



Sherburne County Board of Commissioners

December 2, 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 December 18th, 2025, Administration
Regular Meeting of the County Board.
- 2 Consider Approval of a Re-Appointment to the County Economic Development Administration
Authority (EDA).
- 3 Consider Approval of the Compensation/Per Diem Rate for Volunteer/Citizen Administration
Committees for 2026.
- 4 Consider Approval of Gambling Premises Permit for Ducks Unlimited Administration
Zimmerman Chapter #309.
- 5 Receive and Accept the Three Lake Improvement District 2025 Annual Report. Administration
- 6 Consider Approval of an Update to the County's "Wireless Communication Administration
Device" Policy.
- 7 Consider Approval of 3:00 p.m. on June 16th, 2026, as the Time and Date for Assessor
the County Board of Appeal and Equalization Meeting.
- 8 Consider Approval and Authorization to Issue Checks to the Eligible Parties for Auditor / Treasurer
Tax Rebate Financing, in Accordance with the Agreements on File.
- 9 Consider Approval of Commissioner & Manual Warrants Dated November 7th, Auditor / Treasurer
November 14th, November 19th, and November 21st, 2025.
- 10 Consider Approval of the Hotel Shelter Agreement with America's Best Value Health & Human Services
Inn for 2026-2028.

11	Consider Approval of a 2026 - 2028 Semi-Independent Living Skills (SILS) Agreement with Mains'I Services Inc.	Health & Human Services
12	Consider Approval and Acceptance of the 2026 MN Department of Human Services Children's Mental Health Screening Grant.	Health & Human Services
13	Consider Approval of HHS IFS Admin Warrants Dated November 21st, 2025.	Health & Human Services
14	Consider Approval of a SILS (Semi-Independent Living Skills) Contract with HealthChoice for 2026-2028.	Health & Human Services
15	Consider Approval of a Contract Renewal with Mainstreet Family Services.	Health & Human Services
16	Consider Approval of the 2026-2028 Purchase of Service Contract for Legal Prosecutorial Services.	Health & Human Services
17	Consider Approval of the Child Support Program Interagency Cooperative Agreement for 2026-2027.	Health & Human Services
18	Consider Approval of 2026-2029 Agreement for Investigative Services of Welfare Fraud.	Health & Human Services
19	Consider Approval of a 2026 Contract with AVIVO for the Minnesota Family Investment Program (MFIP) and Divisionary Work Program (DWP) for Employment Training and Services.	Health & Human Services
20	Consider Approval of Memoranda of Understanding Regarding Minnesota Paid Leave with Certain County Employee Bargaining Units.	Human Resources
21	Consider Approval of Amendment No. 1 to the Bolton & Menk Professional Services Construction Administrative Contract.	Public Works
22	Consider Approval of Resolution No. 120225-AD-3253 Supporting Livonia Twp's Funding Application through the 2025 Local Roads Improvement Program (LRIP) for Reconstruction of 253rd Ave NW from County Road 46 to County Road 45.	Public Works
23	Consider Approval of Resolution No #120225-AD-3254 Supporting the City of Big Lake Local Road Improvement Program (LRIP) Funding Application.	Public Works
24	Consider Approval of the Final Payment for 2024 County Road 65 Reconstruction and Clear Lake Township's 74th & 106th Surface Improvements (CP 71-665-019 & TWP 20-2024-01).	Public Works
25	Consider Approval of the Acceptance of the (Retroactive) 2024 Emergency Management Performance Grant (EMPG) Agreement.	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** Congratulate the 2025 Farm Family of the Year & Receive an Update from the University of MN Extension.
Lori Vicich, Regional Director
- 9:40am 2** Receive an Update from the Sherburne National Wildlife Refuge.
Bill Peterson, Refuge Manager
- 9:55am 3** Consider Approval of the 2026-2030 Sherburne County EDA Strategic Plan.
Brian Fleming, Economic Development Coordinator
- 10:05am 4** Consider Approval for Solicitation of Requests for Quotes for Servicing the Municipal Yard Waste Drop-Off Locations.
Jillian Carlson, Environmental Specialist
- 10:10am 5** Consider Approval of Resolution No. 120225-AD-3255 to Acquire Property for the County State Aid Highway 23 Improvement Project.
David Roedel, Assistant Public Works Director

10:15am 6 Consider Approval to Set the January 2026 County Board Meeting Dates and Times.

Bruce Messelt, County Administrator

10:20am 7 Review and Consider Possible Options to Address Perceived or Identified Issues Relating to the Organizational Structure and/or Operation of the St. Cloud Sky Central Airport, and its Governing Saint Cloud Regional Airport Authority.

Bruce Messelt, County Administrator

6. 10:35am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

(November 18, 2025 - December 1, 2025)

7. 10:55am Recess Regular Meeting, Break

8. 11:10am Reconvene, Open Workshop

11:10am 1 2026 Commissioner Committee Assignment Discussion.

Bruce Messelt, County Administrator

11:20am 2 Update on Minnesota Paid Leave and Meal and Rest Break Laws (Effective January 1st, 2026).

Tammy Bigelow, Human Resources Director

9. 11:50am Close Workshop Meeting, Adjourn Regular Meeting

Upcoming Meetings

December 4, 2025, Truth & Taxation, 6:00pm, County Board Room

December 8-10, 2025, Association of Minnesota Counties Annual Conference, DoubleTree Hotel Bloomington

December 16, 2025, County Board Meeting, 9:00am, County Board Room

December 18, 2025, Economic Development Authority Meeting, 8:00am, 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