



Sherburne County Board of Commissioners

October 3, 2023 - County Board Meeting Minutes

1. 7:00pm Call to Order

The Sherburne County Board of Commissioners convened in regular session on October 3, 2023, at the Sherburne County Government Center in the City of Elk River, MN. Call to order by the Chair was at 7:00pm.

- 1 Moment of Silence and Pledge of Allegiance
- 2 Approval of Regular Meeting Proposed Agenda
Danielowski/Felber were unanimous to approve the meeting agenda as presented.

2. 7:02pm Public Hearing

- 1 Public Hearing - Consider Revisions to All Services and Fee Schedule. Administration
Bruce Messelt, County Administrator
The Chair opened the Public Hearing at 7:02pm. No one was present to comment. The Chair closed the Public Hearing at 7:03pm.
Danielowski/Gray were unanimous to approve the 2024 Fee Schedule as presented. (On file.)

3. 7:04pm Open Forum

Kari Watkins of St. Cloud spoke regarding the Dominion patent. Bret Collier of Big Lake spoke regarding Community Connect meetings and an outhouse that would be placed on Grahams Park. Mr. Collier requested an update to be provided at a future meeting.

4. 7:10pm Consent Agenda

Hulse/Felber were unanimous to approve the Consent Agenda as amended with the pulling of item 4.7 to be voted on separately.

- 1 Approved County Board Meeting Minutes: September 19, 2023. Administration
- 2 Approved County Workshop Meeting Minutes: September 19, 2023. Administration
- 3 Santiago Lions Club MN Legal Gambling Premises Permit Renewal. Administration
Bruce Messelt, County Administrator
Approved a MN Lawful Gambling Premises Permit Renewal for the Santiago Lions Club at Bailey Ray's Roadhouse, Ridgewood Bay, 14255 288th Avenue NW in Baldwin Township (Zimmerman postal address).
- 4 Commissioner & Manual Warrants. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
Approved Commissioner & Manual Warrants from September 15th, 18th, 22nd, and 25th, 2023, as follows.

September 15 2023, Commissioner Warrants \$4,208,372.97
September 15 2023, Manual Warrants \$398,592.69
September 18 2023, Manual Warrants BMO Harris Pcard Aug \$57,628.41
September 22 2023, Commissioner Warrants \$2,315,139.10
September 22 2023, Manual Warrants \$16,268.50
September 25 2023, Commissioner Warrants-Court Order \$20,519.58
- 5 Payment of HHS IFS Admin Warrants from September 22nd, 2023. Health & Human Services
Amanda Larson, HHS Director

Approved Payment of HHS IFS Admin Warrants from September 22nd, 2023, as follows.

- September 22, 2023 HHS IFS Admin Warrants \$40,856.56
- 6 Renewal of a Project Agreement with the MN Department of Health for Health & Human Services the Vaccines For Children (VFC) Perinatal Hepatitis B Program.
Nicole Ruhoff, CHS Administrator
Approved the renewal of the Vaccines For Children (VFC) Perinatal Hepatitis B Project Agreement with the MN Department of Health, for the time period of October 3rd, 2023 through September 30th, 2028, utilizing a Fee-for-Service billing arrangement. (On file.)
- 8 Jeremy's Lawn Service and Grounds Maintenance Services for Winter Maintenance
Snow Removal.
Steve Becker, Maintenance Department Head
Approved contracts with Jeremy's Lawn Service and Grounds Maintenance Services for snow removal at the County Government Center/Courthouse, Zimmerman Public Safety facility, and the Big Lake Park and Ride. This contract would secure snow removal for the 2023-24 snow season. Estimated cost of services for the Government Center/Courthouse of \$53,412. The estimated cost of Grounds Maintenance Services for Big Lake Park and Ride and Zimmerman Public Safety facility is \$8,390. (On file.)
- 9 Revocation of an Interim Use Permit (Haunted Trail/Corn Maze) at the Planning & Zoning
Request of the Property Owner - Sheldon Pool.
Lynn Waytashek, Planning & Zoning Administrator
Approved Resolution No. 100323-AD-3102, effecting the revocation of an existing Interim Use Permit (Haunted Trail/Corn Maze - Doc #799299) at the request of the property owner. (On file.)
- 10 Low Bidder and Award a Contract for the 2023 Rural Intersection Public Works
Lighting Improvements Project - SP 071-070-044.
Andrew Witter, Public Works Department Head
Approved the low bidder, Design Electric with a bid of \$586,260.77, and awarded a contract for the 2023 Rural Intersection Streetlight Project, Project No SP 071-070-044, contingent upon approval of the contractors DBE goal from MnDOT's Office of Civil Rights.
- 11 Resolution No. 100323-AD-3104 for the Minnesota Highway Freight Public Works
Program (MHFP) Application Submission.
Andrew Witter, Public Works Department Head
Approved Resolution No. 100323-AD-3104 for submission of an application for the Minnesota Highway Freight Program (MHFP) for the US 169 & CSAH 4 Rural Safety and Mobility Interchange Project. (On file.)
- 12 State of Minnesota Agency Agreement and Resolution No.100323-AD- Public Works
3103 for Advanced Construction for SP 071-596-009, STBG 7123 (254).
Andrew Witter, Public Works Department Head
Approved Resolution No. 100323-AD-3103 and MnDOT Contract No. 1053612, a State of Minnesota Agency Agreement between the Minnesota Department of Transportation and Sherburne County, for Federal Participation in Advanced Construction for SP 071-596-009, STBG 7123 (254). (On file.)
- 13 Professional Services Agreement with SEH for the Design of the Lighting Public Works
and Mumble Strips Project - SP 088-070-088.
Andrew Witter, Public Works Department Head
Awarded and approved a Professional Services Agreement with Short Elliott Hendrickson, Inc. (SEH) for the design of the Streetlighting and Mumble Strips Project; SP 088-070-088. This agreement shall commence on October 3, 2023 and shall terminate on the date that all

obligations have been fulfilled and all deliverables have been approved by the County.

- 14 Donation to the Sheriff's office from the Clearwater American Legion Sheriff
Riders.

Joel Brott, Sheriff

Approved a donation of \$100.00 to the Sheriff's Office from the Clearwater American Legion Post 0323 - Legion Riders.

- 15 Requested Over-Strength of One (1) Patrol Deputy Position. Sheriff

Joel Brott, Sheriff

Approved an over-strength of one Patrol Deputy position, as requested by the Sheriff's Office.

- 7 7:11pm Memorandums of Understanding (MOUs) Regarding 2024 Health Insurance Human Resources
Contributions.

Tammy Bigelow, HR Director

County Administrator Bruce Messelt provided an explanation and additional information as to why the item was pulled.

Danielowski/Gray with a 3-2 to approve the proposed Memorandums of Understanding (MOUs) regarding 2024 Health Insurance Contributions with the following bargaining units, to be effective January 1, 2024: (On file.)

Roll Call Vote: Commissioner Gray: Aye, Commissioner Felber: Nay, Commissioner Fobbe: Aye, Commissioner Danielowski: Aye, Commissioner Hulse: Nay

AFSCME Council 65 - Assistant County Attorney Unit

Highway Association

LELS, Inc. - Deputies/Investigators Unit

LELS, Inc. - Dispatch Unit

LELS, Inc. - Licensed Supervisor Unit

MNPEA - Corrections Officer/Master Control Operator Unit

MNPEA - Transport/Court Security Unit

Teamsters Local 320 - Corrections Supervisory Unit

5. 7:15pm **Announcements**

County Administrator Bruce Messelt announced that the first two County Connect meetings were held today, provided information regarding two crashes that had happened in the county with the past couple weeks, and provided a tax levy update.

6. 7:27pm **Regular Agenda**

- 7:27pm 1 Update from the St. Cloud Regional Airport Authority. Administration

Bruce Messelt, County Administrator

Received an update from Mr. William Towle, Executive Director of St. Cloud Regional Airport Authority.

Mr. Towle highlighted the following:

- Background of the Airport Authority
- Airline Performance
- Economic Impact Studies
- Current Project Updates
- Pay for Parking update

- 7:47pm 2 Re-Appointment of Ms. Jami Bestgen to the St. Cloud Regional Airport Administration
Authority as Commissioner Representing Sherburne County.

Bruce Messelt, County Administrator

Danielowski/Felber were unanimous to re-appointment of Ms. Jami Bestgen to the St. Cloud Regional Airport Authority as Commissioner representing Sherburne County, for a term running from January 1st, 2024 to June 30th, 2027, as per the County's Joint Powers Agreement with the City of St. Cloud and Benton and Stearns Counties.

- 7:48pm 3 Re-Appointment of Dr. Angela Olson as At-Large Commissioner to the Administration
St. Cloud Regional Airport Authority.

Bruce Messelt, County Administrator

Gray/Felber were unanimous to approve the re-appointment of Dr. Angela Olson as At-Large Commissioner to the St. Cloud Regional Airport Authority, for a term running from January 1st, 2024 to June 30th, 2027, as per the County's Joint Powers Agreement with the City of St. Cloud and Benton and Stearns Counties.

- 7:49pm 4 State of Minnesota FY 2023-24 Community Corrections Block Grant Administration
Funding Increase, Approve the Necessary County FY 2023 Budget
Adjustment, and Authorize Certain Additional 2023 and Planned 2024
Expenditures.

Bruce Messelt, County Administrator, Corey Mabis-Rowe, Director of Community Corrections

Danielowski/Felber were unanimous to accept a State of Minnesota FY 2023-24 Community Corrections Block Grant Funding Increase, approved the Necessary County FY 2023 Budget Adjustment, and authorized Additional 2023 and Planned 2024 Expenditures, as presented.

7. 8:02pm **Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

Commissioner Hulse - Economic Development Authority (EDA), Elections Ad-Hoc Meeting, Announced an upcoming Housing Summit on November 8th, Rinker Tour in Elk River, Cultural Orientation Meeting, County Connect Meeting

Commissioner Danielowski - Law Library meeting, NACo Central Regional Zoom meeting, Big Lake Food Shelf Appreciation Day and Tour, Substance Use Prevention (SUP) Coalition, EDA, Elections Ad-Hoc Meeting, St. Cloud APO meeting, Xcel Energy Annual Breakfast, Options Board Meeting, Big Lake Chamber Luncheon, Ribbon Cutting for Beautiful You, Big Lake Substance Coalition meeting, Big Lake Township meeting

Commissioner Fobbe - Great River Regional Library (GRRL) Board Meeting, GRRL Joint Powers Board, GRRL Sub Committee, Big Elk Lake Park Land Committee, Soil Water Conservation District (SWCD) Tour, CMJTS Workforce Board, Annual Wellness & Workplace Gathering, Announced Faith Community Outreach - Sherburne Strong event, Cultural Orientation Training, Immigration Reform Taskforce, 169 Open House at Zimmerman Livonia Fire Hall, Know Before Cyber Security Training

Commissioner Felber - CEC meeting, NACo Regional meeting, Sherburne County Soil Water Conservation Tour, Becker Families in Need meeting, Rinker Materials Concrete Plant Tour, Cultural Orientation Meeting, Sherburne County Refuge Festival, County Connect meeting, Sherburne County Community Corrections testing again

Commissioner Gray - Big Elk Lake Park Meeting, Bridge Crossing Open House in Haven Township, Soil & Water Conservation Tour, Planning and Zoning Meeting, NACo Agriculture and Rural Affairs meeting, Big Elk Lake Park update, Cultural Orientation Training, State County Health Services State Advisory Committee (SCHSAC) Public Health Conference SCHSAC in Wilmar, Xcel Energy Third Quarter Stake Holders update, Sherburne County Refuge Celebration

Administrator Messelt announced an Online Submission from Pam Burbank regarding Zoning in Baldwin

Township and provided the Board with a summarization of the Open Forum statement and had it added to the record.

8. **8:23pm Recess Regular Meeting, Break**
9. **8:36pm Recess Regular Meeting, Open Workshop**
10. **9:20pm Close Workshop Meeting, Adjourn Regular Meeting**

Commissioner Warrants

9/15/23	400,617.76	General Revenue Fund
	3,710,280.94	Public Works Fund
	8,391.19	Human Service Fund
	31.70	County Ditch Fund
	384.00	Law Library Fund
	15,970.00	Solid Waste Fund
	26,392.51	Jail Commissary Fund
	373.89	Sherco Regional Rail Authority
	17,392.70	Justice Center Enterprise Fund
	41.20	Hra & Ec Dev Fund
	1,584.50	Agency Collections
	3,806.70	Taxes & Penalties Fund
	5,158.15	School Districts Collections
	17,947.73	Towns & Cities Collections
	4,208,372.97	Total

Manual Warrants

9/15/23	398,592.69	Agency Collections
	398,592.69	Total

Manual Warrants BMO Harris PCard Aug 2023

9/18/23	42,266.58	General Revenue Fund
	2,552.96	Public Works Fund
	9,442.08	Human Service Fund
	18.23	Solid Waste Fund
	831.36	Jail Commissary Fund
	2,517.20	Justice Center Enterprise Fund
	57,628.41	Total

Commissioner Warrants

9/22/23	624,179.05	General Revenue Fund
	215,737.99	Public Works Fund
	49.00	Human Service Fund
	75,576.97	Solid Waste Fund
	83,655.79	Jail Commissary Fund
	279,381.50	Sherco Regional Rail Authority
	188,893.05	Justice Center Enterprise Fund
	2,520.52	Agency Collections
	3,255.41	Taxes & Penalties Fund
	841,889.82	Payroll Fiduciary Fund
	2,315,139.10	Total

Manual Warrants

9/22/23	2,100.00	General Revenue Fund
	14,168.50	Agency Collections
	16,268.50	Total

Commissioner Warrants

9/22/23	38,205.01	Human Service Fund
	2,651.55	Agency Collections
	40,856.56	Total

Warrants

9/22/23	9,901.24	Atmosphere Commercial Interiors
	592.91	Beamish/Erika
	306.70	Captivated LLC
	800.00	Central Mn Jobs & Training
	850.00	Central MN Mental Health Center
	2,408.55	Global Translation and Interpretation
	631.42	Hines/Nathaniel
	3,285.33	Lutheran Social Service Of Minnesota
	3,495.45	Office Of MNIT Services
	318.33	Olinyk/Ashley M
	998.00	Pinnacle Printing Inc
	1,426.11	Quadient Leasing USA, Inc
	743.49	Real Time Translations, Inc
	5,874.00	Sherburne Co Sheriff
	6,000.00	USPS-POC
	3,225.03	24 Payments less than 300
	40,856.56	Total

Commissioner Warrants Court Order

9/25/23	372.58	General Revenue Fund
	20,147.00	Taxes & Penalties Fund
	20,519.58	Total

Lisa A Fobbe
[Lisa A Fobbe \(Oct 17, 2023 11:19 CDT\)](#)

Lisa A. Fobbe, Board Chairperson

10/17/2023

Date

Bruce Messelt

Bruce Messelt, County Administrator

10/17/2023

Date