



STEELE COUNTY BOARD AGENDA

Administration Center - 630 Florence Avenue – Owatonna, MN 55060

Steele County's Mission:

Driven to deliver quality services in a respectful and fiscally responsible way.

TUESDAY, APRIL 8, 2025 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
4. Public Health Services Video Link:

Public Comment

Those wishing to speak must state their name and address for the record after they are acknowledged by the Board Chair. Each person will be limited to two (2) minutes to make his/her remarks.

Speakers will address all comments to the Board as a whole and not one individual commissioner. The Board may not take action on an item presented during the Public Comment period, unless the item is already on the agenda for action. When appropriate, the Board may refer inquiries and items brought up during the Public Comment period to the County Administrator for follow up.

Correspondence

5. Environmental review for wastewater treatment and/or collection system project letter (pg. 4)

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.*

6. Approve March 25, 2025 Board Minutes (pg. 7)
7. Approve March 25, 2025 Board Work Session Minutes (pg. 12)

8. Approve Bills (pg. 14)
9. Approve Personnel Report (pg. 49)
10. Adopt a **Resolution** accepting a cash donation for the Steele County Sheriff's Office from Dean and Kathryn Mennen in an amount of \$500.00. (pg. 50)
11. Approve SE MN Emergency Communications expense increase from \$1,000 to \$4,334 (pg. 52)
12. Approve MN DNR Boat and Water Grant in an amount of \$3,124.00 and authorize the Chair and the Sheriff to sign. (pg. 54)

General Agenda

13. April Anniversary Report (pg. 64)
14. East Side Corridor Federal Funding Transfer Request (Informational) (pg. 65)

County Board Work Session – Tuesday, April 8, 2025

15. Action Items

Internal Central Services Committee – April 1, 2025

16. Approve Delegation of Authority to Hire and Appoint Budgeted Positions. (pg. 67)
17. Approve position reclassification from a Highway Tech to Highway Accountant and from a part time .8 to a full-time position. (pg. 69)

Public Works Committee - March 3, 2025

18. Adopt a **Resolution** banning parking on the west side of CSAH 46 (pg. 74)
19. Approve the Dodge County Wind, LCC Road Use and Repair Agreement (pg. 76)

Information Items

20. Internal Central Services Committee Minutes – April 1, 2025 (pg. 109)
21. Property & Maintenance Committee Minutes – April 3, 2025 (pg. 111)

Presentations:

Commissioner Reports:

Next Meeting Notices:

Public Works Committee – **Tuesday, April 8 at 8 a.m., Public Works Facility**

Land Use & Records – **Thursday, April 10 at 8 a.m. in the Boardroom**

Public Safety & Health Committee - **Tuesday, April 15 at 8 a.m. in the Boardroom**

Strategic Budget Session – **Wednesday, April 16 at 4 p.m. in Conference Room 40**

County Board Work Session – **Tuesday, April 22 at 4 p.m. in the Boardroom**

County Board Meeting – **Tuesday, April 22 at 5 p.m. in the Boardroom**

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.

Date: March 24, 2025

To: All Interested Citizens, Organizations, and Government Agencies

Subject: Environmental Review for Wastewater Treatment and/or Collection System Project

Loan Applicant: Medford WWTP

Loan Project Name: Medford Collection System Project

Loan Project Number: 280947

The City of Medford WWTP has applied for a construction loan under the Minnesota Clean Water Revolving Fund. The funding rules require an environmental review to be completed on this project. The information received by the Minnesota Pollution Control Agency (MPCA) indicates that an Environmental Assessment Worksheet (EAW) is not mandatory for this project.

The enclosed/attached Environmental Summary (ES) describes the proposed project and outlines potential environmental issues. Significant environmental impacts from the project are not anticipated.

This project has provided a completed Section 106 review exemption form to the MPCA. No further review is required to meet Section 106 requirements.

We invite written comments from the public at this time. Comments are due by 4:30 p.m. on April 23, 2025 (30 days after letter date).

Comments can be submitted in writing via email to pam.rodewald@state.mn.us or to the mailing address on this document. Please contact me at 507-344-5241 with any other questions or concerns.

We will review and respond to all comments received by the due date.

Pamela B. Rodewald

This document has been electronically signed.

Pamela B. Rodewald, P.E.
Engineer
Municipal Division

PR:mt

ENVIRONMENTAL SUMMARY

I. Project Name: Medford Collection System Project

Project Proposer: City of Medford WWTP
408 2nd Ave SE
Medford, MN 55049-9515

Legal Description: T108N, R20W, Section 008, Medford, Steele County, Minnesota.

The plans and specifications and related information indicate that the project will consist of decommissioning the existing wastewater treatment facility and regionalizing with the City of Owatonna. The project is described in detail in the plans and specifications. The City of Medford is located in North Central Steele County.

II. Alternatives Considered

Other alternatives considered included regionalization with the City of Faribault, construct a new treatment facility in a new location and upgrade the existing facility.

III. Present Wastewater System and Need

The existing facility has reached its design life, is in poor condition and equipment is aging resulting in maintenance issues. Additionally, there is no capacity for community growth at the current facility. Future and current effluent limits associated with growth would not be met with the current facility.

IV. Environmental Impacts of Proposed Projects

The primary impacts of the project are short-term construction related disturbances such as dust and noise. The short-term impacts will be mitigated by the use of standard construction practices. Erosion and sedimentation control measures recommended by the Natural Resources Conservation Service, Minnesota Pollution Control Agency and Department of Natural Resources will be followed.

There will be a new lift station constructed near the location of the existing one at Medford City Park. The new forcemain from this lift station will go under city streets, then follow the right of way along County Road 45. There will be one stream crossing and directional drilling will be used. There will be air release manholes included at high points along the route.

V. Public Participation Program

On February 26, 2024, a public hearing was convened in the Council Chambers of the Medford Community Center. The monetary cost, environmental impacts, effluent requirements, operational considerations and proposed financing of the wastewater treatment facility improvements were discussed.

VI. Map of Project Location



PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

March 25, 2025

STATE OF MINNESOTA }
 } ss
COUNTY OF STEELE }

The Steele County Board of Commissioners met in Regular Session at 5:00 p.m. on March 25, 2025 with Commissioner's Brady, Glynn, Prokopec, Abbe and Krueger present. Also present were Human Resources Director Gina McGuire, Finance Director Candi Lemarr, IT Director Dave Purscell, County Engineer Paul Sponholz, County Assessor Brian Anderson, County Attorney Robert Jarrett, PT&E Jennifer Mueller, MNPrairie Director Tara Reich, County Sheriff Lon Thiele, Public Health Director Amber Aaseth, County Administrator Renae Fry and Executive Assistant Rebecca Kubicek.

Call to order and Pledge of Allegiance.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to approve the agenda with a reduction of \$25.71 in the payment of the bills and to bring forward MNPrairie Resolution "Terminate Minnesota Prairie County Alliance Joint Powers Agreement" from the work session. Ayes all.

Public Comment: Two people spoke regarding the upcoming item - Termination of MNPrairie Joint Powers Agreement

Correspondence: City of Owatonna TIF for District No. 3-18 letter from Northland Public Finance

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

Consent Agenda:

- A. Approve the minutes of March 11, 2025 Board Meeting
- B. Approve the minutes of March 11, 2025 Board Work Session
- C. Approve the minutes of March 13, 2025 Board Special Session
- D. Approve Bills and Journal Entries
- E. Approve Personnel Report

New Hires/Promotions/Demotions/Transfers (Positions previously approved by Board):

<i>Name</i>	<i>Position/Dept.</i>	<i>Rating/Step</i>	<i>Date</i>
Noah Blum	Engineering Tech I/Highway	B23/4	03/25/2025
Courtnee Kopachek	Correctional Officer/DC	B24/2	03/31/2025

- F. Approve Body Art Establishment Temporary License for Seven Tattoo Parlor for March 28th – March 30th at the Four Seasons Centre.

- G. Adopt **Resolution 25-016** approving the Restorative Practices Advisory Committee (RPAC) member appointments.
- H. Approve Public Health to receive an annual allocation of 10% of the Opioid Settlement Funds awarded by the County each year for administration of this funding.
- I. Approve Fitness Room Policy at the Detention Center.
- J. Approve amendments to the 2025 Fee Schedule.
- K. Approve Landfill Certificate letter for Blue Earth and authorize the chair to sign.
- L. Approve Professional Services Contract with Erickson Engineering for the design of the replacement of Clinton Falls Township Bridge 74514 in an amount not to exceed \$27,990 and authorize the County Engineer to sign the contract.

General Agenda:

Motion by Commissioner Krueger, seconded by Commissioner Prokopec to approve the Request for Proposal for the Disbursement of the Steele County Local Homeless Prevention Aid Funds. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to approve the Request for Proposal for the Disbursement of the Steele County Statewide Affordable Housing Aid Funds, approve Scoring Matrix and authorize Staff to Administer the plan contained in the approved RFP. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Prokopec to approve the Amendments to the Steele County Local Housing Trust Fund Ordinance # 40. Ayes all.

Commissioner Krueger offered the following **Resolution with attached recommendations**, seconded by Commissioner Glynn

Terminate Minnesota Prairie County Alliance Joint Powers Agreement

2025-017

WHEREAS, the Steele County Board of Commissioners entered into a joint powers agreement to create Minnesota Prairie County Alliance on May 19, 2014, hereafter referred to as "JPA";

WHEREAS, the JPA created a Joint Powers Board, hereafter referred to as "JPB"; the JPB was delegated the Steele County's powers to administer essential human services programs and services mandated by federal or state law;

WHEREAS, the termination clauses contained in Section 15.2 of the JPA states "[t]his Agreement continues in force until two-thirds of the boards of

commissioners of the Member Counties that have not given a notice to withdraw adopt resolutions to terminate this Agreement.”; and

WHEREAS, the Steele County Board of Commissioners has not given notice to withdraw;

NOW, THEREFORE, BE IT RESOLVED the Steele County Board of Commissioners votes to terminate the Minnesota Prairie County Alliance agreement, with immediate effect.

BE IT FURTHER RESOLVED the Joint Powers Board remains active until December 31, 2026, or until an earlier time, to conduct the winding down of JPB affairs and conduct an orderly transition to County operations.

BE IT FURTHER RESOLVED it is the intention of the Steele County Board of Commissioners to allow the Joint Powers Board as needed authority to conduct essential human services operations until such time operations can be transitioned to the County. Steele County retains exclusive authority and control over required human services.

BE IT FURTHER RESOLVED the Steele County Board of Commissioners directs the County Administrator to take all action necessary to re-establish the Steele County Department of Human Services.

Recommendations:

- Recommend to the Joint Powers Board that they issue a public statement regarding the mutual decision to dissolve MN Prairie County Alliance.
- Recommend to the Joint Powers Board that they establish a wind down transition team, seek proposals from accounting firms to conduct a forensic audit of MN Prairie County Alliance, retain an external consultant to oversee operations, including financial, during the wind down, and take such actions as may be needed to protect the interests of the three counties during the wind down period.
- The County should create its own Department of Human Services
- Direct the County Administrator and County Attorney to oversee the orderly transition of human services to county operations, including, but not limited to, recommending consulting services as may be necessary to structure the new human services department, coordinating with Waseca and Dodge counties' staff on transition matter, and developing a hiring plan so as to retain current MN Prairie staff as may be reasonable and necessary to establish and operate Steele County's new human services department.

Upon the vote being taken, five Commissioners voted in favor thereof, none absent and not voting. A copy of the Resolution is on file in the Administration Office.

Commissioner Abbe offered the following **Resolution**, seconded by Commissioner Krueger

**Regarding Official Agendas, Minutes, and Records
2025-018**

WHEREAS, the Steele County Board of Commissioners must maintain official agendas, minutes, and records according to the Official Records Act. See Minn.Stat. § 15.17.

WHEREAS, Minnesota law allows records to be produced in the form of computerized records. Further, the law does not require data to be kept in any specific format nor publish a summary. *See generally* Minn.Stat. §§ 13.03; 15.17.

WHEREAS, it is more effective and efficient for government operations for all records to be kept in an electronic format for members of the public to access government records via the county webpage.

NOW, THEREFORE, BE IT RESOLVED all official agendas, minutes, board packets, ordinances, and resolutions shall be maintained and published electronically. Minutes and agendas will be available on the county web page at a minimum two years.

BE IT FURTHER RESOLVED this resolution shall apply to this body and all formal committees of this body with an effective date of April 1, 2025.

Upon the vote being taken, five Commissioners voted in favor thereof, none absent and not voting. A copy of the Resolution is on file in the Administration Office.

Commissioner Reports:

Commissioner Glynn reported his attendance at Land Use and Records Committee, History Center and the County / Township meeting.

Commissioner Prokopec reported his attendance at Southeast Emergency Medical Services, Workforce Development Joint Powers Board, Closed Session, Steele / Waseca Drug Court, Public Safety and Health Committee, and SPERO.

Commissioner Abbe had nothing to report.

Commissioner Krueger reported his attendance at a Closed Session, Emergency Communication Board, Public Safety and Health Committee, MNP Finance and Joint Powers Board meeting, SMART Bus, Emergency Communication and Rack, County / Township meeting, and a presentation at SCHA "Let's Smile".

Commissioner Brady reported his attendance at SPERO and Closed Session.

County Attorney had nothing to report.

County Administrator reported that as a result of her participation at the Southeast Minnesota Together meetings, she is in conversation with a professor from Winona State University about having her students intern with Steele County.

LISTING OF BILLS

March 25, 2025

Alternative Business Furniture	23,399.15
APX Construction Group LLC	148,337.32
ArchKey Technologies	22,610.00
Central Farm Services	5,317.92
Counties Providing Technology	4,651.00
Faribo Plumbing & Heating Inc	3,103.50
Granicus LLC	7,350.26
IDWholesaler	5,000.00
Jones Haugh & Smith Inc	9,690.00
League Of Minnesota Cities	2,160.00
Moore Md/KellyannaJ	4,099.58
Office of MN IT Services	3,287.24
OpenGov Inc	32,172.05
Phone Station Inc	13,785.00
Sorenson's Appliance & Tv	2,528.50
STEPP MFG	60,123.50
Stewart Sanitation	2,345.90
Summit Food Services LLC	6,948.94
Thomson Reuters - West	2,707.36
UKG Kronos Systems LLC	3,565.07
WHKS & Co	49,353.85
WSB & Associates Inc	5,500.50
94 Payments less than 2000	<u>36,276.09</u>
Final Total:	454,312.73

Motion by Commissioner Abbe, seconded by Commissioner Krueger to adjourn to the Call of the Chair at 5:30 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
ADMINISTRATOR

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

March 25, 2025

STATE OF MINNESOTA }
 } ss
COUNTY OF STEELE }

The Steele County Board of Commissioners held a Work Session at 4:00 p.m. on March 25, 2025 with Commissioner's Brady, Glynn, Prokopec, Abbe and Krueger present. Also present were Human Resources Director Gina McGuire, Finance Director Candi Lemarr, IT Director Dave Purscell, County Assessor Brian Anderson, County Attorney Robert Jarrett, Public Health Director Amber Aaseth, County Administrator Renae Fry, MNPrairie Director Tara Riech, and Executive Assistant Rebecca Kubicek.

County Attorney Robert Jarrett recapped briefly the fiscal and policy concerns with the Joint Powers Agreement with MNPrairie County Alliance as a multi-county delivery service. The County entered into a Joint Powers Agreement (JPA) to create Minnesota Prairie County Alliance (MNPrairie) in 2014 with Waseca and Dodge Counties. The JPA created the independent agency, MNPrairie, a public entity but separate and distinct from its member counties and ceded all county statutory imposed human services authority to a joint power board (JPB). Each county has equal representation, no matter the cost allocation or population, on the JPB.

Fiscal as well as policy decisions are controlled by 4 of 6 members of the JPB and do not require the agreement of Steele County board members, should the other two counties approve. With Steele County contributing approximately 45% of the cost allocation for MNPrairie, the JPB could enjoin Steele to participate in fiscal and policy decisions contrary to Steele County's interests.

It is recommended the County Board regain its authority over state and federally mandated human services from MNPrairie. Termination of the agreement requires two-thirds of member county boards to adopt a resolution to terminate the JPA/agreement vs withdrawal.

Upon Termination, MNP is dissolved, JPB continues to exist as long as is necessary to wind down and conclude affairs. JPB would put together a plan to keep the functions moving and possibly hire an organization to continue to support the organization.

Rob stressed that withdrawal is not in the county's best interest. If the board wants to move forward with action to dissolve MNPrairie, he recommended adoption of the proposed resolution. He also recommended that:

- ✓ the Joint Powers Board issue a public statement regarding the mutual decision to dissolve MN Prairie County Alliance.

- ✓ the Joint Powers Board establish a wind down transition team, seek proposals from accounting firms to conduct a forensic audit of MN Prairie County Alliance, retain an external consultant to oversee operations, including financial, during the wind down, and take such actions as may be needed to protect the interests of the three counties during the wind down period.
- ✓ The County create the Steele County Department of Human Services.
- ✓ Direct the County Administrator and County Attorney to oversee the orderly transition of human services to county operations, including, but not limited to, recommending consulting services as may be necessary to structure the new human services department, coordinating with Waseca and Dodge counties' staff on transition matter, and developing a hiring plan so as to retain current MNPrairie staff as may be reasonable and necessary to establish and operate Steele County's new human services department.

The Board moved this to their regular board meeting for formal consideration.

Meeting was adjourned at 4:42 p.m.

Chairman

ATTEST: _____
Administrator

Print List in Order By: 2 1 - Fund (Page Break by Fund) Page Break By: 1 1 - Page Break by Fund
2 - Department (Totals by Dept) 2 - Page Break by Dept
3 - Vendor Number
4 - Vendor Name

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Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
301	DEPT		Administration			
	1223	Goodpointe Technology Inc				
8		10-301-000-0000-6301	2,575.00	ICON Pavement Mgmt subscrpt	4608	Equip/Software Maint Y
9		10-301-000-0000-6301	4,000.00	ICON Pavement Mgmt	4609	Equip/Software Maint Y
	1223	Goodpointe Technology Inc	6,575.00	2 Transactions		
	51300	Metro Sales Inc				
13		10-301-000-0000-6301	300.57	Contract base & usage rates	INV2749184	Equip/Software Maint N
	51300	Metro Sales Inc	300.57	1 Transactions		
	52300	Mn Counties Insurance Trust				
14		10-301-000-0000-6350	108.00	Ins-Stepp Box trailer	13606	Property & Liability Insurance N
	52300	Mn Counties Insurance Trust	108.00	1 Transactions		
301	DEPT Total:		6,983.57	Administration	3 Vendors	4 Transactions
303	DEPT		Construction Expense			
	10129	Knudson/Jackson				
11		10-303-000-0000-6330	288.05	MNDOT training & dinners	03/11-03/13	Travel Expenses N
	10129	Knudson/Jackson	288.05	1 Transactions		
303	DEPT Total:		288.05	Construction Expense	1 Vendors	1 Transactions
304	DEPT		Equipment Maintenance & Shops			
	5327	Cemstone Products Co Inc				
1		10-304-000-0000-6512	298.87	Smith sprayer & Vulkem	7701103	Bldg Repair & Maintenance N
2		10-304-000-0000-6512	148.89	5 gal Siloxane sealer	7701105	Bldg Repair & Maintenance N
	5327	Cemstone Products Co Inc	447.76	2 Transactions		
	11215	Central Farm Services				
3		10-304-000-0000-6521	9,610.40	4001 gallons of dyed diesel	2983851	Supplies-Diesel Fuel N
4		10-304-000-0000-6540	9,744.00	4000 gallons of unleaded fuel	2984405	Fuel & Lubricants N
	11215	Central Farm Services	19,354.40	2 Transactions		
	16480	Crysteel Truck Equipment Inc				
5		10-304-000-0000-6520	1,251.94	Cylinder	LP223420	Machinery/Vehicle Parts N
	16480	Crysteel Truck Equipment Inc	1,251.94	1 Transactions		

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
6	17215 Dagry Tooling Inc		Chipper blade sharpen	F121584	Machinery/Vehicle Parts	N
	10-304-000-0000-6520	218.00				
	17215 Dagry Tooling Inc	218.00	1 Transactions			
7	4329 Express Pressure Washers Inc		Switch, coupler, crimp & hose	I-134956	Machinery/Vehicle Parts	N
	10-304-000-0000-6520	155.02				
	4329 Express Pressure Washers Inc	155.02	1 Transactions			
12	49625 Matejcek Implement Co		Tube,clamp,bolt,washer	IB40485A	Machinery/Vehicle Parts	N
	10-304-000-0000-6520	84.82				
	49625 Matejcek Implement Co	84.82	1 Transactions			
15	56125 NAPA Auto Parts		NAPA Gold Filter	046574	Machinery/Vehicle Parts	N
	10-304-000-0000-6520	8.88				
16	10-304-000-0000-6520	8.88	NAPA Gold Filter	046574	Machinery/Vehicle Parts	N
	56125 NAPA Auto Parts	17.76	2 Transactions			
17	4097 Nuss Truck & Equipment		Wiper blades	PSO1905731	Machinery/Vehicle Parts	N
	10-304-000-0000-6520	209.77				
18	10-304-000-0000-6520	69.93	Wiper blades	PSO1905731	Machinery/Vehicle Parts	N
	4097 Nuss Truck & Equipment	279.70	2 Transactions			
19	8253 Owatonna Filters		Pleated filters for PW Bldg	5639	Bldg Repair & Maintenance	Y
	10-304-000-0000-6512	710.76				
	8253 Owatonna Filters	710.76	1 Transactions			
21	4283 Southern Mn Inspection		Annual hoist inspection	24968	Bldg Repair & Maintenance	Y
	10-304-000-0000-6512	1,127.30				
	4283 Southern Mn Inspection	1,127.30	1 Transactions			
22	9923 Steve James Excavating Inc		Forklift propane fill	16986	Machinery/Vehicle Parts	N
	10-304-000-0000-6520	27.24				
	9923 Steve James Excavating Inc	27.24	1 Transactions			
23	7787 Tri-State Bobcat		Coupler	P34486	Machinery/Vehicle Parts	N
	10-304-000-0000-6520	75.08				
	7787 Tri-State Bobcat	75.08	1 Transactions			
	9376 Trueman Welters Inc					

SBENDORF

4/2/25 9:16AM

10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 4

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
24	10-304-000-0000-6520	1,155.31	Bushing,pin, nuts,plugs & tens	IE53466	Machinery/Vehicle Parts	N
9376	Trueman Walters Inc	1,155.31	1 Transactions			
3897	Venture Hydraulics Inc					
25	10-304-000-0000-6520	18.44	Tube end reducer	41634	Machinery/Vehicle Parts	N
3897	Venture Hydraulics Inc	18.44	1 Transactions			
99500	Ziegler,Inc					
26	10-304-000-0000-6520	133.35	Coupler	N001845441	Machinery/Vehicle Parts	N
27	10-304-000-0000-6520	1,921.11	Coupler kit	N001848521	Machinery/Vehicle Parts	N
99500	Ziegler,Inc	2,054.46	2 Transactions			
304	DEPT Total:	26,977.99	Equipment Maintenance & Shops	15 Vendors	20 Transactions	
310	DEPT		Capital Construction			
3832	I & S Group Inc					
10	10-310-000-0000-6262	2,760.00	Prof services 074-649-001	115545	Sales Tax Consultants	Y
3832	I & S Group Inc	2,760.00	1 Transactions			
77570	Short Elliott Hendrickson Inc					
20	10-310-000-0000-6262	648.34	Prof services 074-596-003	484732	Sales Tax Consultants	N
77570	Short Elliott Hendrickson Inc	648.34	1 Transactions			
310	DEPT Total:	3,408.34	Capital Construction	2 Vendors	2 Transactions	
10	Fund Total:	37,657.95	Road & Bridge Fund		27 Transactions	
	Final Total:	37,657.95	21 Vendors	27 Transactions		



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	10	37,657.95	Road & Bridge Fund	
	All Funds	37,657.95	Total	Approved by, ...
				
				

SBENDORF
4/3/25 10:25AM

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Print List in Order By:	2	1 - Fund (Page Break by Fund)	Page Break By:	1	1 - Page Break by Fund
		2 - Department (Totals by Dept)			2 - Page Break by Dept
		3 - Vendor Number			
		4 - Vendor Name			

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Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
3	DEPT			County Wide			
	72834 SE MN Emergency Medical Services						
92	01-003-000-0000-6808		5,000.00	Appropriation-Subsidy 2025	13438	Agency Appropriations	N
	72834 SE MN Emergency Medical Services		5,000.00	1 Transactions			
3	DEPT Total:		5,000.00	County Wide	1 Vendors	1 Transactions	
5	DEPT			Board Of Commissioners			
	6032 APG Media of Southern Minnesota LLC						
80	01-005-000-0000-6242		9.45	Synopsis - 02/25/2025	1040763	Publishing	N
	6032 APG Media of Southern Minnesota LLC		9.45	1 Transactions			
	8238 Krueger/Gregory D						
159	01-005-000-0000-6330		508.46	Lodging & meals - AMC conf	4/02/2025	Travel Expenses	N
158	01-005-000-0000-6331		144.90	Mileage - 1/1 - 3/31/25	4/02/2025	Mileage Reimbursement	N
	8238 Krueger/Gregory D		653.36	2 Transactions			
5	DEPT Total:		662.81	Board Of Commissioners	2 Vendors	3 Transactions	
11	DEPT			District Court Admin.			
	10056 CTI						
154	01-011-000-0000-6600	1	16,243.44	Equipment for Courthouse B	PINV021049	Capital Outlay	N
155	01-011-000-0000-6600	1	12,427.97	Implementation services	PINV021049	Capital Outlay	N
	10056 CTI		28,671.41	2 Transactions			
11	DEPT Total:		28,671.41	District Court Admin.	1 Vendors	2 Transactions	
31	DEPT			County Administrator			
	9987 Fry/Renae						
86	01-031-000-0000-6331		22.40	Mileage - Dodge Co meeting	03/18/2025	Mileage Reimbursement	N
	9987 Fry/Renae		22.40	1 Transactions			
31	DEPT Total:		22.40	County Administrator	1 Vendors	1 Transactions	
32	DEPT			Human Resources			
	3693 Loffler Companies Inc						
23	01-032-000-0000-6410		54.75	HR printers	4974112	Office Supplies	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
3693	Loffler Companies Inc		54.75	1 Transactions		
32	DEPT Total:		54.75	Human Resources	1 Vendors	1 Transactions
41	DEPT			Auditor		
6032	APG Media of Southern Minnesota LLC					
85	01-041-000-0000-6242		9.80	Delinquent tax - pg 5	1040306	Publishing N
81	01-041-000-0000-6242		26.25	Delinquent tax - pg 1	1040599	Publishing N
82	01-041-000-0000-6242		26.25	Delinquent tax - pg 2	1040600	Publishing N
83	01-041-000-0000-6242		26.25	Delinquent tax - pg 3	1040601	Publishing N
84	01-041-000-0000-6242		26.25	Delinquent tax - pg 4	1040602	Publishing N
6032	APG Media of Southern Minnesota LLC		114.80	5 Transactions		
3693	Loffler Companies Inc					
18	01-041-000-0000-6410		13.96	PT&E printers	4974112	Office Supplies N
3693	Loffler Companies Inc		13.96	1 Transactions		
41	DEPT Total:		128.76	Auditor	2 Vendors	6 Transactions
44	DEPT			Financial Administrator		
3693	Loffler Companies Inc					
26	01-044-000-0000-6410		18.78	Finance printers	4974112	Office Supplies N
3693	Loffler Companies Inc		18.78	1 Transactions		
44	DEPT Total:		18.78	Financial Administrator	1 Vendors	1 Transactions
61	DEPT			Information Technology		
3693	Loffler Companies Inc					
24	01-061-000-0000-6410		14.81	IT printers	4974112	Office Supplies N
3693	Loffler Companies Inc		14.81	1 Transactions		
61	DEPT Total:		14.81	Information Technology	1 Vendors	1 Transactions
62	DEPT			Central Services		
9983	CallTower					
97	01-062-000-0000-6210		206.15	Monthly phone charges	202471617	Telephone N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
9983	CallTower		206.15	1 Transactions		
16282	Crosstown Cartage Inc					
152	01-062-000-0000-6801		324.00	Contracted mail services	3/28/2025	General Expense N
153	01-062-000-0000-6802		145.00	Additional mail services	3/28/2025	Internal Chargeback N
16282	Crosstown Cartage Inc		469.00	2 Transactions		
5655	High Point Networks					
88	01-062-000-0000-6301		2,880.00	CJDN firewall renewal	268553	Equip/Software Maint Y
156	01-062-000-0000-6301		502.39	Comm Ctr firewall renewal	268811	Equip/Software Maint Y
5655	High Point Networks		3,382.39	2 Transactions		
4419	Matrix Communications Inc					
31	01-062-000-0000-6801		75.00	Phone programming changes	M009232	General Expense N
4419	Matrix Communications Inc		75.00	1 Transactions		
18450	Office of MN IT Services					
39	01-062-000-0000-6301		4,860.00	Crowdstrike Q2 & Q3	24090570	Equip/Software Maint N
40	01-062-000-0000-6301		548.91	Threat & Vulner mgmt - Oct	24100542	Equip/Software Maint N
41	01-062-000-0000-6301		548.91	Threat & Vulner mgmt - Nov	24110529	Equip/Software Maint N
42	01-062-000-0000-6301		8,081.57	Threat mgmt-Dec & CS Q4	24120572	Equip/Software Maint N
43	01-062-000-0000-6301		548.91	Threat & Vulner mgmt - Jan	25010544	Equip/Software Maint N
44	01-062-000-0000-6301		548.91	Threat & Vulner mgmt - Feb	25020533	Equip/Software Maint N
18450	Office of MN IT Services		15,137.21	6 Transactions		
7887	Streamline Communications LLC					
74	01-062-000-0000-6600		4,449.00	Projector screen - Comm Ctr	1733	Capital Outlay Y
7887	Streamline Communications LLC		4,449.00	1 Transactions		
62	DEPT Total:		23,718.75	Central Services	6 Vendors	13 Transactions
91	DEPT			County Attorney		
9165	Jarrett/Robert J					
16	01-091-000-0000-6261		39.30	Mileage 2/18 - 3/13/25	April 2025	Conference & Training N
9165	Jarrett/Robert J		39.30	1 Transactions		
91	DEPT Total:		39.30	County Attorney	1 Vendors	1 Transactions

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	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
101	DEPT		County Recorder			
	22567 ESRI Inc					
3	01-101-000-9306-6600		40,900.00	ESRI enterprise licensing	94894289	Capital Outlay - Compliance Fund N
	22567 ESRI Inc		40,900.00	1 Transactions		
	37025 Innovative Office Solutions LLC					
63	01-101-000-0000-6410		296.88	Copy paper - 6 boxes	4799406	Office Supplies Y
64	01-101-000-0000-6410		9.70	Pencil & clip holder	4799998	Office Supplies Y
	37025 Innovative Office Solutions LLC		306.58	2 Transactions		
	3693 Loffler Companies Inc					
25	01-101-000-0000-6401		108.80	Recorder printers	4974112	Copies N
	3693 Loffler Companies Inc		108.80	1 Transactions		
	69675 Pro-West & Associates Inc					
54	01-101-000-9306-6600		4,603.50	GIS hub maint agreement	1497-B	Capital Outlay - Compliance Fund N
	69675 Pro-West & Associates Inc		4,603.50	1 Transactions		
101	DEPT Total:		45,918.88	County Recorder	4 Vendors	5 Transactions
102	DEPT			Surveyor		
	39600 Jones Haugh & Smith Inc					
17	01-102-000-0000-6801		3,222.50	Surveyor work - February	46456	General Expense N
	39600 Jones Haugh & Smith Inc		3,222.50	1 Transactions		
102	DEPT Total:		3,222.50	Surveyor	1 Vendors	1 Transactions
103	DEPT			Assessor		
	6032 APG Media of Southern Minnesota LLC					
150	01-103-000-0000-6242		4.20	Notice-App & Equal meeting	1041466	Publishing N
	6032 APG Media of Southern Minnesota LLC		4.20	1 Transactions		
	9257 MN Secretary of State - Notary					
33	01-103-000-0000-6501		120.00	Notary application - LStandke	April 2025	Publications/Manuals N
	9257 MN Secretary of State - Notary		120.00	1 Transactions		
103	DEPT Total:		124.20	Assessor	2 Vendors	2 Transactions

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	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
104	DEPT			GIS			
	83475 Steele County Free Fair						
161	01-104-000-0000-6261		100.00	Enviro Show vendor fee	2	Conference & Training	N
	83475 Steele County Free Fair		100.00	1 Transactions			
104	DEPT Total:		100.00	GIS	1 Vendors	1 Transactions	
105	DEPT			Planning & Zoning			
	6032 APG Media of Southern Minnesota LLC						
181	01-105-000-0000-6242		1.75	Public Notice-April BOA mtg	1041467	Publishing	N
	6032 APG Media of Southern Minnesota LLC		1.75	1 Transactions			
	13000 City Of Blooming Prairie						
182	01-105-000-0000-6805		184.06	Bldg permit reimb - March	April 2025	Bl Pr Reimb-Bldg Permit	N
	13000 City Of Blooming Prairie		184.06	1 Transactions			
	13025 City Of Ellendale						
183	01-105-000-0000-6837		575.57	Bldg permit reimb - Q1	April 2025	Ellendale Reimb-Bldg Permit	N
	13025 City Of Ellendale		575.57	1 Transactions			
	669 City Of Medford						
184	01-105-000-0000-6806		218.37	Bldg permit reimb - Q1	April 2025	Medford Reimb-Bldg Permit	N
	669 City Of Medford		218.37	1 Transactions			
	51300 Metro Sales Inc						
32	01-105-000-0000-6410		256.88	Copier contract	INV2733313	Office Supplies	N
	51300 Metro Sales Inc		256.88	1 Transactions			
105	DEPT Total:		1,236.63	Planning & Zoning	5 Vendors	5 Transactions	
111	DEPT			Buildings & Grounds			
	6980 Block Plumbing & Heating Inc						
2	01-111-040-0000-6300		146.80	Spuds & rubber washers	70662	Bldg Repairs & Maintenance	N
	6980 Block Plumbing & Heating Inc		146.80	1 Transactions			
	9537 Brooks/Jocelyn						
60	01-111-000-0000-6331		28.42	40.6 miles x .70	1/2 - 3/19/25	Mileage Reimbursement	N
59	01-111-000-0000-6331	1	16.21	24.2 miles x .67	12/12 - 12/31/24	Mileage Reimbursement	N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
9537 Brooks/Jocelyn		44.63	2 Transactions		
8288 Four Seasons Electric					
186 01-111-044-0000-6300		105.00	Repair sludge pump	14663	Bldg Repairs & Maintenance N
187 01-111-040-0000-6300		721.32	Emergency lighting battery	14679	Bldg Repairs & Maintenance N
8288 Four Seasons Electric		826.32	2 Transactions		
8521 From the Ground Up LLC					
7 01-111-040-0000-6380		990.00	Ice control, snow removal x2	37308	Grounds Maintenance Y
8 01-111-041-0000-6380		465.00	Ice control, snow removal x2	37311	Grounds Maintenance Y
9 01-111-043-0000-6380		245.00	Ice control, snow removal x2	37314	Grounds Maintenance Y
11 01-111-042-0000-6380		585.00	Ice control, snow removal x2	37326	Grounds Maintenance Y
5 01-111-044-0000-6380		1,720.00	Ice control, snow removal x4	37332	Grounds Maintenance Y
10 01-111-047-0000-6380		405.00	Ice control, snow removal x2	37350	Grounds Maintenance-Gymnastics Y
8521 From the Ground Up LLC		4,410.00	6 Transactions		
33550 Hillyard -Hutchinson					
14 01-111-044-0000-6560		724.45	Vacuum, wipes, dispenser	605766370	Janitorial Supplies N
15 01-111-044-0000-6560		113.97	Brush roller for vacuum - DC	605767706	Janitorial Supplies N
13 01-111-044-0000-6560		40.00	Wipe dispenser - DC	605771782	Janitorial Supplies N
33550 Hillyard -Hutchinson		878.42	3 Transactions		
3693 Loffler Companies Inc					
19 01-111-000-0000-6410		5.78	Bldg & Grounds printer	4974112	Office Supplies N
3693 Loffler Companies Inc		5.78	1 Transactions		
7906 Mark's					
190 01-111-044-0000-6300		148.63	Sloan regal closet diaph	2208559	Bldg Repairs & Maintenance Y
30 01-111-044-0000-6300		226.86	Sloan toilet parts	INV002205956	Bldg Repairs & Maintenance Y
7906 Mark's		375.49	2 Transactions		
9683 Northland Pest Control					
35 01-111-043-0000-6300		75.00	Pest control - Atty	15659	Bldg Repairs & Maintenance Y
36 01-111-042-0000-6300		105.00	Pest control - CH	15660	Bldg Repairs & Maintenance Y
37 01-111-041-0000-6300		85.00	Pest control - Annex	15663	Bldg Repairs & Maintenance Y
38 01-111-040-0000-6300		65.00	Pest control - Admin	15664	Bldg Repairs & Maintenance Y
9683 Northland Pest Control		330.00	4 Transactions		
8253 Owatonna Filters					

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
51	01-111-042-0000-6300		Filters - CH	5596	Bldg Repairs & Maintenance	Y
8253	Owatonna Filters		1 Transactions			
62900	Owatonna Heating & Cooling Inc.					
52	01-111-049-0000-6300	88.00	Pressure switch - Alex bldg	9566	Bldg Repairs & Maintenance	N
62900	Owatonna Heating & Cooling Inc.	88.00	1 Transactions			
111	DEPT Total:	7,265.76	Buildings & Grounds	10 Vendors	23 Transactions	
121	DEPT		Veteran Service			
2072	Gilormini/Rene					
100	01-121-751-0000-6820	61.18	Mileage - ASC & CVSO meetings	01/17/2025 ASC	Grant Expense	N
99	01-121-751-0000-6820	1,400.00	Vet grocery cards-HyVee	063273	Grant Expense	N
98	01-121-751-0000-6820	500.00	Vet fuel cards-Kwik Trip	11361801	Grant Expense	N
2072	Gilormini/Rene	1,961.18	3 Transactions			
3693	Loffler Companies Inc					
27	01-121-000-0000-6410	184.70	Veterans printers	4974112	Office Supplies	N
3693	Loffler Companies Inc	184.70	1 Transactions			
121	DEPT Total:	2,145.88	Veteran Service	2 Vendors	4 Transactions	
201	DEPT		Sheriff			
3275	Anhorns Gas And Tire					
1	01-201-000-0000-6320	170.52	Tire & balance - 7413	45689	Vehicle Maintenance	Y
3275	Anhorns Gas And Tire	170.52	1 Transactions			
832	Applied Concepts Inc					
58	01-201-000-0000-6211	1,920.00	16 cables for radios	454346	Radio-Computers-Cameras	N
832	Applied Concepts Inc	1,920.00	1 Transactions			
37025	Innovative Office Solutions LLC					
66	01-201-000-0000-6293	623.87	Copy paper - 13 boxes	4786676	Gun Permit Expenses	Y
65	01-201-000-0000-6410	95.98	Copy paper - 2 boxes	4786676	Office Supplies	Y
37025	Innovative Office Solutions LLC	719.85	2 Transactions			
3693	Loffler Companies Inc					
29	01-201-000-0000-6381	120.42	Sheriff's office printers	4974112	Cpu Usage & Network Support	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
3693	Loffler Companies Inc		120.42	1 Transactions		
68	8646 MN Sheriff's Association					
	01-201-000-0000-6261	90.00	Basic gun law class-STaylor	2612	Conference & Training	N
	8646 MN Sheriff's Association	90.00	1 Transactions			
69	10156 MNCPA					
	01-201-000-0000-6241	75.00	2025 membership fee	03272025	Membership Dues	N
	10156 MNCPA	75.00	1 Transactions			
45	18450 Office of MN IT Services					
	01-201-000-0000-6210	516.32	Sheriff telecom - February	W25020593	Telephone	N
48	01-201-000-0000-6210	196.70-	FY24 rebate	W25020593	Telephone	N
	18450 Office of MN IT Services	319.62	2 Transactions			
49	9922 Owatonna Ace Hardware					
	01-201-000-0000-6801	7.98	2 keys for taser	2609/5	Misc Expense	N
50	01-201-000-0000-6801	16.99	Nozzle for garage hose	2610/5	Misc Expense	N
	9922 Owatonna Ace Hardware	24.97	2 Transactions			
53	9332 PITNEY BOWES INC					
	01-201-000-0000-6293	182.58	2 red ink cartridges	1027127933	Gun Permit Expenses	N
	9332 PITNEY BOWES INC	182.58	1 Transactions			
55	83255 Rice-Steele 911 Center					
	01-201-000-0000-6304	155.00	VPN IP	2025-JT-17	Contracts	N
	83255 Rice-Steele 911 Center	155.00	1 Transactions			
56	8967 Steele Waseca Cooperative Electric					
	01-201-000-0000-6345	140.81	Somerset utilities - February	76720	Somerset Tower	N
	8967 Steele Waseca Cooperative Electric	140.81	1 Transactions			
94	10041 Stenzel/David Allen					
	01-201-000-0000-5521	3,431.63	Wage levy - DFleming	24-CV24576	Levy Income	N
	10041 Stenzel/David Allen	3,431.63	1 Transactions			
169	9259 T-MOBILE					
	01-201-000-0000-6410	31.15	SCSO 507-990-1929	982187246	Office Supplies	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
9259	T-MOBILE		31.15	1 Transactions		
201	DEPT Total:		7,381.55	Sheriff	13 Vendors	16 Transactions
208	DEPT			Coroner		
8048	Edwardsen/Danette Marie					
185	01-208-000-0000-6801		975.00	Death investigations - 4	3/7 - 3/29/2025	General Expense 6
8048	Edwardsen/Danette Marie		975.00	1 Transactions		
9860	Klapperich/Julie					
189	01-208-000-0000-6801		450.00	Death investigations - 11	March 2025	General Expense 6
9860	Klapperich/Julie		450.00	1 Transactions		
208	DEPT Total:		1,425.00	Coroner	2 Vendors	2 Transactions
251	DEPT			Jail		
4346	Advanced Correctional Healthcare Inc					
148	01-251-000-0000-6269		1,918.38	Onsite mental health services	RINV005364	Site Mental Health Services 6
147	01-251-000-0000-6270		17,388.21	Onsite medical services	RINV005364	Medical Services 6
149	01-251-000-0000-6270		370.00	Pool management fees	RINV005364	Medical Services 6
4346	Advanced Correctional Healthcare Inc		19,676.59	3 Transactions		
10159	Life Fitness LLC					
67	01-251-000-0000-6600		44,985.12	Fitness equipment - DC	7946937	Capital Outlay N
10159	Life Fitness LLC		44,985.12	1 Transactions		
3693	Loffler Companies Inc					
21	01-251-000-0000-6410		283.53	Detention Center printers	4974112	Office Supplies N
3693	Loffler Companies Inc		283.53	1 Transactions		
18450	Office of MN IT Services					
47	01-251-000-0000-6410		91.07	Jail telecom - February	W25020593	Office Supplies N
18450	Office of MN IT Services		91.07	1 Transactions		
4879	Shred Right					
160	01-251-000-0000-6304		42.53	Document shredding	45183	Contract Serv./Bldg Maint Y
4879	Shred Right		42.53	1 Transactions		

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
85167	Stewart Sanitation					
163	01-251-000-0000-6254		262.86	Waste pick up - April	912199	Garbage Disposal
85167	Stewart Sanitation		262.86	1 Transactions		
8247	Summit Food Services LLC					
164	01-251-000-0000-6441		3,460.80	Inmate meals 3/8 - 3/14/2025	INV2000237533	Prisoner Meals
165	01-251-000-0000-6441		3,480.57	Inmate meals 3/15 - 3/21/2025	INV2000238112	Prisoner Meals
166	01-251-000-0000-6441		3,480.57	Inmate meals 3/22 - 3/28/2025	INV2000238682	Prisoner Meals
8247	Summit Food Services LLC		10,421.94	3 Transactions		
10161	Waseca Family Dentistry					
170	01-251-000-0000-6432		343.00	Tooth extraction - Bauer	1680738037	Medical Payments
10161	Waseca Family Dentistry		343.00	1 Transactions		
251	DEPT Total:		76,106.64	Jail	8 Vendors	12 Transactions
252	DEPT			Community Corrections		
8263	CRK Properties LLC					
151	01-252-000-0000-6341		824.03	Utilities	1370	Office Rent
8263	CRK Properties LLC		824.03	1 Transactions		
37025	Innovative Office Solutions LLC					
106	01-252-000-0000-6410		8.37	Post-its & notepads	4794873	Office Supplies
157	01-252-000-0000-6410		14.16	Legal pads	4800978	Office Supplies
37025	Innovative Office Solutions LLC		22.53	2 Transactions		
6821	KEYSTONE INTERPRETING SOLUTIONS IN					
107	01-252-000-0000-6284		200.00	Translator services	M11-00016	Interpreter Services
6821	KEYSTONE INTERPRETING SOLUTIONS IN		200.00	1 Transactions		
3693	Loffler Companies Inc					
20	01-252-000-0000-6381		15.00	Comm Corr printers	4974112	Cpu Usage
3693	Loffler Companies Inc		15.00	1 Transactions		
252	DEPT Total:		1,061.56	Community Corrections	4 Vendors	5 Transactions
253	DEPT			Law Enforcement Center		
18450	Office of MN IT Services					

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
46	01-253-000-0000-6211		LEC telecom - February	W25020593	Radio And Telephone	N
18450	Office of MN IT Services		1 Transactions			
4879	Shred Right					
70	01-253-000-0000-6254		Paper shredding	0032674	Garbage Disposal	Y
72	01-253-000-0000-6254		Paper shredding	0040245	Garbage Disposal	Y
73	01-253-000-0000-6254		Paper shredding	0042231	Garbage Disposal	Y
71	01-253-000-0000-6254		Paper shredding	036639	Garbage Disposal	Y
4879	Shred Right		4 Transactions			
253	DEPT Total:		291.15	Law Enforcement Center	2 Vendors	5 Transactions
281	DEPT		Emergency Management			
9259	T-MOBILE					
168	01-281-000-0000-6210		EM 651-417-5346 internet	982187246	Telephone	N
9259	T-MOBILE		1 Transactions			
281	DEPT Total:		31.15	Emergency Management	1 Vendors	1 Transactions
391	DEPT		Environmental Services			
83475	Steele County Free Fair					
162	01-391-000-0000-6550		Enviro Show vendor fee	3/21/2025	Household Hazardous Waste	N
83475	Steele County Free Fair		1 Transactions			
8967	Steele Waseca Cooperative Electric					
93	01-391-000-0000-6550		Hazardous waste electric	22772	Household Hazardous Waste	N
8967	Steele Waseca Cooperative Electric		1 Transactions			
87305	Thompson Sanitation					
191	01-391-000-0000-6548		Recycling contract - March	84556	Recycling	N
87305	Thompson Sanitation		1 Transactions			
391	DEPT Total:		75,895.38	Environmental Services	3 Vendors	3 Transactions
481	DEPT		Public Health Nursing			
1650	American Lung Association					
140	01-481-461-6066-6383		Vaping contract - Jan & Feb	10	Contract Services	N

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Steele County

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
1650	American Lung Association		3,005.74	1 Transactions		
10084	Cardinal Health 110 LLC					
142	01-481-464-6061-6480		340.08-	Customer rebate	7412362398	Non-Capitalized Inventory Y
141	01-481-464-6061-6480		4,276.86	40 doses Covid	7413701795	Non-Capitalized Inventory Y
10084	Cardinal Health 110 LLC		3,936.78	2 Transactions		
9392	Gentz/Kiara					
87	01-481-461-6066-6464		20.00	Tobacco grant student payment	March 2025 lost ck	General Supplies & Outreach N
9392	Gentz/Kiara		20.00	1 Transactions		
37025	Innovative Office Solutions LLC					
143	01-481-000-0000-6410		48.66	Correction tape, folders	4796904	Office Supplies Y
144	01-481-460-6012-6410		6.49	Pocket folders	4799096	Office Supplies Y
37025	Innovative Office Solutions LLC		55.15	2 Transactions		
3693	Loffler Companies Inc					
28	01-481-000-0000-6322		185.20	Public Health printers	4974112	Service Agreements N
3693	Loffler Companies Inc		185.20	1 Transactions		
4879	Shred Right					
145	01-481-000-0000-6322		42.53	Shredding service	44803	Service Agreements Y
4879	Shred Right		42.53	1 Transactions		
9259	T-MOBILE					
167	01-481-461-6066-6210		33.16	PHN 507-649-8013 internet	982187246	Telephone N
9259	T-MOBILE		33.16	1 Transactions		
90165	UC Lab					
146	01-481-463-6049-6322		53.55	Well water testing	123256	Well Water Service Agreements N
90165	UC Lab		53.55	1 Transactions		
481	DEPT Total:		7,332.11	Public Health Nursing	8 Vendors	10 Transactions
502	DEPT			Steele Co Community Ctr		
8288	Four Seasons Electric					
188	01-502-000-0000-6300		512.22	Install power & switch	14662	Bldg Repairs & Maintenance N
8288	Four Seasons Electric		512.22	1 Transactions		

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
6	8521 From the Ground Up LLC					
	01-502-000-0000-6380	285.00	Ice control, snow removal x2	37323	Grounds Maintenance	Y
	8521 From the Ground Up LLC	285.00	1 Transactions			
34	9683 Northland Pest Control					
	01-502-000-0000-6300	65.00	Pest control - Comm Ctr	15358	Bldg Repairs & Maintenance	Y
	9683 Northland Pest Control	65.00	1 Transactions			
502	DEPT Total:	862.22	Steele Co Community Ctr	3 Vendors	3 Transactions	
550	DEPT		Four Seasons			
57	150 Alexander Lumber Company					
	01-550-000-0000-6410	81.09	Lumber for shelving	225738/1	Operating Supplies - Contracts	N
	150 Alexander Lumber Company	81.09	1 Transactions			
95	6980 Block Plumbing & Heating Inc					
	01-550-000-0000-6410	1,990.00	Repair locker room showers	70654	Operating Supplies - Contracts	N
96	01-550-000-0000-6410	362.80	Snake out all urinals	70655	Operating Supplies - Contracts	N
	6980 Block Plumbing & Heating Inc	2,352.80	2 Transactions			
61	25565 First Supply LLC-Owatonna					
	01-550-000-0000-6410	16.42	Urinal cleaner	14578603-00	Operating Supplies - Contracts	N
	25565 First Supply LLC-Owatonna	16.42	1 Transactions			
101	33550 Hillyard -Hutchinson					
	01-550-000-0000-6410	1,415.40	Roll towels, toilet paper	605771780	Operating Supplies - Contracts	N
102	01-550-000-0000-6410	120.88	Trash liners	605778935	Operating Supplies - Contracts	N
105	01-550-000-0000-6410	112.70	Annual service for vacuum 2	700641423	Operating Supplies - Contracts	N
104	01-550-000-0000-6410	113.70	Annual service for vacuum 1	700641424	Operating Supplies - Contracts	N
103	01-550-000-0000-6410	258.00	Annual service for scrubber	700641425	Operating Supplies - Contracts	N
62	01-550-000-0000-6410	151.10	Drain hose for scrubber	700643402	Operating Supplies - Contracts	N
	33550 Hillyard -Hutchinson	2,171.78	6 Transactions			
22	3693 Loffler Companies Inc					
	01-550-000-0000-6410	167.31	Four Seasons printers	4974112	Operating Supplies - Contracts	N
	3693 Loffler Companies Inc	167.31	1 Transactions			
108	7860 Metropolitan Mechanical Contractors Inc					
	01-550-000-0000-6410	1,790.00	New motor for dehumidifier	10018214	Operating Supplies - Contracts	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
7860	Metropolitan Mechanical Contractors Inc		1 Transactions			
56125	NAPA Auto Parts					
109	01-550-000-0000-6410	39.98	Exhaust fan belts	046532	Operating Supplies - Contracts	N
56125	NAPA Auto Parts	39.98	1 Transactions			
9922	Owatonna Ace Hardware					
110	01-550-000-0000-6410	15.98	Spray paint	2579/5	Operating Supplies - Contracts	N
91	01-550-000-0000-6410	17.99	Batteries	2603/5	Operating Supplies - Contracts	N
9922	Owatonna Ace Hardware	33.97	2 Transactions			
71075	R & R Specialties Of Wisconsin Inc					
111	01-550-000-0000-6314	125.00	Blade sharpening	0084977	Zamboni Repairs	N
71075	R & R Specialties Of Wisconsin Inc	125.00	1 Transactions			
74005	Sherwin-Williams Company					
112	01-550-000-0000-6410	153.24	Wall paint	1716-0	Operating Supplies - Contracts	N
74005	Sherwin-Williams Company	153.24	1 Transactions			
99250	Zep Sales & Service					
79	01-550-000-0000-6410	177.45	Glass cleaner	9010948222	Operating Supplies - Contracts	N
99250	Zep Sales & Service	177.45	1 Transactions			
550	DEPT Total:	7,109.04	Four Seasons	11 Vendors	18 Transactions	
601	DEPT		County Ag Society			
8521	From the Ground Up LLC					
4	01-601-000-0000-6386	1,845.00	Ice control, snow removal x2	37307	Parking Lot Maintenance	Y
12	01-601-000-0000-6386	1,455.00	Ice control, snow removal x2	37368	Parking Lot Maintenance	Y
8521	From the Ground Up LLC	3,300.00	2 Transactions			
601	DEPT Total:	3,300.00	County Ag Society	1 Vendors	2 Transactions	
602	DEPT		Co-Op Extension			
51300	Metro Sales Inc					
89	01-602-000-0000-6321	55.00	Base rate 3/21 - 6/20/25	2742510	Maintenance Agreements	N
90	01-602-000-0000-6410	484.78	Usage for 12/21/24 - 3/20/25	2742510	Office Supplies	N

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Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
51300	Metro Sales Inc		539.78	2 Transactions				
72120	Univ Of Mn Regents							
78	01-602-000-0000-6410		300.00	2025 Fair Entry subscription	0300036411	Office Supplies		N
75	01-602-000-0000-6306		50,000.00	Ignaszewski/Erf-Q1 2025	030036519	Contracted Services		N
76	01-602-000-0000-6306		12,500.00	Lemon-Q1 2025	030036519	Contracted Services		N
77	01-602-000-0000-6306		7,437.50	Rugg-Q1 2025	030036519	Contracted Services		N
72120	Univ Of Mn Regents		70,237.50	4 Transactions				
602	DEPT Total:		70,777.28	Co-Op Extension	2 Vendors	6 Transactions		
1	Fund Total:		369,918.70	General Revenue Fund		154 Transactions		

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Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
301	DEPT			Administration				
	3693 Loffler Companies Inc							
113	10-301-000-0000-6410		32.24	Public Works printers	4974112	Office Supplies		N
	3693 Loffler Companies Inc		32.24	1 Transactions				
301	DEPT Total:		32.24	Administration	1 Vendors	1 Transactions		
10	Fund Total:		32.24	Road & Bridge Fund		1 Transactions		

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
631	DEPT		Judicial Ditch 1			
	73300 Rinke-Noonan Attorney at Law					
114	21-631-000-0000-6273	6.46	Ditch atty monthly retainer	389566	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.46	1 Transactions			
631	DEPT Total:	6.46	Judicial Ditch 1	1 Vendors	1 Transactions	
633	DEPT		Judicial Ditch 10			
	73300 Rinke-Noonan Attorney at Law					
114	21-633-000-0000-6273	6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.45	1 Transactions			
633	DEPT Total:	6.45	Judicial Ditch 10	1 Vendors	1 Transactions	
634	DEPT		Judicial Ditch 5			
	73300 Rinke-Noonan Attorney at Law					
114	21-634-000-0000-6273	6.46	Ditch atty monthly retainer	389566	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.46	1 Transactions			
634	DEPT Total:	6.46	Judicial Ditch 5	1 Vendors	1 Transactions	
635	DEPT		Judicial Ditch 6 & Imp			
	73300 Rinke-Noonan Attorney at Law					
114	21-635-000-0000-6273	6.46	Ditch atty monthly retainer	389566	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.46	1 Transactions			
635	DEPT Total:	6.46	Judicial Ditch 6 & Imp	1 Vendors	1 Transactions	
636	DEPT		Judicial Ditch 7			
	73300 Rinke-Noonan Attorney at Law					
114	21-636-000-0000-6273	6.46	Ditch atty monthly retainer	389566	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.46	1 Transactions			
636	DEPT Total:	6.46	Judicial Ditch 7	1 Vendors	1 Transactions	
637	DEPT		JD 11 (Ripley Ditch)			
	73300 Rinke-Noonan Attorney at Law					

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
114	21-637-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
637	DEPT Total:		6.45	JD 11 (Ripley Ditch)	1 Vendors	1 Transactions	
638	DEPT			Judicial Ditch 12			
73300	Rinke-Noonan Attorney at Law						
114	21-638-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
638	DEPT Total:		6.45	Judicial Ditch 12	1 Vendors	1 Transactions	
639	DEPT			Judicial Ditch 23			
73300	Rinke-Noonan Attorney at Law						
114	21-639-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
639	DEPT Total:		6.45	Judicial Ditch 23	1 Vendors	1 Transactions	
640	DEPT			Judicial Ditch 24			
73300	Rinke-Noonan Attorney at Law						
114	21-640-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
640	DEPT Total:		6.45	Judicial Ditch 24	1 Vendors	1 Transactions	
641	DEPT			County Ditch 1 - Orig			
73300	Rinke-Noonan Attorney at Law						
114	21-641-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
641	DEPT Total:		6.45	County Ditch 1 - Orig	1 Vendors	1 Transactions	
642	DEPT			County Ditch 1 - Church Branch			
73300	Rinke-Noonan Attorney at Law						
114	21-642-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
642	DEPT Total:		6.45	County Ditch 1 - Church Branch	1 Vendors	1 Transactions	
643	DEPT			County Ditch 2			
73300	Rinke-Noonan Attorney at Law						
114	21-643-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
643	DEPT Total:		6.45	County Ditch 2	1 Vendors	1 Transactions	
644	DEPT			County Ditch 4			
73300	Rinke-Noonan Attorney at Law						
114	21-644-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
644	DEPT Total:		6.45	County Ditch 4	1 Vendors	1 Transactions	
645	DEPT			County Ditch 5			
73300	Rinke-Noonan Attorney at Law						
114	21-645-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
645	DEPT Total:		6.45	County Ditch 5	1 Vendors	1 Transactions	
646	DEPT			County Ditch 19			
73300	Rinke-Noonan Attorney at Law						
114	21-646-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
646	DEPT Total:		6.45	County Ditch 19	1 Vendors	1 Transactions	
647	DEPT			County Ditch 20			
73300	Rinke-Noonan Attorney at Law						
114	21-647-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
647 DEPT Total:		6.45	County Ditch 20	1 Vendors	1 Transactions
648 DEPT			County Ditch 21		
73300 Rinke-Noonan Attorney at Law					
114 21-648-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees Y
73300 Rinke-Noonan Attorney at Law		6.45	1 Transactions		
648 DEPT Total:		6.45	County Ditch 21	1 Vendors	1 Transactions
649 DEPT			County Ditch 22		
73300 Rinke-Noonan Attorney at Law					
114 21-649-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees Y
73300 Rinke-Noonan Attorney at Law		6.45	1 Transactions		
649 DEPT Total:		6.45	County Ditch 22	1 Vendors	1 Transactions
650 DEPT			County Ditch 23		
73300 Rinke-Noonan Attorney at Law					
114 21-650-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees Y
73300 Rinke-Noonan Attorney at Law		6.45	1 Transactions		
650 DEPT Total:		6.45	County Ditch 23	1 Vendors	1 Transactions
651 DEPT			County Ditch 24		
73300 Rinke-Noonan Attorney at Law					
114 21-651-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees Y
73300 Rinke-Noonan Attorney at Law		6.45	1 Transactions		
651 DEPT Total:		6.45	County Ditch 24	1 Vendors	1 Transactions
652 DEPT			County Ditch 25		
73300 Rinke-Noonan Attorney at Law					
114 21-652-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees Y
73300 Rinke-Noonan Attorney at Law		6.45	1 Transactions		
652 DEPT Total:		6.45	County Ditch 25	1 Vendors	1 Transactions

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
653	DEPT			County Ditch 27			
	73300	Rinke-Noonan Attorney at Law					
114	21-653-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
	73300	Rinke-Noonan Attorney at Law	6.45	1 Transactions			
653	DEPT Total:		6.45	County Ditch 27	1 Vendors	1 Transactions	
654	DEPT			Public Tile Ditch 7			
	73300	Rinke-Noonan Attorney at Law					
114	21-654-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
	73300	Rinke-Noonan Attorney at Law	6.45	1 Transactions			
654	DEPT Total:		6.45	Public Tile Ditch 7	1 Vendors	1 Transactions	
655	DEPT			Public Tile Ditch 8			
	73300	Rinke-Noonan Attorney at Law					
114	21-655-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
	73300	Rinke-Noonan Attorney at Law	6.45	1 Transactions			
655	DEPT Total:		6.45	Public Tile Ditch 8	1 Vendors	1 Transactions	
656	DEPT			Public Tile Ditch 9			
	73300	Rinke-Noonan Attorney at Law					
114	21-656-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
	73300	Rinke-Noonan Attorney at Law	6.45	1 Transactions			
656	DEPT Total:		6.45	Public Tile Ditch 9	1 Vendors	1 Transactions	
657	DEPT			Public Tile Ditch 10			
	73300	Rinke-Noonan Attorney at Law					
114	21-657-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
	73300	Rinke-Noonan Attorney at Law	6.45	1 Transactions			
657	DEPT Total:		6.45	Public Tile Ditch 10	1 Vendors	1 Transactions	
658	DEPT			Public Tile Ditch 11			
	73300	Rinke-Noonan Attorney at Law					

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
114	21-658-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
658	DEPT Total:		6.45	Public Tile Ditch 11	1 Vendors	1 Transactions	
659	DEPT			Public Tile Ditch 17			
73300	Rinke-Noonan Attorney at Law						
114	21-659-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
659	DEPT Total:		6.45	Public Tile Ditch 17	1 Vendors	1 Transactions	
660	DEPT			Public Tile Ditch 18			
73300	Rinke-Noonan Attorney at Law						
114	21-660-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
660	DEPT Total:		6.45	Public Tile Ditch 18	1 Vendors	1 Transactions	
662	DEPT			Judicial Ditch 19			
73300	Rinke-Noonan Attorney at Law						
114	21-662-000-0000-6273		6.45	Ditch atty monthly retainer	389566	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
662	DEPT Total:		6.45	Judicial Ditch 19	1 Vendors	1 Transactions	
665	DEPT			JD 2 Redetermination			
73300	Rinke-Noonan Attorney at Law						
114	21-665-000-0000-6273		6.46	Ditch atty monthly retainer	389566	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.46	1 Transactions			
665	DEPT Total:		6.46	JD 2 Redetermination	1 Vendors	1 Transactions	
21	Fund Total:		200.00	County Ditch Fund		31 Transactions	

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23 Bixby Maintenance Operati

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Vendor		Name	Rpt	Warrant Description		Invoice #	Account/Formula Descripti	1099
		No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
609	DEPT							
		8967	Steele Waseca Cooperative Electric					
115			23-609-000-0000-6250		37.28	Bixby utilities - March	1065870	Utilities
		8967	Steele Waseca Cooperative Electric		37.28	1 Transactions		N
609	DEPT Total:				37.28	Bixby Sewer Project	1 Vendors	1 Transactions
23	Fund Total:				37.28	Bixby Maintenance Operations		1 Transactions

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38 Capital Outlay Fund

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
111 DEPT			Buildings & Grounds		
18305 Dell Marketing LP					
171 38-111-045-0000-6600		1,808.80	CCA interview room hardware	10807411587	Capital Outlay - CCA Bldg N
18305 Dell Marketing LP		1,808.80	1 Transactions		
111 DEPT Total:		1,808.80	Buildings & Grounds	1 Vendors	1 Transactions
201 DEPT			Sheriff		
8087 Braun Intertec Eng Inc					
116 38-201-000-0000-6600		2,222.50	Sheriff addn bill thru 3/13	B421550	Capital Outlay - Sheriff Y
8087 Braun Intertec Eng Inc		2,222.50	1 Transactions		
9138 ICS Consulting LLC					
180 38-201-000-0000-6600		1,000.00	Sheriff addn bill thru 3/31	12385	Capital Outlay - Sheriff Y
9138 ICS Consulting LLC		1,000.00	1 Transactions		
9548 LVC Companies Inc					
117 38-201-000-0000-6600		952.00	Licenses & install-4 cameras	165071	Capital Outlay - Sheriff N
9548 LVC Companies Inc		952.00	1 Transactions		
7887 Streamline Communications LLC					
139 38-201-000-0000-6600		2,249.26	SCSO cabling	1730	Capital Outlay - Sheriff Y
138 38-201-000-0000-6600		897.50	SCSO network cables	1732	Capital Outlay - Sheriff Y
137 38-201-000-0000-6600		884.50	SCSO network connections	1737	Capital Outlay - Sheriff Y
7887 Streamline Communications LLC		4,031.26	3 Transactions		
201 DEPT Total:		8,205.76	Sheriff	4 Vendors	6 Transactions
251 DEPT			Jail		
9138 ICS Consulting LLC					
179 38-251-000-0000-6600		500.00	New ComCor fac bill thru Mar	12390	Capital Outlay - Detention Center Y
9138 ICS Consulting LLC		500.00	1 Transactions		
251 DEPT Total:		500.00	Jail	1 Vendors	1 Transactions
601 DEPT			County Ag Society		
61560 Owatonna Public Utilities					
118 38-601-000-0000-6600		204,393.12	Transformer & installation	944	Capital Outlay - Fairgrounds N

SBENDORF

4/3/25 10:25AM

38 Capital Outlay Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 26

Vendor <u>Name</u>		<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>
61560	Owatonna Public Utilities		204,393.12	1 Transactions	
601	DEPT Total:		204,393.12	County Ag Society	1 Vendors
38	Fund Total:		214,907.68	Capital Outlay Fund	9 Transactions

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
398	DEPT		Landfill			
9087	7 Rivers Recycling LLC					
136	53-398-000-0000-6304		500.00	Trailer rental	9124	Contract Services Y
9087	7 Rivers Recycling LLC		500.00	1 Transactions		
14420	Culligan Inc					
120	53-398-000-0000-6304		12.94	Cooler rental	5064214	Contract Services N
121	53-398-000-0000-6304		37.15	Softener rental	5064477	Contract Services N
122	53-398-000-0000-6304		39.99	Softener rental	5072857	Contract Services N
119	53-398-000-0000-6304		38.75	Water	5077972	Contract Services N
14420	Culligan Inc		128.83	4 Transactions		
8158	ICON Constructors LLC					
123	53-398-000-0000-6628		184,322.33	Phase III relocation demo	25-801	Closure/Post Closure Y
8158	ICON Constructors LLC		184,322.33	1 Transactions		
38160	J R's Advanced Recyclers Inc					
124	53-398-000-0000-6304		550.00	97 appliances	115084	Contract Services N
38160	J R's Advanced Recyclers Inc		550.00	1 Transactions		
9342	Liberty Tire Recycling LLC					
173	53-398-000-0000-6304		1,668.75	4.65 ton tires	2955373	Contract Services N
9342	Liberty Tire Recycling LLC		1,668.75	1 Transactions		
3693	Loffler Companies Inc					
125	53-398-000-0000-6410		122.13	Landfill printers	4974112	Office Supplies N
3693	Loffler Companies Inc		122.13	1 Transactions		
1308	Miner's Outdoor & Rec					
172	53-398-000-0000-6301		112.74	Pre-mix fuel	221826	Equip Repairs N
1308	Miner's Outdoor & Rec		112.74	1 Transactions		
4241	Motorola Solutions Inc					
126	53-398-000-0000-6301		400.00	8 batteries for handhelds	EC112542853	Equip Repairs N
4241	Motorola Solutions Inc		400.00	1 Transactions		
77675	Sette Sports Center Inc					
174	53-398-000-0000-6301		170.00	Gasket, filter & oil	2204084	Equip Repairs N
175	53-398-000-0000-6301		23.52	Filter, tool for oil filter	2204102	Equip Repairs N

SBENDORF

4/3/25 10:25AM

53 Landfill Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
77675	Sette Sports Center Inc		193.52	2 Transactions		
77570	Short Elliott Hendrickson Inc					
127	53-398-000-0000-6625		11,551.14	Demolition relocation	484707	Capital Improvements N
128	53-398-000-0000-6625		20,691.00	Landfill construction services	484708	Capital Improvements N
77570	Short Elliott Hendrickson Inc		32,242.14	2 Transactions		
8967	Steele Waseca Cooperative Electric					
129	53-398-000-0000-6250		38.68	Old shop	120431	Utilities N
130	53-398-000-0000-6250		315.96	New shop	120435	Utilities N
131	53-398-000-0000-6250		37.30	Clem's building site	120436	Utilities N
132	53-398-000-0000-6250		65.82	Pumping station	22594	Utilities N
133	53-398-000-0000-6250		113.52	Office	29002	Utilities N
8967	Steele Waseca Cooperative Electric		571.28	5 Transactions		
9259	T-MOBILE					
176	53-398-000-0000-6381		33.16	LFO 507-730-4497 internet	982187246	Cpu Usage & Network Support N
9259	T-MOBILE		33.16	1 Transactions		
99500	Ziegler,Inc					
135	53-398-000-0000-6301		728.15	Maintenance on D6	SI000613374	Equip Repairs N
177	53-398-000-0000-6301		4,279.28	Maintenance on D6	SI000616105	Equip Repairs N
134	53-398-000-0000-6301		703.94	Repairs to D6	SI000616237	Equip Repairs N
99500	Ziegler,Inc		5,711.37	3 Transactions		
398	DEPT Total:		226,556.25	Landfill	13 Vendors	24 Transactions
53	Fund Total:		226,556.25	Landfill Fund		24 Transactions

SBENDORF
4/3/25 10:25AM
75 Other Trust Funds

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
0	DEPT			...			
	9135 Ancona Title & Escrow						
178	75-000-000-0000-2270		210.00	Laredo security deposit refund	PMT ID 168648240	Security Deposits Accrued	N
	9135 Ancona Title & Escrow		210.00	1 Transactions			
0	DEPT Total:		210.00	...	1 Vendors	1 Transactions	
75	Fund Total:		210.00	Other Trust Funds		1 Transactions	
	Final Total:		811,862.15	154 Vendors	221 Transactions		

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	369,918.70	General Revenue Fund	
	10	32.24	Road & Bridge Fund	
	21	200.00	County Ditch Fund	
	23	37.28	Bixby Maintenance Operations	
	38	214,907.68	Capital Outlay Fund	
	53	226,556.25	Landfill Fund	
	75	210.00	Other Trust Funds	
	All Funds	811,862.15	Total	Approved by, ...
				
				

PERSONNEL REPORT

April 8th, 2025

ACTION ITEMS

1. Personnel Actions:

New Hires/Promotions/Transfers. (Positions previously approved by Board):

<i>Name</i>	<i>Position/Dept.</i>	<i>Rating/Step</i>	<i>Date</i>
Carrie Holmen	Accounting Specialist/Finance	B25 / 4	4/07/2025
Christian Overland	Correctional Officer (Programs)/ Det Cent	B24 / 1	4/21/2025

Resignations/Retirements/Terminations/Change in Status:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Stephen Tschopp	Engineer Tech III	Highway	4/11/2025
Melissa Kofstad	Emg Preparedness Coord	Public Health	4/17/2025
Ryan Rasmusson	Appraiser III	Assessor	4/18/2025
David Brown	Int. Hwy Working Foreperson	Highway	4/25/2025

Open Positions-Pending Board Approval:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Engineering Technician I/II/III	Highway	Backfill Tschopp
Emg Preparedness Coord / RN	Public Health	Backfill Kofstad
Correctional Officer	Detention Center	Backfill Overland (Transfer)
Financial Spec to Accountant	Highway	Backfill Holmen (Transfer)
Appraiser I/II/III	Assessor	Backfill Rasmusson
Hwy Wking Foreperson/Maint Tech	Highway	Backfill Brown (Retirement)

STAFFING STATUS *(Information Only – No Action Required)*

Open Positions - Approved to Fill:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
IT Security Analyst	IT	Working on Job Description
Patrol Deputy	Sheriff's Office	Backgrounding
Procurement Specialist	Finance	Pending Rating, New Job Desc.
Case Manager Sr. Services	Public Health	Backgrounding
Accounting Supervisor	Public Health	Recruiting
Engineering Tech I/II/III	Highway	Recruiting
Highway Maintenance Supervisor	Highway	Interviewing
Emergency Management Specialist	Emergency Management	Offer Pending
Case Aide	Public Health	Interviewing
Technical Clerk II	PT & E	On-hold

Open Positions – In Committee:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Lead Custodian	Facilities & Grounds	On-hold



Steele County Agenda Item

Request for Board Action

Subject: Donation for the Steele County Sheriff's Office

Department: Sheriff's Office

Committee: Choose an item.

Committee Meeting Date: Enter a date.

Work Session Date: Enter a date.

Board Meeting Date: April 8, 2025

Consent Agenda: ☐ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Approve the donation to the Steele County Sheriff's Office

Recommendation:

Approve the donation to the Steele County Sheriff's Office

Background (*Including Budget Impact*):

Per State Law, all donations must be approved by the County Board of Commissioners

Attachments:

Donation Acceptance Resolution April 8, 2025



**STEELE COUNTY RESOLUTION
ACCEPTANCE OF CASH DONATION
FOR STEELE COUNTY SHERIFF'S OFFICE**

Department: Sheriff's Office

Date: 3/26/2025

Resolution No: 2025-19

WHEREAS, Minnesota Statute §465.03 allows counties to accept grants and donations of real or personal property for the benefit of its citizens;

WHEREAS, said donations must be accepted via resolution of the County Board of Commissioners by a two-thirds majority of its members; and

WHEREAS, the Board of Commissioners finds that it is appropriate to accept the donations offered;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners in and for the County of Steele, Minnesota, that it accepts, with sincere appreciation, the donation of:

\$ 500.00 from Dean & Kathryn Mennen

This resolution shall become effective upon its passage and without further publication.

Dated this 8th day of April, 2025.

STEELE COUNTY
BOARD OF COMMISSIONERS

James, Brady, Chair

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted, and approved by the County Board of said County on the 8th day of April, 2025.



Steele County Agenda Item

Request for Board Action

Subject: SE MN Emergency Communications expense increase approval

Department: Finance Department

Committee: Internal Central Services

Committee Meeting Date: April 1, 2025

Work Session Date: April 8, 2025

Board Meeting Date: April 8, 2025

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Committee recommends approving

Recommendation:

To approve an increase in the budget per the recommendation from the SE MN Emergency Communications Board Membership (Commissioner Krueger) of an increase \$3,334 payable on June 1, 2025. We currently budget \$1,000 annually for this membership. This is the 911 Communication for the county and they are doing the school GIS mapping.

Background (*Including Budget Impact*):

The oversight is completed by the RAC committee which is the group of County Sheriffs. The budget is part of the Sheriff's office expense. We will need approval due to it being over the budgeted amount. Commissioner Krueger currently sits on the committee, and due to rising costs, etc this is the new increase for the membership.

Attachments:

Please see attached email.

Wage Worksheet

admin work group

From Michael Burton <michael.burton@olmstedcounty.gov>

Date Fri 3/14/2025 1:00 PM

To Dave Pike <dpik@CO.MOWER.MN.US>; Mitch Lentz <mlentz@co.fillmore.mn.us>; Krueger, Greg <Greg.Krueger@SteeleCountyMN.gov>; John Mueller <jmueller@CO.MOWER.MN.US>; Kevin Torgerson <kevin.torgerson@olmstedcounty.gov>; Steffen, Chad <chad.steffen@goodhuecountymn.gov>; Maas, Matt <Matt.Maas@dodgecountymn.gov>; 'jdegeorge@co.fillmore.mn.us' <jdegeorge@co.fillmore.mn.us>

You don't often get email from michael.burton@olmstedcounty.gov. [Learn why this is important](#)

As requested, here are the numbers that I figured. As you'll see, I did do both the \$40k, \$30k, and evenly split based of those wages so you all could see the price difference.

In my previous numbers, I did not have Wabasha in there. Sorry about that!

2024 US Census

COUNTY	Population	Population %	Dollar Amount	Dollar Amount	Dollar Amount Split Even	Dollar Amount \$ Even
Dodge	21,242	4.04%	\$1,618.68	\$1,214.01	\$3,334	2500 \$
Fillmore	21,502	4.09%	\$1,638.49	\$1,228.87	.16 \$3,334	\$
Freeborn	30,515	5.81%	\$2,325.29	\$1,743.97	\$3,334	\$
Goodhue	47,982	9.14%	\$3,656.31	\$2,742.23	\$3,334	\$
Houston	18,352	3.49%	\$1,398.45	\$1,048.84	.18 \$3,334	\$
Mower	40,900	7.79%	\$3,116.65	\$2,337.49	\$3,334	\$
Olmsted (minus Rochester)	44,011	8.38%	\$3,353.71	\$2,515.28	\$3,334	\$
Rice	69,025	13.14%	\$5,259.82	\$3,944.86	\$3,334	\$
City of Rochester	122,413	23.32%	\$9,328.07	\$6,996.05	.03 \$3,334	\$
Steele	37,434	7.13%	\$2,852.53	\$2,139.40	.09 \$3,334	\$
Wabasha	21,574	4.10%	\$1,643.97	\$1,232.98	\$3,334	\$
Winona	49,973	9.52%	\$3,808.03	\$2,856.02	\$3,334	\$

Total Population
2024 Census
524,923

\$40,000 agreed wage*

\$30,000 agreed wage*

\$40,000 agreed wage*

\$30,000 agreed wage*

12,000.00 original dues
52,000.00

I will hide these columns come Thursday, but wanted you all to see

m

Mike Burton
Radio Communications Specialist
ARMER System Administrator
Olmsted County Sheriff's Office
Office: (507) 328.7018
Cell: (507) 923.6599

Payable June 1, 2025

Previous membership \$1,000.00

Proposed membership \$2,852.53 for 2025
.07.65¢ per resident

911 Communication -

*Apply money - school mapping

\$3334.-

* Oversight is the Sheriff RAC Committee.

\$4334-

SE MN Emergency Comms Board -
Membership -
Sheriffs Budget



Steele County Agenda Item

Subject: MN DNR Annual Boat and Water Grant

Department: Sheriff's Office

Committee Meeting Date: 4/22/25

Board Meeting Date: April 22, 2025

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

n/a

Recommendation:

Accept Annual Boat and Water Grant

Background (*Including Budget Impact*):

This is the annual Boat and Water Grant from the MN Department of Natural Resources. This will pay for salaries, boat repair, winterizing, fuel, etc. The Board will need to approve the acceptance of the \$3,124.00.

Grant acceptance, no budget impact.

Attachments:

Grant Attachment



**2025 STATE OF MINNESOTA
ANNUAL COUNTY BOAT AND WATER SAFETY
GRANT CONTRACT AGREEMENT**

ENCUMBRANCE WORKSHEET

Contract# 265716 **PO#** 3000271660

State Accounting Information:

Dept. ID R29	PC Bus. Unit R2901	Fiscal Year 2025	Source Type State	Vendor Number 0000197345-001
Total Amount \$3124	Project ID R29G70CGBLA24	Billing Location R297000221	UEI HL8DTMNGN5T5	

Accounting Distribution:

Fund 2100	Fin. Dept. ID R2937714	Appropriation ID R297400	Category 84101501	Account 441302	Activity A7CG002
--------------	---------------------------	-----------------------------	----------------------	-------------------	---------------------

Grant Begin Date January 1, 2025	Grant End Date June 30, 2026
-------------------------------------	---------------------------------

Grantee Name and Address:
Steele County Sheriff's Office
204 E. Pearl St.
Owatonna, MN 55060

Payment Address:
(where DNR sends the check)
Steele Co. Treasurer
630 Florence Ave.
Owatonna, MN 55060-0890

**2025 STATE OF MINNESOTA
ANNUAL COUNTY BOAT AND WATER SAFETY
GRANT CONTRACT AGREEMENT**

This grant contract agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and Steele County Sheriff's Office, 204 E. Pearl St., Owatonna, MN 55060, (STEELE) ("Grantee"). The payment address for this grant contract agreement is Steele Co. Treasurer, 630 Florence Ave., Owatonna, MN 55060-0890.

Recitals

1. Under Minnesota Statutes § 86B.701 & .705 the State is empowered to enter into this grant.
2. The State is in need of Sheriff's duties to carry out the provisions of Chapter 86B and the Boat and Water Safety Rules, hereinafter referred to as the "Minnesota Rules", including patrol, enforcement, search and rescue, watercraft inspection, issuance of temporary structure & event permits, waterway marking and accident investigation, all hereinafter referred to as the "Sheriff's Duties".
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract agreement to the satisfaction of the State. Pursuant to [Minn.Stat. §16B.98](#), Subd.1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract Agreement

1 Term of Grant Contract Agreement

- 1.1 **Effective date:** January 1, 2025 or the date the State obtains all required signatures under [Minn. Stat. §16B.98](#), Subd. 5. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for 2025 grant expenditures incurred back to effective date. Per [Minn.Stat. §16B.98](#) Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Reimbursements will only be made for expenditures made according to the terms of this grant contract agreement.
- 1.2 **Expiration date:** June 30, 2026, or until all obligations have been satisfactorily fulfilled, whichever occurs first. Pursuant to Minnesota Statute §16A.28, Subdivision 6, the encumbrance may be certified for one year beyond the year in which funds were appropriated. The Grantee shall submit a final billing invoice within 30 days of the expiration of the grant as specified herein.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract agreement: 8. Liability; 9. State and Single Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will:

Provide county sheriff services for boat and water safety activities. As stated in Minnesota Statute § 86B.701, the Grantee will submit to the State a spending plan (Exhibit "A", which is attached and incorporated into this grant) along with this form to carry out the Sheriff's Duties. Boat and water safety activities are those outlined in Minnesota Statutes § 86B, Minnesota Rules, Chapter 6110, search and recovery operations in the waters of the State and the portions of Chapter 169A that are applicable to motorboats. Exhibit "B", which is attached and incorporated into this grant further defines the allowable expenditures. The Grantee is responsible for maintaining an adequate conflict of interest policy throughout the term of this grant contract.

The Grantee shall monitor and report any actual, potential or perceived conflicts of interest to the State's Authorized Representative.

The grantee will comply with required grants management policies and procedures set forth through Minnesota Statutes Section 16B.97, subdivision 4 (a)(1), and 2CFR 200.

Reporting Requirements: The Grantee must satisfactorily submit all activity and financial reports by the date(s) requested by the State, unless the State grants an extension in writing. Exhibit "B", which is attached and incorporated into this grant further defines reporting requirements.

3 Time

The Grantee must comply with all the time requirements described in this grant contract agreement. In the performance of this grant contract agreement, time is of the essence.

4 Consideration and Payment

4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant contract agreement as follows:

- (a) **Compensation.** The Grantee will be paid for all boat and water safety activities performed by the Grantee during the term of the grant up to Three thousand one hundred twenty four dollars.
- (b) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract agreement will not exceed Three thousand one hundred twenty four dollars.
- (c) **Match:** *Grant funds cannot be used by the Grantee as match or for reimbursement for any other grant or program without written authorization from the State's Authorized Representative.*

4.2 **Payment**

- (a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Submit one invoice at the end of the grant period or when all obligations have been satisfactorily fulfilled, whichever occurs first in a form prescribed by the State within the dates previously noted in "Term of Grant Contract Agreement" in this contract.

4.3 Contracting and Bidding Requirements

Per [Minn. Stat. §471.345](#), grantees that are municipalities as defined in Subd. 1 must follow the law.

- (a) For projects that include construction work of \$25,000 or more, prevailing wage rules apply per [Minn. Stat. §§177.41](#) through [177.44](#). These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.
- (b) The grantee must not contract with vendors who are suspended or debarred in MN: <https://mn.gov/admin/osp/government/suspended-debarred/index2.jsp>
- (c) The grantee agrees if it subcontracts any portion of the project to another entity, the agreement with the subcontractor will contain all applicable provisions of the agreement with the state. The grantee also agrees to comply with 2 CFR 200.318-3321 and 2 CFR 200.323-326.

5 Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Authorized Representative

The State's Authorized Representative is [Adam Block, Boating Law Administrator, Enforcement Division – Central Office, Minnesota Department of Natural Resources \(DNR\), 500 Lafayette Rd., St. Paul, MN 55155-4047, \[adam.block@state.mn.us\]\(mailto:adam.block@state.mn.us\)](#) or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is [Sheriff Lon Thiele, Steele County Sheriff's Office, 204 E. Pearl St., Owatonna, MN 55060](#). If the Grantee's Authorized Representative changes at any time during this grant contract agreement, the Grantee must immediately notify the State.

7 Assignment, Amendments, Waiver, and Grant Contract Agreement Complete

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant contract agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant contract agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant contract agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract agreement, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this grant contract agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.4 **Grant Contract Agreement Complete.** This grant contract agreement, including Exhibits "A" and "B," contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract agreement, whether written or oral, may be used to bind either party.

8 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract agreement.

9 Audits (State and Single)

Under [Minn. Stat. §16B.98, subd. 8](#), the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant contract agreement or transaction are subject to examination by the Commissioner of Administration, by the State granting agency and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant contract agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

If the grantee expends \$750,000 or more of Federal awards in a fiscal year, they must have a single audit according to the OMB Uniform Guidance: Cost Principles, Audit and Administrative Awards Requirements for Federal Awards. This is \$750,000 in total Federal awards received from all sources. The grantee will forward a copy of the audit report to both the State's Authorized Representative and the State Auditor.

10 Government Data Practices and Intellectual Property

- 10.1 **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant contract agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract agreement. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

11 Workers' Compensation

The Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#), Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 Publicity and Endorsement

- 12.1 **Publicity.** Any publicity regarding the subject matter of this grant contract agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors with respect to the program, publications, or services provided resulting from this grant contract agreement. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.
- 12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

13 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract agreement. Venue for all legal proceedings out of this grant contract agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination

- 14.1 **Termination by the State.** (a) The State may immediately terminate this grant contract agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
- (b) **Termination by The Commissioner of Administration.** The Commissioner of Administration may unilaterally cancel this grant contract agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.
- 14.2 **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.
- 14.3 **Termination for Insufficient Funding.** The State may immediately terminate this grant contract if:
- (a) It does not obtain funding from the Minnesota Legislature.
- (b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

15 Data Disclosure

Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16 American Disabilities Act

The Grantee is subject to complying with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 et seq.) and all applicable regulations and guidelines.

17 Non-Discrimination Requirements

No person in the United States must, on the ground of race, color, national origin, handicap, age, religion, or sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under, any program or activity receiving Federal financial assistance. Including but not limited to:

- (a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.) and DOC implementing regulations published at 15 C.F.R. Part 8 prohibiting discrimination on the grounds of race, color, or national origin under programs or activities receiving Federal financial assistance; Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.) prohibiting discrimination on the basis of sex under Federally assisted education programs or activities;
- (b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), and DOC implementing regulations published at 15 C.F.R. Part 8b prohibiting discrimination on the basis of handicap under any program or activity receiving or benefiting from Federal assistance.
- (c) The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 et seq.), and DOC implementing regulations published at 15 C.F.R. Part 20 prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (d) Title II of the Americans with Disabilities Act (ADA) of 1990 which prohibits discrimination against qualified individuals with disabilities in services, programs, and activities of public entities.
- (e) Any other applicable non-discrimination law(s).

18 **Invasive Species Prevention**

The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during contracted work. The contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area.

The contractor shall dispose of material cleaned from equipment and clothing at a location determined by the DNR Contract Administrator. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

19 **Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions**

19.1 The prospective lower tier participant certifies, by submission of this grant contract agreement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

19.2 Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this grant contract agreement.

20 **Whistleblower Protection Rights**

41 USC §4712, Enhancement of Recipient and Subrecipient Employee Whistleblower Protection

(a) This award and employees working on this financial assistance agreement will be subject to the whistleblower rights and remedies in the pilot program on Award Recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub.L. 112-239).

(b) Recipients, their subrecipients, and their contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC 4712.

(c) The recipient shall insert this clause, including this paragraph (c), in all subawards and in contracts over the simplified acquisition threshold related to this award.

Attachments:

- _____ A. State Boat Grant Contract Agreement
- _____ B. Exhibit A
- _____ C. Exhibit B
- _____ D. Conflict of Interest Disclosure

1. **STATE ENCUMBRANCE VERIFICATION**

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15.

Signed: Susan J. Larson Digitally signed by Susan J. Larson
Date: 2025.03.13 23:21:25 -05'00'

SWIFT Contract # 265716

Purchase Order # 3000271660

2. **GRANTEE:**

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

3. **STATE AGENCY: NATURAL RESOURCES**

By: _____
(With delegated authority)

Distribution:

- 1. DNR - OMBS
- 2. Grantee
- 3. State's Authorized Representative

By: [Signature] #7401

Title: Sheriff

Date: 04-03-2025

COUNTY BOAT AND WATER SAFETY
2025 BUDGET SPENDING PLAN
 (January 1, 2025 - June 30, 2026)

Exhibit A

MN DNR - Enforcement Division
 Boat & Water Safety
 500 Lafayette Road
 St. Paul, MN 55155-4047
[E-mail: kelly.affeldt@state.mn.us](mailto:kelly.affeldt@state.mn.us)
 Kelly Affeldt phone #: 651-259-5361

STEELE

County

KAREN MEIER

Contact Name

507-444-3805

Contact Phone

GROUP I - PERSONNEL	Number	Amount		TOTAL
		County	State	
Full-Time				\$ -
Seasonal			\$ 1,900.00	\$ 1,900.00
GROUP I SUBTOTALS	-	\$ -	\$ 1,900.00	\$ 1,900.00

GROUP II - SUPPLIES & EXPENSES	Amount		TOTAL
	County	State	
DESCRIPTION -- (Itemize)			
Uniform		\$ 150.00	\$ 150.00
Winterize Boat		\$ 250.00	\$ 250.00
Fuel		\$ 55.00	\$ 55.00
Insurance		\$ 200.00	\$ 200.00
Supplies		\$ 569.00	\$ 569.00
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
GROUP II SUBTOTALS	\$ -	\$ 1,224.00	\$ 1,224.00

GROUP III - EQUIPMENT	Amount		TOTAL
	County	State	
DESCRIPTION -- (Itemize)			
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
GROUP III SUBTOTALS	\$ -	\$ -	\$ -

2025 STATE GRANT TOTAL	\$ -	\$ 3,124.00	\$ 3,124.00
-------------------------------	-------------	--------------------	--------------------

Scan and email the signed form. Send to:
kelly.affeldt@state.mn.us

"This is to certify that the state funds will be used only for purposes set forth in M.S. Chapter § 86B and that the information contained on this form is correct to the best of my knowledge."


 Signature

4-3-25
 Date

ALLOWABLE EXPENDITURES & REPORTING REQUIREMENTS

2025 BOAT & WATER SAFETY STATE GRANT PROGRAM

Use these guidelines when completing the proposed Budget --- Exhibit "A" form.

GENERAL - All of the expenditures listed below must be directly related to the boat and water safety program. When personnel or equipment costs are split between general law enforcement duties and boat and water safety work, the percentage paid out of the boat and water safety account may not exceed the percentage of time the individual or piece of equipment is actually used for boat and water safety enforcement. Boat and water safety activities are those activities outlined in: 1) M.S. § Chapter 86B, 2) Minn. Rules - Chapter 6110, 3) search and recovery operations in the waters of the state and 4) the portions of Chapter 169A that are applicable to motorboats.

(SPENDING PLAN, INVOICES, ACCOUNTING and REPORTS) – Submit one reimbursement invoice at the end of the grant period or when all obligations have been satisfactorily fulfilled, whichever occurs first. The proposed expenditures listed on your spending plan (Exhibit A) must reasonably match both your invoice and annual year-end report. If you need to purchase or pay for something that was not on the original Spending Plan, you will need to first send in a revised plan (Exhibit A) signed by the sheriff or designee, and if approved by the State, proceed from there. The Grantee must satisfactorily submit all annual performance reports and reimbursement requests for each year of participation in this Program by the date(s) requested by the State, unless the Grantee requests an extension in writing and the State approves an extension in writing. Minnesota statutes and rules require that you have a separate account for the state boat & water safety funds.

PERSONNEL - Personnel expenses (including salary, insurance, social security, retirement, worker's compensation, etc.) for persons who are actually engaged in boating and water safety duties. Records or logs of time spent on the program are necessary to support these expenses and should be retained not less than three years. If officer hours are a part of your reimbursement, please send one (1) completed officer log for the time period in which reimbursement is being requested.

SUPPLIES AND EXPENSES - This includes uniforms, fuel, oil, lubricants, repairs, rental/lease costs (docks, buildings, office facilities, equipment, etc.), insurance, travel costs, training expenses and expendable supplies (fuel, rope, paint, printing, etc.). No cell phone charges will be allowed. All expenditures need to be verifiable as allowable expenditures under this grant. Items must be listed on Exhibit A (proposed spending plan) of this grant and be descriptive in nature.

EQUIPMENT - Includes boats, motors, trailers, buoys, depth locators, radios, etc. Equipment that is being used for general duties may be either charged to the boat and water safety account according to percentage of use or by mile/hour of operation. Mileage logs showing dates, odometer readings and assignment are necessary to support all vehicle use and should be retained not less than three years. If you purchase equipment and it is greater than \$5,000, please submit a copy of the purchase invoice. The purchase of snowmobiles and ATVs with boat and water funds is not allowed.

County sheriff's departments are urged to contact Boat and Water Safety at the Minnesota Department of Natural Resources for a determination prior to any questionable proposed expenditure. All expenditures are subject to state audit. Be sure to keep accurate documentation and records of all expenditures.

Conflict of Interest Disclosure Form for Grantees

Conflict of Interest

A conflict of interest occurs when a person has actual or apparent duty or loyalty to more than one organization and the competing duties or loyalties may result in actions which are adverse to one or both parties. A conflict of interest exists even if no unethical, improper or illegal act results from it. There are several types of conflicts of interest.

Actual Conflict of Interest

An actual conflict of interest occurs when a person's decision or action would compromise a duty to a party without taking immediate appropriate action to eliminate the conflict.

Potential Conflict of Interest

A potential conflict of interest may exist if a person has a relationship, affiliation, or other interest that could create an inappropriate influence if the person is called on to make a decision or recommendation that would affect one or more of those relationships, affiliations, or interests.

Individual Conflict of Interest

A conflict of interest that may benefit an individual employee *or a grant reviewer* is any situation in which *their* judgment, actions or non-action could be interpreted to be influenced by something that would benefit them directly or through indirect gain to *an immediate family member*, business, or organization with which they are involved.

Organizational Conflict of Interest

A conflict of interest can also occur with an organization that is a grant applicant in a competitive grant process or grantee of a state agency.

Organizational conflicts of interest occur when:

- A grantee's objectivity in carrying out the grant is impaired or compromised due to competing duties or loyalties
- A grantee, potential grantee or grant applicant has an unfair competitive advantage through being furnished unauthorized proprietary information or source selection information that is not available to all competitors.

This section to be completed by Grantee's Authorized Representative

I certify that we will maintain an adequate Conflict of Interest Policy, and throughout the term of our agreement will report any actual or potential conflicts of interests by individual employees or our organization as a whole to the State's Authorized Representative.

Organization Name: Steele County Sheriff's Office

Project Name: 2025 State Boat Grant

Legal Citation: Under Minnesota Statutes § 86B.701 & .705 the State is empowered to enter into this grant.

Authorized Representative Printed Name: Lon Thiele, Sheriff

Authorized Representative Signature/Date:  # 7401
April 3, 2025

STEELE COUNTY PERSONNEL AGENDA ITEM
April 8, 2025

APRIL EMPLOYEE ANNIVERSARIES
(Information Only – No Action Required)

Name:	Position:	Department:	Anniversary Date:	Years of Service:
Sean	Grivette	Correctional Officer	Detention Center	April 1 st 9
Matthew	Gwin	Correctional Officer	Detention Center	April 3 rd 19
Anthony	Cassen	Highway Maintenance Technician	Highway	April 8 th 6
Travis	Ernste	Adult Probation Officer III	Community Corrections	April 10 th 8
Chad	Forystek	Sergeant	Sheriff	April 13 th 27
Joyce	Prusha	Correctional Sergeant	Detention Center	April 15 th 23
Leah	Kent	LPN	Public Health	April 15 th 17
Jocelyn	Brooks	Custodian	Facilities and Fleet	April 15 th 3
Samantha	Ahrens	Adult Probation Officer II	Community Corrections	April 16 th 18
Melissa	Bos	Accounting Support Specialist	Highway	April 16 th 7
Nancy	Gjerald	Accounting Technician	Detention Center	April 19 th 21
Thomas	Grems	Landfill Operator	Landfill	April 22 nd 1
Paul	Sponholz	County Engineer	Highway	April 23 rd 7
Robert	Benson	Home Care Supervisor	Public Health	April 25 th 3
June	Piepho	Family Support Specialist	Public Health	April 26 th 19
Michael	Kath	Maintenance Worker	Facilities and Fleet	April 26 th 4
Jane	Christenson	Technical Clerk II	Sheriff	April 30 th 11

*Dave Purscell, IT Director was inadvertently missed on the March anniversary report. Dave has been employed by Steele County for 7 years.



Steele County Agenda Item

Informational

Subject: East Side Corridor Federal Funding Transfer Request

Department: Highway

Committee: Public Works

Committee Meeting Date: NA

Work Session Date: NA

Board Meeting Date: April 8, 2025

Purpose:

To provide information regarding a request to transfer federal funding from the East Side Corridor (ESC) Project to the CSAH 48 Main Street project

Background:

The County was awarded \$3,960,000 in federal funding for the ESC Project. Conditions of using that funding requires a federal environmental document completed by December 1, 2025 and construction started in 2026. The County has been working on that document since January 2022.

Even though the environmental document is nearly complete, the project team no longer is confident that the remaining environmental and final design work will be completed to meet the federal timelines. Past delays were due especially because the Federal Highway Administration (FHWA) changed which level of environmental document to prepare, which added more than a year to the project timeline. Recently, a significant change on the consultant staff disrupted progress. Then with the changes in the federal administration, federal policy is changing which will likely require significant changes to the makeup of the federal environmental document adding more delays.

In addition to delays, some significant risks could affect the project timeline. Staff still needs to complete an agreement with the railroad for a new crossing. Staff has already started working with the railroad to complete the agreement and anticipate it completed with the final plans, but the last similar agreement has taken over five years of effort. Also, the county has received information that a neighborhood group may bring litigation against the project which could potentially delay construction.

With those delays and those significant risks, staff is asking the Southeast Minnesota Area Transportation Partnership (ATP) (the entity that reviews and approves this federal funding) to transfer that federal money to another eligible project so the county doesn't lose that funding. Staff is asking that the money be transferred to the CSAH 48 Main Street project, a project that already has federal funding awarded to it and can meet the required timelines. The ATP meets March 11 to consider this request.

If approved, the Main Street project which has final design budgeted in 2025 would move construction from 2028 to 2026.

The project team is working with MnDOT and FHWA to determine what this means for the ESC project, but has no further information from them at this time. The team intends to continue moving the ESC project along as quick as possible, aiming for construction starting late 2026 and finishing about 2028.

Financial Impacts:

If the transfer of funds is approved, staff will make proposals to shift other funds currently allocated to Main Street to the ESC to replace the federal funding. There is no change to the overall budget or funding amounts. If the transfer is not approved, the ATP could reallocate the funding to another county and we would lose that funding.

Attachments:

NA



Steele County Agenda Item

Request for Board Action

Subject: Delegation of Authority to Hire and Appoint Budgeted Positions

Department Administration & Human Resources

Committee: Internal Central Services

Committee Meeting Date: April 1, 2025

Work Session Date: Enter a date.

Board Meeting Date: April 8, 2025

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommended advancing to the full board for review and approval.

Recommendation:

Delegate authority to the county administrator to hire and appoint employees into budgeted positions.

Background (*Including Budget Impact*):

Currently all vacancies in the county that are not statutorily defined as essential have to be brought to the full board for approval to fill or backfill. The essential positions we have are Licensed Peace Officers and Correctional Officers; therefore, the vast majority of the county's positions are considered non-essential and are required to be approved by the board before recruiting can begin which can add weeks to the recruiting timeline.

Through the annual budgeting process department heads are responsible for identifying all full-time, part-time, and temporary positions within their department including additional positions, and changes to positions such as promotions, changes in FTE/hours worked, etc. In December of each year, the board approves that final budget which includes the position types and quantity required to conduct tasks necessary for the effective operation of Steele County.

Because the board determines position types and quantity required during the budgeting process, there is redundancy by having to request board approval to fill or backfill a position. To reduce redundancy and expedite the recruiting process, the County Administrator could be delegated the

authority to authorize hiring for budgeted positions and appointing employees pursuant to the approved Steele County budget and in accordance with Steele County personnel rules and policies.

Positions not included in the annual budget shall require the department head to present the position need to a committee of the board and then the whole board.

Attachments:

- List each of the attachments to be included with the agenda item. If no attachments, list “N/A”



Steele County Agenda Item

Request for Board Action

Subject: Hiring Highway Accountant

Department: Finance Department

Committee: Internal Central Services

Committee Meeting Date: April 1, 2025

Work Session Date: April 8, 2025

Board Meeting Date: April 8, 2025

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Committee recommends bringing to full Board

Recommendation:

To approve transitioning the role at highway from a Financial Specialist position at 0.80 FTE to a Highway Accountant 1.0 FTE. Also realigning the position to report into the Finance department for alignment with Accounting and Financial compliance.

Background (*Including Budget Impact*):

The position used to be a 1.0 FTE Accountant position historically, but then was assessed and transitioned downward to a 0.80 and downgraded to a Financial Specialist position, but with the complexities of the position, and the specific complexities and reporting requirements of the role and the amount of specific knowledge required for all the State and Federal Highway Accounting requirements, it is appropriate and would serve the citizens of Steele County better to move back to having a FTE Highway Accountant that reports into Finance with a dotted line reporting structure into Highway.

Attachments:

Highway Job Description



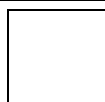
POSITION DESCRIPTION STEELE COUNTY

SECTION I: GENERAL INFORMATION

Position Title: Accountant	Department: Finance/Highway
Immediate Supervisor's Position Title: Finance Director	FLSA Status: Non-Exempt
Job Summary: Under the guidance and supervision of the Finance Director and County Engineer, the Accountant is engaged in overseeing and leading accounting functions and activities for the highway department. This position requires advanced professional training in accounting (i.e. BA/BS in accounting) and generally accepted accounting principles, practices, and experience and oversight of the accounting systems, controls and processes of a department.	

SECTION II: ESSENTIAL DUTIES AND RESPONSIBILITIES *(Duties outlined below are intended to serve as illustrative examples of the general job expectations and level of the work and is not intended to detail all duties associated with the classification.)*

- Administers and monitors departmental financial and accounting operations of the department to include:
 - a) Coordinating accounts payable and account receivable maintenance activities of the department. Monitors cash flow requirements and needs.
 - b) Monitors and/or codes expenditures to various projects, accounts.
 - c) Bills appropriate entities for services provided and performed.
 - d) Coordinates and verifies the input of accounts payable into the accounting system as performed by support staff.
 - e) Audits and reconciles the input of department payroll.
 - f) Prepares necessary journal entries and monthly closing procedures to balance cash and/grant accounts.
 - g) Prepares financial summaries, reports and/or spreadsheets to review financial performance with department head and department managers.
 - h) Prepares years end reports; closes out year end books; works closely with the Finance Division is addressing any problems, issues, and/or implementing new accounting procedures, controls or processes, as directed.
 - i) Receives and processes confidential documents and information.
- Provides management assistance and support in the budget process.
 - a) Provides research regarding past expenditures, prepares graphs and reports to illustrate financial data.
 - b) Monitors and tracks budget activity.
 - c) Monitors funding sources for current and/or future revenues.
- Coordinates office functions such as receptionist functions; employee injury reports or accidents; maintains service/vendor agreement contract files, records and accounts; coordinates the release of any public information in accordance with data practices; and implements data retention policies and procedures.
- Coordinates and maintains perpetual inventory system for the department accounting for purchases and withdrawals; calculation of prices for materials/supplies used/sold; physical inventory and the appropriate adjusting entries. Tracks and accounts for fixed assets within the department.
- Develops and prepares various grant/project reports; develops financial reports for various local, state and/or federal



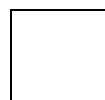
agencies or funding sources.

- Analyzes department practices to identify problems, recommend solutions and/or work with Finance to address changes in accounting practices, billing or the identification of fraud/billing issues and/or problems. Performs cost analysis of various services and provides recommendation regarding appropriate fees for service or sliding fee schedules/rates.
- Serves as a member on the department's management team in addressing and discussing departmental issues, procedures and/or processes of mutual interest of the department.
- Performs other duties of a comparable level or type, as required.
 - a) Keeps abreast of changing development, trends and technologies in areas of expertise and responsibilities.
 - b) Attends conferences, seminars, regional meetings and services on various professional organizations.

SECTION III: WORK REQUIREMENTS AND CHARACTERISTICS

EDUCATION/KNOWLEDGE REQUIREMENT: Minimum education required to perform adequately in position could reasonably be attained only by completing the following:

REQUIRED EDUCATION/TRAINING (choose one)				DEGREE INFORMATION: Type of degree: (B.S., M.A., etc.)	
less than high school diploma				BA/BS Degree	
High school diploma or GED.				Major field of study or degree emphasis: Accounting	
1 year college		2 years college			
3 years college	x	4 years college			
1st year graduate level				Essential knowledge and specialized subject knowledge required to perform the essential functions of the job:	
2nd year graduate level					
				• Theories, practices, and procedures of governmental accounting and generally accepted accounting principles. • Knowledge of laws, rules and guidelines pertaining to job responsibilities. • Theories, practices, and procedures of budgeting, financial forecasting, reporting, and financial planning. • Knowledge of accounting processes for accounts payable, receivable, fixed assets, payroll and other accounting operations. • Knowledge of department programs, projects, procedures and policies. • Knowledge of general business and office equipment and software including word processing, spreadsheets, and database programs and accounting applications. • Knowledge of county government functions and general county administrative policies and procedures. • Must have experience either in Highway accounting, Cost Accounting, Project Accounting, or Construction Accounting Background	



Required Work Experience in Addition to Formal Education/Training:

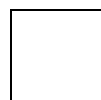
Minimum of 3 years directly related public accounting experience.

**LICENSE/
CERTIFICATION****Identify licenses/certification required:**
Valid MN driver's license.**ESSENTIAL SKILLS
REQUIRED TO
PERFORM THE
WORK****Skilled in:**

- Administering grants, project funding and the administration of contract and/or service agreements.
- Operating, using and applying accounting software, applications or specialized financial programs.
- Interpreting and applying regulations, rules, guidelines and standards impacting department accounting operations and activities.
- Learning and applying various department specific terminology, programs, regulations and funding sources and reporting requirements.
- Delegating and leading departmental support staff and administrative activities within the department, as assigned.
- Assisting in the development and implementation of accounting controls, procedures and methods consistent with acceptable accounting procedures and methods.
- Preparing various local, state or federal accounting/fiscal reports.
- Accounting analysis and projection techniques and procedures in the analysis of cash flow requirements, revenue projections, budget requirements and other financial projections in collaboration with the department head, management team and/or Finance Division.
- Coordinating and assisting in the annual audit processes within the department.
- Preparing, maintaining, reconciling and monitoring accounting processes and procedures associated with the maintenance of the general ledger activities, fixed assets, and other accounting functions.
- Analyzing and interpreting general policies, detailed reports, and technical procedures, ability to write reports and business correspondence.
- Project management and time management skills in prioritizing schedules, deadlines and projects.
- Performing assigned duties and responsibility under limited supervision and direction.

PHYSICAL JOB REQUIREMENTS: Indicate according to essential duties/responsibilities

<u>Employee is required to:</u>	Never	1-33% Occasionally	34-66% Frequently	66-100% Continuously
Stand			X	
Walk			X	
Sit				X
Use hands dexterously (use fingers to handle, feel)				X
Reach with hands and arms				X
Climb or balance	X			
Stoop/kneel/crouch or crawl		X		
Talk or hear				X
Taste or smell	X			



PHYSICAL JOB REQUIREMENTS: Indicate according to essential duties/responsibilities				
Employee is required to:	Never	1-33% Occasionally	34-66% Frequently	66-100% Continuously
Physical (Lift & carry): up to 10 pounds			X	
up to 25 pounds		X		
up to 50 pounds	X			
up to 75 pounds	X			
up to 100 pounds	X			
more than 100 pounds	X			

PHYSICAL JOB REQUIREMENTS: Indicate according to essential duties/responsibilities	
Physical requirements associated with the position can be best summarized as follows: Light Work: Exerting up to 25 pounds of force occasionally and/or up to 10 pounds of force constantly to lift, carry, push, pull or otherwise move objects in the performance of the job.	
HAZARDOUS WORKING CONDITIONS: <i>The essential duties of the work are performed under various physical hazards or environmental conditions noted.</i>	Unusual or hazardous working conditions related to performance of duties: Duties of the job are primarily administrative in nature performed in a typical County office. The physical and environmental hazards and risks associated with the job can be characterized as minimal.

SECTION IV: CLASSIFICATION HISTORY AND APPROVAL

This description is intended to describe the kinds of tasks and levels of work difficulty being performed by people assigned to this classification. The list of responsibilities is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

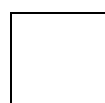
This Position Description reflects an accurate and complete description of the duties and responsibilities assigned to the position.

Department Head's Signature

Date

Classification History:

Prepared 2/2014 by BCC. Updated 06/24 by JJ. Updated 03/25 CJL





Steele County Agenda Item

Request for Board Action

Subject: CSAH 46 Parking

Department: Highway

Committee: Public Works

Work Session Date: NA

Committee Meeting Date: March 3, 2025

Board Meeting Date: April 8, 2025

Consent Agenda: ☐ Yes ☒ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Adopt a resolution banning parking on the west side of CSAH 46

Recommendation:

Adopt a resolution banning parking on the west side of CSAH 46

Background (*Including Budget Impact*):

The department received a complaint about vehicles parking on CSAH 46 that impedes traffic. The pavement and shoulders of CSAH 46 (from CSAH 15 to MN-30) may not provide adequate width for parking on either side of the highway.

Parking is available off CSAH 46. The school district has built a parking lot on the west side of CSAH 46 and has built Americans with Disabilities Act (ADA) accessible sidewalks from parking on the east side of the school building to the athletic fields.

CSAH 46 is a low volume road with only an Annual Average Daily Traffic count of 405 vehicles per day. Parking along the road during athletic events has been occurring for many years. Attendees to the Blooming Prairie High School athletic fields desire to park closer near athletic fields along CSAH 46 during events.

The department received input from many stakeholders both for and against parking. Banning parking on the west side is a compromise that will allow some parking but make some more room for traffic.

Attachments:

Resolution



STEELE COUNTY RESOLUTION
PARKING RESTRICTIONS – CSAH 46

Department: Highway

Date: 4/8/2025

Resolution No: 2025-020

WHEREAS, CSAH 46 (from CSAH 15 to MN-30) is adjacent to the Blooming Prairie School District athletic fields and event visitors frequently park on CSAH 46 (from CSAH 15 to MN-30) seasonally due to its access to the athletic facilities, and

WHEREAS, a resident has requested that CSAH 46 be posted for no parking due to safety concerns, and

WHEREAS, the pavement and shoulders of CSAH 46 (from CSAH 15 to MN-30) may not be adequate width for parking on both sides of the highway; and

WHEREAS, CSAH 46 is a low volume road with only an Annual Average Daily Traffic count of 405 vehicles per day, and

WHEREAS, visitors to the Blooming Prairie School District athletic fields would like to continue to park on east side of CSAH 46 (from CSAH 15 to MN-30) due to its access to the athletic facilities, and

WHEREAS, Minnesota Statutes Chapter 169 has granted authority to Steele County to set parking restrictions, and

WHEREAS, the County Board, in balancing traffic needs and accessibility for visitors attending events at the Blooming Prairie School District athletic fields, believes that restricting parking on one side of CSAH 46 (from CSAH 15 to MN-30) is advisable.

NOW, THEREFORE, BE IT RESOLVED Steele County shall ban parking of motor vehicles on the west side of CSAH 46 (from CSAH 15 to MN-30) at all times and shall post signs along the west side of the highway prohibiting parking.

This resolution shall become effective upon its passage and without further publication.

Dated this ____ day of _____, 2025.

STEELE COUNTY
BOARD OF COMMISSIONERS

Chair

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted, and approved by the County Board of said County on the ____ day of _____, 2025.

Attest



Steele County Agenda Item

Request for Board Action

Subject: Dodge County Wind, LCC Road Use and Repair Agreement

Department: Highway

Committee: Public Works

Committee Meeting Date: NA

Work Session Date: NA

Board Meeting Date: April 8, 2025

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

NA

Recommendation:

Approve the Dodge County Wind, LCC Road Use and Repair Agreement

Background (*Including Budget Impact*):

Dodge County Wind, LLC desires and intends to develop an approximately 259 megawatt large wind energy conversion system in Steele and Dodge Counties, more specifically in Aurora, Blooming Prairie, and Havana Townships of Steele County. The project will transport heavy equipment and materials over Designated Roads and Haul Roads, will widen Designated Roads and make certain modifications and improvements (both temporary and permanent) to Designated Roads to permit such equipment and materials to pass. The agreement identifies designated roads and haul roads, culverts and bridges and their current conditions and conditions for use including any repairs of damaged caused by the project, identifies temporary modifications to roads. It provides for collection of permit fees for Access, Transportation, Utility, and Miscellaneous Work in Right of Way Permits and for payment for estimated costs of the reduction of pavement lifecycle.

Attachments:

Dodge County Wind, LCC Road Use and Repair Agreement*

*Due to large size (758 pages), Exhibits C, D, E, F, G, and H have been omitted, but are available on request.

Road Use and Repair Agreement

By and between Steele
County, MN and Dodge
County Wind, LLC

Dated _____, 2025

ROAD USE AND REPAIR AGREEMENT

This Road Use and Repair Agreement (the “**Road Use and Repair Agreement**” or “**Agreement**”) as entered into is effective as of the _____ day of _____, 2025 by and between Dodge County Wind, LLC, a Delaware limited liability company (“**Owner**”), and Steele County, Minnesota (the “**County**”). In this Agreement, Owner and the County may be individually referred to as a “**Party**” and, collectively, as the “**Parties**.”

RECITALS

- A. The Owner desires and intends to develop an approximately 259 megawatt large wind energy conversion system in Steele County, Minnesota (the “**Project**”). A site plan map outlining the boundaries of the Project (the “**Project Area**”) is attached as Exhibit A. The Project Area includes the following:

Table 1: Project Area Location

County Name	Township Name	Township	Range	Sections
Dodge	Ashland	106N	17W	7, 18
Dodge	Ripley	106N	18W	2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 17, 18, 19, 20, 22, 23, 29, 30, 31, 32
Dodge	Westfield	105N	18W	3, 4, 9, 10, 15, 16
Dodge	Claremont	107N	18W	33
Steele	Aurora	106N	19W	1, 2, 12, 13
Steele	Havana	107N	19W	27, 34, 35, 36
Steele	Blooming Prairie	105N	19W	1

- B. The Owner has applied for a site permit for a large wind energy conversion system from the Minnesota Public Utilities Commission pursuant to Minnesota Statutes Chapters 216F. The rules implementing these LWECS permitting requirements are found in Minnesota Rules Chapter 7854.
- C. Electricity from the Project will be transported via Transmission and Electrical Collection Systems (defined below) to a new substation located on 140th Avenue in Ripley Township in Dodge County where it will be stepped up to 161 kV gen-tie line that runs approximately 27 miles to the point of interconnection at the Pleasant Valley Substation located on County Highway 15 in Pleasant Valley Township in Mower County.

- D. The Owner entered into agreements with the owners of the property within the Project Area, giving it control of this land for the purpose of, and authority to, develop the Project.
- E. This Agreement specifies the commitments made by the Parties for the purpose of ensuring that the Project is consistent with the County's existing applicable policies and ordinances, and to ensure that all final approvals will be in the best interests of citizens within and adjacent to the Project Area.
- F. In connection with the development, construction and operation of the Project, it will be necessary for the Owner, its affiliates and its and their respective employees, materialmen, contractors and other agents (collectively, "**Owner Parties**") to: (i) transport heavy equipment and materials over Designated Roads and Haul Roads (each defined below) located in the County, which may in certain cases be in excess of the design limits of such roads; (ii) transport certain locally sourced materials, such as concrete and gravel, on such roads; (iii) widen Designated Roads and make certain modifications and improvements (both temporary and permanent) to Designated Roads (including to certain culverts, bridges, traffic control devices, road shoulders and other related fixtures) to permit such equipment and materials to pass; and (iv) place wires, cables, conduits and/or lines (and associated poles, support structure and equipment) related to the transmission of electricity and data to and from the Project above, below and across certain roads for the purposes of carrying electrical current from the Project (collectively, "**Transmission and Electrical Collection Systems**"). As used in this Agreement, (A) the term "**Designated Roads**" refers to those portions of Public Roadway which are located within and adjacent to the Project Area, across which materials, supplies and/or equipment will be hauled by the Owner Parties in connection with the development, construction and operation of the Project; (B) the term "**Haul Roads**" refers to those portions of Designated Roads, across which materials, supplies and/or equipment will be hauled on overweight or oversized vehicles by the Owner Parties into the Project Area in connection with the development, construction and operation of the Project. The Designated Roads are identified in the attached Exhibit B-1 and Haul Roads are identified in the attached Exhibit B-2; and (C) the term "**Public Roadway**" shall refer to all public roads located within the jurisdiction of the Participating Road Authority which are not state roads or federal roads.

AGREEMENT

In consideration of mutual promises and covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

Use of Roads.

1.1 Use of Designated Roads. In connection with the development and construction of the Project, the County hereby acknowledges and agrees that the Owner Parties may use the Designated Roads at any time, seven (7) days a week. Only the roads under the jurisdiction of the County (designated, “**Participating Road Authority**”) and referenced in Exhibit B-1 shall be considered Designated Roads. The Designated Roads may be used by the Owner Parties in connection with the development and construction of the Project, including the transportation of heavy equipment and materials within the Project Area. Exhibit B-1 identifies the Designated Roads that will be used for: (i) transportation and delivery of wind turbine equipment and components and other materials and equipment into and within the Project Area; (ii) transportation leaving the Project Area following delivery of equipment and materials; (iii) movement of the assembled cranes; (iv) transportation and delivery of locally sourced materials, including concrete and gravel; and (v) transportation of other vehicles and items associated with construction of the Project (collectively, the “**Hauling Activities**”). The County agrees that, from time to time, the Owner may include additional roads as Designated Roads by first (A) submitting an updated version of Exhibit B-1 to the County that includes such additional roads and (B) performing an Initial Evaluation (defined below), on such additional roads and submitting an amended Exhibit C (described in Article 1.4 below). Upon approval by the County Engineer, such updated versions of Exhibits B and C to this Road Use and Repair Agreement shall be amended and restated as such updated versions of Exhibits B and C without any further action required by either Party. The County Engineer’s approval of updates to Exhibits B and C shall not be unreasonably withheld or delayed.

1.2 County Engineer to Enforce for Participating Road Authority. Not applicable. Each township with Designated Roads identified on Exhibit B-1 will enter into a separate Road Use and Repair Agreement.

1.3 Construction Period Meetings. Beginning with commencement of construction of the Project and before delivery of materials and equipment to the Project Area, the Owner and the County Engineer shall meet from time to time upon the reasonable request of the Owner or County Engineer to discuss the expected use of the Designated Roads, including the construction schedule and the Designated Roads to be used. The County Engineer shall have authority to act on behalf of the County on matters relating to use of Designated Roads.

1.4 Evaluation of Designated Roads.

a. Initial Evaluations. Prior to the commencement of Project construction and before delivery of materials and equipment to the Project Area, the Owner shall, at its own expense, hire a qualified independent engineer (“**Qualified Engineer**”) to inspect and structurally assess all Designated Roads and to provide a report (the “**Initial Evaluation**”). An enumeration of each Initial Evaluation for the Designated Roads shall be included as Exhibit C of this Road Use and Repair Agreement. The Initial Evaluation shall include or address the following:

i. The Qualified Engineer shall determine if the Designated Roads have the structural capacity to carry the loads generated by the Owner Parties following the Testing Protocol provided in Exhibit E of this agreement

ii If the Qualified Engineer determines that the Designated Roads are insufficient to carry the loads generated by the Owner Parties, the Qualified Engineer shall provide a recommendation to the Owner and County as to how the Designated Roads will be made sufficient. The Recommendation Report shall be included as Exhibit F of this Road Use and Repair Agreement. All cost associated with making the Designated Roads sufficient for the Owner Parties shall be the responsibility of the Owner.

The recommendations are an engineering estimate of the pre-construction improvements, maintenance during construction, and post-construction repairs required to leave the roads in as good or better condition than prior to the start of construction. The actual level of effort may be greater or less than the recommended actions depending on multiple factors including: the actual strength of the roads at the time of hauling activities, which is dependent on weather and soil moisture conditions; and the final configuration of the turbine array, including which primary or alternate turbines are eliminated during construction.

iii. In consultation with the County Engineer, the Qualified Engineer shall determine the number of ESALs generated by the Owner Parties for each mile of Designated Road. The term “ESAL” refers to equivalent single axel load.

iv For Designated Roads that are paved, the Qualified Engineer shall determine the road life consumed by the Owner Parties. The Qualified Engineer shall compare the ESALs generated by the Owner Parties to the 20 year design ESALs of the paved Designated Road. The Qualified Engineer shall compute the required Granular Equivalency (“GE”) for the paved Designated Road without the Owner Parties ESALs and with Owner Parties ESALs. If the additional ESALs generated by the Owner Parties increase the required GE for the paved Designated Road, it shall be the responsibility of the Owner to make sure that either (1) the paved Designated Road meets or exceeds the required GE prior to construction or (2) reimburse the County for the cost of the GE prior to construction.

v. The GE reimbursement rate shall be \$6,371.67 per 0.1 inch per mile for paved Designated Roads.

b. Updates to Exhibit B-1. If the Owner submits an updated version of Exhibit B-1 to the County pursuant to Article 1.1, the County and the Owner shall perform an Initial Evaluation with respect to each additional road that the Owner has included in Exhibit B-1 as a Designated Road. The costs of each Initial Evaluation will be borne by the Owner. Additional evaluations shall be conducted only in the event the Parties mutually agree.

c. Preconstruction Designated Road Conditions. Prior to commencement of the Project construction, the Owner shall, at its expense, provide the County Engineer with documentation such as video, pavement condition index, culvert condition inventory, etc., (and other means to determine the ‘remaining life’ in paved roads before and after the Project to determine the road life used by Owner during the Project) documenting the preconstruction condition of all Designated Roads to be used during construction of the Project. This will be made available to the County Engineer to review for clarity, and to ensure that it represents typical preconstruction conditions. It will be considered as the record of the preconstruction condition of the roads unless the County Engineer provides Owner with a written objection seven (7) working days after receipt of such documenting material.

d. Pavement Ride Quality Reports. As part of the Initial Evaluation and Final Checklist processes, Owner will provide pre-construction roadway condition reports including pavement condition index (PCI) conforming to the general requirements of ASTM D6433 - 11: Standard Practice for Roads and Parking Lots Pavement Condition Index Surveys and pavement ride quality meeting the general requirements of ASTM E1926 - 08 Standard Practice for Computing International Roughness Index of Roads from Longitudinal Profile Measurements (collectively, “**Pavement Ride Quality Reports**”) for all Designated Roads to be used during construction of the Project. The Owner shall provide a PCI rating from a 1/10th mile distance over a one mile section in one traffic lane. The Owner shall provide the County with IRI index from the right wheel path of each traffic lane in units of inches per mile, with one digit to the right of the decimal, in accordance with conventional rounding procedures. Ride can be measured with equipment conforming to either ASTM E 950, Class 1 or an approved equal. Ride quality should be broken down in 1/10th mile increments for pre and post construction comparisons. Post-construction Pavement Ride Quality Reports shall also be performed for Designated Roads that Owner has not upgraded pursuant to this Agreement.

1.5 Haul Roads. Prior to commencing Project construction activities, the Owner agrees to consult with and receive input, and approval from the County Engineer regarding the Haul Roads to be used for the Project. Exhibit B-2 shall indicate the Haul Roads to be used during the construction of the Project based on its consultations with the County Engineer. The Parties expect that Hauling Activities will occur both within and outside the Project Area. Owner Parties must obtain Moving Permits for overweight, oversize vehicles as required for trips occurring on Haul Roads. The term “**Moving Permits**” refers to a permit issued by the County for overweight and oversized vehicles as provided in Exhibit H. The County will issue one Moving Permit to cover Owner’s use of the Haul Roads by overweight and oversized vehicles. At no time are overweight vehicles permitted on paved roads during spring load restriction period pursuant to Minn. Stat. § 169.87, to include two (2) weeks beyond the State-designated period. While Hauling Activities are in progress, the Owner shall maintain Haul Roads in accordance with normal maintenance activities for similar roads within the County. If the condition of a Haul Road deteriorates as a result of the increase loading caused by the Project, despite the normal maintenance activities of the Owner, the County Engineer will determine the permissible weights of vehicles in accordance with Minn. Stat. § 169.87. If Haul Roads are damaged by the loads generated by the Project, the Owner and County Engineer shall meet to agree upon necessary repairs. Owner shall implement such repairs at its own cost, unless it requests the County make such repairs, in which case Owner shall reimburse County for all reasonable costs for such repairs.

1.6 Maintenance of Traffic. The Owner shall, throughout construction of the Project, provide and maintain all temporary traffic control devices as deemed necessary for the safe and efficient movement of the public. Emergency vehicles must have access to the Designated Roads and special attention will be required for the maintenance of existing planned routes of school buses and mail carriers. Should any road become impassable at any time, the Owner shall notify the applicable law enforcement center immediately and make necessary accommodations for the traveling public and emergency vehicles. Maintenance of traffic shall be in conformance with the August 2024 edition of the Minnesota Manual of Uniform Traffic Control Devices (“**MN MUTCD**”); this includes, but is not limited to, the following:

a. To advise, warn, and alert the traveling public of construction in advance of the Project termini and on all roads, streets, and public trails approaching or crossing the Project.

b. To control and guide traffic through the Project; and if necessary to provide necessary flag persons and pilot vehicles.

c. Owner shall respond as soon as practicable, but during a bonafide emergency situation involving the imminent risk of personal injury, loss of life or significant property damage, in no event later than twenty four (24) hours after actual receipt by Owner of any call from the County Engineer or his authorized designee concerning any request for improving or correcting safety related traffic control devices.

d. If, at any time, Owner fails to properly furnish, install, maintain or remove any required traffic control devices in a timely manner, the County reserves the right to properly correct the deficiency. All reasonable, documented costs incurred by the County to correct the deficiency, without markup, shall be paid by Owner.

1.7 Protection of Bridges or Structures. The Owner shall, at its own expense, hire a Minnesota Professional Engineer approved by the County Engineer to inspect and structurally assess all bridges or structures on a Designated Road or adjacent roadway ditch crossing and provide documentation to the satisfaction of the County Engineer of acceptable fortification for use of said bridges or structures.

1.8. Crawler Crane Crossing. Should construction operations necessitate the crossing of an existing Designated Road with equipment or loads that would otherwise be prohibited, the Owner shall:

a. Provide the County Engineer with a detailed map showing the total number of crossings along with coordinates for each.

b. Complete two driveway permits for each crossing.

c. The Owner shall supply a traffic control plan for the crane crossings detailing how the traffic shall be handled during each of the crossings, the time frame for all road closures, and detail how the closure shall be handled with the applicable County highway department and County law enforcement center.

d. No roadway shall be closed without giving 24 hour notice to the County Engineer or his authorized designee and the applicable law enforcement center.

e. The Owner shall provide a detail of how the weight of the crane will be bridged over the roadway. The detail shall include the existing weight and pounds per square foot for each crane to cross the roadway. It shall give the length, width and depth of the crossing along with the material to be used to bridge the roadway. The detail shall also show what the final and decreased pounds per square foot there is to the roadway for each crane. The detail shall be signed by a registered engineer and approved by the County Engineer prior to any moves.

f. The material used to bridge the roadway shall be removed immediately after the crane crosses the roadway. The roadway shall be inspected for any Damage (defined below). If no Major Damage (defined below) has occurred the roadway shall be reopened to the traveling public. If Major Damage has occurred the County Engineer shall be notified immediately. County Engineer shall assess the Major Damage to determine what course of action needs to be taken. The Owner shall pay the County for all reasonable, documented costs paid by the County as a result of

the roadway closure due to Major Damages caused by Owner.

g. The Owner shall not move any crawler cranes longitudinal over the surface of any roadway under the jurisdiction of the County.

h. **“Damage”** for Crawler Cranes crossings shall be defined as any deviation from the existing surface of the applicable roadway which is 1/2 inch or less and caused by one or more of the Owner Parties. The Owner shall repair the Damage on paved roads by milling and overlaying to the reasonable approval of the County Engineer.

i. **“Major Damage”** for Crawler Cranes crossings shall be defined as any deviation from the existing surface of the applicable roadway which is greater than 1/2 inch or any other damage that would result in an unsafe condition for the traveling public, in each case, which is caused by Owner. Major Damage will require the Owner to perform a full depth replacement of the pavement to the reasonable approval of the County Engineer.

j. Owner shall be liable for all reasonable costs to repair all Damages to the roadway which were caused by Owner and shall make such repairs as directed by the County Engineer.

1.9 Rough Terrain (RT) Cranes. The Owner may utilize rubber-tired cranes and telehandlers to facilitate offloading and transport of components during construction. The Owner shall minimize the amount of RT Crane traffic on public roads where feasible. The Evaluation of Designated Roads described in Article 1.4 of this Agreement will account for a reasonable amount of RT Crane traffic or mobilization such that RT Crane trips will be included in the GE reimbursement and recommendations for improvements.

a. Owner shall be liable for all reasonable costs to repair all Damages to the roadway which were caused by Owner and shall make such repairs as directed by the County Engineer.

b. RT Cranes and telehandlers over 80,000 lbs total weight or 25,000 lbs single axle weight are not allowed to drive directly on paved roads and must be trailered from zone to zone.

1.10 Maintenance of Roads During Construction. The Owner shall maintain all Designated and Haul Roads, as it pertains to Owner’s construction efforts, during construction to the reasonable satisfaction of the County Engineer. Maintenance during construction shall constitute continuous and effective work prosecuted day by day, with adequate equipment and forces to the end that all roadways and structures are kept in such reasonably satisfactory condition at all times.

a. If, at any time, the Owner fails to comply with these provisions, the County Engineer will notify the Owner of the deficiencies. If the Owner fails to remedy unsatisfactory maintenance within a commercially reasonable time after receipt of written notice to do so, the County Engineer may immediately proceed to maintain the roadway and shall invoice the Owner for the reasonable and documented costs incurred in connection with the maintenance. Notwithstanding anything to the contrary, Owner’s maintenance obligations with respect to Designated and Haul roads shall be limited only to dust control, sweeping, blading of gravel surfaces, aggregate surfacing and bituminous surfacing, and said maintenance obligations will remain in effect only

during those times when Owner is actively engaged in construction activities within the Project Area. The County Engineer may, in its discretion and as staff time permits, make inspections of the Designated Roads to ensure compliance with the Owner's maintenance and safety obligations.

b. There may be times when immediate action may be required to protect the public safety. When this need arises, and if Owner caused a problem that is then-jeopardizing public safety, the Owner will be verbally notified of the problem and instructed to take immediate action to correct the problem. If the problem is not corrected immediately, the County Engineer shall arrange to have the correction done by others.

c. Owner shall provide dust control measures for all gravel roads used for the Project.

d. Owner shall blade all gravel Designated and Haul Roads as needed to provide the safe travel of automobiles. Roadways shall have a centerline crown with a 4% down slope on each side of centerline.

e. When a Designated Road is not passable for safe travel by automobiles due to cutting, potholes or other deformation of the roadway, in each case, caused by Owner, corrective action shall be taken. The materials, placement and workmanship shall be in accordance with the Minnesota Department of Transportation's Standard Specifications for Construction 2020 edition.

f. Owner shall pay all costs associated with the maintenance of Designated and Haul Roads during construction.

1. Repair of Designated Roads.

2.1 Obligation to Repair Roads. Following the procedures set forth in Article 4 of this Agreement, if the Designated Roads or related appurtenances, including bridges, culverts, traffic control devices, and other road fixtures are damaged by Hauling Activities conducted by Owner Parties on such Designated Roads, the Owner shall repair (or cause to be repaired) such damage and restore such road to the condition they were in prior to the damage caused by Hauling Activities conducted by the Owner Parties (as near as is reasonably practicable having due regard for normal wear and tear). The Parties shall rely upon the Initial Evaluation conducted pursuant to Article 1.4 for purposes of determining whether the repair has been performed in accordance with the standard set forth in this Article 2.1. The County understands and agrees that the Owner is not responsible for any damage to the Designated Roads that is not caused by Owner Parties.

2.2 Conditions Relating to Work within Right-of-Way. The Owner shall comply with the following conditions in connection with any repair, maintenance or other work to be conducted within any public right-of-way:

a. Except on those occasions when this Agreement imposes a shorter timeframe by when Owner must perform any maintenance and/or repairs, Owner shall provide the County Engineer with written notice of intent to work within the right-of-way at least five (5) days before beginning work.

b. Except on those occasions when this Agreement imposes a shorter

timeframe by when Owner must perform any maintenance and/or repairs, Owner shall not begin any work within the right-of-way until it receives written notice to proceed from the County Engineer, which notice shall be given as soon as can reasonably be issued accounting for safety concerns, but in no event later than three (3) days after receipt of Owner's notice.

c. Owner shall provide the County Engineer with written notice of the identity of any contractor Owner intends to use to perform the work within the right- of-way. The County Engineer will have the right to approve the contractor and subcontractors who will complete the repair or maintenance. Notwithstanding the County Engineer's approval of a contractor or subcontractor, Owner will accept responsibility for the repair and maintenance. The County Engineer's approval of the contractor and/or subcontractors shall not be unreasonably withheld or delayed.

d. If requested by the County Engineer and not previously provided under this Agreement, the Owners shall provide plans and specifications to the County Engineer for the road repair or reconstruction consistent with the restoration criteria and the Initial Evaluation (the "**Plans and Specifications**"). The County Engineer shall review, provide reasonable comments on and approve the Plans and Specifications within 5 business days of receipt. Thereafter, the Owner shall complete the repair or reconstruction according to the approved Plans and Specifications.

e. Owner will be responsible for all costs relating to the maintenance, repair or reconstruction of the Designated Roads and Haul Roads, soil and erosion control measures, and related improvements, if required by this Road Use and Repair Agreement.

f. Following completion of the work by Owner, the roads, soil and erosion control measures, and related improvements will be subject to the inspection and reasonable approval of the County Engineer. If any material or repair supplied does not conform to the restoration criteria and is reasonably rejected by the County Engineer as defective or unsuitable, then such rejected material or repair shall be removed and replaced with approved material or repair to meet the restoration criteria and the reasonable satisfaction and approval of the County Engineer, entirely at the cost and expense of the Owner. The approval of the County Engineer shall not be unreasonably withheld or delayed.

g. Following completion and acceptance of the work, the Owner will provide to the County Engineer an electronic file of the record plans or "as-built" of all utilities and road construction plans.

h. Time is of the essence for the completion of any work within a public right- of-way, including any maintenance, repair or reconstruction of roads and associated improvements.

2.3 Failure to Repair. If the Owner fails on its own to repair any Designated Road that is damaged by Hauling Activities conducted by the Owner Parties, the County Engineer may require in writing that the Owner repair such damage and return such roads to the condition such roads were in prior to such damage (as closely as is reasonably practicable having due regard for normal wear and tear). Prior to commencement of such repair, the County Engineer and the Owner shall meet to review the damage in relation to the Initial Evaluation or most recent subsequent evaluation, as applicable. After such review, the Owner shall repair (or cause to be repaired) such damage and restore the road to the standard set forth in Article 2.1, to the extent such damage was caused by Hauling Activities conducted by the Owner Parties. Any repair and restoration shall

promptly be performed at such times as the County Engineer may reasonably determine, having due regard for safety, the presence of emergency conditions and the costs of such repairs. If the Owner fails to repair such roads within the agreed period, then, unless the Parties mutually agree otherwise, the County Engineer may make such repairs and shall invoice the Owner for the reasonable costs incurred by County in connection with the repair, without markup. Any such invoice shall be accompanied by reasonable supporting documentation sufficient to justify the amounts claimed due by the County. The Owner shall pay such invoiced amounts within thirty (30) days following Owner's receipt of the invoice and supporting documentation. If Owner fails to make timely payment for amounts owed under this Section, the County may access the security provided under Article 5 of this Agreement.

2.4 County's Repair Efforts. In the event Owner fails to timely complete any of its maintenance or repair obligations under this Agreement, and if County elects to complete those obligations on Owner's behalf in accordance with the terms of this Agreement, then:

a. subject to County's receipt of Owner's applicable reimbursement for the reasonable, documented costs for such repair and/or maintenance obligations in accordance with the terms of this Agreement, County shall and hereby remises, releases, acquits, holds harmless, satisfies and forever discharges the Owner Parties of and from all actions, causes of action, suits, debts, dues, sums of money, accounts, reckonings, bills, specialties, covenants, contracts, controversies, damages, liabilities, judgments, executions, claims and demands whatsoever, in law or in equity, known or unknown, which County ever had, now has, or hereafter can have against the Owner Parties, or any one of them, for, upon or by reason of: (a) any damage to or destruction of any road, bridge, sidewalk, trail, curb, curb cut, roadway median, culvert, ditch, traffic signal, lane striping, reflective road marker, signage, irrigation equipment or other roadway-related improvement located within the boundaries of Steele County, Minnesota (collectively, "**Damaged Property**") to the extent such damage and/or destruction occurred prior to the date on which County caused such repair, maintenance or other restoration activities to commence; and (b) any property damage, personal injury, illness, permanent disability or death by any person or animal as a result of the County's respective employees', agents' or contractors' (collectively, the "**Governmental Agents**") efforts to cause the Damaged Property to be repaired, maintained, replaced and/or otherwise restored, as applicable.

b. Owner makes no, and hereby disclaims all, representations, warranties, covenants and agreements of every kind and character, express or implied or arising by operation of law, with respect to Participating Road Authority's or the Governmental Agents' respective efforts to cause the Damaged Property to be repaired, maintained, replaced or otherwise restored, including but not limited to, representations, warranties, covenants and agreements as to: (i) matters of physical conditions, legal matters or any other matter or thing relating to or affecting the Damaged Property and/or the Participating Road Authority's or the Governmental Agents' respective efforts to cause same to be repaired, maintained, replaced and/or otherwise restored; (ii) the experience, qualification or suitability of, or any other matter related to, those Governmental Agents who County selects to complete the applicable repair, maintenance, replacement and/or restoration efforts; or (iii) the manner or quality of the construction or materials incorporated by the Participating Road Authority or Governmental Agents into repairing, maintaining, replacing and/or restoring the Damaged Property.

2. Modifications to Designated Roads

3.1 Modifications to Designated Roads. The County hereby acknowledges, agrees and consents to reasonable modifications by the Owner Parties to the Designated Roads as are reasonably necessary to accommodate the use of the Designated Roads by the Owner Parties, including the widening of certain roads, the strengthening, lengthening and/or spanning of existing culverts and bridges, and other modifications reasonably necessary to accommodate the heavy equipment and materials to be transported on the Designated Roads.

a. The Owner shall obtain driveway permits for any new or modified driveway serving the Project. The Owner agrees to meet the conditions of the permit for drainage requirements, geometric design, and location. The Owner shall be responsible for Driveway permit fees.

b. Temporary intersection modifications to accommodate turning radii will require a "Working in Right-of-Way Permit." The Owner agrees to meet the conditions of the permit for drainage requirements, geometric design, and location. The Owner shall be responsible for the Radius Extension permit fees.

c. Access permit fees are set forth in Exhibit G of this agreement.

d. All intersections and driveways temporarily modified to accommodate turning radii must be restored to their permanent widths prior to Project Completion.

e. Drainage intakes located in a public right-of-way shall be protected from siltation or relocated with approval of the County Engineer and/or Drainage Supervisor.

f. All traffic control shall be maintained per the Minnesota Manual of Uniform Traffic Control Devices. Deviations without documentation shall not be permitted.

g. The Participating Road Authority will remove and replace all regulatory signs within the right-of-way. The Owner will be responsible for costs associated with removal and replacement of regulatory signs.

h. The Owner will be responsible for installing additional temporary regulatory signs on crash tested portable supports to supplement the permanent signs on intersections that are widened.

3.2 Compliance with Law. The Owner agrees that all road modifications shall comply with all applicable laws except to the extent provided for in this Road Use and Repair Agreement. County agrees that the weight restrictions imposed under the provisions of Minn. Stat. § 169.87(1) and (2) shall not be applicable to the Owner Parties' use of unpaved Designated Roads for Project-related purposes. No overweight vehicles shall be permitted on paved roads during the load restriction period pursuant to Minn. Stat. § 169.87, to include two (2) weeks beyond the State-designated period.

3.3 Transmission and Electrical Collection Systems. The County will issue a permit to Owner, its successors and assigns for the placement of Transmission and Electrical Collection Systems related to this Project over, under and/or across the public right of way for the Designated Roads, subject to the reasonable approval of the County Engineer of the location of the Transmission and Electrical Collection Systems within said public right of ways. The Owner shall

file a 'Utility Permit' application to document the location of the Transmission and Electrical Collection Systems. The Owner agrees to meet the conditions of the Utility Permit with respect to such installations. Utility permit fees are set forth in Exhibit G of this agreement. The County shall not construct or place, or allow the construction or placement of, any buildings, structures, plants, or other obstructions within or near the right of way which would result in the violation of the minimum clearance requirements of the National Electric Safety Code or would interfere with the operation and maintenance of the Transmission and Electrical Collection Systems by Owner, its successors or assigns. The Participating Road Authority shall not excavate or undertake or permit any action near or underneath the Transmission and Electrical Collection Systems installed that undermines or otherwise adversely affects their stability, operation and usability for the transmission of electrical power. Owner shall have the right to cut, prune and remove or otherwise dispose of any foliage or vegetation on or near the right of way that Owner deems a threat or potential threat to the Transmission and Collection Systems.

4. Completion of Repairs and Restoration and Certificate of Completion

4.1 Preliminary Punch List. At least fifteen (15) working days prior to the erection of the last turbine on the Project, Owner shall issue a preliminary punch list of items requiring restoration or repair under this Agreement. The County Engineer shall review the preliminary punch list and provide comments to Owner within ten (10) working days of receipt of the preliminary punch list. Owner will proceed with correcting all punch list items upon which the Owner and County Engineer agree. If there are items upon which Owner and County Engineer disagree or which the County Engineer wishes to have added to the punch list, Owner and County Engineer shall meet within 30 days to attempt to reach agreement on all such items. If agreement cannot be reached, Owner shall engage an independent engineer who is reasonably acceptable to County Engineer to review the items and this Agreement and determine whether the items in dispute should be part of the punch list. The determination of the independent engineer shall be final. Owner shall make timely repairs in accordance with the determination by the independent engineer.

4.2 Final Punch List. No later than fifteen (15) working days after the commercial operation date for the Project, Owner shall issue a Final Punch List including items requiring repair or restoration under this Agreement. The County Engineer shall review the Final Punch List and provide comments to Owner within five (5) working days of receipt of the Final Punch List. Owner will proceed with correcting all Final Punch List items upon which the Owner and County Engineer agree. If there are items upon which Owner and County Engineer disagree or which the County Engineer wishes to have added to the Final Punch List, Owner and County Engineer shall meet within 30 days to attempt to reach agreement on all such items. If agreement cannot be reached, Owner shall engage an independent engineer who is reasonably acceptable to County Engineer to review the items and this Agreement and determine whether the items in dispute should be part of the Final Punch List. The determination of the independent engineer shall be final. Owner shall make timely repairs in accordance with the determination by the independent engineer.

4.3 Completion of Final Punch List. Owner shall endeavor, and use diligent, good faith efforts to complete all Final Punch List items no later than thirty (30) calendar days after agreement with the County Engineer on the Final Punch List or, if punch list items have been in dispute, no later than thirty (30) calendar days after a determination by the independent engineer.

4.4 Certificate of Completion. Upon Owner's completion of all items on the Final Punch List, the County Engineer shall issue a Certificate of Completion to Owner certifying the date on which all Final Punch List items were completed.

5. **Security.**

5.1 Security. To guarantee compliance with the terms of this Agreement, payment of costs incurred by the County in accordance with this Agreement, or the remediation of any damage caused by Owner's failure to comply with the terms of this Agreement, unless a governmental authority otherwise requires Owner to obtain a performance bond or other security with respect to the Project, Owner shall furnish, or cause to be furnished, one of the following in Owner's discretion:

a. a bond in a form and of substance reasonably satisfactory to County, securing performance of the Owner's obligations under this Agreement, which bond shall be equal to \$1,000,000.00 (the "**Bond Amount**");

b. a corporate guaranty from a corporate entity with an Investment Credit Rating in an amount equal to the Bond Amount. "**Investment Grade Credit Rating**" means, with respect to any entity, the ratings assigned to such entity's senior long-term debt obligations of BBB- or better from Standard & Poors ("**S&P**") and Baa2 or better from Moody's Investor Services ("**Moody's**"); provided, however, that Owner's guaranty may qualify as having an Investment Grade Credit Rating even though it is rated by only one of the referenced rating agencies so long as such rating is BBB or better from S&P or Baa2 or better from Moody's.

c. a similar security, such as a letter of credit, in an amount equal to the Bond Amount.

5.2 After completion of the repairs and restoration dictated by this Agreement, the security shall be reduced to an amount reasonably necessary to complete any outstanding obligation of Owner under this Agreement which amounts shall be determined by a good faith negotiation of the Parties.

6. General Provisions.

6.1 Cooperation. The Parties agree to communicate and cooperate in good faith concerning the safe implementation of the Project and work together to prevent or correct any hazardous road conditions that may be created by the Project.

6.2 Amendment or Waiver. No waiver and no modification or amendment of any provision of this Road Use and Repair Agreement shall be effective unless specifically made in writing and duly agreed to by the Parties. Waiver by any Party of any breach or failure to comply with any provision or term of this Road Use and Repair Agreement by another party shall not be construed as, or constitute, a continuing waiver, or a waiver of any breach of, or failure to comply with, any other provision of this Road Use and Repair Agreement.

6.3 Governing Law. This Road Use and Repair Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota, and hereto intend that Minnesota law shall apply to the interpretation hereof. For the purpose of resolving any dispute with respect to this Road Use and Repair Agreement, each party agrees that the venue for any legal action shall be in Dodge County, Minnesota. The terms and provisions of this Agreement shall not be construed more or less favorably between the Parties by reason of authorship or origin of language.

6.4 Severability. If any provisions of this Road Use and Repair Agreement are determined to be unenforceable, invalid or excessive, this Road Use and Repair Agreement can thereafter be modified, to implement the intent of the Owner and County to the maximum extent allowable under law and the remainder of this Road Use and Repair Agreement shall remain unaffected and in full force and effect.

6.5 Participating Road Authority's Representatives. The following individuals shall be authorized to communicate directly with Owner and its representatives on behalf of each of the Participating Road Authority listed regarding the matters set forth in Article 1.2 of this Road Use and Repair Agreement.

Aurora Township	Separate Road Use Agreement
Havana Township	Separate Road Use Agreement
Blooming Prairie Township	Separate Road Use Agreement

6.6 Binding Provisions. The terms of this Agreement, including, without limitation, the permits for Transmission and Electrical Collection Facilities, shall run with the land affected thereby and are binding upon, and inure to the benefit of the Owner, the Participating Road Authority, and their respective successors, mortgagees, assigns, or persons claiming through them.

6.7 Assignment. This Agreement may not be assigned without the written consent of the other Party, which consent shall not be unreasonably withheld. Notwithstanding the foregoing, Owner may assign this Agreement to its affiliates and may collaterally assign this Agreement to any lender in support of the Project.

7. Default and Remedies.

7.1 Remedies. If Owner defaults as described in Article 7.2 and that default is not cured within any applicable cure period; or if Owner commences voluntary bankruptcy, insolvency, reorganization, stay, moratorium or similar debtor-relief proceedings; or if insolvency, receivership, reorganization, bankruptcy, or a similar proceeding shall been commenced against Owner and such proceeding remains un-dismissed or un-stayed for a period of one hundred eighty (180) days, Owner agrees that during the continuation of such default the County may do any, all, or any combination of the following:

a. Halt all further approvals regarding improvements and permits relating to the Project;

b. Immediately suspend Owner's authority under this Agreement to use the Designated Roads for purposes relating to the Project by providing written notice.

c. Draw on or utilize any funds or other security provided to the County pursuant to this Agreement to the extent reasonably necessary and provide payment due and owing to the County or complete any work to be done under this Agreement, including, without limitation, the

inspection, repair or replacement of any Designated Road, or the remediation of any nuisance caused by Owner's failure to complete any of its obligations under this Agreement;

- d. Seek injunctive relief;
- e. Suspend any work or improvement relating to the Project by issuing a stop work order; and/or
- f. Take any other reasonable, justifiable action at law or in equity which may be lawfully available to the County.

7.2 Events of Default and Notice. Unless otherwise provided for in this Agreement, if the Owner fails to perform one or more of its obligations under the Agreement, or fails to comply with its monetary obligations under the Agreement, the County shall give the Owner formal written notice of the default and the Owner shall have thirty (30) days by which to cure the default; provided, however, that if Owner's failure cannot reasonably be cured within said thirty-day period, Owner shall not be in default if Owner begins curing such failure within said thirty-day period and diligently prosecutes the cure to completion. The County will notify the Owner in writing prior to drawing on any security, including without limitation, those items referenced in Article 5 above.

7.3 Failure to Cure Default. If the Owner does not cure the default within the required cure period or such longer period as may be necessary if the default may not reasonably be cured within the required period provided the Owner pursues the cure with reasonable diligence, then until the applicable default is cured, the County may avail themselves of any remedy afforded it by law and any of the above cumulative, non-exclusive remedies.

7.4 No Additional Waiver Implied by One Waiver. If any condition, obligation or agreement contained in this Agreement is breached by either party and thereafter waived in writing by the opposite party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other concurrent, previous or subsequent breaches hereunder. All waivers must be in writing to be effective.

7.5 No Remedy Exclusive. No remedy herein conferred upon or reserved to the Parties shall be exclusive of any other available remedy or remedies, but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law or in equity or by statute. No delay or omission to exercise any right or power accruing upon any default shall impair any such right or power or shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient.

7.6 Enforcement. The non-prevailing Party shall reimburse the prevailing Party for the reasonable, documented costs incurred in the enforcement of this Agreement by the prevailing Party, including reasonable, documented engineering and attorneys' fees.

8. Indemnity.

Anything to the contrary herein notwithstanding, the Participating Road Authority, their elected and appointed officials, their officers, agents, employees, representatives and volunteers shall not be liable or responsible in any manner to the Owner, contractor or subcontractors, materialmen, laborers, or to any other person or persons whomsoever, for any claims, demands, damages, actions, or causes of action of any kind or character whatsoever arising out of: (a) any and all work which is the Owner's obligation to perform pursuant to this Agreement; (b) the failure by Owner to observe or perform any covenant, condition, obligation or agreement on its part to be observed or performed under this Agreement; (c) the failure by the Owner to pay contractors, subcontractors, laborers, or materialmen; (d) the failure by Owner to pay for materials; or (e) the failure by Owner to obtain necessary permits and authorization to construct the work described in this Agreement. Owner further agrees to indemnify, defend, and hold the Participating Road Authority, their elected and appointed officials, their officers, engineers, agents, employees, representatives, and volunteers harmless from all such claims, demands, damages, actions, or causes of action, and all reasonable costs, disbursements, and expenses resulting from such claims, including reasonable attorneys' fees and costs. Notwithstanding the foregoing, Owner's obligations under this Article 8 shall not apply, and Owner shall not be responsible for or liable to the extent any claims, demands, damages, actions, or causes of action relate to, arise out of or in connection with the negligence or willful misconduct of the Participating Road Authority, their elected and appointed officials, their officers, agents, employees, representatives and volunteers. Notwithstanding anything to the contrary, in any dispute between the Parties under this Agreement, the Parties agree that any claims shall be limited only to actual damages incurred and the Parties hereby waive all claims against each other for any consequential, punitive and other speculative damages.

9. Entire Agreement.

This Agreement, together with all exhibits hereto, constitutes the entire agreement between the Parties with respect to the subject matter of this Agreement. This Agreement is specifically intended to supersede all prior agreements whether written or oral.

[Signatures follow on next page.]

IN WITNESS WHEREOF, the Parties have caused this Road Use and Repair Agreement to be duly executed on the day and year first above written.

DODGE COUNTY WIND, LLC

By: _____

Date: _____

STEELE COUNTY

By: _____
_____, Chairperson

Date: _____

ATTEST

And: _____
_____, County Administrator

Date: _____

RECOMMENDED FOR APPROVAL

By: _____
_____, County Engineer

Date: _____

**APPROVAL AS TO FORM AND
EXECUTION**

By: _____
_____, County Attorney

Date: _____

LIST OF EXHIBITS

Site Plan	Exhibit A
Designated Roads.....	Exhibit B-1
Haul Roads.....	Exhibit B-2
Initial Evaluation	Exhibit C
Township Resolutions.....	Exhibit D (Not Applicable)
Testing Protocol	Exhibit E
Recommendations Report.....	Exhibit F
Permit Fee Summary.....	Exhibit G
Moving Permit	Exhibit H

EXHIBIT A:

SITE PLAN

SEE ATTACHED MAP

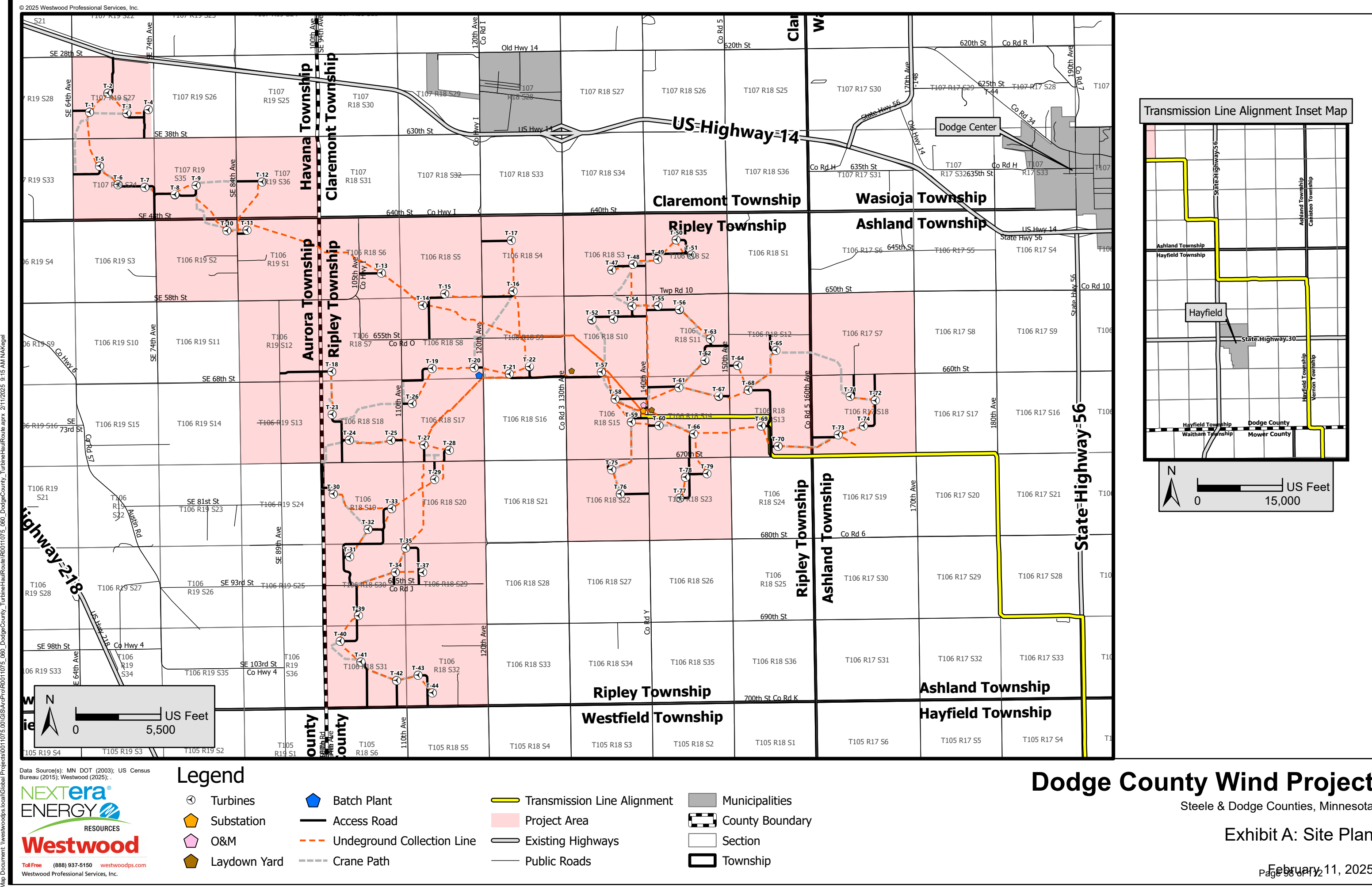
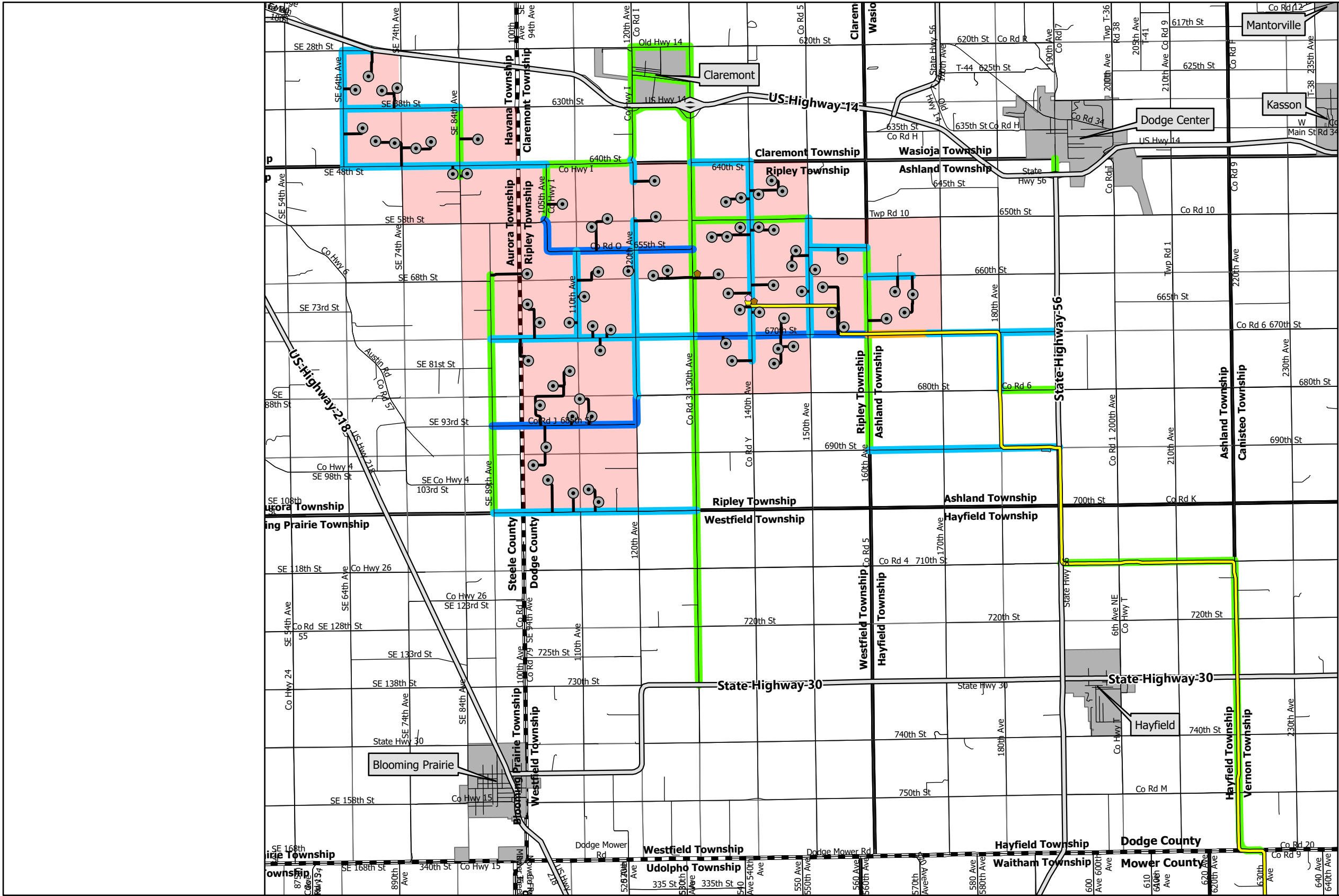


EXHIBIT B-1:

DESIGNATED ROADS

SEE ATTACHED MAP

Map Document: \\westwoodps.local\Global\Projects\001075_00\GIS\ArcPro\001075_060_DodgeCounty_TurbineHaulRoute.aprx 2/11/2025 9:16 AM NAK:egul



Data Source(s): MN DOT (2003); US Census Bureau (2015); Westwood (2025); .



Legend

- | | | |
|-----------------------------|--|-----------------|
| Turbines | Project Area | Public Roads |
| Substation | Designated Roads – County Asphalt Roads | Municipalities |
| O&M | Designated Roads – County Gravel Roads | County Boundary |
| Laydown Yard | Designated Roads – Township Dirt Roads | Section |
| Access Road | Designated Roads – Township Gravel Roads | Township |
| Transmission Line Alignment | Existing Highways | |

Dodge County Wind Project

Steele & Dodge Counties, Minnesota

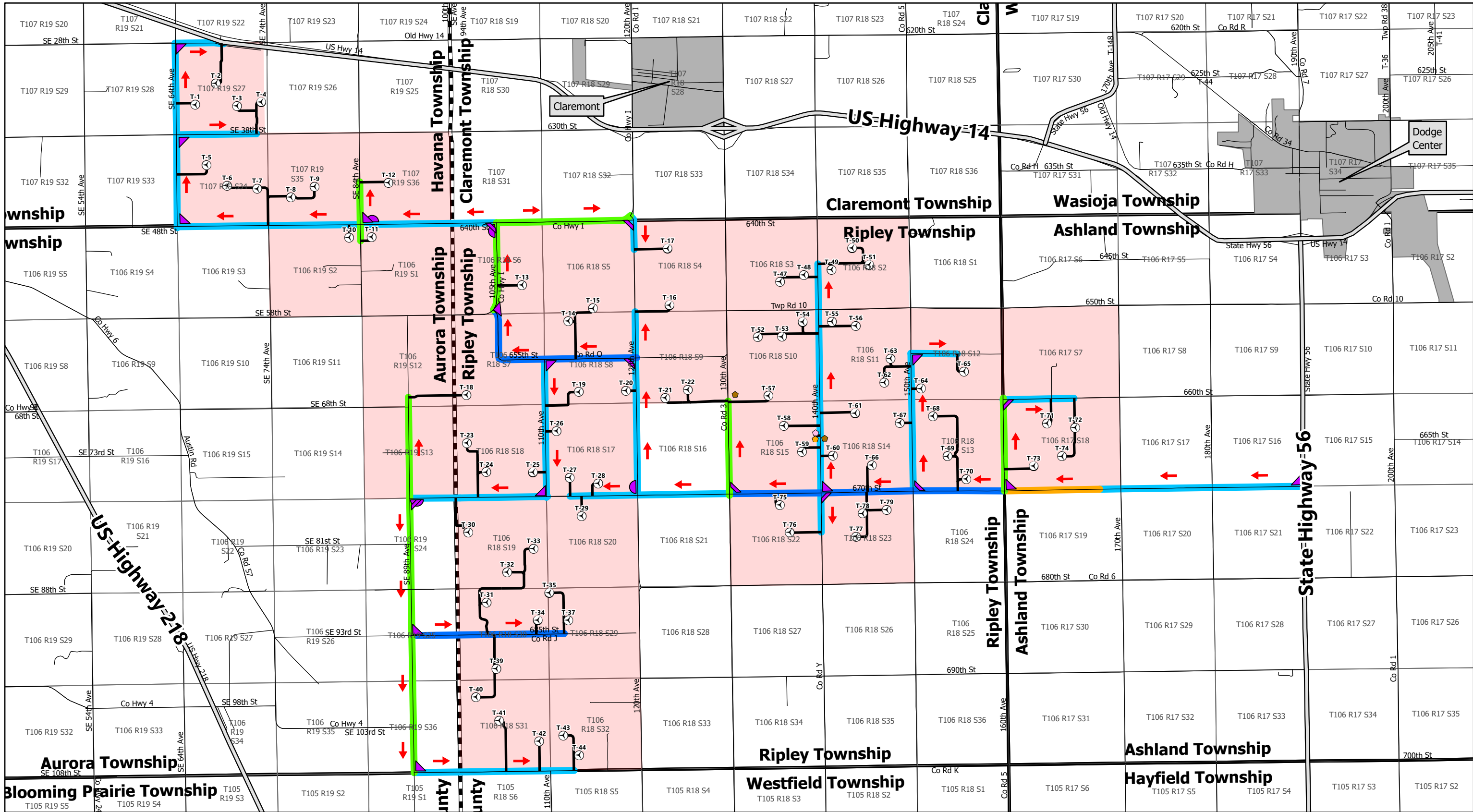
Exhibit B-1: Designated Roads



EXHIBIT B-2:

HAUL ROADS

NONE



Data Source(s): MN DOT (2003); US Census Bureau (2015); Westwood (2025); .



Legend

- | | | |
|------------------|--|-------------------|
| Turbines | Project Area | Public Roads |
| Substation | Designated Roads – County Asphalt Roads | Existing Highways |
| O&M | Designated Roads – County Gravel Roads | Municipalities |
| Laydown Yard | Designated Roads – Township Dirt Roads | County Boundary |
| Access Road | Designated Roads – Township Gravel Roads | Section |
| Radius Extension | Turbine Delivery Ingress | Township |

Dodge County Wind Project

Steele & Dodge Counties, Minnesota

Exhibit B-2: Haul Route



EXHIBIT C:
INITIAL EVALUATION

SEE ATTACHED

EXHIBIT D:
TOWNSHIP RESOLUTIONS

NOT APPLICABLE

EXHIBIT E:
TESTING PROTOCOL FOR INITIAL EVALUATION

Geotechnical Testing

1. Perform Ground Penetrating Radar Survey of each of the haul roads. The GPR survey will be done using GSSI Roadscan equipment or equivalent and will provide data collection at approximately 20 miles per hour. The data collection will be done at 1 foot intervals to provide a complete picture of the pavement structure along the entire haul road. GPR data will be collected in both roadway directions so that any differences in structure in lanes will be determined.
2. Perform Falling Weight Deflectometer (FWD) testing on the haul roads. Testing will be done at 1/10th mile intervals using the standard 7 sensor Strategic Highway Research Program (SHRP) spacing and will be done at 6,000 and 9,000 lbs. force. On gravel roads on the 6,000 lbs. force will be used because the deflections caused from the 9,000 lbs. force is higher than the equipment will measure accurately.
3. Perform one flight auger boring or GeoProbe at approximately ½ mile intervals along roadways. The borings will be 4 feet in depth and will measure the asphalt pavement thickness to the closest ¼ inch, the aggregate base thickness to the nearest ½ inch and classify the subgrade soils at each major soil type.

Video and Inventory

1. Collect digital video of all roadways. The video will be taken with a digital video camera which will have the coordinates linked with GPS and will show pavement condition as well as a geographic benchmarks such as road signs and intersections which will assist in determining the location of the video.
2. Condition inspection, inventory and assessment of all pipes over 24 inch diameter, all structures and all bridges on haul roads.

Engineering

1. Develop traffic forecast and associated ESALs for major construction items (aggregate, concrete, turbine components, and equipment) along the proposed haul routes.
2. Engineer structural improvements/upgrades to existing bridges and culverts required to support construction loading and deliveries.

Survey

1. Provide cross section topographic survey for all designated roads at 500' interval. Each cross section shall include existing elevation at centerline, pavement edge or gravel shoulder on either side, and top of slope for roadside ditch on either side of road.

EXHIBIT F:
RECOMMENDATIONS REPORT

SEE ATTACHED

EXHIBIT G:
CALCULATION OF FEE

SEE ATTACHED

EXHIBIT H:
MOVING PERMIT

SEE ATTACHED



STEELE COUNTY
INTERNAL CENTRAL POLICY COMMITTEE MINUTES
Steele County Administration Center – 630 Florence - Owatonna, MN 55060

Steele County's Mission:
Driven to deliver quality services in a respectful and fiscally responsible way.

Tuesday, April 1, 2025 at 8:00 a.m. – Steele County Boardroom

Attendees: Commissioner Brady, Commissioner Glynn, Finance Director Candi Lemarr, Human Resource Director Gina McGuire, Extension Office Director Lisa Dierks, PT&E Director Jennifer Mueller, Administrator Renae Fry, and Executive Assistant Rebecca Kubicek.

Consent Agenda

1. SE MN Emergency Communications expense increase approval
Past years the payment has been \$1,000 with Olmsted County paying the remaining costs. SE MN Emergency Communications has recalculated the payment and Steele County's portion is \$4,334, an increase of \$3,334, and is payable in June.

General Agenda

2. Delegation of Authority to Hire and Appoint Budgeted Positions
3. Highway Accountant
With more requirements and oversight from the state, this position should move to full time from the .8. Should be a small budget impact.

Information

Veteran Service Van: Veterans van is no longer practical for the Veteran Service needs. The van gets about 8 to 10 mpg and the VA no longer schedules appointments so that a large number of local vets need transportation at roughly the same time. This means the van has been sitting and only used to transport the color guard when needed. The VS Director would like to donate the van to either the American Legion or the VFW as each of the organizations donated \$10,500 to the purchase of the van. This will allow the color guard to still use the van. The original donations did not come with future restrictions – they were intended for the original purchase of the van. A decision to donate the van will relieve the county of the ongoing costs of maintenance, operations and insurance. The Steele County name will need to be taken off the van. If the American Legion or the VFW does not want the van, then other potential recipients would be the Elk's club in Owatonna or a new veteran's home that opened up in Filmore.

Performance Pay: Renae to follow up with Crow Wing County on the program established.

Department Head Reports

Finance: Carrie Holmen has accepted the position of the Finance Specialist. Public Health account supervisor still open. Procurement Specialist job description still being worked on with HR. Single audit

submitted, working on the 911 dispatch audit, starting the prep work and reports for the 2026 budget and tax collections are coming in.

Extension Office: Reported on the top three items from the last committee meeting.

Human Resources: MNPrairie HR Manager started on Monday. Starting union negotiations in May for 1/1/2026.

Administration: Nothing to report.

PT&E Office: Tax statements are in the mail and people have started to receive them. Steele County has a new tax web resource – take a look. Note: CPT was updated for the new tax web.

IT: New Ticketing system to increase efficiencies has been delayed by one week. The system will look different. Sheriff's move is primarily complete. They still have a temporary occupancy. Film on the windows is needed. CCA is close to being complete.



STEELE COUNTY
PROPERTY & MAINTENANCE POLICY COMMITTEE MINUTES
Steele County Administration Center – 630 Florence Ave - Owatonna, MN 55060

Steele County's Mission:
Driven to deliver quality services in a respectful and fiscally responsible way.

Thursday, April 3, 2025 at 8:00 a.m. – Steele County Boardroom

Attendees: Commissioner Abbe, Commissioner Brady, Finance Director Candi Lemarr, Facilities and Fleet Director Jake Rysavy, IT Director Dave Purscell, Court Administrator Stacy Ashley, Administrator Renae Fry and Executive Assistant Rebecca Kubicek.

Information:

County wide Master Plan (Space Study and Security Assessment):

The last space study was a 20-year plan and done approximately four years ago with Wold. They have agreed to work with Steele County to update the study at no charge. The goal is to look at the plan as a multi-year capitol plan and take into consideration any imminent building needs (i.e. roof at the Annex building). Future plans will also look more diligently at safety elements.

Courthouse:

Still looking at different ways to use part of the Law Library fund for courthouse upgrades. Additional research is being done about procuring some funds through different state matching grants that are available for security. Next application date is 2028. District Court Administration can request a security review / inspection of the courthouse through a no cost program offered by a security advisor. Facilities Director and the Sheriff will be invited to attend. Steele County recognizes there are some challenges due to the historic nature of the building.

Additional Updates:

- CCA furniture is being installed, and the punch list be reviewed this Friday. Move in date is Approximately April 11th. The BCA will inspect the CCA and the Sheriff's Office after occupancy is obtained for CCA.
- Sheriff's Office – The second round of a punch list will begin this Friday.
- Parking lot resurfacing will resume once road restrictions are lifted.
- Space study work will begin as soon as possible.
- Roof at the Four Seasons is in the planning stage.

- SCFF electrical project will resume soon. Back boards are all built. All equipment needed for project is now on site.
- Security for the HR offices needs to be addressed. Possible temporary solution could be the addition of a door buzzer with push button access.
- Singlewire Emergency Notification is an employee notification system to replace Custom Alarm system. This product will be deployed countywide. It is a 5-year contract with a similar cost from custom alarms. There are currently no additional costs to change security systems.
- Steele County will be offering Verbal Judo and Personal Safety classes end of April and May.

No Department Head reports given