

SHERBURNE COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
November 19, 2002

The Sherburne County Board of Commissioners met in regular session on November 19, 2002, at the Sherburne County Government Center in the City of Elk River, Minnesota, with all Commissioners present. Call to order was at 9:02 a.m. followed by the Pledge of Allegiance to the flag.

1. Wergin/Engstrom unanimous to approve the regular meeting agenda for November 19, 2002, with the following additions:
 - Appointment to Waste Management Advisory Committee
2. Engstrom/Nagorski unanimous to approve the Consent Agenda with the exception of “a” and “f” as follows:
 - b. Approve the Sherburne County Board of Commissioners Workshop Session Meeting Minutes of November 13, 2002, as presented.
 - c. Accept the Auditor/Treasurers Monthly Report for October, 2002, as presented.
 - d. Accept the Oak Savanna Land Preserve Draft Meeting Minutes of November 6, 2002, as presented
 - e. Accept the Park Commission Draft Meeting Minutes of November 7, 2002, as presented.
 - g. Approve re-appointment of Jan Bensen to the Great River Regional Library Board of Trustees.
 - h. Approval to set the shift differential at 50 cents per hour effective January 1, 2003 for those property maintenance employees regularly and permanently assigned to second or third shift.
 - i. Accept the approved September 25, 2002 and unapproved October 16, 2002 SCEDA Meeting Minutes, as presented.
 - j. Approve amendment to the Tax Rebate Financing Policy, Paragraph 4, Section 6, as presented.
 - k. Accept the Administrator’s Monthly Report for November 14, 2002, as presented.
 - l. Authorize publication of calls for bids for required publications for 3 weeks in the official County newspaper, December 7, 14, and 21, 2002.

- m. Approve setting a public hearing for 9:45 a.m. on January 21, 2003 to name Lake No. 71-31 Prairie Hill Lake and authorize Auditor/Treasurer to publish notice for 3 consecutive weeks, December 7, December 14, 2002, and December 21, 2002.
 - n. Approve the Certificate of Correction to the plat of Wark Estates Second Addition (on file in the Public Works/Survey office).
3. Discussion was held regarding “a” of the Consent Agenda.
- Friedl/Leonard unanimous to approve the Regular Board Meeting Minutes of November 12, 2002, as revised
4. Discussion was held regarding “f” of the Consent Agenda.
- Commissioner Friedl explained that there may still be some minor changes to the OK House Joint Powers agreement and stated that he feels strongly that the Joint Powers should meet monthly rather than quarterly.
- Wergin/Leonard unanimous to postpone action on the OK House Joint Powers Agreement until December 17, 2002, for more information.
5. Announcements:
- Results of an audit of the Zoning Department by the Minnesota Board of Water and Soil Resources regarding the Wetland Conservation Act (WCA) were given to the Board.
 - A Workshop “Reducing Risk and Liability in Roadway Design, Construction and Maintenance” is scheduled for December and January. Commissioners interested in attending should contact staff.
 - The County has received a dividend from Minnesota Counties Insurance Trust for 2002 in the amount of \$118,526. This amount has been deposited in the County Insurance Line Item.
 - The City of St. Cloud will hold their Truth in Budgeting meeting on December 2, 2002 at 7:00 p.m.
 - The Initiative Foundation will hold a workshop for incumbents, new-elects and appointed public servants on Thursday, December 5, 2002 from 9:00 to 4:00 p.m. in Little Falls. Board members who want to attend should let staff know.
 - A Quad County Meeting is scheduled for Tuesday Nov. 26 at 11:00 a.m. at Benton County Lakeview Center.
 - The employee Holiday Luncheon is scheduled for Friday December 13, 2002. By consensus, the Board approved that employees can dress down (with Supervisor approval) if they bring a donation for the food shelf.
 - Discussion was held regarding an informational meeting with Elk River Landfill. By consensus, the Board requested that the meeting be held in January.

6. Engstrom/Leonard unanimous to approve the payment of bills submitted by the Social Services Department under the Commissioner's Warrants for various funds in the amount of \$51,946.70
7. Leonard/Wergin unanimous to approve the payment of bills submitted by the Auditor/Treasurer's Department under the Commissioner's Warrants for various funds in the amount of \$ 379,845.94
8. Mary Lou Gillette, 4-H Program Coordinator, was present to provide an update on the 4-H activities of the past year and to report on upcoming activities. By consensus, the Board accepted the University of Minnesota Extension Department Report for October 2002, as presented.
9. Launette LaBrie, Veteran's Service Officer, was present to provide an update of activities in the Veteran's Service Office. LaBrie provided information on the activation and deployment of our reserve forces nationwide. Plans to establish a Sherburne County Veterans Memorial were reviewed. By consensus, the Board accepted the Veteran's Service Office Monthly Report for October 2002, as presented.
10. David Lucas, Solid Waste Officer, and Bill Helliwell, Plant Manager of Elk River Resource Recovery Center, were present to provide an update on NRG. No action taken.
11. David Lucas, Solid Waste Officer, was present to request approval to cleanup the Travis Schultz property in Livonia Township. Lucas reported that Mr. Schultz is in the process of cleaning up the property so the request was withdrawn. No action taken.
12. Commissioner Engstrom reported the need for an appointment to the Waste Management Advisory Committee due to the resignation of Laurie Kerr.

Engstrom/Leonard unanimous to appoint Rebecca Haug to the Solid Waste Advisory Committee, effective immediately.
13. Commissioner Leonard informed the Board that she attended a meeting last Friday concerning the County Road 33 bypass. Another meeting is scheduled for Friday, November 22, 2002 at 11:00 a.m. at the Government Center.
14. The Board of Commissioners presented longevity awards to County Employees for years of service to Sherburne County. The County Board expressed their gratitude to the employees for their hard work and dedication to the County. The following employees received longevity awards for employment with Sherburne County.

15 Years

Joseph St. Dennis – Planning & Zoning

10 Years

Betty Hallbeck – Recorder

5 Years

Leah Emmans – County Attorney

Shawna Vollbrecht – Social Services

Christopher Aleshire – Sheriff

15. David Schwarting, Public Works Director, and David Thompson, Highway Maintenance Supervisor, were present to discuss the purchase of a salt storage facility.

Engstrom/Leonard unanimous to approve the purchase of a salt storage facility from Accu-Steel, Inc. in the amount of \$48,288.00 with funds to be taken from the Public Works Building Line Item.

16. Dave Schwarting, Public Works Director, and Rhonda Lewis, Assistant County Engineer, were present to discuss the County Road 43 Project. The Board discussed this project at the November 12, 2002, Board Meeting. Since that time, it was noted that other residents in the area of the project have approached Public Works concerning realignment of the road.

Wergin/Nagorski unanimous that the Public Works Department work with willing property owners to realign County Road 43 in those areas.

17. The Chair declared a recess at 10:39 a.m. and reconvened the meeting and opened as the Ditch Authority at 10:52 a.m.
18. Wergin/Nagorski unanimous to approve the Ditch Authority Meeting Agenda of November 19, 2002, as presented.
19. John Norgren, Ditch and Drainage Technician, presented the Ditch and Drainage report for September and October 2002. Photographs of areas of Ditch #28 were handed out for the Board to review. By consensus, the Board accepted the Ditch and Drainage Report for September and October 2002, as presented.
20. Discussion was held regarding clarification of building setbacks from the top of ditch. The Board had postponed action on a proposed amendment to the Zoning Ordinance in October of 2002 due to the need for clarification of top of ditch. No action taken.
21. The Chair opened a Public Hearing at 11:03 a.m. on Petition of Glenn and Pat Goenner, Alexander Rainer, Ronald and Dorothy Koren, Randal and Catherine Ramler, Christine Larsen and Penny Ahles for setoff from County Ditch #13, tax parcels in Section 5, Township 34, Range 29, Clear Lake Township. A map showing the location was handed out. Ramona Doebler, Auditor/Treasurer reported that she had not received phone calls or written comment from the public. There were no comments from the public.

22. The Chair closed the Public Hearing and reconvened the Ditch Authority Meeting at 11:06 a.m.
23. Leonard/Friedl unanimous to approve the partial set-off from County Ditch #13 as requested by Glenn and Pat Goenner, Alexander Rainer, Ronald and Dorothy Koren, Randal and Catherine Ramler, Christine Larsen and Penny Ahles, tax parcels in Section 5, Township 4, Range 29, Clear Lake Township.
24. John Norgren, Ditch and Drainage Technician, presented a letter from Gordon and Kathy Roberg withdrawing petition to use County Ditch 12 as an outlet, MS 103.401.

Wergin/Leonard unanimous to accept the letter from Gordon and Kathy Roberg withdrawing the petition to use County Ditch 12 as an outlet into the record.

25. Discussion was held regarding 27" tile to be installed in County Ditch #12 between Stations 19 and 21.

Wergin/Engstrom unanimous to authorize the installation of 27" tile in the 200 foot plug between Stations 19 and 21 of Ditch #12, to be set at the elevation of the original ditch design. Further, that all costs for materials, labor and equipment must be paid by the property owner. This authorization is on the condition that any additional requests from the property owner to vary from the original ditch design elevation must be applied for according to the Wetlands Conservation Act rules and according to improvements to county ditch systems under MS103E.215.

26. Discussion was held regarding the request to set a public hearing on petition of Tucker and others for setoff from County Ditch #13, tax parcels in Section 4, Township 34, Range 29, Clear Lake Township.

Engstrom/Leonard unanimous to set a Public Hearing for January 21, 2003 at 11:00 a.m. to consider petition of Darrell and Barbara Tucker, Eugene and Barbara Graff, Bradley and Ruth Thompson, and Thomas and Carrie Hoover for setoff from County Ditch #13, tax parcels in Section 4, Township 34, Range 29, Clear Lake Township.

27. Ramona Doeblor, Auditor/Treasurer, was present to request approval for setting the 2003 County drainage ditch assessments.

Wergin/Nagorski unanimous to approve the listing of assessments for county ditch project expenses to be billed to properties assessed benefits, as prepared by the Auditor/Treasurer and set the terms at:

1 year for any amounts under \$101;
3 years for assessments \$101 to \$1,000;
5 years for assessments of \$1,000.01 to \$5,000; and

7 years for assessments over \$5,000.

28. John Norgren, Ditch and Drainage Technician, provided a review of the County Ditch #30 Monitoring Report. No action taken.
29. John Norgren provided an update on County Ditch #30, Section 27, Twp. 34, R-28, where he is working with residents to install a structure to control the water level in the area. Further information will be brought to the Ditch Authority Meeting scheduled for January.
30. The next Ditch Authority Meeting is tentatively scheduled for January 21, 2003 at 10:45 a.m.
31. The Chair closed the Ditch Authority Meeting at 11:21 a.m. and reconvened the Regular Board Meeting at 11:22 a.m.
32. Tim Edgeton, Forester, was present to discuss a "Design a Logo for Sherburne County Parks" contest.

Leonard/Wergin unanimous to approve a "Design a Logo for Sherburne County Parks" contest and to award a prize in the amount of \$200 for the winning entry. The Board directed staff to send the contest information to the area high schools, put a press release in the local papers and to include information about the contest in the Environmental Educator.

33. Alex Wikstrom, Economic Development/Budget Coordinator, was present to give the Economic Development/Budget Report for November 2002.

Wergin/Engstrom unanimous to accept the Economic Development/Budget Report, as presented.

34. The Chair Closed the meeting at 11:42 a.m. to discuss a personnel issue. Those present included all five Commissioners, Brian Bensen, Administrator, and Adlai Brink, Assistant County Attorney.
35. The Chair reopened the Regular meeting and declared the meeting adjourned at 11:56 a.m.

Claims over \$100 approved through warrants, resolutions, or contracts, totaling the following amounts were paid as follows:

\$	109,508.71	General Revenue
\$	32,202.91	Public Works
\$	3,490.28	Land & Building
\$	60.98	County Ditch
\$	9,562.38	Enterprise Fund
\$	214,342.68	Solid Waste Surcharge

\$ 10,678.00 Special TIF Account

Terry Nagorski, Chairperson

Brian Bensen, Administrator

Date

Date