



# Sherburne County Board of Commissioners

## September 16, 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 **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 Official Minutes from the September 2nd, 2025, Regular Meeting of the County Board.                                           | Administration          |
| 2  | Consider Approval of the Official Minutes from the September 2nd, 2025, County Board Workshop.                                                         | Administration          |
| 3  | Consider Approval of the Advertisement of a Public Hearing for 2026 Fee Schedule Changes.                                                              | Administration          |
| 4  | Consider Approval of Commissioner & Manual Warrants Dated August 29th and Auditor / Treasurer September 5th, 2025.                                     |                         |
| 5  | Consider Approval of HHS OBO Warrants dated August 28th, 2025.                                                                                         | Health & Human Services |
| 6  | Consider Approval of HHS IFS Admin Warrants dated September 5th, 2025.                                                                                 | Health & Human Services |
| 7  | Consider Approval of 2026 Compensation and County Contributions for Non-Union Employees' Wages and Benefits.                                           | Human Resources         |
| 8  | Consider Approval for Additional Recycling Day Funding Reimbursement.                                                                                  | Planning & Zoning       |
| 9  | Consider Approval of a Contract Amendment with WSB & Associates for Additional Construction Services Pertaining to the Bridge 71504 (CSAH 15) Project. | Public Works            |
| 10 | Consider Approval of Final Contract Payment for the 2024 CSAH 4 Bridge Replacement (SAP 71-604-036).                                                   | Public Works            |

- 11 Consider Approval of the Master Partnership Contract with MnDOT to Reimburse Sherburne County for Pipe Work on CSAH 29 in the City of Princeton; so denoted as MnDOT Contract No. 1050334 WO2, and County Project CP 071-629-022. Public Works
  - 12 Consider Approval and Authorize Acceptance and Execution of a \$53,500 Auto Theft Prevention Program Grant Award. Sheriff
  - 13 Consider Approval of a Donation of Obsolete Radios from the Sheriff's Office to the North West Health Services Coalition. Sheriff
  - 14 Consider Approval of a Donation of Remaining Obsolete Radios from the Sheriff's Office to the Minnesota State Fire Marshal's Office. Sheriff
4. **9:18am Announcements**
- 9:18am 1 Receive Updates, Correspondence, and Announcements from the County Administrator.  
*Bruce Messelt, County Administrator*
5. **9:20am Regular Agenda**
- 9:20am 1 Consider Approval of a Preliminary Standard Plat for Wind Dancer Estates - T&T Northern Development LLC.  
*Lynn Waytashek, Planning & Zoning Administrator*
- 9:25am 2 Consider Approval of an Interim Use Permit for Medium Contractor's Yard-Steinbrecher Companies Inc.  
*Lynn Waytashek, Planning & Zoning Administrator*
- 9:30am 3 Consider Approval of a Conditional Use Permit for a Farm Related Business-Repair and Maintenance of Equipment - Amy Saul.  
*Lynn Waytashek, Planning & Zoning Administrator*
- 9:35am 4 Consider Approval of Resolution #091625-AD-3239 Granting a Waiver from Certain Sections of the Solid Waste Ordinance for B&E Recycling Station, Inc. as presented.  
*Dave Lucas, Solid Waste Administrator, Maureen Mossak*
- 9:40am 5 Consider Approval of Issuance of a Modified Solid Waste License to B&E Recycling Station, Inc.  
*Dave Lucas, Solid Waste Administrator, Maureen Mossak*
- 9:45am 6 Receive, Review, and Accept the Auditor-Treasurer's Monthly Report for August 2025  
*Brenda Davis, Finance Officer*
- 10:00am 7 Consider Approval of Acquisition of Artificial Intelligence (AI) Tools to Improve Efficiencies in The HHS Department.  
*Gina Anderson, Economic Supports Manager, Amanda Larson, HHS Director*
- 10:10am 8 Consider Setting a Public Hearing for October 21st, 2025, for Proposed Changes to the Sherburne County Tobacco Ordinance.  
*Nicole Ruhoff, CHS Administrator*
- 10:15am 9 Consider Approval of the 2026 Budget for the Eagle Lake Improvement District.  
*Dan Weber, Assistant County Administrator*
- 10:20am 10 Consider Approval of the 2026 Budget for the Three Lake Improvement District.  
*Dan Weber, Assistant County Administrator*
- 10:30am 11 Consider Approval of Resolution 091625-AD-3238 Setting the Proposed 2026 Property Tax Levy at \$66,842,284.  
*Bruce Messelt, County Administrator, Dan Weber, Assistant County Administrator*
- 10:40am 12 Consider Options for a Post-Northstar Bus Service Pilot Project for Big Lake and Elk River.  
*Bruce Messelt, County Administrator, Andrew Witter, Public Works Department Head*
6. **10:50am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**  
(September 3, 2025 - September 15, 2025)

**7. 11:00am Adjourn Regular Meeting**

**Upcoming Meetings**

September 18, 2025, Economic Development Authority, 8:00am, County Board Room

October 7, 2025, County Board Meeting, 6:00pm, County Board Room

October 15, 2025, Sherburne County Association of Townships, 7:00pm, Sherburne History Center

October 16, 2025, Economic Development Authority, 8:00am, County Board Room

October 21, 2025, 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 (Mental Health Facility, Homelessness, etc.)

Baseload Energy Planning