

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

October 14, 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 October 14, 2025 with Commissioner's Abbe, Krueger, Brady, Glynn, and Prokopec present. Also present were Human Resource Coordinator Bobbie Herzog, IT Director Dave Purscell, Public Works Director Ronald Gaines, PT&E Director Jennifer Mueller, County Assessor Brian Anderson, Assistant County Attorney Campbell Housh, Park and Recreation Director Steve Schroht, 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 as amended (see below for amendments). Ayes all

Amendments to the agenda:

Add #18a Public Hearing: 5:15 p.m. and #18b is the Resolution as provided on agenda. Change Public Safety and Health Minutes (#26) to Land Use and Records minutes. Add to general agenda #21a to approve Amendment No. 4 to Professional Services Agreement with WHKS for Completion of a Phase II Archaeological Investigation for CSAH 28 (South Beaver Lake Road to North Beaver Lake Road) and Beaver Lake Park Improvements in the amount Not-to-Exceed \$87,228. Add #21b Finance Director Search from the Work Session with request to approve plan to conduct search for new Finance Director.

Comments and Correspondence:

Public Comment: One person spoke regarding the public hearing notice.

Correspondence: None

Consent Agenda:

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

- A. Approve the minutes of September 23, 2025 Board Meeting
- B. Approve the minutes of September 23, 2025 Board Work Session

C. Approve Bills

D. Approve the Personnel Report

New Hires/Promotions/Demotions/Transfers:

Name	Position/Dept.	Rating/Step	Date
Tyler Lair	Deputy Sheriff Patrol	C41/6	10/06/2025
Christina Steneman	Records Specialist	B23/3	10/13/2025
Tonya Ohm	Correctional Officer	B24/2	11/03/2025

E. Approve increase to Out of County Boarding Fees from \$65.00 in 2025 to \$75.00 in 2026.

F. Adopt **Resolution #2025-004b** approving the revised 2025 EFT Authorization due to personnel changes. A copy of the Resolution is available in the office of the County Administrator and is made a part of this record by reference.

G. Adopt revised **Resolution #2025-005b** Granting Authority to Designate Depositories and authorize others to conduct banking transactions due to personnel changes. 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. Adopt revised **Resolution #2025-003b** designating UBS as Steele County's depository and authorize the persons stated to sign orders due to personnel changes. A copy of the Resolution is available in the office of the County Administrator and is made a part of this record by reference.

I. Adopt **Resolution #2025-040** Granting Authority to the Jail Administrator and Jail Assistant Administrator to issue and sign checks for the Detention Center at Old National Bank formerly Bremer Bank. A copy of the Resolution is available in the office of the County Administrator and is made a part of this record by reference.

J. Approve 2026 cost of living adjustment (COLA) of a 4% increase, & health insurance and HSA/VEBA contribution amounts for non-union employees as outlined in packet.

K. Accept SF Enterprises, LLC bid (low bidder) to clean out County Ditch 5 in an amount of \$75,580.

L. Approve Permitium platform for online Minnesota Vital Records Requests.

M. Adopt **Resolution #2025-041** to withdraw from the Dodge-Steele CHB. 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:

October Employee Anniversaries were Read:

Name:	Position:	Department:	Anniv. Date:	YOS.
Sean Benz	Assistant Director Four Seasons	Parks and Recreation	October 3rd	20
Karen Montplaisir	Accounting Technician	Public Health	October 3rd	3
Ben Frear	Deputy Sheriff Patrol	Sheriff	October 6th	11
Bryan Hannah	Appraiser	Assessor	October 7th	1
Katy McMann	RN	Public Health	October 9th	12
Jeremy Wiste	Deputy Sheriff Patrol	Sheriff	October 9th	2
Carrie Holmen	Accounting Specialist	Highway	October 10th	3
Todd Mogen	Highway Maintenance Technician	Highway	October 11th	4
Kristi Jorgenson	Accounting Support Specialist	Landfill	October 13th	5
Rene Gilormini	Director of Veteran Services	Veteran Services	October 24th	20
Katelin Bahl	Correctional Officer	Detention Center	October 24th	3
Tiffany Wentura	Technical Clerk I	Planning and Zoning	October 24th	3
William Bromley	Adult Probation Officer II	Community Corrections	October 26th	10
Kari Woltman	Investigator	Sheriff	October 27th	14
Penny Miller	Technical Clerk II	Recorder	October 28th	1
Chad Schlueter	Deputy Sheriff Patrol	Sheriff	October 29th	11

Motion by Commissioner Glynn, seconded by Commissioner Krueger to approve Road Use and Repair Agreement, by and between Steele County, MN and Dodge County Wind, LLC. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Glynn to approve Amendment No. 4 to Professional Services Agreement with WHKS for Completion of a Phase II Archaeological Investigation for CSAH 28 (South Beaver Lake Road to North Beaver Lake Road) and Beaver Lake Park Improvements in an amount Not-to-Exceed \$87,228.

Public Hearing at 5:18 pm: Highway Capital Improvement Plan Draft for 2026-2030

Motion by Commissioner Glynn, seconded by Commissioner Abbe to open the Public Hearing on the Highway Capital Improvement Plan Draft for 2026-2030 at 5:18 p.m. Ayes all.

Public Works Director Ron Gaines spoke regarding the Highway CIP Plan Draft and the tax impact. The plan identifies projects for the next five years that still require Board action and to identify main sources of funding for construction on an annual basis.

The floor was open to public comment. One person against the local sales tax. One Person against the eastside project and the Havana intersection project.

The chair closed to the Public.

Motion by Commissioner Krueger, seconded by Commissioner Glynn to close the Public Hearing at 5:28 p.m. Ayes all.

Commissioner Glynn offered the following **Resolution No. 2025-042 Highway Capital Improvement Plan for 2026-2030**, seconded by Commissioner Prokopec. Upon the vote being taken, five Commissioners voted in favor thereof, none absent and not voting. A copy of the Resolution is available in the office of the County Administrator and is made a part of this record by reference.

Motion by Commissioner Krueger, seconded by Commissioner Glynn to authorize the

administrator to work with DDA to conduct a search for a new Finance Director. Ayes all.

Motion by Commissioner Prokopec, seconded by Commissioner Krueger to approve providing Minnesota Paid Leave benefits to employees via a private plan administered by Madison National Life. Ayes all.

Commissioner Krueger offered the following **Resolution No. 2025-039** in support and participation of **Operation Green Light for Veterans**, seconded by Commissioner Abbe. Upon the vote being taken, five Commissioners voted in favor thereof, none absent and not voting. A copy of the Resolution is available in the office of the County Administrator and is made a part of this record by reference.

Commissioner Reports:

Commissioner Glynn reported his attendance at Dodge Steele Community Health Board Meeting, Internal Central Services and Land Use and Records Committee meeting.

Commissioner Prokopec reported his attendance at Extension Committee meeting, SE MN Emergency Services Joint Powers Board, Workforce Development Joint Powers Board, SEMCAC, Public Works meeting and the Work Session.

Commissioner Abbe reported his attendance at Dodge Steele Community Health Board Meeting, MNPrairie Meeting, Property and maintenance meeting, and the East central Juvenile Center Committee meeting.

Commissioner Krueger reported his attendance at Owatonna Development Summit, SC Health Alliance Joint Powers Board, Dodge Steele Community Health, Emergency Communication Board Conference, SE MN Together Collaboration, Zamboni unveiling, Supreme Court Reception, Emergency Communication Board and Public Works Committee, and MNPrairie Finance.

Commissioner Brady reported his attendance at Extension Committee meeting, MNP Exit meeting, 911 joint powers meeting, Property and Maintenance, Internal Central Services, Land Use and Records, and MNPrairie meeting.

County Attorney had nothing to report.

County Administrator reported her attendance at the MACA conference and the SE MN Together Convening. She will be participating in the next two upcoming convenings. Two bargaining units have confirmed tentative agreement regarding the terms of the new labor agreements. One unit is scheduled for mediation and four others will be meeting with Gina and Renae at the end of October. Finally, Renae gave a human services update, indicating that she had received an email from Kari

Ouimette (DCYF) confirming that a project manager will be assigned to determine a clear road map for Steele to resume offering human services as of January 1, 2027.

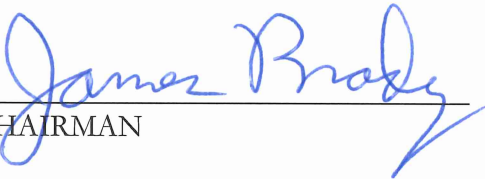
LISTING OF BILLS
October 14, 2025

Advanced Correctional Healthcare Inc	17,324.78
ArchKey Technologies	50,475.00
Athletica Sports Systems Unlimited Corp	83,200.00
Baker Tilly US, LLP	31,405.50
Bishop Excavating, Inc.	47,314.24
BRN Lawn & Landscape LLC	5,935.00
Cardinal Health 110 LLC	9,673.85
Celebrite Inc	7,750.00
Central Farm Services	4,326.79
City Of Ellendale	5,369.63
Cole's Electric Inc	2,000.00
Counties Providing Technology	4,651.00
Dell EMC Corporation	35,775.44
Election Systems & Software Inc	4,737.68
Erickson Engineering Co LLC	6,582.50
Four Seasons Electric	5,593.28
High Point Networks	5,500.00
Kennedy & Graven, Chartered	4,864.72
Kraft Mechanical LLC	6,736.00
L & L Street Rods & Sport Trucks	5,310.00
MEI Total Elevator Solutions	4,428.18
Metro Sales Inc	2,108.20
Mike's Repair	2,915.56
MN Dept of Labor & Industry	4,791.07
Office of MN IT Services	3,737.36
Olympic Fire Protection Corp	3,655.06
Pitney Bowes Bank Inc Reserve Acct	2,000.00
Radel/Allan R	5,672.11
Regents of the University of Minnesota	2,131.23
Roemhildt/Brenda	4,190.00
Safelite Fulfillment Inc	2,013.08
Sanofi Pasteur Inc	12,786.01
Schwickert's Tecta America LLC	202,350.00
SF Enterprises LLC	22,565.00
SHI International Corp	158,036.45
Short Elliott Hendrickson Inc	52,029.81
Sign Pro Of Owatonna, Inc.	2,691.92
Singlewire	2,414.50
South Central College	2,500.00
Steve James Excavating Inc	23,000.00
Streichers Inc	4,783.49
Summit Food Services LLC	10,435.12
Thompson Sanitation	76,053.01
Univ Of Mn Regents	89,743.50

Vertiv Corporation	6,483.42
WHKS & Co	12,834.35
137 Pymnts less than 2000	50,544.16

Final Total: 1,111,418.00

Motion by Commissioner Name, seconded by Commissioner Name to adjourn to the Call of the Chair at 6:13 p.m. Ayes all.


CHAIRMAN

ATTEST: 
ADMINISTRATOR