



Sherburne County Board of Commissioners

January 3, 2023 - 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 Oaths of Offices

- 9:02am 1** Conduct Oaths of Offices for Elected County Commissioners and County Officials.
Honorable Judge Walter Kominsky

3. 9:15am Recess Regular Meeting, Break

4. 9:35am Reconvene Regular Meeting

5. 9:35am Election of Board Chairperson

- 9:35am 1** Election of 2023 Board Chair.
Bruce Messelt, County Administrator

6. 9:36am Election of Vice-Chairperson

- 9:36am 1** Election of Vice-Chairperson.
Board Chair, County Commissioner

7. 9:37am 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.

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| 1 | Review and Approve County Board Meeting Minutes: December 20, 2022 | |
| 2 | Review and Approve Commissioner Expense Claim. | Administration |
| 3 | Consider and Approve December 16, 2022, and December 23, 2002, Commissioner & Manual Warrants. | Auditor / Treasurer |
| 4 | Consider and Approve 2023 Signature Authorizations and Designation of Depositories. | Auditor / Treasurer |
| 5 | Consider and Approve December 23, 2022 HHS IFS Admin Warrants. | Health & Human Services |
| 6 | Consider and Approve the UHL Company 2023 Service Agreement. | Maintenance |
| 7 | Consider and Approve 2023 Appointments to the Sherburne County Planning Advisory Commission. | Planning & Zoning |
| 8 | Consider and Approve Out of State Travel for Public Works Employee. | Public Works |
| 9 | Consider and Approve Resolution No.010323-AD-3062 and Agency Agreement with MnDot for Contract No. 1052035. | Public Works |
| 10 | Consider and Approve Resolution No. 010323-AD-3063 in Support of Sponsoring the CSAH 5/Elk River Pedestrian & Bicycle Bridge in Seeking Transportation Alternatives Program Funding from MNDOT. | Public Works |
| 11 | Consider and Approve the Final Payment to Knife River for 2022 Overlays. | Public Works |
| 12 | Review and Approve Resolution No. 010323-AD-3064 Agreeing to Maintain the CSAH 5 Pedestrian Bridge Over the Elk River. | Public Works |

- 13 Consider and Approve Acceptance of a Donation from River of Life Church to the Sheriff's Office Chaplaincy Program. Sheriff
- 14 Consider and Approve Out-of-State Travel for a Sheriff's Office Employee. Sheriff
- 15 Consider and Approve the Notification of Participation in the Law Enforcement Support Office (LESO) 10-33 Program. Sheriff

8. **9:38am Announcements**

9. **9:45am 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 accordance with the instructions for the public hearing to ensure your opinion becomes part of the record for consideration.

10. **10:00am Regular Agenda**

- 10:00am 1** Consider the Approval of the Preliminary and Final Simple Plat of Schroer Estates - Taylor and Taylor Schroer.
Lynn Waytashek, Planning & Zoning Administrator
- 10:05am 2** Consider and Authorize the EPA's Solid Waste Infrastructure Recycling Grant Application.
Gabrielle Holman, Environmental Specialist, Dave Lucas, Solid Waste Administrator, Jillian Carlson, Environmental Specialist
- 10:10am 3** Review and Approve the Awarding Bid for the 2023 Official County Publications.
Diane Arnold, County Auditor/Treasurer
- 10:15am 4** Consider and Approve the American Rescue Plan Act (ARPA) Update and Recommended Approvals and Expenditures.
Dan Weber, Assistant County Administrator
- 10:20am 5** Consider Updates to County Administrative Policy Manual.
Bruce Messelt, County Administrator
- 10:30am 6** Review and Approve the 2023 County Board Meeting Schedule.
Bruce Messelt, County Administrator

11. **10:35am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

(December 21, 2022 - January 2, 2023)

12. **10:45am Recess Regular Meeting, Open Regional Rail Authority Meeting**

13. **10:54am Close Regional Rail Authority Meeting, Open Housing and Redevelopment Authority Meeting**

14. **11:03am Close Housing Redevelopment Authority Meeting, Break**

15. **11:15am Reconvene, Open Workshop Meeting**

- 11:15am 1** Review and Discuss 2023 Committee Assignments.
Bruce Messelt, County Administrator
- 11:35am 2** Review and Discuss Potential 2023 State and Federal Legislative Priorities.

11:55am 16. Close Workshop Meeting, Adjourn Regular Meeting

Upcoming Meetings

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

January 19, 2023, MICA Annual Legislative Forum & Dinner, 2:00pm – 8:00pm, Jack and Jim's Event Center, Duelm, Mn

January 19, 2023, Joint Meeting of Big Lake City Council, Big Lake Township, Orrock Township, Sherburne County Board of Commissioners and I.S.D. #727 School Board, Big Lake City Council Chambers, Big Lake, Mn

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

January 26, 2023, County EDA Meeting, 8:30am, County Board Room

February 11-14, 2023, NACo Legislative Conference, Washington, D.C.

Future Workshops

- County Enforcement of Solid Waste, Shoreland, and Land Use/Zoning Ordinances/Regulations
- County EDA Priority Discussion
- Sherburne County Board of Adjustment Discussion
- Tobacco Ordinance Part 1
- Tobacco Ordinance Part 2
- Public Health 101
- Solar Ordinance