

**CHISAGO COUNTY  
BOARD OF COMMISSIONERS  
OFFICIAL PROCEEDINGS  
Wednesday, April 07, 2021**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, April 07, 2021 at the Chisago County Government Center with the following Commissioners present: DuBose, Greene, Dunne, Robinson, Montzka. County Administrator Chase Burnham and Clerk of the Board Christina Vollrath were present. County Attorney Janet Reiter participated via video conference call.

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

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

COVID-19 Update Presented by Courtney Wehrenberg in Public Health– 6:31 p.m. to 6:44 p.m.

On motion by Greene, seconded by Montzka, the board moved to open the Health and Human Services Committee of the Whole at 6:44 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **OPPOSED:** None.

Chair DuBose gave the gavel to Vice-Chair Greene.

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

On motion by DuBose, seconded by Robinson, the Board moved to add items 1-6 to the Consent Agenda. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka. **OPPOSED:** None.

On motion by DuBose, seconded by Dunne, the board moved to close the HHS Committee Board of the Whole at 6:53 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **OPPOSED:** None.

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

**Board of Commissioners' Consent Agenda:**

- 1.) HHS Committee Recommendation – Director’s Report
- 2.) HHS Committee Recommendation – Payment of County’s Warrants for HHS
- 3.) HHS Committee Recommendation – SHIP Grant Agmts – Wyoming Elementary
- 4.) HHS Committee Recommendation – SHIP Grant Agmts – Forest Lake Area Schools
- 5.) HHS Committee Recommendation – SHIP Grant Agmts – RC High and RC Gardens
- 6.) HHS Committee Recommendation – Kanter Consulting LLC
- 7.) Payment of County’s Warrants and Miscellaneous Bills
- 8.) Minutes from the March 17, 2021 Regular Meeting
- 9.) Applications for Abatements (reduction) of Property Taxes
- 10.) Temporary Liquor License Request – St. Croix River Association

**CITIZENS FORUM**

**TIME** – 6:55 p.m.

**END TIME** – 6:56 p.m.

0 letters, 0 emails, # of **SPEAKERS** – 0

HRA-EDA Housing Trust Fund Presentation from 6:57 p.m. to 7:29 p.m.

The Chair opened the Public Hearing for HRA-EDA at 7:29 p.m.; no speakers; closed at 7:29 p.m.

On motion by Montzka, seconded by Greene, the Board moved to adopt the Chisago County Affordable Housing Trust Fund as recommended by the Chisago County HRA-EDA. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to accept the 2020 Probation Annual Report. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **OPPOSED:** None.

On motion by Montzka, seconded by Dunne, the Board moved to approve applying for the REAM and Caseload Workload grants through the Department of Corrections. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **OPPOSED:** None.

On motion by Greene, seconded by Dunne, the Board moved to approve the Probation Department to apply for a yearly grant through the collaborative to assist with supervising truancy in the County. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **OPPOSED:** None.

On motion by Montzka, seconded by Greene, the Board moved to proclaim July 18<sup>th</sup> – July 24<sup>th</sup>, 2021 as Probation Week in Chisago County. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **OPPOSED:** None.

On motion by Montzka, seconded by Greene, the Board moved to approve the Joint Powers Agreement between the County Attorney’s Office, Sheriff’s Office, and Court Services for access to the CJDN Communications Network; and the Courts Amendment. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to approve the Professional Services Contract with American Engineering Testing Inc. for engineering services. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to approve the Right-of-Way plat for CSAH 26 re-alignment resolution between State Highway No. 8 and CSAH No. 37. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **OPPOSED:** None.

On motion by Robinson, seconded by Greene, the Board moved to approve Reimbursement Agreement for County Road 68 Improvements. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **OPPOSED:** None.

On motion by Montzka, seconded by Dunne, the Board moved to approve convening the Chisago County Ditch Authority at the April 21<sup>st</sup> meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to authorize the D.E.S. Director to issue purchase orders for HVAC reheat project at the Center City PW building for a total cost of \$96,644.00, this includes authorizing the Auditors Department to transfer \$36,000.00 from the county building capital fund for this project. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **OPPOSED:** None.

On motion by Montzka, seconded by Greene, the Board moved to authorize the Enterprise Services Director to issue purchase orders for the Probation interview room sound deadening project with Mann Brothers Solutions. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **OPPOSED:** None.

On motion by Robinson, seconded by Dunne, the Board moved to accept the 2021 Emergency Management Performance Grant. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **OPPOSED:** None.

On motion by Greene, seconded by Dunne, the Board moved to approve the acceptance of the DECN/MESB T-CPR sub-grant in the amount of \$686.00. The motion **carried** as

follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **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 Greene, seconded by Dunne, the Board adjourned the meeting at 8:01 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, Dunne, Robinson, Montzka **OPPOSED:** None.

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Chris DuBose, Chair

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