PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: October 20, 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: County Coordinator Brent Parker, Sheriff Brian Swedberg, County Engineer Brian Pogodzinski, Finance Director Carol Lapham, Public Health Director Jordan Knoke, Assistant County Attorney Daniel Coogan, Jail Administrator Rachel Meyer, University of Minnesota Extension Regional Director Lisa Dierks, Extension Educator Rebecca Paulson, Fillmore County Journal Reporter, The Caledonia Argus Reporter

Presiding: Chairperson Myhre

Call to order.

Pledge of Allegiance.

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

Motion was made by Commissioner Johnson, seconded by Commissioner Schuldt, motion unanimously carried to approve the minutes of the previous meeting.

Motion was made by Commissioner Wright, seconded by Commissioner Schuldt, motion unanimously carried to approve the October 13, 2026 workgroup minutes.

Public Comment:

None.

APPOINTMENTS

University of Minnesota Extension Regional Director Lisa Dierks introduced Houston County 4-H Extension Educator Rebecca Paulson, who presented the 2026 4-H annual impact and county fair reports. Houston County 4-H served 438 youth, including 80 new members, through 17 clubs; 124 screened adult volunteers supported the program. Paulson described outdoor education, a Boundary Waters trip, workshops, camps, animal science activities, and plans for farm camp and youth-led agricultural classroom education.

Paulson reported 632 animals and 863 general projects at the 2026 Houston County Fair, totaling 1,495 exhibits and approximately 2,000 entries when additional competitions are included. The Board discussed increased livestock participation and the new adult Supreme Showmanship event. Dierks discussed Farm Family of the Year nominations and noted that 2027 is the final year of the current University–County agreement; a proposed 2028–2030 agreement is anticipated next year. Commissioner Wright requested information about changes in state funding.

CONSENT AGENDA

Commissioner Zehnder moved, Commissioner Johnson seconded, motion unanimously carried to approve the consent agenda. Approved items included:

1) Renew the Houston County annual cannabis retailer registration for Ouidhaus, LLC, 1570 US 14/61 E., La Crescent, Minnesota.
2) Accept the resignation of Holly Ingvalson, Assistant Custodian II, effective October 15, 2026, and thank her for 2½ years of service.
3) Authorize a competitive search for a full-time Assistant Custodian II (A-1-2), a budgeted position.
4) Review and approve payments. Payments are below.

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

ACTION ITEMS

File No. 1 – County Engineer Brian Pogodzinski presented Resolution No. 26-29 for final acceptance of CP 2026-01 shouldering work performed by Bruening Rock Products, Inc. The Board discussed the contract total, completed work and remaining final payment. Motion was made by Commissioner Johnson, seconded by Commissioner Zehnder, motion unanimously carried to approve Resolution No. 26-29 for final acceptance of the project.

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. 2 – Sheriff Brian Swedberg requested authorization for a competitive search for a 1.0 FTE Jailer/Dispatcher position left vacant in June 2026. Swedberg explained that attempts to cover the vacancy without replacement resulted in schedule disruptions, mandatory overtime, employee fatigue and operational concerns. The Board discussed jail staffing and safety, juvenile detention activity, declining contract revenue, alternative staffing arrangements and the 2027 budget. Finance Director Carol Lapham clarified that the position remained included in the 2027 budget. Commissioner Wright asked Sheriff Brian Swedberg to look at other ways that we can combine services and share with other counties or just any way that we can be more efficient in

our services. Motion was made by Commissioner Wright, seconded by Commissioner Zehnder, to approve the competitive search. Following a roll-call vote, the motion carried 3–2. Johnson and Myhre voting no.

File No. 3 – The Board considered a $2,000 donation from the AcenTek Foundation for Roaring Grounds, a student-operated coffee shop and work-based learning project at Spring Grove School, in partnership with the Houston County EDA. The project is intended to provide hands-on experience in entrepreneurship, customer service and business operations. Motion was made by Commissioner Zehnder, seconded by Commissioner Schuldt, motion carried to accept the donation. Commissioner Wright abstained because of her service on the AcenTek Foundation board.

DISCUSSION ITEMS

Coordinator Parker congratulated EDA Director and Coordinator Support Allison Wagner on the birth of her son and reported that he would assume agenda, minutes and related responsibilities during her leave.

Commissioners reported on recent committee meetings. Topics included an Emergency Communications Board administrative grant of approximately $37,000, school mapping, next-generation 911 coordination, public health advisory activities, a proposed 765-kV transmission line, and Hiawatha Valley Mental Health discussions about the impact of uncertain federal and state grant funding on community service providers.

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 10:02 a.m. The next meeting would be a regular meeting on October 27th, 2026

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Greg Myhre, Chairperson

Attest: _____
Brent Parker, Coordinator

HOUSTON COUNTY

BOARD OF COMMISSIONER MEETING
AGENDA REQUEST FORM

Historic Courthouse
304 S Marshall Street
Caledonia, MN 55921

Board Meeting Date: October 27, 2026
Date Request Submitted: October 20, 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 approving the re-appointment of Managers Brad Felten and Arlyn Pohlman to the Crooked Creek Watershed District for a three (3) year term to expire on 11/30/29. Their current terms end November 30, 2026.
2) Consider approving an Exempt Permit for Minnesota Lawful Gambling Application LG220 for Gopher State Sportsman's Club for gambling (raffle) activities to be conducted at Gopher State Sportsman's Club in La Crescent Township with a drawing to be held on February 6, 2027, with no waiting period.

Action Item Request:

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 27th, 2026
Date Request Submitted: October 22nd, 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) Hire Rita Figueroa as an Environmental Services / Surveyor Tech Clerk with a start date of November 16th (B22 - Step 2)

Action Item Request:

Discussion Item:

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

REQUEST APPROVAL FOR PAYMENT

2026/10/27 COMMISSIONER WARRANTS:

VENDOR NAME	**AMOUNT**
COMPUTER FORENSIC SERVICES LLC	48,301.41
HILLER COMMERCIAL FLOORS	36,660.66
MILESTONE MATERIALS	15,197.57
PAMELA ANN LARSON VAGTS	2,910.00
SECURITAS TECHNOLOGY CORPORATIO	5,913.00
SELCO	50,820.75
WIEBKE TIRE CO	2,433.88
	162,237.27
16 VENDORS PAID LESS THAN $2000.00	8,725.59
	170,962.86
PUBLIC HEALTH & HUMAN SERVICES	6,846.42
	177,809.28