

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

August 26, 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 26, 2025 with Commissioner's Brady, Glynn, Prokopec, Abbe and Krueger present. Also present were Human Resources Director Gina McGuire, IT Director Dave Purscell, Public Works Director Ronald Gaines, Human Services Director Tara Reich, Public Works Maintenance Supervisor Paul Kirtz, GIS Coordinator Nick Flatgard, Landfill Supervisor Josh Johnson, County Assessor Brian Anderson, County Attorney Robert Jarrett, Assistant County Attorney Campbell Housh, County Administrator Renae Fry and Executive Assistant Rebecca Kubicek.

Call to order and Pledge of Allegiance.

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

Comments and Correspondence:

Public Comment: One speaker on transparency and Eastside Corridor and one person regarding the status of hiring public works staff

Correspondence: None

Consent Agenda:

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

- A. Approve the minutes of August 12, 2025 Board Meeting
- B. Approve the minutes of August 12, 2025 Board Work Session
- C. Approve Bills and Journal Entries
- D. Approve the Personnel Report

New Hires/Promotions/Demotions/Transfers:

Name	Position/Dept.	Rating/Step	Date
Ronald Gaines	Public Works Director/Highway	E83/8	08/20/2025
Bryce Reuter	Correctional Officer/DC	B24/1	08/25/2025
Taylor Cureton	Sheriff Patrol Deputy/Sheriff	C41/1	09/02/2025
Brianna Robran	Care Coord/Case Manager/PH	C42/2	09/08/2025

Resignations/Retirements/Terminations:

Name	Position	Department	End Date
Juanita Christenson	Technical Clerk II	Sheriff's Office	08/28/2025
Nancy Gjerald (Retirement)	Accounting Tech.	Finance	09/15/2025
Denise Krell (Retirement)	Accounting Support Specialist	Landfill	10/14/2025

- E. Adopt **Resolution No. 25-036** giving authority to the Park & Rec Director to set contract and lease fees for 12 months or less for the use of the Four Seasons Centre. A copy of the Resolution is available in the office of the County Administrator and is made a part of this record by reference.
- F. Approve JD11 repair estimate from SF Enterprises, LLC for over the \$10,000 Ditch Inspector approval threshold in an amount of \$22,697.80.
- G. Approve budget transfer for the Steele Fit Health Fair of up to \$1,000 from the Dividend Fund to Steele County's Employee Wellness Program and authorize employees to attend the Employee Health Fair, contingent on department staffing levels and the assurance of uninterrupted public service.
- H. Approve the 2026 Opioid Response Initiative Awards - Request for Proposals (RFP) process and timeline.
- I. Approve JD2 invoice in an amount of \$11,384.20 (over the \$10,000 threshold) to Tree Brush & Bare Ground Spraying Service.

General Agenda:

Motion by Commissioner Abbe, seconded by Commissioner Glynn to award contract for the Landfill MSW Phase V-A & V-B cell construction to low bidder Borneke Construction in the amount of \$6,057,471.23. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to approve Rice & Steele 911 Dispatch Center Budget and authorize the Steele County Board Committee Representatives to vote in favor of the budget. Ayes all.

Motion by Commissioner Prokopec, seconded by Commissioner Krueger to approve the updated Steele County Cell Phone Policy. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Glynn to approve the letter to Governor Walz requesting State Disaster Assistance for the July 28, 2025 storms and authorize the Chair to sign. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to approve the purchase of a one-year subscription to RouteSmart. Ayes all.

Information:

Human Services Update: Steele County staff continue to meet with HMA weekly. HMA is developing a second statement of work that will include defining the leadership qualities for the new director, outlining the service delivery models, and identifying software needs. The proposed Statement of Work will be presented at a future work session for board review. HMA is now working with MNP to collect information that can be used to determine client counts for purposes of sizing the new human services department of the county.

Commissioner Reports:

Commissioner Glynn reported his attendance at Land Use and Records Committee meeting and MNP All Commissioner meeting.

Commissioner Prokopec reported his attendance at Public Safety and Health Committee meeting, Work Force Develop Joint Powers Board Special meeting, MNP All Commissioner meeting, and Spero meeting.

Commissioner Abbe reported his attendance at Land Use and Records Committee meeting, MNP Joint Powers Board meeting, and MNP All Commissioner meeting.

Commissioner Krueger reported his attendance at MNP Joint Powers Board, MNP All Commissioner, SMART Trails Mtg, MNP Finance separate meeting, MNP Finance Committee meeting, and Public Safety and Health Committee meeting.

Commissioner Brady reported his attendance at MNP All Commissioner meeting and Spero meeting.

County Attorney had nothing to report.

County Administrator had nothing additional to report.

LISTING OF BILLS

August 26, 2025

7 Rivers Recycling LLC	9,102.50
American Lung Association of MN	2,141.96
Auto Value Owatonna	2,029.62
Central Farm Services	3,634.39
Goodman/Alan D	5,351.48
Health Management Associates Inc	20,863.75
Integrity Material Sales Inc	39,000.00
Kennedy Scales Inc	2,973.11
Kraft Mechanical LLC	6,736.00
Midstates Equipment & Supply Inc	34,701.00
Minnesota Valley Testing Labs	15,734.80
Moore Md/Kellyanna J	3,980.17
Motorola Solutions Inc	55,461.40
Nuss Truck & Equipment	5,143.79

Olympic Fire Protection Corp	2,111.57
Roemhildt/Brenda	6,192.10
Stewart Sanitation	2,263.12
Summit Food Services LLC	11,375.38
Thompson Sanitation	75,722.74
UKG Kronos Systems LLC	3,550.92
WHKS & Co	82,299.62
WSB & Associates Inc	31,073.25
95 Payments less than 2000	34,765.64
Final Total:	<u>456,208.31</u>

Motion by Commissioner Abbe, seconded by Commissioner Krueger to go into closed session at 5:43 p.m. for the purpose of labor negotiations strategy, per MN statute 179A.01, section 13D.03. Ayes all. Roll call was taken.

Motion by Commissioner Abbe, seconded by Commissioner Krueger to end closed session at 5:43 p.m. Ayes all.

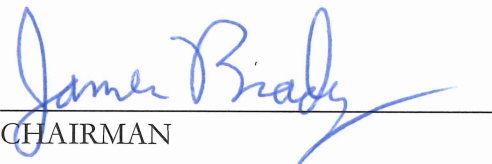
Motion by Commissioner Abbe, seconded by Commissioner Krueger to go into closed session at 5:43 p.m. for the purpose of discussing pending litigation - attorney/client privilege, pursuant to Minn. Stat. § 13D.05, Subd. 3(b). Ayes all. Roll call was taken. In closed session, the Board discussed litigation strategy.

Motion by Commissioner Krueger, seconded by Commissioner Abbe to end closed session at 6:36 p.m. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Prokopec to go into closed session at 6:37 p.m. for the purpose of labor negotiations strategy, per MN statute 179A.01, section 13D.03. Ayes all. In closed session, the Board discussed labor requests and next steps in the negotiation process.

Motion by Commissioner Abbe, seconded by Commissioner Prokopec to end closed session at 7:30 p.m. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to adjourn to the Call of the Chair at 7:30 p.m. Ayes all.


CHAIRMAN

ATTEST: 
ADMINISTRATOR