

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, May 02, 2018**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, May 02, 2018 at the Chisago County Government Center with the following Commissioners present: Greene, McMahon, Montzka, Robinson. Commissioner Walker appeared via Electronic Means pursuant to MN Stat. 13D.015. Also present: Assistant County Attorney Maureen Caturia, County Administrator Bruce Messelt, and Clerk of the Board 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 Montzka and upon a vote being taken thereon, the motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Montzka, seconded by Greene, the Board moved to acknowledge the retirement of County Sheriff Rick Duncan. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to approve by Resolution, the appointment of Mr. Brandon Thyen as Chisago County Sheriff and authorize the County Board Chairperson, County Attorney, and County Administrator to effect and execute the necessary actions required to implement the same. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

**RESOLUTION NO. 18/0502-01
APPOINTMENT OF BRANDON THYEN AS CHISAGO COUNTY SHERIFF
FOR THE REMAINDER OF THE CURRENT TERM**

WHEREAS, pursuant to Minn. Stat. 382.01, in every county in this state there shall be elected at a general election a county sheriff; and

WHEREAS, Minnesota statute requires that the terms of office of the sheriff shall be four years and shall begin on the first Monday in January next succeeding their election; and

WHEREAS, Chisago County Sheriff Rick Duncan has submitted his intent to retire, effective May 4th, 2018, prior to the end of the current term of sheriff, which

runs from January 5th, 2015 through January 6th, 2019; and

WHEREAS, the Chisago County Board of Commissioners acknowledges the retirement of Sheriff Duncan and thanks him for his years of service and dedication to the residents and citizens of Chisago County; and

WHEREAS, pursuant to Minn. Stat. 382.01, a vacancy in the office of sheriff shall be filled by appointment made by the county board and shall be for the balance of the entire term; and

WHEREAS, Chisago County Chief Deputy Sheriff Brandon Thyen has agreed to continue his leave of absence from the position of Captain, entered into on January 20th, 2016 upon his appointment as Chief Deputy, in order to accept appointment as Chisago County Sheriff; and

WHEREAS, it is the desire of the County to continue said leave, within certain parameters in accordance with policy and/or statutory provisions, as well as to comply with the intent of Article 5 Section 5.9 of the labor agreement between the County and Licensed Essential Captains Unit for the duration of the current term of Sheriff.

NOW, THEREFORE, BE IT RESOLVED that the Chisago County Board of Commissioners hereby appoints Brandon Thyen as Sheriff of Chisago County for remainder of the current term of sheriff, effective May 5th, 2018.

BE IT FURTHER RESOLVED that the 2018 annual salary for Sheriff shall remain at \$122,745.

BE IT FURTHER RESOLVED that the Chisago County Attorney, Chair of the Board of Commissioners, and Administrator are hereby authorized to effect and execute the necessary actions required to implement this Resolution.

County Auditor Dennis Freed administrated the Oath of Office to newly appointed Sheriff Brandon Thyen.

On motion by Walker, seconded by Greene, the Board moved to approve by resolution the appointment of Sheriff Thyen of Mr. Justin Wood as Chief Deputy Sheriff of Chisago County, effective May 5th, 2018, and authorize the County Board Chairperson, County Attorney and County Administrator to effect and execute the necessary actions required to implement the same. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahan, Montzka, Robinson, Walker **OPPOSED:** None.

RESOLUTION NO. 18/0502-02
APPROVING APPOINTMENT OF CHIEF DEPUTY SHERIFF;
AUTHORIZING LEAVE OF ABSENCE FOR
CAPTAIN JUSTIN WOOD; SETTING PARAMETERS

AND CONDITIONS

WHEREAS, pursuant to M.S. 387.145, Honorable Brandon Thyen, Chisago County Sheriff, seeks action regarding the appointment of the Chief Deputy Sheriff to succeed the previous Chief Deputy Sheriff; and

WHEREAS, Chisago County Sheriff's Office Captain Justin Wood has requested a leave of absence from his current position of Captain, in order to accept appointment as the Chisago County Chief Deputy Sheriff; and

WHEREAS, it is the desire of the County to grant said leave, within certain parameters in accordance with policy and/or statutory provisions, as well as to comply with the intent of the labor agreement between the County and Licensed Essential Captains Unit for the duration of the current term of county sheriff.

NOW, THEREFORE, BE IT RESOLVED that Captain Justin Wood is hereby appointed Chief Deputy Sheriff effective May 5th, 2018 pursuant to M.S. 387.145 with said appointment to follow the intent of M.S. 375.58, Subd. 2 (e) though said statute has not been adopted by this Board. The appointment is further made to conform with the intent of Article 5 Section 5.9 of the agreement between Chisago County and Licensed Essential Captains Unit.

BE IT FURTHER RESOLVED that the Chisago County Board grants to Captain Justin Wood leave of absence from his current position effective May 5th, 2018 through the last date of the current term of county sheriff, solely for the purpose of serving as the County's Chief Deputy Sheriff; and that the provisions of the above paragraph are in effect during said period; adoption of this resolution, its conditions and terms are to be construed solely for this appointee for the referenced period of time; the Board will act upon any future similar request following consideration of its merits.

BE IT FURTHER RESOLVED, that the 2018 annual salary for Chief Deputy Wood shall be \$100,603.

BE IT FURTHER RESOLVED, that the Chisago County Attorney, Chair of the Board of Commissioners, and Administrator are hereby authorized to effect and execute the necessary actions required to implement this Resolution.

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

The Chair opened the Health and Human Services Committee of the Whole at 6:42 p.m.

The Chair gave the gavel to Vice-Chair Greene. *No action taken.*

Nancy Dahlin provided the Board with the following Chisago County Health and Human Services Updates: Legislative Update, Farm Bill Implications, Centers for Medicaid Services, Child Protection hold back/incentive funds, New Employee Mark Florin as Operations Manager. *No action was taken.*

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

On motion by McMahon, seconded by Montzka, the Board moved to close the Health & Human Services Committee of the Whole. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

At 7:00 p.m., the Chair closed the Health & Human Services Committee of the Whole.

At 7:00 p.m., the Chair opened Citizen Forum. 0 Citizen spoke; the Chair closed Citizen Forum at 7:00 p.m.

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

- 1.) HHS Committee Recommendation – HHS Director’s Report
- 2.) HHS Committee Recommendation – Payment of County’s Warrants for HHS
- 3.) HHS Committee Recommendation – State Health Improvement Program Grant Agreement – Chisago City Market Share Box
- 4.) HHS Committee Recommendation – Chisago County State Health Improvement Program Grant Agreements
- 5.) HHS Committee Recommendation – Prof. Services Agreement – Central Minnesota Immunization Connection
- 6.) HHS Committee Recommendation – Chisago County Award – Children’s Mental Health Screening Grant
- 7.) HHS Committee Recommendation – State of MN JPA for the Farmer’s Market Nutrition Program
- 8.) HHS Committee Recommendation – 2018 Restated Cooperative Agmt. among Metro County Consortium
- 9.) Payment of County’s Warrants and Miscellaneous Bills
- 10.) Minutes from the April 18, 2018 Regular Meeting
- 11.) Applications for Abatement

County Medical Examiner Dr. A. Quin Strobl provided the County with her annual update. *No action taken.*

On motion by Montzka, seconded by Greene, the Board moved to approve the Out-of-State Travel Request for Deputy Jake Johnson to attend the Advanced Vehicle Contraband Concealment training in Fort Dodge, IA. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Robinson, seconded by Greene, the Board moved to approve the requested credit card limit increase for Training Sergeant Matthew Beckman. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Walker, seconded by Robinson, the Board moved to approve the purchase of 27 Huddle flip top tables for use in the Emergency Operations Center. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to approve the purchase of 8 Zoll Automated Defibrillators for the patrol units of the Chisago County Sheriff's Department. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Greene, seconded by Robinson, the Board moved to approve the Maintenance and Grooming Applications for the Wild River Snowmobile Club, the North Branch Sno-Drifters, and the Rush City Sno-Bugs. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

RESOLUTION NO. 18/0502-03
AUTHORIZING SPONSORSHIP OF SNOWMOBILE TRAILS
OPERATED BY THE WILD RIVER SNOWMOBILE CLUB

BE IT RESOLVED, that the Chisago County Board of Commissioners act as the legal sponsor for an application for funding to the State of Minnesota Department of Natural Resources for maintenance and grooming of snowmobile trails managed by the Wild River Snowmobile Club.

BE IT FURTHER RESOLVED, that upon approval of its application by the state, the Chisago County Board of Commissioners may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with all applicable laws and regulations as stated in the agreement.

BE IT FURTHER RESOLVED, that the County Auditor is hereby authorized to serve as the fiscal agent for the above referenced project.

RESOLUTION NO. 18/0502-04
AUTHORIZING SPONSORSHIP OF SNOWMOBILE TRAILS

OPERATED BY THE NORTH BRANCH SNO-DRIFTERS

BE IT RESOLVED, that the Chisago County Board of Commissioners act as the legal sponsor for an application for funding to the State of Minnesota Department of Natural Resources for maintenance and grooming of snowmobile trails managed by the North Branch Sno-Drifters.

BE IT FURTHER RESOLVED, that upon approval of its application by the state, the Chisago County Board of Commissioners may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with all applicable laws and regulations as stated in the agreement.

BE IT FURTHER RESOLVED, that the County Auditor is hereby authorized to serve as the fiscal agent for the above referenced project.

**RESOLUTION NO. 18/0502-05
AUTHORIZING SPONSORSHIP OF SNOWMOBILE TRAILS
OPERATED BY THE RUSH CITY SNO-BUGS**

BE IT RESOLVED, that the Chisago County Board of Commissioners act as the legal sponsor for an application for funding to the State of Minnesota Department of Natural Resources for maintenance and grooming of snowmobile trails managed by the Rush City Sno-Bugs.

BE IT FURTHER RESOLVED, that upon approval of its application by the state, the Chisago County Board of Commissioners may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with all applicable laws and regulations as stated in the agreement.

BE IT FURTHER RESOLVED, that the County Auditor is hereby authorized to serve as the fiscal agent for the above referenced project.

On motion by Robinson, seconded by Walker, the Board moved to award C.P. 13-SC-18 2018 Seal Coat Project and approve the contracts. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Greene, seconded by Robinson, the Board moved to award the 2018 Microsurfacing Project and approve the contracts at tonight's meeting. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Greene, seconded by Montzka, the Board moved to approve the Project SAP 013-624-008 and Agreement. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

On motion by Montzka, seconded by Greene, the Board moved to approve the Professional/Technical Services Contract between 1000 Petals, LLC and Chisago County. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

County Administrator Messelt provided the following updates: Correspondence.
No action was taken.

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

On motion by Greene, seconded by Robinson, the Board adjourned the meeting at 7:41 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** Greene, McMahon, Montzka, Robinson, Walker **OPPOSED:** None.

George McMahon, Chair

Attest: _____
Chase Burnham
Clerk of the Board