



**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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**Regular Meeting of the Isanti County Board of Commissioners**  
**Tuesday, June 6, 2023, at 9:15 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: C Struss, J Edblad, T Wentworth, J Bergerson, T Bergloff, B Wendorff, D Meyer, J Wood (Reporter: B Stickles 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.

23/06-01 Motion by Berg, seconded by Westerberg, to approve the June 6, 2023, County Board Agenda. Motion carried unanimously.

23/06-02 Motion by LaRowe, seconded by Duff, to approve the May 16, 2023, County Board Meeting Minutes. Motion carried unanimously.

23/06-03 Motion by Berg, seconded by Westerberg, to approve the following County Health Board Actions: Establish Mo Spike as the Alternate SCHSAC Member and to appoint Mo Spike as Community Health Board Administrator. Motion carried unanimously.

23/06-04 Motion by Berg, seconded by Warring, to approve the following Personnel Committee Meeting Notes: 1. Appoint an interim Auditor-Treasurer to fulfill the statutory requirements following the resignation of the current Auditor-Treasurer. Discussion will continue in regard to the filling of the Chief Financial Officer position. 2. Change the Health and Human Services Meal Reimbursement Policy to increase staff/client meal rates by \$4.00 per meal and remove the current per meal dollar limit for client meals. This is not a significant financial cost for the county. 3. Administration/HR will work on revising the policy for late mileage reimbursements. In the future, all late submissions will be taxed, but only late submissions over \$500.00 will require county board approval. 4. Add language to the current union contracts regarding Juneteenth being declared an official state holiday. Though Isanti County added it to our holiday schedule earlier this year, the change also needs to be adopted into our current agreements. HR will bring MOU's to the board for approval and signature. An MOU was also discussed for implementing the Public Sector Vacation Accrual Credit policy with union groups. This was approved by the Committee and HR will begin working on MOU's with interested unions. Motion carried unanimously.

23/06-05 Motion by Berg, seconded by Westerberg, to approve the following Personnel Action Items: Ratify the hire of Miranda Lindahl, full-time Customer Service Specialist, effective May 22, 2023; ratify the hire of Jacob Persson, full-time Highway Maintenance/Equipment Operator, effective May 30, 2023; ratify the hire of Nicole Mateer, part-time Corrections Officer, effective June 1, 2023; ratify the hire of Hosue Bodo, part-time Corrections Officer, effective June 1, 2023; ratify the hire of John Fairbanks, full-time Highway Maintenance/Equipment Operator, effective June 12, 2023; and ratify the hire of Linda Goldben, full-time Office Support Specialist, effective June 8, 2023. Accept the transfer of Dustin Savage, from full-time Deputy Sheriff to part-time Corrections Officer, effective May 19, 2023. Accept the

resignation of Shyenne Zerwas, full-time Child Support Legal Administrative Assistant, effective May 31, 2023; accept the resignation of Barry Arendts, full-time Heavy Equipment Operator, effective June 30, 2023; and accept the resignation of Chad Struss, Interim County Administrator, Chief Financial Officer/County Auditor-Treasurer, effective July 22, 2023. Motion carried unanimously.

23/06-06 Motion by Duff, seconded by LaRowe, to approve changing the Tuesday, July 4, 2023, meeting to Wednesday, July 5, 2023, at 9:15 a.m. following the County Health Board Meeting, in the Board Room of the Isanti County Government. Motion carried unanimously.

23/06-07 Motion by Berg, seconded by Westerberg, to approve the 2023-2024 Boat and Water Grant with the DNR in the amount of \$5,600.00. Motion carried unanimously.

23/06-08 Motion by Duff, seconded by Westerberg, to approve the 2023 contract with East Central Regional Development Commission (ECRDC) for the Minnesota Safe Ride Program in the amount of \$2,000.00 (levy dollars). Motion carried unanimously.

23/06-09 Motion by Berg, seconded by Westerberg, to approve the Application to Conduct Excluded Bingo to the Sons of American Legion Post 290 for an event at the Isanti County Fair, July 19-23, 2023, located in Cambridge Township, Isanti County; further to waive any waiting period. Motion carried unanimously.

23/06-10 Motion by Duff, seconded by Warring, to approve the Application to Conduct Off-Site Gambling to Cambridge Drift Dusters to sell Pull-Tabs at the Isanti County Fair, July 20-22, 2023, located in Cambridge Township, Isanti County; further to waive any waiting period. Motion carried unanimously.

23/06-11 Motion by Westerberg, seconded by Duff, to approve the lease agreement between Isanti County and Canvas Health for leased office space at the Oakview Office Complex, Suite E, effective April 1, 2023, through March 31, 2026. Motion carried unanimously.

23/06-12 Motion by Warring, seconded by Duff, to approve the move of the Veteran Services Office from the Isanti County Government Center to the Oakview Office Complex. Motion carried unanimously.

O0o Legislation does not allow the sale of recreational marijuana until 2025. As a result, the county does not need to set a public hearing to consider a moratorium on sales at this time. A Public Hearing for Moratorium on Recreational Cannabis Sales shall be considered in 2024.

23/06-13 Motion by Westerberg, seconded by Duff, to approve the Granite Electronics quote in the amount of \$22,310.65 to install the required switches needed to transport the Emergency Management signaling from the Cambridge Tower to the Law Enforcement Center paid for with E911 Funds. Motion carried unanimously.

23/06-14 Motion by Westerberg, seconded by Berg, to approve the Northland Business System quote in the amount of \$17,286.00 to upgrade the iRecord Software and reinstall the camera and recording system in the interview room located in the Sheriff's Office. Motion carried unanimously.

23/06-15 Motion by Westerberg, seconded by Berg, to approve the Morris Electronics quote in the amount of \$21,926.38 for the purchase of RSA ID Plus for 300 users and the addition of a 100 pack of hard tokens for use for remote employees including sheriff's office and other law enforcement agencies including but not limited to Braham PD, City of Cambridge PD, City of Isanti PD.

23/06-16 Motion by Berg, seconded by Westerberg, to approve final acceptance of the completed project and authorize final payment in the amount of \$52,185.85 to Knife River Corp for Contract No. 2201. Motion carried unanimously.

23/06-17 Motion by LaRowe, seconded by Duff, to approve final acceptance of the completed project and authorize final payment in the amount of \$258.75 to Knife River Corp for Contract No. 2202. Motion carried unanimously.

23/06-18 Motion by Westerberg, seconded by Berg, to approve Sir Lines A Lot, pavement markings quote in the amount of \$24.40 per gallon for yellow and \$25.10 per gallon for white latex paint. Motion carried unanimously.

23/06-19 Motion by Berg, seconded by Westerberg, to adopt ISANTI COUNTY, MN RESOLUTION NO. 23-13-02 Safe Streets and Roads for All (SS4A) Program Safety Commitment WHEREAS, The Bipartisan Infrastructure Law (BIL) established the new Safe Streets and Roads for All (SS4A) discretionary program with \$5 billion in appropriated funds over 5 years. The SS4A program funds regional, local, and Tribal initiatives through grants to prevent roadway deaths and serious injuries. To be an eligible applicant for this new safety funding, a county MUST have an eligible Action Plan in place; and WHEREAS, the Minnesota Department of Transportation has selected Isanti County to participate in Phase III of the Minnesota County Road Safety Plan (CRSP), update at no cost to the county, to develop an eligible Action Plan to participate in future SS4A grant opportunities; and WHEREAS, the CRSP update with the SS4A action plan component will meet the requirements of the SS4A Discretionary Program to allow priority projects, identified in the planning process, to receive future SS4A capital grant funding; and, WHEREAS, the SS4A action plan component of the CRSP requires an official public commitment from the local governing body establishing a goal of eventual zero roadway fatalities and serious injuries on its roadways. WHEREAS, subject to funding award for an identified project in the plan, the County Board would be asked to consider authorization to execute a grant agreement at a future meeting. BE IT RESOLVED, that Isanti County commits to a goal of zero roadway fatalities and serious injuries by 2030. BE IT FURTHER RESOLVED, that Isanti County Engineer or designee will establish a task force comprised of various area leaders charged with the oversight of the Action Plan development, implementation and monitoring. Motion carried unanimously.

23/06-20 Motion by Berg, seconded by Westerberg, to approve \$1,000 reimbursement toward Wyanett Township Cleanup Day held on April 29, 2023. Motion carried unanimously.

23/06-21 Motion by Westerberg, seconded by Berg, to approve the final plat for Deer Run Second Addition. Legal description is Lot 1 Block 1 Deer Run 1<sup>st</sup> Addition of Section 23, Township 37, Range 23, Stanchfield Township with the following condition: The proposed easement through Lot 1 Block 1 Deer Run must be recorded when the final plat is recorded. Motion carried unanimously.

23/06-22 Motion by Berg, seconded by LaRowe, to approve the request for payment of \$2,800 from Stanchfield Township Park Fund for park improvements. Motion carried unanimously.

23/06-23 Motion by Berg, seconded by Westerberg, to approve the LOCAL GOVERNMENT RESOLUTION – LEGACY Resolution approving a Greater Minnesota Legacy Grant application to the Greater Minnesota Regional Parks and Trails Commission and Minnesota Department of Natural Resources for the Barbara Keen Acquisition project. WHEREAS, Isanti County has the right and authority to sponsor a grant funding request to the Greater Minnesota Regional Parks and Trails Commission (GMRPTC). WHEREAS, Isanti County has a right and authority to act as Legal Sponsor for the State Grant Application (the "Application") and will work with the Minnesota Department of Natural Resources ("DNR"), in developing a Grant Agreement relating to the funding which may be awarded by the GMRPTC.

THEREFORE, BE IT RESOLVED, That the Applicant certifies it has read and understands the Office of Grants Management Conflict of Interest Policy 08-01, will maintain an adequate Conflict of Interest Policy and monitor and report any actual, potential, or perceived conflicts of interest to the GMRPTC and DNR. BE IT FURTHER RESOLVED, that the Applicant confirms all of the information in its Application and further confirms that it has no expectation of, or entitlement to, reimbursement of costs incurred prior to grant agreement execution date and, if applicable, it has not entered into a written purchase agreement to acquire property described in its Application if grant funds are to be used for the purchase. BE IT FURTHER RESOLVED, that the Applicant has or will acquire a fee interest ownership or permanent easement over the land described in the Application for regional parks and regional special feature parks as applicable. The applicant has or will acquire a fee interest, permanent or perpetual easement or minimum twenty (20) year lease over the land described in the Application for regional trails or regional special feature parks, as applicable and approved, before the project proceeds. BE IT FURTHER RESOLVED, that the Applicant agrees that it will comply with all applicable laws, regulations and requirements as stated in the Grant Agreement with the DNR, including dedicating the park property for uses consistent with the grant agreement into perpetuity or for trails, committing to maintain the trails for a period of not less than twenty (20) years, and dedicating all land acquired under the project for uses consistent with the grant agreement into perpetuity. BE IT FURTHER UNDERSTOOD, that the GMRPTC will confirm at such time that it has made the award of funds authorizing a Grant Agreement to be developed between the DNR and the Applicant. IN WITNESS WHEREOF, the foregoing executed as of June 6, 2023. Motion carried unanimously.

23/06-24 Motion by Berg, seconded by LaRowe, to approve the LOCAL GOVERNMENT RESOLUTION – LEGACY Resolution approving a Greater Minnesota Legacy Grant application to the Greater Minnesota Regional Parks and Trails Commission and Minnesota Department of Natural Resources for the Bill Friedland Acquisition project. WHEREAS, Isanti County has the right and authority to sponsor a grant funding request to the Greater Minnesota Regional Parks and Trails Commission (GMRPTC). WHEREAS, Isanti County has a right and authority to act as Legal Sponsor for the State Grant Application (the "Application") and will work with the Minnesota Department of Natural Resources ("DNR"), in developing a Grant Agreement relating to the funding which may be awarded by the GMRPTC. THEREFORE, BE IT RESOLVED, That the Applicant certifies it has read and understands the Office of Grants Management Conflict of Interest Policy 08-01, will maintain an adequate Conflict of Interest Policy and monitor and report any actual, potential, or perceived conflicts of interest to the GMRPTC and DNR. BE IT FURTHER RESOLVED, that the Applicant confirms all of the information in its Application and further confirms that it has no expectation of, or entitlement to, reimbursement of costs incurred prior to grant agreement execution date and, if applicable, it has not entered into a written purchase agreement to acquire property described in its Application if grant funds are to be used for the purchase. BE IT FURTHER RESOLVED, that the Applicant has or will acquire a fee interest ownership or permanent easement over the land described in the Application for regional parks and regional special feature parks as applicable. The applicant has or will acquire a fee interest, permanent or perpetual easement or minimum twenty (20) year lease over the land described in the Application for regional trails or regional special feature parks, as applicable and approved, before the project proceeds. BE IT FURTHER RESOLVED, that the Applicant agrees that it will comply with all applicable laws, regulations and requirements as stated in the Grant Agreement with the DNR, including dedicating the park property for uses consistent with the grant agreement into perpetuity or for trails, committing to maintain the trails for a period of not less than twenty (20) years, and dedicating all land acquired under the project for uses consistent with the grant agreement into perpetuity. BE IT FURTHER UNDERSTOOD, that the GMRPTC will confirm at such time that it has made the award of funds authorizing a Grant Agreement to be developed between the DNR and the Applicant. IN WITNESS WHEREOF, the foregoing executed as of June 6, 2023. Motion carried unanimously.

23/06-25 Motion by Westerberg, seconded by Duff, to approve the following 2023-2024 Liquor License Renewals - INTOXICATING LIQUOR LICENSES: Shannrod Inc. DBA Hi-Way Inn of 95: On Sale and Sunday; JW Entertainment Corp DBA Mystic Inn: On Sale and Sunday; INTOXICATING LIQUOR COMBINATION LICENSES: World Famous Chicken LLC DBA The Brass Rail: On Sale, Off Sale, and Sunday; WINE AND 3.2 BEER LICENSES: North Ridge Winery LLC DBA North Ridge Winery: On Sale; MICRODISTILLERY OFF-SALE AND COCKTAIL ROOM LICENSES: Isanti Spirits LLC DBA Isanti Spirits: On Sale and Off Sale. Motion carried unanimously.

23/06-26 Motion by Duff, seconded by Berg, to approve the temporary on-sale intoxicating liquor license for the Isanti County Agricultural Society for an event at the Isanti County Fair on July 19-23, 2023. Motion carried unanimously.

23/06-27 Motion by Berg, seconded by LaRowe, to approve Resolution Number 2023-07 A RESOLUTION DESIGNATING NET TAX FORFEITED LAND RECEIPTS FOR COUNTY PARKS WHEREAS, Minnesota Statutes §282.08 prescribes the apportionment of the net proceeds from the sale or rental of tax forfeited lands; and WHEREAS, Minnesota Statutes §282.08, subd. 4(ii) allows a county board to annually set aside no more than 20 percent of the balance remaining from the sale or rental of tax forfeited lands after the statutorily required apportionment for the acquisition or maintenance of county parks; NOW, THEREFORE, BE IT RESOLVED, the Isanti County Board of Commissioners hereby designates 20 percent of the 2022 net receipts remaining after the statutorily required apportionment to be used for the acquisition and maintenance of county parks, as defined in Minnesota Statutes §398.31 to §398.36, under the supervision of the Isanti County Board of Commissioners. Upon a vote being taken on this resolution, the following voted: IN FAVOR THEREOF: Berg, Westerberg, Warring, Duff, LaRowe OPPOSED: ABSTAINS: ABSENT: Whereupon, the resolution was declared duly passed and adopted by the Isanti County Board of Commissioners on this 6th day of June, 2023. Motion carried unanimously.

23/06-28 Motion by Westerberg, seconded by Duff, to approve the following utility permits: Permit No. 23-06-33; Lumen - CR 53; Install a buried service wire from pedestal near 3234 253<sup>rd</sup> Ave NW to 3296 253<sup>rd</sup> Ave NW; Permit No. 23-06-34; East Central Energy - CSAH 30; Install a buried fiber optic cable along CSAH 30 from North of TH 65 to the South of TH 65; Permit No. 23-06-35; East Central Energy - CSAH 37; Install a buried fiber optic cable along CSAH 37 from Xkimo Trail NW to 5001 CSAH 37; Permit No. 23-06-36; East Central Energy - CSAH 3; Install a buried fiber optic cable along CSAH 3 from TH 47 to CSAH 22; Permit No. 23-06-37; East Central Energy - CSAH 13; Install a buried fiber optic cable along CSAH 13 from TH 47 to Helium St NW; PERMIT NO. 23-06-38; East Central Energy - CR 61; Install an underground fiber optic cable CR 61 from CR 36 to TH 65; Permit No. 23-06-39; East Central Energy - CR 64; Install an underground fiber optic cable along CR 64 from TH 95 to Washington Ave NE; Permit No. 23-06-40; East Central Energy - CR 1; Install an underground fiber optic cable along CR 1 from TH 95 to Heather St NE; PERMIT NO. 23-06-41; East Central Energy - CSAH 1; Install an underground fiber optic cable along CSAH 1 from Dahlia Court to 330th Lane NW; Permit NO. 23-06-42; Centerpoint Energy - CSAH 3; Install a cathodic protection anode on the existing steel gas main under CSAH 3 from Midway St NE to 389th Ave NE; PERMIT No. 23-06-43; East Central Energy - CSAH 9; Install an underground power line along CSAH 9 from 600FT east of Naples St to 730 ft east of Naples St; Permit No. 23-06-44; East Central Energy - CR 36; Install an underground and aerial fiber optic cable along CR 36 from 389<sup>th</sup> Ave Ne to Stanchfield Rd. Motion carried unanimously.

23/06-29 Motion by Warring, seconded by Duff, to approve the following Claims & Warrants:

Advanced Correctional Healthcare Inc	\$15,264.87	MnCCC Lockbox	\$52,566.67
Contech Engineered Solutions LLC	\$18,235.32	Mystic Riders	\$12,370.71
Deere Credit, Inc.	\$7,350.59	NAC Mechanical	\$8,720.81
Diamond Drugs Inc	\$7,473.88	Red Cedar Consulting, LLC	\$6,959.10
Hayford Ford	\$60,925.41	Sir Lines-A-Lot LLC	\$8,290.64

Kraus-Anderson Construction Company	\$50,382.04	Summit Food Service, LLC.	\$16,061.94
Lake Restoration Inc	\$21,588.25	Two Pines Resource Group LLC	\$13,914.00
Minnesota State Auditor	\$18,929.00	WaterGuards LLC	\$10,812.00
Total Claims & Warrants: \$329,845.23 Motion carried unanimously.			

O0o Commissioner Committee Reports

O0o County Board Chair, Mike Warring, announced that the meeting would go into recess (10:20 a.m.).

O0o County Board Chair, Mike, Warring, called the meeting to order (10:41 a.m.).

O0o At this time Dan Meyer was interviewed for the position of County Administrator.

O0o County Board Chair, Mike Warring, announced that the meeting would go into recess (11:09 a.m.).

O0o County Board Chair, Mike, Warring, called the meeting to order (11:35 a.m.).

O0o At this time Josi Wood was interviewed for the position of County Administrator.

23/06-30 Motion by Duff, seconded by Westerberg, to offer the position of County Administrator to Josi Wood. Motion carried unanimously.

23/06-31 Motion by Westerberg, seconded by LaRowe, to adjourn (12:15 p.m.). Motion carried unanimously.

Chad Struss, Interim County Administrator

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Mike Warring, County Board Chairperson

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By: Colleen Anderson, Administrative Assistant II