

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

August 12, 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 August 12, 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, County Assessor Brian Anderson, Assistant County Attorney Campbell Housch, and County Administrator Renae Fry.

Call to order and Pledge of Allegiance.

The Renewal/Extension of the MNPrairie IT Services Contract was moved to the regular Board Meeting for formal consideration and added as item 18. Motion by Commissioner Krueger, seconded by Commissioner Abbe, to approve the agenda as amended. Ayes all.

Amendments to the agenda:

Added item 18. Approve Renewal/Extension of MNPrairie IT Services Contract.

Comments and Correspondence:

Public Comment: One person spoke regarding the upcoming housing summit and one person requested information about the status of the roundabout project.

Correspondence: The Board acknowledged receipt of the thank you letter from Transitional Housing.

Consent Agenda:

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

- A. Approve the minutes of July 22, 2025 Board Meeting
- B. Approve the minutes of July 22, 2025 Board Work Session
- C. Approve the minutes of August 5, 2025 Special Session
- D. Approve the minutes of August 7, 2025 Budget Work Session
- E. Approve Bills
- F. Approve the Personnel Report

New Hires/Promotions/Demotions/Transfers:

Name	Position/Dept.	Rating/Step	Date
Michelle Bromley	Correctional Sergeant/Det Ctr (Promotion)	C41/3	08/23/2025
Diego Salazar	Correctional Officer/Detention Center	B24/1	08/25/2025

Resignations/Retirements/Terminations:

Name	Position	Department	End Date
Shelby Taylor	Record's Specialist	Sheriff's Office	07/22/2025

- G. Approve Out of State Travel for IT Director to attend the 2025 ISM Annual Conference (IT Solutions Management for Human Services) at the Reno-Sparks Convention Center, Reno, NV.
- H. Approve GovAp – Electronic Accounts Payable Software in an amount of \$2,500 set up fee + \$12,500 a year.
- I. Ratify the Steele County Guidelines and Procedures for MN Government Data Practices Act
- J. Approve Interagency Agreement Owatonna Police Department & Steele County Community Corrections
- K. Approve Interagency Agreement - Steele County Sheriff's Department & Steele County Community Corrections

General Agenda:

Human Resource Director read the August Anniversary Report

Name:	Position:	Department:	Anniv. Date:	Yrs Serv.
Scott Hanson	Chief Deputy Sheriff	Sheriff	August 1st	25
Nicholas Flatgard	GIS Coordinator	GIS	August 1st	14
Denise Krell	Accounting Support Specialist	Landfill	August 3rd	41
Amber Kniefel	Administrative Assistant	Community Corrections	August 7th	8
Rebecca Kubicek	Executive Assistant	Administration	August 13th	7
Aaron Pulanco	Assistant County Attorney II	Attorney	August 14th	2
Mary Ripple	Custodian	Facilities and Fleet	August 19th	11
Christine Hoffmann	Public Health Nurse	Public Health	August 20th	13
Brian Bogen	Arena/Park Maintenance Worker	Parks and Recreation	August 20th	7
Paul Prissel	Assistant Jail Administrator	Detention Center	August 23rd	26
Ricky Kvien	County Recorder	Recorder	August 24th	16
Madisyn Hiniker	Juvenile Probation Officer I	Community Corrections	August 26th	1
Gregory Huebbe	Training and Programs Coordinator	Detention Center	August 27th	13
Barbara Jindra	Custodian	Facilities and Fleet	August 28th	7
Roxanne Rezac	Assessment Technician	Assessor	August 28th	2
Jayson Teichroew	Deputy Sheriff Patrol	Sheriff	August 29th	9

Motion by Commissioner Krueger, seconded by Commissioner Abbe to approve the Renewal/Extension of the MNPrairie IT Services Contract. Ayes all.

Commissioner Reports:

Commissioner Glynn reported his attendance at ICS, Board Budget Meeting, Board Special Meeting and Work Session.

Commissioner Prokopec reported his attendance at SPERO, SPERO Special Meeting, Board Budget Meeting, Board Special Meeting, Canon River Watershed, SEMCAC, Public Works Committee and Work Session

Commissioner Abbe reported his attendance at Land Use and Records for June and July, Law Library Board, MNPrairie JPB for June and July, Board of Equalization, Rice Steele 911 JPB for July and August, Property and Maintenance Committee for July and August, Board Budget Meeting, Board Special Meeting and Work Session.

Commissioner Krueger reported his attendance at South Country Health Alliance Finance Committee, South Country Health Alliance JPB, Meeting with Tom Sexton, South Country Health Alliance Utilization Meeting, Southeast Minnesota Emergency Communications Board Meeting, Public Works, MNPrairie Finance Committee, Board Budget Meeting, Board Special Meeting and Work Session.

Commissioner Brady reported his attendance at SPERO, ICS, Board Budget Meeting, Board Special Meeting and Work Session, Rice Steele 911 JPB, Property and Maintenance.

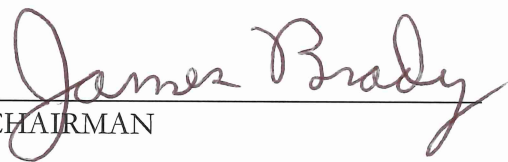
LISTING OF BILLS

August 15, 2025

Vendor Name	Amount
Advanced Correctional Healthcare Inc	16,871.78
All American Arena Products	7,437.01
American Lung Association	3,180.37
Baker Tilly US, LLP	20,800.50
Bauer Bui It Inc	2,225.82
BRN Lawn & Landscape LLC	6,070.00
Central Farm Services	9,252.62
Clear Impact LLC Inc	2,250.00
Counties Providing Technology	4,731.00
Crane Creek Asphalt	6,509.14
Dobberstein Law Firm PLLC	2,961.39
Erickson Engineering Co LLC	9,896.00
Goodman/Alan D	7,737.02
Hillyard-Hutchinson	2,522.58
Information Systems Corp	116,367.00
L & L Street Rods & Sport Trucks	6,587.48
Lexipol LLC	2,974.64
Madison National Life Ins Co Inc	3,931.94
Minnesota Life Insurance Company	4,620.65
Nuss Truck & Equipment	3,697.97
Office of MN IT Services	2,058.11
Paape Companies Inc	5,020.50
R & K Electric Inc	456,553.36
Rice-Steele 911 Center	2,623.50
Rise & Shine Kids	3,180.11
Short Elliott Hendrickson Inc	59,322.92
Steele County Soil & Water Conserv Dist	38,750.00

Summit Food Services LLC	11,514.02
SVL Service Corporation	3,033.05
The MPX Group	2,926.07
Thomson Reuters - West	3,756.49
Tree, Brush & Bare Ground Spraying Svc	15,772.35
Vertiv Corporation	3,821.00
WHKS & Co	2,339.43
105 Payments less than 2000	44,701.75
Final Total:	895,997.57

Motion by Commissioner Abbe, seconded by Commissioner Glynn to adjourn to the Call of the Chair at 5:15 p.m. Ayes all.


CHAIRMAN

ATTEST:


ADMINISTRATOR