

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: January 2, 2024

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present: Dewey Severson, Eric Johnson, Robert Burns, Bob Schuldt, and Greg Myhre

Others Present: Interim Auditor/Treasurer Polly Heberlein, Reporter Charlene Selbee, Reporter Rose Korabek, Finance Director Carol Lapham, Board Clerk/EDA Director Allison Wagner, Recorder Mary Betz, Human Resources Director Theresa Arrick-Kruger, Public Health and Human Services Director John Pogleasa, IT Director Andrew Milde, Engineer Brian Pogodzinski, Sheriff Brian Swedberg, Zoning Administrator Amelia Meiners, Deputy Auditor/Treasurer Eliana Babinski, and Fillmore County Journal Publisher Jason Sethre

Presiding: Board Clerk Wagner, Chairperson pro tem

Call to order.

Pledge of Allegiance.

Wagner requested nominations for 2024 Board of Commissioner Chairperson. Commissioner Severson nominated Commissioner Burns for Chairperson 2024. Commissioner Myhre nominated Commissioner Johnson for 2024 Board Chairperson and Commissioner Burns seconded the motion, it carried unanimously. There were no other nominations.

Chairperson Johnson asked for nominations for board Vice-Chairperson. Motion was made by Commissioner Johnson to nominate Commissioner Schuldt for Vice-Chairperson 2023. Commissioner Burns seconded the motion, and it carried unanimously. There were no other nominations.

Motion was made by Commissioner Severson, seconded by Commissioner Myhre, motion unanimously carried to approve the agenda.

Motion was made by Commissioner Severson, seconded by Commissioner Burns, motion carried unanimously to approve the meeting minutes from December 26, 2023.

Public Comment:

Associate Editor Rose Korabek from the *Caledonia Argus* said she would respect the Commissioners decision regarding the official 2024 County newspaper. She said the *Caledonia*

Argus covered Houston County exclusively. She said the *Caledonia Argus* had recently reestablished credibility with many stakeholders and changed their model.

APPOINTMENTS

Interim Auditor/Treasurer, Heberlein, opened the sealed bids for the official County newspaper 2024. There were two bids. One was from *Caledonia Argus* and the other was from *Fillmore County Journal*. Heberlein read the rate amounts line by line to Commissioners. The bid amounts are below.

Caledonia Argus

OFFICIAL NEWSPAPER FOR 2024 Official proceedings of the County Board and all notices required to be published in the county's official paper. Charge per inch (based on a 7 point type, Arial font, with 8 point leading) \$ 5.00

MISCELLANEOUS NOTICES that are not required to be published in the Official Paper (per column inch). Legal Rate \$ 9.00 Display Rate \$ 9.00

FIRST PRINTING OF 2023 FINANCIAL STATEMENT Charge per inch (based on a 7 point type, Arial font, with 8 point leading) \$ 5.00

PUBLICATION OF SAMPLE BALLOT INFORMATION Charge per inch (based on a 7 point type, Arial font, with 8 point leading) \$ 5.00

PUBLICATION OF TAX FORFEITURE INFORMATION Charge per inch (based on a 7 point type, Arial font, with 8 point leading) \$ 5.00

PUBLICATION OF DELINQUENT TAX LIST: Charge per inch (based on a 7 point type, Arial font with 8 point leading) \$ 5.00

Fillmore County Journal

OFFICIAL NEWSPAPER FOR 2024 Official proceedings of the County Board and all notices required to be published in the county's official paper. Charge per inch (based on a 7 point type, Arial font, with 8 point leading) \$ 7.00

MISCELLANEOUS NOTICES that are not required to be published in the Official Paper (per column inch). Legal Rate \$ 7.00 Display Rate \$ 7.00

FIRST PRINTING OF 2023 FINANCIAL STATEMENT Charge per inch (based on a 7 point type, Arial font, with 8 point leading) \$ 7.00

PUBLICATION OF SAMPLE BALLOT INFORMATION Charge per inch (based on a 7 point type, Arial font, with 8 point leading) \$ 7.00

PUBLICATION OF TAX FORFEITURE INFORMATION Charge per inch (based on a 7 point type, Arial font, with 8 point leading) \$ 7.00

PUBLICATION OF DELINQUENT TAX LIST: Charge per inch (based on a 7 point type, Arial font with 8 point leading) \$ 7.00

Commissioners discussed the bids. *Fillmore County Journal* Publisher Jason Sethre said readers received the *Fillmore County Journal* free. He said the *Fillmore County Journal* covered all of

Houston County except for La Crescent. Commissioner Burns said he wanted to give his perspective of the bids. He said the Fillmore County Journal had established an office in Houston County, but he was looking at what bid was “cheaper”. Motion was made by Commissioner Severson, Seconded by Commissioner Burns, motion carried unanimously to make *Caledonia Argus* Houston County’s Official Newspaper for 2024.

CONSENT AGENDA

Motion by Commissioner Severson, seconded by Commissioner Burns, motion unanimously carried to approve the consent agenda. Items approved are listed below.

- 1) Approve the rescission of the offer of employment to Lori Ollendieck as a probationary 0.8 FTE Environmental Services Clerk, B21.
- 2) Approve initiating a competitive search for a 0.8 FTE Environmental Services Clerk, B21.

ACTION ITEMS

File No. 1 – Commissioner Severson moved, Commissioner Burns seconded, motion unanimously carried to adopt Resolution No. 24-01 and designate *Caledonia Argus* the 2024 Official Newspaper. See resolution below.

RESOLUTION NO. 24-01

2024 OFFICIAL NEWSPAPER

January 2, 2024

WHEREAS, Minn. Statute § 375.12 Subd. 1, requires a county to solicitations of bids annually at the first regular meeting for an official paper;

THEREFORE, BE IT RESOLVED, by the Houston County Board of Commissioners, that the following publications have been designated as the Official Newspaper for publication of minutes, public notices, and other routine county business, with the accepted rates for publication expenses:

CALEDONIA ARGUS

OFFICIAL NEWSPAPER FOR 2024 Official proceedings of the County Board and all notices required to be published in the county's official paper. Charge per inch (based on a 7 point type, Arial font, with 8 point leading) \$ 5.00

MISCELLANEOUS NOTICES that are not required to be published in the Official Paper (per column inch). Legal Rate \$ 9.00 Display Rate \$ 9.00

FIRST PRINTING OF 2023 FINANCIAL STATEMENT Charge per inch (based on a 7 point type, Arial font, with 8 point leading) \$ 5.00

PUBLICATION OF SAMPLE BALLOT INFORMATION Charge per inch (based on a 7 point type, Arial font, with 8 point leading) \$ 5.00

PUBLICATION OF TAX FORFEITURE INFORMATION Charge per inch (based on a 7 point type, Arial font, with 8 point leading) \$ 5.00

PUBLICATION OF DELINQUENT TAX LIST: Charge per inch (based on a 7 point type, Arial font with 8 point leading) \$ 5.00

File No. 2 – Commissioner Myhre moved, Commissioner Severson seconded, motion unanimously carried to adopt Resolution No. 24-02 Account Powers Granted for Merchants Bank N.A. See resolution below.

RESOLUTION NO. 24-02

**ACCOUNT POWERS GRANTED
MERCHANTS BANK N.A.**

January 2, 2024

BE IT RESOLVED, the Houston County Board of Commissioners authorizes County Interim Auditor/Treasurer Polly Heberlein the authority to open any deposit or share accounts in the name of Houston County and further authorizes Interim Auditor/Treasurer Heberlein, Finance Director Carol Lapham and Board Chairman to endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial institution.

File No. 3 – Commissioner Burns moved, Commissioner Myhre seconded, motion unanimously carried to adopt Resolution No. 24-03 Account Powers Granted for ESB Banking. See resolution below.

RESOLUTION NO. 24-03

**ACCOUNT POWERS GRANTED
ESB BANKING**

January 2, 2024

BE IT RESOLVED, the Houston County Board of Commissioners authorizes County Interim Auditor/Treasurer Polly Heberlein the authority to open any deposit or share accounts in the name of Houston County and further authorizes Interim Auditor/Treasurer Heberlein and Finance Director Carol Lapham, and Board Chairman to endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with the requirement of two signatures with this Financial institution.

File No. 4 – Commissioner Burns moved, Commissioner Myhre seconded, motion unanimously carried to adopt Resolution No. 24-04 designating 2024 Annual Appropriations. See resolution below.

RESOLUTION NO. 24-04

2024 ANNUAL APPROPRIATIONS

January 2, 2024

WHEREAS, The Houston County Board of Commissioners approved the 2024 Annual Budget on December 26th, 2023;

BE IT RESOLVED, by the Houston County Board of Commissioners, that the following appropriations will be made in 2024 as appropriate from the County Revenue Fund:

| ORGANIZATION | 2024 BUDGET |
|---|------------------------|
| SE Minnesota Initiative Fund | \$3,750 |
| SEMAAA | \$2,000 |
| SELCO | \$193,492 |
| Emergency Medical Service | \$15,000 |
| SEMCAC - Senior & Caregiver Advocacy | \$1,500 |
| SEMCAC - Senior Nutrition | \$2,000 |
| SEMCAC - Transportation Program (Donation Rides) | \$1,500 |
| Historical Society | \$37,500 |
| Historical Society - Matching Funds (Maximum) | \$5,000 |
| Southern MN Tourism/Historic Bluff Country | \$942 |
| Agricultural Society | \$20,000 |
| Agricultural Society - Prior Year Financials Additional | \$4,000 |
| RRSWCD | \$129,000 |
| SE MN EMS | \$5,000 |
| TOTAL | \$420,684 |

File No. 5 – Commissioner Severson moved, Commissioner Schuldt seconded, motion unanimously carried to adopt Houston County’s Earned Sick and Safe Time policy.

File No. 6 – Commissioner Burns moved, Commissioner Schuldt seconded, motion unanimously carried to approve a Memorandum of Agreement with LELS #415.

File No. 7 – Commissioner Severson moved, Commissioner Burns seconded, motion unanimously carried to approve a Memorandum of Agreement with LELS #237.

File No. 8 – Commissioner Myhre moved, Commissioner Schuldt seconded, motion unanimously carried to approve a Memorandum of Agreement with LELS #60.

File No. 9 – Commissioner Myhre moved, Commissioner Severson seconded, motion unanimously carried to reappoint Wayne Runningen to the Board of Adjustment for a three year term ending on 12/31/2026.

File No. 10 – Commissioner Myhre moved, Commissioner Severson seconded, motion unanimously carried to reappointing Ken Anderson to the Board of Adjustment for a three year term ending on 12/31/2026.

File No. 11 – Commissioners reviewed and discussed updating the Commissioner Committee Assignment List and Chart for 2024. Three Commissioners were interested in serving on the Personnel Committee in 2024. Commissioners Johnson and Myhre had both served on the committee in 2023 and were interested in continuing to serve on the committee. Commissioner Severson said he had not had the chance to serve on the committee yet, and was also interested. Commissioner Burns moved, Commissioner Severson seconded, motion passed three to two to appoint Commissioners Johnson and Severson to the 2024 Personnel Committee. The Commissioners voted by roll. Commissioners Severson, Johnson, and Burns voted yes. Commissioners Schuldt and Myhre voted no. Commissioner Schuldt said he voted no because he was going to make a different motion. It was the general consensus of the board to adopt the rest of the Commissioner Assignment List and Chart 2024 at the meeting the next week when the entire list had been updated.

DISCUSSION ITEMS

Commissioner Johnson said 2024 would be a negotiation year for the County and that the County should begin the process soon. He also suggested conducting Department Head Reviews like had been done in the past. It was suggested by Commissioner Severson that the reviews begin in June of 2024.

Commissioner Johnson said he had received some emails regarding the redesign of the Minnesota State flag. He shared with the Commissioners a resolution passed by Crow Wing County opposing the redesign of the State flag and seal and asked the Houston County Commissioners if this was something Houston County wanted to consider. The Commissioners discussed the matter and decided a resolution opposing the redesign should be put on the agenda for consideration the following week.

Commissioner Schuldt said the City of Hokah had recently been notified by the State that the speed limit would be changing on Highway 16 from Main Street (Hwy 44) west of the City to the end of the City limits near 10th Street from 55 to 60 miles per hour. Signs would be updated soon. He said this was concerning as he felt the current speed was already too high. Houston County had passed Resolution No. 20-13 in 2020 Request for Minnesota Department of Transportation (MnDot) to Review Speed Limits on Highway 16 in the City Limits of Hokah,

Minnesota. The reason for Resolution was to encourage MnDot to lower the speed rather than increase it. Schuldt said the highway included shoulder with a walking path and said there had been fatality accidents in the area in the past. Commissioner Schuldt said he had been in contact with Mike Schweyen, the MnDot District 6 Traffic Engineer regarding the matter, and had expressed his concerns.

Commissioner Burns said three Jeeps currently rented by the County would be coming due soon. He said Sleepy Hollow could match the State bid. The Commissioners discussed the plan for vehicles going forward and the possibility of staggering the rotation going forward.

Commissioner Severson said La Crescent wanted the County to revisit the possibility of implementing a no wake zone. He said they had new information to share. The Commissioners discussed if the matter could come before the board again, or if it needed to wait a year since the Commissioners had already voted no to the no wake zone in 2023. Commissioner Severson said he would look into that.

Engineer Pogodzinski said he had been contacted by Senator Amy Klobuchar's office and she would be visiting Houston County on Friday January 5th. He said she was interested in discussing Houston County's federally funded projects. It was decided that Commissioners Johnson and Burns would attend the meeting.

There being no further business at 10:51 a.m., a motion was made by Commissioner Severson, seconded by Commissioner Burns, motion unanimously carried to adjourn the meeting. The next meeting would be a regular meeting on January 9, 2024.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Eric Johnson, Chairperson

Attest: _____
Polly Heberlein, Interim Auditor/Treasurer

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: January 9, 2024

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present: Dewey Severson, Eric Johnson, Robert Burns, Bob Schuldt, and Greg Myhre

Others Present: Interim Auditor/Treasurer Polly Heberlein, Reporter Charlene Selbee, Reporter Rose Korabek, Finance Director Carol Lapham, Board Clerk/EDA Director Allison Wagner, Recorder Mary Betz, Human Resources Director Theresa Arrick-Kruger, Public Health and Human Services Director John Puggleasa, IT Director Andrew Milde, Engineer Brian Pogodzinski, Sheriff Brian Swedberg, Deputy Auditor/Treasurer Mark Bennett, Veterans Services Officer Robert Thoen, Surveyor Eric Schmitt, Annalise Walsh, Spring Grove Township Supervisor Gary Tweito, Dustin Schroeder, Ryker Thompson, and Spring Grove Township Clerk/Treasurer Michael Wiste

Presiding: Chairperson Johnson

Call to order.

Pledge of Allegiance.

Motion was made by Commissioner Burns, seconded by Commissioner Severson, motion unanimously carried to approve the agenda.

Motion was made by Commissioner Severson, seconded by Commissioner Myhre, motion carried unanimously to approve the meeting minutes from January 2, 2024.

Public Comment:

Dustin Schroeder from the Mound Prairie area introduced himself and his son, Ryker Thompson. He said they were interested in opening a dispensary in Houston County that would sell CBD and THC products. He said they wanted to introduce themselves to the Board.

APPOINTMENTS

None.

CONSENT AGENDA

Motion by Commissioner Burns, seconded by Commissioner Schuldt, motion unanimously carried to approve the consent agenda. Items approved are listed below.

- 1) Approve Multi County SNAP Employment & Training Agreement.
- 2) Accept donation of \$138.65 from Winona County Foundation on behalf of the Fastenal Blue Team Giving Fund for Foster Care Children in Houston County.
- 3) Reappoint Robert Thoen to a four-year term as the Veterans Services Officer, effective 01/25/2024 through 01/24/2028.

ACTION ITEMS

File No. 1 – Commissioner Severson moved, Commissioner Burns seconded, motion unanimously carried to adopt Resolution No. 24-05 Authorization to Use Alternate Method to Disseminate Bids and Requests. See resolution below.

RESOLUTION NO. 24-05

AUTHORIZATION TO USE ALTERNATE METHOD TO DISSEMINATE BIDS AND REQUESTS

January 9, 2024

WHEREAS, Minn. Statute § 331A.03 Subd. 3(b), allows a county to use its website or recognized industry trade journals as an alternative to disseminate solicitations of bids, requests for information and requests for proposals;

THEREFORE, BE IT RESOLVED, by the Houston County Board of Commissioners, that the County of Houston will continue to use the Houston County website, www.co.houston.mn.us as an alternative means to disseminate solicitations of bids, requests for information, and requests for proposals for transportation related construction and maintenance projects.

BE IT FURTHER RESOLVED, that any dissemination by alternative means must be in substantially the same format and for the same period of time as a publication would otherwise be required under Minn. Statute § 331A.03 Subd. 3.

File No. 2 – Commissioners discussed their opposition to redesigning the State Flag and Seal, and costs associated with it. Commissioner Johnson said the board had received information from the Sheriff who had said it would cost approximately \$32,000 for the Sheriff's office alone to update to a new State flag and seal. This would include updating shirts, coats, badges, hats, id cards, squad, etc. Commissioner Myhre moved, Commissioner Schuldt seconded, motion unanimously carried to adopt Resolution No. 24-06 Resolution in Opposition to Redesigning the State Flag and Seal. The Commissioners vote by roll. All Commissioners voted yes. See resolution below.

Resolution No. 24-06

RESOLUTION IN OPPOSITION TO REDESIGNING THE STATE FLAG AND SEAL

WHEREAS, the 2023 Legislature created a State Emblems Redesign Commission in the Laws of Minnesota , Chapter 62, Article 2, Section 118 the purpose of which is to redesign the official state flag and official state seal, and

WHEREAS, the Redesign Commission was charged with bringing recommendations on the redesign to the Legislature by no later than January 1, 2024, and

WHEREAS, the official seal of the State of Minnesota has remained unchanged since 1858; the current official state flag was created in 1957 with minor modifications done in 1983, and

WHEREAS, the official state flag and seal are not only symbols of our state, but also of our history and both the current official state flag and official state seal contain historical information on our farming background, Native American heritage and the co-existence that is part of the rich history of our state, and

WHEREAS, there is a substantial public cost associated with making this change that does not advance the public interest, including every deputy badge, seals in every courtroom and County Board Rooms across the state at substantial public expense, and

WHEREAS, the public reaction to the proposed designs has thus far been overwhelmingly negative.

NOW, THEREFORE, BE IT RESOLVED the Houston County Board of Commissioners hereby urges our legislative delegation and the Governor to reject the work of the State Emblems Redesign Commission.

BE IT FURTHER RESOLVED the Houston County Board of Commissioners hereby urges our legislative delegation and the Governor to retain the existing state seal and state flag as the official emblems for the State of Minnesota.

File No. 3 – Commissioner Burns moved, Commissioner Severson seconded, motion unanimously carried to not lease County vehicles going forward. Currently the County was leasing vehicles from Enterprise. The current vehicle lease agreements would remain in place until fulfilled, but Enterprise would be notified that the County did not intend to enter into any new lease agreements in the future. Instead, the County would begin buying County vehicles to replace vehicles as leases expired.

File No. 4 – Commissioner Burns moved, Commissioner Myhre seconded, motion unanimously carried to accept the resignation of Joe Thesing from the Root River Trail Extension Citizens Exploratory Committee (bike trail committee), thank him for his service, and to appoint Jason Kraft to serve on the Root River Trail Extension Citizens Exploratory Committee on behalf of Houston County.

File No. 5 – Commissioner Severson moved, Commissioner Schuldt seconded, motion unanimously carried to reappoint Joe Thesing and Matt Schuldt to the Economic Development Board. Their three year term would expire on 12/31/2026.

File No. 6 – Commissioner Burns moved, Commissioner Schuldt seconded, motion unanimously carried to approve the updated Commissioner Committee Assignments 2024.

DISCUSSION ITEMS

Commissioners discussed with Spring Grove Township Supervisor Gary Tweito, Spring Grove Township Clerk/Treasurer Michael Wiste, and Surveyor Eric Schmitt a situation that they said began in 2017. Tweito and Wiste said the Township had a landowner who had obstructed the right of way by putting a fence across a Township road. Tweito told the board it was a misdemeanor to obstruct the right of way. He said the town board had first tried to discuss the matter with the landowner, but when that had not resolved the issue the Township had contacted the Sheriff's Office. They were hoping the misdemeanor penalty would be enforced. Tweito and Wiste said the County Attorney had declined to prosecute the matter. Surveyor Schmitt said he had written a letter in 2017 to the Sheriff's Office. Schmitt said the road was a Township Road and that the right of way was being obstructed. Tweito said he had high praise for the Sheriff's Office, but thought the County Attorney had mishandled the situation. Tweito and Wiste believed the Sheriff's Office would have pursued the matter, but did not due to the response of the County Attorney. They said because the matter was not prosecuted criminally the Township had sued civilly and won the lawsuit. Wiste said the Township had incurred over \$75,000 in fees related to the matter and the issue was ongoing. Commissioner Johnson asked if the Township was asking the County to reimburse some of their costs. Wiste and Tweito said that was up to the County, but they wanted the Commissioners to be aware of the situation. They also said the right of way was still obstructed. Commissioner Johnson said Attorney Jandt was an elected official, and while the Board could talk to him they did not have authority over him. Sheriff Swedberg said the Sheriff's office was currently investigating a current complaint related to the matter.

Commissioners discussed recent meetings they had attended including an EDA, Veterans Service Office, Community Services, Wildcat, and La Crescent City Council meeting.

Commissioner Schuldt asked if the County could implement a tax on Cannabis related sales. Commissioner Johnson said unfortunately this was not an option.

Public Comment:

Associate Editor Rose Korabek from the Argus told the board the City of Spring Grove had recently approved THC licenses. She suggested the Board decide what they planned to do moving forward and inform the Cities.

There being no further business at 10:46 a.m., a motion was made by Commissioner Schuldt, seconded by Commissioner Myhre, motion unanimously carried to adjourn the meeting. The next meeting would be a workgroup session on January 16, 2024.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Eric Johnson, Chairperson

Attest: _____
Polly Heberlein, Interim Auditor/Treasurer

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: January 16, 2024

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present:

Dewey Severson, Eric Johnson, Robert Burns, and Bob Schuldt

Others Present:

Interim Auditor/Treasurer Polly Heberlein, Finance Director Carol Lapham, Sheriff Brian Swedberg, Board Clerk/EDA Director Allison Wagner, Public Health and Human Services Director John Puleasa, Environmental Services Director Martin Herrick, Recorder Mary Betz, Attorney Samuel Jandt, and City of Caledonia Clerk/Administrator Jake Dickson

Board Workgroup Session

Commissioners discussed the Board's role in possibly regulating THC Edibles and Adult Use Cannabis with Human Services Director Puleasa, Attorney Jandt, Environmental Services Director Herrick, and Sheriff Swedberg. Attorney Jandt said he had recently met with members of the MN County Attorney Association (MCAA) to discuss Cannabis Legislation. Jandt said Cannabis could be treated similarly to alcohol. The County would need to have a minimum of one licensed business upon request. Counties had the ability to limit what a lesser municipality could do via a county's public health authority if the county choose to do so. Attorney Jandt suggested working with the municipalities in the County. The Commissioners discussed the pros and cons of possibly limiting the number of licensed Cannabis businesses in the County. They also discussed the possibility of limiting the distance between Cannabis businesses and things like schools, daycares, etc. The Commissioners discussed the possibility of holding a public hearing to get the public's input on the matter. No official decisions were made.

The meeting ended at 10:34 a.m.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Eric Johnson, Chairperson

Attest: _____
Polly Heberlein, Interim Auditor/Treasurer

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: January 23, 2024

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present: Dewey Severson, Eric Johnson, Robert Burns, Bob Schuldt, and Greg Myhre

Others Present: Interim Auditor/Treasurer Polly Heberlein, Reporter Charlene Selbee, Reporter Rose Korabek, Finance Director Carol Lapham, Board Clerk/EDA Director Allison Wagner, Recorder Mary Betz, Human Resources Director Theresa Arrick-Kruger, Public Health and Human Services Director John Pogleasa, Engineer Brian Pogodzinski, Sheriff Brian Swedberg, Human Resource Technician Ann Diersen, Zoning Administrator Amelia Meiners, Environmental Services Director Martin Herrick, Wayne Runningen, and Caledonia City Clerk/Administrator Jake Dickson

Presiding: Chairperson Johnson

Call to order.

Pledge of Allegiance.

Motion was made by Commissioner Burns, seconded by Commissioner Myhre, motion unanimously carried to approve the agenda.

Motion was made by Commissioner Burns, seconded by Commissioner Schuldt, motion carried four to one to approve the meeting minutes from January 9, 2024. Commissioner Myhre abstained.

Motion was made by Commissioner Burns, seconded by Commissioner Severson, motion unanimously carried to approve the workgroup session minutes from January 16, 2024.

Public Comment:

None.

APPOINTMENTS

None.

CONSENT AGENDA

Motion by Commissioner Severson, seconded by Commissioner Myhre, motion unanimously carried to approve the consent agenda. Items approved are listed below.

- 1) Change the employment status of Child Support Officer, Melissa Jordan, from probationary to regular, effective 01/31/2024.
- 2) Change the employment status of Lead Child Support Officer, Liza Jandt, from probationary to regular, effective 01/31/2024.
- 3) Change the employment status of Lead Eligibility Worker, Lori Feldmeier, from probationary to regular, effective 01/31/2024.

ACTION ITEMS

File No. 1 – Commissioner Myhre moved, Commissioner Burns seconded, motion unanimously carried to renew Professional/Technical Service Agreement with Ability Building Community (ABC).

File No. 2 – Prior to any motions being made Commissioner Burns asked if the Drop Site agreement should be with Dennis Gavin or his company. Environmental Services Director Herrick said he could check with Attorney Jandt and revise the name if needed. Commissioner Severson moved, Commissioner Myhre seconded, motion unanimously carried to approve the new lease agreement for the Caledonia Drop Site. Herrick would revise the name in the agreement if needed.

File No. 3 – Commissioner Burns moved, Commissioner Schuldt seconded, motion unanimously carried to approve Houston County Hauler License Renewals for 2024.

File No. 4 – Commissioner Myhre moved, Commissioner Severson seconded, motion unanimously carried to approve Resolution No. 24-07 Establishment of Ballot Board for Absentee and UOCAVA Ballot Board for the 2024 PNP Election (Presidential Nomination Primary) and the March Township Election per M.S. 203B.121. See resolution below.

RESOLUTION 24-07

ESTABLISHMENT OF ABSENTEE BALLOT BOARD AND UOCAVA BALLOT BOARD – M.S. 203B.121

I, Polly Heberlein, Houston County Interim Auditor/Treasurer, do hereby certify that on this 23rd day of January 2024, I appointed the following individuals to both the Houston County Absentee Ballot Board and the Houston County UOCAVA Ballot Board for the March 2024 Presidential Nomination Primary Election a/k/a PNP and the March 2024 Township Election:

Eliana Babinski

Amy Sylling
Mark Bennett

Witness my hand and the seal of my office this 23rd day of January, 2024.

File No. 5 – Commissioner Myhre moved, Commissioner Schuldt seconded, motion unanimously carried to appoint Larry Gaustad and Johnathon Glasspoole to the Planning Commission for a 3-year term ending on 12/31/2026.

File No. 6 – Commissioner Severson moved, Commissioner Schuldt seconded, motion unanimously carried to approve the County’s Local Government Pay Equity Report for years 2021 - 2023 for submission to the Minnesota Office of Management and Budget. Human Resources Director Kruger said she was happy to report that the County’s pay was equitable.

File No. 7 – Commissioner Severson moved, Commissioner Burns seconded, motion unanimously carried to approve the Minnesota Merit System Equal Employment Opportunity and Affirmative Action Guidelines as Houston County’s 2024 through 2026 Agency Equal Opportunity and Affirmative Action Plan. Kruger said it was her recommendation to adopt the guidelines every three years. Commissioner Johnson asked how the guidelines would fit into the County’s employee handbook and where the employee handbook could be found. He asked if the handbook was on the County website. Kruger said the employee handbook was currently under revision, and was not currently on the website. She said she did hand it out to new employees, and the guidelines did go along with the handbook.

DISCUSSION ITEMS

Commissioners discussed the Board’s role in possibly regulating THC Edibles and Adult Use Cannabis. The Commissioners discussed unknowns regarding the State processes including licensing. It was the general consensus of the Commissioners to have Public Health and Human Services Director Pogleasa work with Environmental Services Director Herrick and Attorney Jandt to draft an ordinance limiting the distance between Cannabis businesses and schools, daycares, etc. The ordinance could then be reviewed by the Planning Commission for possible recommendation or denial.

Wayne Runningen, Sheldon Township Supervisor, thanked the Board for appointing Larry Gaustad and Johnathon Glasspoole to the Planning Commission. He said he also found the Cannabis discussion interesting. He asked how a business in the township would get a license to sell Cannabis. The Commissioners said it was their understanding that the State would issue the licenses through the Office of Cannabis Control, but the County could also issue permits specific to Houston County.

Commissioners discussed recent meetings they had attended including a Department Head Meeting, SELCO, Finance, Airport, SCHSAC, and City of Caledonia meeting.

There being no further business at 10:30 a.m., a motion was made by Commissioner Schuldt, seconded by Commissioner Myhre, motion unanimously carried to adjourn the meeting. The next meeting would be a regular meeting on February 6, 2024.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Eric Johnson, Chairperson

Attest: _____
Polly Heberlein, Interim Auditor/Treasurer

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: February 6, 2024

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present: Dewey Severson, Eric Johnson, Bob Schuldt, and Greg Myhre

Others Present: Interim Auditor/Treasurer Polly Heberlein, Reporter Charlene Selbee, Reporter Rose Korabek, Finance Director Carol Lapham, Board Clerk/EDA Director Allison Wagner, Recorder Mary Betz, Human Resources Director Theresa Arrick-Kruger, Public Health and Human Services Director John Pogleasa, Engineer Brian Pogodzinski, Sheriff Brian Swedberg, Environmental Services Director Martin Herrick, Deputy Auditor/Treasurer Mark Bennett, Financial Assistance Supervisor Karen Kohlmeyer, Public Health Supervisor Jordan Knoke, and Highway Maintenance Foreman Jordan Goeden

Presiding: Chairperson Johnson

Call to order.

Pledge of Allegiance.

Motion was made by Commissioner Severson, seconded by Commissioner Myhre, motion unanimously carried to approve the agenda.

Motion was made by Commissioner Severson, seconded by Commissioner Schuldt, motion unanimously carried to approve the workgroup session minutes from January 23, 2024.

Public Comment:

None.

APPOINTMENTS

None.

CONSENT AGENDA

Motion by Commissioner Severson, seconded by Commissioner Schuldt, motion unanimously carried to approve the consent agenda. Items approved are listed below.

- 1) Hire Jennifer Curtis, as a 1.0 FTE, probationary Home-Based Community Services Social Worker, C41, Step 3, effective 02/12/2024, conditioned upon successful completion of background check.
- 2) Hire Abigail Bendel, as a 1.0 FTE probationary Children's Protective Services Social Worker, C41, Step 2, effective 02/26/2024, conditioned upon successful completion of background check.
- 3) Accept the resignation Megan Engevold, Social Worker - Licensing, effective 02/15/2024.
- 4) Approve initiating a competitive search for a 1.0 FTE Social Worker – Licensing.
- 5) Temporarily change Ben Novak's appointment from 0.55 FTE to 1.0 FTE through 03/23/2024.
- 6) Approve service contract with ABC/Woodland for Community Based Supported Employment, Center Based Employment and Transportation.
- 7) Approve 2024 Hiawatha Valley Mental Health Center HVMHC contract and rates for adult and children's mental health services.
- 8) Approve 2024 Semcac contract for transportation services.
- 9) Approve agreement with Tellurian UCAN Inc. for adult mental health crisis stabilization services.
- 10) Approve 2024 Woods Psychological Service Agreement for 2024 for reflective supervision for child protection social workers.

ACTION ITEMS

File No. 1 – Commissioner Myhre moved, Commissioner Schuldt seconded, motion unanimously carried to approve Child Support Cooperative Agreement with the Minnesota Department of Human Services (DHS) the agreement set forth roles and responsibilities covering the administration of Child Support, establishment of Paternity, and Medical Support Liability Programs.

File No. 2 –Commissioner Myhre moved, Commissioner Severson seconded, motion unanimously carried to approve a CUP for Ross and Shauna Munding to place a dwelling in an ag district in Brownsville Township.

File No. 3 – Commissioner Severson moved, Commissioner Schuldt seconded, motion unanimously carried to awarding paving bid from Dunn Blacktop for CSAH 13, SAP 028-613-012 in the amount of \$3,674,929.99. One bid was received.

File No. 4 – Commissioners discussed awarding the CSAH 20 box culvert bid for SAP 028-620-016. There were seven bidders on the project. See bids below.

| | |
|---------------------------|--------------|
| Minnowa Construction Inc | \$203,130.25 |
| Danckwart Landscaping LLC | \$204,235.00 |
| Zenke, Inc | \$224,931.85 |
| Midwest Contracting, LLC | \$233,897.20 |
| ICON Constructors, LLC | \$241,373.49 |

| | |
|------------------------------|--------------|
| VanGundy Excavating LLP | \$276,644.00 |
| Brennan Construction Company | \$378,321.25 |

Commissioner Schuldt moved, Commissioner Severson seconded, motion unanimously carried to award the CSAH 20 box culvert bid from Minnowa Construction, for SAP 028-620-016 in the amount of \$203,130.25

File No. 5 – Commissioner Myhre moved, Commissioner Schuldt seconded, motion unanimously carried to appoint Larry Gaustad and Johnathon Glasspoole to the Planning Commission for a 3-year term ending on 12/31/2026.

File No. 6 – Commissioner Severson moved, Commissioner Myhre seconded, motion unanimously carried to authorize use of MnDot as the County’s 2024 striping contractor.

File No. 7 – Commissioners discussed the 2024 State Aid Allotment Funding with Engineer Pogodzinski. Pogodzinski said Houston County would be receiving about 9% more in highway related State Aid than had been expected. Commissioners discussed options for the additional funds with Pogodzinski. No final decisions were made on the matter.

DISCUSSION ITEMS

Commissioners discussed recent meetings they had attended including an Extension, Joint Board of Health, Regional Development, and Planning Commission meeting.

Commissioner Johnson said Extension was grateful the Commissioners had increased the Technical Clerk position for Extension to full time.

There being no further business at 10:30 a.m., a motion was made by Commissioner Severson, seconded by Commissioner Johnson, motion unanimously carried to adjourn the meeting. The next meeting would be a regular meeting on February 13, 2024.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Eric Johnson, Chairperson

Attest: _____
Polly Heberlein, Interim Auditor/Treasurer

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: February 13, 2024

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present: Dewey Severson, Eric Johnson, Bob Schuldt, and Greg Myhre

Others Present: Interim Auditor/Treasurer Polly Heberlein, Reporter Charlene Selbee, Reporter Rose Korabek, Finance Director Carol Lapham, Recorder Mary Betz, Public Health and Human Services Director John Pogleasa, Recorder Mary Betz, Assessor Luke Onstad, and Appraiser Joe Olson

Presiding: Chairperson Johnson

Call to order.

Pledge of Allegiance.

Motion was made by Commissioner Schuldt, seconded by Commissioner Myhre, motion unanimously carried to approve the agenda.

Motion was made by Commissioner Severson, seconded by Commissioner Schuldt, motion unanimously carried to approve the meeting minutes from February 6, 2024.

Public Comment:

John Bell from Caledonia said he was “more than surprised” by the increase in his taxes. He said he understood the need for Houston County to have adequate funds to operate successfully. He said there were programs to help taxpayers, and suggested Houston County do more to notify every taxpayer of the programs available. Finance Director Lapham said information on the programs available were on the back of property tax statements that were sent out.

APPOINTMENTS

None.

CONSENT AGENDA

None.

ACTION ITEMS

None.

DISCUSSION ITEMS

Commissioners discussed recent meetings they had attended including an Emergency Communications and Land Use meeting.

Public Health and Human Services Director Pogleasa gave the board some updates. He said the County would be receiving funds for homeless prevention for families and affordable housing. He said his department was working with Semcac and EDA to look at ways to best use the funds.

There being no further business at 9:38 a.m., a motion was made by Commissioner Myhre, seconded by Commissioner Schuldt, motion unanimously carried to adjourn the meeting. The next meeting would be a workgroup session on February 20, 2024.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Eric Johnson, Chairperson

Attest: _____
Polly Heberlein, Interim Auditor/Treasurer

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: February 20, 2024

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present:

Dewey Severson, Robert Burns, Bob Schuldt, and Greg Myhre

Others Present:

Interim Auditor/Treasurer Polly Heberlein, Finance Director Carol Lapham, Sheriff Brian Swedberg, Board Clerk/EDA Director Allison Wagner, Public Health and Human Services Director John Pugleasa, Public Health Supervisor Jordan Knoke, Human Resources Director Theresa Arrick-Kruger, Recorder Mary Betz, Engineer Brian Pogodzinski, Sheriff Brian Swedberg, and Chief Deputy Bill Hargrove

Board Workgroup Session

Public Health and Human Services Director Pugleasa, Public Health Supervisor Knoke, and Human Resources Director Kruger spoke to the board about the possibility of using some Covid money that the County had received for immunization clinics to renovate the public health space. Roughly \$330,000 was still unused. The funds needed to be used for something related to public health. One idea was to update the clinical space to accommodate more people and possibly remove a wall. Pugleasa and Kruger said they would work with Collaborative Design Group to look at some options for the space.

Engineer Pogodzinski discussed upcoming agenda items with the Commissioners.

Sheriff Swedberg told the Commissioners he wanted to meet with the board members serving on the finance committee regarding possibly paying some of the vehicles off that were being leased from Enterprise. Sheriff Swedberg said the Sheriff's Posse had paid for electricity to the Sheriff's shed as they had wanted to use the electricity for charging, but the shed did not have a lot of room. He said he had helped them rearrange things in the shed, but more room was still needed.

Sheriff Swedberg told the board he had watched the latest Planning Commission meeting and had some concerns about the proposed ordinance for a No Wake Zone near the West Channel of the Mississippi River. Swedberg said there were some things that were said at the meeting that were misleading. He said the ordinance would be hard to enforce. Sheriff Swedberg said his office did not receive regular complaints about the issue or damage. He suggested that the Commissioners do some sort of a study before adopting the ordinance to see how much boat traffic there was in the area, and if there was truly a need.

The meeting ended at 10:11 a.m.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Dewey Severson, Chairperson

Attest: _____
Polly Heberlein, Interim Auditor/Treasurer

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: February 27, 2024

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present: Dewey Severson, Eric Johnson, Robert Burns, Bob Schuldt, and Greg Myhre

Others Present: Interim Auditor/Treasurer Polly Heberlein, Reporter Charlene Selbee, Reporter Rose Korabek, Finance Director Carol Lapham, Board Clerk/EDA Director Allison Wagner, Recorder Mary Betz, Public Health and Human Services Director John Pugleasa, Human Resources Director Theresa Arrick-Kruger, IT Director Andrew Milde, Engineer Brian Pogodzinski, Highway Maintenance Foreman Jordan Goeden, Sheriff Brian Swedberg, Environmental Services Director Martin Herrick, Caledonia City Clerk/Administrator Jake Dickson, City of Caledonia Public Works and Zoning Director Casey Klug, Jim Redalen, City of La Crescent Mayor Mike Poellinger, Dave Hanifl, Danielle DeVito, Tom Aiuppa, and Ron Wilke

Presiding: Chairperson Johnson

Call to order.

Pledge of Allegiance.

Prior to any motions being made one item was added to the consent agenda: Confirm the resignation of Dean Ott, Jail Administrator, effective 03/09/2024; and thank him for over 7 years of service to the residents of Houston County. Motion was made by Commissioner Severson, seconded by Commissioner Schuldt, motion carried unanimously to approve the agenda with the addition.

Motion was made by Commissioner Myhre, seconded by Commissioner Schuldt, motion carried to approve the February 13, 2024 meeting minutes. All Commissioners voted yes except for Commissioner Burns who abstained as he was absent from the meeting.

Motion was made by Commissioner Burns, seconded by Commissioner Severson, motion carried to approve the February 20, 2024 workgroup session minutes. All Commissioners voted yes except for Commissioner Johnson who abstained as he was absent from the meeting.

Public Comment:

None.

APPOINTMENTS

Danielle DeVito from the MN Department of Agriculture presented on spongy moth treatments in Houston County. She said the moth used to be called the gypsy moth, but the name had changed to spongy moth. The moth was an invasive species. The spongy moth was a leaf-feeding insect. DeVito said when the moths were caterpillars, they consumed a lot of leaves off trees causing stress on the trees. She said there were health, nuisance, and property value concerns due to the spongy moth. Sometimes areas needed to be quarantined to prevent the spread of the moths and this had negative impacts on industry. She said the moths had been found in management traps in Houston County. Some areas of the County would be receiving SPLAT GM-O treatments. SPLAT GM-O was an organic, biodegradable formulation for the control of spongy moth using mating disruption. The treatment would be applied aerially by airplane.

At 9:20 a.m. a motion was made by Commissioner Burns, seconded by Commissioner Schuldt, motion unanimously carried to close the regular session and open a public hearing pursuant to Minnesota Statutes 394.26, to consider adopting a No Wake Zone by ordinance related to the regulation of boats in the Mississippi River commencing at the “West Channel Bridge” and concluding at the main channel entrance of the west backwater channel near River Mile 699, withing the boundaries of Houston County, Minnesota.

Jim Redalen spoke in favor of the ordinance saying his main concern was safety. He said he had six grandchildren in the area.

Dave Hanifl said he had been a Shore Acres resident since the 1970s. He said he was a long time river activist. He spoke in favor of the ordinance saying he wanted to discourage people from using the West Channel and encourage them to use a different route. He said he had been told bass fisherman would comply if an ordinance was in place.

Ron Wilke spoke in support of the no wake zone. He said the ordinance would be a compromise for all. He said there had been questions surrounding enforcement of the ordinance, but said he thought most would comply with the ordinance even if no patrol was present. He said while costs were a concern they were minimal compared to a tragic accident that could occur. He thanked the Commissioners for reconsidering the matter.

Tom Aiuppa, Shore Acres resident, spoke in favor of the ordinance. He said they were trying to work with the La Crosse side on the matter.

Mayor Mike Poellinger from the City of La Crescent said he was there representing the City. He said the City had no authority in the situation. Poellinger was in favor of the ordinance.

A motion was made by Commissioner Severson, seconded by Commissioner Schuldt, motion unanimously carried to return to regular session after hearing the public comments.

CONSENT AGENDA

Prior to any motions being made Commissioner Johnson asked Human Resources Director Kruger and Engineer Pogodzinski about the step the new hire for the Highway Department was starting at. Johnson said he wanted to make sure the County was being consistent with steps and hiring practices. Kruger said the step depended on an individual's experience. Johnson said another person with similar experience had been hired at Step 1 previously. He asked if Step 2 had originally been offered to the new employee or if that step had been negotiated. Kruger said Step 2 was the original offer. Commissioner Johnson asked how steps were negotiated. Kruger said in order for someone to negotiate a higher step than the original offer they had to bring something more to the table. She said the County's hiring practices were consistent. Engineer Pogodzinski said they were trying to be consistent and were in a transition period into the new step system. Motion by Commissioner Burns, seconded by Commissioner Severson, motion unanimously carried to approve the consent agenda. The Commissioners thanked Ott for his years of service to Houston County. Items approved are listed below.

- 1) Hire Celeste Abbott as a temporary/casual (67 day) employee at a wage of \$15.88/hour.
- 2) Change the employment status of Deanna McCabe, Technical Clerk I from probationary to regular status effective 03/15/24.
- 3) Hire Deanne Valadez-Vick, as a 0.8 FTE, probationary Tech Clerk I, B21, Step 4, effective 03/04/2024, conditioned upon successful completion of background check.
- 4) Hire Adam Jahnke, as a 1.0 FTE, probationary Maintenance Specialist, B23 , Step 2, effective 03/04/2024, conditioned upon successful completion of background check.
- 5) Approve 2024 MFIP/DWP contract with WDI (Workforce Development Inc.) for required employment training services.
- 6) Approve contract with Catholic Charities Diocese of Winona-Rochester for guardianship and conservatorship and related legal services.
- 7) Consider approving an Exempt Permit for Minnesota Lawful Gambling Application LG220 for District 300 Foundation for gambling (raffle) activities to be conducted at Valley High Golf Club in Mound Prairie Township with a drawing to be held on April 26, 2024, with no waiting period and adopting Resolution No. 24-09. See resolution below.

RESOLUTION NO. 24-09

MINNESOTA LAWFUL GAMBLING PERMIT APPROVAL DISTRICT 300 FOUNDATION

February 27, 2024

BE IT RESOLVED, the Houston County Board of Commissioners does hereby approve the Minnesota Lawful Gambling Application LG220 for Exempt Permit for District 300 Foundation for gambling activities to be conducted at the Valley High Golf Club in Mound Prairie Township on April 26, 2024, with no waiting period.

8) Confirm the resignation of Dean Ott, Jail Administrator, effective 03/09/2024; and thank him for over 7 years of service to the residents of Houston County.

ACTION ITEMS

File No. 1 – Commissioners discussed approving or denying the No Wake Zone Ordinance for a portion of the West Channel of the Mississippi River. Commissioner Schuldt said he had been a river person his entire life and was a boater. He said there were currently no other no wake zones in Houston County, and that other areas in the County put in their own buoys. He said most boaters complied with the buoys. He said there were already rules for jet skis. He said common sense guidance for boaters could be found in the Minnesota Boating Guide. Commissioner Johnson agreed, and said an ordinance was not needed to put in buoys. Commissioner Burns said in his opinion safety for kids, kayakers, and others was his biggest concern. He suggested that buoys be put in without an ordinance, and if that didn't work the County could relook at the ordinance. He also said he was in favor of the Sheriff's office studying the area with a camera to monitor the boat traffic. Commissioner Severson was in favor of the ordinance. A motion was made by Commissioner Severson to approve the No Wake Zone Ordinance for a portion of the West Channel of the Mississippi River. The motion failed for lack of a second. Commissioner Burns told Environmental Services Director Herrick the County should work with the City to conduct the study, and that buoys should be put out.

File No. 2 – Commissioner Burns moved, Commissioner Severson seconded, motion unanimously carried to approve the Professional Services Agreement with Pamela Larson, a Minnesota Licensed Attorney. The agreement was approved due to staffing shortages.

File No. 3 – Commissioner Burns moved, Commissioner Schuldt seconded, motion unanimously carried to approve renewing the Ziegler/CAT 3-year Customer Services Support Agreement.

File No. 4 – Commissioner Severson moved, Commissioner Burns seconded, motion unanimously carried to approve a payment of \$15,704.78 to Nexis Family Healing (SERCC service provider) to resolve program a shortfall related to first three years of operation. The 10 CREST Counties in SE MN were contractually obligated to cover the shortfall as payor of last resort. The amount was Houston County's proportional share (by population).

File No. 5 – Commissioner Schuldt moved, Commissioner Myhre seconded, motion unanimously carried to approve change orders presented by Towmaster for snow plow boxes ordered in 2022 and 2023. The current changes resulted in a price of \$194,371.00 per box from the amended totals on 1/10/2023. The result was a \$5,973.00 decrease in cost for each box for a \$11,946.00 decrease.

File No. 6 – Commissioner Burns moved, Commissioner Schuldt seconded, motion unanimously carried to approve request to purchase a Tandem Axel Truck off the State

bid from Nuss Truck for a purchase price of \$158,170.38. Total cost with motor vehicle tax would be \$169,044.59.

File No. 7 – Commissioner Burns moved, Commissioner Schuldt seconded, motion unanimously carried to approve a request to purchase a box (for the above tandem axle truck) off the State bid from Towmaster in the amount of \$210,678.00.

File No. 8 – Commissioner Severson moved, Commissioner Schuldt seconded, motion unanimously carried to approve a request to purchase a new John Deere 644P mid-size wheel loader for the price of \$305,605.00 from RDO Equipment Company. The trade unit would be a 2001 Case 721C Wheel Loader for a value of \$30,000.00 leaving a balance due of \$275,605.00.

File No. 9 – Commissioner Burns moved, Commissioner Schuldt seconded, motion unanimously carried to approve request to purchase a new Case 321F compact wheel loader in the amount of \$106,021.00 from Titan Machinery. The trade unit would be a 2017 Case 321F Wheel Loader leaving a balance due of \$54,750.00.

File No. 10 – Commissioner Burns moved, Commissioner Schuldt seconded, motion unanimously carried to approve request to trade unit #4223, JD 325G compact loader for \$2,000.

File No. 11 – Commissioner Severson moved, Commissioner Burns seconded, motion unanimously carried to approve a request to advertise CP 2024-06 sealcoat project for CSAH 3 and CSAH 16. An additional \$75,000 increase in budget was also approved.

File No. 12 – Commissioner Schuldt moved, Commissioner Severson seconded, motion unanimously carried to approve request to purchase a new forestry head attachment from Sanco Equipment for \$23,660.00 for maintaining County right-of-way.

File No. 13 – Commissioners discussed options for trading or keeping the 2023 John Deere 333G track loader. The matter was tabled.

File No. 14 – Commissioner Burns moved, Commissioner Severson seconded, motion unanimously carried to accept Local Bridge Replacement Program (LBRP) funds in the amount of \$85,505.88 for project SAP 028-620-016 by approving and signing the grant agreement and approve Resolution No. 24-08. See resolution below.

RESOLUTION 24-08

Local Bridge Replacement Program Grant Agreement Grant Terms and Conditions SAP 028-620-016

February 27, 2024

WHEREAS, Houston County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund related to Bridge No 28J70; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$85,505.88 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Houston County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officers, the Houston County Board Chairman and the Interim Houston County Auditor/Treasurer are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

File No. 15 – Commissioner Myhre moved, Commissioner Severson seconded, motion unanimously carried to approve additional fee schedule changes.

File No. 16 – Commissioner Severson moved, Commissioner Schuldt seconded, motion unanimously carried to approve vehicle lease buyouts. The vehicles included eight vehicles used by the Sheriff's office. Buying out the vehicles would save money in the future.

DISCUSSION ITEMS

Commissioners discussed recent meetings they had attended including a Root River Watershed, Department Head, AMC Legislators, Wildcat, and City meetings.

Commissioner Myhre said he would like to see the Highway Department put more rock on the roads. He said he had gotten some complaints.

There being no further business at 11:51 a.m., a motion was made by Commissioner Schuldt, seconded by Commissioner Myhre, motion unanimously carried to adjourn the meeting. The next meeting would be a regular meeting on March 5, 2024.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Eric Johnson, Chairperson

Attest: _____
Polly Heberlein, Interim Auditor/Treasurer

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: March 5, 2024

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present: Dewey Severson, Eric Johnson, Robert Burns, Bob Schuldt, and Greg Myhre

Others Present: Interim Auditor/Treasurer Polly Heberlein, Fillmore County Journal Reporter Charlene Selbee, The Caledonia Argus Associate Editor Rose Korabek, Finance Director Carol Lapham, Board Clerk/EDA Director Allison Wagner, Recorder Mary Betz, Human Resources Director Theresa Arrick-Kruger, Public Health and Human Services Director John Pugleasa, and IT Director Andrew Milde

Presiding: Chairperson Johnson

Call to order.

Pledge of Allegiance.

Motion was made by Commissioner Severson, seconded by Commissioner Schuldt, motion unanimously carried to approve the agenda.

Wagner said there was one typo in a name in the minutes. The typo had been corrected. Motion was made by Commissioner Burns, seconded by Commissioner Myhre, motion unanimously carried to approve the meeting minutes from February 27, 2024 with the correction.

Public Comment:

None.

APPOINTMENTS

Wagner presented the 2023 Houston County Economic Development Authority (EDA) Annual Report to the Commissioners. She said 2023 was a year of positive growth for the Houston County EDA and its partners. In addition to providing assistance for several business development projects, the EDA continued to strengthen ongoing initiatives. The EDA was involved with five grants that were awarded in Houston County in 2023. The EDA administered three EDA loans totaling \$150,000 to Houston County businesses in 2023. The EDA currently had 13 active loans and at the end of the year had \$441,293.71 available to lend to starting and expanding businesses in Houston County. Ongoing initiatives included the Bluff County Collaborative which had grown into an established partnership with area schools including all Houston County School Districts, many area businesses, and several organizational partners.

Other initiatives included the Childcare Initiative, Farming Initiative, Keep Company Co-Working Space, Root River Trail, and Houston Area Preservation Initiative to name a few. In 2023 the EDA would be working on housing in addition to the work they were already doing.

CONSENT AGENDA

Motion by Commissioner Myhre, seconded by Commissioner Burns, motion unanimously carried to approve the consent agenda. Items approved are listed below.

- 1) Accept the resignation of Linda Ulmen, Custodian II, effective 03/08/2024 and thank her for 3 years of service.
- 2) Approve initiating a competitive search for a 1.0 FTE Custodian.
- 3) Approve 2024 contract with NorthWoods Consulting Partners for Traverse case document management system for social services.

ACTION ITEMS

File No. 1 – Commissioner Burns moved, Commissioner Severson seconded, motion unanimously carried to approve a contract with Semcac for family homeless prevention services. The County had recently received funding from the Minnesota Department of Revenue to fully support the contract.

File No. 2 – Commissioner Burns moved, Commissioner Severson seconded, motion unanimously carried to approve purchasing a new AS400. The cost would be \$43,910.00. IT Director Milde said installation would be in addition to the purchase price and be between \$4,000-\$6,000.

DISCUSSION ITEMS

Commissioners discussed recent meetings they had attended and upcoming meetings including a Workforce Development Inc., SELCO Finance Committee, Hiawatha Valley Mental Health, Opioid Settlement, Root River Soil and Water, and Wildcat meeting.

There being no further business at 9:37 a.m., a motion was made by Commissioner Burns, seconded by Commissioner Myhre, motion unanimously carried to adjourn the meeting. The next meeting would be a regular meeting on March 12, 2024.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Eric Johnson, Chairperson

Attest: _____

Polly Heberlein, Interim Auditor/Treasurer

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: March 12, 2024

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present: Dewey Severson, Eric Johnson, Robert Burns, Bob Schuldt, and Greg Myhre

Others Present: Interim Auditor/Treasurer Polly Heberlein, Fillmore County Journal Reporter Charlene Selbee, The Caledonia Argus Associate Editor Rose Korabek, Finance Director Carol Lapham, Board Clerk/EDA Director Allison Wagner, Recorder Mary Betz, Human Resources Director Theresa Arrick-Kruger, Public Health and Human Services Director John Pogleasa, Sheriff Brian Swedberg, and Deputy Auditor/Treasurer Eliana Babinski

Presiding: Chairperson Johnson

Call to order.

Pledge of Allegiance.

Motion was made by Commissioner Burns, seconded by Commissioner Myhre, motion unanimously carried to approve the agenda.

Motion was made by Commissioner Severson, seconded by Commissioner Schuldt, motion unanimously carried to approve the meeting minutes from March 5, 2024.

Public Comment:

None.

APPOINTMENTS

None.

CONSENT AGENDA

Motion by Commissioner Myhre, seconded by Commissioner Burns, motion unanimously carried to approve the consent agenda. Items approved are listed below.

- 1) Change the status of Patricia Goetzinger Krall's employment from that of a temporary/casual 67-day a Transport Officer to a temporary/casual 67-day Jailer/Dispatcher at an hourly rate of \$23.19.

- 2) Confirm/accept the resignation of Susan Wiegrefe a probationary 0.5 FTE, Deputy Auditor/Treasurer-License Center effective 03/11/2024.
- 3) Approve a competitive search for a probationary 0.5 FTE, Deputy Auditor/Treasurer-License Center.

ACTION ITEMS

File No. 1 – Commissioner Burns moved, Commissioner Myhre seconded, motion unanimously carried to accept donations to the Extension Tesmer Farm Safety Day for a total of \$2,075.00.

DISCUSSION ITEMS

Commissioners discussed recent meetings they had attended and upcoming meetings including a Land Use, Parks Committee, Public Health, Workforce, Community Services, Airport, Semcac, Board of Canvas, and Jail Committee meetings.

Commissioner Burns said he planned to go to Shore Acers during the first bass fishing tournament of the year to monitor the boat traffic. He said he had never seen or experienced it before, and he wanted to see first hand the traffic some of the residents had spoke to the board about.

Commissioner Burns said Public Health was working on a dental pilot program to increase utilization in Houston County. Delta Dental would be working with local dental providers. The Commissioners commented that Public Health Supervisor Jordan Knoke had done a good job working on the dental programs.

There being no further business at 9:37 a.m., a motion was made by Commissioner Burns, seconded by Commissioner Myhre, motion unanimously carried to adjourn the meeting. The next meeting would be a regular meeting on March 12, 2024.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Eric Johnson, Chairperson

Attest: _____
Polly Heberlein, Interim Auditor/Treasurer

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: March 19, 2024

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present:

Dewey Severson, Eric Johnson, Robert Burns, Bob Schuldt, and Greg Myhre

Others Present:

Interim Auditor/Treasurer Polly Heberlein, Finance Director Carol Lapham, Board Clerk/EDA Director Allison Wagner, Human Resources Director Theresa Arrick-Kruger, Recorder Mary Betz, Engineer Brian Pogodzinski, Engineering Supervisor Justin Conway, Sheriff Brian Swedberg, MnDOT Project Manager Robert Jones, and MnDOT Representative Tory Thompson

Board Workgroup Session

Engineer Pogodzinski presented two MnDOT projects scheduled for 2027 construction, TH 14/16/61 in La Crescent from the south side of N 4th St through the intersection of County Highway 6, and TH 16 from Millers Corner, TH 26, to the Hokah Fire Station.

The La Crescent project involved resurfacing the roadway with the focus of the discussion being on the impacts to County Highway 6, S 3rd St. The existing lane configuration and photos from the area were presented, along with a proposed alternative provided by the City Administrator. The City of La Crescent wanted a four to three-lane conversion with the addition of bike lanes. Information from MnDOT on impacts to the traffic lanes at the signal lights were presented. The general consensus of the board, MnDOT staff, and County Engineer was to leave the lane configuration as it currently existed.

New sidewalk and crosswalks were also discussed with MnDOT proposing to have a new crosswalk across County Highway 6 at the intersection with Walnut St. The right of way in this location was currently MnDOT, but was anticipated to be turned over to the County in the future. Due to the proximity to the stop lights and traffic levels, the County Board preferred not to have a crossing at this location as pedestrians could cross at the TH 14/16/61 intersection with stop lights or the Oak St crossing that had a RRFB.

Overhead street lighting was discussed to determine if the County wanted to see the luminaires be updated to LED lighting in conjunction with the project. MnDOT would be looking into their cost participation policy to determine which lights would be the responsibility of the County.

The TH 16 project from Millers Corner to the Hokah Fire Station project was also a resurfacing project and would include changing the driveway access to the fire station. MnDOT would check on what it would cost to install intersection lighting at the intersection of TH 16 with County Highway 21 and 7 and the County could then decide if they wanted intersection lighting.

MnDOT provided a brief update on a couple other projects on the schedule, TH 76 from Houston to Caledonia, a roundabout at the intersection of TH 44/76 and Kingston St, and resurfacing TH 44 between Caledonia and Spring Grove. Those projects were scheduled for 2028 and 2029.

Sheriff Swedberg updated the board on various items. He said he was still moving forward with researching how the jail could be a temporary hold facility for juveniles. He said jail staff were currently taking trainings for working with juveniles since the jail population had been only one or zero recently. Staff was also doing extra cleaning of the facility. Commissioner Johnson asked the Board if the plan was for sure to move forward with becoming a temporarily hold facility for juveniles. He asked when the Board would get to vote on the matter. He said other places did not offer this, or had gotten out of the business, and he wanted to make sure the County researched why before making any final decisions. It was decided that Sheriff Swedberg would keep moving forward, but an official vote would eventually be taken regarding the facility.

Commissioner Burns brought up several ideas he had including a wheelage tax, County sales tax, changing zoning to allow two houses per quarter, quarter only on non-farmland with a minimum of five acres, and asked the Board about moving forward with constructing Airport T hangers.

Commissioner Johnson was not in favor of changing the one per quarter, quarter rule saying the Comprehensive Land Use Plan had just recently been adopted. He also said some counties up North were having trouble as they had made their rules for density less strict, and were now having issues, and considering reversing their rules back to the original rules. He said he did not want to see Houston County have issues like that.

It was the general consensus of the Commissioners to have Engineer Pogodzinski advertise that the County had space to build T hangers at the County Airport if people were interested in leasing space and building their own. In the future the County could look at the possibility of building hangers and renting them out.

The meeting ended at 11:10 a.m.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Eric Johnson, Chairperson

Attest: _____
Polly Heberlein, Interim Auditor/Treasurer

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: March 26, 2024

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present: Dewey Severson, Eric Johnson, Robert Burns, Bob Schuldt, and Greg Myhre

Others Present: Interim Auditor/Treasurer Polly Heberlein, Fillmore County Journal Reporter Charlene Selbee, The Caledonia Argus Associate Editor Rose Korabek, Finance Director Carol Lapham, Board Clerk/EDA Director Allison Wagner, Recorder Mary Betz, Human Resources Director Theresa Arrick-Kruger, Public Health and Human Services Director John Pugleasa, Public Health Supervisor Jordan Knoke, Sheriff Brian Swedberg, Deputy Auditor/Treasurer Eliana Babinski, Craig Welsh, Jenna Knight, and Justin Rohrer

Presiding: Chairperson Johnson

Call to order.

Pledge of Allegiance.

Chairperson Johnson suggested removing consent items four and five from the agenda. He said he wanted the personal committee to review item number four to approve a competitive search for a Highway Maintenance Specialist before a competitive search took place. Commissioner Burns said the Highway Engineer wanted to move forward with the search and the committee could meet prior the hire. Motion was made by Commissioner Severson, seconded by Commissioner Burns, motion unanimously carried to approve the agenda. Item number five of the consent agenda was removed. Item number four remained on the consent agenda.

Motion was made by Commissioner Myhre, seconded by Commissioner Schuldt, motion unanimously carried to approve the meeting minutes from March 12, 2024.

Motion was made by Commissioner Severson, seconded by Commissioner Schuldt, motion unanimously carried to approve the workgroup session minutes from March 19, 2024.

Public Comment:

None.

APPOINTMENTS

None.

CONSENT AGENDA

Motion by Commissioner Burns, seconded by Commissioner Schuldt, motion unanimously carried to approve the consent agenda. The Commissioners thanked Randall Hongerholt for his 23 years of service to Houston County. Items approved are listed below.

- 1) Approve 2024 contract with Driftless Region Vector Control LLC to canvass specifically identified Houston County communities for potential mosquito related human health hazards.
- 2) Approve applying to the following grants: 2024 MN State Boat Patrol Grant, 2024 Federal Boat Patrol Grant, and 2025 Federal Supplemental Boating Equipment Grant.
- 3) Accept the resignation Randall Hongerholt, Highway Maintenance Specialist, effective 04/01/2024, and thank him for his 23 years of service to the residents of Houston County.
- 4) Approve a competitive search for a Highway Maintenance Specialist.
- 5) This item was removed from the consent agenda.

ACTION ITEMS

File No. 1 – Commissioner Myhre moved, Commissioner Severson seconded, motion unanimously carried to approve a request by the Houston County Fair board to build lean-to addition at Fairgrounds. The reason for the County approval was because the land at the Fairgrounds was leased from the County. Craig Welsh represented the Fair Board saying in years past the Fair Board had leased a tent to be used for events, but the company who they originally used had gone out of business, and the current cost to lease a tent would be around \$4,000 per year. He said it would be more cost effective to build the lean-to. In addition to the approval, it was the general consensus of the County Board that the County Highway department could assist with removing a slab of cement that would need to be removed for the construction of the new lean-to.

File No. 2 – Commissioner Myhre moved, Commissioner Burns seconded, motion unanimously carried to accept a Brownsville VFW donation of \$150.00 to the Veteran Service Office for use for any veteran's needs.

File No. 3 – Commissioners discussed the possibility of contracting with Collaborative Design Group (CDG) for professional design services for upgrades to the Public Health area of the Community Services Building with Human Resources Director Kruger, Public Health and Human Services Director Puggleasa, and Public Health Supervisor Knoke. The cost of the services in the contract had a not to exceed amount of \$32,810.00. Commissioner Myhre asked if professional design services were really needed, or if local contractors could be used to help come up with a plan for the space. He also suggested talking to the original contractor who built the building to find out specifics of the original design. Covid money the County had received that needed to be tied to public health would be used for the design services and possible eventual construction. Knoke said the County had \$330,000.00 in Covid money to use on the

project. Commissioner Johnson asked if the project was the best possible use of the funds. He also stated that CDG had already studied the building previously. Pogleasa said he thought this was the best possible use of the funds. Kruger said CDG was already familiar with the building, yet would be looking at design for the project. The County and CDG would need to work with the Minnesota Department of Health on the updates. Commissioner Severson moved, Commissioner Burns seconded, motion carried three to two to contract with Collaborative Design Group (CDG) for professional design services for upgrades to the Public Health area of the Community Services Building. The Commissioners voted by roll. Commissioners Severson, Burns, and Schuldt voted yes. Commissioners Johnson and Myhre voted no.

File No. 4 – Commissioner Myhre moved, Commissioner Schuldt seconded, motion unanimously carried to approve the Memorandum of Agreement with International Union of Operating Engineers, Local 49. The agreement involved one worker who the County realized had more experience than they had originally thought. Kruger and Engineer Pogodzinski explained that sometimes it was hard to gauge how much experience a worker had from their interview alone. In the agreement the County and Union acknowledged that the agreement would not serve as a precedent for resolving future wage disputes nor would the MOA be a precedent for any other matter whatsoever.

File No. 5 – Commissioner Burns moved, Commissioner Schuldt seconded, motion carried four to one to accept Bolten and Menk’s Statement of Qualifications and approve the County Engineer to negotiate an agreement. All Commissioners voted yes, except for Commissioner Myhre who abstained as he was on the Airport Committee, but absent from the meeting where the qualifications were reviewed. A statement of qualifications had been received from both TKDA and Bolen and Menk for the airport project.

File No. 6 – Commissioner Severson moved, Commissioner Burns seconded, motion unanimously carried to approve a quote from Icon Constructors, LLC for bridge maintenance on 6 bridges in the amount of \$111,920.00.

File No. 7 – Commissioner Severson moved, Commissioner Myhre seconded, motion unanimously carried to accept the low bid from Bruening Rock Products in the amount of \$303,190.22 for CP 2024-01 Shouldering. Two bids had been received and are listed below.

| | |
|-----------------------------|--------------|
| Bruening Rock Products, Inc | \$303,190.22 |
| Dunn Blacktop Company | \$372,114.00 |

File No. 8 – Commissioner Severson moved, Commissioner Burns seconded, motion unanimously carried to accept all bids for CP 2024-02 aggregate stock piles. Each year all bids were accepted and would be used as needed depending on location of projects and availability. See bids below.

| Quantities | U of M | Milestone Materials State Bid Prices | Milestone Materials | Botcher Construction Co., Inc | Bruening Rock Products State Bid Prices through 12/31/2024 | Bruening Rock Products, Inc | La Crescent Rock Products | Ron Weymiller Construction | Van Gundy Excavating |
|--------------------------------------|--------|---|-----------------------------------|-------------------------------------|---|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|
| | | Gengler only through 12/31/2024 | Through 5/16/2024 to 5/15/2025 | Through 5/16/2024 to 5/15/2025 | Through 12/31/2024 | Through 5/16/2024 to 5/15/2025 | Through 5/16/2024 to 5/15/2025 | Through 5/16/2024 to 5/15/2025 | Through 5/16/2024 to 5/15/2025 |
| Stockpile Aggregate Class 5 | Ton | 8.45 | 8.90 | 9.00 | 13.95 | 9.10 | 8.95 | 9.75 | 9.50 |
| Stockpile Aggregate Class 5Q | Ton | | 8.50 | | | 9.10 | 8.95 | | 9.50 |
| Stockpile Aggregate Class 5 Modified | Ton | | 8.50 | | | 9.10 | 8.95 | | 9.50 |
| Stockpile - Gabion Stone | Ton | | 21.90 | 20.00 | | 14.25 | 15.75 | | 20.00 |
| Rip Rap, Class I | Ton | | 21.90 | 15.00 | | 14.25 | 15.75 | | 20.00 |
| Rip Rap, Class II | Ton | | 19.40 | 13.00 | | 14.25 | 15.75 | | 18.00 |
| Rip Rap, Class III | Ton | 16.75 | 16.75 | 13.00 | | 14.25 | 12.75 | 10.50 | 16.00 |
| Rip Rap, Class IV | Ton | 16.75 | 16.75 | 13.00 | | 14.25 | 12.75 | | 16.00 |
| Rip Rap, Class V | Ton | 16.75 | 16.75 | 13.00 | | 14.25 | 13.00 | | 18.00 |
| Quarry-Run Riprap | Ton | 6.80 | 7.00 | 8.50 | | 8.10 | 8.75 | 6.50 | 9.00 |

File No. 9 – Commissioner Schuldt moved, Commissioner Burns seconded, motion unanimously carried to accept all bids for CP 2024-03 equipment rentals. Each year all bids were accepted and would be used as needed depending on location of projects and availability. See bids below.

| Cost Code | Equipment | Specification | Capacity/ Size | HP | Notes | Unit | Labor code | Bruening Rock Products, Inc | Griffin Construction Co. Inc | Schneider Landscaping | Van Gundy Excavating, LLP | Lundquist Brothers LLC | Zinke Inc |
|-----------|-----------------------------|------------------------|----------------|--------|--|------|------------|-----------------------------|------------------------------|-----------------------|---------------------------|------------------------|-----------|
| 8191 | Labor | | | | | hour | | 76.00 | 100.00 | 80.00 | 75.00 | 40.00 | 90.00 |
| 8250 | Chain Saw | Bar Length | 25 In | | | hour | 101 | 100.00 | 110.00 | 80.00 | 85.00 | 10.00 | |
| 8251 | Dozer, Crawler | | to 65 | | | hour | 364 | 138.00 | | | | | |
| 8252 | Dozer, Crawler | | to 105 | | | hour | 364 | 172.00 | | | 150.00 | | |
| 8252 | Dozer, Crawler | | to 160 | | | hour | 364 | 217.00 | | | 175.00 | | 195.00 |
| 8252 | Dozer, Crawler | | to 200 | | | hour | 364 | 276.00 | 270.00 | | 200.00 | | |
| 8281 | Excavator, Hydraulic | Bucket Capacity | 1.0 CY | to 90 | Crawler, Truck & Wheel. Includes bucket. | hour | 313 | 156.00 | | | 130.00 | | |
| 8282 | Excavator, Hydraulic | Bucket Capacity | 1.5 CY | to 160 | Crawler, Truck & Wheel. Includes bucket. | hour | 313 | 173.00 | | | 160.00 | | 180.00 |
| 8283 | Excavator, Hydraulic | Bucket Capacity | 2.5 CY | to 265 | Crawler, Truck & Wheel. Includes bucket. | hour | 313 | 260.00 | 280.00 | | 225.00 | | 250.00 |
| 8284 | Excavator, Hydraulic | Bucket Capacity | 4.5 CY | to 420 | Crawler, Truck & Wheel. Includes bucket. | hour | 305 | 327.00 | 320.00 | | 275.00 | | |
| 8333 | Graders | Moldboard Size | 14 Ft | to 225 | Includes Rigid and Articulate equipment | hour | 306 | 205.00 | 180.00 | | 160.00 | | |
| 8540 | Loader, Skid-Steer | Operating Capacity | 1000 Lbs | to 35 | | hour | 344 | 134.00 | | 125.00 | | | |
| 8541 | Loader, Skid-Steer | Operating Capacity | 2000 Lbs | to 65 | | hour | 344 | 134.00 | 160.00 | 125.00 | 110.00 | | |
| 8542 | Loader, Skid-Steer | Operating Capacity | 3000 Lbs | to 85 | | hour | 344 | 146.00 | 170.00 | 125.00 | 120.00 | | 125.00 |
| 8543 | Loader, Skid-Steer | Operating Capacity | 4000 Lbs | to 94 | | hour | 344 | 166.00 | | | 150.00 | 80.00 | |
| 8392 | Loader, Wheel | Bucket Capacity | 2 CY | to 105 | | hour | 344 | 173.00 | | | | | |
| 8393 | Loader, Wheel | Bucket Capacity | 3 CY | to 152 | | hour | 344 | 193.00 | | | | | |
| 8394 | Loader, Wheel | Bucket Capacity | 4 CY | to 200 | | hour | 344 | 231.00 | 205.00 | | 160.00 | | 190.00 |
| 8395 | Loader, Wheel | Bucket Capacity | 5 CY | to 250 | | hour | 315 | 276.00 | | | 180.00 | | |
| 8571 | Loader-Backhoe, Wheel | Capacity | 1 CY | to 70 | Loader and Backhoe Buckets included. | hour | 313 | 173.00 | | | | | |
| 8572 | Loader-Backhoe, Wheel | Loader Bucket Capacity | 1.5 CY | to 95 | Loader and Backhoe Buckets included. | hour | 313 | 184.00 | | | | | |
| | Truck, Dump | Truck Capacity | 4 CY | | | hour | | | | 90.00 | | 50.00 | |
| 8721 | Truck, Dump | Truck Capacity | 10 CY | to 235 | | hour | 613 | 121.00 | | | | (60lb bucket) | |
| 8722 | Truck, Dump | Truck Capacity | 12 CY | to 255 | | hour | 607 | 121.00 | 130.00 | | 95.00 | 70.00 | |
| 8723 | Truck, Dump | Truck Capacity | 18 CY | to 330 | | hour | 604 | 161.00 | | | 105.00 | (35lb bucket) | 105.00 |
| 8780 | Truck, Water | Tank Capacity | 2500 Gal | to 175 | Include pump and rear spray system. | hour | 613 | 128.00 | 140.00 | | | | |
| 8781 | Truck, Water | Tank Capacity | 4000 Gal | to 250 | Include pump and rear spray system. | hour | 607 | 166.00 | | | 140.00 | | 160.00 |
| 2124 | Shouldering Machine | | | | | hour | 383 | 198.00 | | | | | |
| 2124 | Tandem Truck w/ Pup Trailer | Truck Capacity | 10 CY | | | hour | 602 | 155.00 | | | | | |
| | Power Broom | Pup Capacity | 10 CY | | | hour | | 133.00 | | | 150.00 | | |

| Cost Code | Equipment | Specification | Capacity/Size | HP | Notes | Unit | Labor code | Browning Root Products, Inc | Griffin Construction Co., Inc | Schroeder Landscaping | Van Gundy Excavating, LLP | Lundstrom Brothers LLC | Zinke Inc |
|-----------|---------------------------------|-----------------------------|----------------------------|----|----------------|--------|------------|-----------------------------|-----------------------------------|-----------------------|---------------------------|------------------------|-----------|
| | Pneumatic - Tired Roller | | | | | hour | | 172.00 | 190.00 | | | | |
| 2124 | Semi Tractor w/ belly dump | | | | | hour | 602 | 144.00 | 140.00 | | | | |
| | Semi Tractor w/ end dump | | | | | hour | | - | 140.00 | | | | |
| | Semi Tractor w/ side dump | | | | | hour | | 133.00 | 140.00 | | | | |
| | Lowboy | | | | | hour | 603 | 320.00 | 250.00 | | 225.00 | | 250.00 |
| | Hydroseeder | | 1200 gallons Mixed tank | | | hour | 203 | - | | 650.00 | | | |
| | Hydroseeder | | 1200 gallons Mixed tank | | | Tank | 203 | - | | 900.00 | | | |
| | Turf Tractor & Tiller | | | | | hour | 203 | 138.00 | | 130.00 | | | |
| | Small Square Bale Mulcher | | | | | hour | 203 | | | 275.00 | 180.00 | | |
| | Large Square Bale Mulcher | | | | | hour | 203 | | | 350.00 | 240.00 | | |
| | Skid Loader Attachments | Harley Rake Land Leveler | | | w/Skidsteer | hour | 344 | | 190.00 | 180.00 | | | |
| | Silt Fence Machine | | | | | hour | | 101.00 | | 175.00 | 150.00 | | 140.00 |
| | Silt Fence Machine | | | | | lin ft | 366 | | | 6.75 | 5.00 | | |
| | Haul Truck | | | | | hour | 204 | 211.00 | Cat 250E 260.00 Cat 740 215.00 | | 180.00 | | 200.00 |
| | Sheeps Foot | | | | | hour | 396 | 133.00 | Cat 433 190.00 Cat 563 210.00 | | 140.00 | | 140.00 |
| | Skidder | | | | | hour | 385 | | | | 150.00 | 90.00 | |
| | 65 Ton Crane | | | | | hour | 304 | 341.00 | | | | | |
| | Excavator with Hydraulic Hammer | | | | | hour | 304 | 265.00 | | | 300.00 | | 300.00 |
| | Stump Grinder | | | | Inch Diameter | | | | | | | 5.00 | |
| | Truck | | | | Tandem Grapple | | | | | | | 100.00 | |
| | Chipper | | | | | | | | | | | 80.00 | |

File No. 10 – Commissioner Myhre moved, Commissioner Severson seconded, motion unanimously carried to accept the low bid from Fahrner Asphalt Sealers, LLC in the amount of \$57,280.00 for CP 2024-04 Crackfilling. Two bids were received and are listed below.

| | |
|-----------------------------------|-------------|
| Fahrner Asphalt Sealers, LLC | \$57,280.00 |
| Asphalt Surface Technologies Corp | \$79,360.00 |

File No. 11 – Commissioner Severson moved, Commissioner Schuldt seconded, motion unanimously carried to accept the low bid from Scott Construction, Inc in the amount of \$448,814.23 for CP 2024-06 Seal Coat. Four bids were received and are listed below.

| | |
|-----------------------------------|--------------|
| Scott Construction, Inc | \$448,814.23 |
| Fahrner Asphalt Sealers, LLC | \$557,918.20 |
| Asphalt Surface Technologies Corp | \$565,427.97 |
| Allied Blacktop Company | \$575,929.79 |

File No. 12 – Commissioner Severson moved, Commissioner Schuldt seconded, motion unanimously carried to approve ordering salt through the Cooperative Purchasing Venture (CPV).

File No. 13 – Commissioner Severson moved, Commissioner Myhre seconded, motion unanimously carried to approve the Management and Operations of Wildcat Park Agreement with Wildcat Creek Management LLC – Justin Rohrer and Jenna Knight – for the 2024 season. Finance Director Lapham said the hope was that the contract would eventually turn into a longer contract that exceeded one camping season.

File No. 14 – Commissioner Severson moved, Commissioner Myhre seconded, motion unanimously carried to approve a letter of support for a Sno Pac Foods grant application to the RFSI grant to build a cold storage facility in Caledonia with extra space for Houston County

businesses to utilize. Wagner said cold storage was a need for many farmers, producers, and businesses in Houston County. The Economic Development Authority (EDA) was in support of the project especially because of Sno Pac's willingness to create cold storage in Houston County not only for their own business, but also for other businesses in the community to utilize.

DISCUSSION ITEMS

Commissioner Burns said he wanted to bring up the idea of Houston County having a County coordinator or administrator. He said it would need to be the right person. He said having a coordinator or administrator could help department heads who had additional duties such as the Auditor's office working on Wildcat Park, departments helping with building and ground facilities, etc. The administrator or coordinator could take on those extra duties. He said the person could also act as a liaison between the Commissioners and the departments. Commissioner Burns said it could help the County be more efficient. Commissioner Severson agreed. Commissioner Johnson said the County should first study their processes to determine who was doing what. He said the County could appoint an interim administrator or coordinator by County resolution. He said the County could work with the Attorney's office to create the resolution after studying duties.

Commissioners discussed recent and upcoming meetings including a Department Head, Labor Negotiations, Historical Society, and Solid Waste Committee meeting.

Lapham suggested changing the County Board Meeting schedule and having a workgroup session the second week of the month, and a regular meeting the third week of the month. She said this would allow for claims payable to be included in the packet and agenda. Wagner would put a revised BOC schedule on the agenda for board approval the following week to reflect the change going forward.

Commissioner Burns said he wanted to clarify a statement he had made regarding Caledonia Township and the current quarter, quarter rule. He said he had spoken to a township supervisor who said the Township was in favor of the rule as it currently was. They did not see a reason to change it. He said he had attended a Caledonia Township meeting and discussed possible changes to the rule with the township and members of the audience.

There being no further business at 11:17 a.m., a motion was made by Commissioner Severson, seconded by Commissioner Schuldt, motion unanimously carried to adjourn the meeting. The next meeting would be a regular meeting on April 2, 2024.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Eric Johnson, Chairperson

Attest: _____

Polly Heberlein, Interim Auditor/Treasurer

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: April 2, 2024

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present: Dewey Severson, Eric Johnson, Robert Burns, Bob Schuldt, and Greg Myhre

Others Present: Interim Auditor/Treasurer Polly Heberlein, Fillmore County Journal Reporter Charlene Selbee, The Caledonia Argus Associate Editor Rose Korabek, Finance Director Carol Lapham, Board Clerk/EDA Director Allison Wagner, Recorder Mary Betz, Human Resources Director Theresa Arrick-Kruger, Public Health and Human Services Director John Pugleasa, Social Services Supervisor Bethany Moen, Sheriff Brian Swedberg, Emergency Management Director Mark Olson, and Surveyor Eric Schmitt

Presiding: Chairperson Johnson

Call to order.

Pledge of Allegiance.

Chairperson Johnson said he wanted to move consent item six to an action item on the agenda. Motion was made by Commissioner Severson, seconded by Commissioner Burns, motion unanimously carried to approve the agenda with the change.

Motion was made by Commissioner Myhre, seconded by Commissioner Schuldt, motion unanimously carried to approve the meeting minutes from March 26, 2024.

Public Comment:

None.

APPOINTMENTS

The Commissioners reviewed Cash and Investments thru December 31, 2023. Interim Auditor/Treasurer Polly Heberlein said she would be giving regular updates for the Commissioners to review Cash and Investments. There would be a minimum of two updates per year taking place as of June 30th and at the end of the year.

CONSENT AGENDA

Motion by Commissioner Burns, seconded by Commissioner Severson, motion unanimously carried to approve the consent agenda. Items approved are listed below.

- 1) Approve Peddler License for Jalen Hunter who is contracted through Platinum Supplemental Insurance.
- 2) Change the employment status of Deputy Auditor/Treasurer, Amy Sylling, from probationary to regular, effective 04/09/2024.
- 3) Change the employment status of Eligibility Worker, Kristen Klug, from probationary to regular, effective 04/09/2024.
- 4) Hire Savannah Slafter as a 1.0 FTE probationary Social Worker-Children's Mental Health, C41, Step 1, effective May 28, 2024.
- 5) Hire Lauren Solum as a 1.0 FTE probationary Social Worker- Licensing, C41, Step 3, effective April 15, 2024.
- 6) This item was moved to action items.
- 7) Accept the resignation of Storm Davis, Sheriff's Deputy effective 04/11/2024.
- 8) Approve initiating a competitive search for a Sheriff's Deputy C42.

ACTION ITEMS

File No. 1 – Commissioner Severson moved, Commissioner Schuldt seconded, motion unanimously carried to approve funding for a Houston County resident currently on Felony probation to attend Winona County Treatment Court.

File No. 2 – Commissioner Myhre moved, Commissioner Burns seconded, motion unanimously carried to accept grant funding if awarded to finance the Certifying 60 Section Corners and Quarter Corners in Spring Grove, Wilmington, Black Hammer, and Caledonia Townships before March 31, 2026 and adopting Resolution No. 24-10.

File No. 3 – Commissioner Burns moved, Commissioner Myhre seconded, motion unanimously carried to approve Resolution No. 24-11 authorizing Mark Olson, Houston County Emergency Management Director to sign and execute a grant agreement and thereby assume for and on behalf of Houston County all of the contractual obligations contained therein.

File No. 4 – Commissioner Burns moved, Commissioner Myhre seconded, motion unanimously carried to approve an updated 2024 Board of Commissioner Meeting Schedule. With the new schedule workgroup sessions would be held the second Tuesday of the month. Regular meetings would be held the first, third, and fourth Tuesday of each month. The new schedule would ensure that payments could be approved at each board meeting.

File No. 5 – Commissioner Severson moved, Commissioner Burns seconded, motion unanimously carried to approve payments. See payments below.

2024/04/02 COMMISSIONERS WARRANTS:

| VENDOR NAME | AMOUNT |
|--------------------------------------|------------------|
| CRESCENT INVESTIGATIVE SERVICES | 2,485.00 |
| DELTA DENTAL | 6,324.54 |
| HOSKINS ELECTRIC | 6,991.06 |
| IUOE LOCAL 49 FRINGE BENEFIT FUNDS | 26,550.00 |
| MEDICA | 186,491.36 |
| MN LIFE INSURANCE COMPANY | 2,431.80 |
| VERIZON WIRELESS | <u>3,394.82</u> |
| | 234,668.58 |
| 24 VENDORS PAID LESS THAN \$2,000.00 | <u>7,859.36</u> |
| | 242,527.94 |
| PUBLIC HEALTH & HUMAN SERVICES | <u>10,542.86</u> |
| | 253,070.80 |

File No. 6 – Prior to any motions being made Commissioners discussed the possibility of assigning Rachel Meyer, currently Lead Jailer/Dispatcher, as the 1.0 FTE exempt status, Interim Jail Administrator, C43, Step 6 effective 04/07/2024 for a period not to exceed one year. Meyer would retain rights otherwise accrued during this interim assignment, including hours served towards step placement upon her return to a Lead Jailer/Dispatcher position. The Commissioners discussed the matter with Human Resources Director Kruger and Sheriff Swedberg. The County was required by statute to have a Jail Administrator. Commissioner Johnson asked if Meyer was aware the interim assignment would also be a change in her union, as administrators were in a different union than jailers. Kruger and Swedberg said they did not know if Meyer was aware of the change. Commissioner Schuldt asked who would be filling Meyer’s current position as lead Jailer/Dispatcher while she was working as Interim Jail Administrator. The Commissioners asked if the change would result in a staff shortage. They asked if it would require additional staff to be hired. Sheriff Swedberg said the plan was for Meyer to continue with her Jailer/Dispatcher duties in addition to being the Jail Administrator. Kruger said she was not aware of this. The Jail Administer could help fill in as Jailer/Dispatcher when emergency situations occurred, but their primary duty was to be the Jail Administrator. Sheriff Swedberg said he could instead seek help from a temporary and part time employee to help fill Jailer/Dispatcher duties so Meyer could focus on the Jail Administrator duties, and recommended the Commissioners approve the interim Jail Administrator assignment. Commissioner Severson moved to assign Rachel Meyer, currently Lead Jailer/Dispatcher, as the 1.0 FTE exempt status, Interim Jail Administrator, C43, Step 6 effective 04/07/2024 for a period not to exceed one year. Meyer would retain rights otherwise accrued during this interim assignment, including hours served towards step placement upon her return to a Lead Jailer/Dispatcher position. The motion failed for lack of a second. It was the general consensus of the Commissioners that they were in favor of Meyer becoming the Interim Jail Administrator if she wished, but wanted to make sure her Lead Jailer/Dispatcher duties would be covered by another or other employees during the interim assignment. The matter would be revisited at the next regular board meeting.

DISCUSSION ITEMS

Commissioners discussed recent and upcoming meetings including an Extension, Office of Cannabis Advisory Board, Hiawatha Valley Mental Health, EDA, and Community meeting with ABLE.

Commissioner Schuldt said he had heard feedback from the public regarding upcoming MnDOT projects in the County. He said the public wanted MnDOT to take more feedback from local people in the communities.

There being no further business at 10:34 a.m., a motion was made by Commissioner Severson, seconded by Commissioner Myhre, motion unanimously carried to adjourn the meeting. The next meeting would be a workgroup session on April 9, 2024.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Eric Johnson, Chairperson

Attest: _____
Polly Heberlein, Interim Auditor/Treasurer

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: April 9, 2024

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present:

Dewey Severson, Eric Johnson, Robert Burns, Bob Schuldt, and Greg Myhre

Others Present:

Interim Auditor/Treasurer Polly Heberlein, Finance Director Carol Lapham, Board Clerk/EDA Director Allison Wagner, Recorder Mary Betz, Engineer Brian Pogodzinski, IT Director Andrew Milde, and Public Health and Human Services Director John Pugleasa

Board Workgroup Session

Engineer Pogodzinski said La Crescent had been awarded Local Road Improvement Funds (LRIP) for the project they had submitted. They were the only awardee in Houston County, however the State was looking at awarding additional projects in the next cycle. Pogodzinski said there was a possibility Caledonia's LRIP grant could also get awarded in the next round, as some applications already submitted would be looked at in that round.

Pogodzinski said he had met with the City of La Crescent to discuss the upcoming road project on South 3rd Street. Pogodzinski said the City disagreed with the County on lane configuration, and wanted to discuss the matter more with the board. The City of La Crescent had proposed a four to three-lane conversion with the addition of bike lanes. It was the general consensus of the County board that they had already made their decision. The general consensus of the board, MnDOT staff, and County Engineer was to leave the lane configuration as it currently existed.

Commissioner Burns and Johnson had met with some members of the Historical Society to discuss the future of the Historic Jail. The Houston County Historical Society would possibly consider taking over the building, and working to restore it to be used in some way if they could get the \$731,503.00 in insurance money the County had received years ago to use towards the property. Finance Director Lapham said Attorney Jandt needed to look into the matter to see if the County could give the insurance money to another entity, and if it was possible to allow the Historical Society the opportunity to own/lease the jail without offering it to others.

The Commissioners discussed the possibility of appointing an interim County administrator. Commissioner Johnson said the board could appoint an interim administrator by resolution. He recommended that the County appoint someone who was already working at the County with experience. He said the County should look at processes and who was doing what to

see where there were overlaps and gaps. Commissioner Burns said if someone was appointed from within he thought their position would need to be filled. He did not think the interim administrator (such as a department head) could do both their position and the administrator duties. No final decisions were made on the matter.

The Commissioners discussed the jail administrator vacancy with Sheriff Swedberg. The County was required by statute to have a jail administrator, however the position was currently vacant. Initially the plan was for a current jailer/dispatcher to be appointed interim administrator, but there was an issue with who would fill the jailer/dispatcher duties. The Sheriff had asked temporary and part time staff if they would be willing to take on additional jailer/dispatcher duties in the interim, but they were unable or unwilling to do so. The Commissioners discussed advertising for another jailer/dispatcher. The personal committee would need to meet again on the matter.

Commissioner Myhre said the County should look at alternative insurance options to look for savings for the County.

The Commissioners discussed the possibility of changing the current quarter, quarter rule to two per quarter in some areas.

The meeting ended at 11:15 a.m.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Eric Johnson, Chairperson

Attest: _____
Polly Heberlein, Interim Auditor/Treasurer

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: April 16, 2024

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present: Dewey Severson, Eric Johnson, Robert Burns, Bob Schuldt, and Greg Myhre

Others Present: Interim Auditor/Treasurer Polly Heberlein, Fillmore County Journal Reporter Charlene Selbee, The Caledonia Argus Associate Editor Rose Korabek, Finance Director Carol Lapham, Board Clerk/EDA Director Allison Wagner, Recorder Mary Betz, Human Resources Director Theresa Arrick-Kruger, Public Health and Human Services Director John Pugleasa, Sheriff Brian Swedberg, Engineer Brian Pogodzinski, Zoning Administrator Amelia Meiners, and Deputy Auditor/Treasurer Eliana Babinski

Presiding: Chairperson Johnson

Call to order.

Pledge of Allegiance.

Chairperson Johnson said item No. 4 needed to be removed from the consent agenda. Motion was made by Commissioner Severson, seconded by Commissioner Myhre, motion unanimously carried to approve the agenda with the change.

Motion was made by Commissioner Burns, seconded by Commissioner Myhre, motion unanimously carried to approve the meeting minutes from April 2, 2024.

Motion was made by Commissioner Schuldt, seconded by Commissioner Severson, motion unanimously carried to approve the meeting minutes from April 9, 2024.

Public Comment:

None.

APPOINTMENTS

None.

CONSENT AGENDA

Motion by Commissioner Burns, seconded by Commissioner Severson, motion unanimously carried to approve the consent agenda. Items approved are listed below.

- 1) Approve letter of support to provide to the contractor, Al's Aerial Spraying, that will be completing treatment of spongy moth in Houston County.
- 2) Accept grant from Delta Dental in the amount of \$15,000.00 to support an additional day of mobile dental access per month.
- 3) Hire Hannah Miner as a temporary/casual (67 day) employee at a wage of \$15.88/hour.
- 4) This item was removed from the consent agenda.
- 5) Initiate a competitive search for 1.0 FTE Jailer/Dispatcher.

ACTION ITEMS

File No. 1 – Commissioner Myhre moved, Commissioner Schuldt seconded, motion unanimously carried to approve donations to the Extension Tesmer Farm Safety Day for a total of \$2,075.00. Commissioner Johnson thanked everyone who had donated. He said the event was needed and well attended. The Commissioners agreed.

File No. 2 – Commissioner Myhre moved, Commissioner Severson seconded, motion unanimously carried to approve the 2023 Feedlot Program Annual Report and Fiscal Report.

File No. 3 – Commissioner Burns moved, Commissioner Schuldt seconded, motion carried four to one to accept the low bid from Bluff Country Brine for liquid chloride. All Commissioners voted yes, except for Commissioner Myhre who voted no. See bids below.

| Item # | Item | Contractor | Unit | Bluff Country Brine | Knife River | Envirotech Services Inc | Northern Salt Inc |
|-------------------|---|------------|------|---------------------|---------------------------------|-------------------------|-------------------|
| | | | | Unit Price | Unit Price | Unit Price | Unit Price |
| 1 | Delivered by tanker truck to Caledonia | Gallons | | 1.280 | 1.460 | 1.540 | 1.558 |
| 2 | Delivered & Applied to various county roads | Gallons | | 1.480 | 1.620 | 1.740 | 1.684 |
| | Minimum Transport load | Gallons | | 4,000.00 | 4,000.00 | 4,200.00 | 4,200.00 |
| | | | | Cashier's Check | Bond | Bond | Bond |
| Total Gallons Est | | | | 56,000.00 | | | |
| Estimate Cost | | | | 71,680.00 | 42% County 58% Township/City | | |

File No. 4 – Commissioner Severson moved, Commissioner Schuldt seconded, motion unanimously carried to approve MnDot's amendment No. 1 requesting a time extension regarding the CSAH 3 and TH 26 intersection planning.

File No. 5 – Commissioners discussed the increase in State aid maintenance funding and aggregate surfacing with Engineer Pogodzinski. Pogodzinski would seek bids and come back to the board for approval at a later date.

File No. 6 – Commissioners discussed various improvements to be done in conjunction with future MnDot projects.

File No. 7 – Commissioner Severson moved, Commissioner Schuldt seconded, motion unanimously carried to approve a request for assistance by providing a \$52,000 loan to Ryan Ruberg owner of Green Terrace Properties LLC from the EDA revolving loan fund to purchase the Sawmill Inn in Houston, MN at the 2024 set rate 3.5% and ten year term.

File No. 8 – Commissioner Severson moved, Commissioner Schuldt seconded, motion unanimously carried to review and approve payments. See payments below.

REVIEW LICENSE CENTER PAYMENTS

2024/04/09 AUDITOR WARRANTS:

| VENDORNAMEATPAYMENT | AMOUNT |
|-------------------------------------|------------------|
| CALEDONIA/CITY OF | 12575.58 |
| HOUSTON COUNTY TREASURER | 20883.99 |
| MN STATE TREASURER | 3580.50 |
| RICHARD'S SANITATION LLC | 19164.97 |
| WILDCAT CREEK MANAGEMENT LLC | 26000.00 |
| WINONA CONTROLS INC | <u>123825.00</u> |
| | 206030.04 |
| 18 VENDORS PAID LESS THAN \$2000.00 | <u>7607.17</u> |
| | 213637.21 |

2024/04/16 COMMISSIONERS WARRANTS

| VENDOR NAME | AMOUNT |
|--|------------------------|
| ACENTEK | 5,181.20 |
| ADVANCED CORRECTIONAL HEALTHCARE | 7,220.58 |
| CEDA | 7,107.69 |
| ENTERPRISE FM | 12,552.74 |
| H & L MESABI | 3,040.00 |
| HAMMELL EQUIPMENT INC | 4,019.66 |
| HOKAH CO-OP OIL | 4,846.46 |
| HOUSTON COUNTY TREASURER | 42,846.31 |
| INSIGHTSOFTWARE LLC | 12,047.80 |
| LIBERTY TIRE RECYCLING LLC | 3,260.95 |
| MIENERGY COOPERATIVE | 2,225.59 |
| MINNESOTA ENERGY RESOURCES | 5,692.90 |
| REGENTS OF THE UNIVERSITY OF MINNESOTA | 31,297.63 |
| SCHNEIDER CORPORATION | 2,931.00 |
| SELCO | 55,872.75 |
| TSG | 43,910.00 |
| VISA | 9,390.34 |
| WEX BANK | 9,368.67 |
| | <hr/> 262,812.27 |
| 39 VENDORS PAID LESS THAN \$2000.00 | <hr/> 17127.33 |
| | <hr/> 279,939.60 |
| PUBLIC HEALTH & HUMAN SERVICES | <hr/> 220,645.04 |
| | <hr/> <hr/> 500,584.64 |

DISCUSSION ITEMS

Commissioners discussed recent and upcoming meetings including an Extension, Township Officer, Wildcat, and negotiation meeting.

There being no further business at 10:28 a.m., a motion was made by Commissioner Myhre, seconded by Commissioner Schuldt, motion unanimously carried to adjourn the meeting. The next meeting would be a regular meeting on April 23, 2024.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____

Eric Johnson, Chairperson

Attest: _____
Polly Heberlein, Interim Auditor/Treasurer