

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

July 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 July 22, 2025 with roll call being taken. Commissioner's Krueger, Brady, Glynn, and Prokopec present and in chambers. Commissioner Abbe attended via a remote location where he could be seen and heard. Also present were Human Resources Director Gina McGuire, IT Director Dave Purscell, Planning and Zoning Director Amber Brooks, County Assessor Brian Anderson, Sheriff Lon Thiele, 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 Krueger, seconded by Commissioner Prokopec to approve the agenda with amendments. Roll call was taken. Ayes all.

Amendments to the agenda:

Item 16a: Temporary Liquor license for Medford Volunteer Fireman's Relief Association

Comments and Correspondence:

Public Comment: No Public Comment

Correspondence: Nokomis Energy Project Letter

Consent Agenda:

Motion by Commissioner Glynn, seconded by Commissioner Krueger to approve Consent Agenda. Roll call was taken. Ayes all.

- A. Approve the minutes of July 8, 2025 Board Meeting
- B. Approve the minutes of July 8, 2025 Board Work Session
- C. Approve the minutes of July 10, 2025 Budget Work Session
- D. Approve Bills
- E. Approve the Personnel Report

New Hires/Promotions/Demotions/Transfers:

Name	Position/Dept.	Rating/Step	Date
Jessica Bedney(Promotion)	Adult Probation Officer II/CCA	C43/2	07/01
Bobbie Herzog (Promotion)	Human Resources Coordinator/HR	C43/4	07/12
Thomas Burger (Promotion)	Custodial & Maint. Assistant/F&F	B21/7	07/12

Destany Adreon	Correctional Officer/DC	B24/1	07/14
Amanda Frontin	Technical Clerk I/Recorders Office	B22/1	07/21

Resignations/Retirements/Terminations:

Name	Position	Department	End Date
Ann Schroeder	Public Health Nurse	Public Health	07/17/2025
Scott Lurken	Correctional Officer	DetentionCenter	07/24/2025

Open Positions:

Position	Department	Notes
Network Security Analyst	IT	Recruiting
Patrol Deputy – 2 positions	Sheriff's Office	Recruiting/Backgrounding
Correctional Officer 4 positions	DetentionCenter	Interviewing/Backgrounding
Procurement Specialist	Finance	Interviewing
Public Works Director	Public Works	Interviewing
County Engineer	Highway	Recruiting
Deputy Sheriff Sergeant 2 positions	Sheriff	Recruiting
Correctional Sergeant	Detention Center	Recruiting
RN/PHN/Care Coordinator	Public Health	Recruiting will begin soon
Engineering Techs I/II/III 3 positions	Highway	On-hold
Accounting Support Specialist	Highway	On-hold
Assistant County Engineer	Highway	On-hold
Technical Clerk II	PT & E	On-hold
Building Official	Planning & Zoning	On-hold

- F. Approve out of state travel for Public Health's Grant Coordinator for the Youth E-Cigarette Prevention and Cessation Initiative in Steele County, to attend the 2025 National Conference on Tobacco and Health and Youth Engagement Coordinator Camps.
- G. Approve the 2025 Aerial Imagery Cost Sharing Memorandums of Understanding and authorize the County Administrator and County Board Chair to sign.
- H. Approve the REP (Radiological Emergency Preparedness) Grant 2026-2027 and authorized the Chair, Administrator, and EMD to sign.
- I. Approve the contract between Steele County and Independent School District No. 761 for Election Services in an amount of \$16,000.
- J. Adopt **Resolution No. 25- 034** establishing a County Absentee Ballot Board and UOCAVA Ballot Board for the 2025 Election Cycle. A copy of the Resolution is available in the office of the County Administrator and is made a part of this record by reference.

General Agenda:

Motion by Commissioner Glynn, seconded by Commissioner Krueger to approve CUP#442 for

Urban Farms LLC with 12 conditions based on the Findings of Fact. Roll call was taken. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Abbe to approve renewal of IUP 2020-03 Medford Sand & Gravel – Hanson Pit with 19 conditions based on the Findings of Fact. Roll call was taken. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Prokopec to approve the Temporary Liquor license for Medford Volunteer Fireman's Relief Association. Roll call was taken. Ayes all.

Commissioner Reports:

Commissioner Glynn reported his attendance at Land Use and Records committee, Budget Session, Interview for Public Works Director, Compliance Fund meeting, Historical Society Committee, and a Work Session.

Commissioner Prokopec reported his attendance at the Budget Session and a Work Session.

Commissioner Abbe will report at the first meeting in August.

Commissioner Krueger reported his attendance at the Budget Session, Public Works Director Interviews, MNPrairie Joint Powers Board, Main Street Open House, gave a tour of the county, MNPrairie Finance meeting and a Work Session.

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

County Attorney nothing to report.

County Administrator nothing to report.

LISTING OF BILLS July 22, 2025

Advanced Correctional Healthcare Inc	11,740.81
ArchKey Technologies	8,803.65
Aurora Township	16,476.50
Avenu Insights & Analytics LLC	7,421.30
Braun Intertec Eng Inc	3,172.50
BRN Lawn & Landscape LLC	3,715.00
Central Farm Services	2,626.64
CliftonLarsonAllen LLP	9,975.00
Corporate Recognition Inc	2,257.57
Counties Providing Technology	4,651.00
Diverse Construction Services LLC	2,075.00
Election Systems & Software Inc	20,111.74
Fidlar Technologies Inc	2,158.67
Four Seasons Electric	4,215.56

Goodman/Alan D	4,228.40
Health Management Associates Inc	39,920.00
Hillyard-Hutchinson	5,213.77
I & S Group Inc	3,280.40
Jim & Dude's Plg & Htg Inc	9,450.00
L & L Street Rods & Sport Trucks	7,644.05
Minnesota Counties Computer Coop	6,724.35
MN Dept of Labor & Industry	2,249.39
Moore Md/Kellyanna J	3,263.71
North Central International LLC	5,800.32
Office of MN IT Services	3,154.10
Paape Companies Inc	2,107.52
R & K Electric Inc	2,720.00
R & R Specialties Of Wisconsin Inc	5,218.45
Red Cedar Consulting LLC	4,317.50
Roemhildt/Brenda	5,074.20
Short Elliott Hendrickson Inc	61,290.14
Sign Pro Of Owatonna, Inc.	2,300.00
Spero	2,679.96
Stewart Sanitation	2,774.44
Summit Food Services LLC	14,971.45
UKG Kronos Systems LLC	3,632.03
United Way Of Steele County	5,470.00
Valsoft Corporation Inc	11,811.26
108 Payments less than 2000	<u>34,017.61</u>
Final Total:	348,713.99

Motion by Commissioner Glynn, seconded by Commissioner Krueger to go into closed session at 5:15 p.m. for the purpose of labor negotiations strategy, per MN statute 179A.01, section 13D.03. Roll call was taken. Ayes all. In closed session, the Board discussed strategies in support of the labor negotiations with all seven unions.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to end closed session at 6:25 p.m. Roll call was taken. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Prokopec to adjourn to the Call of the Chair at 6:28 p.m. Roll call was taken. Ayes all.


 CHAIRMAN

ATTEST: 
 ADMINISTRATOR