



Sherburne County Board of Commissioners

October 18, 2022 - County Board Meeting Minutes

1. 9:00am Call to Order

The Sherburne County Board of Commissioners convened in regular session on October 18, 2022, at the Sherburne County Government Center in the City of Elk River, MN. Call to order by the Chair was at 9:00am. Commissioners Schmiesing and Commissioner Dolan were absent.

- 1 Moment of Silence and Pledge of Allegiance
- 2 Approval of Regular Meeting Proposed Agenda
Danielowski/Fobbe were unanimous to approve the Regular Meeting Agenda as amended with the removal of Consent Agenda item 2.3 as action is no longer needed.

2. 9:02am Consent Agenda

Fobbe/Danielowski were unanimous to approve the Consent Agenda as amended.

- 1 Approved Regular Meeting Minutes: October 4, 2022. Administration
- 2 Approved Workshop Meeting Minutes: October 4, 2022. Administration
- 3 Revised Elk River School District's Community Support Grant Agreement (ARPA-Funded). Administration
Dan Weber, Assistant County Administrator
This item was removed from the agenda as a vote was no longer needed.
- 4 Santiago Lions Club MN Legal Gambling Premises Permit Renewal. Administration
Bruce Messelt, County Administrator
Approved a MN Lawful Gambling Premises Permit Renewal for Santiago Lions Club at Bailey Ray's Roadhouse, Ridgewood Bay, 14255 288th Avenue NW Zimmerman (Baldwin Township).
- 5 Food Truck Vendor Agreement with Buddy's Burritos and Bowls LLC. Administration
Dan Weber, Assistant County Administrator
Approved a Food Truck Vendor Agreement with Buddy's Burritos and Bowls, LLC. to provide lunch services at the Government Center on scheduled dates throughout 2022. (On file.)
- 6 Commissioner & Manual Warrants for 9-30-2022 and 10-07-2022. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
Approved Commissioner & Manual Warrants for 9-30-2022 and 10-07-2022, as follows:

September 30, 2022 Commissioner Warrants \$421,964.11
September 30, 2022 Manual Warrants \$10,021.15
October 7, 2022 Commissioner Warrants \$1,051,310.95
October 7, 2022 Manual Warrants \$11,020.00
October 7, 2022 Manual Warrants BMO Harris Pcard Sept \$33,555.93
- 7 Auditor-Treasurer's Monthly Report for September 2022. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
Approved and accepted the September 2022 Financial Report from the Auditor-Treasurer. (On file.)
- 8 09-28-22 HHS OBO Warrants. Health & Human Services

Amanda Larson, HHS Director

Approve 09-28-22 HHS OBO Warrants, as follows:

September 28, 2022 HHS OBO Warrants \$3,907.99

- 9 Contract Amendment with FamilyWise Services to add High Fidelity Health & Human Services
Wraparound Training.

Megan Carriveau, Social Services Manager

Approved a Contract Amendment with FamilyWise for training of staff in High Fidelity Wraparound including Motivational Interviewing. This contract is for \$32,000 dollars. The term of this amendment shall commence on November 1, 2022 and shall remain in effect until December 31, 2024.

- 10 HHS/IFS - ADMIN Warrants from 10-07-2022. Health & Human Services

Amanda Larson, HHS Director

Approved HHS/IFS Warrants, as presented.

October 7, 2022 HHS/IFS Warrants \$54,884.61

- 11 Final Payment for 2021 History Center Trail Project (CP 71-HIS-001). Public Works

Andrew Witter, Public Works Department Head

Approved and authorized final contract payment with New Look Contracting Inc for project CP 71-HIS-001 for 2021 History Center Trail.

- 12 Resolution No. 101822-AD-3038 Supporting a Corridors of Commerce Public Works
Application for TH 10 and CSAH 11 Interchange.

Andrew Witter, Public Works Department Head

Approved Resolution No. 101822-AD-3038 supporting a Corridors of Commerce Application for the TH 10 and CSAH 11 Interchange. (On file.)

- 13 Resolution No. 101822-AD-3039 Supporting Corridors of Commerce Public Works
Application for Zimmerman Interchange.

Andrew Witter, Public Works Department Head

Approved Resolution No. 101822-AD-3039 supporting a Corridors of Commerce application for the Zimmerman Interchange Project. (On file.)

- 14 Resolution No. 101822-AD-3040 to Initiate Eminent Domain Public Works
Proceedings on County State Aid Highway 20.

Andrew Witter, Public Works Department Head

Approved Resolution No. 101822-AD-3040 to initiate Eminent Domain Proceedings on County State Aid Highway 20. (On file.)

3. 9:03am Announcements

Sherburne County Administrator Bruce Messelt announced the following to the Board:

- Highway Maintenance Equipment Operator Kevin Davis took 3rd place in the Snowplow Rodeo.
- The Auditor/ Treasurer reported there weren't any tax forfeitures in the recent property tax collection.
- Veteran's Service Officer Bruce Price and staff held a successful veterans outreach event in Elk River.

Mr. Messelt also provided feedback to the group and public regarding items that were presented during previous Open Forums. Items clarified were election concerns in Pennsylvania and Wisconsin regarding

Dominion voting machines.

4. 9:07am Open Forum

Kari Watkins of St. Cloud and Gary Tonsager of Elk River spoke regarding election integrity and Dominion voting machines. Tracy Sodon from Big Lake regarding a voting petition. Teri Dickinson of Big Lake spoke regarding UPS voters. Dean Detterman of Elk River spoke regarding Proverbs 9:10. Brett Collier of Big Lake spoke regarding the 20-Year Land Use survey.

5. 9:24am Regular Agenda

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|----------------|----------|---|
| 9:24am | 1 | <p>2022 Farm Family of the Year & University of MN Extension Update. U of M Extension Office
<i>Lori Vicich , Danielle Ganje</i></p> <p>West Central Regional Director Lori Vicich introduced the four educators that are available to Sherburne County. Each educator then introduced themselves to the Board. Extension Educator for 4-H Danielle Ganje introduced herself to the Board and provided an update on Sherburne County 4-H. Extension Educator of Horticulture Quincy Sadowski introduced herself and provided the Board with her history, background, her work with the Master Gardner's, and plans on extending horticulture education. Extension Educator of Small Farms and Local Foods Anthony Adams introduced himself and provided his plans for providing needs to small farms in the area. Ms. Vicich announced the 2022 U of M Farm Family of the Year Certificate to Dudley's Syrup and provided a background of Dudley's Syrup.</p> |
| 9:41am | 2 | <p>Blue Cross Blue Shield Racial and Health Equity Grant for the Sherburne Health & Human Services County Dental Service Expansion Project.</p> <p><i>Nicole Ruhoff, CHS Administrator, Jodi Heurung-Dick, Social Services Manager</i></p> <p>Fobbe/Danielowski were unanimous to approve and accept a Blue Cross Blue Shield Racial and Health Equity Grant funds in the amount of \$82,946.80 to offer mobile dental services in three Sherburne County locations. Social Services Manager Jodi Heurung-Dick presented background on the project and highlighted the three locations.</p> |
| 9:54am | 3 | <p>Release and Satisfaction of the Promissory Note and Security Planning & Zoning
Agreement and Financing Statement for Elk River Municipal Utilities'
Methane to Energy Project.</p> <p><i>Dave Lucas, Solid Waste Administrator</i></p> <p>Danielowski/Fobbe were unanimous to approve the Release and Satisfaction of the Promissory Note and Security Agreement and Financing Statement for Elk River Municipal Utilities' Methane to Energy project. (On file.) Tom Sagstetter of Elk River Municipal Utilities was also present for comment.</p> |
| 10:00am | 4 | <p>Updated Model 3-year Assessment Agreement for Use with Township Assessor
Boards and City Councils.</p> <p><i>Michelle Moen, County Assessor</i></p> <p>Danielowski/Fobbe were unanimous to approve an updated Model 3-Year Assessment Agreement for Use with Township Boards and City Councils for Local Assessments. This agreement shall commence on January 2, 2023 and shall terminate on June 30, 2026. (On file.)</p> |
| 10:03am | 5 | <p>American Rescue Plan Act (ARPA) Update and Consider Approval of Administration
Recommended Expenditures.</p> <p><i>Dan Weber, Assistant County Administrator</i></p> |

- Approved the bi-weekly ARPA related expenditures as follows:

1) Fobbe/Danielowski were unanimous in approving the Bi-Weekly Expenditures of less than \$50,000.00 totaling \$30,519.19.

2) Approved the expenses greater than \$50,000.00 as follows:

- a) Danielowski/Fobbe were unanimous to approve the HR Business Partner Costs equaling \$75,377.48.
- b) Danielowski/Fobbe were unanimous to approve the Patrol Staff Tasers equaling \$130,125.00 presented by Commander Zawacki.
- c) Fobbe/Danielowski were unanimous to approve the Sheriff's IT Redundant Storage equaling \$78,000 presented by IT Director Brian Kamman.

3) Assistant County Administrator Dan Weber provided an APRA Round 2 Broadband update.

- Seven grant applications were received (Midco, Arvig, Frontier).

6. 10:15am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

Commissioner Dolan - Absent

Commissioner Schmiesing - Absent

Commissioner Fobbe - SCHSAC Conference, SCAT, East Center Regional Juvenile Treatment Center, Household Hazardous Waste Collection Site in Princeton, Sherburne County Soil and Water, MICA, CMJTS Community and Government meeting, CMJTS Workforce Board, Commissioner Fobbe announced the following upcoming events: Open House for CSAH 4 in Zimmerman from 5-7 at Zimmerman Community Event Center, AMC District 5 meeting on Monday in Litchfield, November 17, and the Soil and Water Conservation District Conservation Appreciation Dinner

Commissioner Danielowski - Options Board meeting, MnDOT meeting, SCAT, NorthStar Corridor meeting, Veterans Day Dinner Event at Lions Park in Big Lake, Townhall for Save our Sherco Event, Ribbon Cutting for Style Catering, TZD Conference, Big Lake Township meeting, Big Lake Farmers Market wrap up, APO, Big Lake Fire Department Open House, Big Lake Food Shelf Produce Distribution, various constituent concerns, Commissioner Danielowski announced that Big Lake SUP have formed and started to meet and are working on getting their message out to the youth in the Big Lake community

Commissioner Burandt - SCHSAC Conference, TZD Conference

7. 10:30am Adjourn Regular Meeting, Open Ditch Authority Meeting

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|----------------|----------|---|---------------------|
| 10:30am | 1 | Approve Ditch Authority Agenda.
Fobbe/Danielowski were unanimous to approve the Ditch Authority Agenda as presented. | Auditor / Treasurer |
| 10:30am | 2 | Ditch Drainage Technician Report.
<i>Mike Lindenau, County Ditch Inspector</i>
Fobbe/Danielowski were unanimous to approve the Ditch Drainage Technician's Report from County Ditch Inspector Mike Lindenau as presented. Mr. Lindenau highlighted the clean out of County Ditch 1. | Auditor / Treasurer |
| 10:40am | 3 | Set the Next Meeting Date for the Ditch Authority for Tuesday, December 20, 2022.
<i>Mike Lindenau, County Ditch Inspector</i>
The Board set the next meeting date for the Ditch Authority meeting for Tuesday, December 20, 2022. | Auditor / Treasurer |

8. 10:55am Adjourn Ditch Authority Meeting, Recess

9. 10:55am Reconvene, Open Workshop

10. 11:40am Adjourn Workshop Meeting

HHS OBO Warrants

9/28/22	1,295.30	OBO Amazon 1,295.30
	759.53	OBO Innovative 759.53
	819.94	OBO Walmart 819.94
	1,033.22	8 Payments less than 300
	3,907.99	Total

Manual Warrants

9/30/22	10,021.15	10,021.15 Agency Collections
	10,021.15	10,021.15

Commissioner Warrants

9/30/22	192,569.08	General Revenue Fund
	36,242.06	Public Works Fund
	50,446.67	Solid Waste Fund
	61,689.75	Justice Center Enterprise Fund
	1,000.00	Agency Collections
	5,782.04	Taxes & Penalties Fund
	74,234.51	Payroll Fiduciary Fund
	421,964.11	Total

Commissioner Warrants

10/7/22	50,479.60	Human Service Fund
	4,405.01	Agency Collections
	54,884.61	Total

Warrants

10/7/22	2,544.78	Big Lake Middle School
	12,438.67	Carahsoft Technology Corporation
	1,485.00	Central MN Mental Health Center
	357.00	DNA Diagnostics Center
	329.72	Franzwa/Martha
	408.93	Graves-Petron/Trisha
	1,944.68	Hennepin County
	936.00	Influencer Hotspot
	7,650.00	Insight Public Sector
	4,092.21	ISD 728
	1,576.81	ISD 728 Attn: Nicole Stottlemire
	386.00	Main Street Family Services
	5,755.67	Mn Dept Of Human Services - SWIFT
	348.00	NGMA
	375.00	Notch/Carrie
	2,819.25	Office Of MN.IT Services
	680.00	People Incorporated
	552.00	Pinnacle Printing Inc
	475.00	Seven County Process Servers, LLC
	1,301.16	Sherburne Co Childrens Mental Health Col
	6,000.00	USPS-POC

2,428.73	19 Payments less than 300
54,884.61	Total

Manual Warrants

10/7/22	28,151.00	General Revenue Fund
	1,526.80	
	21.17	Public Works Fund
	725.90	Human Service Fund
	388.27	Solid Waste Fund
	2,742.79	Jail Commissary Fund
	33,555.93	Justice Center Enterprise Fund
		Total

Manual Warrants

10/7/22	2,118.00	General Revenue Fund
	8,902.00	Agency Collections
	11,020.00	Total

Commissioner Warrants

10/7/22	649,805.06	General Revenue Fund
	301,094.10	Public Works Fund
	51.59	Human Service Fund
	540.00	Law Library Fund
	10,851.53	Solid Waste Fund
	39,572.62	Jail Commissary Fund
	21,000.00	Capital Proj- Building, Land Acquisition
	7,732.11	Justice Center Enterprise Fund
	2,541.35	Agency Collections
	2,836.01	School Districts Collections
	15,286.58	Towns & Cities Collections
	1,051,310.95	Total

DocuSigned by:



Barbara Burandt, Board Chairperson

11/1/2022

Date

DocuSigned by:



Bruce Messelt, Administrator

11/1/2022

Date