

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

June 10, 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 June 10, 2025 with Commissioner's Brady, Glynn, Prokopec, Abbe and Krueger present. Also present were Human Resources Director Gina McGuire, Finance Director Candi Lemarr, IT Director Dave Purscell, Interim Engineer Al Goodman, PT&E Director Jennifer Mueller, County Assessor Brian Anderson, County Attorney Robert Jarrett, Public Health Director Amber Aaseth, and County Administrator Renae Fry.

Call to order and Pledge of Allegiance.

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

Comments and Correspondence:

Public Comment: Six people spoke regarding the Eastside Corridor and Al Goodman introduced himself.

Correspondence: None

Consent Agenda:

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

- A. Approve the minutes of May 27, 2025 Board Meeting
- B. Approve the minutes of May 27, 2025 Board Work Session
- C. Approve Bills
- D. Approve the Personnel Report

New Hires/Promotions/Demotions/Transfers:

Name	Position/Dept.	Rating/Step	Date
Ann Schroeder	PHN/Care Coordinator	C43/4	06/23/2025

Resignations/Retirements/Terminations:

Name	Position	Department	End Date
None			

Open Positions-Pending Board Approval:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Network Security Analyst	IT	Job Description being rated
Patrol Deputy	Sheriff's Office	Recruiting
Correctional Officer (2 pst)	Detention	Cnt backgrounding/Recruiting
Procurement Specialist	Finance	Recruiting
Technical Clerk I	Recorder	Recruiting
Public Works Director	Public Works	Recruiting
Engineering Techs I/II/III (3pst)	Highway	On-hold
Hwy Maintenance Technician	Highway	Backgrounding
Accounting Support Specialist	Highway	On-hold
Accountant	Highway	Interviewing
Assistant County Engineer	Highway	On-hold
County Engineer	Highway	Working on Recruiting Mtrl
Director of Planning & Zoning	Planning & Zoning	Recruiting
Technical Clerk II	PT & E	On-hold

- E. Approve renewal of an On-Sale 3.2 Beer and Wine License for Blooming Prairie Country Club.
- F. Approve delegation of power to abate current year late payment penalty to County Finance Director.
- G. Adopt **Resolution 2025-031** appointing Ed Nelson the Steele County Snowmobile Trail Administrator. A copy of the Resolution is available in the office of the County Administrator and is made a part of this record by reference.
- H. Approve amended Fee Schedule with additions of Off-Sale Liquor License and Cannabis Registration Fees.
- I. Approve entering into a Cooperative Agreement with the City of Owatonna for the construction of CPKC rail crossing improvements at CR 180 School Street and authorize the Chair and Administrator to execute the Agreement.

General Agenda:

Human Resource Director read the June Anniversary Report

Name:	Position:	Department:	Annv. Date:	Yrs Srvc:
Teresa Dudley	Victim Services Coordinator	Attorney	June 2nd	21
Steven Schroht	Director of P & R	Parks and Recreation	June 3rd	29
Alison Ellingson	GIS Technician	GIS	June 3rd	1
Anthony Buttera	Jail Administrator	Detention Center	June 4th	18
Travis Avelar	Correctional Officer	Detention Center	June 4th	18
Kolten Flynn	Correctional Officer	Detention Center	June 4th	1
Robert Jarrett	County Attorney	Attorney	June 5th	1
Campbell Housh	Assistant County Attorney II	Attorney	June 6th	3
Nikola Miller	Custodian	Facilities and Fleet	June 7th	3
Tanner Wobschall	Maintenance Worker	Facilities and Fleet	June 10th	12
Tara Pitzl	Adult Probation Officer II	Community Corrections	June 12th	8

Mark Holm	Deputy Sheriff Patrol	Sheriff	June 13th	2
Renae Fry	County Administrator	Administration	June 17th	1
Kristen Sailer	E & R Management Director	Emergency Management	June 21st	4
Karen Meier	Administrative Assistant	Sheriff	June 22nd	27
Timothy Larson	Landfill Operator	Landfill	June 22nd	15
Karson Vigeland	Deputy Sheriff Patrol	Sheriff	June 24th	1
Sarah Danielson	Adult Probation Officer I	Community Corrections	June 24th	1
Sierra Gleason	Engineering Technician I	Highway	June 26th	2
Katya Krueger	Correctional Officer	Detention Center	June 26th	2

Motion by Commissioner Abbe, seconded by Commissioner Glynn to deny the abatement of penalty for late payment of taxes request from taxpayer – Lee Holdings. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Prokopec to approve IUP #2025-06 for Loren Lauver - 2nd dwelling on property with six conditions based on the findings of fact. Ayes all.

Commissioner Reports:

Commissioner Glynn reported his attendance at ICS and Work Session.

Commissioner Prokopec reported his attendance at Spero, CCA Open House, SEMCAC, Public Works Policy Committee and the Work Session.

Commissioner Abbe reported his attendance at the AMC Region 9 meeting, Rice Steele 911 JPB, Planning Commission, and Work Session.

Commissioner Krueger reported his attendance at CCA Open House, AMC Region 9 meeting, South Country Health Alliance JPB, South Country Health Alliance Quality Meeting, Emergency Communications Board, Public Works Policy Committee and Work Session.

Commissioner Brady reported his attendance at Spero. Extension Committee, Planning Commission, ICS, Rice Steel 911 JPB, Childrens Mental Health Collaborative and Work Session.

County Attorney did not report.

County Administrator reported attendance at AMC Region 9 meeting and gave a few updates form that meeting.

LISTING OF BILLS

June 10, 2025

Vendor Name	Amount
Advanced Correctional Healthcare Inc	19,676.59
All Traffic Solutions Inc	9,125.87
Canadian Pacific Railway Company	7,719.55
Diverse Construction Services LLC	4,780.00
Jones Haugh & Smith Inc	4,810.00
Kraft Mechanical LLC	5,330.00
L & L Street Rods & Sport Trucks	5,462.35

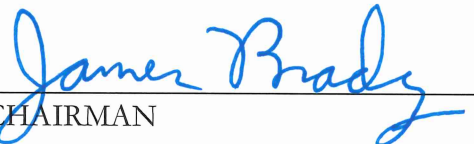
Liberty Tire Recycling LLC	2,214.75
Magtech Ammunition Company Inc	14,929.73
Metro Sales Inc	7,663.00
Metropolitan Mechanical Contractors Inc	4,209.28
Paape Companies Inc	5,530.00
Pictometry International Corp	25,898.12
RDO Equipment Co, Inc.	9,824.23
Revize LLC	3,000.00
Roemhildt/Brenda	5,060.00
Short Elliott Hendrickson Inc	4,278.48
Sign Solutions	7,463.02
Summit Food Services LLC	8,313.18
Thompson Sanitation	75,722.74
Trugreen Processing Center	2,720.07
WHKS & Co	3,398.81
Willies Painting LLC	6,640.00
Wold Architects and Engineers	3,861.22
WSB & Associates Inc	173,859.25
107 Payments less than 2000	<u>38,172.76</u>
Final Total:	459,663.00

Motion by Commissioner Prokopec, seconded by Commissioner Abbe to close the public portion of the meeting to go into closed session for the purpose of evaluating the performance of Renae Fry, County Administrator at 5:36 p.m. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Krueger to end the closed session and re-open the public portion of the meeting at 6:20 p.m. Ayes all.

The Board conducted the first annual evaluation of the County Administrator in closed session and therein concluded that Renae Fry exceeded expectations. Upon motion made by Commissioner Krueger, seconded by Commissioner Glynn, the Board approved a pay increase for Renae Fry, setting her new annual salary at \$175,000, with an increased PTO accrual.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to adjourn to the Call of the Chair at 6:25 p.m. Ayes all.


CHAIRMAN

ATTEST: 
ADMINISTRATOR