



# Sherburne County Board of Commissioners

## July 18, 2023 - County Board Meeting

### Agenda

#### 1. 7:00pm Call to Order

- *Moment of Silence and Pledge of Allegiance*
- *Approval of Regular Meeting Proposed Agenda*

#### 2. 7:02pm Public Hearing

**7:02pm 1** Conduct the Getaway Bar LLC Public Hearing and Consider Approval of the On-Sale with Sunday Liquor License.

*Diane Arnold, County Auditor/Treasurer*

#### 3. 7:12pm 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. 7:27pm 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 20, 2023
- 2** Review and Approve County Board Workshop Meeting Minutes: June 20, 2023 Administration
- 3** Consider Approvoval of the 2023-2028 Sherburne County Economic Development Strategic Plan. Administration
- 4** Consider Approval of Government Center Patio Repairs. Administration
- 5** Consider Approval of the Zimmerman Dispatch Center Purchase Agreements. Administration
- 6** Consider Approval of Oath of Office for Assistant County Attorney. Attorney
- 7** Consider Approval of Presented 2023-2024 Liquor License Renewal. Auditor / Treasurer
- 8** Consider Approval of Commissioner & Manual Warrants. Auditor / Treasurer
- 9** Consider Approval of Additional Staffing for Child Protection Services within the Health & Human Services Health and Human Services Department.
- 10** Consider Approval of the CommUNITY Mental Health Initiative (CAMHI) Home & Community-Based Services (HCBS) - Federal Medical Assistance Percentage (FMAP) Grant Contract. Health & Human Services

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|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| 11 | Consider Approval of the Emergency Services Program Award.                                                                                                                      | Health & Human Services |
| 12 | Consider Approval of an Additional 1 FTE Health Care Assistance Case Aide position in the Health and Human Services Department.                                                 | Health & Human Services |
| 13 | Consider Approval of Public Health Division Realignment of Duties.<br><i>Nicole Ruhoff, CHS Administrator</i>                                                                   |                         |
| 14 | Consider and Approve July 7, 2023 HHS IFS Admin Warrants.                                                                                                                       | Health & Human Services |
| 15 | Consider and Approve the June 23, 2023, HHS IFS Admin Warrants.                                                                                                                 | Health & Human Services |
| 16 | Consider and Approve the June 29, 2023, HHS IFS PCARD Warrants.                                                                                                                 | Health & Human Services |
| 17 | Consider and Approve Sherburne County Health Insurance Request for Proposals.                                                                                                   | Human Resources         |
| 18 | Consider and Approve the Final Payment for 2023 Overlays (CP 71-634-020, CP 71-653-021, & CP 71-654-021).                                                                       | Public Works            |
| 19 | Consider and Approve the Lowest Responsive Bidder for County Road 43 Reconstruction, SP 071-596-009.                                                                            | Public Works            |
| 20 | Consider and Approve the Lowest Responsive Bidder for Grams Park Parking Lot Improvements, CP Grams2-C.                                                                         | Public Works            |
| 21 | Consider and Approve Resolution No. 071823-AD-3092 and an Agency Agreement with MnDOT for Contract No. 1053738 for project SP 088-070-088 for preliminary engineering services. | Public Works            |
| 22 | Consider and Approve Resolution No. 071823-AD-3093 to apply for Legacy Funding for Big Elk Lake Park Land Phase 1 Development.                                                  | Public Works            |
| 23 | Consider and Approve the Out-of-State Training Request for K-9 Trials.                                                                                                          | Sheriff                 |
| 24 | Consider and Approve Out-of-State Travel Request for Three Sherburne County Substance Use Prevention Coalition Members to Attend the National Emerging Drug Trends Conference.  | Sheriff                 |

**5. 7:30pm Announcements**

- 7:30pm 1** Receive County Administrator Updates.  
*Bruce Messelt, County Administrator*

**6. 7:35pm Regular Agenda**

- 7:35pm 1** Receive the 2023 Minnesota Counties Intergovernmental Trust (MCIT) Update.  
*MCIT Executive Director*
- 7:55pm 2** Consider and Approve an Interim Use Permit for a Temporary Business-Impound Lot - Nick Christenson.  
*Lynn Waytashek, Planning & Zoning Administrator*
- 8:00pm 3** Consider a Requested Text Amendment to the Sherburne County Zoning Ordinance - James and Mary Hallila.  
*Lynn Waytashek, Planning & Zoning Administrator*
- 8:05pm 4** Consider Approval of an Interim Use Permit for a Highway Planned Unit Development for Construction Equipment and E-Truck Dealer - Ziegler Monticello LLC.  
*Lynn Waytashek, Planning & Zoning Administrator*
- 8:10pm 5** Consider Approval of an Interim Use Permit for a 1 MW Solar Farm - DIVOCSG 11.  
*Lynn Waytashek, Planning & Zoning Administrator*
- 8:15pm 6** Consider Approval of the Host Fee Rates for Elk River Landfill for the years 2024 through 2030.  
*Dave Lucas, Solid Waste Administrator*
- 8:20pm 7** Receive, Review, and Accept the Auditor-Treasurer's Monthly Report for June 2023.  
*Diane Arnold, County Auditor/Treasurer*
- 8:25pm 8** Consider and Approve the American Rescue Plan Act (ARPA) Update and Recommended Approvals and Expenditures.

*Dan Weber, Assistant County Administrator*

7.    **8:30pm Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**  
          (June 21, 2023 - July 17, 2023)
8.    **8:40pm Recess Regular Meeting, Break**
9.    **8:50pm Recess Regular Meeting, Open Workshop**  
          **8:50pm 1**     Receive Information and a Presentation on Possible Formation of the Big Eagle Lake Lake Improvement District.  
                          *Brian Adams and Dan Cibulka, SWCD*
10.   **9:10pm Close Workshop Meeting, Adjourn Regular Meeting**

**Upcoming Meetings**

July 20, 2023, Economic Development Authority Meeting, 8:30am, County Board Room  
July 21-24, 2023, NACo Annual Conference and Expo, Travis County Austin, TX  
August 1, 2023, County Board Meeting, 9:00am, County Board Room  
August 15, 2023, County Board Meeting, 9:00am, County Board Room  
August 17, 2023, Economic Development Authority 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  
County Broadband Discussion