

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, January 20, 2016**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, January 20, 2016 at the Chisago County Government Center with the following Commissioners present: Greene, McMahon, Montzka, Robinson, Walker. Also present: Assistant County Attorney Kristine Nelson Fuge, County Administrator Bruce Messelt, and Clerk of the Board Chase Burnham.

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

Commissioner Greene offered a motion to approve the amended agenda. Motion seconded by McMahon and upon a vote being taken thereon, the motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

The Chair opened the Road and Bridge Committee of the Whole at 6:30 p.m.

The Board was given updates on the following current projects of the Public Works Department from County Administrator Bruce Messelt; Project Updates for CSAH 26, 24, 3, 8, and 14 and township Bridge projects, CSAH 36 Bridge Replacement Project, Transportation Alternatives Program Requests. *No action was taken.*

On motion by McMahon, seconded by Greene, the Board moved items 1 – 5 to the Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

At 6:33 p.m. the Chair closed the Road and Bridge Committee of the Whole.

On motion by Walker, seconded by Montzka, the Board moved to approve the Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

- 1.) Accept County Engineer's Report
- 2.) R & B Committee Recommendation – Out of State Travel Request – ATTSA Conference 2016
- 3.) R & B Committee Recommendation – Support for Sponsoring City of Taylors Falls' Transportation Alternatives Program Grant

**RESOLUTION NO. 16/0120-1
SUPPORT FOR SPONSORING CITY OF TAYLORS FALLS'
TRANSPORTATION ALTERNATIVES PROGRAM GRANT**

BE IT RESOLVED that Chisago County agrees to act as sponsoring agency for a "Transportation Alternatives" project identified as Taylors Falls Pedestrian Improvement Project and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED that Chisago County is hereby authorized act as agent on behalf of this sponsoring agency.

- 4.) R & B Committee Recommendation – Support for Sponsoring City of Lindstrom’s Transportation Alternatives Program Grant
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RESOLUTION NO. 16/0120-2
SUPPORT FOR SPONSORING CITY OF LINDSTROM’S TRANSPORTATION ALTERNATIVES PROGRAM GRANT

BE IT RESOLVED that Chisago County agrees to act as sponsoring agency for a "Transportation Alternatives" project identified as City of Lindstrom 288th St. Trail Project and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED that Chisago County is hereby authorized act as agent on behalf of this sponsoring agency.

- 5.) R & B Committee Recommendation – Final Contract Payment for SAP 13-630-016 and SP 13-610-011
- 6.) Approve Minutes from January 5, 2016 Meeting
- 7.) Authorize Payment of the County’s Warrants and Miscellaneous Bills

Bills Paid 1/25/2016 \$ 896,330.94

Authorize Payment of County’s Warrants for HHS:

<u>Prepared Check Date</u>	<u>Amount</u>	<u>Mail Date</u>	<u>Type of Payment</u>
1/15/2016	\$60,272.19		County’s Warrants
1/15/2016	\$60,525.12	1/20/2016	Auditors Warrants

- Lake Area Bank; Tracy Armistead; Sheriff; supplies; \$119.62
- Lake Area Bank; Amy Chavez; Court Services; supplies; \$167.28
- Lake Area Bank; Richard Duncan; Sheriff; conferences; \$309.99
- Lake Area Bank; Jon Eckel; MICS; supplies; \$532.67
- Lake Area Bank; Keith Hoppe; Sheriff; supplies; \$276.34
- Lake Area Bank; John Keefe; Assessor; registration; \$430.00
- Lake Area Bank; Renee Kirchner; Human Resources; supplies; \$450.14

Lake Area Bank; Bruce Messelt; Administration; conferences; \$771.13
Lake Area Bank; Janet Reiter; Attorney; supplies; \$195.00
Lake Area Bank; Kurt Schneider; Environmental; registration; \$482.68
Lake Area Bank; Robert Shoemaker; Sheriff; supplies; \$9.15
Lake Area Bank; Brandon Thyen; Sheriff; supplies; \$354.64
Lake Area Bank; Scott Sellman; Sheriff; conference; \$110.26
Lake Area Bank; Chase Burnham; Administration; supplies; \$92.21

****** All Bills and Receipts Available with the Clerk of the Board ******

Environmental Services and Zoning Director Kurt Schneider updated the Board on the activities of the Environmental Services Department; Board of Adjustment update, Planning Commission update, General Construction information, East Central Solid Waste Commission Solid Waste Management Plan, Rush Lake Shorewood Development information, and Solar Development update. *No action was taken.*

At 7:00 p.m. the Chair opened Citizen Forum. 1 Citizen spoke; the Chair closed Citizen Forum at 7:03 p.m.

Jerry Spetzman provided the Board with a summary presentation of the AIS and water monitoring reports. *No action was taken.*

On motion by McMahon, seconded by Greene, the Board moved to accept the Environmental Service Directors reports. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by McMahon, seconded by Walker, the Board moved to approve the FY 2016 & 2017 State of Minnesota Board of Water and Soil Resources Natural Resource Block Grant Agreement. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by McMahon, seconded by Montzka, the Board moved to approve the Equitable Sharing and Agreement Certification with the Federal Government. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

Commissioner Robinson stepped down from the Chair position to make a motion.

On motion by Robinson, seconded by McMahon, the Board moved to approve the below Resolution affirming the Appointment of Brandon Thyen as Chief Deputy Sheriff. Commissioner Walker moved to table the motion until the February 17th Board of Commissioners meeting. The motion **died** for a lack of second. On motion by Greene, seconded by McMahon, the question was called. The motion **carried** as follow: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson **OPPOSED:** Walker. The motion original motion by Commissioner Robinson **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson **OPPOSED:** Walker.

RESOLUTION NO. 16/0120-3
APPOINTMENT OF CHIEF DEPUTY SHERIFF;
AUTHORIZING LEAVE OF ABSENCE FOR
CAPTAIN BRANDON THYEN; SETTING PARAMETERS
AND CONDITIONS

WHEREAS, Honorable Rick Duncan, Chisago County Sheriff, seeks action regarding the appointment of the Chief Deputy Sheriff to succeed the previous Chief Deputy Sheriff; and

WHEREAS, Chisago County Sheriff's Office Captain Brandon Thyen has requested a leave of absence from his current position in order to accept appointment as the Chisago County's Chief Deputy Sheriff; and

WHEREAS, it is the desire of the County to grant said leave, within certain parameters in accordance with policy and/or statutory provisions, as well as to comply with the intent of the labor agreement between the County and Licensed Essential Captains Unit for the duration of the election period of Sheriff Rick Duncan.

NOW THEREFORE BE IT RESOLVED that Captain Brandon Thyen is hereby appointed Chief Deputy Sheriff effective January 18, 2016 pursuant to M.S. 387.145 with said appointment to follow the intent of M.S. 375.58, Subd. 2 (e) though said statute has not been adopted by this Board. The appointment is further made to conform with the intent of Article 5 Section 5.9 of the agreement between Chisago County and Licensed Essential Captains Unit; that said appointee retains rights to return to his former position of Captain in the event of involuntary removal for reasons other than gross misconduct;

BE IT FURTHER RESOLVED that the Chisago County Board grants to Captain Brandon Thyen a leave of absence from his current position effective January 18, 2016 through the last date of election of Sheriff Rick Duncan, solely for the purpose of serving as the County's Chief Deputy Sheriff; and that the provisions of the above paragraph are in effect during said period; adoption of this resolution, its conditions and terms are to be construed solely for this appointee for the referenced period of time; the Board will act upon any future similar request following consideration of its merits;

BE IT FURTHER RESOLVED that the 2016 annual salary for Chief Deputy Thyen shall be \$95,757 and that the salary is subject to change as agreed to by the Sheriff and this Board, on an annual basis upon, satisfactory job performance.

On motion by McMahon, seconded by Greene, the Board moved to approve the request of hiring two full time Probation Officers. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by McMahon, seconded by Walker, the Board moved to approve the Grant Application as presented at tonight’s meeting for “Monitoring Services.” The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Greene, seconded by McMahon, the Board moved to appoint John Eret as a representative on the Water Plan Policy Team; effective 1/20/2016 thru 1/5/2019. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Greene, seconded by McMahon, the Board moved to approve by Resolution the 2016 Commissioner’s Committee Listing as presented. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

**RESOLUTION NO. 16/0120-4
COUNTY COMMISSIONER
COMMITTEE ASSIGNMENTS FOR 2016**

WHEREAS, M.S. 375.055 and 375.06 set forth the authorization for compensation of Minnesota County Commissioners; and

WHEREAS, Chisago County Commissioners are eligible to receive per diem payments in accordance with the above-referenced statutes;

NOW, THEREFORE, BE IT RESOLVED, that Commissioners may receive payment of per diem for meetings and conduct of official county business pursuant to statutory definition and further subject to County Attorney approval.

BE IT FURTHER RESOLVED, that in instances in which a commissioner might be separately authorized to receive a per diem for which there is a statutory basis apart from the one authorized for work as a county commissioner, Chisago County will deny the per diem payment to that Commissioner. Accordingly, a County Commissioner may not receive two per diems for the same meeting.

BE IT FURTHER RESOLVED, that Commissioners may be allowed and paid for actual and necessary traveling expenses incurred while attending meetings of the County Board, or while performing official duties as County Commissioner, or while serving on a board, committee or commission or for expenses reasonably incurred by a Commissioner in performance of the Commissioner’s official duties

BE IT FURTHER RESOLVED, that the following list of committees be deemed eligible for per diem reimbursement under provisions of M.S. 375.055 and 375.06 and that, while an individual commissioner shall usually attend and participate in the work of the respective committees as the designated representative or seated alternate,

any Commissioner may participate in the committee's work and receive mileage only for said participation:

Association of MN Counties
Budget & Finance Committee
Central Minnesota Council on Aging
Chisago County Emergency Preparedness Committee
Chisago County Jail/Law Enforcement Center Building Committee/ Radio Upgrade Project
Chisago Lakes Joint Sewer Commission
Chisago/Isanti Joint Powers Transit Board
Chisago/Ramsey/Washington Commuter Rail Study – Rush Line Task Force
East Central Regional Library Board
East Central Solid Waste & 2-County Landfill, Recycling
ECRDC; (*PLUS, Subcommittees*) – *Metro Area Transportation Partnership*
EMS Task Force
UofMN Extension Committee
Health & Human Services Committee of the Whole
Highway 8 Task Force
HRA-EDA Board
Human Resources/Labor Negotiations
Joint Job Training Board (*PLUS, Subcommittees*) – *CMJTS, Inc. Operations Committee, WIB Executive Committee, Workforce Development Committee*
Lakes & Pines Board; (*PLUS, Subcommittee*) - *Negotiations*
Law Library, Court Liaison
Legislative Committee – Mileage ONLY, NO Per Diems
Metro Alliance for Healthy Families – Governing Board
Metropolitan Emergency Services Board (MESB); (*PLUS, Subcommittees*) – *Executive and Radio Cost Allocation Committee*
NACO
Parks Board
Planning Commission
Public Health Commission
Regional Juvenile Detention Facility – Lino Lakes
Road & Bridge Committee of the Whole (*PLUS, Subcommittee*) – *East Metro Transportation*
So. Center/So. Lindstrom Sanitary Sewer District
Solid Waste Advisory Committee
Statewide Library Service Delivery & Collaboration Group
Township Association
Water Plan Policy Team (*PLUS, Subcommittee*) – *Metro Area Water Supply Advisory Council*

On motion by Greene, seconded by McMahon, the Board moved to approve the contract for use of the Lakes Region EMS Facilities for February 2, 2016. The motion

carried as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Greene, seconded by McMahon, the Board moved to approve the Amendment No. 3 to Grant Contract GRK %85945 and the 2016 Annual Budget Worksheet. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

County Administrator Messelt provided the following updates: ABC Best Communities Grant Update, Solar Farms in Chisago County Updates and Public Utilities Commission update, Capital Improvement Updates. *No action was taken.*

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

Chair Robinson announced that the Board will be closing the meeting to hold a Closed Meeting of the Board of Commissioners to discuss security briefings and reports, and to discuss issues related to security systems in the Chisago County Boardroom. On motion by McMahon, seconded by Greene and **carried unanimously** the Board closed the meeting and convened a closed session at 7:53 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

Following the closed session, the Chisago County Board of Commissioners reconvened the Meeting of the Whole. Pursuant to M.S. 13D.05, the following were present at the closed meeting: Chairperson Robinson, Commissioner Greene, Commissioner Montzka, Commissioner Walker, Commissioner McMahon, Assistant County Attorney Fuge, County Administrator Messelt, Clerk to the Board Chase Burnham, and Court Services Director Services Amy Chavez.

Chair Robinson reconvened the meeting at 7:55 p.m.

On motion by Greene, seconded by Montzka, the Board adjourned the meeting at 8:04 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

Mike Robinson, Chair

Attest: _____
Chase Burnham
Clerk of the Board