

**CHISAGO COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
Wednesday, August 19, 2020**

The Chisago County Board of Commissioners met in regular session at 6:30 p.m. on Wednesday, August 19, 2020 at the Chisago County Government Center with the following Commissioners present: DuBose, Greene, McMahon, Montzka, Robinson. County Attorney Janet Reiter participated electronically. Also present: County Administrator Chase Burnham and *Interim* Clerk of the Board Christina Vollrath.

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

Commissioner DuBose offered a motion to approve the amended agenda with the friendly amendment to move item #20 Heartland Express Dissolution Resolution after Citizen's Forum. Motion seconded by McMahon. The motion **passed** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

6:40 p.m. – COVID-19 Update by HHS Director Bob Benson – ended 6:47 p.m.

On motion by McMahon, seconded by Robinson, the Board opened the Road and Bridge Committee of the Whole at 6:47 p.m. The motion **carried** as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

The Board was given updates on the following current projects of the Public Works Department from County Engineer Joe Triplett: Construction update; City of Stacy Access – denial, variance request. *No action was taken.*

On motion by McMahon, seconded by Robinson, the Board moved the Director's Report 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 Road and Bridge Committee of the Whole at 6:59 p.m. 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 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.) Minutes from the August 5, 2020 Regular Meeting
- 3.) Payment of County’s Warrants and Miscellaneous Bills
- 4.) Applications for Abatements (reduction) of Property Taxes

The Board was given a brief update on the Environmental Services from Director Kurt Schneider: Preliminary Plats; Planning Commission; Construction/permit activity; closed park beaches due to high levels of E. Coli concentrations; park trail extensions; department updates. *No action was taken.*

On motion by McMahan, seconded by DuBose, the Board moved to approve the Darrick and Chantel Kvale “Kvale Estates” preliminary plat in Section 22, T. 33, R. 20; PID 02.00226.00. 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 to approve the Susan and George Schrunk “Deerwood Estates” preliminary plat in Section 23, T. 36, R. 220; PID 03.00177.20, 03.00314.00 and 03.00325.00; with the following condition:

1. The existing septic system will be brought into compliance for Lot 2 in a manner compliant with the Subsurface Sewage Treatment Ordinance 10-1 prior to filing for Final Plat.
2. The existing 21x40 shed on Lot 2 will be modified or relocated in a manner that meets setback requirements.

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 Dennis Frandsen “Rush Lake Estates” preliminary plat in Section 14, T. 37, R. 22; PID 06.00280.00 and accept the surrender of the existing resort and campgrounds Conditional Use Permit on the subject property. 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 approve the East Central Energy Conditional Use Permit to construct a 98 foot tall utility pole telecommunications tower with wireless telecommunications antenna in Chisago Lakes Township, Sec. 35, T. 34, R 20, at 14819 Pleasant Valley Rd. (PID #02.00935.00) with Staff Analysis as provided in the Staff Report and the Finding of Fact that the proposal is consistent with the zoning regulations and Comprehensive Plan subject to the following Conditions:

1. The location of the utility pole shall be located up to 20 feet from the south property line subject upon the Applicants furnishing a registered engineers certification that the tower is designed to collapse, fall, curl or bend within a distance or zone shorter than the total tower height in satisfaction of Zoning Ordinance Section 7.28.E in association with the building permit application.
2. The Applicant shall furnish documentation to County staff in satisfaction of Zoning Ordinance Section 7.28.J in association with the building permit application.

and/or as amended at tonight's meeting.

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 Innovative Power Systems Interim Use Permit Amendment Request at Amador Township, Sec. 25, T. 35, R 20, 15535 375th Street, (PID #01.00352.00) to adjust the solar panel configuration from fixed tilt system to a tracker system and reconfigure the project layout as recommended by the Planning Commission with the following conditions:

1. Solar Panels switching from a fixed tilt system to a tracker system in a reconfigured layout as shown on Plan Sheet PV1 dated March 17, 2020.
2. Compliance with all specials conditions (15) as approved as part of the Interim Use Permit on April 17, 2019.

and/or as amended at tonight's meeting.

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

On motion by Robinson, seconded by DuBose, the Board moved to approve the Chisago County Parks & Trails Adopt-A-Trail Program Outline and Application and Annual Application Fee as presented, subject to County Attorney review as to form (and /or amended). The motion carried as follows: **IN FAVOR THEREOF:** DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED:** None.

CITIZENS FORUM - TIME 7:11 p.m. # of **SPEAKERS** - 4
END TIME 7:27 p.m.
0 letters, 0 emails

Commissioner Greene made a motion to amend the resolution for the Heartland Express Dissolution Resolution. The motion failed due to lack of second.

On motion by McMahon, seconded by Robinson, the Board moved to approve the resolution for the dissolution of the subrecipient agreement under the MnDot public transit program contingent upon MnDot selection and execution of an agreement with a new subrecipient. The motion carried as follows: **IN FAVOR THEREOF:** DuBose, McMahon, Montzka, Robinson **OPPOSED:** Greene.

RESOLUTION NO: 20/0819-02
FOR THE DISSOLUTION AS A SUBRECIPIENT UNDER THE MNDOT
PUBLIC TRANSIT PROGRAM
CONTINGENT UPON MNDOT SELECTION AND EXECUTION OF AN
AGREEMENT WITH A NEW SUBRECIPIENT

WHEREAS, Chisago County currently provides Section 5311 public transit demand responsive services in Isanti and Chisago Counties known as Heartland Express, and;

WHEREAS, currently these services are provided with federal and state funding from the State of Minnesota, farebox and system revenues, and local share revenues from Isanti and Chisago Counties for their multicounty transit system, and;

WHEREAS, Chisago County has determined that while public transit is a vital program within the county; and

WHEREAS, commencing on or about approximately June 18, 2020 Chisago County has been in consultation with MNDOT regarding mutual concerns regarding the capacity of Isanti County/Heartland Express to provide public transit administration in the jurisdiction, and;

WHEREAS, Chisago County/Heartland Express understands that Chisago County/Heartland Express must follow process, procedures, and contractual obligations with the MnDOT Office of Transit and Active Transportation (OTAT), and;

WHEREAS, Chisago County has hereby resolved that the dissolution of the current grant agreement includes the finalization of all expenses and revenues, and reporting requirements under the Public Transit Program and any other grant agreement currently in open status and/or in Audit status, and;

WHEREAS, Chisago County will work together with MnDOT OTAT on all requirements and reporting necessary in the event of MnDOT's selection and execution of an agreement with a new subrecipient and the possible dissolution of the Public Transit program in Isanti and Chisago Counties, and;

NOW THEREFORE BE IT RESOLVED, be it first resolved that Chisago County hereby agrees that all assets(fleet, facility(ies), reserve account funds, equipment, parts, etc.) will be readied and transferred to a new subrecipient, contracted with MnDOT OTAT, in a specified timeline, and;

BE IT ALSO RESOLVED, that Chisago County hereby agrees to provide a future Resolution to identify the new subrecipient, transfer process and detailed tables for all assets (fleet, facility, equipment, parts, etc.) identified, balance of reserve account, and all other inventory that is identified to transfer to the new subrecipient;

BE IT FURTHER RESOLVED, that Chisago County hereby agrees to participate with the new subrecipient by providing a representative to serve on their Transit Advisory Council (TAC), their governing board and/or other types of participation. In addition, Chisago County agrees to provide a local share amount agreed upon for operating and for capital fleet replacement costs or facility costs in the jurisdiction.

On motion by Robinson, seconded by Greene, the Board moved to approve the SHIP Grant Agreement with the City of Rush City. The motion carried as follows: **IN FAVOR THEREOF**: DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED**: None.

On motion by McMahon, seconded by DuBose, the Board moved to approve the County Veterans Service Office Operational Enhancement Grant Program Grant Agreement. 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 appoint Dawn White as an At-Large representative on the Water Plan Policy Team; effective 8/19/2020 thru 1/1/2022. The motion carried as follows: **IN FAVOR THEREOF**: DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED**: None.

Moved the Chisago County D.E.S. Director to execute the agreements and PO's as required to complete these purchases to Budget and Finance Committee by consensus.

On motion by McMahon, seconded by Greene, the Board moved to authorize the Chisago County D.E.S. Director to execute the agreements and PO's as required to complete these purchases. The motion carried as follows: **IN FAVOR THEREOF**: DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED**: None.

On motion by McMahon, seconded by Robinson, the Board moved to accept the County Recorder Report 2019. The motion carried as follows: **IN FAVOR THEREOF**: DuBose, Greene, McMahon, Montzka, Robinson **OPPOSED**: None.

On motion by McMahon, seconded by Robinson, the Board moved to with the digitalization project as presented with ARC Document Solutions not to exceed \$33,619. 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 allocation of \$1,000,000 CARES Act funding to the Chisago County HRA-EDA for the Chisago County Non-Profit Relief Grants Program which begins on August 24th, 2020. 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 Greene, the Board adjourned the meeting at 8:30 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