



Sherburne County Board of Commissioners

March 17, 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 Administration
Brian Fleming, Economic Development Coordinator
Hulse/Felber unanimous to approve the regular meeting minutes of March 3, 2026 as presented.

2. 9:02am Open Forum

3. 9:03am Consent Agenda

Hulse/Schumacher unanimous to approve the consent agenda items as presented, except item #15.

- 1 Consider Approval of the Official Minutes from March 3rd, 2026, Regular Meeting of the Administration / County Board.
Brian Fleming, Economic Development Coordinator
Approved the official minutes from the March 3rd, 2026, regular meeting of the County Board, as presented.
- 2 Consider Approval of an Office Space Lease Agreement with AmeriCorps Seniors RSVP. Administration
Dan Weber, Assistant County Administrator
Approved a 2-Year Lease Agreement for General Office Space with AmeriCorps Seniors RSVP.
- 3 Consider Amending the Lease Agreement with the Sherburne County Historical Center. Administration
Dan Weber, Assistant County Administrator
Approved amending the cardboard recycling sublease language within the lease agreement with the Sherburne County Historical Center.
- 4 Consider Approval of Commissioner & Manual Warrants Dated February 23rd Auditor / Treasurer and 27th and March 6th, 2026.
Loraine Rupp, Auditor/Treasurer
Approved Commissioner & Manual Warrants dated Feb. 23, Feb. 27, and March 6, 2026.

February 23 2026, Manual Warrants BMO Harris Pcard Jan	\$87,221.98
February 27 2026, Commissioner Warrants	\$856,620.37
February 27 2026, Manual Warrants	\$12,667.00
March 6 2026, Commissioner Warrants	\$2,130,985.76
March 6 2026, Manual Warrants	\$17,335.93
- 5 Consider and Approve Resolution No. 031726-AD-3278 allowing for partial reimbursement to Auditor / Sherburne County Townships for Gopher Bounties for 2026. Treasurer
Loraine Rupp, Auditor/Treasurer
Approved by Resolution No. 031726-AD-3278 reimbursing one dollar (\$1.00) of the amount paid for gopher bounties to participating Sherburne County Townships, not to exceed \$1.00 per gopher during the calendar year of 2026, according to MS 348.12.
- 6 Consider Approval of Community Corrections' Ongoing Acceptance of Clothing Closet Community Donations. Corrections

Corey Mabis-Rowe, Director of Community Corrections

Approved acceptance of ongoing clothing donations by Community Corrections County and Judicial Branch staff for clients and their families.

- 7 Consider Approval of HHS IFS Warrants Dated March 6th, 2026. Health & Human Services
Amanda Larson, HHS Director
Approved HHS IFS Warrants Dated February 6th, 2026, as presented: \$77,600.11
- 8 Consider Approval of HHS OBO Warrants Dated March 4th, 2026. Health & Human Services
Amanda Larson, HHS Director
Approved HHS OBO Warrants dated March 4th, 2026, as presented: \$8,001.47
- 9 Approve Out-of-State Travel for one Clinical Corrections Social Worker to attend the 2026 Conference & Expo in Columbus, OH from April 8th, 2026, to April 11th, 2026. Health & Human Services
Tony Masters, Social Services Manager
Approved Out-of-State Travel for one Clinical Corrections Social Worker to attend the 2026 Conference & Expo in Columbus, OH from April 8th, 2026, to April 11th, 2026.
- 10 Consider Approval of Out-of-State Travel for two Co-Responders to Attend the 7th Annual International Co-Responders Conference in Dallas, Texas, June 7th, 2026, to June 10th, 2026. Health & Human Services
Amanda Larson, HHS Director
Approve of out-of-state travel for two co-reponders to attend the 7th Annual International Co-Responders Conference in Dallas, Texas, June 7th, 2026, to June 10th, 2026.
- 11 Consider Approval of Recommended Revisions to the Sherburne County Personnel Rules and Policies Regarding Retirement Longevity Pay Plan. Human Resources
Tammy Bigelow
Approved recommended revisions to the Sherburne County Personnel Rules and Policies Regarding Retirement Longevity Pay Plan.
- 12 Consider Appointment of County Agricultural Inspector, Accept Agricultural Inspector's 2025 Annual Report, and Approval of 2026 Work Plan. Planning & Zoning
Matt Danzl
Approved the reappointment of Matt Danzl as County Agricultural Inspector, accept the Agricultural Inspector's 2025 Annual Report, and approve the 2026 Workplan Summary for the State's Noxious Weed and the Seed Laws.
- 13 Consider Approval of an Amended Professional Services Agreement with Houston Engineering, Inc. to Provide Consulting Services to the County for the Calendar Year 2026. Planning & Zoning
Dave Lucas, Solid Waste Administrator
Approved an Amended Professional Services Agreement with Houston Engineering, Inc. to Provide Consulting Services to the County for the Calendar Year 2026, as recommended.
- 14 Consider Approval for the Final Payment for 2025 Highway 10 / CR 61 Intersection Improvement (SP 071-596-013). Public Works
Andrew Witter, Public Works Department Head
Authorized final contract payment with Landwehr Construction, Inc. for project # SP 071-596-013 for the 2025 US Highway 10 & County Road 61 Intersection Improvement, pending notification of final clearance approval from MnDOT's Office of Civil Rights.

15 Consider Approval for a Request for Out-of-State Travel for DC Fly-in by County Staff. Public Works

Gina Hugo, Parks Director

Hulse/Felber unanimous to approve a request for the Parks Director to participate in out-of-state travel to attend the Trust for Public Land Day on the Hill in Washington DC.

16 Consider Approval of a Painting Project in the County Jail. Sheriff

Joel Brott, County Sheriff

Approved a painting project in the Alpha, Gamma, and Community Release housing units in the Sherburne County Jail.

4. 9:04am **Announcements**

Bruce Messelt shared congratulations and thanks to County staff for road clearing over the weekend; will present options for the County Board for next board meeting regarding shotgun/rifle regulations for deer hunting.

5. 9:09am **Regular Agenda**

9:09am 1 Receive an Update on the Great River Regional Library. Administration

Brandi Canter

Received an update on the Great River Regional Library.

9:23am 2 Consider Approval of a Preliminary and Final Simple Plat of "Wagon Trail Woods"-Chris Gray. Planning & Zoning

Lynn Waytashek, Planning & Zoning Administrator

Felber/Gray unanimous to approve a Preliminary and Final Simple Plat of "Wagon Trail Woods" consisting of (3) lots, with the (4) Conditions as recommended by the Planning Commission at the Public Hearing for PID # 40-00012-1000. Legal Desc: NE 1-4 Ex N 210 ft (full legal on file). Sec 12, Twp 35, Rge 29. Palmer Township. 159.43 acres in the Agricultural District and within the Unclassified Shoreland District of Unnamed Lake 71-117W.

Conditions:

1. Park dedication fee for three (3) lots totaling \$3,600. The park fees must be paid prior to the Public Works Dept signing the plat mylars.
2. Access to the County Road will require an Access Permit from Public Works.
3. A new legal description will need to be prepared, approved and recorded at the same time as the plat for the remnant piece (128.47 +/- acres).
4. 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.

9:26am 3 Consider an Interim Use Permit for Solar Farm-Luke Gildemeister-US Solar. Planning & Zoning

Lynn Waytashek, Planning & Zoning Administrator

Felber/Hulse unanimous to approve to table for a 60-day extension for staff clarification and information on:

Wetland Concerns

Neighborhood Concerns (property values)

Property Access Concerns

Legality of Approval/Denial

9:45am 4 Consider an Amendment to the Sherburne County Comprehensive Plan Planning & Zoning
Land-Use Map-Luke Gildemeister-US Solar.

Lynn Waytashek, Planning & Zoning Administrator

Hulse/Felber unanimous to table for 60-days for all concerns stated in 5.3 vote/approval.

9:46am 5 Receive, Review, and Accept the Auditor-Treasurer's Monthly Report for February 2026. Auditor / Treasurer

Loraine Rupp, Auditor/Treasurer

Hulse/Schumacher unanimous to receive, review, and accept the Auditor-Treasurer Monthly Report for February 2026.

9:52am 6 Update on and Discussion of State and Federal Legislative Activities and County Legislative Priorities. Administration

Bruce Messelt, County Administrator

Received an update on and discussed State and Federal Legislative Activities and County Legislative Priorities.

6. 10:00am Recess Regular Meeting, Open Community Health Board

7. 10:35am Adjourn Community Health Board, Reconvene Regular Meeting

8. 10:35am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

Commissioner Schumacher- AMC Legislative conference.

Commissioner Felber- AMC Legislative conference; ETAC Executive Committee; Orrock annual meeting, Metropolitan Services Board meeting, Minnesota Intercounty Association (MICA) meeting, Central Minnesota River Partnership (CMRP), Big Lake Community Expo.

Commissioner Hulse- Sherburne County Economic Development Authority (EDA), Community Corrections Advisory Committee meeting; HWY 10/25 open house

Commissioner Gray- AMC Legislative conference; five townships' annual meetings; MICA; National Association of Counties (NACo) Rural Energy Academy; HWY 10/25 open house; Excel Energy stakeholder meeting; meeting with Representative Brian Lawrence and the Soil and Water Conservation District.

Commissioner Danielowski- Commissioner lunch, AMC Legislative Conference; Transportation Committee meeting; agenda review; Big Lake Township meeting; CMRP meeting; Sherburne County Adult Mental Health Local Advisory Council (LAC); multiple constituent calls and responses; congratulations to County staff for clearing roads after snow storm.

9. 10:57am Adjourn Regular Meeting

Manual Warrants BMO Harris Pcard

02/23/2026	73,418.45	General Revenue Fund
	8,355.73	Public Works Fund
	16.29	Human Service Fund
	3,168.00	Solid Waste Fund
	2,138.53	Jail Commissary Fund
	124.98	Justice Center Enterprise Fund
	87,221.98	Total

Commissioners Warrants

02/27/26	370,584.83	General Revenue Fund
	167,508.49	Public Works Fund
	5,521.56	Law Library Fund
	77,607.10	Jail Commissary Fund
	207,387.65	Justice Center Enterprise Fund
	28,010.74	Agency Collections

	856,620.37	Total
Manual Warrants		
02/27/26	12,667.00	Agency Collections
	12,667.00	Total
Commissioner Warrants		
03/06/26	566,405.22	General Revenue Fund
	90,420.69	Public Works Fund
	49.00	Human Service Fund
	18,571.20	Solid Waste Fund
	46,999.05	Jail Commissary Fund
	232,451.15	Forfeited Land Sale
	9,065.86	Justice Center Enterprise Fund
	15,375.50	Agency Collections
	4,482.00	Taxes & Penalties Fund
	1,147,166.09	Payroll Fiduciary Fund
	2,130,985.76	Total
Manual Warrants		
03/06/26	2,358.00	General Revenue Fund
	14,977.93	Agency Collections
	17,335.93	Total
HHS IFS Warrants		
03/06/26	415.43	Anderson/Jane
	3,561.39	BreezyBilling
	1,400.00	Fraboni, MD/Americo
	303.80	GBR Interpreting & Translation Services
	1,907.75	Innovative Office Solutions, LLC
	3,243.08	Office Of MNIT Services
	351.63	Olds/Brett
	381.35	Ouko/Natasha A
	1,524.75	Quadient, Inc.
	535.00	Seven County Process Servers, LLC
	55,286.00	Sherburne Co Childrens Mental Health Col
	5,437.76	Sherburne Co Sheriff
	1,042.50	Sherburne County Community Corrections
	450.40	The Bridge World Language Ctr Inc
	1,759.27	14 Payments less than 300
	77,600.11	Total
HHS OBO Warrants		
03/04/26	450.00	A Plus Driving
	3,213.00	Amazon
	750.00	Dept of Human Services
	460.27	Innovative
	460.00	MN Public Health ASSN
	1,450.00	USPS
	601.69	Walmart
	615.91	6 Payments less than 300
	8,001.47	Total

Raeanne Danielowski
 Raeanne Danielowski (Apr 7, 2026 23:17:19 CDT)

Raeanne Danielowski, Board Chairperson

Bruce Messelt

Bruce Messelt, County Administrator

04/07/2026

Date

04/07/2026

Date