



Sherburne County Board of Commissioners

November 15, 2022 - County Board Meeting

Minutes

1. 9:00am Call to Order

The Sherburne County Board of Commissioners convened in regular session on November 15, 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 Dolan was absent.

- 1 Moment of Silence and Pledge of Allegiance
- 2 Approval of Regular Meeting Proposed Agenda
Danielowski/Schmiesing were unanimous to approve the proposed agenda as amended with the addition of item 3.3 Commissioner Committee Assignments for the remainder of 2022. Due to illness, the Annual NorthStar Operations Update will be rescheduled to December 8th, 2022 agenda and along with the rest of the Regional Rail Authority portion of the agenda.

2. 9:02am Consent Agenda

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

- 1 Approved County Board Meeting Minutes: November 1, 2022. Administration
- 2 Gambling Premises Permit - Big Lake Sno-Cruisers. Administration
Bruce Messelt, County Administrator
Approved a Premises Permit for Big Lake Sno-Cruisers for 18539 93rd St SE, Becker, Mn 55308, to be utilized on March 11th, 2023, with the event held at KJ's Refuge Bar & Grille, 26211 184th Street, Orrock, Mn 55309.
- 3 Resolution No.111522-AD-3043 to Approve Sponsorship of the Sherburne County E.D.A. for MCIT Membership. Administration
Jessica Barthel, Economic Development Coordinator
Approved by Resolution No.111522-AD-3043 County sponsorship of the Sherburne County E.D.A. to obtain membership in the Minnesota Counties Intergovernmental Trust (MCIT). (On file.)
- 4 Call for Bids for 2023 Publications. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
Approved and authorized the Auditor-Treasurer to publish in the official county newspaper on December 3rd, 10th, and 17th a call for bids for the awarding of the 2023 publication contract(s).
- 5 Commissioner & Manual Warrants for October 26th, October 28th, and November 4th, 2022. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
Approved Commissioner & Manual Warrants as follows:

October 26, 2022 Commissioner Warrants Est 50% School Dist Pyt P2 \$1,080,777.95
October 28, 2022 Commissioner Warrants \$899,746.10
October 28, 2022 Manual Warrants \$13,652,456.79
November 4, 2022 Commissioner Warrants \$5,722,375.66
November 4 2022 Manual Warrants \$13,652,866.07
- 6 Auditor-Treasurers Monthly Report for October 2022. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
Approved and accepted the October 2022 Financial Report from the Auditor-Treasurer. (On file.)

- 7** Advertisement for a Public Hearing for a Required On/Off Sale w/Sunday Auditor / Treasurer Liquor License Application.
Diane Arnold, County Auditor/Treasurer
Approved setting a Public Hearing date of December 8th, 2022 on the issuance of an On/Off Sale w/Sunday Liquor License for Bailey Ray's Roadhouse, and authorized the Auditor/Treasurer to publish notice of said hearing in the November 18th, 2022 Star News.
- 8** Contract with AVIVO for the Minnesota Family Investment Program (MFIP) and Diversionary Work Program (DWP) for Employment Training and Services. Health & Human Services
Gina Anderson, Economic Supports Manager
Approved a contract with AVIVO for the Minnesota Family Investment Program (MFIP) and Diversionary Work Program (DWP) for employment training and services. The ETSP will provide all program requirements within the legal requirements, following the specific activities in the County Biennial Service Agreement for the Minnesota Family Investment Program for January 2023 to December 31, 2023. Budgeted project expense is estimated at \$386,174.00.
- 9** HHS Grant Award for Adult Protective Services and Authorization to Execute a Grant Agreement/Contract. Health & Human Services
Tony Masters, Social Services Manager
Approved and accepted a HHS Grant Award for Adult Protective Services in the amount of \$7,889.56, funded through the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSA), and authorized the County Board Chair, Health and Human Services Director, Clerk/Administrator, and Attorney's Office to execute any necessary contracts and agreements associated with the grant. This contract is effective on November 1, 2022 through September 30, 2023, or until all obligations set forth in this contract has been satisfactorily fulfilled, whichever occurs first.
- 10** HHS 3rd Quarter Donations. Health & Human Services
Amanda Larson, HHS Director
Approved and accepted 3rd Quarter donations received by the Health and Human Services (HHS) Department in the amount of \$5,732.06. (On file.)
- 11** Reclassification of HHS Lead Social Worker to Clinical Lead Social Worker. Health & Human Services
Amanda Larson, HHS Director
Approved reclassification of one (1) HHS Lead Social Worker position (Grade 15) to a Clinical Lead Social Worker position (Grade 16), as recommended.
- 12** HHS Administrative Warrants for November 4th, 2022. Health & Human Services
Amanda Larson, HHS Director
Approved HHS ADMIN Warrants for November 4th, 2022, as follows:

November 4, 2022 Administrative Warrants \$261,047.45
- 13** HHS OBO Warrants for November 3rd, 2022. Health & Human Services
Amanda Larson, HHS Director
Approved the November 3rd, 2022 HHS OBO Warrants, as follows:

November 3, 2022 OBO Warrants \$13,650.67
- 14** Purchase Pavement Management Program from ESRI GIS Mapping Software. Public Works
Andrew Witter, Public Works Department Head

Approved the purchase of a Pavement Management Program from ESRI GIS Mapping Software to replace the existing Pavement Management Program at a cost of \$49,792.00.

- 15 Joint Powers Agreement with the City of Elk River for Reconstruction of Public Works CSAH 33.

Andrew Witter, Public Works Department Head

Approved a Joint Powers Agreement (JPA) between Sherburne County and the City of Elk River for improvements to CSAH 33. This agreement shall commence on November 15, 2022 and terminate on the date that the CSAH 33 project design incorporating the Trail Project has been completed. (On file.)

- 16 Resolution No. 111522-AD-3044 for Approval of Land Acquisition for Public Works Park Purposes.

Gina Hugo, Park Coordinator

Approved by Resolution No. 111522-AD-2044 a Purchase Agreement with the Trust for Public Lands for the purchase of land to be used as a County Park, direct execution by identified County officials of the same, and authorize a transfer of up to \$640,000 from the Ash Fund to the Parks Budget to both complete and fulfill the match requirement of grants accepted for said purpose. The purchase price for the subject property shall be \$2,390,000.00. (On file.)

- 17 Resolution No. 111522-AD-3045 to Prohibit Parking along portions of Public Works County State Aid Highway (CSAH) 8 in St. Cloud.

Andrew Witter, Public Works Department Head

Approved by Resolution No. 111522-AD-3045 to prohibit parking along portions of CSAH 8, within the city limits of St. Cloud. (On file.)

- 18 Lease of a New Printer for the Sherburne County Sheriff's Office. Sheriff

Brian Kamman, IT Director

Approved the lease of a new printer for use by the Jail Clinical Corrections Social Workers. This will be a monthly expense of \$46.00.

3. 9:03am Proclamations & Announcements

County Administrator Bruce Messelt informed the group that future workshops will now be noted at the end of the agenda after upcoming meetings.

Mr. Messelt also informed the group of the following:

- Future upcoming workshops will now be located at the end of your agenda.
- Truth N Taxation notices are going out soon.
- County Canvassing Board will be meeting Thursday, November 16th at 2pm in the Maple Room.
- Friday, December 16th will be the Annual Holiday Party at the Government Center from 11:30am – 1:30pm.
- Provided an update on new commissioner elects and onboarding

Commissioner Fobbe announced Roger Nelson is in critical care in St. Cloud and asked for prayers for him, Marlene and their family.

- 9:03am 1 Proclamation: November as Adoption Month. Health & Human Services

Amanda Larson, HHS Director & Kelly Schmidt, Social Worker

Danielowski/Schmiesing were unanimous to approve by Proclamation the designation of November as Adoption Month in Sherburne County. (On file.) Sherburne County Social Worker Kelly Schmidt provided information regarding adoption work in Sherburne County and introduced Julie Schultz to the Board. Executive Director of Main Street Family Services, Julie Schultz, informed the Board of the services they provide to the Sherburne County community and about resources that are available to adoption and foster care families. HHS Director

Amanda Larson read the proclamation allowed to the Board.

4. 9:14am Public Hearing

- 1 Public Hearing - Consider Revisions to 2023 Sherburne County Fee Administration
Schedule.- Sheriff's Office.

Bruce Messelt, County Administrator

The Chair opened the required Public Hearing at 9:15am and closed the Public Hearing at 9:15. No one was present for public comment. Upon completion of the Public Hearing, the Board discussed and Schmiesing/Fobbe were unanimous to approve the revisions to the Sherburne County Fee Schedule for 2023 for the Sherburne County Sheriff's Office.

5. 9:16am Open Forum

Dean Detterman of Elk River spoke regarding solar energy and Tracy Sodon of Big Lake spoke regarding Northstar.

6. 9:23am Regular Agenda

- 9:23am 1 Sherburne County Substance Use Prevention Coalition - Presentation Sheriff
and Update.

Roxanne Schreder, Patrol Deputy-Crime Prevention

SUP Coalition Coordinator Alicia Maxwell, Patrol Deputy Roxanne Schreder, and VandenBerge Middle School Assistant Principal Amanda Ohlgren provided a presentation and overview of the Sherburne County Substance Use Prevention Coalition, including pertinent updates, data of importance, current projects, and how to become involved.

- 9:59am 2 American Rescue Plan Act (ARPA) Update and Consider Approval of Recommended Administration
Expenditures.

Dan Weber, Assistant County Administrator

Approved the bi-weekly ARPA related expenditures as follows:

Schmiesing/Fobbe were unanimous to approve the Bi-Weekly Expenditures less than \$50,000.00, equaling \$42,521.40.

- 10:04am 3 Board Statement and Committee Assignments for Remainder of 2022 Administration

Bruce Messelt, County Administrator

Schmiesing/Fobbe were unanimous to approve a Board Statement regarding coverage of Commissioner Committee Assignments, and adjust said Committee Assignments, for the remainder of 2022. (On file.)

**7. 10:10am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda
Items**

Commissioner Dolan - Absent

Commissioner Schmiesing - GSDC, MICA

Commissioner Fobbe - Great River Regional Library Executive meeting, Faith Community Outreach Gathering, Sherburne County Soil & Water, CMJTS Government and Community Relations, CMJTS Workforce Board, Tri-Cap Executive Director, Northland Reliability Project, MICA, Congratulations all local football teams going to State

Commissioner Danielowski - Faith Community Outreach Gathering , U of M Extension Services Seminar, Law Library meeting, Great River Energy Northland Project, Wave Youth Center Fundraiser, Veteran's Day Event at Liberty Elementary, Mn Energy Connection Project Announcement

Commissioner Burandt - Faith Community Outreach Gathering , First Steps meeting, Central Mn Council

on Aging, CAMHI, Great River Energy, ISD 728, SCHSAC

8. 10:17am Adjourn Regular Meeting, Recess Open Workshop Meeting

9. 10:31am Reconvene, Open Workshop Meeting

10. 11:04am Adjourn Workshop Meeting

Commissioner Warrants 50% Est. School District Payout

11/3/22	1,080,777.95	School Districts Collections
	1,080,777.95	Total

Manual Warrants

10/28/22	-1.00	General Revenue Fund
	8,889.50	Agency Collections
	1,502,091.66	Taxes & Penalties Fund
	12,142,476.63	School Districts Collections
	13,653,456.79	Total

HHS OBO Warrants

11/3/22	2,129.00	OBO 24 Hour Wristbands
	1,916.53	OBO Amazon
	345.48	OBO Facebook
	2,350.00	OBO Holiday Station Store
	1,448.76	OBO Home Depot
	1,374.95	OBO Innovative
	790.68	OBO SBR Automotive
	1,090.62	OBO Sticker Mule LLC
	372.00	OBO Survey Monkey
	1,313.99	OBO Walmart
	518.66	7 Payments less than 300
	13,650.67	Total

Commissioner Warrants

11/4/22	86,779.40	General Revenue Fund
	3,647,450.54	Public Works Fund
	51.59	Human Service Fund
	6.00	County Ditch Fund
	440.00	Law Library Fund
	37,743.98	Solid Waste Fund
	41,755.87	Jail Commissary Fund
	12,982.27	Justice Center Enterprise Fund
	16.50	Agency Collections
	48,726.27	Taxes & Penalties Fund
	1,080,777.88	School Districts Collections
	765,645.36	Payroll Fiduciary Fund
	5,722,375.66	Total

Manual Warrants

11/4/22	8,297.94	Agency Collections
	1,502,091.64	Taxes & Penalties Fund
	12,142,476.49	School Districts Collections
	13,652,866.07	Total

Commissioner Warrants

11/4/22	261,047.45	Human Service Fund
	261,047.45	Total
Warrants		
11/4/22	502.65	Anderson/Melissa
	471.74	Bernier/Christine
	39,208.05	Central Mn Jobs & Training
	1,158.28	Central MN Mental Health Center
	378.75	Goshorn/Kerry
	460.74	Graves-Petron/Trisha
	2,238.60	Greater MN Family Services
	384.14	Harmon/Lisa
	2,909.40	Hennepin County
	1,828.49	ISD 728 Attn: Nicole Stottlemire
	436.30	Lees/Mark F
	13,223.98	Mn Dept Of Human Services-SWIFT
	2,412.90	Office Of MN.IT Services
	479.38	Rinker/Leah
	513.21	Scere/Henry
	182,995.74	Sherburne County Auditor Treasurer
	430.00	Stenseng/Sara
	500.00	Sunnarborg/Jamie
	646.80	The Bridge World Language Ctr Inc
	1,208.95	Thumbs Up High 5K
	6,000.00	USPS-POC
	2,659.35	23 Payments less than 300
	261,047.45	Total

DocuSigned by:

Barbara Burandt

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Barbara Burandt, Board Chairperson

12/13/2022

Date

DocuSigned by:

Bruce Messelt

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Bruce Messelt, Administrator

12/8/2022

Date