



Sherburne County Board of Commissioners

December 9, 2021 - County Board Meeting Minutes

1. 9:00am Call to Order

The Sherburne County Board of Commissioners convened in regular session on December 9, 2021, at the Sherburne County Government Center in the City of Elk River, MN. Call to order by the Chair was at 9:00am. Commissioner Dolan was absent.

- 1 Moment of Silence and Pledge of Allegiance
- 2 Approval of Regular Meeting Proposed Agenda
Schmiesing/Burandt approved with a 4-0 vote the Regular Meeting agenda as presented. County Administrator announced that a modified agreement was provided to the Commissioners for item 7.3.

2. 9:01am Consent Agenda

Fobbe/Burandt approved the Consent agenda as presented with a 4-0 vote.

- 1 Approved County Board Meeting Minutes: November 16, 2021
- 2 Approved County Board Workshop Meeting Minutes: November 16, 2021.
- 3 2022 Meal Reimbursement Rates. Administration
Dan Weber, Assistant County Administrator
Approved Resolution 120921-AD-2071 establishing the 2022 Meal Reimbursement Rate. The County will follow the current federal government reimbursement rates established annually on October 1st. The reimbursement rates are currently found at: <https://www.gsa.gov/travel/plan-book/per-diem-rates>. (On file.)
- 4 2022 Mileage Reimbursement Rate. Administration
Bruce Messelt, County Administrator
Approved Resolution #120921-AD-2073 setting the amount authorized for mileage reimbursement for 2022 at the current rate allowed by the IRS. (On file.)
- 5 Minnesota Housing Finance Agency Participation Program Agreement Administration
for 2022.
Dan Weber, Assistant County Administrator
Approved the Minnesota Housing Finance Agency Minnesota City Participation Program Agreement for 2022. The term of this Agreement and the City's participation in the Program will commence on January 16, 2022 and will continue through November 30, 2022. There are no significant unbudgeted financial implications to the County emanating from the undertaking of this action. (On file.)
- 6 Date and Time for the County Board of Appeal and Equalization Assessor
Meeting as June 14, 2022 at 3:00 pm.
Michelle Moen, County Assessor
Approved setting the date and time for the County Board of Appeal and Equalization Meeting as June 14, 2022 at 3:00 p.m.
- 7 Assistant County Attorney to Attend an Out of State Conference on Attorney
Homicides.
Kathleen Heaney, County Attorney

Approved the travel of an Assistant County Attorney to attend an Out-of-State conference on homicides in June/July 2022. The costs are \$1140 for the training, hotel at \$218 per night, flight and meals.

- 8** Prosecution Agreement with Townships for Public Safety Issues. Attorney
Kathleen Heaney, County Attorney
Approved prosecution agreements between Haven and Livonia Townships and the County Attorney's Office to allow the latter to prosecute the Townships' public safety ordinances, and authorize the County Attorney to sign the same.(On file.)
- 9** Authorization for the Auditor-Treasurer to Approve the Repurchase Auditor / Treasurer
Request by River Bend Homeowners Association for Tax Forfeited Lot 1,
Block 1 River Bend Second Addition.
Diane Arnold, County Auditor/Treasurer
Authorized the Auditor-Treasurer to approve the repurchase request by River Bend Homeowners Association for Tax Forfeited Lot 1, Block 1 River Bend Second Addition. The County Board of Commissioners approved Resolution 120921-AD-2087 in accordance to the repurchase request. (On file.)
- 10** Authorization for the Auditor-Treasurer to Create Fund 85 Under Auditor / Treasurer
Fiduciary (Agency) Funds in IFS Accounting System.
Diane Arnold, County Auditor/Treasurer
Approved the addition of Fund 85 under Fiduciary (Agency) Funds to track and record Payroll Fiduciary transactions for the purpose of separating from Agency Fund 80 for better reporting transactions for the new payroll system being implemented for 2022, to include employer and employee deductions for benefits and payments of employer contributions, as well as other flow-through amounts.
- 11** Authorization to Issue Checks to Eligible Parties for Tax Rebate Auditor / Treasurer
Financing, in Accordance with Agreements on File.
Diane Arnold, County Auditor/Treasurer
Approved payment of 2021 Tax Rebate Financing and authorized issuance of checks for the same, in accordance with the agreements on file for the following: (On file.)
- GATR of Sauk Rapids/Ran Properties, LLC
 - Scott Morrell LLC, Mowry Properties
 - Sandhills Holdings LLC
 - S & B LLC
 - Envision Company LLC/Sporteck; payment made to Economic Development of Elk River
 - SBH Properties LLC
 - Clay Leasing LLC
 - Oz Properties LLC
 - Garage Guys LLC
 - Ice Man Properties LLC
- 12** Community Corrections 2022 - 2023 Comprehensive Plan. Community Corrections
J Hancuch, Community Corrections Department Head
Approved Community Corrections 2022 - 2023 Comprehensive Plan. (On file.)
- 13** Consider and Approve 11-29-21 HHS OBO Warrants. Health & Human Services
Amanda Larson, HHS Director
Approved HHS OBO Warrants as follows:

November 29, 2021 HHS OBO Warrants \$9,290.22

- 14** 2022 Community Outreach Program Grant Award from the Health & Human Services
CommUNITY Adult Mental Health Initiative.
- Tony Masters, Social Services Manager*
Approved the acceptance and authorized signature of a contract for a 2022 Community Outreach Program Grant award from the CommUNITY Adult Mental Health Initiative. The contract amount has been increased from \$44,596.00 in 2021 to \$53,596.00 in 2022. Term of the grant agreement effective January 1, 2022 through December 31, 2022.
- 15** Successful Transition to Adulthood for Youth (STAY) Grant Award. Health & Human Services
Jodi Heurung-Dick
Approved the acceptance of a Grant award from the Department of Human Services for the Successful Transition to Adulthood for Youth (STAY) program. Budget project request of \$7,000.00 for calendar years of 2022 and 2023.
- 16** HHS IFS Admin Warrants 11-19-21. Health & Human Services
Amanda Larson, HHS Director
Approved HHS IFS Admin warrants as follows:

November 19, 2021 HHS IFS Admin Warrants \$120,123,12.
- 17** Child Support Program Interagency Cooperative Agreement for 2022- Health & Human Services
2023.
Gina Anderson, Economic Supports Manager
Approved the 2022 - 2023 Child Support Interagency Cooperative Agreement. (On file.)
- 18** Sherburne County Personnel Rules and Policies. Human Resources
Tammy Bigelow, HR Director
Approved revisions to the Sherburne County Personnel Rules and Policies effective January 1, 2022 as follows:
- Cafeteria Benefit Plan Language throughout Policies
 - Chapter 3 - Recruitment
 - Chapter 6 - Work Schedules and Hours of Work
 - Chapter 7 - Employee Benefits
 - Chapter 10 - Severance/Termination Pay
- 19** 2022 Contract for Climate Control Services with UHL. Maintenance
Steve Becker, Maintenance Department Head
Approved Agreement for 2022 Contract for Climate Control Services with UHL. The 2022 agreement is \$44,042.00 or 4.92% above the 2021 price. Term of the contract shall be January 1, 2022 through December 31, 2022. (On file.)
- 20** Appointments to the Solid Waste Management Advisory Committee. Planning & Zoning
Gabrielle Holman, Environmental Specialist
Appointed Lisa Nelson, representing County Commissioner District 3, and Bryan Lawrence, representing County Commissioner District 5, to three (3) year terms on the Solid Waste Management Advisory Committee.
- 21** Resolution No. 120921-AD-2084 in Support of Sponsoring the CSAH 5/Elk Public Works
River Pedestrian & Bicycle Bridge in Seeking Transportation Alternatives
Program Funding from MNDOT.
Gina Hugo, Park Coordinator

Approved Resolution No. 120921-AD-2084 in support of sponsoring a project to design and construct a pedestrian and bicycle bridge across the Elk River along CSAH 5, seeking funding for such from MNDOT's Transportation Alternatives Program. (On file.)

- 22** Resolution No. 120921-AD-2085 to Authorize Local Financial Commitment for Local Trail Connection Grant for the CSAH 5/Elk River Pedestrian & Bicycle Bridge. Public Works

Gina Hugo, Park Coordinator

Approved Resolution No. 120921-AD-2085 authorizing local financial commitment for a Local Trail Connection Grant application to the MN DNR for a CSAH 5/Elk River Pedestrian & Bicycle Bridge. (On file.)

- 23** Resolution No. 120921-AD-2083 Revoking County State Aid Highway Designation for County State Aid Highway (CSAH) 24. Public Works

Andrew Witter, Public Works Department Head

Approved Resolution No. 120921-AD-2083 Revoking County State Aid Highways designation for CSAH 24 from US HWY 10 to CSAH 23. (On file.)

- 24** Radiological Emergency Preparedness Plan and the Emergency Operations Plan. Sheriff

Joel Brott, County Sheriff

Approved the Sherburne County Radiological Emergency Preparedness Plan and Emergency Operations Plan, as presented at the November 16th, 2021 Board Meeting. (On file.)

- 25** Christmas Donation by an Anonymous Veteran to be Used to Support a Sherburne County Veteran Family in Need. Veteran's Services

Bruce Price, Veterans Services Department Head

Approved to accept a \$200 donation to the Sherburne County Veteran's Service Office, submitted by a veteran who resides in Sherburne County, to be given to a veteran/or veteran's family member that is in financial need.

3. 9:02am Open Forum - Please sign up at the table in the back of the Board Room

Bret Collier of Big Lake commented on the county budget and NorthStar funding.

4. 9:05am Announcements

County Administrator Bruce Messelt informed the Board that the State came out with the State Budget Forecast and provided the group with a handout from MICA.

5. 9:06am Regular Agenda

- 9:06am 1** Eagle Scout Project Proposal for the Great Northern Trail. Public Works

Gina Hugo, Park Coordinator

Fobbe/Burandt approved with a 4-0 vote the proposed project for an Eagle Scout Service Project that would construct and install mile marker monuments along the new segment of the Great Northern Trail. (On file.) Eagle Scout Benjamin Stout of Elk River's Troop 90 introduced himself to the Board and presented his proposed project of Woodland Trail Mile Markers.

- 9:10am 2** Issuance of an Interim Use Permit for Home Business in an Accessory Planning & Zoning Structure - Dog Training Business - Julie Weitz.

Lynn Waytashek, Planning & Zoning Administrator

Schmiesing/Fobbe approved with a 4-0 vote, the Interim Use Permit Application by Julie Weitz for Home Business in an Accessory Structure, with the (12) Conditions and Findings of Fact recommended by the Planning Advisory Commission; for PID #25-036-2205; Legal Desc: The S 440 ft of NW 1-4 (full legal on file). Sec 36, Twp 35, Rge 30, Haven Township; with 14.22 acres in the Agricultural District.

Conditions:

1. The applicant shall comply with all local, state and federal laws.
2. The applicant shall also work with the Fire Marshal to determine capacity for fire code.
3. Must follow proposed parking locations (Packet Attachment D) submitted. Parking must not block the driveway leading to the properties to the north and must be delineated on the property. No parking is allowed on the County Road. No more than 20 vehicles per class is allowed.
4. A handicap sign must be placed on the outside of the building for a handicap parking designated spot.
5. A building permit is required from the Planning and Zoning Department for any alteration to the existing building.
6. Days and hours of operation for June 7th-August 31st are proposed to be Monday 5-7:45pm, Tuesday 6-8pm and Sunday 12:30-5:45pm. Days and hours of operation for September 1st-June 6th are proposed to be Monday 5-6:30pm, Tuesday 6-8pm, Wednesday 5-7:45pm and Sunday 11:30am-5pm.
7. All exterior lighting shall be directed away from the public right-of-way and neighboring properties.
8. All activities must be conducted within the accessory building, except for bathroom breaks for the dogs.
9. There may be one non-illuminated sign totaling no more than 12 sq. ft. in size located on the property, but outside of the public right-of-way.
10. The IUP is issued to Julie Weitz and shall expire with a change in ownership of the property.
11. Excessive noise, glare, odors, traffic or other nuisances may be justification for the County to revoke or modify the terms of the IUP.
12. The property owner shall permit the County to inspect the property during normal business hours.

FINDINGS:

1. That the Interim Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the immediate vicinity.
Yes, the proposed use is a dog training business, and it is not anticipated to diminish and impair values within the immediate area. All training activities will take place within the accessory structure.
2. That the establishment of the Interim Use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.
Yes, the area is wooded with large wetlands along with homes on the adjacent properties to the north.
3. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided.
Yes, the applicant is not requesting additional utilities beyond what a normal residence would require.
4. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.
Yes, the applicant has enough parking space to accommodate the proposed use.
5. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.

Yes, it is not anticipated to cause offensive odor, fumes, dust, noise and vibration to the immediate area. All activities will be conducted in the accessory building, with the exception of a bathroom break for the dogs.

9:11am

3

Preliminary and Final Simple Plat of "The Shores of Cantlin Lake" -
Lakeside Investments MN LLC.

Planning & Zoning

Lynn Waytashek, Planning & Zoning Administrator

Fobbe/Burandt to approve with a 4-0 vote the Preliminary and Final Simple Plat of "The Shores of Cantlin Lake" consisting of (1) lot, as recommended by the Planning Advisory Commission, with the (7) Conditions, listed in the Background Justification; for PID #01-028-3222; Legal Desc: That part of SE ¼ of NW ¼ (full legal on file). Sec 28, Twp 35, Rge 26, Baldwin Township; with 31.68 acres in the General Rural Zoning District and within the Natural Environmental Shoreland Overlay District of Cantlin Lake.

Conditions:

1. The applicant shall comply with all local, state and federal laws.
2. The applicant shall work with the Fire Marshal to determine fire code.
3. The business may continue to operate out of the existing detached 750 sq. ft. garage; however, a building permit is required from the Planning and Zoning Department for the new 30' x 80' building and must meet applicable building code. Once the new 30' x 80' building is complete, the marine repair business must relocate to the new building and the existing 750 sq. ft. garage must be used as a personal garage.
4. All business activities must be conducted within a maximum area of 1,800 sq ft within the new 30' x 80' building. If a portion of the new accessory building is to be used for non-business use (i.e. personal storage), a partition wall or similar divider must be used to separate business from non-business use to identify compliance with the 1,800 sq ft maximum floor area.
5. The applicant shall have parking for the business area delineated on the property. No parking is allowed on the County Road, in the road right of way or visible from the County Road.
6. Days and hours of operation are proposed to be Monday- Friday 8am-6pm and Saturday-Sunday 8am-12pm.
7. All exterior lighting shall be directed away from the public right-of-way and neighboring properties.
8. No long-term storage of boats other than the property owners is allowed on the property.
9. There shall not be more than 15 customer boats at any given time waiting to be worked on or picked up. The customer's boats must be located behind the proposed shop (Packet Attachment C) and cannot be parked for more than 2 weeks.
10. Any solid or liquid waste must be handled and disposed of according to any applicable County or State regulations. If hazardous waste license is required by the MPCA, a copy of the license shall be provided to the County upon request. All fluids will be contained in a non-flammable steel container and brought to the proper recycling facility.
11. There may be one non-illuminated sign totaling no more than 12 sq. ft. in size located on the property, but outside of the public right-of-way.
12. The IUP is issued to Nicholas and Cassandra Greenlee shall expire with a change in ownership of the property.
13. Excessive noise, glare, odors, traffic or other nuisances may be justification for the County to revoke or modify the terms of the IUP.
14. The property owner shall permit the County to inspect the property during normal business hours.
15. The property must remain homesteaded by the applicant.

FINDINGS:

1. That the Interim Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the immediate vicinity.

Yes, the proposed use is not anticipated to diminish and impair values within the immediate area. All activities will take place within the accessory structure. The boats will be parked behind the new building and not visible from the County Road. The boats waiting to be worked on or picked up will not be parked there more than 2 weeks.

2. That the establishment of the Interim Use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.

Yes, the area is wooded and there are homes on the adjacent properties.

3. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided.

Yes, the applicant is not requesting additional utilities beyond what a normal residence would require.

4. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.

Yes, the applicant has enough parking space to accommodate the proposed use.

5. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.

Yes, it is not anticipated to cause offensive odor, fumes, dust, noise and vibration to the immediate area. All activities will be conducted in the accessory building.

9:13am

4

Interim Use Permit for Home Business in Accessory Structure - Marine Repair - Nicholas Greenlee. Planning & Zoning

Lynn Waytashek, Planning & Zoning Administrator

Fobbe/Schmiesing approved with a 4-0 vote the Interim Use Permit Application by Nicholas Greenlee for Home Business in an Accessory Structure, with the (15) Conditions and Findings of Fact recommended by the Planning Advisory Commission and listed in the background justification; PID #35-030-1405; Legal Desc: N 20 RDS of SE 1-4(full legal on file). Sec 30, Twp 34, Rge 27, Orrock Township; with 10 acres in the General Rural District.

Conditions:

1. The applicant shall comply with all local, state and federal laws.

2. The applicant shall work with the Fire Marshal to determine fire code.

The business may continue to operate out of the existing detached 750 sq. ft. garage; however, a building permit is required from the Planning and Zoning Department for the new 30' x 80' building and must meet applicable building code. Once the new 30' x 80' building is complete, the marine repair business must relocate to the new building and the existing 750 sq. ft. garage must be used as a personal garage.

3. All business activities must be conducted within a maximum area of 1,800 sq ft within the new 30' x 80' building. If a portion of the new accessory building is to be used for non-business use (i.e. personal storage), a partition wall or similar divider must be used to separate business from non-business use to identify compliance with the 1,800 sq ft maximum floor area.

4. The applicant shall have parking for the business area delineated on the property. No

parking is allowed on the County Road, in the road right of way or visible from the County Road.

5. Days and hours of operation are proposed to be Monday- Friday 8am-6pm and Saturday-Sunday 8am-12pm.

6. All exterior lighting shall be directed away from the public right-of-way and neighboring properties.

7. No long-term storage of boats other than the property owners is allowed on the property.

8. There shall not be more than 15 customer boats at any given time waiting to be worked on or picked up. The customer's boats must be located behind the proposed shop (Packet Attachment C) and cannot be parked for more than 2 weeks.

9. Any solid or liquid waste must be handled and disposed of according to any applicable County or State regulations. If hazardous waste license is required by the MPCA, a copy of the license shall be provided to the County upon request. All fluids will be contained in a non-flammable steel container and brought to the proper recycling facility.

10. There may be one non-illuminated sign totaling no more than 12 sq. ft. in size located on the property, but outside of the public right-of-way.

11. The IUP is issued to Nicholas and Cassandra Greenlee shall expire with a change in ownership of the property.

12. Excessive noise, glare, odors, traffic or other nuisances may be justification for the County to revoke or modify the terms of the IUP.

13. The property owner shall permit the County to inspect the property during normal business hours.

14. The property must remain homesteaded by the applicant.

FINDINGS:

1. That the Interim Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the immediate vicinity.

Yes, the proposed use is not anticipated to diminish and impair values within the immediate area. All activities will take place within the accessory structure. The boats will be parked behind the new building and not visible from the County Road. The boats waiting to be worked on or picked up will not be parked there more than 2 weeks.

2. That the establishment of the Interim Use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.

Yes, the area is wooded and there are homes on the adjacent properties.

3. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided.

Yes, the applicant is not requesting additional utilities beyond what a normal residence would require.

4. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.

Yes, the applicant has enough parking space to accommodate the proposed use.

5. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.

es, it is not anticipated to cause offensive odor, fumes, dust, noise and vibration to the

immediate area. All activities will be conducted in the accessory building.

9:14am

5

Amendment to an Existing Conditional Use Permit for 40 Horses on Property; to Allow People to Leave the Property on Horses; and for Manure Management to be a Dumpster or Compost - Andy and Jolene Thelen.

Planning & Zoning

Lynn Waytashek, Planning & Zoning Administrator

Burandt/Schmiesing approved with a 4-0 vote the Conditional Use Permit Amendment application by Andy and Jolene Thelen for 40 Horses on Property; to Allow People to Leave the Property on Horses; and for Manure Management to be a Dumpster or Compost; with the (19) Conditions and Findings of Fact recommended by the Planning Advisory Commission and listed in the background justification: PID #10-302-1200; Legal Desc: The SE ¼ of NW ¼ (full legal on file); Sec 2, Twp 33, Rge 28, Big Lake Township; with 34.24 acres in the General Rural District.

Conditions:

1. A maximum of 40 equines will be located on this property including property owner's own equines.
2. A maximum of 8 horse trailer parking spaces may be rented for outdoor storage. Trailers may not be located so as visible from County Road.
3. Pursuant to the Sherburne County Solid Waste Ordinance, Section 19.10 "Animal manure shall be classified as solid waste when they are accumulated, stored, or stockpiled on the ground surface... within 200 ft of a residence located on neighboring property." Therefore, any manure stockpile(s) must be located at least 200 ft from any neighboring residences.
4. The Manure Management Plan (date stamped September 16, 2021) must be followed (Packet Attachment C). Bedding and manure shall be placed in a container/dumpster and transferred off site and/or composted.
5. Manure application rates on site must not exceed the maximum recommended nitrogen needs for various crops as identified in the Minnesota Pollution Control Agency's, "Manure Application Rate Guide" last updated January 2020 (or as amended). The manure generated annually by this facility will exceed the maximum recommended nitrogen needs, so the additional manure exceeding these rates must be transferred off-site for proper disposal.
6. Pasture areas must exclude wetlands so that horses cannot access open water on site.
7. Facility must operate in compliance with MN Rules Chapter 7020 governing animal feedlots and County Ordinances.
8. The stall barn and riding arenas shall maintain required setbacks as depicted on Site Plan dated January 8, 2019. The manure storage/compost sites must each be located at least 200 feet from any wetlands and at least 200 feet from any residence. The stall barn must be located at least 300 feet from any wetlands and at least 200 feet from any residence.
9. Compost pad must have concrete under it and concrete sides. It must be covered with a tarp to control moisture. It must be sloped toward the back to ensure containment and prevent spillage. Upon construction of the compost pad there will be a six-month review of its effectiveness to properly mitigate against odors and other nuisances. Compost area must be maintained according to the SWCD's and MPCA's standards.
10. Animal mortality will be addressed off site. No animals may be buried on site in accordance with the Sherburne County Solid Waste Ordinance, as amended.
11. No events larger than 20 people is allowed. If in the future HOPE Stables would like to hold an event larger than 20 people, they would need to apply for an Occasional Special Event - Interim Use Permit and go through the County's approval process.
12. Facility hours will be 24 hours.
13. Must meet all parking and loading regulations as listed in the Sherburne County Zoning Ordinance, Section 17, Subdivision 2.
14. Building must meet commercial building code and accessibility code standards. Architectural plans must be submitted, and occupancy levels determined.

15. The property owner shall permit the County to inspect the property during normal business hours.
16. The property owner shall permit the County to perform an annual inspection to verify compliance with the terms of this Conditional Use Permit, County Ordinances, and State Rules.
17. Must meet all federal, state, and local regulations.
18. Applicant shall not use any other parcel for activities permitted under this permit unless this permit is amended to include additional parcels.
19. If applicant receives permission from the Township to use roads for trail riding activity, the applicant must remove all animal waste from the roads immediately after the trail riding activity to prevent discharge into Township ditches, County ditches, or any other Waters of the State.

FINDINGS:

1. That the Conditional Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the immediate vicinity.
Yes, the use of the property is already for a riding stable and horse boarding facility. The additional horses will not be seen from the road and adequate manure handling can be provided as long as MPCA regulations are adhered to.
2. That the establishment of the Conditional Use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.
Yes, most of the surrounding properties are already developed with single-family housing, but the presence of the stable will not prevent future development and improvements.
3. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided.
Yes, adequate utilities, access roads, and drainage are already being provided to the facility.
4. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.
Yes, the applicant has provided parking on the property for both vehicles and horse trailers.
5. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.
Yes, the horse lots are not visible from the County road. Manure will be composted, and a portion transferred off site. Composting and transferring manure will alleviate any nuisance conditions.

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| 9:16am | 6 | <p>Review and Approve Issuance of a Request For Proposals (RFP) for Planning & Zoning
Sherburne County Comprehensive Land Use Plan Rewrite - Planning & Zoning Department.</p> <p><i>Marc Schneider, County Planner</i></p> <p>Schmiesing/Burandt approved with a 4-0 vote the issuance of a Request For Proposals (RFP) for a Rewrite of the Sherburne County Comprehensive Land Use Plan. (On file.)</p> |
| <p>6. 9:29am Recess Regular Meeting, Open Regional Rail Authority Meeting</p> | | |
| <p>7. 9:34am Adjourn Regional Rail Authority Meeting, Reconvene Regular Meeting</p> | | |
| 9:34am | 1 | <p>Recommendation of the Sherburne County Regional Rail Authority for Auditor / Treasurer
Early Repayment of its Share of Anoka County Regional Rail Authority-Issued Bonds.</p> <p><i>Loraine Rupp, Finance Officer</i></p> |

Fobbe/Burandt approved with a 4-0 vote the recommendation of the Sherburne County RRA for Option 1 as presented for early repayment to the Anoka County Regional Rail Authority of Sherburne County's Share of Regional Rail Authority Bonds.

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| 9:35am | 2 | <p>Update from the Health and Human Service Director. Health & Human Services</p> <p><i>Amanda Larson, HHS Director</i></p> <p>Received an update from Health and Human Services Director Amanda Larson. Highlighted topics were update on economic assistance division within HHS, Mental Health Action Team update, Jail Social Worker hiring update, Social Service Manager hiring update,</p> |
| 9:44am | 3 | <p>University of Minnesota Extension Three-Year Staffing Agreement. Administration</p> <p><i>Dan Weber, Assistant County Administrator</i></p> <p>Schmiesing/Danielowski approved with a 4-0 vote the Three-Year University of Extension staffing agreement and addendum to not include the Ag Educator Position. (On file.)</p> |
| 9:53am | 4 | <p>American Rescue Plan Act (ARPA) Update and Recommended Approvals and Expenditures. Administration</p> <p><i>Dan Weber, Assistant County Administrator</i></p> <p>Approved the bi-weekly ARPA related expenditures and discussed broadband grant program guidelines and Resolution as follows:</p> <ul style="list-style-type: none"> • Burandt/Fobbe approved with a 4-0 vote, the expenses less than \$50,000.00 equaling \$20,794 (On file.) <ul style="list-style-type: none"> ○ County Attorney Kathleen Heaney provided the Board with a County Attorney Staffing update equaling \$7,500 immediate additional cost. ○ Staff will monitor the need for these additional positions in 2024. If all three positions were extended to all of 2024, it would equate to an additional \$412,900 ARPA request. • Fobbe/Schmiesing approved with a 4-0 vote, the expenses greater than \$50,000 as follows: <ul style="list-style-type: none"> ○ Adult Pretrial Probation Officer equaling \$183,368 <ul style="list-style-type: none"> ▪ 2022 = 100% (\$90,053) 2023 = 67% (\$61,295) 2024 = 33% (32,020) |
| 10:02am | 5 | <p>Proposed 2022 Board Meeting Schedule and Set the January 2022 Meeting Dates and Times. Administration</p> <p><i>Bruce Messelt, County Administrator</i></p> <p>Schmiesing/Fobbe approved with a 4-0 vote to set the date and time for the first 2022 Meeting of the Sherburne County Board of Commissioners as Tuesday January 4th, 2022 at 9:00 am, in accordance with Minn. Stat. § 375.07, and, for notification/publication purposes, the second 2022 Meeting of the County Board as Tuesday, January 18th, 2022 at 9:00 am.</p> |
| 10:09am | 6 | <p>Preliminary Review of 2022 Committee Assignments. Administration</p> <p><i>Bruce Messelt, County Administrator</i></p> <p>Conducted a preliminary review of the 2022 County Commissioner Committee Assignments.</p> |
| 8. | 10:12am | <p>Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items</p> <p>Commissioner Fobbe - Park Acquisition Meetings, Rep Kurt Daudt, Legislative visit to Washington, D.C., House Indigenous Sub Committee of National Resources staff, AMC Annual Conference, Truth in Taxation Meeting, Yoga Studio Ribbon Cutting, MICA</p> |

Commissioner Burandt -SCHSAC Executive Meeting, Zimmerman Overpass Meeting, Community Partners Meeting, Truth in Taxation Meeting, IEIC Meeting,

Commissioner Schmiesing - AMC Conference, Metropolitan Services, MCIT Board Meeting, MICA

Commissioner Danielowski - AMC Annual Conference, County EDA Meeting, CMRP Subcommittee meeting, Options Board meeting, Legislative visit to Washington, D.C.

Commissioner Dolan - Absent.

Commissioner Schmiesing announced the passing of Commissioner Ewald Petersen and spoke a few words. Commissioner Danielowski relayed the funeral and visitation information.

9. 10:19am Adjourn Regular Meeting, Recess

10. 10:33am Reconvene, Open Workshop

11. 11:29am Adjourn Workshop

HHS OBO Warrants

11/29/21	319.19	OBO 4Imprint
	1,219.25	OBO Amazon
	361.86	OBO Elk River Municipal Utilities
	619.27	OBO Innovative
	432.54	OBO Quadient
	1,500.00	OBO Speedway
	576.75	OBO Tanita Competitiveedge
	1,601.93	OBO Target
	411.15	OBO U Haul
	1,264.20	OBO Walmart 1
	300.00	OBO Web Gift Card
	399.84	OBO Young Specialties Plak Smacker
	284.24	3 Payments less than 300
	9,290.22	Total

Commissioner Warrants

11/19/21	114,890.29	Human Service Fund
	1,832.83	Agency Collections
	3,400.00	Children's Mental Health Collaborative
	120,123.12	Total

Warrants

11/19/21	303.65	Bender/Nicole
	23,015.21	Benton County Public Health
	461.99	Berg/Grace
	395.02	Britton-Williams/Belva
	1,088.33	Captivated LLC
	27,868.01	Central Mn Jobs & Training
	3,750.00	Coborn's
	3,376.25	Databank IMX LLC
	528.50	DNA Diagnostics Center
	754.32	Dorr/Alisen
	400.00	Guidarelli/Maria
	1,104.32	Hennepin County
	348.00	Lexis Nexis

3,000.00	Lutheran Social Service-Youth Resiliency
650.00	MHSRC/Range
2,395.05	Mn Dept Of Human Services - SWIFT
311.84	Nellis/Michelle
328.00	Pinnacle Printing Inc
660.00	Seven County Process Servers, LLC
7,030.06	Sherburne County Auditor Treasurer
592.17	Slimmer/Candice
4,725.00	Stearns Co Human Services
405.29	Stevens/Melissa
3,750.00	Target Corporation
339.62	Thomes/Mary
20,616.93	Wright County Health & Human Services
10,050.00	Ymca Customer Service Center
1,875.56	23 Payments less than 300
120,123.12	Total

DocuSigned by:

RaeAnne Danielowski

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RaeAnne Danielowski, Board Chairperson

12/21/2021

Date

DocuSigned by:

Bruce Messelt

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Bruce Messelt, Administrator

12/21/2021

Date