
 - [HF719](#) (Franson) Safe routes to school grant program funding provided, bonds issued, and money appropriated.
 - [HF2484](#) (Lee) Library construction grant program renamed after Mary C. Murphy, bonds issued, and money appropriated.
 - [HF2486](#) (Franson) Early childhood learning and child protection facilities funding provided, bonds issued, and money appropriated.

Conference Committee on HF2432

[Tuesday, May 6](#)

Chair Novotny has the gavel

- [HF2432](#) Judiciary, public safety, and corrections policy and finance bill
 - Walk-through of HF 2432 side-by-sides
 - Review of same and similar provisions and discussion of policy items

Note: There will be no public testimony at this meeting.

Senate Finance

[Wednesday, May 7](#)

- [SF856](#) (Gustafson) Office of the Inspector General creation and appropriation
[Fin 20250507 SF856-Spreadsheet.pdf](#)
[Fin 20250507 SF856-FN.pdf](#)
[Fin 20250507 SF856-DCYF-DHS-Letter.pdf](#)

Senate Floor

Wednesday, May 7

Special Orders:

- [HF2130](#) (Latz) Driver's license revocations related to certain offenses length extension authorization; ignition interlock length of time participation modification; ignition interlock program participants completion of a treatment or rehabilitation program before reinstatement of full driving privileges requirement
- [HF2434](#) (Hoffman) **Omnibus Human Services appropriations (pending House passage)**
- [HF2115](#) (Hoffman) **Omnibus Human Services policy provisions (pending House passage)**

Senate Floor

Thursday, May 8

Special Orders:

- [HF2433](#) (Kunesh) Omnibus E-12 Education appropriations **(pending House passage)**
- [SF856](#) (Gustafson) Office of the Inspector General creation and appropriation **(pending committee passage)**

LAST WEEK

SF2077 (Hawj), the Senate environment omnibus bill, was heard in the Senate Finance Committee on Monday. Due to Senate DFL disagreements, all policy was stripped from the bill via the [A52 amendment](#), including language establishing an e-waste and battery product stewardship program, permitting reform, and exemptions for certain products containing PFAS. **The budget-only bill was heard on the Senate floor on Tuesday and passed 35-30.**

Sen. Steve Green (R-Fosston) expressed concerns with the environment and natural resources trust fund (ENRTF) being used as a "slush fund" for the University of Minnesota. Sen. Nathan Wesenberg (R-Little Falls) called for politics to be taken out of the Department of Natural Resources (DNR) funding decisions. Chair Fong Hawj thanked DFL members for respecting his leadership and not moving any amendments on his bill even though he knows they have some concerns. He was also grateful that the bill remains free of any policy provisions via amendments.

Given the bill was amended to only contain funding items, we did not see an expected amendment to exempt paper products and make other changes to the Packaging Waste and Cost Reduction Act passed in 2024.

Of note, Sen. Eric Lucero (R-St. Michael) offered the [A72 amendment](#) to eliminate funding for certain LCCMR projects and add money to aquatic invasive species (AIS) county aid instead. In his explanation, Sen. Lucero highlighted the importance of funding for AIS and said he was concerned that the bill cuts some AIS funding and disagrees with the approach to increase overall AIS spending by increasing watercraft surcharges. The amendment was not adopted.

The Senate environment policy language was amended onto SF2781 (Hawj) during Thursday's Senate Environment, Climate and Legacy Committee meeting. There was no member discussion, and the bill was re-referred to the Senate Rules Committee.

After passing the Senate floor, SF2077 was heard in House Ways and Means on Wednesday. The language from the senate file was replaced with language from HF2439 (Heintzeman), the House environment omnibus bill. The bill has been scheduled for Monday's House floor hearing.

Here's an update on where other relevant omnibus bills stand:

The Senate agriculture omnibus bill, now travelling as HF2446 (Putnam), passed off the Senate floor on Wednesday with a 43-23 vote. The House agriculture budget bill passed off the floor on April 24. Of note, the House will appoint six members to the agriculture conference committee, rather than the four conferees expected for other committees.

The Senate legacy bill, SF2865 (Hawj), was laid on the table during Wednesday's floor hearing after the debate became contentious and at times, emotional. As a reminder, [HF2563](#) (Vang) passed off the House floor on April 25 and will serve as the vehicle for the legacy omnibus.

The Senate Energy, Utilities, Environment and Climate budget bill, SF2393 (Frentz), was originally intended to be the vehicle for the energy omnibus but still has yet to be scheduled for a Senate Finance Committee hearing. The "lights on" House energy omnibus, HF2442 (Acomb), was heard again in House Ways and Means on Friday and placed on the General Register.

Bill introductions

- [HF3252](#) (Myers) Drinking water contaminate mitigation program established, and money appropriated.

- [SF3444](#) (Gruenhagen) Data centers exclusion from gross annual retail energy sales for energy conservation and optimization purposes.

THIS WEEK

House Floor

[Monday, May 5](#)

- [SF2077](#) (Heintzeman) Environment budget omnibus

House Taxes

[Tuesday, May 6](#)

- [HF2437](#) (Davids) House tax omnibus
 - [DE amendment](#)
 - [Budget spreadsheet](#)
 - [House Research summary](#)

GENERAL GOVERNMENT & OTHER

LAST WEEK

Senate Rules committee hears bill on Earned Sick and Safe Time: On Wednesday, April 30 the Senate Rules committee heard [SF2300](#) (Seeberger) which would make numerous changes to Earned Sick and Safe Time, including:

- Allowing an employer to request reasonable documentation of the need for an employee to use ESST after two consecutive scheduled work days of an employee's use of ESST. The current law allows an employee to request this documentation after three consecutive scheduled work days
- Allows employers to limit the application of the minimum standards and requirements under the ESST law to no less than the available leave or 160 hours in a twelve-month period, whichever is less. An employer is also prohibited from requiring an employee to use ESST leave prior to other paid leave

Sen. Sandy Pappas (DFL-Saint Paul) noted that the bill [as amended](#) reflected work and compromise between herself, the bill author and the Department of Labor and Industry. The bill originally included a small business exemption for businesses with three or fewer employees, but Sen. John Marty (DFL-Roseville) proposed eliminating that exemption and [that amendment](#) was adopted despite Sen. Seeberger's opposition. The bill as amended was passed to the floor. Majority Leader Erin Murphy (DFL-Saint Paul) let members know that the bill would receive a floor vote though it is still unclear when exactly that will take place. Over the weekend it became clear that there were more changes being discussed and pursued so the status of ESST changes is still unclear and a floor vote may be further off than initially thought last week.

House Capital Investment committee hears bill on maintenance and preservation plans : On [Wednesday, April 30](#) the House Capital investment committee heard [HF2418](#) (Tabke) which would require that political subdivisions include information about whether they have maintenance or preservation plans when submitting bonding proposals to MMB. Previous iterations of this bill required local governments to establish capital replacement accounts for all projects that received capital investment support. During the hearing Rep. Brad Tabke (DFL-Shakopee) noted that he worked with local government associations including MICA to refine the proposal. The bill was laid over.

Senate State and Local Government hears Housing policy bill: On [Thursday, April 1](#) the Senate State and Local Government Committee heard [HF2309](#) (Port). The bill proposes numerous changes limiting local government authority when it comes to zoning, including:

- Limits a county's ability to condition approval of a residential building permit, conditional use permit, residential subdivision development, residential planned unit development, or any other permit related to residential development for homeowners associations.
- Requires that a county must not require or incentivize a homeowners association to adopt, revoke, or amend a term in any governing document or a rule or regulation not required under state law or rule
- Limits a county's ability to impose requirements, by ordinance or as a condition of approval of any request related to a residential development in excess of the state building code, except to protect risks of public health or safety and general welfare.
- Prevents counties from imposing minimum parking mandates greater than one stall per residential unit.

The bill had a lengthy debate, with many advocates speaking in favor of it and many city officials voicing opposition. Senators from both sides of the aisle spoke in favor and in opposition to the language. The bill failed to advance out of committee on a 5-6 vote.

House passes State and Local Government omnibus bill: On Thursday, May 1 the House of Representatives heard SF3045 (Klevorn) the State Government Finance and Policy bill. This bill includes the omnibus elections finance and policy bill. Rep. Ginny Klevorn (DFL-Plymouth) noted that it was a compromise bill with a focus on fraud prevention and funding essential services. Rep. Jim Nash (R-Waconia) echoed that the bill reflected compromise while noting that he would have preferred a negative target. The bill does include changing the deadline for dropping off absentee ballots in person from 8pm to 5pm, while the Senate changes the deadline to 3pm. The bill passed 113-21. It will soon head to conference committee though conferees have not yet been named.

[Spreadsheet of change items in state and local government omnibus finance bill](#)

THIS WEEK

This week the focus will be on joint target negotiations as well as action in conference committee. We expect conference committees will start to meet this week. While they may not be able to negotiate budget items there will be an early focus on policy issues. Those conference committee meetings are not scheduled with as much notice, often times they will be noticed less than 24 hours in advance and the scheduled time may just be "at the call of the chair." So the schedule below reflects the current moment in time but if you check the [legislative calendar](#) later in the week it will likely look quite different.

House Workforce, Labor, & Economic Development

[Tuesday, May 6](#)

As discussed in previous Legislative Updates the workforce & labor committee that heard proposed changes to paid leave and earned sick and safe time did not come to agreements to any changes to those programs. SF2300 in the Senate does include some positive changes to the Earned Sick and Safe Time that have some bipartisan support in that chamber.

- [HF2441](#) (Pinto) Vehicle for the committee budget bill
 - [Language for delete everything amendment to the omnibus bill](#)
 - [Spreadsheet for labor provisions](#)
 - [Spreadsheet for workforce & economic development provisions](#)
 - [Summary of bill](#)
 - [Local government letter on ESST/Paid Leave](#)

Legislative Commission on Pensions and Retirements

[Wednesday, April 30](#)

- [SF1986](#) (Kupiec); [HF1779](#) (Wolgamott): PERA and MSRS General plans; Authorizing an unreduced early retirement annuity for probation agency employees at age 60 or 35 years of service (laid over from April 22).

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- [Amendment S1986-1A](#)
- [Amendment S1986-2A](#) - adopted by the Commission on March 25
- [Amendment S1986-3A](#) - Commission voted to not adopt on April 22
- [Delete-everything amendment S1986-DE2](#)
 - I. This amendment reflects new language that would move forward a working group to analyze and make recommendations on public safety adjacent employee pension plans. It would include an appointee from MICA as well as numerous representatives from public employer and employee groups. It would require the working group to consider SF1986/HF1779 and craft legislation for consideration during the 2026 legislative session. The report would be due January 15, 2026.
- [SF1986-HF1779 Summary](#) from the March 25 meeting
- [SF3467 \(Rasmusson/Frentz\)](#): Making corrections and clarifying changes to pension and retirement statutes.
- 2025 Omnibus Pension and Retirement Bill.
 - Delete-everything amendment S2884-DE1 (not yet publicly available)
 - [Amendment S2884-2A](#) (Secure Choice)

CORRECTIONS & PUBLIC SAFETY

LAST WEEK

Judiciary and Public Safety Omnibus Policy & Budget Bill

This week the Senate passed [HF2432](#) (Latz) off the Senate floor. After selecting [HF2432](#) as the vehicle and striking the house language to be replaced with the language previously found in SF1417 (Latz) the floor debate began discussing many key priorities for MICA.

Much of the debate revolved around alternative areas for funding to be put towards rather than what is currently outlined in the bill. Notably, Sen. Jeff Howe (R-Rockville) brought forward an amendment to reallocate funding for the Allied Radio Matrix for Emergency Response, urging the Senate to act now as the infrastructure of the system continues to become more costly to maintain and upgrade. Sen. Ron Latz (DFL-Saint Louis Park), while acknowledging the difficult status of the ARMER system, noted that he anticipates a solution that utilizes an increase or separate fee like that of the 911 fee on monthly telephone bills. While we have not seen this proposal brought forward yet, it will be something we will continue to track as conference committees continue.

Key provisions to track during conference committee will be the inclusion of the delay in the sunset of supervision fees and the preservation of the Sentencing to Serve program. Both provisions are currently only present in either the House or the Senate. Both chambers are strong on these provisions and will continue to receive urgent messaging from MICA and partnering groups for their inclusion.

THIS WEEK

Judiciary and Public Safety Conference Committee

This week the Senate and House will bring together their appointed conferees to review [HF2432](#). The conference committee is currently scheduled for Tuesday, May 6, where they will conduct a walk-through analysis of the bills that were passed by each chamber. While nearly identical, the bills do possess policy provisions that differ. Currently the conferees have not been named other than notice that Rep. Paul Novotny (R-Elk River) will hold the gavel and Rep. Kelly Moller (DFL-Shoreview) who will serve as the alternate chair.

OMNIBUS BILL TRACKING (AS OF 5/5/2025 5:15 AM)

Budget Bill	House Bill	Status	Senate Bill	Status	Conference Committee Members	Status
Taxes Omnibus	HF2437	In Taxes		To be released		
Transportation Budget & Policy Omnibus	HF2438	Passed House 85-49 on 4/28	SF2082	Passed Senate 37-28 on 5/1		
Capital Investment Omnibus		To be released		To be released		
Health and Human Services Budget and Policy Omnibus	HF2435	In Ways & Means	SF2669	Passed Finance, on Senate floor		
Human Services Budget Omnibus	HF2434	On House floor, 5/5	SF3054	Passed Finance, on Senate floor		
Human Services Policy Omnibus	HF2115	On House floor, 5/5	SF2443	On Senate floor		
Cannabis Omnibus	HF1615	On House floor, 5/5	SF2370	Passed Senate 34-32 on 4/28		
Environment Budget & Policy Omnibus	HF2439	On House floor, 5/5	SF2077	Passed Senate 35-30 on 4/29		
Energy, Utilities, Environment, and Climate Budget and Policy Omnibus Bill	HF2442	In Ways and Means, 5/2	SF2393	In Finance		
Legacy	HF2563	Passed House 115-19 on 4/25	SF2865	On Senate floor, laid on the table		
Agriculture, Broadband, and Rural Development Budget and Policy Omnibus	HF2446	Passed House 130-3 on 4/24	SF2458	Passed Senate 43-23 on 4/30		
E-12 Education Policy Omnibus	HF1306	On House Floor, 5/5	SF1740	Passed Senate 39-26 on 4/24		
Jobs, Labor, and Economic Development Budget & Policy Omnibus	HF2440	Ways and Means, 5/2	SF1832	Passed Senate 35-30 on 4/29		
Veterans and Military Affairs Budget and Policy Omnibus	HF2444	Passed House 126-6 on 4/29	SF1959	Passed Senate 65-0 on 4/23	Senate: Anderson, Gustafson, Putnam; House: Bliss, Duran, Xiong, Hemmingsen-Jaeger	

Commerce Budget & Policy Omnibus	HF2443	Passed House 112-19 on 4/29	SF2216	Passed Senate 35-29 on 4/23	Senate: Klein, Dahms, Seeberger House: TBA	
E-12 Education Finance Budget Omnibus	HF2433	On House floor, 5/5, may be tabled	SF2255	Passed Finance, on Senate floor		
Housing and Homelessness Prevention Budget and Policy Omnibus	HF2445	Passed House 106-25 on 4/29	SF2298	Passed Senate 40-24 on 4/22	Senate: Port, Boldon, Lucero; House: Igo, Nash, Howard, Kozlowski	
Higher Education Budget and Policy Omnibus	HF2431	Passed House 120-14 on 4/28	SF2483	Passed Senate 37-28 on 5/1		
Liquor Omnibus	HF2027	On House floor	SF2511	Passed Senate 53-12 on 4/28		
State and Local Government and Elections Budget & Policy Omnibus	HF2783	Passed House 113-21 on 5/1	SF3045	Passed Senate 35-29 on 4/25		
Judiciary and Public Safety Budget & Policy Omnibus	HF2432	Passed House 128-4 on 4/25	SF1417	Passed Senate 34-32 on 4/30		

COMBINED HEARING SCHEDULES

[Next 7 Days Combined Hearing Schedule](#)

CONTACT US

Executive Director

Nathan Jesson

nathan.jesson@mica.org

479-651-5416 (cell)

651-222-8737 (office)

Transportation Legislative Liaison

Amber Backhaus

amberb@unitedstrategiesllc.com

612-963-2232 (cell)

Health & Human Services Legislative Liaison

Nancy Silesky

nancy@cortholten.com

651-747-7242 (cell)

651-291-1900 (office)

Environment Legislative Liaison

Rachel Sosnowchik

rachel@goffpublic.com

402-651-0238 (cell)



WEEKLY LEGISLATIVE UPDATE

April 28, 2025

CORR.

Issue No. 16

Anoka | Benton | Blue Earth | Carver | Chisago | Crow Wing | Dakota | Olmsted | Otter Tail | Rice | St. Louis | Scott | Sherburne | Stearns | Washington | Winona | Wright

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HEADLINES

Governor gives State of the State Address, Legislative Leaders Respond

On Wednesday April 23, Governor Walz delivered the annual [State of the State address](#) in the House of Representatives Chamber. The speech was mostly focused on bills he signed into law during the 2023 legislative session and the current political environment in Washington D.C. He highlighted his concerns around recent changes at the federal level and the impact potential budget cuts at the federal level could have in Minnesota. When it came to the budget deficit facing Minnesota this year, the Governor said that Health and Human Services spending was increasing too quickly and not the fault of any one person or chamber.

[DFL leaders echoed the Governors message](#), saying that the spotlight on the issues at the federal level was appropriate. [On the Republican side](#), House Speaker Lisa Demuth (R-Cold Spring) said she appreciated the acknowledgement of the need to cut spending and address fraud but thought there was too much time spent discussing federal issues. Senate Minority Leader Mark Johnson (R-East Grand Forks) said that the Governor's budget relied too much on cost shifts onto counties that will increase property taxes across the state.

Legislature ramps up, moving omnibus bills as leadership negotiations will begin in earnest

Larger bills have begun moving through the Ways & Means and Finance committees in both chambers, with the Senate taking six and a half hours to pass the State and Local Government Finance bill on Friday night. After passing that bill, the Senate Finance committee met for another three hours to move the Transportation and Human Services finance bills, getting close to midnight. As the late night sessions and committee hearings continue, leaders will begin to more seriously negotiate joint targets and you can count on impromptu press conferences and likely at least a breakdown or two in those negotiations before any joint targets can be reached.

While there is some optimism from leaders about finishing on time as the House has released more of their omnibus budget bills, there are still significant pieces of the budget in both bodies that have yet to become public with neither chamber having yet released their tax bill.

While the chambers will be busy processing bills individual members will not be spending as much regular time in committee, so it's a good time to reach out before joint targets are released to remind your legislators about the impacts any cost shifts onto counties will have on property taxpayers in your county. The lower the cut targets are for human services and the tax committees, the less pressure will be passed onto property taxpayers. If you have any questions about legislative outreach, please don't hesitate to reach out to MICA staff for any advice or additional information you may need.

News and Notes:

- **Senate District 6 Special Election:** The special election to fill the vacant seat for Senate District 6 will take place Tuesday, April 29. Kari Heintzeman is the Republican candidate, and Denise Slipy is the DFL candidate. The last time the seat was contested the Republican candidate won by over 25%. It's expected that the winner will be seated by Monday, May 5.
- **Omnibus bill tracking:** MICA has put together an omnibus bill spreadsheet that we'll be including in the update through the end of the regular legislative session. This will help keep track of the current status of each omnibus bill: if it's passed off the floor, in conference committee, etc. We should note that things can and will change rapidly during the next couple of weeks and the spreadsheet reflects one static moment in time each week. That spreadsheet is available at the end of the update.



- On Friday, Almanac broadcast the Friday show live from Rochester. **Olmstead County Commissioner** (and MICA Board member) **Dave Senjem** was on the panel with other current and former Rochester legislators. Senjem fielded questions and helped to explain the county perspective on decisions being made at the state level, and the impact of state budget cuts to county programs.

TAX & FISCAL POLICY

LAST WEEK

Senate hears bill in response to state Supreme Court case and bill on forest land: On Thursday, April 24 the Senate Tax Committee heard [SF2915](#) (Rest) which would modify the charitable property tax exemption by not allowing rental housing property the exemption unless the use of the rental property furthers the charitable purpose of the organization. Without this change, low income housing tenants could end up paying personal property taxes or lose their renters credit, as [outlined by the Department of Revenue in a memo to assessors last summer](#). **St. Louis Deputy County assessor Ben Thomas** spoke in favor of the proposal and [MICA submitted a joint letter with AMC](#) in support of the bill. [A revenue estimate of the bill is available here](#). Senator Rest said she was supportive of a law change to address the issue but was unsure whether this was the best approach. No members voiced concerns about the language and no one testified in opposition.



The committee also heard [SF1633](#) (Hauschild) on qualifying 2c forest land, which would eliminate the requirement that the property's forest management plan meet all requirements of SFIA and instead provides cross-references to the

definition of a ‘forest management plan’ and an ‘approved plan writer’. The proposal would allow land wholly or partially subject to a conservation easement to qualify for 2c classification. The [Department of Revenue was unable to estimate](#) the amount of land that would become class 2c under the proposal, so the tax shift was not able to be quantified. The [Nature Conservancy, Minnesota Land Trust](#), and the [Minnesota Forestry Association](#) submitted letters in support of the proposal. Five MICA counties collect over \$130,000 in net tax from 2c Forest Land, including Crow Wing, Winona, Sherburne, Otter Tail, and St. Louis.

THIS WEEK

Senator Rest announced that the Senate will likely release their omnibus bill shortly after the House omnibus bill becomes public. It’s not yet clear when the House will finalize their bill and set a hearing date, though it could happen as soon as this week. We expect additional hearings will be scheduled if the omnibus bills become public. While we don’t yet know what provisions are in those omnibus bills it is expected that the Senate bill in particular will likely contain significant cuts to aids to counties, given its negative target of \$365 million. We will provide analysis of what any potential cuts means for counties if any are included in omnibus tax bills and continue talking to legislators about the negative impact any cuts would mean for property taxpayers across the state.

Senate Tax Committee

Tuesday, April 28

- [SF2337](#) (Weber) Unobligated tax increment use clarification
- Other bills not related to counties or property taxes

House Taxes

[Tuesday, April 28](#)

- TBD

TRANSPORTATION / BONDING

LAST WEEK

Both the Senate and House Omnibus Transportation Bills made their final committee stops and are teed up for floor debates in their respective bodies in the coming week.

House Transportation Omnibus

On Monday, [HF2438](#) was heard in the House Taxes Committee. Co-Chair Rep. Aisha Gomez (DFL-Minneapolis) took testimony on issues beyond the tax provisions in the bill. Transit and environmental advocates continued to rail against the one-year delay in the greenhouse gas assessment provision and the cuts to transit, even though they are less severe than those proposed by Governor Walz. A number of electric vehicle (EV) owners were also on hand to speak against the increase in the EV surcharge from \$75 to \$200. Despite the focus on these issues by testifiers, the bulk of the committee discussion centered around improvements to the Washington Avenue Bridge on the University of Minnesota campus to deter suicide attempts. Hennepin County legislators tried to change the source of funding for improvements from the county to the metro area sales tax. The bill’s author, Rep. Jon Koznick (R-Lakeville), was adamant that Hennepin County remain responsible for paying for the bill, accusing the county of ignoring the issue over the years. Things got rather heated between Co-Chair Gomez and Rep. Koznick, but the bill was passed out and referred to Ways & Means.

The hearing in House Ways & Means on Wednesday was much less contentious. Transportation Committee Co-Chairs Erin Koegel (DFL-Spring Lake Park) and Rep. Koznick presented the bill together, as has been the practice with omnibus budget bills this year, and the bill was passed to the floor.

Senate Transportation Omnibus

On Friday, the Senate Finance Committee acted upon [SF2082](#). Several amendments were offered to make technical corrections to the bill, but there was substantive debate on two amendments offered by Sen. John Jasinski (R-Faribault). [The first](#) would take revenues derived from the new Blackout license plates and let Driver and Vehicle Services keep the revenues they estimate to receive but transfer any excess funds to the Highway User Tax Distribution Fund (HUTDF). Bill author, Sen. Scott Dibble (DFL-Minneapolis) spoke against the amendment, and it failed. The second [amendment](#) offered by Jasinski deleted the section expanding the definition of “highway purposes” for HUTDF spending to transit, active transportation, and greenhouse gas mitigation. All the committee members from Greater Minnesota, DFL and Republican, spoke in support of the amendment. They are concerned by the diversion of the HUTDF monies from roads and bridges, combined with the reversal of auto parts sales tax in FY28-29, since the highway needs in their districts are so great. Knowing there weren’t the votes to adopt the amendment, Jasinski ultimately withdrew it, but it could come back on the Senate Floor where there could be the votes to pass it.

To see a list of all the transportation bills MICA is tracking, click [here](#).

THIS WEEK

The House Transportation Omnibus Bill is scheduled for the House floor on Monday. The amendments for consideration have already been posted, including [one](#) by Rep. Larry Kraft (DFL-St. Louis Park), to remove the section delaying the greenhouse gas assessment and mitigation delay. He also has an [amendment](#) to reduce the EV surcharge from \$200 to \$100, with \$25 dedicated to the Transportation Impact Assessment & Mitigation Account. Rep. Katie Jones (DFL-Minneapolis) is also [proposing](#) to take ~\$4 million per year from Corridors of Commerce to keep active transportation whole.

The Senate Transportation Omnibus Bill is tentatively scheduled for the Senate floor on Thursday.

HUMAN SERVICES

LAST WEEK

For your background, we wanted to share the cost shifts onto property taxpayers included in each version of the budget again this week.

COST DESCRIPTION	GOVERNOR		HOUSE		SENATE	
	FY 26-27	FY 28-29	FY 26-27	FY 28-29	FY 26-27	FY 28-29
DCT: Increase County Cost Share for MSOP (from 10% or 25%, depending on date of admission, to 40% for total population)	39,600	39,600	0	39,600	0	0
DCT: Chapter 611/Competency Attainment; County of financial responsibility	16,760	16,760	0	16,760	16,760	16,760
Behavior Health Service - County Share; increase from 22.95% to 50% (note: the Senate did not include the increase. It remains at 22.95%)	7,154	8,938	7,154	8,938	0	0
Behavioral Health Fund-End County Allocation: DHS Takeover	4,194	8,594	4,194	8,594	4,194	8,594
DWRS County Share for Rate Exceptions; 16.28% of total rate after Federal share is accounted for	0	0	154,664	379,376	0	0
DWRS County Residential Share	84,338	208,902	0	0	33,600	83,400
SUM OF HHS COST SHIFTS	152,046	282,794	166,012	453,268	54,554	108,754

In addition to the health and human services bills, there are several other budget bills that contain provisions of interest:

House Transportation HF2438

Co-chaired by Reps. Jon Koznick (R-Lakeville) and Erin Koegel (DFL-Spring Lake Park), the committee received no new spending for either biennium. The bill directs Hennepin County to award a \$15 million grant to the University of Minnesota for design and construction of suicide barriers, and to provide suicide diversion information on the Washington Avenue Bridge near the University of Minnesota in Minneapolis. It includes ongoing base funding of \$3 million per biennium for Safe Routes to Schools.

Both the Tax and Ways and Means Committees addressed the bill this week. It will be debated on the House floor on Monday.

Senate Housing SF2298

Chaired by Sen. Lindsey Port (DFL-Burnsville), the committee received spending targets of \$3 million (FY26-27) and \$1 million (FY28-29).

- [Bill Language](#)
- [Bill Summary](#)
- [Spreadsheet](#) (April 9, 2025)

On Tuesday, the bill reached final passage on the Senate floor on a vote of 40-24.

Items of Interest:

Article 2, section 3, amends section 462A.07, subdivision 19, by **requiring the commissioner to report on the financial stability of the affordable housing industry.** The report must include:

- the ratio of operating expenses to revenue in affordable rental housing projects; and
- the percent of rents collected on time, divided into four regions of the state:
 - the cities of St. Paul and Minneapolis;
 - the metropolitan counties of Anoka, Carver, Dakota, Hennepin, Ramsey, Scott, and Washington, except for the cities of St. Paul and Minneapolis;
 - urban greater Minnesota, including the cities of Duluth, Mankato, Moorhead, Rochester, and St. Cloud; and
 - rural greater Minnesota, which includes all of Minnesota except for the places listed in items (i), (ii), and (iii).

Article 2, section 4 (**Affordable Housing Annual Meeting**): Requires the commissioner, at least once each year, to convene a meeting **with the Interagency Council to End Homelessness and the cities and counties with high levels of cost-burdened households, meaning the cities and counties where gross rent or homeownership costs are 30 percent or more of household income.** The purpose of the meeting is to discuss:

- (1) **resources received by cities and counties;**
- (2) **regional needs for affordable housing;** and
- (3) recommendations for the collaborative use of funds to effectively address homelessness, housing insecurity, security of affordable housing, and the lack of housing supply.

Senate Health and Human Services SF2669

Chaired by Sen. Melissa Wiklund, the committee received negative spending targets of (\$261,811 million) (FY26-27) and (\$336,860 million) (FY28-29).

- [Bill Language](#)
- [Senate Counsel & Research Summary](#)
- [Spreadsheet](#)
- [AMC-MACSSA-MICA-Letter](#)

The bill finds savings from several sources, including the use of **Health Care Access funds** for MA services; cancelling unexpended grant balances; the creation of a state Prescription Benefits Manager (PBM) for MA and MinnesotaCare; **increasing the provider tax rate** from 1.8% to 2%; **MDE fee increases**; establishing a hospital directed payment program, which allows for the draw-down of federal funds; capping MA managed care payments; increasing HMO licensing fees; creating a health plan assessment and premium subsidy program as an alternative to reinsurance; and cancelling the Mille Lacs Band Child Welfare Initiative, which is no longer going forward with the initiative.

The Tax Committee passed the bill and referred it to the Finance Committee where it will be heard on Monday.

For a complete summary of the bill, see MICA's Legislative Update dated April 14, 2025.

Senate Commerce SF2216

Chaired by Sen. Matt Klein, the committee received spending targets of \$1,614 million (FY26-27) and \$2,578 million (FY28-29).

- [Bill Language](#)
- [Bill Summary \(April 16\)](#)
- [Spreadsheet](#)

On Wednesday, the bill reached final passage in the Senate on a vote of 35-29.

Article 6 of the committee's omnibus bill addresses provisions relating to **Cannabis**:

- Section 1: **amends the social equity application requirements** to now include applicants who received a stay of adjudication under chapter 609 or was adjudicated delinquent under chapter 260B, of an offense involving the possession or sale of cannabis or marijuana prior to May 1, 2023.
- Section 2: authorizes the Office of Cannabis Management to issue or renew a cannabis testing facility license for an applicant, pending accreditation, if the applicant meets several requirements. A license holder, pending accreditation, may operate a cannabis facility for up to one year and may apply for a one-time extension. The office may revoke a cannabis testing facility license.
- Section 3: requires a license holder to report loss of accreditation to the office within 24 hours of receiving notice of loss of accreditation.

Floor Amendments:

- [A47](#) (Rasmusson) would have transferred **\$3,650 million from the Office of Cannabis Management to the Department of Health for local and Tribal public health grants; \$166,000 each year would have been dedicated to the prevention and education program for pregnant and breastfeeding individuals.** The amendment was **ruled not germane** to the underlying bill.

- [A43](#) (Coleman) requires labeling on menstrual products. **The amendment prevailed on a unanimous vote of 62-0.**
- [A48](#) (Kreun) would have cancelled \$15 million each year for cannabis industry community renewal grants. The amendment failed on a roll call vote of 30-34.

House Children and Families HF2436

Co-chaired by Rep. Nolan West and Rep. Carlie Kotyza-Witthuhn, the committee received a spending target of \$25 million for FY26-27 and a negative target of (\$15 million) in FY28-29.

The bill was laid over in the Ways and Means Committee on Thursday. We expect to see it scheduled for House floor action later in the week.

- [Bill Language](#)
- [Spreadsheet](#)
- [AMC MACSSA MICA Letter of Support](#)

We are grateful that the county organizations' priority request for \$40 million in funding for SSIS is included in the bill. Its importance was highlighted by members on both sides of the aisle, including Co-Chair West and Rep. Dave Pinto.

House Commerce Finance SF2298/HF2443

Co-chaired by Rep. Tim O'Driscoll (R-Sartell) and Rep. Kaohly Vang Her (DFL-St. Paul), the committee received a spending target of \$3 million for FY26-27 and a negative spending target of (\$10 million) for FY28-29.

On Thursday, the bill passed out of Ways and Means and was sent to the House floor where it will be heard on Tuesday.

The bill reflects FY26-27 **appropriations to the Office of Cannabis Management**; establishes that a FY25 appropriation of \$1 million to issue community renewal grants is available until June 30, 2026; and appropriates \$225,000 each year for the **Mental Health Parity and Substance Abuse Account**.

- [Bill Language](#)
- [House Research Summary](#)
- [Spreadsheet](#)

House Housing SF2298/HF2445

Co-chaired by Rep. Spencer Igo (R-Wabana Township) and Rep. Mike Howard (DFL-Richfield), the committee received zero spending targets for both biennia.

On Thursday, the Ways and Means Committee advanced the bill to the House floor where it is scheduled for debate on Tuesday.

- [Bill Language](#)
- [House Research Summary](#)
- [Spreadsheet](#)

Article 3: Housing Policy: Establishes an Accessible Housing Task Force, adopts certain recommendations from the task force on long-term sustainability of affordable housing, and modifies the community-based first-generation homebuyers down payment assistance program:

- Section 2 (Affordable Housing Annual Meeting): Requires **MHFA to convene annually a meeting with the Interagency Council to End Homelessness and with cities and counties with high levels of cost-burdened households for discussion of housing issues.**
- **Section 6 (Accessible Housing Task Force):** Creates a task force to **look at the experience of individuals who have disabilities related to finding housing designed to assist individuals with disabilities to live independently,** including challenges that prevent landlords from providing accessible housing options.

Senate Judiciary and Public Safety SF1417
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Article 9 of SF1417 (Latz) establishes the Civil Commitment Coordinating Division, within the Office of the Attorney General, and the Transport Hold Work Group.

On Friday, the Senate Finance Committee passed the bill and sent it to the Senate floor; it is scheduled to be heard on Wednesday.

- [Bill Language](#)
- [Summary](#)
- [Spreadsheet](#)

Article 9: Civil Commitment Coordinating Division:

- Section 1 defines terms for purposes of sections 2 and 3.
- Section 2 establishes the Civil Commitment Coordinating Division and requires the Attorney General to appoint a civil commitment coordinator who must maintain the Civil Commitment Advisory Committee; provide guidance and advocacy regarding engagement services, outpatient civil commitment, and provisional discharge; provide technical assistance to those charged with monitoring civilly committed participants; aggregate and analyze data; and educate the public. The Civil Commitment Advisory Committee must consist of 11 to 20 members, including the Attorney General, the chief executive officer of Direct Care and Treatment, the commissioner of public safety, a member representing district court judges, a member representing district court administrators, **a member representing counties**, a member who was previously civilly committed, and a family member of a person currently or previously civilly committed.
- Section 3 **requires each county to conduct diversion studies,** in accordance with uniform guidelines set by the civil commitment coordinator, and **provide diversion study data and narratives to the civil commitment coordinator by October 1, 2027,** and every two years thereafter. **A diversion study must examine the county's behavioral health system's capacity to divert people who have a mental illness, developmental disability, or chemical use disorder away from the criminal justice system and into treatment.** The civil commitment coordinator must submit a report to the Legislature by April 1, 2028, and every two years thereafter, summarizing county-level data related to diversion studies.
- **Section 4** establishes the **Transport Hold Work Group**, which consists of members from law enforcement, mental health organizations, the legal community, and representatives from DCT, DHS, and the Ombudsman for Mental Health and Developmental Disabilities. The work group must determine best practices and develop policy recommendations related to safely transporting people experiencing a mental health crisis. The work group must submit a report to the legislature by February 1, 2026. The work group expires on February 1, 2026.

Chaired by Sen. John Hoffman, the committee received negative spending targets of (\$272 million) (FY26-27) and (\$430 million) (FY28-29):

On Friday evening, the Senate Finance Committee passed and sent to the Senate floor; it is scheduled to be heard on Tuesday.

- [Bill Language](#)
- [Bill Summary](#)
- [Spreadsheet](#)
- [Bill Index](#)
- [AMC-MICA-MACSSA-Letter.pdf](#)

The following amendments were added in Finance:

- [A43](#)
 - Described as a “technical” amendment, note that it does transfer \$1 million annually from the Opiate Epidemic Response Fund to the General Fund (from registration and license fees).
- [A44](#)
 - Changes **MnCHOICES assessor qualifications**: must have at least an associate’s degree in human services or other closely related field; or have at least an associate’s degree in nursing with a public health nursing certificate or other closely related field.
 - **Allows lead agencies to contract with hospitals to conduct assessments of patients in the hospital if the lead agency has “failed to meet its obligations.”**
 - **Requires DHS to maintain a dashboard** on the Department’s public website containing **summary data on the completion of assessments.**
 - Sen. Hoffman indicated that language found at line 6.8 is not new; rather, it is language being moved from one statute to another. It addresses Disability Services Technology and Advocacy Expansion Grant to support the expansion of **assistive technology** and remote support services for people with disabilities.
 - **Grant dollars can be used to develop and deliver comprehensive training programs for lead agencies ... to ensure effective use of assistive technology and remote support tools.**
 - **Requires DHS, in coordination with MnDOT, to implement one or two pilot programs for a web-based single administrative structure and delivery system for NEMT under MA and MinnesotaCare.**
- [A45](#)
 - Described as “technical” in nature, it addresses **reconsideration requests and appeals** by Early Intensive Developmental and Behavioral Intervention (**EIDBI**) **provisional license holders.**
 - Makes technical changes to the Mentally Ill and Dangerous Task Force.
- [A47](#)
 - Appropriates \$102,000 (FY26) and \$204,000 per year (FY27-FY29) **for a contract to implement a web-based single administrative structure and delivery system for NEMT.**
 - Appropriates \$100,000 (FY26) for planning a **build out of a locked PRTF operated by DCT.**
 - Appropriates \$31,000 (FY26) and \$31,000 (FY27) for the **extension of the Mentally Ill and Dangerous Task Force.**

MISCELLANEOUS STAND-ALONE BILLS

The Senate debated the following bills on the floor on Tuesday:

- [HF129](#) (Utke) modifies **reporting requirements for the director of child sex trafficking prevention related to the statewide program for safe harbor for sexually exploited youth**. Current law requires the director to submit an updated evaluation of the program every two years to MDH. HF129 requires the director to submit an updated evaluation each odd-numbered year, and adds that the evaluation must be provided to the Legislature in addition to the Commissioner. The bill passed on a unanimous vote of 61-0. Having previously passed the House on a vote of 132-0, it is on its way to the Governor.
- [HF1346](#) (Draheim) local welfare agencies must offer **trainings for individuals mandated to report child maltreatment** and abuse for employees or supervisors of private or public youth recreation programs, but reporters are not required to complete these trainings. HF1346 **specifies 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**. Also requires DCYF to create trainings with input from professionals who have specialized knowledge related to child maltreatment. The bill passed on a unanimous vote of 60-0. Having previously passed the House on a vote of 134-0, it is on its way to the Governor.

On Tuesday, the House Ways and Means Committee addressed [HF1615](#) (Stephenson), which contains **policy provisions relating to the cannabis industry**. The bill passed and was sent to the House floor.

- [Bill summary](#)
- Article 1: includes technical and policy changes related to the **medical cannabis program**
- Article 2: contains provisions related to the **licensing and operation of cannabis businesses**
- Article 3: contains provisions related to **hemp businesses and lower-potency hemp edibles**.

The bill passed out of Ways and Means on Tuesday and was sent to the House floor.

THIS WEEK

The Legislative Task Force on Child Protection meets on Monday evening at 6 p.m.

Hearings:

Senate Finance

[Monday, April 28](#)

- [SF2077](#) (Hawj) Omnibus Environment and Natural Resources policy and appropriations
- [SF2669](#) (Wiklund) **Omnibus Health and Human Services policy and appropriations**

House Education Finance

[Monday, April 28](#)

Co-Chair Rep. Ron Kresha has the gavel

- [HF1388](#) (Youakim) Vehicle for Committee Delete-All
Delete-All Amendment – Budget Agreement
The Committee Delete-All Amendment will be posted when it is available

House Fraud Prevention and State Agency Oversight Policy

[Monday, April 28](#)

- **Presentation of the Attorney General's Office**
 - Honorable Attorney General Keith Ellison

House Floor

Monday, April 28

- [HF2431](#) (Wolgamott) Higher education finance bill.
- [HF2438](#) (Koznick) Transportation finance bill.

House Ways & Means

[Monday, April 28](#)

Co-Chair Rep. Paul Torkelson has the gavel

- [SF3045](#) Omnibus State Government and Elections Budget Bill (pending referral)

Senate Floor

Monday, April 28

- [SF1832](#) (Champion) Omnibus Jobs and Economic Development policy and appropriations
- [SF2370](#) (Dibble) Omnibus Cannabis Policy Bill
- [SF2511](#) (Klein) Various liquor provisions modification
- [HF1163](#) (Howe) Hometown heroes assistance program scope clarification provision

Monday, April 28, 6 PM

Legislative Task Force on Child Protection

123 Capitol

House Floor

Tuesday, April 29

- [SF1959](#) (Bliss) Veterans and military affairs policy and finance bill
- [SF2216](#) (Her) Commerce finance bill
- [HF2403](#) (O'Driscoll) Commerce policy bill
- [SF2298](#) (Igo) Housing finance bill
- [HF2309](#) (Rehrauer) Housing policy bill

Senate Floor

Tuesday, April 29

- [SF2077](#) (Hawj) Omnibus Environment and Natural Resources policy and appropriations
- [SF3054](#) (Hoffman) **Omnibus Human Services appropriations**

House Ways and Means

[Tuesday, April 29](#)

- [HF2433](#) (Youakim) Education Finance Bill
- [HF2434](#) (Schomacker) Human Services Finance Bill

House Capital Investment

[Wednesday, April 30](#)

Co-Chair Rep. Mary Franson has the gavel

- [HF1666](#) (Schomacker) Slayton; child care center funding provided, bonds issued, and money appropriated

Senate Floor

Wednesday, April 30

- [HF2432](#) (Latz) Omnibus Judiciary and Public Safety policy and appropriations
- [HF2446](#) (Putnam) Agriculture and broadband development policy and finance bill
- [HF2563](#) (Hawj) Omnibus Legacy appropriations
- [SF908](#) (Kupec) Provisions governing the certification of underground telecommunications installers modification

Senate Floor

Thursday, May 1

- [HF2431](#) (Fateh) Omnibus Higher Education policy and appropriations
- [HF2438](#) (Dibble) Omnibus Transportation policy and appropriations

ENVIRONMENT

LAST WEEK

[HF2439](#) (Heintzeman), the environment and natural resources finance bill, was heard in the House Ways and Means Committee on Tuesday. Co-chair Rep. Josh Heintzeman (R-Nisswa) described this as a “bare bones” budget bill, as the chairs had a tough time coming to agreement on the bill. **The bill was laid over as the House awaits the Senate file which will serve as the vehicle.**

We expect to see significant changes to the Senate environment bill, [SF2077](#) (Hawj), when it’s heard in the Senate Finance Committee on Monday after its originally scheduled hearing was delayed due to a long Senate floor session on Thursday. Due to sustained pushback from a number of DFL senators, most of the policy provisions will be stripped out of the bill —including article 6, which establishes a product stewardship program for e-waste and batteries. Based on the [posted amendment](#), it appears that other provisions of interest, including increased watercraft surcharges to fund aquatic invasive species (AIS) management activities, will remain in the bill.

On a related note, the Senate Commerce and Consumer Protection Committee hearing on the e-waste bill, [SF1690](#) (Kupec), never materialized after it was canceled early in the week.

On Tuesday, the Senate Taxes Committee heard [SF3336](#) (Westrom), a bill to provide a tax rebate to waste management facilities that remove recyclable or compostable materials from the waste stream. Sen. Rob Kupec (DFL-Moorhead) presented the bill on behalf of Sen. Torrey Westrom (R-Alexandria). The bill would provide rebates to operators of resource recovery and waste-to-energy facilities for recycled, composted and reused materials removed from the waste stream. A [bill summary](#) and [revenue estimate](#) (a reduction in solid waste management tax collections of about \$1.1 million per year) are linked. The bill was laid over for possible inclusion.

The [City of Minneapolis](#) submitted a letter of concern with some provisions in the bill. [MRRA](#) and [Olmsted County](#) submitted letter of support. **Olmsted County Commissioner Dave Senjem** and Otter Tail County Solid Waste Director Chris McConn testified in support. Eureka Recycling opposed the bill, highlighting the need to prioritize SCORE funding and other concerns about how the bill is structured.



Finally, here's a quick overview of where other relevant omnibus bills stand. **The House agriculture omnibus bill, [HF2446](#) (Anderson, P.H.) passed off the floor on Thursday with near-universal support, 130-3.** This will serve as the vehicle for the agriculture budget, and language from the Senate agriculture omnibus, [SF2458](#) (Putnam) has been substituted onto the House file. **We expect the bill will be up on the Senate floor early this week.**

The House legacy omnibus bill, [HF2563](#) (Vang), was heard in House Ways and Means and then passed off the floor on a 115-19 vote. Meanwhile, the Senate bill, [SF2865](#) (Hawj), was amended in Senate Finance on Tuesday to move many appropriations from legislatively-named grants to a competitive granting process. The House file will be the vehicle for the legacy omnibus.

[HF2442](#) (Acomb), the House Energy budget bill, was heard in the House Ways and Means Committee on Thursday. Co-chair Rep. Patty Acomb (DFL-Minnetonka) described this as a "lights on" budget. There was no committee discussion on the bill and it was laid over awaiting the conference committee vehicle Senate file from the Senate. **The Senate Energy, Utilities, Environment and Climate omnibus, [SF2393](#) (Frentz), has yet to be scheduled for a Senate Finance hearing.**

Bill introductions

- [HF3212](#) (Knudsen) Nine-county regional waste management system in northwest Minnesota funding provided, bonds issued, and money appropriated. *Companion:* [SF3404](#)
- [SF3404](#) (Utke) Northwest Regional Solid Waste Management Facility bond issue and appropriation. *Companion:* [HF3212](#)
- [HF3236](#) (Burkel) Requirements for water appropriations permits modified. *Companion:* [SF3423](#)
- [SF3423](#) (Kupec) Water appropriations permit requirements appropriation. *Companion:* [HF3236](#)
- [SF3384](#) (Draheim) Notice of entry for noxious weed inspections requirement.
- [SF3444](#) (Gruenhagen) Data centers exclusion from gross annual retail energy sales for energy conservation and optimization purposes.

THIS WEEK

House Capital Investment

[Tuesday, April 29](#)

- MN Pollution Control Agency - [PFAS Removal Report](#) (January 2025)

Senate Energy, Utilities, Environment and Climate

[Monday, April 28](#)

- [SF1393](#) (Mathews) Data center energy generation redundancy establishment

Senate Finance

[Monday, April 28](#)

- [SF2077](#) (Hawj) Omnibus Environment and Natural Resources policy and appropriations

Legislative-Citizen Commission on Minnesota Resources

[Monday, April 28](#)

- Legislative update on 2025 LCCMR Recommendations

LAST WEEK

Pensions Commission hears bill on probation officers: On Tuesday, April 22 the Legislative Commission on Pensions and Retirements heard [SF1986/HF1779](#), authored by Sen. Rob Kupec (DFL-Moorhead) and Rep. Dan Wolgamott (DFL-St. Cloud). The bills were also heard and laid over last month. The language would add a definition of probation agency employees, increase employee contributions, and authorize an unreduced early retirement annuity. A [summary of the bill is available here](#). PERA testified with concerns about [intergenerational equity](#) and questioned whether it makes sense to have new hires and future employees help provide a larger benefit for employees much closer to retirement. MICA submitted a letter on the proposal as well. The authors and chair admitted that the bill did not have the votes to pass out of committee as currently written.

Rep. Danny Nadeau (R-Rogers) proposed a [delete everything amendment](#) which would instead create a working group to determine whether a new pension plan is needed for “public safety adjacent” employees and what that could look like. Instead of voting on the amendment the bill authors opted to lay the bill over and consider the amendment at a future hearing. The Pension Commission will not be meeting this Tuesday. If you have thoughts on the working group proposal, please reach out to MICA Executive Director Nathan Jesson.

State & Local Government Budget bill moves forward in House and Senate: The House and Senate both moved their respective State & Local Government omnibus budget bills forward, with the Senate moving its version off the floor and the House bill moving through Ways & Means. On [Wednesday, April 23](#) the Senate Finance committee heard [SF3096](#) (Westlin) the omnibus elections bill and [SF3045](#) (Xiong) the omnibus state government finance bill. The omnibus elections bill was amended by an [A9 amendment](#) offered by Sen. Eric Pratt (R-Prior Lake) with reporting the secretary of state must fulfill on counties with lower voter turnout. It was then amended onto the state government finance bill. Sen. Pratt critiqued the state government finance bill, pointing out that agencies were receiving operational increases while other bills shifted costs to local governments. Later in the hearing Sen. Nick Frentz (DFL-North Mankato) said that he supported the bill but that he’s also heard from his county officials that we’re asking local governments to make sacrifices, particularly in the human services area, but not comparable sacrifices from state agencies.

Several amendments were adopted on the senate floor. An author’s [A86 amendment](#) from Sen. Bonnie Westlin (DFL-Plymouth) that amended the definition of “local official” for the purposes of lobbying. That amendment was adopted. Sen. Heather Gustafson (DFL-Vadnais Heights) proposed the [A94 amendment](#), which would amend the in-person delivery deadline for absentee ballots from 8:00pm to 3:00pm. The amendment was adopted with limited support from other DFLers. With the House currently carrying a change to 5:00pm in their omnibus bill, this will remain a discussion point in conference committee. The bill passed off the senate floor 35-29.

Other provisions in the senate state government finance bill include:

- Amending the open meeting law to allow members of a public body to participate remotely in a meeting governed by the open meeting laws from a location that is not open and accessible to the public (Article 7, Sections 1-2)
- Change the public notice requirements so that when a local qualified newspaper ceases publication, the political subdivision must post notices on its website and on the Minnesota Newspaper Association’s statewide public notice website, until another qualified newspaper can be identified (Article 7, Section 4)
- Amend the exclusion for nonelected local officials and employees of political subdivisions is so that time spent urging others to communicate with public or local officials; monitoring legislative or administrative action; and related research, analysis, and dissemination of information do not count toward the 50-hour threshold (Article 8, Section 7)

- Requires all local officials elected or employed by political subdivisions and individuals affiliated with charter schools to file statements of economic interest. This requirement currently only applies to county commissioners and county staff in the seven-county metro. (Article 8, Section 16)
- Prohibits employers (including political subdivisions and the state) from engaging in economic reprisals or threatening loss of employment for numerous political activities, including becoming a candidate. (Article 8, Section 27)

[Spreadsheet of change items in senate state government finance bill](#) (as passed by Finance)

[Spreadsheet of change items in senate elections bill](#) (as passed by Finance)

In the House, on Thursday, April 24 the House Ways and Means committee heard [HF1943](#) (Freiberg), the omnibus elections finance and policy bill. Rep. Mike Freiberg (DFL-Golden Valley) offered the [A1 amendment](#) which inserted the policy provisions passed out of the committee onto this bill. It also included a few other changes, including amending the deadline for returning absentee ballots in person from 8:00pm on election day to 5:00pm on election day. The bill was laid over and will be combined with the State Government Finance bill before it moves forward.

[Spreadsheet of change items in House elections finance bill](#)

[Summary of House elections bill as amended by the A1 amendment](#)

Bill introductions of interest:

- [HF3243](#) (Anderson, P.E.)/[SF3436](#) (Housley) Requiring a paid leave call center be operational by January 1, 2026

THIS WEEK

The focus has shifted from committees to floor action. While some committees continue to meet, particularly Finance and Ways & Means in order to process omnibus bills, floor action will be where most of the substantive changes get discussed this week until conference committees start to meet. The Pensions Commission canceled their scheduled Tuesday hearing. We expect that Ways & Means and Finance committees will continue to meet and schedule hearings for later in the week.

House Ways & Means

[Monday, April 28](#)

- SF3045 Omnibus state government finance bill. The House state government finance bill was previously heard in the Ways & Means Committee on 4/23/25. The committee will move to substitute the language of [HF2783](#) onto [SF3045](#).

House Capital Investment

[Wednesday, April 30](#)

- [HF2418](#) (Tabke) Local governments required to establish capital project plans.
- Other individual project bills

CORRECTIONS & PUBLIC SAFETY

LAST WEEK

House Judiciary and Public Safety (HF2432)

On Friday, [HF2432](#) (Novotny/Moller) hit the house floor for its passage by the entire body. With many bills ready for the floor, it has appeared judiciary and public safety has been fast tracked to the finish line. There were 3 amendments presented on the House floor with the first 2 being noncontroversial: the first focused on clean up language for the Metropolitan Council, and the second amendment including a provision on motor vehicle suspensions that missed the procedures necessary to be included last session.

The third amendment, brought forward by Rep. Max Rymer (R-North Branch) would incorporate language from [HF16](#):

- preempts state and local units of government from prohibiting or restricting their employees from sharing immigration data with federal authorities
- preempts local ordinances, regulations, and policies that limit or prohibit government employees from communicating with federal officials about the immigration status of individuals or cooperating with federal officials in immigration enforcement.
- Directs the attorney general and county attorneys to investigate violations.
- require county attorneys to report undocumented persons who are arrested for a crime of violence to U.S. Immigration and Customs Enforcement, regardless of whether the person is ultimately charged with an offense.

Criticism of the amendment revolved around a view that it wouldn't achieve its supposed goals and potentially threaten public safety. The amendment did not pass and the [HF2432](#) (Novotny/Moller) was passed off the floor as amended.

Notable Policy Changes in HF2432:

- Supervision fees sunset delayed to 2029.
- Updated to reflect three-year population averaging in community supervision funding for better stability and predictability in county funding.
- Fire inspection fee restructure moves from a flat \$100 rate to a per-square-foot fee for charter schools: \$0.014/sq ft for inspections, \$0.005/sq ft for follow-ups.
- DOC must supply nasal naloxone (Narcan) and provide staff training at all facilities.
- Peace Officer training program timelines extended to December 31, 2026, for curriculum and provider designation.
- New mandatory assessments on corporate offenders and individuals convicted of crimes like domestic assault or violence, with revenues supporting victim services.

Senate Judiciary and Public Safety Committee

[SF1417](#) (Latz) went through Senate Finance committee this week. The budget section allocates significantly less funding to agencies than was requested in the Governor's recommendations, to the extent of 45% or less. The spreadsheet can be found [here](#).

Notable Policy Changes in SF1417:

- Statutory codification of three-year population averaging for funding distribution to counties.
- Transition from flat \$100 to \$0.014 per square foot for inspections and \$0.005 per square foot for follow-ups—may increase charter school costs and inspection revenue.
- Clarifies and ensures Tribal Nations' access to supervision services and subsidy.
- Moves many DOC rules to non-rulemaking policy, streamlining updates to post-incarceration supervision, parole, and work release programs.
- Codifies policies for revoking work release, reentry planning, and use of inmate wages.
- Establishes enhanced penalties (up to 24 years) for theft involving public funds, including those administered by third-party vendors or contractors.
- Restructuring of the budget to protect the 25% state contribution to the Sentencing to Serve Program.

THIS WEEK

Senate Judiciary and Public Safety Committee

With the Senate's Judiciary and Public Safety Policy and Budget Omnibus bill [SF1417](#) (Latz) referred to the Committee on Rules and Administration for comparison to [HF2432](#) (Novotny/Moller), we will be awaiting their review. In the meantime, the Senate will take up Sen. Latz's [SF2068](#) which increases revocations of driver's license privileges and extends participation in the ignition interlock program.

- [SF2068](#) (Latz) Driver's license revocations related to certain offenses length extension authorization; ignition interlock length of time participation modification; ignition interlock program participants completion of a treatment or rehabilitation program before reinstatement of full driving privileges requirement

OMNIBUS BILL TRACKING

	House Bill	Status	Senate Bill	Status	Conference Committee Report	Status
Taxes Omnibus		To be released		To be released		
Transportation Budget & Policy Omnibus	HF2438	Placed on Calendar for the Day April 28	SF2082	Passed senate Finance, on senate floor		
Capital Investment Omnibus		To be released				
Health and Human Services Budget and Policy Omnibus	HF2435	In Ways & Means	SF2669	In Finance		
Human Services Budget Omnibus	HF2434	In Ways & Means on 4/29	SF3054	Passed Finance, on senate floor		
Human Services Policy Omnibus	HF2115	On house floor	SF2443	On senate floor		
Cannabis Omnibus	HF1615	Passed Ways & Means, on House floor	SF2370	On senate floor		
Environment Budget & Policy Omnibus	HF2439	In Ways and Means	SF2077	In Finance on 4/28		
Energy, Utilities, Environment, and Climate Budget and Policy Omnibus Bill	HF2442	Laid over in Ways and Means	SF2393	In Finance		
Legacy	HF2563	Passed House 115-19 April 25	SF2865	Passed Finance, on senate floor		
Agriculture, Broadband, and Rural Development Budget and Policy Omnibus	HF2446	Passed House 130-3 April 24	SF2458	Passed Finance, on senate floor		
E-12 Education Policy Omnibus	HF1306	On House Floor	SF1740	Passed Senate 39-26 April 24		
Jobs, Labor, and Economic Development Budget & Policy Omnibus	HF2440	Vehicle in Ways & Means	SF1832	Passed Finance, on second floor		

Veterans and Military Affairs Budget and Policy Omnibus	HF2444	Placed on Calendar for the Day April 29	SF1959	Passed Senate 65-0 April 23		
Commerce Budget & Policy Omnibus	HF2403	Placed on Calendar for the Day April 29	SF2216	Passed Senate 35-29 April 23		
E-12 Education Finance Budget Omnibus	HF2433	Ways & Means 4/29	SF2255	Finance, 4/29		
Housing and Homelessness Prevention Budget and Policy Omnibus	HF2309	Placed on Calendar for the Day April 29	SF2298	Passed Senate 40-24 April 22		
Higher Education Budget and Policy Omnibus	HF2431	Placed on Calendar for the Day April 28	SF2483	In Finance, 4/29		
Liquor Omnibus	HF2027	On House floor	SF2511	On Senate floor		
State and Local Government and Elections Budget & Policy Omnibus	HF2783	In Ways & Means, 4/28	SF3045	Passed Senate floor, 35-29		
Judiciary and Public Safety Budget & Policy Omnibus	HF2432	Passed House 128-4 April 25	SF1417	Passed Finance, on senate floor		

COMBINED HEARING SCHEDULES

[Next 7 Days Combined Hearing Schedule](#)

CONTACT US

Executive Director

Nathan Jesson

nathan.jesson@mica.org

479-651-5416 (cell)

651-222-8737 (office)

Health & Human Services Legislative Liaison

Nancy Silesky

nancy@cortholten.com

651-747-7242 (cell)

651-291-1900 (office)

Transportation Legislative Liaison

Amber Backhaus

amberb@unitedstrategiesllc.com

612-963-2232 (cell)

Environment Legislative Liaison

Rachel Sosnowchik

rachel@goffpublic.com

402-651-0238 (cell)