



STEELE COUNTY STEELE COUNTY BOARD MEETING MINUTES

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, MAY 26, 2026 at 5:00 PM
County Boardroom, Steele County Administration Center

Agenda

1. Call to Order

The meeting was called to order by Commissioner Glynn at 5:00 pm. Members present were John Glynn, Joshua Prokopec, James Brady, James Abbe, Greg Krueger. Also present were Robert Jarrett, Renae Fry, Brian Anderson, Amber Brooks, Ron Gaines, Gina McGuire, Ashley Jergenson, Lon Thiele, David Purscell and Jennifer Mueller.

2. Pledge of Allegiance

3. Approve Agenda

Motion by Commissioner Joshua Prokopec, seconded by Commissioner James Brady to approve the agenda with the addition of Representative Tom Sexton giving a brief update regarding the last legislative session as agenda item 13. Ayes all.

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.

Two people spoke regarding the East Side Corridor. Commissioner Brady reported that he will not be running for re-election.

Correspondence

None.

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.

Motion by Commissioner Greg Krueger, seconded by Commissioner James Abbe to approve Consent Agenda. Ayes all.

4. Approve May 12, 2026 Board Minutes
5. Approve May 12, 2026 Board Work Session Minutes
6. Approve Bills
7. Approve Personnel Report
8. Adopt **Resolution 2026-31** authorizing the Execution of Agreement No. 1057390 with MnDOT for the Use of Bond Funds in an amount of \$357,351.00 for SAP 074-643-010

A copy of the Resolution is available in the office of the County Administrator and is made a part of this record by reference.

9. Adopt **Resolution 2026-32** approving the Record of Decision and the Negative Declaration on the Need for an Environmental Impact Statement for SAP 074-628-004

A copy of the Resolution is available in the office of the County Administrator and is made a part of this record by reference.

10. Approve 2026 Steele County Fee Schedule updates
11. Approve the 2025 Feedlot Officer Annual Report
12. Approve On-Sale 3.2 Beer and Wine License for Blooming Prairie Country Club

Addition to Agenda

13. Report from Representative Tom Sexton

Representative Sexton gave a report from the last legislative session. Topics presented included action to reduce tab fees, an update on efforts to reduce fraud, investments in human services technology and HCMC support, among other things.

Public Comment: Unmanned Aerial Vehicle

14. Review of UAV Policy
Public Comments received via email/mail
Open the floor for public comments
Close public comment period

No comments were received prior to the meeting and no one spoke at the meeting regarding the proposed policy.

15. Approve Steele County Sheriff's Office Unmanned Aerial Vehicle (Drone) Policy

Motion by Commissioner James Abbe, seconded by Commissioner Joshua Prokopec to approve the Unmanned Aerial Vehicle (Drone) Policy. Ayes all.

General Agenda

16. Approve the Professional Services Contract proposal with WSB for the design of the East Side Corridor project in an amount not to exceed \$1,780,542.61 and authorize the Public Works Director to sign the contract

Motion by Commissioner James Brady, seconded by Commissioner Greg Krueger to approve the Professional Services Contract with WSB regarding the East Side Corridor project and to authorize the Public Works Director to sign the contract. Ayes all.

17. Approve renewal of IUP 2010-05 (JJD Companies LLC - Meixner Pit) with 21 conditions based on the Findings of Fact.

Amber Brooks introduced the topic for further discussion by the Board regarding the issue of a performance bond for the renewal of the IUP. Discussion regarding the purpose of the Planning Commission, the status of requiring security for CUP's and possible future policy updates to allow various forms of security followed. Staff were directed to work with the members of the Planning Commission to develop a policy regarding security for IUP's and CUP's for future consideration by the Board. Upon motion by Commissioner Greg Krueger, seconded by Commissioner Joshua Prokopec to approve the renewal of IUP 2010-05, based on the Findings of Fact, with 22 Conditions, including a condition to post security in a form the Planning and Zoning Director and County Attorney deem appropriate. Ayes all with Commissioner James Brady abstaining.

Information Items

18. Public Works Committee Minutes: Tuesday, May 12, 2026
19. Land Use and Records Committee Minutes: May 14, 2026

Presentations:

None

Commissioner Reports:

- County Attorney, Rob Jarrett reported that the county will be dropping the suit against the state regarding inmate prescription requirements.
- County Administrator, Renae Fry reported that staff participated in a multi-jurisdiction cybersecurity tabletop discussion, that Bennett Hoffmann will begin on June 1 and that she is participating in regular MNiT meetings regarding the new Human Services Department.
- Commissioner Abbe reported his attendance at the Human Services subcommittee, MNP Joint Powers meeting, and County Board Work Session.
- Commissioner Brady reported his attendance at Land Use and Records, Planning Commission, SPERO, and County Board Work Session.
- Commissioner Prokopec reported his attendance at Workforce Development, SPERO, Emergency Medical Services, Fairgrounds, SEMCAC, Memorial Day events, and the County Board Work Session

- Commissioner Krueger reported his attendance at Land Use and Records, Health Finders, Human Services subcommittee, MNP Finance, MNP joint powers meeting, Community Health Board, Memorial Day events, and the County Board Work Session.
- Commissioner Glynn reported his attendance at the Historical Society, Planning Commission, and the County Board Work Session.

***Closed Session for the purpose to develop an offer for the purchase of 213 South Oak Street pursuant to Minn. Stat. § 13D.05, Subd. 3(c)(3)**

20. Motion to go into Closed Session
 - Discussion
 - Motion to end closed session
 - Action Item (if necessary)

Motion by Commissioner James Brady, seconded by Commissioner Joshua Prokopec to go into closed session at 6:14 pm. Ayes all.

Motion by Commissioner James Abbe, seconded by Commissioner Greg Krueger to return to open session at 6:29 pm. All ayes.

In summary of the closed session, the Board reviewed possible terms for an offer to purchase 213 South Oak Ave.

Motion made by Commissioner Greg Krueger, seconded by Commissioner James Abbe to authorize the County Attorney and County Administrator to negotiate the terms of a purchase agreement for the building commonly known as 213 South Oak Ave., for the purchase price of \$900,000, and to draft a lease for the same building. Ayes all.

***Closed Session: Per Minn. Stat. §13D.05, Subd. 3 to evaluate the performance of an individual who is subject to its authority –Renae Fry, County Administrator**

21. Motion to go into Closed Session
 - Discussion
 - Motion to end closed session
 - Action Item (if necessary)

Motion by Commissioner James Abbe, seconded by Commissioner Joshua Prokopec to go into closed session at 6:35 pm. Ayes all.

Motion by Commissioner James Abbe, seconded by Commissioner James Brady, to return to open session at 7:06 pm. Ayes all.

In summary of the closed session, the Board reviewed County Administrator Renae Fry's performance since her last annual review and determined that her performance exceeded expectations and a motion by Commissioner John Glynn, seconded by Joshua Prokopec, to approve a step increase in pay for Administrator Fry, to be effective on her anniversary date. Ayes all.

Adjourn

Motion by Commissioner James Abbe, seconded by Commissioner Greg Krueger to adjourn to the

Call of the Chair at 7:07 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
ADMINISTRATOR

Steele County

WARRANTS FOR PUBLICATION

Warrants Approved On 5/26/2026 For Payment 5/29/2026

<u>Vendor Name</u>	<u>Amount</u>
Abdo LLP	2,437.50
Adventure Specialties Llc	2,030.00
AMC - MACA	2,025.00
Baby Cafe Owatonna	3,372.50
Bauer Built Inc	4,737.60
Borneke Construction, Inc.	320,995.89
Central Farm Services	5,022.33
City Of Blooming Prairie	10,000.00
City Of Ellendale	10,000.00
City Of Medford	5,000.00
Corelogic Centralized Refunds	4,465.96
Counties Providing Technology	4,784.00
Election Systems & Software Inc	6,191.00
Erickson Engineering Co LLC	5,881.91
From the Ground Up LLC	5,948.13
Government Forms and Supplies	3,225.23
Hazelden Publishing	5,105.66
Health Management Associates Inc	25,632.50
High Point Networks	5,625.01
J.R.'s Advanced Recyclers Inc	4,831.25
Kappy's Collision Center	7,868.45
MEI Total Elevator Solutions	6,230.85
Metropolitan Mechanical Contractors	4,212.77
Mn Counties Intergovernmental Trust	2,614.00
MNPRAIRIE COUNTY ALLIANCE	2,939,107.81
Motorola Solutions Inc	2,000.00
Nutrien Ag Solutions Inc	3,722.91
Office of MN IT Services	4,034.39
Owatonna Area Business Dev Center	5,000.00
Owatonna Heating & Cooling Inc.	5,925.00
Owatonna Partners For Economic Dev	7,000.00
RCM Specialties Inc	2,769.87
Sheriff Of Olmsted Co	2,625.00
Southern Mn Initiative Foundation	6,000.00
Steele County Agricultural Society	42,500.00
Steele County Historical Society	8,000.00
Steele County Humane Society	5,000.00
Stewart Sanitation	2,317.06
Summit Food Services LLC	11,650.68
Thomson Reuters - West	2,331.08
Treas Of Meriden Township	3,991.87
UKG Kronos Systems LLC	3,639.26

Steele County



WARRANTS FOR PUBLICATION
Warrants Approved On 5/26/2026 For Payment 5/29/2026

<u>Vendor Name</u>	<u>Amount</u>
Vertex Unmanned Solutions LLC	25,700.00
Wencl Plumbing Heating & Air Cond	13,845.00
109 Payments less than 2000	41,290.56
Final Total:	3,596,688.03