



Sherburne County Board of Commissioners

May 7, 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 April 16, 2024.
- 2 Consider Approval of the County Board Workshop Meeting Minutes from April Administration 16, 2024.
- 3 Consider Approval of a Letter of Support for Arvig for its Application for a DEED Administration Low Population Density Broadband Grant.
- 4 Consider Approval of the Addition of the Public Works Director to the Executive Administration Steering Committee.
- 5 Consider Approval of Court Appointed Attorney Service Agreement with Administration Carson, Clelland & Schreder P.L.L.C.
- 6 Consider Acceptance of the Office of Justice Program (OJP) Funding for Crime Attorney Victim Services for Fiscal Year 2025.
- 7 Consider Approval of Commissioner & Manual Warrants Dated April 12th, 15th, Auditor / Treasurer 19th, 22nd, and 26th, 2024.
- 8 Consider Appointment of Individuals to Serve on the Sherburne County Community Corrections Community Corrections Advisory Board.
- 9 Consider Approval of the 1st Quarter 2024 Donations Received by the Health & Health & Human Services Human Services Department.
- 10 Consider Approval of April 19, 2024, HHS IFS Admin Warrants. Health & Human Services

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| 11 | Consider Approval of Out-of-State Travel for Two Sherburne County Substance Use Coalition Members to Attend the National Prevention Network (NPN) Conference in Arizona August 13-15. | Health & Human Services |
| 12 | Consider Approval of Modification to Hours of Work for the Sherburne County Highway Employees Association. | Human Resources |
| 13 | Consider Appointment of Four Alternate Members to the Waste Management Advisory Committee. | Planning & Zoning |
| 14 | Consider the Appointment of a District 4 Representative to the Parks and Trails Advisory Committee. | Public Works |
| 15 | Consider Approval of IIJA Technical Assistance Grant Agreement & Resolution No. 050724-AD-3142 with MnDOT. | Public Works |
| 16 | Consider Approval of a Master Service Agreement with Braun Intertec for 2024-2025. | Public Works |
| 17 | Consider Approval of a Master Service Agreement with American Engineering Testing for 2024-2025. | Public Works |
| 18 | Consider Approval and Acceptance of the 2024 State of MN Federal Boating Safety Supplemental Patrol Grant. | Sheriff |
| 19 | Consider Approval of Out-of-State Travel for Two Sheriff/Jail Employees to Attend the 2024 National Alliance of Gang Investigators Association's World Gang Summit. | Sheriff |

4. 9:18am Announcements

5. 9:20am Regular Agenda

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| 9:20am | 1 | Consider Approval of a Proclamation Declaring May 12-18, 2024, as National Police Week.
<i>Ben Zawacki, Commander</i> |
| 9:25am | 2 | Consider and Approve a Proclamation Declaring May 10th, 2024, as Child Care Provider Appreciation Day.
<i>Julie Mlsna, Social Services Supervisor, Anna Byrnes, Social Worker & Dan Weber, Assistant County Administrator</i> |
| 9:30am | 3 | Consider Approval of a Proclamation Designating May as Mental Health Awareness Month.
<i>Victoria Johannes, Social Services Supervisor</i> |
| 9:45am | 4 | Consider Approval of an Interim Use Permit for 1 MW Solar Farm, Replacing permit #69388-MN CSG 2019-33 LLC.
<i>Lynn Waytashek, Planning & Zoning Administrator</i> |
| 9:50am | 5 | Consider Approval of an Interim Use Permit for 1 MW Solar Farm, replacing permit #74251-MN CSG 2019-67 LLC
<i>Lynn Waytashek, Planning & Zoning Administrator</i> |
| 9:55am | 6 | Consider Approval of a Conditional Use Permit for a Farm Related Business - Coreen Pearson
<i>Lynn Waytashek, Planning & Zoning Administrator</i> |
| 10:00am | 7 | Consider Approval of an Interim Use Permit for Home Business in an Accessory Building-Salon - Zach Kurth
<i>Lynn Waytashek, Planning & Zoning Administrator</i> |
| 10:05am | 8 | Consider Approval of Amendments to the SCORE Line Item Program Budget.
<i>Jillian Carlson, Environmental Specialist</i> |
| 10:10am | 9 | Receive the Rum River One Watershed One Plan Fiscal Year 2023 Update.
<i>Dan Cibulka, SWCD Senior Water Resource Specialist</i> |
| 10:20am | 10 | Consider Approval of CaseWorks for an Electronic Document Management System (EDMS) in HHS.
<i>Amanda Larson, HHS Director</i> |
| 10:30am | 11 | Consider Approval of Sherburne County's Submission of the 2024 Community Energy Transition Grant.
<i>Andrew Witter, Public Works Department Head & Dan Weber, Assistant County Administrator</i> |

- 10:35am 12** Receive the American Rescue Plan Act (ARPA) Update and Consider Approval of Recommended Approvals and Expenditures.
Dan Weber, Assistant County Administrator
6. **10:40am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**
(April 17, 2024 – May 6, 2024)
7. **10:55am Recess Regular Meeting, Break**
8. **11:10am Reconvene, Open Workshop**
- 11:10am 1** Receive and Discuss a Possible County Role in Provision of Clinical Mental Health Services.
Amanda Larson, HHS Director
- 11:40am 2** Receive a Human Resources Department Update.
Tammy Bigelow, HR Director
- 12:00pm 3** Review Expectations, Processes, and Timelines for Recruitment, Selection, and Appointment of Sherburne County Veteran Services Officer and Auditor-Treasurer.
Bruce Messelt, County Administrator & Kathleen Heaney, County Attorney
9. **12:15pm Adjourn Workshop, Reconvene Regular Meeting**
10. **12:15pm Adjourn Regular Meeting**

Upcoming Meetings

May 16, 2024, Economic Development Authority Meeting, 8:00am, County Board Room
May 21, 2024, County Board Meeting, 9:00am, County Board Meeting
June 4, 2024, County Board Meeting, 9:00am, County Board Room
June 18, 2024, County Board Meeting, 9:00am, County Board Room

Future Workshops

Recycle Education Outreach Grant
Planning Advisory Committee and Board of Adjustment Roles
Housing and the Unhoused Board/Staff Discussion Part III