

## PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: January 20, 2026

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present: Cindy Wright, Eric Johnson, Robert Schuldt, and Greg Myhre

Others Present: Interim Auditor/Treasurer Polly Heberlein, Fillmore County Journal Reporter Charlene Selbee, The Caledonia Argus Associate Editor Katia Gorsuch, Finance Director Carol Lapham, Coordinator Brent Parker, EDA Director & Coordinator Support Allison Wagner, Financial Assistance Supervisor Karen Kohlmeyer, Fiscal Supervisor Heidi Harms, Social Services Supervisor Bethany Moen, and Interim Recorder Michelle Werner

Presiding: Chairperson Myhre

Call to order.

Pledge of Allegiance.

Prior to approving the agenda Commissioner Myhre asked that Action Items 1, 2, and 5 be pulled from the agenda as Commissioner Zehnder would not be able to attend the board meeting. Myhre asked that the full board be present to vote on those items. Motion was made by Commissioner Wright, seconded by Commissioner Johnson, motion unanimously carried to approve the agenda with the changes.

Motion was made by Commissioner Johnson, seconded by Commissioner Schuldt, motion carried unanimously to approve the meeting minutes from January 6, 2025.

Motion was made by Commissioner Wright, seconded by Commissioner Johnson, motion carried unanimously to approve the meeting minutes from January 13, 2026.

Public Comment:

None.

### APPOINTMENTS

Motion was made by Commissioner Schuldt, seconded by Commissioner Wright, motion carried unanimously to open a public hearing pursuant to Minnesota Statutes § 375A.1205, Subdivision 1. The purpose of the hearing was to consider making the positions of Auditor / Treasurer and Recorder positions appointed. No public comments were made on the matter.

Motion was made by Commissioner Johnson, seconded by Commissioner Wright, motion carried unanimously to close the public hearing and go back into regular session.

Motion was made by Commissioner Johnson, seconded by Commissioner Schuldt, motion carried unanimously to open a public hearing to implement new real property protection fees, pursuant to Minn. Statute 480.50 Subd. 6. Interim Recorder Werner said by statute these fees were allowed to be charged. No public comments were made on the matter.

Motion was made by Commissioner Johnson, seconded by Commissioner Schuldt, motion carried unanimously to close the public hearing and go back into regular session.

## CONSENT AGENDA

Commissioner Wright moved, Commissioner Schuldt seconded, motion unanimously carried to approve the consent agenda. Approved items are below.

- 1) Hire Theresa Foellmi as a 1 FTE Eligibility Worker (B24 – Step 2) with a start date of January 26, 2026.
- 2) Approve Purchase of Service Agreement with ABC Woodland to provide supported employment services.

## ACTION ITEMS

File No. 1 – This item was removed from the agenda.

File No. 2 – This item was removed from the agenda.

File No. 3 – Commissioner Johnson moved, Commissioner Wright seconded, motion unanimously carried to approve the authorization for additional fees in association with MN Statute 480.50 Personal Information in Real Property Records as requested by the Recorder's office: a \$75 fee for each property notice, a \$75 fee for each consent and a \$75 fee for each request as allowable per statute.

File No. 4 – Commissioner Wright moved, Commissioner Johnson seconded, motion carried to approve Hiawatha Valley Mental Health Center (HVMHC) 2026 POS contract and rates for adult and children's services. Commissioner Wright said the services were crucial to the County.

File No. 5 – This item was removed from the agenda.

File No. 6 – Commissioner Wright moved, Commissioner Myhre seconded, motion unanimously carried to approving a competitive search for a 1 FTE Public Health Family Health Nurse (B24).

File No. 7 – Commissioner Johnson moved, Commissioner Schuldt seconded, motion unanimously carried to accept a \$200 donation from Auxiliary Post 6801 to the Veteran Service Office to use for any veteran’s needs. Commissioner Schuldt thanked the Auxiliary Post for their regular and generous donations. The board agreed.

File No. 6 – Commissioner Johnson moved, Commissioner Wright seconded, motion unanimously carried to review and approve payments. Payments are below.

**REVIEW LICENSE CENTER PAYMENTS**

**2025/12/31 AUDITOR WARRANTS**

<u>VENDOR NAME</u>	<u>AMOUNT</u>
CONSOLIDATED ENERGY COMPANY	5,634.32
FRONTIER PRECISION INC	2,479.00
GOVERNMENT MANAGEMENT GROUP	4,250.00
INSIGHT PUBLIC SECTOR	4,247.53
INTELLICENTS	6,000.00
LA FLEUR LAW OFFICE LLC	2,647.50
LIBERTY TIRE RECYCLING LLC	3,585.35
METAL CULVERTS INC	43,927.60
MNCCC	17,655.00
NEWMAN SIGNS INC	12,049.10
TREASURER CITY OF LA CRESCENT	6,292.92
US BANK VOYAGER FLEET SYS	2,258.75
VASKE COMPUTER INC	8,450.00
VISA	12,100.58
WIEBKE TIRE CO	3,260.00
WRIGHT/CINDY	2,118.20
	<u>136,955.85</u>
51 VENDORS PAID LESS THAN \$2000.00	<u>18,310.62</u>
	<u>155,266.47</u>

**REVIEW LICENSE CENTER PAYMENTS**

**2026/01/12 AUDITOR WARRANTS:**

<u>VENDOR NAME</u>	<u>AMOUNT</u>
COMPUTER FORENSIC SERVICES LLC	48,301.41
FELDMEIER/MATTHEW	85,204.00
HOUSTON COUNTY TREASURER	84,273.80
LETG LLC	45,271.15
MACTEK SYSTEMS INC	4,837.00
MASWCD	7,654.59
MN COUNTIES INTERGOVERNMENTAL TRUST	7,477.00
MN COUNTY ATTORNEY ASSN	4,550.00
MN STATE TREASURER	4,189.00
VAN DIEST SUPPLY COMPANY	39,322.70
WINONA COUNTY PLANNING & ZONING	4,188.86
	<u>335,269.51</u>
21 VENDORS PAID LESS THAN \$2000.00	<u>12,831.88</u>
	<u>348,101.39</u>

**2026/01/20 COMMISSIONER WARRANTS:**

<b>VENDOR NAME</b>	<b>AMOUNT</b>
ABILITY BUILDING COMMUNITY	2,279.42
ACEN TEK	4,463.29
ADMZ PROPERTIES	3,650.00
ADVANCED CORRECTIONAL HEALTHCARE	8,112.33
BOLTON & MENK INC	2,250.00
CALEDONIA SNO GOPHERS CLUB	20,421.72
CALEDONIA/CITY OF	12,348.44
EHLERS	1,212,625.00
ENTERPRISE FM	11,199.61
GREAT LAKES SALT COMPANY	84,921.50
HOKAH CO-OP OIL ASSN	4,530.00
HOUSTON COUNTY TREASURER	37,726.39
HOUSTON-MONEY CREEK SNOWRIDERS	9,563.40
LA CRESCENT TRAIL	7,448.76
MAYO CLINIC	15,834.69
MN COUNTIES INTERGOVERNMENTAL TR	408,865.00
MN SHERIFF'S ASSN	7,096.89
MN STATE AUDITOR	10,981.95
MN TRANSPORTATION ALLIANCE	2,813.00
RICHARD'S SANITATION LLC	16,833.35
SCHNEIDER CORPORATION/THE	69,164.40
SELCO	50,820.75
SEMV CET	8,858.37
THORSON GRAPHICS LLC	2,354.56
VIKING RIDGE RIDERS	7,900.20
WEX BANK	5,790.39
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	2,028,853.41
32 VENDORS PAID LESS THAN \$2000.00	14,345.60
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	2,043,199.01
PUBLIC HEALTH & HUMAN SERVICES	218,169.88
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	2,261,368.89

**DISCUSSION ITEMS**

Coordinator Parker shared with the board details on the upcoming 2026 AMC Legislative Conference.

The Commissioners discussed recent meetings including a Hiawatha Valley Mental Health, and Land Use Committee meeting with the City of Caldonia to work on communication.

Upcoming meetings and public hearings included a Joint Board of Health, and Planning Commission meetings, and public hearings regarding the use of rifles in Houston County for deer hunting that would be happening in February and March. In addition, the board would need to have another public hearing regarding the possibility of making the positions of Auditor / Treasurer and Recorder appointed prior to voting on the matter.

Closing Public Comment:

None.

There being no further business, a motion was made by Commissioner Johnson, seconded by Commissioner Wright, motion unanimously carried to adjourn the meeting at 9:28 a.m. The next meeting would be a regular meeting on January 27, 2025.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: \_\_\_\_\_  
Greg Myhre, Chairperson

Attest: \_\_\_\_\_  
Brent Parker, Coordinator