



Sherburne County Board of Commissioners March 13, 2018 - County Board Meeting Minutes

1. 4:30pm Call to Order

The Sherburne County Board of Commissioners met in regular session on March 13, 2018, at the Sherburne County Government Center in the City of Elk River, MN with all Commissioners present. Call to order by the Chair was at 4:30 p.m. followed by a moment of silence and the Pledge of Allegiance to the flag.

Schmiesing/Burandt unanimous to approve the Regular Board Meeting Agenda for March 13, 2018 as presented.

2. 4:31pm Consent Agenda

Dolan/Burandt unanimous to approve the Consent Agenda as follows:

1. Review and Approve Minutes: [February 20, 2018 - County Board Meeting](#)
Approved as presented.
2. Review and Approve Minutes: [February 20, 2018 - County Workshop Meeting](#)
Approved as presented.
3. [EDA Revolving Loan Fund](#) Administration
Authorized issuance of \$50,000 to the Sherburne County EDA to be utilized exclusively for the Revolving Loan Program.
4. [National Service Recognition Day](#) Administration
Approved proclaiming April 3rd, 2018 as National Service Recognition Day and encourage residents to recognize the positive impact of national service in our community.
5. [Reappoint Dangerous Dog Hearing Officer](#) Administration
Approved the reappointment of Keith Streff, Director of Investigations, Animal Humane Society, as the Dangerous Dog Hearing Officer for Sherburne County for a three-year term.
6. [Forfeited Land Sale Preparation](#) Auditor/Treasurer
Approved Resolution #031318-AD-1827 authorizing the Auditor's Office to prepare for a Tax Forfeited Land Sale to be held in 2018, to authorize County Board signatures on the classification certification of forfeited land, and to appoint the County Assessor to set minimum sale prices for properties.
7. [Transfer money to the YES \(Year-End Saving\) account](#) Auditor/Treasurer
Approved transfer of excess budget dollars, after the required and standard carryovers have been accounted for, in the amount of \$1,057,860 into the YES account. The YES account is assigned fund balance and is used to accumulate funds for future onetime capital purchases and/or significant budget

variances. The board has discretion over these funds and ultimately decides if and when the funds are spent.

8. [Working Capital Cash Flow](#) Auditor/Treasurer
Approved the Working Capital Cash Flow amount to be shown in the financial statements as Unassigned Fund Balance per Board approved resolution #121311-AD-1454. Based on our estimated calculation we are within the State Auditor's recommendation of working capital cash flow guidelines.
9. [Approve the 2017 carryovers and designations for the financial statements.](#) Auditor/Treasurer
Approved the list of deferred revenues and restricted amounts as required by law. To authorize standard carryovers and the carryovers requested by certain departments and funds to 2018 Budgets as Assigned Fund Balance; and approve the authorization to designate fund balance in Special Revenue, Debt Service and Capital Project funds according to Sherburne County's Fund Balance policy.
10. [Authorize payment to Sherburne Soil and Water District](#) Auditor/Treasurer
Authorized payment to Sherburne Soil and Water District for Grant Funds received for the 2018 MN NRBG-Water Plan Grant in the amount of \$8,094.00.
11. [Developmental Disabilities Awareness Month](#) HHS
Approved Proclamation of March 2018 as Developmental Disabilities Awareness Month.
12. [Registered Dietitian Nutritionist Month](#) HHS
Approved Proclamation of March 2018 as Registered Dietitian Nutritionist Month.
13. [Professional Social Work Month](#) HHS
Approved Proclamation of March 2018 as Professional Social Work Month in Sherburne County.
14. [Pohlad Family Foundation Summer Camp Grant](#) HHS
Accepted Pohlad Family Foundation Summer Camp Grant in the amount of \$7000.
15. [Family Group Decision Making Grant Award](#) HHS
Acceptance of the 2018 Family Group Decision Making Grant in the amount of \$31,899.
16. [Agreement for the Transportation of Children & Youth in Foster Care Placement](#) HHS
Approved agreement with ISD #726, Becker Schools, for the transportation of children and youth in foster care placement.
17. [Support Resolution for Corridors of Commerce - TH 169 thru Elk River](#) Public Works
Approved Resolution # 031318-AD-1828 for Corridors of Commerce-Elimination of the signals along TH 169 thru Elk River.

18. [Support Resolution for Corridors of Commerce - TH 10 and CSAH 11](#) Public Works
Approved Resolution #031318-AD-1829 for Corridors of Commerce Safety and Capacity Improvements for Signal on TH 10 and CSAH 11.
19. [Intent to Join the Metro Emergency Services Board \(MESB\)](#) Sheriff
Approved Resolution #031318-AD-1826 Sherburne County's intent to seek membership in to the Metro Emergency Services Board (MESB) as a JPA participant on the Radio, 911, and EMS Boards.
20. [02-28-18 HHS OBO Warrant](#) HHS
Accepted payment of HHS OBO Warrant paid February 28, 2018 in the amount of \$5,965.60.
21. [2-22-18 - HHS Commissioner Warrants](#) HHS
Accepted payment of HHS Commissioner Warrants paid February 22, 2018 in the amount of \$32,362.84.
22. [Manual and Commissioner Warrants](#) Auditor/Treasurer
Accepted payment of Commissioner Warrants as follows:
 - February 21, 2018 Manual Warrants-Capital Project in the amount of \$1,789,951.34.
 - March 3, 2018 Commissioner Warrants in the amount of \$689,431.74.
 - February 23, 2018 Commissioner Warrants in the amount of \$612,734.23.
 - February 16, 2018 Commissioner Warrants in the amount of \$282,729.99.
 - February 16, 2018 Manual Warrants in the amount of \$256,379.17.
 - February 14, 2018 Commissioner Warrants in the amount of \$7,261.87.
 - February 23, 2018 Manual Warrants in the amount of \$4,051.50.
 - February 28, 2018 Manual Warrants in the amount of \$3,553.45.
 - March 5, 2018 Manual Warrants in the amount of \$2,627.25.

3. **4:32pm Announcements**

- The AMC Leadership Summit is scheduled April 4-6, 2018 at Grand View Lodge in Nisswa. Commissioners are to let staff know if they want to be registered.

4. **4:33pm Open Forum** – There was no-one present for the Open Forum.

5. 4:35 pm **Present Life-Saving Awards**

Joel Brott: Sheriff

Sheriff Brott presented lifesaving awards to Correctional Officer Brad Bohn, Sergeant Chris Aleshire, and Deputy Dean Cichy for their quick thinking and actions that saved the lives of two people.

6. 4:40 pm **Proposal to increase Gopher Bounty for 2018 and Resolution**

Diane Arnold: Auditor/Treasurer

Provided information on the past payments to Townships for gopher bounties and reviewed budgeted amounts.

Burandt/Schmiesing unanimous to approve Resolution #031318-AD-1830 to increase the Gopher Bounty reimbursement from \$.75 to \$1.00 per gopher; reimbursing one half of the amount paid for gopher bounties to participating Sherburne County Towns and Cities not to exceed \$1.00 per gopher during calendar year 2018, according to MS 348.12.

7. 4:45 pm **Donald E. and Mary Prom Simple Plat "Prom Addition"**

Lynn Waytashek: Zoning

Schmiesing/Dolan unanimous to approve the Residential Preliminary and Final Simple Plat "Prom Addition" consisting of 1 lot with an existing residence Property address: 782 55th Ave SE, St. Cloud Legal Desc: Pt of NE1/4 (full legal on file) Sec 3, Twp 35, Rge 30 Haven Township 7 acres Agricultural District, as requested by Donald E. and Mary Prom, as recommended by the Planning Commission with the following conditions:

1. Existing access to County Road 62 may remain but a new access will not be approved to County Road 62.
2. If the applicants, their heirs or successors sell as separate parcels the lot or their west 40 acres, they must provide an ingress, egress and utility easement across the lot of at least 33 feet in width for access to the west 40 acres. The 33 foot width is to prevent anyone from asking the township to establish a cart way access to the west 40 acres.
3. The applicant must revoke Conditional Use Permit Number 3543 Doc # 239783 at the same time the plat is recorded.
4. The plat shall be recorded in the Office of the County Recorder/Register of Titles, subject to recording fees, within one year of County Board approval of final plat.
5. Place on the record an easement for utilities located to the east of the proposed lot and presently serves the proposed lot, and is codified with the execution of the plat and is recorded with the plat.

8. 4:50 pm **Big Lake Independent School District 727 Amend I.U.P. to eliminate the request to install curbing in the gravel parking lot and to allow the use of a portable public address system.**

Lynn Waytashek: Zoning

Reviewed the Planning Commission recommendation. The initial IUP came before the Board in April of 2017 and an IUP was granted with conditions. Applicant seeks to amend the condition for curbing (to remove the requirement) and to use a portable public address system. Commissioner Dolan said the public address system use is an issue for

the School District and neighbors and he would like to see them try to work this out. Staff noted that the applicant signed a 60 day waiver on Jan. 3, 2018, but the matter was placed back onto the agenda for consideration. Commissioner Petersen stated he objects to use of a public address system. County Attorney Heaney noted the amendment may only be decided on the record from the Planning Commission. Discussion was held regarding tabling the request and whether the item would go back to Planning Commission or County Board. County Attorney Heaney advised the item go back to Planning Commission so any additional information is made part of the record and surrounding landowners may be notified of the new public hearing. Superintendent Westerberg, representing the School District, agreed and signed the 60 day waiver allowing the school district to work with neighbors to try to resolve the issues of the public address system.

Motion by Commissioner Petersen to approve the request as recommended by the Planning Commission. There was no second; Motion failed.

Dolan/Schmiesing moved to table to a future Planning Commission meeting for an additional public hearing with notice based upon the signed 60 day waiver by the school district representative, the request to amend the IUP WP. # 56040 (Doc # 838676) for a Recreational Activity (Recreational Athletic Fields for Use by the Big Lake 727 School District) Legal Desc: NE1/4 of NE1/4 (full legal on file) Sec 20, Twp 33, Rge 27 40 acres Big Lake Township General Rural District.

9. 4:55 pm **Great River Regional Library Update**

Karen Pundsack, Executive Director, Jenny Cleveland, Library Services Coordinator, Big Lake and Robbie Schake, Library Services Coordinator, Elk River

Provided an update on the Great River Regional Library system. Information was given on number of borrowers, number of items checked out, and programming. No action taken.

5:18 pm The Chair declared a recess and reconvened the meeting at 5:23 p.m.

10. 5:23 pm **Joint Powers Agreement with the Townships of Baldwin, Becker, Clear Lake, and Livonia**

Andrew Witter: Public Works

Dolan/Burandt unanimous to approve a Joint Powers Agreement between Sherburne County and the following Townships for contract administration for road improvements:

Baldwin Township 136th Street from CSAH 9 to CR 42

Becker Township 185th Avenue from CR 73 to 109th Street

Clear Lake Township 97th Street from US Highway 10 to CR 53.

Livonia Township 112th Street from CSAH 19 to CSAH 4

11. 5:25 pm **Resolution for MnDOT Agency Agreement - CSAH 24 Multiuse Trail**

Andrew Witter: Public Works

Petersen/Dolan unanimous to approve Resolution # 031318-AD-1832 for Agency Agreement between Sherburne County and MnDOT, which allows MnDOT to act as the County's agent in accepting federal aid in connection with MnDOT Agreement No. 1030568.

12. 5:30 pm **Approve Platting Right of Way for County Road 38**

Andrew Witter: Public Works

Schmiesing/Petersen unanimous to approve the platting of the public right of way for County Road 38, Sherburne County Highway Right of Way Plat No. 82.

13. 5:33 pm Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

(February 20, 2018 – March 12, 2018)

Commissioner Burandt: Healthy MN Meeting, Statewide Community Health Services meeting, AMC Legislative Conference, Transportation meeting in Zimmerman.

Commissioner Schmiesing: AMC Legislative Conference, MN Counties Intergovernmental Trust Conference, MN Counties Intergovernmental Trust Board of Directors meeting.

Commissioner Petersen: Options Board, Economic Development Authority

Commissioner Dolan: Highway 25 Corridor Coalition, National Association of Counties Legislative Conference, and will attend the Transportation Open House scheduled in Becker on March 15th.

Commissioner Fobbe: Great River Regional Library Board, Substance Use Prevention Coalition, visited Sherburne County libraries in the Great River Regional system, Association of MN Counties Legislative Conference, and National Association of Counties Legislative Conference.

Commissioner Fobbe expressed the importance of the County Commissioners meeting with our local and State Legislators and having a presence at meetings/conferences.

14. 5:38 pm The Chair adjourned the Regular Meeting.

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

February 28, 2018:

\$ 1,059.88	OBO 4Imprint
\$ 450.15	OBO Amazon
\$ 450.00	OBO Global Online Learning
\$ 986.03	OBO Holiday Station Store
\$ 1,189.90	OBO Innovative
\$ 592.00	OBO Neopost
\$ 1,237.64	9 payments less than \$300

February 22, 2018

\$ 18,062.03	Human Service Fund
\$ 14,300.81	Agency Collections

February 21, 2018

\$1,789,951.34	Capital Proj 2008-Government
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March 3, 2018

\$ 198,039.18	General Revenue Fund
\$ 360,620.26	Public Works Fund

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\$	13,465.00	County Ditch Fund
\$	828.30	Law Library Fund
\$	8,727.02	Solid Waste Fund
\$	29,088.32	Jail Commissary Fund
\$	42,811.49	Justice Center Enterprise Fund
\$	35,852.17	Agency Collections

February 23, 2018

\$	48,742.95	General Revenue Fund
\$	4,665.35	Public Works Fund
\$	221.76	Human Service Fund
\$	5,203.25	Law Library Fund
\$	2,191.00	Solid Waste Fund
\$	53,033.65	Jail Commissary Fund
\$	2,000.00	Forfeited Land Sale
\$	342,058.96	Sherco Regional Rail Authority
\$	3,240.00	Capital Proj-Building, Land Ac
\$	33,520.00	Capital Proj 2008-Government
\$	111,836.46	Justice Center Enterprise Fund
\$	6,030.85	Agency Collections

February 16, 2018

\$	77,216.38	General Revenue Fund
\$	54,026.07	Public Works Fund
\$	2,820.19	Solid Waste Fund
\$	33,038.34	Jail Commissary Fund
\$	8,909.00	Sherco Regional Rail Authority
\$	25,529.65	Justice Center Enterprise Fund
\$	81,190.36	Agency Collections

February 16, 2018

\$	256,379.17	Agency Collections
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February 14, 2018

\$	105.87	General Revenue Fund
\$	7,156.00	Taxes & Penalties Fund

February 23, 2018

	4,051.50	Agency Collections
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February 28, 2018

\$	562.70	General Revenue Fund
\$	2,991.75	Agency Collections

March 5, 2018

\$	2,627.25	Agency Collections
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Lisa A. Fobbe, Chairperson

Steve Taylor, Administrator

Date

Date