



STEELE COUNTY STEELE COUNTY BOARD 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, JANUARY 6, 2026 at 5:00 PM - County Boardroom, Steele County
Administration Center**

Agenda

1. Call to Order - Administrator

The meeting was called to order by Administrator Fry at 5:00 pm. Members present were James Brady, John Glynn, Joshua Prokopec, Jim Abbe, Greg Krueger. Also present were Renae Fry, Rebecca Kubicek.

2. Pledge of Allegiance
3. Election of 2026 Board Chair

Motion by Commissioner Greg Krueger, seconded by Commissioner Jim Abbe to Elect Commissioner Glynn as Board of Commissioners Chair. Ayes all.

4. Election of 2026 Board Vice Chair

Motion by Commissioner Greg Krueger, seconded by Commissioner Jim Abbe to Elect Commissioner Prokopec as Board of Commissioners Vice Chair. Ayes all.

5. Approve Agenda

Motion by Commissioner Jim Abbe, seconded by Commissioner James Brady to approve the agenda. 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.

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.

Motion by Commissioner James Brady, seconded by Commissioner Jim Abbe to approve the Consent Agenda. Ayes all.

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

Vendor Name	Amount
AMC – MACA	27,001.00
Minnesota Counties Computer Coop	23,873.33
SHI International Corp	64,915.20
<u>5 Payments less than 2000</u>	<u>2,479.67</u>
Final Total:	118,269.20

10. Ratify December 31, 2025 Bills

<u>Vendor Name</u>	<u>Amount</u>
7 Rivers Recycling LLC	4,020.00
Bohlman/Angela L	9,000.00
Central Farm Services	5,302.00
Dell Marketing LP	71,992.80
Express Pressure Washers Inc	3,400.00
Health Management Associates Inc	5,335.00
ICON Constructors LLC	150,493.60
iSPACE Environments	20,797.24
Jones Haugh & Smith Inc	7,959.50
Kennedy & Graven, Chartered	3,294.00
Liberty Tire Recycling LLC	2,410.25
Mayo Clinic	3,600.00
Metro Sales Inc	2,094.57
Metropolitan Mechanical Contractors Inc	3,972.50
Mn Dept Of Transportation	7,646.11
Moore Md/Kellyanna J	3,980.17
Office of MN IT Services	3,194.22
R & K Electric Inc	2,723.80
SF Enterprises LLC	76,575.00
Short Elliott Hendrickson Inc	29,112.44

Spartan Training Gear	2,070.00
Streichers Inc	2,986.01
Summit Food Services LLC	8,048.88
Superior Jetting Inc	5,800.00
WHKS & Co	9,069.72
92 Payments less than 2000	29,961.83
Final Total:	474,839.64

11. Approve Personnel Report
12. Approve Amended Rules of Order for 2026.
13. Approve the Board of Commissioners 2026 Meeting Schedule.
14. Approve the 2026 County Board Committee Assignments.
15. Approve the revisions to the Steele County 2026 Organizational Chart.
16. Approve the Association of Minnesota Counties (AMC) Delegates as indicated in 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 2026-1** authorizing Out of State Travel by Elected Officials.

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

21. Adopt **Resolution 2026-2** designating the Official Website of Steele County and Transportation Project Bids for 2026.

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

22. Adopt **Resolution 2026-3** to authorize personnel to process EFT transactions.

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

23. Adopt **Resolution 2026-4** for Delegation of Duties.

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

24. Adopt **Resolution 2026-5** designating UBS as Steele County's depository and authorize the people in the positions stated to sign orders.

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

25. Adopt **Resolution 2026-6** granting authority to the Finance Director, Property Tax & Elections Director or Accounting Specialist to conduct banking transactions.

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

26. Approve 2026 Mileage Rate.

27. Adopt **Resolution 2026-7** accepting a donation from American Legion Post 77 for veterans in need of 20 Aldi gift cards in an amount of \$100 each.

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

28. Approve Out of State Travel – ESRI Public Sector CIO Summit

29. Adopt **Resolution 2026-8** authorizing the participation in the Performance Measurement Program in 2026.

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

30. Approve travel & training for officers and employees of Steele County.

General Agenda

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

Two bids were received. Owatonna Peoples Press had the lowest bid.

Motion by Commissioner Greg Krueger, seconded by Commissioner Jim Abbe to award the 2026 publication to low bidder Owatonna People's Press. Ayes all.

Information Items

33. 2025 Abatements

PID 17-522-0206, Abatement due to a fire. Total tax abatement, for all taxing districts \$1,526.00 and PID 14-025-2038, Abatement due to a fire. Total tax abatement, for all taxing districts \$4,034.50

Commissioner Reports

- Commissioner Abbe had nothing to report.
- Commissioner Brady attended the Planning Commission.
- Commissioner Krueger attended a Smart Bus meeting, the initial meeting for the Steele County Finance Director candidates, South Country Health Alliance Finance Committee, and a Criminal Justice meeting.
- Commissioner Prokopec attended the initial meeting for the Steele County Finance Director candidates and a SPERO meeting.
- Commissioner Glynn had nothing to report.
- Administrator Renae Fry advised the Board of a federal reward of \$250K in funding for Safe Streets for All and Steele County is moving forward with an agenda maker.

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).

Motion by Commissioner Jim Abbe, seconded by Commissioner Joshua Prokopec to enter into Closed Session at 5:18 p.m.

Discussion took place regarding the purchase of property.

Motion by Commissioner Greg Krueger, seconded by Commissioner James Brady to exit Closed Session at 5:28 p.m.

No action taken.

Adjourn

Motion by Commissioner Jim Abbe, seconded by Commissioner Joshua Prokopec to adjourn to the Call of the Chair at 5:28 p.m. Ayes all.