



Sherburne County Board of Commissioners

November 4, 2025 - County Board Meeting Minutes

1. 9:00am Call to Order

The Sherburne County Board of Commissioners convened in regular session on November 4, 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
Danielowski/Schumacher were unanimous to approve the Regular Meeting Agenda as presented.

2. 9:01am Open Forum

No one was present.

3. 9:02am County Proclamations, Recognitions & Celebrations

- 9:02am 1 Proclamation the Designation of November 4th-14th, 2025, as Veteran's Services
Operation Green Light for Veterans in Sherburne County.
Larry Fonder, Veteran Service Officer
Hulse/Felber were unanimous to approve by Proclamation the designation of November 4th-14th, 2025, as Operation Green Light for Veterans in Sherburne County as read and presented by Veterans Service Officer Larry Fonder.

4. 9:07am Consent Agenda

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

- 1 Official Minutes from October 21st, 2025, Regular Meeting of the Administration
County Board.
Keisha Broderick, Executive Assistant
Approved the Official Minutes from the October 21st, 2025, County Board Meeting.
- 2 Official Minutes from October 21st, 2025, County Board Workshop. Administration
Keisha Broderick, Executive Assistant
Approved the Official Minutes from the October 21st, 2025, County Board Workshop, as presented.
- 3 Amendments to the Arvig Elk River Round #1 & #2 and the Haven/Clear Administration
Lake Round #2 ARPA Broadband Access Grant Program Agreements.
Dan Weber, Assistant County Administrator
Approved Amendments to the Arvig Elk River Round #1 & #2 and the Haven/Clear Lake Round #2 ARPA Broadband Access Grant Program Agreements. (On file.)
- 4 Donation of Miscellaneous Toys to Victim Witness Services. Attorney
Dawn Nyhus, Sherburne County Attorney
Approved and accepted a donation of miscellaneous toys to the Victim Witness Services Program, as recommended.
- 5 Commissioner & Manual Warrants Dated October 17th and 24th, 2025. Auditor / Treasurer
Loraine Rupp, Auditor/Treasurer
Approved Commissioner & Manual Warrants Dated October 17th and 24th, 2025, as follows.

October 17 2025, Commissioner Warrants \$3,618,179.64
 October 17 2025, Manual Warrants BMO Harris Pcard September \$54,761.15
 October 17 2025, Manual Warrants \$444,039.80
 October 24 2025, Commissioner Warrants \$1,403,380.07
 October 24 2025, Commissioner Warrants P2 50% Est School Dist Payout \$1,320,694.93
 October 24 2025, Manual Warrants \$15,407,915.13

- 6 3rd Quarter 2025 Donations Received by the Health and Human Health & Human Services
 Services Department.
Amanda Larson, HHS Director
 Approved and accepted 3rd Quarter donations received by the Health and Human Services
 (HHS) Department in the amount of \$1000.00, as recommended.
- 7 Medica County Innovation Grant Award. Health & Human Services
Amanda Larson, HHS Director
 Approved and accepted 3rd Quarter donations received by the Health and Human Services (HHS)
 Department, as recommended. Awarded is \$12,600 which will cover the lease costs from January
 through December 2026.
- 8 Grant Amendment between the MN Department of Health and Health & Human Services
 Sherburne County for Cannabis and Substance Use Prevention.
Nicole Ruhoff, CHS Administrator
 Approved a Grant Agreement Amendment between the MN Department of Health and Sherburne
 County for Cannabis and Substance Use Prevention for an additional amount of \$205,916 to be
 used by 6/30/28. (On file.)
- 9 October 24th, 2025, HHS IFS Admin Warrants. Health & Human Services
Amanda Larson, HHS Director
 Approved HHS IFS Admin Warrants dated October 24th, 2025, as follows.

October 24, 2025 HHS IFS Warrants \$128,570.45
- 10 Memoranda of Understanding Regarding Minnesota Paid Leave with Human Resources
 Certain County Employee Bargaining Units.
Tamara Bigelow, Human Resource Director
 Approved Memoranda of Understanding (MOU) with MNPEA Corrections Officers/Master Control
 Operators Unit, MNPEA Transport/Court Security Unit, and Teamsters Corrections Supervisory
 Unit regarding Minnesota Paid Leave, and authorized the Board Chair to execute the same. (On
 file.)
- 11 Institutional Source Separated Organics Recycling Grant for Becker Planning & Zoning
 Public Schools.
Dave Lucas, Solid Waste Administrator
 Approved an Institutional Source Separated Organics Recycling Grant to Becker Public Schools, in
 the amount of \$6,500, and authorized execution of the same by the Board Chair, as
 recommended. (On file.)
- 12 Out-of-State Travel for the County Engineer, or Designee, to Attend the Public Works
 National Association of County Engineers Conference April 11th - 16th,
 2026, in Tarrant County, Texas.
Andrew Witter, Public Works Department Head

Approved Out-of-State Travel for the County Engineer, or designee, to Attend the National Association of County Engineers Conference, April 11th - 16th, 2026, in Tarrant County, Texas. Total estimated cost of \$3,500.

- 13** Final Payment for 2025 County Pavement Resurfacings with OMG Public Works
Midwest, Inc.

Andrew Witter, Public Works Department Head

Approved and authorized final contract payment with OMG Midwest, Inc., dba Minnesota Paving & Materials, for the 2025 Pavement Resurfacing projects (CP 71-613-022, CP 71-637-021, CP 71-662-023, CP 71-676-022 & TWP 20-2025-01), as recommended.

- 14** Joint Powers Agreement (JPA) with the City of Elk River for Public Works
Reconstruction of the Mississippi Trail on County Right of Way.

Andrew Witter, Public Works Department Head

Approved the Joint Power Agreement (JPA) with the City of Elk River for reconstruction of the Mississippi Trail on County Right of Way. The agreement shall commence on November 4th, 2025, and terminate on the date that the project has been completed. The city is to fund the entirety of the project. (On file.)

- 15** Resolution No. 110425-AD-3250 Supporting Clear Lake Twp's Funding Public Works
Application through the 2025 Local Roads Improvement Program (LRIP)
for Reconstruction of 90th Ave SE.

Andrew Witter, Public Works Department Head

Approved Resolution No. 110425-AD-3250 in Support of Clear Lake's Application for Funding Through the 2023 Local Roads Improvement Program (LRIP) for Reconstruction of 90th Avenue Southeast, as recommended. (On file.)

- 16** Master Joint Powers Agreement and the Court Data Services Subscriber Sheriff
Amendment with the State of Minnesota, as well as Resolution No.
110425-AD-3249 for Delegation of Authority.

Joel Brott, County Sheriff

Approved the Master Joint Powers Agreement and the Court Data Services Subscriber Amendment with the State of Minnesota, as well as Resolution 110425-AD-3249 for Delegation of Authority, to allow the County Sheriff and Attorney's Offices access to criminal histories and court documents over the CJDN network. (On file.)

5. 9:08am Announcements

County Administrator provided the Board with an update on the recent Minnesota Nuclear Energy Alliance letter, passed around and shared received correspondences and made notes regarding the upcoming National Association of Counties (NACo) Conference in Washington, D.C.

6. 9:15am Regular Agenda

- 9:15am 1** Annual Update from Central Minnesota Jobs and Training Services Administration
(CMJTS).

CMJTS Staff

Received an annual update from Central Minnesota Jobs and Training Services, Inc. (CMJTS) staff Dina Wuornos and Joe Sharp on recent activities, programs and projects.

- 9:44am 2** Resolution No. 110425-AD-3251 for Sherburne County Road 44 Public Works
Reconstruction Project Property Acquisition by Eminent Domain.

Andrew Witter, Public Works Department Head

Hulse/Felber were unanimous to approve Resolution No. 110425-AD-3251 to authorize the acquisition of property for the Sherburne County Road 44 Reconstruction Project by eminent domain, if needed. (On file.)

9:55am 3 Update on Efforts to Review and Update the Sherburne County Zoning and Subdivision Ordinance. Planning & Zoning
Mitchell Glines
 Received an update on efforts to review and update the Sherburne County Zoning and Subdivision Ordinance from Zoning Planner Mitch Glines.

10:08am 4 Update on and Discussion of 2026 County Legislative Priorities. Administration
Bruce Messelt, County Administrator
 Discussed 2026 County Legislative Priorities. Manager Gina Anderson provided an update on SNAP Benefit data. Planner Jodi Heuring- Dick provided an update on Community Efforts and Support Initiatives. Administrator Messelt provided updated regarding Association of Minnesota Counties (AMC) process and updates.

7. 11:00am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

Commissioner Danielowski - National Association of Counties (NACo) Central Regional Meeting, Substance Use Prevention (SUP), Big Lake City Council meeting, Big Lake Township meeting, Tri-County Solid Waste, Executive Steering Committee, Federal Shutdown Changes on SNAP webinar, Building Community Prosperity for the Next Generation webinar, Planning & Zoning Sub-Committee meeting, Options Board meeting, Law Library meeting, Central Minnesota River Partnership (CMRP), City of Big Lake Waste Water Treatment Facility Bonding Tour Stop, Pope Douglas joint meeting, Transportation Alliance Annual Meeting

Commissioner Hulse - Was on vacation for the past 2 weeks, nothing to report.

Commissioner Felber - November is National Awareness month for the following: Native American, Diabetes, Lung Cancer, Pancreatic Cancer, Epilepsy, Hospice, Pallet of Care month as well Veteran's Day and Marine Corps birthday, County Connect meetings, Great River Regional Library (GRRL) Special Meeting, Tri-County Solid Waste, Minnesota State Emergency Communications Board, Just Transition Fund meeting, Becker Mayor Round Table, Association of Minnesota Counties (AMC) SNAP Webinar, Minnesota County Inter-Trust (MCIT) Webinar on Member Fees, CMRP, Pope Douglas Joint Meeting, Leading on Purpose Program via AMC, Constituent matters

Commissioner Schumacher - Reminder today is Election Day, MDT meeting, Zimmerman Communication Meeting

Commissioner Gray - County Connect meetings, Executive Steering Committee, NACo Ag Rural Affairs Committee, MDT meeting, Metropolitan Area Water Supply Advisory Committee

8. 11:19am Adjourn Regular Meeting

Manual Warrants – BMO Harris Pcard

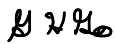
10/10/17//25	46,592.71	General Revenue Fund
	2,587.60	Public Works Fund
	378.27	Human Service Fund
	2,143.17	Solid Waste Fund
	2,166.30	Jail Commissary Fund
	893.10	Justice Center Enterprise Fund
	54,761.15	Total

Commissioner Warrants

10/17/25	429,410.88	General Revenue Fund
	3,094,529.46	Public Works Fund
	5,850.40	Law Library Fund
	54,924.13	Solid Waste Fund
	1,135.84	Jail Commissary Fund

	150.00	Forfeited Land Sale
	227.13	Sherco Regional Rail Authority
	10,200.89	Justice Center Enterprise Fund
	191.59	Agency Collections
	21,559.32	Payroll Fiduciary Fund
	3,618,179.64	Total
Manual Warrants		
10/17/25	1.00	General Revenue Fund
	444,038.80	Agency Collections
	444,039.80	Total
Commissioner Warrants		
10/24/25	126,737.31	Human Service Fund
	1,833.14	Agency Collections
	128,570.45	Total
Manual Warrants		
10/24/25	2,349.34	General Revenue Fund
	14,124.50	Agency Collections
	1,400,918.11	Taxes & Penalties Fund
	13,990,523.18	School Districts Collections
	15,407,915.13	Total
Commissioner Warrants 50% Est School District Payment P2		
10/24/25	1,320,694.93	School Districts Collections
	1,320,694.93	Total
Warrants		
10/24/25	2,000.00	American Lung Association
	7,118.36	AT & T Mobility
	57,562.31	Avivo
	867.39	Beamish/Erika
	405.90	Beckman/Tracey
	466.48	Bender/Nicole
	469.00	Bonilla/Lilian
	1,719.81	BreezyBilling
	854.24	Carlson/Barbara
	849.00	Children Youth & Families
	1,209.44	Children's Dental Services
	714.23	Elk River Printing
	385.16	Franzwa/Martha
	339.93	Giza/Brianna
	1,078.78	Good/Carol
	380.10	Grater/Justin
	4,511.43	Hennepin County
	682.50	LaCount/Carlie
	921.26	Landherr/Christine D
	571.50	Lexis Nexis
	7,953.67	Lutheran Social Service Of Minnesota
	690.90	Machtemes/Emily
	405.00	Minnesota Social Service Association
	429.49	Mitchell/Nikita
	5,230.05	Office Of MNIT Services
	456.80	Olds/Brett
	860.95	Reinking/Jordan
	351.88	Sand/Tonya
	4,126.50	Sherburne County Auditor Treasurer
	454.19	Thomes/Mary
	10,850.00	UNIVERSITY OF WASHINGTON
	6,000.00	USPS-POC

	4,770.00	Wollak Construction Inc
	2,884.20	23 Payments less than 300
	128,570.45	Total
Commissioner Warrants		
10/24/25	231,861.98	General Revenue Fund
	896,790.21	Public Works Fund
	49.00	Human Service Fund
	1,298.57	Law Library Fund
	1,067.45	Solid Waste Fund
	75,822.21	Jail Commissary Fund
	41,311.86	Justice Center Enterprise Fund
	28,586.00	Agency Collections
	54,366.00	Taxes & Penalties Fund
	72,226.79	Towns & Cities Collections
	1,403,380.07	Total



G (Nov 25, 2025 15:47:57 CST)

Gary H. Gray, Board Chairperson

11/25/2025

Date



Bruce Messelt, County Administrator

11/18/2025

Date