



Sherburne County Board of Commissioners

August 15, 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: August 1, 2023.
- 2 Review and Approve County Workshop Meeting Minutes: August 1, 2023.
- 3 Consider and Approve Reimbursement for Conference Related Expenses for Commissioners Felber, Gray, and Hulse. Administration
- 4 Consider and Approve Commissioner & Manual Warrants. Auditor / Treasurer
- 5 Consider and Approve a Temporary On-Sale Liquor License. Auditor / Treasurer
- 6 Consider and Accept the Public Health Emergency Preparedness (PHEP) Grant and Cities Readiness Initiative (CRI) Allocations from the Minnesota Department of Health. Health & Human Services
- 7 Consider and Approve August 1, 2023 HHS OBO Warrants. Health & Human Services
- 8 Consider and Approve August 4, 2023 HHS-IFS-ADMIN Warrants. Health & Human Services
- 9 Consider and Approve the Proclamation of August 2023 as Child Support Awareness Month. Health & Human Services
- 10 Consider and Approve the 2023 County Administrator Salary. Human Resources
- 11 Consider and Approve the Third Amendment to 2014-2030 Host Fee Agreement Between Sherburne County and Elk River Landfill. Planning & Zoning
- 12 Consider and Approve the Amended Agreement with HDR Engineering, Inc for County Road (CR) 43 to Add Construction Phase Services. Public Works
- 13 Consider and Approve Contract Award for Phase I Building Deconstruction - Big Elk Lake. Public Works
- 14 Consider and Approve Professional Services Agreement with the Mille Lacs Band of Ojibwe. Public Works
- 15 Consider and Approve the Third Amendment with Bolton & Menk, Inc for the TH 169 CSAH 4 Interchange Design. Public Works
- 16 Review and Accept Grant Award from Lessard Sams Outdoor Heritage Fund. Public Works
- 17 Consider and Approve Donation of an AED to Travelers Country Club. Sheriff
- 18 Consider and Approve a Paid Leave for a Sheriff's Office Employee to Attend the 2023 Special Olympics Law Enforcement Torch Run International Conference. Sheriff

3. 9:05am 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. 9:20am Announcements

5. 9:25am Regular Agenda

9:25am 1 Motorcycle Accident Survivor Roger Sawyer to Thank First Responders.
Joel Brott, County Sheriff

9:35am 2 Receive Great River Regional Library (GRRL) 2024 Budget Information.
Karen Pundsack, GRRL Executive Director

9:50am 3 Consider and Approve an Interim Use Permit Amendment-Mustafa Mayani/Leasing Express LLC.
Lynn Waytashek, Planning & Zoning Administrator

9:55am 4 Consider the Approval of the Preliminary and Final Simple Plat of Bernies Farmstead-Judy Abrahamson.
Lynn Waytashek, Planning & Zoning Administrator

10:00am 5 Consider the Approval of the Preliminary and Final Simple Plat of Okeson Acres-Karen Okeson.
Lynn Waytashek, Planning & Zoning Administrator

10:05am 6 Consider the Approval of the Preliminary and Final Simple Plat of Woodlands Retreat-John Cielinski.
Lynn Waytashek, Planning & Zoning Administrator

10:10am 7 Consider and Approve a Conditional Use Permit for Light Industry-Professional Mechanical Services.
Lynn Waytashek, Planning & Zoning Administrator

10:15am 8 Consider and Approve an Update to the Planning Advisory Commission By-Laws.
Lynn Waytashek, Planning & Zoning Administrator

10:20am 9 Receive, Review, and Accept the Auditor-Treasurer's Monthly Report for July 2023.
Diane Arnold, County Auditor/Treasurer

6. 10:25am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

(August 2, 2023 - August 14, 2023)

7. 10:35am Recess Regular Meeting, Open Ditch Authority Meeting

10:35am 1 Approve Ditch Authority Agenda.
Mike Lindenau, County Ditch Inspector

10:36am 2 Consider and Accept the Ditch Drainage Technician's Report.
Mike Lindenau, County Ditch Inspector

10:50am 3 Approve and Authorize Billing of Proposed 2023 County Drainage Assessments.
Diane Arnold, County Auditor/Treasurer

8. 10:55am Close Ditch Authority Meeting, Break

9. 11:10am Reconvene, Open Workshop

11:10am 1 Overview of the Cannabis Legislation.
Kathleen Heaney, County Attorney; Jennifer Pim, Assistant County Attorney; Joel Brott, County Sheriff; Dan

Weber, Assistant County Administrator

11:40am 2 Staff and Client Demographic Overview and Workforce Retention Discussion
Amanda Larson, HHS Director & Corey Mabis-Rowe, Director of Community Corrections

11:55am 3 Commissioner NACo Conference Review.
Dan Weber, Assistant County Administrator

10. 12:15pm Close Workshop Meeting, Break

11. 12:30pm Open Closed Session

12:30pm 1 Convene Closed Session for Review and Discussion of Union/Labor Negotiations and Strategies (M.S. 13D.03).
Tammy Bigelow, HR Director

12. 12:50pm Close Closed Session, Adjourn Regular Meeting

Upcoming Meetings

August 17, 2023, Economic Development Authority Meeting, 8:30am, County Board Room

August 22, 2023, Special County Board Workshop Meeting, 9:30am, County Board Room

September 5, 2023, County Board Meeting, 9:00am, County Board Meeting

September 19, 2023, County Board Meeting, 9:00am, County Board Meeting

September 21, 2023, Economic Development Authority Meeting, 8:30am, County Board Room

Future Workshops

Tobacco Ordinance

Recycle Education Outreach Grant

Housing Discussion

Planning Advisory Committee and Board of Adjustment Roles

County Investment Policies