



Sherburne County Board of Commissioners

March 2, 2021 - County Board Meeting Minutes

1. 9:00am Call to Order

The Sherburne County Board of Commissioners convened in regular session on March 2, 2021, at the Sherburne County Government Center in the City of Elk River, MN. Call to order by the Chair was at 9:00am. Commissioner Schmiesing was absent.

- 1 Moment of Silence and Pledge of Allegiance
- 2 Dolan/Fobbe unanimous to approve the Regular Meeting Agenda as amended with the addition of item 6.7 to add item 6.7 to Consider Recommended At-Large Appointment to St. Cloud Regional Airport Authority.

2. 9:01am Consent Agenda

Fobbe/Burandt unanimous to approve the Consent Agenda as presented.

- 1 Approved County Board Meeting Minutes: February 16, 2021.
- 2 Approved County Board Workshop Minutes: February 16, 2021.
- 3 Reappointment of Dangerous Dog Hearing Officer. Administration
Bruce Messelt, County Administrator
Approved the reappointment of Mr. Keith Streff, Director of Investigations, Animal Humane Society, as the Dangerous Dog Hearing Officer for Sherburne County for a three year term. A term start of March 2, 2021 would be set to expire March of 2024.
- 4 Amending 2021 Board Meeting Dates and Official Calendar Setting Date Administration
and Time for Truth in Taxation Meeting and Modifying December Board
Meeting Dates.
Dan Weber, Assistant County Administrator, Diane Arnold, County Auditor/Treasurer
Amended 2021 Board Meeting Dates and Official Calendar as follows:
- Set the Date and Time for the 2021 Truth in Taxation Meeting as Thursday, December 2nd, 2021 at 6:00pm.
- Modified December Meeting Dates from December 7th and 21st to December 9th and 21st., so as to accommodate a likely scheduling conflict with the AMC Annual Conference (December 6th-8th, 2021).
- 5 Commissioner & Manual Warrants. Auditor / Treasurer
Diane Arnold, County Auditor/Treasurer
Approved Commissioner & Manual Warrants as follows:
February 12, 2021 Commissioner Warrants \$161,037.99
February 12, 2021 Commissioner Warrants Business Relief Grant \$117,977.00
February 12, 2021 Manual Warrants \$8,383.50
February 15, 2021 Manual Warrants BMO Harris Pcard Jan 2021 \$39,529.50
February 19, 2021 Commissioner Warrants \$618,595.57
February 19, 2021 Commissioner Warrants Business Relief Grant \$88,215.00
February 19, 2021 Manual Warrants \$574,459.99
- 6 Local ARMHS Certification for Culture Bound LLC. Health & Human Services

Amanda Larson, HHS Director

Approved local certification of Culture Board to provide Adult Rehabilitative Mental Health Services (ARMHS) in Sherburne County.

- 7 Contract Addendum for Main Street Family Services. Health & Human Services
Jodi Heurung-Dick
Approved a contract addendum for Main Street Family Services to provide Wraparound Services under the System of Care Grant. Grant amount of \$149,487.00 with no local match requirements. (On file.)
- 8 HHS IFS Admin Deb 2-18-21. Health & Human Services
Amanda Larson, HHS Director
Approved HHS IFS Warrants as follows:
February 18, 2021 HHS IFS \$153,404.37
- 9 Community Energy Transition (CET) Grant Contract Agreement CET-21- Public Works
0001-Z-FY21with Department of Employment and Economic
Development (DEED).
Andrew Witter, Public Works Department Head
Approved Community Energy Transition (CET) Grant Contract Agreement CET-21-0001-Z-FY21with Department of Employment and Economic Development (DEED) for the preliminary interchange design and environmental documentation at US 10 and TH 25 in Becker. This is a 100% grant-funded project with no local match requirement in the amount of \$1,000,000.00. (On file.)
- 10 Final Payment for 2020 Overlays under Contract #18005 (CP 71-601-019, Public Works
CP 71-608-019, CP 71-622-019, CP 71-625-018, CP 71-659-019, CP 71-
673-018, CP 71-687-018 & TWP 05-2020-01).
Andrew Witter, Public Works Department Head
Authorized final contract payment with Knife River Corp. in the amount of \$103,160.41 for the 2020 Overlay Projects.
- 11 Final Payment for CSAH 9 Reconditioning (SAP 71-609-014). Public Works
Andrew Witter, Public Works Department Head
Approved and authorized final contract payment with Knife River Corp. in the amount of \$104,928.27 for project #SAP 71-609-014 for CSAH 9 Reconditioning.
- 12 Resolution #030221-AD-2030 in Support of Clear Lake Township applying Public Works
for the Local Road Improvement Program (LRIP) Grant, serving as
Sponsor for the Township Improvement Project on 90th Avenue SE.
David Roedel, Deputy County Engineer
Approved Resolution #030221-AD-2030 in Support of Clear Lake Township applying for the Local Road Improvement Program (LRIP) Grant, with Sherburne County serving as sponsor for the Township improvement project on 90th Avenue SE. (On file.)
- 13 Resolution #030221-AD-2031 in Support of Sponsoring the Local Road Public Works
Improvement Program (LRIP) for CSAH 4 Road Improvements in the City
of Zimmerman.
David Roedel, Deputy County Engineer
Approved Resolution #030221-AD-2031 in support of sponsoring the Local Road Improvement Program (LRIP), for County State Aid Highway (CSAH 4) Road Improvements in the City of

Zimmerman. (On file.)

- 14 Additional 30-day Medical Leave Extension for a Sheriff/Jail Employee. Sheriff
Joel Brott, County Sheriff
Approved an additional 30-day medical leave extension for a Sheriff/Jail employee, as requested by the County Sheriff, contingent upon provision of additional medical information.
- 15 Independent Audit of the Sheriff's Office Body Worn Camera System. Sheriff
Joel Brott, County Sheriff
Reviewed and Accepted an Independent Audit of the Sheriff's Office Body Worn Camera System.

3. 9:02am Public Hearing

- 9:02am 1 Public Hearing and Consideration of Adoption of a Solid Waste Cleanup Low Interest Loan Program Ordinance. Planning & Zoning
Dave Lucas, Solid Waste Administrator
Board Chair opened the Public Hearing at 9:09 to consider adoption of a Solid Waste Cleanup Low Interest Loan Program Ordinance. No one was present from the public and the Chair closed the Public Hearing at 9:10am. Fobbe/Dolan unanimous to approve the adoption of a Solid Waste Cleanup Low Interest Loan Program Ordinance (Ordinance No. 251) to establish standards and procedures for providing low interest loans to single family residential properties, upon receipt of a Notice of Violation for various provisions set forth in Section 19.0 of the County's Solid Waste Ordinance (Ordinance No. 180), to assist in financing the cleanup in order to obtain compliance, with funds to be taken from Fund 21, Dept. 391, and repayments being made as a special assessment to property taxes. (On File.) Dolan/Burandt unanimous to Amended Fund 21, Dept. 391, program 411, account 6801 from the budgeted amount of \$100,000 to \$250,000, in order to provide low interest loans and cleanups for the remainder of this year. (On file)
- 9:11am 2 Public Hearing and Consideration of Amending Ordinance No. 241 (SSTS Low Interest Loan Program Ordinance) to include Small Business Eligibility. Planning & Zoning
Dave Lucas, Solid Waste Administrator
Opened the Public Hearing at 9:14 to consider amending Ordinance No. 241 (SSTS Low Interest Loan Program Ordinance) to include Small Business Eligibility. No one was present from the public and the Chair closed the Public Hearing at 9:14am. Burandt/Dolan unanimous to amend the SSTS Low Interest Loan Program Ordinance (Ordinance No. 241) to provide eligibility and funding criteria for small businesses to apply, following receipt of a Notice of Non-Compliance for failing septic systems, for assistance with the replacement or repair costs, and to provide for penalty language in the result of a violation of any County ordinance. (On file.)
- 9:17am 3 Public Hearing - Tax Abatement for Sportech, LLC. Administration
Dan Weber, Assistant County Administrator
The Chair opened the Public Hearing for Sportech, LLC. 12 year tax abatement request at 9:22am. Commissioner Dolan recused himself from the item and Public Hearing. No one from the public was present and the chair closed at 9:23am. Assistant Administrator Dan Weber presented a summary of the Tax Abatement request. CEO of Sportech Jim Glombstad was present and spoke to the Board regarding the Tax Abatement request. Burandt/Fobbe with a 3-0 vote to approve Resolution No. 030221-AD-2032 approving the request for abatement of the County Property taxes relating to the expansion project. (On file.)

4. 9:24am Announcements

County Administrator Bruce Messelt informed the Board of future calendar events, update on criminal jury trial start date, state budget, federal COVID relief packages, and bonding bill updates. The Board also reviewed the Region 7W letter that will be sent out during this time.

5. 9:30am Open Forum

No one was present.

6. 9:31am Regular Agenda

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| 9:31am | 1 | <p>Abatement/Solid Waste Cleanup of 29172 143rd Street NW, Zimmerman, MN 55398.</p> <p><i>Erika Beyer, Environmental Specialist</i></p> <p>Dolan/Fobbe unanimous to approve a contract for services with Trilogy Properties of MN, LLC for the abatement/solid waste cleanup of 29172 143rd Street NW, Zimmerman, MN 55398, in an amount to be approved by the Solid Waste Administrator, so as to complete the court-approved abatement action. Estimated cost of \$30,000. Contract shall commence on March 3rd, 2021 and, unless earlier terminated pursuant to this Contract, shall terminate on the date that all obligations have been fulfilled and all work to be performed by Contractor under this Contract has been approved by the County.</p> | Planning & Zoning |
| 9:35am | 2 | <p>Hazardous Building Resolution 030221-AD-2029 Ordering the Razing (PID Planning & Zoning Nos. 35-409-1332, 35-409-1334, 35-409-1314 and 35-409-1316) 25457 167th Street NW, Big Lake, MN 55309.</p> <p><i>Doug Maschler, Building Official</i></p> <p>Fobbe/Dolan unanimous to approve Resolution No. 030221-AD-2029 an order requiring the landowner of 25457 167th Street NW, Big Lake, MN 55309 to: 1) remove the hazardous building on the property by demolishing the structure and properly disposing of all materials, and 2) remove and properly dispose of all solid waste items from the property. PID Nos. 35-409-1332, 35-409-1334, 35-409-1314 and 35-409-1316. (On file.)</p> | |
| 9:43am | 3 | <p>Application Efforts Relating to Upcoming INFRA and BUILD Federal Grant Public Works Opportunities.</p> <p><i>Andrew Witter, Director of Public Works</i></p> <p>Fobbe/Burandt unanimous to authorize County preparation and submittal of applications for upcoming INFRA and BUILD Federal Grant opportunities.</p> | |
| 9:53am | 4 | <p>COVID-19 Pandemic Update and County Response.</p> <p><i>Bruce Messelt, County Administrator, Nicole Ruhoff, CHS Administrator</i></p> <p>CHS Administrator Nicole Ruhoff presented the Board with a local COVID-19 update based off local statistics and provided an update on local vaccination clinics.</p> | Administration |
| 10:10 am | 5 | <p>COVID-19 Pandemic and Response: Consideration to Purchase Qualtrics Vaccine Management Solution.</p> <p><i>Amanda Larson</i></p> <p>Burandt/Fobbe unanimous to approve purchase and installation of Qualtrics, a vaccine administration and appointment management system, at an approximate cost of \$90,000 (\$80,000 plus a \$10, 000 contingency), utilizing HHS fund reserves if and until such time as reimbursement options are exhausted.</p> | Health & Human Services |
| 10:18 am | 6 | <p>COVID-19 Pandemic and Response - Consideration of Distribution of Remaining State on MN Business Relief Funds.</p> | Administration |

Dan Weber, Assistant County Administrator

Administered staff to distribute the remaining State of Minnesota Business Relief funds allocated in response to the economic impacts emanating from the COVID-19 pandemic. Remaining Fund Balance (as of 2/22/21) are \$938,592.

10:23 am 7 At-Large Appointment to St. Cloud Regional Airport Authority. Administration

Lisa Fobbe, County Commissioner & Bruce Messelt, County Administrator

Fobbe/Dolan unanimous to approve Appointment of Ms. Angelia Olson (rural Clear Lake) to the St. Cloud Regional Airport Authority, as per the County's Joint Powers Agreement with the City of St. Cloud and Benton and Stearns counties, and as recommended by the St. Cloud Regional Airport Ad Hoc Committee.

7. 10:25am **Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

Commissioner Fobbe - Great River Regional Library Finance Committee meeting, Great River Regional Library Board of Trustees meeting, Substance Use Prevention meeting, ISD 728 Community Partners Meeting, Tri-County Solid Waste, AMC Legislative Conference, Tri-Cap Executive Board, Tri-Cap Board, AMC Futures Meetings, St. Cloud Airport Adhawk Advisory meeting, Airport Authority meeting, Rum River 1 Watershed 1 Policy, Princeton Airport Meeting

Commissioner Burandt - ISD 728 Community Partners Meeting, Fair Board meeting, AMC Legislative Conference, AMC HHS Legislative Group, HSE - NACo Meeting, Transportation Alliance Discussion with MN DOT, Listened to the Emmer Discussion on the Local School District, City of Elk River meeting on Sportech

Commissioner Dolan - Elk Lake Park Master Planning Project, CMRP

Commissioner Schmiesing – Absent

Commissioner Danielowski - ISD 728 Community Partners Meeting, MCIU aka Gang Task Force, EDA, AMC Legislative Conference, 7W Meeting, Sherburne County Extension meeting, Options, Big Lake Chamber Lunch, County Wide Safe Schools meeting, House Hearing (attended virtually to hear County staff testify), Transportation Alliance Webinar, CMRP Workshop

Commissioner Dolan requested a future workshop discussion on land use jurisdiction. Commissioner Fobbe requested to have a workshop discussion on communication with the public.

8. 10:50am **Adjourn Regular Meeting**

Commissioner Warrants

2/12/21	83,647.45	General Revenue Fund
	32,661.54	Public Works Fund
	50.53	Human Service Fund
	497.04	Solid Waste Fund
	100.00	Forfeited Land Sale
	1,769.10	Justice Center Enterprise Fund
	42,312.33	Agency Collections
	161,037.99	Total

Commissioner Warrants – Business Relief Grant

2/12/21	117,977.00	General Revenue Fund
	117,977.00	Total

Commissioner Warrants

2/12/21	8,383.50	Agency Collections
	8,383.50	Total

Manual BMO Harris Pcard Warrants

2/16/21	27,222.30	General Revenue Fund
	360.00	Public Works Fund
	10,075.07	Human Service Fund
	1,228.13	Jail Commissary Fund
	644.00	Justice Center Enterprise Fund
	39,529.50	Total

Commissioner Warrants

2/18/21	111,395.37	Human Service Fund
	41,909.00	Agency Collections
	100.00	Children's Mental Health Collaborative
	153,404.37	Total

Warrants

2/18/21	13,471.00	Benton County Public Health
	760.42	Captivated LLC
	1,555.40	Hennepin County
	41,909.00	Hoglund Bus Co. Inc
	5,652.00	LABRepCo
	528.00	Lexis Nexis
	1,712.53	Marco Inc
	430.00	NACCHO Lockbox Processing
	345.00	Pinnacle Printing Inc
	1,838.00	Prevent Child Abuse America
	10,000.00	Project One Construction Inc
	9,831.81	Sherburne County Auditor Treasurer
	3,501.00	Stearns Co Human Services
	6,500.00	Tri-Cap Inc
	1,500.00	US Post Office
	12,000.00	USPS-POC
	40,621.35	Wright County Health & Human Services
	1,248.86	17 Payments less than 300
	153,404.37	Total

Commissioner Warrants

2/19/21	168,624.40	General Revenue Fund
	389,249.62	Public Works Fund
	27,760.00	Jail Commissary Fund
	523.61	Sherco Regional Rail Authority
	32,405.81	Justice Center Enterprise Fund
	20.00	Agency Collections

12.13	Taxes & Penalties Fund
618,595.57	Total

Commissioner Warrants – Business Relief Fund Grant

2/19/21	88,215.00	General Revenue Fund
	88,215.00	Total

Manual Warrants

2/19/21	574,459.99	Agency Collections
	574,459.99	Total

Raeanne Danielwoski, Chairperson

Bruce Messelt, Administrator

Date

Date