



# Sherburne County Board of Commissioners

## September 21, 2021 – Special County Board Meeting Minutes

### 1. 8:00am Call to Order

The Sherburne County Board of Commissioners convened in special session on September 21, 2021, at the Sherburne County Government Center in the City of Elk River, MN. Call to order by the Chair was at 8:00am.

#### 1 Moment of Silence and Pledge of Allegiance

The Sherburne County Board of Commissioners convened in special session on September 21, 2021, at the Sherburne County Government Center in the City of Elk River, MN. Call to order by the Chair was at 8:00am.

#### 2 Approval of Regular Meeting Proposed Agenda

Fobbe/Burandt were unanimous to approve the Special Meeting Agenda as presented.

### 2. 8:02am Regular Agenda

#### 8:02am 1 Resolution # 092121-AD-2063 Certifying the Preliminary 2022 General Administration Levy.

*Dan Weber, Assistant County Administrator*

Schmiesing/Dolan were unanimous to approve Resolution #092121-AD-2063 certifying the Preliminary 2022 Property Tax Levy in the amount of \$54,940,085. (On file.)

#### 8:03am 2 Three Lake Improvement District 2022 Budget. Administration

*Dan Weber, Assistant County Administrator, Diane Arnold*

Schmiesing/Fobbe were unanimous to approve the Three Lake Improvement District 2022 Budget of \$43,300 and assess the costs of the projects identified in the 2022 proposed budget on benefited properties within the Three Lake Improvement District (TLID), in the manner required by law.

#### 8:04am 3 American Rescue Plan Act (ARPA) Update and Recommended Approvals Administration and Expenditures.

*Dan Weber, Assistant County Administrator*

Approved the bi-weekly ARPA related expenditures:

- Dolan/Burandt were unanimous stop to approve APRA related expenses less than \$50,000 totaling \$86,493.36. (On file.)
- Expenses > \$50k = none
- Burandt/Dolan unanimous to approve Business Recovery Grants totaling \$215,520. (On file.)

#### 8:07am 4 Spatial Analysis for Zimmerman PW Facility and Government Center. Public Works

*Andrew Witter, Public Works Department Head*

The Board and staff discussed potential spatial analysis for Zimmerman PW Facility and Government Center. Dolan/Burandt were unanimous to approve moving forward with the spatial analysis.

#### 8:015am 5 2021-22 State and Federal Lobbying Agreement(s). Administration

*Bruce Messelt, County Administrator*

Fobbe/Burandt were unanimous to approve the selection of Lockridge Grindal Nauen P.L.L.P. - Primacy Strategy Group to Represent the County (e.g. lobbying services) during the upcoming 2021-22 Federal and State Legislative Sessions. Lockridge Grindal Nauen P.L.L.P. presented a bid of \$6,667 per month.

**8:20am**      **6**      County Administrator 2021 Performance Evaluation Summary.      Human Resources

*Tammy Bigelow*

Dolan/Burandt to approve with a 3-2 vote the rating of "Successful (3.0 to 3.4)" for the performance evaluation conducted by the Sherburne County Board of Commissioners for County Administrator Bruce Messelt for the period of August 19, 2020 to August 19, 2021. Mr. Messelt's salary increase for 2021 will result in an annual salary of \$180,927. There will be a three-month evaluation of the matter and a committee will be formed to look at the review process for future reviews of a County Administrator by the County Board of Commissioners. Commissioner Schmiesing - Nay, Commissioner Fobbe - Nay, Commissioner Danielowski - Yay, Commissioner Burandt - Yay, Commissioner Dolan - Yay

**3.      8:36am      Adjourn Special County Board Meeting**

DocuSigned by:

*Raeanne Danielowski*

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Raeanne Danielowski, Board Chairperson

10/14/2021

Date

DocuSigned by:

*Bruce A. Messelt*

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Bruce Messelt, Administrator

10/5/2021

Date