



Sherburne County Board of Commissioners

October 15, 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 | Consider Approval of the Official Minutes from the October 1 st , 2024, Regular Meeting of the County Board. | Administration |
| 2 | Consider Approval of the Official Minutes from the October 1 st , 2024, County Board Workshop. | Administration |
| 3 | Consider Approval of a Public Artificial Intelligence Standards Policy. | Administration |
| 4 | Consider Approval of Commissioner & Manual Warrants dated September 13 th , 16 th , 20 th , 27 th , and 30 th , and October 4 th , 2024. | Auditor / Treasurer |
| 5 | Consider Approval of the Child and Teen Check-Up Agreement between Sherburne County and the Minnesota Department of Human Services. | Health & Human Services |
| 6 | Consider Approval of Reclassification of HHS Clinical Supervisor and Trainer (Grade 16) to Clinical Social Service Supervisor (Grade 18). | Health & Human Services |
| 7 | Consider Approval of HHS Electronic Health Record and Billing Solution. | Health & Human Services |
| 8 | Consider Approval of HHS IFS Warrants dated October 4 th , 2024. | Health & Human Services |
| 9 | Consider Approval of HHS OBO Warrants dated September 30 th , 2024. | Health & Human Services |
| 10 | Consider Approval of 2025 Compensation and County Contributions for Non-Union Employees' Wages and Benefits. | Human Resources |

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| | 11 | Consider Approval of a Budget Amendment to Increase Funding for the Low Interest Loan Program for Failing Septic Systems. | Planning & Zoning |
| | 12 | Consider Approval of Resolution No. 101524-AD-3162 and the MNDOT Agency Agreement (Contract No. 1057479) for Advance Construction Federal Funds for Project SP 071-604-038/071-090-006. | Public Works |
| | 13 | Consider Approval and Acceptance of the 2024-25 Toward Zero Death (TZD) Safe Roads Grant. | Sheriff |
4. 9:18am **Announcements**
 5. 9:20am **Regular Agenda**
 - 9:20am 1 Consider Approval of a Proclamation Designating October as Manufacturing Month.
Dan Weber, Assistant County Administrator, Brian Fleming, Economic Development Coordinator
 - 9:25am 2 Receive an Initiative Foundation Update.
Initiative Foundation, Carl Newbanks
 - 9:40am 3 Receive Family Resource Center Update.
Amanda Larson, HHS Director
 - 10:00am 4 Consider Approval for Out of State Travel for Kevin Davis to Compete in the National Plow Driving Skills Competition.
Andrew Witter, Public Works Department Head
 - 10:05am 5 Consider Approval of a Preliminary and Final Simple Plat for Buck Point - TJM Properties MN LLC.
Lynn Waytashek, Planning & Zoning Administrator
 - 10:10am 6 Consider Approval of a Conditional Use Permit for Personal Storage Structure - Richard Achman.
Lynn Waytashek, Planning & Zoning Administrator
 - 10:15am 7 Consider Approval a Conditional Use Permit for Mini Storage - Kristin Pfaff.
Lynn Waytashek, Planning & Zoning Administrator
 - 10:20am 8 Consider Approval of an Interim Use Permit for Occasional Special Event - Haunted Trail-Brent Bahr.
Lynn Waytashek, Planning & Zoning Administrator
 - 10:35am 9 Receive and Accept the Auditor-Treasurer's Monthly Report.
Loraine Rupp, Auditor/Treasurer
 - 10:40am 10 Consider Approval to Proceed with Conceptual Design and Engineering for a Proposed Permanent Household Hazardous Waste Facility.
Dave Lucas, Solid Waste Administrator, Jerome Doede, Environmental Specialist
 6. 10:50am **Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**
(October 2, 2024 - October 14, 2024)
 7. 11:05am **Recess Regular Meeting, Break**
 8. 11:20am **Reconvene, Open Ditch Authority Meeting**
 - 11:20am 1 Review and Approve the Ditch Authority Agenda.
Loraine Rupp, Auditor/Treasurer
 - 11:21am 2 Receive the Ditch Drainage Technician Report.
Mike Lindenau, County Ditch Inspector
 9. 11:30am **Close Ditch Authority Meeting, Open Workshop**
 - 11:30am 1 Update on Cybersecurity Efforts and Initiatives (Non-Election).
Brian Kamman, IT Director
 10. 11:50am **Close Workshop, Adjourn Regular Meeting**

Upcoming Meetings

October 16, 2024, Sherburne County Association of Townships Meeting, 7:00pm, Sherburne History Center

October 17, 2024, EDA Meeting, 8:00am, County Board Room

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

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

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

December 5, 2024, Truth and Taxation, 6:00pm, County Board Room

December 9-11, 2024, 2024 AMC Annual Conference, DoubleTree, Bloomington, MN

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

Future Workshops

Planning Advisory Committee and Board of Adjustment Roles

Housing and the Unhoused Board/Staff Discussion Part III

Public Health - Tobacco, Alcohol and Cannabis Best Practices