



Sherburne County Board of Commissioners

May 5, 2026 - County Board Meeting

Agenda

1. 9:00am Call to Order

- *Moment of Silence and Pledge of Allegiance*
- *Approval of Regular Meeting Proposed Agenda*

2. 9:02am County Proclamations, Recognitions & Celebrations

- 9:02am 1** Consider Approval of a Proclamation Declaring the Month of May as National Military Appreciation Month.
Larry Fonder, Veteran Service Officer
- 9:07am 2** Consider Approval of a Proclamation Declaring May 8th as Military Spouse Appreciation Day.
Larry Fonder, Veteran Service Officer
- 9:12am 3** Consider Approval of a Proclamation Declaring May 10th - 16th, 2026, as Police Week in Sherburne County.
Ben Zawacki, Commander
- 9:17am 4** Consider Approval of a Proclamation Declaring May 3rd - 9th, 2026, as Public Service Recognition Week.
Tammy Bigelow, Director of Human Resources
- 9:22am 5** Recognition of County Staff for Excellence in Financial Reporting for 2024.
Loraine Rupp, Auditor & Treasurer, Bruce Messelt, County Administrator

3. 9:27am Open Forum - Please sign up at the table in the back of the Board Room

- *The purpose of the Open Forum section of the County Board Meeting is to allow public input and/or information to be presented to the Board that does not require action by the Board;*
- *It is requested that speakers refrain from personal attacks of any kind against another person, commissioner, or employee;*
- *It is requested that speakers refrain from campaign-type presentations;*
- *The time limit is three (3) minutes per speaker, with a maximum of five (5) speakers per Open Forum. The time limit may be shortened or extended at the discretion of the Board Chair. The Open Forum may be continued following the conclusion of the regular Board business meeting agenda items.*
- *It is requested that all input or information be addressed to the Board of Commissioners and not to members of the audience;*
- *Speaker handouts are public information. The County may make copies of such handouts for the public if needed;*
- *The County Board Chair will ensure that the Open Forum Policy is followed.*

Please note: Any information provided to the County Board on a matter that is subject to a public hearing will not be considered by the Board during public comment. You are asked to write or submit your comments in accordance with the instructions for the public hearing to ensure your opinion becomes part of the record for consideration.

4. 9:42am Consent Agenda

The Consent Agenda (also known by Roberts Rules of Order as a "consent calendar") groups routine meeting discussion points and normal business decisions into a single agenda item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions. For both Consent and Regular Agenda items, the same legal, financial, and policy evaluations are conducted and reported to the County Board. Any County Commissioner can request an item be removed from the Consent Agenda and presented individually for consideration by the County Board.

- 1** Consider Approval of the Official Minutes from the April 21st, 2026, Regular Administration Meeting of the County Board.
- 2** Consider Approval of the Official Minutes from the April 21st, 2026, County Administration Board Workshop.
- 3** Consider Approval of Carefree Country Club's Application to Conduct Excluded Administration Bingo Events.

- | | | |
|----|---|-------------------------|
| 4 | Consider Approval of Commissioner & Manual Warrants. | Auditor / Treasurer |
| 5 | Consider Approval of Professional & Technical Service Agreement Extension for Election Equipment. | Auditor / Treasurer |
| 6 | Consider Approval of a Professional Services Agreement with Katheryn Cranbrook to Provide Court-Ordered Juvenile Evaluations. | Community Corrections |
| 7 | Consider Approval of April 24th, 2026, HHS IFS Admin Warrants. | Health & Human Services |
| 8 | Consider Approval of a Request for Revocation of an Interim Use Permit - Joshua and Jennifer Fitzsimons. | Planning & Zoning |
| 9 | Consider Approval of Lowest Responsive Bidder for the Two Inlets Park Improvements. | Public Works |
| 10 | Consider Approval of a Master Service Agreement with Braun Intertec for 2026-2027. | Public Works |
| 11 | Consider Approval of a Master Service Agreement with American Engineering Testing for 2026-2027. | Public Works |
| 12 | Consider Approval of Resolution No. 050526-AD-3287 in Support of a Grant Application via the Carbon Reduction Program Project for the CSAH 1 at CSAH 33 Roundabout. | Public Works |
| 13 | Consider Approval of Resolution No. 050526-AD-3288 in Support of a Grant Application via the Carbon Reduction Program Project for the CSAH 4 at CSAH 19 Roundabout. | Public Works |
| 14 | Consider Approval of Transfers from the Unallocated Recorder's Compliance Fund to Various Departments for the 2027 Budget Year. | Recorder |
| 15 | Consider Approval of the 2026 Federal Boating Safety Supplemental Equipment Grant. | Sheriff |
| 16 | Consider Approval of a Donation of Equipment from the Sheriff's Office to the Annandale Police Department. | Sheriff |

5. **9:45am Announcements**

6. **9:50am Regular Agenda**

- 9:50am 1** Consider Approval of an Interim Use Permit for Manufactured Home for Parents, Grandparents, Children, Sisters or Brothers by Blood or Adoption - Todd Schendzielos.
Lynn Waytashek, Planning & Zoning Administrator
- 9:55am 2** Consider Approval of an Amendment to the Sherburne County Comprehensive Plan Land-Use Map - Eilers Garden LLC.
Lynn Waytashek, Planning & Zoning Administrator
- 10:00am 3** Consider Approval of an Interim Use Permit for Solar Farm - Eilers Garden LLC.
Lynn Waytashek, Planning & Zoning Administrator
- 10:05am 4** Consider Approval of a Solid Waste License for Import Motors, LLC Salvage Yard.
June Volkers, Hydrogeologist
- 10:10am 5** Consider Approval of Resolution No. 050526-AD-3289 Acknowledging the Financial Requirements of the Active Transportation Grant for a Pedestrian Trail Along CSAH 23.
David Roedel, Assistant Public Works Director
- 10:15am 6** Consider Approval of Grant Application for Funding for the Victim Witness Program.
Dawn Nyhus, Sherburne County Attorney
- 10:20am 7** Update on and Discussion of State and Federal Legislative Activities and County Legislative Priorities.
Bruce Messelt, County Administrator

7. **10:30am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

(April 22, 2026 - May 4, 2026)

8. 10:45am **Adjourn Regular Meeting, Break**

9. 11:00am **Reconvene, Open Workshop**

11:00am 1 Joint Conversation with U.S. Department of State International Visitor Leadership Program Participants.
Bruce Messelt, County Administrator, Dan Weber, Assistant County Administrator, David Unze

10. 11:45am **Adjourn Workshop**

Upcoming Meetings

May 7, 2026, County Economic Development Authority Board Meeting, 8:00am, County Board Room

May 19, 2026, County Board Meeting, 9:00am, County Board Room

June 2, 2026, County Board Meeting, 9:00am, County Board Room

June 5, 2026, County Economic Development Authority Board Meeting, 8:00am, County Board Room

Future Workshops

Solar Facility Ordinance Review

Planning Advisory Committee and Board of Adjustment Roles

Housing and the Unhoused Board/Staff Discussion Part III (Mental Health Facility, Homelessness, etc.)

Baseload Energy Planning

Discussion Regarding Flying of State Flag