

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, October 19, 2016**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, October 19, 2016 at the Chisago County Government Center with the following Commissioners present: Greene, McMahon, Montzka, Robinson. 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 McMahon offered a motion to approve the amended agenda. Motion seconded by Greene and upon a vote being taken thereon, the motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson **OPPOSED:** None **ABSENT:** Walker.

Commissioner Walker arrived at meeting at 6:31 p.m.

The Chair opened the Road and Bridge Committee of the Whole at 6:31 p.m.

The Board was given updates on the following current projects of the Public Works Department from Highway Engineer Joe Triplett; CSAH 20 Bridge Project Right of Way Update, CSAH 11 Crack Repair Project, and the Aggregate Shouldering. *No action was taken.*

On motion by McMahon, seconded by Montzka, the Board moved 1-2 to the Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

At 6:34 p.m. the Chair closed the Road and Bridge Committee of the Whole.

On motion by McMahon, seconded by Greene, 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: Acceptance of Right of Way Donation
- 3.) Approve Minutes from October 5, 2016 County Board Meeting
- 4.) Authorize Payment of the County's Warrants and Miscellaneous Bills
- 5.) Permit for a 1 Day Temporary On-Sale Liquor License – North Branch Court Club

County Administrator Bruce Messelt updated the Board on the activities of the Environmental Services Department; Board of Adjustment information, Upcoming Planning Commission items, Construction and Permit Activity, Solar Activity Update, and Parks Division Update. *No action was taken.*

On motion by Greene, seconded by McMahon, the Board moved to accept the Director's Report. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Montzka, seconded by McMahon, the Board moved to extend the initial 60-day period for required action on this IUP application for up to an additional 60 days, so to allow for further review of the record and to make a decision on this application, as allowed under Minnesota State Statute 15.99 Subd. 3(f). The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Walker **OPPOSED:** Robinson.

On motion by McMahon, seconded by Greene, the Board moved to approve Resolution 16/1019-1 as presented by the Trust for Public Land and Department of Natural Resources in support of the proposed Lawrence Creek Scientific and Natural Area land acquisition and dedication. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

RESOLUTION NO. 16/1019-1
REVIEW OF PROPOSED STATE LAND DESIGNATION

In accordance with 2004 Minn. Sess. Law Serv. Ch. 262, Sec. 3 (West), *Amending* Minn. Stat. Sec. 84.033 (2002), the Commissioner of the Department of Natural Resources on October 19th, 2016 provided the County Board with a description of lands to be designated by the State of Minnesota as a Scientific and Natural Area.

Lands to be designated are described as follows:

Lots 5, 6 and 7, Block 1, Cowles Farm Plat 3, Chisago County, Minnesota.

[Property ID# _____, _____ and _____]

And

That part of Outlot 3, Franconia, Chisago County, Minnesota, that lies Northwesterly of the Northeasterly projection of the Southeasterly line of Outlot 4, said Franconia.

[Property ID# 04.00520.00]

AND

Outlot 4, Franconia, Chisago County, Minnesota.

AND

That part of Outlot 5, Franconia, lying northerly of the northerly shoreline of Lawrence Creek and lying E'ly of the following described line:

Commencing at the most northerly corner of Outlot 5; thence southeasterly, along the northeasterly line of said Outlot 5, a distance of 20.00 feet to the point of beginning of the line to be described; thence S'ly, deflecting to the right 25 degrees 00 minutes 00 seconds, to the northwesterly shoreline of Lawrence Creek and there terminating.

AND

That part of Outlot 6, Franconia, which lies southeasterly of an extension of the southeasterly line of Frances Street in said Village of Franconia excepting that part of Outlot 6 described as follows:

Commencing at the most northerly corner of Outlot 5, Franconia; thence North 43 degrees 49 minutes 54 seconds East, assumed bearing along the extension of the southeasterly line of Frances Street of Franconia, 2.12 feet to the point of beginning of the parcel to be described; thence continuing North 43 degrees 49 minutes 54 seconds East, along said extension 53.20 feet; thence South 46 degrees 10 minutes 06 seconds East, 22.38 feet; thence South 66 degrees 38 minutes 55 seconds West 57.22 feet to the point of beginning, Chisago County, Minnesota.

[Property ID# 04.00522.00, 04.00523.10 and 04.00524.10]

Subject to and together with any valid easements, restrictions and reservations.

A 33.00 foot wide non-exclusive access easement over and across that part of Lot 3, Block 1, COWLES FARM PLAT 3, Chisago County Minnesota described as follows.

Said easement being 16.5 feet on each side of the following described center line: Commencing at the most northerly corner of said Lot 3; thence South 05 degrees 35 minutes 54seconds East, assumed bearing, along the westerly line of said Lot 3, a distance of 233.69 feet; thence South 12 degrees 09 minutes 21 seconds West, 49.69 feet; thence South 41 degrees 31 minutes 44 seconds West, 16.50 feet to the point of beginning of said center line; thence South 48 degrees 28 minutes 16 seconds East, 46.50 feet; thence South 41 degrees 31 minutes 44 seconds West, 81.72 feet; thence South 64 degrees 45 minutes 34 seconds West, 124.75 feet; thence South 58 degrees 37 minutes 43 seconds East, 66.13 feet; thence South 44 degrees 38 minutes 01 second West, 151.45 feet; thence South 79 degrees 26 minutes 37 seconds West, 109.24 feet; thence North 3 degrees 54 minutes 31 seconds West, 51.26 feet to the easterly line of Lot 6 Block 1, said COWLES FARM PLAT 3 and said center line there terminating.

IT IS HEREBY RESOLVED, by the Board of County Commissioners of Chisago

County on the 19th of October 2016 that the State's proposed designation of the lands as a Scientific and Natural Area be approved.

On motion by _____, seconded by _____, the Board moved to approve the transfer of 16 foot Lund Rebel boat, 60 horse Mercury motor, and 2009 Shorelander trailer from the Sheriff's Department to Zoning/Environmental Services Department. The motion **carried** as follows: **IN FAVOR THEREOF:** McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to approve the Clay Ryberg "Ryberg Acres" final plat at 39889 Quinlan Avenue. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

County Administrator Bruce Messelt summarized the Budget and Finance Committee from October 19, 2016.

On motion by Greene, seconded by Montzka, the Board moved to approve Merit Step Increases for the specific Highway Staff as recommended by the Budget and Finance Committee. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Montzka, seconded by Greene, the Board moved to approve by the Resolution the reappointment of Mr. John Keefe as County Assessor, effective January 1st, 2017. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

**RESOLUTION NO. 16/1019-2
REAPPOINTING JOHN E. KEEFE
AS CHISAGO COUNTY ASSESSOR**

WHEREAS, Minnesota Statute 273.061 provides for each County Board of the State of Minnesota to fill the office of County Assessor by appointment for a term of four years; and

WHEREAS, Chisago County Assessor John E. Keefe has performed exceedingly well the performance of the duties and responsibilities of his office during the past four year term as well is in previous terms of appointment; and

WHEREAS, the citizens of Chisago County and the property tax system which we administer will be well served by the continued management by and oversight of the incumbent Assessor;

NOW, THEREFORE, BE IT RESOLVED, that the Chisago County Board of Commissioners hereby reappoints John E. Keefe as the County Assessor for a four year term effective January 1, 2017.

On motion by McMahon, seconded by Greene, the Board motioned to eliminate one Records Clerk/Transcriptionist positions (Grade 14) within the Sheriff's Office and create one new Crime Analyst/Records Clerk/Transcriptionist position (Grade 15). 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 appoint Cheryl Jelinek as a representative on the Citizens Review Panel; effective 10/19/2016 thru 10/19/2018. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Montzka, seconded by Walker, the Board moved to appoint as a representative on the Extension Committee; effective 10/19/2016 thru 10/19/2018. 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. 2 Citizens spoke; the Chair closed Citizen Forum at 7:04 p.m.

Administrator Messelt provided the following updates: North Star Project Finish event, Board of Appeal and Equalization training, Flu Shots before next Board meeting. *No action was taken.*

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

On motion by McMahon, seconded by Walker, the Board adjourned the meeting at 7:28 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