PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: October 13, 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, Finance Director Carol Lapham, Coordinator Brent Parker, EDA Director & Coordinator Support Allison Wagner, Fiscal Supervisor Heidi Harms, Social Services Director Bethany Moen, Public Health Supervisor Jordan Knoke, Financial Assistance Director Karen Kohlmeyer, Environmental Services Director Amelia Meiners, and Interim Recorder Michelle Werner

Board Workgroup Session

Coordinator Parker discussed the County's Strategic Planning process with the Commissioners. For the past few months department heads had been working on strategic planning priorities and had ranked them in order of importance. Commissioners would also rank the priorities that the department heads had come up with, and then they would be compared with feedback from department heads. In no particular order, the priorities that department heads had identified for the strategic plan included:

- Workforce Sustainability & Development
- Financial Sustainability & Long-Term Planning
- Facilities, Infrastructure & Capital Planning
- Technology, Data & Modernization
- Organizational Excellence & Process Improvement
- Communication, Collaboration, & Organizational Culture
- Public Service, Accessibility, & Community Trust
- Community Resilience, Partnerships & Advocacy

Coordinator Parker reviewed a draft of County Board Procedures with the Commissioners. It included operating rules and guidelines. The Commissioners discussed public comment at meetings and if there should continue to be two opportunities for public comment at meetings or if there should be only one. They also discussed meeting frequency. The board was currently meeting four times a month. Three meetings were regular meetings and one was a workgroup session. They discussed the possibility of meeting less and only having two regular meetings per month and a workgroup session. Some meetings had few requests and having fewer meetings per month would give staff and the Commissioners more time to work on other things.

The Commissioners discussed a budget discussion update. The final budget was still being worked on and would be adopted near the end of the calendar year. Commissioner Schuldt said some other Counties in the area had set lower preliminary levies than Houston County. The Commissioners discussed the Sheriff's Office Budget and asked questions about the canine dog that was used by the Sheriff's Office. A non-profit organization helped pay for expenses for the dog. Those expenses were not included in the County budget since they came from another source. Commissioner Schuldt asked to see a breakdown of what the County did pay in relation to the dog.

Environmental Services Director Amelia Meiners said the County was required to have an updated Solid Waste Management Plan and was statutorily required to update it every 10 years. The plan would need to be updated again in 2028. The Commissioners discussed starting a committee to review the current plan and look into possible future updates. Commissioners Johnson and Schuldt agreed to be on the committee.

Coordinator Parker said the County Surveyor's truck was broke and in the shop. It most likely would not be cost effective to repair it. The County was looking at other options for a truck to be used by the office.

The workgroup session ended at 10:17 a.m.

BOARD OF COUNTY COMMISSIONERS
HOUSTON COUNTY, MINNESOTA

By: _____
Greg Myhre, Chairperson

Attest: _____
Brent Parker, Coordinator