



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, January 20, 2021, at 9:00 a.m.
Government Center Board Room**

Members Present: Chairperson Susan Morris; Commissioners Terry Turnquist, Dave Oslund, Mike Warring, and Greg Anderson
Members Absent: None
Others Present: J Lines, J Edblad, L Giese, P Messer, M Jensen, M Spike, M Bergman, E Long, C Struss, and T Bergloff; (Reporter: J Kotila and S Mithaqiyan)

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

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

21/01-23 Motion by Turnquist, seconded by Oslund, to approve the January 20, 2021, County Board Agenda with the following addition: A-13 – Approve the Central Services Division Leader Job Posting. Motion carried unanimously.

21/01-24 Motion by Oslund, seconded by Anderson, to approve the January 5, 2021, County Board Meeting Minutes. Motion carried unanimously.

21/01-25 Motion by Warring, seconded by Turnquist, to approve the following Personnel Action Items: to ratify the hire of Jennifer Henthorn, full-time Deputy Recorder I, effective January 28, 2021; to approve the promotion of Penny Messer, full-time Family Services Director, to full-time Health and Human Services Division Leader effective upon approval of the January 20, 2021, Personnel Action Items; to approve the promotion of Rochelle Kelash, full-time Administrative Assistant II, to Eligibility Worker, effective January 21, 2021; to approve the regular full-time status of Jeanette Danielson, effective January 16, 2021; to accept the termination of Teresa Twitchell, temporary Public Health Accountant, effective December 31, 2020; to accept the resignation of Sandra Street, part-time Sheriff Dispatcher, effective January 14, 2021; and to accept the retirement/resignation of Terence Lakin, Building Technician II, effective February 26, 2021. Motion carried unanimously.

21/01-26 Motion by Anderson, seconded by Turnquist, to accept the proposal of Baker Tilly for a countywide compensation and classification study in the amount of \$62,500.00. Motion carried unanimously.

21/01-27 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 addition 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.

21/01-28 Motion by Warring, seconded by Anderson, to approve the 2021 Employee Dishonesty and Faithful Performance Duty Bond Coverage. Motion carried unanimously.

21/01-29 Motion by Turnquist, seconded by Warring, to approve the 2021 contract with Minnesota Safe Ride. Motion carried unanimously.

21/01-30 Motion by Turnquist, seconded by Oslund, to approve the changes to the resolution transferring transit assets to Arrowhead Transit. Motion carried unanimously.

21/01-31 Motion by Anderson, seconded by Warring, to approve the 2021 Drainage Authority Legal Services agreement with Rinke Noonan. Motion carried unanimously.

21/01-32 Motion by Oslund, seconded by Turnquist, to approve the following Utility Permit: Permit No. 21-01-01: CenturyLink – communication line on CR 34, 1329’ West of Naples Street. Motion carried unanimously.

21/01-33 Motion by Anderson, seconded by Turnquist, to approve the following resolutions: RESOLUTION NO. 21-13-01. COUNTY OF ISANTI. RESOLUTION TO SUPPORT APPLICATION OF MINNESOTA DEPARTMENT OF TRANSPORTATION GREATER MINNESOTA TRANSPORTATION ALTERNATEIVES PROGRAM. WHEREAS, the City of Braham and Isanti County supports the construction of a Safe-Routes-To-School 6-foot, ADA paved path along the north side of County Road 66 from the Braham Elementary School east to Cypress Avenue on CSAH 4 in the City of Braham, and BE IT RESOLVED, that Isanti County agrees to act as the sponsoring agency on behalf of the City of Braham for the project identified as Braham Safe Routes to School seeking funding from the Minnesota Department of Transportation, Greater Minnesota Transportation Alternatives Program and has reviewed and approved the project as proposed. RESOLUTION NO. 21-13-02. COUNTY OF ISANTI. RESOLUTION TO SUPPORT APPLICATION OF MINNESOTA DEPARTMENT OF TRANSPORTATION GREATER MINNESOTA TRANSPORTATION ALTERNATEIVES PROGRAM. WHEREAS, the Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA, and WHEREAS, Transportation Alternatives projects receive federal funding, and WHEREAS, the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with alternative funds, this requirement should be applied to the project proposer, and WHEREAS, Isanti County is the sponsoring agency on behalf of the City of Braham, for the transportation alternatives project identified as Braham Safe Routes to School, and BE IT RESOLVED THAT, the sponsoring agency hereby agrees to ensure responsibility for the operation and maintenance of property and facilities related to the aforementioned transportation alternatives project is provided. Motion carried unanimously.

O0o Halee Turner, Administrative Assistant II, presented the 2020 Employee Recognition Awards slideshow.

21/01-34 Motion by Oslund, seconded by Warring, to discuss the Central Services Division Leader position at the next Committee of the Whole meeting. Motion carried unanimously.

21/01-35 Motion by Anderson, seconded by Warring, to approve the following claims and warrants:

Beaudry Oil & Propane	\$ 7,758.00	Grandy Northern Lites	\$ 7,251.76
Birch	\$ 22,907.43	H & L Mesabi Company	\$ 7,285.80
Cargill Incorporated	\$ 44,857.08	Isanti Soil & Water Cons. Dist.	\$ 10,000.00
CD3 General Benefit Corporation	\$ 15,775.00	Minnesota Sheriffs' Association	\$ 10,123.80
Erickson Engineering Co	\$ 7,233.00	MnCCC Lockbox	\$ 19,233.83
Everbridge	\$ 14,267.99	Pro-West & Associates	\$ 13,800.00
Federated Co-ops	\$ 14,123.76	Total Claims & Warrants	\$ 194,617.45

Motion carried unanimously.

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

21/01-36 Motion by Turnquist, seconded by Oslund, to approve the contract between Isanti County Family Services and Trimin Systems, Inc. Motion carried unanimously.

21/01-37 Motion by Anderson, seconded by Warring, to approve the following resolution, RESOLUTION TO ESTABLISH COMMUNITY HEALTH BOARD ADMINISTRATOR. The Isanti County Community Health Board (Board), by virtue of its authority under Minnesota Statute, Chapter 145A, and by this Resolution of the Board adopted at a scheduled meeting held on January 20, 2021, hereby appoints and authorizes the following person: NAME: Maureen Spike. ADDRESS: 555 18th Avenue SW, Cambridge, MN 55008. EMAIL: Maureen.Spike@co.isanti.mn.us. PHONE: (763) 689-8272. To act on the Board's behalf and bind the Board starting January 20, 2021, for the following purposes: A. To serve as the Community Health Services Administrator and Agent of the Board in communicating with the Commissioner of Health between Board meetings, including receiving information from the Commissioner and disseminating that information to the Commissioner on the Board's behalf (MN Statute 145A.04, Subd. 2). B. To sign and submit, to the Commissioner, the required written components of the Local Public Health Act including identification of local priorities, progress reports and budgets according to MN Statute 145A.04, Subd. 1. C. To sign and submit, on behalf of the Board, applications, contracts and invoices for funding under any grants administered by the Department of Health and other entities. This resolution authorizes the above-referenced appointee to act on behalf of and bind the Board to the extent and for the purposes indicated in this resolution. Motion carried unanimously.

O0o Maureen Spike, Nurse Supervisor, gave a COVID-19 vaccination update.

O0o The Board was advised that the number of Income Maintenance cases as shown by the MAXIS system as of December 31, 2020, was 2,246.

21/01-38 On motion by Mike Warring and seconded by Greg Anderson: 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	\$ 5,304.80	Next Chapter Technology	\$ 110,958.00
Arrow Fence Co	\$ 6,935.00	Prairie Lakes Youth Programs	\$ 7,447.50
Clay County IT Department	\$ 14,000.00	Therapeutic Services Agency	\$ 6,754.13

Department of Human Services	\$ 8,682.36	Auditors	\$ 108,271.21
Isanti County Auditor-Treasurer	\$ 26,976.00	Total Family Services Vouchers	\$ 295,329.00

Motion carried unanimously.

21/01-39 Motion by Turnquist, seconded by Oslund, to approve the Memorandum of Understanding between the State of Minnesota, Tenth Judicial District and the County of Isanti, for the redesign and reshape of the courtrooms in the Isanti County Courthouse. Motion carried unanimously.

21/01-40 Motion by Anderson, seconded by Warring, to set the 2021 Board of Appeal and Equalization meeting for Wednesday, June 16, 2021, at 6:00 p.m. in the Board Room of the Isanti County Government Center, 555 18th Avenue SW, Cambridge, MN 55008. Motion carried unanimously.

21/01-41 Motion by Warring, seconded by Oslund, to approve a transfer of \$64,342.00 from the General Fund to the Courtroom Remodel Capital Projects Fund effective December 31, 2020. Motion carried unanimously.

21/01-42 Motion by Oslund, seconded by Turnquist, 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 December 2020 as follows: Victim Services Program for Child Victims of Crimes: Rush City Correctional Facility (from inmate) – crocheted items; Veteran Services Department: Dumdie, Kenneth - \$1,000.00; Sheriff Department for K9 Program: Isanti County Sportsmen’s Club - \$2,000.00; Sheriff Department for Explorer Program: Northstar Recycling LLC - \$238.60; Sheriff Department for Safety & Rescue Program: East Central Energy - \$200.00, and Isanti Township - \$600.00; Sheriff Department for Mounted Patrol Program: Bradford Township - \$250.00, and Isanti Township - \$600.00; Public Health Department for WIC Program: Grams, Cheryl - \$50.00; and Transit Department: United Way (payroll contributions) - \$226.10. NOW THEREFORE BE IT RESOLVED, that the Isanti County Board of Commissioners hereby formally accepts these gifts and donations. Motion carried unanimously.

PLANNING COMMISSION ACTIONS

21/01-43 Motion by Oslund, seconded by Turnquist, to approve the request of Kiel Bredeson, 29091 Durant Street NE, Isanti, MN 55040 for an Interim Use Permit for a kennel. Legal description is Pt SW ¼ of the NW ¼ of Section 25, Township 35, Range 23, Isanti Township, with the following conditions: 1. Minimum lot size shall be five acres. 2. Maximum of nine dogs on the property at any given time. 3. Occasional and unannounced visits from the Isanti County Zoning Office. (There is not a local contact for the Humane Society at this time per the Isanti County Sheriff’s Department). 4. A yearly visit from a Veterinarian and an annual letter submitted to the Isanti County Zoning Office from the visit. 5. Must comply with the Minnesota Animal Welfare Statutes, and all State and Federal licenses or operational permits. 6. Each adult animal shall be provided with a minimum fenced enclosure equal to 36 square feet per animal. 7. Must have proper drainage. 8. Must provide onsite parking. 9. Indoor facilities must have adequate heating, ventilation, and lighting. 10. This Interim Use Permit will cease once Mr. Bredeson vacates / sells the property and/or if he no longer has dogs for one consecutive year. 11. The hours of operation will be Monday – Friday 8:00 am to 6:00 pm and Saturday 9:00 am to 3:00 pm by appointment only. 12. No employees other than Kiel Bredeson. 13. All applicable building permits must be obtained before operation of the kennel. Findings: 1. This is a reasonable request with a total of nine dogs on the property so 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. The property is zoned Agriculture/Residential District 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. There is a floor drain in the garage so that adequate utilities, access roads, drainage and other necessary facilities have been or are being provided. 4. This facility will have minimal people on the property by appointment only 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. The kennels will be cleaned daily with full sanitation after the dog leaves the facility and part of the training is to train the dogs not to bark 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.

21/01-44 Motion by Turnquist, seconded by Warring, to set a Public Hearing to amend the Isanti County Zoning Ordinance, Section 6, Agriculture/Residential, Subdivision 3, to allow excavation/contractor equipment storage on a property that the owner of the property does not reside on as a conditional use permit, on Wednesday, February 17, 2021, at 9:30 a.m. in the Board Room of the Isanti County Government Center, 555 18th Avenue SW, Cambridge, MN 55008. Motion carried unanimously.

21/01-45 Motion by Anderson, seconded by Turnquist, to appoint the Planning Commission to initiate the amendment of the Isanti County Zoning Ordinance, Section 22, Non-Conforming uses to align with Minnesota State Statutes. Motion carried unanimously.

00o Trina Bergloff, Zoning Administrator, requested approval by the Board to proceed to cleanup a property for Terrance Puchtel through Civil Court, which would allow the County to do the cleanup and assess the property by way of real estate taxes (approximate cost not to exceed \$25,000.00).

21/01-46 Motion by Turnquist, seconded by Oslund, to authorize the Zoning Department to proceed with civil action against Terrance Puchtel for a property cleanup. Motion carried unanimously.

21/01-47 Motion by Anderson, seconded by Warring, to adjourn (10:04 a.m.). Motion carried unanimously.

Julia Lines, County Administrator

Susan Morris, County Board Chairperson

By: Halee Turner, Administrative Assistant II