

**CHISAGO COUNTY  
BOARD OF COMMISSIONERS  
OFFICIAL PROCEEDINGS  
Wednesday, September 06, 2023**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, September 06, 2023 at the Chisago County Government Center with the following Commissioners present: Swenson, Greene, Dunne, Montzka, Dahlberg. Also present: County Administrator Chase Burnham, Clerk of the Board Christina Vollrath, and County Attorney Janet Reiter.

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

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

On motion by Greene, seconded by Dahlberg, the board moved to open the Health and Human Services Committee of the Whole at 6:31 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

Chair Montzka gave the gavel to Vice-Chair Dunne.

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

On motion by Greene, seconded by Swenson, the Board moved to add items 1-3 to the Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Montzka, seconded by Dahlberg, the board moved to close the HHS Committee Board of the Whole at 6:40 p.m. 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 the Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg. **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 – SHIP Grant Agreements 219, 220, and 221
- 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 August 16, 2023, Regular Meeting
- 6.) Recognition of County Staff September Anniversaries
- 7.) 2023 Budget Adjustment Request – Household Hazardous Waste Facility
- 8.) MidAmerica Administrative & Retirement Solutions HRA Resolution
- 9.) Acceptance of Donation – Fire Suppressant Devices and Children’s Water Festival

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**RESOLUTION NO: 23/0906-1**  
**ACCEPTANCE OF DONATIONS BY CHISAGO COUNTY**

**WHEREAS**, the Chisago County Board of Commissioners adopted Resolution No. 060419-3 on April 19, 2006, which established a policy regarding the acceptance of gifts by Chisago County; and

**WHEREAS**, the County has received a donation from a business or private individual in Chisago County and is requesting formal acceptance by the County Board of Commissioners;

**NOW, THEREFORE, BE IT RESOLVED**, that the Chisago County Board of Commissioners hereby accepts the following donations received by the Chisago County in 2023:

- Minnesota Grand Lodge of Masons \$600.00 for Fire Suppressant Devices
- Minnesota Masonic Charities \$600.00 for Fire Suppressant Devices
- Masonic Lodges (Jasper Lodge in Rush City) \$600.00 for Fire Suppressant Devices
- Chisago City Fire Department \$500.00 for the Children’s Water Festival

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- 10.) Application for Exempt Gambling – Knights of Columbus

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**RESOLUTION NO: 23/0906-2**  
**APPROVING THE SUBMISSION OF AN APPLICATION FOR EXEMPT GAMBLING PERMIT FOR THE 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 for an exempt gambling permit for the Knights of Columbus to conduct a raffle on January 4, 2024, at the St. Joseph Church in Taylors Falls, MN, located at 490 Bench St., MN 55084.

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11.) Temporary Strong Beer License Request – Almelund Lion’s Club

Chair Montzka gave the gavel to Vice-Chair Dunne.

On motion by Greene, seconded by Swenson, the Board moved to approve the ARPA Broadband grant application request from Franconia Township for \$200,000. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

Vice-Chair Dunne gave the gavel to Chair Montzka.

**CITIZENS FORUM**

**TIME** – 7:02 p.m. **END TIME** – 7:09 p.m.

**# of SPEAKERS** – 1

Recommended to add Historical Society ARPA request for HVAC system to the Budget and Finance Agenda for Wednesday, September 13, 2023.

On motion by Greene, seconded by Dahlberg, the Board moved to approve the Chisago County Policy for Ensuring the Security of Not Public Data. 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 the agreement with WSB for CSAH 30 design assistance. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dahlberg, seconded by Greene, the Board moved to approve the out of state travel request to attend 2023 Snow & Ice Conference in Loveland, Colorado. 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 contract between Chisago County, MN and the State of MN, Minnesota State Colleges and Universities, Century College, for the 2023-2024 education cycle. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dahlberg, seconded by Dunne, the Board moved to approve three out-of-state travel requests for the Pro Phoenix Conference Annual Conference in Wisconsin Dells September 25 – 28, 2023. 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 the Axon Enterprise Purchase Agreement for Squad Camera purchases for 2024-2026. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dahlberg, seconded by Dunne, the Board moved to approve the Lease Agreement between the City of Rush City and Chisago County for the space at 325 South Eliot Ave. in Rush City. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

On motion by Dahlberg, seconded by Greene, the Board moved to approve Sunrise Prairie Regional Trail Project No. 13-SPT-23 Change Order No. 1 with Knife River Corporation – North Central and designate and authorize up to **\$70,000** in County ARPA ‘Administrative’ Funds to complete the project funding shortfall. 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 Resolution No. 23/0906-3, a Resolution of the County Board of Commissioners of Chisago County, Minnesota, approving the Final Plat of Carlson Lake Overlook located at 162XX 280<sup>th</sup> Street in Franconia Township, (PID #04.00343.06). The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

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**RESOLUTION NO. 23/0906-3**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CHISAGO COUNTY, MINNESOTA, APPROVING THE FINAL PLAT OF CARLSON LAKE OVERLOOK**

**WHEREAS**, Robert (Tony) Randall & Jessica Randall, property owners, and Kelly Jordan, applicant, submitted a request for the Final Plat of Carlson Lake Overlook on August 21, 2023; and

**WHEREAS**, the property owners desire to create two buildable parcels from the 11.28-acre subject site previously platted as an outlot within the Carlson’s Lake Estates cluster development; and

**WHEREAS**, the subject site is located at 162XX 280<sup>th</sup> Street in Franconia Township and is zoned Agricultural (AG) District / Shoreland Management District; and

**WHEREAS**, the subject site is legally described as:

PID 04.00343.06

*Outlot A, Carlson’s Lake Estates, Chisago County, Minnesota.*

**WHEREAS**, the Preliminary Plat of Carlson Lake Overlook was recommended for approval by the Planning Commission on March 2, 2023 and approved by the Board of Commissioners on April 5, 2023; and

**WHEREAS**, the Final Plat submitted on August 21, 2023, generally conforms to the approved Preliminary Plat and meets all conditions of Preliminary Plat approval.

**NOW THEREFORE, BE IT RESOLVED** that the Board of Commissioners of Chisago County, Minnesota hereby approves the Final Plat of Carlson Lake Overlook, subject to the following conditions:

1. The Final Plat is approved as submitted on August 21, 2023. Any deviation from the approved plat drawing prior to recording 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.
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On motion by Dunne, seconded by Swenson, the Board moved to adopt resolutions approving conveyance of tax forfeit parcels to the City of Chisago City for a public purpose. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

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**RESOLUTION NO. 23/0906-4**

**CONVEYANCE OF TAX FORFEITED LAND PURSUANT TO M.S. 282.01,  
SUBDIVISION 1A. TO CHISAGO CITY**

**WHEREAS**, the City of Chisago City has submitted a request for tax forfeited parcels 13.00018.10, 13.10011.86, 13.10011.87, 13.10011.88, 13.00682.21 and 13.00682.22 to be conveyed to the City for an authorized public use under M.S. 282.01, subdivision 1a, paragraph (b),

**WHEREAS**, M.S. 282.01, subdivision 1a, paragraph (b) authorizes conveyance, with County Board approval, of tax forfeited land to a local government subdivision any public purpose for which the subdivision is authorized to acquire property.

**NOW THEREFORE BE IT RESOLVED**, that the Chisago County Board of Commissioners approve the purchase by Chisago City of the following tax forfeited parcels the uses noted to Chisago County pursuant to M.S. 282.01, subdivision 1a, paragraph (b).

- Parcel 13.00018.10 – Road or right-of-way for a road, used as drainage for abutting roadway
- Parcel 13.10011.86 – Road or right-of-way for a road, storm pond for abutting road right-of-way
- Parcel 13.10011.87 – Road or right-of-way for a road, storm pond for abutting road right-of-way

- Parcel 13.10011.88 – Road or right-of-way for a road, storm pond for abutting road right-of-way
  - Parcel 13.00682.21 – Road or right-of-way for a road, storm pond for abutting roadway
  - Parcel 13.00682.22 – Road or right-of-way for a road, storm pond for abutting road right-of-way
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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 Swenson, the Board adjourned the meeting at 7:34 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Swenson, Greene, Dunne, Montzka, Dahlberg **OPPOSED:** None.

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Ben Montzka, Chair

Attest: \_\_\_\_\_  
Christina Vollrath  
Clerk of the Board