



Sherburne County Board of Commissioners

January 6, 2026 - County Board Meeting Minutes

1. 9:00am Call to Order

1 Moment of Silence and Pledge of Allegiance No Approvers

2 Approval of Regular Meeting Proposed Agenda No Approvers

Gray/Schumacher unanimous to approve the regular meeting agenda, as presented.

2. 9:01am Election of Board Chairperson

1 Election of 2026 Board of Commissioners' Chairperson. Administration

Bruce Messelt, County Administrator

Gary/Felber unanimous to elect Raeanne Danielowski as Chair of the Sherburne County Board of Commissioners for the calendar year of 2026.

3. 9:02am Election of Vice-Chairperson

1 Election of 2026 Board of Commissioners' Vice-Chairperson. Administration

Bruce Messelt, County Administrator

Felber/Schumacher unanimous to approve Andrew Hulse as Vice-Chair of the Sherburne County Board of Commissioners for the calendar year of 2026.

4. 9:03am Open Forum

No one was present to speak.

5. 9:05am Consent Agenda

Gray/Felber unanimous to approve the consent agenda, as presented.

1 Consider Approval of the Official Minutes from December 16th, 2025, Regular Meeting of the County Board of Commissioners. Administration

Bruce Messelt, County Administrator

Reviewed and approved the Minutes from December 16, 2025, Regular Meeting of the County Board.

2 Consider Approval of the Official Minutes from the December 16th, 2025, County Board Workshop. Administration

Brian Fleming, Economic Development Coordinator

Approved the Minutes from the December 16, 2025 County Board Meeting Workshop.

3 Consider Acceptance of a Gift Card From Resources Training and Solutions. Administration

Dan Weber, Assistant County Administrator

Approved acceptance of a \$200.00 gift card to Sherburne County Administration from Resource Training and Solutions.

4 Consider Approval of the Gambling Premises Permit for Ducks Unlimited Administration Wigeon Chapter #309 (Orrock Township).

Brian Fleming, Economic Development Coordinator

Approved the Gambling Premises Permit for Ducks Unlimited Wigeon Chapter #309.

- 5 Consider Approval of 2026 Signature Authorizations and Designation of Depositories. Auditor / Treasurer
Brenda Davis, Loraine Rupp, Auditor/Treasurer
Approved and authorized execution of the following:
- 1) A Resolution designating Depositories of Public Funds for 2026 for The Bank of Elk River and First Bank Elk River.
 - 2) Resolutions attesting to Chairperson's signature of record at the bank for checking accounts at US Bank/MAGIC and First Bank Elk River and 2026 Board Chair endorsement of appropriate signature forms.
 - 3) 2026 Board Chair signature, as required for a check signature image, for 2026 warrants (as required by M.S. 385.05).
- 6 Consider Approval of the Sherburne County Investment Policy for 2026. Auditor / Treasurer
Brenda Davis, Loraine Rupp, Auditor/Treasurer
Approved the Sherburne County Investment Policy with no changes from 2025, as required annually under this policy.
- 7 Consider Approval of Commissioner & Manual Warrants Dated December 12th, 19th, 22nd, and 26th, 2025. Auditor / Treasurer
Loraine Rupp, Auditor/Treasurer
Approved the Commissioner & Manual Warrants Dated December 12th, 19th, 22nd, and 26th, 2025.
- 8 Consider Approval of December 12th, 19th, and 26th, 2025, HHS IFS Admin Warrants. Health & Human Services
Amanda Larson, HHS Director
Approved HHS IFS Admin Warrants dated December 12, 2025, as presented.
- 9 Consider Approval of the 2026 Community Outreach Program Grant with CAMHI (CommUNITY Adult Mental Health Initiative). Health & Human Services
Tony Masters, Social Services Manager
Approved, accepted, and authorized execution of a Contract for the 2026 Community Outreach Program Grant award from CAMHI (CommUNITY Adult Mental Health Initiative).
- 10 Consider Approval of Appointing Three (3) Members to the Waste Management Advisory Committee. Planning & Zoning
Maureen Mossak
Approved the appointment of the following members to the Waste Management Advisory Committee with the following terms, as recommended:
- Louisa Tallman, representing County Commissioner District 2: 2026-2028
 - Mark Rask, Alternate Member: 2026-2028
 - Jason Belair, Alternate Member: 2026-2028
- 11 Consider Approval to Authorize the Assistant Zoning Administrator as the Representative to Accept and Sign the Grant Contract Agreement for the Minnesota Department of Agriculture's 2026 County Agricultural Inspector Grant. Planning & Zoning
Marc Schneider, County Planner
Approved to authorize the Assistant Zoning Administrator to sign the Minnesota Department of Agriculture's 2026 County Agricultural Inspector Grant, in the amount of \$10,300.

- 12** Consider Approval of a Professional and Technical Services Agreement for Habitat Enhancement Work in County Parks. Public Works
Gina Hugo, Parks Director
 Approved a professional and technical services contract with Natural Resource Services, Inc for habitat enhancement work in Two Inlets at Bdé Heháka – Omashkooz Zaaga’igaans and Island View Regional Park and Island View Park.
- 13** Consider Approval of Resolution No. 010626-AD-3257 Designating the County's Five-Year Bridge Replacement Plan. Public Works
Andrew Witter, Public Works Department Head
 Approved Resolution No. 010626-AD-3257 designating the County's Five-Year Bridge Replacement Plan (2026-2030), or when Local Bridge Bond Funding becomes available from the State of MN.
- 14** Consider Approval of Resolution No. 010626-AD-3258 to Petition Palmer Township to Vacate a Portion of 104th Ave. Public Works
Andrew Witter, Public Works Department Head
 Approved a Resolution 010626-AD-3258 for petition of Palmer Township Board to vacate a portion of 104th Avenue.
- 15** Consider Approval of Resolution No. 010626-AD-3259 to Extinguish an Access Easement across County Lands (former-Inholding Property at Two Inlets Regional Park). Public Works
Andrew Witter, Public Works Department Head
 Approved Resolution No. 010626-AD-3259 to extinguish access easement across County Lands.
- 16** Consider Approval of Resolution No. 010626-AD-3260 in Support of Sponsoring the Surface Transportation Block Grant Program (STBGP) for County State Aid Highway 23 Improvements in the City of Becker. Public Works
David Roedel, Assistant Public Works Director
 Approved Resolution No. 010626-AD-3260 in Support of Sponsoring the Surface Transportation Block Grant Program (STBGP) for County State Aid Highway 23 Improvements in the City of Becker.

6. 9:06am Announcements and Correspondence

Bruce Messelt, County Administrator, provided a request for discussion for the change in the Minnesota Department of Natural Resource's rules for hunting, National Association of Counties' Legislative Conference travel update, scheduling tour of Material Recovery Facility (MRF), inclement weather update, final report of the post-election review from the League of Women Voters of Minnesota received, congressional directed spending for the Sherburne County jail update.

7. 9:10am Regular Agenda

- 9:10am 1** Receive an Update on the Sand Dunes State Forest. Administration
Bobby Gajewski
 Received an update from the DNR regarding the Sand Dunes State Forest.
- 9:30am 2** Receive an Update on the Sherburne County History Center. Administration
Amber Lattanzio
 Received a Sherburne County History Center Update.
- 9:36am 3** Consider Approval of a Letter to Vonco II in Response to a Certificate of Need Request, Pursuant to Minn. State Statutes 115A.917. Planning & Zoning
Dave Lucas, Solid Waste Administrator

Felber/Hulse were unanimous to approve a Letter Addressed to Vonco II in Response to a Certificate of Need Request, pursuant to Minn. State Statutes, 115A.917, and authorized the County Board Chair to execute the same.

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| 9:39am | 4 | <p>Consider Approval of Resolution No. 010626-AD-3261 to Acquire Property for the County Highway 80 Improvement Project.</p> <p><i>David Roedel, Assistant Public Works Director</i></p> <p>Gray/Schumacher to approve Resolution No. 010626-AD-3261 to Acquire Property for the County Highway 80 Improvement Project. Motion passed 4-1.</p> | Public Works |
| 9:42am | 5 | <p>Consider Approval of Resolution No. 010626-AD-3262 to Acquire Property for the County Highway 94 Improvement Project.</p> <p><i>David Roedel, Assistant Public Works Director</i></p> <p>Hulse/Schumacher to approve Resolution No. 010626-AD-3262 to Acquire Property for the County Highway 94 Improvement Project. Motion passed 4-1.</p> | Public Works |
| 9:45am | 6 | <p>Consider Approval of Awarding Bid(s) for 2026 Official County Publications.</p> <p><i>Sherlyn Kapsner, Accounting Manager</i></p> <p>Schumacher/Felber were unanimous to approve and award the Bid for the 2026 Publication of the Delinquent Tax Listing to Patriot News MN.</p> <p>Hulse/Gray were unanimous to approve and award the Bid for the 2026 Publication of the Financial Statements to Elk River Star News.</p> <p>Gray/Hulse were unanimous to approve and award the Bid for the 2026 Publication of the Alternate Publication Financial Statements to Patriot News MN.</p> <p>Schumacher/Felber were unanimous to approve and award the Bid for the 2026 Publication of the Commissioner Proceedings to Patriot News MN.</p> | Auditor / Treasurer |
| 9:49am | 7 | <p>Consider, Discuss, and Approve the 2026 Regular Meeting Schedule for the County Board of Commissioners.</p> <p><i>Bruce Messelt, County Administrator</i></p> <p>Hulse/Felber were unanimous to approve the 2025 County Board Meeting Schedule, as presented.</p> | Administration |
| 9:54am | 8 | <p>Consider Modifications to the Conditional Use Permit for Farm Related Business-Wine Bar - Carol Zimmerman.</p> <p><i>Lynn Waytashek, Planning & Zoning Administrator</i></p> <p>Schumacher/Hulse to amend as presented along with friendly amendments added to conditions an existing Conditional Use Permit for Farm Related Business-Wine Bar, which was granted on May 16, 2023. For Property Address: 15913 41st Street SE, Becker. PID# 45-00021-2405 Legal Desc: W ½ of SE ¼ of SE ¼ of NW ¼ (full legal on file). Sec 21, Twp 35, Rge 28, Santiago Township. 5 acres Agricultural District. Motion passed 3-2.</p> | Planning & Zoning |

8. 10:23am Recess Regular Meeting, Open Regional Rail

9. 10:24am Adjourn Regional Rail, Reconvene Regular Meeting

10. 10:25am Recess Regular Meeting, Open Housing & Redevelopment Authority Meeting

11. 10:27am Adjourn Housing & Redevelopment Authority, Reconvene Regular Meeting

12. 10:27am **Commissioner Correspondance, Committee Reports, Upcoming Meetings, Future Agenda Items**
 Commisioner Gray- Sherburne County staff holiday luncheon, MDT meeting
 Commissioner Hulse- Sherburne County EDA meeting, work with Representative Novontny on Paid Leave program.
 Commissioner Felber- Great River Regional Library Executive meeting, Renewable Energy Roundtable meeting, Tri-County Solid Waste meeting, Solid Waste working group meeting, Sherburne County History Center Candlelight Walk event, Minnesota Pollution Control Agency waste permitting training, Leading on Purpose program completed, readings on data centers and generation four and five nuclear powerplant.
 Commissioner Schumacher- Rum River Watershed meeting, MDT meeting, 249th Township Road snowmobile issue work, City of Princeton correspondence, Sherburne County staff holiday luncheon, flight out of St. Cloud Sky Central Airport, ride on final NorthStar light rail.
 Commissioner Danielowski- National Association of Counties (NACo) Central Region meeting, Sherburne County EDA meeting, Tri-County Solid Waste meeting, completed agenda review.
13. 10:40am **Adjourn Regular Meeting**
 Hulse/Schumacher unanimous to adjourn the regular meeting.
14. 10:49am **Open Workshop**
15. 11:30am **Adjourn Workshop**

Commissioner Warrants

12/12/25	397,109.52	General Revenue Fund
	1,879,979.83	Public Works Fund
	49.34	Human Service Fund
	30,925.89	Solid Waste Fund
	48,266.19	Jail Commissary Fund
	266.67	Sherco Regional Rail Authority
	91,609.02	Justice Center Enterprise Fund
	6,878.05	Agency Collections
	25,759.38	Payroll Fiduciary Fund
	2,480,843.89	Total

Manual Warrants

12/12/25	12,858.50	Agency Collections
	12,858.50	Total

Commissioner Warrants

12/19/25	177,961.91	General Revenue Fund
	2,926,358.16	Public Works Fund
	3,627.25	Law Library Fund
	21,072.49	Solid Waste Fund
	17,205.96	Jail Commissary Fund
	48,293.13	Justice Center Enterprise Fund
	18,319.00	Agency Collections
	6,778.43	Taxes & Penalties Fund
	434.31	School Districts Collections
	1,128.52	Towns & Cities Collections
	3,221,179.16	Total

Manual Warrants

12/19/25	1.00	General Revenue Fund
	347,071.01	Agency Collections
	347,072.01	Total

Manual Warrants BMO		
12/22/25	45,068.64	General Revenue Fund
	6,230.24	Public Works Fund
	2.83	Human Service Fund
	223.75	Solid Waste Fund
	3,086.24	Jail Commissary Fund
	1,625.99	Justice Center Enterprise Fund
Commissioner Warrants		
12/26/25	340,495.19	General Revenue Fund
	105,051.51	Public Works Fund
	49.00	Human Service Fund
	2,456.15	Law Library Fund
	6,803.73	Solid Waste Fund
	87,018.10	Jail Commissary Fund
	224,260.72	Justice Center Enterprise Fund
	669.01	Agency Collections
	507.75	Taxes & Penalties Fund
	108,325.73	Payroll Fiduciary Fund
	875,636.89	Total
Manual Warrants		
12/26/25	2,351.84	General Revenue Fund
	8,352.00	Agency Collections
	10,703.84	Total
HHS IFS Admin Warrants		
12/12/25	1,382.77	Children's Dental Service
	1,050.00	City of St Cloud
	598.48	Henke/Melissa
	320.00	Hennepin County Sheriff's Office
	7,953.67	Lutheran Social Service of Minnesota
	314.00	Middle English Interpreting
	357.70	Olds/Kirsten
	1,524.75	Quadient Leasing USA, Inc
	328.36	Rountree/Natalie
	335.00	Seven County Process Servers, LLC
	5,624.00	Sherburne Co Sheriff
	338.80	The Bridge World Language Ctr Inc
	6,000.00	USPS-POC
	1,735.93	13 Payments less than 300
	27,863.46	Total
HHS IFS Admin Warrants		
12/19/25	7,092.57	AT&T Mobility
	2,230.45	BreezyBilling
	434.00	Burr/Ashley
	454.30	Canfield/Emily
	849.00	Children Youth & families
	1,300.00	Ellison Center
	546.20	GBR Interpreting & Translation Services
	476.50	Lexis Nexis
	4,034.85	MN Department of Human Services- SWIFT
	3,325.50	Sherburne County Auditor Treasurer
	387.20	The Bridge World Language Ctr Inc
	5,007.65	YMCA – Elk River
	1,994.30	16 Payments less than 300
	28,132.52	Total
HHS IFS Admin Warrants		
12/26/25	2,659.92	AJ's Complete Automotive
	499.00	AQK9

44,116.32	Avivo
309.87	Ball/Kelly
850.00	Central MN Mental Health Center
1,382.77	Children's Dental Services
696.50	Graves-Petron/Trisha
706.44	Hashi/Ikram
898.10	Hines/Nathaniel
628.60	Lekatz/Kieran
10,000.00	MNCCC LOCKBOX
2,200.31	Office Of MNIT Services
323.40	Rawley/Miranda
3,312.00	Sherburne Co Health & Human Services
520.00	Sherburne County Auditor Treasurer
10,000.00	Townsquare Media of St.Cloud
594.52	Wright County Health & Human Services
3,141.14	24 Payments less than 300
82,838.89	Total

Raeanne Danielowski

Raeanne Danielowski (Jan 20, 2026 13:04:19 CST)

Raeanne Danielowski, Board Chairperson

01/20/2026

Date

Bruce Messelt

Bruce Messelt, County Administrator

01/20/2026

Date