



Sherburne County Board of Commissioners

September 5, 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 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. 9:17am 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 15, 2023 | Administration |
| 2 | Review and Approve County Workshop Meeting Minutes: August 15, 2023 | Administration |
| 3 | Review and Approve Special Workshop Meeting Minutes: August 22, 2023 | Administration |
| 4 | Consider and Approve the Advertisement of a Public Hearing for 2024 Fee Schedule Changes. | Administration |
| 5 | Consider and Authorize Staff to Submit a Coal Community Grant Application. | Administration |
| 6 | Consider and Approve the Digital Sign Policy. | Administration |
| 7 | Consider and Approve the Auditor-Treasurer to Enter Into a Three-Year Service Agreement for the Purpose of Printing and Mailing Sherburne County's Tax Statements, Valuation Notices, and TnT Notices. | Auditor / Treasurer |
| 8 | Consider and Approve the Commissioner & Manual Warrants. | Auditor / Treasurer |
| 9 | Consider and Approve Minutes and Authorize Signatures for the County Board of Appeal and Equalization Meeting Held on June 13, 2023. | Auditor / Treasurer |
| 10 | Consider and Approve the Acceptance of the Three Rivers Community Foundation Grant Award. | Health & Human Services |
| 11 | Consider and Approve the August 18, 2023 HHS IFS Admin Warrants. | Health & Human Services |
| 12 | Consider and Approve the Community Living Infrastructure Grant Federal Medicaid Assistance Percentage (FMAP) Amendment. | Health & Human Services |
| 13 | Consider and Approve Reclassification of a Lead Social Worker to Social Work | Health & Human Services |

Supervisor.

- | | | |
|----|--|--------------------|
| 14 | Consider and Approve the Alerus Retirement and Benefits Master Administrative Services Agreement. | Human Resources |
| 15 | Consider and Approve a Professional Services Agreement with LHB Corporation for Design Services of the CSAH 5 Pedestrian Bridge Over Elk River (SP 071-090-007). | Public Works |
| 16 | Consider and Approve a Joint Powers Agreement with Baldwin Township for the 99th Street Realignment. | Public Works |
| 17 | Consider and Approve the Joint Powers Agreement with Wright County for Preliminary Engineering Services for the SP 088-070-088 Project. | Public Works |
| 18 | Consider and Approve Resolution No. 090523-AD-3097 Requesting a Design Variance for Project SP 071-596-010. | Public Works |
| 19 | Consider and Approve the Acceptance of the 2023-2024 Toward Zero Death (TZD) Safe Roads Grant. | Sheriff |
| 20 | Consider and Approve the Acceptance of the 2024-2025 Radiological Emergency Preparedness (REP) Grant Agreement. | Sheriff |
| 21 | Consider and Approve the Acceptance of a Donation to the Sheriff's Office. | Sheriff |
| 22 | Consider and Approve Appointment of Keith Streff as Dangerous/Potentially Dangerous Dog Hearing Officer. | Sheriff |
| 23 | Consider and Approve Out-of-State Travel for a Sheriff's Office Employee | Sheriff |
| 24 | Consider and Approve the County Veteran Services Officer (CVSO) Operational Improvement Grant-FY 2024. | Veteran's Services |
| 25 | Consider and Approve a Request for Out-of-State Travel for Veterans Services Representative to Attend the VFW's 2023 Skill Level Training. | Veteran's Services |

4. 9:18am **Announcements**

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

- | | | |
|--------|---|--|
| 9:20am | 1 | Consider and Approve the Preliminary and Final Simple Plat for Menkveld Addition-Jack Menkveld
<i>Lynn Waytashek, Planning & Zoning Administrator</i> |
| 9:25am | 2 | Consider and Approve an Interim Use Permit for Medium Contractor's Yard-Sheldon Pool.
<i>Lynn Waytashek, Planning & Zoning Administrator</i> |
| 9:30am | 3 | Consider and Approve an Interim Use Permit for 1 MW Solar Farm-SV CSG Becker, LLC.
<i>Lynn Waytashek, Planning & Zoning Administrator</i> |
| 9:35am | 4 | Consider and Approve an Interim Use Permit for Manufactured Home (Temporary)-Jennifer and Joshua Fitzsimons.
<i>Lynn Waytashek, Planning & Zoning Administrator</i> |
| 9:40am | 5 | Consider and Approve the Health and Human Services Acceptance of the Grant Award and Consultancy Service Request.
<i>Amanda Larson, HHS Director</i> |
| 9:45am | 6 | Consider and Approve the American Rescue Plan Act (ARPA) Update and Recommended Approvals and Expenditures.
<i>Dan Weber, Assistant County Administrator</i> |

6. 9:50am **Recess Regular Meeting, Open Regional Rail Authority**

7. 10:00am **Adjourn Regional Rail Authority, Reconvene Regular Meeting**

- | | | |
|---------|---|---|
| 10:00am | 1 | Consider and Approve Resolution No. 090523-AD-3098 Setting the Preliminary Levy for the 2023 Regional Rail Authority.
<i>Dan Weber, Assistant County Administrator</i> |
|---------|---|---|

- 10:05am 2** Consider and Approve 2024 Non-Union Compensation.
Tammy Bigelow, HR Director
- 10:10am 3** Consider and Approve 2024 Non-Union County Health Insurance Contributions.
Tammy Bigelow, HR Director
- 8. 10:15am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**
(August 16, 2023 - September 4, 2023)
- 9. 10:25am Recess Regular Meeting, Break**
- 10. 10:40am Reconvene Regular Meeting, Open Closed Session**
- 10:40am 1** Pursuant to Minn. Stat. § 13D.05, subd. 3(d) to Receive Security Briefing Relating to Security Issues Around the Government Center and the Jail.
Brian Kamman, IT Director
- 11. 11:10am Adjourn Closed Session, Reconvene Regular Meeting**
- 12. 11:10am Recess Regular Meeting, Open Workshop**
- 11:10am 1** Discuss the Establishment of a Park and Trail Advisory Committee.
Gina Hugo, Park Coordinator
- 11:25am 2** Review County Investments and Policies with County Board.
Diane Arnold, County Auditor/Treasurer, Loraine Rupp, Finance Officer
- 11:45am 3** Discuss Potential Revisions to the County Commissioner Wage Adjustment Policy.
Dan Weber, Assistant County Administrator, Bruce Messelt, County Administrator
- 13. 12:00pm Close Workshop, Adjourn Regular Meeting**

Upcoming Meetings

September 13-15, 2023, AMC Fall Policy Conference, Arrowood Resort, Alexandria, Minnesota

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

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

October 3, 2023, County Board Meeting, 9:00am, County Board Room

October 19, 2023, Economic Development Authority Meeting, 8:30am, County Board Room

Future Workshops

Tobacco Ordinance

Recycle Education Outreach Grant

Planning Advisory Committee and Board of Adjustment Roles

Tri-County/Pope Douglas Update

Planning Commission

County Facility Discussion