



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, July 5, 2023, at 9:00 a.m.
Government Center Board Room

Members Present: Chairperson Mike Warring; Commissioners Alan Duff, Bill Berg, Steve Westerberg, Kristi LaRowe

Members Absent: None

Others Present: C Struss, J Edblad T MacMillan, T Bergloff, T Suppes, J Mader (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.

23/07-01 Motion by Berg, seconded by Westerberg, to approve the July 5, 2023, County Board Agenda and move B1 2023 MCIT Report Presentation to follow A2. Motion carried unanimously.

23/07-02 Motion by LaRowe, seconded by Berg, to approve the June 20, 2023, County Board Meeting Minutes. Motion carried unanimously.

O0o Tom Suppes, Minnesota Counties Intergovernmental Trust (MCIT), presents the 2023 MCIT Report to the County Board of Commissioners.

23/07-03 Motion by Berg, seconded by Warring, to approve the following Personnel Committee Meeting Notes: The Personnel Committee recommends approving the Probation Departments request to hire a full-time Administrative Assistant and a full-time Probation Agent. Motion carried unanimously.

23/07-04 Motion by Westerberg, seconded by Berg, to approve the following Personnel Action Items: Ratify the hire of Angie Fisher, full-time Office Support Specialist, effective July 10, 2023; to ratify the hire of Scott O'Connor, full-time Deputy Sheriff, effective July 13, 2023; to ratify the hire of Vanesa Pack, full-time Customer Service Specialist, effective July 10, 2023. Approve the internal promotion of Ernest Overby, full-time Systems Support Specialist I, to full-time Systems Support Specialist II, effective July 6, 2023. Approve the regular full-time status of Sean Connolly, Investigator, effective July 12, 2023; to approve the regular full-time status of Jonathan Vander Vegt, Sergeant, effective July 12, 2023; to approve the regular part-time status of Zachariah Sears, Corrections Officer, effective July 30, 2023. Accept the resignation of Talisha Zimmerman, full-time Water Plan Coordinator/Wetland Specialist, effective July 7, 2023; to accept the resignation/retirement of Joyce Wallace, full-time Social Worker, effective September 6, 2023. Approve the termination of Roberta Besmer, part-time Dispatcher, effective June 14, 2023; to approve the termination of Ashley Williams, part-time Dispatcher, effective June 14, 2023; to approve the termination of Nichole Bryant, part-time Dispatcher, effective June 14, 2023; to approve the termination of Jonathan Wiseman, part-time Corrections Officer, effective June 14, 2023; to approve the termination of Scott Huckell, part-time Corrections Officer, effective June 14, 2023. Motion carried unanimously.

23/07-05 Motion by Berg, seconded by Westerberg, to approve authorization for the County Administrator to sign Environmental Assessment Surveys relating to Park Legacy Grants. Motion carried unanimously.

23/07-06 Motion by Westerberg, seconded by LaRowe, to approve the revisions to Section 13 of the Personnel Policy and Procedure Manual, to increase meal reimbursements to the following: Breakfast - \$10.00; Lunch - \$12.00; Dinner \$16.00; reimbursement for the full cost of client meals paid by employees in specific situations; and treating any expense reimbursements submitted past the deadline as taxable income, additionally requiring the approval of the County Board if the request is over \$500.00 or if it exceeds six months since the deadline for submittal. Motion carried unanimously.

O0o Juli Mader, Office of the State Auditor presented the preliminary 2022 Isanti County Audit findings to the County Board of Commissioners.

23/07-07 Motion by Westerberg, seconded by LaRowe, to approve the appointment of Brynn Becker, Customer Service Supervisor, as the Driver's License Agent for Isanti County effective July 22, 2023. Motion carried unanimously.

23/07-08 Motion by Berg, seconded by Westerberg, to approve the adoption of the 2023-2024 Isanti County Probation Department Comprehensive Plan and the adoption of the Isanti County Commissioner of Corrections Board Bylaws (on file). Motion carried unanimously.

23/07-09 Motion by Westerberg, seconded by Warring, to reimburse Dalbo Township \$573.00 for their annual cleanup day on June 4, 2023; further said funds to come from SCORE. Motion carried unanimously.

23/07-10 Motion by LaRowe, seconded by Berg, to reimburse Maple Ridge Township \$1,000.00 for their annual cleanup day on May 6, 2023; further said funds to come from SCORE. Motion carried unanimously.

23/07-11 Motion by Westerberg, seconded by LaRowe, to approve the license for solid waste collection and transportation and a Recycling Facility License for Miller Recycling, LLC, located at 30035 Buchanan Street NE, Isanti, MN 55040, Lot 4, Block 1, Willow Pond Acres, 16.27 acres (on file). Motion carried unanimously.

23/07-12 Motion by Westerberg, seconded by Warring, to approve the the final plat for Trollin Wildlife Estates. Legal description is Pt Govt Lot 2 of Section 25, Township 37, Range 23, Stanchfield Township, with conditions 3-5 remaining. These conditions are: 3. Conditions of the final plat being signed by the County Engineer would be that the existing entrance must be removed and the construction of the new shared entrance on Lot 1 & Lot 2 lot line. An access permit through the Isanti County Highway Department is required before construction of this shared entrance. 4. The shared access easement must be recorded along with the final plat. 5. Prior to Stanchfield Township signing off on the mylar the lot payment on County Roads for the 911 signs must be paid. Motion carried unanimously.

O0o At this time the County Board discussed options and next steps in the process for hiring a County Administrator.

23/07-13 Motion by Warring, seconded by Berg, to approve the appointment of Amanda Usher, Human Resources Director/Deputy County Administrator, as Interim County Administrator/Human Resources Director, for Isanti County effective July 10, 2023. Motion carried unanimously.

23/07-14 Motion by Berg, seconded by Westerberg, to approve the following Public Defender contracts to: McKinnis and Doom, P.A., for the CHIPS/TPR #1 Primary Public Defender Contract, effective August 1, 2023, through July 31, 2024; Norton Law, for the CHIPS, Permanency, TPR and Limited Civil Cases Secondary Public Defender Contract, effective August 1, 2023 through July 31, 2024; and award the 2023-

2024 Civil, Family and Probate Public Defender Contract, to Norton Law, effective August 1, 2023, through July 31, 2024. Motion carried unanimously.

O0o Commissioners provided various committee reports.

23/07-15 Motion by Westerberg, seconded by Warring, to approve the following utility permits: Permit No. 23-07-55; Center Point Energy - CR 34; Install a buried 8" Steel Gas Main along CR 34 from CR 34 "T Intersection" to 2nd Ave NE; Permit No. 23-07-56; East Central Energy - CR 63; Install an aerial and underground fiber optic cable along CR 63 from 397th Ave NW to Jivaro St. NW.; Permit No. 23-07-57; East Central Energy - CSAH 6; Install an aerial fiber optic cable along CSAH 6 from TH 47 to Xenon St NW; Permit No. 23-07-58 East Central Energy – CR 35, Install an aerial fiber optic cable along CR 35 from 335th Ave NW to 331st Ave NW; Permit No. 23-07-59 East Central Energy – CSAH 1, Install an aerial fiber optic cable along CSAH 1 from Verdin St. NW to 357th Ave NW; Permit No. 23-07-60 East Central Energy – CR 32, Install an aerial fiber optic cable along CR 32 from CSAH 1 to Verdin St. NW; Permit No. 23-07-61 East Central Energy – CSAH 6, Install an aerial fiber optic cable along CSAH 6 from Blackfoot St. NW to Rose St. NW; Permit No. 23-07-62 East Central Energy – CSAH 14, Install an aerial fiber optic cable along CSAH 14 from 421st Ave. NW to 1212 ft South; Permit No. 23-07-63 East Central Energy – CSAH 1, Install an aerial fiber optic cable along CSAH 1 from CR 6 to 0.6 mi N of 389th Ave NW; Permit No. 23-07-64 East Central Energy – CSAH 14, Install an aerial fiber optic cable along CSAH 14 from 396th Ave NW to 0.6 mi S of 389th Ave NW; Permit No. 23-07-65 East Central Energy – CSAH 14, Install an aerial fiber optic cable along CSAH 14 from CR 6 to 0.1 mi S of 379th Ave NW. Motion carried unanimously.

23/07-16 Motion by Duff, seconded by LaRowe, to approve the following Claims & Warrants:

Bond Trust Serv Corp., Ref: 328552	\$46,968.75	Little Falls Machine Inc	\$5,670.00
Capital City Glass Inc	\$620.68	Midwest Specialty Maintenance Inc	\$4,655.00
Center for Energy & Environment	\$4,600.00	Palmer West Construction Company	\$2,280.45
Ebert Inc	\$3,578.67	Regents of University of Minnesota	\$30,534.38
G Urban Companies Inc	\$18,649.38	Skold Specialty Contracting LLC	\$680.00
Hansen Surveying	\$10,650.00	U.S. Postal Service (Quadiant-POC)	\$10,000.00
Knife River Corp -North Central	\$13,023.53	Total Claims and Warrants:	\$168,173.34
LHB Inc	\$16,262.50		

Motion carried unanimously.

O0o At this time the Commissioners spoke of their appreciation for the dedication, professionalism and leadership demonstrated by Chad Struss, Chief Financial Officer/County Auditor-Treasurer, over the years he has served Isanti County. In turn, Chad Struss shared several positive thoughts and reflections on his experience working with the Isanti County Board Members, past and present, Isanti County employees and Isanti County citizens over the many years he was employed at the Government Center.

23/07-17 Motion by Westerberg, seconded by Warring, to adjourn (10:48 a.m.). Motion carried unanimously.

Chad Struss, Interim County Administrator

Mike Warring, County Board Chairperson

By: Colleen Anderson, Administrative Assistant II