

**CHISAGO COUNTY  
BOARD OF COMMISSIONERS  
OFFICIAL PROCEEDINGS  
Wednesday, May 06, 2020**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, May 06, 2020 at the Chisago County Government Center with the following Commissioners present: DuBose, Greene, Montzka, Robinson. County Attorney Janet Reiter participated via conference call. Also present: County Administrator Chase Burnham, *Interim* Clerk of the Board Christina Vollrath.

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

Discussion of budget work session scheduled for Tuesday, May 12<sup>th</sup> at 1:00 p.m. in the board room.

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

Public Health Supervisor Courtney Wehrenberg gave a COVID-19 update from 6:33 to 6:47 p.m.

On motion by DuBose, seconded by McMahon, the Board moved to recess the Board of Commissioners meeting to the Health and Human Services Committee of the Whole. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

The Chair opened the Health and Human Services Committee of the Whole at 6:47 p.m.

Chair Montzka gave the gavel to Vice-Chair DuBose.

Health and Human Services Director Robert Benson provided the following updates: COVID-19 update; waived face to face case management; employee updates on video conferencing and work from home.

On motion by McMahon, seconded by Greene, the Board moved to add items 1-8 to the Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson. **OPPOSED:** None.

On motion by Greene, seconded by McMahon, the Board moved to close the Health & Human Services Committee of the Whole at 6:58 p.m. 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 Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

**Board of Commissioners' Consent Agenda:**

- 1.) HHS Committee Recommendation – Director’s Update
- 2.) HHS Committee Recommendation – Payment of County’s Warrants for HHS
- 3.) HHS Committee Recommendation – Emergency Foster Care - Paavola
- 4.) HHS Committee Recommendation – Hazelden Scholarship LOA 2020-2021
- 5.) HHS Committee Recommendation – Healthcare First Amendment
- 6.) HHS Committee Recommendation – MDH Comm. Health Board Grant Project Amend.
- 7.) HHS Committee Recommendation – SHIP Grant Agreement – WEI – Expand Veggies Rx
- 8.) HHS Committee Recommendation – Health and Human Services Telemedicine Policy
- 9.) Payment of County’s Warrants and Miscellaneous Bills
- 10.) Minutes from the April 15, 2020 Regular Meeting
- 11.) Authorization for County Auditor-Treasurer Annual Carryover of Dedicated E911 Funds
- 12.) Applications for Abatements (reduction) of Property Taxes
- 13.) 2020 Tobacco License Renewals
- 14.) Sign Adopt a Highway Certificates

The Chair had the County Administrator read the new rules of Citizen’s Forum into the record due to the ‘Stay at Home’ order from the Governor. 4 letters were submitted for Citizen’s Forum.

On motion by DuBose, seconded by Greene, the Board moved to authorize the purchase of Central Count Equipment from Hart Intercivic and authorize entering into the grant agreement with the State of Minnesota contingent upon County Attorney approval of the agreement. 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 purchase of the attached 2020 Honda Pioneer from Larson Cycle Inc. for the Chisago County Sheriff’s Office. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

On motion by Greene, seconded by McMahon, the Board moved to approve the Joint Powers Agreement between the Department of Corrections and Chisago County for prosecutorial services July 1, 2020 through June 30, 2021. 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 Resolution No. 20/0506-1 Authorizing Purchase of Land Adjacent to Checkerboard Park identified as Parcel 11.00234.00 and the Establishment of a Land Acquisition Agreement with the Parks and Trails Council of Minnesota. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

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**RESOLUTION NO. 20/0506-1**  
**AUTHORIZING PURCHASE OF LAND PARCEL ADJACENT TO CHECKERBOARD PARK**

**BE IT RESOLVED**, that Chisago County agrees to purchase the 40 acre Joan Lutz Property (Parcel #11.00234.00) from the Parks and Trails Council of Minnesota in the amount not to exceed \$44,800.00 plus any additional third party cost associated with this purchase within two years of the Parks and Trails Council purchase closing date from Joan Lutz.

**BE IT FURTHER RESOLVED**, that third party cost may include but are not limited to the following: closing costs, title, survey of said property certified to Chisago County, Phase 1 Environmental Assessment and property taxes.

**BE IT FURTHER RESOLVED**, that upon approval of the purchase of the Joan Lutz property by the Parks and Trails Council of MN, Chisago County will enter into an agreement to acquire the property from the Parks and Trail Council of Minnesota and that Chisago County certifies that it will comply with all applicable laws and regulations as stated.

**NOW, THEREFORE, BE IT RESOLVED**, that this Resolution is passed and that Joseph Tart, Chisago County Park Director is hereby authorized to execute this purchase on behalf of Chisago County.

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On motion by Greene, seconded by DuBose, the Board moved to Approve the Ken Johnson & Robert Boyce "Oriole Addition" final plat in Section 2, T. 35, R. 20; PID 01.00220.00 with the following two conditions:

1. The existing access for Lot 3 is allowed to remain on 410<sup>th</sup> Street until such time the existing house is removed and a new house is constructed at which point Lot 3 will be required to remove the existing access and establish a new access off of Oriole Street subject to a permit and approval of the Township road authority.
2. Redetermination of Wetland Boundaries subject to approval of County Wetland Specialist to be completed in Spring 2020. Final Plat processing cannot occur until this is completed.

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 approve the Professional Technical Services Contract between Chisago County and Chisago Soil and Water Conservation District. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

It is respectfully requested that the Chisago County Board review the Draft Concept - Chisago County Short-Term Rental Licensing Ordinance and proceed with the Licensing Ordinance review and hearing process. Consensus direction to proceed in lieu of formal motion is recommended.

On motion by Robinson, seconded by DuBose, the Board moved to review the Draft Concept – Chisago County Short-Term Rental Licensing Ordinance to the June 3 agenda and give proper notice via newspaper with attorney approval. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson. **OPPOSED:** None.

McMahon offered a motion for abating the penalty of property taxes for taxes payable in 2020 (both May and October payments) for tax payers for 60 days who are not paying taxes via escrow, personal property, utilities, or railroad taxes. No second was offered.

On motion by McMahon, seconded by Greene, the Board moved to confirm the resolution requesting the Chisago County Auditor-Treasurer abate the penalty of property taxes for taxes payable in 2020 for tax payers for 60 days who are not paying taxes via escrow, personal property, utilities, or railroad taxes. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson **OPPOSED:** DuBose.

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**RESOLUTION NO. 20/0506-2**  
**REQUESTING THE CHISAGO COUNTY TREASURER ABATE PENALTY ON LATE**  
**PAYMENT OF PROPERTY TAXES PAYABLE ON MAY 15<sup>TH</sup>, 2020**

**WHEREAS**, on March 13, 2020, Governor Tim Walz issued Emergency Executive Order 20-01 declaring a Peacetime State of Emergency in response to the COVID-19 pandemic; and

**WHEREAS**, on March 15, 2020, Governor Tim Walz issued Emergency Executive Order 20-02, ordering the temporary closure of all public and private schools to slow the spread of COVID-19; and

**WHEREAS**, on March 16, 2020, Governor Tim Walz issued Emergency Executive Order 20-05, providing certain relief to employers and unemployed workers during the COVID-19 emergency; and

**WHEREAS**, on March 20, 2020, Governor Tim Walz issued Emergency Executive Order 20-20, requiring Minnesotans to stay at home; and

**WHEREAS**, Emergency Executive Order 20-05 recognizes the economic insecurity

caused by the COVID-19 pandemic will be a major concern and issues for many Minnesotans; and

**WHEREAS**, Emergency Executive Order 20-15 recognizes that the State's response to the COVID-19 pandemic will result, either directly or indirectly, in the closure of many of Minnesota's small businesses; and

**WHEREAS**, Chisago County desires to provide temporary relief to its residents and businesses within the County that have been directly or indirectly impacted by the economic pressures caused by the COVID-19 pandemic; and

**WHEREAS**, Chisago County recognizes that as a result of unemployment, lost or reduced wages and the loss of business income, prompt payment of property taxes will be a major economic pressure for many of the County's residents this year, and

**WHEREAS**, not all individuals and business property owners are experiencing financial hardship due to COVID-19 in Chisago County, and those who can, should pay their property taxes by the May 15<sup>th</sup> 2020 deadline. Individual and business property who utilize escrow payments should continue payments as scheduled; and

**WHEREAS**, pursuant to Minn. Stat. § 279.01, subd. 2, the County Board may with the concurrence of the County Treasurer, abate the penalty for late payment of property taxes; and

**WHEREAS**, the County Board finds that imposing a late payment on their first half of 2020 property taxes would be unjust and unreasonable; and

**NOW THEREFORE BE IT RESOLVED**, by the Chisago County Board of Commissioners that pursuant to Minn. Stat. § 279.01, subd. 2, the County Board hereby delegates to the Chisago County Treasurer the power to abate all late penalties on all property except personal, utility, escrow, or railroad taxes for 90 days beyond May 15<sup>th</sup>, 2020.

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On motion by Greene, seconded by McMahan, the Board moved to approve the Reliance Systems Inmate Text Message and Video Call Location Agreement and the Reliance Telephone Phone/iPod/iPad Voice Call Location Agreement. The motion **carried** as follows: **IN FAVOR THEREOF**: DuBose, Greene, McMahan, Montzka, Robinson **OPPOSED**: None.

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

On motion by DuBose, seconded by McMahan, the Board adjourned the meeting at 8:19 p.m. The motion **carried** as follows: **IN FAVOR THEREOF**: DuBose, Greene, McMahan, Montzka. **OPPOSED**: None.

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Ben Montzka, Chair

Attest: \_\_\_\_\_

Christina Vollrath  
*Interim* Clerk of the Board