

## PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: June 23, 2026

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

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

Others Present: Interim Auditor/Treasurer Polly Heberlein, Fillmore County Journal Reporter Charlene Selbee, The Caledonia Argus Associate Editor Kaita Gorsuch, Finance Director Carol Lapham, Coordinator Brent Parker, EDA Director & Coordinator Support Allison Wagner, Engineer Brian Pogodzinski, Environmental Services Director Amelia Meiners, Public Health Director Jordan Knoke, Community Health Worker Sue Felten, Chris Priebe, Geoff Griffin, Floyd Hackman, Donna Buckbee, Allie Wolf, John Haines, Jackie Baker, Steve Hartwick, Cindy Crestwell-Hatleli, Scott Hateli, Nicki Olson, Deb Hoskins, and Rebecca Christenson

Presiding: Chairperson Myhre

Call to order.

Pledge of Allegiance.

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

Motion was made by Commissioner Johnson, seconded by Commissioner Wright, motion unanimously carried to approve the meeting minutes from June 16, 2026.

Public Comment:

John Haines from Houston said the EAW proposed was a compromise. He said the County had just approved a quarry expansion. He asked if anyone had checked with quarries. He asked why studies were not required on all applications of future mines. He asked if sand should be saved for future generations and if the County needed the sand.

Cindy Crestwell-Hatleli from Yucatan Township said the worksheet would answer a lot of questions for people. She said if it wasn't done the community would always wonder. She said maybe something would be found and maybe it wouldn't be found. She said she didn't want future regrets.

Jackie Baker from Yucatan Township said she was there on behalf of the 332 petitioners. She said people from Houston, Fillmore, and Winona County had signed the petition. She said

the proposed sand mine was in close proximity to many things including a scenic byway and the Root River. Baker said there were rare, threatened, and endangered species in the area. She said she was respectfully asking the board to approve the EAW.

Rebecca Christenson from Yucatan Township said she agreed with what Jackie Baker had said previously. She said when she moved to her farm she had discovered lots of animals and she wondered what other animals were also in the area that she had not yet discovered. She said she hoped the Commissioners would take this into consideration and allow the EAW to take place.

Steve Hartwick from Money Creek Township said there were many groups included in the area including the Root River Trout Stream. He said EAWs had been requested in Fillmore County.

#### APPOINTMENTS

None.

#### CONSENT AGENDA

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

- 1) Review and approve payments. Payments are below.

#### **REVIEW LICENSE CENTER PAYMENTS**

##### **2026/06/12 AUDITOR WARRANTS:**

<b>VENDOR NAME</b>	<b>AMOUNT</b>
DAVISON PROPERTIES LLC	4,972.50
OLMSTED SWCD	17,112.00
	<u>22,084.50</u>
21 VENDORS PAID LESS THAN \$2000.00	6,045.35
	<u><u>28,129.85</u></u>

#### **REVIEW LICENSE CENTER PAYMENTS**

##### **2026/06/17 AUDITOR WARRANTS:**

<b>VENDOR NAME</b>	<b>AMOUNT</b>
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CARLSEN/RON	2,574.00
	<u>2,574.00</u>
2 VENDORS PAID LESS THAN \$2000.00	2,056.91
	<u>4,630.91</u>

### REQUEST APPROVAL FOR PAYMENTS

#### 2026/06/23 COMMISSIONER WARRANTS:

VENDOR NAME	AMOUNT
ABILITY BUILDING COMMUNITY	2,626.69
BKC CONSTRUCTION LLC	151,552.92
CALEDONIA OIL CO INC	5,174.00
DUNN BLACKTOP COMPANY	364,866.44
ELECTION SYSTEMS & SOFTWARE INC	4,623.33
KWIK TRIP	8,032.85
MINNESOTA ENERGY RESOURCES	3,624.65
OVERHEAD DOOR COMPANY	2,547.77
QUADIENT FINANCE USA, INC	20,000.00
TWIN VILLAGE LLC	2,087.33
	<u>565,135.98</u>
26 VENDORS PAID LESS THAN \$2000.00	10,367.08
	<u>575,503.06</u>
PUBLIC HEALTH & HUMAN SERVICES	7,177.54
	<u>582,680.60</u>

### ACTION ITEMS

File No. 1 – Motion was made by Commissioner Zehnder, seconded by Commissioner Schuldt, motion unanimously carried accept the SMIF Literacy Grant, Public Health would receive 225 books to promote early literacy. Commissioner Zehnder said this grant was awesome news and the Commissioners agreed.

File No. 2 – Motion was made by Commissioner Wright, seconded by Commissioner Johnson, motion unanimously carried to approve the 2026 - Houston County Election Emergency Plan which was required by Minnesota law to be on file at the Office of the Secretary of State.

File No. 3 – The Commissioners discussed the possibility of an Environmental Assessment Worksheet (EAW) to be completed on Bruening Rock Products proposed Olson Quarry in Yucatan Township, resulting from a citizen petition with Environmental Services Director Amelia Meiners. Meiners said she believed the County had received a qualifying petition. She said the purpose of an EAW was not to stop a project, but rather to mitigate potential concerns. Meiners recommended a positive declaration on the petition. She also said she wanted to clear up some misinformation. She said the proposed quarry was never proposed to be a frac sand mine. The proposal was for construction use to be used locally. Commissioner Johnson said he was okay with the EAW because he said it most likely would have been a condition had the proposal come before the Planning Commission. However, he said he did have a problem with the petition and the way it was described to some people during the petition process. He said he had talked to people who had signed the petition and felt they had been misled. He said to be fair the County needed to listen to both sides. Commissioner Wright said as a County they needed to work on identifying and clarifying misinformation. She said it was always good to have expert knowledge in areas. Motion was made by Commissioner Wright, seconded by Commissioner Johnson, motion unanimously carried to declare the need for an Environmental Assessment Worksheet (EAW) to be completed on Bruening Rock Products proposed Olson Quarry in Yucatan Township, resulting from a citizen petition and adopt Resolution No. 26-17. Resolution is below.

**RESOLUTION NO. 26-17**

**A RESOLUTION APPROVING THE FINDINGS AND PETITION FOR AN ENVIRONMENTAL ASSESSMENT WORKSHEET FOR THE PROPOSED BRUENING ROCK PRODUCTS SAND MINE**

**WHEREAS**, a petition for an Environmental Assessment Worksheet (EAW) has been submitted for the proposed project in accordance with Minn Rule, Chapter 4410; and

**WHEREAS**, the Minnesota Environmental Quality Board (EQB) has designated Houston County as the Responsible Governmental Unit (RGU) for the proposed Olson Sand Mine in Yucatan Township, Houston County, Minnesota; and

**WHEREAS**, Houston County received notice of the petition from the EQB on May 18, 2026; and

**WHEREAS**, a notice of the petition was published in the EQB Monitor on May 26, 2026; and

**WHEREAS**, based upon evidence presented by the petitioners, proposers, and other persons or otherwise known to the RGU, findings have been prepared; and

**NOW THEREFORE BE IT RESOLVED** that the Houston County Board of Commissioners makes the following findings:

**FINDINGS**

1. The above recitals are incorporated as if set forth herein.
2. The Project is a proposed sand mine as described in the Houston County Conditional Use Permit application and supplementary materials submitted on February 25, 2026 and later resubmitted on April 10, 2026.
3. Petitioners have filed a request for discretionary environmental review pursuant to the Administrative Rules promulgated under the Minnesota Environmental Policy Act.

Petitioners suggest that an EAW is necessary because the Project demonstrates the potential for significant environmental effects.

4. The Project does not meet mandatory thresholds listed under Minn. Rule 4410.4300, subp. 12.
5. The Project is not exempt under Minn. Rule 4410.4600.
6. Minn. Rule 4410.1000 subp. 3B identifies that the governmental unit need only find that the project may have the potential for significant environmental effects.
7. The criteria established in Minn. Rule 4410.1700 shall be used in deciding whether a project has the potential for significant environmental effects.
  - a. Type, extent, and reversibility of environmental effects;
  - b. Cumulative potential effects. The RGU shall consider the following factors: whether the cumulative potential effect is significant; whether the contribution from the project is significant when viewed in connection with other contributions to the cumulative potential effect; the degree to which the project complies with approved mitigation measures specifically designed to address the cumulative potential effect; and the efforts of the proposer to minimize the contributions from the project;
  - c. The extent to which the environmental effects are subject to mitigation by ongoing public regulatory authority. The RGU may rely only on mitigation measures that are specific and that can be reasonably expected to effectively mitigate the identified environmental impacts of the project; and
  - d. The extent to which environmental effects can be anticipated and controlled as a result of other available environmental studies undertaken by public agencies or the project proposer, including other EISs.
8. The Petitioners identify the following as reasons for potentially significant environmental impacts:
  - a. Highly sensitive bluff land and karst topography
  - b. Vulnerable groundwater area
  - c. Proximity to the Root River, associated wetlands, and a highly erodible section of riverbank
  - d. Proximity to a trout stream and trout hatchery
  - e. Proximity to the Erickson Mine
  - f. Presence of outstanding biodiversity and rare, threatened, and endangered species in the area

**BE IT FURTHER RESOLVED**, that the proposed project does have the potential for significant environmental impacts; and

**BE IT FURTHER RESOLVED**, that a positive declaration be made concerning the need for an Environmental Assessment Worksheet (EAW) for the Bruening Rock Products project in response to the petition.

Adopted by the Board of Commissioners of Houston County on this 23<sup>rd</sup> day of June 2026.

DISCUSSION ITEMS

Coordinator Parker said IT had done a good job leading the Department Head meeting the day prior. He said there would be no Planning Commission or Board of Adjustment meeting in June. He said upcoming County presentations included Become a Dementia Friend on July 23<sup>rd</sup> at 9:00 AM in the lower level of the County Justice Center and a presentation on Fraud by Merchant’s Bank on July 9<sup>th</sup> at 1:00 in the County Justice Center. Registration was required for the events.

The Commissioners discussed recent and upcoming meetings including a Board of Adjustment and Equalization, Solid Waste, Department Head, and Finance meeting.

Closing Public Comment:

Donna Buckbee from Yucatan Township said she wanted to clarify that Daley Creek was in Chisholm Valley.

Steve Hartwick from Money Creek Township thanked the board.

Cindy Crestwell-Hatleli thanked the board.

Jackie Baker thanked the board for their decision on behalf of the petitioners.

Rebecca Christenson thanked the board.

There being no further business, a motion was made by Commissioner Zehnder, seconded by Commissioner Johnson, motion unanimously carried to adjourn the meeting at 9:35 a.m. The next meeting would be a regular meeting on July 7, 2026.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

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

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

**BOARD OF COMMISSIONER MEETING  
AGENDA REQUEST FORM**Historic Courthouse  
304 S Marshall Street  
Caledonia, MN 55921**Board Meeting Date: July 7th, 2026****Date Request Submitted: July 2nd, 2026****Submitted By (Name and Title): Brent Parker, County Coordinator****Please fill in item(s) requested for agenda in correct category below. Add numbers as needed.**Appointment Request:Consent Agenda Request:

1. Transfer Michelle Burt to a 1 FTE Environmental Services Specialist (B24, Step 2), July 8<sup>th</sup>, 2026.
2. Transfer Leigh Goetzinger to a 1 FTE Child Support Officer (B24, Step 3), July 8<sup>th</sup>, 2026.
3. Hire Sarah Brown as a 1 FTE Child Support Officer (B24, Step 2), effective August 3<sup>rd</sup>, 2026.
4. Hire Alyssa Boardman as a 1 FTE Eligibility Worker (B24, Step 3), effective July 27<sup>th</sup>, 2026.
5. Approve a competitive search for 1 FTE Financial Assistance, Child Support Enforcement Aide.
6. Accept Resignation from Sue Felten Effective July 7th, 2026, with 1 year of service.
7. Approve a competitive search for 1 FTE Public Health, Home and Community Based Services Social Worker.

Action Item Request:Discussion Item:Background/additional information can be typed below and/or included with request:

Note: Please submit all agenda request forms and supporting documentation to the BOC email at **BOC@HoCoMN.gov** by noon the Thursday before each BOC meeting to be included on the agenda. If your department needs a resolution number, please ask for the number ahead of time via the BOC email. Resolutions should be emailed in word format so they can be easily copied and pasted into the meeting minutes. Departments are responsible for scheduling their own public hearings, but please email the BOC to verify a date and time is available prior to advertising the hearing to ensure we do not double book times. Questions regarding agenda requests and board meetings can be sent to the BOC email. Thank you!

**REVIEW LICENSE CENTER PAYMENTS****2026/06/26 AUDITOR WARRANTS:**

<b>VENDOR NAME</b>	<b>AMOUNT</b>
HOUSTON COUNTY TREASURER	<u>84,539.51</u>
	84,539.51
3 VENDORS PAID LESS THAN \$2000.00	<u>1,215.24</u>
	<u><u>85,754.75</u></u>

**REQUEST APPROVAL FOR PAYMENT****2026/07/07 COMMISSIONER WARRANTS:**

<b>VENDOR NAME</b>	<b>AMOUNT</b>
ADVANCED CORRECTIONAL HEALTHCAR	8,112.33
BAN-KOE SYSTEMS INC	2,500.00
BLUFF COUNTRY BRINE LLC	81,394.03
BOLTON & MENK INC	4,500.00
COMPUTER FORENSIC SERVICES LLC	48,301.41
DARKTRACE GROUP LIMITED	38,595.47
ELECTION SYSTEMS & SOFTWARE INC	3,253.06
GROUNDBREAKING CONNECTIONS LLC	7,083.33
INSIGHT PUBLIC SECTOR	6,582.74
J-MEYER'S DIESEL AUTO & AG	2,674.00
LA CRESCENT ROCK PRODUCTS INC	2,338.39
LIBERTY TIRE RECYCLING LLC	7,336.00
MACQUEEN	4,985.57
OLYMPIC BUILDERS GENERAL CONTRAC	159,267.50
RCT SEWER & VAC LLC	8,556.50
REGENTS OF THE UNIVERSITY OF MINNE	38,625.00
SHI INTERNATIONAL CORP	4,732.00
	<u>428,837.33</u>
49 VENDORS PAID LESS THAN \$2000.00	<u>27,074.60</u>
	455,911.93
PUBLIC HEALTH & HUMAN SERVICES	<u>19,303.41</u>
	<u><u>475,215.34</u></u>



# HOUSTON COUNTY

## BOARD OF COMMISSIONER MEETING

### AGENDA REQUEST FORM

Historic Courthouse  
304 S Marshall Street  
Caledonia, MN 55921

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**Board Meeting Date: 7/7/26**

**Date Request Submitted: 6/29/26**

**Submitted By (Name and Title): Jordan Knoke- Public Health Director**

**Please fill in item(s) requested for agenda in correct category below. Add numbers as needed.**

Appointment Request:

Consent Agenda Request:

Action Item Request:

1. Submit a letter of commitment in support of local Age-Friendly efforts to enhance the lives of older adults residing in Houston County.

Discussion Item:

1)

Background/additional information can be typed below and/or included with request:

Letter of Commitment attached.

Note: Please submit all agenda request forms and supporting documentation to the BOC email at **BOC@HoCoMN.gov** by noon the Thursday before each BOC meeting to be included on the agenda. If your department needs a resolution number, please ask for the number ahead of time via the BOC email. Resolutions should be emailed in word format so they can be easily copied and pasted into the meeting minutes. Departments are responsible for scheduling their own public hearings, but please email the BOC to verify a date and time is available prior to advertising the hearing to ensure we do not double book times. Questions regarding agenda requests and board meetings can be sent to the BOC email. Thank you!



Bringing people together to create a healthy  
future for everyone in Houston County.

Community Services Building  
611 Vista Drive, Suite 1  
Caledonia, Minnesota 55921  
Phone: (507) 725-5810  
Fax: (507) 725-3990

July 7<sup>th</sup>, 2026

Cathy McLeer  
AARP Minnesota State Director

On behalf of Houston County, Minnesota, this letter affirms our commitment to supporting local Age-Friendly initiatives that enhance the lives of older adults in our community. Houston County is dedicated to fostering a vibrant social and built environment in which AARP's Eight Domains of Livability are considered and integrated into our programs, services, and policies.

The Houston County Board of Commissioners supports and commends the Houston County Age-Friendly Committee for its efforts to increase the availability and quality of community features that enhance the well-being of older adults and people of all ages.

As a participant in the AARP and World Health Organization (WHO) Age-Friendly Community initiative, it is the intent of Houston County to:

- Actively engage with older adults regarding programs, services, and policies that impact their lives.
- Share information with the community about existing county features and services that can enhance their well-being.
- Provide support and resources to the local Age-Friendly Committee to advance its efforts.
- Collaborate with the Age-Friendly Committee to complete an assessment and workplan related to the Eight Domains of Livability.
- Partner with the Age-Friendly Committee on workplan goals, activities, and measurable outcomes.

We look forward to working with AARP Minnesota staff, members, and volunteers to ensure that our county continues to be a place where community members can thrive as they age.

Sincerely,

Greg Myhre  
Houston County Commissioner Board Chair