



Sherburne County Board of Commissioners

April 21, 2026 - County Board Meeting Minutes

1. 9:00am Call to Order

9:00am 1 Moment of Silence and Pledge of Allegiance

9:03am 2 Approval of Regular Meeting Proposed Agenda Administration
Brian Fleming, Economic Development Coordinator
Hulse/Felber unanimous to approve regular meeting agenda as proposed.

2. 9:03am Open Forum

No one spoke for open forum.

3. 9:03am County Proclamations, Recognitions & Celebrations

9:03am 1 Proclamation Declaring May 3rd - 9th, 2026, as Correctional Officers Sheriff
Week in Sherburne County.
Joel Brott, County Sheriff
Felber/Gray unanimous to approve by proclamation the designation of the week of May 3rd - 9th, 2026, as Correctional Officers Week in Sherburne County.

4. 9:05am Consent Agenda

Hulse/Felber unanimous to approve the consent agenda, with the exception of 4.8, and with the acknowledgment of updated April 7th board meeting minutes.

- 1 Official Minutes from April 7th, 2026, Regular Meeting of the County Administration Board.
Brian Fleming, Economic Development Coordinator
Approved the official minutes from April 7th, 2026, Regular Meeting of the County Board.
- 2 Official Minutes from April 7th, 2026 County Board Workshop Meeting. Administration
Brian Fleming, Economic Development Coordinator
Approved the official minutes from April 7th, 2026 County Board Workshop meeting.
- 3 2025 Carryovers and Designations for the Preparation and Completion Auditor / Treasurer of Official Financial Statements.
Loraine Rupp, Auditor/Treasurer
Unanimous to Approved the following:
 - The list of deferred revenues and restricted amounts required by law.
 - Authorization of standard carryovers and the carryovers requested by departments for the 2026 budget.
 - Authorization for the designation of fund balances in the Special Revenue, Debt Service, and Capital Project Funds, in accordance with the County's fund balance policy and accounting standards.
- 4 Working Capital Cash Flow - General Fund. Auditor / Treasurer
Loraine Rupp, Auditor/Treasurer
Approved the Working Capital Cash Flow, with this amount to be shown in the Financial Statements as Unassigned Fund Balance, as per Board-approved Resolution No. 121625-AD-3256.
- 5 Commissioner & Manual Warrants Dated March 31st, April 3rd, and Auditor / Treasurer April 10th, 2026.

Approved Commissioner & Manual Warrants Dated March 31st, April 3rd, and April 10th, 2026:

March 31 2026 Manual Warrants	\$4,137.00
April 3 2026, Commissioner Warrants	\$2,354,076.21
April 3 2026, Manual Warrants	\$9,880.50
April 10 2026, Commissioner Warrants	\$2,089,382.31
April 10 2026, Manual Warrants	\$14,088.00

- 6 HHS IFS Warrants, Dated April 10th, 2026. Health & Human Services
Amanda Larson, HHS Director
Approved HHS IFS Warrants, dated April 10th, 2026, are presented (\$86,485.68).
- 7 Grant Agreement between the Minnesota Department of Agriculture - Health & Human Services
Farmers Market Nutrition Program (FMNP) and Sherburne County.
Nicole Ruhoff, CHS Administrator
Approved and accepted a grant from the MN Department of Agriculture, not to exceed the amount of \$500, for the WIC-Farmer's Market Nutrition Program, effective June 1st, 2026 through December 31st, 2026.
- 9 Additional Payment to Houston Engineering for Split Sampling of Planning & Zoning
Groundwater Monitoring Wells at Vonco Big Lake Landfill.
June Volkers, Hydrogeologist
Approved an additional payment of \$2,102 to Houston Engineering for services performed November 2025 for the split sampling of groundwater monitoring wells located at the Vonco Big Lake Landfill, with payment coming from landfill surcharge monies.
- 10 Resolution No. 042126-AD-3284 Establishing Findings of Fact and Planning & Zoning
Denying request for the Amendment to the Comprehensive Plan - Land
Use Map for a 3.5 MW solar farm for Minnesota Municipal Power
Agency (Known as Elk River Solar).
Lynn Waytashek, Planning & Zoning Administrator
Approved Resolution No. 042126-AD-3284 Establishing Findings of Fact and Denying request for the Amendment to the Comprehensive Plan - Land Use Map from Rural Residential to Energy Production - Private Solar Field for a 3.5 MW solar farm for Minnesota Municipal Power Agency (Known as Elk River Solar).
- 11 Resolution No. 042126-AD-3282 Establishing Findings of Fact and Planning & Zoning
Denying an Interim Use Permit Application for a 3.5 MW Solar Farm for
Minnesota Municipal Power Agency (known as Elk River Solar).
Lynn Waytashek, Planning & Zoning Administrator
Approved Resolution No. 042126-AD-3285 Establishing Findings of Fact and Denying an Interim Use Permit Application for a 3.5 MW Solar Farm for Minnesota Municipal Power Agency (known as Elk River Solar).
- 12 Payment in the Amount not to Exceed \$55,500 for the Purchase of a Planning & Zoning
Chevrolet Silverado 1500 as a Replacement Vehicle for the Planning and
Zoning Department.
Dave Lucas, Solid Waste Administrator
Authorized an expenditure not to exceed \$55,500 for the purchase of a Chevrolet Silverado 1500 as a replacement vehicle for the Planning and Zoning Department, with funds to be taken from 21-391-000-0000-6660.
- 13 Lowest Responsive Bidder for CSAH 5 Reconditioning, SAP 71-605-036. Public Works
Andrew Witter, Public Works Department Head
Approved the lowest responsive bidder, Capital Paving, for the reconditioning of CSAH 5 from the N Jct of CSAH 4 to CSAH 9 in 2026, for Project No. SAP 71-605-036.

- 14 Consider Approval of the Lowest Responsive Bidder for the 2026 Edgeline Striping & Transverse Rumble Strips, SP 071-070-050. Public Works
Andrew Witter, Public Works Department Head
 Approved the lowest responsive bidder, Sir Lines-A-Lot, LLC, for the 2026 Edgeling Striping & Traverse Rumble Strips on various County State Aid and County Roads in 2026 for Project No. SP 071-070-050.
- 15 Professional & Technical Service Agreement for 3-year Parks Mowing Services. Public Works
Gina Hugo, Parks Director
 Approved a 3-year Professional & Technical Service Agreement for mowing in County Parks with Mickman Brothers, A Davey Company.
- 16 Final Payment for 2023 Grams Parking Lot Improvements (CP Grams2- C). Public Works
Andrew Witter, Public Works Department Head
 Approved and authorized final contract payment with New Look Contracting, Inc. for Project No. CP Grams2-C for the 2023 Grams Park Parking Lot Improvements.
- 17 Request for Out-of-State Travel & Training for GIS Staff to Attend the ESRI User Conference in San Diego, CA. Public Works
Brett Forbes, GIS Coordinator
 Approved Out-of-State travel for two GIS staff members to attend the national GIS Conference in San Diego, CA in July 2026.
- 18 Requested Over-Strength of One (1) Master Control Operator Position. Sheriff
Joel Brott, County Sheriff
 Approved a second Over-Strength of one (1) FTE Master Control Operator position, as requested by the Sheriff's Office, for 2026, to be utilized if needed for staffing and continuity of critical law enforcement operations.
- 9:05am 8 Amendment to Fund 21 to Allow for Costs Attributed Towards the Phase 3 Deconstruction Project at Two Inlets Regional Park.
Dave Lucas, Solid Waste Administrator, Gina Hugo, Parks Director
 Hulse/Gray approved 4-1 (Felber abstain) the following action, as recommended:

 Authorized transfers to 01-521-949.5947 in an amount not to exceed \$100,000 for costs attributed towards the deconstruction of buildings located at Two Inlets Regional Park.
5. 9:07am **Announcements**
- 9:07am 1 Administrator's Report, Correspondence, and Announcements. Administration
Bruce Messelt, County Administrator
 Bruce Messelt shared Thursday, April 23rd is the tour of county roads; acknowledgment and appreciation for Brian Fleming covering County Clerk duties/responsibilities.
6. 9:11am **Regular Agenda**
- 9:11am 1 Report on the County Jail and Staff Cafeteria Waste Sort. Planning & Zoning
Maureen Mossak
 Received a report on the county jail and staff cafeteria waste sort.
- 9:20am 2 Receive a Report on Results from the Split Sampling of Groundwater Monitoring Wells Located at Vonco Big Lake Landfill. Planning & Zoning
June Volkers, Hydrogeologist

- Received a report on the results from the split sampling of groundwater monitoring wells located at Vonco Big Lake landfill.
- 9:30am 3** Resolution No. 042126-AD-3282 Granting a Waiver from Section 4.4 (D) Planning & Zoning of the Solid Waste Ordinance for Curbside Waste, Inc.
Maureen Mossak
Felber/Gray unanimous to approve Resolution No. 042126-AD-3282 granting a waiver from section 4.4(D) of the solid waste ordinance for Curbside Waste, Inc.
- 9:33am 4** Resolution No. 042126-AD-3283 Granting Issuance of a Solid Waste Planning & Zoning License to Curbside Waste, Inc.
Maureen Mossak
Felber/Hulse unanimous to approve Resolution No. 042126-AD-3283 granting issuance of a Solid Waste License to Curbside Waste, Inc.
- 9:35am 5** Park Dedication Fund Request from Orrock Township for Eligible Expenses. Public Works
Gina Hugo, Parks Director
Gray/Schumacher 4 in favor, one abstention, to approve park dedication fund request from Orrock Township for eligible expenses.
- 9:40am 6** Memorandum Of Understanding (MOU) between The Metropolitan Council, Region 7W Transportation, Wright County, Cities of Albertville, Elk River, Hanover, Otsego & St. Michael to Align with the 2020 Census. Public Works
Andrew Witter, Public Works Department Head
Hulse/Felber 4-1 to approve a Memorandum of Understanding between the Metropolitan Council, Region 7W Transportation, Wright County, Cities of Albertville, Elk River, Hanover, Otsego, and St. Michael to align with the 2020 census.
- 9:49am 7** Auditor-Treasurer's Monthly Report for March 2026 Auditor / Treasurer
Loraine Rupp, Auditor/Treasurer
Felber/Hulse unanimous to approve the Auditor-Treasurer's Monthly Report for March 2026.
- 9:54am 8** Update on and Discussion of State and Federal Legislative Activities and Administration County Legislative Priorities. Administration
Bruce Messelt, County Administrator
Received an update on and discussed the state and federal legislative activities and County legislative priorities.
- 7. 10:03am Recess Regular Meeting, Open Ditch Authority**
Schumacher/Felber unanimous to recess the Regular Meeting and open the Ditch Authority meeting.
- 10:03am 1** Review and Approve the Ditch Authority Agenda. Auditor / Treasurer
Loraine Rupp, Auditor/Treasurer
Felber/Hulse unanimous to approve the Ditch Authority agenda.
- 10:13am 2** Ditch Drainage Technician's Report. Auditor / Treasurer
Mike Lindenau, County Ditch Inspector
Hulse/Felber unanimous to receive the Ditch Drainage Technician's Report.
- 8. 10:20am Adjourn Ditch Authority, Reconvene Regular Meeting**
Schumacher/Felber unanimous to adjourn the Ditch Authority and reconvene the regular meeting.
- 9. 10:21am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items**

Commissioner Felber - Energy Transition Advisory Committee (ETAC) leadership meeting, Minnesota Inter-County Association (MICA) meeting, GRRL meeting, ETAC Emerging Issues committee meeting, Parks and Trails meeting, Waste Management Facility tour, County RSVP recognition event, Xcel Open House for Sherco Solar 4, Sherburne County Association of Townships (SCAT) meeting, Rural Action Caucus minutes review, Tri-County Garden Swap event, Becker Beyond the Yellow Ribbon event, Sherburne History Center poetry reading, constituent issue work, police shooting updates.

Commissioner Schumacher - Reviewed Medical Examiner Report for 2025, watch Governor Walz's speech in Spain, Ilan Omar financial audit overview.

Commissioner Gray- MICA meeting, Soil and Water Conservation meeting, Blue Hill Township update, Substance Use Prevention (SUP) Coalition, SCAT meeting, Multi-Disciplinary team meeting, AMC webinar.

Commissioner Hulse- conversations with Elk River mayor, Technology Steering Committee meeting.

Commissioner Danielowski- NACo Economic and Workforce Development meeting, APO meeting, AMC lunch and learn webinar, Waste Management tour, SUP coalition, agenda review, SCAT meeting, Capitol testifying, Big Lake SUP coalition meeting, constituent response.

10. 10:28am Adjourn Regular Meeting

Hulse/Gray unanimous to adjourn the regular meeting.

11. 10:30am Open Workshop

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| 1 | Jail Replacement Project Update | Sheriff |
| | <i>Joel Brott, County Sheriff</i> | |
| | Received jail replacement project update. | |

12. 11:10am Adjourn Workshop

Manual Warrants

03/31/2026	4,137.00	Agency Collections
	4,137.00	Total

Commissioners Warrants

04/03/2026	925,009.43	General Revenue Fund
	227,446.85	Public Works Fund
	4.61	Human Service Fund
	3,981.90	Law Library Fund
	3,985.68	Solid Waste Fund
	11,987.04	Jail Commissary Fund
	9,445.02	Justice Center Enterprise Fund
	5,278.80	Agency Collections
	2,908.64	Taxes & Penalties Fund
	1,164,028.24	Payroll Fiduciary Fund
	2,354,076.21	Total

Manual Warrants

04/03/26	2,337.00	General Revenue Fund
	7,543.50	Agency Collections
	9,880.00	Total

Commissioners Warrants

04/10/26	324,745.32	General Revenue Fund
	1,066,858.58	Public Works Fund
	703.25	Law Library Fund
	21,654.16	Jail Commissary Fund
	4,231.66	Forfeited Land Sale
	365,364.44	Capital Proj- Building, Land Acquisition
	303,442.94	Justice Center Enterprise Fund
	135.47	Real Estate Assurance
	2,246.49	Agency Collections
	2,089,382.31	Total

Manual Warrants

04/10/26 14,088.00
14,088.00

Agency Collections
Total

IFS Warrants

04/10/26	7,177.18	AT & T Mobility
	34,926.11	Avivo
	435.73	Bruggeman-Maag/Kristina
	440.80	Carlson/Barbara
	347.62	Cassidy/Christina
	1,235.00	Central MN Mental Health Center
	314.42	Cintas
	1,050.00	City Of St Cloud
	411.45	Eliason/Heather
	1,367.10	Hennepin County
	302.11	Knaeble/Sarina
	485.75	LaCount/Carlie
	383.40	Lanigan/Ashley
	8,657.18	Mn Dept Of Human Services - SWIFT
	11,976.15	Mn Dept Of Human Services-SWIFT
	1,080.00	NACCHO
	3,889.35	Office Of MNIT Services
	523.75	Olds/Brett
	331.75	Olds/Kirsten
	365.40	Olinyk/Ashley M
	1,524.75	Quadient Leasing USA, Inc
	405.00	Seven County Process Servers, LLC
	431.38	Sickler/Matthew
	1,179.84	Sugar Lake Lodge
	352.88	Todd/Windsong
	319.00	Vee/Victoria
	6,572.58	47 Payments Less Than 300
	86,485.68	Final Total

Raeanne Danielowski

Raeanne Danielowski (May 19, 2026 14:25:53 CDT)

Raeanne Danielowski, Board Chairperson

05/19/2026

Date

Bruce Messelt

Bruce Messelt, County Administrator

05/19/2026

Date