



Sherburne County Board of Commissioners

February 22, 2022 - County Board Meeting Minutes

1. 9:00am Call to Order

The Sherburne County Board of Commissioners convened in regular session on February 22, 2022, at the Sherburne County Government Center in the City of Elk River, MN. Call to order by the Chair was at 9:00am. Commissioner Danielowski and Commissioner Schmiesing were absent.

- 1 Moment of Silence and Pledge of Allegiance
- 2 Approval of Regular Meeting Proposed Agenda
Dolan/Fobbe approved with a 3-0 vote the Regular Meeting Agenda as presented.

2. 9:00am Consent Agenda

Fobbe/Dolan with a 3-0 vote to approve the Consent Agenda as presented.

- 1 Approved Regular Meeting Minutes: February 8, 2022. Administration
- 2 MN Lawful Gambling Application (Premises Permit) to Conduct Excluded Bingo for Travelers Country Club on the Mississippi - Renewal. Administration
Bruce Messelt, County Administrator
Approved a MN Lawful Gambling Application (Premises Permit) to conduct excluded bingo for Travelers Country Club on the Mississippi, located at 11290 80th Ave SE, Clear Lake, MN 55319. The proposed 2022 bingo events will take place on May 25, June 25, July 30 and August 27. The term of this permit shall go into effect on February 22, 2022 and shall expire on February 22, 2023.
- 3 Resolution of Support of MnDOT District 3's Application to Pursue Installing Fiber Along the Highway 25 Corridor. Administration
Dan Weber, Assistant County Administrator, Andrew Witter, Public Works Department Head
Approved Resolution 02222022-AD-3001 to support MnDOT's pursuit of installing fiber along the Hwy 25 Corridor. (On file.)
- 4 Auditor-Treasurer Report for January 2022. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
Accepted the January 2022 Financial Report from the County Auditor-Treasurer. (On file.)
- 5 2021 Year End Transfers from the General Fund (01) to Ditch Fund (15) to Rectify Deficit Balances. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
Approved to transfer a total of \$443.30 from the General Fund to the following County Ditch accounts, in order to rectify 2021 Year-end deficit balances, as allowed by M.S. § 103E.655, Subd 2:

Ditch #11 \$313.12
Ditch #13 \$130.18
- 6 Commissioner & Manual Warrants. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
Approved Commissioner and Manual Warrants, as follows

January 31, 2022, Manual Warrants \$3,110.75
 February 4, 2022, Commissioner Warrants \$452,461.01
 February 4, 2022, Manual Warrants \$9,594.00
 February 10, 2022, Manual Warrants BMO Harris Pcard Jan 2022 \$70,400.05
 February 11, 2022, Commissioner Warrants \$1,018,036.86
 February 11, 2022, Manual Warrants \$12,232.66

- 7 Contract with Patron Companies dba as Patron Transportation. Health & Human Services
Megan Carriveau, Social Services Manager
 Approved an HHS Contract with Patron Companies, dba as Patron Transportation, to provide transportation services for clients. The contract period is from January 1, 2022 through December 31, 2022, unless otherwise terminated by law or a provision of this contract. Budgeted expenses to be \$4,000. (On file.)
- 8 HHS/ADMIN Warrants. Health & Human Services
Amanda Larson, HHS Director
 Approved HHS/Admin Warrants as follows:

 February 2nd, 2022 HHS/Admin Warrants \$47,803.28
- 9 Contract for Comprehensive Park & Trail System Planning. Public Works
Gina Hugo, Park Coordinator
 Approved a contract with Hosington Koepler Group Inc, for \$82,100 for County Park and Trail System Comprehensive Planning. The term of this contract shall commence on February 22, 2022 and shall terminate on the date that all obligations have been fulfilled and all deliverables have been approved by the County. (On file.)
- 10 Master Service Agreement with Braun Intertec 2022-2023. Public Works
Andrew Witter, Public Works Department Head
 Approved Master Service Agreement between Sherburne County and Braun Intertec for geotechnical, construction material testing, and phase I environmental site assessment services for the years 2022 and 2023. This agreement shall commence on March 1, 2022 and shall terminate on December 31, 2023 or until the completion of all work under any Order for Services issued pursuant to this agreement, whichever is later. (On file.)
- 11 Out-of-State Travel for a Sheriff's Office Employee. Sheriff
Joel Brott, County Sheriff
 Approved out-of-state travel for a Sheriff's Office employee to attend the National Co-Responder Conference in Chapel Hill, North Carolina, from June 6-8, 2022. The estimated cost is \$1,582.00.
- 12 Paid Leave for a Sheriff's Office Employee to Participate in the 2022 Law Sheriff Enforcement Torch Run Final Leg of the Special Olympics USA Games.
Joel Brott, County Sheriff
 Approved six days paid leave for one Sheriff's Office employee to participate in the 2022 Law Enforcement Torch Run Final Leg for the Special Olympics USA Games, to be held in Orlando, FL, from May 30, 2022 - June 6, 2022. The approved 2022 Sheriff's Office personnel budget will be utilized to cover these payroll expenses. All other expenses for the trip will be paid for by the Special Olympics.
- 13 Appointment of Extension Committee Members. U of M Extension Office
Kellie Bossen
 Approved the appointment of Mr. James Kirchenbauer, representing District 4, to the Sherburne County Extension Committee. His term shall start February 22, 2022 and expire on February 22,

2025.

3. 9:01am Announcements

- 1 County Information and Board Correspondence. Administration
Bruce Messelt, County Administrator

County Administrator Bruce Messelt reminded the Board of the upcoming AMC Legislative Conference on March 2-3, 2022, that March Board meetings will be on the 8th and 22nd and provided a plowing update for today's weather.

4. 9:02am Open Public Hearing

- 1 Public Hearing and Consideration of Amendments to the Solid Waste Management Ordinance No.180. Planning & Zoning
Dave Lucas, Solid Waste Administrator

Solid Waste Administrator David Lucas presented the recommendation to the Board that no action be taken today, to hear those present at the Public Hearing and continue the Public Hearing at a future meeting. The Public Hearing opened at 9:04 am and closed at 9:13 am. Mike Miller of Waste Management spoke to the Board to ensure the ordinance did not negatively impact local business agreements and partnerships. Zimmerman Mayor Nick Stay spoke about the impact the ordinance could potentially have on the City of Zimmerman and Livonia Township. Livonia Township Supervisor Todd Maloney spoke asking that the 1000 foot setback be taken into further consideration. Following conduct of a Public Hearing and consideration of comments received, Dolan/Fobbe approved with a 3-0 vote to continue the Public Hearing at the March 22nd Board meeting at approximately 9:10am.

5. 9:14am Open Forum

No one was present.

6. 9:14am Regular Agenda

- 9:14am 1 American Rescue Plan Act (ARPA) Update and Recommended Approvals and Expenditures. Administration
Dan Weber, Assistant County Administrator
Approved the bi-weekly ARPA related expenditures as follows:

1) Bi-Weekly Expenditures

- Dolan/Fobbe approved with a 3-0 vote expenses less than \$50,000, equaling \$11,695.50. (On file.)
- Fobbe/Dolan approved with a 3-0 vote Expenses greater than \$50,000, equaling \$305,492.54 Lead Child Welfare Social Worker (HHS).

7. 9:16am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

Commissioner Fobbe - MICA, Soil & Water, Virtual NACo Legislative Conference, CMJTS Community & Government Relations Meeting, CMJTS Workforce Development Board meeting, Great River Regional Finance, Great River Regional Library Board Meeting, Tri-Cap Board meeting, SCHSAC

Commissioner Dolan -CMRP State of the Region Planning, Virtual NACo Legislative Conference, Magic Fund, AMC Business and Partner meeting, ISD 728 Partners Meeting, AMC Technology and Telecommunications Committee

Commissioner Schmiesing - Absent

Commissioner Burandt - Metropolitan Emergency Services Board & Executive Committee, Interagency Early Intervention Committee/ Help Me Group meeting, TAB meeting, WebEx meeting, Fair Board meeting, Adult Protection Team/Multidisciplinary Team meeting, SCHSAC, COVID 19 Program Waiver Meeting

Commissioner Danielowski - Absent

8. 9:19am Adjourn Regular Meeting, Open Ditch Authority Meeting

- 9:19am 1** Approval of Ditch Authority Agenda. Auditor / Treasurer
Fobbe/Dolan approved with a 3-0 vote the Ditch Authority Meeting agenda as presented.
- 9:20am 2** Ditch Drainage Technician's Report. Auditor / Treasurer
Mike Lindenau, County Ditch Inspector
Dolan/Fobbe accepted with a 3-0 vote the Ditch Drainage Technicians Report. County Ditch Inspector Mike Lindeneau presented his report to the Board and highlighted County Ditch 11 clean up and presented drone footage of Twin Lakes Road and Ditch 11.

9. 9:35am Adjourn Ditch Authority Meeting, Break

10. 9:47am Reconvene, Open Workshop

10. 10:31am Adjourn Workshop

Manual Warrants

1/31/22	3,110.75	Agency Collections
	3,110.75	Total

Commissioner Warrants

2/4/22	47,035.66	Human Service Fund
	767.62	Children's Mental Health Collaborative
	47,803.28	Total

Warrants

2/4/22	567.62	Main Street Family Services
	17,226.70	McLeod County Health & Human Services
	1,211.70	Office Of MN.IT Services
	5,081.00	Sherburne Co Community Corrections
	5,071.50	Sherburne Co Sheriff
	668.00	The Bridge World Language Ctr Inc
	6,500.00	Tri-Cap
	6,000.00	USPS-POC
	3,025.02	Verizon Wireless
	399.94	Verizon Wireless
	2,051.80	20 Payments less than 300
	47,803.28	Total

Commissioner Warrants

2/4/22	258,579.10	General Revenue Fund
	138,188.73	Public Works Fund
	106.47	Solid Waste Fund
	12,169.36	Jail Commissary Fund
	975.00	Forfeited Land Sale
	14,177.35	Justice Center Enterprise Fund

28,265.00	Agency Collections
452,461.01	Total

Manual Warrants

2/4/22	9,594.00	Agency Collections
	9,594.00	Total

Manual Warrants BMO Harris Pcard Warrants

2/10/22	63,615.78	General Revenue Fund
	2,218.94	Public Works Fund
	38.06	Solid Waste Fund
	2,536.40	Jail Commissary Fund
	1,990.87	Justice Center Enterprise Fund
	70,400.05	Total

Commissioner Warrants

2/11/22	181,290.80	General Revenue Fund
	498,160.91	Public Works Fund
	50.80	Human Service Fund
	4,569.53	Law Library Fund
	4,081.99	Solid Waste Fund
	9,444.57	Jail Commissary Fund
	582.86	Sherco Regional Rail Authority
	1,395.00	Capital Proj- Building, Land Acquisition
	118,203.69	Justice Center Enterprise Fund
	126,995.25	Prepaid Tax Collections
	7,069.50	Agency Collections
	66,191.96	Towns & Cities Collections
	1,018,036.86	Total

Manual Warrants

2/11/22	12,232.66	Agency Collections
	12,232.66	Total

DocuSigned by:



Barbara Burandt, Board Chairperson

3/9/2022

Date

DocuSigned by:



Bruce Messelt, Administrator

3/8/2022

Date