

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, 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, 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

**HOUSTON COUNTY
AGENDA REQUEST FORM
March 12, 2024**

Date Submitted: March 7, 2024

By: Tess Kruger, HRD/Facilities Mgr.

ACTION

NONE

APPOINTMENT REQUEST

NONE

HR CONSENT AGENDA REQUEST

Sheriff's Office

- **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**

<u>Reviewed by:</u>	<input type="checkbox"/> HR Director	<input checked="" type="checkbox"/> Sheriff
	<input checked="" type="checkbox"/> Finance Director	<input type="checkbox"/> Engineer
	<input type="checkbox"/> IS Director	<input type="checkbox"/> PHHS
	<input type="checkbox"/> County Attorney	<input type="checkbox"/> (indicate other dept) _____
	<input type="checkbox"/> Environmental Svcs	
<u>Recommendation:</u>		
<u>Decision:</u>		