

**SHERBURNE COUNTY**

**BOARD OF COMMISSIONERS**

**JUNE 26, 2018 - COUNTY BOARD MEETING MINUTES**

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.

Consent Agenda

Review and Approve Minutes: June 12, 2018 - County Board Meeting Approved as presented.

Review and Approve Minutes: June 12, 2018 - County Board Workshop Approved as presented.

Sale of County Owned Becker Commercial Lot

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.

Accepted the May 2018 Monthly Auditor-Treasurer report

Accepted the May 2018 Monthly Auditor-Treasurer report.

Revise Resolution 031505-AD990 update amounts on payment of claims.

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.

Approval of the Minutes from the County Board of Appeal and Equalization meeting held June 12, 2018.

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.

Requesting Authorization to sign the State of Minnesota Joint Powers Agreements in event of a Recount.

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.

Manual-Commissioner-OBO Pcard-Capital Project Warrants

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

HHS Warrants 6-7-18

Accepted payment of:

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

Approve Low Bidder for 2018 HSIP Project

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

Approve Low Bidder for 2018 Pavement Marking Project

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

County Transfer of Excess Municipal Funds to Regular Funds

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.

Announcements

No announcements shared.

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.

Recess Regular Meeting, Open Ditch Authority Meeting

Ditch Authority Meeting

Diane Arnold: Auditor/Treasurer

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

Appoint Viewers for Ditch #32 Redetermination of Benefits

Diane Arnold: Auditor/Treasurer

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

Adjourn Ditch Authority Meeting

Open Community Health Board Meeting

Adjourn Community Health Board Meeting, Reconvene Regular Meeting

Central MN Jobs & Training Update

Barb Chaffee, CEO: Administration

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

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.

Break, Reconvene and Open Regular Meeting

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.

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.

Mental Health Residential Services Update

Jodi Heurung: HHS

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

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.

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

Marc Schneider: Zoning

Dolan/Schmiesing unanimous approved 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) to establish Rural Retail Tourism as an Interim Use Permit in the General Rural Zoning District.

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).

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 Funds

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

25,909.11 Justice Center Enterprise Fund

562,904.85 Agency Collection

June 8, 2018 Manual Warrants - School District Settlement P1 -

\$13,073,808.27	7,252.25	Agency Collections
	2,238,462.28	Taxes & Penalties Fund
	10,828,092.74	School Districts Collections
June 12, 2018 Manual Warrant - Capital Project	1,126,177.00	Capital Proj 2008-Government
June 15, 2018 Commissioner Warrants - \$743,383.33	364,209.01	Commissioner Warrants - \$743,383.33
	60,783.25	General Revenue Fund
	377.04	Public Works Fund
	425.00	Human Service Funds
	1,290.087	County Ditch Fund
	9,494.43	Law Library Fund
	76,327.91	Solid Waste Fund
	4,727.73	Jail Commissary Fund
	207,116.85	Capital Proj 2008-Government
	15,988.00	Justice Center Enterprise Fund
	2,643.27	Agency Collections
June 15, 2018 Manual Warrants - \$6,427.25	6,427.25	Taxes & Penalties
		Agency Collections

Lisa A. Fobbe, Chairperson  
Steve Taylor, Administrator

Warrants Approved On 6/08/2018 For Payment 6/08/2018

Vendor Name	Amount
Archer Manufacturing	2,323.00
Braun Intertec Corp	2,384.00
Centerpoint Energy	14,277.01
Civic Plus	36,465.00
CliftonLarsonAllen LLP	6,000.00
Fluid Interiors	181,078.83
Ford of Hibbing	142,357.25
Government Forms & Supplies	2,273.12
Health Partners	519,268.50
Keefe Supply Company	13,842.66
Mansfield Oil Co of Gainesville, Inc	9,425.70
Marco	3,630.15
Mn Dept of Labor & Industry	2,227.05
Office Of MN.IT Services	3,211.72
Phoenix Supply	2,724.55
Promantek Inc	21,632.77
Scott's Excavating Inc	5,480.00
Securus Technologies	15,252.95
Summit Food Service, LLC	18,979.28
The Hartford	14,120.15
Tyler Investigative Services	2,842.91
Union Security Insurance Company	23,260.56
United States Postal Service	10,875.00
US Bank Voyager Fleet Systems	2,110.83
Veolia Environmental Services	15,215.93
Verizon Wireless	2,764.49
Windstream	4,417.54
95 Payments less than 2000	40,727.74
Final Total:	1,119,168.69

Warrants Approved For Payment 6/07/2018

Vendor Name	Amount
OBO Amazon	2,396.14
OBO CDW Government	2,929.12
OBO Dacotah Paper	3,609.16
OBO Innovative	2,263.52
OBO Jorgenson Lockers	2,202.55
OBO Post Board	2,610.00
OBO SANS Institute	2,400.00
OBO Virtual Graffiti	3,095.00
64 Payments less than 2000	22,369.18
Final Total:	43,874.67

Warrants Approved For Payment 6/05/2018

Vendor Name	Amount
Commissioner Of Revenue	2,238,463.28
Ind School Dist 727	2,347,491.83
Treas,Ind School Dist 726	2,575,218.98
Treas,Ind School Dist 728	5,043,157.14
Treas,Ind School Dist 742	862,224.79
6 Payments less than 2000	7,252.25
Final Total:	13,073,808.27

Warrants Approved For Payment 6/12/2018

Vendor Name	Amount
Acoustics Associates	142,500.00
AP Midwest LLC	177,926.83
Artega Companies, LLC	125,686.14
Berwald Roofing	13,205.00
Caulkers Company	9,500.00
Custom Drywall	3,629.00
Donlar Construction	71,646.14
North Country Concrete	87,516.85
Northland Concrete & Masonry	22,059.38
Premier Electrical Corp	156,844.99
Prindle Painting Inc	10,592.50
Stronghold Industries Inc	14,250.00
Summit Fire Protection	11,557.70
Thelen Heating	175,002.35
Videotronix Inc	95,448.40
WTG Terrazzo & Tile, Inc	8,811.72
Final Total	1,126,177.00

Warrants Approved On 6/15/2018 For Payment 6/15/2018

Vendor Name	Amount
Anoka County	70,595.43
Atmosphere Commercial Interiors	4,727.73
Bob Barker Company	4,484.53
Bobby Rudolph & Prom Excavating LLC	3,487.50
Braun Intertec Corp	2,578.00
CDW Government	7,918.64
Centra Sota Cooperative - Santiago	2,602.59
Dacotah Paper Co	2,151.75
Diamond Vogel Paint	3,293.40
Emergency Automotive Technologies, Inc	12,244.36
Fresenius Management Services, LLC	9,033.10
Further	2,553.00
Garratt- Callahan Co	2,611.20
Grainger	2,161.27
ISD #727	2,000.00
James M. Alsdurf, Ph.D, LP	12,000.00
Keefe Supply Company	14,396.94
Kelly Lindstrom	27,000.00
Mansfield Oil Co of Gainesville, Inc	10,606.28
Marco Inc	6,819.14
Martin- McAllister	2,000.00
Maxima Supply	2,389.96
McGuire/Staci Lynn	2,751.19
MEnd Correctional Care, PLLC	155,699.72
Mimbach Fleet Supply Inc	2,961.06
Minnesota Monitoring Inc	6,635.90
Office Of MN.IT Services	2,100.00
Phoenix Supply	2,497.53
PleasureLand RV Center Inc	3,591.93
Securus Technologies	48,652.36
SHI International Corp	100,759.90
State Treasurer	15,928.00
Stearns County Environmental Services	6,882.76
Streichers Inc	9,446.32
Summit Food Service, LLC	39,447.80
The Schneider Corporation	2,625.00
Waste Management Of Wi- Mn	2,285.94
Wright County	79,035.00
WSB & Associates Inc	2,558.50
114 Payments less than 2000	51,869.60
Final Total:	743,383.33

Warrants Approved For Payment 6/15/2018

Vendor Name	Amount
5 Payments less than 2000	6,427.25
Final Total:	6,427.25

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