



BOARD MEETING 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, JULY 14, 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
2. Pledge of Allegiance
3. 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

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.

4. Approve June 23, 2026 Board Minutes
5. Approve June 23, 2026 Board Work Session Minutes
6. Approve June 29, 2026 Special Board Meeting Minutes
7. Approve Bills
8. Approve Journal Entries

9. Approve Personnel Report
10. Adopt **Resolution 2026-37** accepting a donation from Beyond the Yellow Ribbon for 20 \$50 Kwik Trip gift cards and Veteran Troy Steece for 4 \$50 Kwik Trip gift cards.
11. Adopt **Resolution 2026-38** for Petty Cash/Cash Change Funds
12. Approve Artificial Intelligence/Machine Learning Tools Policy
13. Approve Email Retention Policy
14. Approve the Premises Permit Application for Blooming Prairie Fire Department Relief Association

General Agenda

15. July Employee Anniversaries
16. Approve Final Payment to JJD Companies, LLC in an amount of \$63,487.46, for Steele County Courthouse and Administration Parking Lot.
17. Authorize the solicitation of proposals for the sale of the former County Highway shop location: 828 Hoffman Drv.

Information Items

18. Internal Central Services Committee Minutes - June 23, 2026
19. Property & Maintenance Committee Minutes - July 7, 2026
20. Land Use and Records Committee Minutes - July 9, 2026
21. 2026 Appropriation Appreciation Letters
22. Receive the 2025 Highway Department Annual Report
23. Letter to be sent to property owners who have constructed a structure without obtaining the required permit(s).

Commissioner Reports:

Adjourn

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.