

HOUSTON COUNTY PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: September 3, 2024

9:00 a.m.

Place: Commissioners Room,
Courthouse, Caledonia, MN

Members Present: Dewey
Severson, Eric Johnson, Robert
Burns, Bob Schuldt, and Greg
Myhre

Presiding: Chairperson Johnson

Call to order.

Pledge of Allegiance.

Motion was made by Commissioner Severson, seconded by Commissioner Schuldt motion unanimously carried to approve the agenda.

Motion was made by Commissioner Burns, seconded by Commissioner Myhre, motion carried to approve the meeting minutes from August 27, 2024.

Public Comment: None.

CONSENT AGENDA

Motion by Commissioner Severson, seconded by Commissioner Burns, motion unanimously carried to approve the consent agenda. Items are listed below.

1) Hire Elizabeth Knutson as a 67-day Public Health Nurse to assist with WIC duties until a full-time nurse is hired, C42, step 9, effective 09/04/2024.

ACTION ITEMS

File No. 1 – Commissioner Burns moved, Commissioner Severson seconded, motion unanimously carried to adopt Resolution No. 24-31 To Approve and Accept Houston County Right of Way Plat No. 88 for the Reconstruction of State Aid Project 028-610-021.

File No. 2 – Commissioner Severson moved, Commissioner Burns seconded, motion unanimously carried to approve allocation of ARPA funds and contract with Next Chapter Technology for CaseWorks-Social Services Division. The total cost would be \$80,613 this included the implementation for \$75,613 and migration for \$5,000.

File No. 3 – Commissioner Severson moved, Commissioner Schuldt seconded, motion carried four to one to approve allocation of ARPA funds of up to \$15,000 for Social Services data transfer related to CaseWorks Social Services project. Commissioner Burns voted no. He had suggested using the department's fund balance to pay for the cost instead of using ARPA dollars.

File No. 4 – Commissioner Myhre moved, Commissioner Schuldt seconded, motion unanimously carried to adopt Resolution No. 24-32 Authorization to Establish Absentee Ballot Board for the 2024 State General Election and appoint members of the public James Grodin and Michelle Ashmore to the Absentee Ballot Board.

File No. 5 – Commissioner Burns moved, Commissioner Schuldt seconded, motion unanimously carried to adopt Resolution No. 24-33 Authorization and Establish a UOCAVA Ballot Board for the 2024 State General Election.

File No. 6 – Prior to any motions being made Assessor Onstad told the board disaster abatements were decided by the board of Commissioners. Amounts could be pro-rated. Commissioner Severson moved, Commissioner Schuldt seconded, motion unanimously carried to approve a disaster abatement/credit for Gary Eddy, Parcel# 25.1011.000 due to a vehicle accident that had occurred. The amount would be \$381. Commissioner Severson moved, Commissioner Myhre seconded, motion unanimously carried to approve disaster abatement/credit for R&H Properties/Joe Rud, Parcel# 21.1317.000 due to a fire. The amount for 2024 would be \$6,750.91. They were also applying for a credit for 2025. That matter would go before the board at a later time.

File No. 7 – Commissioner Severson moved, Commissioner Myhre seconded, motion unanimously carried to approve an updated 2024 Board Meeting Schedule. The only change was that the Workgroup Session Meeting on October 8th, would be in the basement of the County Justice Center instead of the regular meeting room due to a boardroom technology install.

File No. 8 – Commissioner Burns moved, Commissioner Severson seconded, motion unanimously carried to review and approve payments.

DISCUSSION ITEMS

Interim Administrator Lapham said she was working on getting the new County vehicles into service. She said County Engineer Pogodzinski from the Highway Department would be taking over portions of facility duties, as the HR director would be retiring soon and currently had facilities duties. For the time being claims would stay with the HR department. Lapham said she would spend some time with the HR Director before her last day to be filled in on additional items before her departure.

Commissioners discussed recent and upcoming meetings including a Joint Board of Health and upcoming Township Officer meeting.

The board would discuss department budgets with some departments at the next workgroup session.

There being no further business at 9:53 a.m., a motion was made by Commissioner Myhre seconded by Commissioner Schuldt, motion unanimously carried to adjourn the meeting.

BOARD OF COUNTY COMMISSIONERS HOUSTON COUNTY, MINNESOTA

By: Eric Johnson, Chairperson

Attest: Carol Lapham, Interim Administrator

THE ABOVE PROCEEDINGS OF THE HOUSTON COUNTY BOARD OF COMMISSIONERS IS ONLY A SUMMARY. THE FULL TEXT IS AVAILABLE FOR PUBLIC INSPECTION AT THE HISTORIC HOUSTON COUNTY BUILDING AS WELL AS AT THE FOLLOWING WEB ADDRESS: <https://www.co.houston.mn.us/>.

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