



Sherburne County Board of Commissioners June 26, 2018 - County Board Meeting Minutes

1. 9:00am Call to Order

The Sherburne County Board of Commissioners met in regular session on June 26, 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 9:00am followed by a moment of silence and the Pledge of Allegiance to the Flag.

2. 9:01am Consent Agenda

1. Review and Approve Minutes: June 12, 2018 - County Board Meeting
Approved as presented.
2. Review and Approve Minutes: June 12, 2018 – County Board Workshop
Approved as presented.
3. Sale of County Owned Becker Commercial Lot Administration
Approved the sale of Lot 7 & 8, Block 3 of the Evergreen Park Addition (PID 604070355) to the City of Becker for the sum of \$99,000 with the County paying one half of the closing costs and cost for title insurance. The conveyance shall be by warranty deed 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 purchase agreement and the warranty deed and authorize the Assistant County Administrator to represent the County at closing. It should be noted that the County may repurchase the land for the exact same price within one year if the lands are not placed back on the tax rolls. The purchase agreement is subject to County Attorney approval.
4. Accept the May 2018 Monthly Auditor-Treasurer report Auditor/Treasurer
Accepted the May 2018 Monthly Auditor-Treasurer report.
5. Revise Resolution 031505-AD990 update amounts on payment of claims. Auditor/Treasurer
Approved Revision of Resolution #031505AD990 to #06262018AD1849 for Payment of Claims to reflect the revised amounts that the Department Heads and County Administrator can approve as reflected in the Financial Policy Manual.
6. Approval of the Minutes from the County Board of Appeal and Equalization meeting held June 12, 2018. Auditor/Treasurer
Approved the Minutes and completed County Board members signature on the last page from the County Board of Appeal and Equalization meeting held June 12, 2018. Original will be filed in the Auditor/Treasurer's office and a copy provided to the County Assessor for their records.
7. Requesting Authorization to sign the State of Minnesota Joint Powers Agreements in event of a Recount. Auditor/Treasurer

Approved the County Auditor-Treasurer to sign the Joint Powers agreements with the State of Minnesota for Sherburne County to be reimbursed .04 cents per ballot in the event there would be a need for a recount in the 2018 Primary and General Election. Actual lined agreements will be sent end of June 2018 for signature.

8. Manual-Commissioner-OBO Pcard-Capital Project Warrants Auditor/Treasurer

Accepted payment of Commissioner Warrants as follows:

June 8, 2018 Manual Warrants- school district settlement P1 - \$13,073,808.27

June 12, 2018 Manual Warrants – Capital Project - \$1,126,177.00

June 8, 2018 Commissioner Warrants - \$1,119,168.69

June 15, 2018 Commissioner Warrants - \$743,383.33

June 7, 2018 Manual Warrants OBO Pcard - \$43,874.67

June 15, 2018 Manual Warrants - \$6,427.25

9. HHS Warrants 6-7-18 HHS

Accepted payment of:

June 6, 2018 HHS Warrant - \$69,235.88

10. Approve Low Bidder for 2018 HSIP Project Public Works

Approved low bidder, AAA Striping Service Co. for the 2018 HSIP Project No.

SP 71070033 - 6" Edgeline Striping on various county roads

SP 71070037 – Chevron Sign Enhancements on CSAH 43 from Hwy 10 to CSAH 15

SP 71070038 – Railroad Pavement Marking Enhancements at various RR crossings

11. Approve Low Bidder for 2018 Pavement Marking Project Public Works

Approved low bidder, AAA Striping Service Co. for the 2018 Pavement Marking Project No. CP 71PM018.

12. County Transfer of Excess Municipal Funds to Regular Funds Public Works

Approved transfer of \$191,518 from County State Aid Municipal Construction into County State Aid Regular Construction as per Resolution.

Dolan/Burandt unanimous to approve the consent agenda.

Schmiesing/Dolan unanimous approved the addition of 14a. to the regular agenda.

3. 9:03am **Announcements**

No announcements shared.

4. 9:05am **January - June 2018 Employee Anniversary Recognition**

Dan Weber: Administration

Reviewed employee anniversaries and presented longevity awards to County employees for their dedication and hard work to Sherburne County.

5. 9:23am **Recess Regular Meeting, Open Ditch Authority Meeting**

DA- 1. **Ditch Authority Meeting**

Diane Arnold: Auditor/Treasurer

Current updates were shared. Next meeting will be August 21, 2018.

DA- 2. **Appoint Viewers for Ditch #32 Redetermination of Benefits**

Diane Arnold: Auditor/Treasurer

Schmiesing/Dolan unanimous to approve Amended Findings and Order Appointing Viewers.

9:31am Adjourn Ditch Authority Meeting

6. 9:32am Open Community Health Board Meeting

9:45am Adjourn Community Health Board Meeting, Reconvene Regular Meeting

7. Central MN Jobs & Training Update

Barb Chaffee, CEO: Administration

Dolan/Burandt unanimous to accept the Central MN Jobs and Training Report.

8. Soil & Water Conservation District Update

Daniel Cibulka & Francine Larson SWCD: Administration

The Rum River Watershed One Watershed, One Plan project proposal were reviewed and annual highlights were presented.

9. 10:14am Break, Reconvene and Open Regular Meeting

10. Approve the Financial Policy Manual and update to the Personnel Policy Manual.

Heather Lemieux: Auditor/Treasurer

Schmiesing/Dolan unanimous to approve the Financial Policy Manual which requires an update to the Personnel Policy Manual and Wireless Communication Policy.

11. Review of the 2017 audit and request authorization to publish the financial statements.

Chris Knopik, CLA & Heather Lemieux: Auditor/Treasurer

Dolan/Burandt unanimous to approve the 2017 audit and authorization to publish the 2017 Summary Financial Statements and Vendor List.

12. Mental Health Residential Services Update

Jodi Heurung: HHS

Information was presented regarding the status of mental health residential placement for adults and children.

13. Contract with Main Street Family Services

Jodi Heurung: HHS

Burandt/Schmiesing unanimous to approve an increase to the Main Street Family Services 2018 contract from \$125,000 to \$225,000.

14. David M. and Carla Mertz - Text Amendment to the Zoning Ordinance

Marc Schneider: Zoning

At the June 12, 2018 County Board meeting, the Board discussed the Zoning Ordinance text amendment that was applied for by David and Carla Mertz for an Interim Use Permit for "Rural Retail Tourism" which staff had worked with the applicant to draft more comprehensive language. A public hearing was held at the Planning Advisory Commission meeting on May 17, 2018 where they recommended approval of the staff version with their own changes. The County Board tabled the request until the June 26, 2018 Board meeting. The Board directed staff to reword and tighten up the language in the Text Ordinance Amendment to bring back to the June 26, 2018 meeting.

Dolan/Schmiesing unanimous to approve the item to be removed from the table.

Dolan/Schmiesing unanimous to approve an Amendment to the Sherburne County Zoning Ordinance Section 5 (Definitions) AND Section 8 (General Rural), Subdivision 4 (Interim Use) AND

Section 16.2 (Interim Use Permits) Subdivision 5 (Conditions) as revised and presented by staff to establish ~~Rural Retail Tourism~~ as an Interim Use Permit with the word "Retail" removed and a new title of "Rural Tourism" that will be allowed in the General Rural Zoning District.

14a. **Approve the Sandune Stop Tobacco 2018-2019 License**

Diane Arnold: Auditor/Treasurer

Schmiesing/Dolan unanimous to approve the Sandune Stop Tobacco license request for 2018-2019 contingent on approval by the Orrock Township board (meeting on June 27th).

15. **Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

(June 13, 2018 – June 26, 2018)

Commissioner Fobbe: Elk River Watershed

Commissioner Dolan: Economic Development Authority, Greater MSP, NACO Community Workforce Committee, AMC Business and Partner Development Committee

Commissioner Burandt: Community Corrections Advisory, Twin Lakes Corridor Study, Adult Protection Multiple Discipline, Executive Extension

Commissioner Petersen: None to report

Commissioner Schmiesing: Extension Committee, AMC Board of Directors

Chair made a change in appointment for the Violent Offenders Task Force. Remove Commissioner Dolan and Board Chair appoints Commissioner Schmiesing.

16. **11:17am Adjourn Regular Meeting**

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

June 6, 2018 HHS Warrant - \$69,235.88

69,202.62	Human Service Fund
33.26	Agency Collections

June 7, 2018 Manual Warrants OBO P-Card – \$43,874.67

34,406.43	General Revenue Fund
3,258.79	Public Works Fund
1,274.80	Human Service Fund
209.35	Solid Waste Fund
988.83	Jail Commissary Fund
1,041.45	Capital Proj 2008- Government
2,695.02	Justice Center Enterprise Fund

June 8, 2018 Commissioner Warrants - \$1,119,168.69

247,567.19	General Revenue Fund
13,976.94	Public Works Fund
5,480.00	County Ditch Fund
17,127.88	Solid Waste Fund
62,598.13	Jail Commissary Fund
141.76	Sherco Regional Rail Authority
183,462.83	Capital Proj 2008- Government
25,908.11	Justice Center Enterprise Fund
562,904.85	Agency Collections

June 8, 2018 Manual Warrants – School District Settlement P1 - \$13,073,808.27

7,252.25	Agency Collections
2,238,463.28	Taxes & Penalties Fund
10,828,092.74	School Districts Collections

June 12, 2018 Manual Warrant – Capital Project \$1,126,177

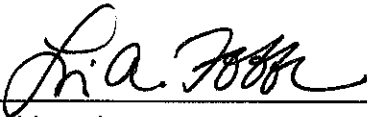
1,126,177.00	Capital Proj 2008- Government
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June 15, 2018 Commissioner Warrants - \$743,383.33

364,209.01	General Revenue Fund
60,783.25	Public Works Fund
377.04	Human Service Fund
425.00	County Ditch Fund
1,290.87	Law Library Fund
9,494.43	Solid Waste Fund
76,327.91	Jail Commissary Fund
4,727.73	Capital Proj 2008- Government
207,116.85	Justice Center Enterprise Fund
15,988.00	Agency Collections
2,643.24	Taxes & Penalties Fund

June 15, 2018 Manual Warrants - \$6,427.25

6,427.25	Agency Collections
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Lisa A. Fobbe, Chairperson

9/18/18

Date



Steve Taylor, Administrator

9/18/18

Date

