



Sherburne County Board of Commissioners

November 5, 2024 - County Board Meeting

Agenda

1. 9:00a 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 October 15th, 2024. Administration
- 2 Consider Approval of the Official Minutes from the October 15th, 2024 County Board Workshop. Administration
- 3 Consider Appointment to the County Economic Development Association (EDA). Administration
- 4 Consider Approval of a Public Artificial Intelligence Standards Policy. Administration
- 5 Receive the American Rescue Plan Act (ARPA) Update and Consider Approval of Recommended Approvals and Expenditures. Administration
- 6 Consider Approval of Commissioner & Manual Warrants dated October 11th, 18th, 24th, and 25th, 2024. Auditor / Treasurer
- 7 Consider Approval of the 3rd Quarter 2024 Donations Received by the Health and Human Services Department. Health & Human Services
- 8 Consider Approval for the 2025 Department of Human Services Children's Mental Health Screening Grant. Health & Human Services
- 9 Consider Acceptance of a Medica County Innovation Grant. Health & Human Services
- 10 Consider Approval of October 18th, 2024, HHS IFS Warrants. Health & Human Services
- 11 Consider Approval of a Non-Levy Funded Position for the Parent Support Health & Human Services

- Outreach Program to Replace Use of a Contracted Service Provider (HHS).
- | | | |
|----|--|-------------------------|
| 12 | Consider Approval of the Title V Grant Agreement Between the Minnesota Department of Health and Sherburne County for Maternal and Child Health Activities. | Health & Human Services |
| 13 | Consider Approval to Restructure the County Administration and Human Resources Departments (Levy-Neutral). | Human Resources |
| 14 | Consider Approval of a 2024 Leaf Drop Agreement with Jan Donelson for Management of Yard Waste. | Planning & Zoning |
| 15 | Consider Approval of a Requested Revocation of an Interim Use Permit for ISD #727. | Planning & Zoning |
| 16 | Consider Approval of an Agreement with Transportation Collaborative & Consultants (TC2) to Complete a Corridor Study on County State Aid (CSAH) 1 in the City of Elk River, MN. | Public Works |
| 17 | Consider Approval for Out-of-State Travel by the Public Works Director to Attend the National ATSSA Traffic Safety Conference in Orange County, FL, February 28–March 4, 2025. | Public Works |
| 18 | Consider Approval of the Cost Share Agreement with the City of Zimmerman for County State Aid Highway 4 Improvements. | Public Works |
| 19 | Consider Approval of Grade Crossing Construction Maintenance and Easement Agreement with BNSF for County Road (CR) 65. | Public Works |
| 20 | Consider Approval of the Lowest Responsive Bidder for the CSAH 4 Roundabouts and Trail Construction; SP 071-604-038 & SP 071-090-006. | Public Works |
| 21 | Consider Approval of Resolution No. 110524-AD-3166 and MnDOT Contract No.1058165 - Grant Agreement, for Completion of a Safe Road Zone. | Public Works |
4. **9:18am Announcements**
- 9:18am 1 Receive County Correspondence and Administrator Announcements.
Bruce Messelt, County Administrator
5. **9:20am Regular Agenda**
- 9:20am 1 Consider Approval by Proclamation Designating November 4-15, 2024 as Operation Green Light for Veterans in Sherburne County.
Larry Fonder, Verteran Service Officer, Dave Unze
- 9:25am 2 Consider Approval of Amendment #1 to the IIJA Technical Assistance Grant Agreement - MnDOT Contract No. 1057347.
Andrew Witter, Public Works Department Head, David Roedel, Assistant Public Works Director
- 9:30am 3 Consider Approval of the MnDOT Grant Agreement (No. 1058095) and Resolution No. 110524-AD-3164 for Sherburne County to receive Local Road Improvement Program (LRIP) funds for the Hwy 169 and CSAH 4 Interchange Project.
Andrew Witter, Public Works Department Head
- 9:35am 4 Consider Approval of IIJA Technical Assistance Match Agreement (Grant Agreement No. 1058093) & Resolution No. 110524-AD-3165 with MnDOT.
Andrew Witter, Public Works Department Head
- 9:40am 5 Consider Setting the Date and Time - November 19th, 2024, as 9AM or Soon Thereafter -.and Approving Publication of a Notice for a Public Hearing on an Ordinance Relating to Regulation and Registration of Cannabis Retail Businesses and Lower-Potency Hemp Edible Retailer Businesses.
Bruce Messelt, County Administrator
6. **9:45am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**
 (October 16 - November 4, 2024)

7. 10:05am Open Closed Session

10:05am 1 Update on Cybersecurity Efforts and Initiatives (Non-Election).
Brian Kamman, IT Director

8. 10:25am Close Closed Session, Adjourn Regular Meeting

Upcoming Meetings

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

November 21, 2024, County EDA Meeting, 8:00am, 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