

REGULAR MEETING OF THE ISANTI COUNTY BOARD OF COMMISSIONERS

Wednesday, February 6, 2019, at 9:00 a.m. – Government Center Boardroom

Members Present: Chairperson Mike Warring; Commissioners Greg Anderson, Susan Morris, Terry Turnquist, Dave Oslund
Members Absent: None
Others Present: K VanHooser, J Edblad, P Messer, T Bergloff, C Caulk, D Valentyn, R Heilman, T Buttacavoli, B Wendorf, C Struss, and K Lakeberg; (Reporter: J Kotilla, N Olson)

00o Chairperson Warring called the meeting to order and led the assembly in the Pledge of Allegiance.

00o Public Comment Session. There was no Public Comment.

19/02-01 Motion by Morris, seconded by Anderson, to approve the February 6, 2019, Board Agenda with the following additions: G-2 – Approve Resolution No. 19-13-03. LRIP – North Branch Township, and H-1 – Set Public Hearing to Consider Revised Tobacco Ordinance. Motion carried unanimously.

19/02-02 Motion by Oslund, seconded by Turnquist, to approve the January 16, 2019, Board Meeting Minutes. Motion carried unanimously.

19/02-03 Motion by Turnquist, seconded by Oslund, to approve the request of the Personnel Committee to approve the promotion of two internal employees for full-time Sergeant positions. Motion carried unanimously.

19/02-04 Motion by Oslund, seconded by Warring, to approve the request of the Personnel Committee to approve the promotion of two internal employees for the full-time Transit Bus Driver positions. Motion carried unanimously.

19/02-05 Motion by Morris, seconded by Anderson, to approve the request of the Personnel Committee to adopt the “Animals in County Buildings” policy. Motion carried unanimously.

19/02-06 Motion by Turnquist, seconded by Oslund, to approve the following Personnel Action Items: to ratify the hire of Cathy McCann, full-time Public Health Nurse, effective January 24, 2019; to ratify the hire of Kathleen Potrament, full-time Deputy County Recorder I, effective January 28, 2019; to approve the transfer of Brad Olson, Sign Worker II, to full-time Heavy Equipment Operator, effective January 21, 2019; to approve the promotion of Miranda Groninga, part-time Corrections Officer, to full-time Deputy Sheriff, effective February 1, 2019; to approve the regular full-time status of Alyssa Dehn, Transit Street Supervisor, effective January 13, 2019; to approve the regular full-time status of Paul Smith, Transit Director, effective January 30, 2019; and to accept the resignation of Kelly Storck, full-time Sheriff Administrative Assistant III, effective February 6, 2019. Motion carried unanimously.

19/02-07 Motion by Morris, seconded by Anderson, to set the Isanti County Economic Development Authority meetings on the following dates: April 23, 2019, July 23, 2019, and October 22, 2019, at 9:00 a.m. in the County Board Room of the Isanti County Government Center, 555 18th Avenue SW, Cambridge, MN 55008. Motion carried unanimously.

19/02-08 Motion by Anderson, seconded by Morris, to appoint Al Koczur to the Water Management Plan Taskforce. Motion carried unanimously.

19/02-09 Motion by Oslund, seconded by Turnquist, to appoint Carrie Gibbs to the Tax Abatement Review Committee. Motion carried unanimously.

19/02-10 Motion by Turnquist, seconded by Oslund, to appoint Loren Nelson, Janna King, and Susan Morris to the GreaterMSP Advisory Committee. Motion carried unanimously.

19/02-11 Motion by Turnquist, seconded by Anderson, to approve the annual Letter of Agreement with Economic Development Services, Inc. Motion carried unanimously.

19/02-12 Motion by Anderson, seconded by Morris, to approve the following resolution: RESOLUTION AUTHORIZING ADMINISTRATION OF MINNESOTA HOUSING FINANCE AGENCY'S FAMILY HOMELESS PREVENTION AND ASSISTANCE PROGRAM. July 1, 2019 – June 30, 2021. WHEREAS, the Minnesota Housing Finance Agency, State of Minnesota, has been authorized to undertake a program to provide assistance to low-income families and youth to prevent homelessness; and WHEREAS, Lakes and Pines Community Action Council, Inc., has developed an application as an Administering Entity for the Minnesota Housing Finance Agency's Family Homeless Prevention and Assistance Program. NOW, THEREFORE BE IT RESOLVED, that Lakes and Pines Community Action Council, Inc., is hereby authorized as an entity to be charged with the administration of funds made available through the Minnesota Housing Finance Agency's Family Homeless Prevention and Assistance Program in the County of Isanti. Dated this 6th day of February, 2019. ISANTI COUNTY BOARD OF COMMISSIONERS. Motion carried unanimously.

19/02-13 Motion by Morris, seconded by Turnquist, to authorize the payment of an invoice in the amount of \$12,013.20 to CDW-G to begin Family Services Wireless Internet project. Motion carried unanimously.

O0o Dr. Strobl, Medical Examiner, presented the 2018 Annual Report.

19/02-14 Motion by Turnquist, seconded by Oslund, to approve the existing Isanti County Personnel Policy Section 10.4 Voluntary Leave of Absence Without Pay as follows: 10.4 VOLUNTARY LEAVE OF ABSENCE WITHOUT PAY. A. POLICY STATEMENT: It is the policy of Isanti County to grant a voluntary leave of absence without pay for up to ten (10) days a year to eligible employees. B. ELIGIBILITY: All County employees (including Department Heads) are eligible for this voluntary leave of absence regardless of status. C. AUTHORIZATION: 1. An employee shall submit a written request to the appropriate Department Head for a voluntary leave of absence indicating the day(s) he/she would prefer to be absent. 2. Benefits affected by a voluntary leave of absence, are the vacation and sick leave will not accrue during a voluntary leave of absence; however, health, dental, and life insurance will not be affected. 3. Permission for voluntary leaves of absence without pay shall be granted by Department Heads. a. Leaves which adversely affect the efficiency and operation of a department shall not be granted. b. Leaves which result in additional work or overtime for other County employees shall not be granted. c. Employees who utilize this policy and have optional payroll deductions are responsible for deductions not covered by income loss. d. Public Employee Retirement Association (PERA) contributions will be based on the actual salary paid to employee. e. Employees shall be paid for holiday if taking "Voluntary Leave of Absence without Pay" the day before and/or after the holiday. 4. All voluntary leaves of absence without pay shall be reported to Human Resources at the end of each respective pay period by the Department Head who authorized the voluntary leave. *Revised 4/3/02 per Board Action; date last revised: 7/21/09.* Motion carried unanimously.

O0o Commissioners provided various committee reports.

19/02-15 Motion by Turnquist, seconded by Morris, to approve the following claims and warrants:

Anoka County Treasury Office	\$23,840.50	MCCC, MI 33	\$27,406.36
Beaudry Oil & Propane	\$7,846.98	MG Cabling Inc	\$9,650.00
Cargill, Inc	\$65,089.36	Morris Electronics Inc	\$17,360.57
Economic Development Services	\$6,319.70	Nac Mechanical	\$5,055.93
Federated Co-Ops (Hwy)	\$16,354.36	North Central Bus Sales	\$79,804.00
Greater MSP	\$5,000.00	Office of MN IT Services	\$7,336.44
Hansen Surveying	\$7,245.00	Shi International Corp	\$6,522.50
Holiday Stationstores LLC	\$5,112.66	Telin Transportation Group	\$79,494.00
Information Systems Corp	\$16,238.00	TriMin Systems Inc	\$31,140.00
Isanti Soil & Water Cons. Dist	\$10,000.00	US Postal Service (Hasler)	\$10,000.00
		Total Claims and Warrants	\$436,816.36

Motion carried unanimously.

O0o Commissioners provided various committee reports.

O0o At this time, a Public Hearing was held to review and consider revising the 2019 Isanti County Fee Schedule, Wetland Fee section. Kevin VanHooser, County Administrator, read the following published Public Notice into the record: The Isanti County Board of Commissioners has scheduled a Public Hearing, pursuant to Minnesota Statute 373.41, for 9:30 a.m. on Tuesday, February 6, 2019, in the County Board Room, Isanti County Government Center, 555 18th Avenue Southwest, Cambridge, Minnesota, 55008. The purpose of the Public Hearing is to review and consider revising the 2019 Isanti County Fee Schedule, Wetland Fee section. The proposed Fee Schedule is available for review at the Isanti County Auditor's Office in the Government Center. For further information regarding said hearing, contact the Isanti County Administrator's Office at (763) 689-3859. By order of the Isanti County Board, this 8th day of January, 2018. There were no written comments received. No public comment was made.

19/02-16 Motion by Morris, seconded by Oslund, to close the Public Hearing. Motion carried unanimously.

19/02-17 Motion by Oslund, seconded by Morris, to approve the revisions of the 2019 Isanti County Zoning Fee Schedule as follows: Wetland Agriculture Activity *Maintaining existing drainage ditches, drain tile, etc.– No Fee; Wetland Permits (After-the-Fact) - \$500.00, beginning October 1, 2019. Motion carried unanimously.

19/02-18 Motion by Anderson, seconded by Turnquist, to approve the request of the Zoning department to begin the process of reviewing the DNR Shoreland Model Ordinance. Motion carried unanimously.

19/02-19 Motion by Morris, seconded by Oslund, to approve Amendment Number 6 to the Food Services Management contract between Isanti County and Summit Food Service LLC. Motion carried unanimously.

19/02-20 Motion by Oslund, seconded by Turnquist, to approve the purchase of a CAT 279D Compact Skid Loader from Ziegler CAT in the amount of \$65,040.00. Motion carried unanimously.

19/02-21 Motion by Morris, seconded by Anderson, to approve the following resolution: ISANTI COUNTY RESOLUTION NO. 19-13-03. North Branch Township. Virgo Street and 307th Avenue NE. Local Road Improvement Program. WHEREAS, North Branch Township is applying for funding to reconstruct Virgo Street and 307th Avenue, from TH 95 to CSAH 21, through the Local Road Improvement Program, and WHEREAS, the Local Road Improvement Program application requires the County's agreement to act as a Sponsor for the Township, and BE IT RESOVLED, that Isanti County supports North

Branch Townships efforts to secure funding for the improvement of Virgo Street and 307th Avenue NE, and agrees to Sponsor the Project, as the fiscal agent of behalf of the Township, if funding is awarded. Adopted February 6, 2019. Motion carried unanimously.

19/02-22 Motion by Morris, seconded by Turnquist, to schedule a Public Hearing for 10:00 a.m. on Wednesday, March 20, 2019, in the County Board Room, Isanti County Government Center, 555 18th Avenue SW, Cambridge, MN 55008, for the purpose of consider adopting a revision of An Ordinance Regulating the Possession, Sale and Consumption of Tobacco and Tobacco Related Devises and Products Ordinance. Motion carried unanimously.

19/02-23 Motion by Morris, seconded by Oslund, to approve Isanti Township's request to utilize \$14,000.00 of their Park Reserve Fund for shoreline stabilization project at Fannie Lake Access. Motion carried unanimously.

19/02-24 Motion by Oslund, seconded by Morris, to approve the following deed restriction: Acceptance of Deed and Imposition of Conditions Required by the Minnesota Department of Natural Resources Project Agreements: Irving & John Anderson County Park: Restrictive Covenant: In order to comply with the Department of Natural Resources park Legacy Project Contract GMRPTC19-13, Isanti County does hereby impose the following restrictions on the property known and identified as Irving & John Anderson County Park located in the County of Isanti, State of Minnesota and legally described as (See Exhibit A). 1. The property shall be permanently managed and maintained for public outdoor recreation use. 2. The Grantee, County of Isanti, shall not at any time convert any portion of the park area to uses other than public outdoor recreation use without the prior written approval of the State acting through its commissioner of natural resources. Motion carried unanimously.

00o Barry Wendorf, Parks Director, gave an update on the Greater MN Regional Parks and Trails Commission.

19/02-25 Motion by Turnquist, seconded by Oslund, to approve the following resolution: ACCEPTANCE OF DONATIONS TO ISANTI COUNTY. WHEREAS, it is the policy of Isanti County that gifts and donations to the County shall be accepted by the Board of Commissioners; WHEREAS, various departments and programs within Isanti County have received gifts and donations during the month of December 2018 as follows: Veteran Services Department for Veteran Assistance: Isanti County Beyond the Yellow Ribbon – 29 \$100.00 gift cards, Anoka Chapter Disabled American Veterans – 23 \$100.00 gift cards, Minnesota Assistance Council for Veterans – stockings/presents; Veteran Services Department for Veterans Transportation: VFW Rum River Post 2735 - \$150.00; Sheriff Department for Safety & Rescue Program: Stanchfield Township - \$50.00, Springvale Township - \$600.00; Sheriff Department for K9 Program: McClellan, Jeff - \$50.00; Transit Department: United Way (payroll contributions) - \$219.43. NOW THEREFORE BE IT RESOLVED, that the Isanti County Board of Commissioners hereby formally accepts these gifts and donations. Motion carried unanimously.

19/02-26 Motion by Anderson, seconded by Oslund, to approve the 2018 and 2019 Parks Budget Amendment as follows: 2018 Expense - \$82,747.00, 2018 Revenue - \$85,277.00, 2019 Expense - \$796,461.00, 2019 Revenue - \$703,378.00. Motion carried unanimously.

00o Commissioners provided various committee reports.

19/02-27 Motion by Morris, seconded by Anderson, to adjourn (10:38 a.m.). Motion carried unanimously.

Kevin VanHooser, County Administrator

Mike Warring, County Board Chairperson

By: Hallee Turner, Administrative Assistant II