



Sherburne County Board of Commissioners

January 16, 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 Proclamation

- 1** Motion to Proclaim January 16, 2024, as Stella Huso Day, in Recognition of her Community Dedication and as a Gold Star Mother.
Josh Wieman, Deputy Veteran Service Officer

3. 9:07am 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 | Approve the County Board Meeting Minutes from January 16, 2024. | Administration |
| 2 | Approve the County Workshop Minutes from January 16, 2024. | Administration |
| 3 | Consider Approval and Acceptance of an Initiative Foundation Grant of \$10,000 for the Planned Undertaking of a Countywide Housing Study. | Administration |
| 4 | Consider Approval of Appointments to the Eagle Lake Improvement District (ELID) Board of Directors. | Administration |
| 5 | Consider and Approve Appointment to the Sherburne County Extension Committee. | Administration |
| 6 | Consider and Approve the Assignment of an Alternate Commissioner to the Sherburne County Planning Advisory Commission. | Administration |
| 7 | Consider and Approve the Gambling Premises Permit for Ducks Unlimited Wigeon Chapter #309. | Administration |
| 8 | Consider and Approve Commissioner & Manual Warrants from December 29th, Auditor / Treasurer 2023, and January 5th, 2024. | Auditor / Treasurer |
| 9 | Approve and Authorize Execution of the Letter of Statement of Work for 2023 Audit Services. | Auditor / Treasurer |
| 10 | Consider and Approve an Amendment to the Arrows Family Services Contract. | Health & Human Services |
| 11 | Consider and Approve December 28, 2023, HHS OBO Warrants and December 29, 2023, HHS OBO Warrants. | Health & Human Services |
| 12 | Consider and Approve December 29th, 2023, HHS IFS Admin Warrants. | Health & Human Services |
| 13 | Consider and Approve January 5th, 2024, HHS IFS Admin Warrants. | Health & Human Services |
| 14 | Consider and Approve the Hyland Onbase Agreement Update. | Information Technology |
| 15 | Consider and Approve Appointments to the Solid Waste Advisory Committee. | Planning & Zoning |
| 16 | Consider Approval of Resolution No. 011624-AD-3127 in Support of the City of Elk River's Active Transportation Grant for the County Road 44 Pedestrian Trail. | Public Works |
| 17 | Consider and Approve Out-of-State Travel for 12 Sheriff/Jail Employees to | Sheriff |

attend a Mock Prison Riot Training.

- 18 Consider and Approve Out-of-State Travel for a Sheriff's Office Employee to Sheriff
attend the 2024 CALEA Conference.

4. 9:08am **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. 9:23am **Announcements**

6. 9:25am **Regular Agenda**

- 9:25am 1 Consider and Approve the Awarding of the Request For Proposal (RFP) to Call Tower through Renodis for the Transition of Existing Telephone/Telecommunication Services to Unified Communications as a Service (UCaaS).

Brian Kamman, IT Director

- 9:30am 2 Consider Appointment of Members to the Parks & Trails Advisory Committee Members and Approval of Committee Bylaws.

Gina Hugo, Park Coordinator

- 9:35am 3 Appointment of Two County Commissioners to the County Canvass Board for the Presidential Nominating Primary Canvass on March 7, 2024 and the 2024 Primary and General Elections.

Diane Arnold, County Auditor/Treasurer

- 9:40am 4 Receive, Review, and Accept the Auditor-Treasurer's Monthly Report for December 2023.

Diane Arnold, County Auditor/Treasurer

- 9:45am 5 Consider and Approve the American Rescue Plan Act (ARPA) Update and Recommended Approvals and Expenditures.

Dan Weber, Assistant County Administrator

7. 9:50am **Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

(January 3, 2024 - January 15, 2024)

8. 10:00am **Recess Regular Meeting, Open Community Health Board Meeting**

9. 10:25am **Close Community Health Board Meeting, Break**

10. 10:40am **Reconvene, Recess Regular Meeting, Open Workshop**

- 10:40am 1 Receive a Demonstration of the County's New Permitting System (Planning & Zoning).

Carrie Winter, Office Supervisor

- 10:55am 2 Review and Discuss the Household Hazardous Waste Facility Feasibility Study.

Dave Lucas, Solid Waste Administrator

11. 11:40pm **Adjourn Regular Meeting**

Upcoming Meetings

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