

**REGULAR MEETING OF THE ISANTI COUNTY BOARD OF COMMISSIONERS**

Wednesday, November 21, 2018, at 9:00 a.m. – Government Center Boardroom

Members Present: Chairperson Dave Oslund; Commissioners Mike Warring, Greg Anderson, Terry Turnquist, and Susan Morris  
Members Absent: None  
Others Present: K VanHooser, J Edblad, L Giese, D Hansen, P Messer, C Struss, K Lakeberg, and T Bergloff

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

00o Public Comment Session. Public Comment was made.

18/11-21 Motion by Morris, seconded by Warring, to approve the November 21, 2018, County Board Agenda. Motion carried unanimously.

18/11-22 Motion by Turnquist, seconded by Warring, to approve the November 7, 2018, County Board Meeting Minutes. Motion carried unanimously.

18/11-23 Motion by Turnquist, seconded by Morris, to approve the following Personnel Action Items: to ratify the hire of Alan Teich, Heavy Equipment Operator, effective November 19, 2018; to approve the transfer of Richard Finley, full-time Correctional Officer, to part-time Courthouse Security Officer, effective November 27, 2018; to approve the regular full time status of Kristina Hamilton, Administrative Assistant/Appraiser, effective November 1, 2018; to approve the regular full time status of Tiffany Mendiola, Case Aide, effective December 21, 2018; to accept the resignation of part time Transit Driver, Jason Wolff, effective October 27, 2018; and to accept the resignation of Samantha Ziegler, Social Worker, effective December 6, 2018. Motion carried unanimously.

18/11-24 Motion by Morris, seconded by Warring, to approve the Group Dental Plan Contract with Delta Dental effective January 1, 2019, for 60 months. Motion carried unanimously.

18/11-25 Motion by Morris, seconded by Turnquist, to approve the agreement for the purchase of NeoGov Learning Management System Software. Motion carried unanimously.

18/11-26 Motion by Turnquist, seconded by Morris, to approve a Leave of Absence for Karen Long from her position as Deputy County Recorder I with Isanti County under Minnesota Statute 3.088. Motion carried unanimously.

18/11-27 Motion by Turnquist, seconded by Warring, to approve September 2018 expense claims submitted by Commissioner Morris. Motion carried unanimously.

18/11-28 Motion by Turnquist, seconded by Oslund, to approve the following resolution: A RESOLUTION APPROVING THE SALE OF 0.73 ACRES OF ISANTI COUNTY PROPERTY IN MAYWOOD ESTATES. WHEREAS, on November 15, 1973, 32 acres in the plat recorded as Maywood Estates, Parcel #100400510, was donated to the County of Isanti and dedicated to the public “for utility use forever the highway, road, circles, lane and drives and park” as shown on the plat; and WHEREAS, the property consists of mainly low ground with tamarack and alder wetlands and pockets of high ground toward the center and eastern portions of the parcel with minimal access available to the public due to wetlands along all entry points; and WHEREAS, it was recently discovered that there has been encroachment onto this property by the adjacent property owners to the north, Jason and Tricia Dahlin, due to what appears to be confusion over property boundary lines; and WHEREAS, the Isanti County Board of

Commissioners believes that it is in the best interest of the public that this boundary line encroachment issue be resolved; NOW THEREFORE BE IT RESOLVED, that the Isanti County Board of Commissioners hereby approves and authorizes the sale of the following 0.73 acres described as: That part of Park as dedicated on the recorded plat of MAYWOOD ESTATES, Isanti County, Minnesota, described as follows: Beginning at the southwest corner of Lot 2, Block 5 of the recorded plat of MAYWOOD ESTATES, Isanti County, Minnesota; thence east, along the south line of said Lot 2, a distance of 228.00 feet; thence south, at right angles a distance of 139.00 feet; thence west, parallel with the south line of said Lot 2, a distance of 228.00 fee; thence north, at right angles, a distance of 139.00 fee to the point of beginning and there terminating. Subject to easements, restrictions, or reservations of record, if any. To adjacent property owners, Jason and Tricia Dahlin for the purchase price of \$1.00 made payable to the County of Isanti at the time of closing; and BE IT FURTHER RESOLVED that Jason and Tricia Dahlin will be responsible for all fees and costs associated with the application of a preliminary plat and the process of replatting the property. BE IT FURTHER RESOLVED that the County of Isanti be responsible for any fees or costs associated with the generation of the legal description of the property being sold to Jason and Tricia Dahlin. BE IT FURTHER RESOLVED that the costs associated with the generation of the complete boundary line survey necessary to clarify the actual boundary lines be as follows; 50% of such costs will be the responsibility of Jason and Tricia Dahlin and should be paid prior to the time of closing. BE IT FURTHER RESOLVED that nothing in this Resolution eliminates or waives the responsibility of Jason and Tricia Dahlin to comply with the Isanti County Zoning Ordinance as it relates to the use of the property that is the subject of this Resolution. Adopted by the Isanti County Board of Commissioners this 21<sup>st</sup> day of November, 2018. Motion carried unanimously.

18/11-29 Motion by Oslund, seconded by Anderson, to approve the following Utility Permit: Permit No. 18-11-49: CenterPoint Energy, a buried gas line on CR 61, to serve 39118 Stanchfield Road NE. Motion carried unanimously.

18/11-30 Motion by Warring, seconded by Oslund, to approve by resolution, Isanti County's intent to support the addition of Kanabec County to the Chisago-Isanti County Heartland Express Joint Powers Collaborative Agreement. Motion carried unanimously.

18/11-31 Motion by Turnquist, seconded by Morris, to approve the following claims and warrants:

Advanced Correctional Healthcare	\$13,884.57	Office of MN IT Services	\$6,478.20
EDI	\$7,825.05	SeaChange	\$6,380.14
Hansen Surveying	\$12,106.00	Summit Food Service	\$7,605.80
Holiday Station Stores	\$6,419.33	Towmaster	\$5,223.00
MJL Contracting, Inc.	\$44,215.00	TrueNorth Steel	\$7,261.66
Total Claims & Warrants			\$117,398.75

Motion carried unanimously.

18/11-32 Motion by Warring, seconded by Morris, to approve the reappointment of Hansen Surveying as the Isanti County Surveyor for a term of four (4) years, beginning January 1, 2019. Motion carried unanimously.

00o Mark Jensen, Fiscal Supervisor of Family Services, reviewed the monthly financial report.

18/11-33 Motion by Turnquist, seconded by Warring, to approve to pay an expense claim outside of the allowed timeframe for Kaylie Lira, Social Worker, in the amount of \$59.25. Motion carried unanimously.

18/11-34 Motion by Anderson, seconded by Warring, to approve the Agreement between TriMin and Isanti County Family Services for professional services for the Agency Collection System and/or Social Welfare System. Motion carried unanimously.

18/11-35 Motion by Morris, seconded by Anderson, to approve the following contracts: the Contract between Isanti County Family Services and Country Services for after hour's on-call services; the Contract between Isanti County Family Services and Therapeutic Services Agency, Inc., for Placement Screening Team; the Contract between Isanti County Family Services and Therapeutic Services Agency, Inc., for Reflective Supervision; the Purchase of Services - Host County Contract Isanti County Behavioral Health Services and Cambridge Medical Center, Allina Health System; the Contract between Isanti County Family Services and Therapeutic Services Agency Uncompensated Care; the Contract between Isanti County Family Services and Teen Focus Recovery Center; the Contract between Isanti County Family Services and Lighthouse Child and Family Services; the Contract between Isanti County Family Services Acting as Host for the Adult Mental Health Initiative and Lighthouse Child and Family Services; the Department of Human Services Crisis Grant; the Contract between Isanti County Family Services Acting as Host for the Adult Mental Health Initiative and Resource Training and Solutions; the Contract between Isanti County Family Services Acting as Host for the Adult Mental Health Initiative and Rise, Inc.; the Contract between Isanti County Family Services Acting as Host for the Adult Mental Health Initiative and Wellness in the Woods; and the Contract between Isanti County Family Services Acting as Host for the Adult Mental Health Initiative and Sandra Achterling. Motion carried unanimously.

00o The Board was advised that the number of Income Maintenance cases as shown by the MAXIS system as of October 31, 2018, was 2,215.

18/11-36 On motion by Mike Warring and seconded by Terry Turnquist: 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)-	41,550.00	Lighthouse Child and Family Services	5804.07
Aurora Plains Academy	11,014.20	Mille Lacs Academy-Castle/Nav.	10,013.70
Barbara Schneider Foundation	22,111.00	Mille Lacs Academy-New Trails Grp	6,588.60
Braham Area Schools Dist 314	6,051.25	Minnesota Girls Academy	9,238.00
Canvas Health	38,551.11	Pine Technical College	18,861.62
Department of Human Services	29,172.51	Prairie Lakes Detention Center-Secure	7,272.62
Gerard Academy	9,178.79	Prairie Lakes Detention Ctr-Residential	8,360.00
Isanti County Attorney	35,988.75	Progressive Living Solutions, Inc.	5,999.12
Isanti County Auditor-Treasurer	26,976.00	Resource Training & Solutions	6,151.66
Isanti County Family Services	32,761.47	Rise Incorporated	50,257.57
Kanabec Cty Family Svcs	25,940.06	Village Ranch, Inc.	5,689.74
Lamar Advertising	11,076.00	Volunteers of America	7,182.00
Auditors	256678.81		
Total all Family Services Vouchers			\$688,468.65

Motion carried unanimously.

18/11-37 Motion by Turnquist, seconded by Anderson, to approve the following: RESOLUTION OF 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 October 2018 as follows: Sheriff Department: Eigenheer, Gregory (donated overpayment for fee) - \$1.00; Sheriff Department for K-9 Program: Bradford Roadhouse LLC (booya

fundraiser) - \$2,075.00; Family Services Department for Operation Community Connect: Cambridge State bank \$100.00, Affinity Plus Federal Credit Union - \$300.00, and Minnco Credit Union - \$50.00. NOW THEREFORE BE IT RESOLVED, that the Isanti County Board of Commissioners hereby formally accepts these gifts and donations. Motion carried unanimously.

18/11-38 Motion by Anderson, seconded by Warring, to approve the revised Isanti County Purchasing and Disbursement policy as presented by County Auditor-Treasurer Chad Struss. Motion carried unanimously.

18/11-39 Motion by Morris, seconded by Oslund, to approve the request to declare the Sheriff Dispatch Center and Law Enforcement Capital Project final, and approve the transfer of the remaining project fund balance in the amount of \$141,762.62, to the Series 2016A, Debt Service Fund. Motion carried unanimously.

18/11-40 Motion by Morris, seconded by Warring, to set a Public Hearing for Wednesday, December 19, 2018, at 10:00 a.m. in the County Board Room of the Isanti County Government Center, 555 18<sup>th</sup> Avenue SW, Cambridge, MN 55008, for the purpose of reviewing and adopting the 2019 County Fee Schedule. Motion carried unanimously.

18/11-41 Motion by Turnquist, seconded by Warring, to approve payment to Waste Management in the amount of \$4,200.00 for the month of October, 2018, for materials recycled and marketed; further said funds to come from SCORE. Motion carried unanimously.

#### PLANNING COMMISSION ACTIONS

18/11-42 Motion by Oslund, seconded by Turnquist, to approve the request of Harlan Pearson and Sheryl Pearson, PO Box 444, 23350 University Avenue NW, St. Francis, MN 55070, to present a preliminary plat of Golden Touch 2nd Addition. Legal description is Outlot B Golden Touch of Section 21, Township 34, Range 25, Stanford Township, with the following conditions: 1. The trailer/camper cannot be used as living quarters and/or removed from the property. 2. Any alterations to the wetland cannot affect the neighboring properties. 3. Any structures over 200 square feet require building permits and that all buildings need to meet the required setbacks. 4. A wetland permit is required. 5. A driveway permit is required from the Isanti County Highway Department. Motion carried unanimously.

18/11-43 Motion by Anderson, seconded by Warring, to approve the request of Chris Mickman, 1168 Benton Street, Anoka, MN 55303, to present a preliminary plat of Marget Lake Acres. Legal description is the E ½ of the NE ¼ of the SW ¼ of Section 34, Township 35, Range 24, Bradford Township. Motion carried unanimously.

18/11-44 Motion by Turnquist, seconded by Morris, to approve the request of Bradley Schmitz, 39383 University Avenue NE, Stanchfield, MN 55080, to present a preliminary plat of Schmitz Stanchfield Acres. Legal description is the S ½ of the SW ¼ of the NW ¼ of Section 19, Township 37, Range 23, Stanchfield Township, with the following conditions: 1. The existing septic system on Lot 1 must have a Certificate of Compliance completed. 2. The well on the property must either be certified or capped if it is not in use and/or meet the regulations of the Minnesota Department of Health. Motion carried unanimously.

18/11-45 Motion by Turnquist, seconded by Morris, to approve the request of Roger Hanson Jr., 8498 297th Avenue NW, Princeton, MN 55371 and James Bauman, PO Box 403, Delano, MN 55328, for a conditional use permit within the shoreland district (residential subdistrict) for a limited agricultural use that includes growing and the sale of fresh produce grown on the property and with green houses. Legal description is the W ½ of the E ½ of the NE ¼ of the SW ¼ of Section 20, Township 35, Range 25, Spencer Brook Township, with the following conditions: 1. This will be for a chemical free non-certified organic vegetable and fruit farm that grows and sells fresh produce year round. 2. No tours and/or special events on the property. 3. The hours of operation will be Monday – Sunday with no machinery use before 7:00 a.m. or after 7:00 p.m. 4. Adequate off street parking must be provided onsite that meets the regulations of the Isanti County Zoning Ordinance. 5. Incidental retail selling will be allowed by the owner of the property (producer) of the fresh produce of soil crops grown on the premises. 6. Approved per submitted site plan with the change of the south greenhouse moving approximately 30’ south. 7. No glare lighting onto the neighboring properties and/or streets. 8. Up to six employees. 9. No signage on site. 10. An Erosion control and drainage plan must be provided through the Soil and Water Conservation District and installed and maintained. 11. Eight hoop houses and a maximum of three greenhouses allowed. 12. No composting onsite. 13. Must maintain own drainage on their own property. 14. Must provide a windbreak and adequate screening suitable to the site for the west side of the property and must be installed to screen the neighbor’s site line of the hoop houses and greenhouses. 15. A water use permit with the Department of Natural Resources will be required if withdrawing more than 10,000 gallons of water per day or 1,000,000 gallons of water per year. Findings: 1. There is no evidence this small farming operation will affect the neighboring property values so that the conditional 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 with the immediate vicinity. 2. There is no vacant surrounding properties so that the establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area. 3. A erosion control and drainage plan will be established through the Soil and Water Conservation District and the septic system is currently in compliance so that adequate utilities, access roads, drainage and other necessary facilities have been or are being provided. 4. Off street parking will be provided on site so that adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use. 5. There will be no sign, no glare outside lighting to the neighboring properties and streets 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.

18/11-46 Motion by Turnquist, seconded by Morris, to adjourn (10:27 a.m.). Motion carried unanimously.

Kevin VanHooser, County Administrator

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Dave Oslund, County Board Chairperson

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By: Sharon Katka, Human Resources Generalist