

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: May 5, 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 Katia Gorsuch, Finance Director Carol Lapham, Coordinator Brent Parker, EDA Director & Coordinator Support Allison Wagner, Social Services Director Bethany Moen, Public Health Director Jordan Knoke, Environmental Services Director Amelia Meiners, Engineer Brian Pogodzinski, Ryan Schuldt, Steph Schuldt, and Justin Gartner

Presiding: Chairperson Myhre

Call to order.

Pledge of Allegiance.

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

Motion was made by Commissioner Schuldt, seconded by Commissioner Wright, motion carried to approve the meeting minutes from April 28, 2026. All Commissioners voted yes except for Commissioner Zehnder who abstained due to being absent from the meeting.

Public Comment:

Justin Gartner said he had an action item on the agenda that day to build a telecommunications tower. He read part of the Telecommunications Act to the Commissioners. He said there was an emergency services aspect to the tower. Gartner said he owned land near Black Hammer and had property with a tree stand where he only got one bar of service. He said in the area where the proposed telecommunications tower would be going there were many tree stands with zero service. He said Verizon would be the initial carrier.

APPOINTMENTS

None.

CONSENT AGENDA

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

- 1) Accept resignation from Rebecca Larson (Eligibility Worker), effective May 15th, 2026, with 6 years of service.
- 2) Approve a competitive search for a 1 FTE Eligibility Worker.
- 3) Hire Brooklyn Wallin as a 1 FTE Adult Social Worker (C41 – Step 1) with a start date of June 8th, 2026.
- 4) Transfer Bryce Helke from Temporary Transport Officer to a 67-day employee Deputy effective immediately.
- 5) Hire Preston Kuennen as a 67 day employee to assist the Highway Department effective May 11th, 2026.
- 6) Review and approve payments. Payments are below.

REQUEST APPROVAL FOR PAYMENTS

2026/05/05 COMMISSIONER WARRANTS:

VENDOR NAME	AMOUNT
ARISTOTLE INSIGHT	7,674.45
BAYCOM INC	17,334.00
CALEDONIA OIL CO INC	5,460.00
COMPUTER FORENSIC SERVICES LLC	48,301.41
CUSTOM TRUCK ONE SOURCE LLC	2,803.16
DELTA DENTAL	8,320.32
FASTENAL COMPANY	2,356.09
GROUNDBREAKING CONNECTIONS LLC	7,083.33
IUOE LOCAL 49 FRINGE BENEFIT FUNDS	28,475.00
JONES LAW FIRM	3,195.00
MEDICA	264,185.60
MN LIFE INSURANCE COMPANY	2,562.43
MNCCC	7,080.00
MN UI-PFML	36,129.98
OFFICE OF MNIT SERVICES	3,907.40
OLYMPIC BUILDERS GENERAL CONTRAC	215,650.00
STONEBROOKE ENGINEERING INC	5,201.43
TSG SERVER & STORAGE INC	44,950.00
VERIZON WIRELESS	2,946.23
WILDCAT CREEK MANAGEMENT LLC	5,343.80

WS TRUCKING & CONSTRUCTION LLC	9,160.00
	<hr/> 728,119.63
14 VENDORS PAID LESS THAN \$2000.00	7,485.06
	<hr/> 735,604.69
PUBLIC HEALTH & HUMAN SERVICES	42,746.92
	<hr/> <hr/> 778,351.61

ACTION ITEMS

File No. 1 –Motion was made by Commissioner Zehnder, seconded by Commissioner Johnson, motion unanimously carried to approve a Conditional Use Permit (CUP) for Ryan and Stephaine Schuldt for a single-family non-farm dwelling on less than 40 acres in an Agricultural Protection District in Spring Grove Township.

File No. 2 –Motion was made by Commissioner Wright, seconded by Commissioner Johnson, motion unanimously carried to approve a Conditional Use Permit (CUP) for Douglas and Julie Heintz Trust to build a manure storage structure with a capacity over 20,000 gallons in Sheldon Township.

File No. 3 – Motion was made by Commissioner Zehnder, seconded by Commissioner Myhre, motion unanimously carried to approve a Conditional Use Permit (CUP) for The Towers, LLC to build a telecommunications tower in an Agriculture Protection District in Crooked Creek Township.

File No. 4 – The Commissioners discussed an Airport Lease Agreement with the City of Caledonia, MN. The Commissioners reviewed the matter once, but had wanted more information from the City of Caledonia. The plan was for the County to provide a car and maintenance, and the City to provide insurance for an airport courtesy car. The City would allow the car to be driven from the airport throughout Houston County and would include nearby communities. The only part of the agreement still in question was if the County or City would be the one to take calls from people using the airport and wishing to reserve or use the car. Motion was made by Commissioner Zehnder, seconded by Commissioner Schuldt, motion unanimously carried to table the matter until it was decided if the County or City would be able to take the calls. They needed to look into the matter for insurance purposes to see what entity would be the best fit. Engineer Pogodzinski would follow up with the City on the matter.

File No. 5 – Motion was made by Commissioner Zehnder, seconded by Commissioner Myhre, motion unanimously carried to approve the Airport T-Hangar Lease template that would be used for future airport hanger leases. Engineer Pogodzinski said the new hangers were expected to be completed by August 2026. The current hangers were being built with 97% of the cost being covered by grants.

File No. 6 – Motion was made by Commissioner Zehnder, seconded by Commissioner Wright, motion unanimously carried to approve an updated Procurement Policy for Federal Grants.

File No. 7 – Motion was made by Commissioner Wright, seconded by Commissioner Schuldt, motion unanimously carried to approve Bridge Maintenance quotes. Quotes are below.

**HOUSTON COUNTY HIGHWAY DEPARTMENT
BRIDGE MAINTENANCE QUOTES
April 21, 2026 AT 10:00 A.M.**

CP 2026-07 ABSTRACT									
LINE NO.	ITEMS	DESCRIPTION	Engineer's Estimate				ICON		
			UNITS	UNIT PRICE	QTY	AMOUNT	UNIT PRICE	QTY	AMOUNT
Bridge 28505 - CSAH 4									
1		Sand blast, prime, & paint the end 5' of all the beams including the bearings	LF	\$ 210.00	40	\$ 8,400.00	\$ 250.00	40	\$ 10,000.00
2		TRAFFIC CONTROL	LS	\$ 3,000.00	1	\$ 3,000.00	\$ 5,000.00	1	\$ 5,000.00
						Subtotal:		Subtotal:	
						\$ 11,400.00		\$ 15,000.00	
Bridge 28520 - CSAH 7									
1		Sand Blast, Prime & Paint the Pile Shells	Sq Ft	\$ 25.00	402	\$ 10,050.00	\$ 35.00	402	\$ 14,070.00
2		TRAFFIC CONTROL	LS	\$ 3,000.00	1	\$ 3,000.00	\$ 3,000.00	1	\$ 3,000.00
						Subtotal:		Subtotal:	
						\$ 13,050.00		\$ 17,070.00	
Bridge 28544 - CSAH 26									
1		Clean & Replace Hot Pour Joints	LF	\$ 55.00	190	\$ 10,450.00	\$ 60.00	190	\$ 11,400.00
3		Traffic Control	LS	\$ 3,000.00	1	\$ 3,000.00	\$ 3,000.00	1	\$ 3,000.00
						Subtotal:		Subtotal:	
						\$ 13,450.00		\$ 14,400.00	
Bridge 28511 - CSAH 26									
1		Sand blast, Prime, & Paint the Pile Shells	Sq Ft	\$ 25.00	461	\$ 11,525.00	\$ 35.00	461	\$ 16,135.00
2		TRAFFIC CONTROL	LS	\$ 3,000.00	1	\$ 3,000.00	\$ 3,000.00	1	\$ 3,000.00
						Subtotal:		Subtotal:	
						\$ 14,525.00		\$ 19,135.00	
						HOUSTON COUNTY TOTAL:		\$ 52,425.00	\$ 65,605.00

File No. 8 – Motion was made by Commissioner Zehnder, seconded by Commissioner Johnson, motion unanimously carried to approve the Joint Policy Agreement for Warrior Ave Extension project (City of Caledonia lead project).

File No. 9 – Motion was made by Commissioner Zehnder, seconded by Commissioner Wright, motion carried three to two to adopt Ordinance 18 an Ordinance of the County of Houston to Regulate Firearms used in Deer Hunting. Commissioners Wright, Zehnder, and Myhre voted yes. Commissioners Johnson and Schuldt voted no. Rifles would not be allowed for deer hunting in Houston County under the ordinance. The County would be responsible for enforcement, and this would also give the DNR the green light to use State Statute. The ordinance is below.

COUNTY OF HOUSTON

STATE OF MINNESOTA
ORDINANCE No: 18

**AN ORDINANCE OF THE COUNTY OF HOUSTON TO REGULATE FIREARMS
USED IN DEER HUNTING**

THE HOUSTON COUNTY BOARD OF COMMISSIONERS HEREBY ORDAINS AS
FOLLOWS:

Section 1. Authority

Houston County has the authority to limit the type(s) of firearms that may be used to hunt deer within the County pursuant to Minn. Stat. §97B.031, subd. 7.

Section 2. Firearms Limited

Only the following types of firearms may be used to take deer within Houston County: legal shotguns loaded with single-slug shotguns shells; legal muzzle-loading long guns; or legal handguns.

Section 3. Unlawful Firearms

It shall be unlawful to use a firearm other than those described in Section 2 to take deer in Houston County.

Section 4. Penalties

A violation of this ordinance shall be a misdemeanor offense, punishable by up to ninety (90) days in jail, a fine of up to \$1,000.00, or both.

Section 5. Enforcement

The Houston County Sheriff has the authority to enforce the provisions of this ordinance within Houston County.

Section 6. Effective Date

This ordinance shall be effective upon adoption and shall remain in effect until modified or repealed as provided in Minn. Stat. §97B.031, subd. 7.

DISCUSSION ITEMS

Coordinator Parker said Houston County’s new website had a tentative launch date of May 15th, 2026. It was the general consensus of the Commissioners that they liked the new County logo that would be used on the website.

The Commissioners discussed recent and upcoming meetings including a Airport, Extension, open house regarding the proposed Maribell transmission line, and Tessmer Farm Safety Day.

Closing Public Comment:

None.

There being no further business, a motion was made by Commissioner Zehnder, seconded by Commissioner Johnson, motion unanimously carried to adjourn the meeting at 9:53 a.m. The next meeting would be a workgroup session on May 12, 2026 (the workgroup session was cancelled).

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Greg Myhre, Chairperson

Attest: _____
Brent Parker, Coordinator