



Sherburne County Board of Commissioners

December 21, 2021 - County Board Meeting

Agenda

1. 9:00am Call to Order

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

2. 9:02am Consent Agenda

- 1 Review and Approve Regular Meeting Minutes: December 9, 2021
- 2 Review and Approve Workshop Meeting Minutes: December 9, 2021
- 3 Review and Approve Truth In Taxation (TNT) Meeting Minutes: December 2, 2021
- 4 Consider 2022 5-Year Capital Improvement Plan. Administration
- 5 Consider Approval of Resolution #122121-AD-2090 Establishing 2021 County Elected Official Salaries. Administration
- 6 Consider Approval of the Opioid Settlement Resolution. Administration
- 7 Consider Compensation/Per Diem Rate for Volunteer/Citizen Committees for 2022. Administration
- 8 Consider Sherburne County Comment Letter on Proposed Elk River TIF District #28. Administration
- 9 Review and Consider 2022 Non-Levied Budgets. Administration
- 10 Review and Consider Sherburne County Broadband Access Grant Program Resolution #122121-AD-2088 (to Correct Prior Typographical Errors). Administration
- 11 Consider and Approve Commissioner & Manual Warrants. Auditor / Treasurer
- 12 Consider Approval of Minnesota Counties Computer Cooperative (MnCCC) and TriMin Systems, Inc. Service Agreement for IFSpi Support. Auditor / Treasurer
- 13 Consider Authorizing the Auditor-Treasurer to Pay Final 2021 Warrants. Auditor / Treasurer
- 14 Consider Resolution #122121-AD-2086 to Commit Fund Balance in Accordance with GASB Statement #54. Auditor / Treasurer
- 15 Receive and Review the Auditor-Treasurer Monthly Report for November 2021. Auditor / Treasurer
- 16 Conduct Annual Review and Approve Financial Policy Manual. Auditor / Treasurer
- 17 Consider and Accept a Grant from the MN Department of Health for the Early Hearing Detection and Intervention Program (EHDI) and the Children and Youth with Special Health Needs Program (CYSHN). Health & Human Services
- 18 Consider and Approve a Contract Between Sherburne County and YMCA for 2022 Drop-In Child Care Services. Health & Human Services
- 19 Consider and Approve HHS/ADMIN 12/3/2021 Warrants. Health & Human Services
- 20 Review and Consider Children's Mental Health Screening Grant Contract. Health & Human Services
- 21 Review and Consider HHS IFS & Administrative Warrants 12-10-21. Health & Human Services
- 22 Review and Consider Influencer Hotspot Contract for Provision of Cultural Liaison Services. Health & Human Services
- 23 Review and Consider a Contract Renewal for Guardian/Conservator Services Health & Human Services

with Presbyterian Family Foundation, Inc.

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| 24 | Review and Consider Renewal of Microsoft M365 End-User Licensing for the Sheriff's Office. | Information Technology |
| 25 | Consider Professional Services Agreement with Braun Intertec for 2022 Roofing Replacement Oversight. | |
| 26 | Consider 2022 Appointments to the Sherburne County Planning Advisory Commission. | Planning & Zoning |
| 27 | Consider Appointment to the Sherburne County Board of Adjustment. | Planning & Zoning |
| 28 | Consider Reappointment to the Sherburne County Board of Adjustment. | Planning & Zoning |
| 29 | Consider Renewal of an Agreement for Professional and Technical Services with Houston Engineering for a Two (2) Year Term. | Planning & Zoning |
| 30 | Review and Consider Issuance of a Modified County Solid Waste License to Central Appliance Recyclers. | Planning & Zoning |
| 31 | Approve and Authorize Final Payment for 2019 construction of the Great Northern Pedestrian Trail - Elk River to Zimmerman (SP 071-090-005). | Public Works |
| 32 | Approve Final Payment for 2019 Construction of CR 45 & 125th Street Roundabout (SP 071-596-007). | Public Works |
| 33 | Approve Final Payment for 2021 Pavement Marking (CP 71-PM-021). | Public Works |
| 34 | Consider and Approve Resolution No. 122121-AD-2091 in Support of Sponsoring Certain Roadway Improvements to County Road 43 as Part of the Minnesota Safe Routes to School (SRTS) Infrastructure Program Funding. | Public Works |
| 35 | Consider Approval of Resolution #122121-AD-2092 in Support of Sponsoring the Surface Transportation Block Grant Program (STBGP) for CSAH 4 Road Improvements in the City of Zimmerman. | Public Works |
| 36 | Consider Approval of Resolution #122121-AD-2093 in Support of Sponsoring the Surface Transportation Block Grant Program (STBGP) for CR 43 Road Improvements in the City of Big Lake. | Public Works |
| 37 | Consider Approval of Final Payment for 2021 CR 39 Reconstruction (CP 71-639-018). | Public Works |
| 38 | Review and Approve Resolution 122121-AD-2094 Agreeing to Maintain the CSAH 5 Pedestrian Bridge Over the Elk River. | Public Works |
| 39 | Consider Approval of Reclassification of Veterans Services Administrative Assistant II Position. | Veteran's Services |

3. 9:03am Announcements, Correspondences, and Proclamations

- 1 Consider and Approve Proclamation in Honor of Commissioner Ewald Petersen.
Bruce Messelt, County Administrator
- 2 County Information and Board Correspondence.
Bruce Messelt, County Administrator

4. 9:05am 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. 9:20am Regular Agenda

- 9:20am 1** Receive an Update from the St. Cloud Regional Airport Authority.
Bruce Messelt, County Administrator

6. 9:30am Recess for Employee Recognition in Staff Cafe

- 9:30am 1** Recognize July - December 2021 Employee Anniversaries.
Department Heads

7. 10:00am Reconvene Regular Meeting

- 10:00am 1** Consider and Adopt 2022 Legislative Platform.
Bruce Messelt, County Administrator
- 10:15am 2** Consider Administrative Support Study Recommendation and Implementation Plan.
Tammy Bigelow, HR Director
- 10:20am 3** Consider American Rescue Plan Act (ARPA) Update and Recommended Approvals and Expenditures.
Dan Weber, Assistant County Administrator

8. 10:30am Recess Regular Meeting, Open Regional Rail Authority

- 10:30am 1** Approve Regional Rail Authority Agenda
Bruce Messelt, County Administrator
- 10:30am 2** Approve Regional Rail Authority Minutes: December 9, 2021.
Bruce Messelt, County Administrator
- 10:30am 3** Consider Approval of 2022 Master Funding & Annual Operating Grant Agreement of the Northstar Link Commuter Bus.
Andrew Witter, Public Works Department Head
- 10:35am 4** Consider Approval of the 2022 Subordinate Funding Agreement with the Metropolitan Council for the Northstar Corridor Commuter Rail.
Andrew Witter, Public Works Department Head
- 10:40am 5** Consider Certification of the 2022 Regional Rail Authority Levy.
Bruce Messelt, County Administrator, Dan Weber, Assistant County Administrator

9. 10:45am Adjourn Regional Rail Authority, Reconvene Regular Meeting

- 10:50am 1** Consider Adoption of the 2022 Annual Budget and Associated Annual Levies.
Bruce Messelt, County Administrator, Dan Weber, Assistant County Administrator
- 10:55am 2** Consider Resolution #122121-AD-2077 Establishing 2022 Salaries for County Commissioners.
Dan Weber, Assistant County Administrator

10. 11:00am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

(December 10, 2021 - December 20, 2021)

11. 11:10am Adjourn Regular Meeting, Open Ditch Authority Meeting

11:10am 1 Approval of Ditch Authority Meeting Agenda.

11:10am 2 Receive and Accept Ditch Drainage Technician's Report.
Andrew Witter, Public Works Department Head

12. 11:20am Adjourn Ditch Authority Meeting

Upcoming Meetings

January 4, 2022 County Board Meeting, 9:00am, County Board Room

January 18, 2022 County Board Meeting, 9:00am, County Board Room

January 20, 2022 MICA Annual Legislative Forum & Dinner, 2:00pm-8:00pm, Southview Country Club

January 20, 2022 Annual Joint City/County/School/Township Meeting Big Lake City Council Chambers 6:00pm

January 27, 2022 County EDA Meeting, 8:30am, County Board Room