



Sherburne County Board of Commissioners

January 2, 2024 - 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 Election of Board Chairperson

9:02am 1 Election of 2024 Board of Commissioners Chairperson.
Bruce Messelt, County Administrator

3. 9:07am Election of Vice-Chairperson

9:07am 1 Election of 2024 Board of Commissioners Vice-Chairperson.
Bruce Messelt, County Administrator

4. 9:12am 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.

5. 9:27am 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 | Approve the County Board Meeting Minutes from the December 19, 2023, Regular Meeting. | |
| 2 | Approve the Meeting Minutes from the December 19, 2023, County Board Workshop. | Administration |
| 3 | Consider Approval of the 2024 Minnesota Housing Finance Agency Participation Program Agreement. | Administration |
| 4 | Consider Acceptance of a Gift Card From Resources Training and Solutions. | Administration |
| 5 | Consider Approval of Commissioner Expenses from the December 2023 AMC Annual Conference. | Administration |
| 6 | Consider and Approve a County Gift Card Policy. | Administration |
| 7 | Consider and Approve Courts' Wing 3rd Floor Restroom Addition. | Administration |

8	Consider and Approve Re-Appointment to the Economic Development Authority.	Administration
9	Consider an Update to the County Tax Abatement Financing Policy.	Administration
10	Consider Setting the 2024 County Board of Appeal and Equalization Meeting Date and Time as June 18, 2024, at 3:00 p.m.	Assessor
11	Consider and Approve 2024 Signature Authorizations and Designation of Depositories.	Auditor / Treasurer
12	Consider and Approve the Commissioner & Manual Warrants Dated December 15th and December 22nd, 2023.	Auditor / Treasurer
13	Consider and Approve the December 15th, 2023, HHS IFS Admin Warrants.	Health & Human Services
14	Consider and Approve the December 22nd, 2023, HHS IFS Admin Warrants.	Health & Human Services
15	Consider Accepting, and Approving an Agreement Regarding the New MN Emergency Response Sustainability Grant.	Health & Human Services
16	Consider Approval of Out-of-State Travel for an HHS Public Health Division Staff Member to Attend MAPP 2.0 Training Pilot Test Sponsored by NACCHO.	Health & Human Services
17	Consider Approval of Out-of-State Travel for One HHS Public Health Division Staff Member to Attend the National PHEP Conference.	Health & Human Services
18	Consider Approval of a Memorandum of Understanding Regarding Corrections Officer Wage Adjustments.	Human Resources
19	Consider Approval of a Position of Senior Environmental Specialist for Solid Waste and Amending the Solid Waste Budget to Account for Associated Costs.	Planning & Zoning
20	Consider Approval of the Final Payment for 2022 Zimmerman County Trail Improvements (SP 71-591-003).	Public Works
21	Consider Approval of Resolution No. 010224-AD-3124 for Five Year Bridge Replacement Plan.	Public Works
22	Consider Approval and Acceptance of the 2024 State of Minnesota Federal Boating Safety Supplemental Equipment Grant.	Sheriff
23	Consider Approval and Acceptance of Gift Cards from Riverside Church for Families in Need.	Sheriff
24	Consider and Approve a Medical Leave Extension for a Sheriff's Office Employee.	Sheriff
25	Consider Approval of Out-of-State Travel for Two Sheriff's Office Employees to Attend Negotiator Training.	Sheriff

6. 9:30am Announcements

- 9:30am 1** Receive County Administrator Announcements.
Bruce Messelt, County Administrator

7. 9:35am Regular Agenda

- 9:35am 1** Consider Approval of a Contract and Amendment to the Solid Waste Budget for Provision of Services for the Non-Permitted Site Cleanup Program.
Dave Lucas, Solid Waste Administrator, Jillian Carlson, Environmental Specialist
- 9:40am 2** Consider Approval of Resolution No. 010224-AD-3125 in Support of Becker City's Active Transportation Grant for CSAH 23 Trail.
Gina Hugo, Park Coordinator
- 9:45am 3** Consider Approval of Resolution No. 010224-AD-3123 in Support of Sponsoring the Surface Transportation Block Grant Program (STBGP) for County Road 44 Improvements in the City of Elk River.
David Roedel, Assistant Public Works Director
- 9:50am 4** Review and Consider Approval and Awarding of Bid(s) for the 2024 Official County Publications.

Diane Arnold, County Auditor/Treasurer

- 9:55am 5** Consider a Petition to Approve the Formation of an Eagle Lake Improvement District (ELID).

Dan Weber, Assistant County Administrator

- 10:05am 6** Review, Discuss, and Approve 2024 Committee Assignments.

Bruce Messelt, County Administrator

- 8. 10:15am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

(December 20, 2023 - January 1, 2024)

- 9. 10:25am Recess Regular Meeting, Break**

- 10. 10:40am Reconvene, Open Regional Rail Authority Meeting**

- 11. 11:00am Recess Regular Meeting, Open Housing Redevelopment Authority Meeting**

- 12. 11:20am Recess Regular Meeting, Open Workshop**

- 11:20am 1** Review Park & Trail Advisory Committee Member Applications.

Gina Hugo, Park Coordinator

- 13. 11:35am Adjourn Workshop, Adjourn Regular Meeting**

Upcoming Meetings

January 16, 2024, County Board Meeting, 9:00am, County Board Room

January 17, 2024, Sherburne County Association of Townships Meeting, 7:00pm, Sherburne County History Center

January 25, 2024, Economic Development Meeting, 8:00am, County Board Room

February 6, 2024, County Board Meeting, 9:00am, County Board Room

February 20, 2024, County Board Meeting, 9:00am, County Board Room

Future Workshops

Tobacco Ordinance

Recycle Education Outreach Grant

Planning Advisory Committee and Board of Adjustment Roles

Tri-County/Pope Douglas Update

County Facility Discussion

Housing and the Unhoused