

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Tuesday, January 5, 2021**

At 9:25 a.m., Tuesday, January 5, 2021 in the Board Room of the Government Center, the Oath of Office was administered to Commissioner Marlys Dunne, Commissioner Mike Robinson, Commissioner Richard Greene, and County Assessor John Keefe by 10th Judicial District Judge Catherine Trevino.

At 9:30 a.m., Tuesday, January 5, 2021 in the Board Room of the Government Center, the Clerk of the Board convened the Annual Business Meeting of the Chisago County Board of Commissioners with the following members present: DuBose, Greene, Dunne, Montzka, and Robinson. Also present: County Administrator Chase Burnham and *Interim* Clerk of the Board Christina Vollrath. County Attorney Janet Reiter participated via video conference call.

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 DuBose, seconded by Montzka, the Board moved to approve the Agenda for the Board of Commissioners meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

The Clerk of the Board then called for nominations for Chair for 2021.

Commissioner Montzka nominated Commissioner DuBose. Upon multiple calls, there were no other nominations.

The Clerk then called for a roll call vote of the candidates: Commissioner Robinson voted for Commissioner DuBose. Commissioner Montzka voted for Commissioner DuBose. Commissioner Greene voted for Commissioner DuBose. Commissioner Dunne voted for Commissioner DuBose. Commissioner DuBose voted for himself, whereupon the Clerk declared Commissioner DuBose as Chair of the Board for 2021.

The newly declared Chair for 2021, Commissioner DuBose, called for nominations for Vice Chair for 2021.

Commissioner Robinson nominated Commissioner Greene. Upon call, there were no other nominations. Those in favor of Commissioner Greene for Vice-Chair, please say “aye;” whereupon the Chairperson declared Commissioner Greene as Vice-Chair of the Board for 2021.

2021 Board Chair Chris DuBose – Opening Remarks

4 On motion by Montzka, seconded by Dunne, the Board moved to adopt the amended Chisago County Board of Commissioner’s Operating Guidelines for 2021. The motion **carried**

as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson
OPPOSED: None.

Commissioner Dunne offered a motion to adopt the 2021 Chisago County Board of Commissioners Meeting Schedule via the attached resolution. The motion failed due to lack of second.

Commissioner Montzka offered a motion to adopt the 2021 Chisago County Board of Commissioners Meeting Schedule via the attached Resolution with the amendment of both Board of Commissioners Meetings each month being held at 6:30 p.m. Motion seconded by Greene. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, Dunne, Montzka, Robinson **OPPOSED:** DuBose.

Commissioner Montzka offered a motion to establish the 2021 mileage reimbursement rate equal to the federal maximum allowable rate; as \$0.56 per mile, and to establish the 2021 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 Greene. The original motion **carried** as follows: The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

On motion by Montzka, seconded by Greene, 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:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

On motion by Montzka, seconded by Robinson, the Board moved to approve, by Resolution, the 2021 Commissioners' Committee Assignments, as designated at today's meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

On motion by Montzka, seconded by Robinson, the Board moved to designate the Chisago County Press as the Newspaper for Official Publications pursuant to M.S. 331A.05 subd. 5, for Official Publications for 2021. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

On motion by Greene, seconded by Dunne, the Board moved to appoint:

- Gregg Carlson as a representative on the Board of Appeal and Adjustment for District 3 effective January 5th, 2021 thru December 31, 2021.
- John Sutcliffe as representative on the Board of Appeal and Adjustment for District 5 effective January 5th, 2021 thru December 31, 2021.
- Nancy Moe-Mergens as a representative on the Extension Committee for District 3 effective January 5th, 2021 thru December 31, 2021.
- Daniel Hoffman as a representative on the HRA-EDA for District 5 effective January 5th, 2021 thru December 31, 2021.
- Patricia Frank as a representative on the Library Board effective January 5th, 2021 thru

December 31, 2021.

-David Whitney as a representative on the Planning Commission for District 3 effective January 5th, 2021 thru December 31, 2021.

-Frank Storm as a representative on the Planning Commission for District 5 effective January 5th, 2021 thru December 31, 2021.

-Gregg Carlson as a representative on the Park Board for District 3 effective January 5th, 2021 thru December 31, 2021.

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

The Chair opened the Citizen's Forum at 10:32 a.m. 0 citizens spoke at the meeting. No letters or emails were submitted. The Chair closed the Citizen's Forum at 10:32 a.m.

Board of Commissioners' Consent Agenda:

11. Authorize Payment of County's Warrants and Miscellaneous Bills
12. Approve Minutes from the December 16, 2020 Regular Meeting
13. Acceptance of 2020 Chisago County Donations

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

Item 14 Revision of Policy and Procedure 503 Income Maintenance and Collections for HHS was removed from the agenda.

On motion by Greene, seconded by Montzka, the Board moved to approve the Central Minnesota Mental Health Center Detoxification Services Contract 2021. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

On motion by Greene, seconded by Robinson, the Board moved to approve the Enterprise Services Director to proceed with the 1989 elevator repair and DES office remodel. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

On motion by Greene, seconded by Dunne, the Board moved to approve the service agreement between Canvas Health and Chisago County for the continuation of a chemical dependency treatment program in the Chisago County Jail. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

On motion by Greene, seconded by Robinson, the Board moved to approve the Bloom Meadows final plat located in Franconia Township, 16664 Pleasant Valley Road, in Section 7, T. 33, R. 19, PID #04.00111.00. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

On motion by Greene, seconded by Dunne, the Board moved to approve the Oasis North final plat located in Chisago Lake Township, XXXX Oasis Road, in Section 4, T. 34, R. 20, PID #02.00383.00. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

On motion by Robinson, seconded by Montzka, the Board moved to approve the 7M Lakes 1st Addition final plat located in Nessel Township, XXX Crest Way, in Section 23, T. 37, R. 22, PID #06.00518.00. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to acknowledge and approve County Project No. 2018-214-4-01-09E Swedish Immigrant Regional Trail Change Orders No. 1 and 2 with Peterson Companies, Inc. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

On motion by Greene, seconded by Dunne, the Board moved to approve the allocation of \$1,090,036.99 Small Business Relief funding to the Chisago County HRA-EDA for the Chisago County Small Business Relief Program which begins on January 6, 2021, the Board additionally moved to authorize the Chisago County HRA-EDA to administrate the program via a grant agreement, subject to County Attorney approval, and to approve the reallocation of the funds received from the State 'County Relief Funding Program' from Chisago County to the Chisago County HRA-EDA. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

On motion by Greene, seconded by Robinson, the Board moved to approve the resolution transferring Chisago County's Heartland Express Assets to Arrowhead Transit. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

On motion by Montzka, seconded by Greene, the Board moved to approve a credit card for Karen Gates, Human Resources Director. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **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.*

Break from 11:10 a.m. to 11:20 a.m.

On motion by Greene, seconded by Montzka, the Board announced a closed meeting session at 11:21 a.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

Interim Clerk of the Board Christina Vollrath read the Closed Meeting Announcement:

Meetings of the Chisago County Board of Commissioners may be closed if the closure is expressly authorized by statute or permitted by the attorney-client privilege. Minn. Stat. §13D.05, Subd. 3. The Meeting will be closed to allow the County Board to discuss with legal counsel strategy related to litigation, Michelle Jacobson v. County of Chisago (MN) and Richard Duncan, both individually and in his official capacity as Sheriff of Chisago County (MN)

On motion by Greene, seconded by Montzka, the Board reconvened the Chisago County Board of Commissioners Meeting at 12:24 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board adjourned at 12:24 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Montzka, Robinson **OPPOSED:** None.

Commissioner DuBose, Chair

Attest: _____
Christina Vollrath
Interim Clerk, County Board