

**SHERBURNE COUNTY BOARD OF COMMISSIONERS**  
**REGULAR MEETING MINUTES**  
**February 7, 2012**

The Sherburne County Board of Commissioners met in regular session on February 7, 2012, at the Sherburne County Government Center in the City of Elk River, Minnesota, with all Commissioners present. Call to order by the Chair was at 9:00 a.m. followed by a moment of silence and the Pledge of Allegiance to the Flag.

1. Leonard/Schmiesing unanimous to approve the agenda for February 7, 2012 with the following additions:
  - Appointment of Park Committee member from District 5
  - County Board meeting schedule for March
  - Committee appointments
  
2. Schmiesing/Riebel unanimous to approve the consent agenda as follows:
  - a. Approve the Sherburne County Board of Commissioners Regular Meeting Minutes of January 17, 2012 as presented.
  - b. Accept the Department Head Meeting Minutes of December 20, 2011 as presented.
  - c. Approve the city of Zimmerman's request to utilize the Zimmerman Public Safety Building as a Precinct 1 Polling Place for the primary and general elections. The dates of their request are August 13 & 14, 2012 for the primary election and November 5 & 6, 2012 for the general election.
  - d. Approve and authorize signature on the 2012-2013 Radiological Emergency Preparedness Grant Agreement (on file in the Sheriff's Office).
  - e. Approve the sale of 100 used radios for \$1,550.00 to Audio Communications in the City of Big Lake (highest bid received); these radios are from the jail and have been replaced by 100 MHz radios.
  - f. Approve the transfer of \$163,228.00 from 01-102-102.5947 the Recorder's Technology Fund to 01-076.5947 for Information Services expenses (hardware, software, and yearly maintenance) for land related projects.
  - g. Approve the County Auditor/Treasurer's signature on the agreement with Synergy Graphics Election Services Agreement to provide ballot layout and printing services for the years of 2012 to 2015; funds for this service are budgeted each year in the Election Department budget, 01-065.
  - h. Approve transfers from the General Fund to County Ditch #28 totaling \$52,464.58 to cover 2011 year-end deficit balance as allowed by statute MS103E.655, Subd 2.

- i. Approve reappointment of Kim Brandell to the Central MN Mental Health Board for a three-year term.
- j. Approve the appointment of Marv Ziner as appointee of Commissioner Farber (District 1) to the Sherburne County Extension Committee.
- k. Approve revisions to the following sections of the Sherburne County Personnel Rules and Policies: Disclaimer Page, Chapter 1 – Purpose, Adoption and Administration, Chapter 2-Definitions, Chapter 3-Recruitment, and Chapter 4-Selection of Employee(s), as recommended by the Human Resources Director and the Department Head Committee; said policy revisions on file in the office of the County Administrator.
- l. Accept OSHA Form 300A Summary of Work-Related Injuries and Illnesses for calendar year 2011 as required by the U.S. Department of Labor, Occupational Safety and Health Administration.
- m. Approve to revise the Sherburne County Personnel Rules and Policies to add a new Article 10.7, Post Employment Health Care Savings Plan for Chief Deputies, as recommended by the Human Resources Director, the Chief Deputy Sheriff, the Chief Assistant County Attorney, the Chief Deputy Auditor/Treasurer and the Chief Deputy Recorder; said policy on file in the Office of the County Administrator.
- n. Approve the Proclamation (on file in the County Administrator’s Department) of February 25, 2012 as Sherburne History Day in Sherburne County.
- o. Approve appointments to the Sherburne County Planning Advisory Commission for three-year terms as follows: Baldwin Township – Bryan Lawrence as Primary Member and Jay Swanson as Alternate Member; Palmer Township – Mike Ganz as Primary Member and Stephen Demeules as Alternate Member; Haven Township – Jeff Schlingmann as Primary Member and Mike Pesch as Alternate Member; Santiago Township – David Jehoich as Primary Member and Stuart Nelson as Alternate Member.
- p. Approve Great River Energy’s request to accept six loads of biosolids from the City of Becker at the Becker Ash Landfill located at 14210 Sherburne Ave. NW, Becker, MN 55308 during February 2012.
- q. Accept payment of Manual Warrants, Voids, Corrections of January 9, 2012 in the amount of \$7,664.00.
- r. Accept payment of Commissioner Warrants of January 12, 2012 in the amount of \$1,138,533.56.

- s. Accept payment of Manual Warrants, Voids, Corrections of January 17, 2012 in the amount of \$7,117.17.
- t. Accept payment of Health and Human Services Warrants of January 17, 2012 in the amount of \$77,988.29.
- u. Accept payment of Commissioner Warrants of January 18, 2012 in the amount of \$437,699.88.
- v. Accept payment of Manual Warrants, Voids, Corrections of January 23, 2012 in the amount of \$174,350.18.
- w. Accept payment of Commissioner Warrants of January 25, 2012 in the amount of \$454,043.99.
- x. Accept payment of Commissioner Warrants of January 26, 2012 in the amount of 489,660.89.
- y. Accept payment of Manual Warrants, Voids, Corrections of January 30, 2012 in the amount of \$1,240,927.08.
- z. Accept payment of Manual Warrants, Voids, Corrections of January 31, 2012 in the amount of \$3,806,239.63.
- aa. Accept payment of Manual Warrants, Voids, Corrections of February 1, 2012 in the amount of \$-9,929.46.
- bb. Accept payment of Commissioner Warrants of February 1, 2012 in the amount of \$230,132.76.

3. Announcements:

- Judge Yunker’s Father passed away last week. The Board expressed their condolences to the family.
- A letter from Health and Human Services regarding grant funding for Child Mental Health and Crisis Intervention was circulated for review.
- An Article from the Pioneer Press and Star Tribune concerning Sherco and Excel Power Plants air quality was circulated for review.
- Commissioner Schmiesing thanked his counterparts, staff and citizens of Sherburne County for the cards he received after his brother passed away.

4. Leonard/Schmiesing unanimous to approve expense claims submitted by Commissioners as follows, with the stipulation that each Commissioner abstains from approving his/her own claim:

**Amount**

Commissioner Farber	\$ 1,067.55
Commissioner Petersen	\$ 416.45
Commissioner Riebel	\$ 430.98
Commissioner Schmiesing	\$ 223.21
Commissioner Leonard	\$ 745.16

5. Open Forum – There was no-one present to speak at the open forum.
6. Discussion was held regarding appointment of a regular member for the Park Commission in District 5.

Schmiesing/Leonard unanimous to approve appointment of Barbara Pence as the park Commission representative for District 5.

7. Discussion was held regarding the NACO Legislative Conference scheduled for the first week in March. Commissioner Schmiesing stated that he will be attending the conference with the APO Board. The Board discussed the importance of having representation at this conference. Commissioner Farber stated that he would not be able to attend and asked if another Commissioner would like to attend; Commissioner Petersen stated he was interested in going.

Leonard/Schmiesing unanimous to cancel the regular County Board Meeting scheduled for March 6, 2012 and to reschedule the March 7<sup>th</sup> County Board Workshop meeting on March 15, 2012, and to approve attendance of Commissioner Petersen and a staff person from the Administrator’s Department at the NACo Legislative Conference.

8. Nancy Riddle, Planning and Zoning Administrator, was present to discuss appointments to the Sherburne County Board of Adjustment.

Petersen/Riebel unanimous to approve appointments of Mike Hayes and Jeff Schlingmann as members, and Marlene Nelson as an alternate, to the Sherburne County Board of Adjustment and for three year terms.

9. Discussion was held regarding an appointment to the 7W Transportation Committee to replace the City of Zimmerman representative. Commissioner Petersen requested consideration for Raeanne Danielowski to be appointed to this committee.

Petersen/Schmiesing unanimous to approve appointment of Raeanne Danielowski, City of Big Lake Councilperson, as the Representative on the 7W Transportation Committee.

Commissioner Farber informed the Board that he is adding the History Center and YMCA Boards to the Committee list. He requested that Commissioner Leonard attend the History Center Board Meetings, and stated that he will attend the YMCA Board Meetings.

Schmiesing/Leonard unanimous to approve appointment of Commissioner Leonard to the History Center Board and Commissioner Farber to the YMCA Board.

10. John Menter, Public Works Director, was present to request approval of a contract with Stonebrooke Engineering for the preparation of a County-wide ADA Transition Plan.

Leonard/Schmiesing unanimous to approve a contract with Stonebrooke Engineering for the preparation of a County-wide ADA Transition Plan at a cost of approximately \$60,000.00 with 2/3 of the cost to be paid by State Aid. The cost to Sherburne County is expected to be less than \$20,000.00. The Board commended Public Works for their efforts in finding cost savings for projects.

11. Commissioner Farber asked for volunteers from the Board to be alternates on the History Center and YMCA Boards. Commissioner Schmiesing volunteered for the History Center Board, and Commissioner Leonard for the YMCA Board.

Riebel/Leonard unanimous to approve Commissioner Schmiesing as the alternate on the History Center Board, and Commissioner Leonard as the alternate on the YMCA Board.

12. Brian Bensen, Administrator, provided a review of the County Board Goals. By consensus, the Board noted a few changes which will be made.

10. Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items (January 17, 2012 to February 6, 2012):

Commissioner Riebel – Joint meeting with City of Big Lake, Big Lake Township, Big Lake School District, and Sherburne County, Becker Township Board Meeting, Minnesota Inter-County Association Annual Meeting, Tri-County Solid Waste, Central MN Emergency Services Region, Elk River Watershed, Meeting about the Elk River Water Plan, Safety Meeting, St. Cloud Area Planning Organization, Metropolitan Energy Policy Committee, Park Commission, and University of MN Extension Committee.

Commissioner Schmiesing – St. Cloud Area Planning Organization

Commissioner Petersen – Greater MSP, Joint meeting with City of Big Lake, Big Lake Township, Big Lake School District, and Sherburne County, Minnesota Inter-County Annual Meeting, Economic Development Authority Annual Meeting, Options Board, Area Transportation Partnership meeting in Baxter MN, St. Cloud Area Planning Organization, Gerald Kritzeck's Retirement, Transportation Needs Meeting in St. Cloud, Northstar Corridor Development Authority and Executive Committee meetings, and Sherburne County Waste Management Advisory Committee.

Commissioner Leonard - Minnesota Inter-County Association Annual Meeting, Great River Regional Library Board, Princeton Airport Advisory Board, East Central Regional Juvenile Detention Facility Meeting, Tri-County Action Programs Board, and Law Library Board

Commissioner Farber – Minnesota Inter-County Association Annual Meeting, Meeting with Tri-County Action Programs, Association of MN Counties Leadership Conference, Northstar Marketing Committee, Northstar Corridor Development Authority and

Executive Committee meetings, Elk River Economic Development Branding Committee, Central MN Mental Health Board, and Gerald Kritzeck's Retirement.

The Chair declared the Meeting adjourned at 10:14 a.m.

Claims approved through warrants, resolutions, or contracts, totaling the following amounts, were paid as follows:

January 9, 2012

\$ 1,266.50 General Revenue Fund  
\$ 6,397.50 Agency Collections

January 12, 2012

\$1,005,855.24 General Revenue Fund  
\$ 22,822.35 Public Works Fund  
\$ 59,338.98 Solid Waste Fund  
\$ 4,002.82 Jail Commissary Fund  
\$ 355.64 Sherco Regional Rail Authority  
\$ 43,859.05 Justice Center Enterprise Fund

\$ 2,123.01 Agency collections  
\$ 104.47 Taxes & Penalties Fund  
\$ 72.00 Towns & cities Collections

January 17, 2012

\$ 16.17 General Revenue Fund  
\$ 6,857.00 Agency Collections  
\$ 244.00 Taxes & Penalties Fund

January 17, 2012

\$ 77,947.14 Human Service Fund  
\$ 41.15 Agency Collections

January 18, 2012

\$ 42,867.93 General Revenue Fund  
\$ 305,769.86 Public Works Fund  
\$ 918.08 County Ditch Fund  
\$ 6,950.20 Solid Waste Fund  
\$ 5,445.66 Jail Commissary Fund  
\$ 125.00 Forfeited Land Sale  
\$ 12,447.00 Justice Center Enterprise Fund  
\$ 50,049.84 Agency Collections  
\$ 2,604.65 Taxes & Penalties Fund  
\$ 10,521.66 Northstar Corridor Development

January 23, 2012

\$ 174,350.18 Agency Collections

January 25, 2012

\$ 417.06 Metropolitan Transit Fund  
\$ 905.51 HRA & Ec Dev Fund  
\$ 7,578.26 Hospital District Collections  
\$ 29.43 Agency Collections  
\$ 109,301.16 School Districts Collections  
\$ 335,812.57 Towns & cities Collections

January 26, 2012

\$ 65,004.69 General Revenue Fund  
\$ 5,212.19 Public Works Fund  
\$ 67.47 Human Service Fund  
\$ 12,192.69 Law Library Fund  
\$ 44,296.53 Solid Waste Fund  
\$ 17,590.48 Jail Commissary Fund  
\$ 450.00 2009A G.O. Jail Refunding Bond  
\$ 8,862.41 Justice Center Enterprise Fund  
\$ 299,527.50 Agency Collections  
\$ 27.95 Taxes & Penalties Fund  
\$ 36,428.98 Towns & Cities Collections

January 30, 2012

\$ 52,259.06 General Revenue Fund  
\$ 12,854.21 HRA & Ec Dev Fund  
\$ 5,958.50 Agency Collections  
\$ 142,310.88 Taxes & Penalties Fund  
\$ 777,880.27 School Districts Collections  
\$ 249,664.16 Towns & Cities Collections

January 31, 2012

\$1,248,300.00 2009 A G.O. Jail Refunding Bond  
\$ 491,645.00 1997 Law-Enforce Const Rev-B  
\$1,088,421.88 2007A G.O. CIP Becker PW Bond  
\$ 150,064.00 2005 Heritage Center Bond  
\$ 827,808.75 Capital Improvement Plan Bond

February 1, 2012

\$ 2,733.00 Agency collections  
\$ -12,662.46 Towns & Cities Collections

February 1, 2012

\$ 157,472.31 General Revenue Fund  
\$ 15,091.64 Public Works Fund  
\$ 138.73 Human Service Fund

\$ 95.00 County Ditch Fund  
\$ 2,568.00 Solid Waste Fund  
\$ 1,676.10 Jail Commissary Fund  
\$ 6,536.50 Park Dedications Fund  
\$ 30.75 Sherco Regional Rail Authority  
\$ 582.50 Capital Proj – Building, Land Acq  
\$ 6,229.56 Justice Center Enterprise Fund  
\$ 39,711.67 Agency Collections

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Larry Farber, Chairperson

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Brian Bensen, Administrator

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Date

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Date