

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: July 7, 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 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, Public Health Educator Bri Ceaser, Interim Attorney Suzanne Bublitz, Financial Assistance Director Karen Kohlmeyer, Emergency Management Director Mark Olson, John Pogleasa, and John Haines

Presiding: Chairperson Myhre

Call to order.

Pledge of Allegiance.

Wagner said a few last-minute items had been added to the agenda including: declaring a state of emergency for conditions resulting from the severe storms that had occurred the week prior, final acceptance of the airport fencing project, and accepting a resignation and appointing a Commissioner to serve on the Semcac board. Motion was made by Commissioner Johnson, seconded by Commissioner Wright, motion unanimously carried to approve the agenda with the additional items.

Motion was made by Commissioner Wright, seconded by Commissioner Schuldt, motion unanimously carried to approve the meeting minutes from June 23, 2026.

Public Comment:

John Haines from Houston said a Commissioner had made a comment he wanted to address. He said he had looked in old college textbooks and read to the commissioners the definition of sand. Haines asked for a moratorium on sand mines. He asked what the hurry for applications was. He said the County should define active sand mines.

APPOINTMENTS

None.

CONSENT AGENDA

The Commissioners discussed a new position that would be added to the Public Health office with Public Health Director Knoke and Coordinator Parker. Public Health Director Knoke said programs had a four to five month wait list as the department was getting two to four new referrals each week. New State requirements including waiver changes and fraud waste and abuse changes were difficult for staff with already full caseloads to keep up with. A portion of the position would be reimbursed by the State. Commissioner Wright moved, Commissioner Schuldt seconded, motion unanimously carried to approve the consent agenda. Approved items are below.

- 1) Transfer Michelle Burt to a 1 FTE Environmental Services Specialist (B24, Step 2), July 8th, 2026.
- 2) Transfer Leigh Goetzinger to a 1 FTE Child Support Officer (B24, Step 3), July 8th, 2026.
- 3) Hire Sarah Brown as a 1 FTE Child Support Officer (B24, Step 2), effective August 3rd, 2026.
- 4) Hire Alyssa Boardman as a 1 FTE Eligibility Worker (B24, Step 3), effective July 27th, 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 thanks for her 1 year of service.
- 7) Approve a competitive search for 1 FTE Public Health, Home and Community Based Services Social Worker.
- 8) Review and approve payments. Payments are below.

REVIEW LICENSE CENTER PAYMENTS

2026/06/26 AUDITOR WARRANTS:

<u>VENDOR NAME</u>	<u>AMOUNT</u>
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:

VENDOR NAME	AMOUNT
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
	428,837.33
49 VENDORS PAID LESS THAN \$2000.00	27,074.60
	455,911.93
PUBLIC HEALTH & HUMAN SERVICES	19,303.41
	475,215.34

ACTION ITEMS

File No. 1 – Motion was made by Commissioner Wright, seconded by Commissioner Schuldt, motion unanimously carried to submit a letter of commitment in support of local Age-Friendly efforts to enhance the lives of older adults residing in Houston County. Public Health Educator Ceaser said the County was helping lead efforts to make Houston County age friendly. There was support from each of the major cities who had their own committees also working on age friendly efforts.

File No. 2 – Motion was made by Commissioner Schuldt, seconded by Commissioner Wright, motion unanimously carried to approve Resolution No. 26-18 for Final Acceptance for CP 2025-09 Airport Fencing for Phillips Outdoor Services. Resolution is below.

RESOLUTION NO. 26-18

FINAL ACCEPTANCE FOR CP 2025-09 CHAIN LINK FENCE (AIRPORT)

PHILLIPS OUTDOOR SERVICES

JULY 7, 2026

WHEREAS, CP 2025-09, the 2025 Chain Link Fence contract (Airport) has in all things been completed, and the County Board being fully advised in the premises,

NOW, THEN BE IT RESOLVED, That we do hereby accept said completed project for and in behalf of the County of Houston and authorize final payment as specified herein.

File No. 3 – Motion was made by Commissioner Schuldt, seconded by Commissioner Johnson, motion unanimously carried to adopt Resolution No. 26-19 declaring a state of emergency for conditions resulting from the severe storms, heavy rains, and flooding of July 2, 2026. Emergency Management Director Olson said he had been working with Townships to access the damage and it looked like there was enough damage to make the declaration and qualify for some State reimbursement. Commissioner Wright said the County didn't automatically get reimbursed when there was an event such as a severe storm and in this case 75% would be a State reimbursement while 25% would be local responsibility. County Engineer Pogodzinski was estimating \$500,000 in damage to roadways. He said crews had worked to clear debris and trees Thursday and some had come in over the holiday on Friday to continue working. He said there was water that got into some County buildings. The community services building along the Highway had damage to sheetrock in the basement that would need to be repaired. Resolution is below.

**Resolution Declaring a State of Emergency
Resolution # 26-19**

WHEREAS the severe storms, heavy rains, and flooding impacted the population of Houston County and its cities, townships, and public utilities; and

WHEREAS the severe storms, heavy rains, and flooding event has caused a significant amount of debris, and roadway damage; and

WHEREAS the Houston County Department of Emergency Management requests the Houston County Board of Commissioners to declare Houston County in a STATE OF EMERGENCY for the July 2nd event of 2026;

NOW, THEREFORE, BE IT RESOLVED, that the Houston County Board of Commissioners declares Houston County in a State of Emergency for conditions resulting from the severe storms, heavy rains, and flooding event of July 2, 2026.

Adopted by the Houston County Board of Commissioners this 7th day of July, 2026.

File No. 3 – Motion was made by Commissioner Schuldt, seconded by Commissioner Wright, motion unanimously carried to regretfully accept Bob Burns’ resignation from the Semcac board and thank him for his service. Commissioner Johnson was appointed to serve on the board as a result of the resignation. Semcac was also looking for volunteers to work at the food shelf and serve as volunteer drivers.

DISCUSSION ITEMS

Coordinator Parker said he wanted to thank everyone for working through the flood the week prior. He thanked those who had come into work on Friday and those who helped clean up the community services building. He also thanked Environmental Services Director Meiners and her office for opening the dump site Monday so residents especially those cleaning out basements had a place to take damaged items. Parker said the new inside door would be installed on July 8th. The outer door did not have a set date for installation. Budgeting for departments would begin soon. New TVs would be installed with announcements for the public in the Historic Courthouse.

The Commissioners discussed recent and upcoming meetings including a Department of Health, Money Creek Township, Brownsville road project, and La Crosse County Solid Waste Policy Annual meeting.

Commissioner Johnson said he wanted to address comments that were made during the public comment period at the meeting. Commissioner Johnson said when rock was crushed it was a lime screening. He said in 2012 there had been a moratorium on sand mines, and new rules had been put into place as a result of that. He said mound sewer systems required sand.

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 9:59 a.m. The next meeting would be a workgroup session on July 14, 2026.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Greg Myhre, Chairperson

Attest: _____
Brent Parker, Coordinator