



STEELE COUNTY BOARD AGENDA

STEELE COUNTY BOARD ROOM - 630 FLORENCE AVENUE - OWATONNA, MN
55060

Steele County's Mission:

Driven to deliver quality services in a respectful and fiscally responsible way.

TUESDAY, JANUARY 6, 2026 at 5:00 PM
County Boardroom, Steele County Administration Center

Persons with background material for agenda items are asked to provide them to the Administrator's Office 5 days prior to the meeting date so that the material can be linked to the online agenda. If handouts at the Board meeting are necessary, please bring enough copies for the Board, county staff, the press and the public. Generally, 15 copies should be sufficient.

Agenda

1. Call to Order - Administrator
2. Pledge of Allegiance
3. Election of 2026 Board Chair
4. Election of 2026 Board Vice Chair
5. Approve Agenda

Public Comment - If you wish to share your thoughts, please provide your name and address after being acknowledged by the Board Chair. Each speaker has two (2) minutes to express their remarks.

Steele County promotes respect in both its work environment and boardroom. Speakers should maintain dignity and show respect towards others. Comments should be directed to the entire Board, not to individual commissioners, officials, or staff. The Board Chair may limit comments if they are argumentative, disrespectful, or redundant. Please avoid name-calling or abusive language, as this may result in being asked to return to your seat or to leave the boardroom.

No action will be taken on items presented during Public Comment unless they are on the agenda. The Board may refer some inquiries to the County Administrator for follow-up.

Correspondence

6. MN Department of Administration Letter removing Daniel S. Piper House from the National Register of Historic Places.

Consent Agenda - Items listed on the Consent Agenda are considered routine and non-controversial by the County Board. There will be no separate discussion of these items unless requested by a member of the County Board.

7. Approve December 16, 2025 Board Minutes.
8. Approve December 16, 2025 Board Work Session Minutes

9. Approve Bills
10. Ratify December 31, 2025 Bills
11. Approve Personnel Report
12. Approve Amended Rules of Order for 2026.
13. Approve 2026 Board of Commissioners meeting schedule.
14. Approve 2026 County Board of Commissioners Committee Assignments.
15. Approve the 2026 Revisions to the Steele County Organizational Chart.
16. Approve the Association of Minnesota Counties (AMC) Delegates as indicated on the requested action form.
17. Appoint Commissioners and their Alternates to the AMC Policy Committees as indicated on the requested action form.
18. Appoint new members to the Citizen Advisory Committees and reappoint those members whose terms expired in 2025.
19. Authorize expense reimbursement for registration, travel, lodging & meal expense for Commissioners and staff to attend AMC & NACO meetings.
20. Adopt **Resolution** authorizing Out of State Travel by Elected Officials.
21. Adopt **Resolution** designating the Official Website of Steele County and Transportation Project Bids for 2026.
22. Adopt **Resolution** to authorize personnel to process EFT transactions.
23. Adopt **Resolution** for Delegation of Duties, providing specific authorization to the Property Tax & Elections Director or Finance Director in the payment of Salaries, Wages and Per Diems which align with policies and resolutions approved by the Steele County Board of Commissioners.
24. Adopt **Resolution** designating UBS as Steele County's depository and authorize the people in the positions stated to sign orders.
25. Adopt a **Resolution** granting authority to the Finance Director, Property Tax & Elections Director or Accounting Specialist to conduct banking transactions.
26. Approve 2026 Mileage Rate
27. Adopt a **Resolution** accepting a donation from American Legion Post 77 for veterans in need of 20 Aldi gift cards in an amount of \$100 each.
28. Approve Out of State Travel – ESRI Public Sector CIO Summit

Disclaimer: This agenda has been prepared to provide information regarding an upcoming meeting of the Steele County Board of Commissioners. This document does not claim to be complete and is subject to change.

Notice: Steele County Commissioners may, at any time, participate by interactive technology per Minn. Stat. 13D.02 subds. 1 & 2.

29. Adopt a **Resolution** authorizing the participation in the Performance Measurement Program in 2026
30. Approve travel & training for officers and employees of Steele County.

General Agenda

31. January Anniversary Report
32. Award Publication Bid for 2026

Information Items

33. 2025 Abatements

Commissioner Reports:

Closed Session for the purpose to develop an offer for the purchase of real or personal property pursuant to Minn. Stat. § 13D.05, Subd. 3(c)(3)

34. Motion to go into closed Session
Discussion
Motion to end closed Session
Action Item if necessary

Adjourn

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