

REGULAR MEETING OF THE ISANTI COUNTY BOARD OF COMMISSIONERS

Wednesday, March 6, 2019, 9:15 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, B Wendorf, C Struss, R Heilman, and J Benting;
(Reporter: J Kotila, N Olson)

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

O0o Public Comment Session. There was no Public Comment.

19/03-01 Motion by Morris, seconded by Anderson, to approve the March 6, 2019, County Board Agenda with the addition of E-1 – Retrofit stairwell lighting to LED at Government Center. Motion carried unanimously.

19/03-02 Motion by Turnquist, seconded by Oslund, to approve the February 20, 2019, County Board Minutes. Motion carried unanimously.

19/03-03 Motion by Morris, seconded by Anderson, to approve the Community Health Board Actions. Motion carried unanimously.

19/03-04 Motion by Turnquist, seconded by Oslund, to approve the following Personnel Action Items: to approve the regular full-time status of Todd Willenbring, Investigator, effective March 15, 2019; to accept the resignation of Sara Sandberg, Child Support Officer, effective March 22, 2019; to accept the resignation of Tiffanie Anderson, Child Support Officer, effective March 22, 2019; and to approve the reclassification of Holly Mikework, Assistant County Attorney II, to Assistant County Attorney III, effective March 9, 2019. Motion carried unanimously.

19/03-05 Motion by Anderson, seconded by Turnquist, to approve payment to Northern Technology Initiative for GPS 45:93 2019 Membership Dues in the amount of \$1,000.00. Motion carried unanimously.

19/03-06 Motion by Oslund, seconded by Warring, to approve the contract with Metropolitan Mechanical Contractors to replace boilers in the amount of \$520,460.00. Motion carried unanimously.

O0o Commissioners provided various committee reports.

19/03-07 Motion by Morris, seconded by Oslund, to approve the quote and enter into a contract with HKGI in order to update the Master Plan for Irving & John Anderson County Park in the amount of \$21,000.00. Motion carried unanimously.

19/03-08 Motion by Oslund, seconded by Turnquist, to approve the quote and enter into a contract with Huffcutt Concrete, LLC, in order to construct a permanent restroom at Irving & John Anderson County Park in the amount of \$36,660.00. 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 2017 Comprehensive Annual Financial Report. This is the 10th consecutive year the County has received this award.

19/03-09 Motion by Morris, seconded by Oslund, to approve the renewal of the consumption and display permits for Cambridge Curling Club, Inc., and Rodney Knowles DBA Brass Rail. Motion carried unanimously.

19/03-10 Motion by Morris, seconded by Anderson, to approve the following resolution: RESOLUTION ESTABLISHING A 2020 CENSUS COMPLETE COUNT COMMITTEE IN ISANTI COUNTY. WHEREAS, the U.S. Census Bureau is required by the United States Constitution to conduct a count of all persons; and WHEREAS, the Census count requires extensive work, and the Census Bureau requires partners at the state and local level to ensure a complete and accurate count; and WHEREAS, the Isanti County Complete Count Committee will bring together a cross selection of community members who will utilize their local knowledge and expertise to reach out to all persons of our community; WHEREAS, the Isanti County Complete Count Committee will work with the Census Bureau and the State of Minnesota to strive for an accurate count; NOW THEREFORE BE IT RESOLVED, that Isanti County establishes a 2020 Census Complete Count Committee. Motion carried unanimously.

19/03-11 Motion by Turnquist, seconded by Warring, to approve the Liquor License Application Policy. PURPOSE: The purpose of this policy is to clarify the requirements for Isanti County Board of Commissioners consideration of a liquor license application. This policy is not intended to supersede any requirements in Isanti County ordinances related to the issuance of liquor licenses or regulation of liquor. SCOPE: This policy applies to all liquor license applications subject to approval of the Isanti County Board of Commissioners including applications for new liquor licenses, applications to renew liquor licenses, and applications for temporary liquor licenses. For purposes of this policy, the term “liquor license” included 3.2 malt liquor or beet licenses, wine licenses, and all other licenses issued by Isanti County that allow for the distribution or sale of intoxicating liquor. POLICY: The Isanti County Board of Commissioners will only consider a liquor license application for approval if all of the following criteria are met: the application is complete and all required information has been submitted to the Isanti County Auditor-Treasurer; the appropriate license fee has been paid to the Isanti County Auditor-Treasurer; and the application has been approved by the Isanti County Sheriff and the Isanti County Attorney or their designees. If any of the above criteria are not met, consideration of the liquor license application will not be placed on the Isanti County Board of Commissioners meeting agenda. The Isanti County Auditor-Treasurer will determine whether a liquor license application is complete, all required information has been submitted, and the appropriate license fees are paid prior to requesting the consideration of the liquor license application at an Isanti County Board of Commissioners meeting. The Isanti County Auditor-Treasurer will maintain a list of information required to process the liquor license application based on the State of Minnesota statute or rule as well as Isanti County ordinance or policy. The list will be shared with liquor license applicants. Isanti County reserves the right to request additional information as needed to evaluate the liquor license application. The liquor license applicant is solely responsible for completing the application, submitting all required information, and paying the appropriate license fee in sufficient time to allow processing of the application by Isanti County and the State of Minnesota. All materials should be submitted to the Isanti County Auditor-Treasurer at least ten days prior to the next Isanti County Board of Commissioners meeting in order to be placed on the agenda and reviewed by the Isanti County Sheriff and Isanti County Attorney. Motion carried unanimously.

19/03-12 Motion by Turnquist, seconded by Oslund, to approve the following resolution: DELEGATION OF AUTHORITY TO MAKE ELECTRONIC FUNDS TRANSFERS. WHEREAS, Minnesota Statutes §471.38 allows for the use of electronic fund transfer as means of making various payments; and WHEREAS, electronic fund transfer is the process of value exchange via mechanical means without the use of checks, drafts, or similar negotiable instruments; and WHEREAS, the use of electronic funds transfers allows for greater efficiency and security in the payment of certain claims; and WHEREAS, the Isanti County Board of Commissioners shall annually delegate the authority to make electronic funds transfers to the County’s chief financial officers; NOW THEREFORE BE IT RESOVLED, the Isanti

County Board of Commissioners hereby formally delegates the authority to make electronic funds transfers on behalf of Isanti County to the County Auditor-Treasurer and Finance Director and their designees. Motion carried unanimously.

19/03-13 Motion by Morris, seconded by Anderson, to approve the transfer of \$134,556.39 from the General Obligation Capital Improvement Plan Bonds, Series 2007A Debt Service Fund to the General Fund. Motion carried unanimously.

19/03-14 Motion by Morris, seconded by Anderson, to approve the transfer of \$50,068.45 from the General Obligation Capital Improvement Plan Bonds, Series 2008A Debt Service Fund to the General Obligation Capital Improvement Plan Refunding Bonds, Series 2016B. Motion carried unanimously.

19/03-15 Motion by Oslund, seconded by Morris, to approve the following Utility Permits: Permit No. 19-03-03: CenturyLink, a buried communication line on CR 61 to serve 39118 Stanchfield Road NE; Permit No. 19-03-04: East Central Energy, a buried power line on CR 43 near CR 67; and Permit No. 19-03-05: CenturyLink, a buried communication line on CR 33 to serve 35207 Hastings Street NE. Motion carried unanimously.

19/03-16 Motion by Morris, seconded by Oslund, to approve the following resolution: ISANTI COUNTY, MINNESOTA. RESOLUTION NO. 19-13-05. GREATER MINNESOTA. TRANSPORTATION SALES AND USE TAX. WHEREAS, the condition of Isanti County's transportation system has a direct impact on the quality of life of Isanti County residents, the safety of system users, the County's economy and future economic development; and WHEREAS, the current levels of road and bridge funding are inadequate to sustain Isanti County's transportation needs to make the necessary repairs and improvements; and WHEREAS, Minnesota Statute 297A.993, Subdivision 1, authorizes the County Board to adopt a countywide Transportation Sales and Use Tax (a.k.a. Local Option Sales Tax) up to ½ percent (0.5%) by resolution after holding a public hearing; and WHEREAS, Minnesota Statute 297A.933, Subdivision 2, requires proceeds of the tax to be used exclusively to make a payment of the capital cost of a specific transportation project or improvement; and WHEREAS, Minnesota Statutes 297A.933, Subdivision 2, further requires the tax to terminate when revenues raised are sufficient to finance the identified projects or improvements; and WHEREAS, the Isanti County Board desires to implement the Transportation Sales and Use Tax and have the State Department of Revenue collect and distribute the revenues; and WHEREAS, the proceeds from the tax must be spent on projects identified during the February 20, 2019, Public Hearing and listed as Isanti County Transportation Improvement Projects (2019-2034); and WHEREAS, any additional projects to be considered for the Transportation Sales and Use Tax must be presented at a public hearing and adopted by resolution of the Isanti County Board; and NOW THEREFORE BE IT RESOLVED, the Isanti County Board of Commissioners authorizes and implements a ½ percent (0.5%) countywide Transportation Sales and Use Tax as provided for in Minnesota Statutes 297A.993; and BE IT FURTHER RESOLVED, the Transportation Sales and Use Tax shall begin July 1, 2019, and continue until revenues are sufficient and all projects listed as Isanti County Transportation Improvement Projects (2019-2034) as presented at the February 20, 2019, Public Hearing and attached are complete; and BE IT FURTHER RESOLVED, that the provisions of Minnesota Statute 297A.99, Subdivisions 4, and 6 through 12, govern the imposition, administration, collection, and enforcement of the tax; and BE IT FURTHER RESOLVED, that the Isanti County Board of Commissioners hereby directs the County Auditor-Treasurer to certify the Transportation Sales and Use Tax to the Minnesota Department of Revenue so as to allow for collection to begin on July 1, 2019. Motion carried unanimously.

19/03-17 Motion by Oslund, seconded by Warring, to accept the bid from D&G Electric in the amount of \$6,725.40, to retrofit stairwell lighting to LED at the Government Center. Motion carried unanimously.

19/03-18 Motion by Oslund, seconded by Warring, to approve the following claims and warrants:

Beaudry Oil & Propane	\$8,505.00	Reliable Tree Services Inc	\$5,000.00
Cargill Inc.	\$67,411.30	.Sidla Jr./Steven J.	\$9,950.00
Federated Co-Ops (Hwy)	\$19,944.67	Stillwell/Richard H. & Joan C.	\$10,000.00
House/Nathan J.	\$3,675.00	The Masters Touch LLC	\$7,200.00
House/Nathan J. & Susan C.	\$13,850.00	Tilleskjoer/Todd J. & Debbie L.	\$10,000.00
Jeff's Outdoor Services	\$12,262.50	Voight/Richard A. & Cecilia L.	\$12,400.00
Kremer/Paul M. & Stacy K.	\$13,600.00	Ziegler Inc	\$71,556.13
Maury/Jeffrey M. & Toni L.	\$12,000.00	Ziegler/Michael J. & Ladonna V.	\$48,300.00
Morin/Jeremy C. & Michele L.	\$5,500.00	Total Claims & Warrants	\$331,154.60

Motion carried unanimously.

O0o Meeting adjourned (10:35 a.m.).

Kevin VanHooser, County Administrator

Mike Warring, County Board Chairperson

By: Halee Turner, Administrative Assistant II