



# Sherburne County Board of Commissioners

## February 20, 2018 - County Board Meeting Minutes

### 1. 9:00am Call to Order

The Sherburne County Board of Commissioners met in regular session on February 20, 2018, at the Sherburne County Government Center in the City of Elk River, MN. Commissioner Schmiesing was absent. 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.

Dolan/Burandt unanimous to approve the Regular Board Meeting Agenda for February 20, 2018 as presented.

### 2. 9:01am Consent Agenda

Petersen/Burandt unanimous to approve the Consent agenda as follows:

1. Review and Approve Minutes: [February 6, 2018 - County Board Meeting](#)  
Approved as presented.
2. Review and Approve Minutes: [February 6, 2018 - County Board Workshop Meeting](#)  
Approved as presented.
3. [Provide Comment on Proposed Princeton TIF Districts #8-1 & #8-2](#) Administration  
Approved the Tax Increment Financing Comment Letter and authorize submittal to Northland Securities and the City of Princeton prior to the TIF Public Hearing on February 22, 2018.
4. [Information on Modified Exterior Signage for the Government Center Construction Project](#) Administration  
Accepted modified information on the exterior signage for the Government Center construction project as discussed at the February 6, 2018 Board Meeting.
5. [Accept the January 2018 Auditor-Treasurer Report.](#) Auditor/Treasurer  
Accepted the January 2018 Auditor-Treasurer report as presented.
6. [Authorization to sign Software and Service Agreement with KnowInk for Electronic poll books for use in Primary and General Elections in 2018 and forward.](#) Auditor/Treasurer  
Authorized the Auditor-Treasurer to sign the "Master Software License and Services Agreement" with KnowInk, the provider of Electronic poll books, based on the quote and terms received. Sherburne County will be awarded an Election Equipment Grant from the State of Minnesota in the amount of \$55,740.42 to assist with the total cost for electronic poll books of \$118,060.00; the County will be providing the balance of the \$62,319.58 which is included in the request for carry over dollars as to not increase the levy.
7. [New Tobacco License for Sandune Stop](#) Auditor/Treasurer  
Approved tobacco license for potential new owner of Sandune

Stop in Orrock Township. License period will be from the time of new ownership until renewal date of June 30, 2018. License is pending approval from Orrock Township and surrender of current license. Authorized Auditor/Treasurer's signature on license.

8. [2018 Restated Cooperative Agreement](#) HHS  
Approved the 2018 Restated Cooperative Agreement (Action #4) for contracted transportation coordinator services for non-emergency medical transportation by and among the Metropolitan counties of Anoka, Benton, Chisago, Dakota, Hennepin, Isanti, Mille Lacs, Pine, Ramsey, Sherburne, Stearns, Washington and Wright, State of Minnesota.
9. [Central Minnesota Mental Health Center ARMHS recertification](#) HHS  
Approved local recertification of the Central Minnesota Mental Health Center as an Adult Rehabilitative Mental Health Services (ARMHS) provider.
10. [Approve Final Payment 2017 Bituminous Overlay & CSAH 24 Reconstruction](#) Public Works  
Approved final contract payment for the 2017 Bituminous Reclaim/Overlay and CSAH 24 Reconstruction authorizing payment to Knife River Corporation in the amount of \$142,152.07. Project No. SAP 71-603-024, SAP 71-603-025, SAP 71-603-026, and SAP 71-624-002
11. [Advertise for Municipal Separate Storm Sewer System \(MS4\)](#) Public Works  
Approved the request to advertise for the public hearing to be held for Annual Report requirement under the Municipal Separate Storm Sewer System (MS4) General Permit on April 17th, 2018 at 9:05am (or soon thereafter).
12. Public Works  
[Approve Final Payment CSAH 4 Reconditioning](#)  
Approved final contract payment for the 2016 CSAH 4 Reconditioning (Project No. SAP 71-604-034), Fremont Drive Realignment (SP 251-123-001), and Hwy 169 Traffic Signal Replacement (SP 7106-83) authorizing Knife River payment in the amount of \$190,923.90.
13. [Approve WSB Proposal for Engineering Services for CSAH 16](#) Public Works  
Approved to enter into agreement with WSB & Associates to provide engineering services for the reconstruction of CSAH 16 in the amount of \$337,458, contingent on County Attorney approval.
14. [CSAH 13 and Twin Lakes Road Corridor Study](#) Public Works  
Approved to enter into agreement with Bolton & Menk to provide engineering services for the CSAH 13 and Twin Lakes Road Corridor Study in the amount of \$85,940, contingent on County Attorney approval.

15. [Unpaid Personal Leave of Absence](#) Public Works  
Approved an unpaid leave of absence for a Public Works employee, through April 17, 2018, contingent upon additional medical information.
16. [01-29-18 HHS OBO Warrant](#) HHS  
Accepted payment of HHS OBO warrant paid January 29, 2018 in the amount of \$4,326.41.
17. [02-08-18 HHS Admin Warrants](#) HHS  
Accepted payment of HHS Warrant paid February 8, 2018 in the amount of \$105,761.85.
18. [Commissioner-Manual-OBO Warrants](#) Auditor/Treasurer  
Accepted payment of Commissioner, Manual, OBO warrants as follows:
- February 9, 2018 Commissioner Warrants in the amount of \$4,257,880.22
  - February 2, 2018 Commissioner Warrants in the amount of \$529,872.46
  - February 6, 2018 OBO Commissioner Warrants in the amount of \$62,894.55
  - January 31, 2018 Manual Warrants in the amount of \$8,912.62
  - February 9, 2018 Manual Warrants in the amount of \$5,608.25
  - February 2, 2018 Manual Warrants in the amount of \$1,809.75
  - February 5, 2018 Commissioner Warrants in the amount of \$135.97

3. 9:02am **Announcements: There were no announcements.**

D 9:03 am [Public Hearing - Tax Abatement for The Garage Guys/Lupulin Brewery 9:00am](#)

*Dan Weber: Administration*

Commissioner Dolan stepped down from the Dais.

Dan Weber provided information on the request for Tax Abatement. The Chair opened a public hearing at 9:03 a.m. for the Tax Abatement request for The Garage Guys/Lupulin Brewery. Comments were heard from: Jeff Zierdt, co-founder and president of Lupulin Brewery, who provided a background and plans for the business. The Chair called for any other testimony. There being no further comments, the Chair closed the Public Hearing at 9:07 a.m.

Petersen/Burandt unanimous to approve Resolution #020618-AD-1823 Tax Abatement in an amount not to exceed \$90,731.00 for a period not to exceed twelve years commencing with taxes payable in 2020 for The Garage Guys, LLC and Lupulin Brewing for the remodel and expansion of an existing 22,500 sq. ft. facility located within Big Lake at 570 Humboldt Drive Suite 107, Big Lake, MN.

Commissioner Dolan returned to the dais.

5. 9:15 am **[Presentation on the need for the 28th Amendment to the U.S. Constitution](#)**

*Kathryn Tasto: Administration*

Cheryl Hoag and Kathryn Tasto, members of a group of citizens that are working with the cross-partisan group, American Promise, presented information on the need for a 28<sup>th</sup> Amendment to our U.S. Constitution. They provided information on the current issues of Long Term Care and the Opioid Crisis. They requested the County Board support a Resolution supporting passage of legislation currently in the Minnesota Legislature, Senate (SF 1082) and House (HF 2139). The Board thanked the group for their efforts and for coming forward with this information. Discussion was held concerning having a Workshop meeting to allow the County Attorney to review the information and provide comment to the Board.

Petersen/Dolan unanimous to lay the matter over to a County Board Workshop Meeting in March.

6. 9:25 am **[2018 SCORE Budget](#)**

*Dave Lucas, Solid Waste Administrator: Zoning*

Presented information on the 2018 SCORE Budget (on file in the Planning and Zoning Department) as recommended by staff and the Waste Management Advisory Committee. Discussion was held regarding additional sites for medication drop-off, which staff will look into.

Dolan/Petersen unanimous to approve the 2018 SCORE Program line item budget as recommended by staff and the Waste Management Advisory Committee.

7. 9:30 am **The Chair recessed the Regular Meeting and opened the Ditch Authority Meeting**

DA- 1. **[Ditch Authority Meeting](#)**

*Diane Arnold: Auditor/Treasurer*

Mike Lindenau, Ditch and Drainage Technician, presented the Ditch report for December and January. A review was given on Ditch #15, Ditch #28, and Ditch #34. Discussion was held about maintaining ditches after repairs to prevent tree growth.

Dolan/Burandt unanimous to accept the Ditch and Drainage Report for December and January as presented.

DA- 2. **[Committee minutes on County Ditch #1 Agreement, annual meeting January 16, 2018.](#)**

*Diane Arnold: Auditor/Treasurer*

Dolan/Burandt unanimous to approve the minutes from the Annual County Ditch #1 meeting between Sherburne County and City of Zimmerman dated January 16, 2018.

9:51 am **The Chair adjourned the Ditch Authority Meeting and reconvened the Regular Meeting**

8. 9:51 am **[Resolution in Support of St. Cloud APO Planning Effort](#)**

*MaryJo Cobb: HHS*

Provided information on St. Cloud APO choosing to lead the coordination of transportation stakeholders in Central MN and to prepare a grant application for an RTCC Phase 1 Planning Grant. Sherburne County HHS would be expected to participate in the planning process.

Dolan/Burandt unanimous to approve Resolution #022018-AD-1825 in support of the St. Cloud Area Planning Organization's Regional Coordinating Council Phase 1 Planning Effort.

9. 9:55 am **The Chair recessed the Regular Meeting and opened the Community Health Board Meeting**  
10:17 am **The Chair adjourned the Community Health Board Meeting and reconvened the Regular Meeting**
10. 10:17 am **Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**  
*(February 6, 2018 – February 19, 2018)*  
**Commissioner Petersen:** Will attend an APO and 7-W Meeting this week.  
**Commissioner Burandt:** Inter-Agency Early Intervention Committee, Youth Intervention Meeting at the St. Cloud Police Department, and a Leadership Group  
**Commissioner Fobbe:** Board of Soil and Water, St. Cloud Regional Airport Meeting, Minnesota Inter-County Association, and noted the upcoming Association of MN Counties Legislative Conference and the National Association of Counties Legislative Conference in Washington, D.C.
- 10:21 am **The Chair adjourned the Regular Meeting.**

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

January 29, 2018:

\$ 339.18	OBO Amazon
\$ 1,180.00	OBO Holiday Station Store
\$ 363.53	OBO Innovative
\$ 492.53	Kohls
\$ 304.99	OBO Moore Medical
\$ 331.75	Target
\$ 759.17	OBO Walmart
\$ 4,326.41	7 payments less than \$300

February 8, 2018

\$ 105,701.85	Human Service Fund
\$ 60.00	Agency Collections

February 9, 2018

\$ 321,274.58	General Revenue Fund
\$ 529,518.73	Public Works Fund
\$ 822.49	Law Library Fund
\$ 3,908.35	Solid Waste Fund
\$ 17,432.30	Jail Commissary Fund
\$ 2,319.00	Forfeited Land Sale
\$ 397,436.17	Sherco Regional Rail Authority
\$ 97,992.92	Justice Center Enterprise Fund

\$ 2,380,162.72 Prepaid Tax Collections  
\$ 507,012.86 Agency Collections

February 2, 2018

\$ 264,421.68 General Revenue Fund  
\$ 89,478.87 Public Works Fund  
\$ 22.67 County Ditch Fund  
\$ 30,836.96 Solid Waste Fund  
\$ 31,248.53 Jail Commissary Fund  
\$ 1,125.00 Forfeited Land Sale  
\$ 37,611.32 Justice Center Enterprise Fund  
\$ 31,657.19 Agency Collections  
\$ 43,470.24 Towns & Cities Collections

February 6, 2018

\$ 50,972.48 General Revenue Fund  
\$ 1,698.63 Public Works Fund  
\$ 7,967.91 Human Service Fund  
\$ 15.75 Solid Waste Fund  
\$ 310.44 Jail Commissary Fund  
\$ 1,929.34 Justice Center Enterprise Fund

January 31, 2018

\$ 5,436.12 General Revenue Fund  
\$ 3,476.50 Agency Collections

February 9, 2018

\$ 5,608.25 Agency Collections

February 2, 2018

\$ 1,809.75 Agency Collections

February 5, 2018

\$ 135.97 General Revenue Fund

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Lisa A. Fobbe, Chairperson

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Steve Taylor, Administrator

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Date