

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, January 18, 2017**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, January 18, 2017 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 McMahon offered a motion to approve the amended agenda. Motion seconded by Walker 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 6:32 p.m.

The Board was given updates on the following current projects of the Public Works Department from County Bruce Messelt; Current Project Updates, Department Working on 2018 TIP with intent to bring before Board in February or March. *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 McMahon, seconded by Greene, the Board moved to close the Road and Bridge Committee of the Whole. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

At 6:36 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 – Preparation of Highway Plat 104

**RESOLUTION NO. 17/0118-1
PLAT RESOLUTION CSAH 30**

BE IT RESOLVED, that the County Highway Engineer and County Surveyor are hereby authorized to prepare a plat for highway right of way clarification for County State Aid Highway Number 30, located between C.S.A.H. 7 and County Road 93, all in Rush City and Rusheba Township, Minnesota.

- 3.) R & B Committee Recommendation – Out of State Travel Request – ATTSA Conference 2017
 - 4.) R & B Committee Recommendation – Support for Sponsoring City of Taylors Falls Safe Routes to School Grant Funding App.
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**RESOLUTION NO. 17/0118-2
RESOLUTION AGREEING TO BE SPONSORING AGENCY
FOR THE TAYLORS FALLS SAFE ROUTES TO SCHOOL PROGRAM**

WHEREAS, Chisago County has been involved with the Taylors Falls’ Safe Routes to School planning program since November of 2015; and

WHEREAS, at the completion of the planning portion of the program the City submitted a letter of intent to the East Central Regional Development Commission requesting the opportunity to submit a full application for a infrastructure grant; and

WHEREAS, in November of 2016 the City of Taylors Falls was invited to submit such grant requiring Chisago County to be the sponsoring agency; and

WHEREAS, the City of Taylors Falls will provide the necessary match to the project so as the financial burden will not be passed on to Chisago County residents,

NOW, THEREFORE, BE IT RESOLVED BY THE CHISAGO COUNTY BOARD OF COMMISSIONERS: that Chisago County agrees to act as sponsoring agency for a transportation alternatives project identified as Taylors Falls Safe Routes to School 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 Engineer, Joe Triplett is hereby authorized to act as agent on behalf of this sponsoring agency.

**RESOLUTION NO. 17/0118-3
RESOLUTION AGREEING TO MAINTAIN FACILITY**

WHEREAS, The Federal Highway Administration (FHWA) requires that state aid agencies (sponsor) agree to operate and maintain facilities constructed with the federal transportation funds for the useful life of the improvement and not change the use of right-

of-way or property ownership acquired without prior approval from the FWHA; and

WHEREAS, Transportation Alternatives projects receive federal funding; and

WHEREAS, the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with alternative funds, this requirement should be applied to the project proposer; and

WHEREAS, Chisago County is the sponsoring agency for the transportation alternatives project identified as Taylors Falls Safe Routes to School.

NOW, THEREFORE, BE IT RESOLVED BY THE CHISAGO COUNTY BOARD OF COMMISSIONERS: that the sponsoring agency hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned transportation alternatives project.

- 5.) R & B Committee Recommendation – Raise Credit Limit for Public Works Director Card
- 6.) R & B Committee Recommendation – Microstation Set Up and Training Contract
- 7.) Approve Minutes from January 3, 2017 Meeting
- 8.) Authorize Payment of the County’s Warrants and Miscellaneous Bills

Bills Paid 1/23/2017 \$ 385,617.69

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>
10/21/2016	\$161,136.70		County’s Warrants
10/21/2016	\$263,309.22	11/02/2016	Auditor’s Warrants

Special Board Approval:

Mileage over 60 Days
Nicole Johnson - \$209.88

Nelson Auto Center; 4 2017 Ford Interceptors; \$107,227.80 – CCSO

- Lake Area Bank; Tracy Armistead; Sheriff; supplies; \$186.47
- Lake Area Bank; Amy Chavez; Court Services; supplies; \$693.75
- Lake Area Bank; Janet Converse; Recorder; supplies; \$108.81
- Lake Area Bank; Richard Duncan; Sheriff; conferences; \$289.57
- Lake Area Bank; Dennis Freed; Auditor; supplies, \$307.30
- Lake Area Bank; Keith Hoppe; Sheriff; supplies; \$114.51
- Lake Area Bank; John Keefe; Assessor; registration; \$306.95
- Lake Area Bank; Renee Kirchner; Human Resources; supplies; \$543.36
- Lake Area Bank; Laird Mork; Parks; supplies; \$322.90
- Lake Area Bank; Janet Reiter; Attorney; supplies, registration; \$290.50
- Lake Area Bank; Mike Robinson; Commissioner; conference; \$146.29

Lake Area Bank; Kurt Schneider; Environmental; supplies; \$230.00
Lake Area Bank; Mark Stovern; Sheriff; supplies; \$133.99
Lake Area Bank; Brandon Thyen; Sheriff; registration; \$625.00
Lake Area Bank; Tammy Johnson; HHS; supplies; \$233.63
Lake Area Bank; Tracy Krona; HHS; supplies; \$326.38
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 ****

9.) Application to Conduct Excluded Bingo – Vikings Blue Line Club

**RESOLUTION NO. 16/1221-4
APPROVING SUBMISSION OF AN EXEMPT PERMIT FOR GAMBLING FOR
THE VIKINGS BLUE LINE CLUB**

WHEREAS, the Chisago County Board of Commissioners has been presented with a request for lawful gambling within Chisago County; and

WHEREAS, the application was complete, included all necessary documentation, appears in accordance with County Policies and the facility owners are in good standing with the County;

BE IT RESOLVED that the Chisago County Board of Commissioners hereby approves and authorizes submission to the Minnesota Gambling Control Board application for a bingo event at Lent Town Hall, located at 33155 Hemmingway Ave., Lent Township, MN 55079.

Environmental Services and Zoning Director Kurt Schneider updated the Board on the activities of the Environmental Services Department; Building Activity, 2016 Year End Recap, Dog Kennels and Cemeteries sent to Planning Commission for review and discussion, 2017 Water Festival – September 28th, Swedish Immigrant Trail land discussions, Pollinator Discussion. *No action was taken.*

On motion by McMahon, seconded by Walker, 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 Greene, seconded by Walker, the Board moved to approve the Vince Charles “Wild River Hills” preliminary plat in Amador Township, Sec.30, T.35, R.20, at (PID #01.00146.10). 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 Denise Hansen Interim Use Permit at 24595 Olinda Trail, Scandia (Franconia Township,

PID #04.00437.00) to allow a K-9 & Service Dog Training Kennel and affiliated Field Events with Findings and Conditions as recommended by the Planning Commission and/or as amended/modified at tonight's meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

Recommended Conditions:

1. This permit is an Interim Use Permit for the operation of a commercial dog-training kennel.
2. The training operation and associated boarding of visiting dogs shall be limited to no more than five dogs being boarded at any one time.
3. No general commercial dog breeding shall be allowed at this kennel; sales of puppies shall be limited to law enforcement agencies or therapy/search/rescue or other working dog placements or service organizations.
4. Routine outdoor dog training shall conclude by 3:00 p.m. daily. This IUP shall also permit two field trial events involving a maximum of 25 dogs occurring over two three-day weekends annually, with hours of operation from 8:00 a.m. to dusk.
5. All dog boarding shall be contained within the existing finished and soundproofed structure as described in the application, with the exception of brief outdoor periods of supervised training of the animals.
6. Permittee shall control barking of boarded dogs so as to avoid undue negative noise impact to neighboring community. Noise levels originating from the kennel operation shall not exceed the maximum decibel level/duration stipulated by MPCA Rule 7030.0020.
7. No additional full time employees shall be employed at the kennel.
8. There shall be no outside storage of goods, materials or equipment associated with the kennel.
9. Dog waste shall be composted and managed in accordance with best management practices.
10. The exterior kennel enclosure situated on the south side of the kennel building shall be removed to a location more remote from the residential properties to the southeast.
11. The permit holder must notify the County annually that the activity permitted by the IUP is ongoing, and the activities being conducted continue to adhere to the conditions of approval.

12. This Interim Use Permit shall terminate upon sale of the property to anyone outside of family members.

On motion by Greene, seconded by McMahon, the Board moved to approve a one-year extension to the Ecoplexus, Inc. Solar Garden Conditional Use Permit to develop, install, and operate a 5 Megawatt community solar garden at Sec.35, T.34, R.19, PID #08.00370.10, with findings and conditions as presented. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Robinson, seconded by McMahon, the Board moved to approve the resolution to support a lower St. Croix major watershed One Watershed, One Plan implementation framework project. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

RESOLUTION NO. 17/0118-5
RESOLUTION TO SUPPORT A LOWER ST. CROIX WATERSHED
ONE WATERSHED, ONE PLAN IMPLEMENTATION FRAMEWORK
PROJECT

WHEREAS, the Minnesota Board of Soil and Water Resources has developed policies for coordination and development of comprehensive watershed management plans, also known as One Watershed, One Plan, consistent with Minnesota Statutes, Chapter 103B.801, Comprehensive Watershed Management Planning Program; and

WHEREAS, the counties, Soil and Water Conservation Districts, and Watershed Management Organizations within the Lower St. Croix Planning Boundary, as delineated in the attached One Watershed, One Plan Suggested Boundary Map (#29), have interest in developing a coordinated, watershed-scale implementation framework for this area; and

WHEREAS, Minnesota Statutes, Chapter 103B.301, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a local water management plan; and

WHEREAS, Minnesota Statutes, Chapter 103C.331, subdivision 11, Comprehensive Plan, authorizes Minnesota Soil and Water Conservation Districts to develop and implement a comprehensive plan; and

WHEREAS, Minnesota Statutes, Chapter 103B.211, Watershed Management Plans, authorizes Metro Minnesota Watershed Management Organizations to develop and implement a watershed management plan; and

WHEREAS, the Counties, Soil and Water Conservation Districts, and Watershed Management Organizations within the Lower St. Croix watershed, desire to create a complementary planning and implementation program that supplements existing plans;

and

WHEREAS, the counties, Soil and Water Conservation Districts, and Watershed Management Organizations within the Lower St. Croix watershed, agree that Clean Water Funds can be implemented more efficiently through a plan-based disbursement process;

NOW, THEREFORE, BE IT RESOLVED, that Chisago County recognizes and supports watershed-scale planning and coordination efforts consistent with Minnesota Statutes, Chapter 103B.801, also known as One Watershed, One Plan; and

BE IT FURTHER RESOLVED that Chisago County welcomes the opportunity to collaborate with the counties, Soil and Water Conservation Districts, and Watershed Management Organizations within the Lower St. Croix Planning Boundary for watershed-scale planning efforts; and

BE IT FURTHER RESOLVED that Chisago County supports an application by the Washington Conservation District to the Board of Water and Soil Resources for a planning grant to develop a coordinated, watershed-scale implementation framework and anticipates entering into a Memorandum of Agreement with the Counties, Soil and Water Conservation Districts, and Watershed Management Organizations within the Lower St. Croix watershed to implement this collaborative effort and be eligible for plan-based implementation funding.

On motion by McMahon, seconded by Greene, the Board moved to approve the 2017 General Engineering and Administrative Services Agreement between Chisago County and Emmons & Olivier Resources, Inc. along with Chisago Lake to Wallmark Lake channel survey, aquatic plants point intercept surveys, and carp management, for the Chisago Lakes Lake Improvement District pending County Attorney review as to form. 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 approve the Amendment No. 4 to Grant Contract GRK%85945 and the 2017 Annual Budget Worksheet. 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 Chisago County MICS Director to issue purchase orders for the required equipment to complete the 2017 CIP projects. 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 authorize the Chisago County MICS Director to issue purchase orders for the end of life E-Mail gateway replacement. 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 accept the Human Resources Update from October 1, 2016 to December 31, 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 the proposed contracted Jail Nursing and Related Services through and Agreement with Advanced Correctional Healthcare (ACH) and approve the transition of such services from the HHS Department, SAM Psychiatric Services LLC and Portable Diagnostic Imaging Services, to ACH, contingent upon final approval by the County Sheriff, County Attorney and County Board Chairperson. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

At 7:01 p.m. the Chair opened Citizen Forum. 0 Citizen spoke; the Chair closed Citizen Forum at 7:01 p.m.

On motion by McMahon, seconded by Greene, the Board moved to receive the current Chisago County Fee Schedule. 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 approve by Resolution the 2017 Commissioner's Committee Listing, as presented. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

**RESOLUTION NO. 17/0118-6
COUNTY COMMISSIONER
COMMITTEE ASSIGNMENTS FOR 2017**

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 *(PLUS Subcommittee) – HHS Subcommittee*
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
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 accept the Auditor’s January – December 2016 Finance Report (unaudited), as recommended by the Budget & Finance Committee. 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 award and authorize the execution of a Contract, with Grandstrand Funeral Home, in the amount of \$325.00 per transport, for decedent transportation 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 approve the Shafer Firemens Vol. Benefit Association’s resolution for a premises permit at the Wild River Bar and Grill. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

RESOLUTION NO. 17/0118-7

APPROVING SUBMISSION OF A PREMISES PERMIT FOR THE SHAFER FIREMENS VOL. BENEFIT ASSOCIATION AT THE WILD RIVER BAR AND GRILL

WHEREAS, the Chisago County Board of Commissioners has been presented with a request for a premises permit for lawful gambling within Chisago County; and

WHEREAS, the application was complete, included all necessary documentation, appears in accordance with County Policies and the facility owners are in good standing with the County;

BE IT RESOLVED that the Chisago County Board of Commissioners hereby approves and authorizes submission to the Minnesota Gambling Control Board application for a premises permit at the Wild River Bar and Grill for the Shafer Firemens Vol. Benefit Association, located at 37505 Fire Lane, Center City, MN 55012.

On motion by McMahon, seconded by Walker, the Board moved to approve the 2nd Amendment to the 2013 Professional Technical Services Contract with the Chisago Soil and Water Conservation District. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

County Administrator Messelt provided the following updates: Broadband Projects, Articles about proposed Buffer Law, Itasca Snowmobile Trail Maintenance, Challenges with Elected Officials Pay and Compensation, Canvass Board, and ABC Communities Receiving grant. *No action was taken.*

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

On motion by Robinson, seconded by Walker, the Board adjourned the meeting at _____ 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