



Sherburne County Board of Commissioners

December 8, 2022 - 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

The Consent Agenda (also known by Roberts Rules of Order as a "consent calendar") groups routine meeting discussion points and normal business decisions into a single agenda item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions. For both Consent and Regular Agenda items, the same legal, financial, and policy evaluations are conducted and reported to the County Board. Any County Commissioner can request an item be removed from the Consent Agenda and presented individually for consideration by the County Board.

- 1 Review and Approve County Board Meeting Minutes: November 15, 2022.
- 2 Review and Approve County Workshop Meeting Minutes: November 15, 2022.
- 3 Consider and Approve 2023 Mileage Reimbursement Rate. Administration
- 4 Consider and Approve a Gambling Premises Permit - The Wave. Administration
- 5 Consider and Approve Compensation/Per Diem Rate for Volunteer/Citizen Committees for 2023. Administration
- 6 Consider and Approve the 2023 Meal Reimbursement Rates. Administration
- 7 Consider and Approve a 2023-2025 Client Service Contract with Tri-County Action Program. Administration
- 8 Consider and Accept the Resignation of a County EDA Member and Approve the Appointment of New EDA Members. Administration
- 9 Consider and Approve the Comprehensive Economic Development Strategy (CEDS) Plan Approval. Administration
- 10 Consider and Approve the Initiative Foundation Grant Acceptance. Administration
- 11 Consider and Approve the Minnesota Housing Finance Agency Participation Program Agreement for 2023. Administration
- 12 Consider and Approve the Re-appointment of Jayne Dietz to the Great River Regional Library Board of Trustees. Administration
- 13 Consider and Approve Commissioner & Manual Warrants. Auditor / Treasurer
- 14 Consider and Approve the Authorization to Issue Checks to Eligible Parties for Tax Rebate Financing, in Accordance with Agreements on File. Auditor / Treasurer
- 15 Accept and Approve the Annual Grant Award for Children's Mental Health Screening. Health & Human Services
- 16 Consider and Accept Grant Funds from the Minnesota Department of Health in Health & Human Services the Amount of \$204,136 to Sustain Sherburne Evidence-Based Family Home Visiting and \$129,961 to Sustain the First Steps Collaborative Infrastructure. Health & Human Services
- 17 Consider and Approve Addition of 1 FTE Children's Mental Health Social Worker. Health & Human Services
- 18 Consider and Approve an Agreement with the Department of Human Services, Child and Teen Checkups Program 2023 Budget Allocation and Workplan. Health & Human Services
- 19 Consider and Accept the Local Public Health Grant Annual Allocation from the Health & Human Services

MN Department of Health.

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| 20 | Consider and Accept the WIC-PEER Breastfeeding Grant Annual Allocation from the MN Department of Health. | |
| 21 | Consider and Approve 2023-2025 Purchase of Service Contract for Legal Prosecutorial Services. | Health & Human Services |
| 22 | Consider and Approve Agreement with Children's Dental Services to Provide Mobile Dental Services in Sherburne County Funded Through a Racial and Health Equity BlueCross BlueShield Grant. | Health & Human Services |
| 23 | Consider and Approve November 18, 2022 HHS IFS Admin Warrants. | Health & Human Services |
| 24 | Consider and Approve the December 2, 2022 HHS/IFS ADMIN Warrants. | Health & Human Services |
| 25 | Consider Acceptance of HHS Grant Award Community Support Program Funding and Authorization to Execute a Grant Agreement/Contract. | Health & Human Services |
| 26 | Review and Approve the 11-29-22 HHS OBO Warrants. | Health & Human Services |
| 27 | Consider and Approve the LELS Licensed Supervisor Unit MOU on Uniform Allowance. | Human Resources |
| 28 | Consider and Approve Resolution 120822-AD-3053 Effecting the Revocation of Conditional Use Permit at the Request of Property Owners-Matthew Daiker and Lynn Daiker. | Planning & Zoning |
| 29 | Consider and Approve Low Bidder for Grams Park Nature Play Area, CP Grams2-A. | Public Works |
| 30 | Consider and Approve the Final Payment for 2022 Pavement Markings CP 71-PM-022. | Public Works |
| 31 | Consider and Approve Resolution No. 120822-AD-3054 and Approve the State of Minnesota Agency Agreement for Advanced Construction for SP 071-591-003, TA 7122(237). | Public Works |
| 32 | Consider and Authorize Out-of-State Travel for the County Engineer to Attend the National Association of County Engineers Conference. | Public Works |

3. 9:03am Open Public Hearing

- 9:03am 1** Bailey Ray's Roadhouse Public Hearing & Approval of On/Off-Sale w/Sunday Liquor License
Diane Arnold, Auditor-Treasurer

4. 9:13am Announcements

5. 9:18am 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;*
- *It is requested that speakers refrain from personal attacks of any kind against another person, commissioner, or employee;*
- *It is requested that speakers refrain from campaign-type presentations;*
- *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. The Open Forum may be continued following the conclusion of the regular Board business meeting agenda items.*
- *It is requested that all input or information 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.

6. 9:33am Employee Anniversary Recognition

9:33am 1 Recognize July - December 2022 Employee Anniversaries.
A reception will be held in the Staff Café.
Department Heads

7. 10:00am Regular Agenda

- 10:00am 1** Consider and Approve an Interim Use Permit for Home Business in an Accessory Building-Motorcycle Repair-Christopher Schwab.
Lynn Waytashek, Planning & Zoning Administrator
- 10:05am 2** Consider and Approve Resolution 120822-AD-3052, a Declaration of Adequacy of Environmental Assessment Worksheet (EAW) and Negative Declaration of the need for an Environmental Impact Statement (EIS) for Knife River-Higgins Pit.
Lynn Waytashek, Planning & Zoning Administrator
- 10:10am 3** Consider and Approve an Interim Use Permit for a Gravel Mining Operation-Knife River Higgins Pit.
Lynn Waytashek, Planning & Zoning Administrator
- 10:15am 4** Consider and Approve the Great River Energy's Becker Ash Landfill Closure License.
Gabrielle Holman, Environmental Specialist
- 10:25am 5** Revisions to Sherburne County Rules and Personnel Policies
Tammy Bigelow, HR Director
- 10:35am 6** Consideration and Approval of the Sherburne County Total Rewards Philosophy.
Tammy Bigelow, HR Director
- 10:45am 7** Receive the American Rescue Plan Act (ARPA) Update and Consider Approval of Recommended Expenditures.
Dan Weber, Assistant County Administrator
- 10:50am 8** Review and Consider the Proposed 2023 Board Meeting Schedule and Set the January 2023 Meeting Dates and Times.
Bruce Messelt, County Administrator

8. 10:55am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items
(November 16 – December 7, 2022)

9. 11:05am Adjourn Regular Meeting, Recess

10. 11:15am Reconvene, Open Regional Rail Authority Meeting

- 11:15am 1** Approval of the Regional Rail Authority Agenda.
Andrew Witter, Public Works Department Head
- 11:16am 2** Approve Regional Rail Meeting Minutes: September 6, 2022.
Andrew Witter, Public Works Department Head
- 11:17am 3** Receive an Annual Northstar Operations Update from Metropolitan Council.
Andrew Witter, Public Works Department Head
- 11:37am 4** Consider Approval of the 2023 Subordinate Funding Agreement with the Metropolitan Council for the Northstar Corridor Commuter Rail.
Andrew Witter, Public Works Department Head

11. 11:40am Adjourn Regional Rail Authority Meeting, Recess

12. 11:50am Reconvene, Open Closed Session

- 11:50am 1** Closed Session Pursuant to Minnesota Statute 13D.05, Subd (3a) - Setting of 2023 Administrator Goals.
Bruce Messelt, County Administrator

13. 12:50pm Close Closed Session, Recess

14. 1:00pm Reconvene, Open Workshop

1:00pm 1 Community Corrections Update

J Hancuch, Community Corrections Department Head

1:10pm 2 Discuss Potential 2023 Committee Assignments and Legislative Priorities.

Bruce Messelt, County Administrator

15. 1:40pm Adjourn Workshop

Upcoming Meetings

December 8, 2022, County Board Meeting, 9:00 am, County Board Room

December 15, 2022, county EDA Meeting, 8:30am, County Board Room

December 20, 2022, County Board Meeting, 9:00 am, County Board Room

December 20, 2022, Outgoing County Board of Commissioner Appreciation Event, 12:00pm, EOC

January 3, 2023, County Board Meeting, 9:00am, County Board Room

January 17, 2023, County Board Meeting, 9:00am, County Board Room (Tentative)

January 25, 2023, AMC County Government 101, InterContinental Hotel, St. Paul, Mn

Future Workshops

- 2023 Legislative Priorities.
- County Enforcement of Solid Waste, Shoreland, and Land Use/Zoning Ordinances/Regulations.