



Sherburne County Board of Commissioners

March 6, 2025 - County Board Meeting Minutes

1. 9:00am Call to Order

The Sherburne County Board of Commissioners convened in regular session on March 6, 2025, at the Sherburne County Government Center in the City of Elk River, MN. Call to order by the Chair was at 9:00am.

1 Moment of Silence and Pledge of Allegiance

2 Approval of Regular Meeting Proposed Agenda

Hulse/Felber were unanimous to approve the Regular Meeting Proposed Agenda as amended with item 11.2 to also include an update on State and Federal legislative activities.

2. 9:02am Open Public Hearing

1 Public Hearing and Consideration of Amendments to the Solid Waste Planning & Zoning Management Ordinance No. 180.

Dave Lucas, Solid Waste Administrator

Upon completion of the Public Hearing and consideration of comments received:

Solid Waste Administrator Dave Lucas presented the amendments that were made to the ordinance.

The Chair opened the Public Hearing at 9:07am.

Mike Miller of Waste Management, spoke on behalf of the Elk River Landfill regarding proposed ordinance amendments.

The Chair closed the Public Hearing at 9:24am. Hulse/Felber were unanimous to close the Public Hearing.

Hulse/Felber with a 4-1 vote to approve and adopt the proposed Amendments to the Solid Waste Management Ordinance No. 180, as presented.

3. 9:29am County Proclamations, Recognitions & Celebrations

1 Proclamation Declaring Sherburne County a 2nd Amendment Dedicated County. Administration
Gregg Felber, Commissioner

Felber/Danielowski were unanimous to consider and approve a Proclamation declaring Sherburne County a 2nd Amendment Dedicated County as presented by County Commissioner Gregg Felber. (On file.)

4. 9:36am Open Forum

No one was present.

5. 9:36am Consent Agenda

Felber/Danielowski were unanimous to approve the Consent Agenda as presented.

1 Minutes from February 18th, 2025, Regular Meeting of the County Administration Board.

Keisha Broderick, Executive Assistant

Approved County Board Meeting Minutes from February 18th, 2025, as presented.

2 Minutes from February 18th, 2025, County Board Workshop. Administration

Keisha Broderick, Executive Assistant

Approved County Workshop Meeting Minutes from February 18th, 2025, as presented.

- 3** Donation of a Solar Panel from Xcel Energy for Demonstrative and Educational Purposes. Administration
Bruce Messelt, County Administrator
 Approved and accepted a donation of a Solar Panel from Xcel Energy for demonstrative and educational purposes.
- 4** Reorganization of the Assessor Office. Assessor
Michelle Moen, County Assessor
 Approved a reorganization of the Assessor's Office by reclassifying one of the Public Specialist staff to an Appraiser Trainee (Grade 7 to 9).
- 5** Commissioner & Manual Warrants dated February 14th, 19th, and 21st, Auditor / Treasurer 2025.
Loraine Rupp, Auditor/Treasurer
 Approved Commissioner & Manual Warrants dated February 14th, 19th, and 21st, 2025, as follows.

February 14 2025, Commissioner Warrants \$1,049,038.10
 February 14 2025, Manual Warrants \$421,018.09
 February 19 2025, Manual Warrants BMO Harris Pcard Jan \$63,334.33
 February 21 2025, Commissioner Warrants \$575,750.00
- 6** Consider Approval of the 2025 Crisis Response Grant Agreement. Health & Human Services
Amanda Larson, HHS Director
 Approved the 2025 Crisis Response Grant Agreement in the amount of \$198,287.17 with a term of March 1, 2025 through June 30, 2026. (On file.)
- 7** HHS IFS Admin Warrants dated February 21st, 2025. Health & Human Services
Amanda Larson, HHS Director
 Approved HHS IFS Admin Warrants dated February 21st, 2025, as follows.

February 21, 2025 HHS IFS Admin Warrants \$36,344.95
- 8** County Solid Waste License - Han's Foreign Auto & Truck Parts. Planning & Zoning
Jerome Doede, Senior Environmental Specialist
 Approved the issuance of a County Solid Waste License to Scheerer Enterprises Inc., DBA Han's Foreign Auto & Truck Parts, allowing the renewed operation of a Processing Facility, for a five-year term ending December 31, 2030, in accordance with the requirements set forth in the Solid Waste Management Ordinance No. 180, as amended. (On file.)
- 9** Request for Revocation of an Interim Use Permit - Acorn Mini Storage. Planning & Zoning
Marc Schneider, County Planner
 Approved Resolution No. 030625-AD-3197, effecting the revocation of an existing Interim Use Permit, as requested by the property owner. (On file.)
- 10** Final Payment for 2024 CSAH 1 Pavement Resurfacing & CSAH 15 Bridge Public Works Surface Maintenance.
Andrew Witter, Public Works Department Head
 Approved and authorized final contrat payment in the amount of \$32,738.34 with North Valley Inc for projects SAP 71-601-026 and CP 71-MNT-023, for 2024 CSAH 1 Pavement Resurfacing and CSAH 15 Bridge Surface Maintenance.
- 11** INFRA Grant Agreement for the US Hwy 169/CSAH 4 Interchange. Public Works
Andrew Witter, Public Works Department Head

Approved, accepted, and authorized execution of the INFRA Grant Agreement for the US Hwy 169/CSAH 4 Interchange, as presented receiving funds in the amount of \$24,732,000.00. (On file.)

- 12 Resolution No.030625-AD-3198 and an Agency Agreement with MnDOT Public Works
for Contract No. 1048575 for County Project 071-596-008 on TH 10 at
County Road 65, in Haven Township.

David Roedel, Assistant Public Works Director

Approved Resolution No.030625-AD-3198 and the Agency Agreement between the Commissioner of Transportation and Sherburne County for MnDOT Contract No. 1048575 for County Project 071-596-008 and authorized the County Board Chair and County Administrator to sign the Agreement. (On file.)

- 13 Resolution No.030625-AD-3199 and an Agency Agreement with MnDOT Public Works
for Contract No. 1058623 for County Project 071-596-013 on TH 10 at
County Road 61, in Haven Township.

David Roedel, Assistant Public Works Director

Approved Resolution No.030625-AD-3199 and the Agency Agreement between the Commissioner of Transportation and Sherburne County for MnDOT Contract No. 1058623 for County Project 071-596-013, and authorized the County Board Chair and County Administrator to sign the Agreement.

- 14 Donations to the Toward Zero Death Safe Roads Coalition. Sheriff

Joel Brott, County Sheriff

Approved the following donations to the Toward Zero Death (TZD) Safe Roads Coalition for the winner(s) of the TZD Video Contest:

- North Central Insurance Agency - \$250 cash
- The Bank of Elk River - \$200 cash
- Gary and Ann Gray - \$250 cash
- Rum River Ventures, LLC - \$100 cash
- Curt Van Oort State Farm Insurance - \$250 cash
- Minnesota State Patrol Troopers Association - \$100 cash
- Sherburne County Sheriff's Association - \$100 cash
- Guardian Fleet Safety - \$250 cash

- 15 Office Space Lease between Santiago Township and the Sherburne Sheriff
County Sheriff's Office

Joel Brott, County Sheriff

Approved an Office Space Lease between Santiago Township and the Sherburne County Sheriff's Office. The term of this agreement shall be from January 1, 2025 to January 1, 2030. (On file.)

6. 9:36am **Announcements**

County Administrator Bruce Messelt reminded the Board that the AMC Leadership Summit is March 26-28 and provided a recap on the IT Director interviews.

7. 9:39am **Regular Agenda**

- 9:39am 1 Acknowledgment and Acceptance of the Retirement of the County Attorney. Attorney

Kathleen Heaney, County Attorney

Felber/Danielowski were unanimous to acknowledge and accept the Notice of Retirement of the County Attorney Kathleen Heaney, effective April 30th, 2025. (On file.)

- 9:42am 2 Update on Countywide Broadband Services. Administration

Laura Kangas, Arvig Account Executive, Dan Weber, Assistant County Administrator

Laura Kangas of Arvig and Assistant County Administrator Dan Weber provided background of broadband history, current broadband status within Sherburne County, and a general countywide broadband update.

- 10:03am 3** Update on HHS Efforts to Manage and Streamline Income Maintenance Health & Human Services Client Services Activities.
Amanda Larson, HHS Director, Gina Anderson, Economic Supports Manager
 Economic Supports Manager Gina Anderson and HHS Director Amanda Larson provided an update on HHS efforts to manage and streamline income maintenance client services activities. (On file.)

8. 10:34am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

Commissioner Felber - Becker Township Meeting, Two Inlets Park Board, Open Meeting Law meeting hosted by Minnesota Counties Inter-Trust (MCIT), Lunch N Learn hosted by Minnesota Association of County Administrators (MACA), Sherburne County Birthday Celebration at The History Center, Energy Transition Advisory Committee, Safe Roads Coalition, Association of Minnesota Counties (AMC) Legislative Conference, National Association of Counties (NACo) Legislative Conference, Violent Offender Taskforce, NACo Leadership Program, County 23 Bike Trail Discussion

Commissioner Hulse - Fair Board Meeting, AMC Legislative Conference, Sherburne County Economic Development Authority (EDA) Meeting, Constituent Meetings

Commissioner Danielowski - AMC Legislative Conference, NACo Central Regional Meeting, Substance Use Prevention Meeting, Open Meeting Law Webinar hosted by MCIT, Sherburne County EDA, Attended Draft 2 Revised Childcare Licensing Standards, 7W Transportation Meeting, NACo First 100 Days Week 5 Event, Personal Data and Open Meeting Law online webinar

Commissioner Schumacher - AMC Legislative Conference, NACo Legislative Conference

Commissioner Gray - It is National Dentist Day Today, Ditch 1A Virtual meeting, AMC Legislative Conference, NACo Legislative Conference, IT Interviews, AMC Lunch N Learn Child Welfare Protection Act, Two Inlets Park Board, Tri-Cap Meeting, Planning Commission Meeting, NACo Rural Agricultural Affairs

- 9. 10:52am Recess Regular Meeting, Break**
10. 11:09am Reconvene, Open Regional Rail Authority
11. 11:16am Close Regional Rail Authority Meeting, Open Workshop Meeting
12. 12:19pm Close Workshop Meeting, Adjourn Regular Meeting

Manual Warrants		
2/14/25	1.00	General Revenue Fund
	421,017.09	Agency Collections
	421,018.09	Total
Commissioner Warrants		
2/14/25	267,452.03	General Revenue Fund
	629,415.85	Public Works Fund
	6,574.77	Solid Waste Fund
	139,856.22	Jail Commissary Fund
	5,738.23	Justice Center Enterprise Fund
	1.00	Agency Collections
	1,049,038.10	Total
Manual Warrants BMO Harris PCard		
2/19/25	45,258.56	General Revenue Fund
	5,281.93	Public Works Fund
	6,968.34	Human Service Fund

	2,896.48	Jail Commissary Fund
	2,929.02	Justice Center Enterprise Fund
	63,334.33	Total
Manual Warrants		
2/21/25	2,399.34	General Revenue Fund
	9,689.48	Agency Collections
	12,088.82	Total
Commissioner Warrants		
2/21/25	20,459.88	20,459.88 Human Service Fund
	15,885.07	80 15,885.07 Agency Collections
	36,344.95	Total
Commissioner Warrants		
2/21/25	244,473.25	General Revenue Fund
	180,592.02	Public Works Fund
	6,419.58	Human Service Fund
	3,038.46	Solid Waste Fund
	104,703.63	Jail Commissary Fund
	270.02	Forfeited Land Sale
	15,241.70	Sherco Regional Rail Authority
	534.00	Taxes & Penalties Fund
	20,477.34	Payroll Fiduciary Fund
	575,750.00	Total
Warrants		
2/21/25	360.00	Assn Mn Family Child Care Licensors
	400.00	BreezyBilling
	365.75	Elk River Printing
	335.90	GBR Interpreting & Translation Services
	364.51	Kranz/Ashley
	392.86	Lira/Kaylie
	7,805.35	Main Street Family Services
	333.20	Martin/Amanda J
	455.00	Minnesota Social Service Association
	8,186.82	Mn Dept Of Human Services - SWIFT
	5,204.55	MNCCC LOCKBOX
	312.20	Olds/Brett
	507.12	Sammons/Peggy
	695.00	Sherburne Co Mental Health Advis Council
	1,400.00	Sherburne Co Sheriff
	860.38	The Bridge World Language Ctr Inc
	5,007.65	YMCA - Elk River
	3,358.66	34 Payments less than 300
	36,344.95	Total

24/20

Gary H. Gray (Mar 21, 2025 13:57 CDT)

Gary H. Gray, Board Chairperson

03/21/2025

Date

Bruce Messelt

Bruce Messelt, County Administrator

03/18/2025

Date

