



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
Tuesday, September 20, 2022, at 9:00 a.m.
Government Center Board Room

Members Present: Chairperson Terry Turnquist; Commissioners Dave Oslund, Mike Warring, Greg Anderson, and Susan Morris
Members Absent: None
Others Present: J Lines, J Edblad, P Messer, C Struss, H Nelson, B Wendorf
(Reporter: B Stickles and N Hallman)

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

00o Public Comment Session. Public comment was made.

22/09-30 Motion by Morris, seconded by Anderson, to approve the September 20, 2022, County Board Agenda. Motion carried unanimously.

22/09-31 Motion by Warring, seconded by Oslund, to approve the September 6, 2022, County Board Meeting Minutes. Motion carried unanimously.

22/09-32 Motion by Oslund, seconded by Morris, to approve the following Personnel Action Items: Ratify the hire of Kyle Phillips, part-time Corrections Officer, effective September 8, 2022; Ratify the hire of Garrett Freund, full-time Corrections Officer, effective September 8, 2022; Ratify the hire of Dakota Hill, part-time Courthouse Security Officer, effective September 8, 2022; Ratify the hire of Amanda Usher, full-time Organizational Development and Training Coordinator, effective September 19, 2022; Ratify the hire of Allyn Arbogast, full-time Dispatcher, effective September 29, 2022. Approve the lateral transfer of Emily Goodhart, full-time Administrative III-Child Passenger Safety, to full-time Administrative Assistant III, effective October 3, 2022; Approve the promotion of Jennifer Callahan, full-time Social Worker, to full-time Office Services Supervisor, effective September 20, 2022; Accept the resignation of Darrick Wotachek, full-time Waterplan Coordinator/Wetland Specialist, effective September 6, 2022; Accept the resignation of Sara Kahring, full-time Dispatcher, effective September 7, 2022; Accept the resignation of Michelle Pivec, full-time Health Educator, effective September 21, 2022; Accept the resignation of Corey Gray, full-time Heavy Equipment Operator, effective September 27, 2022; Accept the resignation of Travis Marttila, full-time Central Services Division Leader, effective October 10, 2022. Approve the temporary, unpaid, non-benefit eligible Probation Officer internship for Taylor Gustafson, effective 9/7/2022. Motion carried unanimously.

22/09-33 Motion by Warring, seconded by Morris, to approve the Roof Repair at Spencer Brook School. Motion carried unanimously.

22/09-34 Motion by Morris, seconded by Anderson, to approve the MOU with LELS #209 (12 hour shifts for dispatchers). MEMORANDUM OF UNDERSTANDING ISANTI COUNTY and LELS Local 209 TEMPORARY SCHEDULING ADJUSTMENT FOR PSAP/DISPATCH. This Memorandum of Understanding is entered into between Isanti County ("County") and Law Enforcement Labor Services, Inc., Local 209 ("Union") representing employees in the PSAP and Dispatcher classification. WHEREAS, while scheduling is a managerial right, Isanti County Sheriff's Office is currently experiencing staffing

shortages causing scheduling difficulties for the 24 hour/7 day operations within the Dispatch Center; and, WHEREAS, Isanti County wishes to address the difficulty by permitting a temporary schedule change for 12 hour work shifts; WHEREAS, employees will be scheduled for 80 hours per two week pay period, however one 7day workweek may exceed 40 work hours and the other 7-day workweek may be less than 40 work hours; and, WHEREAS, to comply with the Fair Labor Standards Act, employees working more than 40 hours in a 7-day workweek will receive overtime at time and one-half (1-1/2) the regular rate of pay for hours exceeding 40 work hours in a 7-day workweek; WHEREAS, in 7-day workweeks in which an employee is scheduled to work less than 40 hours, a full-time 1.0 FTE employee shall utilize available paid time off such as vacation, personal, or compensatory time or unpaid leave up to 40 hours for that 7-day workweek; WHEREAS, this schedule shall be temporary in nature until such time the Sheriff and County Administration/Human Resources determines that 24 hour/7 day operations can be adequately staffed. NOW THEREFORE, the parties agree as follows: For 7 day workweeks in which a full-time 1.0 FTE employee is scheduled to work less than 40 hours, the employee shall be required to utilize accrued paid time off such as vacation, personal, or compensatory time or unpaid leave to supplement their work hours up to 40 hours in that 7-day workweek. This Memorandum was originally in effect beginning May 19, 2022 upon full execution of the parties. Both parties have agreed to extend the Memorandum for a period of 90 days from the date of signature, but may be extended if both parties agree in writing. The County may rescind this Memorandum with 14 days written notice. This Memorandum is based on the unique circumstances of the present situation and shall not constitute a precedent with regard to any other matter or member of the bargaining unit covered by the collective bargaining agreement between the County and the Union. This Memorandum represents the complete and total agreement between the parties regarding this matter. Motion carried unanimously.

22/09-35 Motion by Warring, seconded by Anderson, to approve Collective Bargaining Agreement with Teamsters Local 320 (on file). Motion carried unanimously.

22/09-36 Motion by Oslund, seconded by Turnquist, to approve the following Utility Permits: Permit No. 22-09-50 CenterPoint Energy - Buried Natural Gas Service on CR 56, line will run from south to north across CR 56 to service property address 865 261st Ave NE.; Permit No. 22-09-51 CenterPoint Energy -Buried Natural Gas Service on CR 34, line will run from the west side of CR 34 to service property address 33728 Xylite St. NE.; Permit No. 22-09-52 Lumen - Buried telecommunication line that will run from an existing Lumen cabinet to an existing Lumen pedestal 6' to the south on the west side of CSAH 14; Permit No. 22-09-53 Lumen - Buried telecommunication service line that will run from an existing Lumen pedestal to an existing Lumen pedestal 275' to the south on the east side of CSAH 10, 191' N of the CSAH 10 & 329th Ave NW Intersection. Motion carried unanimously.

22/09-37 Motion by Oslund, seconded by Warring, to approve Claims and Warrants:

Anne M Carlson Law Office PLLC	\$5,544.00	Minnesota State Auditor	\$25,438.99
Axon Enterprise	\$5,946.60	MnCCC Lockbox	\$6,818.25
Contech Engineered Solutions LLC	\$40,119.50	Morris Electronics Inc	\$91,751.49
Guardian Fleet Safety	\$5,468.79	Nae Mechanical	\$16,183.79
HCM Architects	\$5,622.33	Shi International Corp	\$11,730.59
Independent Testing Technologies Inc	\$7,425.00	Nae Mechanical	\$16,183.79
Karpel Solutions	\$91,718.52	Shi International Corp	\$11,730.59
Limnopro Aquatic Science Inc	11,315.03	Thrive Pass	\$13,111.50
Marco Technologies LLC	\$6,996.00	WaterGuards, LLC	\$11,316.00
Total Claims & Warrants	\$356,496.38		

Motion carried unanimously.

22/09-38 Motion by Morris, seconded by Oslund, to approve the contract between People, Inc. and Isanti County Health and Human Services, Region 7E AMHI Fiscal Host for staff training for August 24, 2022 through August 23, 2023. Motion carried unanimously.

22/09-39 Motion by Anderson, seconded by Morris, to approve the contract between Ann Stackpool-Gunderson and Isanti County Health and Human Services to provide licensure supervision services to licensed social Workers and Licensed Graduate Social Workers for October 1, 2022 through December 31, 2023. Motion carried unanimously.

22/09-40 Motion by Oslund, seconded by Waring, to approve the contract between Therapeutic Services Agency, Inc and Isanti County Health and Human Resources for Emergency Foster Car Recruitment and Support Services to licensed foster parents for October 1, 2022 through September 30, 2024. Motion carried unanimously.

22/09-41 On motion by Mike Warring and seconded by Greg Anderson: 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:

Canvas Health	\$47,641.57	Prairie Lakes Youth Programs	\$6,646.85
Department of Human Services	\$6,404.92	Resource Training & Solutions	\$8,241.71
Isanti County Auditor-Treasurer	\$26,976.00	Rise Incorporated	\$15,806.00
Isanti County Family Services	\$5,558.34	Sainted Peter RTC-472/	\$19,581.00
Kanabec Co Family Services Agency	\$23,798.40	Shi International Corp	\$5,348.00
Little Sand Group Homes	\$26,325.80	Shred-N-Go Inc	\$9,896.68
Minnesota Child Support Payment Center	\$17,740.38	Therapeutic Services Agency Inc	\$7,394.17
Moose Lake RTC	\$5,203.91	USPS	\$7,000.00
MSOP- MN Sex Offender Prog-462/(15)	\$13,889.00	Village Ranch Inc	\$6,065.46
North Homes Children & Family Services	\$9,743.75	Auditors	\$369,177.17
Total Family Services Vouchers	\$638,439.81		

Motion carried unanimously.

22/09-42 Motion by Oslund, seconded by Anderson, to approve ACCEPTANCE OF DONATIONS TO ISANTI COUNTY WHEREAS, it is 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 2022 as follows: Sheriff Department for K9 Program: Isanti Minnesota Kennel Club for \$3,600.00; Environmental Services Division for Parks Medallion Hunt: Affinity Plus for \$100.00; ; Environmental Services Division for Parks Medallion Hunt: Cambridge Family Dental for \$100.00; Environmental Services Division for Parks Medallion Hunt: Crawford's Equipment Inc. for \$100.00; Health and Human services Division for Veterans Services Department: Beyond the Yellow Ribbon for 25 x \$50.00 Kwik Trip gift cards and 25 x \$50 Cub gift cards. Motion carried unanimously.

22/09-43 Motion by Turnquist, seconded by Morris, to approve the Lake Improvement District Proposed Tax Levy and Special Assessments for 2023 as follows: Green Lake Improvement District has voted to levy \$16,500 in property taxes on properties within the district for 2023; Blue Lake Improvement District has voted to approve special assessments of \$250.00 per property owner in 2023; Fannie Lake Improvement District has voted to approve special assessments of \$200.00 per property owner for 2023; Lake Francis Lake Improvement District has voted to approve special assessments of \$250.00 per property owner for 2023; Long Lake Improvement District has voted to approve special assessments of \$200.00 per property owner for 2023; Skogman Lake Improvement District has voted to approve special assessments of \$150.00 per property owner in 2023. Motion carried unanimously.

22/09-44 Motion by Turnquist, seconded by Oslund, to approve to adopt the proposed 2023 Budget. Motion carried unanimously.

**2023 PROPOSED BUDGET
SUMMARY BY FUND - AS OF 9/14/2022**

	EXPENSES	REVENUES	FUND BALANCE USED	COUNTY PROGRAM AID	NET LEVY
General Fund	24,170,715	4,554,075	221,101	\$ 1,705,408	\$ 17,690,131
Road & Bridge Fund	13,410,898	10,065,701	-	294,136	3,051,061
Human Services Fund	16,894,040	10,437,012	-	567,753	5,889,275
Debt Service Fund	1,148,263	-	484,150	-	664,113
Total	\$ 55,623,916	\$ 25,056,788	\$ 705,251	\$ 2,567,297	\$ 27,294,580
			Total Revenue and Other Financing Sources		\$ 55,623,916

22/09-45 Motion by Turnquist, seconded by Oslund, to approve to adopt the proposed 2023 Property Tax Levy. Motion carried. Opposed: Morris.

**2023 PROPOSED PROPERTY TAX LEVY
SUMMARY BY FUND - AS OF 9/14/2022**

	GROSS LEVY	LESS: COUNTY PROGRAM AID	NET LEVY
General Fund	\$ 18,873,532	\$ (1,705,408)	\$ 17,168,124
East Central Regional Library	522,007	-	522,007
Total General Fund	19,395,539	(1,705,408)	17,690,131
Road & Bridge Fund	3,345,197	(294,136)	3,051,061
Human Services Fund	6,457,028	(567,753)	5,889,275
G.O. Cap. Imp. Series 2016A	371,635	-	371,635
G.O. Cap Imp, Series 2017A - CIP Portion	152,513	-	152,513
G.O. Cap Imp, Series 2017A - Capital Equipment	139,965	-	139,965
Total	\$ 29,861,877	\$ (2,567,297)	\$ 27,294,580

O0o At this time, a Public Hearing was held for the Proposed Ordinance Change for Subdivision Ordinance Regarding Township Approval of Plats The following is for the record: NOTICE IS HEREBY GIVEN that the Isanti County Board of Commissioners will hold a public hearing on September 20, 2022, at 9:30 a.m. in the County Board Room of the Isanti County Government Center, 555 18th Avenue Southwest, Cambridge, Minnesota, 55008, to amend the Isanti County Subdivision Ordinance, Section 4, Plats, Subdivision 3 Preliminary Plat #1, Procedure, b. All townships must be given the opportunity to review and comment on all plats. The board shall not approve any plat of land lying in a town which has appointed a planning and zoning commission unless the town board approves the plat and the laying of streets and other public ways shown on it. The approval shall be endorsed on the plat and signed by the chair of the town board. A full copy of this proposed ordinance can be viewed on the county website @ <http://www.co.isanti.mn.us> and/or the County Auditor's Office. By order of the Isanti County Board of Commissioners this 16th day of August, 2022. Public comment was made. Written comment was received.

22/09-46 Motion by Morris, seconded by Anderson, to approve public hearing. Motion carried unanimously.

22/09-47 Motion by Morris, seconded by Warring, to approve closing Public Hearing (9:44 a.m.). Motion carried unanimously.

22/09-48 Motion by Turnquist, seconded by Morris, to approve the adoption of the new subdivision ordinance regarding the township approval of plats. Motion carried unanimously.

22/09-49 Motion by Morris, seconded by Anderson, to set a public hearing regarding the 2023 Budget and Property Tax Levy, on Monday, December 12th, 2022, at 6:00 p.m. in the Board Room of the Isanti County Government Center, 555 18th Avenue SW, Cambridge, MN 55008. Motion carried unanimously.

22/09-50 Motion by Warring, seconded by Oslund, to approve 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 23, 2022; and 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; and 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: Brynn Becker, Leilani Dick, Kassandra Engberg, Heidi Fowler, Diane Franke, Barbara George, Marisa Gertz, Kasey Gilly, Diane Gunion, Susan Heckt, Rita Jensen, Adrienne Johnson, Darla Joslin, Kelsey Lakeberg, Angela Larson, Jade Lehrer, Linda Monnens, Allen Ondrey, Sandra Ondrey, Barbara Prince, Kathleen Portrament, Briana Richmond, Diane Schultz, Gary Skarsten, Heather Sward, and Lisa Young. Adopted by the Isanti County Board of Commissioners this 20th day of September 2022. Motion carried unanimously.

22/09-51 Motion by Warring, seconded by Morris, to approve the 2022 Tobacco License for Downtown Smoke Shop, Inc., DBA Isanti Smoke Shop Plus. Motion carried unanimously.

22/09-52 Motion by Oslund, seconded by Morris, to approve the request to present a preliminary plat of Sperry Addition with the following conditions: 1. Must record the shared easement for ingress and egress prior to recording the plat. 2. The controlled access must be shown on the plat. 3. Must show the Agriculture/Residential District and the Shoreland District on the plat. 4. The shared access easement must have an access permit from MNDOT before making application for the final plat. Motion carried unanimously.

22/09-53 Motion by Oslund, seconded by Warring, to approve the request to present a preliminary plat of Tucker Meadows. Motion carried unanimously.

22/09-54 Motion by Morris, seconded by Oslund, approve changing the meeting date for Drainage Authority Meeting from October 18, 2022 to November 1, 2022. Motion carried unanimously.

00o At this time Barry Wendorf introduced Joe Willaert the new Drainage Ditch Inspector for Isanti County.

22/09-55 Motion by Morris, seconded by Oslund, to approve the selection of the SRF Consulting Group to complete the Isanti County Comprehensive Plan update. Motion carried unanimously.

22/09-56 Motion by Morris, seconded by Warring, to adjourn (10:47 a.m.). Motion carried unanimously.

Julia Lines, County Administrator

Terry Turnquist, County Board Chairperson

By: Colleen Anderson, Administrative Assistant II