

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, March 18, 2020**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, March 18, 2020 at the Chisago County Government Center with the following Commissioners present: DuBose, Greene, Montzka, Robinson. Commissioner McMahan participated electronically. Also present: County Attorney Janet Reiter, and County Administrator Chase Burnham

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

Commissioner Greene offered a motion to approve the amended agenda. Motion seconded by DuBose. The motion **passed** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahan, Montzka, Robinson **OPPOSED:** None.

On motion DuBose, seconded by Greene, the Board opened the Road and Bridge Committee of the Whole at 6:30 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahan, Montzka, Robinson **OPPOSED:** None.

On motion by Robinson, seconded by McMahan, the Board moved items 1-4 to the consent agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahan, Montzka, Robinson **OPPOSED:** None.

On motion by Greene, seconded by McMahan, the Board moved to close the Road and Bridge Committee of the Whole at 6:32 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahan, Montzka, Robinson **OPPOSED:** None.

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

- 1.) R&B Committee Recommendation – County Engineer’s Report
- 2.) R&B Committee Recommendation – Out of State Travel Request – Glendale, AZ
- 3.) R&B Committee Recommendation – TH 8/CSAH 26 Roundabout Project
- 4.) R&B Committee Recommendation – Contract with Stonebrooke Engineering, Inc.
- 5.) Minutes from the March 4, 2020 Regular Meeting
- 6.) Payment of County’s Warrants and Miscellaneous Bills
- 7.) Transfer Funds and Approve Annual Carryover of Dedicated Funds
- 8.) Utilization of State Auditor Services for the 2019 Audit

On motion by DuBose, seconded by McMahon, the Board moved to approve the following Resolution Concerning Voting Authorization to Submit Draft Lower St. Croix River Comprehensive Watershed Management Plan for State Review and Comment Period and Public Hearing. The motion carried as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

RESOLUTION NO: 20/0318-1
RESOLUTION CONCERNING VOTING AUTHORIZATIONS TO
SUBMIT DRAFT LOWER ST. CROIX RIVER COMPREHENSIVE
WATERSHED MANAGEMENT PLAN FOR STATE REVIEW AND COMMENT
PERIOD AND PUBLIC HEARING

BE IT RESOLVED that Commissioner and 1W1P Policy Committee Member Chris Dubose is authorized to vote in favor of submitting the Draft Lower St. Croix River Comprehensive Watershed Management Plan to the State of Minnesota for a 60-Day Review and Comment Period at the 1W1P Policy Committee Meeting on March 30, 2020.

BE IT FURTHER RESOLVED that Commissioner and 1W1P Policy Committee Member Chris Dubose is authorized to vote in favor of the 1W1P Policy Committee holding a public hearing on the Draft Lower St. Croix River Comprehensive Watershed Management Plan at a location in Chisago County following the 60-day Review and Comment Period.

On motion by Robinson, seconded by Greene, the Board moved to Approve the Mark Holl “Molly Estates” preliminary plat in Section 16, T. 37, R. 22; PID 06.00323.00 with the following two conditions:

- 1) Satisfactory field verification of soil borings when weather permits; and
- 2) Lot 3 is modified to reflect compliance with lot width requirements prior to final plat.

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

On motion by Greene, seconded by DuBose, the Board moved to approve the Matt Crescenzo request for a Conditional Use Permit Amendment to operate a Major Home Occupation at 24543 Olinda Trail in Section 35, T. 33 , R. 20; PID# 04.00438.00; with Analysis/Findings and Conditions as recommended by the Planning Commission and/or as amended at tonight’s meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon **OPPOSED:** Robinson, Montzka.

On motion by McMahon, seconded by DuBose, the Board moved to approve the Lindstrom Historical Society Ki Chi Saga Karl Oskar House Lease Agreement.

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

On motion by Greene, seconded by DuBose, the Board moved to approve the 2019 UASI Emergency Management Performance Grant. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

On motion by DuBose, seconded by Greene, the Board moved to approve the 2020 Federal Supplemental Boating Safety Patrol Grant. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

On motion by Greene, seconded by DuBose, the Board moved to approve the Nystrom Adult Targeted Case Management Contract – Lead County Contract. The motion carried as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

On motion by McMahon, seconded by Greene, the Board moved to approve the State of Minnesota Department of Human Services COUNTY Grant Contract – Respite Care. The motion carried as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

On motion by Robinson, seconded by McMahon, the Board moved to approve the SHIP Grants for Rush City High School, C.E. Jacobson Elementary, TRIO Wolf Creek Distance Learning Charter School and Chisago Lakes High School for Site Coordinators and Physical Education Materials. The motion carried as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

On motion by DuBose, seconded by Greene, the Board moved to approve the capital funding to purchase the PH-Doc in 2020. The motion carried as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

On motion by McMahon, seconded by Greene, the Board moved to approve the resolution authorizing the Chisago Lakes Joint Sewage Treatment Commission to incur debt for the 2020 Corridor Life Station Improvements. The motion carried as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

RESOLUTION NO: 20/0318-2
RESOLUTION AUTHORIZING THE CHISAGO LAKES JOINT
SEWAGE TREATMENT COMMISSION TO ISSUE, SELL AND

**DELIVER A NOT TO EXCEED \$905,000 GENERAL
OBLIGATION REVENUE NOTE, SERIES 2020A**

BE IT RESOLVED, by the Board of Commissioners of Chisago County, Minnesota, a member of the Chisago Lakes Joint Sewage Treatment Commission (the “Member”) as follows:

Section 1. Statutory Authority. Pursuant to authority contained in the Laws of Minnesota 2001, Chapter 214, Section 47 (the “Enabling Act”) and Minnesota Statutes, Sections 444.075, 115.46 and Chapter 475, the Chisago Lakes Joint Sewage Treatment Commission (the “Issuer”) is authorized to issue its general obligation bonds or notes for the purpose of financing the cost of capital improvements to the Issuer’s sewer system. Pursuant to authority contained in the Enabling Act, each member of the Issuer must pass adopt a resolution authorizing the Issuer to issue and sell its bonds.

Section 2. Project. The Issuer intends to construct sanitary sewer system improvements within the Issuer’s jurisdiction.

Section 3. Authorization. The Member authorizes the Issuer to issue and sell the Issuer’s not to exceed \$905,000 General Obligation Revenue Note, Series 2020A, of which the principal of and interest on the Note shall be paid primarily from net revenues derived from the operation of the Issuer’s sewer system.

On motion by McMahon, seconded by Robinson, the Board moved to approve Grant Agreement – End Grant for the Chisago County Law Enforcement and Emergency Operations Center Project. The motion carried as follows: **IN FAVOR THEREOF**: DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED**: None.

On motion by DuBose, seconded by McMahon, the Board moved to accept the employment contract with Mr. Chase Burnham in its entirety. The motion carried as follows: **IN FAVOR THEREOF**: DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED**: None.

By consensus the Board directed the County Administrator to create a form and rules of decorum for a Citizen’s Forum, which does not happen in person.

On motion by DuBose, seconded by Greene, the Board moved confirm Resolution No. 20/0317 - Declaration Of Local Emergency In Chisago County to direct the County Administrator and the Director of Emergency Management to coordinate such actions and request such state and/or federal assistance as needed to protect lives and public and private property in Chisago County and the recovery of the County from the impacts of this situation to the extent practicable and allowed by the law, ordinance , and charter. The motion carried

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

RESOLUTION NO: 20/0318-3
DECLARATION OF LOCAL EMERGENCY IN CHISAGO COUNTY

WHEREAS, Chisago County is experiencing the COVID-19 Pandemic; and

WHEREAS, response and support to affected individuals, communities, medical systems, businesses and government has caused significant impact to the County as a whole; and

WHEREAS, subject matter experts have determined that protective measures must be undertaken to reduce the impact of COVID-19 and activity will be beyond the usual resources of Chisago County; and

WHEREAS, Minnesota Statutes Chapter 12.29 authorizes the Chair of the Chisago County Board of Commissioners to sign a Declaration of Local Emergency in Chisago County valid for up to 72 hours after which an open meeting of the Board of County Commissioners will be needed to continue this Declaration; and

WHEREAS, the Chisago County Director of Emergency Management recommends that the Chisago County Board of Commissioners declare that a local state of emergency exists in Chisago County; and

NOW THEREFORE BE IT RESOLVED, the Chisago County Board of Commissioners declare Chisago County to be in a local state of emergency effective March 18, 2020 due to the ongoing and expected response to and recovery from COVID-19 and direct the County Administrator and the Director of Emergency Management to coordinate such actions and request such state and/or federal assistance as needed to protect lives and public and private property in Chisago County and the recovery of the County from the impacts of this situation to the extent practicable and allowed by the law, ordinance , and charter.

On motion by DuBose, seconded by Robinson, the Board moved approve the Memorandum of Agreements with all of the parties included in the PHEP Plan. The motion carried as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **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 DuBose, seconded by McMahon, the Board adjourned the meeting at 7:58 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

Ben Montzka, Chair

Attest: _____
Chase Burnham
County Administrator