SHERBURN CITY COUNCIL MEETING MINIUTES
September 21, 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 include Ronnie Beckius, Rick Behne, and Brad Ringnell. Also present: Andrea Ballard, City Clerk/Treasurer and Sean Devens, Deputy Clerk. Sarah Kramer arrived at 5:03 p.m., during the consent agenda.

OPEN PUBLIC COMMENT No open public comment was made.

APPROVAL OF AGENDA Motion by Ringnell to approve the agenda with additions as listed below. Second by Beckius. 4-0. Carried.

ADDITIONS:

1. Consent Agenda: Turkey Bingo Temporary on Sale License
2. Regular Agenda: Resolution 2026-20 Approving Preliminary Levy and Ambulance Discussion

CONSENT AGENDA Motion to approve by Ringnell. Second by Beckius. 5-0. Carried. Kramer arrived during consent agenda being read and Ringnell questioning overtime hours.

1. Approval of Regular Meeting Minutes – September 8, 2026
2. Approval of Checks: GEN: 2033-2044e, 48614-48655
3. Approval of Payroll Period 2026-18
4. Temporary On Sale Liquor License for Sherburn Fire Relief Association – Turkey Bingo

REGULAR AGENDA

1. Travis Winter – Bolton & Menk spoke with council regarding the PFA response not being provided before the bid requirements. Some of original sewer line to town, meaning the need is there. Discussion included: other infrastructure needs, what is under the new HWY 4 road not lasting, life expectancy of sewer lining. Motion by Ringnell to approve the low bid. Second by Kramer. 5-0. Carried. Next, discussion on the Empire Pipe Service report after South Manyaska was completed. Real solution will be planning for an infrastructure replacement. Winter suggested a Facility Plan for Public Facilities Authority to bring all of these areas in on a replacement schedule. PFA grant funds are best to move towards as they are allocated when bonding bills are passed, whereas USDA funding is limited.
2. Request for Proposals for Temperance Lake Ridge Management Company - Three proposals have been submitted. Ringnell likes Ebeneezer most, stated Cornerstone does not have his vote. Kramer reminded Council of the memo that was provided by our Attorney. Council asked Ballard to read the "bottom line" of this memo aloud. Mayor Olson indicated a need to give them another year. Council requested Ballard have Ryan Ravellete at the next meeting. Motion by Ringnell to table. Second by Kramer. 5-0. Carried.
3. Municipal Liquor Store Monthly Report – August 2026 – Ballard presented the monthly report to the Council. No questions or concerns noted. Ringnell asked about the financial status of the bar – Ballard informed Council these numbers are included in the monthly financial reports provided under the consent agenda.
4. Resolution 2026-20 Approving Preliminary Levy – Motion by Ringnell to accept Resolution 2026-20 as presented. Second by Behne. Roll Call Vote: Ringnell, yea; Behne, yea; Beckius, yea; Kramer, yea; Olson, yea. 5-0. Carried.
5. Ambulance Discussion – Brad Ringnell spoke stating that the standard has been to replace an ambulance every 10 years and if they ordered one today, it would be two years before it was completed. Ringnell indicated the 2016 has approximately 94,000 miles and the 2006 has

approximately 86,000. A new ambulance is approximately $378,000 and Ringnell indicated there currently is over $100,000 in funds set aside for this, with the potential of obtaining further grant funds. Ringnell asked the Council for permission to get put on the list for production. Motion by Olson to table until next meeting. Second by Kramer. 5-0. Carried.

OLD BUSINESS

1. Movie Theater Discussion - Movie Theater Discussion - Contract has been sent but not received back from current operators. City Staff will create a rental agreement similar to that of the Community Hall.

POLICE CHIEF REPORT – Trevor Yochim, Sherburn Welcome Police Chief was unable to attend the meeting. Yochim provided Council with the monthly report for August 2026. No questions were raised.

CLERK'S UPDATE – Andrea Ballard, City Clerk/Treasurer, informed Council of the following:

- The City was approved for a safety grant through the Minnesota Department of Labor and Industry for improvements at City Hall. We are very thankful to have received this funding after Sean Devens, Deputy Clerk submitted the grant application. We will begin contacting K&W Electric and other contractors/companies to get the work scheduled.
- Attended a meeting with our ambulance billing company to review annual receivables and discuss the current status of ambulance billing.
- The EDA approved two childcare grant applications for the Sherburn area. Currently working with our attorney to make sure the grant agreement language is clear and legally binding, including the City's ability to seek repayment if the requirements of the grant are not met. The EDA also approved another Rehabilitation Improvement grant application.
- Intentions to schedule a work session with Council to go through the facility assessments that were previously presented to Council. Further discussion was not had on the assessments at that time, and it would be helpful to set aside some time to review the findings, costs, and next steps.
- Public Works plans on utilizing the new payloader for Leaf Pick Up this year. Anticipated timeline for arrival is October 20.

REPORT FROM THE MAYOR AND COUNCILMEMBERS

Sarah Kramer – informed Council on conversations she had with a potential new business in town.

CLOSED SESSION

Motion by Ringnell to go into closed at 6:30 p.m. to discuss property sale of Pocket Park and the Performance Review of Paul Schoen. Second by Beckius. 5-0. Carried.

Motion by Ringnell to come into open at 6:50. Second by Kramer. 5-0. Carried.

Motion by Ringnell to sell Pocket Park to Justin Fenlon with the terms of the purchase agreement listed. Second by Beckius. 5-0. Carried.

Motion by Ringnell to accept Paul Schoen's performance review as presented. Second by Kramer. 5-0. Carried.

ADJOURN Motion by Ringnell to adjourn at 6:51 p.m. Second by Kramer. 5-0. Carried.

Andrea Ballard, City Clerk/Treasurer