



**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

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**Annual Meeting of the Isanti County Board of Commissioners  
Tuesday, January 17, 2023, at 9:00 a.m.  
Government Center Board Room**

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Members Present: Chairperson Mike Warring; Commissioners Alan Duff, Bill Berg, Steve Westerberg, Kristi LaRowe  
Members Absent: None  
Others Present: J Lines, J Edblad, Justin Bergerson, Penny Messer, Chad Struss, Trisha Wentworth, Trina Bergloff  
(Reporter: J Kotila and N Hallman)

O0o Chairperson Warring called the meeting to order and led the assembly in the Pledge of Allegiance.

O0o Public Comment Session. Public comment was made.

23/01-29 Motion by Duff, seconded by Berg, to approve the January 17, 2023, County Board Agenda. Motion carried unanimously.

23/01-30 Motion by Berg, seconded by Westerberg, to approve the January 3, 2023, County Board Meeting Minutes. Motion carried unanimously.

23/01-31 Motion by Duff, seconded by Westerberg, to approve the December 20, 2022, Amended County Board Meeting Minutes (22/12-84). Motion carried unanimously.

23/01-32 Motion by LaRowe, seconded by Westerberg, to approve the following Personnel Action Items: to ratify the hire of Joel Schleicher, full-time Highway Maintenance Superintendent, effective January 9, 2023; ratify the hire of Rebecca Sundvall, part-time Corrections Officer, effective January 18, 2023; ratify the hire of Jacquelyn Kettler, full-time Dispatcher, effective February 1, 2023; to approve the internal transfer of Nathan Kiewel, from part-time to full-time Highway Maintenance/Equipment Operator, effective December 29, 2022; approve the promotion of Peter Blomquist, full-time Appraiser, to full-time Senior Appraiser, effective January 6, 2023; approve the promotion of Jonathan Vander Vegt, full-time Deputy Sheriff, to full-time Sergeant, effective January 12, 2023; approve the promotion of Sean Connolly, full-time Deputy Sheriff, to full-time Investigator, effective January 12, 2023; approve the promotion of Kayla Holbein, full-time Probation Agent, to full-time Probation Agent – Career, effective January 26, 2023; approve the regular part-time status of Ryan Gerth, Parks Maintenance Lead, effective January 25, 2023; approve the regular full-time status of Erin Little, Child Support Officer, effective February 8, 2023; accept the resignation of Heather Draper, full-time Public Health Nurse, effective January 31, 2023; accept the resignation of Cassandra Shaker, full-time Public Health Planner, effective February 3, 2023; to extend the term of Justin Bergerson, County Highway Engineer, until May 2, 2023, pursuant to MS 163.07 subdivision; and to approve the reclassification of Dyanne Schuno, full-time Administrative Assistant II, to full-time Administrative Assistant III effective January 17, 2023. Motion carried unanimously.

23/01-33 Motion by LaRowe, seconded by Westerberg, to approve the following Commissioner Committee Assignments: Central Minnesota Council on Aging – Alan Duff and Kristi LaRowe; Lakes & Pines Board of Directors – Kristi LaRowe (alternate Bill Berg); East Central Regional Library – Kristi LaRowe (alternate Bill Berg); Rum River 1W1P Policy Committee – Alan Duff (alternate Steve

Westerberg); East Central Solid Waste Commission – Bill Berg (alternate Mike Warring); East Central Regional Development Commission – Alan Duff and Steve Westerberg; Integrated Collaborative – Mike Warring and Kristi LaRowe; Soil and Water Conservation District (SWCD) – Bill Berg (alternate Alan Duff); Water Management Plan Task Force – Alan Duff and Bill Berg; Passenger Rail (NLX) – Steve Westerberg; GPS 45:93 – Alan Duff (alternate Mike Warring); Comprehensive Plan Steering Committee – Steve Westerberg and Bill Berg; Cambridge-Isanti Bike Trail – Alan Duff; Extension Board (University of MN) – Mike Warring and Alan Duff; Parks and Recreation Commission – Bill Berg and Community Members – Jamieson Shafer, Susan Blom, Bob Shogren, Luke Merrill, Wayne Anderson, Lee Kingsbury, Adam Curtis. Motion carried unanimously.

23/01-34 Motion by Berg, seconded by Warring, to approve the purchase of a tandem snowplow truck for the Highway Department in the amount of \$311,139.01 paid for by Wheelage Tax. Motion carried unanimously.

23/01-35 Motion by Duff, seconded by Westerberg, to approve and award the CSAH 5 Tree Clearing Bid to Reliable Tree Service. Motion carried unanimously.

23/01-36 Motion by Westerberg, seconded by Berg, to approve the 2023 contract between Region 7E & Acres for Life. Motion carried unanimously.

23/01-37 On motion by Mike Warring and seconded by Kristi LaRowe: 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:

Champ Software, Inc.	\$25,556.00	Next Chapter Tech. Inc	\$119,623.00
Dept. Human Serv.	\$20,884.09	North Homes Child/Fam Serv	\$7,513.50
Gerard Academy	\$5,505.60	PrairieCare Res Serv	\$16,800.00
Isanti County Auditor/Treas.	\$26,976.00	Therapeutic Serv Agency Inc	\$7,394.17
MnCCC Lockbox	\$8,237.91	Volunteers of America	\$21,600.00
Auditors	\$50,699.12	Total Fam Serv. Vouchers:	\$310,889.39

Motion carried unanimously.

23/01-38 Motion by Westerberg, seconded by Berg, to approve 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 2022 as follows: Parks Department: John & Bonnie Schlagel for \$2,000.00; Parks Department for Park Acquisition: Scott Lagaard for \$50.00. Motion carried unanimously.

23/01-39 Motion by Duff, seconded by Westerberg, to approve the new IRS mileage rate of 65.5 cents per mile for travel on official county business effective January 1, 2023. Motion carried unanimously.

23/01-40 Motion by Westerberg, seconded by LaRowe, to approve the request to obtain and maintain the Isanticountymn.gov domain. Motion carried unanimously.

O0o Trina Bergloff, Zoning Administrator, shared the following organizational information from the January 12, 2023 Isanti County Planning Commission Meeting Public Hearing: 2023 Chairperson - Bruce Mickelson; 2023 Vice Chairperson – Lyle Reynolds; 2023 Secretary – Zoning Office.

23/01-41 Motion by Westerberg, seconded by Berg, to approve the request of Marlys Peterson Estate (Richard Regnier), 5546 W 130<sup>th</sup> Street, Save, MN 55378 to present a preliminary plat of Eastlund Acres Phase 3. Legal description is Lot 1 Block 1 Eastlund Acres Phase 2 of Section 34, Township 35, Range 23, Isanti Township. Motion carried unanimously.

23/01-42 Motion by Berg, seconded by Westerberg, to approve the request of Brian L Carlson, 2970 Tucker Street NE, Cambridge, MN 55008 for an interim use permit for a limited rural business and for an extended home occupation conducted within an accessory building for the storage of international bulk containers. Legal description is the S ½ of the SE ¼ of the NE ¼ of Section 24, Range 35, Range 23, Isanti Township with the following conditions and findings. Conditions: 1. This business is for the transport and storage of intermediate bulk containers with cages that surround them on this real property. 2. The hours of operation will be 9:00 a.m. to 8:00 p.m.; retail sales by appointment only. 3. One non-family member employee. 4. All containers and/ or container parts must be stored inside a pole building; no outdoor storage allowed. 5. No on-street parking. 6. No signage. 7. Must comply with the MN State Building, International Building Code and International Fire code requirements. 8. Must comply with all local, state and federal regulations for this business. 9. These IBCs must meet all safety regulations for transporting and storage per the Minnesota Pollution Control Agency and Environmental Protection Agency. 10. Maintain clear and safe access to the storage area. 11. Must receive an approved access permit from the Isanti County Highway Department for this business for widening the north driveway access. 12. This interim use permit is for one accessory building that must be constructed before December 31, 2023. 13. Mr. Carlson must reside on the property and have homestead status on the parcel. 14. This Interim Use Permit will cease once Mr. Carlson no longer lives on the property and/ or the business ceases for one consecutive year. 15. No rinsing of the (IBC's) on site. 16. The property must be in compliance prior to December 31st, 2023. 17. No more than 48 hours maximum to unload the trailers once on site. Findings: 1. The business will have a structure for indoor storage with conditions so that the interim 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. There are similar types of farming equipment in the area so that the establishment of the interim use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominate in the area. 3. A driveway permit will be obtained so that adequate utilities, access roads, drainage and other necessary facilities have been or are being provided. 4. The trailers will be placed on class 5 gravel for unloading so that adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use. 5. There will be no sign, no lighting and no odors from the business 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.

23/01-43 Motion by Westerberg, seconded by LaRowe, to appoint Hansen Surveying as the Isanti County Surveyor for a 4 year term commencing February 1, 2023. Motion carried unanimously.

23/01-44 Motion by Duff, seconded by Westerberg, 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.

23/01-45 Motion by Westerberg, seconded by Duff, to approve the PERA Service Credits Resolution allowing employees on a voluntary leave of absence to purchase salary credit to maintain normal salary level for PERA. Motion carried unanimously.

23/01-46 Motion by Berg, seconded by Westerberg, to approve the state required 2023 Employee Dishonesty & Faithful Performance of Duty Bond Coverage. Motion carried unanimously.

00o The Isanti County Board took a moment to reflect on the county employees being recognized for their years of service working for Isanti County.

23/01-47 Motion by Duff, seconded by Warring to approve the following claims & warrants:

Advanced Correctional Health	\$25,478.55	Morton Salt Inc	\$54,422.99
Aladtec Inc	\$6,610.00	Motorola Solutions Inc	\$7,550.00
Cambridge Drift Dusters	\$7,185.75	Mystic Riders	\$22,267.28
Cargill, Inc	\$30,856.08	Northern Lites	\$6,978.10
D & G Electric Inc	\$6034.98	Schneider Geospatial LLC	\$9,684.00
Hansen Surveying	\$10,338.00	Shi Int. Corp	\$17,971.29
Innovative Office Solutions	\$5,634.19	Summit Food Serv, LLC	\$7,268.36
MN Sheriff's Assoc.	\$10,419.01	US Postal Serv (Quadiant-POC)	\$10,000.00
MNCCC Lockbox	\$93,191.05	Washington Cty Fin.Serv	\$17,997.00
Total Claims & Warrants:	\$349,886.63		

Motion carried unanimously.

23/01-48 Motion by Berg, seconded by LaRowe, to approve the following utility permits: Permit No. 23-01-02; Connexus Energy - CR 40; Install a single PH UG electric distribution line and install an elbow cabinet then directional bore across CR 40. Permit No. 23-01-03; Lumen / CenturyLink - CR 33; Install a new conduit and three new 100 pair copper cables along 1798 345<sup>th</sup> Trail NE. Motion carried unanimously.

23/01-49 Motion by LaRowe, seconded by Duff, to adjourn (10:11 a.m.). Motion carried unanimously.

Julia Lines, County Administrator

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Mike Warring, County Board Chairperson

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By: Colleen Anderson, Administrative Assistant II