

Wadena County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item <input type="checkbox"/> Consent Agenda Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other

Highway Department Annual Purchases	
Date of Meeting: 1/6/26	Total time requested: 5 minutes
Department Requesting Action: Highway Department	
Presenting Board Action/Discussion at Meeting: Anthony Maule, P.E. , County Engineer	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
<p>The Highway Department annually requests permission from the County Board to make annual purchases of materials and services included within its budget as needed for its annual operations. Authorization allows the Highway Department to prepare and accept quotations, bids, and make purchases for items included in the Department’s annual budget including:</p> <p>Culverts: \$50,000.00 Road Salt/Sand: \$210,000.00 (Board approved award of contract on 8/19/25) Bituminous Patch: \$40,000.00 Equipment Rental: \$12,000.00 Equipment, Machinery, & Vehicles: \$371,287.00* Dust Control Chemical/Contract: \$40,000.00 Road Maintenance: \$70,000.00 Gravel Royalty & Crushing: \$40,000.00 Crack Seal: \$20,000.00 Roadway Striping: \$35,000.00 Diesel Fuel: \$170,000.00 (Board approved award of contract on 8/19/25) Gas: \$27,000.00 Engineering & Survey Supply: \$5,500.00 Office Supplies & Furnishings: \$10,000.00 Traffic Signs, Posts, & 911 Signs: \$43,500.00 Safety Equipment: \$7,000.00 Equipment Repair & Routine Replacement: \$195,000.00 Motor Oil, Shop Equipment, & Shop Supplies: \$52,000.00 Building Maintenance & Improvements: \$41,000.00</p> <p>Total: \$1,439,287.00</p> <p>*2026 budget amount is \$320,000. Board approved purchases totaling \$371,287 on 11/4/25 with \$51,287 to come from Highway Department Equip Reserves*</p> <p>These items are included in the Highway Department’s 2026 Budget and are essential to daily operations of the Highway Department and its maintenance of the County Highway system. Expenses associated with these items and all Department expenses are reported to the County Board of Commissioners annually in the Highway Department’s Annual Report.</p>	

Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Wadena County Board of Commissioners approves the following by Motion: Approve the Highway Department to make its annual operations purchases.	
Financial Implications: \$1,439,287.00	Comments
Funding Source: Road & Bridge	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Noon	<input type="checkbox"/> Noon
Second:	<input type="checkbox"/> Winkels	<input type="checkbox"/> Winkels
<input type="checkbox"/> Passed	<input type="checkbox"/> Stearns	<input type="checkbox"/> Stearns
<input type="checkbox"/> Failed	<input type="checkbox"/> Kreklau	<input type="checkbox"/> Kreklau
<input type="checkbox"/> Tabled	<input type="checkbox"/> Kangas	<input type="checkbox"/> Kangas

Signatures
STATE OF MINNESOTA}
COUNTY OF Wadena}
I, Heather Olson, County Auditor/Treasurer, Wadena County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Wadena County in Wadena, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal: