

## **SHERBURN CITY COUNCIL MEETING**

**May 4, 2026 at 5 P.M. | CITY HALL, 21 E 1<sup>ST</sup> STREET**

### **CALL TO ORDER**

Mayor Warren Olson duly called the meeting to order at 5:00pm. Members present: Sarah Kramer, Rick Behne, Ronnie Beckius, Brad Ringnell, and Deputy Clerk Sean Devens. Clerk/Treasurer Andrea Ballard is not present at the city hall as she is at her municipal clerk's institute for her third year. She is currently listening to the meeting on teams.

### **OPEN PUBLIC COMMENT**

No public comment.

### **APPROVAL OF AGENDA**

Motion by Ringnell to approve the agenda with the addition on the consent agenda for SFDRA Temporary Liquor License. Second by Behne. Motion Carried 5-0

### **CONSENT AGENDA**

Motion by Ringnell to approve the agenda. Second by Kramer. Motion Carried 5-0

-Comment by Ringnell on city staff overtime and why there was so much overtime. Ringnell questioned who is responsible for approving overtime. Discussion by Council and Mayor Warren Olson on how to manage that without micromanaging and knowing when overtime will be used and to what it will be used on and when to push it to the next day or pay cycle. Questioned why overtime was not being approved by the city council. Clerk response for previous overtime used was auditor preparation and annual audit. No other responses were given at this time. No decision or motion was made as there was uncertainty on who approves overtime and city staff titles are a "new dynamic".

1. Approval of Regular Meeting Minutes -April 20, 2026
2. Approval of Checks: GEN: 1780e-l 8 | 5e, 48115-48151
3. Approval of Payroll Period 2026-8
4. Approval of April Utility Billing Adjustments
5. Wine/Liquor MLS Inventory
6. March Monthly Financial Statements & Bank Reconciliations

## **REGULAR AGENDA**

1. Allen Aukes - Midwest IT Quote
  - Midwest IT Quote brought forward. Council questioned tabling this to next meeting for more information on other companies and further questions about the contract, if not signed would services continue. Kramer questioned are current contract status and month to month billing. Motion by Kramer to table this quote and discussion till the next council meeting when we obtain more information. Second by Beckius. Motion Carried 5-0
2. Lions Club Donation Request- Holiday Festival - \$1200
  - No Discussion. Motion to approve the donation by Ringnell. Second by Kramer Motion Carried 5-0

## **OLD BUSINESS**

1. Emerald Ash Borer
  - Discussion was had by council. Council requested city staff to contact two different arborists and Bolton and Menk as they have one on their staff per Ringnell according to their soonest availability. There was a motion made by Ringnell to city staff to request proposals from two different arborists for the City of Sherburn regarding Emerald Ash Borer & Trees. Second by Behne. Motion Carried 5-0

## **POLICE CHIEF REPORT**

- Trevor Yochim, Police Chief, had nothing to report. Piles left after junk day are being taken care of. Beckius thanked the police department for their help with everything.

## **CLERK'S UPDATE**

1. 211 N. Prairie Street – Closing
  - Clerk reported that closing is still in the process of closing and getting documentation put together from Birkholz and our notary. Staff will continue to coordinate and provide updates till this is completed.

-City staff are currently working on this application/policy to ensure we are following state guidance and ongoing compliance. This allows the city to maintain potential retail opportunities within the city.

3. 2025 Audit - Fieldwork Completed

-City staff informed council that fieldwork has been completed. This year seemed to be much better than previous years as things are being scanned into our shared folder online. Everything they requested they received in an orderly fashion through electronic capability. Auditing team is moving forward with their next step, which is their presentation in June.

4. Municipal Liquor Store Roof - Repair/Replacement Needed

- City staff discussed the liquor store roof. A video has been emailed to council members. The roof at the liquor store needs replacement. Public works received a quote from Patten Roofing that was provided to council. Council request city staff and public works to get another quote before they decide to fix the issue. City staff agreed that we would obtain another quote. There was discussion about public works experience with these quotes in the past and their belief that the current quote would be the cheapest option.

5. 2027 Budget Planning - Council Priorities

- City staff reported to council that budget season is approaching, and city staff would like council to start thinking about priorities, goals, needs, and wants for the budget year 2027.

## **REPORT FROM THE MAYOR AND COUNCILMEMBERS**

Beckius: Nothing

Kramer: Kramer checked into dilapidated properties with Martin County. Per Kramer some properties won't be available for back taxes for another potential two years. Kramer requested private parties to reach out to those property owners for those homes. Kramer also asked if Carter is working now. Staff did inform Kramer that Carter is working and doing well.

Behne: Behne also made comments on dilapidated properties, the process, and sending letters for securing the homes for safety. Also commenting on sending letters to all homes so that it is fair for all dilapidated property homeowners.

Ringnell: Questioned city staff about if they have sent a letter to the homeowner on Lynn Street. City staff have sent that letter with a deadline attached. Also stated that the council should request that if homeowners don't meet the deadline, the city should

stated that he wants the camera to operate at the tree dump site as he can see that there are obstructions currently covering it. He has items placed over there again that don't belong and he does not want to lose access as the dump site is a good benefit for our community. Another comment by Ringnell was requesting approval for Zac's Sales and Service to obtain an incinerator for their junk wood. Council did not have an issue with this device if it is regular wood, contained, and nothing harmful for the community. Lastly, Ringnell stated that the council needs to find and hire an attorney for the Union as the City Attorney will not represent them for Union negotiations. Council requested Ringnell reach out to the clerk in Welcome, MN for recommendations.

Olson: Communicated with other members about the dilapidated properties. Agreed with other council members about sending letters to all dilapidated property homeowners. No further comment.

## **ADJOURN**

Motion by Ringnell to adjourn at 5:30pm. Second by Kramer. Motion Carried 5-0.

Sean Devens,  
Deputy City Clerk