

**CHISAGO COUNTY  
BOARD OF COMMISSIONERS  
OFFICIAL PROCEEDINGS  
Wednesday, April 18, 2018**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, April 18, 2018 at the Chisago County Government Center with the following Commissioners present: Greene, McMahon, Montzka, Robinson. Commissioner Walker appeared via Electronic Means pursuant to MN Stat. 13D.015. 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 Greene offered a motion to approve the 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 6:31 p.m.

The Board was given updates on the following current projects of the Public Works Department from County Highway Engineer Joe Triplett; Projects Update, Public Ditch System Update, CSAH 30 Project, CSAH 24 Project. *No action was taken.*

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

On motion by Greene, seconded by Montzka, the Board moved items 2 – 4 to the Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Montzka, seconded by Robinson, 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.

On motion by Montzka, 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 – Professional Service Contract for Bolton & Menk for SAP 013-624-008 (CSAH 24)

- 3.) R & B Committee Recommendation – CSAH 30 Project Local Road Improvement Program Grant
- 4.) R & B Committee Recommendation – Award and Approval of SP 013-630-015 CSAH 30 Project
- 5.) Approve Minutes from April 4, 2018 Meeting
- 6.) Authorize Payment of the County’s Warrants and Miscellaneous Bills

Bills Paid 4/10/2018 \$583,595.67

**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>
4/6/2018	\$82,729.92		Commissioner’s Warrants
4/6/2018	\$34,800.29	4/18/2018	Auditor’s Warrants

- Lake Area Bank; Tracy Armistead; Sheriff; supplies; \$436.27
- Lake Area Bank; Matthew Beckman; Sheriff; conference; \$1,244.74
- Lake Area Bank; Chase Burnham; Admin.; supplies; \$67.00
- Lake Area Bank; Amy Chavez; Probation; conference; \$894.01
- Lake Area Bank; Jon Eckel; MICS; conference, supplies; \$884.99
- Lake Area Bank; Dennis Freed; Auditor; supplies, conference; \$396.02
- Lake Area Bank; Keith Hoppe; Sheriff; supplies; \$122.92
- Lake Area Bank; Tammy Johnson; HHS; supplies, conference; \$714.90
- Lake Area Bank; John Keefe; Assessor; registration; \$965.50
- Lake Area Bank; Renee Kirchner; Human Resources; supplies; \$736.00
- Lake Area Bank; Bruce Messelt; conference; \$793.84
- Lake Area Bank; Lori Olson; Sheriff; supplies; \$256.70
- Lake Area Bank; Janet Reiter; Attorney; registration; \$1,191.85
- Lake Area Bank; Mike Robinson; Commissioner; conference; \$200.87
- Lake Area Bank; Joseph Triplett; Highway; registration, supplies; \$898.19
- Lake Area Bank; Justin Wood; Sheriff; supplies; \$71.02
- Lake Area Bank; Tracy Krona; HHS; supplies; \$313.36

Jail/LEC Project

Aaron Carlson Corp.	\$786.48
MCI Inc.	\$14,834.82
MN Chemical Co.	\$42,445.14
Pauly Jail Build. Co.	\$39,046.90
NAC Mech.	\$9,479.10
Anderson Tech.	\$1,900.00
Thrunback Steel Fab.	\$288.80
Bartley Sales	\$11,799.00
Contegrity Inc.	\$17,681.63
Contegrity Inc.	\$9,349.32

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

- 7.) License Applications to Sell Retail Cigarettes and Other Tobacco Products
- 8.) Applications for Abatement
- 9.) Application to Conduct Excluded Bingo – Taylors Falls School Foundation
- 10.) Acceptance of Donations – AED Purchases and Project Lifesaver

Environmental Services and Zoning Director Kurt Schneider updated the Board on the activities of the Environmental Services Department; . *No action was taken.*

On motion by Greene, seconded by Robinson, the Board moved to approve the Andrew Olson request for amendment to the Winery Conditional Use Permit to operate a wedding venue and microbrewery at 16906 Wild Mountain Road. (PID #01.00096.00) with Findings and Conditions as recommended by the Planning Commission and/or as amended at tonight's meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahan, Montzka, Robinson, Walker **OPPOSED:** None.

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**RECOMMENDED CONDITIONS:**

1. This permit will amend the existing Conditional Use Permit for Wild Mountain Winery (issued in 2010) to allow additional rural retail tourism activities on-site, such as weddings, dances, gathering, and other social or corporate activities, and a microbrewery, with associated tastings and activities.
2. This CUP shall allow year round use of the property as a gathering venue with gathering events allowed Friday through Sunday from 12:00 p.m. to 11:00 p.m.
3. All gathering events that include music that could potentially cross property boundaries shall be conducted indoors, and building doors shall remain closed during music.
4. The maximum attendance at any given event shall be limited to 300 guests.
5. All parking shall be accommodated on-site, with supervised management of ingress and egress traffic to eliminate conflicts in traffic flow.
6. Permittee shall ensure that adequate parking/staging area is maintained to accommodate emergency vehicle/first responder traffic.
7. Any new access to the venue shall be approved by Chisago County Public Works prior to construction.
8. All food preparation and/or sales at the site shall comply with all applicable Minnesota Department of Health regulations.
9. Any liquor service shall be in accordance with all applicable MN Department of Public Safety regulations, and Chisago County liquor licensing requirements.

10. Signage shall be in accordance with Section 4.14 of the Zoning Ordinance.
  11. Minnesota Building Code, SSTS, and all other relevant codes shall be applicable to the project, all permits and Certificates of Occupancy and Compliance shall be obtained prior to occupancy, and CUP amendment approval shall be considered provisional until such time as these requirements are met.
  12. The permit holder shall notify the County annually that the activity permitted by the CUP is ongoing, and the activities being conducted continue to adhere to the conditions of approval.
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On motion by Greene, seconded by Montzka, the Board moved to approve the Brittany Kari request for Interim Use Permit to operate a One-Chair Beauty Salon as a Home Occupation at 20970 336th Street (PID #08.00149.03). with Findings and Conditions as recommended by the Planning Commission and/or as amended at tonight's meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

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**RECOMMENDED CONDITIONS:**

1. This is an Interim Use Permit allowing the operation of a one-chair beauty salon as a home occupation.
2. The days and hours of allowed client visits for this home occupation shall be Monday through Saturday between 9:00 a.m. and 5:00 p.m. – by appointment only.
3. There shall be no employees outside of the family employed at this business.
4. There shall be a maximum of four client visits per day.
5. All client parking shall be provided and maintained on-premise.
6. Signage at the property shall conform with Section 4.14 of the Chisago County Zoning Ordinance.
7. Residential septic system to be managed and maintained in the following manner:
  - A. Permit holder shall obtain and submit a system monitoring plan devised by an MPCA licensed designer. Monitoring plan shall at a minimum include:
    - Monthly water meter readings
    - Effluent sampling minimum 2 times a year (once winter/once mid-summer)
    - Tank pumping records
    - Visual inspection of the drainfield area

- B. Submit proof of contract with an MPCA licensed service provider to maintain the system
  - C. Obtain an operating permit, renew it and contract with Service Provider annually, submit monitoring reports
  - D. Maintain the operating permit for the life of the salon
  - E. Register as a Class V Injection Well with the EPA
8. There shall be no change in the appearance of the dwelling.
  9. There shall be no noise generated by the conduct of this business.
  10. All business and associated activities shall be confined to the interior of the home.
  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. IUP shall terminate upon the sale of the property to anyone outside of the family.

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At 7:03 p.m. the Chair opened Citizen Forum. 5 Citizen spoke; the Chair closed Citizen Forum at 7:15 p.m.

On motion by Greene, seconded by Robinson, the Board moved to accept the Planning Commission report and adopt Revision #1 with notification to everyone within 1/4 mile from urban and 1/2 mile in rural and all County Commissioners notified, additionally the notification must state the 'date/time/location' and all public hearings will be held at the Chisago County Government Center, assign an Ordinance Amendment Resolution Number, and approve and publish said amendments to Zoning Ordinance 08-03, Section 7.31, amending Solar Energy Systems ordinance language, as presented at tonight's meeting and subject to County Attorney review as to form. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Robinson, Walker **OPPOSED:** Montzka.

On motion by Montzka, seconded by Greene, the Board moved to accept the Auditors-Treasurer's March 2018 Finance Report, 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 Greene, seconded by Robinson, the Board moved to approve the County of Chisago State Health Improvement Program Grant Agreements. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

County Administrator Messelt provided the following updates: Correspondence, Collections Update, Jail Pay Stay Event. *No action was taken.*

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

On motion by Greene, seconded by Walker, the Board adjourned the meeting at 7:53 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

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George McMahon, Chair

Attest: \_\_\_\_\_  
Chase Burnham  
Clerk of the Board