



CITY COUNCIL MEETING
Tuesday, June 16, 2026 at 5:00 PM

At 5:00 p.m. Council will meet in a Study Session in Chambers, Charles S. Crandall Center at City Hall, 540 West Hills Circle.

1. Items of Discussion:

1.1. Items of Discussion

- 1.1.1. 5:00 pm - 545 Florence Avenue Right of First Offer
- 1.1.2. 5:15 pm - Event Permit - Rainbowatonna Pride in the Park - July 11, 2026
- 1.1.3. 6:00 pm - Park Dedication Fees
- 1.1.4. 6:30 pm - Children's Cemetery Restoration and Improvement Project (Anne Peterson)



DATE: June 16, 2026
TO: Mayor and City Council
FROM: Mark Walbran
SUBJECT: 5:00 pm - 545 Florence Avenue Right of First Offer

Purpose:

To meet with the Lees to discuss the right of first offer for 545 Florence Avenue.

Background:

The Lee Foundation is a non-profit corporation established by Dr. Laurence Lee and Anna Lee. The Foundation purchased the Property from Azure Opportunities, LLC, on December 15, 2020. Azure purchased the property from West Hills Lodge, Inc. on December 19, 2020.

On September 1, 1981, the County conveyed the Property to the City to facilitate the transfer to the West Hills Lodge, Inc., to include the following restrictions:

- (1) the Property was to be used as a halfway house for persons who were alcoholic or chemically dependent, persons, and, if such use ceased, title would revert to Steele County; and
- (2) if Steele County ever desired to sell the Property the City would have the first opportunity to buy the same.

On December 4, 2020, the County released its previous deed restrictions.

On January 6, 2021, the City released the Property from its previous deed restrictions and the City and the Foundation entered into a new agreement which included the following two new restrictions:

- (1) If the Foundation ever decided to sell the Property, it would give the City written notice of its intent. The City would then have the Right of First Offer for 60 days to purchase the Property. 1
- (2) The Foundation and its successors agree that any exterior changes to the property are to first be referred to the West Hills Commission for review and recommendations and thereafter submitted to the City Council for approval.

This condition “runs with the land” and is binding upon all future owners.

Budget Impact:

Staff Recommendation:

Attachments:

None



EVENTS PERMIT APPLICATION SUMMARY

Date Received: July 15, 2025

SUBJECT TO CITY COUNCIL APPROVAL

Date to Council: June 16, 2026

APPLICATION INFORMATION				
Sponsoring Organization: Rainbowatonna		City: Owatonna		
Primary Contact/Applicant Name: Lucy Larson		Phone: 507-341-3005		
EVENT INFORMATION				
Event Name: Rainbowatonna Pride in the Park 2026		Event Date: July 11, 2026		
Location (Address) of Event: Central Park 100 East Main Street Owatonna, Minnesota		Event Contact: Lucy Larson		
Event Description: Celebration of LGBTQIA2S+ Community and allies in the Central Park, Face Painting, Balloon Artist, Live Performances on the main stage, Vendors, Service Providers\Local Businesses, Food Trucks and lots of fun!				
Estimated Attendance (Participants and spectators): 800 Neighborhood Notification Complete:		Inclement Weather (Cancel/Postpone?): Canceled Reschedule Date:		
Event Set Up Date: July 11, 2026		Event Set Up Time: 12:00 p.m.		
Event Clean Up Date: July 11, 2026		Event Clean Up Time: 7:00 - 8:00 p.m.		
Primary On-Site Contact: Lucy Larson		Alternate On-Site Contact: Alex Seiffert		
Phone: 507-341-3005		Phone: 563-580-8696		
EVENT FEATURES				
Advertisement: Facebook, Instagram, SnapChat, Poster on Community Bulletin Board and in Window of Sponsors, Owatonna People's Press, Steele County Times				
City Streets or ROW: Yes Street Names: The parking spaces around Central Park need to be blocked for our food trucks. We will have 8 food trucks and need Park SQR E & W and Broadway St W (parking spaces closets to the park). We will also need "no parking" signs for these spaces. The paths (sidewalks) through Central Park are to be designated areas for the event. The perimeter side walks around central park will not be obstructed and remain open for public access and use. Street Use Date: July 11, 2026 Time: 12:00pm-8:00pm	Alleys: No Alley Name: Alley Use Date: Time:	City Sidewalk or Trails: Yes Sidewalk/Trail Use Date: July 11, 2026 Time: 12:00pm-8:00pm	Public Parking Lot: No Parking Lot Date: July 11, 2026 Time: 12:00 p.m. - 8:00 p.m.	Public Park(s): No Name of Park: Date: Time:
Banners: Yes Number & Size: Bunting on the stage with LGBTQ Progress Flag on the back of the Band shell.	Entertainment: Yes Type: A band and several other acoustical groups will be performing on the stage along with a fire performer on the cement stage in front of the Band Shell.	Sound Amplification: Yes Type: Amplifiers for the Microphones, guitars Hours: 2:00 - 7:00 p.m. After 10 pm: No	Stage or Tent: No Dimensions:	Temp Fencing: No Dimensions:
Inflatables: Yes	Fireworks Display: No	Horses: No #:		
Trash Removal: A board member will be assigned to remove trash from the receptacles and put new bags into the onsite garbage. We will have volunteers in the park for trash collection during and after. The garbage bags will be stacked behind bandshell. More trash cans would be great. If there are 4 onsite, another 5 would be helpful for a total of 9 (or more if possible).				
Food/Alcohol				
Merchandise/Food Sale: Yes # of Vendors: 50 Food Prepared on Site: Yes		Alcohol Sales: No Liquor License Provider: Caterer w/ alcohol endorsement on license: Temporary Liquor License Required: No		
SERVICES				

Power Needs: We will need power for the band shell to plug in amplifiers for microphones and guitars. Several food vendors will need power for their food trucks. We also need access to the water in the back of the band shell for our Lemonade vendor	
Barricades: No Size: Number:	Cones: Yes Size: Large Number: 16
No Parking Signs: Yes Number: 16	Traffic Control: No Security: No

EMERGENCY INFORMATION	
Emergency Action Plan: Organization Board Member will carefully monitor the weather should inclement/severe weather happen all attendees and vendors would be asked to vacate the park and seek shelter.	
Emergency Contact: Lucy Larson	Phone Number: 507-341-3005
Crowd Control Procedures: We will hire a private security team from the Twin Cities called Lincro. They will have 4 team members 1pm-8pm. Board members will also be able to assist with the safety and security of park attendees. We are also working with our local Law Enforcement and are requesting Owatonna PD be in site for the duration of the event.	



**EVENTS PERMIT
APPLICATION SUMMARY**

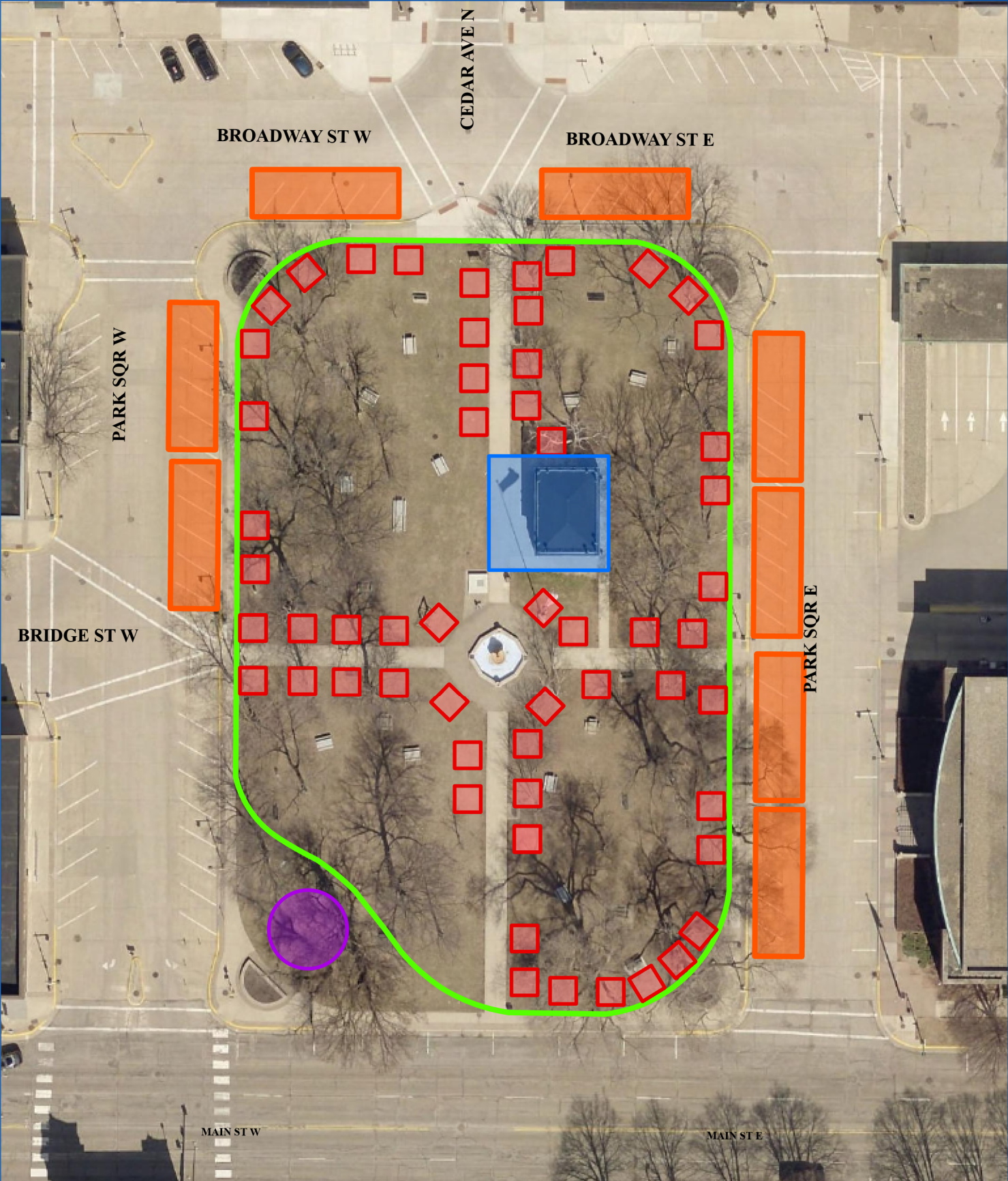
Central Park Stage

Date Received: July 15, 2025

SUBJECT TO CITY COUNCIL APPROVAL

Date to Council: June 16, 2026

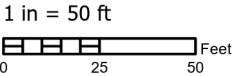
CENTRAL PARK STAGE USAGE INFORMATION	
Time: 2:00 - 8:00 p.m.	
Open: 11:00 a.m.	Close: 8:00 p.m.
Sound or Light Person Needed: No	
Size of Group on Stage: Not more than 5 people at one time	
Type of Group: Bands and Duets	
Name of Person Opening/Closing Stage: Lisa Cochran with the Owatonna Chamber of Commerce will be opening the stage.	
<i>If Park Staff is needed to Open and Close Stage - fee of \$100 for each operation will be required. Any group larger than 15 people will require use of extenders - 4 people will needed to put on extenders.</i>	



Print Date: May 28, 2026

- Event Permit Designated Area
- Food Truck
- Vendor (10 ft x 10 ft)

- Designated Facility
- Free Speech Zone



This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This information is a compilation of records, information, and data located in various city, county, and state offices and other sources, affecting the area shown, and is to be used for reference purposes only.



DATE: June 16, 2026
TO: Mayor and City Council
FROM: Greg Kruschke, Community Development Manager
SUBJECT: 6:00 pm - Park Dedication Fees

Purpose:

Determine whether or not to proceed with a Parkland Dedication ordinance and if so what options to move forward with.

Background:

Attached is information on Parkland Dedication. We have attempted to break down each category into two options. Also included is a matrix based on actual platted projects to show how they would account for the dedication proposals.

Budget Impact:

To be determined.

Staff Recommendation:

Staff is looking for direction from Council on how to proceed.

Attachments:

1. 2026.06.11_Owatonna Parkland Dedication Ordinance Development_structure
2. Parkland Dedication Examples

June 12, 2026



CITY OF OWATONNA | PARK DEDICATION ORDINANCE DEVELOPMENT

Key Ordinance Elements and Structure Options

1. Findings

Purpose New developments place a burden upon the city's parks, trails, and open space system. New facilities must be developed concurrently with development to provide the desired level of service and the quality of the environment for all. The development and preservation of parks, playgrounds, trails, open space, conservation areas, and recreational opportunities contribute to a healthy community for residents and visitors to the city while advancing the goals of the comprehensive plan.

Authority M.S.A. § 462.358, as may be amended, provides that municipal subdivision regulations may require a reasonable portion of any proposed subdivision be dedicated to the public or preserved for conservation purposes or for public use as parks, playgrounds, trails, recreation facilities, wetlands, or open space, and that the municipality may alternatively accept an equivalent amount in cash based upon the undeveloped land value.

Nexus and Proportionality The city finds that new residential and non-residential development increases the demand for public parks, trails, open spaces, and facilities. There is a rational nexus between the demands created by the subdivision and related development of land and the need for parks, trails, open spaces, and facilities.

The city further finds that:

- i. New development generates additional residents, employees, and visitors, which increases usage of existing park and trail facilities and creates a need for expanded or improved recreational amenities.
- ii. The City's Comprehensive Plan identifies a specific level of service (LOS) for parks, open space, and trails, expressed as acres of parkland per 1,000 population or other measurable standards. Maintaining this LOS requires the city to acquire additional parkland or improve existing facilities as growth occurs.
- iii. The cost of acquiring, developing, and maintaining parkland is directly connected to the intensity of new development. Without dedication requirements, the financial burden of providing adequate park and recreation facilities would fall disproportionately on existing residents.



- iv. The required dedication—whether land, cash, or a combination—is calculated using objective, uniform standards that ensure the amount required is *roughly proportional* to the development's impact on the City's park system.

Waiver of Dedication Requirements

- Option 1: Upon request by the developer, council may waive or reduce requirements in zoning districts B3 or MU-D where the city council finds the development results in vitality, employment opportunities, affordable housing, or tax revenue that is of greater benefit to the city than parks, trails, or open space improvements
- Option 2: No waivers offered

Dedication of Land, Cash-in-Lieu, or a Combination

- Option: The City Council is responsible for determining whether the subdivision of land shall result in land dedication, cash, or a combination thereof

Use of Land Dedication

- Option: City Council may accept land dedication if it finds the land is suitable for its intended use and the land is conveniently located for those it will serve.

Applies to every plat, replat, or subdivision for residential, commercial, industrial, or other or any combination, except adjacent parcel land conveyances.

Conformance with the Comprehensive Plan

- Option: If the Comprehensive Plan or Parks, Open Space and Trail System Plan for the parcel of land to be subdivided calls for public property in excess of that required by the % of land dedication required, the city council shall, before approval or disapproval of the plat, determine whether to take the necessary steps to acquire, by purchase or condemnation, all or part of the additional public property

Land Suitability Requirement

- Option 1: Reasonably suited as advised by the city council and at a location convenient to the people to be served, including future needs identified in the 2050 Comp Plan, size, shape, topography, geology, hydrology, tree cover, and access/location
- Option 2: Reasonably suited as advised by the city council and at a location convenient to the people to be served, size, shape, topography, geology, hydrology, tree cover, and access/location

Percentage of Land Dedication Required - Residential

- Option 1: 12% of net land (0 – 6.0 units per net acre)
9% of net land (6.1 – 15.0 units per net acre)
6% of net land (15.1+ units per net acre)

Commented [AS1]: Match to 2050 Comp Plan

- Option 2: 7% of gross area of subdivision

Percentage of Land Dedication Required – Commercial

- Option 1: 5% of gross area
Option 2: 4% of gross area of subdivision

Percentage of Land Dedication Required - Industrial

- Option 1: 2% of gross area for the purpose of trails only
Option 2: 4% of gross area of subdivision

Percentage of Land Dedication Required - Mixed Development

- Option 1: If a greater proportion / primary use is residential, the residential rate is used; if greater a proportion is commercial, the commercial rate is used
Option 2: Rate is proportional to the type of development proposed

Access

- Option 1: All land dedicated for parks shall have at least 50 feet of street frontage on at least one side. All trails shall have at least 20 feet of access where the trail connects to a street or sidewalk.

Option 2: All land dedicated for parks shall have at least 50 feet of street frontage on at least one side. All trails shall have at least 20 feet of access where the trail connects to a street or sidewalk.

Trail Construction

- Option 1: When the city's comprehensive plan or Park and Trail System Plan identifies a trail to be constructed in the land to be subdivided, this trail segment shall be interpreted by the city as basic infrastructure and, therefore, the developer shall be required to pay for the construction of the trail improvements. This trail construction requirement shall be in addition to the required land dedication or cash fee. The construction specifications of trails shall be determined by the city engineer and whenever possible, trails shall connect with existing trails and/or sidewalks.
- Option 2: Trails constructed by a subdivider within dedicated public open space having at least 30 feet of useable width, unencumbered by wetlands, wetland buffer, floodplain or other lands not acceptable for park dedication credit, are eligible for park credit. The credit shall be calculated by total acreage of the trail corridor. The maximum amount of trail dedication credit shall not exceed 25 percent of the total dedication.

Other Conditions Prior to Deeding Land Dedication

- Option 1: Grading shall conform to a plan approved by the city engineer, Rocks that are four inches or greater in diameter shall have been removed from the land. If possible, any boulders or glacial erratic should remain and be incorporated for landscaping interest in parks and open spaces, A minimum of four inches of topsoil shall have been provided by the developer dependent on subsoil material as determined by the city engineer, and the surface should be planted with low maintenance vegetation to ensure the immediate stabilization of the exposed soils.
- Option 2: Dedication of land for public use shall be without restrictions or reservations. The subdivider shall grade the dedicated land as per the city-approved subdivision and deed the dedicated land to the city in a condition suitable to the city

Commented [AS2]: Include some nuance about working with property to have the option to pave a trail vs. paying fee, etc.

Commented [AS3R2]: Trail dedication options listed above

Timing of Performance – Land Dedication

- Option 1: Collected as a condition prior to city council approval of the final plat
- Option 2: Subdivider to deed the land to be dedicated to the city before the issuance of building permits within the subdivision

Council may delay dedication of outlots in a proposed subdivision until outlots are platted into lots

Use of Cash Fee

- Option: When the city council determines that there is no need for land dedication in the proposed subdivision, the city council may require payment of an equivalent amount in cash

The applicant shall pay parkland dedication fees for each lot created beyond the original number of lots existing prior to subdivision, except when such fees have been applied to the property as part of a previous subdivision

For minor subdivisions, the applicant shall pay parkland dedication fees for each lot created beyond the original number of lots existing prior to subdivision, except when such fees have been applied to the property as part of a previous subdivision

Required Cash Fee – Residential

- Option 1: 16% - 0 – 6.0 units per net acre
13% - 6.1 – 15.0 units dwelling units per net acre
10% - 15.1+ dwelling units per net acre
(value based on estimated market value from county assessor)
- Option 2: \$1,000 per unit (Single-family)
\$500.00 per unit (multi-family - up to the first 20 units)
\$400.00 per unit (multi-family - for additional 21 to 50 units)
\$300.00 per unit (multi-family - for additional units over 50)

Required Cash Fee - Commercial

- Option 1: 5% gross area



Option 2: \$1,000 per acre of gross area

Commented [AS4]: Faribault platting \$\$ went to purchasing, permitting to improvements

Commented [AS5R4]: The city can use park dedication funds at their discretion and on a project-by-project basis.

Required Cash Fee - Industrial

Option 1: 2% gross area

Option 2: \$1,000 per acre of gross area

Timing of Performance – Cash Fee

Option 1: Collected as a condition prior to city council approval of the final plat

Option 2: Collected as a condition prior to city's release of the subdivision for recording with the county

Council may delay fee collection associated with outlots until platting, in which case collection is at the time of platting

At the city council's discretion, the city and the subdivider may enter into an agreement to delay the required cash fee payment per the terms of the agreement

Use of Cash Fee

Option: The cash fee collected go to the city's dedicated park fund to acquire and improve public parks, recreational facilities, playgrounds, trails, open spaces, or as otherwise provided by state statutes.

Commented [AS6]: Need to clarify this process...is there an additional fee at permitting

Commented [AS7R6]: No. Harry detailed issues they have had accepting fees later in the process; developers/builders put pressure on staff to close out the process without collecting fees, and then it is hard to go back and collect once permitting has already been approved. In their experience it is better to collect fees earlier in the process during final plat approval, even if it means they are refunding fees if the final approved plat has fewer lots than the preliminary final plat.



Project	Option 1 – Land Dedication	Option 2- Land Dedication	Option 1 – Cash	Option 2 - Cash
Mineral Springs Estates 83 Acres 3.93 units/acre 326 units - PUD is dedicating 16.6 acres - Guessed at a \$27,000 / acre value	12% Land 9.96 Acres ** Would need to purchase 6.64 Acres to get what we will get \$179,280 from City to Developer at this value	7% Land 5.81 Acres ** Would need to purchase 10.79 Acres to get what we will get \$291,330 from City to Developer at this value	16% value of net Land \$2,241,000	7% value of gross subdivision \$249,000
Costco 148.03 Acres 20' trail ROW around outside =2.91 acres - Price=\$87,120/Ac	2% for trails 2.96 Acres	4% Gross area of subdivision 5.92 Acres	2% value of Gross Area \$257,875.20	\$1,000 per acre of gross area \$148,030
CDI 13.81 Acres \$54,450 / Acre closed price	2% for trails 0.28 acres	4% Gross area of subdivision .55 Acres	2% value of Gross Area \$15,039.09	\$1,000 per acre of gross area \$13,810
Maple Creek Estates #3 14 Acres 17 SF Lots \$17,250 Close Price/Acre	12% Land 1.68 Acres	7% Land 0.98 Acres	16% value of net Land \$38,460	7% value of gross subdivision \$21,900

OHS \$2M Land Sale 87.46 Acres	5% Gross Area 4.37 Acres	4% Land 3.5 Acres	5% Value of Gross Area \$99,932	\$1,000 per acre of gross area \$87,460
Aire Apartments 2.27 Acres \$49,000 Land Value 73 Units	6% Land .1362 Acres	7% Land .1589 Acres	10% Land Value \$4900	\$300/unit \$21,900



DATE: June 16, 2026
TO: Mayor and City Council
FROM: Tricia Notch, Administrative Coordinator
SUBJECT: 6:30 pm - Children's Cemetery Restoration and Improvement Project (Anne Peterson)

Purpose:

Requesting City Council approval of the Children's Cemetery Restoration and Improvement Project.

Background:

The proposed project involves monument leveling, installation of a water line to the cemetery, monument restoration, creation of a low-maintenance garden in front of the memorial monument, replacement of trees and shrubs, correction of names on 11 grave crosses, and potential implementation of a GIS mapping feature.

A \$10,000 grant from the Owatonna Foundation was awarded for this project. Funding from the Owatonna Foundation is restricted to capital improvement projects and will cover all project components except the purchase of trees and plant materials. To address those costs, the Steele County Historical Society has established a dedicated Cemetery Fund, which currently contains more than \$3000 for landscaping and related improvements.

In addition, Eagle Scout candidate Xavier Trager is partnering on portions of the project. Under the guidance of Tim Shea, Xavier and members of his troop will assist with site preparation for the new Master Gardener-designed garden, monument leveling, planting efforts, and clearing the concrete case file numbers located at the base of each cross.

This project represents a significant investment in preserving and enhancing the Children's Cemetery while honoring the memory of those buried there.

To date, this project has received:

Unanimous approval from the West Hills Commission

A grant from the Owatonna Foundation for \$10,000 towards the project

To move forward with the project, authorization of the project as outlined in the attached is requested.

Budget Impact:

No budget impact.

Staff Recommendation:

Staff recommends approval.

Attachments:

1. Children's Cemetery Restoration and Improvement Project
2. Owatonna Foundation Grant Application

June 9, 2026

TO: Jenna Tuma, City Administrator
Mayor Matt Jessop
Owatonna City Council Members

CC: Dave Effertz, President, Steele County Historical Society
Tim Shea, Children's Cemetery Volunteer
Jason Ringhofer, Owatonna Facilities Manager

FROM: Anne Peterson, Museum Manager
Steele County Historical Society

Request for Approval: Children's Cemetery Restoration and Improvement Project

We respectfully request approval to proceed with a major restoration and improvement project at the Children's Cemetery.

On April 15, 2026, we presented the proposed project to the West Hills Commission. Following the presentation, the WHC voted to formally support the project. At that time, a grant application had been submitted to the Owatonna Foundation to assist with funding. In early May, we were notified that the Foundation awarded a grant of **\$10,000** toward the project.

Proposed improvements include:

- Monument leveling - \$400
- Installation of a water line to the cemetery - \$2,360
- Monument restoration - \$1,800
- Creation of a low-maintenance garden in front of the memorial monument - \$1,580
- Replacement of trees and shrubs - \$2,430
- Correction of names on 11 grave crosses - \$500
- Potential implementation of a GIS mapping feature (donated), QR Codes to tell individual stories, and two other small garden areas – depending on funds remaining.

Funding from the Owatonna Foundation is restricted to capital improvement projects and will cover all project components except the purchase of trees and plant materials. To address those costs, the Steele County Historical Society has established a dedicated Cemetery Fund, which currently contains more than **\$3,000** for landscaping and related improvements.

In addition, we are partnering with **Eagle Scout candidate Xavier Trager** on portions of the project. Under the guidance of Tim Shea, Xavier and members of his troop will assist with site preparation for the new Master Gardener-designed garden, monument leveling, planting efforts, and clearing the concrete case file numbers located at the base of each cross. As part of the Eagle Scout requirements, Xavier is also responsible for securing donations and in-kind contributions to help offset project costs.

This project represents a significant investment in preserving and enhancing the Children's Cemetery while honoring the memory of those buried there. We appreciate your consideration and respectfully request approval to move forward with the proposed improvements.

Thank you for your time and consideration.



Owatonna State School Cemetery

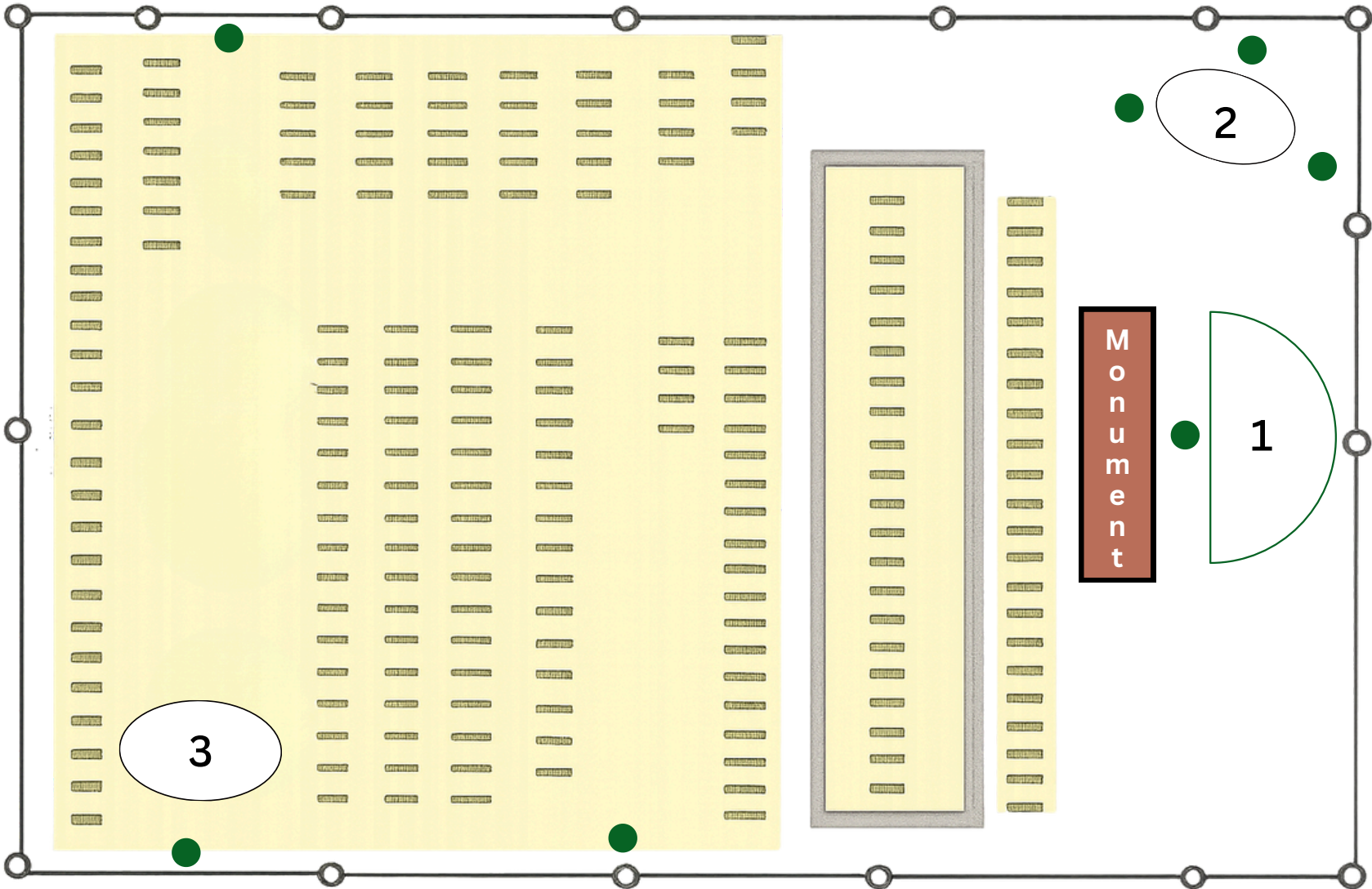
198 Children Buried Here

1969 Drawing

185 Feet East-West 125 Feet North-South

- 1 = Monument Garden
- 2 = Butterfly Garden
- 3 = Pollinator Garden

- New Tree
- 1969 Trees (Gone)





4/16/2026

Peterson Anne

This is an estimate to tie in after pressure vacuum breakers a 1" water line on the south side of pump house and run to cemetery with spigot and a tracer wire

A water line will need to be blown out in the fall and spring start up

Estimate not to exceed \$2,360.00

Estimate includes all labor and materials

507 Masonry Revival

Name: Museum Manager Anne Peterson Date Reviewed: 5/19/2026

Street Address: 540 West Hills Circle

City, State, Zip: Owatonna, MN 55060 ☒ Date Quoted: 5/19/2026
☐ Date Invoiced: 5/19/2026

Phone Number: 507-774-7369 Lead Source: _____

Email: anne.peterson@owatonna.gov Contact Preference:
 Email: ☐ Text: ☐
 Phone Call: ☐

Quote Type: Monument Repair Job Name: Children's Cemetery Monument

Observations	Quotation For Protective Parging
• Brick spalling observed present throughout the monument consistent with water penetration freezing in brick work. • No concerns observed with concrete slab or caps on the piers on either side. • Brick on arched cap showing deterioration. 15+ Bricks. • Link for pictures taken during observation. • https://photos.app.goo.gl/dHmnJkDFtmujyb yj6 • Recommend either parging the brick on the monument to help protect the brick and slow down the rate of decay from water in the porous brick or rebuilding the monument utilizing brick better suited for the application such as a full size paving brick which offers greater resistance to weathering than the average brick used in a typical sheltered wall construction.	1. Cleaning of biological materials from the monument by hand. 2. Removing loose materials from the monument. 3. Replacing missing brick and unsalvageable brick. 4. Cleaning of the inscribed stone using a stone safe cleaner "Prosoco" and hand polishing. 5. Protecting inscription stone with temporary masking and taping off of the slab. 6. Application of two coats of mortar parging to the brick with a smooth brushed finish. Reccomend using either a buff or antique white on the back ground and a grey on the cross reliefs to complement the inscription stone. 7. Application of two coats of grey lime wash on the pier caps and slab to renew their appearance. 8. The above is typically a two-three day process.
	Total Cost: \$1,800



Chris Keaton
 507 Masonry Revival LLC
 507-351-3554
507Masonry@gmail.com
507masonry.com

Registered & Insured
 MN IR813691
 VA 2705184211





Tri M Graphics

Tri M Graphics
625 E Main Street
Owatonna, MN 55060
507-451-3920
Fax: 507-451-7552

Estimate

No: **29855**

Date: 5/2/26

Customer No: 441

Ship To:

Anne Peterson
State School Orphanage
540 West Hills Circle
OWATONNA MN 55060
Phone: 507-774-7369

Fax:

E-Mail:

Anne.Peterson@ci.owatonna.mn.us

Quantity	Description	Amount
10	Cross Signage - (using Aluminum Sandwich Board Material), Size: 13.5x3.25 # of sides: 1 side Holes Punch: NONE Corner Style: 1/4" Round Corner Material: 1/8" Aluminum Sandwich Board Print: UV Ink - Gloss Finish 1:00 set up names/artwork	\$ 282.60
1	Outdoor Signage - (using Aluminum Sandwich Board Material), Size: 38" x 24" # of sides: 1 side Holes Punch: NONE Corner Style: 1/4" Round Corner Material: 1/8" Aluminum Sandwich Board Print: UV Ink - Gloss Finish set up artwork	\$ 185.72
Taken by: Michael		-\$ 46.83
This estimate is good for 30 days. Please call us if you have any questions.		\$ 421.49
Thank you!		\$ 0.00
Cross Signage & Outdoor Sign- (using Aluminum Sandwich Board		\$ 421.49

Cemetery Restoration Projects



This is one of 10 crosses in the Children's Cemetery that needs to be fixed. Willie is actually Millie.

Current Marker

Willie Towne
Harry Kemper
Oscar Hagenmeister
Baby Boy Smith
Berdie Ketzeback
Frank Meyers
Baby Helm
Rose Larson
Donald Saladine
Baby Girl Pet Doe

Needed Correction

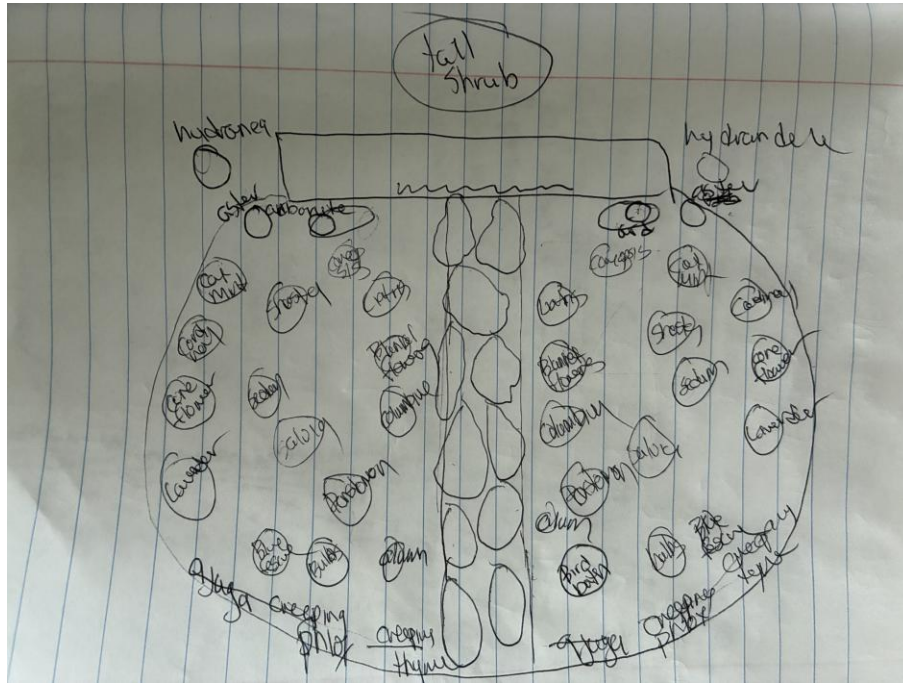
Millie Towne
Harry **Kempfer**
Oscar **Hagemeister**
Robert Smith
Bertie Ketzeback
Frank **Myers**
Eleanor Helm
Rose **Steele**
Donald **Saladin**
Baby **Boy** Pet Doe

If you are able to help with the costs of landscaping or replacing crosses, we are gratefully accepting donations. Please make a check out to **SCHS - Cemetery Fund**. Thank you.

Sample of Stone Cleaned and Leveled



Proposed Main Garden in Front of the Monument



10 steppingstone @ \$9	- \$90	
Birdbath - frostfree	\$200	
Tulip and crocus bulbs	= \$40	
Allium bulbs	\$20	
Creeping thyme	\$50 for 10	
echinacea - cone flower	\$11 x 6 =	66
Cat mint x 2	\$11 + 2	22
ajuga x 6	\$11 x 6 =	66
Creeping phlox x 6	\$11 x 6	66
tall sedum like autumn joy x 2	\$15 x 2	30
Hydrangea shrub x 2	\$40 x 2 =	\$80
Panicle arborescens x 2	\$40 x 2 =	\$80
Shrub behind stone - Redbud, Magnolia or Serviceberry	1 x 200 =	200
Aster x 2	\$13 x 2	\$26
Liatris x 4	\$11 x 4 =	44
Blue fescue x 2	\$15 + 2 =	30
Coreopsis x 6	\$11 x 6 =	\$66
Cardinal flowers x 6	\$11 x 6 =	\$66
Shasta daisy x 2	\$11 x 2 =	22
Blanket flower x 2	\$11 x 2 =	22
Columbine x 6	\$12 x 6 =	72
Salvia x 2	\$11 x 2 =	22
Penstemon x 6	\$13 x 6 =	78
Munstead Lavender	\$10 x 6 =	60

1,509

Price Quote – 4/29/2026

SCHS – Children’s Cemetery Renovation



Turtle Creek Nursery & Landscaping

2449 East Rose Street

Owatonna, MN 55060

507-214-8733

Autumn Gold Gingko #10	\$ 329.99	2	\$	659.98
Burr Oak #10	\$ 219.99	2	\$	439.98
Maple - Northwood Fall Fiesta #10	\$ 199.99	1	\$	199.99
Maple - Fall Fiesta #10	\$ 199.99	1	\$	199.99
Technito Arborvitae #5	\$ 59.99	3	\$	179.97
Delivery - flat fee	\$30.00		\$	30.00
Planting	\$ 80.00	9	\$	<u>720.00</u>
			\$	2,429.91



Eagle Scout Service Project Proposal



BOY SCOUTS OF AMERICA®

Eagle Scout candidate's full legal name Zavier Trager

Please give a name to your project West Hills Orphanage Cemetery Restoration

Contact Information

Eagle Scout candidates should know who is involved, but contact information may be more important to unit leaders and others in case they want to talk to each other. While it is recognized that not all the information will be needed for every project, Scouts are expected to provide as much as reasonably possible. Approval representatives must understand, however, that doing so is not part of the service project requirement.

Eagle Scout Candidate

Name: Xavier Trager		Birth date: 12-23-2009	
Email Address: tragerxavier@gmail.com		BSA PID number: 133496238	
Address: 15350 South County Road 45	City: Ellendale	State: MN	Zip: 56026
Preferred telephone(s): 507-774-9703		Life Board of Review date: 11-2-2025	

Current Unit Information

Check One: ☒ Troop ☐ Crew ☐ Ship	Unit Number: 253
Name of District: Wakpaota	Name of Council: Gamehaven

Unit Leader Check One: ☒ Scoutmaster ☐ Crew Advisor ☐ Skipper

Name: Joshua Halverson		Preferred telephone(s): 320-761-6446	
Address: 1300 Crestview Lane	City: Owatonna	State: MN	Zip: 55060
Email Address: joshua_halverson@yahoo.com			

Unit Committee Chair

Name: Matt Sennott		Preferred telephone(s): 317-289-0184	
Address: 2519 Stony Creek Drive	City: Owatonna	State: MN	Zip: 55060
Email Address: matt.sennott@gmail.com			

Unit Advancement Coordinator

(If your unit has one)

Name: Mike Gandrud		Preferred telephone(s): 507-456-8507	
Address: 1281 Oakwood Lane	City: Owatonna	State: MN	Zip: 55060
Email Address: mgandrud@gandy.net			

Project Beneficiary

(Name of religious institution, school or community)

Name: Steele Co. Historical Society - Orphanage Museum		Preferred telephone(s): 507-774-7369	
Address: 540 West Hills Circle	City: Owatonna	State: MN	Zip: 55060
Email Address:			

Project Beneficiary Representative

(Name of contact person for the project beneficiary)

Name: Ann Peterson		Preferred telephone(s): 507-774-7369	
Address: 540 West Hills Circle	City: Owatonna	State: MN	Zip: 55060
Email Address: anne.peterson@owatonna.gov			

Your Council Service Center

Contact Name:	Preferred telephone(s):		
Address:	City:	State:	Zip:
Email Address:			

Council or District Project Approval Representative

(Your unit leader, unit advancement coordinator, or council or district advancement chair may help you learn who this will be.)

Name: Jason Kozisek		Preferred telephone(s): 507-287-1410	
Address: 607 East Center Street	City: Rochester	State: MN	Zip: 55904
Email Address: eaglewak@gmail.com			

Project Coach

(Your council or district project approval representative may help you learn who this will be.)

Name: Joshua Halverson		Preferred telephone(s): 320-287-1410	
Address: 1300 Crestview Lane	City: Owatonna	State: MN	Zip: 55060
Email Address: joshua_halverson@yahoo.com			

Project Description and Benefit

Briefly describe your project

I will lead a project to restore and enhance the West Hills Orphanage Cemetery in collaboration with the Master Gardeners and the Orphanage Museum. As part of my leadership role, I will work closely with the Master Gardeners to understand and implement their landscaping plan. I will recruit and coordinate volunteers, dividing and managing the major components of the project: landscaping, leveling and resetting several sinking headstones, and creating GIS mapping of each grave. I will also communicate regularly with the museum's project contact to provide updates as planning progresses and as work is completed.

The project will include clearing needed areas, planting of trees, shrubs, and plants according to the Master Gardener design, and improving soil stability under the grave markers; improving the appearance of the cemetery grounds. My team will also use GIS technology to map each grave and link any historical information available about the children buried there, creating a digital record that supports long-term preservation.

This work directly supports the Orphanage Museum's vision to preserve and improve the cemetery, which is an important historical site for both Owatonna and the state of Minnesota. The West Hills Orphanage played a significant role in Minnesota's early child welfare history, and the cemetery is one of the few remaining physical connections to the children who lived - and died - there. By restoring the grounds and documenting each grave, this project helps preserve the memory and dignity of those children, ensuring their stories are not forgotten. It also strengthens public awareness of the site's historical importance, contributing to the museum's role as the second most visited attraction in Owatonna and a key part of Minnesota's heritage.

Include images on an additional document.

Tell how your project will be helpful to the beneficiary. Why is it needed?

For many years, the West Hills Orphanage Cemetery received little maintenance, and as a result the grounds and many of the headstones fell into disrepair. Although a dedicated volunteer has recently begun restoring the headstones, progress has been slow due to the amount of work required and the limited help available.

My project will significantly accelerate the restoration and enhancement of the cemetery by providing organized volunteer support, completing additional landscaping improvements, helping stabilize and reset headstones that remain uneven or sinking, and making information regarding the cemetery and orphans more accessible to all. A maintained landscape signals respect and care, reinforcing the museum's mission to honor the children buried there and preserve their stories for future generations. These efforts will help the Orphanage Museum move closer to its long term goal of restoring the cemetery and honoring the orphans buried there.

The project will also benefit the museum by making this historic landmark more welcoming, accessible, and informative for future visitors. The cemetery is an important part of Owatonna's and Minnesota's history, and improving its condition helps preserve the memory and dignity of the children buried there. By advancing the restoration work and adding enhancements such as GIS mapping, the project will give the museum valuable tools to share the site's history and ensure it remains a respectful and meaningful place for everyone.

When do you plan to begin carrying out your project? Summer 2026

When do you think your project will be completed? Fall 2026

Giving Leadership

Approximately how many people will be needed to help on your project? 8 - 15

Where will you recruit them (unit members, friends, neighbors, family, others)?

I will recruit volunteers from several sources, including Scouts from my troop, family members, friends, and volunteers connected to the Steele County Historical Society. I will reach out to each group of potential volunteers with clear descriptions of the work needed and the dates of the project.

I will organize volunteers based on their skills and comfort levels, assigning them to tasks such as landscaping, headstone leveling, or GIS mapping. By coordinating multiple groups and managing their roles, I will ensure that all parts of the project are completed efficiently and safely.

What do you think will be most difficult about leading them?

One of the main challenges will be coordinating schedules between the Master Gardeners, the Historical Society, and my volunteers, since each group has different availability. I may also face difficulty recruiting enough volunteers for physically demanding tasks, as well as managing tools, materials, and transportation so everything is ready when volunteers arrive. Weather may also cause delays and could require rescheduling workdays and adjusting plans.

To overcome these challenges, I will create a clear schedule, communicate early with all groups, and recruit volunteers ahead of time based on their abilities. I will prepare backup workdays for weather delays, keep volunteers updated, and monitor extended forecasts. By planning ahead, staying organized, and remaining flexible, I can lead my volunteers effectively and keep the project on track.

Materials

Materials are things that become part of the finished project, such as lumber, nails and paint.

What types of materials, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required. For example, for lumber, use basic dimensions such as 2x4 or 4x4.

To complete the project, I expect to need a variety of landscaping, restoration, and construction materials. These may include:

Landscaping and Ground Restoration

- Fill dirt
- Landscape fabric
- Mulch
- Plants and trees selected by the Master Gardeners
- Water for planting

Headstone Leveling and Resetting

- Sand and gravel base materials
- Fill dirt

Signage and Construction Materials

- 4x4 green treated posts
- Quick rete for setting posts
- 1x4 cedar boards
- Hardware such as screws, bolts, and hinges
- A stainless steel sign (for cemetery information grave mapping and information)

Supplies

Supplies are things you use up, such as food and refreshments, gasoline, masking tape, tarps, safety supplies and garbage bags.

What types of supplies, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required.

For supplies used up during the project, I expect to need:

- Drinking water and sports drinks such as Gatorade
- Snacks for volunteers
- Garbage bags for cleanup
- Disposable gloves
- A basic first aid kit for minor injuries
- Sunscreen and insect repellent

Tools

Include tools, and also equipment, that will be borrowed, rented, or purchased.

What tools or equipment, if any, will you need? You do not need a detailed list, but you must show you have a reasonable idea of what is required.

To complete the project, I expect to need a variety of tools for landscaping, headstone leveling, construction, and GIS mapping. These may include:

Landscaping and Grounds Work

- Shovels
- Rakes
- Wheelbarrow
- Hand trowels
- Watering cans
- Posthole digger
- Work gloves
- Safety glasses

Headstone Leveling and Resetting

- Crowbar or pry bar
- Shovels and tampers
- Levels (hand level or long level)

Construction and Sign Installation

- Drill with bits
- Wrenches (for any hardware adjustments)
- Screwdrivers

Other Needs

Items that don't fit the above categories; for example, parking or postage, or services such as printing or pouring concrete, etc..

What other needs do you think you might encounter?

In addition to materials, tools, and supplies already listed, I will need access to a truck or similar vehicle to transport materials to and from the project site.

Permits and Permissions

Note that property owners should obtain and pay for permits.

Will permissions or permits (such as building permits) be required for your project? Who will obtain them? How long will it take?

All volunteers working at the West Hills Orphanage Cemetery are required to complete a waiver before participating; the Adopt-A-Park waiver. I will print copies of the waiver and bring them to each workday so that anyone who has not completed one in advance can fill it out on-site. The form takes approximately five minutes to complete. I will collect and date all waivers before volunteers begin working and will submit them to the appropriate museum contact within a few days.

Because the project involves planting trees and plants, performing landscaping work, and leveling existing headstones without altering or replacing them, no additional permits are required. I have confirmed that the work falls within the permissions granted by the Orphanage Museum and the Historical Society.

In addition, either the museum contact/beneficiary or both of us together, will need to present the project to the Owatonna City Council for final approval. This step will take place after my Eagle Scout project proposal is approved by the Boy Scouts and before work begins. Once the City Council grants final sign-off, the project will be fully authorized to move forward.

Preliminary Cost Estimate

You do not need exact costs yet. Reviewers will just want to see if you can reasonably expect to raise enough money to cover an initial estimate of expenses. Include the value of donated materials, supplies, tools, and other items. It is not necessary to include the value of tools or other items that will be loaned at no cost. Note that if your project requires a fundraising application, you do not need to submit it with your proposal.

Enter your estimated expenses below
(include sales tax if applicable)

Materials:	1750 - 2000
Supplies:	100 - 200
Tools:	50 - 150
Other:	25 - 50
Total Costs:	1925 - 2400

Fundraising: Explain how you will raise the money to pay for the total costs. If you intend to seek donations of actual materials, supplies, etc., then explain how you plan to do that, too.

The Steele County Historical Society has already secured \$3,000 in donations, including up to \$2,000 designated for landscaping and grave marker leveling. To cover remaining costs and reduce expenses, I will contact local businesses to request material donations, discounted pricing, or additional monetary and/or services support. My goal is to ensure all project needs are fully funded while stretching current donations as far as possible for additional needs and improvements.

Project Phases

Think of your project in terms of phases, and list what they might be. The first may be to prepare your project plan. Other phases might include fundraising, preparation, execution and reporting. You may have as many phases as you want, but it is not necessary to become overly complicated; brief, one line descriptions are sufficient. If you have more than 10 phases, attach a separate page with your continued phase list.

1	Initial project identification and needed sign-offs/approvals, including GIS aspects.
2	Complete planning with the Master Gardeners, identifying all landscaping and plant needs.
3	Contact businesses in regards to fundraising, securing supplies, and potential business service assistance.
4	Schedule landscaping workdays, purchase and schedule delivery of supplies.
5	Schedule grave marker leveling workdays, purchase and schedule delivery of supplies.
6	Determine GIS tooling access, hosting of information, complete GIS mapping.
7	Collect current orphanage information, perform further research, and link information to the GIS mapped graves.
8	Build and install an information box with a stainless steel cemetery map and printed informational materials.
9	
10	

Logistics

How will you handle transportation of materials, supplies, tools, and helpers?

I will coordinate transportation of materials, supplies, tools, and volunteers using several methods. My grandfather and Scout leaders have trucks available to transport most materials and equipment. For larger items, I will work with local businesses to arrange delivery, requesting donated or reduced cost transport when possible. I will ask volunteers to bring basic landscaping tools such as shovels and rakes, as well as their own safety glasses and work gloves, while also providing extra pairs on-site. Most volunteers can transport themselves to the project location.

Safety Issues

The Guide to Safe Scouting is an important resource in considering safety issues.

Describe the hazards and safety concerns of which you and your helpers should be aware.

Read the "[Age Guidelines for Tool Usage](#)" at Scouting.org

Hazards for this project include the use of gardening and landscaping tools, which can cause cuts, scrapes, or pinched fingers and toes. Lifting and leveling grave markers also involves risk due to heavy materials and uneven ground, such as pinched or trapped fingers and toes, and strained muscles.

To reduce these risks, younger helpers will focus on lighter tasks such as planting, watering, and research, while older or more experienced volunteers will handle heavier landscaping and marker leveling work. All volunteers will be required to wear safety glasses and work gloves, and a basic first aid kit will be on-site at all times.

Project Planning

You do not have to list every step, but it must be enough to show you have a reasonable idea of how to prepare your plan.

List some action steps you will take to prepare your project plan. For example, "Complete a more detailed set of drawings."

To prepare my project plan, I will take the following steps:

- Work with the Master Gardeners to finalize the landscaping design and identify all required plants, trees, and materials.
- Meet with my Steele County Historical Society contact to determine which grave markers need releveling and estimate the materials needed.
- Contact local businesses (Lowe's, Turtle Creek Nursery, Souba Greenhouse) to secure plants, trees, and landscaping materials at the most affordable cost.
- Contact James Brothers and Wolf & Sons to obtain dirt and gravel at reduced cost.
- Schedule material pickup or delivery and coordinate volunteer workdays for landscaping and grave marker leveling.
- Consult with local GIS/IS staff (city or county) to determine the best approach for mapping graves and linking available orphan information, as well as planning for future updates.

Caution: Using an Adobe or other PDF reader to insert a "signature" can cause this entire document's contents to be locked preventing future edits; make sure you save a copy if any signatures will be inserted digitally.

Candidate's Promise*		<i>Sign below before you seek the other approvals for your proposal.</i>	
On my honor as a Scout, I have read this entire workbook, including the "Message to Scouts and Parents or Guardians" on page 4. I promise to be the leader of this project, and to do my best to carry it out for the maximum benefit to the religious institution, school, or community I have chose as beneficiary.			
Signed	<i>Zavier Trager</i>	Date	3/23/26

* Remember: Do not begin any work on your project, or raise any money, or obtain any materials, until your project has been approved.

Unit Leader Approval*		Unit Committee Approval*	
I have reviewed this proposal and discussed it with the candidate. I believe it provides impact worthy of an Eagle Scout service project, and will involve planning, development and leadership. I am comfortable the Scout understands what to do, and how to lead the effort. I will see that the project is monitored, and that adults or others present will not overshadow them.		This Eagle Scout candidate is a Life Scout, and registered in our unit. I have reviewed this proposal, I am comfortable the project is feasible, and I will do everything I can see that our unit measures up to the level of support we have agreed to provide (if any). I certify that I have been authorized by our unit committee to provide its approval for this proposal.	
Signed	<i>[Signature]</i>	Signed	<i>[Signature]</i>
Date	3/25/26	Date	3/27/26
Name (Printed)	Joshua M. Halverson	Name (Printed)	Matthew Sennott

Beneficiary Approval*		Council or District Approval	
This service project will provide significant benefit, and we will do all we can to see it through. We realize funding on our part is not required, but we have informed the Scout of the financial support (if any) to which we have agreed. We understand any fund raising the Scout conducts will be in our name and that funds left over will come to us if we are allowed to accept them. We will provide receipts to donors as required.		I have read topics 9.0.2.0 through 9.0.2.15, regarding the Eagle Scout service project, in the Guide to Advancement, No. 33088. I agree on my honor to apply the procedures as written, and in compliance with the policy on "Unauthorized Changes to Advancement." Accordingly, I approve this proposal. I will encourage the candidate to prepare a project plan and share it with the designated project coach.	
Our Eagle Candidate has provided us a copy of "Navigating the Eagle Scout Service Project, Information for Project Beneficiaries."			
Yes ☒ No ☐			
Signed	<i>[Signature]</i>	Signed	
Date	4-1-26	Date	
Name (Printed)	Anne Peterson	Name (Printed)	

* While it makes sense to obtain approvals in the order they appear, there shall be no required sequence for the order of obtaining those approvals marked with an asterisk (*). Council or district approval, however, must come after the others.

Remembering the Children of the State School Cemetery

West Hills Commission Meeting

April 15, 2026

Owatonna Arts Center

We are submitting this proposal to the West Hills Commission for recommendation and advancement to the City Council for approval. This project is sponsored by the Steele County Historical Society, which merged with the Orphanage Museum in December 2021. We have a Cemetery Renovation Fund and are considering asking for additional grant money, depending on the scope of the project.

History of the Cemetery

Introduction

The State School Children's Cemetery is a place of remembrance for children who lived and died under the care of the Minnesota State Public School for Dependent and Neglected Children. Between 1886 and 1945, more than 300 children died while in state guardianship; 198 of them are buried in the Children's Cemetery. Many were unclaimed, buried quietly, and forgotten for decades. Today, this site tells their story and honors their lives.

Historical Context of Cemetery (1888–1945)

- State School opened in December 1886.
- First burial: July 27, 1888 – Charles Johnson, age 11.
- Average age at death: Four years old.
- Common causes of death: Diphtheria, measles, tuberculosis, marasmus (failure to thrive), anemia, diarrhea, exhaustion, and accidents.
- In early years, children's graves had headstones. After 47 stone markers, graves were reduced to the child's case file number stamped on cement slabs. This became common practice at all state-run institutions.

A Forgotten Place

In 1945 the orphanage closed and the property became the Owatonna State School that offered training to mostly high-functioning children with learning disabilities. OSS operated until 1970. The cemetery was virtually abandoned by the state—overgrown, fenced off, surrounded by a buckthorn hedge, and largely unknown. For many years, there were no individual markers, flowers, or visitors.

First Restoration and Community Participation

- 1974 – City of Owatonna purchased the campus and assumed responsibility for maintenance of the Cemetery.
- 1992 – Harvey Ronglien received permission from the City Council to seek funding to place a memorial sculpture in front of the Main Building as a reminder the site was initially built for children. That was the beginning of the Orphanage Museum.
- 1993 – A cemetery restoration began. Gerald “Bud” Blekeberg led efforts to restore dignity to the children’s graves by adding a wooden cross with the child’s name where only their number had been.
- Memorial monument and 151 named crosses dedicated on July 3, 1993.
- 2006 – SPX helped replace the wooden crosses with ones made of composite material.
- Continued involvement by volunteers, students, tradespeople, and civic groups.

Cemetery Today Features

- Original stone monuments for early burials
- Individual crosses with children’s names
- Central memorial was built with inscription:

“To the children who rest here.... You are remembered.”

- Audio station and sign
- Memorial boardwalk following the historic cinder path

Recent Cemetery Activity

- In the summer of 2023, visitor Tim Shea offered to clean the stone monuments. He professionally cleaned all of the stone monuments over a two-year period--because “someone had to do it.” He’s an official City park volunteer.
- Tim Shea is working with MN Historical Society to get more information/photos on individual children to update Cemetery Book.
- Christmas votive lighting ceremony at the Cemetery – past 5 years.
- Dwight Solie, former OSS student, approved for future burial here. Marker is already in place.
- Site continues to evolve as a place of reflection, education, and respect.

Charles Johnson - Before and After Cleaning - First Child Buried



Cemetery Memorial



Examples of Stones Needing Leveling



Current Cemetery With No Trees or Plants



There are 10 Crosses to Replace
Example: Correct Spelling - It's Millie Towne,
Not Willie



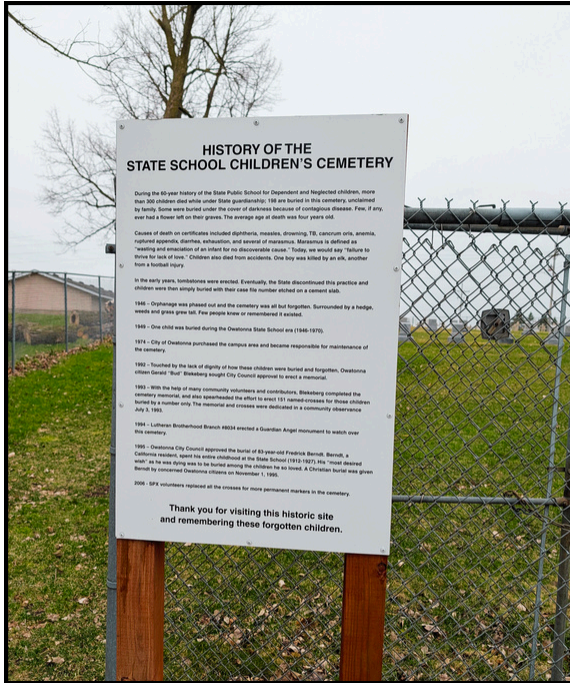
Tim Shea and Stone Cleaning Process



Above: Special fast-drying putty, which turns to cement, used to seal loose sections.

Left: Tim Shea at the Fall Celebration telling the stories of the children.

Current Signage and Audio Station



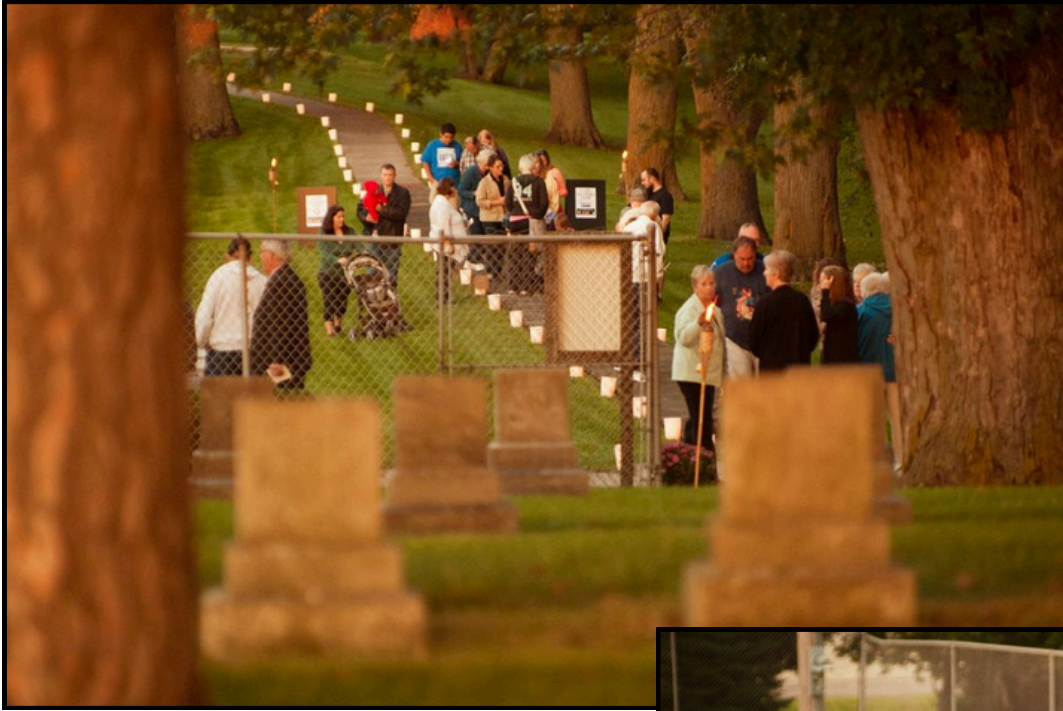
Bud Blekeberg Bench



Powerwashing would go a long way.



Lighting of the Path - 2013 Evening Program



Random Acts of Kindness at Cemetery



We Have Our Answer!
These Girls Left All the Flowers



Isn't this just the sweetest gesture? We found out that a family from the Cities came back for a visit to the Museum and the girls wanted to know if they could bring flowers for the cemetery! EVERY child's grave was adorned with a flower. Thank you so much for your kindness!

Annual Votive Lighting Ceremony Around Christmas Eve



State School Children's Cemetery
Votive Lighting - December 23 - 3:30 PM
Help remember the children.



Above: Family members putting votives on Arthur Anderson's grave.

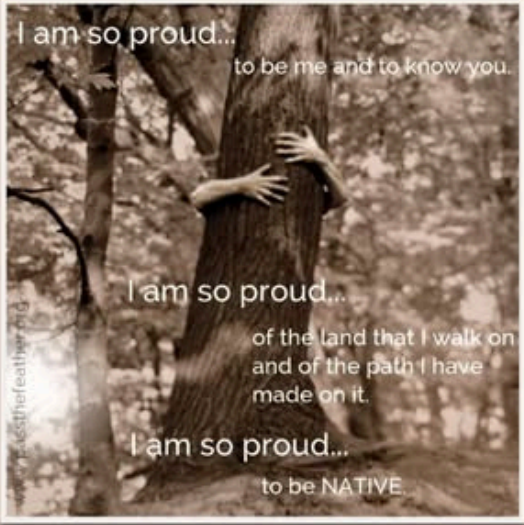
Native American Ceremony & Federated Volunteer Project



The tree (above/right) receiving the hugging is the most uniquely shaped in the Children's Cemetery.



Endazhi-Nitaawiging Charter School Visit May 2, 2025



I am so proud...
to be me and to know you.

I am so proud...
of the land that I walk on
and of the path I have
made on it.

I am so proud...
to be NATIVE.

Thank you, Federated Volunteers!



This afternoon, a crew of hard-working Federated volunteers cleaned the crosses in the Children's Cemetery. If weeding needed to be done around the cement numbers, they did that too. Many great questions were asked about the children buried here. One volunteer said, "When I get home, I am going to hug my kids extra tight."

Children Buried in the Cemetery

Joe



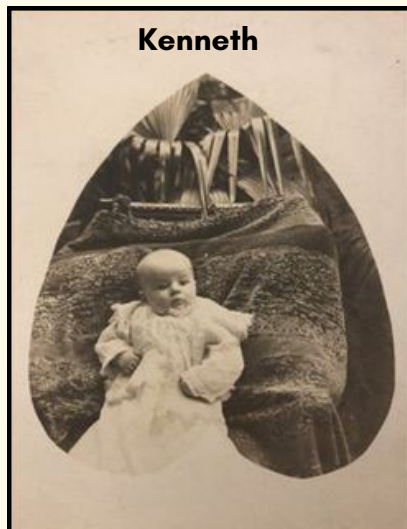
Evelyn



Ray



Kenneth



Alberta



Charles



Jessie & Lovie



Milton



All information on this application must be completed and submitted in the order as it appears on the form.

GRANT APPLICATION

Date Submitted: May 1, 2026

Project Title:	State School Children's Cemetery Renovation	Amount Requested:	\$15,000
Organization:	Steele County Historical Society	Contact Person:	Anne Peterson
Address:	1700 Austin Road	Contact's Title:	Museum Manager
City:	Owatonna	Phone:	507-774-7369
State:	MN	Zip:	55060
		E-Mail:	anne.peterson@owatonna.gov

Writer (if different than contact): _____ Writer's Phone: _____

Is the organization a 501(c) Yes ☒ No ☐ Federal ID Number: 41-6048581

* The Owatonna Foundation only awards grants to organizations with 501 (c) 3 status. Attach a copy of the IRS certification letter showing 501 (c) 3 exemption status.

Has the organization ever received a grant from The Owatonna Foundation? Yes ☒ No ☐

If yes, what is the approximate total amount of all grants received? \$638,325

ORGANIZATIONAL INFORMATION

Date established: 1949	# of full-time employees: 3	# of regular volunteers: 175	Dates of Jan 1- fiscal year: Dec 31
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Current year budget: \$351,126	Endowment or Reserve Funds: \$1,773,148
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Attach a copy of *organization's* balance sheet and profit & loss statement for the last 2 years.

Describe the organization's source of income: Memberships, donations, investments, bequests

Has this request been authorized by the organization's governing body? Yes ☒ No ☐	If yes, when: Apr 2026
--	------------------------

Attach an organizational chart and governing body member names and phone numbers.

What other local organizations are active in the same or similar activity(s)?

The Minnesota State Public School Orphanage Museum merged with the Steele County Historical Society in 2021. Preservation of local history is paramount to both organizations, but the Orphanage Museum is focused on the West Hills Com-

plex, which was built as a State School for dependent children in 1886. We are the largest museum dedicated to the orphanage era in the nation, and the only organization housed in the original state institution buildings. People from all over the country come to learn about the State School and its impact. It offers a unique opportunity for public education on historic attempts to solve social problems. The grant offers a way to enhance that experience, as well as honor the children.

What is the relationship of this project to the overall program of the requesting organization?

Restoring dignity to the final resting place of the 198 State School children is important. It will also allow the individual stories of these children to expand the learning experience of our visitors.

Explain organization’s mission with a description of population served and principal geographic area of service. Attach a mission statement and a summary of last year’s service information if it existed.

Steele County Historical Society (SCHS) preserves and shares the history of Steele County today for tomorrow. SCHS serves the residents of Steele County and visitors to the area. Our primary audiences are school-age children, families, and seniors. On average, SCHS impacts more than 50,000 people in a year. This impact occurs during events and programs at the History Center, Village of Yesteryear, and the Orphanage Museum as well as at numerous community events and school visits.

PROJECT INFORMATION			
Total project budget:	\$ 19,762.91	Amount Re-quested: \$15,000	When are the funds needed: Summer 2026

Are the funds being requested designated to be used for capital expense? Yes X No

Please list specific expenses for the total that you are requesting:

Expenses include bringing a water source to the Cemetery, straightening stone markers, correcting misspelled children’s names, planting replacement trees and planting low maintenance flower beds. We hope to add some seating for visitors to reflect on the children’s lives and use QR codes to listen to their stories.

Have requests for financial support of this project been submitted to other sources for funding?
Yes X No If yes, who are they and what amounts have been pledged:
We have secured early support for the cemetery restoration through individual contributions, including its inclusion in the 2025 SCHS Annual Appeal, as well as targeted fundraising efforts via Facebook. These initial investments demonstrate community interest and commitment to the project. However, a comprehensive grant award would provide a critical opportunity to complete all necessary repairs and upgrades in a single, coordinated phase. This approach would maximize efficiency, reduce long-term costs, and ensure the preservation work is carried out to a consistent and high standard.

Name the individual(s) in your organization who will be in charge of this project. Please describe their experience with construction contracts and projects.

Anne Peterson, Museum Manager, will be the contact person at West Hills. She managed the creation of Maxine’s Garden in 2019 by Cottage 11, as a memorial to Maxine Ronglien, working with different vendors and the City Facilities crew. Tim Shea, a volunteer who adopted the cemetery nearly 4 years ago, will work with an Eagle Scout candidate on final physical upgrades to the graves. Tim cleaned all the stone monuments himself over 2 years. All the trees in the cemetery were removed last summer due to Emerald Ash Borer. Tim enlisted the expertise of the Steele County Master Gardeners to design new gardens and landscape. All involved have been happy to contribute their time and talent.

Describe/ Define who will directly benefit from this project ?

This project enhances the museum experience by creating meaningful learning opportunities. In recent years, we have expanded our collection of personal histories through research conducted with the Minnesota Historical Society, allowing us to more fully interpret and share the individual stories of the children connected to this site. By centering these personal narratives, the project not only deepens public knowledge but also fosters a sense of remembrance and dignity. For descendants and family members, this work provides a measure of comfort, knowing that the lives and experiences of these children are being preserved and honored.

# of people to be served by this project:	4,000 Annual West Hills	Geographical location of project:	West Hills Campus
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Identify the project goals along with immediate and long-range results:

The goal of this project is to restore and establish a dignified, respectful place of remembrance for the 198 children interred in the cemetery. Through thoughtful preservation and interpretation, the project will honor their lives while ensuring the site is maintained with the care it warrants.

In addition, the project seeks to enhance the educational experience for all visitors—both local residents and those from outside the community—by providing greater historical context and interpretive opportunities. In doing so, the cemetery will serve not only as a site of reflection, but also as a meaningful resource for public learning and engagement.

How will the community benefit from this project ?

The Minnesota State Public School Orphanage Museum is a significant cultural and heritage tourism asset for the Owatonna community, drawing both organized group tours and independent travelers throughout the year. These visitors contribute to the local economy by utilizing area lodging, dining, and retail establishments. The preservation of the State School grounds, coupled with the Museum's commitment to interpreting its history, distinguishes Owatonna as a community that values and invests in its heritage. This stewardship enhances the city's cultural profile and strengthens its reputation as a destination for meaningful, place-based tourism.

Identify other principal sources of support and/ or cooperating organizations:

Steele County Master Gardeners and the Boy Scouts of America Eagle Scout program.

Please list specific fund-raising efforts that have been made and the amounts raised by each AND/ OR planned fund-raising efforts and the expected results by each effort:

The annual appeal along with individual donors for this project has raised \$3,414.15 thus far. The remaining would be requested from the Owatonna Foundation and in-kind labor/services.

How will you publicly acknowledge The Owatonna Foundation should you receive a grant award?

Updated interpretive and recognition signage will be installed at the cemetery, acknowledging the Foundation's support in making the renovation of the Children's Cemetery possible. The project will also be promoted through a coordinated communications strategy, including local newspaper coverage, regular Facebook updates documenting progress, and features in the SCHS quarterly newsletter.

These efforts will culminate in a public Fall Celebration on September 12, providing an opportunity to recognize the Foundation's contribution, share the impact of the project with the community, and further elevate awareness of the site and its significance.

FINANCIAL INFORMATION

Do you have a firm contract price for the project or do you only have estimates? Firm Estimates ☒
 Attach a copy of the firm contract or estimates and a detailed budget for the project.

Have you requested more than one bid for this project? Yes ☒ No

The request for funds will be for the following specific items:

Plumbing, bringing water to the gardens; repairs to stones; planting trees; creating gardens; update ways to share information with cemetery visitors.

All items (except in-kind donations/labor) listed in the attached estimate.

Anne Peterson

Anne Peterson (May 1, 2026 20:34:11 CDT)

David Effertz

David Effertz (May 1, 2026 20:32:57 CDT)

October 31st, 2026

Grant Writer's Signature

Head of Organization's Signature

Deadline Date of Project



U. S. TREASURY DEPARTMENT
INTERNAL REVENUE SERVICE

DISTRICT DIRECTOR
ST. PAUL, MINNESOTA 55101

January 13, 1966

IN REPLY REFER TO
Form L-178
DIR:StP:A:EO
JGB:df
StP EO 66-22

Steele County Historical Society
139 East Main Street
Owatonna, Minnesota 55060

PURPOSE Educational, Scientific & Literary	
ADDRESS INQUIRIES & FILE RETURNS WITH DISTRICT DIRECTOR OF INTERNAL REVENUE	
St. Paul, Minnesota	
FORM 990-A RE- QUIRED	ACCOUNTING PERIOD ENDING
☒ YES ☐ NO	December 31

Gentlemen:

On the basis of your stated purposes and the understanding that your operations will continue as evidenced to date or will conform to those proposed in your ruling application, we have concluded that you are exempt from Federal income tax as an organization described in section 501(c)(3) of the Internal Revenue Code. Any changes in operation from those described, or in your character or purposes, must be reported immediately to your District Director for consideration of their effect upon your exempt status. You must also report any change in your name or address.

You are not required to file Federal income tax returns so long as you retain an exempt status, unless you are subject to the tax on unrelated business income imposed by section 511 of the Code, in which event you are required to file Form 990-T. Our determination as to your liability for filing the annual information return, Form 990-A, is set forth above. That return, if required, must be filed on or before the 15th day of the fifth month after the close of your annual accounting period indicated above.

Contributions made to you are deductible by donors as provided in section 170 of the Code. Bequests, legacies, devises, transfers or gifts to or for your use are deductible for Federal estate and gift tax purposes under the provisions of section 2055, 2106 and 2522 of the Code.

You are not liable for the taxes imposed under the Federal Insurance Contributions Act (social security taxes) unless you file a waiver of exemption certificate as provided in such act. You are not liable for the tax imposed under the Federal Unemployment Tax Act. Inquiries about the waiver of exemption certificate for social security taxes should be addressed to this office, as should any questions concerning excise, employment or other Federal taxes.

This is a determination letter.

Very truly yours,

George O. Lethert
George O. Lethert
District Director

FORM L-178 (6-64)

Statement of Financial Position

Steele County Historical Society

As of Dec 31, 2024

	TOTAL
Assets	
Current Assets	
Bank Accounts	
1000 CASH AND CASH EQUIVALENT	\$0.00
1100 ACCOUNTS	\$0.00
1101 United Prairie Accounts	
1110 United Prairie Checking	191,820.00
1112 United Prairie Money Mkt HVAC	26,968.60
Total for 1101 United Prairie Accounts	\$218,788.60
1120 Checking Legacy Fund	0.00
1130 Bremer- Village Maintenance	
1132 5 Month CD	98,573.04
1134 Village Maintenance Checking	91.36
Money Market (deleted)	2,131.85
Total for 1130 Bremer- Village Maintenance	\$100,796.25
1140 Savings Legacy Funds	\$1,038,386.76
1141 Market Value Adjustment	324,899.45
Total for 1140 Savings Legacy Funds	\$1,363,286.21
1150 Savings United Prairie	0.00
1160 Orphanage	
1164 Children Remembered - Legacy	158,338.46
1165 Market Value Adjustment	27,252.71
Total for 1160 Orphanage	\$185,591.17
1180 Service Bay Fund Investments	\$109,809.80
1181 Market Value Adjustment	5,775.06
Total for 1180 Service Bay Fund Investments	\$115,584.86
Total for 1100 ACCOUNTS	\$1,984,047.09
1200 CASH	
1210 Gift Store Cash Register	259.10
1211 Orphanage Store Cash Register	129.00
1220 Petty Cash	0.00
1230 Event Starting Cash	0.00
1240 PayPal Account	0.00
Total for 1200 CASH	\$388.10
Total for 1000 CASH AND CASH EQUIVALENT	\$1,984,435.19
Total for Bank Accounts	\$1,984,435.19

Statement of Financial Position

Steele County Historical Society

As of Dec 31, 2024

	TOTAL
Accounts Receivable	
1300 ACCOUNT RECEIVABLE	0.00
Total for Accounts Receivable	\$0.00
Other Current Assets	
12000 Undeposited Funds	321.06
1400 INVENTORY ASSET	\$0.00
1410 Gift Shop Merchandise	1,314.99
1420 Wine & Beer Inventory	462.75
1430 Board Inventory	14,810.83
1440 Gift Certificate Deposit	0.00
1490 Orphanage Inventory	11,195.19
Total for 1400 INVENTORY ASSET	\$27,783.76
1450 Due From General Fund	0.00
Refund Receivable	0.00
Total for Other Current Assets	\$28,104.82
Total for Current Assets	\$2,012,540.01
Fixed Assets	
1600 PROPERTY, FURNITURE & EQUIPMENT	
1610 Building Improvements	192,150.03
1620 History Center	\$3,057,784.20
Insurance reimbursement	0.00
Total for 1620 History Center	\$3,057,784.20
1630 Land (Leased for Village)	92,000.00
1640 Machinery & Equipment	144,182.01
1650 Village Buildings	0.00
1660 Village Improvements	55,552.56
1699 Accumulated Depreciation	-1,337,821.00
Total for 1600 PROPERTY, FURNITURE & EQUIPMENT	\$2,203,847.80
Total for Fixed Assets	\$2,203,847.80
Other Assets	
1700 GRANTS RECEIVABLE	\$0.00
1710 Grants Receivable - SHINE Grant	0.00
Total for 1700 GRANTS RECEIVABLE	\$0.00
1800 CONTRIBUTIONS RECEIVABLE	0.00
1900 Prepaid Events Next Yr Budget	0.00
Total for Other Assets	\$0.00
Total for Assets	\$4,216,387.81

Statement of Financial Position

Steele County Historical Society

As of Dec 31, 2024

	TOTAL
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 ACCOUNTS PAYABLE	8,843.10
Total for Accounts Payable	\$8,843.10
Other Current Liabilities	
2001 Deferred Revenue	0.00
2002 Rent Deposit Received	6,225.00
2003 Payroll Protection Plan Loan	0.00
2004 Gift Certificates Issued	0.00
2010 Direct Deposit Liabilities	0.00
2020 Sales Tax Payable	0.00
2050 Due to Villiage Maint Fund	0.00
2100 - GRANTS	\$0.00
2110 MHCG-1707-21488 Photos Phase 1	0.00
2120 G-HR-1601-19132 Civil War	0.00
2150 G-HP-1801-21902 Early Childhood	0.00
2160 HOW1	
2161 Deposit	0.00
Total for 2160 HOW1	\$0.00
2170 MHCG-1901-22940 Fire Hall	0.00
2180 MHCG-1907-23662 Photo Phase 2	
2181 Deposits	0.00
2182 Labor	0.00
2183 Staff Extension	0.00
Total for 2180 MHCG-1907-23662 Photo Phase 2	\$0.00
2190 G-HP-2001-24268 Aurora Twp	\$0.00
2191 Deposits	0.00
2192 Labor	0.00
Total for 2190 G-HP-2001-24268 Aurora Twp	\$0.00
Dunnell Legacy G1310-02327	0.00
Gen Store Grant G1307-00728	0.00
MOP Grant 1406-04857	0.00
STEPS Grant	0.00
Textile Grant 1406-04858	0.00
Total for 2100 - GRANTS	\$0.00
2200 Payroll Taxes Payable	3,362.03
MN Dept of Revenue Payable	158.00
Refund Payable	0.00
Sales Tax Collected	0.00
Total for Other Current Liabilities	\$9,745.03
Total for Current Liabilities	\$18,588.13

Statement of Financial Position

Steele County Historical Society

As of Dec 31, 2024

	TOTAL
Long-term Liabilities	
2800 Owed to Operating Fund	0.00
Total for Long-term Liabilities	\$0.00
Total for Liabilities	\$18,588.13
Equity	
3100 Designated Funds- Restricted	
3110 Tuerk Fund -Village Maintenance	100,796.25
3120 Boardwalk Funds	0.00
3130 Capital Equipment Fund	0.00
3140 Pillsbury Cannon Fund	437.97
3150 Service Bay - Gus Station	\$115,584.86
1170 Service Bay Fund	0.00
Total for 3150 Service Bay - Gus Station	\$115,584.86
3160 Exhibits	0.00
3170 Nickel	0.00
3175 History Center Maintenance	26,968.60
3190 Project Fund	0.00
3195 Jerry's Mural	0.00
Total for 3100 Designated Funds- Restricted	\$243,787.68
3800 Opening Bal Equity	0.00
4034 Children Remembered Legacy Fund	0.00
32000 Retained Earnings	3,942,819.65
Net Income	11,192.35
Total for Equity	\$4,197,799.68
Total for Liabilities and Equity	\$4,216,387.81

Statement of Financial Position

Steele County Historical Society

As of Dec 31, 2025

	TOTAL
Assets	
Current Assets	
Bank Accounts	
1000 CASH AND CASH EQUIVALENT	\$0.00
1100 ACCOUNTS	\$0.00
1101 United Prairie Accounts	
1110 United Prairie Checking	147,851.82
1112 United Prairie Money Mkt HVAC	0.00
Total for 1101 United Prairie Accounts	\$147,851.82
1120 Checking Legacy Fund	0.00
1130 Bremer- Village Maintenance	
1132 5 Month CD	73,162.52
1134 Village Maintenance Checking	13,432.98
Total for 1130 Bremer- Village Maintenance	\$86,595.50
1140 Savings Legacy Funds	\$1,008,322.04
1141 Market Value Adjustment	481,738.45
Total for 1140 Savings Legacy Funds	\$1,490,060.49
1150 Savings United Prairie	0.00
1160 Orphanage	
1164 Children Remembered - Legacy	167,544.16
1165 Market Value Adjustment	42,958.96
Total for 1160 Orphanage	\$210,503.12
1180 Service Bay Fund Investments	\$112,745.70
1181 Market Value Adjustment	6,731.54
Total for 1180 Service Bay Fund Investments	\$119,477.24
Total for 1100 ACCOUNTS	\$2,054,488.17
1200 CASH	
1210 Gift Store Cash Register	260.08
1211 Orphanage Store Cash Register	129.00
1220 Petty Cash	0.00
1230 Event Starting Cash	0.00
1240 PayPal Account	0.00
Total for 1200 CASH	\$389.08
Total for 1000 CASH AND CASH EQUIVALENT	\$2,054,877.25
PayPal balance account	-9.16
Total for Bank Accounts	\$2,054,868.09
Accounts Receivable	
1300 ACCOUNT RECEIVABLE	0.00
Total for Accounts Receivable	\$0.00

Statement of Financial Position

Steele County Historical Society

As of Dec 31, 2025

	TOTAL
Other Current Assets	
12000 Undeposited Funds	-7.38
1400 INVENTORY ASSET	\$0.00
1410 Gift Shop Merchandise	2,148.30
1420 Wine & Beer Inventory	77.75
1430 Board Inventory	10,159.33
1440 Gift Certificate Deposit	0.00
1490 Orphanage Inventory	11,195.19
Total for 1400 INVENTORY ASSET	\$23,580.57
1450 Due From General Fund	0.00
Refund Receivable	0.00
Total for Other Current Assets	\$23,573.19
Total for Current Assets	\$2,078,441.28
Fixed Assets	
1600 PROPERTY, FURNITURE & EQUIPMENT	
1610 Building Improvements	216,070.03
1620 History Center	\$3,057,784.20
Insurance reimbursement	0.00
Total for 1620 History Center	\$3,057,784.20
1630 Land (Leased for Village)	92,000.00
1640 Machinery & Equipment	144,182.01
1650 Village Buildings	0.00
1660 Village Improvements	64,052.56
1699 Accumulated Depreciation	-1,426,026.00
Total for 1600 PROPERTY, FURNITURE & EQUIPMENT	\$2,148,062.80
Total for Fixed Assets	\$2,148,062.80
Other Assets	
1700 GRANTS RECEIVABLE	\$0.00
1710 Grants Receivable - SHINE Grant	0.00
Total for 1700 GRANTS RECEIVABLE	\$0.00
1800 CONTRIBUTIONS RECEIVABLE	0.00
1900 Prepaid Events Next Yr Budget	0.00
Total for Other Assets	\$0.00
Total for Assets	\$4,226,504.08
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 ACCOUNTS PAYABLE	255.05
Total for Accounts Payable	\$255.05

Statement of Financial Position

Steele County Historical Society

As of Dec 31, 2025

	TOTAL
Other Current Liabilities	
2001 Deferred Revenue	0.00
2002 Rent Deposit Received	5,682.54
2003 Payroll Protection Plan Loan	0.00
2004 Gift Certificates Issued	0.00
2010 Direct Deposit Liabilities	0.00
2020 Sales Tax Payable	90.04
2050 Due to Villiage Maint Fund	0.00
2100 - GRANTS	\$0.00
2110 MHCG-1707-21488 Photos Phase 1	0.00
2120 G-HR-1601-19132 Civil War	0.00
2150 G-HP-1801-21902 Early Childhood	0.00
2160 HOW1	
2161 Deposit	0.00
Total for 2160 HOW1	\$0.00
2170 MHCG-1901-22940 Fire Hall	0.00
2180 MHCG-1907-23662 Photo Phase 2	
2181 Deposits	0.00
2182 Labor	0.00
2183 Staff Extension	0.00
Total for 2180 MHCG-1907-23662 Photo Phase 2	\$0.00
2190 G-HP-2001-24268 Aurora Twp	\$0.00
2191 Deposits	0.00
2192 Labor	0.00
Total for 2190 G-HP-2001-24268 Aurora Twp	\$0.00
Dunnell Legacy G1310-02327	0.00
Gen Store Grant G1307-00728	0.00
MOP Grant 1406-04857	0.00
STEPS Grant	0.00
Textile Grant 1406-04858	0.00
Total for 2100 - GRANTS	\$0.00
2200 Payroll Taxes Payable	2,417.23
Jazz Jam Petty Cash	0.00
MN Dept of Revenue Payable	0.00
Refund Payable	0.00
Sales Tax Agency Payable	-7.38
Sales Tax Collected	0.00
Total for Other Current Liabilities	\$8,182.43
Total for Current Liabilities	\$8,437.48
Long-term Liabilities	
2800 Owed to Operating Fund	0.00
Total for Long-term Liabilities	\$0.00
Total for Liabilities	\$8,437.48

Statement of Financial Position

Steele County Historical Society

As of Dec 31, 2025

	TOTAL
Equity	
3100 Designated Funds- Restricted	
3110 Tuerk Fund -Village Maintenance	86,595.50
3120 Boardwalk Funds	0.00
3130 Capital Equipment Fund	0.00
3140 Pillsbury Cannon Fund	377.97
3150 Service Bay - Gus Station	\$119,477.24
1170 Service Bay Fund	0.00
Total for 3150 Service Bay - Gus Station	\$119,477.24
3160 Exhibits	0.00
3170 Nickel	0.00
3175 History Center Maintenance	20,218.23
3190 Project Fund	0.00
3195 Jerry's Mural	0.00
Total for 3100 Designated Funds- Restricted	\$226,668.94
3800 Opening Bal Equity	0.00
4034 Children Remembered Legacy Fund	0.00
32000 Retained Earnings	3,971,070.74
Net Income	20,326.92
Total for Equity	\$4,218,066.60
Total for Liabilities and Equity	\$4,226,504.08

Statement of Activity
Steele County Historical Society
January 1-December 31, 2024

	TOTAL
Revenue	
4000 INCOME	
4100 EARNED INCOME	\$56,050.07
4200 CONTRIBUTED REVENUE	\$139,890.69
4300 - OTHER INCOME	\$146,477.35
4400 - NON OPERATIONAL INCOME	\$27,410.73
4900 RELEASED AND IN-KIND	\$4,278.35
Total for 4000 INCOME	\$374,107.19
Sales	0.00
Total for Revenue	\$374,107.19
Gross Profit	\$374,107.19
Expenditures	
5000 EXPENSES	\$388,543.16
6100 Depreciation Expense	88,174.00
Total for Expenditures	\$476,717.16
Net Operating Revenue	-\$102,609.97
Other Revenue	
7100 LEGACY FUND INVESTMENT INCOME	\$155,389.93
7200 DONOR DESIGNATED INCOME	\$6,190.00
7300 TRANSFER INCOME OFFSET	-\$33,000.00
Total for Other Revenue	\$128,579.93
Other Expenditures	\$14,777.61
Net Other Revenue	\$113,802.32
Net Revenue	\$11,192.35

Statement of Activity
Steele County Historical Society
January 1-December 31, 2025

	TOTAL
Revenue	
4000 INCOME	
4100 EARNED INCOME	\$58,557.50
4200 CONTRIBUTED REVENUE	\$131,961.89
4300 - OTHER INCOME	\$166,756.13
4400 - NON OPERATIONAL INCOME	
4420 Collections/Deassession Income	\$686.25
4430 Non-Operational Restricted	\$13,724.30
Total for 4400 - NON OPERATIONAL INCOME	\$14,410.55
4900 RELEASED AND IN-KIND	
4940 In Kind Donation	\$894.21
Total for 4900 RELEASED AND IN-KIND	\$894.21
Total for 4000 INCOME	\$372,580.28
Unapplied Cash Payment Income	-216.97
Total for Revenue	\$372,363.31
Cost of Goods Sold	\$0.84
Gross Profit	\$372,362.47
Expenditures	\$489,614.51
Net Operating Revenue	-\$117,252.04
Other Revenue	\$153,420.94
Other Expenditures	\$15,841.98
Net Other Revenue	\$137,578.96
Net Revenue	\$20,326.92

STEELE COUNTY HISTORICAL SOCIETY

Board Meeting Minutes

Monday, April 20, 2026, 6:00 PM

Steele County History Center

Board Members Present: Elizabeth Anselmo, Tait Berg, Dave Effertz, Jerry Ganfield, Alexandra McGuire, Nancy Vaillancourt

Board Members Absent: Tom Bonacci, Bryan Duncan, Matt Kottke, Diane Wilson

Steele County Liaison: Commissioner John Glynn

Staff Present: MaryAnne Higgins, Amy Lowery, Anne Peterson

1. Welcome and Call to Order: Meeting called to order by Effertz at 6:00 PM

- a. Determination of Quorum: Anselmo announced a quorum was not present.
(Meeting continued as informational only until a quorum was established.)

2. Staff Reports

a. MaryAnne

- i. Village cleanup completed with volunteers and student groups
- ii. Gala preparations finalized with 72 attendees and full program planned
- iii. Eight school tours scheduled for May; interpreter training ongoing
- iv. Receptionist training completed; new receptionist added
- v. Memory Café eligible for \$25,000 MOD grant; application due May 19
- vi. Upcoming programming includes Jazz Jam, Extravaganza
- vii. "Onward and Upward" event planned with water-focused theme

b. Amy

- i. Approximately 330 items entered into Square POS system
- ii. Presidential Signatures exhibit planned as fundraiser (Anonymous collector)
- iii. Baseball memorabilia exhibit to follow
- iv. Print shop exhibit development ongoing

c. Anne

- i. Continued visitor engagement and donations at Cottage 11
- ii. Outreach presentations increasing public awareness
- iii. Photo book project for Orphanage in development.
- iv. Children's Cemetery project progressing with grant planning, GIS mapping, and Eagle Scout involvement
- v. Boardwalk condition identified as safety concern requiring future action

3. Priority Action - Fill Board Vacancy

a. Action Item: Elect Alex McGuire to Board, replacing Janis Lueth

(M-Vaillancourt / 2nd-Anselmo / Motion carried)

(A quorum was established with the election of McGuire to the Board.)

McGuire's status could be switched from Student Representative to full Board member after changes to the bylaws were adopted at the annual meeting in March 2026.

4. Approve Agenda and Consent Items

a. Action Item: Approve Meeting Agenda

b. Action Item: Approve March Board and Annual Meeting notes

(M-Ganfield / 2nd-Vaillancourt/ Motion carried)

5. Finance Committee Report

a. Action Item: Approve March Financials

(M-Finance Committee / 2nd-Anselmo / Motion carried)

Ganfield presented the Finance report. Discussion included:

- i. Service Bay funds to be moved into balanced investment account
- ii. CD renewed for seven months at 3.65%
- iii. March impacted by approximately \$5,000 HVAC repairs
- iv. Approximately four months of operating liquidity maintained

6. Committee Reports:

a. Executive / Governance

- i. Employee handbook revision in progress with legal support
- ii. Transition to PTO model under consideration
- iii. Board recruitment discussed to increase membership and reduce quorum risk

b. Education and Programs

- i. Planning underway for Onward and Upward event
- ii. Mystery Dinner concept development
- iii. Fright Night programming in progress

- c. Acquisitions and Collections
 - i. Ongoing deaccessioning and storage cleanup
 - ii. Focus on historically significant items
 - iii. Exhibit updates completed for upcoming season
- d. Exhibits
 - i. Continued work on print shop exhibit installation
- e. Buildings and Maintenance
 - i. HVAC repairs reduced maintenance reserve
 - ii. Paint supplies purchased for seasonal preparation
 - iii. Grounds and facilities prepared for May 1 opening

7. Old Business:

a. Ellendale Volunteer Situation

Ongoing. Effertz, Gorman and Anselmo will meet with involved individuals to begin dialogue before determining next steps.

b. Sound System

- i. New vendor evaluating modular upgrade options
- ii. Awaiting proposal before final decision

c. Square POS Implementation

- i. Expected launch within two weeks

8. New Business:

a. Action item: Approve submission of grant for Children's Cemetery Project

(M-Vaillancourt / 2nd-Anselmo / Motion carried)

The Steele County Historical Society approves the submission of a grant request to the Owatonna Foundation for the Children's Cemetery project in an amount to be determined.

b. Service Bay Project

- i. Committee to be re-formed
- ii. Focus on scaled, practical design

c. Old Fire Hall Concept

- i. Discussed as potential long-term option; no action taken

9. Open discussion

Ganfield noted that former Executive Director Jennifer Thiele is employed as a Collections Assistant at the Northfield Historical Society.

Adjourn: Meeting adjourned

(M-Ganfield / 2nd-Berg / Motion carried)

Next Meeting: Monday, May 18th, 2026, at 6:00 pm at the History Center

Respectfully Submitted,

Elizabeth Anselmo, Interim Secretary

2026 SCHS Board Members and Staff

Elizabeth Anselmo
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eanselmo5775@gmail.com

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Dave Effertz (Pres.)
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Jerry Ganfield (Treas)
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Nancy Vaillancourt
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Staff:

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Volunteer, Tour and Event Coordinator
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507-363-6911 ©
Maryanne.higgins@steelehistorymuseum.org

Anne Peterson
Orphanage Museum Manager
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507-475-2546 ©
Anne.peterson@ci.owatonna.mn.us
binapeterson@gmail.com

Amy Lowery
Archives and Collections Manager
507-451-1420 ext. 106
563-380-9873 ©
Amy.lowery@steelehistorymuseum.org



Mission Statement

The Steele County Historical Society's mission is to preserve and share history today for tomorrow.

Part of Project	Vendor		Bid/Estimate
Water to Cemetery			
	Steve Stoykovich - Plumbing Work includes Groundmaster Trenching	\$	2,360.00
Plantings			
Pricing from Master Gardener	Monument Garden	\$	1,228.00
Pricing from Master Gardener	Small Polinator Garden	\$	1,425.00
Pricing from Master Gardener	Small Butterfly Garden	\$	400.00
Hardscape			
Pricing from Master Gardener	Small Benches	\$	200.00
Pricing from Master Gardener	Stepping Stones/Pavers	\$	150.00
Pricing from Master Gardener	Edging	\$	130.00
Pricing from Master Gardener	Frost Free Birdbath	\$	200.00
Pricing from Master Gardener	Mulch/Media	\$	460.00
Equipment Rental			
Pricing from Master Gardener	Sod Cutter Rental	\$	300.00
Pricing from Master Gardener	Tiller Rental	\$	300.00
Cemetery Replacement Trees			
	Turtle Creek Nursery Trees	\$	1,709.91
	Delivery	\$	30.00
	Planting	\$	720.00
Upgrades to Crosses and New Signage			
	Tri M Graphics - Replacement Cross Names	\$	250.00
	Tri M Graphics - New Signage	\$	400.00
Geographic Information System			
	Signage for GIS Map	\$	300.00
Overhead/Contingency			
		\$	2,500.00
		\$	13,162.91



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Page 69 of 105

Price Quote – 4/29/2026

SCHS – Children’s Cemetery Renovation



Turtle Creek Nursery & Landscaping

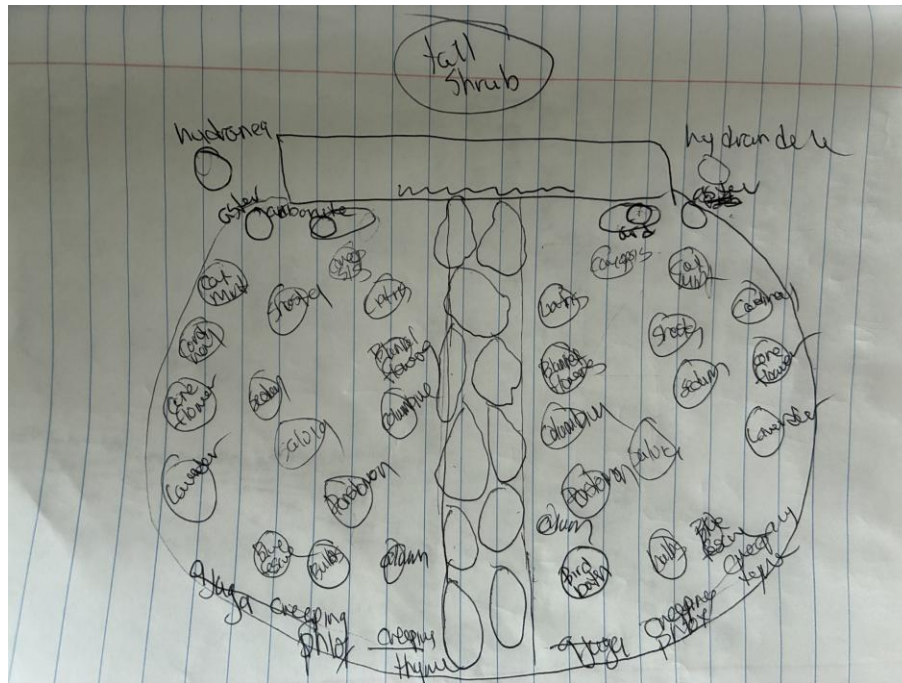
2449 East Rose Street

Owatonna, MN 55060

507-214-8733

Autumn Gold Gingko #10	\$ 329.99	2	\$	659.98
Burr Oak #10	\$ 219.99	2	\$	439.98
Maple - Northwood Fall Fiesta #10	\$ 199.99	1	\$	199.99
Maple - Fall Fiesta #10	\$ 199.99	1	\$	199.99
Technito Arborvitae #5	\$ 59.99	3	\$	179.97
Delivery - flat fee	\$30.00		\$	30.00
Planting	\$ 80.00	9	\$	<u>720.00</u>
			\$	2,429.91

Proposed Main Garden in Front of the Monument



10 steppingstone @ \$9	- \$90	
Birdbath - frostfree	\$200	
Tulip and crocus bulbs	= \$40	
Allium bulbs	\$20	
Creeping thyme	\$50 for 10	
echinacea - cone flower	\$11 x 6 =	66
Cat mint x 2	\$11 + 2	22
ajuga x 6	\$11 x 6 =	66
Creeping phlox x 6	\$11 x 6	66
tall sedum like autumn joy x 2	\$15 x 2	30
Hydrangea shrub x 2	\$40 x 2 =	\$80
Panicle arborescens x 2	\$40 x 2 =	\$80
Shrub behind stone - Redbud, Magnolia or Serviceberry	1 x 200 =	200
Aster x 2	\$13 x 2 =	\$26
Liatris x 4	\$11 x 4 =	44
Blue fescue x 2	\$15 + 2 =	30
Coreopsis x 6	\$11 x 6 =	\$66
Cardinal flowers x 6	\$11 x 6 =	\$66
Shasta daisy x 2	\$11 x 2 =	22
Blanket flower x 2	\$11 x 2 =	22
Columbine x 6	\$12 x 6 =	72
Salvia x 2	\$11 x 2 =	22
Penstemon x 6	\$13 x 6 =	78
Munstead Lavender	\$10 x 6 =	60

1,509

CHILDREN'S CEMETERY POLLINATOR GARDEN - 15' X 30' Oval

TOTAL: \$1,985

2 Concrete Benches - \$100 each. Total \$200

16" High, 43" Wide, 15" Deep. Lowes



90 Bags of Sta-Green Brown Mulch - \$4 each. Total \$360. Lowes



3 EasyFlex 60-ft x 1.5-in No-Dig Black Plastic Landscape edging roll with stakes - \$43 each.

Total \$130 Lowes



Sod Cutter: Day Rate: \$150. 2 Days – Total \$300

Tiller: Day Rate \$150. 2 Days \$300

14 Stone Pavers – 12" X 12" - \$5 Each. Total \$70



1 Pocket Planting Pollinator Garden Bundle - \$400 each. MNLCorp.com

Four trays of local origin native plants. Perfect for creating a Pocket Planting. Covers about 200 sq. ft. Designed for sunny areas in dry to mesic soil.

Included in this bundle:

- 1 [Monarch Special](#) Plant Kit (36 plants)
- 1 [Rusty Patched Bumble Bee](#) Plant Kit (36 plants)
- 1 [Short and Tidy](#) Plant Kit (36 plants)
- 1 Full Tray of Little Bluestem Grass (36 plants)

MAY INCLUDE:

Swamp Milkweed
Common Milkweed
Butterfly Milkweed
Whorled Milkweed
Joe-pye Weed
Sweet Joe-pye Weed
Rough Blazing Star
Meadow Blazing Star
Wild Bergamot
Stiff Goldenrod
Showy Goldenrod
New England Aster
Sky-blue Aster
Ironweed
Yarrow
Prairie Onion
Lance-leaf Coreopsis
Purple Prairie Clover
Pale Purple Coneflower
Blanketflower
Prairie Smoke
Common Ox-eye Sunflower
Meadow Blazing Star
Wild Bergamot
Showy Goldenrod
Golden Alexanders
Prairie Onion

Field Pussytoes
Butterfly Milkweed
Whorled Milkweed
Narrow-leaved Coneflower
Prairie Alumroot
Dotted Blazing Star
Wild Lupine
Spotted Bee Balm
Slender Penstemon
Long-headed Coneflower



1 Hummingbird Kit - \$225 - MNLCorp.com

Designed with a variety of tubular and bell-shaped blossoms to attract and support hummingbirds, this kit includes favorites like columbine, blazing stars, lobelias, bergamot, and milkweeds. Bright colors and blooms span spring through fall, providing both daily nourishment and vital fuel for late-season migration.

Includes 36 plants; six plants of six different species. Species often appearing in this kit:

Fragrant Giant Hyssop

Columbine

Common Milkweed

Butterfly Milkweed

New Jersey Tea

Fireweed

Meadow Blazing Star

Cardinal Flower

Great Blue Lobelia

Wild Lupine

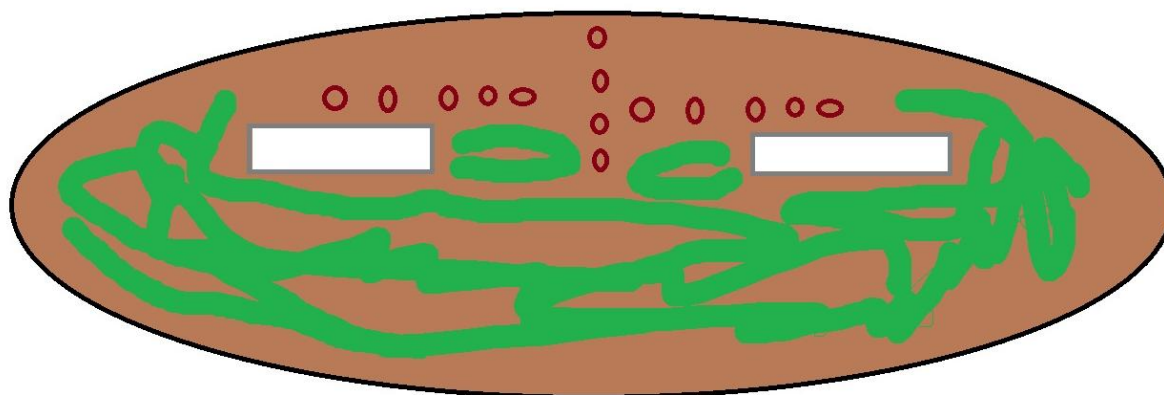
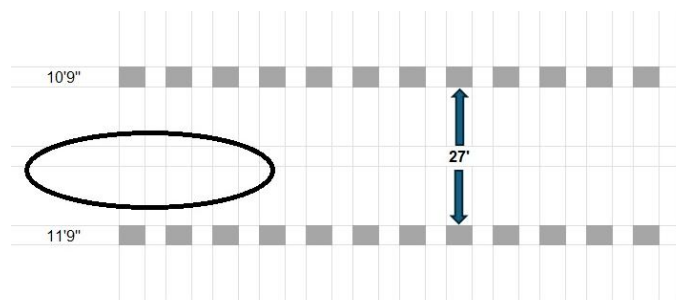
Monkey Flower

Wild Bergamot

Smooth Penstemon

Prairie Phlox

Obedient Plant



3 TREES - \$300⁰⁰

HOSTA - \$175⁰⁰ - COULD USE SPILT FROM FELLOW PHG'S GARDENS.

LANDSCAPE MEDIA \$200 - DALE HAS PAMPAS GRASS

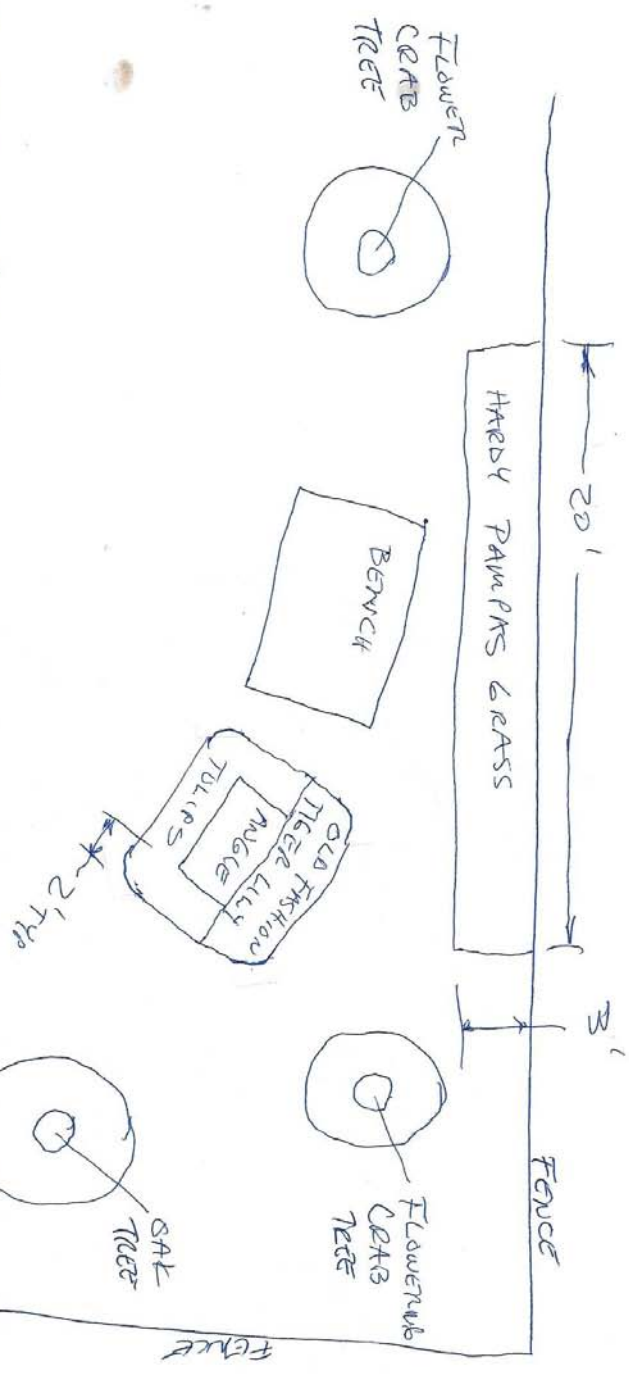
30 BAKS \$160 - + OLD FASHION LILLY

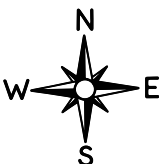
LANDSCAPE TREEM \$25⁰⁰

TULIPS \$800⁰⁰ + TRENSA'S TULIPS.
 (\$1300⁰⁰ TOTAL)

\$1300⁰⁰ ADD ON

*MAYBE ADD 3
 FLOWERING CRABS FOR
 WEST FENCE?
 + HOSTA LILIES





Owatonna State School Cemetery

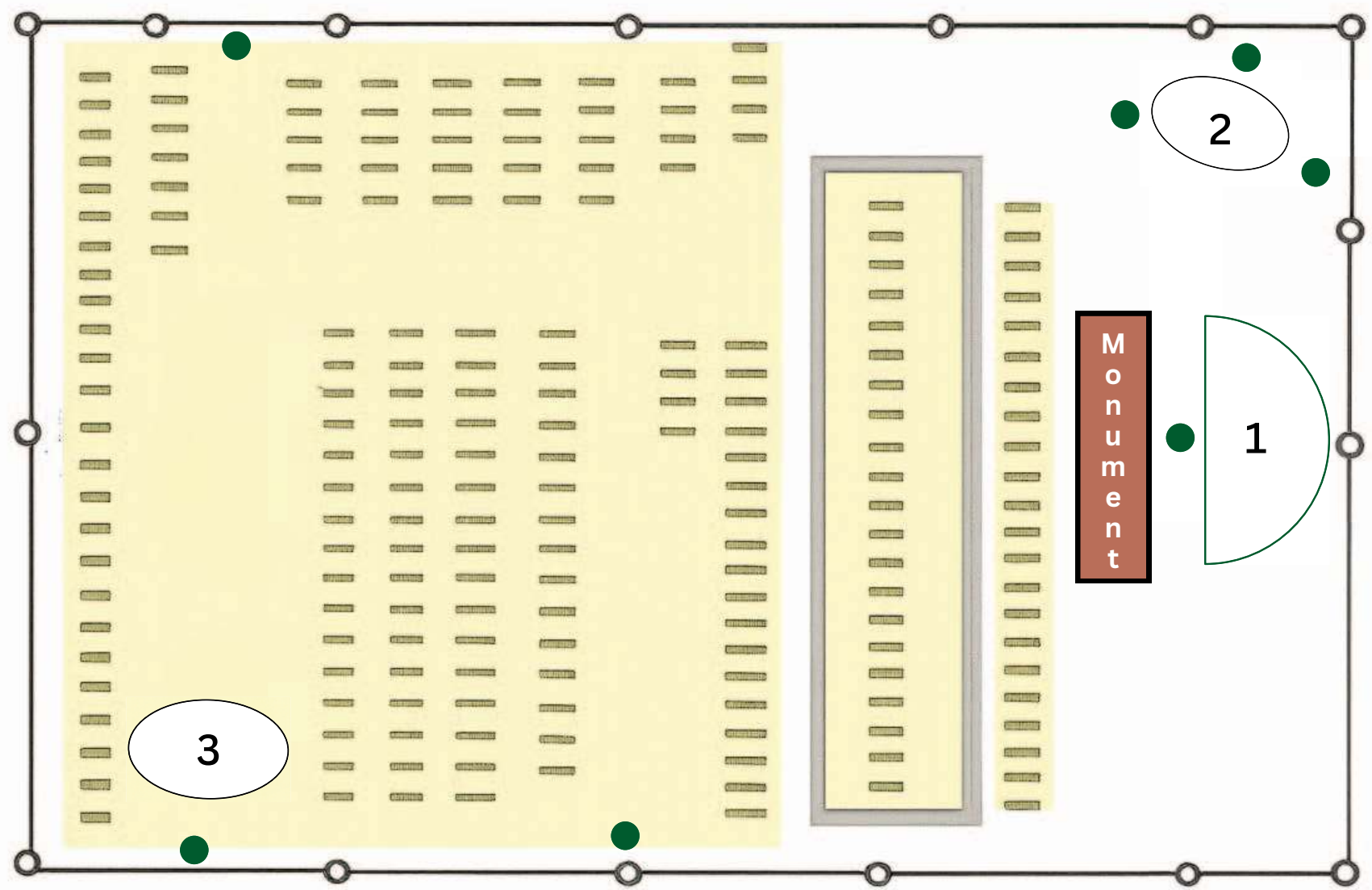
198 Children Buried Here

1969 Drawing

185 Feet East-West 125 Feet North-South

- 1 = Monument Garden
- 2 = Butterfly Garden
- 3 = Pollinator Garden

- New Tree
- 1969 Trees (Gone)



Remembering the Children of the State School Cemetery

West Hills Commission Meeting

April 15, 2026

Owatonna Arts Center

We are submitting this proposal to the West Hills Commission for recommendation and advancement to the City Council for approval. This project is sponsored by the Steele County Historical Society, which merged with the Orphanage Museum in December 2021. We have a Cemetery Renovation Fund and are considering asking for additional grant money, depending on the scope of the project.

History of the Cemetery

Introduction

The State School Children's Cemetery is a place of remembrance for children who lived and died under the care of the Minnesota State Public School for Dependent and Neglected Children. Between 1886 and 1945, more than 300 children died while in state guardianship; 198 of them are buried in the Children's Cemetery. Many were unclaimed, buried quietly, and forgotten for decades. Today, this site tells their story and honors their lives.

Historical Context of Cemetery (1888–1945)

- State School opened in December 1886.
- First burial: July 27, 1888 – Charles Johnson, age 11.
- Average age at death: Four years old.
- Common causes of death: Diphtheria, measles, tuberculosis, marasmus (failure to thrive), anemia, diarrhea, exhaustion, and accidents.
- In early years, children's graves had headstones. After 47 stone markers, graves were reduced to the child's case file number stamped on cement slabs. This became common practice at all state-run institutions.

A Forgotten Place

In 1945 the orphanage closed and the property became the Owatonna State School that offered training to mostly high-functioning children with learning disabilities. OSS operated until 1970. The cemetery was virtually abandoned by the state—overgrown, fenced off, surrounded by a buckthorn hedge, and largely unknown. For many years, there were no individual markers, flowers, or visitors.

First Restoration and Community Participation

- 1974 – City of Owatonna purchased the campus and assumed responsibility for maintenance of the Cemetery.
- 1992 – Harvey Ronglien received permission from the City Council to seek funding to place a memorial sculpture in front of the Main Building as a reminder the site was initially built for children. That was the beginning of the Orphanage Museum.
- 1993 – A cemetery restoration began. Gerald “Bud” Blekeberg led efforts to restore dignity to the children’s graves by adding a wooden cross with the child’s name where only their number had been.
- Memorial monument and 151 named crosses dedicated on July 3, 1993.
- 2006 – SPX helped replace the wooden crosses with ones made of composite material.
- Continued involvement by volunteers, students, tradespeople, and civic groups.

Cemetery Today Features

- Original stone monuments for early burials
- Individual crosses with children’s names
- Central memorial was built with inscription:

“To the children who rest here.... You are remembered.”

- Audio station and sign
- Memorial boardwalk following the historic cinder path

Recent Cemetery Activity

- In the summer of 2023, visitor Tim Shea offered to clean the stone monuments. He professionally cleaned all of the stone monuments over a two-year period--because “someone had to do it.” He’s an official City park volunteer.
- Tim Shea is working with MN Historical Society to get more information/photos on individual children to update Cemetery Book.
- Christmas votive lighting ceremony at the Cemetery – past 5 years.
- Dwight Solie, former OSS student, approved for future burial here. Marker is already in place.
- Site continues to evolve as a place of reflection, education, and respect.

Cemetery Restoration Projects



This is one of 10 crosses in the Children's Cemetery that needs to be fixed. Willie is actually Millie.

Current Marker

Willie Towne
Harry Kemper
Oscar Hagenmeister
Baby Boy Smith
Berdie Ketzeback
Frank Meyers
Baby Helm
Rose Larson
Donald Saladine
Baby Girl Pet Doe

Needed Correction

Millie Towne
Harry **Kempfer**
Oscar **Hagemeister**
Robert Smith
Bertie Ketzeback
Frank **Myers**
Eleanor Helm
Rose **Steele**
Donald **Saladin**
Baby **Boy** Pet Doe

If you are able to help with the costs of landscaping or replacing crosses, we are gratefully accepting donations. Please make a check out to **SCHS - Cemetery Fund**. Thank you.

Charles Johnson - Before and After Cleaning - First Child Buried



Cemetery Memorial



Examples of Stones Needing Leveling



Current Cemetery With No Trees or Plants



There are 10 Crosses to Replace
Example: Correct Spelling - It's Millie Towne,
Not Willie



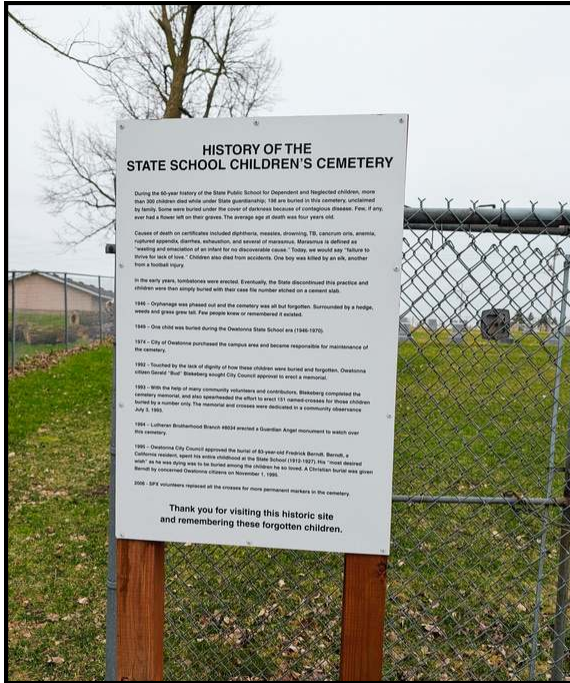
Tim Shea and Stone Cleaning Process



Above: Special fast-drying putty, which turns to cement, used to seal loose sections.

Left: Tim Shea at the Fall Celebration telling the stories of the children.

Current Signage and Audio Station



Bud Blekeberg Bench



Powerwashing would go a long way.



Lighting of the Path - 2013 Evening Program



Random Acts of Kindness at Cemetery



We Have Our Answer!
These Girls Left All the Flowers



Isn't this just the sweetest gesture? We found out that a family from the Cities came back for a visit to the Museum and the girls wanted to know if they could bring flowers for the cemetery! EVERY child's grave was adorned with a flower. Thank you so much for your kindness!

Annual Votive Lighting Ceremony Around Christmas Eve



State School Children's Cemetery
Votive Lighting - December 23 - 3:30 PM
Help remember the children.



Above: Family members putting votives on Arthur Anderson's grave.

Native American Ceremony & Federated Volunteer Project



The tree (above/right) receiving the hugging is the most uniquely shaped in the Children's Cemetery.



Endazhi-Nitaawiging Charter School Visit May 2, 2025



I am so proud...
to be me and to know you.

I am so proud...
of the land that I walk on
and of the path I have
made on it.

I am so proud...
to be NATIVE

Thank you, Federated Volunteers!



This afternoon, a crew of hard-working Federated volunteers cleaned the crosses in the Children's Cemetery. If weeding needed to be done around the cement numbers, they did that too. Many great questions were asked about the children buried here. One volunteer said, "When I get home, I am going to hug my kids extra tight."

Children Buried in the Cemetery

Joe



Evelyn



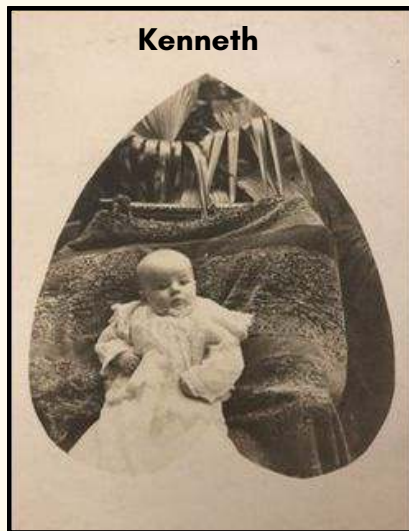
Ray



Alberta



Kenneth



Charles



Jessie & Lovie



Milton





Three powerful projects. One lasting legacy. Will you be part of it?

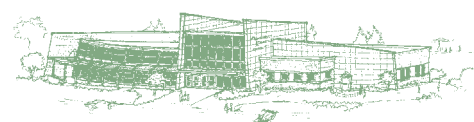


As 2025 comes to a close, we are reflecting on a year filled with meaningful programs, powerful community partnerships, and ongoing efforts to preserve the rich and diverse history of Steele County. We're incredibly grateful for your continued support, and today we invite you to help us take the next step.

This year, we're launching a year-end fundraising campaign to raise **\$25,000** in support of **three important projects** — each one designed to strengthen our mission and deepen the stories we share with future generations. With your help, we can bring them all to life.

One of our most exciting initiatives is the creation of a **new permanent exhibit on the Wahpekute Dakota**, the Indigenous people whose presence in this region predates any settlement. Partnering with **West Cedar Studio** and cultural researcher Jeff Jarvis, we plan to develop a series of visually striking, historically grounded exhibit panels that will tell the story of the Wahpekute in Steele County. Topics will include their way of life, migration patterns, tools, settlements, interactions with bison, and the legend of Princess Owatonna. Eleven graphic panels will be designed, printed on durable PVC material, and installed as a permanent feature in our museum. This project is estimated to cost **\$7,000**, with **\$4,405 already raised** as of late September. Donors will be recognized on the exhibit itself, as well as in our newsletter, online, and on social media.

Another area of need is far more technical, but no less vital: **upgrading the outdated AV system at the History Center**. Our current system can't meet the demands of large crowds or modern presentations — the audio cuts out, crackles, or is barely audible, limiting the effectiveness of educational programs and even rentals. We've received a generous **\$12,000 grant from the Owatonna Foundation**, and now we need to raise the remaining dollars to fully fund the system upgrade. The new setup will allow us to broadcast throughout the building, host multiple programs at once in different rooms, and provide more microphones for panel discussions and special events. These improvements will transform the visitor experience and significantly expand our programming capacity.





The third project is a more tender one: continuing our work at the **State School Children's Cemetery**, where we've discovered **ten crosses** that are either mislabeled or deteriorating. We are committed to honoring these lives with accuracy and respect by replacing the existing crosses. Each marker costs about **\$100** to produce, and any additional funds will be directed toward future landscaping, including the planting of trees and perennials to enhance the site's dignity and beauty. **Even a small contribution toward this effort will go a long way.**

These projects represent our commitment to honor the past and prepare for the future.

With your support, we can build a permanent and respectful tribute to the Wahpekute people, welcome more people into our programs with better technology, and restore a sacred space that deserves our care and attention.

Please consider making a tax-deductible year-end gift to help us reach our \$25,000 goal. Whether you choose to sponsor a panel, contribute toward the AV upgrade, or help fund a cross at the cemetery, your generosity will leave a lasting mark. Every dollar makes a difference — and your name (or a name you wish to honor) can be recognized for your role in making it possible.

Thank you for being part of the SCHS community. Your support sustains our mission and helps us share the stories of Steele County for generations to come.

Warm regards,

Jennifer Thiele
Executive Director
 Steele County Historical Society
Jennifer.thiele@steelehistorymuseum.org
 507-451-1420

P.S. Want to learn more about these projects or explore sponsorship options? We'd love to talk. Call or visit us at schsmn.org to get involved.



2025 Board of Directors: Patty Jessop, *President* | Dave Effertz, *Vice President* | Deb Lustig, *Past President*
 Chris Fiske, *Treasurer* | Elizabeth Anselmo, Tom Bonacci, Jerry Ganfield, Keith Holman, Jan Lueth,
 Alexandra McGuire, Jane Middlestadt, Nancy Vaillancourt | John Glynn, *County Commissioner Liaison*





15th October 2025

To:

Anne Peterson,
Museum Manager,
Minnesota State Public School for Dependent and Neglected Children,
540 West Hills Circle,
Owatonna,
Minnesota 55060
USA

Dear Anne,

I write regarding my visit to the museum from 8th to the 17th of September (which included my two days at the Gale Family Library in St Paul). It was an invaluable experience. Through my discussions with yourself and your volunteer colleagues, I now understand a great deal more about the history of the institution and its development into the hugely significant museum it now is.

As you know, my retirement from academic leadership at the University of Bradford (here in the UK) has enabled me to focus more fully on researching the history of institutional child care. My extensive knowledge in this field means I can state with confidence that your museum is by far the finest such museum in the world. The others I am familiar with (in Australia, The Netherlands and the UK) are very important, but none have the scale and depth of the Owatonna museum.

It is to the great credit of your City Council, your Mayor, the Steele County Historical Society (it was good to meet Jennifer, the Executive Director of the Society, while I was there) and the State of Minnesota that your museum has such global prominence. As you know from when we spoke, such institutions existed in many countries and were – indeed, still are in Africa, Latin America, South Asia and other parts of the world – a widespread feature of our child care system.

Globally, between 0.5% and 1% of children end up in care. That is true over time and between countries. This means that in the USA alone hundreds of thousands of children lived in institutions such as yours. Many have now passed on, of course, but their children, grandchildren and other relatives – as I know from the UK - very much value being able to visit the institutions where their forebears grew up. Indeed, the many people who visited your wonderful 'Fall Celebration' on Saturday 13th September showed that there is also a strong interest in such places

Dr. Jim Goddard (Chair)
The Care Leavers' Association
Third Floor, Swan Buildings,
20 Swan Street
Manchester M4 5JW

Telephone: 0161 826 0214 Email: jim.goddard@careleavers.com

Website: www.careleavers.com

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in wider society. One thinks, for example, of the immense value of educating children in today's schools regarding what earlier generations of children experienced in such places.

The beautiful and moving display in your City Hall building is a living testament to the value that the City of Owatonna places on its unique heritage. The rest of that heritage, captured in Cottage 11 and elsewhere on the site, adds to that impression. One senses a city that appreciates the immense value of what it has.

As you know, I am trying to develop a museum of institutional child care here in the UK. Your museum is an inspiration in that effort. You already do well in terms of recognition and visitors, as I saw during my visit, but I am convinced your museum would have even more visitors if it was more widely known in Minnesota, in the USA more generally and globally. One thing that brought this home to me was seeing the maps in the early Biennial Reports which showed the numbers of children drawn from, and sent to, every county in your State.

If I can help with your efforts to publicise the museum further I will gladly do so. I will certainly be promoting your museum to everyone I know in this field on this side of the Atlantic. Our agreed collaboration on producing a history book for the museum during the course of the next year will, of course, be a part of that promotional effort.

On that note, it strikes me that it might be good to have the Mayor or someone else in the city's leadership write a 'Foreword' to that booklet when we produce it. I'm sure we can come up with other good ideas to give the city and the museum the recognition it deserves. I am sure you will have ideas of your own.

Once again, thank you for hosting me and for facilitating my research. I was able to build upon my first visit in 2019 and felt even more strongly than I did then that the existence of your museum cannot be applauded enough. Do say 'hi' from me to Jennifer, Nancy, Elizabeth and the others that I met over there who help you with your work.

With my good wishes for the museum's future and my regards,

Dr. Jim Goddard (Chair)
The Care Leavers' Association
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West Hills Commission Meeting Letter from Tim Shea

During the summer of 2023, Linda Donadei and I drove down to Owatonna to visit the city. It was during the drive that we realized Owatonna had an Orphanage/State School dating back to 1886...so we had to stop by this historic place for a visit. We found ourselves touched beyond our expectations, as there is a feeling of sadness when you think about all the children who passed through these doors never having felt the love of a stable family. We were especially affected by the tiny cemetery on the back lot of the campus. The memorial stone reading "May the love you lacked in life now be your reward in Heaven" says it all about these neglected children.

I asked Anne if I could donate my time and clean the headstones, which were hardly legible after years of neglect. I found myself wanting to know more about the children who were buried there. Anne had supplied me with 198 documents from the cemetery booklet on file, but this provided very sparse information...name, parents name if they had any, date of birth, dates of death, cause of death, etc. But while cleaning the graves, I found I had a hunger for more in-depth information on the child under the headstone. This prompted me to contact the Minnesota Historical Society and write a proposal to have access to all their school files...which they granted. As of today, I have 6,411 documents and feel like we can tell their story and, in a way, bring them each back to life.

The headstones tell us very little. You see the name of Chester McLaughlin on the stone but have no idea that his father lost the use of both hands at the battle of Corinth during the Civil War and his mother committed suicide by an overdose of morphine...causing Chester and his sister to be committed to the State School. Or Rose Larson, who came to the school listed as a hunchback...and was treated for a year in a hospital started by Arthur Gillette, known today as the Gillette Children's Hospital in St. Paul. She died six months after getting back to the school. There is little Rudolph Tichy, who came to the school with four siblings because their mother was committed to the insane asylum in St. Peter and the father could not take care of the children. Rudolph died from membranous croup at the age of eight. And Joe Woz, who wandered the streets of Duluth because he was afraid that his mother would beat him when he went home. Picked up by the Humane Society, he was admitted to the State School, where after only being there four weeks, he drowned while on an outing at the Straight River. Nobody could imagine the tragic lives by just looking at their graves, but we want to tell their stories and let people know that these were real children. With the plans we have for the cemetery restoration, this will be possible.

Having visited Normandy, the vision is to make this Children's Cemetery as pristine as the American Cemetery is in France...and provide a beautiful resting place for our little soldiers from the State School. With your help and approval of our plan, this dream can become a reality and attract more visitors to the State School and Owatonna. And most importantly, allow the visitors to pay their respects to the children who occupied and died at the orphanage.

Thank you!

Tim Shea



Eagle Scout Service Project Proposal



BOY SCOUTS OF AMERICA®

Eagle Scout candidate's full legal name Zavier Trager

Please give a name to your project West Hills Orphanage Cemetery Restoration

Instructions for Preparing Your Proposal

Meeting the Five Tests of an Acceptable Eagle Scout Service Project

Your proposal must be prepared first. It is an overview, but also the beginnings of planning. It must show your unit leader, unit committee, and council or district that your project can meet the following tests.

1. ***It provides sufficient opportunity to meet the Eagle Scout service project requirement.*** You must show that planning, development, and leadership will take place; and how the three factors will benefit a religious institution, a school, or your community.
2. ***It appears to be feasible.*** You must show the project is realistic for you to carry out.
3. ***Safety issues will be addressed.*** You must show you have an understanding of what must be done to guard against injury, and what will be done if someone gets hurt.
4. ***Action steps for further detailed planning are included.*** You must make a list of the key steps you will take to make sure your plan will have enough details so it can be carried out successfully.
5. ***You are on the right track with a reasonable chance for a positive experience.***

When completing your proposal you only need enough detail to show a reviewer that you can meet the tests above. If showing that you meet the tests requires a lengthy and complicated proposal, your project might be more complex than necessary. Remember, the proposal is only the beginnings of planning. Most of your planning will come with the next step, preparation of your project plan.

If your project does not require materials or supplies, etc., simply mark those spaces "not applicable." As a reminder, do not begin any work, or raise any money, or obtain any materials, until your project proposal has been approved.

Consider also, that if you submit your proposal too close to your 18th birthday, it may not be approved in time to finish planning and executing the project.

Working with Your Project Beneficiary

On the last two pages of this workbook there is an information sheet called, "Navigating the Eagle Scout Service Project." This is for you to print and give to the religious institution, school, or community that will benefit from your efforts. You should do this as part of your first meeting with your beneficiary and use the sheet to help explain how the Eagle Scout service project works. Be sure to read it carefully so you can explain what it says.

"Navigating the Eagle Scout Service Project" will help you communicate a number of things to your beneficiary. For example, it provides thanks and congratulations for accepting the project; and it gives some background, discusses the requirements, and points out the responsibilities connected with approving your project proposal. It also explains that the beneficiary has the right to review, and also to require changes in your project plan.

Again, be sure to read carefully "Navigating the Eagle Scout Service Project" so you will have a full understanding of the role of your beneficiary.

Next Step: Your Project Plan

Once your proposal is approved, you are **strongly encouraged** to prepare your project plan using the form in this workbook. Doing so increases the likelihood your project will be approved at your Eagle Scout board of review. As you begin preparing it, you should meet with a project coach. Check with the person who handled the approval of your project proposal to learn how coaches are designated in your community.

Your designated coach can help you avoid the common pitfalls associated with Eagle Scout service projects and be a big part of your success. You may also want to talk to your unit leader. There may be adults in your troop who are experts in conducting the kind of project you are planning. It's ok for you to work with them as well. The more coaching you get, the better your results will be.

Beginning Work on Your Project

Once your proposal has been fully approved and you have finished your project planning, only then, may you begin work on your project.

Contact Information

Eagle Scout candidates should know who is involved, but contact information may be more important to unit leaders and others in case they want to talk to each other. While it is recognized that not all the information will be needed for every project, Scouts are expected to provide as much as reasonably possible. Approval representatives must understand, however, that doing so is not part of the service project requirement.

Eagle Scout Candidate

Name: Xavier Trager		Birth date: 12-23-2009	
Email Address: tragerxavier@gmail.com		BSA PID number: 133496238	
Address: 15350 South County Road 45	City: Ellendale	State: MN	Zip: 56026
Preferred telephone(s): 507-774-9703		Life Board of Review date: 11-2-2025	

Current Unit Information

Check One: ☒ Troop ☐ Crew ☐ Ship	Unit Number: 253
Name of District: Wakpaota	Name of Council: Gamehaven

Unit Leader Check One: ☒ Scoutmaster ☐ Crew Advisor ☐ Skipper

Name: Joshua Halverson		Preferred telephone(s): 320-761-6446	
Address: 1300 Crestview Lane	City: Owatonna	State: MN	Zip: 55060
Email Address: joshua_halverson@yahoo.com			

Unit Committee Chair

Name: Matt Sennott		Preferred telephone(s): 317-289-0184	
Address: 2519 Stony Creek Drive	City: Owatonna	State: MN	Zip: 55060
Email Address: matt.sennott@gmail.com			

Unit Advancement Coordinator

(If your unit has one)

Name: Mike Gandrud		Preferred telephone(s): 507-456-8507	
Address: 1281 Oakwood Lane	City: Owatonna	State: MN	Zip: 55060
Email Address: mgandrud@gandy.net			

Project Beneficiary

(Name of religious institution, school or community)

Name: Steele Co. Historical Society - Orphanage Museum		Preferred telephone(s): 507-774-7369	
Address: 540 West Hills Circle	City: Owatonna	State: MN	Zip: 55060
Email Address:			

Project Beneficiary Representative

(Name of contact person for the project beneficiary)

Name: Ann Peterson		Preferred telephone(s): 507-774-7369	
Address: 540 West Hills Circle	City: Owatonna	State: MN	Zip: 55060
Email Address: anne.peterson@owatonna.gov			

Your Council Service Center

Contact Name:	Preferred telephone(s):		
Address:	City:	State:	Zip:
Email Address:			

Council or District Project Approval Representative

(Your unit leader, unit advancement coordinator, or council or district advancement chair may help you learn who this will be.)

Name: Jason Kozisek		Preferred telephone(s): 507-287-1410	
Address: 607 East Center Street	City: Rochester	State: MN	Zip: 55904
Email Address: eaglewak@gmail.com			

Project Coach

(Your council or district project approval representative may help you learn who this will be.)

Name: Joshua Halverson		Preferred telephone(s): 320-287-1410	
Address: 1300 Crestview Lane	City: Owatonna	State: MN	Zip: 55060
Email Address: joshua_halverson@yahoo.com			

Project Description and Benefit

Briefly describe your project

I will lead a project to restore and enhance the West Hills Orphanage Cemetery in collaboration with the Master Gardeners and the Orphanage Museum. As part of my leadership role, I will work closely with the Master Gardeners to understand and implement their landscaping plan. I will recruit and coordinate volunteers, dividing and managing the major components of the project: landscaping, leveling and resetting several sinking headstones, and creating GIS mapping of each grave. I will also communicate regularly with the museum's project contact to provide updates as planning progresses and as work is completed.

The project will include clearing needed areas, planting of trees, shrubs, and plants according to the Master Gardener design, and improving soil stability under the grave markers; improving the appearance of the cemetery grounds. My team will also use GIS technology to map each grave and link any historical information available about the children buried there, creating a digital record that supports long-term preservation.

This work directly supports the Orphanage Museum's vision to preserve and improve the cemetery, which is an important historical site for both Owatonna and the state of Minnesota. The West Hills Orphanage played a significant role in Minnesota's early child welfare history, and the cemetery is one of the few remaining physical connections to the children who lived - and died - there. By restoring the grounds and documenting each grave, this project helps preserve the memory and dignity of those children, ensuring their stories are not forgotten. It also strengthens public awareness of the site's historical importance, contributing to the museum's role as the second most visited attraction in Owatonna and a key part of Minnesota's heritage.

Include images on an additional document.

Tell how your project will be helpful to the beneficiary. Why is it needed?

For many years, the West Hills Orphanage Cemetery received little maintenance, and as a result the grounds and many of the headstones fell into disrepair. Although a dedicated volunteer has recently begun restoring the headstones, progress has been slow due to the amount of work required and the limited help available.

My project will significantly accelerate the restoration and enhancement of the cemetery by providing organized volunteer support, completing additional landscaping improvements, helping stabilize and reset headstones that remain uneven or sinking, and making information regarding the cemetery and orphans more accessible to all. A maintained landscape signals respect and care, reinforcing the museum's mission to honor the children buried there and preserve their stories for future generations. These efforts will help the Orphanage Museum move closer to its long term goal of restoring the cemetery and honoring the orphans buried there.

The project will also benefit the museum by making this historic landmark more welcoming, accessible, and informative for future visitors. The cemetery is an important part of Owatonna's and Minnesota's history, and improving its condition helps preserve the memory and dignity of the children buried there. By advancing the restoration work and adding enhancements such as GIS mapping, the project will give the museum valuable tools to share the site's history and ensure it remains a respectful and meaningful place for everyone.

When do you plan to begin carrying out your project?

Summer 2026

When do you think your project will be completed?

Fall 2026

Giving Leadership

Approximately how many people will be needed to help on your project? **8 - 15**

Where will you recruit them (unit members, friends, neighbors, family, others)?

I will recruit volunteers from several sources, including Scouts from my troop, family members, friends, and volunteers connected to the Steele County Historical Society. I will reach out to each group of potential volunteers with clear descriptions of the work needed and the dates of the project.

I will organize volunteers based on their skills and comfort levels, assigning them to tasks such as landscaping, headstone leveling, or GIS mapping. By coordinating multiple groups and managing their roles, I will ensure that all parts of the project are completed efficiently and safely.

What do you think will be most difficult about leading them?

One of the main challenges will be coordinating schedules between the Master Gardeners, the Historical Society, and my volunteers, since each group has different availability. I may also face difficulty recruiting enough volunteers for physically demanding tasks, as well as managing tools, materials, and transportation so everything is ready when volunteers arrive. Weather may also cause delays and could require rescheduling workdays and adjusting plans.

To overcome these challenges, I will create a clear schedule, communicate early with all groups, and recruit volunteers ahead of time based on their abilities. I will prepare backup workdays for weather delays, keep volunteers updated, and monitor extended forecasts. By planning ahead, staying organized, and remaining flexible, I can lead my volunteers effectively and keep the project on track.

Materials

Materials are things that become part of the finished project, such as lumber, nails and paint.

What types of materials, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required. For example, for lumber, use basic dimensions such as 2x4 or 4x4.

To complete the project, I expect to need a variety of landscaping, restoration, and construction materials. These may include:

Landscaping and Ground Restoration

- Fill dirt
- Landscape fabric
- Mulch
- Plants and trees selected by the Master Gardeners
- Water for planting

Headstone Leveling and Resetting

- Sand and gravel base materials
- Fill dirt

Signage and Construction Materials

- 4x4 green treated posts
- Quickrete for setting posts
- 1x4 cedar boards
- Hardware such as screws, bolts, and hinges
- A stainless steel sign (for cemetery information grave mapping and information)

Supplies

Supplies are things you use up, such as food and refreshments, gasoline, masking tape, tarps, safety supplies and garbage bags.

What types of supplies, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required.

For supplies used up during the project, I expect to need:

- Drinking water and sports drinks such as Gatorade
- Snacks for volunteers
- Garbage bags for cleanup
- Disposable gloves
- A basic first aid kit for minor injuries
- Sunscreen and insect repellent

Tools

Include tools, and also equipment, that will be borrowed, rented, or purchased.

What tools or equipment, if any, will you need? You do not need a detailed list, but you must show you have a reasonable idea of what is required.

To complete the project, I expect to need a variety of tools for landscaping, headstone leveling, construction, and GIS mapping. These may include:

Landscaping and Grounds Work

- Shovels
- Rakes
- Wheelbarrow
- Hand trowels
- Watering cans
- Posthole digger
- Work gloves
- Safety glasses

Headstone Leveling and Resetting

- Crowbar or pry bar
- Shovels and tampers
- Levels (hand level or long level)

Construction and Sign Installation

- Drill with bits
- Wrenches (for any hardware adjustments)
- Screwdrivers

Other Needs

Items that don't fit the above categories; for example, parking or postage, or services such as printing or pouring concrete, etc..

What other needs do you think you might encounter?

In addition to materials, tools, and supplies already listed, I will need access to a truck or similar vehicle to transport materials to and from the project site.

Permits and Permissions

Note that property owners should obtain and pay for permits.

Will permissions or permits (such as building permits) be required for your project? Who will obtain them? How long will it take?

All volunteers working at the West Hills Orphanage Cemetery are required to complete a waiver before participating; the Adopt-A-Park waiver. I will print copies of the waiver and bring them to each workday so that anyone who has not completed one in advance can fill it out on-site. The form takes approximately five minutes to complete. I will collect and date all waivers before volunteers begin working and will submit them to the appropriate museum contact within a few days.

Because the project involves planting trees and plants, performing landscaping work, and leveling existing headstones without altering or replacing them, no additional permits are required. I have confirmed that the work falls within the permissions granted by the Orphanage Museum and the Historical Society.

In addition, either the museum contact/beneficiary or both of us together, will need to present the project to the Owatonna City Council for final approval. This step will take place after my Eagle Scout project proposal is approved by the Boy Scouts and before work begins. Once the City Council grants final sign-off, the project will be fully authorized to move forward.

Preliminary Cost Estimate

You do not need exact costs yet. Reviewers will just want to see if you can reasonably expect to raise enough money to cover an initial estimate of expenses. Include the value of donated materials, supplies, tools, and other items. It is not necessary to include the value of tools or other items that will be loaned at no cost. Note that if your project requires a fundraising application, you do not need to submit it with your proposal.

Enter your estimated expenses below
(include sales tax if applicable)

Materials:	1750 - 2000
Supplies:	100 - 200
Tools:	50 - 150
Other:	25 - 50
Total Costs:	1925 - 2400

Fundraising: Explain how you will raise the money to pay for the total costs. If you intend to seek donations of actual materials, supplies, etc., then explain how you plan to do that, too.

The Steele County Historical Society has already secured \$3,000 in donations, including up to \$2,000 designated for landscaping and grave marker leveling. To cover remaining costs and reduce expenses, I will contact local businesses to request material donations, discounted pricing, or additional monetary and/or services support. My goal is to ensure all project needs are fully funded while stretching current donations as far as possible for additional needs and improvements.

Project Phases

Think of your project in terms of phases, and list what they might be. The first may be to prepare your project plan. Other phases might include fundraising, preparation, execution and reporting. You may have as many phases as you want, but it is not necessary to become overly complicated; brief, one line descriptions are sufficient. If you have more than 10 phases, attach a separate page with your continued phase list.

1	Initial project identification and needed sign-offs/approvals, including GIS aspects.
2	Complete planning with the Master Gardeners, identifying all landscaping and plant needs.
3	Contact businesses in regards to fundraising, securing supplies, and potential business service assistance.
4	Schedule landscaping workdays, purchase and schedule delivery of supplies.
5	Schedule grave marker leveling workdays, purchase and schedule delivery of supplies.
6	Determine GIS tooling access, hosting of information, complete GIS mapping.
7	Collect current orphanage information, perform further research, and link information to the GIS mapped graves.
8	Build and install an information box with a stainless steel cemetery map and printed informational materials.
9	
10	

Logistics

How will you handle transportation of materials, supplies, tools, and helpers?

I will coordinate transportation of materials, supplies, tools, and volunteers using several methods. My grandfather and Scout leaders have trucks available to transport most materials and equipment. For larger items, I will work with local businesses to arrange delivery, requesting donated or reduced cost transport when possible. I will ask volunteers to bring basic landscaping tools such as shovels and rakes, as well as their own safety glasses and work gloves, while also providing extra pairs on-site. Most volunteers can transport themselves to the project location.

Safety Issues

The Guide to Safe Scouting is an important resource in considering safety issues.

Describe the hazards and safety concerns of which you and your helpers should be aware.

Read the "[Age Guidelines for Tool Usage](#)" at Scouting.org

Hazards for this project include the use of gardening and landscaping tools, which can cause cuts, scrapes, or pinched fingers and toes. Lifting and leveling grave markers also involves risk due to heavy materials and uneven ground, such as pinched or trapped fingers and toes, and strained muscles.

To reduce these risks, younger helpers will focus on lighter tasks such as planting, watering, and research, while older or more experienced volunteers will handle heavier landscaping and marker leveling work. All volunteers will be required to wear safety glasses and work gloves, and a basic first aid kit will be on-site at all times.

Project Planning

You do not have to list every step, but it must be enough to show you have a reasonable idea of how to prepare your plan.

List some action steps you will take to prepare your project plan. For example, "Complete a more detailed set of drawings."

To prepare my project plan, I will take the following steps:

- Work with the Master Gardeners to finalize the landscaping design and identify all required plants, trees, and materials.
- Meet with my Steele County Historical Society contact to determine which grave markers need releveling and estimate the materials needed.
- Contact local businesses (Lowe's, Turtle Creek Nursery, Souba Greenhouse) to secure plants, trees, and landscaping materials at the most affordable cost.
- Contact James Brothers and Wolf & Sons to obtain dirt and gravel at reduced cost.
- Schedule material pickup or delivery and coordinate volunteer workdays for landscaping and grave marker leveling.
- Consult with local GIS/IS staff (city or county) to determine the best approach for mapping graves and linking available orphan information, as well as planning for future updates.

Caution: Using an Adobe or other PDF reader to insert a "signature" can cause this entire document's contents to be locked preventing future edits; make sure you save a copy if any signatures will be inserted digitally.

Candidate's Promise*		<i>Sign below before you seek the other approvals for your proposal.</i>
On my honor as a Scout, I have read this entire workbook, including the "Message to Scouts and Parents or Guardians" on page 4. I promise to be the leader of this project, and to do my best to carry it out for the maximum benefit to the religious institution, school, or community I have chose as beneficiary.		
Signed <u>Zavier Trager</u>	Date <u>3/23/26</u>	

* Remember: Do not begin any work on your project, or raise any money, or obtain any materials, until your project has been approved.

Unit Leader Approval*		Unit Committee Approval*	
I have reviewed this proposal and discussed it with the candidate. I believe it provides impact worthy of an Eagle Scout service project, and will involve planning, development and leadership. I am comfortable the Scout understands what to do, and how to lead the effort. I will see that the project is monitored, and that adults or others present will not overshadow them.		This Eagle Scout candidate is a Life Scout, and registered in our unit. I have reviewed this proposal, I am comfortable the project is feasible, and I will do everything I can see that our unit measures up to the level of support we have agreed to provide (if any). I certify that I have been authorized by our unit committee to provide its approval for this proposal.	
Signed <u>[Signature]</u>	Date <u>3/23/26</u>	Signed <u>[Signature]</u>	Date <u>3/27/26</u>
Name (Printed) <u>Joshua M. Halverson</u>		Name (Printed) <u>Matthew Sennott</u>	

Beneficiary Approval*		Council or District Approval	
This service project will provide significant benefit, and we will do all we can to see it through. We realize funding on our part is not required, but we have informed the Scout of the financial support (if any) to which we have agreed. We understand any fund raising the Scout conducts will be in our name and that funds left over will come to us if we are allowed to accept them. We will provide receipts to donors as required.		I have read topics 9.0.2.0 through 9.0.2.15, regarding the Eagle Scout service project, in the Guide to Advancement, No. 33088. I agree on my honor to apply the procedures as written, and in compliance with the policy on "Unauthorized Changes to Advancement." Accordingly, I approve this proposal. I will encourage the candidate to prepare a project plan and share it with the designated project coach.	
Our Eagle Candidate has provided us a copy of "Navigating the Eagle Scout Service Project, Information for Project Beneficiaries."			
Yes ☒ No ☐			
Signed <u>[Signature]</u>	Date <u>4-1-26</u>	Signed	Date
Name (Printed) <u>Anne Peterson</u>		Name (Printed)	

* While it makes sense to obtain approvals in the order they appear, there shall be no required sequence for the order of obtaining those approvals marked with an asterisk (*). Council or district approval, however, must come after the others.

HISTORY

A private, non-profit, educational organization established in 1949, the Steele County Historical Society is the official historical society of the county and one of the oldest in the state. SCHS is home to the Village of Yesteryear, the History Center, and the Orphanage Museum.

MISSION

Preserving and sharing history today for tomorrow

VISION

The Steele County Historical Society is a dynamic organization serving our audiences through public programs, research, stewardship, and through its consistent visibility. We will strive to be a credible educational resource, a welcoming gathering place, and active partner and a forward-looking institution.

EXPERIENCE LOCAL HISTORY YEAR ROUND!

SCHS History Center

1700 Austin Road, Owatonna, MN

Open year round

Tuesday-Friday: 10 am-4 pm

Saturday: 10 am-3 pm

Village of Yesteryear

1448 Austin Road, Owatonna, MN

Guided Tours May 1 - September 30

Tuesday-Saturday at 1:30 pm

Meet at the SCHS History Center

Sunday at 1:30 pm

Meet at the Dunnell House

in the Village of Yesteryear

Orphanage Museum

Main Museum

540 West Hills Circle, Owatonna, MN

Monday-Friday: 8 am-4:30 pm

Saturday & Sunday: 1 pm-5 pm

Cottage 11

565 Garden View Lane, Owatonna, MN

May 1-Labor Day: 1-4pm

Day After Labor Day-December 31: 1-3pm

March 1-April 30: 1-3pm

Cottage 11 Closed January - Mid-March

Tours available by appointment.

MAIN OFFICE IS LOCATED AT THE HISTORY CENTER

1700 Austin Road

Owatonna, MN 55060

www.SCHSMN.org

507-451-1420



STEELE COUNTY

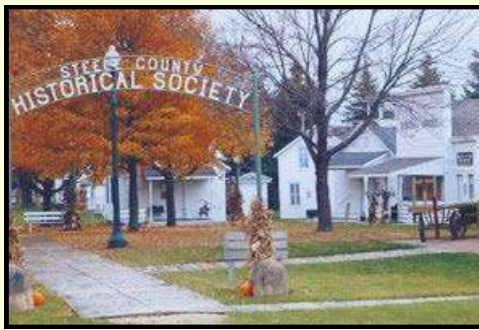


HISTORICAL
SOCIETY

It's About Time...

VISIT
AND
MAKE
YOUR DAY
HISTORIC!





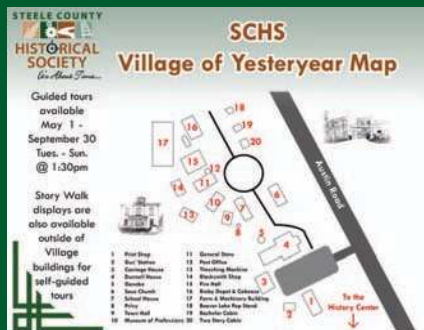
The **Village of Yesteryear** was officially formed in 1962 with the donation of the Saco Church. The village grew with the addition of 18 other structures, and was the home of the Steele County Historical Society until the History Center was completed in 2012.

Guided Tours are offered six days a week from May 1 through September 30.



Private and School Tours can be booked as well. Educational programs and events are held on the grounds throughout the year.

Weather permitting, the Village itself is always open to walk through, and we encourage you to visit and enjoy the scenery while you learn about the past.



Completed in 2012, the **History Center** houses our exhibit hall, administrative offices, artifact collections, rental spaces, and more.

FREE ADMISSION
No admission is charged to tour the History Center.



Our 3,600 square-foot **Exhibit Hall** hosts a variety of exhibits that focus on local and state history. Exhibits rotate every 6-12 months.



The **SCHS Gift Shop** features a wide array of gifts like books, local art, jewelry, and souvenirs.

The **Lange Theater** and **Wenger Room** serve as conference rooms and rental spaces.



The **Zamboni Genealogy & Research Library** is filled with information related to Steele County.

schsmn.org



The **Orphanage Museum** tells the history of the Minnesota State Public School for Dependent & Neglected Children. More than 10,000 Minnesota children came to the State School in its 60-year history.

The Museum was founded in 1992, and has grown to include a restored boys' cottage, six outdoor audio stations, and a restored Children's Cemetery.

Self-guided Tours set up in the main museum, with multiple exhibits to view at your leisure.



Guided Tours can be arranged throughout the year by contacting museum@owatonna.gov.



Cottage 11 is a restored boys' dormitory that could accommodate 25-35 boys. The **Gift Shop** in Cottage 11 features numerous items related to the history of the Minnesota State Public School.

orphanagemuseum.com

PRESERVING AND SHARING HISTORY TODAY FOR TOMORROW!