



Sherburne County Board of Commissioners

July 22, 2025 - 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 Public Hearing

9:02am 1 Public Hearing - Consider Establishment of the Sherburne County Housing Trust Fund Homeowner Rehabilitation Loan Program.

Brian Fleming, Economic Development Coordinator

9:12am 2 Public Hearing - Consider Revisions to All Services and Fee Schedule - Community Corrections.

Corey Mabis-Rowe, Director of Community Corrections

3. 9:22am County Proclamations, Recognitions, & Celebrations

9:22am 1 Consider Approval of a Proclamation Designating July 20th - 26th, 2025, as Sherburne County Pretrial, Probation and Parole Supervision Week.

Corey Mabis-Rowe, Director of Community Corrections

9:27am 2 Consider Approval of a Proclamation Declaring July 30th, 2025, as Kathleen Poslusny Day in Sherburne County, Minnesota.

Corey Mabis-Rowe, Director of Community Corrections, Bobbie Shafer, Supervisor

4. 9:32am 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.

5. 9:47am 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 Official Minutes from the Regular Meeting of the Administration Sherburne County Board of Commissioners held June 24, 2025.

2 Consider Approval of the Official Minutes from the Sherburne County Board of Administration Commissioners' Workshop Held June 24, 2025.

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| 3 | Consider Approval of a Joint Powers Agreement with Clear Lake Township for the Enforcement and Regulation of Cannabis Retail Business Registration. | Administration |
| 4 | Consider Approval of a One-Week Unpaid Leave After FMLA for an Employee in the County Attorney's Office. | Attorney |
| 5 | Consider Approval of 2025-2026 Liquor License Renewal. | Auditor / Treasurer |
| 6 | Consider Approval of Commissioner & Manual Warrants for June and July 2025. | Auditor / Treasurer |
| 7 | Consider Approval of the County Board of Appeal and Equalization Minutes from June 17th, 2025 and Authorize Execution of the Same. | Auditor / Treasurer |
| 8 | Consider Approval of HHS IFS Admin Warrants dated July 3, 2025. | Health & Human Services |
| 9 | Consider Approval of HHS IFS Admin Warrants, dated June 20th, 2025. | Health & Human Services |
| 10 | Consider Approval of HHS OBO Warrants dated June 30, 2025. | Health & Human Services |
| 11 | Consider Approval of a Contract for Services for Abatement/Cleanup for a Property Located at 14307 286th Ave NW, Zimmerman. | Planning & Zoning |
| 12 | Consider Approval and Authorize Execution of an INFRA Grant Agreement for the US 169/CSAH 4 Grade Separated Interchange (GSI) - Zimmerman. | Public Works |
| 13 | Consider Approval of MnDOT Contract #1059967 and Resolution No. 072225-AD-3228 for Federal Fund Advanced Construction of the Zimmerman Interchange. | Public Works |
| 14 | Consider Approval of Park Dedication Funding Request from Clear Lake Township for New Pollinator Habitat Landscaping. | Public Works |
| 15 | Consider Approval of a State of Minnesota Grant Agreement and Resolution No. 072225-AD-3231 for CSAH 15 Bridge (#71504) Replacement, Project # SP 71-615-012. | Public Works |
| 16 | Consider Approval of Resolution No. 072225-AD-3225 for Support in Seeking Design Funds for the US Highway 10/County Highway 11 Interchange. | Public Works |
| 17 | Consider Approval of Resolution No. 072225-AD-3226 and an Agency Agreement with MnDOT for Federal Participation in Force Account for MnDOT Contract No. 1060209 for County Project # 071-596-015 for Electric vehicle charging stations. | Public Works |
| 18 | Consider Approval of Resolution No. 072225-AD-3227 and an Agency Agreement with MnDOT for Federal Participation in Force Account for MnDOT Contract No. 1060207 for County Project 071-596-016 for Electric vehicles. | Public Works |
| 19 | Consider Approval of Resolution No. 072225-AD-3229 to Vacate Access Control as shown on Zimmerman Town Centre Plat and City Center Plat Along County State Aid Highway 4 in the City of Zimmerman. | Public Works |
| 20 | Consider Approval of Resolution No. 072225-AD-3230 to Acquire Property for the County State Aid Highway 29 and County State Aid Highway 2 Reconstruction Project. | Public Works |
| 21 | Consider Approval of an Agreement for Professional and Technical Services between Sherburne County and JB Marie LLC. | Sheriff |
| 22 | Consider Approval of Donation of a Printer to the Sherburne County Soil and Water Conservation District. | Sheriff |

6. 9:48am Announcements

- 9:48am 1** Receive Updates and Announcements from the County Administrator.
Bruce Messelt, County Administrator

7. 9:50am Regular Agenda

- 9:50am 1** Consider Approval of a Conditional Use Permit for Personal Storage Structure - Scott Ruiter
Lynn Waytashek, Planning & Zoning Administrator

- 9:55am 2** Consider Approval of a Preliminary and Final Simple Plat for "Whiskey Flats" - Lucas and Jennifer Olson.
Lynn Waytashek, Planning & Zoning Administrator
- 10:00am 3** Consider a Rezoning Request from General Rural to Shoreland Residential - John Alfords.
Lynn Waytashek, Planning & Zoning Administrator
- 10:05am 4** Consider Approval of a Preliminary and Final Simple Plat of "Alfords Addition" - John Alfords.
Lynn Waytashek, Planning & Zoning Administrator
- 10:10am 5** Consider Approval of Recommended Changes to the Sherburne County Subdivision Ordinance for the Final Plat Process.
Lynn Waytashek, Planning & Zoning Administrator
- 10:15am 6** Consider the Appointment of a County Commissioner to serve on the Zoning and Subdivision Ordinance Update Steering Committee.
Mitchell Glines, Planning & Zoning Planner
- 10:20am 7** Consider Approval of a Resolution in Support of the Initiative Foundation's 7W U.S. Economic Development Administration Application.
Dan Weber, Assistant County Administrator, Brian Fleming, Economic Development Coordinator
- 10:30am 8** Receive, Review, and Accept the Auditor-Treasurer's Monthly Report for June 2025.
Loraine Rupp, Auditor/Treasurer
- 10:35am 9** County Election Administration - Update.
Bruce Messelt, County Administrator, Drew Nelson, Loraine Rupp, Auditor/Treasurer , Kenneth Selser, Election Manager

8. 10:50am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

(June 25, 2025 - July 21, 2025)

9. 11:05am Adjourn Regular Meeting

Upcoming Meetings

July 22, 2025, Budget Workshops, Post Board Meeting, County Board Room
 July 23, 2025, Budget Workshops, 9:00am, County Board Room
 August 5, 2025, County Board Meeting, 9:00am, County Board Room
 August 19, 2025, County Board Meeting, 9:00am, County Board Room
 August 21, 2025, Economic Development Authority, 8:00am, County Board Room
 September 2, 2025, County Board Meeting, County Board Room
 September 10-12, 2025, AMC Fall Policy Conference, Arrowwood, Alexandria, Mn

Future Workshops

Planning Advisory Committee and Board of Adjustment Roles
 Housing and the Unhoused Board/Staff Discussion Part III (Mental Health Facility, Homelessness, etc.)
 Baseload Energy Planning