



Sherburne County Board of Commissioners

June 20, 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 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: June 6, 2023
- 2 Review and Approve County Board Workshop Meeting Minutes: June 6, 2023
- 3 Consider and Approve Farm Friends Barn Site Plan Changes. Administration
- 4 Consider and Approve Participation in the National Center for Public Lands Counties. Administration
- 5 Consider and Approve an Update to the Use of County Provided Vehicles Policy. Administration
- 6 Consider and Approve Westlaw Three Year Contract. Attorney
- 7 Consider and Approve 2023-2024 Tobacco License Renewal. Auditor / Treasurer
- 8 Consider and Approve Commissioner and Manual Warrants. Auditor / Treasurer
- 9 Consider and Approve Public Hearing Request Required for On Sale With Sunday Liquor License Application. Auditor / Treasurer
- 10 Consider and Authorize Submittal of the County's 2022 Annual Comprehensive Financial Report and Award Application to the GFOA (Government Finance Officers Association). Auditor / Treasurer
- 11 Consider and Accept the TANF (Temporary Assistance for Needy Families) Grant from the Minnesota Department of Health in the Amount of \$249,372. Health & Human Services
- 12 Consider and Approve June 1, 2023 HHS OBO Warrants. Health & Human Services
- 13 Consider and Approve June 9, 2023 HHS/ADMIN Warrants. Health & Human Services
- 14 Consider and Approve a Contract With the Minnesota Pollution Control Agency for the Replacing Failing Septic Systems to Protect Groundwater Grant. Planning & Zoning
- 15 Consider and Approve Lowest Responsive Bidder for 2023 HSIP Edgeline Striping, SP 071-070-046. Public Works
- 16 Consider and Approve Lowest Responsive Bidder for 97th Street Reconstruction, SAP 71-592-001, SAP 71-592-002, SAP 71-594-002. Public Works
- 17 Consider and Approve a Joint Powers Agreement with the City of Becker and Becker and Clear Lake Townships for the 97th Street Improvements. Public Works
- 18 Consider and Approve the Joint Powers Agreement with the City of Big Lake and Big Lake Township for County Road 43 Improvements. Public Works
- 19 Consider and Approve Out-of-State Travel Request for Four Sheriff/Jail Employees to Attend the American Correctional Association Conference. Sheriff

3. 9:03am 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. 9:18am Announcements

9:18am 1 Administrator Updates.
Bruce Messelt, County Administrator

5. 9:20am Employee Recognition

9:20am 1 Celebrate Spring Employee Anniversary Recognition.
Bruce Messelt, County Administrator

6. 9:50am Regular Agenda

9:50am 1 Receive a Legislative Session Recap From the Minnesota Inter-County Association (MICA).
Matt Massman, Steve Novak, Nancy Silesky, Carli Stark

10:35am 2 Consider and Approve the Roofing Replacement and Masonry Repair Low Bids Scheduled for Summer 2023.
Steve Becker, Maintenance Department Head

10:40am 3 Receive, Review, and Accept the Auditor-Treasurer's Monthly Report for May 2023.
Diane Arnold, County Auditor/Treasurer

10:45am 4 2024 Budget - Departmental Strategic Priorities Discussion.
Dan Weber, Assistant County Administrator, Bruce Messelt, County Administrator

11:15am 5 Consider and Approve the Host Fee Rates for Elk River Landfill for the Years 2024 through 2030.
Dave Lucas, Solid Waste Administrator

7. 11:20am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

(June 7, 2023 - June 19, 2023)

8. 11:30am Recess Regular Meeting, Break

9. 11:45am Reconvene, Open Ditch Authority Meeting

11:45am 1 Consider Approval of Ditch Authority Agenda.
Mike Lindenau, County Ditch Inspector

11:46am 2 Consider and Accept the Ditch Drainage Technician's Report.
Mike Lindenau, County Ditch Inspector

12:00pm 3 Consider and Approve Payback to the General Fund.
Diane Arnold, County Auditor/Treasurer

10. 12:05pm Close Ditch Authority Meeting, Break

11. 12:20pm Reconvene Regular Meeting, Open Workshop

12:20pm 1 NorthStar Update & Discussion.
Andrew Witter, Public Works Department Head

12:50pm 2 Child Protection Workload and Staffing.

Amanda Larson, HHS Director

12. 1:20pm Close County Workshop Meeting, Adjourn Regular Meeting

Upcoming Meetings

July 17, 2023, County Board Budget Workshop Meeting, 10:00am - 4:00pm, County Board Room

July 18, 2023, County Board Budget Workshop Meeting, 10:00am - 4:00pm, County Board Room

July 18, 2023, County Board Meeting, 7:00pm, County Board Room

July 20, 2023, Economic Development Authority Meeting, 8:30am, County Board Room

August 1, 2023, County Board Meeting, 10:00am, 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

County Broadband Discussion