



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, November 21, 2023, at 9:00 a.m.
Government Center Board Room**

Members Present: Chairperson Mike Warring; Commissioners Steve Westerberg, Kristi LaRowe
Members Absent: Commissioners Bill Berg, Alan Duff
Others Present: A Usher, J Edblad, K Lakeberg, W Seiberlich, P Messer, T Wentworth, J Meemken, T Bergloff (Reporters: B Stickles and N Hallman)

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

00o Public Comment Session. Public comment was made.

23/11-25 Motion by Westerberg, seconded by LaRowe, to approve the November 21, 2023, County Board Agenda with the addition of one item: A9 – Approve the October 24, 2023, Special Joint Meeting Minutes. Motion carried unanimously. Absent: Berg, Duff.

23/11-26 Motion by Westerberg, seconded by Warring, to approve the November 7, 2023, County Board Meeting Minutes. Motion carried unanimously. Absent: Berg, Duff.

23/11-27 Motion by LaRowe, seconded by Westerberg, to approve the following Personnel Action Items: Ratify the hire of Corey Rackow, part-time Corrections Officer, effective November 8, 2023. Accept the internal transfer of Jacob Persson, from full-time Highway Maintenance and Heavy Equipment Operator to full-time Sign Worker II, effective November 6, 2023. Approve the regular full-time status of Jordan Derby, Social Worker, effective December 1, 2023. Approve the regular full-time status Renee Coda, Child Support Legal Administrative Assistant, effective December 5, 2023. Accept the resignation of Emma Patten, Temporary Part-Time Seasonal Highway Laborer, effective October 4, 2023. Declare the position vacant on the unfortunate death of Noelle LeVoir, full-time Social Worker, effective November 3, 2023 (employed 2 years). Accept the retirement/resignation of Lance Olson, full-time Lieutenant, effective November 13, 2023, (employed 31 years). Accept the resignation of Kayla Holbein (Cox), full-time Corrections Agent, effective November 24, 2023 (employed 7 years, 8 months). Accept the retirement/resignation of Kathleen Potrament, full-time Property Services & Elections Specialist, effective January 29, 2024 (employed 5 years). Accept the resignation of Zachariah Sears, part-time Corrections Officer, effective November 30, 2023 (employed 10 months). Motion carried unanimously. Absent: Berg, Duff.

23/11-28 Motion by Westerberg, seconded by LaRowe, to approve scheduling an interview for the County Administrator Position with Amanda Usher, Interim County Administrator, to be held during the December 5, 2023, County Board meeting. The interview will be listed as a County Business Agenda Item, no specific time will be assigned. Motion carried unanimously. Absent: Berg, Duff.

23/11-29 Motion by Westerberg, seconded by LaRowe, to approve MEMORANDUM OF UNDERSTANDING Between ISANTI COUNTY And INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 49 This Memorandum of Understanding is entered into between the County of Isanti (hereafter "County") and Operating Engineers Local 49 (hereafter "Union") representing employees regarding the implementation of length of service credit for previous public sector experience. WHEREAS, numerous County employees within the bargaining unit have previous public sector experience;

WHEREAS, the parties seek to adjust employees' length of service to reflect previous public sector experience; NOW THEREFORE, BE IT RESOLVED, effective upon ratification of this Memorandum, Isanti County will provide the following credit for length of service with a previous public employer: 1. Length of service credit shall be subject to the following conditions: a. The employee must have been hired by the County within four years of separation from the previous public sector employer; b. The employee must have been in a vacation eligible position with the previous public employer; and c. The employee must provide necessary documentation demonstrating their vacation eligibility status with the previous employer. 2. Changes to an employee's vacation accrual rate will become effective at the beginning of the next pay period after approval. Adjusted accrual rates are not retroactive. 3. At any time, an employee may submit additional information and/or documentation to satisfy the conditions in section 1 above. Motion carried unanimously. Absent: Berg, Duff.

23/11-30 Motion by Westerberg, seconded by LaRowe, to approve posting a public notice requesting newspaper bids for 2023. Motion carried unanimously. Absent: Berg, Duff.

23/11-31 Motion by Warring, seconded by LaRowe, to approve the following utility permits: Permit No. 23-11-207; East Central Energy - Install an overhead and buried fiber optic service cable starting at 800' south of the intersection of CR 70 & 329th Ave then going under CR 70 to service the address of 748 327th Ave NE, Cambridge, MN. Permit No. 23-11-208; East Central Energy - Install a 25kva transformer and secondary wire, then direct bury 350' to the north. Permit No. 23-11-209; East Central Energy - Install a fiber optic service cable from the existing power pole 915' west of CR 32 & CSAH 1 then east for 606' to an existing pole then going under CR 32 to service the address of 2450 357th ave NW, Cambridge, MN. Permit No. 23-11-210; East Central Energy – Install an overhead and buried fiber optic service cable starting at the intersection of 395th & Naples St going south for 800' then to the address of 39350 Naples St NE, Stanchfield, MN. Permit No. 23-11-211; East Central Energy – Install a 2URD from WL1 along CSAH 5 exiting ROW to WL3. Motion carried unanimously. Absent: Berg, Duff.

23/11-32 Motion by Warring, seconded by LaRowe, to approve the following Claims & Warrants:

Everbridge, Inc.	\$16,832.90	Shi International Corp	\$10,901.00
Federated Co-Ops Inc	\$18,840.92	Sir Lines-A-Lot LLC	\$3,369.66
Hansen Surveying	\$5,312.50	SRF Consulting Group Inc	\$12,609.04
Innovative Office Solutions LLC	\$8,010.65	Totals for 11/21/2023:	\$821,091.79
Knife River Corp	\$692,548.11	Innovative Office Solutions LLC	\$120.02
Knife River Corporation-North Central	\$8,550.00	U.S. Postal Service (Quadiant-POC)	\$10,000.00
Minnesota Paving & Materials	\$10,147.50	Total for 11/22/2023	\$10,120.00
Morris Electronics Inc	\$15,013.65	Total Claims & Warrants:	\$831,211.81
Redstone Construction LLC	\$18,955.86		

Motion carried unanimously. Absent: Berg, Duff.

23/11-33 Motion by Westerberg, seconded by LaRowe, to approve the October 24, 2023, Special Joint Meeting Minutes. Motion carried unanimously. Absent: Berg, Duff.

23/11-34 Motion by Westerberg, seconded by Warring, to approve setting a public hearing for December 19, 2023, at 9:30 AM in the Isanti County Board Room, for the purpose of reviewing and adopting the 2024 County Fee Schedule. Motion carried unanimously. Absent: Berg, Duff.

23/11-35 Motion by Westerberg, seconded by LaRowe, to approve Resolution Number 2023-020 - A RESOLUTION ACCEPTING 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 2023 as follows: Health & Human Services Division for Operation Community Connect: Medica - \$500.00, Walmart - Winter wear; Health & Human Services Division for Visitation Center: Affinity Plus - Toys, crayons, markers, coloring books, Play Doh, Board Games; Sheriff Department for K-9 Program: Monty Twingstrom - \$300.00, Bradford Roadhouse - \$3,140.00; Sheriff Department for Safety & Rescue Program: Springvale Township - \$500.00, Bradford Community Organization - \$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. Absent: Berg, Duff.

23/11-36 Motion by Westerberg, seconded by LaRowe, to approve the Master Services Agreement with Clifton Larson Allen LLP for professional audit services, and approve the Statement of Work for the year ended December 31, 2023. In conjunction with this action, it is noted that the County received formal communication from the Minnesota Office of the State Auditor confirming the mutual agreement between Isanti County and OSA to utilize a private audit firm for Isanti County's annual financial audits for the years ended December 31, 2023 and December 31, 2024. For annual audits after 2024, the County would intend to follow the procedure outlined in Minnesota Statute 6.481, subdivision 7, pertaining to the use of a private audit firm. Motion carried unanimously. Absent: Berg, Duff.

23/11-37 Motion by Westerberg, seconded by LaRowe, to approve the joint powers agreement renewal with the East Central Drug and Violent Offenders Task force. Motion carried unanimously. Absent: Berg, Duff.

23/11-38 Motion by Westerberg, seconded by LaRowe, to approve the following Health and Human Services Contracts: Adult Mental Health Initiative Contract with Therapeutic Services Agency and Lighthouse Child and Family Services for On-Call Mobile Crisis Services for 2024. Adult Mental Health Initiative Contract with First Call for Help for Crisis Phone Line Triage Services for 2024. Adult Mental Health Initiative Contract with Canvas Health for Mobile Crisis Services for 2024. Adult Mental Health Initiative Contract with Ashley Wright, consumer Representative for 2024. Adult Mental Health Initiative Contract with Lutheran Social Services, Inc. for Supported Housing Services for 2024. Adult Mental Health Initiative Contract with Linwood Group Marketing for Administrative Support Services for 2024. Adult Mental Health Initiative Contract with Kanabec County for Medication Management Services for 2024. Adult Mental Health Initiative Contract with A Place for You for Mental Health Outreach Coordination Services for 2024. Adult Mental Health Initiative Contract with Wellness in the Woods for Peer Support Recovery Services for 2024. Contract with Central Minnesota Jobs and Training Services for Employment Services for 2024. Motion carried unanimously. Absent: Berg, Duff.

23/11-39 Motion by Warring, seconded by LaRowe, to approve the following Health and Human Services Claims and Warrants:

Canvas Health	\$77,878.10	Little Sand Group Homes	\$20,623.68
Chisago County Human Services	\$10,067.40	MSOP-MN Sex Offender Prog-462/(15)	\$7,903.50
First Call for Help of Itasca County	\$12,520.84	Northwood Children's Services	\$6,792.30
Isanti County Family Services	\$26,024.34	Pine County Health & Human Services	\$7,977.36
Kadiri House	\$18,386.41	Rise Incorporated	\$53,337.00
Kanabec Co Family Services Agency	\$42,358.62	Therapeutic Services Agency Inc	\$10,949.33
Lighthouse Child & Family Services	\$11,687.29	Auditors	\$165,683.54
Total all Family Services Vouchers	\$472,189.71		

Motion carried unanimously. Absent: Berg, Duff.

23/11-40 Motion by LaRowe, seconded by Westerberg, to approve the quote from Morris Electronics for 150 RSA tokens. These tokens will be used to replace tokens set to expire in February 2024 or for any new users as needed. Motion carried unanimously. Absent: Berg, Duff.

23/11-41 Motion by Westerberg, seconded by LaRowe, to approve the Final Plat for Jenson 3. Legal description is the NW³/₄ of the SE³/₄ of Section 191 Township 36 and Range 23, and Lot 2 Block 1 Jenson 2 of Section 191, Township 361 Range 231 Cambridge Township, with the following conditions: 1. The easement for access off of County Road 14 for Lots 2, 3 and 4 will need to be recorded at the same time the plat is recorded. 2. The existing easement for the cell tower will need to be updated to state that it is the access for Lot 1 Block 1. Motion carried unanimously. Absent: Berg, Duff.

23/11-42 Motion by LaRowe, seconded by Westerberg, to open the Public Hearing (9:30 a.m.). Motion carried unanimously. Absent: Berg, Duff.

00o At this time the Public Hearing was held for the Notice of Intention for Rezoning Agricultural/Residential to Industry District. Amanda Usher, Interim County Administrator, read the following published Public Notice into the record: NOTICE IS HEREBY GIVEN that the Isanti County Board of Commissioners will hold a public hearing on Tuesday, November 21, 2023, at 9:30 a.m. in the County Board Room of the Isanti County Government Center, 555 18th Avenue SW, Cambridge, MN 55008. To consider amending the zoning map from Agriculture/Residential District to Industry District. Legal description is Pt. of the SE ¹/₄ of the SE ¹/₄ of Section 32, Township 35, Range 23, Isanti Township. A full copy of this proposed rezoning 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 7th day of November 2023. Public comment was made. Written comment was shared.

23/11-43 Motion by LaRowe, seconded by Westerberg, to close the public hearing (9:36 a.m.). Motion carried unanimously. Absent: Berg, Duff.

23/11-44 Motion by Westerberg, seconded by LaRowe, to approve the request of Bucks L.M.E.N. Properties LLC, 1500 278th Lane NE, Isanti, MN 55040 to rezone a portion of property zoned Agriculture/Residential District to Industry District. Legal description is Pt. of the SE ¹/₄ of the SE ¹/₄ of Section 32, Township 35, Range 23, Isanti Township, with the six findings from the October 12, 2023, Planning Commission Meeting and the addition of a seventh finding set today. Findings: 1. Isanti County Comprehensive Plan Objective No. 4 that states to provide for quality, managed growth, encourage industrial development along major highway corridors, in commercial and industrial development, update the zoning ordinance to assist in meeting this objective by identifying and zoning areas that are along major transportation corridors to be designed for commercial/industrial development. 2. Isanti County needs more Industrial District properties. 3. The environment impacts have been addressed by the Isanti Soil and Water Conservation District, the Minnesota Department of Natural Resources and protection of the wetland has been addressed. 4. This will have no impact on the neighboring properties. 5. This property has access to State Highway 65 corridor and adjacent properties are zoned Industrial District. 6. There will be no more traffic generation impacts due to the fact that the adjoining property owner has the only access to this property; additional finding number 7. As it relates to the implementation, and following in compliance with, the Drainage Mitigation Plan that has been provided for the property. Motion carried unanimously. Absent: Berg, Duff.

23/11-45 Motion by Westerberg, seconded by Warring, to approve the request of Mike & Jena Dennis, 40376 Vickers Street NE, Stanchfield, MN 55080 to present a preliminary plat of Stello Addition. Legal description is the NE ¹/₄ of the NW ¹/₄ Except the S 685' of the E 630' of Section 23, Township 37, Range 23, Stanchfield Township. Motion carried unanimously. Absent: Berg, Duff.

23/11-46 Motion by Westerberg, seconded by Warring, to approve the request of B & L Companies, 802 Winsome Way NE, Isanti, MN 55040 to present a preliminary plat of B & L Lakeview Estates. Legal description is All that part of Government Lot 5, Section 35, Township 36, Range 23, Cambridge Township. Motion carried unanimously. Absent: Berg, Duff.

23/11-47 Motion by LaRowe, seconded by Westerberg, to approve the request of Jeffrey Haynes, 25772 Verdin Street NW, Isanti, MN 55040 to present a preliminary plat of Haynes Ridge 2. Legal description is Lots 1 & 2 Block 1 Haynes Ridge and Outlots A & C Haynes Ridge of Section 16, Township 34, Range 24, Stanford Township. Motion carried unanimously. Absent: Berg, Duff.

23/11-48 Motion by LaRowe, seconded by Westerberg, to approve the request of Cade Chouinard, 7588 392nd Street, North Branch, MN 55006 to present a preliminary plat of Chouinard Addition. Legal description is Pt. of the north 912' of the W ½ of the SE ¼ of Section 5, Township 35, Range 22, North Branch Township. Motion carried unanimously. Absent: Berg, Duff.

23/11-49 Motion by Westerberg, seconded by LaRowe, to approve the request of Mike Wing and Robert Wing, 13020 Arrowood Lane N, Dayton, MN 55327, for an interim use permit for the mining of sand, gravel, peat and black dirt for the purpose of enhancing and restoring current wetland conditions. Legal description is the NE ¼ (Except the W ½ of the W ½ of the NE ¼) of Section 30, Township 37, Range 24, Maple Ridge Township, with the following eleven conditions and five findings: 1. The hours of operation will be Monday through Friday 6:00 a.m. to 8:00 p.m. Start date of October 17, 2023, and end date of June 1, 2024. 2. One stockpile onsite that is safely secured. 3. No more than 1,300 cubic yards to be mined. 4. The excavated area to be mined is no more than 0.83 acres in size. 5. Must follow the seeding and restoration plan submitted. 6. Any damage caused to the county roads due to this hauling operation shall be repaired at the permittees expense. 7. The mining operation shall minimize as much as practical any adverse impact to the environment and comply with all local, state and federal standards. 8. The mining operation shall minimize any dust or noise produced so that it does not unreasonably annoy, injure, or endanger the safety, healthy, morals, comfort or response of any considerable members of the public. 9. The mining operational shall as such as practical coordinate truck and machinery traffic so that it does not interfere with, obstruct, or render dangerous for passage any public road or highway. 10. Must obtain all necessary state, local and federal licenses/permits prior to construction. 11. This interim use permit for the excavation of this project will be completed by June 1, 2024. Findings of fact to support the recommended approval are as follows: 1. 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. That the establishment of the interim use will not impede the normal and orderly development and improved of surrounding vacant property for uses predominant in the area. 3. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided. 4. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use. 5. 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 occur. Motion carried unanimously. Absent: Berg, Duff.

23/11-50 Motion by Westerberg, seconded by LaRowe, to approve the request of Brian Carlson, 29750 Tucker Street NE, Cambridge, MN 55008, to amend an interim use permit dated January 17, 2023, for a limited rural business and extended home occupation conducted within an accessory building for the storage of international bulk containers. Legal description is the S ½ of the SE ¼ of the NE ¼ of Section 24, Township 35, Range 23, Isanti Township. Mr. Carlson requests that condition # 4 which currently states: All containers and/or container parts must be stored inside a pole building; no outdoor storage allowed, and condition #12 which currently states: This interim use permit is for one building structure that

must be constructed by December 31, 2023 due to the upcoming winter, be amended as follows: Condition #4: All containers and/or container parts must be stored inside a hoop structure; no outdoor storage allowed. Condition #12: This interim use permit is for one building structure that must be constructed by June 30, 2024. All other conditions and findings remain unchanged and in place and are stated as follows: 1. This business is for the transport and storage of intermediate bulk containers with cages that surround them on this real property. 2. The hours of operation will be 9:00 a.m. to 8:00 p.m.; retail sales by appointment only. 3. One non - family member employee. 4. Amended November 21, 2023. 5. No on-street parking. 6. No signage. 7. Must comply with the MN State Building, International Building Code and International Fire code requirements. 8. Must comply with all local, state and federal regulations for this business. 9. These IBCs must meet all safety regulations for transporting and storage per the Minnesota Pollution Control Agency and Environmental Protection Agency. 10. Maintain clear and safe access to the storage area. n. Must receive an approved access permit from the Isanti County Highway Department for this business for widening the north driveway access. 12. Amended November 21, 2023. 13. Mr. Carlson must reside on the property and have homestead status on the parcel. 14. This Interim Use Permit will cease once Mr. Carlson no longer lives on the property and/or the business ceases for one consecutive year. 15. No rinsing of the (IBC's) on site. 16. The property must be in compliance prior to December 31st, 2023. 17. No more than 48 hours maximum to unload the trailers once on site. Findings: 1. The business will have a structure for indoor storage with conditions 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. There are similar types of farming equipment in the area so that the establishment of the interim use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominate in the area. 3. A driveway permit will be obtained so that adequate utilities, access roads, drainage and other necessary facilities have been or are being provided. 4. The trailers will be placed on class 5 gravel for unloading 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 lighting and no odors from the business 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. Absent: Berg, Duff.

23/11-51 Motion by LaRowe, seconded by Westerberg, to approve the request of Wayde Wandersee, 3872 Sullivan Wood Trail NW, Isanti, MN 55040, for an interim use permit for a limited rural business and extended home occupation conducted within an accessory building to sell and trade vintage cards and video games. Legal description is Lot 2 Block 1 Anderson Meadows of Section 8, Township 34, Range 24, Stanford Township, with the following conditions and findings: Conditions: 1. This business is buying, trading and selling video games and cards with collectables. 2. The hours of operation will be Friday 12:00 p.m. to 8:00 p.m., Saturday 10:00 a.m. to 8:00 p.m. and Sunday 10:00 a.m. to 5:00 p.m. 3. No on-street parking. 4. No signage. 5. No more than four nonfamily members employees. 6. Must comply with all MN State building, International Building Code and International Fire Code requirements. 7. Must comply with all local, state and federal regulations for this business. 8. Must reside on the property and have homestead status on the parcel. 9. No outside storage. 10. This Interim Use Permit will cease once Wayde Wandersee no longer lives on the property and/or the business ceases for one consecutive year; Findings: 1. 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. That the establishment of the interim use will not impede the normal and orderly development and improved of surrounding vacant property for uses predominant in the area. 3. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided. 4. That adequate measures have been or will be taken to provide sufficient off- street parking and loading space to serve the proposed use. 5. 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 occur. Motion carried unanimously. Absent: Berg, Duff.

23/11-52 Motion by Warring, seconded by Westerberg, to approve to deny request of Mosses Momanyi, 3677 361st Avenue NE, Cambridge, MN 55008, for an interim use permit for a slaughterhouse. Legal description is Pt of the SE ¼ of the NW ¼ & Pt SW ¼ of the NE ¼ of Section 11, Township 36, Range 23, Cambridge Township. The following finding supports the denial: The owner/operator must reside on the premises and have homestead status per the Isanti County Zoning Ordinance. Motion carried unanimously. Absent: Berg, Duff.

O0o At this time Penny Messer, Health & Human Services Division Leader, presented a report on the Performance Measures for Child Support Services.

23/11-53 Motion by LaRowe, seconded by Westerberg, to approve the final acceptance of the completed project and authorize final payment in the amount of \$109,382.21 to OMG Midwest, Inc. dba Minnesota Paving and Materials for Contract No. 2301, to be paid for using State Aid, Local, and Sales Tax. Motion carried unanimously. Absent: Berg, Duff.

23/11-54 Motion by Westerberg, seconded by LaRowe, to approve the final acceptance of the completed project and authorize final payment in the amount of \$685.87 to OMG Midwest, Inc. dba Minnesota Paving and Materials for Contract No. 2302, to be paid for using State Aid, Local, and Sales Tax. Motion carried unanimously. Absent: Berg, Duff.

23/11-55 Motion by Westerberg, seconded by LaRowe, to adjourn (10:04 a.m.). Motion carried unanimously. Absent: Berg, Duff.

Amanda Usher
Interim County Administrator

Mike Warring, County Board Chairperson

By: Colleen Anderson, Administrative Assistant II