



Sherburne County Board of Commissioners

December 17, 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 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 Minutes from the December 3rd, 2024, Regular Meeting of the County Board. | Administration |
| 2 | Consider Approval of the Minutes from the December 3rd, 2024, County Board Workshop. | Administration |
| 3 | Consider Approval of the Minutes from the December 5th, 2024, Truth in Taxation Meeting of the County Board. | Administration |
| 4 | Consider Approval of the 2025 5-Year Capital Improvement Plan. | Administration |
| 5 | Consider Approval of the 2025 Non-Levied Budgets. | Administration |
| 6 | Consider Approval of Assignment and Assumption of Tax Abatement Agreement. | Administration |
| 7 | Consider Approval of Commissioner Expense Reimbursement from the AMC Annual Meeting. | Administration |
| 8 | Consider Approval of the Authorization to Issue Checks to Eligible Parties for Tax Rebate Financing, in Accordance with the Agreements on File. | Auditor / Treasurer |
| 9 | Consider Approval of Commissioner & Manual Warrants Dated November 22nd, 27th, and 29th, and December 2nd and 6th, 2024. | Auditor / Treasurer |
| 10 | Consider Approval of a Request for Authorization to Pay Final 2024 Warrants. | Auditor / Treasurer |
| 11 | Consider Approval of Resolution 121724-AD-3175 to Commit Fund Balance, in Accordance with GASB Statement #54. | Auditor / Treasurer |
| 12 | Consider Approval of the Agreement Between the MN Department of Health and Sherburne County for the Cannabis and Substance Use Prevention (CSUP) Grant. | Health & Human Services |
| 13 | Consider Approval of a Contract between Sherburne County and YMCA for Drop-in Child Care Services. | Health & Human Services |
| 14 | Consider Approval of December 3rd, 2024 HHS OBO Warrants. | Health & Human Services |
| 15 | Consider Approval of December 6th, 2024, HHS IFS Admin Warrants. | Health & Human Services |
| 16 | Consider Approval of the PATH (Projects for Assistance in Transition from Homelessness) Grant Contract between CAMHI (CommUNITY Adult Mental Health Initiative) and Sherburne County. | Health & Human Services |
| 17 | Consider Approval of a Therapy Dog Policy and Acquisition of an Initial Therapy Dog for Health and Human Services. | Health & Human Services |

18	Consider Approval of Recommended Revisions to the Sherburne County Rules and Personnel Policies.	Human Resources
19	Consider Approval of SIEM Solution with Rapid-7.	Information Technology
20	Consider Approval of 2025 City and Township Recycling Day Funding Amounts.	Planning & Zoning
21	Consider Approval of Appointments to the Sherburne County Board of Adjustment.	Planning & Zoning
22	Consider Approval of a County Solid Waste License Renewal for Elk River Landfill, Inc.	Planning & Zoning
23	Consider Approval of Recommended 2025 Appointment to the Sherburne County Planning Advisory Commission.	Planning & Zoning
24	Consider Approval of an Amended Residential Battery Recycling Program.	Planning & Zoning
25	Consider Approval of Resolution No.121724-AD-3176 to apply for Highway Safety Improvement Program Funding for the CSAH 11/ CSAH 16 Roundabout.	Public Works
26	Consider Approval of an Agreement and Resolution No. 121724-AD-3177 to Effect the Turnback of County Highway No. 53 (CSAH 8 to Mississippi River/Snuffy's Landing).	Public Works
27	Consider Approval of Agreement and Resolution No. 121724-AD-3178 to Effect the Turnback of County State Aid Highway No. 24 Located within the City of Becker.	Public Works
28	Consider Approval for Out-of-State Travel for the Deputy County Engineer to Attend the National Association of County Engineers Conference.	Public Works
29	Consider Approval of Final Payment for 2022 CSAH 20 Reconstruction (SAP 71-620-005 & SAP 71-620-007).	Public Works
30	Consider Approval of Final Payment for 2024 Pavement Markings (CP 71-PM-024).	Public Works
31	Consider Approval of Joint Powers Agreement with Mille Lacs County for the CSAH1/CSAH 18 Design Services for Improvements Along the Sherburne-Mille Lacs County Line.	Public Works
32	Consider Approval of the License Agreement for the Sherburne County Trail Association's Use of County Right-of-Way as Part of the Snowmobile Trail System.	Public Works
33	Consider Approval of Negotiation Letter for BNSF Railroad Crossing Easement Agreement.	Public Works
34	Consider Approval for Professional Services Agreement for Parks Vegetation Management.	Public Works
35	Consider Approval of Resolution No.121724-AD-3179 Accepting a Grant from the Carbon Reduction Program Project for Electric Charging Stations and Electric Vehicles.	Public Works
36	Consider Approval of Resolution No. 121724-AD-3180 in Support of a Grant Application via the Carbon Reduction Program Project for Electric Charging Stations and Electric Vehicles.	Public Works
37	Consider Approval of Resolution No 121724-AD-3181 in Support of a Grant Application via the Carbon Reduction Program Project for Electric Charging Stations and Electric Vehicles.	Public Works
38	Consider Approval of Resolution No.121724-AD-3182 in Support of a Grant Application via the Carbon Reduction Program Project for the CSAH 11 at CSAH 16 Roundabout.	Public Works
39	Consider Approval of a Law Enforcement Services Contract with the City of Zimmerman.	Sheriff

3. 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.

4. 9:18am Announcements**5. 9:20am Recess Regular Meeting, Open Regional Rail Authority Meeting****6. 9:25am Close Regional Rail Authority Meeting, Reconvene Regular Agenda**

- 9:25am 1** Congratulate the 2024 Farm Family of the Year & Receive and Update from the University of MN Extension.
Lori Vicich, Regional Director
- 9:40am 2** Consider Approval of a Name Change to an existing Interim Use Permit for Highway Planned Unit Development - Acorn Mini Storage.
Lynn Waytashek, Planning & Zoning Administrator
- 9:45am 3** Consider Approval of a Preliminary and Final Simple Plat of "Robeck Addition" - Jeremy and Tracie Robeck.
Lynn Waytashek, Planning & Zoning Administrator
- 9:50am 4** Consider Approval of an Interim Use Permit for Home Business in Accessory Building - Dog Grooming - Rhonda Murray.
Lynn Waytashek, Planning & Zoning Administrator
- 9:55am 5** Consider Approval of an Interim Use Permit for Home Business in Accessory Building-Design and Engineer 10 Meter Radios - Tyler and Brandi Piltz.
Lynn Waytashek, Planning & Zoning Administrator
- 10:00am 6** Consider Approval of an Interim Use Permit for Solar Related Business - Xcel Energy.
Lynn Waytashek, Planning & Zoning Administrator
- 10:05am 7** Consider Approval of a Conditional Use Permit for Communication Towers and Antennas - Xcel Energy.
Lynn Waytashek, Planning & Zoning Administrator
- 10:10am 8** Receive, Review, and Accept the Auditor-Treasurer's Monthly Report for November 2024.
Loraine Rupp, Auditor/Treasurer
- 10:05am 9** Consider Resolution No. 121724-AD-3183 Establishing 2025 County Elected Official Salaries.
Bruce Messelt, County Administrator
- 10:15am 10** Consider Approval of Resolution No. 121724-AD-3171 Establishing 2025 Salaries for County Commissioners.
Bruce Messelt, County Administrator
- 10:25am 11** Consider Adoption of the 2025 Annual Budget and Associated Annual Levies.
Bruce Messelt, County Administrator, Dan Weber, Assistant County Administrator

7. 10:35am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

(December 4, 2024 - December 16, 2024)

8. 10:45am Recess Regular Meeting, Open Ditch Authority Meeting

10:45am 1 Review and Approve the Ditch Authority Agenda.

Loraine Rupp, Auditor/Treasurer

10:45am 2 Receive the Ditch Drainage Technician Report.

Mike Lindenau, County Ditch Inspector

9. 10:55am Close Ditch Authority Meeting, Adjourn Regular Meeting, Commence Employee Recognition

10:55am 1 Recognize July - December 2024 Employee Anniversaries.

Department Heads

Upcoming Meetings

December 19, 2024, County Economic Development Meeting, 8:30pm, County Board Room

January 7, 2024, County Board Meeting, 9:00am, County Board Room

January 21, 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

SWCD AI 5 Year AIS Plan