



Sherburne County Board of Commissioners

January 18, 2022 - County Board Meeting Minutes

1. 9:00am Call to Order

The Sherburne County Board of Commissioners convened in regular session on January 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.

- 1 Moment of Silence and Pledge of Allegiance
- 2 Approval of Regular Meeting Proposed Agenda
Schmiesing/Fobbe were unanimous to approve the Regular Meeting Agenda, as amended, by moving the Community Health Board (CHB) agenda to follow item 6.4 and then reconvene with regular items 6.5 and 6.6 after the CHB meeting.

2. 9:02am Consent Agenda

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

- 1 Approved County Board Meeting Minutes: January 4, 2021
- 2 Appointment to the County EDA. Administration
Dan Weber, Assistant County Administrator
Approved the appointment of Greta Stark-Kraker to the Sherburne County EDA for the remaining five years of an existing term, beginning January 2022 through December 2026.
- 3 Commissioner & Manual Warrants. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
Approved Commissioner & Manual Warrants as follows:

December 30, 2021 Commissioner Warrants \$568,585.09
December 30, 2021 Manual Warrants \$9,170.50
January 7, 2022 Commissioner Warrants \$1,990,911.96
January 7, 2022 Manual Warrants \$10,622.72
January 7, 2022 Manual Warrants BMO Harris Pcard Dec 2021 \$72,434.26
- 4 Auditor-Treasurer Monthly Report for December 2021. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
Accepted the December 2021 Financial Report from the County Auditor-Treasurer.(On file.)
- 5 HELP America Vote Act (HAVA) Grant from the State of MN. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
Approved Resolution #011822-AD-2097 and authorized the Auditor- Treasurer to submit an application for a Help America Vote Act Grant from the State of MN. (On file.)
- 6 12-28-21 HHS OBO Warrants. Health & Human Services
Amanda Larson, HHS Director
Approve HHS OBO Warrants as follows:

December 28, 2021 HHS OBO Warrants \$15,529.03
- 7 HHS/ADMIN 12/31/2021 Warrants. Health & Human Services
Amanda Larson, HHS Director
Approve HHS Admin Warrants as follows:

December 31, 2021 HHS/ADMIN Warrants \$109,583.21

- 8** HHS 4th Quarter Donations. Health & Human Services
Amanda Larson, HHS Director
 Approved and accepted 4th Quarter donations in the amount of \$11,035.00 received by the Health and Human Services (HHS) Department.
- 9** HHS/ADMIN 1/7/2022 Warrants. Health & Human Services
Amanda Larson, HHS Director
 Approved HHS/ADMIN Warrants as follows:
- January 7, 2022 HHS/ADMIN Warrants \$94,437.18
- 10** Budget Amendments to Fund 21, Departments 395 and 391. Planning & Zoning
Dave Lucas, Solid Waste Administrator
 Approved the following Budget Amendments:
 1) Amended Fund 21, Department 395, Account 6101 (Partime, Seasonal) from the current amount of \$0.00 to the requested amount of \$25,000 for partime, seasonal work.
 2) Amended Fund 21, Department 391, Account 6277 (Professional and Technical Services) from the current amount of \$75,000 to the requested amount of \$150,000.
- 11** Final Payment for 2021 CR 42 & CR 70 Pavement Resurfacing. Public Works
Andrew Witter, Public Works Department Head
 Approved and authorized final contract payment with Knife River for project # CP 71-642-020, CP 71-670-019 & CP 71-670-020 for 2021 County Road 42 from CSAH 1 to CSAH 9 & County Road 70 Pavement Resurfacing. Final contract amount of \$1,324,439.26.
- 12** Appointment of Designated Alternate Representative for the 911 Sheriff
 Technical Operations Committee through the Metropolitan Emergency Services Board.
Joel Brott, County Sheriff
 Approved the appointment of Dispatch Supervisor Matthew Paumen as the designated alternate representative for the 911 Technical Operations Committee through the Metropolitan Emergency Services Board.
- 13** Out-of-State Travel for Two Jail Personnel to Attend a Training through Sheriff
 the American Jail Association.
Joel Brott, County Sheriff
 Approved out-of-state travel for two jail personnel to attend a training session called "Objective Jail Classification: Advanced and Challenging Populations," offered by the American Jail Association. Training is to be held January 24-26, 2022, in Castle Hayne, North Carolina. The cost of the training per attendee is \$495.00, plus necessary travel expenses (including transportation, lodging, and meals).
- 14** Donation to the Sheriff's Office Mounted Patrol. Sheriff
Joel Brott, County Sheriff
 Approved a \$25.00 donation to the Sheriff's Office Mounted Patrol, made by The Stein Financial Group in memory of Mounted Patrol member Kelly Gretton who passed away on December 17, 2021.

3. 9:03am Open Forum

Teri Dickenson of Big Lake spoke on concerns she has on the current election system.

4. 9:06am Announcements

1 County Information and Board Correspondence. Administration

Bruce Messelt, County Administrator

County Administrator Bruce Messelt shared a letter from the Department of Human Services Internal Audits Office with the Board, Greater St. Cloud Development Association, and requisition on existing conduit bonds for Guardian Angels. Messelt also acknowledged the jail on their recent health care accreditation. Consensus was provided by the Board to cancel hotel and flights for the upcoming February NACo Legislative Conference in Washington, D.C. Commissioner Schmiesing shared with the Board that he had copies of the Northstar Commuter Rail Phase 2 Study and a past poll of Sherburne County residents regarding park systems. If any of the other Commissioners were interested in them, they will be supplied to Mr. Messelt to make copies and distribute as requested.

5. 9:10am Recess Regular Meeting, Open Regional Rail Authority Meeting

6. 9:14am Close Regional Rail Authority Meeting, Reconvene Regular Agenda

- 9:14am 1** Recommendation of the Sherburne County Regional Rail Authority on Auditor / Treasurer the Signing of the Second Amended and Restated Contribution Agreement and Early Repayment of Its Share of Anoka County Regional Rail Authority-Issued Bonds.

Diane Arnold, County Auditor/Treasurer

Fobbe/Dolan were unanimous to accept the recommendation of the Sherburne County RRA and approved the Second Amended and Restated Contribution Agreement and early payment to Anoka County Regional Rail Authority Bonds. This will result in a total savings of \$474,492.98 to Sherburne County. (On file.)

- 9:16am 2** Meet and Welcome the New Child and Family Social Service Manager Health & Human Services (HHS).

Amanda Larson, HHS Director

HHS Director Amanda Larson introduced to the Board the new Health and Human Services Child and Family Services Social Service Director, Meg Carriveau.

- 9:18am 3** US 169 and CSAH 4 Interchange Design Contract. Public Works

Andrew Witter, Public Works Department Head

Fobbe/Dolan were unanimous to approve a contract with Bolton & Menk Inc. for the Zimmerman Interchange Design of US 169 and CSAH 4. The term of the contract shall commence on January 18, 2022 and shall terminate on the date that all obligations have been fulfilled and all deliverables have been approved by the County. Bolton & Menk came in with the low bid of \$1,727,895.

- 9:23am 4** 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:

- Schmiesing/Danielowski were unanimous to approve the expenses less \$50,000.00, totaling \$80,928.58. (On file.)
- Danielowski/Fobbe were unanimous to approve the Community Resource Recovery Grants equaling \$60,000.00. (On file.)

7. 9:25am Open Community Health Board Meeting

8. 9:45am Close Community Health Board Meeting, Reconvene Regular Meeting

- 9:45am 6.5** CentraCare Community Response for Omicron and Joint City/County Administration
Statement.

Bruce Messelt, County Administrator

Administrator Bruce Messelt provided the Board with a brief overview of the Joint City/County Statement in Response to the Spread of the Omicron Variant of the COVID-19 Virus that had been requested the Board Chair Sign. (On file.) Dolan/Danielowski were unanimous to direct staff to create a statement to support of mask wearing but not mandated, and incorporate data bullet points from the Joint Statement and Sherburne County statistics pertaining to the COVID-19 virus.

- 9:54am 6.6** Next Steps in Implementing Mandated DOL/OSHA Regulations on Administration
Employers Requiring COVID-19 Vaccination or Masking/Weekly Testing
of Employees.

Tamara Bigelow, Human Resource Director, Kathleen Heaney, County Attorney, Bruce Messelt, County Administrator

Schmiesing/Danielowski were unanimous to rescind the authorization to enter into an agreement with a Provider to Administer and Manage Weekly COVID-19 Testing for Declared Unvaccinated and Undeclared Employees.

- 10:10am 6.7** Government Center Masking Discussion. Administration

Bruce Messelt, County Administrator

A discussion was had amongst the Board on different masking options and implementation for staff and visitors to the Sherburne County Government Center staff and other county facilities. Consensus was to recommend mask use for the Government Center employees and visitors. This will not be a mask mandate but a mask recommendation.

9. 10:20am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

Commissioner Fobbe - Rum River 1 Watershed 1 Plan, SCAT, MICA, Soil & Water, Tri-Cap Executive, CMJTS Government Relations, CMJTS Workforce Development Board meeting

Commissioner Dolan - Legislative Breakfast, Tim Jeanetta Retirement Party, Google Workspace presentation

Commissioner Schmiesing – Nothing to report.

Commissioner Burandt – Legislative Breakfast, Tim Jeanetta Retirement Party, CAMHI meeting, Rum River 1 Watershed 1 Plan, Solid Waste Advisory Committee, SCHSAC meeting

Commissioner Danielowski - Legislative Breakfast, Tim Jeanetta Retirement Party, Solid Waste Advisory meeting, ATP Transportation Partnership meeting, APO meeting

10. 10:27am Adjourn Regular Meeting, Recess**11. 10:42am Open Workshop Meeting****12. 11:51am Adjourn Workshop Meeting**

HHS OBO Warrants

12/28/21	3,304.35	OBO 4Imprint
	2,257.69	OBO Amazon
	1,680.00	OBO Coborns Superstore
	472.83	OBO O'Reilly Auto
	350.00	OBO Paypal

904.00	OBO Speedway
2,371.83	OBO Target
3,368.96	OBO Walmart
819.37	9 Payments less than 300
15,529.03	Total

Commissioner Warrants

12/30/21	107,784.20	General Revenue Fund
	352,334.16	Public Works Fund
	50.80	Human Service Fund
	350.00	Solid Waste Fund
	8,158.00	Jail Commissary Fund
	64,593.37	Forfeited Land Sale
	4,484.44	Justice Center Enterprise Fund
	29,030.12	Agency Collections
	1,800.00	Taxes & Penalties Fund
	568,585.09	Total

Manual Warrants

12/30/21	9,170.50	Agency Collections
	9,170.50	Total

Commissioner Warrants

1/7/22	1,826,792.96	General Revenue Fund
	157,376.24	Public Works Fund
	720.00	Solid Waste Fund
	5,554.25	Sherco Regional Rail Authority
	468.51	Agency Collections
	1,990,911.96	Total

Manual Warrants

1/7/22	10,622.72	Agency Collections
	10,622.72	Total

Audits Warrants

1/7/22	94,437.18	Human Service Fund
	94,437.18	Total

Publication Warrants

1/7/22	1,750.00	Central MN Mental Health Center
	21,060.00	Franklin Outdoor Advertising
	365.12	Grater/Justin
	69,836.00	Sherburne County Auditor Treasurer
	1,065.00	U S Post Office
	361.06	2 Payments less than 300
	94,437.18	Total

DocuSigned by:

Barbara Burandt

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Barbara Burandt, Board Chairperson

2/9/2022

Date

DocuSigned by:

Bruce Messelt

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Bruce Messelt, Administrator

2/8/2022

Date