



# Sherburne County Board of Commissioners

## April 17, 2018 - County Board Meeting Minutes

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

The Sherburne County Board of Commissioners met in regular session on April 17, 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 9:00 a.m. followed by a moment of silence and the Pledge of Allegiance to the Flag.

Schmiesing/Petersen unanimous to approve the Regular Board Meeting Agenda for April 17, 2018 as presented.

### 2. 9:01am Consent Agenda

Petersen/Dolan unanimous to approve the Consent Agenda with the exception of #5 (which will be moved to item #2a) as follows:

1. Review and Approve Minutes: [April 3, 2018 - County Board Meeting](#)  
Approved as presented.
2. [Sale of Outlot A Big Oaks Estates](#) Administration  
Approved the sale of Outlot A Big Oaks Estates (PID 054410010) to Timothy J. Phillips for the sum of \$27,300 with the County paying up to \$500 in closing costs. The conveyance shall be subject to the reservation of mineral rights to the State of Minnesota and all encumbrances of record. Further, this motion shall authorize the County Board Chair to sign the warranty deed and authorize the Assistant County Administrator to represent the County at closing.
3. [Dress Down for Leukemia and Lymphoma Society](#) Administration  
Authorized Sherburne County employees to participate in the 28th annual "Dress Down for Leukemia and Lymphoma" allowing employees to "dress down" during work hours on Thursday May 3, 2018, according to the guidelines of the program and with Supervisor approval.
4. [Initiative Foundation Grant Acceptance](#) Administration  
Approved the receipt of a \$4,000 grant from the Initiative Foundation to fund the "Strategies for Attracting and Retaining Skilled Employees" initiative.
5. See item #2a. Administration
6. [Approval to Extend Job Offer for Human Resources Generalist](#) Administration  
Approved to Extend job offer for a Human Resources Generalist at annual salary of \$55,744 contingent on successful background check.
7. [Accept the March 2018 Auditor/Treasurer Report.](#) Auditor/Treasurer  
Accepted the March 2018 Auditor/Treasurer's report as presented.

8. [HHS Donations 1st Quarter 2018](#) HHS  
Accepted 1st Quarter 2018 Donations as listed and on file in the HHS Department.
9. [Foster Care Donations](#) HHS  
Accepted 2017 Foster Care donations as listed and on file in the HHS Department.
10. [Agreements for the Transportation of Children and Youth in Foster Care Placement](#) HHS  
Approved agreements with Princeton, Big Lake and Elk River school districts. Agreements on file in the HHS Department.
11. [Joshua's Journey, LLC](#) HHS  
Approved local certification of Joshua's Journey, LLC as an Adult Rehabilitative Mental Health Services (ARMHS) provider.
12. [Unpaid Personal Leave of Absence](#) Public Works  
Approved an unpaid leave of absence for a Public Works employee, through June 30, 2018, contingent upon additional medical information.
13. [Approve out-of-state travel for two Jail employees to attend the 2018 MGIA Conference](#) Sheriff  
Approved out-of-state travel for two Jail employees to attend the Midwest Gang Investigators Association (MGIA) National Conference in South Bend, Indiana, from May 7-10, 2018. The cost is a \$301.00 registration fee per attendee, plus the necessary travel expenses. The funds have been accounted for in the 2018 budget.
14. [Approve out-of-state travel for two Jail employees to attend the 2018 NGCRC International Gang Specialist Training Conference](#) Sheriff  
Approved out-of-state travel for two Jail employees to attend the National Gang Crime Research Center (NGCRC) International Gang Specialist Training Conference in Chicago, Illinois, from August 6-8, 2018. The registration fee is \$840 per attendee, plus necessary travel expenses. This training has been accounted for in the 2018 budget.
15. [Approve out-of-state travel for a Sheriff's Office employee to attend the Labor Law and Labor Arbitration Conference for Law Enforcement](#) Sheriff  
Approved out-of-state travel for a Sheriff's Office employee to attend the "Labor Law and Labor Arbitration Conference for Law Enforcement" in Philadelphia, PA, from June 6-7, 2018. The cost of the training is \$625.00 plus necessary travel expenses.
16. [Aron L. Peterson - Simple Registered Land Survey](#) Zoning  
Approved and authorized signature of Simple Registered Land Survey Sec 15, Twp 35, Rge 29 Palmer Township 10 acres 1 Lot Property address: 2899 105th Ave SE, St. Cloud, MN 56304.
17. [HHS Warrants 4-5-18](#) HHS  
Accepted payment of April 5, 2018 HHS Warrant in the amount of \$53,273.85.

18. [04-02-18 HHS OBO Warrant](#) HHS  
Accepted payment of April 2, 2018 HHS OBO Warrant in the amount of \$2,711.59.
19. [Manuals, OBO P-card, & Commissioner Warrants](#) Auditor/Treasurer  
Accepted payment of Commissioner Warrants as follows:
- March 30, 2018 Warrants in the amount of \$827,608.79
  - April 6, 2018 Warrants in the amount of \$761,938.27
  - April 9, 2018 OBO P-card Manual Warrant in the amount of \$127,406.55
  - March 26, 2018 Warrants in the amount of \$22,901.50
  - March 30, 2018 Manual Warrants in the amount of \$6,467.75
  - April 6, 2018 Manual Warrants in the amount of \$5,922.75

- 2a. Commissioner Dolan recused himself.  
[Public Hearing for GATR Truck Center](#)  
Schmiesing/Burandt unanimous to approve to set a Public Hearing for June 12, 2018 at 4:30 p.m. or soon thereafter, to take public comment on a proposed amendment to the GATR Truck Center Tax Abatement and Business Subsidy Agreement.  
Commissioner Dolan returned to the dais.
3. **9:03 am Announcements** – There were no announcements.
4. **9:05 am [Public Hearing for Annual Municipal Separate Storm Sewer System \(MS4\)](#)**  
*Andrew Witter: Public Works*  
The Chair opened a Public Hearing for the Annual Municipal Separate Storm Sewer System (MS4), Storm Water Pollution Prevention Program, at 9:05 a.m. to obtain public input, address any questions, issues, concerns, items. There was no-one present to comment, and no written comments were received. The Chair closed the Public Hearing at 9:06 a.m. No action taken.
5. **9:07 am [Authorization to Advertise and Schedule a Public Hearing for Park Ordinance Revisions](#)**  
*Andrew J. Witter, P.E.: Public Works*  
Dolan/Burandt unanimous to authorize to advertise and schedule a Public Hearing for Park Ordinance Revisions on June 12, 2018.
6. **9:10 am [Resolution Accepting Donation of Lands](#)**  
*Andrew J. Witter, P.E.: Public Works*  
Petersen/Schmiesing unanimous to adopt resolution #041718-AD-1843 accepting the donation of lands pursuant to Minnesota Statute 375.18; PID No. 15-407-0030 Tract C Registered Land Survey No. 8.
7. **9:13 am [Approve Right of Way Plat for CSAH 16](#)**  
*Andrew J. Witter, P.E.: Public Works*  
Schmiesing/Dolan unanimous to approve Resolution #041718-AD-1844 the platting of the public right of way for County State Aid Highway 16, Sherburne County Right of Way Plat No. 83, an acquisition plat.
8. **9:15 am [Resolution to adopt and implement the Comprehensive Local Water Management Plan](#)**  
*Francine Larson, District Manager; Dan Cibulka, Water Resource Specialist: Administration*  
Burandt/Dolan unanimous to approve Resolution #041718-AD-1845 to adopt and implement the Sherburne County Comprehensive Local Water Management Plan.
9. **9:17 am The Chair recessed the Regular Meeting and Opened the Ditch Authority Meeting.**

Dolan/Burandt to approve the Ditch Authority Agenda with the following addition:

- Request for public meeting on May 1<sup>st</sup> to review the process for redetermination of Benefits for Ditch #32.

**DA- 1. [Payback to the General Fund for advances made earlier to cover overdrawn County Ditch Accounts.](#)**

*Diane Arnold: Auditor/Treasurer*

Petersen/Dolan unanimous to approve partial repayment from the Ditch Fund to the General Fund in the amount of \$8,098.10 as listed, for earlier advances to cover overdrawn Ditch Accounts.

**DA-2.** Diane Arnold provided information concerning the process for redetermination of Benefits for Ditch #32. A copy of the notification to go in the legal newspaper was handed out.

Petersen/Dolan unanimous to hold a Public Hearing on May 1, 2018 on the redetermination of benefits for Ditch #32, and to approve advertisement of said hearing in the legal newspaper and to send notice to affected property owners.

The next Ditch Authority Meeting is scheduled on June 26, 2018.

**DA- 3. [Ditch Authority Meeting](#)**

*Diane Arnold/Mike Lindenau: Auditor/Treasurer*

Mike Lindenau, Ditch and Drainage Technician, provided an update on Branch 4 of County Ditch #30, and County Ditch #34. No action taken.

**9:34 am The Chair adjourned the Ditch Authority Meeting, and reconvened the Regular Meeting.**

**10. 9:34 am [Great River Energy](#)**

*Dave Lucas, Solid Waste Administrator: Zoning*

Tim Steinbeck, Matt Herman, and Therese LaCanne of Great River Energy provided a financial overview of GRE's resource recovery operations in Elk River. The Elk River project has consistently lost money over the last several years. The GRE Board of Directors plans to discuss the future of the Elk River project at its July strategy meeting. They are providing updates to their stakeholders, including counties, the Minnesota Pollution Control Agency and others in the waste industry. The project's capacity of 320,000 tons of MSW per year. In 2016 and 2017, the project received about 80 percent of its capacity. Low prices in the energy market have made it consistently uneconomic to operate the Elk River project even if it were at full capacity. Further updates and discussion will be held. No action taken.

**11. 9:55 am [CEDS Joint Powers Agreement](#)**

*Kathy Heaney/Dan Weber: Administration*

Provided an overview of the Central Minnesota Economic Development 7W District.

Dolan/Schmiesing unanimous to approve the Joint Powers Agreement among Benton, Sherburne, Stearns, and Wright Counties for the Central Minnesota Economic Development District (7W).

Schmiesing/Burandt unanimous to appoint Commissioner Dolan and Commissioner Fobbe as representatives to the new Joint Powers Board.

**12. 10:00 am [2019 Budget Planning Prep](#)**

*Steve Taylor/Dan Weber: Administration*

Provided a Review of the 2019 budget schedule and recent economic trends in Sherburne County.  
No action taken.

13. 10:18 am **The Chair declared a recess.**

14. 10:28 am **The Chair reconvened the Regular Meeting, and opened the Community Health Board Meeting.**

10:46 am **The Chair adjourned the Community Health Board Meeting and reconvened the Regular Meeting.**

15. 10:50 am **Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items.**

*(April 3, 2018 – April 16, 2018)*

Commissioner Petersen: Minnesota Inter-County Association, ATP 3 Transportation Meeting in Baxter. Will attend a Solid Waste meeting on April 18<sup>th</sup> and has Planning Commission on April 19<sup>th</sup>.

Commissioner Dolan: Fair Board, MAGIC Fund Trustee meeting, NACO Community Economic Dev. Policy Committee Meeting, attended the Becker Homeless Summit, APO Executive Committee, and City of Elk River Economic Development Meeting.

Commissioner Burandt: Central MN Council on Aging, GRE meetings, Elk River Watershed, and City of Elk River Meeting at the Activity Center.

Commissioner Schmiesing: Minnesota Inter-County Association, GRE Meetings, and MN Counties Intergovernmental Trust.

Commissioner Fobbe: GRE meetings, Association of MN Counties Leadership Summit, and will attend the Association of Townships Meeting on 4/18.

16. 10:53 am **The Chair adjourned the Regular Meeting**

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

April 5, 2018

\$ 53,273.85 Human Service Fund

April 4, 2018

\$ 327.44 OBO Enterprise Rent-A-Car

\$ 720.06 OBO Innovative

\$ 307.25 OBO Target

\$ 371.93 OBO Walmart

\$ 2,711.59 9 payments less than \$300

March 30, 2018

\$ 154,663.94 General Revenue Fund

\$ 25,010.31 Public Works Fund

\$ 1,069.40 Solid Waste Fund

\$ 49,126.30 Jail commissary Fund

\$ 26,680.75 Justice Center Enterprise Fund

\$ 569,798.09 Agency Collections

\$ 1,260.00 Taxes & Penalties Fund

April 6, 2018

\$ 663,047.12	General Revenue Fund
\$ 3,816.73	Public Works Fund
\$ 651.41	Law Library Fund
\$ 172.33	Solid Waste Fund
\$ 16,660.45	Jail Commissary Fund
\$ 7,926.36	Capital Proj 2008 – Government
\$ 69,645.87	Justice Center Enterprise Fund
\$ 18.00	Taxes & Penalties Fund

April 9, 2018

\$ 115,935.16	General Revenue Fund
\$ 3,297.16	Public Works Fund
\$ 44.46	Solid Waste Fund
\$ 5,887.36	Jail Commissary Fund
\$ 849.64	Capital Proj 2008-Government
\$ 1,392.77	Justice Center Enterprise Fund

March 26, 2018

\$ 921.50	General Revenue Fund
\$ 22,980.00	Taxes & Penalties Fund

March 30, 2018

\$ 100.00	General Revenue Fund
\$ 6,367.75	Agency Collections

April 6, 2018

\$ 5,922.75	Agency Collections
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Lisa A. Fobbe, Chairperson

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Steve Taylor, Administrator

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Date

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Date