



Mission:

Working Together to Deliver Quality Services that are Valued by the Community, Today and Tomorrow

Vision:

A modern community where all are treated as neighbors

**Regular Meeting of the Isanti County Board of Commissioners
Wednesday, March 18, 2020, 9:00 a.m.
Government Center Board Room**

Members Present: Chairperson Greg Anderson; Commissioners Susan Morris, Terry Turnquist, Dave Oslund, and Mike Warring

Members Absent: None

Others Present: J Lines, J Edblad, T Nelson, L Giese, T Buttacavoli, P Messer, M Jensen, J Lauseng, C Struss, and T Bergloff; (Reporter: J Kotila, R Kytonen)

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

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

20/03-20 Motion by Morris, seconded by Oslund, to approve the March 18, 2020, County Board Agenda with the following additions: A-7 – Consideration of Personnel Policy Change; and A-8 – COVID-19 Update. Motion carried unanimously.

20/03-21 Motion by Oslund, seconded by Warring, to approve the March 4, 2020, County Board Meeting Minutes. Motion carried unanimously.

20/03-22 Motion by Morris, seconded by Turnquist, to approve the request of the Personnel Committee to set the Probation Supervisor position at a Grade 24 and the Probation Director at Grade 27 per the recommendation of the outside consultant. Further, that the Probation Supervisors wage remain as is, until such time her wage falls within the approved non-contract County wage scale. Motion carried unanimously.

20/03-23 Motion by Turnquist, seconded by Oslund, to approve the following Personnel Action Items: to ratify the hire of Randy Bollinger, part time Transit Bus Drive, effective March 12, 2020; to ratify the hire of Zachary John, part time Corrections Officer, effective March 16, 2020; to ratify the hire of Madeline Ries, full time Corrections Officer, effective March 16, 2020; to ratify the hire of Emily Ryding, part time Corrections Officer, effective March 16, 2020; to ratify the hire of Jonathan Wiseman, part time Corrections Officer, effective March 16, 2020; to ratify the hire of Shyenne Zerwas, full time Attorney Administrative Assistant II, effective April 1, 2020; to accept the internal transfer of Jana Amsrud from Eligibility Worker to Office Support Specialist, effective March 26, 2020; to ratify the promotion of Sabin Smith, part time Parks Maintenance Worker to part time Parks Maintenance Lead, effective April 1, 2020; to approve the regular full time status of Wes Pallo, full time Highway Engineer Technician II (Civil), effective March 26, 2020; to accept the resignation of Michelle Kleven, seasonal Administrative Assistant I – Elections Staff, effective February 26, 2020; to accept the resignation of Scott Fredell, part time Deputy Sheriff, effective March 4, 2020; to accept the resignation of Rachel Peterson, full time Social Worker, effective March 20, 2020; and to accept the resignation of Kimberly Orand, full time Child Support Officer, effective March, 26, 2020. Motion carried unanimously.

20/03-24 Motion by Oslund, seconded by Warring, to approve the Canvas Health lease agreement beginning April 1, 2020, until March 31, 2023. Motion carried unanimously.

20/03-25 Motion by Oslund, seconded by Turnquist, to approve the following utility permits: Permit No 20-03-04: CenturyLink – buried fiber optic line on CSAH 5, from Zodiac Street to East County Line; and Permit No 20-03-05: CenturyLink – buried fiber optic line on CR 47, along the intersection of CSAH 18. Motion carried unanimously.

20/03-26 Motion by Morris, seconded by Turnquist, to authorize the Public Health Emergency Workplace Modification Policy. Motion carried unanimously.

O0o Tony Buttacavoli, Public Health Director, gave a COVID-19 update.

20/03-27 Motion by Oslund, seconded by Warring, to approve the following claims and warrants:

Gilson Company	\$6,953.50	Mystic Riders	\$12,497.57
Hansen Surveying	\$5,984.48	Nac Mechanical	\$19,307.03
Hickman/Gregory A & Katherine M	\$5,700.00	Towmaster	\$114,190.00
MN Department of Transportation	\$15,284.41	Total Claims & Warrants	\$179,916.99

Motion carried unanimously.

O0o Mark Jensen, Fiscal Supervisor, presented the agency’s monthly financial report to the Board.

20/03-28 Motion by Morris, seconded by Turnquist, to approve the purchase of transcription equipment from Northland Business Systems in the amount of \$10,873.00. Motion carried unanimously.

20/03-29 Motion by Warring, seconded by Morris, to approve the addendum to the Central Minnesota Jobs and Training Contract. Motion carried unanimously.

O0o The Board was advised that the number of Income Maintenance cases as shown by the MAXIS system as of February 29, 2020, was 2,144.

20/03-30 On motion by Terry Turnquist and seconded by Dave Oslund: 1) Approval was given for all public assistance and social service actions, public assistance and social service expenditures, and social welfare expenditures as listed on the agenda of this meeting and as detailed in supporting documents maintained in the Family Services Department and 2) Payment of the following Family Services Department claims for Public Assistance, Administration, and Social Services was approved:

Anoka Metro RTC-412/(1)	\$43,276.00	Resource Training & Solution	\$6,543.11
Aurora Plains Academy	\$36,438.16	RISE Incorporated	\$27,129.00
Canvas Health	\$38,573.48	Therapeutic Services Agency	\$7,209.00
Department of Human Svcs	\$53,354.50	US Postal Services (Hasler)	\$6,000.00
Isanti County Attorney	\$30,487.50	Village Ranch	\$5,455.77
Isanti County Auditor	\$26,976.00	Auditors	\$185,078.48
Isanti County Family Svcs	\$5,558.34	Total Family Services Vouchers	\$472,079.34

Motion carried unanimously.

20/03-31 Motion by Turnquist, seconded by Morris, to approve the following resolution: ACCEPTANCE OF DONATIONS. WHEREAS, is it 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 February 2020 as follows: Zoning Department for Conservation Day: Cambridge Township - \$700.00; Sheriff Department for Explorer Program: Swanson, Tim – \$100.00; Sheriff Department for Safety & Rescue Program: Cambridge Township - \$1,000.00, Oxford Township - \$500.00, and Stanchfield Township - \$500.00; Sheriff Department for Mounted Patrol Program: Anonymous (pancake breakfast proceeds) - \$570.00;

Public Health for WIC Program: Anderson, Barb - \$500.00, and Grams, Cheryl - \$100.00; ParksDepartment for Trail Grooming Equipment: Buchholz, Janet and Steven - \$4,000.00; and Transit Department: United Way (payroll contributions) - \$24.38. NOW THEREFORE BE IT RESOLVED, that the Isanti County Board of Commissioners hereby formally accepts these gifts and donations. Motion carried unanimously.

20/03-32 Motion by Oslund, seconded by Warring, to approve the renewal of the consumption and display permits for Cambridge Curling Club Inc. and Rodney D Knowles DBA Brass Rail. Motion carried unanimously.

O0o Chad Struss, Auditor-Treasurer, reported to the Board that Isanti County has been awarded a Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association (GFOA) for the County's 2018 Comprehensive Annual Financial Report. This is the 11th consecutive year the County has received this award.

O0o At this time, a Public Hearing was held to consider the revocation of the Conditional Use Permit for First State Tire/Monte Niemi/Bucks L.M.E.N. Properties LLC. Julia Lines, County Administrator, read the following published Public Notice into the record: Notice is hereby given that the Isanti County Board of Commissioners will hold a Public Hearing on Wednesday, March 18, 2020, at 10:00 a.m. in the Board Room of the Isanti County Government Center, 555 18th Avenue SW, Cambridge, Minnesota, to consider the revocation of the conditional use permit for First State Tire/Monte Niemi/Bucks L.M.E.N. Properties LLC, originally dated June 19, 2007. Amended June 16, 2012, and the review of the conditional use permit on September 17, 2014 to operate a light weight aggregate manufacturing facility utilizing recycled tires on the property described as Lot 2 Block 1 65 Flea 1st Addition of Section 32, Township 35, Range 23, Isanti Township. By order of the Isanti County Board of Commissioners this 4th day of March, 2020. There were no written comments received. Public comment was made. The following exhibits are on file at the County Administrator's Office to review: Exhibit 1 – History of the Conditional Use Permit in Isanti County, and a copy of the recorded Conditional Use Permit for RTEA Manufacturing, Monet Niemi; Exhibit 2 – First State Tire Employee Letters; and Exhibit 3 – California Exothermic Report.

20/03-33 Motion by Morris, seconded by Turnquist, to close the Public Hearing (12:00 p.m.). Motion carried unanimously.

20/03-34 Motion by Warring, seconded by Morris, to direct Isanti County staff, including the Zoning Administrator and County Attorney, to prepare proposed findings consistent with supporting the revocation of the Conditional Use Permit to be reviewed and adopted by the Isanti County Board of Commissioners on April 1, 2020, if compliance is not made; along with receiving a report from the Zoning Administrator on April 1, 2020, of compliance and or non-compliance of this conditional use permit. It will also be discussed that if there should be some change in the situation, at this point that would alter the decision of the revocation of this Conditional Use Permit. Motion carried unanimously.

20/03-35 Motion by Morris, seconded by Oslund, to approve the final plat of London Creek 3, Section 9, Township 35, Range 23, Isanti Township. Motion carried unanimously.

PLANNING COMMISSION ACTIONS

20/03-36 Motion by Oslund, seconded by Turnquist, to approve the request of Terrance Jenson, 34338 Polk Street NE, Cambridge, MN 55008, to present a preliminary plat of Jenson 2. Legal description is the NE ¼ of the SE ¼ fct. of Section 19, Township 36, Range 23, Cambridge Township. Motion carried unanimously.

20/03-37 Motion by Turnquist, seconded by Oslund, to approve the request of Kenneth Springer, 7295 261st Avenue NW, St. Francis, MN 55070, to present a preliminary plat of Springer's Place. Legal description is Pt S ½ of the SE ¼ of the SE ¼ of Section 9, Township 34, Range 25, Stanford Township, with the following condition: Must obtain the wetland permit before application of the final plat. Motion carried unanimously.

20/03-38 Motion by Turnquist, seconded by Warring, to approve the request of Richard Weller, PO Box 72, Cambridge, MN 55008, to present a preliminary plat of Maple Ridge 3. Legal description is Outlots A & B of Maple Ridge 1 and Lot 3 Block 1, Outlots A, B, C and D of Maple Ridge 2 of Section 28, Township 37, Range 24, Maple Ridge Township. Motion carried unanimously.

20/03-39 Motion by Morris, seconded by Oslund, to approve the request of Keith Fluth, 37956 Variolite Street NW, Dalbo, MN 55017, to present a resubmittal of a preliminary plat of North Stanchfield Lake Shores. Legal description is Pt Govt Lots 5 and 6 and the SW ¼ of the NW ¼ of Section 33, Township 37, Range 25, Dalbo Township, with the following condition: All four lots need soil borings indicating the support of two septic sites per lot prior to applying for the final plat application. Motion carried unanimously.

20/03-40 Motion by Turnquist, seconded by Oslund, to approve the request of Juan Lopez Garcia, 5541 305th Lane NW, Cambridge, MN 55008, for a conditional use permit for a rural tourism request for a one-day special event for a family and customer appreciation, Father's Day celebration. Legal description is Pt of the SW ¼ of the NW ¼ of Section 13, Township 35, Range 25, Spencer Brook Township, with the following conditions: 1. This will be for a one-day special event celebration for Father's Day held on June 21, 2020 or make up days of June 28, 2020 or July 12, 2020. 2. Event activities to include music, licensed food & beverage vendors with sale items (food, soft drinks, beer), wine tasting, kids bounce house, rodeo activities (calf roping, horse parade, electric bull riding, bull riding, games and door prizes). 3. The hours of operation will be 10:00 a.m. to 8:00 p.m. with a 7:00 a.m. set up time. 4. Maximum occupancy of 250 people on site at any time. 5. If alcohol is served, a licensed off-duty police officer must be on site and liquor vendors must be licensed. 6. All lighting must be retained on site with full cut off fixtures and no glare lighting with zero foot-candles at the property line. 7. Camping prohibited, including overnight. 8. Signage according to the Isanti County Zoning Ordinance identifying the driveway, no lighted sign. 9. Adequate parking for employees and customers shall be provided on site and meet the standards of Section 14, Subdivision 2 of the Isanti County Zoning Ordinance. Parking area must be 30' from the property lines and from the right-of-way of all roads. No on-street parking will be allowed. 10. Amplified music must meet the Minnesota State Noise Statues. 11. Outdoor garbage cans must be covered to control the debris. 12. Must comply with all Federal, State and Local regulations, licenses and codes. 13. Owner must be present on site during the event. 14. No paper lanterns and must follow state statues if fireworks are used on site. 15. Must maintain the natural screening of trees on the property. 16. Signage at a minimum notifying oncoming traffic of an event ahead. Findings: 1. This is for a onetime one day event and they have received adjacent neighbors' approval letters of the event so that the conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the immediate vicinity. 2. This event will have toilet facilities, licenses for preparing food, according to the Minnesota Department of Health so that adequate utilities, access roads, drainage and other necessary facilities have been or are being provided. 3. Parking for 200 cars and with overflow parking will be provided on site so that adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use. 4. Amplified music must meet MN State Statutes for noise and no paper lanterns will be used and they are not planning to use fireworks so that adequate measures have been or will be taken to prevent or control offensive odors, fumes, dust, noise, and vibration so that none of these will constitute a nuisance, and to control lighted signs and other

lights in such a manner that no disturbance to neighboring properties will result. Motion carried unanimously.

20/03-41 Motion by Oslund, seconded by Turnquist, to approve the request of Kevin and Ida Gustafson, 39164 Holly Street NW, Stanchfield, MN 55080, for an interim use permit for an extended home occupation conducted within an accessory building for a masonry construction business. Legal description is the E ½ of the NW ¼ of the SW ¼ & NW ¼ of the SW ¼ of Section 24, Township 37, Range 24, Maple Ridge Township, with the following conditions: 1. This interim use permit is for a masonry construction company conducted within the accessory structure. 2. The hours of operation will be 5:00 a.m. to 8:00 p.m. Monday through Saturday. 3. Adequate off street parking shall be provided, but not more than three parked vehicles may be present at one time. No on-street parking is allowed. 4. No fabricating onsite. 5. All materials and vehicles incidental to the business must be stored in the accessory building; no outdoor storage for this business is allowed. 6. Maximum of four non-family member employees per the Isanti County Zoning Ordinance and any subsequent amendments. 7. One sign up to 35 square feet for this business is allowed on the property per the Isanti County Zoning Ordinance. 8. The principal operator of this business, Kevin & Ida Gustafson, must reside and have homestead status on this property. 9. Must meet all building and septic codes. Must get updated appropriate building permits. 10. The Interim Use Permit will cease once Kevin and Ida Gustafson no longer live on the property and/or the operation has ceased for one consecutive year. Findings: 1. No fabrication is done onsite and all the materials and vehicles incidental to the business must be stored in the accessory building there can be no outdoor storage for this business so that the Interim Use Permit will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the immediate vicinity. 2. No fabricating onsite and all materials and vehicles incidental to the business must be stored in the accessory building; no outdoor storage for this business is allowed so that the establishment of the Interim Use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area. 3. Must meet all building and septic codes and get updated appropriate building permits so that adequate utilities, access roads, drainage and other necessary facilities have been or are being provided. 4. Adequate off street parking shall be provided, but not more than three parked vehicles may be present at one time and no on-street parking is allowed so that the adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use. 5. The hours of operation will be 5:00 a.m. to 8:00 p.m. Monday through Saturday and must maintain motion-sensored security lighting so that offensive odors, fumes, dust, noise and vibration so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result. Motion carried unanimously.

20/03-42 Motion by Oslund, seconded by Warring, to deny the request of L.M.E.N. Properties, LLC, Monte Niemi, 1500 278th Lane NE, Isanti, MN 55040, to rezone the property described as the SE ¼ of the SE ¼ of Section 32, Township 35, Range 23 from Agriculture/Residential District to Industry District. Legal description is the SE 1/4 of the SE ¼ of Section 32, Township 35, Range 23, Isanti Township, with the following findings: 1. The applicant also owns property to the east that is non-compliant with their Conditional Use Permit, and is in the process of possible revocation. If the Conditional Use Permit is not revoked, the property owner can reapply. 2. There is a wetland on this property of concern. 3. The applicant has not provided the following documentation requested/required by the Planning Commission to the Zoning Department: a survey and legal description for the 18.43 acre parcel; establishing the 300' shoreland district; and staff approval. 4. Currently, this property has a non-compliance issue of improper storage of trailers. 5. It was the intent to park trailers of whole tires on the property and is not a public necessity. 6. Public concern of trailers that store whole tires, which adds to the concern of a fire hazard. Motion carried unanimously.

20/03-43 Motion by Morris, seconded by Turnquist, to approve the Planning Commission to review the Zoning Ordinance as it pertains to the limited rural business in the Agriculture/Residential district. Motion carried unanimously.

O0o Chairperson Greg Anderson declared a State of Emergency pursuant to Minnesota Statute 12.29.

20/03-44 Motion by Morris, seconded by Turnquist, to approve the following declaration: DECLARATION OF LOCAL EMERGENCY. WHEREAS, Isanti County is experiencing the COVID-19 Pandemic; and, WHEREAS, on March 13, 2020 President Donald Trump declared that the COVID-19 outbreak in the United States constitutes a National Emergency; and WHEREAS, on March 13, 2020, Governor Tim Walz declared a Peacetime State of Emergency to authorize any and all necessary resources to be used in support of the COVID-19 response; and WHEREAS, response and support to affected individuals, communities, medical systems, businesses and government has caused significant impact to the county as a whole; and WHEREAS, Subject Matter Experts have determined that protective measures must be undertaken to reduce the impact of COVID-19 and activity will be beyond the usual resources of Isanti County; and WHEREAS, Under the authority given in Minnesota Statutes 12.29, declares that a local emergency exists within Isanti County, effective March 18, 2020, with all the powers and responsibilities attending thereto as provided by Chapter 12, Minnesota Statute; and, WHEREAS, The Isanti County Director Emergency Management recommends that the Isanti County Board of Commissioners declare that a local State of Emergency exists in Isanti County; and, NOW, THEREFORE, BE IT RESOLVED, The Isanti County Board of Commissioners declares Isanti County to be in a Local State of Emergency effective the 18th day of March, 2020 due to the current, ongoing and potential impacts from COVID-19; and, BE IT FURTHER RESOLVED The Isanti County Board of Commissioners directs the County Administrator, the Director of Public Health, and the Director of Emergency Management to undertake such actions and request such assistance as needed to protect lives and public and private property in Isanti County and accomplish the recovery of the County from the impacts of the situation to extent practicable and allowed by law, ordinance and all other relevant legal authorities. Motion carried unanimously.

20/03-45 Motion by Turnquist, seconded by Oslund, to approve the following resolution: RESOLUTION TO CLOSE COUNTY BUILDING TO PUBLIC. Isanti County will suspend all non-essential public services starting Thursday, March 19, 2020, at 8:00 a.m. through March 31, 2020, in response to the increase in Coronavirus (COVID-19) cases nationwide. Limited access will remain for departments such as Court Administration, Public Health, and Family Services. The decision was made after much thought and input from County staff and elected officials. Isanti County realizes this action will cause a disruption in day-to-day life for many people; the health and safety of county residents was the driving factor behind this decision. While the buildings will be restricted from the public, County services and operations will continue to be provided to the community on the same schedule, through both phone and email. County parks will be available for use of their trails and other open spaces, but county parks buildings will be closed. Some services can be done online if necessary and citizens are encouraged to explore those options. A listing of department contacts can be found on the County webpage at www.co.isanti.mn.us or your call can be directed by calling the Administrator's Office at (763) 689-3859.

Public Safety agencies will continue to provide service to the community, as will the County's Department of Public Health, and Family Services. Public Health is continuing to monitor the novel coronavirus outbreak and provide services to the community. During this suspension, County staff will continue to formulate plans for continuing to provide services during the pandemic. The County Board will reevaluate the suspension at its meeting on April 1, 2020. Motion carried unanimously.

20/03-46 Motion by Morris, seconded by Warring, to establish the Isanti County Incident Command Group, consisting of the Public Health Director, County Administrator, Director of Emergency

Management, County Attorney, Board Chair and Vice Chair, and others as deemed necessary. Motion carried unanimously.

20/03-47 Motion by Morris, seconded by Oslund, to adjourn (1:36 p.m.). Motion carried unanimously.

Julia Lines, County Administrator

Greg Anderson, County Board Chairperson

By: Halee Turner, Administrative Assistant II