



Sherburne County Board of Commissioners

May 2, 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 Public Hearing

- 9:02am 1 Public Hearing: Tax Abatement for Beaudry Oil & Service Inc.
Dan Weber, Assistant County Administrator

3. 9:12am 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.

4. 9:27am 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 Minutes: April 18, 2023.
- 2 Review and Approve County Workshop Meeting Minutes: April 18, 2023.
- 3 Consider and Approve Deed of Gift for Donation to the Sherburne History Center. Administration
- 4 Consider and Approve Food Truck Vendor Contracts. Administration
- 5 Consider Scheduling a Public Hearing Regarding a Tax Abatement Request for CMP Attachments LLC. Administration
- 6 Review and Consider Approval of MN Lawful Gambling Application - Dylan Witschen Foundation. Administration
- 7 Consider and Approve Commissioner & Manual Warrants dated April 14th and April 21st, 2023. Auditor / Treasurer
- 8 Consider and Authorize a Request for Public Hearing and Publication of the Same for On/Off Sale Farm Winery License. Auditor / Treasurer
- 9 Consider and Approve April 21, 2023 HHS IFS Admin Warrants. Health & Human Services
- 10 Consider Approval a Contract with Lutheran Social Services for the "Keeping Families Together" Program. Health & Human Services

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| 11 | Consider and Approve an Agreement Between Sherburne County and Wright County for Inspections of Type 4 and Type 5 Septic Systems in Sherburne County. | Planning & Zoning |
| 12 | Consider and Approve Amendments to the 2023 SCORE Line Item Budget. | Planning & Zoning |
| 13 | Consider Approval of the Memorandum of Understanding Between Sherburne County and Baldwin Township to Authorize Baldwin Township to Carry Out Planning and Zoning Activities Within the Township. | Planning & Zoning |
| 14 | Consider and Approve an Updated Great Northern Trail Partnership Memorandum of Understanding. | Public Works |
| 15 | Consider and Approve Resolution No. 050223-AD-3088 Requesting Transfer of Excess County State Aid Municipal Construction Funds to County State Aid Regular Construction Funds. | Public Works |
| 16 | Consider and Approve the BNSF Crossing Surface Agreements on County State Aid Highway 11 and on County Road 53. | Public Works |
| 17 | Consider and Approve the Lowest Responsive Bidder for the 2023 Pavement Markings, CP 71-PM-2023. | Public Works |
| 18 | Consider Approval of Resolution No. 050223-AD-3087 to Acquire Property for the County State Aid Highway 4 Reconstruction Project. | Public Works |
| 19 | Receive and Accept the 2022 Sherburne County Public Works Annual Report. | Public Works |
| 20 | Consider and Accept the 2023 State of MN Federal Boating Safety Supplemental Patrol Grant. | Sheriff |

5. **9:30am Announcements**

6. **9:35am Regular Agenda**

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| 9:35am | 1 | Consider and Approve by Proclamation the Week of May 7-13, 2023, as Correctional Officers' Week.
<i>Sheriff Staff</i> |
| 9:40am | 2 | Consider and Approve by Proclamation the Week of May 14-20, 2023, as Police Officer's Week.
<i>Sheriff Staff</i> |
| 9:45am | 3 | Consider and Approve by Proclamation the Month of May 2023 as Mental Health Awareness Month.
<i>Nicole Ruhoff, CHS Administrator, Bruce Messelt, County Administrator</i> |
| 9:50am | 4 | Receive an Update on the Great River Regional Library.
<i>Karen Pundsack, Great River Regional Library</i> |
| 10:00am | 5 | Receive an Update from the Central Minnesota Council on Aging.
<i>Lori Vrolson, Central MN Council on Aging</i> |
| 10:20am | 6 | Consider and Approve the Combined Position Request of a Right-of-Way Specialist.
<i>Andrew Witter, Public Works Department Head</i> |
| 10:25am | 7 | Consider and Approve the American Rescue Plan Act (ARPA) Update and Recommended Approvals and Expenditures.
<i>Dan Weber, Assistant County Administrator</i> |

7. **10:35am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

(April 19, 2023 - May 1, 2023)

8. **10:45am Recess Regular Meeting, Break**

9. **11:00am Reconvene, Open Workshop Meeting**

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| 11:00am | 1 | Towards Zero Death Initiative Updates.
<i>Geoffrey Dowty, Patrol Sergeant</i> |
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- 11:10am 2** GIS Update / Permitting Demonstration.
Brett Forbes, GIS Coordinator
- 11:20am 3** County Highway Design Standards (Continued).
Andrew Witter, Public Works Department Head
- 11:40am 4** NorthStar Update & Discussion.
Andrew Witter, Public Works Department Head
- 12:10pm 5** Review of Minnesota Open Meeting Law.
Tim Sime, Asst. County Attorney

10. 12:20pm Close Workshop Meeting, Adjourn Regular Meeting

Upcoming Meetings

May 16, 2023, County Board Meeting, 9:00am, County Board Room
May 18, 2023, County EDA Meeting, 8:30am, County Board Room
June 6, 2023, County Board Meeting, 9:00am, County Board Room
June 20, 2023, County Board Meeting, 9:00am, County Board Room
June 22, 2023, County EDA Meeting, 8:30am, County Board Room

Future Workshops

Tobacco Ordinance Part 1
Tobacco Ordinance Part 2
Recycle Education Outreach Grant
Housing Discussion
Planning Advisory Committee and Board of Adjustment Roles
Total Rewards - Competitive Compensation
County Broadband Discussion