

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, July 20, 2022**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, July 20, 2022 at the Chisago County Government Center with the following Commissioners present: DuBose, Greene, Dunne, Montzka. Also present: County Administrator Chase Burnham, Assistant County Attorney Jeff Fuge, and Clerk of the Board Christina Vollrath.

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

Commissioner DuBose offered a motion to approve the agenda with the addition of Commissioner Robinson recognition. Motion seconded by Dunne, the motion **passed** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka. **OPPOSED:** None.

On motion by DuBose, seconded by Dunne, the Board opened the Road and Bridge Committee of the Whole at 6:31 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka. **OPPOSED:** None.

The Board was given updates on the current projects of the Public Works Department from County Engineer Joe Triplett. *No action was taken.*

On motion by DuBose, seconded by Dunne, the Board moved items 1-2 to the consent agenda. 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 close the Road and Bridge Committee of the Whole at 6:48 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.

- 1.) R&B Committee Recommendation – County Engineer’s Report
- 2.) R&B Committee Recommendation – Harris Public Works Facility Improvements
- 3.) Minutes from the July 6, 2022 Meeting
- 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.) Application for Exempt Gambling Permit- Knights of Columbus

**RESOLUTION NO. 22/0720-1
APPROVING THE SUBMISSION OF AN APPLICATION TO CONDUCT A
RAFFLE FOR KNIGHTS OF COLUMBUS**

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 an application to conduct a raffle at the St Joseph Church located at 490 Bench St., Taylors Falls, MN 55084.

6.) Application to Conduct Excluded Bingo – Wyoming Lions Club

**RESOLUTION NO. 22/0720-2
APPROVING THE SUBMISSION OF AN APPLICATION TO CONDUCT
EXCLUDED BINGO FOR THE WYOMING LIONS 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 an application to conduct excluded bingo at the Almelund Threshing Company Show Grounds located at 17760 St. Croix Trail, Taylors Falls, MN 55074.

7.) Resolution for Mileage Reimbursement Past 60-Days - HHS

Environmental Services Director Kurt Schneider presented the Board with the Director's Report and action items. *No action was taken.*

On motion by Dunne, seconded by DuBose, the Board moved to approve Resolution No. 22/0720-3, a Resolution of the County Board of Commissioners of Chisago County, Minnesota, approving the Preliminary Plat of Kvale Estates located at 13995 270th Street, Chisago Lake Township, (PID #02.00226.00) subject to the following conditions:

1. The Preliminary Plat of Kvale Estates is approved per plat drawing dated signed May 10, 2022. Any deviation from the approved plat drawing shall require further review by the Planning Commission and approval by the County Board.
2. The applicant shall obtain all necessary and applicable permits from Federal, State, and County jurisdictions for any wetland impacts prior to commencement of development.
3. The applicant shall submit request for Final Plat within one year following approval of the Preliminary Plat, unless an extension of time if requested by the applicant and granted by the County Board upon recommendation of the Planning Commission.

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 Resolution No. 22/0720-4, a Resolution of the County Board of Commissioners of Chisago County, Minnesota, approving the Preliminary Plat of Webster Meadows at 34745 Wild Mountain Road, Shafer Township, (PID #08.00131.10) subject to the following conditions:

1. The Preliminary Plat of Webster Meadows is approved per plat drawing dated signed May 6, 2022. Any deviation from the approved plat drawing shall require further review by the Planning Commission and approval by the County Board.
2. Proposed Parcel A shall be combined with PID 08.00131.20 upon approval and recording of the Final Plat of Webster Meadows. The applicant shall be responsible for facilitating the lot combination.
3. The applicant shall obtain all necessary and applicable permits from Federal, State, and County jurisdictions for any wetland impacts prior to commencement of development.
4. The applicant shall submit request for Final Plat within one year following approval of the Preliminary Plat, unless an extension of time if requested by the applicant and granted by the County Board upon recommendation of the Planning Commission.

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 Resolution No. 22/0720-5, a Resolution of the County Board of Commissioners of Chisago County, Minnesota, approving the Stephen & Maureen Schroeder Interim Use Permit (IUP) to allow an existing accessory structure on their 15-acre property without the presence of a single-family dwelling and to allow said accessory structure to have sanitary facilities. The subject property is located at 18060 360th St., Amador Township, (PID #01.00181.20) subject to the following conditions:

1. This approval grants an after-the-fact Interim Use Permit allowing a singular accessory structure for personal storage / use without the presence of a principal use structure (single family dwelling) and allowing said accessory structure to have sanitary facilities prior to the construction of the principal structure.
2. An after-the-fact building permit is required for the construction of the accessory structure and all related plumbing and heating work. An after-the-fact septic permit is also required. All required inspections shall be performed, and any necessary corrections shall be made to bring the structure and septic system into compliance with applicable state and local construction codes.
3. The accessory structure is permitted to have a sink and water closet, but not a shower. The existing shower shall be removed, and drain be plugged with cement.
4. No overnight or residential living quarters / use shall be allowed in the accessory structure.
5. The existing septic system shall be converted to a holding tank. The permittee is permitted to close off the existing drain field and retain it for future lawful use in association with a future single-family dwelling.
6. In accordance with Chisago County Zoning Ordinance Section 4.08.1, A.3 and F., this Interim Use Permit shall expire at such time that the current or future property owner(s) construct a principal structure (single family dwelling).
7. Any change to the approved accessory structure involving structural alterations, enlargements, intensification or expansion of use, or change not specifically permitted by this Interim Use Permit, shall require an Interim Use Permit Amendment.
8. Annual certification of the Interim Use Permit is required. The permit holder shall notify the County annually that the activity permitted by the Interim Use Permit is ongoing and the activities being conducted continue to adhere to the conditions of approval. Failure to maintain certification may be a basis to revoke the Interim Use Permit. The property shall be made open and available for regular inspection at any time during reasonable hours by the Chisago County Department of Environmental Services and/or any duly authorized law enforcement agency.
9. Violations of the conditions contained herein shall be cause for the revocation of the Interim Use Permit upon action of the County Board.

The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka. **OPPOSED:** None.

CITIZENS FORUM

TIME – 7:11 p.m. **END TIME** – 7:11 p.m.

of **SPEAKERS** – 0

On motion by Dunne, seconded by Montzka, the Board moved to accept the July 13th Budget and Finance Report with a funding source for Harris Improvements to be funded by ARPA. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka. **OPPOSED:** None.

It is respectfully requested that the Chisago County Board of Commissioners summarize its conclusions regarding the evaluation of County Administrator Chase Burnham pursuant to MN Statute 13D.05 subd. 3.

On motion by DuBose, seconded by Dunne, the Board moved to approve the evaluation of County Administrator Chase Burnham. 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 expenditure of up to \$95,000 for the professional and technical services of TKDA to do the engineering and architectural work to demolish the two decommissioned ‘old jail’ facilities. 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 Letter of Agreement between Chisago County and Hazelden Betty Ford Foundation to provide 26, at no cost patient admissions, along with a pool of dollars in the amount of \$64,000.00 that the County can access for additional services. 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 SHIP Grant Agreement – Chisago Lakes School District 2144 to purchase the materials that are necessary to Students and Wild Cat Community members to become active and improve their health and quality of life by purchasing items for basketballs, yoga, and pickleball. 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 Public Safety Communications Facility Use Agreement with Polk County, Wisconsin so Polk County communications equipment can be placed on the Chisago County controlled communications tower in Taylors Falls Minnesota. 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 agreement to Provide School Resource Officer Services for Rush City School District for the 2022-2023 school year. 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 purchase of the quoted Security Cameras in the Chisago County Jail and the equipment and labor to complete the project approved in the 2022 CIP. 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 accept the proclamation for Commissioner Robinson. 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 amended agenda to include the closed session. 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 close the County Board meeting at 7:34 p.m. related to attorney client privilege related to *Goodpaster v. County of Chisago*, Case No. A22-0982. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka. **OPPOSED:** None.

On motion by DuBose, seconded by Montzka, the Board ended the closed meeting and reconvened the regular meeting at 7:39 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka. **OPPOSED:** None.

County Administrator Burnham provided administrative updates. *No action was taken.*

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

On motion by DuBose, seconded by Dunne, the Board adjourned the meeting at 7:49 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