



Sherburne County Board of Commissioners

February 7, 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 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.

3. 9:17am 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 Regular Meeting Minutes from January 17, 2023. | Administration |
| 2 | Review and Approve Workshop Minutes from January 17, 2023 | Administration |
| 3 | Consider and Approve a Government Center Lease Agreement with Elk River Cycle Sports, LLC. | Administration |
| 4 | Consider and Approve a 2022 Commissioner Reimbursement. | Administration |
| 5 | Consider and Approve the Amended 2023 Commissioner Committee Assignments. | Administration |
| 6 | Consider Approval of a MN Lawful Gambling Application (Premises Permit) to Conduct Excluded Bingo for Travelers Country Club on the Mississippi - Renewal. | Administration |
| 8 | Consider Approval of an Update to the County Email Use Policy. | Administration |
| 9 | Consider Amending the 2023 County Board Meeting Schedule. | Administration |
| 10 | Consider and Approve Commissioner & Manual Warrants from January 13th, 20th, 25th, and 27th, 2023. | Auditor / Treasurer |
| 11 | Consider Approval for Signatures Requested on A Letter of Statement of Work for 2022 Audit Services. | Auditor / Treasurer |
| 12 | Consider and Approve January 31, 2023 HHS OBO Warrants. | Health & Human Services |
| 13 | Consider and Approve Local ARMHS Certification for Restorers Health Services. | Health & Human Services |
| 14 | Consider Approval to Reclassify and Fill a Public Support Specialist (Grade 7) | Health & Human Services |

Position as a Data Redaction Specialist (Grade 8) Position.

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| 15 | Review and Approve January 20, 2023 HHS IFS Admin Warrants. | Health & Human Services |
| 16 | Consider and Approve Property Maintenance Out of State Travel Request. | Maintenance |
| 17 | Consider and Approve Professional Service Agreement with Braun Intertec Corporation to Design and Oversee 2023 Roofing Replacement and Masonry Repair Projects. | Maintenance |
| 18 | Consider and Appoint Bryan Adams as the Planning Advisory Commission Representative to the Board of Adjustment. | Planning & Zoning |
| 19 | Consider and Approve 2023 Appointments to the Sherburne County Planning Advisory Commission. | Planning & Zoning |
| 20 | Consider and Approve a Restoration and Enhancement Memorandum Of Understanding Between the MN Land Trust and Sherburne County for Natural Resource Work in County Parks. | Public Works |
| 21 | Consider and Approve Resolution No. 020723-AD-3069 to Support the County's 2023 RAISE Grant Application. | Public Works |
| 22 | Review and Approve Final Payment for 2022 CSAH 33 Reconstruction (CP 71-633-020). | Public Works |
| 23 | Review and Approve Final Payment for 2022 Mumble Strips & Stop Sign Enhancement project (SP 071-070-043). | Public Works |
| 24 | Consider and Approve Donations to the Toward Zero Death Safe Roads Coalition. | Sheriff |
| 25 | Consider and Approve Out-of-State Travel for a Sheriff's Office Employee. | Sheriff |
| 26 | Consider and Approve the Appointment of Dr. Kimberly Gallenberg, DVM, as an Sheriff Alternate Hearing Officer for Dangerous and Potentially Dangerous Dog Hearings. | |

4. 9:20am Announcements

- 9:20am 1** Administrator Updates and Announcements.
Bruce Messelt, County Administrator

5. 9:25am Regular Agenda

- 9:25am 1** Sheriff's Office to Present a Life-Saving Award.
Joel Brott, County Sheriff
- 9:30am 2** Consider Approval of a Conditional Use Permit for a Professional Office, to Operate a Veterinarian Clinic - Cardinal Enterprises, LLC.
Lynn Waytashek, Planning & Zoning Administrator
- 9:35am 3** Consider the Approval of Preliminary Residential Standard Plat of "Pines Edge" - JDA Builders Inc.
Lynn Waytashek, Planning & Zoning Administrator
- 9:40am 4** 2023 Spring Load Restrictions Discussion.
Andrew Witter, Public Works Department Head
- 9:45am 5** Consider and Approve the American Rescue Plan Act (ARPA) Update and Recommended Approvals and Expenditures.
Dan Weber, Assistant County Administrator

6. 9:50am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

(January 18, 2023 - February 6, 2023)

7. 9:55am Recess Regular Meeting, Break

8. 10:10am Reconvene, Open Workshop Meeting

10:10am 1 Review Status and County Use of ARPA Funds.

Dan Weber, Assistant County Administrator

10:30am 2 Receive an Update on Health and Human Services Department Fiscal, Operational, and Staffing Challenges.

Amanda Larson, HHS Director

9. 10:50am Close Workshop Meeting, Adjourn Regular Meeting

Upcoming Meetings

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

February 16, 2023, Economic Development, 830am, County Board Room

February 22-23, 2023, AMC Legislative Conference, InterContinental Hotel, St. Paul, Mn

February 15, 2023, Community Partners Meeting, 1:30pm, Sunken Ship, Princeton

March 7, 2023, County Board Meeting, 9:00am, County Board room

Future Workshops

- County Enforcement of Solid Waste, Shoreland, and Land Use/Zoning Ordinances/Regulations Pt. 1
- County Enforcement of Solid Waste, Shoreland, and Land Use/Zoning Ordinances/Regulations Pt. 2
- Tobacco Ordinance Part 1
- Tobacco Ordinance Part 2
- Public Health 101
- Solar Ordinance
- Recycle Education Outreach Grant
- Broadband Overview