



Sherburne County Board of Commissioners

September 17, 2024 - County Board Meeting Minutes

1. 9:00am Call to Order

The Sherburne County Board of Commissioners convened in regular session on September 17, 2024, at the Sherburne County Government Center in the City of Elk River, MN. Call to order by the Chair was at 9:00am.

- 1 Moment of Silence and Pledge of Allegiance
- 2 Approval of Regular Meeting Proposed Agenda
Hulse/Gray were unanimous to approve the Regular Meeting Agenda as presented.

2. 9:02am Open Forum

Dean Freund spoke.

3. 9:06am Consent Agenda

Danielowski/Hulse were unanimous to approve the Consent Agenda as presented.

- 1 County Board Meeting Minutes from September 3, 2024. Administration
Keisha Broderick, Executive Assistant
Approved County Board Meeting Minutes from September 3, 2024.
- 2 County Workshop Meeting Minutes from September 3, 2024. Administration
Keisha Broderick, Executive Assistant
Approved County Board Meeting Minutes from the September 3, 2024, Workshop.
- 3 Corrected County Board Meeting Minutes from August 20, 2024. Administration
Keisha Broderick, Executive Assistant
Reviewed and approved corrected County Board Meeting Minutes from August 20, 2024.
- 4 5-Year Lease with Windstream Communications. Administration
Dan Weber, Assistant County Administrator
Approved a lease with Windstream Communications for leased space for a Communication Facility on the grounds of the Elk River Government Center, effective January 1, 2025 through December 31, 2029 with a monthly rent of \$1,140.00. (On file.)
- 5 Commissioner & Manual Warrants dated August 30th and September 6th, 2024. Auditor / Treasurer
Loraine Rupp, Auditor/Treasurer
Approved Commissioner and Manual Warrants dated August 30th and September 6th, 2024, as follows.

August 30, 2024, Commissioner Warrants \$425,818.25
August 30, 2024, Manual Warrants \$13,442.70
September 6, 2024, Commissioner Warrants \$344,726.68
September 6, 2024, Commissioner Warrants \$11,047.00
- 6 August 29, 2024, HHS OBO Warrants. Health & Human Services
Amanda Larson, HHS Director
Approved August 29th, 2024, HHS OBO Warrants, as follows.

August 29, 2024 HHS OBO Warrants \$15,667.61

- 7 Child Foster Care & Kinship Caregiver Grant. Health & Human Services
Jodi Heurung-Dick, Social Services Manager
Approved a \$3,000 in grant funds to support child foster care and kinship providers from the Three Rivers Community Foundation. (On file.)
- 8 September 6, 2024, HHS IFS Warrants. Health & Human Services
Amanda Larson, HHS Director
Approved HHS IFS Warrants dated September 6th, 2024, as follows.
- September 6th, 2024 HHS IFS Warrants \$58,818.28
- 9 Amendment to the Joint Powers Agreement (JPA) with the Township of Clear Lake. Public Works
David Roedel, Assistant Public Works Director
Approved an amendment to the Joint Powers Agreement (JPA) with Clear Lake Township to add 106th Street to the CR 65 Reconstruction contract. (On file.) The term of the amendment shall commence on September 17, 2024, and terminate on the date that all obligations have been fulfilled.
- 10 Amended Agreement with TKDA Engineering for County Road 44 Design Phase Services. Public Works
David Roedel, Assistant Public Works Director
Approved an Amended Agreement with TKDA Engineering in the amount of \$93,382.00 for County Road 44 Design Phase Services. The amendment shall commence on September 17, 2024 and shall terminate on the date that all obligations have been fulfilled and all deliverables have been approved by the County.(On file.)
- 11 Out of State Travel for County Staff to Attend a GIS Developer Conference. Public Works
Brett Forbes, GIS Coordinator
Approved Out-of-State travel for one GIS staff member to attend the national GIS Conference in Palm Springs, CA, in March 2025 at an estimated cost of \$3,710.
- 12 Professional Services Agreement with All State Communications for Security Cameras at Grams and Island View Parks. Public Works
Gina Hugo, Parks Director
Approved a Professional Services Agreement with All State Communications for installation of security Cameras at Grams and Island View Parks. Term of this agreement shall be November 1, 2024 through October 31, 2025 with an annual amount of \$2,400.00.
- 13 Resolution No. 091724-AD-3160 Requesting Transfer of Excess County State Aid Municipal Construction Funds to County State Aid Regular Construction Funds. Public Works
Andrew Witter, Public Works Department Head
Approved Resolution No. 091724-AD-3160 requesting a transfer of \$251,645 from County State Aid Municipal Construction Funds into County State Aid Regular Construction Funds. (On file.)

4. 9:06am Announcements

County Administrator Bruce Messelt informed the Board of the following:

- Xcel Energy Response to Questions that were raised based off the last conversations.
- Xcel Energy announced the proposed Sherco 4 project.
- There is a Xcel Energy Open House tomorrow evening.

- National Association of Counties (NACo) Central Regional Meeting at 1:15 this afternoon.
- Toward Zero Deaths (TZD) Safety Reminders
- Tomorrow, the bus leaves at 7am for Bdote training event at Indian Mounds Park.
- On Thursday night, County staff will have their second night of volleyball league at Orono Park in Elk River.
- Central Minnesota Council on Aging (CMCOA) Survey results were received and will share a link with the results.
- Let Keisha know of any lodging or attendance changes to the upcoming Annual Association of Minnesota Counties (AMC) Conference.

5. **9:12am Regular Agenda**

- 9:13am 1** Proclamation Declaring National IT Professionals Day 2024. Information Technology
Brian Kamman, IT Director
Fobbe/Danielowski were unanimous to approve by Proclamation, September 17th as National IT Professional's Day in Sherburne County as presented by IT Administrator Brian Kamman. (On file.)
- 9:16am 2** Introduction of Mr. Ted Vernon, Building Facilities Project Manager. Administration
Dan Weber, Assistant County Administrator
Assistant County Administrator introduced and welcomed Mr. Ted Vernon as the new Building Facilities Project Manager. Mr. Vernon said a few words regarding his background.
- 9:18am 3** 2025 Budget for the Three Lake Improvement District. Administration
Dan Weber, Assistant County Administrator
Gray/Danielowski were unanimous to approve the proposed 2025 Budget of the Three Lake Improvement District (TLID). (On file.)
- 9:20am 4** 2025 Budget for the Eagle Lake Improvement District. Administration
Dan Weber, Assistant County Administrator
Danielowski/Hulse were unanimous to approve the proposed 2025 Budget of the Eagle Lake Improvement District (ELID). (On file.)
- 9:21am 5** Auditor-Treasurer's Monthly Report for August 2024. Auditor / Treasurer
Loraine Rupp, Auditor/Treasurer
Danielowski/Gray were unanimous to accept the Auditor-Treasurer's Monthly Report for August 2024 as presented by Auditor/Treasurer Loraine Rupp as received and reviewed.
- 9:26am 6** Resolution No. 091724-AD-3159 Certifying the Preliminary 2025 Administration
General Levy.
Bruce Messelt, County Administrator
Danielowski/Gray were unanimous to approve Resolution No. 091724-AD-3159 certifying the Preliminary 2025 Property Tax Levy at \$62,765,982. (On file.)

6. **9:35am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

Commissioner Fobbe: Association of Minnesota Counties (AMC) Board Meeting, AMC Fall Legislative Conference, Zimmerman Business Council, Minnesota Inter-County Association (MICA), First Steps Joint Powers Board, Central Minnesota Council on Aging (CMCOA), Community Adult Mental Health Initiative, Employee Resource Group Pride Alliance, Princeton Airport, AMC Finance Committee, Announced Annual Wild Life Festival at the Sherburne National Wildlife Refuge is coming up and encouraged attending

Commissioner Gray: First Steps, Palmer Township Board Meeting, Minnesota Inter-County Association (MICA), Santiago Township, AMC Fall Legislative Conference, Public Health Cultural Training, County

Extension Committee meeting,

Commissioner Danielowski: Law Library Meeting, Brian Flemming Economic Development Director meeting, CentraCare Infrastructure Cohort meeting via Zoom, Workforce Housing Needs through AMC meeting, AMC Fall Legislative Conference, St. Cloud Area Planning Organization meeting, Toured Pope Douglas Burner Facility in Alexandria

Commissioner Hulse: AMC Fall Legislative Conference

Commissioner Felber: Today is Constitution Day and Roundabout Week. Toured Pope Douglas Burner Facility in Alexandria, Minnesota Rehabilitation and Reinvestment Act meeting, Safe Road Coalition, National Association of Counties (NACo) Justice & Safety meeting, Agrivoltaics Tour, Group Septic Meeting, Corrections Advisory Board, Meeting with Xcel staff regarding Waste Energy, Minnesota Emergency Services Board, Energy Transition Emerging Technologies meeting, AMC Fall Legislative Conference, Community Extension Committee, Constituent Meetings

7. **10:03am Recess Regular Meeting, Open Community Health Board Meeting**
8. **10:18am Close Community Health Board Meeting, Break**
9. **10:36am Reconvene Regular Meeting, Open Workshop**
10. **12:50pm Adjourn Regular Meeting**

HHS OBO Warrants

8/29/24	4,371.79	OBO Amazon
	300.00	OBO America's Best Value Inn & Suites
	2,456.30	OBO American Red Cross
	306.71	OBO City of Zimmerman
	362.00	OBO Curbside Waste
	562.08	OBO Elk River Football
	2,486.39	OBO Evenflo Co, Inc
	441.41	OBO Innovative
	1,736.06	OBO Positive Promotions, Inc
	985.05	OBO Walmart
	1,659.82	16 Payments less than 300
	15,667.61	Total

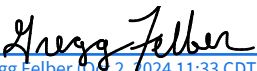
Manual Warrants

8/30/24	470.82	General Revenue Fund
	12,971.88	Agency Collections
	13,442.70	Total

Commissioner Warrants

8/30/24	241,248.44	General Revenue Fund
	102,378.55	Public Works Fund
	49.00	Human Service Fund
	22,296.29	Solid Waste Fund
	24,461.04	Jail Commissary Fund
	10,304.37	Justice Center Enterprise Fund
	42.01	Hra & Ec Dev Fund
	23,727.03	Agency Collections
	20.00	Taxes & Penalties Fund
	499.49	School Districts Collections
	792.03	Towns & Cities Collections

	425,818.25	Total
Commissioner Warrants		
9/6/24	58,777.61	Human Service Fund
	40.67	Agency Collections
	58,818.28	Total
Warrants		
9/6/24	402.00	Anderson/Jane
	32,327.72	Avivo
	1,491.50	Bravado Designs LTD
	510.00	Central MN Mental Health Center
	377.43	Cintas Corporation No 2
	352.26	Field/Vicki
	319.59	Franzwa/Martha
	522.57	Graves-Petron/Trisha
	352.26	Hagglund/Kathryn L
	5,174.70	Hennepin County
	475.50	Lexis Nexis
	333.66	Martin/Amanda J
	326.96	Mateer/Mallory
	1,500.00	MFWCAA
	1,167.50	Mn Dept Of Human Services-SWIFT
	616.40	Olinyk/Ashley M
	306.19	Storms/Abby
	375.87	Stoy/Suzanne
	530.96	The Bridge World Language Ctr Inc
	6,000.00	USPS-POC
	5,355.21	37 Payments less than 300
	58,818.28	Total
Commissioner Warrants		
9/6/24	101,415.45	General Revenue Fund
	137,944.86	Public Works Fund
	49.00	Human Service Fund
	46,961.90	Solid Waste Fund
	6,999.50	Jail Commissary Fund
	29,216.50	Sherco Regional Rail Authority
	21,419.47	Justice Center Enterprise Fund
	620.00	Agency Collections
	100.00	Taxes & Penalties Fund
	344,726.68	Total
Manual Warrants		
9/6/24	11,047.00	Agency Collections
	11,047.00	Total


Gregg Felber (Oct 2, 2024 11:33 CDT)

Gregg Felber, Board Chairperson

10/02/2024

Date



Bruce Messelt, County Administrator

10/01/2024

Date