PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: October 6, 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, Coordinator Brent Parker, EDA Director & Coordinator Support Allison Wagner, Finance Director Carol Lapham, Interim County Attorney Suzanne Bublitz, Public Health Director Jordan Knoke, Environmental Services Director Amelia Meiners, Sheriff Brian Swedberg, Engineer Brian Pogodzinski, Financial Assistance Director Karen Kohlmeyer, and City of La Crescent Community Development Director Larry Kirch

Presiding: Chairperson Myhre

Call to order.

Pledge of Allegiance.

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

Motion was made by Commissioner Wright, seconded by Commissioner Schuldt, motion unanimously carried to approve the meeting minutes from September 22, 2026.

Public Comment:

None.

APPOINTMENTS

City of La Crescent, Community Development Director, Larry Kirch, gave a Root River Trail Extension - Citizens Exploratory Committee 2025-2026 presentation to the board. The committee who had been working on the expansion of the Root River Bike Trail had applied to various funding applications and grant opportunities in 2025 and 2026. The scoring on grant applications continued to get better although several grants had not been awarded. The committee would most likely try to apply again in the future. Thus far the only grant funds that had been awarded were for planning and designing the trail, but not for the actual trail. The committee was still waiting to hear back on possible Congressionally Directed Spending (CDS) funding. The committee hoped to use multiple funding sources to eventually complete the trail

and connect La Crescent, Hokah, and Houston with the trail. Currently the group was operating under a Memorandum of Agreement to Jointly Cooperate on the project. The group had been working on a Houston County Root River Trail Joint Powers Board agreement that would replace the Memorandum of Agreement. The Joint Powers agreement would be helpful for when the group received funding. Each city and the County would appoint an elected official to serve on the Joint Powers Board.

In a presentation on a separate topic, Kirch from the City of La Crescent also gave a Recap of the USA Gravel National Championship in La Crescent and Houston to the board. Kirch said there had been 700 bikers in the race. Kirch said the event was better coordinated than the year before. He thanked the County and the Townships for their participation in the event. 2026 had been the last year for the contracted event. In 2027 the race would be held in another state.

At 9:53 a.m. Commissioner Johnson moved, Commissioner Zehnder seconded, motion unanimously carried to enter a closed session pursuant to Minnesota Statute 13D.05, Subdivision 2 (b), to discuss preliminary allegations and private personnel data related to an employee grievance. The Commissioners, Coordinator Parker, Sheriff Swedberg, and LELS representative Rick Mathwig attended the closed session. At 11:31 a.m. Commissioner Johnson moved, Commissioner Schuldt seconded, motion unanimously carried to return to regular session. Coordinator Parker gave a summary of the closed session saying they had entered into a closed session pursuant to Minnesota Statute 13D.05, Subdivision 2 (b), to discuss preliminary allegations and private personnel data related to an employee grievance. After discussing the matter, the grievance was denied.

CONSENT AGENDA

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

1) Hire Sean Feind as a 67-day Deputy Auditor / Treasurer (B22 - Step 1) effective immediately.
2) This item was moved to action items.
3) Hire Tracy Jones as an Eligibility Worker with a start date of October 12th (B24 - Step 2).
4) Update the Liquor License “type” that was approved in June of 2026 for the La Crescent Snowmobile Club at 2485 County 6 in La Crescent MN. (In June of 2026, there was a request to add On-Sale Wine License in conjunction with their current On-Sale/Off-Sale 3.2 Beer License. Based on the type of kitchen located at the Snowmobile Club, it was discovered that they didn’t qualify for the previously approved license type.) They were now requesting a full Club On-Sale Retail Liquor License.
5) Review and approve payments. Payments are below.

REQUEST APPROVAL FOR PAYMENTS

2026/10/06 COMMISSIONER WARRANTS:

VENDOR NAME	AMOUNT
ADVANCED CORRECTIONAL HEALTHCAR	8,599.07
BKC CONSTRUCTION LLC	270,902.74
BOLTON & MENK INC	2,250.00
BRUENING ROCK PRODUCTS INC	3,952.68
CALEDONIA OIL CO INC	8,880.00
CONSOLIDATED ENERGY COMPANY	5,850.00
DELTA DENTAL	8,122.46
GOODYEAR TIRE & RUBBER CO	4,403.40
GROUNDBREAKING CONNECTIONS LLC	7,083.33
IUOE LOCAL 49 FRINGE BENEFIT FUNDS	28,475.00
MEDICA	252,735.80
MN LIFE INSURANCE COMPANY	2,488.68
MNCCC	13,936.25
NORTHERN WOOD PRODUCTS	2,600.00
SEACHANGE PRINT INNOVATIONS	7,331.63
VERIZON WIRELESS	4,317.32
WIEBKE TIRE CO	3,331.80
WINONA CONTROLS INC	4,708.38
	639,968.54
26 VENDORS PAID LESS THAN $2000.00	8,745.77
	648,714.31
PUBLIC HEALTH & HUMAN SERVICES	55,926.47
	704,640.78

ACTION ITEMS

File No. 1 – Motion was made by Commissioner Johnson, seconded by Commissioner Wright, motion unanimously carried to approve the Houston County Root River Trail Joint Powers Board agreement. The Commissioners voted by roll. All Commissioners voted yes.

File No. 2 – Motion was made by Commissioner Wright, seconded by Commissioner Johnson, motion unanimously carried to approve a Conditional Use Permit (CUP) for Justin and Crystal Lewis for a single-family non-farm dwelling on less than 40 acres in an Agricultural Protection District in Black Hammer Township with conditions.

File No. 3 – Motion was made by Commissioner Johnson, seconded by Commissioner Schuldt, motion unanimously carried to adopt Resolution No. 26-28 to approve the Prioritized Bridge Replacement list. Resolution is below.

RESOLUTION 2026-28
Prioritized Bridge Replacement List

WHEREAS, Houston County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, supplied by local citizenry and local units of government, and

WHEREAS, Houston County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years;

NOW, THERFORE BE IT RESOLVED that the following bridges are high priorities for replacement, major rehabilitation, or removal and Houston County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available; and

Old Bridge #	Road # or Name	Crossing	LPI	Total Project Cost	Township or State Bridge Funds Requested	Federal Funds	Local or State Aid Funds	Proposed Construction Year
28J74	West Beaver Road	Dry run	NA	162,647.00	142,647.00	-	20,000.00	2027
6937	CR 249	Dry Run	49	424,000.00	212,000.00	-	212,000.00	2027
L9502	Pfeffer Valley Road	Stream	62	390,600.00	370,600.00	-	20,000.00	2028
NA	Muhle Coulee Road	Dry Run	NA	369,600.00	349,600.00		20,000.00	2028
L3968	Sylling Road	Dry Run	59	390,600.00	370,600.00	-	20,000.00	2029
				1,737,447.00	1,445,447.00	-	292,000.00	

BE IT FURTHER RESOLVED, Houston County does hereby request authorization to replace, rehabilitate, or remove such bridges; and

BE IT FURTHER RESOLVED, Houston County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

File No. 4 – Prior to any motions being made the Commissioners discussed the possibility of approving a competitive search for a .8 FTE EDA Director / County Coordinator Administrative Assistant. Commissioner Myhre said he had wanted the item to be moved from the consent agenda to action items because the County would need to make some cuts. Commissioner Wright said the Economic Development Authority position was a needed position by the County. Coordinator Parker said the current contract for EDA & Coordinator Support services would be expiring at the end of the year. The position had been evaluated, and the Personnel Committee had determined the position would be better suited as an in-house position rather than a contracted service. There was also an anticipated cost savings to the County by making the position a County employee. Commissioners Myhre and Schuldt served on the Personnel Committee. Motion was made by Commissioner Zehnder, seconded by Commissioner Johnson, motion carried to approve a competitive search for a .8 FTE EDA Director / County Coordinator Administrative Assistant. Commissioners Wright, Johnson, Zehnder, and Schuldt voted yes. Commissioner Myhre voted no.

DISCUSSION ITEMS

Coordinator Parker said he had recently attended an AMC conference. One of the upcoming topics AMC would be discussing with counties would be power lines.

The Commissioners discussed recent and upcoming meetings and events including a Wildcat, Department Head, EDA, Safety, ECB, Planning Commission, SELCO, and Design Team event with the City of Houston.

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 11:33 a.m. The next meeting would be a workgroup session on October 13, 2026.

BOARD OF COUNTY COMMISSIONERS
HOUSTON COUNTY, MINNESOTA

By: _____
Greg Myhre, Chairperson

Attest: _____
Brent Parker, Coordinator

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

UNIVERSITY OF MINNESOTA EXTENSION

MAKING A DIFFERENCE IN MINNESOTA: ENVIRONMENT + FOOD & AGRICULTURE + COMMUNITIES + FAMILIES + YOUTH

MEMO FROM REGIONAL DIRECTOR

Board Presentation Request

To: Houston County Board of Commissioners

Date: October 6, 2026

UMN Extension staff would like to provide our annual update on the 4-H/Youth Development program on Tuesday, October 20, 2026.

We will share information about the programming in the community from the past year. Attached is a written report about 4-H program goals & deliverables, with additional details for your review.

We look forward to sharing with you at the upcoming meeting.

Thank you.

RESPECTFULLY SUBMITTED BY

Lisa Dierks, UMN Extension Regional Director

dierksl@umn.edu 507-254-7178

© 2026 Regents of the University of Minnesota. All rights reserved. University of Minnesota Extension is an equal opportunity educator and employer. In accordance with the Americans with Disabilities Act, this material is available in alternative formats upon request. Direct requests to 612-624-1222.
Printed on recycled and recyclable paper with at least 10 percent postconsumer waste material.

Houston County 4-H 2026 annual impact report

438 participants in Houston County in 2026

48,751 total participants in Minnesota in 2025

80 new 4-H'ers in Houston County in 2026

17 total 4-H Clubs in Houston County

84% of Houston Co 4-H youth stay in the program long term

Youth average **7 years** in Minnesota 4-H programs

Learn



Educators delivered over **2,100** events and **1,100** clubs statewide

324 youth in Houston County showcased learning at the County fair, demonstrating their growth and mastery in project areas, and **26,450** youth across Minnesota

Giving youth platforms to share their learning

"4-H has helped my leadership skill grow tremendously. I have been inspired to go out and be a leader and organize different events for the public. I have become more outgoing and willing to help others in 4-H."

—Minnesota 4-H'er

Lead

26% of youth in Houston County have an opportunity to lead as club officers

97% of MN 4-H'ers believe they can make a difference in their communities

92% reported gaining confidence in their leadership through Minnesota 4-H

Make a difference



As part of their club experience, 4-H'ers have an opportunity to serve their community in Houston County

3 in 4 4-H'ers reported serving their community

124 screened adult volunteers in Houston County

8,639 adult volunteers in Minnesota 4-H

Goals of the Minnesota 4-H Youth Development program

1

LEARN

Youth will learn by developing a passion in their areas of interest

2

LEAD

Youth will lead by being innovators and change agents

3

CREATE

Adults will create high-quality, learning environments

© 2026, Regents of the University of Minnesota. University of Minnesota Extension is an equal opportunity educator and employer. In accordance with the Americans with Disabilities Act, this publication/material is available in alternative formats upon request. Direct requests to 612-624-2116.

UNIVERSITY OF MINNESOTA
EXTENSION

UNIVERSITY OF MINNESOTA EXTENSION

HOUSTON COUNTY 4-H

2026 County Fair Report

Written by Rebecca Paulson, Extension Educator, 4-H Youth Development, Houston County

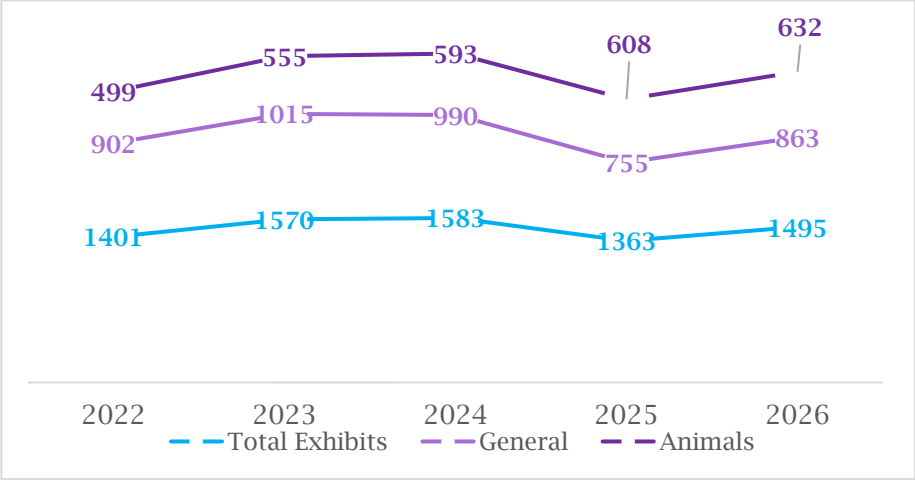
HOUSTON COUNTY FAIR, AUGUST 19-23



This was an amazing year at the Houston County Fair!!

After a long, hot summer, we ended up with a week of perfect weather!! The rides were back this year, which pleased many groups. The new kids stations from last year were back too. There were record numbers of people on Friday and Saturday night, which meant our food stands were running out of food (a good problem to have)! And the livestock barns were full! Livestock shows were smooth and we spontaneously added an Adult Supreme Showmanship contest this year, which was super comical!

A LOOK AT THE NUMBERS



Total Animals = 632

Total General = 863

Total Exhibits = 1495

Total Entries = ~2000 (Includes showmanship, lamb lead, etc)

Animal Numbers by Specie

	2026	2025		2026	2025
Beef	105	95	Lama	0	0
Dairy	115	120	Poultry	106	107
Dairy Goat	13	25	Rabbit	24	21
Meat Goat	64	43	Sheep	41	33
Horse	26	26	Swine	135	135
Dog	2	1	Cat	1	2

Animal Exhibitors	
Beef	67
Dairy	51
Dog	1
Dairy Goat	10
Meat Goat	33
Horse	30
Lama	0
Poultry	23
Rabbit	13
Sheep	30
Swine	50
Cloverbud - Animals	38
Total Livestock Youth	**223**



TOTAL 4-H YOUTH AT COUNTY FAIR: 324

General Exhibitors	
General Project Youth	168
Cloverbud – General	40
Total General Youth	***208***

Club Exhibits	
Booths	11
Banners	6
Community Pride	3
Fairground Beautification	4
Total Club Exhibits	***24***

General Project Numbers	
Aerospace, Engineering Design, Industrial Technology, Mechanical Science	33
Agronomy & Horticulture (Flower Gardening, Indoor Gardening, Vegetable Gardening, Potato, Plant & Soil Science, Lawn & Landscape Design, Corn, Small Grains & Legumes, Fruit, etc)	91
Cloverbuds (including Performing Arts, Fashion Revue, Cake Decorating & other general entries)	137
Crafts, Fine Arts	208
Creative Writing, Public Presentations (Demonstrations)	11
Foods, Nutrition, Food Review & Cake Decorating	70
Natural Resources: Forestry, Shooting Sports, Wildlife, Fishing Sports, Science Inquiry	24
Home Environment, Child & Family Dev., Needle Arts, Quilting, Consumer Education, Clothing, Performing Arts & Fashion Review	88
Photography, Video	125
Self-Determined, Youth Leadership, Citizenship, Global Connections, Health & Safety	23
Vet Science, Cat, Dog, Pets, Exploring Animals, Horseless Horse, Horse Related, Animal Posters, Science of Animals	27

© 2026 Regents of the University of Minnesota. All rights reserved. University of Minnesota Extension is an equal opportunity educator and employer. In accordance with the Americans with Disabilities Act, this material is available in alternative formats upon request. Direct requests to 612-624-2116.
Printed on recycled and recyclable paper with at least 10 percent postconsumer waste material.

HOUSTON COUNTY

BOARD OF COMMISSIONER MEETING
AGENDA REQUEST FORM

Historic Courthouse
304 S Marshall Street
Caledonia, MN 55921

Board Meeting Date: Oct. 20, 2026
Date Request Submitted: Oct. 12, 2026
Submitted By (Name and Title): Polly Heberlein, Auditor-Treasurer

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

Appointment Request:

Consent Agenda Request:

1) Consider renewing the Houston County (local government) annual Cannabis Retailer registration for Ouidhaus, LLC at 1570 US 14/61 E. in La Crescent, MN.

Action Item Request:

1)

Discussion Item:

1)

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!

BOARD OF COMMISSIONER MEETING
AGENDA REQUEST FORM

Historic Courthouse
304 S Marshall Street
Caledonia, MN 55921

Board Meeting Date: Oct 20th, 2026
Date Request Submitted: October 15th, 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) Approve the resignation of Holly Ingvalson (Assistant Custodian II) effective October 15th, 2026, and thank her for her 2 ½ years of service.
2) Approve a competitive search for an Assistant Custodian II (A-1-2)

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

2026/10/09 WARRANTS:

FILLMORE SWCD	2,426.21
HEINTZ BADGER VALLEY FARM LLC	209,227.62
HOUSTON COUNTY TREASURER	70,262.33
MIERAU/ROBERT	2,306.65
SE SWCD TECHNICAL SUPPORT JPB	4,980.50
VISA	9,477.40
WINONA/CITY OF	15,000.00
	313,680.71
11 VENDORS PAID LESS THAN $2000.00	7,147.80
	320,828.51

REQUEST APPROVAL FOR PAYMENTS

2026/10/20 COMMISSIONER WARRANTS:

VENDOR NAME	AMOUNT
ABILITY BUILDING COMMUNITY	2,094.21
ACENTEK	4,248.57
BRUENING ROCK PRODUCTS INC	32,476.53
BUREAU OF CRIMINAL APPREHENSION	2,160.00
CALEDONIA OIL CO INC	8,768.00
CALEDONIA/CITY OF	21,024.27
ELECTION SYSTEMS & SOFTWARE INC	9,369.63
ENTERPRISE FM	9,884.21
H & R ENTERPRISES LLC	8,061.22
HOUSTON COUNTY TREASURER	13,502.88
HOUSTON COUNTY TREASURER	20,916.13
KWIK TRIP	5,994.77
LAWRENCE LAKE MARINA	2,843.20
MAYO CLINIC	32,323.32
MEYERS LAWN SERVICE LLC	2,060.00
MIENERGY COOPERATIVE	4,446.28
MINNESOTA ENERGY RESOURCES	2,808.03
MN STATE TREASURER	4,487.00
MNCCC	39,357.14
REGENTS OF THE UNIVERSITY OF MINNE	38,625.00
RICHARD'S SANITATION LLC	23,065.42
SYSCO MINNESOTA	2,483.52
WEX BANK	2,497.25
WEX BANK	3,540.02
WINONA CONTROLS INC	2,862.42
	299,899.02
69 VENDORS PAID LESS THAN $2000.00	28,964.54
	328,863.56
PUBLIC HEALTH & HUMAN SERVICES	201,026.47
	529,890.03

HOUSTON COUNTY

BOARD OF COMMISSIONER MEETING
AGENDA REQUEST FORM

Historic Courthouse
304 S Marshall Street
Caledonia, MN 55921

Board Meeting Date: **October 20, 2026**
Date Request Submitted: **October 14, 2026**

Submitted By (Name and Title): Brian Pogodzinski, County Engineer

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) Consider approving a Resolution #26-29 for the Final Acceptance of CP 2026-01 Shouldering provided by Bruening Rock Products, Inc.

Discussion Item:

1)

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!

Houston County Highway Department

1124 E Washington St, Caledonia, MN 55921
347 CP 2026-01 Shouldering
Final Payment No. 3

Contractor: Bruening Rock Products Inc.
900 Montgomery St.

Decorah IA 52101

Contract No. 347 CP 2026-01 Shouldering
Vendor Number: 5937
Up To Date: 9/3/2026

Warrant #_____ Date _____

Contract Amount

Original Contract	$381,242.12
Contract Changes	$0.00
Revised Contract	$381,242.12

Funds Encumbered

Original	$381,242.12
Additional	N/A
Total	$381,242.12

Work Certified To Date

Base Bid Items	$386,204.81
Contract Changes	$
Material On Hand	$0.00
Total	$386,204.81

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
$0.00	$386,204.81	$0.00	$366,894.57	$19,310.24	$386,204.81
	Percent: Retained: 0%			Percent Complete: 101.3%	

Amount Paid This Partial Payment **$19,310.24**

This is to certify that the items of work shown in this certificate of Pay Estimate have been actually furnished for the work comprising the above-mentioned projects in accordance with the plans and specifications heretofore approved.

Approved By

County/ Engineer
Date 10/14/2026

Approved By Bruening Rock Products Inc.

BRP

Contractor
Date

Certificate of Final Contract Acceptance

Final Voucher Number: number

This is to certify that to the best of my knowledge, the items of work shown in the Statement of Work Certified herein have actually furnished in accordance with the Plans and Specifications. This Project has been completed in accordance with the Laws, Standards and Procedures of as they apply to projects in this category, and if applicable, approved by the Federal Highway Administration.

Dated 10/14/2026 Signature _____ County/City/Project Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is $386,204.81 and agrees to the amount of $19,310.24 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor: Bruening Rock Products Inc. By _____ BRP
Signature

And _____ And _____ State of IA,
Signature Signature

On This 5th Day October, 2026, Before me appeared Jacob Bruening To me known to

(Individual Acknowledgment)

be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as _____ free to act and deed
his/her

(Corporate Acknowledgment)

Jacob Bruening And Ryan Delaney to me personally known, who, being each by me duly sworn each did say that they are respectively the Controller and Project Manager of the Said Corporation named in the foregoing instrument, and that the seal affixed to said instrument is the Corporate Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority of its President and said Jacob Bruening and Ryan Delaney acknowledged said instrument to be the free act and deed of said Corporation.

Notarial Seal — My Commission as Notary Public in Winneshick County Expires 10/7/28 Signature _____

NOTARIAL SEAL IOWA

Staci Snitker
Commission Number 868102
My Commission Expires
10/07/2028

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, the terms of the Contract is as shown in this Final Voucher.

This Contract is hereby accepted in accordance with the Specification 1516. Final acceptance of the Contract will be effective upon full Execution, by the Contractor and the Department, of the "Certificate of Final Acceptance" included with the Final Voucher.

Dated _____ Signature _____ District Engineer

Houston County Highway Department

Certificate of Final Acceptance

Board Acknowledgment

Contract Number: 347 CP 2026-01 Shouldering

Contractor: Bruening Rock Products Inc.

Date Certified: 9/3/2026

Payment Number: 3

WHEREAS; Contract No. 347 CP 2026-01 Shouldering 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 the Houston County Highway Department and authorize final payment as specified herein.

STATE OF MINNESOTA

COUNTY OF HOUSTON

I, Brent Parker, Houston County Coordinator, within and for said county do hereby certify that the foregoing resolution is a true and correct copy of a resolution adopted by the Houston County Board of Commissioners at the session dated _____ as shown in the minutes of the meeting in my possession.

Dated this _____ day of _____, 20___

At Caledonia, Minnesota

Signed By _____

(SEAL)

Houston County Highway Department
1124 E Washington St, Caledonia, MN 55921
347 CP 2026-01 Shouldering
Partial Payment No. 3

Payment Summary				
No.	Up To Date	Work Certified Per Request	Amount Retained Per Request	Amount Paid Per Request
1	7/21/2026	$231,211.27	$11,560.56	$219,650.71
2	8/11/2026	$154,993.54	$7,749.68	$147,243.86
3	9/3/2026	$0.00	($19,310.24)	$19,310.24

Funding Category Name	Funding Category Number	Work Certified to Date	Less Amount Retained	Less Previous Payments	Amount Paid this Request	Total Amount Paid to Date
CP 2026-01 Shouldering		$386,204.81	$0.00	$366,894.57	$19,310.24	$386,204.81

Accounting Number	Funding Source	Amount Paid this Request	Revised Contract Amount	Funds Encumbered to Date	Paid Contractor to Date
County Levy	County Levy	$19,310.24	$381,242.12	$381,242.12	$386,204.81

Contract Item Status

Item	Line	Base/ Alt	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
2221.509 SHOULDER BASE AGGREGATE CLASS 1 (TON)	1	Base Bid	23.979	15,899.00	0.00	$0.00	16,105.96	$386,204.81
Base Bid Totals:						**$0.00**		**$386,204.81**

Project Category Totals			
Project	Category	Amount This Request	Amount To Date
CP 2026-01 Shouldering	CP 2026-01	$0.00	$386,204.81

Contract Change Item Status

Project	CC	CC#	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
Contract Change Totals:								**$**		**$**

Contract Total	$386,204.81

Contract Change Totals			
Number	Description	Amount This Request	Amount To Date

Material On Hand Additions

Line	Item	Description	Date	Added	Comments

Material On Hand Balance

Line	Item	Description	Date	Added	Used	Remaining

Contract Item Status by Funding Breakdown

Funding Cat	Line	Item	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
CP 2026-01 Shouldering	1	2221.509 SHOULDER BASE AGGREGATE CLASS 1 (TON)	23.979	15,899.00	0.00	$0.00	16,105.96	$386,204.81
Totals:						**$0.00**		**$386,204.81**

DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-458-887-696
Submitted Date and Time:	5-Oct-2026 3:59:11 PM
Legal Name:	BRUENING ROCK PRODUCTS INC
Federal Employer ID:	42-0632195
User Who Submitted:	Bruening Rock
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**741896192**
Minnesota ID:	6488964
Project Owner:	HOUSTON COUNTY
Project Number:	CP 2026-01
Project Begin Date:	29-Jun-2026
Project End Date:	11-Aug-2026
Project Location:	VARIOUS ROADS IN HOUSTON COUNTY
Project Amount:	$386,204.81
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

Please print this page for your records using the print or save functionality built into your browser.

BOARD OF COMMISSIONER MEETING
AGENDA REQUEST FORM

Historic Courthouse
304 S Marshall Street
Caledonia, MN 55921

Board Meeting Date: October 13, 2026
Date Request Submitted: October 8, 2026
Submitted By (Name and Title): Sheriff Brian Swedberg

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

Appointment Request:

Consent Agenda Request:

1.

Action Item Request:

Consider a competitive search for a 1.0 FTE Jailer/Dispatcher to fill the position that was not previously filled when an employee left in June 2026.

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!

BOARD OF COMMISSIONER MEETING
AGENDA REQUEST FORM

Historic Courthouse
304 S Marshall Street
Caledonia, MN 55921

Board Meeting Date: October 20, 2026
Date Request Submitted: October 15, 2026
Submitted By (Name and Title): Allison Wagner, Economic Development Director & Coordinator Support

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

Appointment Request:

Consent Agenda Request:

1.

Action Item Request:

1. Consider accepting a $2,000 donation from the AcenTek Foundation for project Roaring Grounds. The Houston County EDA is a partner in this project.

Discussion Item:

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

The Houston County Economic Development Authority (EDA) is a partner in project Roaring Grounds. About the project:

Roaring Grounds will be an inclusive, in-school, student-run, coffee shop serving not only school students and staff, but eventually the greater community of residents and visitors. Roaring Grounds will be an excellent way to teach students real-world, hands-on, business skills such as budgeting, customer service, and inventory management. Students of all abilities and backgrounds will work alongside one another on every aspect of the project. From the early stages of plumbing, design, ordering supplies, and advertising to the day-to-day work of running the shop students will shape the project. Eventually in phase two of the project coffee orders from Roaring Grounds will be able to be delivered to members of the community such as to local businesses, nursing homes, and those who are homebound giving groups access who otherwise might not be able to participate.

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!

Spring Grove School and the Houston County EDA are a part of the Bluff County Collaborative (BCC), serving both Houston and Fillmore County. The BCC will be an educational partner in this initiative offering faucets to other BCC schools and their students.

Jayme Longmire is one of the owners of Fat Pat's, an anchor business in rural Spring Grove, MN who was recently hired by two BCC schools Houston and Spring Grove to teach Family and Consumer Science courses, as a part of the CTE field of study. In Spring Grove Mrs. Longmire will be teaching a Hospitality and Foods class. The goal for Spring Grove Schools is to launch a student-run coffee shop called Roaring Grounds designed as a proactive learning lab for entrepreneurship and work-based learning. Hospitality, customer service, and social interaction is a goal for the school due to student and community feedback.

Other BCC schools are interested to see how this program will work and see it as a pilot program for other BCC schools to possibly adapt in the future. Ideas of similar student run ventures other BCC schools may be interested in that would also help fill voids in other communities include a student run bakery, pizza shop, print shop that would print school related gear, and an art gallery that would sell student made things from art, woodworking, welding, and ceramics classes.