

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, June 01, 2022**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, June 01, 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 the meeting to order and led the assembly in the Pledge of Allegiance.

Commissioner DuBose offered a motion to approve the amended agenda. Motion seconded by Montzka, 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 6:30 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 add items 1-3 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 6:36 p.m. 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 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 – MDH Grant Contract Amendment – Respite Care
- 4.) 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.

- 5.) Minutes from the May 18, 2022 Regular Meeting
- 6.) Renewal of Liquor, Wine, Club or 3.2% Licenses

MN Inter-County Association County Visit – Matt Massman, Executive Director

CITIZENS FORUM

TIME – 7:22 p.m. **END TIME** – 7:22 p.m.

of **SPEAKERS** - 0

On motion by DuBose, seconded by Dunne, the Board moved to approve the Maintenance and Grooming Applications for the North Branch Sno-Drifters and the Rush City Sno-Bugs. 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 approve Resolution22/0601___, A Resolution of the County Board of Commissioners of Chisago County, Minnesota, Approving the Final Plat of Poor Farm Meadows, located in Sunrise Township, at the northwest corner of 410th Street / CR 81 and Poor Farm Road (PID 09.00034.20). 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 authorize the Department of Enterprise Service Director to proceed with the move of Chisago County E-mail services to the Microsoft O365 government cloud including the purchase of an upgraded Cloud based e-mail archive solution. 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 schedule to review County Administrator Chase Burnham during the June 15th, 2022 Chisago County Board of Commissioners meeting. 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 approve the creation of the 2022 Chisago County ARPA School Grant Program to fund ‘vocational’ and ‘general education’ expenses for the six school districts that serve Chisago County students (Forest Lake, Chisago Lakes, North Branch, Rush City, Cambridge-Isanti, Braham) using \$600,000 of Chisago County’s ARPA fund allocation and approve the application and sub-recipient agreement. 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 direct the Auditor-Treasurer to sign the contract with MnCCC Tyler Technologies tax and CAMA software and to notify MnCCC. Funding for the purchase will be committed from ARPA and Recorder's Compliance Fund. 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 hiring of a new part time Records Clerk/Transcriptionist for the Chisago County Sheriff's Office. 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 approve the donation of the 2005 Schifsky Enclosed Trailer from Lakes Region EMS. 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 CSAH 30 Improvements SAP 013-630-017 final payment. 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 application to conduct excluded bingo for the Immanuel Lutheran Church of Almelund on November 12, 2022. 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 reclassification of two (2) Legal Assistant positions from Grade 16 Union to Legal Assistant II (Grade 19 NonUnion) within the Chisago County Attorney's Office. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka **OPPOSED:** None.

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

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

On motion by Dunne, seconded by Montzka, the Board adjourned the meeting at 8:04 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