

SHERBURN CITY COUNCIL MEETING MINUTES

June 1, 2026 at 5 P.M. | CITY HALL, 21 E 1ST STREET

CALL TO ORDER Mayor Warren Olson duly called the meeting to order at 5:00 p.m. Council members present include Rick Behne, Sarah Kramer, Ronnie Beckius, and Brad Ringnell. Also present include Andrea Ballard, City Clerk/Treasurer and Sean Devens, Deputy Clerk.

OPEN PUBLIC COMMENT

- Ana Van Laanen, Sherburn Resident, spoke regarding her feelings on being subject to harassment from SWPD regarding a civil dispute between her and a neighbor.
- Mark Gaalswyk, Easy Automation Solutions introduced himself to Council and indicated he was here to listen to the tree discussion and has submitted information regarding ash tree treatments.

APPROVAL OF AGENDA Motion by Beckius to approve as presented. Second by Ringnell. 5-0. Carried.

CONSENT AGENDA Motion by Ringnell to approve with clarification of spelling of a name as well as questioning if the South Park bathrooms were open. Second by Behne. 5-0. Carried.

1. Approval of Regular Meeting Minutes – May 18, 2026
2. Approval of Checks: GEN: 1854-1868e, 48239-48260
3. Approval of Payroll Period 2026-10
4. Approval of April Financial Report & Bank Reconciliation

REGULAR AGENDA

1. Sherburn Fire Relief Association Report & Pension Increase Request – Ryan Ross, Treasurer of the SFRA presented a report to Council addressing the financial standing of the SFRA. Ross stated there was an increase in service pension was voted on during annual FRA meeting in February for a proposed pension increase, from \$2,400 to \$2,700 for a yearly service pension. Ross went over the pension increase justification, effects, risks, and an overall summary of the relief association asking for an increase. FRA is ranked 2% in state standing for return on investments. Motion by Beckius to approve the increase, second by Behne. 4-0-1 (Ringnell abstained).
2. Request for Purchase Approval - Mini Cutter Purchase for SFD - Motion to approve quote from Jefferson Fire by Ringnell. Second by Kramer. 5-0. Carried.
3. Ordinance 2026-03: Amending City Code Regarding Responsibility of Boulevard Trees – Ballard indicated this is the second time Council has had a chance to review this Ordinance. Council asked for clarification regarding setbacks and the definition of boulevard.
4. Consideration of Boulevard Tree Permit and Administrative Approval Policy – Motion by Ringnell to table. Second by Beckius. Discussion included species of trees that can be planted should not be stipulated. 5-0. Carried.
5. Consideration Request for Blighted Property Fund – Staff is requesting council consideration to allow Blighted Property Fund reimbursement eligibility for demolition-related dumpster, hauling, and disposal expenses when associated with an approved

blighted property demolition project, while maintaining the current reimbursement cap of \$2,500 per property. Motion by Kramer to approve the request as presented. Second by Behne. 5-0. Carried.

OLD BUSINESS

1. Ziegler Quotes for Wheel Loader, Blower, and Plow – Ballard provided updated quotes as well as having Paul Schoen, Public Works speak on any questions or concerns. Behne stated the priority should be the wheel loader whereas Ringnell stated we should have a second quote. Ballard will provide something to the next meeting.
2. IT Services – Ballard provided an update regarding IT services and the cost breakout between Midwest IT and Custom Computers. Ballard stated there was another provider that may be able to provide services and will bring a Bevcomm bid estimate for next meeting, if possible.
3. Dilapidated Buildings – Birkholz Memo – Ballard reviewed the memorandum provided by the City Attorney regarding blighted and dilapidated properties within the City. Discussion included the letters previously sent to identified property owners and the legal procedures required for further enforcement actions. The memorandum was presented for Council information and consideration of potential next steps. No action was taken.
4. Part Time Employee for City Hall – Ballard presented, upon council request at last meeting, information regarding the need for a part time employee at City Hall. The discussion included about 10-15 hours per week. No action was taken and further information was requested by council.

POLICE CHIEF REPORT – No report.

CLERK'S UPDATE

- Hazard Mitigation Planning – Martin County - Staff continues to work with Martin County on hazard mitigation planning efforts. These discussions focus on emergency preparedness, long-term planning, and identifying opportunities to improve resiliency and reduce future risks within the community.
- Recent Safety Training - Staff recently participated in safety training related to interactions with the public and general workplace safety. The training provided helpful information and resources regarding de-escalation, awareness, and maintaining a safe environment for both staff and residents. While this training was helpful, making sure our office space is set up to ensure staff safety will be an active step in the right direction. Last year, Troy Walsh provided a Safety Audit that indicated a door and further barriers would be incredibly helpful in our space.
- Received a few ash tree proposals thus far, however city staff will wait until 6.15.2026 to bring forward to council per request for proposal.
- EDA Program Updates - The EDA recently made changes to and created new programs.
- Hydrant Repairs – both hydrants on N. Manyaska and Lynn were replaced. Slight delays due to weather and issues draining the lines contributed to water being off for longer than anticipated.
- Paul Schoen updated council regarding the following: water plant pumps were pulled for annual maintenance, as well as lift stations with no issues found. Parks are doing well. Crack sealing has been completed. Seal coating will be completed in the northeast corner

of town. Ringnell – wants to know about paint spraying for curbs, fire hydrant flushing, and the school crossing walk lights.

REPORT FROM THE MAYOR AND COUNCILMEMBERS

-Rick Behne – inquired whether a property owner would be responsible for repairing the street following recently completed sewer work. Ballard stated this is accurate and the understanding is concrete will be poured as soon as possible.

-Brad Ringnell – reported that the Ambulance Service submitted the required annual report regarding ambulance service refusals. As a result of the reporting process, approximately \$20,000 was received by the Ambulance Service. Ringnell indicated he would like the funds to be designated for the Ambulance Replacement Fund. Ringnell also reported that the Ambulance Service received approximately \$88,000 in state aid funding. He noted that the Ambulance Service is in need of a new ambulance, and additional discussion regarding ambulance replacement and funding options will be brought forward at a future council meeting. Ringnell inquired about the recent transfer of funds to Temperance Lake Ridge. Discussion followed regarding the transfer and the facility's recent financial performance

-Sarah Kramer – raised several questions regarding Temperance Lake Ridge, including the Facebook page and management companies.

ADJOURN Motion by Ringnell to adjourn at 7:03 p.m. Second by Kramer. 5-0. Carried.

Andrea Ballard
City Clerk/Treasurer