



Sherburne County Board of Commissioners

August 6, 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.

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| 1 | Approve the County Board Meeting Minutes from , as presented [or "as amended"]. | Administration |
| 2 | Consider Approval Authorizing to Increase Hours of Part-Time Public Service Specialist Position in Veterans Services to Full-Time. | Administration |
| 3 | Consider Approval of Commissioner Expenses from the National Association of Counties (NACo) Annual Conference Held in Tampa, Florida. | Administration |
| 4 | Consider Approval of Extension of the Arvig Elk River Round #1 ARPA Broadband Access Grant Program Agreement. | Administration |
| 5 | Consider Approval of Commissioner & Manual Warrants. | Auditor / Treasurer |
| 6 | Consider Approval of the 2nd Quarter 2024 Donations Received by the Health and Human Services Department. | Health & Human Services |
| 7 | Consider Approval of June 19, 2024 HHS IFS Admin Warrants. | Health & Human Services |
| 8 | Consider Approval for Out-Of-State Travel for 1 Sherburne County HHS Employee. | Health & Human Services |
| 9 | Consider Approval of a Requested Revocation of a Conditional Use Permit for Cellular Tower for T-Mobile | Planning & Zoning |
| 10 | Consider Approval of County's Submission of the 2025 Low-Income Septic Grant Application. | Planning & Zoning |
| 11 | Consider Approval of an Amendment with Bolton & Menk, Inc for the TH 169 | Public Works |

CSAH 4 Interchange Design.

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| 12 | Consider Approval of County Engineer Attendance at the 2024 Transportation Alliance Conference, September 16-19, 2024. | Public Works |
| 13 | Consider Approval of Final Payment for the 2023 HSIP Mumble Strips (SP 71-070-045) Project. | Public Works |
| 14 | Consider Approval of IJIA Technical Assistance Grant Agreement & Resolution No. 080624-AD-3156 with MnDOT | Public Works |
| 15 | Consider Approval of Resolution No. 080624-AD-3153 Requesting MNDOT to Conduct a Speed Zone Study - County Road 40 in the City of Elk River. | Public Works |
| 16 | Consider Approval of Resolution No. 080624-AD-3155 to Prohibit Parking Along County State Aid Highway (CSAH) 4 from 10th Street West to County Road 45. | Public Works |
| 17 | Consider Approval of Resolution No. 080624-AD-3157 in Support of a Railroad Crossing Elimination (RCE) Grant Submittal. | Public Works |
| 18 | Consider Approval of Resolution No. 080624-AD-3158 for Grant Funding Assistance for Zimmerman Interchange at TH 169 and CSAH 4 | Public Works |
| 19 | Consider Approval of Sherburne County's Acceptance of the 2024 Community Energy Transition Grant. | Public Works |
| 20 | Consider Approval of Donation of Sheriff's Office Boating Equipment to Wright County Sheriff's Office. | Sheriff |
| 21 | Consider Approval of Out-of-State Travel for Two Staff to Attend the 43rd Annual Research and Treatment Conference. | Sheriff |
| 22 | Consider Approval for a Paid Leave for a Sheriff's Office Employee to Attend the Sheriff 2024 Special Olympics Law Enforcement Torch Run International Conference. | |

4. 9:18am Announcements

- 1 Receive County Administrator Announcements & Review Official Correspondence Received.
Bruce Messelt, County Administrator

5. 9:20am Regular Agenda

- 9:20am 1 Consider Approval to Proclaim of August 2024 as Child Support Awareness Month.
Kristie Hermanson, Child Support Supervisor
- 9:25am 2 Receive an Update from Xcel Energy.
Trisha Duncan, Xcel Energy
- 9:45am 3 Consider Approval of Vonco Residential Well Sampling.
Dave Lucas, Solid Waste Administrator, June Volkers
- 9:50am 4 Consider Approval of a Conditional Use Permit for Personal Storage Structure-Noel Lewandowski.
Lynn Waytashek, Planning & Zoning Administrator
- 9:55am 5 Consider Approval of an Interim Use Permit for Recreational Activity, Replacing Permit # 61123-Big Lake School District.
Lynn Waytashek, Planning & Zoning Administrator
- 10:00am 6 Consider Approval of a Conditional Use Permit for a Cellular Tower, replacing permit # 55105-Vertical Bridge S3 Assets, LLC.
Lynn Waytashek, Planning & Zoning Administrator
- 10:05am 7 Consider Approval to Amend Sherburne County Zoning Ordinance-Ord No 264-Amend Section 17.5-Subsurface Sewage Treatment System.
Lynn Waytashek, Planning & Zoning Administrator
- 10:10am 8 Consider Palmer Township's Request for Allocation of Park Dedication Fee Funds.
Gina Hugo, Parks Director
- 10:15am 9 Receive Great River Regional Library (GRRL) 2025 Budget Information.

6. **10:30am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

(July 19, 2-24 - August 5, 2024)

7. **10:50am Recess Regular Meeting, Break**

8. **11:05am Reconvene, Open Workshop Meeting**

11:05am 1 Potential Subdivision Ordinance Amendment - Final Plat.

Lynn Waytashek, Planning & Zoning Administrator, Marc Schneider, County Planner, Mitchell Glines

11:15am 2 Discuss County Owned Properties.

Andrew Witter, Public Works Department Head, Dan Weber, Assistant County Administrator, Kathleen Heaney, County Attorney

11:30am 3 Update on 2025 Budget & Levy Preparations.

Bruce Messelt, County Administrator, Dan Weber, Assistant County Administrator

9. **12:00pm Close Workshop, Adjourn Regular Meeting**

Upcoming Meetings

August 8, 2024, Sherburne County EDA Meeting, 8:00am, County Board Room

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

September 3, 2024, County Board Meeting, 9:00am, County Board Room

September 11-13, 2024, AMC Fall Policy Conference

September 17, 2024, County Board Meeting, 9:00am, County Board Room

September 19, 2024, Planning Advisory Commission Meeting, 6:00pm, 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