



Sherburne County Board of Commissioners

March 8, 2022 - County Board Meeting Minutes

1. 9:00am Call to Order

The Sherburne County Board of Commissioners convened in regular session on March 8, 2022, at the Sherburne County Government Center in the City of Elk River, MN. Call to order by the Vice Chair was at 9:00am. Commissioner Schmiesing attended the meeting virtually via WebEx, pursuant to Minn. Stat. 13D.02, Subd. 1, Other Entity Meetings by Interactive Technology.

1 Moment of Silence and Pledge of Allegiance

2 Approval of Regular Meeting Proposed Agenda

Fobbe/Danielowski were unanimous to approve the Regular Meeting Agenda as presented.

Roll Call Vote: Commissioner Dolan - Aye, Commissioner Danielowski - Aye, Commissioner Fobbe - Aye, Commissioner Schmiesing - Aye, and Commissioner Burandt - Aye

2. 9:02am Consent Agenda

Dolan/Fobbe were unanimous in approving the Consent Agenda as presented.

Roll Call Vote: Commissioner Dolan - Aye, Commissioner Danielowski - Aye, Commissioner Fobbe - Aye, Commissioner Schmiesing - Aye, and Commissioner Burandt - Aye

1 Approved Regular Meeting Minutes: February 22, 2022. Administration

2 Approved Workshop Meeting Minutes: February 22, 2022. Administration

3 Additional 1/2 FTE Legal Administrative Assistant for the County Attorney's Office. Administration

Bruce Messelt, County Administrator

Approved increasing the Legal Administrative Assistant position in the County Attorney's Office from 1/2 FTE to 1 FTE. Estimated cost of this position is \$27,416.00.

4 Office Space Lease Addendum and Additional Space Agreement with Retired Senior Volunteer Program (RSVP). Administration

Dan Weber, Assistant County Administrator

Approved the Lease Addendum Additional Space Agreement for additional general office space with the Retired Senior Volunteer Program (RSVP), pending final review by the County Attorney's Office and approval as to form. Commencing on April 1, 2022, Suite B shall be added to the Leased Premises. Lessee shall pay additional rent for the use of Suite B in the total amount of \$126.04 for the remainder of the Lease Term. (On file.)

5 Resolution 030822-AD-3002 - Forfeited Land Sale Preparation. Auditor / Treasurer

Diane Arnold, County Auditor/Treasurer

Approved Resolution 030822-AD-3002 pertaining to preparations by the County Auditor's Office for the Tax Forfeited Land Sale, that authorized the County Board Signatures on the classification and certification of forfeited land; and appointed the County Assessor to set minimum sale prices for the subject properties. (On file.)

6 Resolution No. 030822-AD-3003 Allowing for Partial Reimbursement to Sherburne County Townships and Cities for Gopher Bounties for 2022. Auditor / Treasurer

Diane Arnold, County Auditor/Treasurer

Approved Resolution No. 030822-AD-3003 Reimbursing one dollar (\$1.00) of the amount paid for gopher bounties to participating Sherburne County Towns and Cities, not to exceed \$1.00 per

gopher during the calendar year of 2022, according to MS 348.12. (On file.)

- 7 Commissioner & Manual Warrants. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
 Approved Commissioner & Manual Warrants as follows:

 February 18th, 2022, Commissioner Warrants \$555,073.43
 February 18th, 2022, Manual Warrants \$549,118.17
 February 25th, 2022, Commissioner Warrants \$1,092,357.61
 February 25th, 2022, Manual Warrants \$13,218.29
- 8 02-28-22 HHS OBO Warrants. Health & Human Services
Amanda Larson, HHS Director
 Approved HHS OBO Warrants as follows:

 February 28, 2022 HHS OBO Warrants \$8,471.15
- 9 Contract Amendment for Lighthouse Child & Family Services for Health & Human Services
 Additional Reflective Consultation.
Megan Carriveau, Social Services Manager
 Approved a Contract Amendment for Lighthouse Child & Family Services for additional Reflective Consultation to provide Reflective Consultation to Child and Family Services Supervisors and Manager. Original term of January 1, 2022 through December 31, 2022. The term of this amendment shall commence on March 8, 2022. Expenses shall not exceed \$18,000.00.
- 10 Contract with New Creations Child Care and Learning Center to Provide Health & Human Services
 Child Care to Children in Foster Care.
Megan Carriveau, Social Services Manager
 Approved a contract with New Creations Child Care and Learning Center to provide child care for children in foster care. The contract period is from January 1, 2022, through December 31, 2022, unless otherwise terminated by law or a provision of this contract. Total expense cost of \$7,000.
- 11 HHS IFS Admin Warrants. Health & Human Services
Amanda Larson, HHS Director
 Approved HHS IFS warrants as follows:

 February 18, 2022 HHS IFS warrants \$95,620.11
- 12 Amending Condition #4 of Preliminary & Final Simple Plat of "Moto Planning & Zoning
 Estates" - Emily Ace Storage, LLC.
Marc Schneider, County Planner
 Approved Amending Condition #4 of the Preliminary & Final Simple Plat of "Moto Estates", consisting of (2) lots, as originally approved by the County Board on February 8, 2022 for PID # 01-021-2105; Legal Desc: S 1-2 of NE 1-4 of NW 1-4 (full legal on file); Sec 21, Twp 35, Rge 26, Baldwin Township, 15 acres in the General Rural District.
- 13 2022 Spring Load Restriction Map. Public Works
Andrew Witter, Public Works Department Head
 Approved the 2022 Spring Load Restriction Map as presented.

3. 9:03am Announcements

County Commissioner Bruce Messelt reminded the Board of the following events:
 NACo Annual Conference July 21-24th in Adams County, Colorado
 AMC Leadership Summit March 30-April 1 in Nisswa, Minnesota

ATV Safety Training on April 30 at Government Center

Messelt also informed the board that the parks program was awarded \$26,000.00 through a DNR Conservation Partners Legacy program for Oak Savannah Park and that the Sherburne County Sheriff's Department achieved Triple Crown accreditation status with the National Sheriffs' Association. A handout of the NorthStar Rail Corridor study was provided to the Board, options were reviewed and explained. The commissioners were asked to send any comments to County Engineer Andrew Witter or to Messelt.

4. 9:09am Open Forum

Henry Griner and Teri Dickerson of Elk River spoke to the Board about holding a workshop regarding voting machines. Dean Determan of Elk River spoke to the Board regarding COVID-19. Nancy Hassett of Big Lake and Craig Loya of Minneapolis spoke about immigration detention, requesting the Board make efforts to end their contract with ICE.

5. 9:28am Regular Agenda

- 9:28am 1** 1/2 FTE position for Parks & Recreation. Public Works
Gina Hugo, Park Coordinator
 Fobbe/Danielowski were unanimous in approving the 1/2 FTE position for Parks & Recreation. Total budgeted cost of \$28,000.00.
 Roll Call Vote: Commissioner Dolan - Aye, Commissioner Danielowski - Aye, Commissioner Fobbe - Aye, Commissioner Schmiesing - Aye, and Commissioner Burandt - Aye
- 9:34am 2** Award the Rewrite of the Sherburne County Comprehensive Land Use Plan to Hoisington Koegler Group Inc. (HKGi). Planning & Zoning
Marc Schneider, County Planner
 Danielowski/Fobbe were unanimous to approve HKGi as Sherburne County's selected consulting firm to rewrite the Sherburne County Comprehensive Land Use Plan, contingent upon negotiation of a final Agreement by Zoning Administrator (with guidance from the County Attorney's Office), and authorized the County Board Chair to execute said final agreement. Total budgeted cost of \$148,300.00. (On file.) Roll Call Vote: Commissioner Dolan - Aye, Commissioner Danielowski - Aye, Commissioner Fobbe - Aye, Commissioner Schmiesing - Aye, and Commissioner Burandt - Aye
- 9:44am 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 as follows:
 Dolan/Fobbe were unanimous to approve the Bi-Weekly Expenditures less than \$50,000, totaling \$11,140.31. (On file.)
 Roll Call Vote: Commissioner Dolan - Aye, Commissioner Danielowski - Aye, Commissioner Fobbe - Aye, Commissioner Schmiesing - Aye, and Commissioner Burandt - Aye
 Assistant Administrator Dan Weber provided program updates on broadband and Community Resource Grants.
- 9:50am 4** Update on 2022 Redistricting and Set Public Hearing Date and Time. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
 Danielowski/Dolan were unanimous to approve the setting and Publication of a Notice of Public Hearing for April 5th, 2022 at 9:15 a.m. and, if necessary, April 19th, 2022 at 9:15 a.m., for conduct of a Public Hearing on Commissioner District Redistricting, as required under Minn. Stat. § 375.01 TO 375.025.
 Roll Call Vote: Commissioner Dolan - Aye, Commissioner Danielowski - Aye, Commissioner Fobbe - Aye, Commissioner Schmiesing - Aye, and Commissioner Burandt - Aye
 The County Auditor/Treasurer provided the Board with a recap of the redistricting maps and the different options available. (On file.) County Administrator Bruce Messelt provided an update on the group that developed the options and maps that were provided to the Board.

6. **10:14am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

Commissioner Dolan - CMRP, AMC Legislative Conference, Park Acquisition Sub Committee

Commissioner Danielowski - Tri-County Extension Meeting, Options, One Watershed One Plan Policy meeting, Attended former Big Lake Township Supervisor Bob Hofer's funeral

Commissioner Fobbe - Rum River One Watershed One Plan, AMC Legislative Conference, Princeton Chamber luncheon

Commissioner Schmiesing - Nothing to report.

Commissioner Burandt - Solid Waste Advisory Committee, HMP, One Watershed One Plan, Tri-County Extension meeting, CEC meeting, One Watershed One Plan - Mississippi

7. **10:20am Adjourn Regular Meeting, Break**

8. **10:30am Reconvene, Open Workshop**

9. **11:15am Adjourn Workshop Meeting**

Commissioner Warrants

2/18/22	177,331.91	General Revenue Fund
	151,637.45	Public Works Fund
	2,554.62	Human Service Fund
	40.00	County Ditch Fund
	10,620.42	Law Library Fund
	1,340.40	Solid Waste Fund
	198,246.28	Jail Commissary Fund
	257.74	Sherco Regional Rail Authority
	13,044.61	Justice Center Enterprise Fund
	555,073.43	Total

Manual Warrants

2/18/22	549,118.17	Agency Collections
	549,118.17	Total

Commissioner Warrants

2/18/22	84,549.98	Human Service Fund
	8,570.13	Agency Collections
	2,500.00	Children's Mental Health Collaborative
	95,620.11	Total

Warrants

2/18/22	26,398.82	Benton County Public Health
	10,098.08	Mn Dept Of Human Services - SWIFT
	12,715.95	Sherburne County Auditor Treasurer
	3,904.00	Stearns Co Human Services
	6,000.00	USPS-POC
	26,599.21	Wright County Health & Human Services
	9,904.05	28 Payments less than 3000
	95,620.11	Total

Commissioner Warrants

2/25/22	411,997.10	General Revenue Fund
	172,091.21	Public Works Fund
	485.12	Solid Waste Fund
	43,491.60	Jail Commissary Fund
	268,358.25	Sherco Regional Rail Authority
	116,396.45	Justice Center Enterprise Fund
	75,551.88	Agency Collections
	3,986.00	Taxes & Penalties Fund
	1,092,357.61	Total

Manual Warrants

2/25/22	1,963.82	General Revenue Fund
	33.00	Public Works Fund
	11,221.47	Agency Collections
	13,218.29	Total

HHS OBO Warrants

2/28/22	403.81	OBO AirBnb
	1,250.00	OBO Coborns Superstore
	747.53	OBO Innovative
	1,056.00	OBO Nutritics
	1,200.00	OBO Speedway
	1,075.58	OBO Target
	1,396.70	OBO Walmart
	1,341.53	11 Payments less than 300
	8,471.15	Total

DocuSigned by:



7B5ED2D69C724E2...

Barbara Burandt, Board Chairperson

3/22/2022

Date

DocuSigned by:



8D04EE78737742E...

Bruce Messelt, Administrator

3/22/2022

Date