



Sherburne County Board of Commissioners

September 21, 2021 - County Board Meeting

Minutes

1. 9:00am Call to Order

The Sherburne County Board of Commissioners convened in regular 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 9:00am.

- 1 Moment of Silence and Pledge of Allegiance
- 2 Approval of Regular Meeting Proposed Agenda
Schmiesing/Dolan unanimous to approve the Regular Meeting Agenda as presented.

2. 9:01am Consent Agenda

Dolan/Fobbe were unanimous to approve the Consent Agenda as presented.

- 1 Approved County Board Meeting Minutes: September 7, 2021.
- 2 Approved County Workshop Meeting Minutes: September 7, 2021.
- 3 Advertisement of a Public Hearing for 2022 Fee Schedule Changes. Administration
Approved advertising of a Public Hearing for October 19, 2021 to consider possible changes to the Sherburne County All Services and Fee Schedule, which would be made effective January 1, 2022.
- 4 Qui Tam action Kleiber vs. Nelson Auto Center. Attorney
Kathleen Heaney, County Attorney
Approved the proposed settlement in State of Minnesota, et.al., ex.rel. Kleiber vs. Nelson Auto Center, et.al., Ramsey District Court File No 62-cv-19-876 and authorized the County Attorney to submit a letter codifying the County Board's approval.
- 5 Posting of the 2020 Annual Financial Report on the County Website and Auditor / Treasurer
Publish in the Local Newspapers.
Diane Arnold, County Auditor/Treasurer
Authorized posting the 2020 Annual Financial Report on Sherburne County's website and publication of the summary financial report for 2020 in both the County's legal newspaper and newspaper.
- 6 Auditor-Treasurers Monthly report for August 2021. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
Accepted the August 2021 Financial Report from the County Auditor-Treasurer.
- 7 Commissioner & Manual Warrants. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
Approved the Commissioner & Manual Warrants as follows:

August 31, 2021 Manual Warrants \$4,350.25
September 3, 2021 Commissioner Warrants \$1,001,585.52
September 3, 2021 Manual Warrants \$5,288.50
September 10, 2021 Commissioner Warrants ARPA \$119,841.00
September 10, 2021 Commissioner Warrants \$1,085,642.14
September 10, 2021 Manual Warrants \$8,226.00
September 10, 2021 Manual Warr BMO Harris Pcard Aug 2021 \$89,414.48

- 8** Community Corrections Clothing Closet. Community Corrections
Bobbie Shafer, Supervisor
Approved the ability for Community Corrections to accept ongoing clothing donations from Community Corrections and Judicial Branch staff for offenders and their families.
- 9** Renewal of Joint Powers Agreement for Secure Juvenile Detention and Treatment with East Central Regional Juvenile Center (ECRJC). Community Corrections
J Hancuch, Community Corrections Department Head
Approved the renewal of East Central Regional Juvenile Center (ECRJC) Joint Powers Agreement. Term of agreement shall be January 1, 2022 through December 31, 2027 and will automatically renew another five years unless a member county chooses to leave. (On file.)
- 10** 09-02-21 HHS OBO Warrants. Health & Human Services
Amanda Larson, Director of HHS
Approved HHS OBO Warrants as follows:

September 2, 2021 HHS OBO Warrants \$5,551.87
- 11** HHS/IFS ADMIN Warrants 9/10/2021. Health & Human Services
Amanda Larson, Director of HHS
Approved HHS/IFS Admin Warrants as follows:

September 10, 2021 HHS/IFS Admin Warrants \$63,463.99
- 12** 2022 Non-Union Compensation and County Contributions. Human Resources
Tammy Bigelow
Approved 2022 Compensation Plan, which includes a 2% range adjustment, and 2022 Pay for Performance Compensation Plan for non-union employees, effective January 1, 2022. (On file.)

Approved 2022 County contributions toward health insurance premiums and HRA/HSA accounts, as indicated below, for non-union employees, effective January 1, 2022:
- Single Contribution \$890.00
 - Single + Child(ren) Contribution \$1,124.70
 - Single + Spouse Contribution \$1,200.86
 - Family Contribution \$1,460.60
- 13** Revisions to Sherburne County Rules and Personnel Policies. Human Resources
Tammy Bigelow
Approved revisions to the Sherburne County Rules and Personnel Policies - Chapter 7.2 (Paid Time Off).(On file.)
- 14** SCORE Grant Agreement; FY 22-26. Planning & Zoning
Dave Lucas, Solid Waste Administrator
Accepted receipt of SCORE block grant monies for FY 22 (approximately \$280,000), approved the SCORE Grant Agreement for FY 2022 through 2026, and authorized the Solid Waste Administer to affix signature. Term of the Grant Agreement July 1, 2021 through June 30, 2026. (On file.)
- 15** Final Contract Payment with Meyer Contracting, Inc. for Project # SP 71- Public Works
070-040 for 2019 CSAH 13 Roundabouts.
Andrew Witter, Public Works Department Head
Authorized final contract payment with Meyer Contracting Inc for project # SP 71-070-040 for 2019 CSAH 13 Roundabouts at CSAH 33 (Viking Blvd) and at CR 40.

- 16** Lowest Responsive Bidder for County Road 81 Surcharge, CP 71-681-021. Public Works
Andrew Witter, Public Works Department Head
 Approved the lowest responsive bid of \$674,772.00 submitted by Meyer Contracting Inc., for the placement of a surcharge on the new alignment of County Road 81, south easterly of 206th Street. Project No. CP 71-681-021.
- 17** Equipment Purchase for Public Works Department. Public Works
Andrew Witter, Public Works Department Head
 Approved purchase of the following equipment for Public Works Department, totaling approximately \$400,000.
- GMC 2500 - Highway maintenance vehicle
 - GMC 1500 - Design Technician vehicle
 - GMC 3500 - Highway maintenance vehicle
 - GMC 2500 - Survey vehicle
 - GMC 1500 - Construction coordinator vehicle
 - F-550 - Highway maintenance vehicle
 - Highway maintenance mowing tractor
- 18** Nine County Employees to Assist with Sheriff's Office Training. Sheriff
Joel Brott, County Sheriff
 Approved for 9 County Employees to Assist with Sheriff's Office Training at Camp Ripley on September 28, 2021. These county employees would be paid their normal pay by the county.

3. 9:02am Announcements

County Administrator Bruce Messelt reminded the Board that on Thursday, September 23rd there will be a Bonding Tour stop at SCUS in St. Cloud, MN at 4:15pm. Messelt also provided a progress report on the roof project and floor refinishing project.

4. 9:03am Public Hearing

- 9:05am 1 Public Hearing - Tax Abatement for Carlson Development Group Administration**
 LLC/Premier Marine.

Dan Weber, Assistant County Administrator

The Public Hearing opened at at 9:05am for Carlson Development Group LLC/Premier Marine 15 year tax abatement request. Brett Collier of Big Lake provided the Board with his thoughts on the tax abatement and Kim Noding also of Big Lake spoke in favor of the tax abatement. Members of the public were present for comment speaking both for and against the Tax Abatement. The Public Hearing closed at 9:09am. No action was taken, and the matter will be brought back at a future meeting. Commissioner Dolan recused himself from the agenda item.

5. 9:10am Open Forum

Members of the public were present to speak on the 2nd Amendment and about the County Road 43 Project.

6. 9:22am Recess Meeting

7. 11:27am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

Commissioner Burandt: AMC Breakfast County Engineers, Fair Board Meeting, Extension Meeting, Minnesota Legislative Bonding Tour

Commissioner Dolan: AMC Fall Policy Conference

Commissioner Fobbe: MICA, AMC Futures Meeting, Soil & Water Board Meeting, Princeton Airport Meeting, AMC Fall Policy Conference, Tri-Cap Executive Meeting, S.U.P. Coalition Meeting, MN Legislative

Bonding Tour

Commissioner Schmiesing: Minnesota Legislative Bonding Tour, Metropolitan Emergency Services Meeting, MICA Executive, MICA, Misc. MCIT Meetings

Commissioner Danielowski: Strategic Planning, APO Board Meeting, IGA Stake Holders, Community Corrections Advisory Meeting, Stearns Treatment Facility in Big Lake, AMC Fall Policy, City of Big Lake Zoom Meeting

8. 11:27am Regular Agenda

- 1** Central Mississippi River Regional Planning Partnership - Update. Administration
Commissioner Raeanne Danielowski, Commissioner Tim Dolan
 Dolan/Schmiesing unanimous to table this item to a future meeting.

9. 11:28am Adjourn Regular Meeting, Open Community Health Board Meeting

10. 11:40am Adjourn Community Health Board Meeting, Open Workshop Meeting

11. 1:27pm Adjourn Workshop Meeting

Manual Warrants

8/31/21	4,350.25	Agency Collections
	4,350.25	Total

HHS OBO Warrants

9/2/21	403.17	OBO Discount Tire
	1,300.00	OBO First Book
	1,409.04	OBO Ruttger's Bay Lake Lodge
	1,300.00	OBO Speedway
	474.65	OBO Walmart
	665.01	7 Payments less than 300
	5,551.87	Total

Commissioner Warrants

9/3/21	175,853.92	General Revenue Fund
	40,893.37	Public Works Fund
	750.00	County Ditch Fund
	15,305.86	Solid Waste Fund
	75.00	Sherco Regional Rail Authority
	47,186.28	Justice Center Enterprise Fund
	39.32	Hra & Ec Dev Fund
	699,355.87	Agency Collections
	2,662.74	Taxes & Penalties Fund
	3,463.39	School Districts Collections
	15,999.77	Towns & Cities Collections
	1,001,585.52	Total

Manual Warrants

9/3/21	5,288.50	Agency Collections
	5,288.50	Total

Commissioner Warrants ARPA

9/10/21	119,841.00	General Revenue Fund
---------	------------	----------------------

	119,841.00	Total
Commissioner Warrants		
9/10/21	138,377.60	General Revenue Fund
	785,775.09	Public Works Fund
	508.60	Human Service Fund
	2,641.00	Solid Waste Fund
	57,794.14	Jail Commissary Fund
	93,257.53	Justice Center Enterprise Fund
	6,953.86	Agency Collections
	334.32	Taxes & Penalties Fund
	1,085,642.14	Total
Manual Warrants		
9/10/21	8,226.00	Agency Collections
	8,226.00	Total
Manual Warrants DMO Harris Pcard		
9/10/21	80,458.48	General Revenue Fund
	4,722.37	Public Works Fund
	58.35	Solid Waste Fund
	743.70	Jail Commissary Fund
	3,431.58	Justice Center Enterprise Fund
	89,414.48	Total
Audit Warrants		
9/10/21	63,061.85	Human Service Fund
	252.14	Agency Collections
	150.00	Children's Mental Health Collaborative
	63,463.99	Total
Warrants		
9/10/21	331.00	Airport Taxi Inc
	33,730.30	Central Mn Jobs & Training
	3,000.00	Central MN Mental Health Center
	412.16	Franzwa/Martha
	1,623.21	Hennepin County
	700.00	J D Power Valuation Services
	337.31	Lees/Mark F
	1,755.09	Mn Dept Of Human Services – SWIFT
	1,561.96	Mn Dept Of Human Services-SWIFT
	525.00	Mn Social Srv Assn
	1,175.30	Office Of MN.IT Services
	1,426.11	Quadient Leasing USA, Inc
	920.00	Seven County Process Servers, LLC
	330.00	St Louis County HHS
	719.80	The Bridge World Language Ctr Inc
	3,300.94	Verizon Wireless
	6,020.00	Women & Youth Community Action Network
	339.81	YMCA - Elk River
	5,256.00	40 Payments less than 300
	63,463.99	Total

DocuSigned by:



DCDB13C63B0842F...

Raeanne Danielowski, Board Chairperson

10/14/2021

Date

DocuSigned by:



8D04EE78737742E...

Bruce Messelt, Administrator

10/5/2021

Date