



**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, September 16, 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, N Kirkwold, T MacMillan, M Jensen, P Messer, B Wendorf, C Struss, K Lakeberg, and T Bergloff (Reporter: None)

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

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

20/09-19 Motion by Turnquist, seconded by Oslund, to approve the September 16, 2020, County Board Agenda with the following addition: A-9 – Three Year Small Municipal and County Government Enterprise Agreement with ERSI. Motion carried unanimously.

20/09-20 Motion by Warring, seconded by Oslund, to approve the September 2, 2020, County Board Meeting Minutes. Motion carried unanimously.

20/09-21 Motion by Turnquist, seconded by Warring, to approve the following Personnel Action Items: to ratify the hire of Curtis Eggerth, full time Custodian, effective September 15, 2020; to ratify the temporary employment of Leigh Olson, Administrative Assistant I – Elections Staff, effective September 17, 2020; to accept the transfer of Sarah Pederson, part time Child Support Officer, to full time Child Support Officer, effective September 15, 2020; to approve the regular full time status of Alexandra Mathison, Deputy Auditor I, effective September 9, 2020; to approve the regular full time status of Brett Turbeville, Deputy Sheriff, effective September 12, 2020; to approve the regular full time status of Jana Amsrud, Office Support Specialist, effective September 26, 2020; to approve the regular full time status of Wendi Steely, Eligibility Worker, effective October 30, 2020; and to approve the FTE status change request of Paige Theisen-Rohman, full time Corrections Officer, to part time Corrections Officer, effective October 9, 2020. Motion carried unanimously.

20/09-22 Motion by Turnquist, seconded by Warring, to approve the retainer agreement for ditch law purposes with Rinke Noonan. Motion carried unanimously.

20/09-23 Motion by Oslund, seconded by Warring, to approve the following Utility Permits: Permit No. 20-09-37: CenterPoint Energy – gas line anodes on CR 43, between Baltimore Street and 40<sup>th</sup> Avenue SW; Permit No. 20-09-38: CenterPoint Energy – gas line on CR 31, 1820’ West of TH 65; Permit No. 20-09-39: CenterPoint Energy – gas line anodes on CSAH 3, 300’ West of TH 65; and Permit No. 20-09-40: East Central Energy – underground powerline on CSAH 12, 4565’ North of CSAH 5. Motion carried unanimously.

00o Julia Lines, County Administrator, gave an update on the CARES Funding.

20/09-24 Motion by Anderson, seconded by Morris, to approve the following claims and warrants:

Advanced Correct. Healthcare	\$14,830.86	Lakes and Pines	\$100,000.00
Boyer Trucks	\$13,029.90	Metro Sales	\$2,018.51
Braham Area Schools Dist. 314	\$39,000.00	Morris Electronics	\$8,811.00
Chisago County Treasurer	\$8,422.03	School Dist. 911	\$261,000.00
Foundation Appraisals	\$6,930.00	Warning Lights of MN	\$18,999.00
Hansen Surveying	\$9,105.00	WaterGuards	\$12,635.00
Herness Construction Co	\$5,815.00	Metro Sales	\$3,337.11
		Total Claims & Warrants	\$503,933.41

Motion carried unanimously.

20/09-25 Motion by Morris, seconded by Turnquist, to approve the three year Small Municipal and County Government Enterprise Agreement with ESRI in the amount of \$40,300.00. Motion carried unanimously.

00o Tim MacMillan, Probation Director, gave a department presentation.

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

20/09-26 Motion by Turnquist, seconded by Oslund, to approve the contract with Next Chapter Technology for an Electronic Document Management System for the Accounting Edition in the amount of \$89,984.00 to be paid for with CARES Funds. Motion carried unanimously.

20/09-27 Motion by Morris, seconded by Warring, to approve the payment to Jennifer Callahan for an expense voucher past the allowed timeframe in the amount of \$50.60. Motion carried unanimously.

20/09-28 Motion by Turnquist, seconded by Oslund, to approve the MN Department of Human Services County Grant Contract (CSP/ML). Motion carried unanimously.

20/09-29 Motion by Morris, seconded by Oslund, to approve the MN Department of Human Services County Grant Contract (AMHI). Motion carried unanimously.

00o The Board was advised that the number of Income Maintenance cases as shown by the MAXIS system as of August 31, 2020, was 2,240.

20/09-30 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-412/(1)	\$43,276.00	Resource Training & Solutions	\$14,109.81
Canvas Health	\$40,546.88	RISE Inc.	\$27,298.00
Dept. of Human Services	\$21,801.47	Therapeutic Svcs. Agency	\$7,700.06
Isanti County Auditor Treasurer	\$26,976.00	US Postal Service (Hasler)	\$6,000.00
Isanti County Family Services	\$5,558.34	Woodland Hills	\$8,992.48
Kanabec County Family Services	\$23,394.50	Auditors	\$123,037.88
Moose Lake RTC	\$5,203.91	Total Family Services Vouchers	\$353,895.33

Motion carried unanimously.

20/09-31 Motion by Oslund, seconded by Turnquist, to accept the low bid and enter into a contract with Mid-State Masonry to construct two concrete aprons to be located at existing park maintenance shops in the amount of \$6,736.00. Motion carried unanimously.

20/09-32 Motion by Turnquist, seconded by Warring, 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 August 2020 as follows: Administrator Department for Employee Wellness Activities: Wintergreens – 2 x 1 hour golf simulation sessions, Anytime Fitness – 1 month membership; Veterans Service for Veterans Transportation: VFW Rum River Post 2735 - \$300.00; Sheriff Department for Explorer Program: NorthStar Recycling LLC - \$560.40; Sheriff Department for Safety & Rescue Program: Athens Township - \$2,000.00, North Branch Township - \$400.00; Public Health Department for WIC Program: Grams, Cheryl - \$100.00; Parks Department for Medallion Hunt: Crawford’s Equipment Inc. – \$100.00; and Parks Department for Park Benches and Improvements: Isanti County Environmental Coalition (c/o Donald Bell) - \$1,000.00. NOW THEREFORE BE IT RESOLVED, that the Isanti County Board of Commissioners hereby formally accepts these gifts and donations. Motion carried unanimously.

20/09-33 Motion by Morris, seconded by Oslund, to approve the following resolution: A RESOLUTION ESTABLISHING AN ABSENTEE BALLOT BOARD. WHEREAS, Isanti County is required by Minnesota Statutes 203B.121, Subd. 1 to establish an Absentee Ballot Board effective September 18, 2020; WHEREAS, this board will bring uniformity in the process of accepting or rejecting returned absentee ballots in Isanti County; and WHEREAS, the Absentee Ballot Board would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 or deputy county auditors trained in the processing and counting of absentee ballots; NOW THEREFORE BE IT RESOLVED, the Isanti County Board of Commissioners hereby establishes an Absentee Ballot Board that would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 or deputy auditors to perform the task. BE IT FURTHER RESOLVED, the Isanti County Board of Commissioners hereby appoints the following election judges and deputy county auditors as the Absentee Ballot Board: Kelsey Dahl, Jill Dahl, Linda Hove, Susan Heckt, Lorraine Schummer, Dixie Randall, Gary Skarsten, Heidi Tulp, Darla Joslin, Marilyn Fromm, Nancy King, Lisa Young, Margaret Nelson, Ruth Schoenecker, Rita Jensen, Kay Halbmaier, Bryan Wells, Carol Norling, Heidi Fowler, Angie Larson, Kelsey Lakeberg, Kasey Gilly, and Cassandra Engberg. Adopted by the Isanti County Board of Commissioners this 16<sup>th</sup> day of September, 2020. Motion carried unanimously.

20/09-34 Motion by Warring, seconded by Oslund, to set the Truth in Taxation Meeting for Wednesday, December 2, 2020, at 6:00 p.m. in the Board Room of the Isanti County Government Center, 555 18<sup>th</sup> Avenue SW, Cambridge, MN 55008. Motion carried unanimously.

20/09-35 Motion by Morris, seconded by Oslund, to approve the Preliminary 2021 Budget as follows:

**PRELIMINARY 2021 BUDGET  
SUMMARY BY FUND - AS OF 9/16/2020**

			<b>FUND BALANCE USED</b>	<b>COUNTY PROGRAM AID</b>	<b>NET LEVY</b>
	<b>EXPENSES</b>	<b>REVENUES</b>			
General Fund	26,167,781	7,535,525	160,575	1,863,563	16,608,118
Road & Bridge Fund	9,726,918	7,243,449	260,000	224,312	1,999,157
Human Svcs. Fund	14,539,083	9,293,426	-	529,231	4,716,426

Debt Service Fund	1,111,033	-	(86,186)	-	1,197,219
<b>Total</b>	<b>\$51,544,815</b>	<b>\$24,072,400</b>	<b>\$334,389</b>	<b>\$2,617,106</b>	<b>\$24,520,920</b>

Motion carried unanimously.

20/09-36 Motion by Oslund, seconded by Turnquist, to approve the Preliminary 2021 Levy as follows:

**PRELIMINARY 2021 LEVY  
BREAKDOWN BY FUND - AS OF 9/16/2020**

	<b>GROSS LEVY</b>	<b>LESS: COUNTY PROGRAM AID</b>	<b>NET LEVY</b>
General Fund	\$18,022,607	(\$1,863,563)	\$16,159,044
East Central Regional Library	449,074	-	449,074
<b>Total General Fund</b>	<b>18,471,681</b>	<b>(1,863,563)</b>	<b>16,608,118</b>
Road & Bridge Fund	2,223,469	(224,312)	1,999,157
Human Services Fund	5,245,657	(529,231)	4,716,426
G.O. Jail Refunding Series 2012A	332,010	-	332,010
G.O. Cap. Imp. Series 2016A	98,635	-	98,635
G.O. Cap. Imp Refunding, Series 2016B	469,949	-	469,949
G.O. Cap Imp, Series 2017A - CIP Portion	154,980	-	154,980
G.O. Cap Imp, Series 2017A - Capital Equip	141,645	-	141,645
<b>Total</b>	<b>\$27,138,026</b>	<b>(\$2,617,106)</b>	<b>\$24,520,920</b>

Motion carried unanimously.

20/09-37 Motion by Warring, seconded by Anderson, to approve the Lake Improvement District Proposed Levy and Special Assessments for 2021 as follows: Green Lake Improvement District tax levy in the amount of \$24,300.00 on properties within the district; Blue Lake Improvement District for special assessment of \$250.00 per property owner; Fannie Lake Improvement District for special assessment of \$175.00 per property owner; Lake Francie Improvement District for special assessment of \$290.00 per property owner; Long Lake Improvement District for special assessment of \$150.00 per property owner; and Skogman Lake Improvement District for special assessment of \$150.00 per property owner. Motion carried unanimously.

20/09-38 Motion by Oslund, seconded by Warring, to approve the per diem payment to Angela Kersting in the amount of \$60.00. Motion carried unanimously.

**PLANNING COMMISSION ACTIONS**

20/09-39 Motion by Turnquist, seconded by Oslund, to approve the request of Keith Kersten, 2805 Sullivan Woods Trail NW, Isanti, MN 55040 to present a preliminary plat of Knutson Addition Replat. Legal description is Lot 1 Block 1 Knutson Addition, Section 9, Township 34, Range 24, Stanford Township. Motion carried unanimously.

20/09-40 Motion by Oslund, seconded by Turnquist, to approve the request of Reliable Land & Trust, 5030 Highway 95 NW, Cambridge, MN 55008 to present a preliminary plat of West Side Commercial 1st Addition. Legal description is Lot 1 Block 1 West Side Commercial, Section 25, Township

36, Range 25, Wyanett Township with the following condition: 1. A Shared access easement for Lot 1 must be recorded as a separate document when the final plat is recorded. Motion carried unanimously.

20/09-41 Motion by Turnquist, seconded by Warring, to approve the request of Mitch Nelson, 33481 Rhinestone Street NW, Princeton, MN 55371 to present a preliminary plat of Nelson Shores. Legal description is Lots 2, 3 & 4 of Torell Shores, Section 28, Township 36, Range 25, Wyanett Township with the following condition: 1. The township road (Mariwill Lane) must be vacated and recorded prior to making application for the final plat. Motion carried unanimously.

20/09-42 Motion by Turnquist, seconded by Morris, to set a Public Hearing to amend the Zoning Ordinance, Section 4 Rules and Definitions, Subdivision 2. Definitions, Slaughterhouse, and Section 6 Agriculture District, Subdivision 4. Interim Uses, #18 Slaughterhouse, on Wednesday, October 21, 2020, at 9:30 a.m. in the Board Room of the Isanti County Government Center, 555 18<sup>th</sup> Avenue SW, Cambridge, MN 55008. Motion carried unanimously.

20/09-43 Motion by Morris, seconded by Oslund, to approve the request of Dean Fischer, 26581 Potomac Street NE, Stacy, MN 55079 for an interim use permit for a manufactured home, as a second dwelling, temporary in nature, occupied by an elderly dependent member of the family of the persons occupying the principal dwelling on the premises. Legal description is the SW ¼ of the NW ¼ of Section 10, Township 34, Range 22, Oxford Township with the following conditions: 1. The temporary manufactured home must be located on at least five acres. 2. The temporary manufactured home will be occupied by Lynette Glatzel. 3. This interim use permit will cease once Lynette Glatzel no longer needs care and/or moves off the property. 4. Must comply with all Federal, State, and Local permits/ordinances/codes. 5. The temporary manufactured home must meet sanitation requirements of the Minnesota Pollution Control Agency Chapter 7080, 7081 and 7082 and the foundation requirements of subdivision 2 #17a. which states the dwelling that is less than 22 feet in width shall be installed on a properly engineered foundation system that provides adequate support of the homes vertical and horizontal loads. 6. An annual letter from a medical doctor must be submitted to the Isanti County Zoning Office indicating that Ms. Glatzel is still in need of caregiving. 7. The temporary manufactured home must be removed from this property once Ms. Glatzel no longer needs care and/or moves off the property. Findings: 1. There is no added density and will not affect any property values so that 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. This is a residential area 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. There is an existing driveway that will be used to access the temporary dwelling and a septic system that meets the requirements and utilities will be installed therefore adequate utilities, access roads, drainage and other necessary facilities have been or are being provided. Motion carried unanimously.

20/09-44 Motion by Turnquist, seconded by Warring, to appoint and approve the following members of the 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: Susan Morris (chair), Greg Anderson, Larry Fredlund, Dave Ringstad, Teresa Jones, Bruce Mickelson, Sarah Zarbok, Kathy Hansmann, David Henderson, and Audy Ford. Motion carried unanimously.

20/09-45 Motion by Morris, seconded by Oslund, to move into closed session (11:10 a.m.). Motion carried unanimously.

00o At this time, the County Board moved to a closed session for Attorney-Client Privilege in accordance with State Statute 13D.05, Subd. 3.

20/09-46 Motion by Oslund, seconded by Warring, to move out of closed session (11:18 a.m.). Motion carried unanimously.

20/09-47 Motion by Morris, seconded by Warring, to approve the resignation agreement. Motion carried unanimously.

20/09-48 Motion by Turnquist, seconded by Oslund, to move the December 2, 2020, County Board Meeting start time from 9:00 a.m. to 4:00 p.m. in the Board Room of the Isanti County Government Center, 555 18<sup>th</sup> Avenue SW, Cambridge, MN 55008. Motion carried unanimously.

20/09-49 Motion by Warring, seconded by Oslund, to adjourn (11:22 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