



Sherburne County Board of Commissioners

August 4, 2026 - County Board Meeting Minutes

1. 9:00am Call to Order

The Sherburne County Board of Commissioners convened in regular session on August 4, 2026, at the Sherburne County Government Center in the City of Elk River, MN. Call to order by the Chair was at 9:00am. Commissioner Danielowski attended the meeting virtually pursuant to Minnesota Statute § 13D.04 Subd. 2.

1 Moment of Silence and Pledge of Allegiance.

2 Approval of Regular Meeting Proposed Agenda.

Felber/Gray were unanimous to approve the Regular Meeting Proposed Agenda as presented.

Roll Call Vote: Danielowski - Aye, Gray - Aye, Hulse - Aye, Felber - Aye, Schumacher - Aye

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

1 Reappointment of Russ Heiling as the Sherburne County Surveyor. Public Works

Andrew Witter, Public Works Department Head

Gray/Felber were unanimous to approve the reappointment of Russ Heiling as the Sherburne County Surveyor, effective October 3rd, 2026, through October 3rd, 2030.

Roll Call Vote: Gray - Aye, Danielowski - Aye, Felber - Aye, Schumacher - Aye, Hulse - Aye

3. 9:05am Open Forum

There were 5 people who spoke. The Chair announced that the Open Forum would continue after the Employee Recognition.

6. 9:30am Employee Recognition

1 Celebrate Spring Employee Anniversary Recognition. Administration

Bruce Messelt, County Administrator

The Board recessed to acknowledge employees who had an anniversary from January - June 2026, were recognized for their service with Sherburne County.

3. 10:05am Open Forum

The Chair reconvened the Open Forum and there were 5 more people who spoke.

5. 9:21am Announcements

1 Updates, Correspondence, and Announcements from the County Administrator. Administration

Bruce Messelt, County Administrator

A Special Meeting was proposed in order to address citizen concerns regarding the County Budget, increases in the levy and property taxes. Consensus of the Board was to hold a Special Meeting on August 27th at 6:30pm at the Sherburne County Government Center in the County Board Room. The Board was also in consensus to explore the option of also having a special meeting during the day on August 25th with the time and location to be determined.

4. 9:27am Consent Agenda

Schumacher/Gray were unanimous to approve the Consent Agenda as presented.

Roll Call Vote: Danielowski - Aye, Gray - Aye, Felber - Aye, Schumacher - Aye, Hulse - Aye

1 Official Minutes from July 14th, 2026, Regular Meeting of the County Board. Administration

Keisha Broderick, Executive Assistant

Approved the Official Minutes from the July 14th, 2026, Regular Meeting of the County Board, as presented. (On file.)

- 2 Execution of a Letter of Acknowledgment for Northern Escrow, Inc. Administration

Bruce Messelt, County Administrator

Approved and authorized execution of a Letter of Acknowledgment for Northern Escrow, Inc. (On file.)

- 3 Commissioner & Manual Warrants dated July 10th, 17th, 24th, & 26th, Auditor / Treasurer 2026.

Loraine Rupp, Auditor & Treasurer

Approve Commissioner & Manual Warrants dated July 10th, 17th, 24th, & 26th, 2026, as presented.

July 10 2026, Commissioner Warrant \$1,634,907.69

July 10 2026, Commissioner Warrants II \$108.29

July 10 2026, Manual Warrants \$5,365,499.20

July 17 2026, Commissioner Warrants \$926,659.20

June 17 2026, Manual Warrants \$16,749.50

July 24 2026, Commissioner Warrants \$6,754,076.40

July 24 2026, Manual Warrants \$14,010.70

July 26 2026, Manual Warrants US Bank P-card June \$69,881.96

- 4 2nd Quarter 2026 Donations Received by the Health and Human Services Department. Health & Human Services

Amanda Larson, HHS Director

Approved and accepted 2nd Quarter donations received by the Health and Human Services (HHS) Department. (On file.)

- 5 July 10th & July 24th, 2026, HHS IFS Admin Warrants Health & Human Services

Amanda Larson, HHS Director

Approved HHS IFS Admin Warrants dated July 10th & July 24, 2026, as presented.

July 10th, 2026 HHS IFS Admin Warrants \$102,027.90

July 24, 2026 HHSIFS Admin Warrants \$85,971.63

- 6 Waiver to the City of Elk River from the Requirement to Obtain Financial Assurance for Their Yard Waste Transfer Station Facility. Planning & Zoning

Maureen Mossak, Environmental Specialist

Approved and waived the requirement for the City of Elk River to obtain Financial Assurance for their Yard Waste Transfer Station, in accordance with Section 5.9 of the Solid Waste Management Ordinance.

- 7 Issuance of a Modified Solid Waste License to the City of Elk River Yard Waste Transfer Station. Planning & Zoning

Maureen Mossak, Environmental Specialist

Approved the Issuance of a Modified Solid Waste License to the City of Elk River to include a Waiver to Section 6.1 Financial Assurance Criteria, allowing the operation of a Yard Waste Transfer Station, for a one-year term ending June 2nd, 2027, in accordance with the Solid Waste Management Ordinance. (On file.)

- 8 Agreement and Scope of Work with Houston Engineering for Split Sampling of Groundwater Monitoring Wells Located at the Vonco Big Lake Closed Landfill. Planning & Zoning
June Volkers, Hydrogeologist
Approved an Agreement and Scope of Work with Houston Engineering for split sampling of the groundwater monitoring well network located at the Vonco closed landfill in Big Lake, at a not to exceed amount of \$14,100, and authorized the Solid Waste Administrator to execute the same. (On file.)
- 9 Agreement and Scope of Work with Houston Engineering for Vonco Residential Well Sampling. Planning & Zoning
June Volkers, Hydrogeologist
Approved an Agreement and Scope of Work with Houston Engineering for sampling of residential drinking water wells downgradient of the Vonco Big Lake closed landfill, for a not to exceed amount of \$23,800, and authorized the Solid Waste Administrator to execute the same. (On file.)
- 10 Sherburne County's Submission of the 2027 Low Income Septic Grant Application. Planning & Zoning
Marc Schneider, County Planner
Approved and authorized submission of an application to the Minnesota Pollution Control Agency (MPCA) for the 2027 Low-Income Fix-up Subsurface Sewage Treatment System Grant program, in the requested amount of \$34,000.
- 11 Renewal of a County Solid Waste License for Elk River Landfill, Inc. Planning & Zoning
June Volkers
Approved the Issuance of a Renewal License to Elk River Landfill, allowing the operation of a Municipal Solid Waste Landfill, Demolition Debris Landfill, and Processing Facility, for a five-year term ending December 31, 2031, in accordance with the Solid Waste Management Ordinance.
- 12 MnDOT Agreement #1063374 and Resolution No. 080426-AD-3301 for Federal Fund Advanced Construction of CR 44 (Project # SP 071-596-011). Public Works
Andrew Witter, Public Works Department Head
Approved MnDOT Agreement #1063374 and Resolution No 080426-AD-3301 for Federal Fund Advanced Construction of County Road 44 (Project # SP 071-596-011). (On file.)
- 13 Joint Powers Agreement with the Cities of Becker and Big Lake for a Multi-Jurisdictional Emergency Response Unit. Sheriff
Joel Brott, County Sheriff
Approved a Joint Powers Agreement with the Cities of Becker and Big Lake for a Multi-Jurisdictional Emergency Response Unit. (On file.)
- 14 Reclassification of the Computer Forensics Investigator Position within the Sheriff's Office. Sheriff
Joel Brott, County Sheriff
Approved the reclassification of Computer Forensics Investigator (Grade 14) to Senior Digital Forensics Investigator (Grade 15), as recommended.

7. 10:28am Regular Agenda

- 10:28am 1 Interim Use Permit for a Business Selling Vehicles, Boats and Farm Implements - Hussin Alkhalaf. Planning & Zoning
Lynn Waytashek, Planning & Zoning Administrator

Gray/Felber were unanimous to approve, with an Interim Use Permit for a Business Selling Vehicles, Boats and Farm Implements, with the following (12) Conditions and Findings of Fact, as recommended by the Planning Commission; for Property Address: 18005 198th Ave NW, Big Lake; PID# 10-00120-3420; Legal Desc: That pt of SE 1-4 of SW 1-4 (full legal on file); Sec 20, Twp 33, Rge 27; in Big Lake Township; with 0.65 acres in the OA Industrial District.

Roll Call Vote: Gray - Aye, Hulse - Aye, Felber -Aye, Schumacher - Aye, Danielowski – Aye

Conditions:

1. The occupant shall maintain a Dealers' License from the MN Dept. of Public Safety and comply with all license requirements.
2. Vehicles for sale or stored on the property shall be limited to passenger vehicles, light-duty trucks and trailers.
3. There shall be a maximum of 17 vehicles for sale/stored on the property by the dealership. Vehicles awaiting repair, must be kept in an orderly manner away from public view.
4. Any solid or liquid waste must be handled and disposed of according to any applicable County or State regulations. If a hazardous waste license is required by the MPCA, a copy of the license shall be provided to the County upon request.
5. Adequate off-street parking shall be available for business use. At a minimum, 1 parking stall shall be provided per 250 sq. ft. of office space floor area per Sect 17, Subd 2(10K) of the Zoning Ordinance; and 22 parking stalls shall be assigned to the dealership per MN Statute 168.27, Subd 10. Each stall shall be 9' X 18' and signed for dealership parking.
6. Vehicles for sale shall be parked in front of building as shown on Board's Packet Attachment E.
7. No vehicle shall be parked within the 10' parking/driveway setback from the property line.
8. All exterior lighting shall be directed away from the public right-of-way.
9. The business shall comply with Section 17, Subd 2 of the Zoning Ordinance regarding signs. One free standing sign (maximum 164 sq. ft.), and one wall sign is permitted (maximum 1 sq. ft. of sign area for each linear foot of building frontage up to a maximum of 128 sq. ft). Sign permits are required.
10. Hours of operation to be Monday through Friday 10:00 AM - 5:00 PM and Saturday 11:00 AM - 5:00 PM.
11. The applicant shall allow the County to inspect the property during normal business hours.
12. The applicant shall comply with all federal, state, and local laws and regulations

Findings:

1. That the Interim Use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the immediate vicinity. Yes, the proposed use is not injurious and won't diminish or impair values within the immediate area. Selling vehicles is a permitted use with the required permit(s).
2. That the establishment of the Interim Use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.
Yes, the proposed use will be the selling of used vehicles. It will not impede the normal and orderly development. This property has historically been used for auto sales and auto body repair.

3. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided.
Yes, there is no proposal to change exiting conditions on the property. No concerns or issues have been raised related to drainage.
4. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.
Yes, the applicant has sufficient parking space to accommodate the proposed use.
5. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result.
Yes, it will not cause offensive odor, fumes, dust, noise and vibration to the immediate area.

10:30am 2

Preliminary and Final Simple Plat of "Moeller Oaks" - David Jurek

Planning & Zoning

Lynn Waytashek, Planning & Zoning Administrator

Felber/Gray were unanimous to approve a Preliminary and Final Simple Plat of "Moeller Oaks" consisting of (1) lot, with the (7) Conditions, as recommended by the Planning Commission; for PID # 40-00011-3301; Legal Desc: The S 133 ft of the N 1-2 (full legal on file); Sec 11, Twp 35, Rge 29; in Palmer Township; with 86.58 acres in the Agricultural District.

Roll Call Vote: Danielowski - Aye, Gray - Aye, Hulse - Aye, Felber - Aye, Schumacher - Aye

Conditions:

1. A new legal description will need to be prepared, approved and recorded at the same time as the plat for the remnant piece (59.07 +/- acres).
2. 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.
3. When a new residence is built on this parcel, an access change in use permit from MNDOT will be required.
4. The new ingress/egress easement will need to be recorded at the same time as the plat.
5. Owner of parcel PID 40-00011-3300 will have to Consent to Plat with the utilization of the ingress and egress easement.
6. Encroachments such as trails, firepit and trampoline will need to be addressed prior to Zoning signing the mylars.
7. 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.

10:36am 3

Presented by Minnesota Inter-County Association (MICA) on Recent and Ongoing/Upcoming State and Federal Legislative Sessions and Issues.

Administration

Bruce Messelt, County Administrator, MICA Staff

Received an Update on and discuss recent and ongoing/upcoming State and Federal legislative sessions and issues.

8. 11:22am Commissioner Correspondence, Committee Reports, Upcoming Meetings, Future Agenda Items

Commissioner Gray - Budget workshop, Community Corrections Picnic, State Community Health Services State Advisory Committee, Thanked Hulse for all his work with media coverage as of late

Commissioner Felber - County Fair, Forensic Lab meeting, Planning Advisory Commission, Energy Transition Advisory Committee, Executive Steering Committee, Hazardous Household Waste Facility meetings, Great River Regional Library Finance meeting, Great River Regional Library meeting, Community Corrections Picnic, Emmer Call, Health & Human Services Picnic, State Wide Emergency Services Board, 250th Anniversary Celebraiton at Sherburne County History Center, University of Minnesota Webinar on eBikes, Introducton Rural Housing Rental Loans, Air Show in St. Cloud, Constituent Matters

Commissioner Hulse - Budget workshops, Community Corrections Picnic, Tech steering meeting, Constituent Matters,

Commissioner Schumacher - Requested a Workshop be Held to Discuss the Health & Human Services Work From Home Policy, Flock Cameras ar Rite of Ways

Commissioner Danielowski - Budget Workshop, Community Corrections Picnic, Scraps to Soil Kick Off, Emmer Staff meeting, Wave Building Committee meeting, Agenda Review, Central Minnesota Council on Aging

9. 11:32am Adjourn Regular Meeting/Break

10. 11:46am Reconvene, Open Workshop

11. 12:13pm Adjourn Workshop

Manual Warrants

7.10.26	2,307.00	General Revenue Fund
	297.54	Hra & Ec Dev Fund
	13,272.50	Agency Collections
	21,357.66	Taxes & Penalties Fund
	312,690.77	School Districts Collections
	5,015,573.73	Towns & Cities Collections
	5,365,499.20	Total

Commissioner Warrants

7.10.26	907,224.89	General Revenue Fund
	465,278.51	Public Works Fund
	52.50	Human Service Fund
	2,140.00 J	Jail Commissary Fund
	210,946.90	Justice Center Enterprise Fund
	2,461.50	Real Estate Assurance
	3,990.50	Agency Collections
	16,021.00	Taxes & Penalties Fund
	26,791.89	Payroll Fiduciary Fund
	1,634,907.69	Total

Commissioner Warrants II

7.10.26	108.29	General Revenue Fund
	108.29	Total

Warrants

7.10.26	35,576.61	Avivo
	376.30	Aydt/Kelsey
	993.75	Children Youth & Families
	1,382.77	Children's Dental Services
	400.00	City of Elk River
	1,050.00	City Of St Cloud
	370.00	ECM Publishers Inc
	478.48	Engelhaupt/Cody
	504.18	Franzwa/Martha
	521.70	GBR Interpreting & Translation Services

	732.64	Graves-Petron/Trisha
	6,114.47	Hennepin County
	667.00	Ignite
	450.00	Institute for Community Alliances
	329.88	LaCount/Carlie
	599.50	Lexis Nexis
	7,953.67	Lutheran Social Service Of Minnesota
	1,548.48	Neumann/Roy J
	3,052.35	Office Of MNIT Services
	363.95	Olds/Brett
	3,050.00	Rivara LLC
	7,528.00	Sherburne Co Community Corrections
	5,625.00	Sherburne County Auditor Treasurer
	1,102.00	Sickler/Matthew
	447.70	The Bridge World Language Ctr Inc
	3,698.35	USPS-POC
	12,000.00	YMCA - Elk River
	5,111.12	32 Payments less than 300
	102,027.90	Total
Commissioner Warrants		
7.10.26	99,546.17	Human Service Fund
	80 2,432.77	Agency Collections
	48.96	Children's Mental Health Collaborative
	102,027.90	Total
Manual Warrants		
7.17.26	2,462.00	Human Service Fund
	14,287.50	Agency Collections
	16,749.50	Total
Commissioner Warrants		
7.17.26	314,399.89	General Revenue Fund
	432,116.17	Public Works Fund
	52.50	Human Service Fund
	40.00	Law Library Fund
	39,254.78	Solid Waste Fund
	52,559.16	Jail Commissary Fund
	148.88	Sherco Regional Rail Authority
	88,087.82	Justice Center Enterprise Fund
	926,659.20	Total
Commissioner Warrants		
7.24.26	83,950.61	Human Service Fund
	2,021.02	Agency Collections
	85,971.63	Total
Manual Warrants		
7.24.26	2,398.70	General Revenue Fund
	11,612.00	Agency Collections
	14,010.70	Total
Warrants		
7.24.26	7,174.36	AT & T Mobility
	34,078.38	Avivo
	870.44	Boetel/LeAnne
	1,740.00	Breezy Point Resort
	461.56	BreezyBilling
	997.50	Central MN Mental Health Center
	1,610.75	Children Youth & Families
	1,050.00	City Of St Cloud

370.00	ECM Publishers Inc
460.38	Eliason/Heather
700.00	Fraboni, MD/Americo
530.20	GBR Interpreting & Translation Services
422.68	Glaser/Kieran
1,000.00	Ignite
490.83	Martin/Amanda J
516.00	Pinnacle Printing Inc
335.00	Seven County Process Servers, LLC
695.00	Sherburne Co Mental Health Advis Council
18,037.36	Sherburne County Sheriff
581.98	Stenseng/Sara
350.18	Stoy/Suzanne
10,000.00	Tri-Cap
3,499.03	32 Payments less than 300
85,971.63	Total
Commissioner Warrants	
7.24.26	350,797.91 General Revenue Fund
	5,824,240.32 Public Works Fund
	1,341.15 County Ditch Fund
	5,225.20 Law Library Fund
	70,473.04 Solid Waste Fund
	68,631.64 Jail Commissary Fund
	376,598.84 Capital Proj- Building, Land Acquisition
	7,791.36 Justice Center Enterprise Fund
	870.34 Agency Collections
	48,106.60 Payroll Fiduciary Fund
	6,754,076.40 Total
Manual Warrants – US Bank Pcard	
7.27.26	60,969.15 General Revenue Fund
	6,265.81 Public Works Fund
	321.04 Human Service Fund
	490.16 Solid Waste Fund
	1,835.80 Jail Commissary Fund
	69,881.96 Total

Raeanne Danielowski

Raeanne Danielowski (Aug 18, 2026 15:29:42 CDT)

Raeanne Danielowski, Board Chairperson

08/18/2026

Date

Bruce Messelt

Bruce Messelt, County Administrator

08/18/2026

Date