



Sherburne County Board of Commissioners

August 1, 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. 9:03am 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.

3. 9:18am 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: July 18, 2023 | |
| 2 | Review and Approve County Workshop Meeting Minutes: July 18, 2023 | Administration |
| 3 | Consider and Approve 2023-2024 Liquor License Renewal. | Auditor / Treasurer |
| 4 | Consider and Approve the Commissioner & Manual Warrants. | Auditor / Treasurer |
| 5 | Consider and Approve the Purchase of DebtBook Software. | Auditor / Treasurer |
| 6 | Review and Approve the Issuance of Invasive Species Prevention Program Funds to the Soil & Water Conservation District. | Auditor / Treasurer |
| 7 | Consider and Accept the Health Equity Grant from the Minnesota Department of Health. | Health & Human Services |
| 8 | Consider and Accept the Sherburne County Health and Human Services' Diversity, Equity, Inclusion and Belonging funds from UCare in the amount of \$50,000 effective 8/1/2023-8/1/2024. | Health & Human Services |
| 9 | Consider and Approve HHS 2nd Quarter Donations. | Health & Human Services |
| 10 | Consider and Approve July 21, 2023 HHS IFS Admin Warrants. | Health & Human Services |
| 11 | Consider and Approve Alternate for Haven Township to Sherburne County Planning Advisory Commission. | Planning & Zoning |
| 12 | Consider and Approve Big Elk Lake Park De-Construction Project; Use of Ash Revenues for Tribal Monitoring. | Planning & Zoning |
| 13 | Consider and Approve County Submission of 2024 Low Income Grant | Planning & Zoning |

Application.

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| 14 | Consider the Approval for Planning & Zoning Dept to Submit a Response to the City of Princeton's RFP for Building Official and Inspection Services. | Planning & Zoning |
| 15 | Consider and Approve Digital Sign Policy. | Public Works |
| 16 | Consider and Approve the Lowest Responsive Bidder for County Road 43 Reconstruction, SP 071-596-009. | Public Works |
| 17 | Consider Approval of County Engineer Attendance at the 2023 Transportation Alliance Conference, September 18-22, 2023. | Public Works |
| 18 | Consider and Approve Resolution No. 080123-AD-3095 in Support of a 2023 MPDG (INFRA and Rural) Grant Application for the TH 169 and CSAH 4 Interchange Project. | Public Works |
| 19 | Consider and Approve Adding a Patrol Deputy Position to the Sheriff's Office Staffing Complement. | Sheriff |
| 20 | Consider and Approve the 2022 Emergency Management Performance Grant (EMPG) Agreement. | Sheriff |
| 21 | Consider and Approve Out-of-State Travel for Six Sheriff/Jail Employees to Attend ProPhoenix Advanced Training. | Sheriff |

4. 9:18am **Announcements**

5. 9:20am **Regular Agenda**

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| 9:20am | 1 | Receive an Update from the Retired Seniors Volunteer Program (RSVP).
<i>Jennifer Wucherer, RSVP Program Director</i> |
| 9:35am | 2 | Consider and Approve Source Separated Organics Request For Proposals.
<i>Gabrielle Holman, Environmental Specialist</i> |
| 9:40am | 3 | Consider and Approve Adopting "The Nature of Sherburne" A Comprehensive Park & Trail System Plan.
<i>Gina Hugo, Park Coordinator</i> |
| 9:50am | 4 | Consider and Approve the American Rescue Plan Act (ARPA) Update and Recommended Approvals and Expenditures.
<i>Dan Weber, Assistant County Administrator</i> |
| 9:55am | 5 | Consider and Approve Resolution No. 080123-AD-3096 Related to County Wheelage Tax.
<i>Andrew Witter, Public Works Department Head</i> |

6. 10:00am **Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

(June 19, 2023 – June 31, 2023)

7. 10:10am **Recess Regular Meeting, Break**

8. 10:20am **Reconvene, Open Closed Session**

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| 10:20am | 1 | Convene Closed Session for Review and Discussion of Union/Labor Negotiations and Strategies (M.S. 13D.03).
<i>Tammy Bigelow, HR Director</i> |
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9. 11:05am **Close Closed Session, Break**

10. 11:15am **Reconvene, Open Workshop Meeting**

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| 11:15am | 1 | Receive Budget Update from Sherburne County Soil & Water Conservation District (SWCD).
<i>Francine Larson, SWCD</i> |
| 11:30am | 2 | Receive a County Broadband Update.
<i>Dan Weber, Assistant County Administrator</i> |

11. 11:45am **Close Workshop, Adjourn Regular Meeting**

Upcoming Meetings

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 Investment Policies

Cannabis Legalization Discussion