

**CHISAGO COUNTY  
BOARD OF COMMISSIONERS  
OFFICIAL PROCEEDINGS  
Tuesday, January 3, 2023**

Oath of Office Administered to All County Commissioners

- County Auditor-Treasurer Bridgitte Konrad

Oath of Office Administered to Chisago County Attorney Janet Reiter, County Sheriff Brandon Thyen

- County Auditor-Treasurer Bridgitte Konrad

At 9:00 a.m., Tuesday, January 3, 2023 in the Board Room of the Government Center, the Clerk of the Board convened the Annual Organizational Meeting of the Chisago County Board of Commissioners with the following members present: Swenson, Greene, Dunne, Montzka, and Dahlberg. Also present: County Administrator Chase Burnham, Clerk of the Board Christina Vollrath, and County Attorney Janet Reiter.

The Clerk of the Board led the assembly in the Pledge of Allegiance.

The Clerk of the Board called for a motion to approve the Agenda.

On motion by Greene, seconded by Dunne, the Board moved to approve the amended agenda for the Board of Commissioners meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

The Clerk of the Board then called for nominations for Chair for 2023.

Commissioner Greene nominated Commissioner Montzka, seconded by Commissioner Dunne. Upon multiple calls, there were no other nominations.

The Clerk then called for a roll call vote of the candidates: Commissioner Swenson voted for Commissioner Montzka. Commissioner Dunne voted for Commissioner Montzka. Commissioner Greene voted for Commissioner Montzka. Commissioner Montzka voted for himself. Commissioner Dahlberg voted for Commissioner Montzka, whereupon the Clerk declared Commissioner Montzka as Chair of the Board for 2023.

The newly declared Chair for 2023, Commissioner Montzka, called for nominations for Vice Chair for 2023.

Commissioner Greene nominated Commissioner Dunne. Upon call, there were no other nominations.

Chair Montzka called for a roll call vote on Commissioner Dunne as Vice Chair, Commissioner Swenson voted aye, Commissioner Dunne voted aye, Commissioner Greene voted aye, Commissioner Montzka voted aye, and Commissioner Dahlberg voted aye. Chairperson Montzka declared Commissioner Dunne as Vice-Chair of the Board for 2023.

## 2023 Board Chair Montzka – Opening Remarks

On motion by Dahlberg, seconded by Greene, the Board moved to adopt the attached Chisago County Board of Commissioner’s Operating Guidelines for 2023. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

Commissioner Dunne offered a motion to adopt the 2023 Chisago County Board of Commissioners Meeting Schedule via the attached Resolution. Motion seconded by Greene. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

Commissioner Dahlberg offered a motion to establish the 2023 mileage reimbursement rate equal to the federal maximum allowable rate; as \$0.625 per mile, and to establish the 2023 mileage reimbursement rate at \$0.35 per mile, when at the driver’s discretion, a personal vehicle is used, rather than an available County vehicle and the rates set by the GSA for lodging and meals. Motion seconded by Dunne. The original motion **carried** as follows: The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Greene, seconded by Dunne, the Board moved to approve the attached resolution affirming the County’s policy regarding routine Personnel and Human Resource Actions. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Swenson, seconded by Dunne, the Board moved to approve, by Resolution, the 2023 Commissioners’ Committee Assignments, as designated at today’s meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dunne, seconded by Greene, the Board moved to designate the Chisago County Press as the Newspaper for Official Publications for 2023-25, subject to annual reaffirmation. The County also received bids from the County News Review, the Isanti-Chisago County Star. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

## 2023 Citizen Appointments to Various Boards/Committees/Commissions

### **Board of Adjustment and Appeals:**

- District 1, District 4 – 3-year term 1/3/2023 – 12/31/2025

On motion by Swenson, seconded by Dunne, the Board moved to appoint Douglas Greene as a representative on the Board of Adjustment and Appeals for District 1 effective 1/3/2023 thru 12/31/2025. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene,

Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Montzka, seconded by Greene, the Board moved to appoint Charles Yeager as a representative on the Board of Adjustment and Appeals for District 4 effective 1/3/2023 thru 12/31/2025. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

**HRA-EDA:**

- District 4 – 5-year term 1/3/2023 – 12/31/2027

On motion by Montzka, seconded by Greene, the Board moved to appoint Chad Lindgren as a representative on the HRA-EDA for District 4 effective 1/3/2023 thru 12/31/2027. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

**Library Board:**

- Citizens needs to be appointed and Chisago County Commissioner must be appointed/reappointed – 5 -year term 1/3/2023 – 12/31/2027

On motion by Greene, seconded by Montzka, the Board moved to appoint Jackie McMahon-Ricketson as a representative on the East Central Regional Library Board effective 1/3/2023 thru 12/31/2027. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

**Park Board:**

- District 2, District 4 – 3-year term 1/3/2023 – 12/31/2025

On motion by Swenson, seconded by Greene, the Board moved to move Park Board member Jolene Wille from the District 1 appointment to the District 2. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Swenson, seconded by Greene, the Board moved to appoint John Pantelis, JR as the District 1 representative on the Park Board effective 1/3/2023 thru 12/31/2025. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None

**Planning Commission:**

- District 1, 2, 3, 5 – 3-year term 1/3/2023 – 12/31/2025

On motion by Swenson, seconded by Greene, the Board moved to appoint Kathleen Bloomquist as the District 1 representative on the Planning Commission effective 1/3/2023 thru 12/31/2025. The motion carried as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to appoint David Whitney as District 2 representative on the Planning Commission effective 1/3/2023 thru 12/31/2025. The motion carried as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dunne, seconded by Swenson, the Board moved to appoint Chris DuBose as District 3 representative on the Planning Commission effective 1/3/2023 thru 12/31/2025. The motion carried as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dahlberg, seconded by Montzka, the Board moved to appoint Eric Leivian as District 5 representative on the Planning Commission effective 1/3/2023 thru 12/31/2025. The motion carried as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dahlberg, seconded by Montzka, the Board moved to appoint Jeske Noordergraaf as District 5 representative on the Extension Committee effective 1/3/2023 thru 12/31/2025. The motion carried as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Greene, seconded by Dunne, the Board moved to set the 2023 Ditch Levies at a 10% increase over 2022 as shown in the December 28, 2022 County Auditor-Treasurer Memo. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dunne, seconded by Dahlberg, the Board moved to authorize County Auditor-Treasurer Bridgitte Konrad to designate First Resource Bank as a depository of Chisago County. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

## **CITIZENS FORUM**

**TIME** – 9:24 a.m.      **END TIME** – 9:24 a.m.

**# of SPEAKERS** – 0

### **Board of Commissioners' Consent Agenda:**

13. Authorize Payment of County's Warrants and Miscellaneous Bills  
Per Minnesota Statutes 375.1, proceedings of the County Board including a list of itemized accounts, claims or demands must be published in the official newspaper. The itemized list of claims is available for public review on the County website at <https://www.chisagocounty.us/1197/Claims-Paid>. Claims less than \$2,000 are listed as a total dollar amount and notes the number of claims included in the total.
14. Approve Minutes of December 28, 2022 Regular Meeting (*available at meeting*)
15. Application for Exempt Permit – Chisago Lakes Area Wrestling Foundation

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

On motion by Dunne, seconded by Swenson, the Board moved to approve the minutes from the December 28, 2022 Regular Meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dunne, seconded by Greene, the Board moved to approve the Chisago Lakes Area Wrestling Foundation's resolution to conduct a raffle at their event on March 25, 2023. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Greene, seconded by Swenson, the Board moved to accept \$432,050.56 in Opioid Settlement Funds (in 2022) and accept \$50,000 in Local Assistance and Tribal Consistency Funds from the US Treasury (ARPA related) (in 2022). The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dunne, seconded by Greene, the Board moved to adopt the 2023 Chisago County Board of Commissioners Meeting Schedule via the attached Resolution. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

County Administrator Chase Burnham provided administrative updates and correspondence. *No action taken.*

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

On motion by Greene, seconded by Dunne, the Board adjourned at 9:30 a.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

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Commissioner Montzka, Chair

Attest: \_\_\_\_\_  
Christina Vollrath  
Clerk, County Board