



Sherburne County Board of Commissioners

July 15, 2021 - County Board Meeting Agenda

1. 10:00am Call to Order

- *Moment of Silence and Pledge of Allegiance*
- *Approval of Regular Meeting Proposed Agenda*

2. 10:03am Consent Agenda

- 1 Review and Approve Regular Meeting Minutes: June 15, 2021
- 2 Review and Approve Workshop Meeting Minutes: June 15, 2021
- 3 Review and Approve Special Workshop Meeting Minutes: June 15, 2021
- 4 Consideration of CARES Related Expense Approval. Administration
- 5 Consider 2021-2022 Liquor License Applications. Auditor / Treasurer
- 6 Consider Approval of Commissioner & Manual Warrants. Auditor / Treasurer
- 7 Consider Approval of Minutes and Authorize Signatures for the County Board of Appeal and Equalization Meeting Held on June 15th, 2021. Auditor / Treasurer
- 8 Receive and Review the Auditor-Treasurer's Monthly Report for June 2021. Auditor / Treasurer
- 9 Consider Proclamation of July 18-24 as Sherburne County Community Corrections Pretrial, Probation and Parole Supervision Week. Community Corrections
- 10 Consider Approval of 06-28-21 HHS OBO Warrants. Health & Human Services
- 11 Ratify Approval of Housing Support Letter for Hillside Heights Housing Development. Health & Human Services
- 12 Consider Approval of On-Site Childcare Contract with YMCA of the Greater Twin Cities. Health & Human Services
- 13 Set Public Hearing Date of August 3rd, 2021 for Consideration of Amending County Ordinance No. 241 Subsurface Sewage Treatment System Low Interest Loan Program (Rescheduled). Planning & Zoning
- 14 Approve Final Payment for the 2019 Reconstruction of CSAH 16 (SAP 71-616-018). Public Works
- 15 Approve Memorandum of Agreement to Apply for Legacy Funding through the Greater Minnesota Regional Parks and Trails Commission. Public Works
- 16 Authorize the County Engineer to Attend the 2021 Transportation Alliance Conference, September 20-23, 2021. Public Works
- 17 Consider Agreement with Evergreen Services in the amount of \$338,795.10 to Provide Right-of-Way Services for the Reconstruction of County Road 73, County Road 65, & County State Aid Highway 20. Public Works
- 18 Consider Approval of Knife River as Lowest Responsive Bidder for the 2021 County Rd 42 & County Rd 70 Surface Improvements. Public Works
- 19 Consider Resolution 071521-AD-2053 Authorizing the Acquisition of Property on County Road 73, County Road 65, and County State Aid Highway 20. Public Works
- 20 Consider Resolution 071521-AD-2052 Authorizing the Acquisition of Property on County Road 63. Public Works

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| 21 | Receive an Update on County Geographic Information Services (GIS) Activities and Projects. | Public Works |
| 22 | Receive and Accept 2020 Sherburne County Public Works Annual Financial Report. | Public Works |
| 23 | Consider Approval of Resolution No.071521-AD-2055 Authorizing a State of Minnesota Agency Agreement for Advanced Construction for SP 71-613-012. | Public Works |
| 24 | Consider Resolution Requesting Transfer of Excess County State Aid Municipal Construction Funds to County State Aid Regular Construction Funds. | Public Works |
| 25 | Consider Transfer of Park Dedication Funds. | Public Works |
| 26 | Consider Transfer of YES (Year End Savings) Funds to County Parks for a Portion of the History Center Trail Project Cost. | Public Works |
| 27 | Consider Approval of Out-of-State Travel for a Sheriff's Office Employee. | Sheriff |
| 28 | Consider Approval of Out-of-State Travel for a Sheriff's Office Employee. | Sheriff |
| 29 | Consider Approval of Out-of-State Travel for Four Sheriff/Jail Employees. | Sheriff |

3. 10:04am Announcements

- 1** County Board Correspondence.

Bruce Messelt, County Administrator

4. 10:05am Open Forum - Please sign up at the table in the back of the Board Room

- *The purpose of the Open Forum section of the County Board Meeting is to allow public input and/or information to be presented to the Board that does not require action by the Board;*
- *Personal attacks of any kind against another person, commissioner, or employee are not allowed;*
- *Campaign-type presentations are not allowed;*
- *The time limit is three (3) minutes per speaker, with a maximum of five (5) speakers per Open Forum. The time limit may be shortened or extended at the discretion of the Board Chair. Discussions that require additional time beyond the original fifteen minutes, will be recessed and continued following the conclusion of the regular Board business meeting agenda items.*
- *All input or information is to be addressed to the Board of Commissioners and not to members of the audience;*
- *Speaker handouts are public information. The County may make copies of such handouts for the public if needed;*
- *The County Board Chair will ensure that the Open Forum Policy is followed.*

Please note: Any information provided to the County Board on a matter that is subject to a public hearing will not be considered by the Board during public comment. You are asked to write or submit your comments in accord with the instructions for the public hearing to ensure your opinion becomes part of the record for consideration.

5. 10:20am Regular Agenda

- 10:25am 1** Consider Amending Zoning Ordinance-255-Section 5, Definitions and Rule of Language Construction, Subd 2, Parking Surface, Motor Vehicle, Operable Motor Vehicle.
Nancy Riddle, Planning & Zoning Administrator
- 10:30am 2** Consider Amending Zoning Ordinance-256-Section 17, General Development Regulations, Subd 2, Parking and Loading Regulations Proposal.
Nancy Riddle, Planning & Zoning Administrator
- 10:35am 3** Consider Amending Zoning Ordinance-257-Section 18, Administration and Enforcement, Subd 3, relating to the Board of Adjustment and Variances.
Nancy Riddle, Planning & Zoning Administrator
- 10:40am 4** Consider Resolution #071521-AD-2051 Requesting MPCA Review and Approve the Sherburne County Solid Waste Management Plan.

Gabrielle Holman, Environmental Specialist

10:45am 5 Consider Approval of County Road 79 and 209th Ave Road Transfers with Big Lake Township and Elk River.
Andrew Witter, Public Works Department Head

10:50am 6 Receive ARPA Update from County Staff.
Dan Weber, Assistant County Administrator

11:00am 7 Consider Resolution No. 071521-AD-2056 Rescinding Declaration of Local Emergency (COVID-19).
Bruce Messelt, County Administrator

6. 11:05am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items
(June 16, 2021 – July 14, 2021)

7. 11:10am Adjourn Regular Meeting, Open Community Health Board Meeting

11:10am 1 Approval of Community Health Board Meeting Proposed Agenda.

11:11am 2 Review and Approve Community Health Board Meeting Minutes: May 18, 2021

11:12am 3 Consider Amendment # 2 for the Public Health Emergency Preparedness Grant Project Agreement Between the Minnesota Department of Health and the Sherburne County Community Health Board (SWIFT Contract #161310) .
Nicole Ruhoff, CHS Administrator

11:13am 4 Receive Community Health Services Administrator's Bi-monthly Report.
Nicole Ruhoff, CHS Administrator

8. 11:25am Adjourn Community Health Board Meeting, Recess

9. 11:35am Reconvene, Open Closed Session

11:35am 1 Closed Session for Negotiation Strategy (M.S. 13D.03).
Tammy Bigelow, HR Director

10. 11:55am Close Closed Session, Open Workshop

11:55am 1 External Organization 2022 Budget Requests Discussion.
Dan Weber, Assistant County Administrator, Bruce Messelt, County Administrator

12:15am 2 Review Current State and Preparedness of County Information Servers for Business Continuity of Operations.
Brian Kamman, IT Director

12:35am 3 Discuss the County Financial Policies and the Creation of the Risk Committee.
Dan Weber, Assistant County Administrator, Kathleen Heaney, County Attorney, Staci Hecht, Risk Management Specialist, Diane Arnold, County Auditor/Treasurer

12:45am 4 Resumption of Strategic Planning Process.
Bruce Messelt, County Administrator

11. 12:55am Adjourn Workshop Meeting

Upcoming Meetings

July 21, 2021, Joint Meeting with Elk River City Council, 6:00pm, Sherburne County Govt. Center, Maple Room

August 3, 2021 County Board Meeting, 9:00am, County Board Room

August 5-6, 2021 Budget Workshop, 9:00am, County Board Room

August 17, 2021 County Board Meeting, 9:00am, County Board Room

August 19, 2021 County EDA Meeting, 8:30am, County Board Room