



Sherburne County Board of Commissioners

February 3, 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.
Felber/Hulse unanimous to approve the agenda as amended.

2. 9:02am **Open Forum**

No one spoke for Open Forum.

3. 9:03am **Consent Agenda**

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

- 1 Consider Approval of the Official Minutes from the January 20th, 2026, Regular Meeting of the County Board. Administration
Brian Fleming, Economic Development Coordinator

Approved the Official Minutes from January 20th, 2026, Regular Meeting of the County Board, as presented.

- 2 Consider Approval of the Official Minutes from the January 20th, 2026, County Board Workshop. Administration
Brian Fleming, Economic Development Coordinator

Approved the Official Minutes from January 20th, 2026, County Board Workshop, as presented.

- 3 Consider Approval of the 2026-2030 Sherburne County Strategic Plan. Administration
Bruce Messelt, County Administrator, Dan Weber, Assistant County Administrator
Approved the 2026-2030 Sherburne County Strategic Plan, as presented.

- 4 Consider Approval of a Professional Services Agreement with Wiley Reber Law Office. Administration
Bruce Messelt, County Administrator
Approved a Professional Services Agreement with Wiley Reber Law Office for labor and employment law services from March 1, 2026 - February 28, 2029, as presented.

- 5 Consider Approval of Commissioner & Manual Warrants Dated January 16th, 23rd, and 26th, 2026. Auditor / Treasurer
Loraine Rupp, Auditor/Treasurer

Approved the Commissioner & Manual Warrants dated January 16th, 23rd, and 26th, 2026, as presented:

January 16 2026 Commissioner Warrants	\$1,624,466.70
January 16 2026 Manual Warrants	\$428,212.65
January 23 2026 Commissioner Warrants	\$2,400,225.27
January 23 2026 Manual Warrants	\$14,165.70
January 23 2026 Manual Warrants BMO Harris Pcard Dec	\$90,383.67
January 26 2025 Commissioner Warrants P3 Final Settlement	\$949,040.85

- 6 Consider Approval of HHS IFS Warrants Dated January 23rd, 2026. Health & Human Services
Amanda Larson, HHS Director

Approved HHS IFS Warrants dated January 23rd, 2026, as presented: \$24,461.82.

- 7 Consider Approval of a Renewed, Multi-Year Agreement with Palo Alto Information Technology Networks.

Drew Nelson, IT Director

Approved the renewal of a multi-year agreement with Palo Alto Networks, as recommended.

- 8 Consider Approval and Authorize Execution of an Agreement with Marco to Provide Information Additional Safety-Related Countywide Phone and Communication Services. Technology

Steve Doran, Chief Deputy Sheriff, Dan Weber, Assistant County Administrator, Drew Nelson, IT Director

Approved and authorized execution of an agreement with Marco to provide additional countywide safety-related phone and communication tool upgrades, as recommended.

- 9 Consider Approval of a Donation of Obsolete Radios to Hand in Hand Logistics, an eligible Minnesota-based 501(c)(3) organization.

Joel Brott, County Sheriff

Approved a donation of the remaining obsolete Sheriff's Office radios to Hand in Hand Logistics, an eligible Minnesota-based 501(c)(3) organization.

- 10 Consider Approval of a Requested Over-Strength of One (1) Lead Public Service Specialist. Sheriff

Approved a Requested Over-Strength of One (1) Lead Public Service Specialist, as requested by the Sheriff's Office.

4. 9:03am Announcements

Administrator Messelt shared National Association of Counties (NACo) updates; scheduling Waste Management tour; special recognition of Brian Fleming for earning the Economic Development Association of Minnesota's 2026 Emerging Professional of the Year Award.

5. 9:20am Regular Agenda

- 1 Consider Approval of a Preliminary and Final Simple Plat of "Creekside Woods" - Matt Agrimson. Planning & Zoning
Lynn Waytashek, Planning & Zoning Administrator

Felber/Gray unanimous to amend and approve a Preliminary and Final Simple Plat of "Creekside Woods" consisting of (1) lot, with the (3) Conditions as recommended by the Planning Commission and listed in the background justification, for PID # 45-00009-1100; Legal Desc: N ½ of NE ¼ Ex S (full legal on file); Sec 9, Twp 35, Rge 28, located in Santiago Township; with 71.8 acres in the Agricultural District and the Transition River District of the St Francis River with the following conditions:

Conditions:

1. Park dedication fee for one (1) lot totaling \$1,200. The park fee must be paid prior to the Public Works Dept signing the plat mylars.
2. A new legal description will need to be prepared, approved and recorded at the same time as the plat for the remnant piece (51.04 +/- acres).
3. The plat shall be recorded in the Office of the County Recorder/Register of Titles, subject to recording fees, within one year of County Board approval of Final Plat.

- 2 Consider Approval of a Preliminary and Final Simple Plat of "Creekside Woods Two" - Matt Agrimson. Planning & Zoning
Lynn Waytashek, Planning & Zoning Administrator

Felber/Gray unanimous to approve a Preliminary and Final Simple Plat of "Creekside Woods Two" consisting of (1) lot with the (5) Conditions as recommended by the Planning Commission and listed in the background justification, for PID # 45-00009-1100; Legal Desc: N ½ of NE ¼ Ex S (full legal on file); Sec 9, Twp 35, Rge 28, located in Santiago Township; with 71.8 acres in the Agricultural District and the Transition River District of the St Francis River with the following conditions:

Conditions:

1. Park dedication fee for one (1) lot totaling \$1,200. The park fee must be paid prior to the Public Works Dept signing the plat mylars.
2. A new legal description will need to be prepared, approved and recorded at the same time as the plat for the remnant piece (51.04 +/- acres).
3. The encroachments shown on the Preliminary Plat (chicken coop, storage container and cars) must be removed prior to Planning and Zoning signing the mylars.
4. The applicant shall record a written release of the prescriptive easement for the driveway that accesses 25-00009-1210 before the County can sign the mylars of the plat.
5. The plat shall be recorded in the Office of the County Recorder/Register of Titles, subject to recording fees, within one year of County Board approval of Final Plat.

- 3 Consider Approval of Out of State Travel for the County Veterans Services Officer (CVSO) to attend the National Association of County Veterans Service Officers (NACVSO) Leadership Summit in Washington, D.C. from March 22nd - March 26th, 2026.

Hulse/Felber unanimous to approve Out of State Travel for the County Veterans Services Officer (CVSO) to attend the National Association of County Veterans Service Officers (NACVSO) Leadership Summit in Washington, D.C. from March 22 - 26, 2026, as proposed.

- 4 Appointment of two County Commissioners to the County Canvassing Board for the 2026 Primary and General Elections.

Auditor /
Treasurer

Loraine Rupp, Auditor/Treasurer

Felber/Gray unanimous to appoint Commissioner Hulse and Commissioner Schumacher, who will not be candidates on the 2026 Ballot, to serve on the County Canvassing Board, to review and approve the results of:

- i. The Primary Election of August 11, 2026, with canvassing tentatively set for Friday, August 14th, 2026 at 2 p.m. in the Maple Room of the Sherburne County Government Center.
- ii. The General Election of November 3, 2026, with canvassing tentatively set for Friday, November 13th, 2026 at 2 p.m. in the Maple Room of the Sherburne County Government Center.

- 5 Consider Approval of Resolution No. 020326-AD-3264 to Establish the Absentee Ballot Board and UOCAVA Ballot Board for the 2026 Election Year.

Auditor /
Treasurer

Loraine Rupp, Auditor/Treasurer

Felber/Hulse unanimous to approve Resolution No. 020326-AD-3264 establishing the Absentee Ballot Board and UOCAVA (Uniformed and Overseas Citizens Voting Act) Absentee Ballot Board for the 2026 Election Year.

6 **9:47am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

Commissioner Felber- Great River Regional Library meeting; Parks and Trails meeting; State Packaging Board meeting; Central Mississippi Regional Partnership meeting; Tri-County Solid Waste meeting; Mayor's Roundtable for Becker's Industrial Park; Blue Campaign on Human Trafficking and Forced Labor; Orrock Township meeting; MICA meeting; praise for community participation regarding recent child abduction; police officer shootings updates.

Commissioner Schumacher- Praise for community participation and unity after recent child abduction.

Commissioner Gray- Parks and Trails Advisory Committee; Sherburne County Association of Townships meeting- presentation by Sherburne County's Alicia Maxwell; National Association of Counties (NACo) meeting; May 12th Sherburne County Adult Mental Health Local Advisory Council event.

Commissioner Hulse- Meeting with Congressman Emmer's staff; Solid Waste Advisory Committee meeting- provided clarifications.

Commissioner Danielowski- Law Library meeting; Department Head meeting; Local Big Lake Chamber event; Sherburne County Association of Townships meeting, Options meeting- Mid-March opening planned for Blackbird Laundry; Big Lake Chamber meeting; Agenda review; Solid Waste Advisory meeting; hosted Minnesota Inter-County Association (MICA) Annual meeting; Central Mississippi Regional Partnership Executive Group meeting; annual call with CliftonLarsonAllen LLP.

7 **9:47am Adjourn Regular Meeting**

Commissioner Warrants

01/16/26	1,289,825.49	General Revenue Fund
	77,456.35	Public Works Fund
	49.00	Human Service Fund
	35,961.68	Solid Waste Fund
	124,622.72	Jail Commissary Fund
	283.95	Sherco Regional Rail Authority
	11,464.14	Justice Center Enterprise Fund
	57,690.87	Prepaid Tax Collections
	27,045.36	Agency Collections
	67.14	Taxes & Penalties Fund
	1,624,466.70	Total

Manual Warrants

01/16/26	2,347.00	General Revenue Fund
	3,049.00	Human Service Fund
	476,816.65	Agency Collections
	482,212.65	Total

Commissioner Warrants

01/23/26	1,940,389.95	General Revenue Fund
	333,551.52	Public Works Fund
	5,706.59	Law Library Fund
	97,185.02	Jail Commissary Fund
	14,667.21	Justice Center Enterprise Fund
	8,724.98	Payroll Fiduciary Fund
	2,400,225.27	Total

Manual Warrants

01/23/26	2,398.70	General Revenue Fund
	11,767.00	Agency Collections
	14,165.70	Total

Manual Warrants BMO Harris Pcard

01/23/26	75,078.02	General Revenue Fund
	6,196.86	Public Works Fund

2.09	Human Service Fund
2,069.75	Solid Waste Fund
1,704.13	Jail Commissary Fund
5,332.82	Justice Center Enterprise Fund
90,383.67	Total

Commissioner Warrants P3 Final Settlement

01/26/26	1,165.49	General Revenue Fund
	1,477.85	Metropolitan Transit Fund
	26,865.38	Hra & Ec Dev Fund
	8.35	Hospital District Collections
	19.01	Agency Collections
	184,859.79	School Districts Collections
	734,644.98	Towns & Cities Collections
	949,040.85	Total

HHS IFS Warrants

01/23/26	14,642.51	Human Service Fund
	9,819.31	Agency Collections
	24,461.82	Total

HHS OBO Warrants

12/30/25	1,105.00	Central MN Mental Health Center
	1,344.75	Children Youth & Families
	1,050.00	City Of St Cloud
	380.80	Eliason/Heather
	425.60	GBR Interpreting & Translation Services
	3,150.00	Gillette Signworks LLC
	762.28	Influencer Hotspot
	480.30	Martin/Amanda J
	8,793.31	Mn Dept Of Human Services - SWIFT
	3,528.00	Office Of MNIT Services
	360.00	Southwest HHS
	3,081.78	25 Payments less than 300
	24,461.82	Total

Raeanne Danielowski
Raeanne Danielowski (Feb 17, 2026 17:54:41 CST)

Raeanne Danielowski, Board Chairperson

02/17/2026

Date

Bruce Messelt

Bruce Messelt, County Administrator

02/17/2026

Date

