

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

April 8, 2025

STATE OF MINNESOTA }
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COUNTY OF STEELE }

The Steele County Board of Commissioners met in Regular Session at 5:00 p.m. on April 8, 2025 with Commissioner's Glynn, Prokopec, Abbe, Krueger and Brady present. Also present were Human Resources Director Gina McGuire, Finance Director Candi Lemarr, IT Director Dave Purscell, County Engineer Paul Sponholz, County Assessor Brian Anderson, County Attorney Robert Jarrett, Public Health Director Amber Aaseth, County Administrator Renae Fry and Executive Assistant Rebecca Kubicek.

Call to order and Pledge of Allegiance.

Motion by Commissioner Abbe, seconded by Commissioner Glynn to approve the agenda with removal of item # 19 - Wind Farm. Ayes all.

Presentation: Public Health Video

Public Comment: One person spoke regarding the Main Street project. Six spoke regarding the Eastside Corridor funding transfer. One spoke regarding the Havana feasibility study.

Correspondence: Environmental review for wastewater treatment and/or collection system project letter.

Consent Agenda:

Motion by Commissioner Glynn, seconded by Commissioner Abbe to approve Consent Agenda. Ayes all.

- A. Approve the minutes of March 25, 2025 Board Meeting
- B. Approve the minutes of March 25, 2025 Board Work Session
- C. Approve Bills
- D. Approve Personnel Report

New Hires/Promotions/Demotions/Transfers (Positions previously approved by Board):

<i>Name</i>	<i>Position/Dept.</i>	<i>Rating/Step</i>	<i>Date</i>
Carrie Holmen	Accounting Specialist/Finance	B25 / 4	4/07/2025
Christian Overland	Correctional Officer (Programs)/ Det Cent	B24 /1	4/21/2025

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Stephen Tschopp	Engineer Tech III	Highway	4/11/2025
Melissa Kofstad	Emerg Preparedness Coord	Public Health	4/17/2025
Ryan Rasmusson	Appraiser III	Assessor	4/18/2025
David Brown	Int. Hwy Working Foreperson	Highway	4/25/2025

Open Positions-Pending Board Approval:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Engineering Technician I/II/III	Highway	Backfill Tschopp
Emg Preparedness Coord / RN	Public Health	Backfill Kofstad
Correctional Officer	Detention Center	Backfill Overland (Transfer)
Financial Spec to Accountant	Highway	Backfill Holmen (Transfer)
Appraiser I/II/III	Assessor	Backfill Rasmusson
Hwy Wking Foreperson/Maint Tech	Highway	Backfill Brown (Retirement)

- E. Adopt a **Resolution** accepting a cash donation for the Steele County Sherri's Office from Dean and Kathryn Mennen in an amount of \$500.00.

**ACCEPTANCE OF CASH DONATION
FOR STEELE COUNTY SHERIFF'S OFFICE
2025-19**

WHEREAS, Minnesota Statute §465.03 allows counties to accept grants and donations of real or personal property for the benefit of its citizens;

WHEREAS, said donations must be accepted via resolution of the County Board of Commissioners by a two-thirds majority of its members; and

WHEREAS, the Board of Commissioners finds that it is appropriate to accept the donations offered;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners in and for the County of Steele, Minnesota, that it accepts, with sincere appreciation, the donation of:

\$ 500.00 from Dean & Kathryn Mennen

- F. Approve SE MN Emergency Communications expense increase from \$1,000 to \$4,334
- G. Approve MN DNR Boat and Water Grant in an amount of \$3,124.00 and authorize the Chair and the Sheriff to sign.

General Agenda:

Human Resource Director, Gina McGuire read the April Anniversary report

Name:	Position:	Department:	Annv. Date	YS:
Dave Purscell	IT Director	Information Tech.	March	7
Sean Grivette	Correctional Officer	Detention Center	April 1st	9
Matthew Gwin	Correctional Officer	Detention Center	April 3rd	19
Anthony Cassen	Highway Maint. Tec	Highway	April 8th	6
Travis Ernste	Adult Prob. Officer III	Community Correction	April 10th	8
Chad Forystek	Sergeant	Sheriff	April 13th	27

Joyce Prusha	Correctional Srgt	Detention Center	April 15th	23
Leah Kent	LPN	Public Health	April 15th	17
Jocelyn Brooks	Custodian	Facilities and Fleet	April 15th	3
Samantha Ahrens	Adult Prob. Officer II	Community Correction	April 16th	18
Melissa Bos	Acct. Support Spec.	Highway	April 16th	7
Nancy Gjerald	Accounting Tech.	Detention Center	April 19th	21
Thomas Grems	Landfill Operator	Landfill	April 22nd	1
Paul Sponholz	County Engineer	Highway	April 23rd	7
Robert Benson	Home Care Supervisor	Public Health	April 25th	3
June Piepho	Family Support Spec.	Public Health	April 26th	19
Michael Kath	Maintenance Worker	Facilities and Fleet	April 26th	4
Jane Christenson	Technical Clerk II	Sheriff	April 30th	11

The County Engineer reported on the Eastside Corridor Federal Funding. Steele County was awarded \$3.96M dollars in Federal Funding for the Eastside Corridor project. The Engineer reviewed the stringent deadlines mandated by the federal government in order to use the funds. As a result of many delays and setbacks, the project team is not confident they can complete the required tasks on time, so the dollars are at risk of being lost. The Engineer provided examples of the setbacks, including but not limited to additional reporting and more detailed reports required by the Federal Government. The Engineer is requesting the Southeast Minnesota Area Transportation Partnership (ATP) shift the Federal funding to the Main Street project that is likely to meet the deadlines. If the change is approved, funds earmarked for the Main Street project could be used for the Eastside corridor project. If this shift is not approved by ATP, the county will need to look to other funding sources for future projects.

Motion by Commissioner Krueger, seconded by Commissioner Glynn to approve Delegation of Authority to hire and appoint budgeted positions to the Administrator. Four voted in favor thereof, Abbe voting against. Motion passes.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to approve position reclassification from a Highway Tech to Highway Accountant and from a part time .8 to a full-time position. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Brady to table the Resolution for Parking Restrictions on CSAH 46 till the April 22 meeting. Four voted in favor thereof, Glynn voting against. Motion passes.

Commissioner Reports:

Commissioner Glynn reported his attendance at ICS Committee and the Extension Committee meeting.

Commissioner Prokopec reported his attendance at Public Works Committee.

Commissioner Abbe reported his attendance at Land Use / Records committee, MNP Personnel meeting, MNP JPB meeting, Counties Providing Technology Zoom meeting, Annual County / Township meeting, SCHA Compliance Training, Rice / Steele 911 JPB meeting, and Property & Maintenance committee.

Commissioner Krueger reported his attendance at SCHA Finance Committee, SCHA JP meeting and Compliance training, met with Representative Sexton regarding Medford projects, and Public Works Committee.

Commissioner Brady reported his attendance at Extension Committee, ICS Committee meeting, Rice / Steele 911 JPB meeting, Property and Maintenance committee, Planning Commission meeting.

County Attorney had nothing to report.

County Administrator reported her attendance at the Rice / Steele 911 facility tour. She presented the Citizen Code of Conduct to the Extension Committee. She still needs to present the Code of Conduct to the Board of Adjustments and Planning Commission.

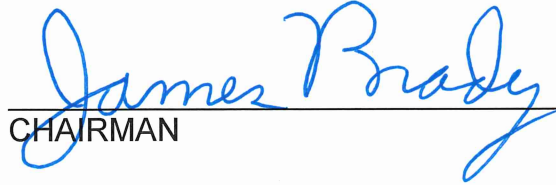
LISTING OF BILLS

April 8, 2025

Advanced Correctional Healthcare Inc	19,676.59
American Lung Association	3,005.74
Block Plumbing & Heating Inc	2,499.60
Braun Intertec Eng Inc	2,222.50
Cardinal Health 110 LLC	3,936.78
Central Farm Services	19,354.40
CTI	28,671.41
ESRI Inc	40,900.00
From the Ground Up LLC	7,995.00
Goodpointe Technology Inc	6,575.00
High Point Networks	3,382.39
Hillyard- Hutchinson	3,050.20
I & S Group Inc	2,760.00
ICON Constructors LLC	184,322.33
Jones Haugh & Smith Inc	3,222.50
Life Fitness LLC	44,985.12
Office of MN IT Services	15,624.25
Owatonna Public Utilities	204,393.12
Pro- West & Associates Inc	4,603.50
SE MN Emergency Medical Services	5,000.00
Short Elliott Hendrickson Inc	32,890.48
Stenzel/David Allen	3,431.63
Streamline Communications LLC	8,480.26
Summit Food Services LLC	10,421.94
Thompson Sanitation	75,722.74

Univ Of Mn Regents	70,237.50
Ziegler, Inc	7,765.83
72 Payments less than 2000	<u>34,389.29</u>
Final Total:	849,520.10

Motion by Commissioner Abbe, seconded by Commissioner Prokopec to adjourn to the Call of the Chair at 6:28 p.m. Ayes all.


CHAIRMAN

ATTEST: 
ADMINISTRATOR

