

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, February 02, 2022**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, February 02, 2022 at the Chisago County Government Center with the following Commissioners present: DuBose, Greene, Dunne, Montzka. Also present: County Administrator Chase Burnham, Clerk of the Board Christina Vollrath, and County Attorney Janet Reiter.

The Chair called for a moment of silence in remembrance of Commissioner Mike Robinson.

The Chair called the meeting to order and led the assembly in the Pledge of Allegiance.

Commissioner DuBose presented the Association of Minnesota Counties and Board of Water and Soil Resources 2021 County Conservation Award for the Lower St. Croix Watershed Partnership and the counties of Anoka, Chisago, Isanti, Pine, and Washington.

Commissioner DuBose offered a motion to approve the agenda. Motion seconded by Dunne, the motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka. **OPPOSED:** None.

On motion by DuBose, seconded by Dunne, the board moved to open the Health and Human Services Committee of the Whole at 6:33 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

Chair Greene gave the gavel to Vice-Chair Montzka.

Health and Human Services Director Robert Benson provided the department updates. *No action was taken.*

On motion by Greene, seconded by Dunne, the Board moved to accept the Health and Human Services Director's Report. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

On motion by DuBose, seconded by Greene, the Board moved to add items 1-5 to the Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

On motion by Dunne, seconded by Greene, the board moved to close the HHS Committee Board of the Whole at 6:45 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

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

Board of Commissioners' Consent Agenda:

- 1.) HHS Committee Recommendation – Directors Update
- 2.) HHS Committee Recommendation – Payment of County’s Warrants for HHS
- 3.) HHS Committee Recommendation – Child Support Program Interagency Coop. Agmt
- 4.) HHS Committee Recommendation – Service Level Agmt. – Agency Debt Collection
- 5.) HHS Committee Recommendation – Out of State Travel Request – NACVSO Conf.
- 6.) 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.
- 7.) Minutes from the January 19, 2022 Regular Meeting

On motion by DuBose, seconded by Montzka, the Board moved to approve the Proclamation – Honoring the Life and Legacy of Commissioner Mike Robinson. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

On motion by Montzka, seconded by Dunne, the Board moved to approve the resolution declaring the District 5 seat on the Chisago County Board of Commissioners vacant and which calls for special election to fill vacancy for August 9th, 2022. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

On motion by DuBose, seconded by Montzka, the Board moved to appoint Scott Noland as an At Large Representative on the Water Plan Policy Team effective January 4, 2022 thru January 4, 2025. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

On motion by DuBose, seconded by Dunne, the Board moved to approve the out of state travel request to attend 2022 NACE Conference in Buffalo, NY from April 23-28, 2022. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

On motion by Montzka, seconded by DuBose, the Board moved to approve a letter of support for East Central Regional Development Commission’s application to the US Department of Commerce/Economic Development Administration to start a new revolving loan fund. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

On motion by Montzka, seconded by Dunne, the Board moved to approve the needed funding of \$44,418.36 for the replacement of two squad cars. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

On motion by Montzka, seconded by Dunne, the Board moved to approve the two-year State of Minnesota Snowmobile Safety Enforcement Grant for MN fiscal years 2022 and 2023 that provides the Chisago County Sheriff's Office up to a total of \$13,824. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

On motion by DuBose, seconded by Dunne, the Board moved to approve by Resolution the acceptance of a donation of \$500 from the Lindstrom Fire Department, a donation of \$627 from Maranatha Assembly of God in Chisago City, and an anonymous donation of \$1000 all for the Sheriff's Office. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

CITIZENS FORUM

TIME – 7:03 p.m. **END TIME** – 7:04 p.m.

1 letter, 0 emails, # of **SPEAKERS** - 0

On motion by Montzka, seconded by DuBose, the Board moved to approve Signature and Execution of the State of Minnesota Trail Grant Contract Agreement for the Sunrise Prairie Regional Trail-Segment G and to Fully Authorize Staff to proceed with the grant execution and commence with the project. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

On motion by Montzka, seconded by Dunne, the Board moved to approve the Sunrise Prairie Regional Trail Segment G Proposed Engineering Design and Construction Professional Technical Services Agreement with WSB & Associates. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

On motion by Dunne, seconded by Montzka, the Board moved to appoint Ms. Karen Long the Chisago County Recorder and approve a credit card for Karen Long with a limit of \$3500. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

Swearing in for Ms. Karen Long to the Chisago County Recorder position will be on Wednesday, February 9, 2022.

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

On motion by Dunne, seconded by Montzka, the Board moved to change the time for Budget and Finance meetings in 2022 to 3:00 p.m. on the second Wednesday of each month. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

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

On motion by DuBose, seconded by Montzka, the Board adjourned the meeting at 7:27 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

Richard Greene, Chair

Attest: _____
Christina Vollrath
Clerk of the Board