

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

June 24, 2025

STATE OF MINNESOTA }
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COUNTY OF STEELE }

The Steele County Board of Commissioners met in Regular Session at 5:00 p.m. on June 24, 2025 with Commissioner's Glynn, Prokopec, Abbe, Krueger and Brady present. Also present were Finance Director Candi Lemarr, County Assessor Brian Anderson, County Attorney Robert Jarrett, Public Health Specialist Ethan Rindfleisch, County Administrator Renae Fry and Executive Assistant Rebecca Kubicek.

Call to order and Pledge of Allegiance.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to approve the agenda with the addition of item #16. Ayes all

Amendments to the agenda:

Add as item # 16 from the Work Session: Local Homeless Prevention Aid Public Health Staff is recommending allocation of \$128,000.

Comments and Correspondence:

Public Comment: 3 people addressed the Board. 1 regarding the Steele County HAM Radio event in June and 2 regarding Eastside corridor.

Correspondence: NACo Achievement Award - Financial award for our annual budgeting process.

Consent Agenda:

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

- A. Approve the minutes of June 10, 2025 Board Meeting
- B. Approve the minutes of June 10, 2025 Board Work Session
- C. Approve the minutes of June 17, 2025 Board of Appeals and Equalization
- D. Approve Bills and Journal Entries
- E. Approve the Personnel Report

New Hires/Promotions/Demotions/Transfers:

Name	Position/Dept.	Rating/Step	Date
Kristin Robertson	Accountant/Highway	C43/1	06/23/2025
Campbell Housh (promotion)	Chief Deputy/Attorney	D63/6	06/30/2025

Resignations/Retirements/Terminations:

Name	Position	Department	End Date
Kolten Flynn	Correctional Officer	DC	06/27/2025
William Youngquist (retirement)	Deputy Sheriff Sergeant	Sheriff	8/22/2025

Open Positions-Pending Board Approval:

Position	Department	Notes
Network Security Analyst	IT	Description being rated
Patrol Deputy	Sheriff's Office	Recruiting
Correctional Officer – 3 positions	Detention Center	Backgrounding/Recruiting
Procurement Specialist	Finance	Interviewing
Technical Clerk I	Recorder	Interviewing
Public Works Director	Public Works	Recruiting
Director of Planning & Zoning	Planning & Zoning	Recruiting
County Engineer	Highway	Recruiting
Engineering Techs I/II/III – 3positions	Highway	On-hold
Hwy Maintenance Technician	Highway	Backgrounding
Accounting Support Specialist	Highway	On-hold
Assistant County Engineer	Highway	On-hold
Technical Clerk II	PT & E	On-hold
Human Resources Coordinator	HR	Recruiting will begin soon
Custodial & Maintenance Assistant	Facilities & Fleet	Job Description being rated
Deputy Sheriff Sergeant	Sheriff	Recruiting will begin soon

- F. Approve updated Fee Schedule with state mandated changes to marriage license cost.
- G. Approve the extension of the Public Works Farmland Lease Agreement with Jankes for the next two years, 2026 – 2027.
- H. Approve repair invoice from Dahle Enterprises for over the \$10,000 Ditch Inspector approval threshold on CD21 at Section 21 Meriden.
- I. Approve Advanced Correctional Healthcare Contract Amendment option #2.
- J. Approve contract renewal with MN DOC Work Release Program increasing daily rate from \$60 to \$75 per day starting 7/2025 to 6/2026.

General Agenda:

Motion by Commissioner Krueger, seconded by Commissioner Prokopec to approve the Local Homeless Prevention Aid allocating \$128,000 to the following applicants: Lighthouse of Southern Minnesota: up to \$38,000, Semcac: up to \$44,000, and Steele County Transitional Housing: up to \$46,000. Ayes all.

Commissioner Krueger offered **Resolution No. 2025-032** Acquisition By Eminent Domain

Proceedings for S.A.P. 074-628-004 CSAH 28 (*S. Beaver Lake Rd To N. Beaver Lake Rd*) and Beaver Lake Park, seconded by Commissioner Prokopec. Upon the vote being taken, five Commissioners voted in favor thereof, none absent and not voting. A copy of the Resolution is available in the office of the County Administrator and is made a part of this record by reference.

Commissioner Glynn offered **Resolution No. 2025-033** Acceptance of a \$2,500 Cash Donation from the VFW for a Steele County Honor Guard, seconded by Commissioner Abbe. Upon the vote being taken, five Commissioners voted in favor thereof, none absent and not voting. A copy of the Resolution is available in the office of the County Administrator and is made a part of this record by reference

Commissioner Reports:

Commissioner Glynn reported his attendance at Land Use and Records Committee and Board of Appeal and Equalization

Commissioner Prokopec reported his attendance at SE Mn Emergency Medical Services, Work Force Joint Powers Board, Board of Appeal and Equalization, Public Safety and Health Committee, and a work session.

Commissioner Abbe reported his attendance at Joint Task Force meeting, Land Use and Records Committee, Law Library Trustees meeting, MNP Joint Powers Board, Board of Appeal and Equalization, 911 Dispatch meeting, and Olmsted Medical Center Open House.

Commissioner Krueger reported his attendance at Law Library, Public Safety and Health Committee, MNP Finance, MNP Joint Powers Board, Board of Appeal and Equalization, and Olmsted Medical Center open house.

Commissioner Brady reported his attendance at City/County/School District/OPU meeting, Board of Appeal and Equalization meeting, 911 Dispatch meeting, SPERO was canceled lack of a quorum.

County Attorney had nothing to report.

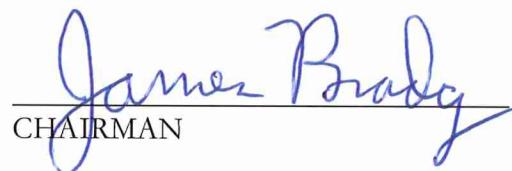
County Administrator reported her attendance at Olmsted Medical Center Open House, and reported her ongoing labor negotiations with bargaining groups with a possible delay in a tentative agreement in all areas due to health care.

LISTING OF BILLS June 24, 2025

Amazon Capital Services Inc	3,197.21
ArchKey Technologies	10,540.42
Baker Tilly US, LLP	10,447.50
BRN Lawn & Landscape LLC	4,850.00

Central Farm Services	8,113.51
Corporate Recognition Inc	15,853.89
Erickson Engineering Co LLC	8,614.00
Four Seasons Electric	32,228.44
Gopher Septic Service Inc	4,295.00
I & S Group Inc	9,883.15
Jackson's Heavy Equipment Training LLC	3,896.05
Kraft Mechanical LLC	5,330.00
Mn Counties Intergovernmental Trust	4,236.00
Owatonna Park and Recreation	2,310.23
RDO Equipment Co, Inc.	18,299.72
SafeAssure Consultants Inc	10,193.24
SHI International Corp	2,566.80
Steele County Trail Assoc	2,663.76
Stewart Sanitation	2,720.62
Summit Food Services LLC	3,876.10
Thomson Reuters - West	2,716.54
UKG Kronos Systems LLC	3,648.16
Uline Inc	7,888.64
124 Payments less than 2000	<u>39,621.89</u>
Final Total:	217,990.87

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



CHAIRMAN

ATTEST: 

ADMINISTRATOR