



# Sherburne County Board of Commissioners

## December 20, 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: December 8, 2022
- 2 Review and Approve County Board Workshop Meeting Minutes: December 8, 2022
- 3 Review and Consider Approval of Truth In Taxation (TNT) Meeting Minutes: December 1, 2022.
- 4 Consider and Approve Court Appointed Attorney Service Agreements. Administration
- 5 Consider and Approve Resolution No. 122022-AD-3048 Establishing 2023 Salaries for County Commissioners. Administration
- 6 Consider Resolution No. 122022-AD-3055 Establishing 2023 County Elected Official Salaries. Administration
- 7 Receive and Accept the Three Lake Improvement District 2022 Annual Report. Administration
- 8 Review and Approve County Administrator 2022 Performance Evaluation Summary. Administration
- 9 Consider and Approve the 2023 5-Year Capital Improvement Plan. Administration
- 10 Consider and Approve the 2023 Non-Levied Budgets. Administration
- 11 Consider and Approve to Establish June 13, 2023 as the Official Meeting Date for the County Board of Appeal and Equalization. Assessor
- 12 Consider and Approve a Contract with Karpel for the Calendar Year 2023. Attorney
- 13 Consider and Approve the Authorization to Pay Final 2022 Warrants. Auditor / Treasurer
- 14 Consider Approval of Commissioner & Manual Warrants for 11/30, 12/02, 12/06, and 12/09 2022. Auditor / Treasurer
- 15 Consider Resolution No. 122022-AD-3057 to Commit Fund Balance in Accordance with GASB Statement #54. Auditor / Treasurer
- 16 Receive, Review, and Accept the Auditor-Treasurer's Monthly Report for November 2022. Auditor / Treasurer
- 17 Consider and Approve Agreement for Investigative Services of Welfare Fraud. Health & Human Services
- 18 Consider and Approve an Adult Day/Prevocational Services and Employment Support Contract for Options Inc. Health & Human Services
- 19 Consider and Approve Contract Renewal for Greater Minnesota Family Services for In-Home Services. Health & Human Services
- 20 Consider and Approve HHS/IFS Admin Warrants from December 16, 2022. Health & Human Services

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| 21 | Consider and Approve Renewal of Contract for Nystrom and Associates for In-home Services and Psychological Testing.                                                                                                                                                              | Health & Human Services |
| 22 | Consider and Approve the Semi-Independent Living Skills (SILS) Contract for Mains'l Services Inc.                                                                                                                                                                                | Health & Human Services |
| 23 | Consider Approval and Acceptance of the 2022 Community Outreach Program Grant Award from the CommUNITY Adult Mental Health Initiative.                                                                                                                                           | Health & Human Services |
| 24 | Consider Approval of a Contract with A New Direction for Provision of Semi-Independent Living Skills (SILS).                                                                                                                                                                     | Health & Human Services |
| 25 | Consider Approval of a Contract with Central Minnesota Mental Health Center for Community Support Program (CSP) Services, Adult Mental Health Clinical Consultation, Infant and Early Childhood Mental Health Consultation, and Reflective Consultation for Public Health Staff. | Health & Human Services |
| 26 | Consider Approval of HHS IFS Admin Warrants Dated 12/09/22.                                                                                                                                                                                                                      | Health & Human Services |
| 27 | Consider Approval of an On-Site Childcare Contract with the YMCA of the Greater Twin Cities.                                                                                                                                                                                     | Health & Human Services |
| 28 | Consider Renewal of a Contract with Main Street Family Services.                                                                                                                                                                                                                 | Health & Human Services |
| 29 | Consider Renewal of a Contract with Operation Foresight for Drug Testing of HHS Clients.                                                                                                                                                                                         | Health & Human Services |
| 30 | Consider Renewal of a Contract with Lighthouse Child and Family Services for Reflective Consultation for Staff, Supervisors and Manager of Child and Family Services.                                                                                                            | Health & Human Services |
| 31 | Consider Approval of a County Equal Employment Opportunity Policy.                                                                                                                                                                                                               | Human Resources         |
| 32 | Consider Reappointment to the Sherburne County Board of Adjustment.                                                                                                                                                                                                              | Planning & Zoning       |
| 33 | Consider Revocation of Conditional Use Permit at the Request of Property Owner - Linda Kasowski.                                                                                                                                                                                 | Planning & Zoning       |
| 34 | Consider and Approve a Contract Amendment with WSB & Associates for Additional Design Services Pertaining to the Bridge 71504 (CSAH 15) and Bridge 71505 (CSAH 4) Projects.                                                                                                      | Public Works            |
| 35 | Consider and Approve the Fourth Amendment to the Agreement with Alliant Inc. for CR 65 Design Services.                                                                                                                                                                          | Public Works            |
| 36 | Consider and Approve the Second Amendment to the Agreement with SRF Consulting Group for CSAH 33 Design Phase Services.                                                                                                                                                          | Public Works            |
| 37 | Consider Approval of Resolution No.122022-AD-3060 in Support of Sponsoring the Surface Transportation Block Grant Program (STBGP) for CSAH 4 Road Improvements in the City of Zimmerman.                                                                                         | Public Works            |
| 38 | Consider and Approve Resolution No. 122022-AD-3061 and Approve State of Minnesota Agency Agreement for Advanced Construction for SP 071-070-042, HSIP 7122(224).                                                                                                                 | Public Works            |
| 39 | Consider and Approve Receipt of a Donation of \$1,100.00 in Gas Cards from the Big Lake American Legion Auxiliary.                                                                                                                                                               | Veteran's Services      |

**3. 9:03am Announcements**

**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;
- 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.*

**5. 9:20am Open Regional Rail Authority**

**9:20am 1** Approval of Regional Rail Authority Proposed Agenda.

*Bruce Messelt, County Administrator*

**9:21am 2** Review and Approve the Regional Rail Authority Meeting Minutes: December 8, 2022.

*Bruce Messelt, County Administrator*

**9:22am 3** Consider Certification of the 2023 Regional Rail Authority Levy.

*Bruce Messelt, County Administrator, Dan Weber, Assistant County Administrator*

**9:27am 4** Consider Approval of 2023 Master Funding & Annual Operating Grant Agreement of the Northstar Link Commuter Bus.

*Andrew Witter, Public Works Department Head, Dan Weber, Assistant County Administrator*

**6. 9:32am Adjourn Regional Rail Authority, Open Regular Agenda**

**9:32am 1** Conduct an Annual Review of and Approve Recommended Changes to the Financial Policy Manual.

*Diane Arnold, County Auditor/Treasurer*

**9:37am 2** Consider Approval of a Joint Powers Agreement with Wright County for Planning and Environmental Linkage Study of TH 25.

*Andrew Witter, Public Works Department Head*

**9:42am 3** Consider Adoption of the 2023 Annual Budget and Associated Annual Levies.

*Bruce Messelt, County Administrator, Dan Weber, Assistant County Administrator*

**9:47am 4** Receive the American Rescue Plan Act (ARPA) Update and Consider Approval of Recommended Expenditures.

*Dan Weber, Assistant County Administrator*

**7. 9:55am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

(December 9, 2022 – December 19, 2022)

**8. 10:05am Adjourn Regular Meeting, Open Ditch Authority Agenda Meeting**

**10:05am 1** Approval of Ditch Authority Meeting Agenda.

*Mike Lindenau, County Ditch Inspector*

**10:06am 2** Receive and Accept the Ditch Drainage Technicians Report.

*Mike Lindenau, County Ditch Inspector*

**10:07am 3** Set the Next Ditch Authority Meeting Date for Tuesday, February 21, 2022.

*Mike Lindenau, County Ditch Inspector*

**9. 10:20am Adjourn Ditch Authority Meeting**

**Upcoming Meetings**

December 20, 2022, Commissioner Recognition, 12:00pm, Maple Room

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

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

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.
- Sherburne County Board of Adjustment Discussion.