



**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**  
**Wednesday, August 19, 2020, 9:00 a.m.**  
**Government Center Board Room**

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Members Present: Chairperson Greg Anderson; Commissioners Susan Morris, Terry Turnquist, Dave Oslund, and Mike Warring  
Members Absent: None  
Others Present: J Lines, J Edblad, C Struss, J Mader, P Messer, M Jensen, T Bergloff and J Benting (Reporter: J Kotila, R Kytonen)

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

00o Public Comment Session. Public comment was made.

20/08-23 Motion by Morris, seconded by Oslund, to approve the August 19, 2020, County Board Agenda with the following additions: A-6 – Resolution for the Potential Dissolution as a Subrecipient under the MnDOT Public Transit System; A-7 – Rum River Watershed Management Plan Organizational Structure; F-1 – COVID-19 Necessary Expenditure for Touchless Plumbing Fixtures; F-2 – COVID-19 Necessary Expenditure for Touchless Bottle Fill; F-3 – COVID-19 Necessary Expenditure for Ionization and HVAC and BAS Controls; and F-4 – COVID-19 Necessary Expenditure for HVAC Equipment and BAS Controls. Motion carried unanimously.

20/08-24 Motion by Oslund, seconded by Warring, to approve the August 5, 2020, County Board Meeting Minutes. Motion carried unanimously.

20/08-25 Motion by Turnquist, seconded by Morris, to approve the recommendation of the Personnel Committee to authorize the Auditor-Treasurer to hire temporary election judges to serve on the absentee ballot board, being paid at the rate of \$15.00 per hour, as well as to authorize the approval of an additional 1,260 hours for election judges paid through the CARES funding; and to approve authorization for Family Services to hire qualified staff (applicable work experience within related field) at a rate outside of Step 1 of the designated County wage scale. Motion carried unanimously.

20/08-26 Motion by Turnquist, seconded by Oslund, to approve the following Personnel Action Items: to ratify the hire of Brandon Swartz, full time Lead Custodian, effective August 10, 2020; to ratify the hire of Ivy Kuhn, full time Adult Probation Agent, effective September 1, 2020; to ratify the hire of Racheal Scheid, full time Adult Probation Agent, effective September 1, 2020; to ratify the hire of Candace Johnson, full time Social Worker, effective September 8, 2020; to approve the promotion of Jim Bergeron, full time Custodian, to full time Building Maintenance Worker, effective August 5, 2020; to approve the regular full time status of Danielle Ziebarth, Eligibility Worker, effective September 12, 2020; to accept the resignation of Ryan Flink, full time Highway Engineer Technician II (Civil), effective August 17, 2020; and to approve an extension of the Probationary Period to approximately December 11, 2020, for Vanessa Thunstrom, Child Support Officer, due to not having the required hours completed. Motion carried unanimously.

20/08-27 Motion by Oslund, seconded by Warring, to approve the following claims and warrants:  
Advanced Correctional Healthcare \$12,858.34 St Paul Port Authority \$37,793.00

Beaudry Oil & Propane	\$16,575.77	SeaChange	\$5,585.93
Boyer Trucks	\$8,712.92	Shah Software	\$26,125.00
Chisago County Treasurer	\$8,422.02	Traffic Marking Service	\$24,545.93
Contech Engineered Solutions	\$6,110.12	USPS (Quadient)	\$10,000.00
Lake Management Inc.	\$7,375.68	WaterGuards	\$14,069.50
Nilfisk Inc.	\$22,101.52	Total Claims & Warrants	\$200,275.73

Motion carried unanimously.

20/08-28 Motion by Warring, seconded by Turnquist, to approve the following resolution: RESOLUTION For the Dissolution as a Subrecipient under the MnDOT Public Transit Program Contingent upon MnDOT Selection and Execution of an Agreement with a new Subrecipient. WHEREAS, Isanti County currently provides Section 5311 public transit demand responsive services in Isanti and Chisago Counties known as Heartland Express, and; WHEREAS, currently these services are provided with federal and state funding from the State of Minnesota, farebox and system revenues, and local share revenues from Isanti and Chisago Counties for their multicounty transit system, and; WHEREAS, Isanti County had determined while public transit is a vital program within the county; and WHEREAS, commencing on or about approximately June 18, 2020, Isanti County has been in consultation with MNDOT regarding mutual concerns regarding the capacity of Isanti County/Heartland Express to provide public transit administration in the jurisdiction, and; WHEREAS, Isanti County/Heartland Express understands the Isanti County/Heartland Express must follow process, procedures, and contractual obligations with the MnDOT Office of Transit and Active Transportation (OTAT), and; WHEREAS, Isanti County has hereby resolved that the dissolution of the current grant agreement includes finalization of all expenses and revenues, and reporting requirements under the Public Transit Program and any other grant agreement currently in open status and/or in Audit status, and; WHEREAS, Isanti County will work together with MnDOT OTAT on all requirements and reporting necessary in the event of MnDOT's selection and execution of an agreement with a new subrecipient and the possible dissolution of the Public Transit program in Isanti and Chisago Counties, and; NOW THEREFORE BE IT RESOLVED, be it first resolved that Isanti County hereby agrees that all assets (fleet, facility(ies) along with remaining vested value, reserve account funds, equipment, part, etc.) will be readied and transferred to a new subrecipient, contracted with MnDOT OTAT, in a specified timeline, and; BE IT ALSO RESOLVED, that Isanti County hereby agrees to provide a future Resolution to identify the new subrecipient, transfer process and detailed tables for all assets (fleet, facility, equipment, parts, etc.) identified balance of reserve account, and all over inventory that is identified to transfer to a new subrecipient; BE IT FURTHER RESOLVED, that Isanti County hereby agrees to participate with the new subrecipient by providing a representative to serve on their Transit Advisory Council (TAC), their governing board and/or other types of participation. In addition, Isanti County agrees to provide a local share amount agreed upon for operating and for capital fleet replacement costs or facility costs in the jurisdiction. Motion carried unanimously.

20/08-29 Motion by Turnquist, seconded by Morris, to approve the Rum River Watershed Management Plan Organization Structure. Motion carried unanimously.

20/08-30 Motion by Warring, seconded by Oslund, 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 July 2020 as follows: Sheriff Department for Explorer Program: Northstar Recycling Inc. - \$142.60. NOW THEREFORE BE IT RESOLVED, that the Isanti County Board of Commissioners hereby formally accepts these gifts and donations. Motion carried unanimously.

00o Juli Mader, Office of the State Auditor, presented the 2019 Annual Audit Report.

00o Mark Jensen, Fiscal Supervisor, presented the agency's monthly financial report to the Board.

20/08-31 Motion by Morris, seconded by Turnquist, to approve the implementation of a CaseWorks Accounting Electronic Document Management System with Next Chapter Technology and Clay County to host server. Motion carried unanimously.

20/08-32 Motion by Turnquist, seconded by Oslund, to approve the contract with Central Minnesota Jobs & Training Services for employment services authorized under the Supplemental Nutrition Assistance Program (SNAP). Motion carried unanimously.

00o The Board was advised that the number of Income Maintenance cases as shown by the MAXIS system as of July 31, 2020, was 2,196.

20/08-33 On motion by Mike Warring and seconded by Dave Oslund: 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	\$41,880.00	MN Department of Corrections	\$7,629.60
Canvas Health	\$42,289.68	Resource Training & Solutions	\$6,227.00
Central MN Housing	\$12,499.02	Rise Incorporated	\$40,570.25
Department of Human Services	\$19,082.34	Therapeutic Services Agency	\$7,444.18
Isanti County Attorney	\$37,734.00	Village Ranch	\$5,832.03
Isanti County Auditor-Treasurer	\$26,976.00	Woodland Hills	\$8,992.48
Isanti County Family Services	\$5,558.34	Auditors	\$345,652.91
Kanabec County Family Services	\$23,394.50	Total Family Services Vouchers	\$631,762.33

Motion carried unanimously.

20/08-34 Motion by Morris, seconded by Oslund, to approve the final plat of Hastings Addition, Section 4, Township 36, Range 23, Cambridge Township, with the following condition: 1. A 66' access easement must be provided for Lot 2 Block 1 when the final plat is recorded. Motion carried. Abstained: Oslund.

#### PLANNING COMMISSION ACTIONS

20/08-35 Motion by Turnquist, seconded by Warring, to create a task force to review amending the Isanti County Zoning Ordinance Interim Uses as it relates to manufactured homes used as a second dwelling and is temporary in nature. Motion carried unanimously.

20/08-36 Motion by Oslund, seconded by Turnquist, to approve the request of JC Homes, PO Box 323, Cambridge, MN 55008, to present a preliminary plat of North Wind Meadows. Legal description is Pt E ½ of the E ½ of the SE ¼ & Pt W ½ of the SE ¼ of the SE ¼ of Section 24, Township 35, Range 23, Isanti Township. Motion carried unanimously.

20/08-37 Motion by Turnquist, seconded by Morris, to approve the request of Brent and Sarah Zarbok, 7631 285<sup>th</sup> Avenue NE, North Branch, MN 55056, to present a preliminary plat of Zarbok Acres. Legal description is the W ½ of the SE ¼ of the SW ¼ of Section 27, Township 35, Range 22, North Branch Township. Motion carried unanimously.

20/08-38 Motion by Oslund, seconded by Warring, to approve the request of Duane Mathson, 5355 Highway 95 NW, Cambridge, MN 55008, to present a preliminary plat of Lenmar Estates 2. Legal

description is Outlot A of Lenmar Estates of Section 24, Township 36, Range 25, Wyanett Township. Motion carried unanimously.

20/08-39 Motion by Turnquist, seconded by Oslund, to approve the request of Austin Olson, 9228 287<sup>th</sup> Avenue NE, North Branch, MN 55056, to present a preliminary plat of Garden Acres Second Addition. Legal description is Outlot A Garden Acres of Section 25, Township 35, Range 22, North Branch Township. Motion carried unanimously.

20/08-40 Motion by Warring, seconded by Turnquist, to approve the request of Joseph Semler Sr., 6035 295<sup>th</sup> Avenue NW, Isanti, MN 55040, to present a preliminary plat of Pine Terrace 1<sup>st</sup> Addition. Legal description is Outlot A Pine Terrace of Section 18, Township 25, Range 24, Bradford Township. Motion carried unanimously.

20/08-41 Motion by Morris, seconded by Oslund, to approve the request of Yee Xiong, 6160 Hedgecroft Avenue, Cottage Grove, MN 55016, & Robert & Jodi Brask, 31274 Julliard Street NE, North Branch, MN 55056, for an Interim Use Permit for an Assisted Living Facility. Legal description is the N ½ of the NW ¼ of the SW ¼ of Section 11, Township 35, Range 22, North Branch Township, with the following conditions: 1. Eighty percent of the 12 residents must be 55 years or older. 2. The washouts on the driveway must be graded. 3. No more than 12 clients. 4. Handicap accessibility must be addressed and meet code. 5. Maintain all current licenses. 6. This interim use permit will cease once Yee Xiong no longer operate this assisted living facility for one year and/or once they vacate/sell the property. Findings: 1. This assisted living facility has been operating for years with no complaints so that the interim use permit 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 no issues with the current facility so 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. The washouts on the driveway must be maintained so that adequate utilities, access roads, drainage and other necessary facilities have been or are being provided. 4. Per the previous submitted site plan adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use. 5. They have one non lighted sign on the premise 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.

20/08-42 Motion by Turnquist, seconded by Morris, to direct the Planning Commission to review and discuss language to amend the Isanti County Zoning Ordinance, Section 6, Agriculture/Residential District, Subdivision 2, Permitted Uses #19b. Motion carried unanimously.

20/08-43 Motion by Morris, seconded by Oslund, to approve the purchase of touchless plumbing fixtures from Nac Mechanical in the amount of \$107,436.72 using CARE funds. Motion carried unanimously.

20/08-44 Motion by Oslund, seconded by Warring, to approve the purchase of two touchless bottle fill stations from Nac Mechanical in the amount of \$8,565.28 using CARE funds. Motion carried unanimously.

20/08-45 Motion by Morris, seconded by Turnquist, to approve the purchase of a GPS ionization system for HVAC equipment and BAS controls from Nac Mechanical in the amount of \$137,753.85 using CARE funds. Motion carried unanimously.

20/08-46 Motion by Morris, seconded by Oslund, to approve the purchase of HVAC equipment and BAS controls from Siemens in the amount of \$46,200.00 using CARE funds. Motion carried unanimously.

20/08-47 Motion by Warring, seconded by Morris, to move into closed session (10:52 a.m.). Motion carried unanimously.

O0o At this time, the County Board moved into a closed session under Minnesota Statute 13D.05, Subdivision 3(c)(1) to consider bids for the property located at 244 Birch Street South, Cambridge, MN 55008.

20/08-48 Motion by Oslund, seconded by Warring, to move out of closed session (10:58 a.m.). Motion carried unanimously.

20/08-49 Motion by Morris, seconded by Turnquist, to accept the bid of \$202,000.00 from Baas Properties LLC for the sale of the property located at 244 Birch Street South, Cambridge, MN 55008. Motion carried unanimously.

20/08-50 Motion by Morris, seconded by Oslund, to schedule a Committee of the Whole meeting on September 3, 2020, at 4:00 p.m., in the County Board Room of the Isanti County Government Center, 555 18<sup>th</sup> Avenue SW, Cambridge, MN 55008. Motion carried unanimously.

20/08-51 Motion by Oslund, seconded by Morris, to adjourn (11:08 a.m.). Motion carried unanimously.

Julia Lines, County Administrator

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Greg Anderson, County Board Chairperson

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By: Halee Turner, Administrative Assistant II