



Sherburne County Board of Commissioners

August 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. 9:03am 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. 9:18am 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 August 6th, Administration 2024.
- 2 Consider Approval of the County Workshop Meeting Minutes from August 6th, Administration 2024.
- 3 Consider Approval of a Letter of Support for Benton County for Federal Funding Administration for the CSAH 29 Corridor Project.
- 4 Consider Approval of the University of Minnesota Extension Three-Year Staffing Administration Agreement.
- 5 Consider Approval of Commissioner & Manual Warrants dated July 31st, Auditor / Treasurer August 2nd, and August 9th, 2024.
- 6 Consider Approval of a New Tobacco License for JR Tobacco for 2024-2025. Auditor / Treasurer
- 7 Consider Approval of Ratification to an Amendment in the Professional Services Auditor / Treasurer Agreement Between TriMin Systems Inc. and the Minnesota Counties Computer Cooperative (MnCCC) for Maintenance and Support of Integrated Financial Systems (IFS) Software.
- 8 Consider Approval of August 9th, 2024, HHS IFS Warrants. Health & Human Services
- 9 Consider Approval of HHS OBO Warrants Dated July 31st, 2024. Health & Human Services
- 10 Consider Approval of a Contract with the Higher Works Collaborative for Health & Human Services

Parenting Education.

- | | | |
|----|--|-----------------|
| 11 | Consider Approval of Recommended Revisions to Sherburne County Rules and Personnel Policies. | Human Resources |
| 12 | Consider Approval of an Amendment to the Agreement with Alliant Inc. for CR 65 Design Services. | Public Works |
| 13 | Consider Approval of Lowest Responsive Bidder for 2024 Street Lighting, Mumble Strips, and Striping - SP 088-070-087. | Public Works |
| 14 | Consider Approval of Lowest Responsive Bidder for Construction of the Great Northern Trail through Zimmerman - SP 071-596-010. | Public Works |
| 15 | Consider Approval of MnDOT Contract No. 1050334 Work Order Number:1 for Safety Improvements on Trunk Highway 10 at County Road 61. | Public Works |
| 16 | Consider Approval of a Donation to the Sheriff's Office K-9 Unit from Gilleland Chevrolet. | Sheriff |

4. **9:20am Announcements**

5. **9:25am Regular Agenda**

- | | | |
|--------|---|--|
| 9:25am | 1 | Conduct the Oath of Office for Appointment of Mr. Larry Fonder as Sherburne County Veterans Service Officer.
<i>Bruce Messelt, County Administrator</i> |
| 9:30am | 2 | Receive an Update on the Retired Seniors Volunteer (RSVP) Program.
<i>Jennifer Wucherer, RSVP Program Director</i> |
| 9:45am | 3 | Consider Approval of Solid Waste License for Rite Away Salvage Yard.
<i>Dave Lucas, Solid Waste Administrator & June Volkers, Hydrogeologist</i> |
| 9:50am | 4 | Consider Approval for Additional Recycling Day Funding Reimbursement.
<i>Maureen Mossak, Environmental Specialist & Dave Lucas, Solid Waste Administrator</i> |
| 9:55am | 5 | Approve and Accept the July 2024 Financial Report from the Auditor-Treasurer.
<i>Loraine Rupp, Auditor/Treasurer</i> |

6. **10:00am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

(August 7, 2024 - August 19, 2024)

7. **10:20am Open Ditch Authority Meeting**

- | | | |
|---------|---|---|
| 10:20am | 1 | Approve Ditch Authority Agenda.
<i>Mike Lindenau, County Ditch Inspector</i> |
| 10:21am | 2 | Consider and Accept the Ditch Drainage Technician's Report.
<i>Mike Lindenau, County Ditch Inspector</i> |
| 10:35am | 3 | Consider Approval and Authorize the Billing of Proposed 2024 County Drainage Assessments.
<i>Loraine Rupp, Auditor/Treasurer</i> |

8. **10:40am Close Ditch Authority Meeting, Break**

9. **10:55am Reconvene, Open Closed Session**

- | | | |
|---------|---|---|
| 10:55am | 1 | Closed Session Pursuant to Minnesota Statute 13D.05, Subd (3a) - Performance Evaluation.
<i>Gregg Felber, Commissioner</i> |
|---------|---|---|

10. **11:25am Close Closed Session, Break**

11. **11:40am Reconvene, Open County Workshop Meeting**

- | | | |
|---------|---|---|
| 11:40am | 1 | Future Organics Collection and Recycling Ideas.
<i>Dave Lucas, Solid Waste Administrator</i> |
|---------|---|---|

11:55am 2 Update on 2025 Budget & Levy Preparations.

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

12. 12:10pm Close Workshop Meeting, Adjourn Regular Meeting

Upcoming Meetings

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, County EDA Meeting, 8:00am, County Board Room

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

Future Workshops

Cannabis Legislation

Planning Advisory Committee and Board of Adjustment Roles

Housing and the Unhoused Board/Staff Discussion Part III