Steele County Commission Meeting
Oct. 6, 2026

The Steele County Commission meeting was called to order at 8:15 a.m. by Chairman Richard Strand. Commissioners Brandon Oxton, Perry Brown, Brandon Krueger, and Chris Grandalen were present. Auditor Jana Flaten, Ben Gates and Matt Satrom were also present.

Commissioner Oxton moved to add Municipay and Transfers, Commissioner Krueger seconded the motion. There was no further discussion, and all members voted aye. The motion carried.

Steele County Park Board was called to order at 8:28am

Steele County Commissioner reconvened at 8:51am

Commissioner Grandalen made a motion to approve all 3 sets of September minutes as amended, seconded by Commissioner Brown. There was no further discussion, and all members voted aye. The motion carried.

Commissioner Brown made a motion to approve the election poll workers and canvasing board. Commissioner Grandalen seconded. There was no further discussion, and all members voted aye. The motion carried.

Matt Satrom discussed his draining permit and changes he made with it. Charlie Stock will look over and it will be brought back to the next meeting for approval. There is bridge getting done from the washout in Newburg, currently spot graveling 25. New pickup has been ordered from Finley Motorts and not sure on delivery time yet.

Sealcoat project is done and looking for final payment Commissioner Grandalen approved the bill and seconded it by Brown. There was no further discussion, and all members voted aye. The motion carried.

Painting will happen in 2027 at a 90/10 cost with the state. Went over road projects and permits for funding by the state.

Sady Verke discussed municipay and paying by E- check. Need a motion to let people use E-check to pay taxes. Commissioner Grandalen made a motion to approve E-checks seconded by Oxton. There was no further discussion, and all members voted aye. The motion carried.

Flaten discussed the new mail machine Dakota Business Solutions that she would like to get for the courthouse. The state has recommended this company for the counties. Our old one, which is FPN is no longer with the state, and we have not had a rep reach out to us in years. Grandalen made a motion to accept the contract with the new company Dakota Business Solutions out of Bismarck. Second, by Brown. Motion Carried.

Discussion for a state fair delegates, Tasha and Brandon Krueger were it last year. Tasha is willing to do it again. Commissioner Grandalen made a motion to name Tasha and Brandon Krueger as the state fair delegate for the 2026-2027 season. There was no further discussion, and all members voted aye. The motion carried. Commissioner Krueger sustained from the vote.

A new contract amount for the elevator was sent to the auditor office it went up a little, but it does cover any issues and maintenance for the elevator. Commissioner Krueger made a motion to approve the new contract amount. Second by Commissioner Brown. There was no further discussion, and all members voted aye. The motion carried.

Grandalen went over the Finley Fire and Sharon Fire Absorption and explained Finley fire has plans to have a truck in Sharon. Flaten discussed that this will not go into effect until tax levy 2027 Budget 2028 and is working on getting all new parcels on the tax roll for that year.

Megan Vig came to discuss the extension voucher for reimbursement for a parent that drove out to Bismarck to help at an event and drove kids out there as well. It was discussed that prior approval should be obtained for reimbursement requests that fall outside normal payment practices. Commissioner Grandalen approved the $277.40 voucher seconded by Commissioner Krueger. There was no further discussion, and all members voted aye. The motion carried.

Flaten discussed the BCBS plans that we currently have are no longer going to be offered. Flaten will gather new healthcare plans and invite the BCBS rep to attend the next meeting.

Jessica Jordan Recorder/COC would like to get a scanner for her department to be able to scan large document and be able to scan documents in this office. Commissioner Grandalen made a motion to approve the purchase of the scanner seconded by Commissioner Oxton. There was no further discussion, and all members voted aye. The motion carried.

Discussion on the county Cd and accounts. Commissioner Grandalen made a motion to move money over from account 5455(holding account) to the main checking account seconded by Commissioner Oxton. There was no further discussion, and all members voted aye. The motion carried.

At 9:08am Commissioner Krueger made a motion to have a 5 min recess seconded by Commissioners Oxton. There was no further discussion, and all members voted aye. The motion carried.

Travis Palm discussed the IT at the county and current projects. Current jobs - Shop boring will be put on hold until we know if the shop will be getting updated or replaced. Travis will upgrade the bridge that brings the internet over to the shop as the internet over there is spotty. He has an older bridge that he will use and it will just be labor. He will be going through and seeing if any desktop/workstation need to be replaced. Flaten discussed the keys that we bought with grant money 2 years ago and if we can get them integrated and in use. Travis discussed not having time and employees will need to be trained in how to use them Flaten asked

about a training day so we can get them working on our computers. Commissioner Grandalen made a motion that this will be mandatory training for county employees seconded by Commissioner Brown. There was no further discussion, and all members voted aye. The motion carried.

Travis will send out dates for the training. And get that process started. He will also review our yearly contract. However, Steele County has not signed a contract to our knowledge in a few years. Flaten also discussed the water in the basement and noticed some wires and other items on the ground that had gotten wet. He will check on both.

At 9:25 am the weed board was called to order

Commissioner meeting reconvened at 9:59am

Commissioner Grandalen made a motion to pay Architect fees out of the Arpa funds Commissioner Brown seconded the motion. There was no further discussion, and all members voted aye. The motion carried.

Commissioner Grandalen made a motion was made to move the CD money at Bravera and Sharon to the Bravera account ending in 5455 accounts. Seconded by Commissioner brown. There was no further discussion, and all members voted aye. The motion carried.

Discussion was had about the bids received for the restoration project for the courthouse. With the new problems at the county shop and Software issues no bid will be accepted at this time. Commissioner Grandalen made a motion to accept no bid. Seconded by Oxton. There was no further discussion, and all members voted aye. The motion carried. The County shop in Finley will need to be the top priority as of now and will begin to gather quotes and information to get it fixed or replaced. Brendemuhl Brothers out of Hope came and braced some rafters for the time being but will need to get a plan to fix the whole shop.

Flaten and Verke went over software issues. Money that was coming into the county was hitting a liability when in fact it should have gone into a revenue line. Because it was not hitting a revenue line the auditors' office was paying out of liability when it should have been using an expense line. Therefore, not off setting anything. Verke and Flaten will discuss it with Richland County and Tyler Tech to get this fixed.

Commissioner Grandalen made a motion to move the budget amount of 30,000 over to the weed board for road spraying this was seconded by Commissioner Brown. There was no further discussion, and all members voted aye. The motion carried. Commissioner Oxton made a motion to move The Tax director's job to Salary starting in 2027. Second, by commissioner Grandalen. There was no further discussion, and all members voted aye. The motion carried.

Hannah's cleaning wage was discussed, and it was discussed in Sept to move her wage up to $25.00 and that reflects on her budget line.

Went over the 2027 budget worksheets- There was discussion about COC/Recorded Salary to reflect her department head and a dual office. Also discussed was DES as the road clerk is not a job duty anymore so he asked for that money to be moved over to DES as if it was cut there would be a decrease from his pay if only cola was given.

AT 11:10 Commissioner Grandalen asked for a 5 min recess, Seconded by Commissioners Brown. There was no further discussion, and all members voted aye. The motion carried.

Meeting reconvened at 11:14 am

Cola Discussion was and COC/ Recorder salary rate was discussed.

Commissioner Brown made a motion to approve a 2.5% cola with no grade or step for all employees, minus COC/Recorder and DES they will receive 1 step and COLA. Seconded by Grandalen. Roll call vote- Oxton- Yes Brown – Yes, Grandalen- Yes, Krueger- o, Strand- Yes. There was no further discussion, The motion carried.

Commissioner Grandalen made a motion to approve the 2027 budget as wrote- Commissioner Brown seconded the motion. There was no further discussion, and all members voted aye. The motion carried.

Commissioner Oxton made a motion to approve all bills seconded by Commissioner Grandalen. There was no further discussion, and all members voted aye. The motion carried.

Commissioner Grandalen made a motion to adjourn the meeting second by Commissioner Oxton. Meeting adjourned at 11:44am.

Richard Strand- County Chairman
Jana Flaten -County Auditor

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