



STEELE COUNTY BOARD WORK SESSION 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, JULY 14, 2026 at 4:00 PM
County Boardroom, Steele County Administration Center

Agenda

1. Call to Order

The meeting was called to order by Commissioner Glynn at 4:00 pm. Members present were James Brady, John Glynn, Joshua Prokopec, James Abbe, Greg Krueger. Also present were Robert Jarrett, Renae Fry, Rebecca Kubicek, Brian Anderson, Amber Aaseth, Dave Purscell and Gina McGuire.

2. Steele County Coroner Services

The current coroner contract expires at the end of the year and staff presented the board with options for next year. Steele County Sheriff Lon Thiele and Steele County Investigator Kari Woltman spoke regarding the current services of the Coroner. The County Attorney commented that many other counties have transitioned away from coroner services and now contract with Medical Examiner offices and two such companies have the potential to support Steele County, but one is much more expensive than the other. MMEO out of Ramsey, MN is less expensive than SMRME out of Rochester, MN. The County Commissioners are interested in formally exploring a contract with MMEO effective January 1, 2027. Staff will gather additional information for formal board consideration.

3. Annex Building Feasibility Study Proposals

The Board requested proposals to conduct an Annex Building Feasibility Study to evaluate the future needs of Public Health. Sitelogiq provided a quote, and Wold submitted a similar proposal with comparable deliverables. Sitelogiq has expressed interest in meeting with the Board to explain their services in more detail and clarify how their charges are applied. Both companies would be required to develop conceptual designs as part of the feasibility study. The County will need to consider whether the project should be managed internally or contracted to an outside firm, based on Public Health's long-term needs. Additional information will be necessary to determine whether renovation or an addition would provide the most value and be the most cost-effective solution. Sitelogiq will present at the upcoming work session. Staff will look into the cost of having both firms provide structural layout options using the current space, with input from Public Health to ensure the layouts align with their operational needs, to serve as a starting point for an analysis of the existing structural components of the building.

4. Other Items:

No other items.

Adjourn

Meeting adjourned at 5:02 p.m.

CHAIRMAN

ATTEST: _____
ADMINISTRATOR