



Sherburne County Board of Commissioners

February 20, 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 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 Consider Approval of the County Board Meeting Minutes from February 6, 2024. Administration
- 2 Consider Approval of the County Workshop Meeting Minutes from February 6, 2024. Administration
- 3 Consider Approval of the North East Sherburne Fire and Rescue Relief Association Gambling Permit. Administration
- 4 Consider Approval of Commissioner & Manual Warrants dated January 31st, February 2nd, and February 9th, 2024. Auditor / Treasurer
- 5 Consider Ratification of 2023 Year-End Transfer from the General Fund (01) to the County Ditch Fund (15). Auditor / Treasurer
- 6 Consider Approval of HHS OBO Warrants dated January 30th, 2024. Health & Human Services
- 7 Consider Approval of HHS IFS Admin Warrants, dated February 9th, 2024. Health & Human Services
- 8 Consider Approval of Out-of-State Travel for HHS Public Health Division Staff to Attend the National Family Resource Center Conference. Health & Human Services
- 9 Consider Approval for Out-of-State Travel for HHS Public Health Division Staff to Attend the National Women, Infants and Children (WIC) Association Annual Education and Training Conference. Health & Human Services
- 10 Consider Approval of a Hosting Agreement with the Minnesota Counties Information Systems (MCIS). Information Technology

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| 11 | Consider Approval of the Reclassification of a Custodian to an Administrative Specialist. | Maintenance |
| 12 | Consider Approval of the Recommended 2024 SCORE Line-Item Budget. | Planning & Zoning |
| 13 | Consider Approval of an Amended Agreement with TKDA Engineering for County Road 44 Design Phase Services. | Public Works |
| 14 | Consider Approval of a Contract for Phase II Archeology Survey for Island View Park. | Public Works |
| 15 | Consider Approval of Final Payment for the 2022 HSIP Rural Intersection Street Lighting (SP 071-070-042). | Public Works |
| 16 | Consider Approval of an Amended Joint Powers Agreement with the Midwest Regional Forensic Laboratory. | Sheriff |
| 17 | Consider Approval of Out-of-State Travel for the Sheriff's Office Co-Responder to Attend the 5th Annual Co-Responder Conference. | Sheriff |
| 18 | Consider Approval for the Reclassification of a Public Service Specialist to a Senior Public Service Specialist in the Sheriff's Office. | Sheriff |

4. **9:18am Announcements & Legislative Updates**

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

- 9:20am 1** Consider Approval of Amendments to Juvenile Rule 20 Contracts.
Corey Mabis-Rowe, Director of Community Corrections
- 9:25am 2** Consider Approval of the Health and Human Services, Public Health Division Personnel and Restructuring Requests.
Nicole Ruhoff, CHS Administrator
- 9:30am 3** Consider Approval of Resolution No. 022024-AD-3129 to Acquire Property for the County Road 83 Improvement Project.
David Roedel, Assistant Public Works Director
- 9:35am 4** Consider Approval of Resolution No. 022024-AD-3130 to Acquire Property for the County Road 65 Improvement Project.
David Roedel, Assistant Public Works Director
- 9:40am 5** Receive, Review, and Accept the Auditor-Treasurer's Monthly Report for January 2024.
Diane Arnold, County Auditor/Treasurer
- 9:45am 6** Receive the American Rescue Plan Act (ARPA) Update and Consider Recommended Approvals and Expenditures.
Dan Weber, Assistant County Administrator

6. **9:50am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

(February 7, 2024 - February 19, 2024)

7. **10:00am Recess Regular Meeting, Open Ditch Authority Meeting**

- 10:00am 1** Approve the Ditch Authority Agenda.
Diane Arnold, County Auditor/Treasurer
- 10:01am 2** Receive the Ditch Drainage Technician Report.
Mike Lindenau, County Ditch Inspector

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

9. **10:25am Recess Regular Meeting, Open Workshop**

- 10:25am 1** Receive Part II of the County Housing Update.
Amanda Larson, HHS Director, Jessica Barthel, Economic Development Coordinator, Dan Weber, Assistant County Administrator

10:55am 2 Conduct a Sherburne County Board Workshop on Tobacco and Tobacco-Related Issues and Priorities.

Nicole Ruhoff, CHS Administrator

11:25am 3 Workshop on 2025 Budget Preparation and Considerations.

Tamara Bigelow, Human Resource Director, Dan Weber, Assistant County Administrator, Bruce Messelt, County Administrator, Ben Reber

10. 11:55am Adjourn Regular Meeting

Upcoming Meetings

February 21 - 22, 2024, AMC Legislative Conference, InterContinental Hotel, St. Paul, Mn

February 28th, 2024, Economic Development Authority Meeting - Tour of Cargill, 3:30pm, Big Lake, Mn

March 5, 2024, County Board Meeting, 9:00am, County Board Room

March 19, 2024, County Board Meeting, 9:00am, County Board Room

March 21, 2024, Economic Development Authority Meeting, 8:00am, County Board Room

March 27-29, 2024, AMC Leadership Summit, Grand View Lodge, Nisswa, Mn

Future Workshops

Recycle Education Outreach Grant

Planning Advisory Committee and Board of Adjustment Roles

Tri-County/Pope Douglas Update

Housing and the Unhoused

HHW Facility Discussion Part III