



Sherburne County Board of Commissioners

April 23, 2019 - County Board Meeting Minutes

1. 9:00 am Call to Order

The Sherburne County Board of Commissioners convened in regular session on April 23, 2019, at the Sherburne County Government Center in the City of Elk River, MN. Call to order by the Chair Dolan was at 9:00am. Felix Schmiesing/Barbara Burandt unanimous to approve the agenda as presented.

2. 9:01 am Consent Agenda

Fobbe/Danielowski unanimous to approve agenda as presented.

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|---|---|----------------|
| 1 | Approved County Board Meeting Minutes: April 9, 2019 | Administration |
| 2 | Approved Workshop Minutes: April 9, 2019 | Administration |
| 3 | US Census Resolution of Support
<i>Dan Weber/Diane Arnold</i>
Approved resolution 042319-AD-1896 supporting the efforts to partner with the U.S. Census Bureau and the State of Minnesota. | Administration |
| 4 | Dress Down for Leukemia and Lymphoma Society

Authorized Sherburne County Employees to participate in the 29th annual "Dress Down for Leukemia and Lymphoma" allowing employees to "dress down" during work hours on Thursday May 16th, 2019 according to the guidelines of the program and with Supervisor approval. Also, with their donation, employees can vote to have our County Administrator dress as an ape or get a pie(s) thrown in his face, if a minimum of \$500 is raised. | Administration |
| 5 | Transfer of Vehicle Titles from Sherburne County to Soil & Water Conservation.
<i>Dan Weber, Assistant County Administrator</i>
Approved the transfer of vehicle titles for MN License 931-858, a 2005 Dodge Durango, VIN 1D4HB48N05F564758 and MN License 928-664, a 2006 Ford F150, VIN 1FTRX14W66FA19231, from Sherburne County to the Soil & Water Conservation Department. | Administration |
| 6 | Airfare reimbursement for Commissioner Danielowski

Approved reimbursement of \$313.60 for Commissioner Danielowski for airfare to Las Vegas for the NACo Annual Conference. | Administration |
| 7 | Application for Victim Services Grant
<i>Kathleen Heaney, County Attorney</i>
Approved the submittal of an application for a \$83,200 grant for year two of two with the Minnesota Department of Public Safety for the provision of the mandated victim services with the grant cycle beginning on October 2019. | Attorney |

- 8** Road Easement for 117th St. SE Becker Township Attorney
Kathleen Heaney, County Attorney
Approved the grant on an easement to Becker Township for a 66-foot-wide right of way for the existing 117th Street SE that lies on PID No. 05-127-4305 on the conditions precedent that the Township recognizes the County's right of way on County Highway 51 as being 33 feet from center line and that the old alignment of 117th Street SE is vacated. This approval will also allow the County Board chair to sign the easement once approved by Public Works. With the vacation of the old road bed, the County Attorney would be authorized to accept service and the County waives any damages because of the vacation.
- 9** Monthly Auditor-Treasurer report for March 2019 for County Board Auditor / Treasurer Review.
Diane Arnold, County Auditor/Treasurer
Accepted the monthly Auditor-Treasurer report for March 2019.
- 10** Manual & Commissioner Warrants Auditor / Treasurer
Accepted Payment of Manual & Commissioner Warrants as follows:
April 3, 2019 Commissioner Warrants \$60.00
April 5, 2019 Commissioner Warrants \$1,089,968.16
April 5, 2019 Manual Warrants \$6,984.00
April 10, 2018 Manual Warrants - BMO Pcard \$132,466.15
April 12, 2019 Commissioner Warrants \$281,793.14
April 15, 2019 Manual Warrants \$6,025.00
- 11** Blue Cross Blue Shield money Health & Human Services
Accepted \$1400 donation from Blue Cross Blue Shield (BCBS) for the Family Home Visiting Program.
- 12** Award of income-eligible car seats from the Department of Public Health & Human Services Safety.
Accepted 20 income-eligible car seats from the Department of Public Safety.
- 13** First Quarter Donations 2019 Health & Human Services
MaryJo Cobb, Health & Human Services Department Head
Accepted first quarter 2019 donations to HHS in the amount of \$2,645.18.
- 14** TANF (Temporary Assistance to Needy Families) award for the period of Health & Human Services 7/1/2019 - 6/30/23
Accepted TANF (Temporary Assistance to Needy Families) award for the period of 7/1/2019 - 6/30/23 in the amount of \$61,212.
- 15** Purchase of land surveying equipment Public Works
Andrew Witter, Public Works Department Head
Approved \$60,000 to purchase two S7 Trimble Robotic Total Stations.
- 16** Low Bidder for CSAH 6 Surface Improvements Public Works
Andrew Witter, Public Works Department Head

Approved the low bid of \$1,465,766.20 by Knife River Corporation for the surface improvements: CP 071-606-017 - CSAH 6 from CSAH 16 to CSAH 3 Clear Lake Township - 108th Avenue from 127th St. to CSAH 8 the scope of the project is contingent upon approval from Clear Lake Township for their portion of the project.

- 17** Final Payment for 2018 Overlays Public Works

Andrew Witter, Public Works Department Head

Approved final contract payment for the 2018 Overlays authorizing Knife River Corporation in the amount of \$83,959.65.

CP 071-642-017, CR 42 from CSAH 9 North CSAH 1
CP 071-655-017, CR 55 from Moorhouse Ave to Hwy 10
CP 071-656-017, CR 56 from Hwy 10 to CR 53 & CR 54
CP 071-658-017, CR 58 from CSAH 8 to Church St
TWP 01-2018-01, Baldwin Township 136th Street
TWP 05-2018-01, Becker Township - 185th Avenue
TWP 20-2018-01, Clear Lake Township - 97th Street
TWP 30-2018-01, Livonia Township - 112th Street

- 18** County Wide Curve Warning Evaluation Public Works

Andrew Witter, Public Works Department Head

Approved contract with WSB for a county wide curve warning evaluation on the county highway system. Cost not to exceed \$21,600. Agreement shall commence on the April 23rd, 2019 and, unless earlier terminated pursuant to this Agreement, shall terminate on the date that all obligations have been fulfilled and all deliverables have been approved by the County. County Attorney's Office and WSB have reviewed and approved the agreement.

- 19** Low Bidder for the 2019 CSAH 19 Reclaim/Overlay Public Works

Andrew Witter, Public Works Department Head

Approved the low bid of \$884,019.16 by Minnesota Paving & Materials for the 2019 Reclaim and Overlay on CSAH 19 from Hwy 169 to 104th Street. Project No. SP 71-619-012

- 20** CSAH 4 Speed Zone Study Request Public Works

Andrew Witter, Public Works Department Head

Approved to request MnDOT to complete a speed zone study for County State Aid Highway (CSAH) 4, from County Road (CR) 46 to (CR) 45 in Zimmerman.

- 21** Salary for New Sheriff's Office IS Manager Position Sheriff

Approved the hiring salary of the new Sheriff's Office IS Manager position at the maximum rate for Grade 17, \$104,890.00.

- 22** 2018 State of MN Federal Boating Safety Supplemental Equipment Grant Sheriff for the Sheriff's Office

Approved the 2018 State of MN Federal Boating Safety Supplemental Equipment Grant for the Sheriff's Office in the amount of \$3,680.00.

- 23** Out-of-state travel for a Sheriff's Office/Jail employee Sheriff

Approved out-of-state travel for a Sheriff's Office/Jail employee to attend a ProPhoenix meeting in Philadelphia, PA, from May 21-23, 2019. Total budget expense of \$815.00.

24 Correctional Officers Week Proclamation Sheriff

Approved a proclamation designating the week of May 5--11 as Correctional Officers Week in Sherburne County.

3. 9:02 am **Announcements**

Assistant County Administrator Dan Weber presented County Administrator Steve Taylor, with the Raging Bull Award for all his hard work and dedication to the remodeling project of the Government Center.

4. 9:04 am **Regular Agenda**

9:04 am 1 Farm Friends Lease Agreement Administration

Dan Weber, Assistant County Administrator, & Jean Johnson, Greg Pruszinske

Jean Johnson provided a summary of what has been going on with project from the start to present time. Becker City Administrator Greg Pruszinske also spoke in support of the project. Schmiesing/Danielowski unanimous to approve ten-year lease agreement with the Farm Friends Barn as amended with the language indicating conservation easement exists on the property and that the property cannot be subdivided. The agreement is to commence on May 1, 2019.

5. 9:15 am **Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

Fobbe: MICA, Met with the Mayor of Zimmerman and Representatives at the Capital, Board of Soil and Water, Soil and Water Local Work Group, Elk River Watershed, Great River Regional Library, SUP meeting, Sherburne County Community Partners meeting, Quarterly Township Association meeting, Elk River School District Leadership meeting, Tri-Cap, Livonia Township Meeting

Burandt: Metropolitan Emergency Services meeting, Soil and Water Local Work Group, Extension meeting, Sherburne County Community Partners meeting, Quarterly Township Association meeting, Elk River School District Leadership meeting, Adult Protection meeting,

Dolan: Technology Committee meeting, Sherburne Community Partners meeting, Magic Fund meeting.

Schmiesing: MICA, Benton County C.O.W. meeting, Extension Community meeting, Midwest Regional Crime Lab meeting, Sherburne County Community Partners meeting, Quarterly Township Association meeting

Danielowski: Sherburne County Community Partners meeting, Quarterly Township Association meeting, Elk River School District Leadership meeting, Options meeting, Expansion Event for Lupulin Brewery

6. 9:20 am **Close Regular Meeting, Open Ditch Authority Meeting**

Motion to Approve Ditch Authority Agenda Auditor / Treasurer

Diane Arnold, County Auditor/Treasurer

Felix Schmiesing/Lisa Fobbe unanimous to approve the Ditch Authority Agenda as

presented.

Ditch Drainage Technician’s Report
Mike Lindenau, Public Works

Auditor / Treasurer

Mike Lindenau presented a ditch drainage report for the months of February and March.

Motion to approve Summary of Ditch 1 Outlet Agreement
Diane Arnold, County Auditor/Treasurer

Auditor / Treasurer

Lisa Fobbe/ Raeanne Danielowski unanimous to approve Summary of Ditch 1 Outlet Agreement.

Payback to the General Fund from Ditch Fund
Diane Arnold, County Auditor/Treasurer

Auditor / Treasurer

Barbara Burandt/Felix Schmiesing unanimous to approve the partial repayment from the Ditch Fund to the General Fund in the amount of \$2,040.76 as listed, for earlier advances to cover overdrawn Ditch Accounts.

Low Bids from Scott's Excavating for Maintenance County Ditch #16
 and #19

Public Works

Andrew Witter, Public Works Department Head

Felix Schmiesing/Lisa Fobbe unanimous to approve the low bids as reviewed and approved by the County Attorney's Office and Public Works.

7. 9:32 am Adjourn Ditch Authority

Moved Workshop agenda item 1 to agenda item 2 and workshop agenda item 2 to agenda item 1.

8. 9:32 am Open Workshop Meeting

9. 10:15 am Recess Workshop Meeting

10. 10:55am Reconvene Workshop Meeting

4 St. Cloud Regional Airport Air Transport Optimization Planning Study
Steve Baldwin, Brian Myres

Administration

Steve Baldwin and Brian Myres, a representative from the Greater St. Cloud Development Corporation, discussed the final study results and recommendations from the St. Cloud Regional Airport Air Transport Optimization study. The purpose of the study was to develop strategic initiatives to help optimize the use, growth and development of the St. Cloud Regional Airport.

9. 12:16 pm Adjourn Workshop Meeting

Commissioner Warrants

04/03/19	60.00	General Revenue Fund
	60.00	Total

Commissioner Warrants

04/05/19	675,429.69	General Revenue Fund
	38,289.55	Public Works Fund

928.50	Law Library Fund
729.63	Solid Waste Fund
62,875.45	Jail Commissary Fund
257,464.08	Capital Proj 2008-Government
24,805.77	Justice Center Enterprise Fund Agency
29,445.49	Collections
1,089,968.16	Total

Manual Warrants

04/05/19	6,984.00	Agency Collections
	6,984.00	Total

Manual Warrants – OBO Pcard



04/10/19	123,339.60	General Revenue Fund
	7,643.09	Public Works Fund
	99.92	Human Service Fund
	72.25	Solid Waste Fund
	236.49	Jail Commissary Fund Justice Center
	1,074.80	Enterprise Fund
	132,466.15	Total

Commissioner Warrants

04/12/19	117,076.70	General Revenue Fund
	102,470.81	Public Works Fund
	171.36 21	Human Service Fund
	6,455.74	Solid Waste Fund
	9,146.44	Jail Commissary Fund
	1,191.58	Capital Proj 2008-Government
	6,029.06	Justice Center Enterprise Fund Agency
	39,251.45	Collections
	281,793.14	Total

Manual Warrants

04/15/19	6,025.00	Agency Collections
	6,025.00	Total

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 Tim Dolan, Chairperson
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 Date

5/8/2019
 Steve Taylor, Administrator
 5/8/2019
 Date