

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

April 22, 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 22, 2025 with Commissioner's Prokopec, Abbe, Krueger, Brady, and Glynn present. Also present were Human Resources Director Gina McGuire, Finance Director Candi Lemarr, IT Director Dave Purscell, County Engineer Paul Sponholz, PT&E Director Jennifer Mueller, County Assessor Brian Anderson, County Sheriff Lon Thiele, County Attorney Robert Jarrett, Emergency and Risk Management Director Kristen Sailer, Public Health Director Amber Aaseth, County Administrator Renae Fry and Executive Assistant Rebecca Kubicek.

Call to order and Pledge of Allegiance.

Motion by Commissioner Krueger, seconded by Commissioner Abbe to approve the agenda. Ayes all.

Presentation:

Public Safety Center – Kris Busse City Administrator, Fire Chief Hoffman and Police Chief Mundale updated the Board regarding Owatonna's efforts to construct a new safety center to house the OPD and the FD. Current buildings do not support modern needs. The Fire Station lacks adequate space, leading to inadequate living standards. The new design would provide parking for equipment, and new shower facilities for decontamination. The city is looking at possible sites and is seeking financial support through the state, federal appropriations/earmarks, and possible local bonding. The plan is to finalize the scope and design of the facility in 2025 with construction to begin once financing is secured.

Public Comment: Two people spoke regarding parking on CSAH 46 in Blooming Prairie. One person regarding Havana intersection. Four people regarding Homestead Hospice house tax regarding property tax. One person regarding the Board manners. One person regarding the eastside corridor.

Correspondence: Southern Minnesota Tourism Association Letter

Consent Agenda:

Motion by Commissioner Abbe, seconded by Commissioner Prokopec to approve the consent agenda with a change to move # 11 Agreement between Steele County and M. Spindler to the general agenda. Ayes all.

- A. Approve the minutes of April 8, 2025 Board Meeting
- B. Approve the minutes of April 8, 2025 Board Work Session
- C. Approve Bills and Journal Entries
- 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>
<i>Megan Norbeck</i>	<i>EM Specialist / Em. Mgmt.</i>	<i>B25/3</i>	<i>04/14/2025</i>
<i>Korey Grunklee</i>	<i>Case Manager / Public Health</i>	<i>C42/2</i>	<i>04/21/2025</i>
<i>Erin Edel</i>	<i>Accounting Supervisor / PH</i>	<i>C44/10</i>	<i>05/03/2025</i>

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
<i>Doug Jensen</i>	<i>Engineering Tech III</i>	<i>Highway</i>	<i>05/16/2025</i>

- E. Approve the annual On-Sale and Sunday Liquor License for the Monterey Ballroom
- F. Approve an Agreement between Steele County and M. Spindler.
- G. Approve the Grant Contract Agreement for Rescue Mate Throw Bags in an amount of \$192.00 and authorize the Chair and the Sheriff to sign.
- H. Approve the Memorandum of Understanding between Spero, United Way of Steele County, and Steele County Public Health and authorize the Public Health Director to sign.
- I. Approve the Summit Food Service Contract Amendment and authorize the Sheriff to sign.

General Agenda:

Agreement between Steele County and M Spindler regarding the cleaning and maintenance of properties grass drainageway that was plowed through. No motion offered; Action Item dies due to lack of motion.

Commissioner Glynn offered the following **Resolution**, seconded by Commissioner Krueger

Work Zone Awareness Week

2025 - 023

WHEREAS, National Work Zone Awareness Week (NWZAW) is an annual spring campaign held at the start of construction season to encourage safe driving through streets, roads and highway work zones; and

WHEREAS, National Work Zone Awareness Week is a way to raise public awareness for work zones and those who work in them and that motorists are encouraged to slow to posted speed limits, eliminate distractions while driving and be watchful for roadway workers, their equipment and vehicles on the side of the road in work zones; and

WHEREAS, the theme for the 2025 National Work Zone Awareness Week is “Respect the zone so we all get home.”; and

WHEREAS, according to the National Work Zone Safety Information Clearinghouse, in 2022 there were 821 fatal crashes in U.S. work zones; and

WHEREAS, estimates of injuries from work zone crashes increased in that same period from 28,000 to 37,000; and

WHEREAS, according to the Minnesota Department of Public Safety and Department of Transportation, in 2022 there were 13 fatalities and 606 injuries in Minnesota work zones; and

WHEREAS, during National Work Zone Awareness Week national organizations such as the United States Department of Transportation Federal Highway Administration, the National Highway Traffic Safety Administration, the American Traffic Safety Services Association, the American Association of State Highway Transportation Officials the Association of General Contractors of America, the National Safety Council and a wide variety of partners work collaboratively and partner on work zone and roadway safety continually raising awareness of work zone safety; and

WHEREAS, Steele County strives to keep employees and the public safe during road maintenance and construction in work zones; and

WHEREAS, National Work Zone Awareness Week (NWZAW) 2025 is taking place April 21-25 and is a way to raise public awareness of work zone hazards; and

WHEREAS, Go Orange Day takes place on Wednesday, April 23, 2025, and provides an opportunity to unite in wearing orange to show support for the men and women who work tirelessly to keep our roads safe; and

WHEREAS, a moment of silence will be held Friday, April 25 to honor the lives lost in work zones; and

WHEREAS, solutions to keeping everyone safe in work zones and on our roadways is our collective responsibility; and

THEREFORE BE IT RESOLVED, that April 21-25, 2025 be declared National Work Zone Awareness Week in Steele County.

Upon the vote being taken, five Commissioners voted in favor thereof, none absent and not voting. A copy of the Resolution is on file in the Administration Office.

Commissioner Abbe offered the following **Resolution**, seconded by Commissioner Krueger

PARKING RESTRICTIONS – CSAH 46

2025-020

WHEREAS, CSAH 46 (from CSAH 15 to MN-30) is adjacent to the Blooming Prairie School District athletic fields and event visitors frequently park on CSAH 46 (from CSAH 15 to MN-30) seasonally due to its access to the athletic facilities, and

WHEREAS, a resident has requested that CSAH 46 be posted for no parking due to safety concerns, and

WHEREAS, the pavement and shoulders of CSAH 46 (from CSAH 15 to MN-30) are not adequate width for parking on the highway; and

WHEREAS, CSAH 46 is a low volume road with only an Annual Average Daily Traffic count of 405 vehicles per day, and

WHEREAS, Minnesota Statutes Chapter 169 has granted authority to Steele County to set parking restrictions, and

WHEREAS, the County Board believes that restricting parking on CSAH 46 (from CSAH 15 to MN-30) is advisable.

NOW, THEREFORE, BE IT RESOLVED Steele County shall ban parking of motor vehicles on the CSAH 46 (from CSAH 15 to MN-30) at all times and shall post signs along the highway prohibiting parking.

Upon the vote being taken, three Commissioners voted in favor thereof, none absent and not voting. A copy of the Resolution is on file in the Administration Office.

Commissioner Krueger offered the following **Resolution**, seconded by Commissioner Prokopec

REQUEST FOR SPEED STUDY- CSAH 1 (CSAH 34 to CSAH 9)

2025-021

WHEREAS, the Minnesota Commissioner of Transportation has the authority and responsibility to establish speed limits on county highways in accordance with State Statute 169.14 Subd. 5; and

WHEREAS, Steele County has no record of any Speed Limit Authorizations from the Commissioner of Transportation on CSAH 1 (Cedar Avenue) from CSAH 34 (26th Street) to CSAH 9; and

WHEREAS, Steele County recently reconstructed the intersection of CSAH 1 and CSAH 34 with a roundabout; and

WHEREAS, since the 1990's, the land use in the area around and to the north of the intersection has changed from rural farmland to commercial and residential use and the land annexed into the City of Owatonna; and

WHEREAS, these changes may affect changes to the appropriate speed limit; and

NOW, THEREFORE, BE IT RESOLVED, that Steele County requests the Minnesota Commissioner of Transportation have speed studies completed on CSAH 1 from CSAH 34 (26th Street) to CSAH 9 to determine the appropriate speed zones and that the Minnesota Commissioner of Transportation then issue the appropriate Speed Limit Authorizations.

Upon the vote being taken, five Commissioners voted in favor thereof, none absent and not voting. A copy of the Resolution is on file in the Administration Office.

Commissioner Krueger offered the following **Resolution**, seconded by Commissioner Abbe

**REQUEST FOR SPEED STUDY- CSAH 48 (US 14 TO CHAMBERS AVE)
2025-022**

WHEREAS, the Minnesota Commissioner of Transportation has the authority and responsibility to establish speed limits on county highways in accordance with State Statute 169.14 Subd. 5; and

WHEREAS, the Commissioner of Transportation, in 1979, issued a Speed Limit Authorization of 55 mph on CSAH 48 between US 218 and CR 171; and

WHEREAS, the Commissioner of Transportation, in 1979, issued a Speed Limit Authorization of 40 mph on CSAH 48 between CR 180 and CR 171; and

WHEREAS, since the last authorization, land use around the area has changed from rural farmland to residential use; and

WHEREAS, Steele County recently reconstructed the intersection of CSAH 48 Bixby Rd at SE 18th Street with a roundabout, and

WHEREAS, Steele County recently resurfaced CSAH 48 from US 14 to Chambers Avenue and repainted traffic markings adding left turn lanes and reducing lane widths from 12 feet to 11 feet, and

WHEREAS, these changes may affect changes to the appropriate speed limit; and

NOW, THEREFORE BE IT RESOLVED, that Steele County requests the Minnesota Commissioner of Transportation have speed studies completed on CSAH 48 Bixby Road from US 14 to Chambers Avenue in the City of Owatonna to determine the appropriate speed zones and that the Minnesota Commissioner of Transportation then issue the appropriate Speed Limit Authorizations

Upon the vote being taken, five Commissioners voted in favor thereof, none absent and not voting. A copy of the Resolution is on file in the Administration Office.

Motion by Commissioner Abbe, seconded by Commissioner Prokopec to approve preferred alternative #4 for reconstruction of the CSAH 2/CSAH 43/CR 171/CR 180 (Havana) Intersection Improvement plan based on the Feasibility Study. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to approve renewal of CUP #299 (Loken Excavation & Drainage – Deitz Pit) with 17 conditions based on the Findings of Fact. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Prokopec to approve CUP #441 (Richland Grain LLC) with 6 conditions based on the Findings of Fact. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to approve renewal of IUP#2010-02 (Schultz Pit) with 18 conditions based on the findings of fact. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to approve renewal of IUP#2015-02 (Hafstad Pit) with 16 conditions based on the findings of fact. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Abbe to approve amendment to agreement with Short Elliott Hendrickson, Inc (SEH). to complete final design for the CSAH 48 Main Street (Oak Avenue to Grove Avenue) and authorize County Engineer to sign the amendment. Ayes all.

Commissioner Reports:

Commissioner Glynn reported his attendance at the History Center meeting and Work Session.

Commissioner Prokopec reported his attendance at Semcac, Public Safety and Health Committee, and the Budget Planning Session meeting.

Commissioner Abbe reported his attendance at MNP Joint Powers Board and the Budget Planning Session.

Commissioner Krueger reported his attendance at Emergency Communication Board meeting, MNP Joint Powers Board meeting, Budget Planning Session and Public Safety and Health Committee meeting.

Commissioner Brady reported his attendance at Budget Planning Session and a Work Session.

County Attorney reported he will be attending the work session for MNP.

County Administrator reported that she met with a Winona State professor about the possibility of hosting Winona State students as interns . She is working with staff to define projects the students can do. The Ad Hoc Safety meetings are ongoing. She was proud to announce that one of the ideas that emerged from the conversations of this group resulted in the ability to lock and unlock the front doors on meeting nights using double present. The group is currently working on clarifying badge procedures and practices along with color coding. Steele County will be offering de-escalation training next week.

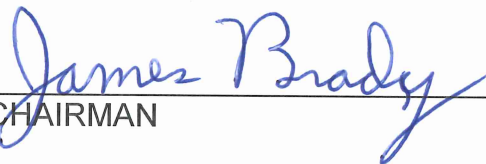
LISTING OF BILLS

April 22, 2025

7 Rivers Recycling LLC	4,478.00
Alternative Business Furniture	206,349.38
Anderson/James Hurd	4,971.00
APX Construction Group LLC	231,457.90
ArchKey Technologies	78,182.00
Central Farm Services	6,153.68
Corporate Recognition Inc	3,044.90
Counties Providing Technology	4,651.00
Dakota County Financial Services	3,969.00
Diverse Construction Services LLC	4,666.00
Forum Communication Printing	8,016.91
From the Ground Up LLC	5,180.00
Hillyard-Hutchinson	4,767.45
Imaging Spectrum Inc	2,312.55
JD DRIVER LTD	900,695.00
Kendell Doors & Hardware LLC	7,165.00
L & L Street Rods & Sport Trucks	35,826.08
Moore Md/Kellyanna J	4,099.58
Mower County Jail	11,115.00
NRHEG	3,000.00
Owatonna Filters	2,394.24
Roemhildt/Brenda	2,010.00
Schmidt Goodman Office Products Inc	3,409.63

Spero	6,763.80
Stewart Sanitation	3,047.44
Summit Food Services LLC	3,473.98
UKG Kronos Systems LLC	3,575.35
United Way Of Steele County	10,995.00
Valley Asphalt Products Inc	3,435.25
Valstone Corporation	5,259.72
WHKS & Co	34,127.99
Wold Architects and Engineers	3,384.81
Ziegler, Inc	336,183.45
131 Payments less than 2000	52,579.19
Final Total:	\$ 2,000,740.28

Motion by Commissioner Glynn, seconded by Commissioner Krueger to adjourn to the Call of the Chair at 6:38 p.m. Ayes all.


CHAIRMAN

ATTEST: 
ADMINISTRATOR