



Sherburne County Board of Commissioners

November 7, 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.

- 1 Review and Approve County Board Meeting Minutes: October 17, 2023
- 2 Review and Approve County Workshop Meeting Minutes: October 17, 2023. Administration
- 3 Consider and Approve the 2024 Meal Reimbursement Rates. Administration
- 4 Consider and Approve 2024 Mileage Reimbursement Rate. Administration
- 5 Consider and Approve Gambling Premises Permit for the Minnesota Trapshooting Association. Administration
- 6 Consider and Approve a Transfer from the General Fund Balance to the Workers Compensation Self Insurance Account. Administration
- 7 Consider and Approve Out of State Travel: National District Attorneys Association. Attorney
- 8 Consider and Approve 2023-2024 New Tobacco License for Zimmerman Smoke Shop LLC. Auditor / Treasurer
- 9 Consider and Approve Commissioner & Manual Warrants for October 13th, 20th, 25th, and 27th, 2023. Auditor / Treasurer
- 10 Consider and Approve Audit Engagement Software with Wolters Kluwer for Preparation of the Annual Comprehensive Financial Report (ACFR). Auditor / Treasurer
- 11 Consider and Approve Community Corrections Electronic Monitoring Contract Extension. Community Corrections
- 12 Consider and Accept the 2024 Annual Women, Infants and Children (WIC) Grant Funding Award. Health & Human Services

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| 13 | Consider and Accept the 2024 Local Public Health Grant Award from the Minnesota Department of Health. | Health & Human Services |
| 14 | Consider and Approve the Grant Contract from the MN Department of Human Services for Child and Teen Checkups. | Health & Human Services |
| 15 | Consider and Approve 3rd Quarter Donations Received by the Health & Human Services Department. | Health & Human Services |
| 16 | Consider and Approve October 20, 2023 HHS IFS Admin Warrants. | Health & Human Services |
| 17 | Consider and Approve the October 31st, 2023, HHS OBO Warrants. | Health & Human Services |
| 18 | Consider and Approve Proposed Change to the Employee Well@Work Clinic Office Visit Cost. | Human Resources |
| 19 | Consider and Approve the Cellphone Reimbursement Amount for 2024. | Information Technology |
| 20 | Consider and Approve Minor Modifications to the County's Solid Waste License for Vonco II. | Planning & Zoning |
| 21 | Consider and Approve the Establishment of a Parks and Trail Advisory Committee. | Public Works |
| 22 | Consider and Approve Final Payment for 2023 Pavement Markings (CP 71-PM-023). | Public Works |
| 23 | Consider and Approve the Acceptance of a Donation to the Sheriff's Office from Sheriff Dahlheimer Beverage, Bill's Superette, and Black Rifle Coffee. | |
| 24 | Consider and Approve Supplementing Workers Compensation for a Sheriff's Office Employee Injured on Duty. | Sheriff |

4. 9:20am Announcements

- 9:20am 1** Administrator Updates and Announcements .
Bruce Messelt, County Administrator

5. 9:25am Regular Agenda

- 9:25am 1** Consider and Approve by Proclamation November 6-12, 2023 as Operation Green Light for Veterans Week.
Bruce Price, Veterans Services Department Head
- 9:30am 2** Consider and Approve the Proclamation of November as Adoption Month.
Kelly Schmidt , Social Services Supervisor
- 9:40am 3** Receive an Xcel MN Energy Connection Update.
Randy Fordice, Xcel Energy Manager
- 10:00am 4** Consider and Approve Planning & Zoning Hiring of a Seasonal Partime Employee.
Dave Lucas, Solid Waste Administrator, Gabrielle Holman, Environmental Specialist, Addison Otto, Planner
- 10:05am 5** Consider and Approve the Sherburne County Comprehensive Land Use Plan.
Lynn Waytashek, Planning & Zoning Administrator
- 10:10am 6** Consider Approving the Naming of the New County Park on Big Elk Lake as: *Two Inlets at Bdé Heháka - Omashkooz Zaaga'igaans Regional Park.*
Gina Hugo, Park Coordinator

6. 10:20am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

(October 18, 2023 – November 6, 2023)

7. 10:30am Recess Regular Meeting, Break

8. 10:40am Reconvene, Open Closed Session

- 10:40am 1** Sherburne County Jail - Security Discussion.
Joel Brott, County Sheriff

9. 11:25am **Close Closed Session, Break**
10. 11:35am **Reconvene, Open Workshop Meeting**
 - 11:35am 1 Discuss and Review Rural Intersection Safety Best Practices
Andrew Witter, Public Works Department Head
11. 12:05pm **Close Workshop Meeting, Adjourn Regular Meeting**

Upcoming Meetings

November 21, 2023, County Board Meeting, 9:00am, County Board Room
November 16, 2023, Economic Development Authority Meeting, 8:30am, County Board Room
December 4-6, 2023, AMC Annual Conference, Hyatt Regency, Minneapolis, Mn
December 7, 2023, County Board Meeting, 9:00am, County Board Room
December 19, 2023, County Board Meeting, 9:00am, County Board Room
December 21, 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
Housing and the Unhoused