

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, May 04, 2016**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, May 04, 2016 in the Board Room of the Government Center with the following Commissioners present: Greene, McMahon, Montzka, Robinson, Walker. Also present: County Attorney Janet Reiter, 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 McMahon offered a motion to approve the amended Agenda for the Board of Commissioners meeting. Motion seconded by Greene and upon a vote being taken thereon, the motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

Commissioner Greene offered a motion to recess for the Health and Human Services Committee of the Whole. 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 Health and Human Services Committee of the Whole at 6:30 p.m.

Chair Robinson gave the gavel to Vice Chair Montzka.

Nancy Dahlin provided the Board with the following Chisago County Health and Human Services Update; Mental Health Services in the County, Children's Services Update, Appreciation for Foster Care providers in County. *No action was taken.*

On motion by McMahon, seconded by Greene, the Board moved items 1 – 6 to the Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Walker, seconded by McMahon, the Board moved to close the Health and Human Services Committee of the Whole. The motion carried as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

Vice Chair Montzka returned the gavel to Chair Robinson.

On motion by Greene, seconded by McMahon, 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 Health and Human Services Directors Report
- 2.) HHS Committee Recommendation – Payment of County’s Warrants for HHS

Authorize Payment of County’s Warrants for HHS:

| Prepared Check Date | Amount | Mail Date | Type of Payment |
|---------------------|--------------|------------|--------------------|
| 04/22/2016 | \$177,913.58 | | County’s Warrants |
| 04/22/2016 | \$123,622.74 | 05/04/2016 | Auditor’s Warrants |

Special Board Approval

Mileage over 60 days:

- Rushess Schneider - \$94.15
- Christine Hanson - \$52.50

- 3.) HHS Committee Recommendation – Professional Services Agreement – Central Minnesota Immunization Connection
- 4.) HHS Committee Recommendation – First Amendment with Lighthouse Child and Family Services, LLC
- 5.) HHS Committee Recommendation – SHIP Grant – Chisago Lakes Primary School
- 6.) HHS Committee Recommendation – Out-of-State Travel Request – Liz Dodge, Citizens Review Panel
- 7.) Payment of County’s Warrants and Miscellaneous Bills
- 8.) Minutes from the April 20, 2016 Regular Meeting
- 9.) Applications for Abatement – MN Stat. 375.192
- 10.) Tobacco License Applications/County On-Sale Wine Licenses
- 11.) Authorization for the City of Rush City to Demolish a Building on a Tax Forfeited Parcel

On motion by Walker, seconded by Montzka, the Board moved to approve the agreement for Medical Examiners Services with the Midwest Medical Examiner’s Office and A. Quinn Strobel, M.D. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

Dr. A. Quinn Strobl and Mr. Gary Alberts from the Midwest Medical Examiner’s Office, presented to the County Board the County’s Medical Examiner’s Annual Report. **No action was taken.**

On motion by Greene, seconded by Walker, the Board moved to approve removing the “Term Limit” status from the position authorized on April 3rd, 2013. 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 temporary over-strength of one (1) FTE for the position of Corrections Officer and of one (1) FTE for the position of Dispatcher within the Chisago County Sheriff Office. 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 advertising for the District #2 vacancy on the Board of Adjustment. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by McMahon, seconded by Greene, the Board moved to authorize the MICS Director to issue purchase orders for the repair of the Milltown Tower site. 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 proposed Travel Request for Andrew Isle to attend the Honeywell Users Group meeting in Scottsdale, AZ from June 5-10. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

At 7:00 p.m. the Chair opened Citizen Forum. 0 Citizen spoke; the Chair closed Citizen Forum at 7:00 p.m.

On motion by McMahon, seconded by Greene, the Board moved to approve the grant application of the County Attorney and Victim Services Coordinator for funding through the State of Minnesota Office of Justice Programs. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by McMahon, seconded by Greene, the Board moved to direct County staff to proceed with preparations for Transition and/or succession plan, to be effective May 31st, 2016, for the positions of County Treasurer and County Recorder, as follows:

County Treasurer: Dennis Freed

County Recorder: Interview for Interim Recorder

and to prepare and present these for final Board action on May 18th, 2016. 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 support and authorization of a letter of support for Representative Dettmer’s “Veterans’ Benefits Income Tax Subtraction” in the Omnibus Tax Bill. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by McMahon, seconded by Greene, the Board moved to approve the change orders for \$7,496.00, allowing more light into room 313, to revise the placement of the door in room 314 and to relocate the rain leader on the roof of the Chisago County Government Center. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

County Administrator Messelt provided the following updates: County Government Project Update, Jail Site Planning and Permitting, Parks and Trails Update, Highway TIP Updates, Legislature Update, County Program Aid Projections, Transportation Letter from the Governor, Budget and Finance Meeting Wednesday May 11, Open House for Lee Olson 2-4 on May 25th. *No action was taken.*

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

On motion by Walker, seconded by Montzka, the Board adjourned the meeting at 7:44 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

Mike Robinson, Chair

Attest: _____
Chase Burnham
Clerk, County Board