



Sherburne County Board of Commissioners

April 7, 2026 - County Board Meeting Minutes

1. 6:00pm Call to Order

- 1 Moment of Silence and Pledge of Allegiance No Approvers
- 2 Approve the Regular Meeting Proposed Agenda for the April 7th, 2026, County Board Administration Meeting.
Hulse/Felber unanimous to approve the regular meeting agenda for April 7, 2026 as amended.

2. 6:02pm County Proclamations, Recognitions & Celebrations

- 1 Consider Approval of a Proclamation Designating the Week of April 12th - 18th, 2026, as Public Safety Sheriff Telecommunications Week in Sherburne County.
Joel Brott, County Sheriff
Felber/Hulse unanimous to approve a proclamation designating the week of April 12th-18th, 2026 as Public Safety Telecommunications Week in Sherburne County.
- 2 Consider Recognition for High School Toward Zero Deaths (TZD) Competition Administration Winners.
Bruce Messelt, County Administrator
Recognized the high school Toward Zero Deaths (TZD) Competition Winners.

3. 6:12pm Public Hearing & Consideration of Land Use Actions

- 1 Public Hearing - To Consider Amending the Comprehensive Land-use Map from Rural Residential to Energy Production-Private Solar Field & Consider Approving an Interim Use Permit for Solar Farm. Planning & Zoning
Lynn Waytashek, Planning & Zoning Administrator
Planning and Zoning staff provided requested information and updates.

Mike Wirz, Brett Collier, Courtney Wirz, David Karpy, Tim Kelly, Trevor Beaudry, Mike Nelik, Josh Fitz Simons, Christen Carpi, Paul Olsen, Kirsten Karpy, Paul Olsen, Kirsten Anderson, Mary Stewart, Todd Jugajinski, J Brian Calva spoke.

Hulse/Felber unanimous to close the public hearing to amend the Comprehensive Land-use Map from Rural Residential to Energy Production-Private Solar Field & Interim Use Permit for Solar Farm.
- 2 Consider Amending the Comprehensive Land-use Map from Rural Residential to Energy Production-Private Solar Field and Approving an Interim Use Permit for Solar Farm. Planning & Zoning
Lynn Waytashek, Planning & Zoning Administrator, Marc Schneider, County Planner
Felber/Hulse to deny the request to consider amending the Comprehensive Land-use Map

Felber/Hulse deny an Amendment to the Sherburne County Comprehensive Land-Use Map from Rural Residential to Energy Production-Private Solar Field for PID # 10-00113-1300; Legal Desc: SW ¼ of NE ¼ (full

legal on file); Sec 13, Twp 33, Rge 27; Big Lake Township; with 38.87 acres in the General Rural District; based upon the recommended Findings of Fact included in the Board Packet.

Felber/Schumacher to deny an Interim Use Permit for Solar Farm, with the Findings of Fact as listed in the background justification and ["notwithstanding the recommendation" or "recommended by"] the Planning Commission at the Public Hearing for PID # 10-00113-1300; Legal Desc: SW ¼ of NE ¼ (full legal on file); Sec 13, Twp 33, Rge 27; Big Lake Township; with 38.87 acres in the General Rural District; based upon the recommended Findings of Fact included in the Board Packet.

4. 7:49pm Open Forum

No one spoke for open forum.

5. 7:50pm Consent Agenda

Hulse/Felber unanimous to approve the consent agenda, with the exception of 5.7 and 5.16.

- 1** Consider Approval of the Official Minutes from the March 17th, 2026, Regular Meeting of Administration the County Board.

Brian Fleming, Economic Development Coordinator

Approved the official minutes from the March 17th, 2026, Regular Meeting of the Sherburne County Board of Commissioners.
- 2** Consider Approval of the Official Minutes from the March 17th, 2026, County Board Administration Workshop Meeting.

Brian Fleming, Economic Development Coordinator

Approved the official minutes from the March 17th, 2026, County Board Workshop Meeting.
- 3** Consider and Approve Commissioner and Administrator Expense Claim for Recent Administration Conferences.

Bruce Messelt, County Administrator

Approved conference related expenses for Commissioners that attended the NACo Legislative Conference and the AMC Legislative Conference.
- 4** Consider Approval of a Micro Market Vending Services Contract with Bernicks for May 1, Administration 2026 through April 30, 2031.

Dan Weber, Assistant County Administrator

Approved a Vendor Contract with Bernicks to provide Micro-Market vending services at the Sherburne County Government Center, effective May 1, 2026 through April 30, 2031, with an option to extend an additional year.
- 5** Consider Approval of Sherburne County Comment on Proposed Elk River TIF District #30. Administration

Dan Weber, Assistant County Administrator

Approved the proposed Tax Increment Financing Comment Letter and authorize the Assistant County Administrator to submit to Ehlers Finance Advisors prior to the Public Hearing scheduled for April 20, 2026.
- 6** Consider Approval of a Letter of Support for CAER Food Shelf, Big Lake Food Shelf, and Administration Monticello Help Center's Refrigerated Transport Project Application for the MPCA's MCSFS Prevention of Wasted Food and Food Rescue Grant.

Brian Fleming, Economic Development Coordinator

Approved a letter of support for CAER Food Shelf, Monticello Help Center and Big Lake Food Shelf's Refrigerated Transport Project application for the MPCA's MCSFS Prevention of Wasted Food and Food Rescue Grant.
- 7:50pm 7** Consider Approval of Resolution No. 040726-AD-3279 Supporting the Snowmobile Trails Auditor / Assistance Program Application and Sponsorship. Treasurer

Loraine Rupp, Auditor/Treasurer

Schumacher/Hulse unanimous to approve and authorized the following:

- Resolution No. 040726-AD-3279 for Sherburne County to act as a sponsor for the Snowmobile Trails Assistance Program Application for the Program fiscal year of July 1, 2026, to June 30, 2027;
- Use of County Road Right-of-Way as part of the Snowmobile Trail System;
- Execution by County officers of all necessary forms and agreements to participate in the program; and
- Execution by the County Board Chair of the 2027 County/Club Agreement.

- 8 Consider Approval of Commissioner & Manual Warrants Dated March 13th, 20th, 23rd, and 27th, 2026. Auditor / Treasurer

Approved Commissioner & Manual Warrants Dated March 13th, 20th, 23rd, and 27th, 2026, as presented.

March 13 2026, Commissioner Warrant	\$952,972.77
March 13 2026, Manual Warrants	\$13,035.50
March 20 2026, Commissioner Warrants	\$492,790.03
March 20 2026, Manual Warrants	\$278,206.16
March 20 2026, Manual Warrants US Bank Pcard Feb	\$43,739.39
March 23 2026, Manual Warrants BMO Harris Pcard Feb	\$51,440.64
March 27 2026, Commissioner Warrants	\$849,082.15
March 27 2026, Manual Warrants	\$9,914.50

- 9 Consider Approval of the Low Bid for the Water Heater Boiler Replacement Project. Building Facilities

Dan Weber, Assistant County Administrator, Ted Vernon, Building Facilities Project Manager

Approved low bidder, El-Jay Plumbing & Heating, Inc., for the 2026 water heater boiler replacement, at a proposed cost not to exceed \$66,500.

- 10 Consider Approval of HHS OBO Warrants Dated March 31st, 2026. Health & Human Services

Approved HHS OBO Warrants Dated March 31st, 2026, as presented. (\$19,675.27)

- 11 Consider Approval of March 20th, 2026 HHS IFS Admin Warrants. Health & Human Services

Approved March 20th, 2026 HHS IFS Admin Warrants, as presented. (\$67,425.53)

- 12 Consider Approval of a Professional Services Agreement for Design of a Trailhead and Related Amenities for the Great Northern Regional Trail. Public Works

Gina Hugo, Parks Director

Approved a professional and technical services agreement with Damon Farber Landscape Architects for engineering, design, public engagement, and construction administration for the Great Northern Regional Trail Trailhead and Amenities Project.

- 13 Consider Approval of the Federal Transportation Grants Technical Assistance & IIJA Discretionary Match Grant Agreement & Resolution No. 040726-AD-3280 for Engineering Funding for SP 071-589-0333 (TH 10 & CR 11 Rail Crossing Elimination). Public Works

Andrew Witter, Public Works Department Head

Approve the Federal Transportation Grants Technical Assistance and IIJA Discretionary Match Grant Agreement No. 1060928 and Resolution No. 040726-AD-3280 with MnDOT for the engineering funding for the Trunk Highway 10 / CR 11 Rail Crossing Elimination project (SP 071-589-003).

- 14** Consider Approval of a Professional and Technical Services Agreement for Building Relocation at Two Inlets at Bdé Heháka - Omashkooz Zaaga'igaans Regional Park. Public Works
Gina Hugo, Parks Director
Approved a professional services Agreement with Otting House Movers for relocation of structures off of Two Inlets at Bdé Heháka - Omashkooz Zaaga'igaans Regional Park.
- 15** Consider Termination of MnDOT Maintenance Agreement No. 96310 for the St. Cloud Park N Ride. Public Works
Andrew Witter, Public Works Department Head
Approved and authorized Staff to issue a Termination Letter to MnDOT for MnDOT Maintenance Agreement No. 96310 for the St. Cloud Park N Ride.
- 7:51pm 16** Consider Approval of a Joint Powers Agreement with Mille Lacs County and the City of Princeton for Conduct of an Alignment Analysis for the Great Northern Regional Trail. Public Works
Gina Hugo, Parks Director
Schumacher/Felber unanimous to approve a Joint Powers Agreement (JPA) with Mille Lacs County and the City of Princeton for delineating cost participation in a joint alignment analysis for a segment of the Great Northern Regional Trail between CSAH 9 and Longsiding.
- 17** Consider Approval of a Joint Powers Agreement with the cities of Elk River and Zimmerman for Design and Construction Administration for the Great Northern Regional Trail. Public Works
Gina Hugo, Parks Director
Approved a Joint Powers Agreement (JPA) with cities of Elk River and Zimmerman for cost participation in jointly designing a trailhead facility and trailside amenities for the segment of the Great Northern Regional Trail between Elk River and Zimmerman.
- 18** Consider Approval of an Agreement with Houston Engineering, Inc. for Design Phase Engineering Services for the reconstruction of County State Aid Highway 23 from US 10 to Edgewood Street in the City of Becker. Public Works
David Roedel, Assistant Public Works Director
Approved and authorized entering into an Agreement with Houston Engineering, Inc. to provide design phase engineering services for the reconstruction of County State Aid Highway (CSAH) 23 from US 10 to Edgewood Street, located in the City of Becker.
- 19** Consider Approval of a Professional Service Agreement with Bolton & Menk for Construction Administration Services for the CSAH 4 & CR 46 Roundabout Project. Public Works
Andrew Witter, Public Works Department Head
Approve a professional service agreement with Bolton & Menk for construction administration services for the County State Aid Highway 4 and County Road 46 Roundabout Project, as recommended.
- 20** Consider Approval of a Memorandum of Understanding Regarding Wright County Involuntary Overtime. Sheriff
Joel Brott, County Sheriff
Approved a Memorandum of Understanding regarding Wright County Involuntary Overtime.
- 21** Consider Approval of Donations to the Toward Zero Death Safe Roads Coalition. Sheriff
Joel Brott, County Sheriff
Approved the following donations to the Toward Zero Death (TZD) Safe Roads Coalition for the winner(s) of the TZD Video Contest:
- Mike Ladenford Risk Mgmt & Investment - \$75 Cash
 - NE Sherburne Fire and Rescue - \$200 Cash
 - Rum River Ventures, LLC - \$100 Cash
 - Sam Tibbits Agency Inc - \$100 Cash

- The Bank of Elk River - \$200 Cash
- Zimmerman Bowling Alley - \$50 Cash

- 22** Consider Approval of Out-of-State Travel for Two Sheriff's Office Employees to Attend the Northwest Shuttle Conference in Coeur D'Alene, Idaho in August 2026. Sheriff
Joel Brott, County Sheriff
Approved out-of-state travel for two Sheriff's Office employees to attend the 47th Annual Northwest Shuttle Conference from August 24–26, 2026, in Coeur D'Alene, Idaho, with a registration cost of \$300 per attendee plus necessary travel expenses.
- 23** Consider Approval of the Purchase of a 33 Passenger Prison Transport Bus from Hoglund Bus Company. Sheriff
Joel Brott, County Sheriff
Approved the purchase of a 33 passenger prison transport bus from Hoglund Bus Company, as recommended.
- 24** Consider Approval of an Amendment to the Communications Antenna Agreement with the Minnesota Department of Natural Resources. Sheriff
Joel Brott, County Sheriff
Approved an Amendment to the Communications Antenna Agreement with the State of Minnesota on behalf of the Department of Natural Resources.
- 25** Consider Approval of Out of State Travel for Veterans Services Office Employees to attend the National Association of County Veteran Service Officers (NACVSO) Annual Training Conference from May 29th – June 6th, 2026, in Reno, Nevada. Veteran's Services
Larry Fonder, Veteran Service Officer
Approved travel for three personnel from Veterans Services to attend the National Association of County Veteran Service Officers (NACVSO) Annual Training Conference from May 29th – June 6th, 2026, in Reno, Nevada.

6. 7:32pm Announcements

Announcements to be combined with Commissioner Correspondence later in meeting.

7. 7:33pm Regular Agenda

- 7:33pm 1** Receive Annual St. Cloud Sky Central Airport Update. Administration
Bill Towle, Brian Myres
Received annual St. Cloud Sky Central Airport update.
- 7:55pm 2** Review and Consider Possible Next Steps 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. Administration
Bruce Messelt, County Administrator
Reviewed, considered, and provided direction regarding possible next steps 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.

Hulse/Gray unanimous to approve the recommendation as presented by the County Administrator.
- 7:58pm 3** Consider Approval of the First Amended Prosecution Agreement between the City of Baldwin and Sherburne County. Attorney
Dawn Nyhus, Sherburne County Attorney

Gray/Hulse unanimous to approve the first amended prosecution agreement between the City of Baldwin and Sherburne County.

- 8:02pm 4** Consider Resolution No. 040726-AD-3281 to Appoint the County Treasurer. Administration
Bruce Messelt, County Administrator
Hulse/Felber approved Resolution No. 040726-AD-3281 to Appoint the County Treasurer as amended and friendly amendment from Dawn.

- 8:10pm 5** Consider Possible Modification to Deer Hunting Rifle/Shotgun Regulations. Administration
Bruce Messelt, County Administrator
Hulse/Felber affirm no action will be taken by Sherburne County, thus allowing the new State regulations to take effect (allowing Rifle usage during Deer Hunting); directing staff to notify the MN DNR to such and posting this decision on the County website and social media pages.

- 8:18pm 6** Update on and Discussion of State and Federal Legislative Activities and County Administration Legislative Priorities.
Bruce Messelt, County Administrator
Discussed State and Federal legislative activities and County legislative priorities.

8. 8:28pm Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

Commissioner Schumacher- Thanked Deputy Officer Turner for report; previous County Board meeting comment; watched Hennepin County meeting.
Commissioner Hulse- NASA update- Orion program reestablishment and Artemis 2 update.
Commissioner Felber - Becker Open House, Great River Regional Library (GRRL) Finance and Regular Board, Parks meeting, Forensic lab meeting, Community Leaders of America forum, Representative Emmer call, National Association of Counties (NACo) Rural Action Committee meeting, Council on Foreign Relations critical minerals webinar, Minnesota Department of Natural Resources (DNR) meeting, Minnesota Extension webinar, Recycling Boat Wrap Seminar, Zoning and Subdivision Ordinance Update meeting, Violent Offenders Task Force (VOTF) meeting, Sherburne County Hazardous, meeting with Excel President and staff, constituent responses, police officer shooting update.
Commissioner Danielowski- Tri-City Chamber meeting, NACO central meeting, SUP Coalition, Region 7W Economic Development District, Representative Emmer's monthly Zoom call, Wave meeting, Big Lake Substance Prevention meeting, Ribbon Cutting for SliceCraft, economy webinar, Community Advisory meeting, Association of Minnesota Counties (AMC) leadership training, Business Roundtable discussion by Minnesota Farmers Union Foundation, Planning and Zoning Ordinance Rewrite committee, Agenda review, ATP MnDOT District 3 meeting.
Commissioner Gray- Substance Use Prevention (SUP) coalition, Soil and Water Conservation District (SWCD) meeting, Peach (Sherburne County staff dog) update meeting, NACO Agriculture and Rural Affairs Committee meeting, House Energy and Finance Committee testifying for the nuclear study, lunch with SWCD, State of City Mayor Anderson, City of Clear Lake meeting.
Administrator Messelt- upcoming calendar updates, opioid settlement summit upcoming, TZD regional workshop, congratulations to Auditor/Treasurer and staff for annual comprehensive financial reports.

9. 8:55pm Adjourn Regular Meeting

Hulse/Felber 4-1 to adjourn regular meeting.

Commissioners Warrants

03/13/2026	704,193.69	General Revenue Fund
	196,624.49	Public Works Fund
	834.00	Law Library Fund
	2,758.83	Solid Waste Fund
	36,815.94	Jail Commissary Fund
	9,098.44	Justice Center Enterprise Fund

	1,047.26	Agency Collections
	1,600.12	Taxes & Penalties Fund
	952,972.77	Total
Manual Warrants		
03/13/26	13,035.50	Agency Collections
	13,035.50	Total
Commissioners Warrants		
03/20/26	279,540.42	General Revenue Fund
	54,387.36	Public Works Fund
	49.00	Human Service Fund
	30,711.78	Solid Waste Fund
	134.38	Jail Commissary Fund
	105,029.55	Justice Center Enterprise Fund
	1,095.60	Agency Collections
	21,841.94	Payroll Fiduciary Fund
	492,790.03	Total
Manual Warrants US Bank Pcard		
03/20/26	41,200.83	General Revenue Fund
	759.98	Public Works Fund
	81.38	Human Service Fund
	1,697.20	Solid Waste Fund
	43,739.39	Total
Manual Warrants		
03/20/26	2,398.70	General Revenue Fund
	275,804.46	Agency Collections
	278,203.16	Total
Manual Warrants BMO Harris		
03/23/26	38,133.17	General Revenue Fund
	8,587.19	Public Works Fund
	3,000.16	Jail Commissary Fund
	1,720.12	Justice Center Enterprise Fund
	51,440.64	Total
Commissioner Warrants		
03/27/26	358,545.70	General Revenue Fund
	232,555.80	Public Works Fund
	52.50	Human Service Fund
	2,178.82	Law Library Fund
	80,184.47	Jail Commissary Fund
	254.43	Sherco Regional Rail Authority
	152,865.87	Justice Center Enterprise Fund
	22,444.56	Agency Collections
	849,082.15	Total
Manual Warrants		
03/27/26	9,914.50	Agency Collections
	9,914.50	Total
HHS OBO Warrants		
03/31/26	5,523.93	OBO 1 800 Got Junk
	2,411.85	OBO Amazon
	600.00	OBO Eb *2026 Minnesota Wor
	581.98	OBO Maddens on Gull Lake
	408.60	OBO MDH Event Registration
	6,159.00	OBO Northern's One Hour
	442.00	OBO Nutrition Matters
	364.67	OBO Target
	613.25	OBO Toni Cavanagh Johnson PHD
	1,418.08	OBO Walmart
	1,151.91	11 Payments less than 300

	19,675.27	Total
HHS IFS Admin Warrants		
03/20/26	36,514.22	Avivo
	1,201.29	BreezyBilling
	552.00	Children Youth & Families
	1,382.77	Children's Dental Services
	408.00	DNA Diagnostics Center
	389.33	Grater/Justin
	452.40	Graves-Petron/Trisha
	4,220.37	Hennepin County
	734.43	Hines/Nathaniel
	519.36	Lekatz/Kieran
	467.50	Lexis Nexis
	469.50	Lexis Nexis
	7,953.67	Lutheran Social Service Of Minnesota
	452.78	Machtemes/Emily
	640.00	Mn Dept Of Health-Legitimations
	2,550.00	Rivara LLC
	3,834.00	Sherburne County Auditor Treasurer
	300.00	Sherburne County-HHS Petty Cash Fund 300.00 35
	4,383.91	35 Payments less than 300
	67,425.53	Total

Raeanne Danielowski
Raeanne Danielowski (Apr 21, 2026 15:20:09 CDT)

Raeanne Danielowski, Board Chairperson

04/21/2026

Date

Bruce Messelt

Bruce Messelt, County Administrator

04/21/2026

Date