

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, August 05, 2020**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, August 05, 2020 at the Chisago County Government Center with the following Commissioners present: DuBose, McMahon, 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.

Commissioner Greene offered a motion to approve the amended agenda. Motion seconded by DuBose, 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 p.m. to 6:45 p.m.

On motion by McMahon, seconded by Greene, the Board moved to recess the Board of Commissioners meeting to the Health and Human Services Committee of the Whole at 6:45 p.m. 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 6:45 p.m.

Chair Montzka gave the gavel to Vice-Chair DuBose.

Health and Human Services Director Robert Benson provided the following updates

On motion by McMahon, seconded by Greene, the Board moved to add items 1-2 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 Montzka, the Board moved to close the Health & Human Services Committee of the Whole at 6:56 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

Chair Montzka received the gavel back from Vice-Chair DuBose.

On motion by DuBose, seconded by Greene, the Board moved to approve the Consent Agenda items 1-3 only. 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.) Payment of County's Warrants and Miscellaneous Bills

On motion by DuBose, seconded by Greene, the Board moved to amend the meeting minutes from the July 15, 2020 Regular Meeting to reflect the motion regarding Commissioner DuBose motion regarding the Lindgren IUP and the foliage needed to screen the solar panels. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Robinson, Montzka **OPPOSED:** None.

At 7:00 p.m., the Chair opened Citizen's Forum. 0 Citizens spoke. The Chair closed Citizen's Forum at 7:00 p.m.

The Chair had the County Administrator read the new rules of Citizen's Forum into the record. 1 letter was submitted for Citizen's Forum.

On motion by Greene, seconded by DuBose, the Board moved to recess the board of commissioners meeting to meet as the Chisago County Ditch Authority. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Robinson, Montzka **OPPOSED:** None.

On motion by Robinson, seconded by Greene, the Board moved to approve the work on Ditch #14. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Robinson, Montzka **OPPOSED:** None.

On motion by McMahon, seconded by Greene, the Board moved to confirm Resolution No. 20/0317 - Declaration of Local Emergency in Chisago and grant authority to the Chisago County Administrator and Board Chair to approve all eligible CARES Fund purchases up to \$100,000 for efficiency due to the CARES Act funding, and that all purchases greater than \$100,000 or purchases deemed capital must be brought to the County Board for approval. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

On motion by DuBose, seconded by Robinson, the Board moved to approve the allocation of \$1,400,000 CARES Act funding to the Chisago County HRA-EDA for the Chisago County Small Business Relief Grants Program which begins on August 10th, 2020, and request that the Cities within Chisago participate by adding funds to the County's allocation to supplement, and approve the sub-recipient agreement with the Chisago County HRA-EDA. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

On motion by Robinson, seconded by Greene, the Board moved to adopt a the resolution authorizing the Auditor-Treasurer to enter into and execute JPA with the State of Minnesota to serve as deputy recount official if needed for State Primary and General Elections. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahan, Montzka, Robinson **OPPOSED:** None.

On motion by McMahan, seconded by DuBose, the Board moved to authorize the resolution approving the application for funding from the CARES Election-Administration Grant and to authorize agreements with the various cities/townships in Chisago County. 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 authorize the Auditor-Treasurer to enter into the Voter Equipment Grant Agreement with the Minnesota Secretary of State. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahan, Montzka, Robinson **OPPOSED:** None.

On motion by Robinson, seconded by Greene, the Board moved to approve the agreement to Provide School Resource Officer Services for Rush City School District for the 2020-2021 school year. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahan, Montzka, Robinson **OPPOSED:** None.

On motion by DuBose, seconded by McMahan, the Board moved to approve the purchase of the new boat package from Rapid Marine for the Chisago County Sheriff's Office. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahan, Montzka, Robinson **OPPOSED:** None.

On motion by Greene, seconded by DuBose, the Board moved to authorize the replacement of Bridge L5981 in Sunrise Township. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahan, Montzka, Robinson **OPPOSED:** None.

On motion by DuBose, seconded by Robinson, the Board moved to approve the CP 13-78-19 CR 78 Reconditioning Project. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahan, Montzka, Robinson **OPPOSED:** None.

On motion by Greene, seconded by DuBose, the Board moved to approve the SHIP Grant Agreements – The City of Lindstrom and North Branch. 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 approve the WSB Scope of Work for Swedish Immigrant Trail Segment C Additional Work Areas as an amendment to the Professional and Technical Services Agreement with WSB and authorize county staff to proceed with the expanded Segment C study area. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahan, Montzka, Robinson **OPPOSED:** None.

On motion by Robinson, seconded by McMahon, the Board moved to approve the July 20, 2020, Dennis Frandsen County Park Seal Coat proposal as presented. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

On motion by Robinson, seconded by Greene, the Board moved to approve the July 29, 2020, County Parks 2021 Chevrolet Silverado 2500HD Gov't Fleet Purchase not to exceed \$30,000 as presented. 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 giving the public works supervisors (4 total) 3 on-call hours per week. 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 hiring the new Human Resources Director at Grade 35 and Step 5 and recognize Mrs. Renee Kirchner for her 25+ years of service to Chisago County as the Human Resources Director. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

County Administrator Chase Burnham gave administration updates. Monday, August 17 from 9:00-4:00 Budget and Finance Meeting to replace Budget and Finance meeting on August 11.

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

On motion by DuBose, seconded by Robinson, the Board adjourned the meeting at 7:49 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson. **OPPOSED:** None.

Ben Montzka, Chair

Attest: _____
Christina Vollrath
Interim Clerk of the Board