



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, JUNE 10, 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

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

4. Minnesota State Demographic Center (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.*

5. Approve May 27, 2025 - Board Minutes (pg. 6)
6. Approve May 27, 2025 - Board Work Session Minutes (pg. 10)
7. Approve Bills (pg. 12)
8. Approve Personnel Report (pg. 44)

9. Approve renewal of an On-Sale 3.2 Beer and Wine License for Blooming Prairie Country Club. (pg. 45)
10. Approve delegation of power to abate current year late payment penalty to County Finance Director. (pg. 46)
11. Adopt **Resolution 2025-031** appointing Ed Nelson the Steele County Snowmobile Trail Administrator. (pg. 49)
12. Approve amended Fee Schedule with additions of Off-Sale Liquor License and Cannabis Registration Fees. (pg. 51)
13. Approve entering into a Cooperative Agreement with the City of Owatonna for the construction of CPKC rail crossing improvements at CR 180 School Street and authorize the Chair and Administrator to execute the Agreement. (pg. 52)

General Agenda

14. June Anniversary Report (pg. 74)
15. Abatement of penalty for late payment of taxes request from taxpayer – Lee Holdings (pg. 75)
16. Approve IUP #2025-06 for Loren Lauver - 2nd dwelling on property with six conditions based on the findings of fact. (pg. 83)

County Board Work Session – Tuesday, June 10, 2025

17. Action Items

Information Items

18. Receive the 2025 County Road Safety Plan (pg. 93)
19. Internal Central Services Committee Minutes – June 3, 2025 (pg. 101)

Commissioner Reports:

Next Meeting Notices:

Land Use & Records – Thursday, June 12th at 8 a.m. in the Boardroom

Public Safety & Health Committee – Tuesday, June 17th at 8 a.m. in the Boardroom

Board of Appeal and Equalization – Tuesday, June 17th at 7 p.m. in the Boardroom

County Board Work Session – Tuesday, June 24th at 4 p.m. in the Boardroom

County Board Meeting – Tuesday, June 24th at 5 p.m. in the Boardroom

Closed Session: Per Minn. Stat. §13D.05, Subd. 3 to evaluate the performance of an individual who is subject to its authority – Renae Fry, County Administrator.

Motion to go into closed Session

Discussion

Motion to end closed Session

Action Item if necessary

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.

m MINNESOTA STATE
DEMOGRAPHIC CENTER
DEPARTMENT OF ADMINISTRATION

June 1, 2025

Dear Administrator:

The State Demographer is required by law to produce annual population and household estimates for Minnesota's cities and townships. Enclosed you will find the April 1, 2024, population and household estimates for the administrative units in your county, including all cities and townships. The city and township clerks in your county have also received a copy of their estimates.

These estimates are being sent to you for your review and comment. Questions or comments should be directed to Eric Guthrie by email or at the address listed on the letterhead. The best way to reach us is by e-mail at local.estimatedata@state.mn.us You may also reach us by phone at (651) 201-2473. You will be asked to leave a message on our voice mail system.

These estimates are subject to change and are not considered final until they are released to the Minnesota Department of Revenue in July. If there are changes to any of the places in your county, final data will be posted to our website in August, <https://mn.gov/admin/demography/data-by-topic/population-data/our-estimatedata/>.

Thank you for taking time to review these estimates.

Sincerely,



Susan Brower
State Demographer

Enclosures

Steele

	April 1, 2024	
	Households	Population
Aurora township	204	510
Berlin township	200	483
Blooming Prairie city (part)	806	1,928
Blooming Prairie township	180	429
Clinton Falls township	148	371
Deerfield township	197	524
Ellendale city	304	660
Havana township	216	544
Lemond township	187	476
Medford city	518	1,348
Medford township	300	802
Meriden township	225	599
Merton township	129	333
Owatonna city	11,140	26,735
Owatonna township	226	577
Somerset township	294	707
Summit township	159	408
County Total	15,433	37,434

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

May 27, 2025

STATE OF MINNESOTA }
 } ss
COUNTY OF STEELE }

The Steele County Board of Commissioners met in Regular Session at 5:00 p.m. on May 27, 2025 with Commissioner's Krueger, Brady, Glynn, Prokopec, and Abbe present. Also present were Human Resources Director Gina McGuire, Finance Director Candi Lemarr, IT Director Dave Purscell, County Engineer Paul Sponholz, County Sheriff Lon Thiele, County Attorney Robert Jarrett, Emergency and Risk Management Director Kristen Sailer, County Administrator Renae Fry and Executive Assistant Rebecca Kubicek.

Call to order and Pledge of Allegiance.

Motion by Commissioner Krueger, seconded by Commissioner Abbe to approve the agenda with amendments. Ayes all.

Amendments to the agenda:

Add item from Work Session:

Proposal to restructure Public Works leadership and authorized the hiring of a new Public Works Director and County Engineer.

Presentation: None

Comments and Correspondence:

Public Comment: 2 persons spoke regarding Eastside corridor.

Correspondence: None

Consent Agenda:

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

- A. Approve the minutes of May 13, 2025 Board Meeting
- B. Approve the minutes of May 13, 2025 Board Work Session
- C. Approve Bills
- D. Approve the Personnel Report

New Hires/Promotions/Demotions/Transfers:

Name	Position/Dept.	Rating/Step	Date
Jordyn Williams	Appraiser I/Assessor	C41/1	06/09/2025
Autumn Hagemeyer	Assist. Cnty Attorney I/Attorney	C45/4	07/07/2025

Resignations/Retirements/Terminations:

Name	Position	Department	End Date
Dale Oolman (Retirement)	Director of P&Z	Planning & Zoning	06/13/2025

Open Positions-Pending Board Approval:

Position	Department	Notes
IT Security Analyst	IT	Working on Job Description
Patrol Deputy	Sheriff's Office	Backgrounding
Correctional Officer	Detention Center	Backgrounding
Procurement Specialist	Finance	Interviewing
Engineering Techs I/II/III (3)	Highway	On-hold
Hwy Maintenance Technician	Highway	Interviewing
Accounting Support Specialist	Highway	On-hold
Accountant	Highway	Interviewing
Assistant County Engineer	Highway	On-hold
County Engineer	Highway	Determining Next Steps
Technical Clerk II	PT & E	On-hold
RN/PHN	Public Health	Backgrounding
Director of Planning & Zoning	Planning & Zoning	Recruiting will begin soon

- E. Approve the amendment to the 2026-2027 Remote Electronic Alcohol Monitoring (REAM) Grant Contract Agreement for a total of \$18K (\$9K per year for the next two years) and authorize the CC Director to sign.
- F. Approve an Interagency Agreement between Owatonna Police Department & Steele County Community Corrections.
- G. Approve an Interagency Agreement between Steele County Sheriff's Department & Steele County Community Corrections.
- H. Approve MNIT Management Control Agreement.
- I. Adopt **Resolution No. 2025-028** approving the 2024 Steele County Hazard Mitigation Plan. A copy of the Resolution is available in the office of the County Administrator and is made a part of this record by reference.
- J. Adopt **Resolution No. 2025-029** requesting the transfer excess State Aid Municipal to the State Aid regular funds and authorize the chair to sign. A copy of the Resolution is available in the office of the County Administrator and is made a part of this record by reference.
- K. Approve an annual renewal of Tobacco Licenses for Anhorn's Gas & Tire, Casey's-Medford, Casey's-Ellendale, Medford Municipal Liquor Store and Lerberg's Foods.

General Agenda:

Motion by Commissioner Krueger, seconded by Commissioner Glynn to award a contract for the CSAH 28 (MN 30 to CSAH 21) Reclamation project to Ulland Brothers Inc. in the amount of \$586,477.08. Ayes all. (bids were open in May vs April as stated)

Motion by Commissioner Prokopec, seconded by Commissioner Glynn to award a contract for 2025 pavement marking, CP 074-025-001, to KAMCO, Inc. in the amount of \$266,874.05. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Prokopec to approve Amendment to agreement with WHKS for professional services for the CSAH 28 (South Beaver Lake Road to North Beaver Lake Road) and Beaver Lake Park Improvement project in the amount of \$490,000. Ayes all.

Commissioner Krueger offered the following **Resolution No. 2025-030** for Safe Streets for All Funding to Develop a Comprehensive Safety Action Plan, seconded by Commissioner Abbe. Upon the vote being taken, five Commissioners voted in favor thereof, none absent and not voting. A copy of the Resolution is available in the office of the County Administrator and is made a part of this record by reference.

Motion by Commissioner Krueger, seconded by Commissioner Prokopec to approve the restructuring of the Public Works Leadership Team and authorized the hiring of a new Public Works Director and County Engineer. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to approve agreement with Alan Goodman to serve as Interim Engineer until a new county engineer is hired.

Motion by Commissioner Krueger, seconded by Commissioner Prokopec to accept the CR 180 Bridge 4686 Preliminary Design Analysis. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to approve On-Sale Liquor License for Spurgy's Trailside Tavern. Ayes all.

Commissioner Reports:

Commissioner Glynn reported his attendance at Historical Society meeting.

Commissioner Prokopec reported his attendance at JD24 special meeting, Interim Engineering interview meeting, Public Safety and Health Committee, Memorial Day parade, and a Work Session.

Commissioner Abbe reported his attendance at MNP Finance and JBP meetings, Memorial Day parade and program.

Commissioner Krueger reported his attendance at Smart Trails meeting, JD24 meeting, Interim Engineering interview meeting, MNP Finance and JBP meetings, Memorial Day parade and service and Work Session.

Commissioner Brady had no report.

County Attorney reported received grant for 3 staff next year truancy prevention program through uplift. United way to be the fiscal agent.

County Administrator reported the start of labor negotiations where they have met with three of the bargaining units. They plan to have tentative agreements in place by the end of August.

LISTING OF BILLS

May 27, 2025

Canadian Pacific Kansas City	26,000.00
Counties Providing Technology	4,701.00
CPS Technology Solutions	3,735.00
Crysteel Truck Equipment Inc	2,700.00
Design Electric Inc	5,011.33
DLT Solutions LLC	5,537.28
Erickson Engineering Co LLC	13,270.64
High Point Networks	2,355.00
LSQ Funding Group Lc	4,169.50
MEI Total Elevator Solutions	7,088.85
Minnesota Paving & Materials	3,396.54
Moore Md/Kellyanna J	4,099.58
Office of MN IT Services	3,720.96
R & K Electric Inc	4,443.00
Rice County Finance Department	23,176.45
Rice-Steele 911 Center	4,999.80
Road Machinery & Supplies Co	79,927.05
Roemhildt/Brenda	3,970.00
Short Elliott Hendrickson Inc	8,633.67
South Central College	2,160.00
Steele County Soil & Water Conserv Dist	33,750.00
Stewart Sanitation	2,094.82
Street Smart Rental	3,384.00
Summit Food Services LLC	4,297.11
Thomson Reuters - West	2,716.54
UKG Kronos Systems LLC	3,670.08
Weinberg Construction LLC	2,358.00
WHKS & Co	3,718.08
104 Payments less than 2000	29,743.20
Final Total:	298,827.48

Motion by Commissioner Abbe, seconded by Commissioner Krueger to go into closed session for attorney / client privilege for threatened or pending litigation, pursuant to Minn Stat. 13D.05, Subd. 3(b). Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to end closed session. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Krueger to adjourn to the Call of the Chair at 7:37p.m. Ayes all.

CHAIRMAN

ATTEST: _____
ADMINISTRATOR

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

May 27, 2025

STATE OF MINNESOTA }
 } ss
COUNTY OF STEELE }

The Steele County Board of Commissioners held a Work Session at 4:00 p.m. on May 27, 2025 with Commissioner's Krueger, Brady, Glynn, Prokopec, and Abbe present. Also present were County Engineer Paul Sponholz, Finance Director Candi Lemarr, County Attorney Robert Jarrett, Emergency and Risk Management Director Kristen Sailer, Human Resource Director Gina McGuire, MNP Director Tara Reich, County Administrator Renae Fry and Executive Assistant Rebecca Kubicek.

Joe Cieminski, MCIT Risk Management Consultant, gave a presentation regarding MCIT's insurance program and the benefits of participating in a member funded risk sharing pool. He explained the trends in reinsurance costs, claims history in general and Steele County's positive worker's compensation claims history. Lastly, he highlighted the resources and support opportunities available through MCIT.

Renae Fry, Administrator, presented a plan to the Board to restructure the Public Works Department. The recent resignations and retirements in the department presented an opportunity to examine operations and consider options to restructure the department. An organizational chart was provided showing a recommended structure. The department, consisting of engineering, highway, and landfill, would function under the leadership of a Public Works Director allowing the County Engineer to spend more time as an engineer. If the Board approved the hiring of a new Public Works Director and authorized the changes in the county engineer's work scope, the two individuals hired to fill these positions would be empowered to evaluate assess other staffing needs to support engineering operations. The Board agreed to move this item to the Board meeting.

Human Services update was given by Renae Fry, County Administrator. Dodge and Waseca Counties are moving forward in partnership with Human Services. They are looking for a proposal from Steele County outlining the county's plan to exit MNP. HMA is now under contract and will be contacting DHS & DCYF to discuss the process for re-establishing a Steele County human services department. HMA will be our official contact with DHS and DCYF and we will rely on them to provide us the information needed. MNP is currently using Steele County's identification number. So HMA will need to work with DHS on the plan for that number, whether it be that MNP keeps it or if Steele County will take it back over. HMA is also data gathering and conducting their analysis to determine the structure needed for Steele County's human services

department.

Meeting was adjourned at 4:57 p.m.

Chairman

ATTEST:
Administrator

DRAFT

SBENDORF
6/5/25 10:48AM

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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			

Explode Dist. Formulas Y

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

SBENDORF

6/5/25 10:48AM

10 Road & Bridge Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 2

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
301	DEPT		Administration			
	22531 Erosion Control Inc					
11	10-301-000-0000-6512		230.00 Irrigation repairs	1141	Bldg Repair & Maintenance	N
	22531 Erosion Control Inc		230.00	1 Transactions		
301	DEPT Total:		230.00 Administration	1 Vendors	1 Transactions	
302	DEPT		Road & Bridge Maintenance Expense			
	35020 Huber Supply Co Inc					
14	10-302-000-0000-6801		19.43 Gloves	3212210	Osha/Safety Supplies	N
	35020 Huber Supply Co Inc		19.43	1 Transactions		
	48700 M-R Sign Company, Inc					
16	10-302-000-0000-6534		325.55 10 light 3 volt	227933	Supplies - Signing	N
	48700 M-R Sign Company, Inc		325.55	1 Transactions		
	8711 Minnesota Paving & Materials					
22	10-302-000-0000-6525		237.16 12.32 ton 1.5" dustfree-CSAH15	1879019	CSAH Supplies - Aggregate/Asphalt	N
23	10-302-000-0000-6525		234.47 24.5 Ton 1.5 dustfree-CSAH15	1879020	CSAH Supplies - Aggregate/Asphalt	N
24	10-302-000-0000-6525		1,329.65 37.99 tons rip rap-CSAH15	1879916	CSAH Supplies - Aggregate/Asphalt	N
	8711 Minnesota Paving & Materials		1,801.28	3 Transactions		
	3690 Ramy Turf Products					
27	10-302-000-0000-6553		1,560.00 Oats, etc.	113416	Weed Spray & Vegetation Supplies	Y
	3690 Ramy Turf Products		1,560.00	1 Transactions		
	9163 Sign Solutions					
32	10-302-000-0000-6534		1,530.84 50 10ft telespar	417328	Supplies - Signing	N
33	10-302-000-0000-6534		2,342.51 150 4ft telespar	417328	Supplies - Signing	N
34	10-302-000-0000-6534		3,589.67 100 12 ft telespar	417328	Supplies - Signing	N
	9163 Sign Solutions		7,463.02	3 Transactions		
	8967 Steele Waseca Cooperative Electric					
35	10-302-000-0000-6534		30.38 Street lights - CSAH 12	1094084	Supplies - Signing	N
36	10-302-000-0000-6534		33.11 Street lights - CSAH 2	1117342	Supplies - Signing	N
37	10-302-000-0000-6534		32.95 Street lights - CSAH 45	1117355	Supplies - Signing	N
38	10-302-000-0000-6534		40.87 Street lights - CSAH 2	1123235	Supplies - Signing	N
39	10-302-000-0000-6534		10.39 Street lights - CSAH 1	120426	Supplies - Signing	N
40	10-302-000-0000-6534		10.39 Street lights - CSAH 14	25721	Supplies - Signing	N

SBENDORF

6/5/25 10:48AM

10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 3

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
41	10-302-000-0000-6534		Street lights - CSAH 19	25722	Supplies - Signing	N
42	10-302-000-0000-6534		Street lights - CSAH 6	26898	Supplies - Signing	N
8967	Steele Waseca Cooperative Electric		8 Transactions			
302	DEPT Total:	11,376.29	Road & Bridge Maintenance Expense	6 Vendors	17 Transactions	
304	DEPT		Equipment Maintenance & Shops			
10067	Auto Value Owatonna					
1	10-304-000-0000-6520	110.72	Swivel and wire #2245	197006097	Machinery/Vehicle Parts	N
2	10-304-000-0000-6520	381.99	Battery - #2170	197011213	Machinery/Vehicle Parts	N
3	10-304-000-0000-6511	597.69	Washer solvent, glue gen lever	197011436	Maint Shop Supplies & Materials	N
4	10-304-000-0000-6520	33.98	Trico pro beam -#2199	197011928	Machinery/Vehicle Parts	N
5	10-304-000-0000-6520	28.99	Parts #2054	197012129	Machinery/Vehicle Parts	N
6	10-304-000-0000-6511	287.04	Break parts cleaner	197012225	Maint Shop Supplies & Materials	N
7	10-304-000-0000-6520	62.30	Pipe and wire #2245	197012477	Machinery/Vehicle Parts	N
10067	Auto Value Owatonna	1,502.71	7 Transactions			
16480	Crysteel Truck Equipment Inc					
9	10-304-000-0000-6520	112.00	eStop - #2162	LP223942	Machinery/Vehicle Parts	N
16480	Crysteel Truck Equipment Inc	112.00	1 Transactions			
8459	Freerksen Oil LLC					
12	10-304-000-0000-6540	301.50	Moly EP Synthetic grease	2819	Fuel & Lubricants	Y
13	10-304-000-0000-6540	100.50	Moly EP Synthetic grease	2819	Fuel & Lubricants	Y
8459	Freerksen Oil LLC	402.00	2 Transactions			
36550	IFACS					
15	10-304-000-0000-6520	34.00	Hex cap screw, nut - #2254	5360564	Machinery/Vehicle Parts	Y
36550	IFACS	34.00	1 Transactions			
49625	Matejcek Implement Co					
17	10-304-000-0000-6520	123.40	Fender support	IB41701	Machinery/Vehicle Parts	N
18	10-304-000-0000-6520	20.40	Synthetic oil - #2054	IB41826	Machinery/Vehicle Parts	N
49625	Matejcek Implement Co	143.80	2 Transactions			
50510	McNeilus Steel Inc					
19	10-304-000-0000-6515	27.50	HR angle	01234804	Shop Equip Repair & Maintenance	N
20	10-304-000-0000-6520	29.99	2116 HR FL and Rnd	01235826	Machinery/Vehicle Parts	N

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	
50510	McNeilus Steel Inc					
		57.49		2 Transactions		
21	51630 Mike's Repair					
	10-304-000-0000-6520	653.31	Tire replacement #2215	110609	Machinery/Vehicle Parts	Y
	51630 Mike's Repair	653.31		1 Transactions		
25	56125 NAPA Auto Parts					
	10-304-000-0000-6520	4.56	LMP boxed minis - #2184	050417	Machinery/Vehicle Parts	N
	56125 NAPA Auto Parts	4.56		1 Transactions		
26	4097 Nuss Truck & Equipment					
	10-304-000-0000-6520	120.61-	Wiring harness,temp sensor	PS0197051-2	Machinery/Vehicle Parts	N
	4097 Nuss Truck & Equipment	120.61-		1 Transactions		
28	3743 RDO Equipment Co, Inc.					
	10-304-000-0000-6520	9,824.23	Repair center pivot - #2054	W1962302	Machinery/Vehicle Parts	N
	3743 RDO Equipment Co, Inc.	9,824.23		1 Transactions		
29	3314 Ronco Engineering Sales Co Inc					
	10-304-000-0000-6511	321.38	Tape	3395909	Maint Shop Supplies & Materials	N
30	10-304-000-0000-6511	144.61	Tape	3396586	Maint Shop Supplies & Materials	N
	3314 Ronco Engineering Sales Co Inc	465.99		2 Transactions		
10	9923 Steve James Excavating Inc					
	10-304-000-0000-6520	24.12	Propane fill	17495	Machinery/Vehicle Parts	N
	9923 Steve James Excavating Inc	24.12		1 Transactions		
43	76255 Swanston Equipment Corp					
	10-304-000-0000-6515	87.97	Freight charges-invoice P11345	P12472	Shop Equip Repair & Maintenance	N
	76255 Swanston Equipment Corp	87.97		1 Transactions		
44	86520 Terminal Supply Company					
	10-304-000-0000-6511	434.82	Pins, drill bits, paint, nuts	31691	Maint Shop Supplies & Materials	N
	86520 Terminal Supply Company	434.82		1 Transactions		
49	99500 Ziegler,Inc					
	10-304-000-0000-6520	150.62-	Return couplers	CM263513	Machinery/Vehicle Parts	N
50	10-304-000-0000-6520	51.94	Ring & connector -#2221	IN001880299	Machinery/Vehicle Parts	N
51	10-304-000-0000-6520	47.86	Pump & probe - #2245	IN001934371	Machinery/Vehicle Parts	N

SBENDORF
6/5/25 10:48AM
10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 5

Vendor Name		Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
52	10-304-000-0000-6520	62.37	Coupler #2245	IN001936007	Machinery/Vehicle Parts	N
99500	Ziegler, Inc	11.55	4 Transactions			
304	DEPT Total:	13,637.94	Equipment Maintenance & Shops	15 Vendors	28 Transactions	
310	DEPT		Capital Construction			
4895	Canadian Pacific Railway Company					
8	10-310-000-0000-6262	7,719.55	074-648-0007	2600-001116773	Sales Tax Consultants	N
4895	Canadian Pacific Railway Company	7,719.55	1 Transactions			
77570	Short Elliott Hendrickson Inc					
31	10-310-000-0000-6262	4,278.48	Prof services 074-648-008	487835	Sales Tax Consultants	N
77570	Short Elliott Hendrickson Inc	4,278.48	1 Transactions			
9895	Westwood Professional Services Inc					
45	10-310-000-0000-6262	505.24	Prof Services 074-021-006	1250200268	Sales Tax Consultants	Y
9895	Westwood Professional Services Inc	505.24	1 Transactions			
9217	WHKS & Co					
46	10-310-000-0000-6262	3,398.81	Prof Services 074-598-015	54336	Sales Tax Consultants	Y
9217	WHKS & Co	3,398.81	1 Transactions			
5683	Widseth Smith Nolting & Assoc Inc					
47	10-310-000-0000-6262	400.00	Prof Services 074-024-006	238019	Sales Tax Consultants	Y
5683	Widseth Smith Nolting & Assoc Inc	400.00	1 Transactions			
4364	WSB & Associates Inc					
48	10-310-000-0000-6262	173,859.25	Prof Services 074-021-006	R01985000034	Sales Tax Consultants	Y
4364	WSB & Associates Inc	173,859.25	1 Transactions			
310	DEPT Total:	190,161.33	Capital Construction	6 Vendors	6 Transactions	
10	Fund Total:	215,405.56	Road & Bridge Fund		52 Transactions	
	Final Total:	215,405.56	28 Vendors	52 Transactions		

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	10	215,405.56	Road & Bridge Fund	
	All Funds	215,405.56	Total	Approved by, ...
				
				

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

Explode Dist. Formulas Y

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

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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>
3	DEPT		County Wide			
	4879 Shred Right					
70	01-003-000-0000-6801		42.53	Shred documents	0049493	General Expense Y
	4879 Shred Right		42.53	1 Transactions		
3	DEPT Total:		42.53	County Wide	1 Vendors	1 Transactions
31	DEPT		County Administrator			
	9987 Fry/Renae					
51	01-031-000-0000-6331		49.00	AMC Region 9 meeting	20250602	Mileage Reimbursement N
	9987 Fry/Renae		49.00	1 Transactions		
31	DEPT Total:		49.00	County Administrator	1 Vendors	1 Transactions
44	DEPT		Financial Administrator			
	10006 MCHHSA					
37	01-044-000-0000-6261		100.00	2025 45th annual conference	2025	Conference & Training N
	10006 MCHHSA		100.00	1 Transactions		
44	DEPT Total:		100.00	Financial Administrator	1 Vendors	1 Transactions
62	DEPT		Central Services			
	16282 Crosstown Cartage Inc					
28	01-062-000-0000-6801		324.00	Contracted mail services	05/23/2025	General Expense N
29	01-062-000-0000-6802		110.00	Additional mail services	05/23/2025	Internal Chargeback N
	16282 Crosstown Cartage Inc		434.00	2 Transactions		
	4419 Matrix Communications Inc					
36	01-062-000-0000-6801		75.00	Phone system support	M009419	General Expense N
	4419 Matrix Communications Inc		75.00	1 Transactions		
	4191 Revize LLC					
66	01-062-000-0000-6301		3,000.00	Annual website hosting	20994	Equip/Software Maint Y
	4191 Revize LLC		3,000.00	1 Transactions		
62	DEPT Total:		3,509.00	Central Services	3 Vendors	4 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>	
91	DEPT			County Attorney			
	5499 Sheriff of Becker County						
11	01-091-000-0000-6343		36.50	Personal service 74-CV25699	IN202500560	Service Fees	N
	5499 Sheriff of Becker County		36.50	1 Transactions			
	78500 Sheriff Of Freeborn Co						
12	01-091-000-0000-6343		100.00	Subpoena service 74-CR23845	2025-375	Service Fees	N
	78500 Sheriff Of Freeborn Co		100.00	1 Transactions			
	10184 Sheriff of St Louis County						
13	01-091-000-0000-6343		75.00	Subpoena service 74-CR241152	2501771	Service Fees	N
	10184 Sheriff of St Louis County		75.00	1 Transactions			
91	DEPT Total:		211.50	County Attorney	3 Vendors	3 Transactions	
101	DEPT			County Recorder			
	8265 Iacovino Law Office LLC						
52	01-101-000-0000-6286		300.00	1st qtr Examiner fees	3679	Exam Of Title Fee	Y
	8265 Iacovino Law Office LLC		300.00	1 Transactions			
	3372 Pictometry International Corp						
9	01-101-000-9306-6600		25,898.12	2025 aerial imagery #1	US447504	Capital Outlay - Compliance Fund	N
	3372 Pictometry International Corp		25,898.12	1 Transactions			
101	DEPT Total:		26,198.12	County Recorder	2 Vendors	2 Transactions	
102	DEPT			Surveyor			
	39600 Jones Haugh & Smith Inc						
56	01-102-000-0000-6801		4,810.00	Surveyor services - April	46653	General Expense	N
	39600 Jones Haugh & Smith Inc		4,810.00	1 Transactions			
102	DEPT Total:		4,810.00	Surveyor	1 Vendors	1 Transactions	
105	DEPT			Planning & Zoning			
	6032 APG Media of Southern Minnesota LLC						
23	01-105-000-0000-6242		1.40	Public Notice- PC meeting	1049807	Publishing	N
	6032 APG Media of Southern Minnesota LLC		1.40	1 Transactions			

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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
10191	Archer/Scott					
24	01-105-000-0000-6837		1,021.75	Permit reimb - EDR-25.005	1507	Ellendale Reimb-Bldg Permit
10191	Archer/Scott		1,021.75	1 Transactions		
105	DEPT Total:		1,023.15	Planning & Zoning	2 Vendors	2 Transactions
111	DEPT			Buildings & Grounds		
9075	Access Tonna Lock Service					
21	01-111-041-0000-6300		169.00	Service call - privacy lever	4303	Bldg Repairs & Maintenance
9075	Access Tonna Lock Service		169.00	1 Transactions		
6980	Block Plumbing & Heating Inc					
25	01-111-042-0000-6300		725.00	Smart pak alternator	71290	Bldg Repairs & Maintenance
142	01-111-044-0000-6300		4.98	Chicago washers	71320	Bldg Repairs & Maintenance
6980	Block Plumbing & Heating Inc		729.98	2 Transactions		
9537	Brooks/Jocelyn					
143	01-111-000-0000-6331		91.14	130.2 miles x .70	3/20 - 6/3/2025	Mileage Reimbursement
9537	Brooks/Jocelyn		91.14	1 Transactions		
8866	Diverse Construction Services LLC					
30	01-111-041-0000-6300		1,500.00	Repair multiple splits in roof	2519	Bldg Repairs & Maintenance
144	01-111-044-0000-6300		3,280.00	Patch holes & repair EPDM	2523	Bldg Repairs & Maintenance
8866	Diverse Construction Services LLC		4,780.00	2 Transactions		
8288	Four Seasons Electric					
145	01-111-045-0000-6300		296.11	Install outlet for Culligan	14835	Bldg Repairs & Maintenance
146	01-111-040-0000-6300		152.50	Troubleshoot handicap button	14836	Bldg Repairs & Maintenance
8288	Four Seasons Electric		448.61	2 Transactions		
9161	Kraft Mechanical LLC					
147	01-111-044-0000-6300		5,330.00	Preventive maint agreement	39023	Bldg Repairs & Maintenance
9161	Kraft Mechanical LLC		5,330.00	1 Transactions		
7860	Metropolitan Mechanical Contractors Inc					
39	01-111-041-0000-6300		2,190.78	Replace 2 condenser fans	10021461	Bldg Repairs & Maintenance
7860	Metropolitan Mechanical Contractors Inc		2,190.78	1 Transactions		
61952	Overhead Door Co Of Albert Lea, Inc.					

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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	
5	01-111-044-0000-6300	18.00	Gel lube	77087-000	Bldg Repairs & Maintenance	N
61952	Overhead Door Co Of Albert Lea, Inc.	18.00	1 Transactions			
62900	Owatonna Heating & Cooling Inc.					
7	01-111-044-0000-6300	12.00	Patch	9557	Bldg Repairs & Maintenance	N
62900	Owatonna Heating & Cooling Inc.	12.00	1 Transactions			
5626	Trugreen Processing Center					
150	01-111-040-0000-6380	868.56	Lawn service-Admin-May	209897304	Grounds Maintenance	Y
151	01-111-041-0000-6380	160.77	Lawn service-Annex-May	209897304	Grounds Maintenance	Y
149	01-111-042-0000-6380	120.90	Lawn service-Courthouse-May	209897304	Grounds Maintenance	Y
154	01-111-043-0000-6380	54.94	Lawn service-Attroney-May	209897304	Grounds Maintenance	Y
152	01-111-045-0000-6380	985.86	Lawn service-CCA-May	209897304	Grounds Maintenance	Y
153	01-111-045-0000-6380	387.55	Lawn service-CCA-May	209897304	Grounds Maintenance	Y
5626	Trugreen Processing Center	2,578.58	6 Transactions			
9183	Van Meter Inc					
20	01-111-041-0000-6300	293.33	10 ballast	S013841314.001	Bldg Repairs & Maintenance	N
156	01-111-041-0000-6300	203.92	8 ballasts	S013868745.001	Bldg Repairs & Maintenance	N
9183	Van Meter Inc	497.25	2 Transactions			
111	DEPT Total:	16,845.34	Buildings & Grounds	11 Vendors	20 Transactions	
121	DEPT		Veteran Service			
4212	Bussler Publishing Inc					
26	01-121-751-0000-6820	215.00	Memorial Day newspaper ad	38604	Grant Expense	N
4212	Bussler Publishing Inc	215.00	1 Transactions			
37025	Innovative Office Solutions LLC					
53	01-121-000-0000-6410	49.48	Copy paper	4849949	Office Supplies	Y
37025	Innovative Office Solutions LLC	49.48	1 Transactions			
60050	Oakdale Motel					
1	01-121-000-0000-5761	496.62	Homeless Vet room - RM	83398149	Donations for Van	Y
60050	Oakdale Motel	496.62	1 Transactions			
8948	Townsquare Media Faribault					
75	01-121-751-0000-6820	520.00	Radio ad - Memorial Day	5741287-1	Grant Expense	Y

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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		
8948	Townsquare Media Faribault		520.00	1 Transactions				
121	DEPT Total:		1,281.10	Veteran Service	4 Vendors	4 Transactions		
201	DEPT			Sheriff				
8458	American Tower Corporation							
44	01-201-297-0000-6347		692.11	BP tower rent - June 2025	413457332	T-BI Pr Lease Payments		N
8458	American Tower Corporation		692.11	1 Transactions				
3275	Anhorn's Gas & Tire							
22	01-201-000-0000-6320		682.08	New tires & oil change-7421	45769	Vehicle Maintenance		Y
3275	Anhorn's Gas & Tire		682.08	1 Transactions				
10018	CDW Goverment Inc							
48	01-201-000-0000-6293		505.99	Desktop scanner	AD7XU6M	Gun Permit Expenses		N
10018	CDW Goverment Inc		505.99	1 Transactions				
23225	Fame Awards							
31	01-201-000-0000-6844		20.00	Trophy-Medford seatbelt chall	20252455	Contingent Fund for Drug Alcohol DV		Y
23225	Fame Awards		20.00	1 Transactions				
4877	L & L Street Rods & Sport Trucks							
35	01-201-000-0000-6480		2,351.35	New squad equipment - 7425	4362	Non-Capitalized Inventory		Y
34	01-201-000-0000-6480		2,351.35	New squad equipment - 7416	4363	Non-Capitalized Inventory		Y
55	01-201-000-0000-6480		759.65	Shipping for squad parts	4367	Non-Capitalized Inventory		Y
4877	L & L Street Rods & Sport Trucks		5,462.35	3 Transactions				
7713	Magtech Ammunition Company Inc							
57	01-201-000-0000-6285		7,992.00	40 cases 9MM Luger 115 FMJ	49711	Firearms/Ammo Training		N
58	01-201-000-0000-6285		8,580.00	22 cases 5.56x45 FMJ M193	49711	Firearms/Ammo Training		N
59	01-201-000-0000-6285		1,642.27-	Excise tax credit	EX49748	Firearms/Ammo Training		N
7713	Magtech Ammunition Company Inc		14,929.73	3 Transactions				
7860	Metropolitan Mechanical Contractors Inc							
40	01-201-297-0000-6301		594.48	Contractor capacitor	10021011	T BI Pr-Equipment Repairs		N
7860	Metropolitan Mechanical Contractors Inc		594.48	1 Transactions				
18450	Office of MN IT Services							
2	01-201-000-0000-6210		211.70	Sheriff telecom - April 2025	W25040582	Telephone		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
18450	Office of MN IT Services		211.70	1 Transactions		
8	61520 Owatonna Motor Company					
	01-201-000-0000-6320		49.53	Oil change & filter - 7401	730210	Vehicle Maintenance
	61520 Owatonna Motor Company		49.53	1 Transactions		
67	4139 SEMNECB					
	01-201-000-0000-6241		1,570.00	Fiscal agent fee 1/1 - 6/30	6/01/2025	Membership Dues
	4139 SEMNECB		1,570.00	1 Transactions		
14	9865 Stop Stick Ltd					
	01-201-000-0000-6480		105.00	Cord reel & 9' black sleeve	0038321-IN	Non-Capitalized Inventory
	9865 Stop Stick Ltd		105.00	1 Transactions		
72	85300 Streichers Inc					
	01-201-000-0000-6261		54.72	4 irratiant 360 First Defense	11764995	Conference & Training
	85300 Streichers Inc		54.72	1 Transactions		
106	9259 T-MOBILE					
	01-201-000-0000-6210		31.15	SCSO 507-990-1929	982187246	Telephone
	9259 T-MOBILE		31.15	1 Transactions		
76	89980 The 20 Rifle & Pistol Club					
	01-201-000-0000-6285		1,500.00	Range fee for 2025	6/03/2025	Firearms/Ammo Training
	89980 The 20 Rifle & Pistol Club		1,500.00	1 Transactions		
18	3886 Tri County Law Enforcement Assn					
	01-201-000-0000-6241		90.00	2025 annual dues	5/12/2025	Membership Dues
	3886 Tri County Law Enforcement Assn		90.00	1 Transactions		
19	84035 Tri-M Graphics					
	01-201-000-0000-6410		56.25	2nd party check stamp	107183	Office Supplies
	84035 Tri-M Graphics		56.25	1 Transactions		
201	DEPT Total:		26,555.09	Sheriff	16 Vendors	20 Transactions
208	DEPT			Coroner		
46	5357 Bluhm/Christine					
	01-208-000-0000-6801		312.50	Death investigations - 1	May 2025	General Expense

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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
5357	Bluhm/Christine		312.50	1 Transactions		
8048	Edwardsen/Danette Marie					
50	01-208-000-0000-6801		275.00	Death investigations - 1	May 2025	General Expense 6
8048	Edwardsen/Danette Marie		275.00	1 Transactions		
9860	Klapperich/Julie					
54	01-208-000-0000-6801		425.00	Death investigations - 10	May 2025	General Expense 6
9860	Klapperich/Julie		425.00	1 Transactions		
50965	Meger Funeral Home Inc					
60	01-208-000-0000-6801		200.00	Removal/transport - SKadlec	SC2025.03	General Expense Y
50965	Meger Funeral Home Inc		200.00	1 Transactions		
208	DEPT Total:		1,212.50	Coroner	4 Vendors	4 Transactions
251	DEPT			Jail		
4346	Advanced Correctional Healthcare Inc					
42	01-251-000-0000-6269		1,918.38	Onsite mental health services	RIN-0055730	Site Mental Health Services 6
41	01-251-000-0000-6270		17,388.21	Onsite medical services	RIN-0055730	Medical Services 6
43	01-251-000-0000-6270		370.00	Pool management fees	RIN-0055730	Medical Services 6
4346	Advanced Correctional Healthcare Inc		19,676.59	3 Transactions		
7798	Anchor Paper Company					
45	01-251-000-0000-6560		1,214.89	Bath tissue, towels, liners	10775061-00	Janitorial Supplies N
7798	Anchor Paper Company		1,214.89	1 Transactions		
5750	Bob Barker Company Inc					
47	01-251-000-0000-6418		330.15	Shoes, t-shirts, trousers	2134672	Lock-Up Supplies N
5750	Bob Barker Company Inc		330.15	1 Transactions		
18450	Office of MN IT Services					
3	01-251-000-0000-6410		91.07	Jail telecom - April 2025	W25040582	Office Supplies N
18450	Office of MN IT Services		91.07	1 Transactions		
4879	Shred Right					
71	01-251-000-0000-6304		42.53	Document shredding	49209	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	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
8247	Summit Food Services LLC					
73	01-251-000-0000-6441		4,160.21	Inmate meals 5/10- 5/16/2025	INV2000242969	Prisoner Meals N
74	01-251-000-0000-6441		4,152.97	Inmate meals 5/17 - 5/25/2025	INV2000243533	Prisoner Meals N
8247	Summit Food Services LLC		8,313.18	2 Transactions		
251	DEPT Total:		29,668.41	Jail	6 Vendors	9 Transactions
252	DEPT			Community Corrections		
51300	Metro Sales Inc					
38	01-252-000-0000-6410		250.00	Copier contract	INV2793272	Office Supplies N
51300	Metro Sales Inc		250.00	1 Transactions		
75497	Steele County Court Administrator					
16	01-252-000-0000-6850		310.00	Work service 74-JV231285	5/12/2025	Juvenile Restitution Payments N
15	01-252-000-0000-6850		40.00	Work service 74-JV231285	5/22/2025	Juvenile Restitution Payments N
75497	Steele County Court Administrator		350.00	2 Transactions		
85300	Streichers Inc					
17	01-252-000-0000-6801		509.99	Strike force panels	I1762355	General Expense N
85300	Streichers Inc		509.99	1 Transactions		
252	DEPT Total:		1,109.99	Community Corrections	3 Vendors	4 Transactions
281	DEPT			Emergency Management		
9259	T-MOBILE					
105	01-281-000-0000-6210		31.15	EM 651-417-5346 internet	982187246	Telephone N
9259	T-MOBILE		31.15	1 Transactions		
281	DEPT Total:		31.15	Emergency Management	1 Vendors	1 Transactions
391	DEPT			Environmental Services		
87305	Thompson Sanitation					
157	01-391-000-0000-6548		75,722.74	Recycling contract - May	89056	Recycling N
87305	Thompson Sanitation		75,722.74	1 Transactions		
391	DEPT Total:		75,722.74	Environmental Services	1 Vendors	1 Transactions
481	DEPT			Public Health Nursing		

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
10201	All Traffic Solutions Inc					
125	01-481-464-6065-6600	9,125.87	instALERT 24 message display	SIN044875	RSG Capital Outlay	N
10201	All Traffic Solutions Inc	9,125.87	1 Transactions			
1650	American Lung Association					
126	01-481-461-6066-6383	1,266.10	Vaping contract - April	02	Contract Services	N
1650	American Lung Association	1,266.10	1 Transactions			
10198	Beaver -Kormann/Acadia					
107	01-481-461-6066-6464	120.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach	Y
10198	Beaver -Kormann/Acadia	120.00	1 Transactions			
10199	Boyes/Danica M					
108	01-481-461-6066-6464	120.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach	Y
10199	Boyes/Danica M	120.00	1 Transactions			
10177	Buenger/Addison L					
109	01-481-461-6066-6464	140.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach	Y
10177	Buenger/Addison L	140.00	1 Transactions			
5839	C V S - SMART Transit					
130	01-481-460-6012-6465	90.00	Bus tickets - June - unlimited	599811	Pass Thru - Patient Supplies & Service	N
5839	C V S - SMART Transit	90.00	1 Transactions			
10084	Cardinal Health 110 LLC					
128	01-481-464-6061-6480	80.32-	Customer rebate	7420112446	Non-Capitalized Inventory	Y
127	01-481-462-6047-6434	210.99	Tubersol - 20 doses	7423388468	Medical Supplies	Y
10084	Cardinal Health 110 LLC	130.67	2 Transactions			
13110	City Of Owatonna					
129	01-481-461-6031-6464	150.00	Family outreach-pavillion rent	20250715	General Supplies & Outreach	N
13110	City Of Owatonna	150.00	1 Transactions			
10123	Cupkie/Madilyn					
110	01-481-461-6066-6464	20.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach	Y
10123	Cupkie/Madilyn	20.00	1 Transactions			
8789	Dahle/Teya F					
132	01-481-461-6059-6383	110.10	Reflective consultation		Contract Services	Y

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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	
131	01-481-461-6034-6383		Reflective consultation	1675	Contract Services	Y
8789	Dahle/Teya F	220.20	2 Transactions			
10070	Escobedo/Sofia					
111	01-481-461-6066-6464	60.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach	Y
10070	Escobedo/Sofia	60.00	1 Transactions			
9999	Fandel/Kate Corinne					
112	01-481-461-6066-6464	40.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach	Y
9999	Fandel/Kate Corinne	40.00	1 Transactions			
10179	Fish/Sierra LeAnn					
113	01-481-461-6066-6464	140.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach	Y
10179	Fish/Sierra LeAnn	140.00	1 Transactions			
10012	Fox/Vivien Lee					
114	01-481-461-6066-6464	80.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach	N
10012	Fox/Vivien Lee	80.00	1 Transactions			
10072	Hagenson/Anna					
115	01-481-461-6066-6464	40.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach	Y
10072	Hagenson/Anna	40.00	1 Transactions			
10027	Hanson/Danika C					
116	01-481-461-6066-6464	100.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach	Y
10027	Hanson/Danika C	100.00	1 Transactions			
9770	Holmen/Molly					
117	01-481-461-6066-6464	40.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach	Y
9770	Holmen/Molly	40.00	1 Transactions			
37025	Innovative Office Solutions LLC					
133	01-481-460-6012-6410	31.32	Folders	4843662	Office Supplies	Y
134	01-481-461-6040-6410	36.68	Folders	4849117	Office Supplies	Y
37025	Innovative Office Solutions LLC	68.00	2 Transactions			
9769	Maas/Carlin Ray					
118	01-481-461-6066-6464	120.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach	Y

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
9769	Maas/Carlin Ray					
		120.00		1 Transactions		
182	Medline Industries Inc					
135	01-481-464-6061-6464	317.34	Gloves, syringes, epi pens	2370682552	General Supplies & Outreach	N
182	Medline Industries Inc	317.34		1 Transactions		
51300	Metro Sales Inc					
97	01-481-461-6011-6410	1,174.30	Public Health copier	201447	Office Supplies	N
96	01-481-461-6031-6410	1,550.75	Public Health copier	201447	Office Supplies	N
100	01-481-461-6032-6410	131.13	Public Health copier	201447	Office Supplies	N
99	01-481-461-6066-6410	151.72	Public Health copier	201447	Office Supplies	N
98	01-481-464-6065-6410	303.26	Public Health copier	201447	Office Supplies	N
101	01-481-465-6056-6410	51.92	Public Health copier	201447	Office Supplies	N
103	01-481-467-6070-6801	1,455.38	Public Health copier	201447	General Expense	N
51300	Metro Sales Inc	4,818.46		7 Transactions		
10169	NAMI					
136	01-481-464-6051-6261	250.00	MRC workshop training-EEdel	123115	Conference & Training	N
10169	NAMI	250.00		1 Transactions		
10166	Roemhildt/Brenda					
137	01-481-460-6012-6383	5,060.00	Contracted hours - May	Juen 2025	Contract Services	N
10166	Roemhildt/Brenda	5,060.00		1 Transactions		
10170	Saint Mary's University of Minn					
138	01-481-461-6032-6261	1,280.00	SGPP UC tuition - CHW/NJ	699882	Conference & Training	N
10170	Saint Mary's University of Minn	1,280.00		1 Transactions		
9986	Schaner/Adalyn					
119	01-481-461-6066-6464	40.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach	Y
9986	Schaner/Adalyn	40.00		1 Transactions		
4879	Shred Right					
139	01-481-000-0000-6322	42.53	Shredding service	48726	Service Agreements	Y
4879	Shred Right	42.53		1 Transactions		
10013	Silva/Genesis					
120	01-481-461-6066-6464	100.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach	N

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
10013	Silva/Genesis		100.00	1 Transactions		
10193	Spurgeon/Rilyn L					
121	01-481-461-6066-6464		140.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach Y
10193	Spurgeon/Rilyn L		140.00	1 Transactions		
85147	Stericycle Inc					
140	01-481-000-0000-6322		121.55	Hazardous waste	8010800966	Service Agreements N
85147	Stericycle Inc		121.55	1 Transactions		
9354	Straight River Taxi					
141	01-481-460-6012-6465		720.00	Taxi tickets-June-72 vouchers	168472	Pass Thru - Patient Supplies & Service N
9354	Straight River Taxi		720.00	1 Transactions		
9259	T-MOBILE					
104	01-481-461-6066-6210		33.15	PHN 507-649-8013 internet	982187246	Telephone N
9259	T-MOBILE		33.15	1 Transactions		
10178	Ward/Kenzi					
122	01-481-461-6066-6464		100.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach Y
10178	Ward/Kenzi		100.00	1 Transactions		
10001	Wright/Megan Amelia					
123	01-481-461-6066-6464		80.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach Y
10001	Wright/Megan Amelia		80.00	1 Transactions		
10028	Zeman/Elianna					
124	01-481-461-6066-6464		140.00	Tobacco Grant student payment	May 2025	General Supplies & Outreach Y
10028	Zeman/Elianna		140.00	1 Transactions		
481	DEPT Total:		25,313.87	Public Health Nursing	34 Vendors	43 Transactions
502	DEPT			Steele Co Community Ctr		
585	Olympic Fire Protection Corp					
4	01-502-000-0000-6300		160.00	Repair leak on air compressor	10005512	Bldg Repairs & Maintenance N
585	Olympic Fire Protection Corp		160.00	1 Transactions		
5626	Trugreen Processing Center					
148	01-502-000-0000-6380		75.56	Lawn service-CommCtr-May	209897304	Grounds Maintenance Y

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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
5626	Trugreen Processing Center		75.56	1 Transactions		
502	DEPT Total:		235.56	Steele Co Community Ctr	2 Vendors	2 Transactions
521	DEPT			Park And Recreation		
9084	Metro FiberNet LLC					
61	01-521-000-0000-6410		352.25	Internet-FS-6/1-6/30/2025	1671311	Operating Supplies/Truck Repairs Y
9084	Metro FiberNet LLC		352.25	1 Transactions		
521	DEPT Total:		352.25	Park And Recreation	1 Vendors	1 Transactions
550	DEPT			Four Seasons		
8424	Cintas					
27	01-550-000-0000-6420		153.43	Monthly linens - May	4231590346	Linen Service Y
8424	Cintas		153.43	1 Transactions		
15550	Court Sports And More Inc					
49	01-550-000-0000-6408		162.00	Staff shirts	3089	Uniforms/Uniform Reimbursement N
15550	Court Sports And More Inc		162.00	1 Transactions		
33550	Hillyard-Hutchinson					
32	01-550-000-0000-6410		699.95	Repairs to scrubber	700656162	Operating Supplies - Contracts N
33550	Hillyard-Hutchinson		699.95	1 Transactions		
37025	Innovative Office Solutions LLC					
33	01-550-000-0000-6410		478.49	Pens, pencils, shredder, etc	4840529	Operating Supplies - Contracts Y
37025	Innovative Office Solutions LLC		478.49	1 Transactions		
5136	Metro Janitorial Supply Inc					
62	01-550-000-0000-6410		218.05	Disinfectant, aerosol cleaner	11016088	Operating Supplies - Contracts N
5136	Metro Janitorial Supply Inc		218.05	1 Transactions		
7860	Metropolitan Mechanical Contractors Inc					
63	01-550-000-0000-6410		1,424.02	Repairs to new lobby RTU	10022330	Operating Supplies - Contracts N
7860	Metropolitan Mechanical Contractors Inc		1,424.02	1 Transactions		
9922	Owatonna Ace Hardware					
6	01-550-000-0000-6410		30.98	Grinding wheels	3068/5	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	
64	01-550-000-0000-6410	23.99	Trimmer line	3115/5	Operating Supplies - Contracts	N
9922	Owatonna Ace Hardware	54.97	2 Transactions			
77390	Schilling Supply Company					
10	01-550-000-0000-6410	151.66	Soap, urinal screens	1006884-00	Operating Supplies - Contracts	N
77390	Schilling Supply Company	151.66	1 Transactions			
74005	Sherwin-Williams Company					
69	01-550-000-0000-6410	34.66	Paint brushes & rollers	1283-0	Operating Supplies - Contracts	N
68	01-550-000-0000-6410	28.94	Paint for nets	1284-8	Operating Supplies - Contracts	N
74005	Sherwin-Williams Company	63.60	2 Transactions			
70774	The Retrofit Companies Inc					
65	01-550-000-0000-6410	295.00	Bulb & battery recycling	0129361	Operating Supplies - Contracts	N
70774	The Retrofit Companies Inc	295.00	1 Transactions			
550	DEPT Total:	3,701.17	Four Seasons	10 Vendors	12 Transactions	
601	DEPT		County Ag Society			
5626	Trugreen Processing Center					
155	01-601-000-0000-6386	65.93	Lawn service-Fairgrounds-May	209897304	Parking Lot Maintenance	Y
5626	Trugreen Processing Center	65.93	1 Transactions			
601	DEPT Total:	65.93	County Ag Society	1 Vendors	1 Transactions	
602	DEPT		Co-Op Extension			
51300	Metro Sales Inc					
102	01-602-000-0000-6480	2,594.54	Public Health copier	201447	Non-Capitalized Inventory	N
51300	Metro Sales Inc	2,594.54	1 Transactions			
602	DEPT Total:	2,594.54	Co-Op Extension	1 Vendors	1 Transactions	
1	Fund Total:	220,632.94	General Revenue Fund		138 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			
77	73300 Rinke-Noonan Attorney at Law					
	21-631-000-0000-6273	6.46	Ditch atty monthly retainer	393244	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			
77	73300 Rinke-Noonan Attorney at Law					
	21-633-000-0000-6273	6.45	Ditch atty monthly retainer	393244	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			
77	73300 Rinke-Noonan Attorney at Law					
	21-634-000-0000-6273	6.46	Ditch atty monthly retainer	393244	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			
77	73300 Rinke-Noonan Attorney at Law					
	21-635-000-0000-6273	6.46	Ditch atty monthly retainer	393244	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			
77	73300 Rinke-Noonan Attorney at Law					
	21-636-000-0000-6273	6.46	Ditch atty monthly retainer	393244	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	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
77	21-637-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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			
77	21-638-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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			
77	21-639-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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			
77	21-640-000-0000-6273		6.45	Ditch atty monthly retainer	393244	Attorney Fees	Y
79	21-640-000-0000-6273		190.00	JD24 professional service	393323	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		196.45	2 Transactions			
640	DEPT Total:		196.45	Judicial Ditch 24	1 Vendors	2 Transactions	
641	DEPT			County Ditch 1 - Orig			
77	21-641-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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			
77	21-642-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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						
77	21-643-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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						
77	21-644-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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						
77	21-645-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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						
77	21-646-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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						
77	21-647-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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			
77	73300 Rinke-Noonan Attorney at Law						
	21-648-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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			
77	73300 Rinke-Noonan Attorney at Law						
	21-649-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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			
77	73300 Rinke-Noonan Attorney at Law						
	21-650-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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			
77	73300 Rinke-Noonan Attorney at Law						
	21-651-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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			
77	73300 Rinke-Noonan Attorney at Law						
	21-652-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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	Service Dates	Paid On Bhf #	On Behalf of Name	
653	DEPT		County Ditch 27			
	73300 Rinke-Noonan Attorney at Law					
77	21-653-000-0000-6273	6.45	Ditch atty monthly retainer	393244	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					
77	21-654-000-0000-6273	6.45	Ditch atty monthly retainer	393244	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					
77	21-655-000-0000-6273	6.45	Ditch atty monthly retainer	393244	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					
77	21-656-000-0000-6273	6.45	Ditch atty monthly retainer	393244	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					
77	21-657-000-0000-6273	6.45	Ditch atty monthly retainer	393244	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	
77	21-658-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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						
77	21-659-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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						
77	21-660-000-0000-6273		6.45	Ditch atty monthly retainer	393244	Attorney Fees	Y
78	21-660-000-0000-6273		807.00	PT18/FEMA review	394191	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		813.45	2 Transactions			
660	DEPT Total:		813.45	Public Tile Ditch 18	1 Vendors	2 Transactions	
662	DEPT			Judicial Ditch 19			
73300	Rinke-Noonan Attorney at Law						
77	21-662-000-0000-6273		6.45	Ditch atty monthly retainer	393244	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						
77	21-665-000-0000-6273		6.46	Ditch atty monthly retainer	393244	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:		1,197.00	County Ditch Fund		33 Transactions	

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38 Capital Outlay Fund

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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>	
111	DEPT			Buildings & Grounds			
	9138 ICS Consulting LLC						
81	38-111-045-0000-6600		500.00	New CCA fac bill thru May	12629	Capital Outlay - CCA Bldg	Y
	9138 ICS Consulting LLC		500.00	1 Transactions			
	65100 Paape Companies Inc						
85	38-111-045-0000-6600		5,530.00	Install intrusion alarm	117448	Capital Outlay - CCA Bldg	N
	65100 Paape Companies Inc		5,530.00	1 Transactions			
	8276 Willies Painting LLC						
86	38-111-045-0000-6600		6,640.00	Patch & repair walls	25-7055	Capital Outlay - CCA Bldg	G
	8276 Willies Painting LLC		6,640.00	1 Transactions			
111	DEPT Total:		12,670.00	Buildings & Grounds	3 Vendors	3 Transactions	
201	DEPT			Sheriff			
	8919 ArchKey Technologies						
80	38-201-000-0000-6600		284.20	SCSO door cleanup	S0008662372	Capital Outlay - Sheriff	Y
	8919 ArchKey Technologies		284.20	1 Transactions			
	9138 ICS Consulting LLC						
82	38-201-000-0000-6600		550.00	Sheriff addn bill thru May	12624	Capital Outlay - Sheriff	Y
	9138 ICS Consulting LLC		550.00	1 Transactions			
	33541 Inpro Corporation						
83	38-201-000-0000-6600		105.71	End caps-traing rm chair rails	2346357	Capital Outlay - Sheriff	N
84	38-201-000-0000-6600		1,654.12	Chair rail-adm asst & soft int	2347902	Capital Outlay - Sheriff	N
	33541 Inpro Corporation		1,759.83	2 Transactions			
	5889 Wold Architects and Engineers						
88	38-201-000-0000-6600		1,197.02	Sheriff reno bill thru May	100814	Capital Outlay - Sheriff	Y
	5889 Wold Architects and Engineers		1,197.02	1 Transactions			
201	DEPT Total:		3,791.05	Sheriff	4 Vendors	5 Transactions	
251	DEPT			Jail			
	5889 Wold Architects and Engineers						
87	38-251-000-0000-6600		2,664.20	New CCA fac reno-May	100794	Capital Outlay - Detention Center	Y

SBENDORF
6/5/25 9:50AM
38 Capital Outlay Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 23

Vendor		Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	1099
5889	Wold Architects and Engineers		2,664.20	1 Transactions			
251	DEPT Total:		2,664.20	Jail	1 Vendors	1 Transactions	
38	Fund Total:		19,125.25	Capital Outlay Fund		9 Transactions	

SBENDORF
6/5/25 9:50AM
53 Landfill Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 24

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				
	36550 IFACS							
89	53-398-000-0000-6301		120.00	Shop towels	5360021	Equip Repairs		Y
	36550 IFACS		120.00	1 Transactions				
	9342 Liberty Tire Recycling LLC							
90	53-398-000-0000-6304		2,214.75	6.25 tons tires	2993850	Contract Services		N
	9342 Liberty Tire Recycling LLC		2,214.75	1 Transactions				
	1308 Miner's Outdoor & Rec							
91	53-398-000-0000-6301		46.98	Trimmer repair	224283	Equip Repairs		N
92	53-398-000-0000-6301		113.06	Premix fuel	224310	Equip Repairs		N
	1308 Miner's Outdoor & Rec		160.04	2 Transactions				
	8432 Prime Garage Doors & More LLC							
93	53-398-000-0000-6300		605.00	Chain repair on sprocket	13612	Bldg Repairs & Maintenance		N
	8432 Prime Garage Doors & More LLC		605.00	1 Transactions				
	9259 T-MOBILE							
94	53-398-000-0000-6381		33.15	LFO 507-730-4497 internet	982187246	Cpu Usage & Network Support		N
	9259 T-MOBILE		33.15	1 Transactions				
398	DEPT Total:		3,132.94	Landfill	5 Vendors	6 Transactions		
53	Fund Total:		3,132.94	Landfill Fund		6 Transactions		

SBENDORF
6/5/25 9:50AM
70 Tax Collections Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 25

Vendor		Name	Rpt	Warrant Description		Invoice #	Account/Formula Descripti
No.		Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT				...		
	6032	APG Media of Southern Minnesota LLC					
95		70-000-000-0000-2162		48.70	Notice-Exp of Redemption	1050807	Unapporitioned Rev Sale Forfeited Lan N
	6032	APG Media of Southern Minnesota LLC		48.70	1 Transactions		
0	DEPT Total:			48.70	...	1 Vendors	1 Transactions
70	Fund Total:			48.70	Tax Collections Fund		1 Transactions
	Final Total:			244,136.83	154 Vendors	187 Transactions	



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	220,632.94	General Revenue Fund	
	21	1,197.00	County Ditch Fund	
	38	19,125.25	Capital Outlay Fund	
	53	3,132.94	Landfill Fund	
	70	48.70	Tax Collections Fund	
	All Funds	244,136.83	Total	Approved by, ...
				
				

PERSONNEL REPORT

June 10, 2025

ACTION ITEMS

1. Personnel Actions:

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

<i>Name</i>	<i>Position/Dept.</i>	<i>Rating</i>	<i>Date</i>
Ann Schroeder	PHN/Care Coordinator	C43/4	06/23/2025

Resignations/Retirements/Terminations/Change in Status:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
-------------	-----------------	-------------------	-----------------

STAFFING STATUS (Information Only – No Action Required)

Open Positions - Approved to Fill:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Network Security Analyst	IT	Job Description being rated
Patrol Deputy	Sheriff's Office	Recruiting
Correctional Officer – 2 positions	Detention Center	Backgrounding/Recruiting
Procurement Specialist	Finance	Recruiting
Technical Clerk I	Recorder	Recruiting
Public Works Director	Public Works	Recruiting
Engineering Techs I/II/III – 3positions	Highway	On-hold
Hwy Maintenance Technician	Highway	Backgrounding
Accounting Support Specialist	Highway	On-hold
Accountant	Highway	Interviewing
Assistant County Engineer	Highway	On-hold
County Engineer	Highway	Working on Recruiting Material
Director of Planning & Zoning	Planning & Zoning	Recruiting
Technical Clerk II	PT & E	On-hold



Steele County Agenda Item

Request for Board Action

Subject: On-Sale 3.2 Beer and Wine License for Blooming Prairie Country Club

Department: Property Tax & Elections

Committee:

Committee Meeting Date:

Work Session Date:

Board Meeting Date: June 10, 2025

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Recommendation:

Approve the On-Sale 3.2 Beer License and Wine License for Blooming Prairie Country Club

Background (*Including Budget Impact*):

This is an annual request for On-Sale 3.2 Beer License and Wine License. The applicant has received consent from the appropriate Township Board, has the required authorized signatures and has provided the Certificate of Insurance.

Attachments:

N/A



Steele County Agenda Item

Request for Board Action

Subject: Delegation of Power to abate current year late payment penalty to County

Treasurer

Department: Finance Department

Committee: Internal Central Services

Committee Meeting Date: June 10, 2025

Work Session Date: June 3, 2025

Board Meeting Date: June 10, 2025

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Enter the recommendation from the Committee to the Board of Commissioners. This must be filled out for all Board Meeting agenda items. If the item did not go to a committee list as "N/A" or a reason why.

Recommendation:

Per Statute 279.01, the County Board may, with the concurrence of the County Treasurer (County Finance Director), delegate to the County Treasurer the power to abate the penalty provided for the late payment of the taxes in the current year. The recommendation is for the County Board to delegate this power for current year abatement decisions only up to \$5,000, anything over \$5,000 penalty would need to go to the Board for review.

Background (*Including Budget Impact*):

Per Statute 279.01, the County Board may, with the concurrence of the County Treasurer (County Finance Director), delegate to the County Treasurer the power to abate the penalty provided for the late payment of the taxes in the current year.

Attachments:

Copy of Statute 279.01.

279.01 DUE DATES; PENALTIES.

Subdivision 1. **Due dates; penalties.** (a) When the taxes against any tract or lot exceed \$100, one-half of the amount of tax due must be paid prior to May 16, and the remaining one-half must be paid prior to the following October 16. If either tax amount is unpaid as of its due date, a penalty is imposed at a rate of two percent on homestead property and four percent on nonhomestead property. If complete payment has not been made by the first day of the month following either due date, an additional penalty of two percent on homestead property and four percent on nonhomestead property is imposed. Thereafter, for both homestead and nonhomestead property, on the first day of each subsequent month through December, an additional penalty of one percent for each month accrues and is charged on all such unpaid taxes provided that the penalty must not exceed eight percent in the case of homestead property, or 12 percent in the case of nonhomestead property.

(b) If the property tax statement was not postmarked prior to April 25, the first half payment due date in paragraph (a) shall be 21 days from the postmark date of the property tax statement, and all penalties referenced in paragraph (a) shall be determined with regard to the later due date.

(c) In the case of a tract or lot with taxes of \$100 or less, the due date and penalties as specified in paragraph (a) or (b) for the first half payment shall apply to the entire amount of the tax due.

(d) For commercial use real property used for seasonal residential recreational purposes and classified as class 1c or 4c, and on other commercial use real property classified as class 3a, provided that over 60 percent of the gross income earned by the enterprise on the class 3a property is earned during the months of May, June, July, and August, the first half payment is due prior to June 1. For a class 3a property to qualify for the later due date, the owner of the property must attach an affidavit to the payment attesting to compliance with the income requirements of this paragraph.

(e) This section applies to payment of personal property taxes assessed against improvements to leased property, except as provided by section 277.01, subdivision 3.

(f) A county may provide by resolution that in the case of a property owner that has multiple tracts or parcels with aggregate taxes exceeding \$100, payments may be made in installments as provided in this subdivision.

(g) The county treasurer may accept payments of more or less than the exact amount of a tax installment due. Payments must be applied first to the oldest installment that is due but which has not been fully paid. If the accepted payment is less than the amount due, payments must be applied first to the penalty accrued for the year or the installment being paid. Acceptance of partial payment of tax does not constitute a waiver of the minimum payment required as a condition for filing an appeal under section 278.03 or any other law, nor does it affect the order of payment of delinquent taxes under section 280.39.

Subd. 2. **Abatement of penalty.** (a) The county board may, with the concurrence of the county treasurer, delegate to the county treasurer the power to abate the penalty provided for late payment of taxes in the current year. Notwithstanding section 270C.86, if any county board so elects, the county treasurer may abate the penalty on finding that the imposition of the penalty would be unjust and unreasonable.

(b) The county treasurer shall abate the penalty provided for late payment of taxes in the current year if the property tax payment is delivered by mail to the county treasurer and the envelope containing the payment is postmarked by the United States Postal Service within one business day of the due date prescribed under this section, but only if the property owner requesting the abatement has not previously received an abatement of penalty for late payment of tax under this paragraph. If the envelope containing the payment

does not contain a postmark of the United States Postal Service, or the postmark is illegible, proof of mailing within one business day of the due date may be provided by affidavit of the property owner requesting the abatement.

Subd. 3. Agricultural property. In the case of class 1b agricultural homestead, class 2a agricultural homestead property, class 2a agricultural nonhomestead property, and class 2b rural vacant land that is part of an agricultural homestead, no penalties shall attach to the second one-half property tax payment as provided in this section if paid by November 15. Thereafter, penalties shall attach as provided in subdivision 1.

If the owner of class 1b agricultural homestead or class 2a agricultural property receives a consolidated property tax statement that shows only an aggregate of the taxes and special assessments due on that property and on other property not classified as class 1b agricultural homestead or class 2a agricultural property, the aggregate tax and special assessments shown due on the property by the consolidated statement will be due on November 15.

Subd. 4. Seasonal residential recreational property. In the case of class 4c seasonal residential recreational property not used for commercial purposes, penalties shall accrue and be charged on unpaid taxes at the times and at the rates provided in subdivision 1 for homestead property.

Subd. 5. Federal active service exception. In the case of a homestead property owned by an individual who is on federal active service, as defined in section 190.05, subdivision 5c, as a member of the National Guard or a reserve component, a four-month grace period is granted for complying with the due dates imposed by subdivision 1. During this period, no late fees or penalties shall accrue against the property. The due date for property taxes owed under this chapter for an individual covered by this subdivision shall be September 15 for taxes due on May 15, and February 15 of the following year for taxes due on October 15. A taxpayer making a payment under this subdivision must accompany the payment with a signed copy of the taxpayer's orders or form DD214 showing the dates of active service which clearly indicate that the taxpayer was in active service as a member of the National Guard or a reserve component on the date the payment was due. This grace period applies to all homestead property owned by individuals on federal active service, as herein defined, for all of that property's due dates which fall on a day that is included in the taxpayer's federal active service.

History: (2104) RL s 903; 1923 c 324; 1925 c 155 s 1; 1931 c 316 s 1; 1933 c 121 s 1; 1963 c 18 s 1; 1974 c 459 s 1; 1980 c 437 s 10; 1983 c 342 art 7 s 13; 1984 c 502 art 3 s 17; 1985 c 300 s 12; 1Sp1985 c 14 art 4 s 82; 1986 c 444; 1Sp1986 c 1 art 4 s 34,51; 1987 c 268 art 6 s 43; art 7 s 48; 1988 c 719 art 6 s 13,14; 1989 c 277 art 2 s 43,44; 1990 c 480 art 8 s 10; 1991 c 291 art 12 s 15,16; 1992 c 511 art 2 s 25; 1995 c 264 art 3 s 19,20; 1997 c 7 art 1 s 111; 2002 c 377 art 9 s 5; 2005 c 151 art 2 s 17; 2008 c 154 art 13 s 43; 2009 c 88 art 2 s 23; 2010 c 389 art 1 s 20; art 8 s 13; 2013 c 143 art 4 s 19,20; 1Sp2017 c 1 art 2 s 21-23



Steele County Agenda Item

Request for Board Action

Subject: Appointment of Steele County Snowmobile Trail Administrator

Department: Property Tax & Elections

Committee: Internal Central Services

Committee Meeting Date: June 3, 2025

Work Session Date: June 10, 2025

Board Meeting Date: June 10, 2025

Consent Agenda: ☐ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

Recommendation:

Appoint Ed Nelson as Steele County Trail Administrator

Background (*Including Budget Impact*):

The Board annually agrees to be the sponsors for the Steele County Trail Association, Inc and appoints Ed Nelson to be the Steele County Trail Administrator. He applies for grants to maintain and groom the snowmobile trails in Steele County and does the required reporting to the DNR. Ed has been serving in this capacity since 1986.

Attachments:

Resolution



STEELE COUNTY RESOLUTION
Steele County Trails Administrator Appointment

Department: Property Tax & Elections

Date: 6/10/2025

Resolution No: 2025-031

WHEREAS, Steele County agrees to be sponsors of the Steele County Trail Association, Inc;
and

NOW, THEREFORE, BE IT RESOLVED that the Steele County Board of Commissioners do hereby name Ed Nelson as the Steele County Trail Administrator.

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: 2025 Fee Schedule Amendment

Department: Property Tax & Elections

Committee: Internal Central Services

Committee Meeting Date: June 3, 2025

Work Session Date: June 10, 2025

Board Meeting Date: June 10, 2025

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Enter the recommendation from the Committee to the Board of Commissioners. This must be filled out for all Board Meeting agenda items. If the item did not go to a committee list as “N/A” or a reason why.

Recommendation:

Staff recommends adding services to the fee schedule and making some adjustments for 2025.

Background (*Including Budget Impact*):

PT&E / Liquor License, Off-Sale: (New)

This fee needs to be added to the fee schedule due to a recent request for an off-sale liquor license.

- Liquor License (Off-Sale) - \$400

PT&E / Cannabis Registration Fees: (New)

These additional cannabis registration fees need to be added to include the additional cannabis license types issued by the Office of Cannabis Management.

- Medical Cannabis Business - \$500 Initial Fee, \$1,000 Renewal Fee
- Low-Potency Hemp Edible - \$125 Initial Fee, \$125 Renewal Fee
- Temporary Event - \$375

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: CR 180 at CPKC Railroad Cooperative Agreement with City of Owatonna

Department: Highway

Committee: Public Works

Committee Meeting Date: NA

Work Session Date: NA

Board Meeting Date: June 10, 2025

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

NA

Recommendation:

Approve entering into a Cooperative Agreement with the City of Owatonna for the construction of CPKC rail crossing improvements at CR 180 School Street and authorize the Chair and Administrator to execute the Agreement.

Background (*Including Budget Impact*):

The 2025 – 2029 Highway Capital Improvement Plan includes the improvements at the CPKC railroad crossing at CR 180 School Street. The project will add railroad crossing gates and signals to the crossing, extend a multiuse trail alongside the road, and resurface the crossing and approaches. The existing crossing control is crossbuck and Stop signs. The crossing gates and signals cost estimated at \$351,281.75 is 100% funded by the Minnesota Railroad-Highway Grade Crossing Safety Improvement Program. Engineering and crossing surface and approach work and trail work costs estimated at \$343,407.33 will be shared between the County and City of Owatonna with the cost share 75 percent and 25 percent respectively. The City of Owatonna approved the Agreement at their June 3rd meeting.

Attachments:

Cooperative Agreement Between Steele County and the City of Owatonna for CR 180 (School Street) at CPKC Railroad Crossing Improvements

**COOPERATIVE AGREEMENT
BETWEEN
STEELE COUNTY AND THE CITY OF OWATONNA
FOR
CR 180 (SCHOOL STREET) AT CPKC RAILROAD CROSSING IMPROVEMENTS**

THIS AGREEMENT, made and entered into by and between the City of Owatonna, a municipal corporation, organized under the laws of the State of Minnesota, party of the first part, hereinafter referred to as "City", and the County of Steele, Minnesota, a municipal corporation organized under the laws of the State of Minnesota, party of the second part, hereinafter referred to as "County";

WITNESSETH:

WHEREAS, the CPKC railroad crossing of CR 180 (School Street) has been programmed for crossing improvements including crossing gates and signals under a federally funded rail crossing improvement program; and

WHEREAS, the roadway crossing approaches are deteriorating and need reconstruction; and

WHEREAS, a multiuse trail extension will be constructed to accommodate pedestrian and other nonmotorized vehicles; and

WHEREAS, CR 180 (School Street) is under the jurisdiction of the County of Steele, for purposes of maintenance and improvements, and

WHEREAS, the County and the City desire to share the costs of the improvements not funded by the federal grants and the County has adopted the policy, *Steele County and City of Owatonna: Framework for Construction project cost sharing on County Routes within City Limits*, for the division of costs on County Highways within the City, said Policy being adopted by the Steele County Board of Commissioners on September 12, 2017, a copy of which is attached hereto as Exhibit A and made a part hereof by reference, and

WHEREAS, project development prepared plans and specifications for the project at an estimated cost to the County of \$50,000, and

WHEREAS, said plans and specifications are currently under development, and

WHEREAS, the estimated construction cost of the roadway and multiuse trail is \$158,105.70 and

WHEREAS, the estimated railroad crossing surface improvements cost of the project is \$121,120.98; and

WHEREAS, the estimated cost of the railroad crossing gates and signals is \$351,285.75 which will be paid by federal funds; and

WHEREAS, construction observation and inspection will be provided by Steele County staff or a consultant, the cost of which will be determined upon project completion; and

WHEREAS, it is the desire of both parties to enter into a written agreement regarding the CR 180 (School Street) at CPKC Railroad Crossing Improvements; and

NOW THEREFORE, pursuant to Minnesota Statutes 471.59 and in consideration of the mutual covenants and promises hereinafter contained, it is agreed by and between the City of Owatonna and the County of Steele as follows:

- A. That this agreement shall apply only to the CR 180 (School Street) at CPKC Railroad Crossing Improvements.
- B. Prosecution of work will be performed on the following basis. The County will:
 - 1) Prepare plans and specifications with an estimate of cost for crossing improvement project.
 - 2) Act as the contracting agency for the project in accordance with the competitive bidding requirements of Minnesota Statutes 471.345 and 375.21.
 - 3) Provide the necessary surveying and construction inspection engineering services for the project.
 - 4) Obtain all permits and approvals required from other governmental agencies.
 - 5) The County will supervise the construction of all aspects of the project. Said supervision shall include keeping adequate records to document the quality of work and the substantiation of all pay quantities.
 - 6) Maintain the project open to inspection by the City or their duly authorized representatives.
 - 7) Address public concerns with the project.
 - 8) The County will be responsible for and liable for costs it incurs in performing its obligations under this Agreement.
- C. The City will:
 - 1) Assist the County in addressing concerns of the public relating to the County intersection improvement project.

- 2) The City shall be responsible for and liable for all costs it incurs in performing its obligations under this Agreement.
- D. The County agrees to do all things necessary for the work of said project except as set forth in this agreement. Said project is to be performed, consistent with current City and County State Aid Highway Standards.
- E. The method of financing the project shall be the prerogative of Steele County and the City of Owatonna. Funding of the project is subject to the following provisions:
- 1) PROJECT DEVELOPMENT COSTS:

Steele County and the City of Owatonna will share in the final project development costs as defined in Exhibit B, 75 percent being the County's share estimated at \$37,500 and 25 percent being the City's share estimated at \$12,500.
 - 2) PROJECT RAILROAD CROSSING COSTS:

Steele County and the City of Owatonna will share in the final project rail crossing construction costs as defined in Exhibit C, 75 percent being the County's share estimated at \$90,840.73, and 25 percent being the City's share estimated at \$30,280.25.
 - 3) PROJECT CONSTRUCTION COSTS:

Steele County and the City of Owatonna will share in the final project construction costs as defined in Exhibit D, 75 percent being the County's share estimated at \$119,643.30, and 25 percent being the City's share estimated at \$39,881.10.
 - 3) CONSTRUCTION OBSERVATION AND INSPECTION COSTS:

Steele County and the City of Owatonna will share in the final construction observation and inspection costs as defined in Exhibit D, 75 percent being the County's share estimated at \$9,571.46 and 25 percent being the City's share estimated at \$3,190.49. Final construction observation and inspection costs will be determined upon completion of the project and final acceptance of the project by the County Board.
 - 4) REIMBURSEMENTS:

Upon completion and final acceptance of the project, and receipt of a detailed listing of the final actual project costs, the City of Owatonna will reimburse Steele County.
- F. The City of Owatonna agrees to save, hold harmless and indemnify Steele County and the County's officers, agents, employees, and volunteer workers against any and all claims,

losses, damages, or law suits for damages arising from, allegedly arising from, or related to the provisions of the City's services hereunder, and further the City agrees to defend at its own sole cost and expense any action for proceeding commenced for the purpose of asserting any claim of whatsoever character arising as a result of the provision of City's services hereunder.

The County agrees to save, hold harmless and indemnify the City of Owatonna and the City's officers, agents, employees, and volunteer workers against any and all claims, losses, or law suits for damages arising from, allegedly arising from, or related to the County's provision of services hereunder, and further the County agrees to defend at its own sole cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising as a result of the County's provision of services hereunder.

It is hereby understood and agreed that for the purpose of the Parties' performance hereunder, neither Party's employees shall be deemed employees of the other Party for any purpose and any and all claims made by third parties as a consequence of any act or omission on the part of a Party's employee(s) while engaged in the performance of any of the provisions of services hereunder shall in no way be the obligation or responsibility of the other Party

- G. Each party shall be responsible for damages to or loss of its own equipment. Each party waives the right to sue any other party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.
- H. Pursuant to Minnesota Statute 16C.05, Subd. 5, the City agrees that the County, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the County and involve transactions relating to this Agreement.

The City agrees to maintain these records for a period of six years from the date of termination of this Agreement.

- I. Pursuant to Minnesota Statute 16C.05, Subd. 5, the County agrees that the City, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the County and involve transactions relating to this Agreement.

County agrees to maintain these records for a period of six years from the date of termination of this Agreement.

J. During the performance of this Agreement, the City and the County agree to the following:

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed or national origin be excluded from full employment right in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable Federal and State laws against discrimination.

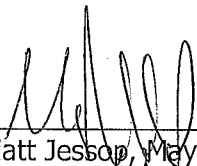
K. Each party to this agreement reserves the right to withdraw from and cancel this agreement within 30 days from the opening of bids for the project in the event either or both parties consider any or all bids unsatisfactory; the withdrawal from or cancellation of the agreement to be accomplished by either or both parties within 30 days of opening of bids by serving a written notice thereof upon the other, unless this right is waived by both parties in writing.

L. Each party agrees that any modification of this agreement will be in writing and will be signed by the parties hereto.

IN TESTIMONY WHEREOF, The parties hereto have caused these presents to be executed.

City of Owatonna, Minnesota

Steele County, Minnesota



Matt Jessor, Mayor - City of Owatonna

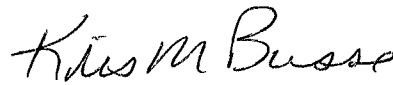
Steele County Board Chair

Date: 6/3/2025

Date: _____

Attest:

Attest:



Kris M. Busse, City Administrator

County Administrator

Date: 6-3-2025

Date: _____

Steele County and City of Owatonna: Framework for Construction project cost sharing on County Routes within City Limits:

Steele County and the City of Owatonna desire to establish a framework for developing cooperative agreements for construction of County Roads within the City of Owatonna. Construction is defined as anything more than routine maintenance and patching which is covered under the existing maintenance agreement. Overlays and Concrete Pavement Rehabilitation (CPR) are considered to be construction.

In general, Steele County and the City of Owatonna agree to cost share on Minnesota State Aid eligible construction items with Steele County paying 75% and the City of Owatonna Paying 25%.

Americans with Disability Act (ADA) requirements will be addressed on all construction projects.

All costs associated with potable watermain will be the responsibility of Owatonna Public Utilities.

Sanitary sewer will be the responsibility of the City of Owatonna.

Trees will be 50% City and 50% County

Storm sewer costs will be split based on the percentage determined by MNDOT Hydraulic Review.

Aesthetic improvements beyond State Aid Standards will be 100% City Cost. Example, decorative lighting above standard street lighting, decorative treatment of retaining walls, etc.

Owatonna Public Utilities shall provide street lighting.

Federal Projects: Notwithstanding the above agreement. When Federal funds are available for a project, each agency agrees to cooperate fully to obtain and take advantage of these funds.

The City and County Engineer will work together to develop a detailed 5 year plan for construction activities on County routes within the City. The plan will allow each agency to plan for future expenditures.

Portions of the City share of the costs may be assessed to the adjacent property owners as per City of Owatonna Assessment Policy.

Coordination of the project lead will be determined by the County and City Engineers based on staff work load and expertise.

Rev. 08/07/17

EXHIBIT B



Building a Better World
for All of Us®

January 10, 2025

RE: Steele County Highway Department
CR 180 at CPKC Railroad Crossing
Rehab and Trail Extension
SEH No. STEELE 183056 14.00

Paul Sponholz
County Engineer
Steele County Highway Department
3000 Hoffman Drive
Owatonna, MN 55060

Dear Mr. Sponholz:

SEH appreciates the opportunity to provide final roadway design services for a roadway reconstruction project along with a multi-use trail along the south side of CR 180 (School Street) just east of the intersection of CSAH 48 (Main Street/Bixby Road) in the City of Owatonna, Minnesota. SEH understands that Steele County received funding to make highway grade crossing safety improvements at the CPKC rail crossing. In anticipation of that project, the County is seeking to complete the design for a multi-use trail and roadway rehabilitation from just east of CSAH 48 to approximately 150 feet past the CPKC rail crossing.

The following sections describe the project approach, key staff, project schedule and costs.

PROJECT APPROACH:

Task 1: Project Management

SEH's Chad Jorgenson will lead the overall project providing timely project updates, coordination, monthly invoices and project monitoring. Chad will lead all project meetings with County and City staff and provide meeting materials and summaries following each scheduled meeting.

Task 2: Hydraulic Analysis

Luke Johnson will complete a hydraulic analysis for the project area, including delineation of the existing area to determine drainage patterns. Storm sewer calculations will be provided to determine appropriate structure sizing and ensure all spread requirements are being met.

Task 3: Utility Coordination

SEH understands that Steele County will lead the utility coordination process and has already started the process with coordinating with Owatonna Public Utilities. SEH will perform a Gopher State One Call and request all available utility maps for the project area. No surveying of marked or mapped utilities is assumed to be completed.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

Task 4: City of Owatonna Grading Permit

SEH will work with Steele County and the City of Owatonna to apply for all necessary permits prior to construction. It is anticipated that only a City grading permit will be required.

Task 5: Detailed Design

Led by Luke Johnson, SEH will prepare a plan bid package assuming the following plan components:

- | | | |
|-------------------------------------|----------------------------|-------------------------------------|
| • Project area model and Geometrics | • Title Sheet | • SEQ |
| • Soil and Construction Notes | • Quantity Tabulations | • Typical Sections |
| • Design Details | • Standard Plans | • Alignment Plan |
| • Existing Utility and Topo Plan | • Removal Plan | • Construction Plan and Profile |
| • ADA Plans | • SWPP | • Drainage and Erosion Control Plan |
| • Drainage Profiles | • Turf Establishment Plans | • Grading Plans |
| • Signing, Pavement Marking Plans | • Detour Plan | • Cross Sections |
| • Engineers Estimate | • Plan Review/QA/QC | • |

Items not included: Utility tabulations, Railroad gate design and plans.

PROJECT SCHEDULE

SEH understands the County's desire to have a bid package ready by March of 2025. SEH will work with the County at the Project Kick-Off meeting to set overall project schedule based on ongoing utility coordination conversations and other project components.

PROJECT TEAM

Project Manager: Chad Jorgenson
Lead Roadway Designer: Luke Johnson
Drainage Engineer: Lily Hock
ADA Design: K Lee Juelfs
CADD Tech: Cory Flor

Detailed resumes are available upon request.

COST

A detailed cost estimate is attached to the end of this letter proposal for review.

CLOSURE

We appreciate the opportunity to provide Steele County with this proposal and are excited to continue in our efforts to provide you with exceptional preliminary and final highway design and planning support. After you have had an opportunity to review this proposal, we would like to hear any comments, concerns or questions you have have.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Chad Jorgenson, PE, PTOE
Associate | Project Manager
(Lic. IA, MN, SD)

CMJ
Cost Estimate

[https://sehincazure-my.sharepoint.com/personal/cjorgenson_sehinc_com/documents/proposals/steele county/school street design letter proposal 011025.docx](https://sehincazure-my.sharepoint.com/personal/cjorgenson_sehinc_com/documents/proposals/steele%20county/school%20street%20design%20letter%20proposal%20011025.docx)

CR 180 at CPKC Railroad Crossing Rehabilitation and Trail Extension

Owatonna, MN

Work Tasks	Project Manager	Senior Engineer	Drainage Engineer	Traffic Engineer	Roadway Engineer	CADD Technician	Administration Staff	TOTAL
1.0 *PROJECT MANAGEMENT								
1.1 Monthly Invoicing	6						3.5	9.5
1.2 Bi-Weekly PM Meetings	11							11
1.3 Miscellaneous Coordination Meetings (Up to 3)	3	3			3			9
Task 1 - Subtotal Hours: *Assume 4-month project duration	20	3	0	0	3	0	3.5	29.5
2.0 HYDRAULIC ANALYSIS								
2.1 Delineate Project Area			6					6
2.2 Storm Sewer Calculations			8					8
Task 2 - Subtotal Hours:	0	0	14	0	0	0	0	14
3.0 *UTILITY COORDINATION								
3.1 Gopher State One Call					4	4		8
*Assume SEH not leading Utility Coordination Process	0	0	0	0	4	4	0	8
4.0 PERMITS								
4.1 City of Owatonna Grading Permit			4					4
Task 4 - Subtotal Hours:	0	0	4	0	0	0	0	4
5.0 *DETAILED DESIGN								
5.1 Develop Geometrics and Corridor Model		4			30			34
5.2 Plan Development	0	39	28	12	30	62	0	171
5.2.1 Title Sheet		2				4		6
5.2.2 Statement of Estimate Quantities		8				2		10
5.2.3 Soil and Construction Notes, Standard Plates		2				2		4
5.2.4 Quantity Tabulations		8	8			2		18
5.2.5 Typical Sections		4			6	2		12
5.2.6 Design Details		1				4		5
5.2.7 Standard Plans		1				2		3
5.2.8 Alignment Plan		1				8		9
5.2.9 Existing Utility and Topographic Plans		1			2	2		5
5.2.10 Removal Plans		1			2	2		5
5.2.11 Construction Plans and Profiles		0.5			2	4		6.5
5.2.12 ADA Plans		1			10	4		15
5.2.13 SWPPP		0.5	4			2		6.5
5.2.14 Drainage and Erosion Control Plans		1	8			4		13
5.2.15 Drainage Profiles		0.5	6			6		12.5
5.2.16 Turf Establishment Plans		1	2			2		5
5.2.17 Grading Plans		2			2	4		8
5.2.18 Pavement Marking Plans				2		1		3
5.2.19 Signing Plans				4		1		5
5.2.20 Detour Plans				6		2		8
5.2.21 Cross Sections		3			6	2		11
5.3 Engineer Estimate		8						8
5.4 Plan Review	1	10						11
Task 5 - Subtotal Hours: *RR Gate or Maze not required	1	61	28	12	60	62	0	224
TOTAL PROJECT HOURS:	21	64	46	12	67	66	3.5	279
Hourly Billing Rates:	\$221.00	\$221.00	\$173.40	\$163.20	\$149.60	\$163.20	\$149.60	
Total Costs	\$4,641.00	\$14,106.20	\$7,976.40	\$1,958.40	\$10,023.20	\$10,771.20	\$523.60	\$50,000.00
TOTAL COST								\$50,000.00

Digitally signed by Paul
Sponholz
Date: 2025.01.11 15:19:10
-06'00'



Engineering – East Region
120 South Sixth Street Suite 700
Minneapolis, MN 55402

AGREEMENT

THIS AGREEMENT (“Agreement”) is made and entered into by and between Steele County, a body politic and corporate under the laws of the State of Minnesota, hereinafter referred to as the “ROAD AUTHORITY” and DAKOTA MINNESOTA AND EASTERN RAILROAD, doing business as CANADIAN PACIFIC, hereinafter referred to as the “COMPANY.”

WITNESSETH

WHEREAS, County Road 180 (E. Main Street/School St) DOT #380291N as presently located in the City of Owatonna, MN, Steele County State of Minnesota, crosses at grade main line track of the COMPANY at railroad milepost 100.87 on the Owatonna Subdivision, which crossing is constructed with 40’ of tar surface and is protected by Cross Bucks and Stop Signs, and

WHEREAS, the ROAD AUTHORITY proposes to have the COMPANY replace the crossing surface at the location shown in “**Exhibit A;**” and

WHEREAS, the crossing surface work herein proposed to be performed by the COMPANY shall be completed with the street closed to vehicular traffic; and

WHEREAS, the parties desire to set forth the terms and conditions for surface replacement of said crossing.

NOW, THEREFORE, in consideration of the promises and mutual covenants contained herein, the parties agree as follows:

SECTION 1. The “Standard Provisions for Highway-Railroad Agreements” attached hereto as “**Exhibit C**” are hereby made a part of this Agreement.

SECTION 2. The parties shall construct, or cause to be constructed, the following items of work:

2.1 WORK BY THE COMPANY. The COMPANY shall furnish, or cause to be furnished, all of the labor, materials and work equipment required to perform and complete the following work (the “COMPANY Work”):

- a. The removal of the existing grade crossing surface.
- b. The preparation of the track structure.
- c. The installation of concrete crossing material.
- d. The incidental work necessary to complete the items hereinabove specified.

The COMPANY Work is more fully detailed in the attached “**Exhibits B.**”

The estimated total cost of the COMPANY Work to be performed by the COMPANY as indicated in the estimate of cost attached hereto and marked “**Exhibit B**” is \$121,120.98. The ROAD AUTHORITY shall reimburse the COMPANY for all costs, estimated at \$121,120.98.

The COMPANY warrants that it shall perform all of the COMPANY Work under this Agreement in a workmanlike and timely manner in accordance with all applicable standards for work of the type at issue.

2.2 WORK BY THE ROAD AUTHORITY. The ROAD AUTHORITY shall furnish or cause to be furnished, at its expense, all of the labor, material and work equipment required to perform and complete the following work (the "ROAD AUTHORITY WORK"):

- a. The paving of the roadway approaches up to the edge of the concrete crossing surface.
- b. Traffic control and detour signing.
- c. Incidental work necessary to complete the items hereinabove specified.

2.3 The COMPANY Work and the ROAD AUTHORITY Work shall be completed within 18 months of fully executing this agreement.

SECTION 3. The ROAD AUTHORITY shall maintain jurisdiction for the roadway and will be responsible for maintaining the roadway and crossing approaches up to the ends of the track ties at its expense. The COMPANY shall operate and maintain its track, the crossing over its ties and the crossing warning devices in accordance with Federal or State law as it shall be from time to time in the future while it operates its line of railroad over such trackage and crossing, but this obligation to maintain said crossing and warning devices shall cease in the event the COMPANY abandons its railroad operations over said track in the future, in which event the ROAD AUTHORITY may, if it desires, remove the trackage and restore and maintain the crossing at its sole cost and expense.

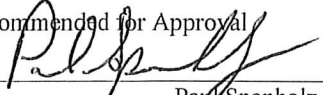
SECTION 4. This Agreement shall be binding upon the parties hereto, their successors or assigns.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in duplicate counterparts, each of which shall be considered as an original, by their duly authorized officers, as of the dates below indicated.

By signing this document, I represent that I have the authority to enter into and bind the above-named entity to this Contract.

FOR THE COUNTY:

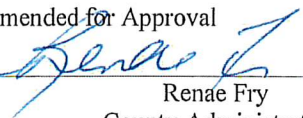
Recommended for Approval

By: 

Paul Sponholz
County Engineer

Date: 9/25/2024

Recommended for Approval

By: 

Renae Fry
County Administrator

Date: 9/24/24

By: 

APPROVED

Jim Abbe
County Board Chair

Date: 09/24/2024

DAKOTA MINNESOTA AND EASTERN
RAILROAD d/b/a
CANADIAN PACIFIC

By: Brian Osborne
Digitally signed by Brian Osborne
DN: cn=Brian Osborne, c=US,
o=CPKC Railroad, ou=Manager of
Public Works,
email=Brian.Osborne@CPKCR.com
Date: 2024.12.02 15:16:21 -06'00'

Brian Osborne
Manager - Public Works

Date: _____

APPROVED

By: Daniel Sabatka

Dan Sabatka
Director – Projects & Public Works

Date: December 11, 2024

Exhibit A

(Insert Map here)



CROSSING NO. 308-291N
CR 180/SCHOOL STREET
OWATONNA, STEELE COUNTY, MN

FUTURE SIDEWALK

PROPOSED MULTI-USE TRAIL

90

4.72

9

10

8.50

4.25

Exhibit B

ROAD CROSSING ESTIMATE

* Shaded cells must be populated

LOCATION:	Waseca Sub, MP 100.87 School Street	YEAR:	2025
CPKC BUDGET RESPONSIBLE (Project Owner):	Robert Le Duc		
CPKC EXECUTING RESPONSIBLE (Roadmaster):	Jared Schmidt	BOARD ORDER (Y/N):	
S&C REQUIRED (Y/N):	Y	ROAD AUTHORITY NAME:	State of Iowa
ROAD WIDTH:	50'	COST APPORTIONMENT:	41%
CONCRETE REQUIRED:	63'		
TRACK PANEL LENGTH:	160'		
CROSSING RAIL WEIGHT:	115 LB	CURRENCY:	USD

Total Cost Estimate	
	TOTAL COST
Labour	\$ 20,800.00
Material	\$ 60,320.98
Purchased Services	\$ 40,000.00
Recoveries	\$ (49,054.00)
TOTAL COST OF ROAD CROSSING	USD \$ 72,066.98

LABOUR						
	HOURS/DAY	DAYS	CREW SIZE	DESCRIPTION	UNIT COST	TOTAL COST
Labour	10	4	5	Track Crew (Utility or Section)	\$ 65.00	\$ 13,000.00
Labour	10	2	3	Surfacing Labour	\$ 65.00	\$ 3,900.00
Labour	10	2	1	S&C Labour	\$ 65.00	\$ 1,300.00
Labour				Additional Flagging	\$ 65.00	\$ -
Labour	10	2	2	Other Labour Welders	\$ 65.00	\$ 2,600.00
					\$ -	\$ -
LABOUR TOTAL COST					\$	20,800.00

MATERIAL						
MATERIAL TO BE DELIVERED TO:						
GROUPING	MATERIAL	QUANTITY	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
Rail, Ties and Track Panels						
Rail	082500058		FT	RAIL,100*CPRE,PRES,80',BLNK,MHH	\$ 20.75	\$ -
Rail	082405118		FT	RAIL,115*8R,INT,CWR	\$ 22.31	\$ -
Rail	082405043		FT	RAIL,115*8R,PRES,CWR	\$ 17.59	\$ -
Rail	082405050		FT	RAIL,115*8R,PRES,80'BLNK	Not Applicable	\$ -
Rail	082405100	320	FT	RAIL,115*8R,INT,80',BLNK	\$ 15.34	\$ 4,910.22
Rail	082421784		FT	RAIL,136*8R,PRES,80'BLNK	\$ 20.32	\$ -
Rail	082428821	0	FT	RAIL,136*8R,INT,80',BLNK	\$ 21.63	\$ -
Rail	082428615		FT	RAIL,136*8R,INT,CWR	\$ 26.50	\$ -
Rail	082421776		FT	RAIL,136*8R,PRES,CWR	\$ 20.25	\$ -
Rail	282604900		FT	RAIL,RELAY,136",STICK	\$ 3.88	\$ -
Tie	084200030		EA	TIE,CROSS,HWD,#1,GR5,8"6"X7"X9",NB	\$ 78.99	\$ -
Tie	084200055		EA	TIE,CROSS,HWD,#1,GR5,9"0"X7"X9",NB	\$ 101.23	\$ -
Tie	084200106		EA	TIE,PRES-PLATED,8-6,115 LB,14"	Not Applicable	\$ -
Tie	084200102		EA	TIE,PRES-PLATED,8-6,136 LB,1:20 CANT	Not Applicable	\$ -
Tie	084200105		EA	TIE,PRES-PLATED,9-0,115 LB,14",STD TIE PL	Not Applicable	\$ -
Tie	084200113		EA	TIE,PRES-PLATED,9-0,115 LB,15 3/16,ROLLED	Not Applicable	\$ -
Tie	084200101		EA	TIE,PRES-PLATED,9-0,136 LB,14"	Not Applicable	\$ -
Tie	084200103		EA	TIE,PRES-PLATED,9-0,136 LB,16.5" ROLLED	Not Applicable	\$ -
Tie	084200118		EA	TIE,PRES-PLATED,9-0,136 LB,CP18",CURVES	Not Applicable	\$ -
Tie	084100935	108	EA	TIE,PRES-PLATED,10-0,115 LB,1:40,ROLLED	\$ 179.73	\$ 19,410.52
Tie	084000017		EA	TIE,PRES-PLATED,10-0,136 LB,CP18",CURVES	Not Applicable	\$ -
Tie	084100934		EA	TIE,PRES-PLATED,10-0,136 LB,1:20,ROLLED	Not Applicable	\$ -
Tie	084710034	0	EA	TIE,PRES-PLATED,10-0,136 LB,1:40,ROLLED	\$ 183.93	\$ -
Tie	084850009		EA	TIE,CONCRETE,CT65	Not Applicable	\$ -
Track Panels	003200006		EA	TRACK PANEL,115",40'-0"	Not Applicable	\$ -
Track Panels	003200055		EA	TRACK PANEL,136",40'-0"	Not Applicable	\$ -

Ballast						
Ballast	007100628	160	TON	BALLAST,TRACK	\$ 18.77	\$ 3,003.20
Ballast	007100602		TON	BALLAST,WALKWAY	\$ 8.38	\$ -
Ballast	007100636		TON	GRAVEL,FINES	Not Applicable	\$ -
Ballast	007100644		TON	RIPRAP	\$ 15.14	\$ -
Road Crossing Panels and Planks						
Concrete Panels	001115005	81	EA	CROSSING,CONCRETE,115",OMNI,9FT	\$ 325.88	\$ 26,396.08
Concrete Panels	001115006		EA	CROSSING,CONCRETE,136",OMNI,9FT	\$ 319.90	\$ -
Concrete Panels	001901142		EA	CROSSING,CONCRETE,115",OMEGA,9FT	\$ 291.34	\$ -
Concrete Panels	001901143		EA	CROSSING,CONCRETE,136",OMEGA,9FT	\$ 316.83	\$ -
Crossing Planks	051210609		EA	PLANK,XING,5"X 10"X 16'-0"	Not Applicable	\$ -
Crossing Planks	051211102		EA	PLANK,XING,6"X 10"X 16'-0"	\$ 84.85	\$ -
Crossing Planks	051211201		EA	PLANK,XING,6"X 10"X 20'-0"	Not Applicable	\$ -
Crossing Planks	051211607		EA	PLANK,XING,7"X 10"X 16'-0"	\$ 104.98	\$ -
Crossing Planks	051211706		EA	PLANK,XING,7"X 10"X 20'-0"	Not Applicable	\$ -
Crossing Planks	051212100		EA	PLANK,XING,8"X10"X16'-0"	\$ 114.80	\$ -

LOCATION:		Waseca Sub, MP 100.87 School Street				YEAR:		2025	
CPKC BUDGET RESPONSIBLE (Project Owner):		Robert Le Duc							
CPKC EXECUTING RESPONSIBLE (Roadmaster):		Jared Schmidt				BOARD ORDER (Y/N):			
S&C REQUIRED (Y/N):		Y				ROAD AUTHORITY NAME: State of Iowa			
ROAD WIDTH:		50'				COST APPORTIONMENT: 41%			
CONCRETE REQUIRED:		63'							
TRACK PANEL LENGTH:		160'							
CROSSING RAIL WEIGHT:		115 LB				CURRENCY: USD			
Crossing Planks	051212209		EA	PLANK,XING,8"X 10"X 20'-0"	Not Applicable	\$	-		
Crossing Planks	084406207		EA	PLANK,XING,7-1/2X8X12',TR	\$ 147.78	\$	-		
Crossing Planks	084406181		EA	PLANK,XING,7-1/2X8X8,TR	\$ 92.35	\$	-		
Crossing Planks	084035240		EA	PLANK,XING,7-1/2X9X12',TR	\$ 158.52	\$	-		
Crossing Planks	084035200		EA	PLANK,XING,7-1/2X9X8',TR	\$ 100.04	\$	-		
Crossing Planks	084406249		EA	PLANK,XING,8-1/4X8X12,TR	\$ 151.51	\$	-		
Crossing Planks	084406223		EA	PLANK,XING,8-1/4X8X8',TR	\$ 90.88	\$	-		
Crossing Planks	084035440		EA	PLANK,XING,8-1/4X9X12',TR	\$ 195.02	\$	-		
Crossing Planks	084035400		EA	PLANK,XING,8-1/4X9X8',TR	\$ 101.17	\$	-		
Fasteners, Bars, Plates and Other Track Material (OTM)									
Fasteners	002840256		EA	SPIKE,TRACK,5/8" X 6",BULK	\$ 0.77	\$	-		
Fasteners	002840270		EA	SPIKE,EVERGRIP,6 1/2",BULK,1600/CRATE	\$ 2.40	\$	-		
Fasteners	002101010		EA	ANCHOR,RAIL,115",IMP.FAIR,BULK	\$ 2.65	\$	-		
Fasteners	002101256		EA	ANCHOR,RAIL,136*,IMP.FAIR,BULK	\$ 2.63	\$	-		
Fasteners	002111013		EA	CLIP,RAIL,PANDROL,E2055	\$ 2.40	\$	-		
Fasteners	002111014	450	EA	CLIP,RAIL,PAND,E2055G,GALV,25/BAG	\$ 3.52	\$	1,585.29		
Fasteners	002111056		EA	CLIP,RAIL,PANDROL,J267	\$ 7.05	\$	-		
Fasteners	002111047		EA	CLIP,RAIL,PANDROL,ZLR,633A,+TOE PLATE	Not Applicable	\$	-		
Fasteners	002199000		EA	INSULATOR,PANDROL,HD-8	\$ 2.22	\$	-		
Joint Bars	002302612		EA	JOINT BAR,100*REHF,33",6H	Not Applicable	\$	-		
Joint Bars	002302620		EA	JOINT BAR,100*,HIGH RELIEF	Not Applicable	\$	-		
Joint Bars	002303228		EA	JOINT BAR,115*,H/R,ROLLED,CANADA	Not Applicable	\$	-		
Joint Bars	002303227		EA	JOINT BAR,136/132*,H/R,ROLLED,CANADA	\$ 69.14	\$	-		
Joint Bars	002303224		EA	JOINT BAR,115*,H/R,ROLLED,1 1/16"BOLT,US	\$ 58.54	\$	-		
Joint Bars	002303226		EA	JOINT BAR,136/132*,H/R,ROLLED,USA	\$ 68.46	\$	-		
Comp Bars	002400200		EA	JOINT,COMP,100*REHF-85*CPR,LHSOLD AS SET	Not Applicable	\$	-		
Comp Bars	002400408		EA	JOINT,COMP,100*REHF-85*CPR,RHSOLD AS SET	Not Applicable	\$	-		
Comp Bars	002400607		EA	JOINT,COMP,115-100REHF,NH,36 sold as set	\$ 371.00	\$	-		
Comp Bars	002000109		EA	JOINT,COMP,115-115,3/16" VERT,HR,CAN	Not Applicable	\$	-		
Comp Bars	002400846		EA	JOINT,COMP,115*-115*,CINV	\$ 286.99	\$	-		
Comp Bars	002000110		EA	JOINT,COMP,115-115,3/16"VERT,HR,USA	\$ 360.96	\$	-		
Comp Bars	001516981		EA	JOINT,COMP,132/136*,NH	\$ 432.54	\$	-		
Comp Bars	002403014		EA	JOINT,COMP,136*-100*,LH SOLD AS SET	Not Applicable	\$	-		
Comp Bars	002403212		EA	JOINT,COMP,136*-100*,RH SOLD AS SET	Not Applicable	\$	-		
Comp Bars	002403410		EA	JOINT,COMP,136*-115*,LH SOLD AS SET	Not Applicable	\$	-		
Comp Bars	002403618		EA	JOINT,COMP,136*-115*,RH SOLD AS SET	Not Applicable	\$	-		
Comp Bars	002000107		EA	JOINT,COMP,136-132,HR,CAN	Not Applicable	\$	-		
Comp Bars	002000108		EA	JOINT,COMP,136-132,HR,USA	\$ 348.61	\$	-		
Comp Rail	002706060		EA	RAIL,COMP,115-NEW-100RE-NEW,UNIVERSAL	Not Applicable	\$	-		
Comp Rail	002706062		EA	RAIL,COMP,115-NEW-100RE-3/16",UNIVERSAL	\$ 1,506.06	\$	-		
Comp Rail	002000118		EA	RAIL,COMP,115-NEW-100RE-HF-3/16",UNIVERS	Not Applicable	\$	-		
Comp Rail	002706063		EA	RAIL,COMP,115-NEW-100RE-5/16",UNIVERSAL	Not Applicable	\$	-		
Comp Rail	002706061	4	EA	RAIL,COMP,115-3/16"-100RE-3/16",UNIVERSA	\$ 1,361.52	\$	5,446.08		
Comp Rail	002000119		EA	RAIL,COMP,115-3/16"-100RE-HF-3/16",UNI	\$ 2,076.66	\$	-		
Comp Rail	002000132		EA	RAIL,COMP,136-NEW-100RE-3/16",UNIVERSAL	\$ 2,216.52	\$	-		
Comp Rail	002000137		EA	RAIL,COMP,136-3/8-100RE-HF-3/16,UNIVERSA	Not Applicable	\$	-		
Comp Rail	002000131		EA	RAIL,COMP,136-3/8"-100RE-3/16",UNIVERSAL	Not Applicable	\$	-		
Comp Rail	002706001		EA	RAIL,COMP,136-NEW-115-NEW,UNIVERSAL	\$ 1,359.42	\$	-		
Comp Rail	002706100		EA	RAIL,COMP,136-NEW-115-3/16",UNIVERSAL	\$ 1,572.91	\$	-		
Comp Rail	002706126	0	EA	RAIL,COMP,136-NEW-115-3/8",UNIVERSAL	\$ 1,695.56	\$	-		
Transition Rail	001001500		EA	RAIL,TRANSITION,100*CP-RE,14/32"	Not Applicable	\$	-		
Transition Rail	001410720		EA	RAIL,TRANSITION,115*,14/32"	\$ 831.50	\$	-		
Transition Rail	001410712		EA	RAIL,TRANSITION,136*,14/32"	\$ 863.09	\$	-		
Transition Rail	001410704		EA	RAIL,TRANSITION,136*,20/32"	\$ 1,231.05	\$	-		
Bolts	002104225		CAN	BOLT,TRK,85*,CDN,7/8"X 5",50#,33/KEG	Not Applicable	\$	-		
Bolts	002104423		CAN	BOLT,TRK,100*,CDN,1"X 5-1/4",50#,28/CAN	Not Applicable	\$	-		
Bolts	002104621		CAN	BOLT,TRK,115*,CDN,1"X 5-3/4",50#,24/KEG	\$ 79.59	\$	-		
Bolts	002104801		CAN	BOLT,TRK,136*,CDN,1-1/8"X 5-3/4",50#22PC	\$ 100.39	\$	-		
Nuts	001276105		EA	NUT,ELASTIC STOP,ESNA,1",TRACK	\$ 7.31	\$	-		
Nuts	001276154		EA	NUT,ELASTIC STOP,ESNA,1 1/8",TRACK	Not Applicable	\$	-		
Plates	002702449		EA	PLATE,TIE,100*,DS,14",STD	Not Applicable	\$	-		
Plates	002702803		EA	PLATE,TIE,115*,DS,14",STD	Not Applicable	\$	-		
Plates	002702613		EA	PLATE,TIE,115*,PANDROL,1/40,TPL-13967	\$ 18.45	\$	-		
Plates	002703207		EA	PLATE,TIE,130/2/6*,DS,14",STD	Not Applicable	\$	-		
Plates	002703405		EA	PLATE,TIE,130/2/6*,DS,16",ECC,CURVES	Not Applicable	\$	-		
Plates	002700011		EA	PLATE,TIE,136*,CP18",CURVES	\$ 30.28	\$	-		
Plates	002051820		EA	PLATE,TIE,131/2/6*,DS,14",SOO/D&H,AP12	\$ 10.62	\$	-		
Plates	002704015		EA	PLATE,TIE,136*,PANDROL,1/40,TPL-P2M	\$ 18.58	\$	-		
Tie Pads	001001460		EA	PAD,TIE,1/4 X 8 X 18 1/2,HOLES	\$ 5.92	\$	-		

LOCATION:		Waseca Sub, MP 100.87 School Street			YEAR:		2025	
CPKC BUDGET RESPONSIBLE (Project Owner):		Robert Le Duc						
CPKC EXECUTING RESPONSIBLE (Roadmaster):		Jared Schmidt				BOARD ORDER (Y/N):		
S&C REQUIRED (Y/N):		Y				ROAD AUTHORITY NAME: State of Iowa		
ROAD WIDTH:		50'				COST APPORTIONMENT: 41%		
CONCRETE REQUIRED:		63'						
TRACK PANEL LENGTH:		160'						
CROSSING RAIL WEIGHT:		115 LB			CURRENCY:		USD	
Tie Pads	001278343		EA	PAD,TIE,GRADE CROSSING,PPI	\$ 41.67	\$	-	
Tie Pads	002703414		EA	PAD,RAIL,136*,CONCRETE/STEEL TIE,E CLIP	Not Applicable	\$	-	
Insulated Joints								
Poly Joint	001710216		EA	JOINT,RAIL,POLY-INS,9020	\$ 92.52	\$	-	
Poly Joint	001004201		EA	JOINT,RAIL,POLY-INS,9020*,6H,5 1/2"	\$ 358.50	\$	-	
Poly Joint	002539924		EA	JOINT,RAIL,POLY-INS,100*RE,-HF	Not Applicable	\$	-	
Poly Joint	002539932		EA	JOINT,RAIL,POLY-INS,100*CP-RE	Not Applicable	\$	-	
Poly Joint	002540005		EA	JOINT,RAIL,POLY-INS,115*RE,6H	\$ 371.38	\$	-	
Poly Joint	002000079		EA	JOINT,RAIL,POLY-INS,115*,HR COMB	\$ 400.59	\$	-	
Poly Joint	002539890		EA	JOINT,RAIL,POLY-INS,130*,6H	Not Applicable	\$	-	
Poly Joint	002000080		EA	JOINT,RAIL,POLY-INS,132*,HR COMB	\$ 367.25	\$	-	
Poly Joint	002540401		EA	JOINT,RAIL,POLY-INS,136*RE,6H	\$ 375.51	\$	-	
Poly Joint	002000078		EA	JOINT,RAIL,POLY-INS,136*,HR COMB	\$ 429.86	\$	-	
Pre-Bond Joint	002550756		EA	JOINT,RAIL,PRE-BND,115*,13',PRE	\$ 706.88	\$	-	
Pre-Bond Joint	002550757		EA	JOINT,RAIL,PRE-BND,115*,13',PRE,3/8"WORN	\$ 1,134.91	\$	-	
Pre-Bond Joint	002000111		EA	JOINT,RAIL,PRE-BND,115*,20',PRE	\$ 903.05	\$	-	
Pre-Bond Joint	002000112		EA	JOINT,RAIL,PRE-BND,115*,20',PRE,3/8"WORN	\$ 1,378.79	\$	-	
Pre-Bond Joint	002000113		EA	JOINT,RAIL,PRE-BND,132*,20',PRE	\$ 940.39	\$	-	
Pre-Bond Joint	002000114		EA	JOINT,RAIL,PRE-BND,132*,20',PRE,3/8"WORN	\$ 1,396.03	\$	-	
Pre-Bond Joint	002552604		EA	JOINT,RAIL,PRE-BND,136*,13',PRE	\$ 900.70	\$	-	
Pre-Bond Joint	002552605		EA	JOINT,RAIL,PRE-BND,136*,13',PRE,3/8"WORN	\$ 1,107.23	\$	-	
Pre-Bond Joint	002000115		EA	JOINT,RAIL,PRE-BND,136*,20',PRE	\$ 1,019.01	\$	-	
Pre-Bond Joint	002000116		EA	JOINT,RAIL,PRE-BND,136*,20',PRE,3/8"WORN	\$ 1,455.97	\$	-	
Welding Material								
Thermite Kits	772209998	4	EA	KIT,THERMITE,115 LB,1-SHOT,PRE	Not Applicable	\$	-	
Thermite Kits	772210000	0	EA	KIT,THERMITE,136 LB,1-SHOT,PRE	Not Applicable	\$	-	
Other Materials needed (please be specific)								
						\$	-	
						\$	-	
						\$	-	
Bulk Scrap Recovery Estimate								
Scrap	901203034	1000	LB	OTM,MISC,SCRAP	\$ (0.08)	\$	(80.00)	
Scrap	982201301	80	FT	RAIL,SCRAP,ALL	\$ (4.38)	\$	(350.40)	
MATERIAL TOTAL COST						\$	60,320.98	

3rd PARTY RENTAL EQUIPMENT						
VENDOR NAME		DAYS	DESCRIPTION (Please be specific)	DAILY RATE	TOTAL COST	
3rd PARTY RENTAL EQUIPMENT				\$ -	\$ -	
3rd PARTY RENTAL EQUIPMENT				\$ -	\$ -	
3rd PARTY RENTAL EQUIPMENT				\$ -	\$ -	
				\$ -	\$ -	
EQUIPMENT TOTAL COST					\$ -	
CONTRACTOR COSTS						
VENDOR NAME		QUANTITY	UNIT OF MEASURE	DESCRIPTION (Please be specific)	UNIT COST	TOTAL COST
Contractor Costs		1	DAY	asphalt	\$ -	\$ -
Contractor Costs		2	DAY	2 Excavators, 1 Skid	\$ 10,000.00	\$ 20,000.00
Contractor Costs					\$ -	\$ -
Contractor Costs					\$ -	\$ -
Contractor Costs					\$ -	\$ -
Contractor Costs					\$ -	\$ -
CONTRACTOR TOTAL COST					\$	20,000.00
OTHER COSTS						
DESCRIPTION (please be specific)				UNIT COST	TOTAL COST	
Personal Expenses (e.g. Crew Meals & Accommodations)				\$ 20,000.00	\$ 20,000.00	
Other Costs				\$ -	\$ -	
				\$ -	\$ -	
				\$ -	\$ -	
OTHER TOTAL COST					\$	20,000.00
TOTAL PURCHASED SERVICES					\$	40,000.00
TOTAL COST OF ROAD CROSSING					\$	121,120.98

Exhibit C

STANDARD PROVISIONS FOR HIGHWAY-RAILROAD AGREEMENTS

1. The COMPANY, for performance of its work, may bill the ROAD AUTHORITY monthly for the ROAD AUTHORITY'S share of the actual costs and expenses incurred. These progressive invoices may be rendered on the basis of the estimated percentage of the work completed. The ROAD AUTHORITY after verifying that the bill is reasonable and proper shall promptly reimburse the COMPANY.

The COMPANY, upon the completion of its work, shall send the ROAD AUTHORITY a detailed final statement of actual expenses it incurred, including allowable additives. After the ROAD AUTHORITY'S representatives have checked the final statement and have agreed that the costs are reasonable and proper insofar as they are able to ascertain, the ROAD AUTHORITY shall reimburse the COMPANY in the amount, less previous payments, if any, equal to the amount billed.

After the ROAD AUTHORITY representatives have audited the expenses incurred by the COMPANY and final inspection of the installation has been made, the COMPANY shall reimburse the ROAD AUTHORITY for any item (or items) of expense found by the ROAD AUTHORITY representatives to be ineligible for reimbursement.

2. It is understood that the project herein contemplated shall be subject to all appropriate Federal laws, rules, regulations, orders and approvals pertaining to all agreements in general. The use of said guidelines for reimbursement between the parties hereto shall not be deemed to require reimbursement of the ROAD AUTHORITY by the Federal Highway Administration as a condition precedent to the ROAD AUTHORITY'S obligation.

3. All work herein provided to be done by the ROAD AUTHORITY or its contractor or contractors on the right-of-way or upon, over, under or across the railroad tracks of the COMPANY shall be done in a manner satisfactory to the COMPANY and shall be performed as such time and in such manner as not to interfere unnecessarily with the movement of trains or traffic upon the tracks of the COMPANY. The ROAD AUTHORITY shall require its contractors or contractors to use all care and precaution necessary to avoid accident, damage or interference to the COMPANY'S tracks or the trains or traffic using its tracks, and to notify the COMPANY a sufficient time in advance whenever the contractor is about to perform work adjacent to the track to enable the COMPANY to arrange for the furnishing of flagging and such other protective services as might be necessary to ensure the safety of railroad operations.

The COMPANY shall have the right to furnish all such flagging or protective service as in its judgment is necessary, and the ROAD AUTHORITY or its contractor or contractors shall reimburse the COMPANY for the cost thereof. Wherever safeguarding of trains or traffic or the COMPANY is mentioned in this agreement, it is intended to cover all users of the COMPANY'S track having permission for such use.

4. The ROAD AUTHORITY shall require its contractor or contractors, upon completion of the work, to remove all machinery, equipment, temporary buildings, false work, debris and rubbish from COMPANY right-of-way, to provide proper drainage away from COMPANY track, and to leave the tracks and right-of-way in a neat condition, satisfactory to the COMPANY'S Chief Engineer or his representative.

5. Any contract between the ROAD AUTHORITY and its contractor or subcontractor to perform the work herein provided to be done by the ROAD AUTHORITY shall require that the contractor or sub-contractor protect DAKOTA MINNESOTA AND EASTERN RAILROAD, and any other railroad occupying or using COMPANY right-of-way or lines of railroad with the permission of the COMPANY, against all loss and damage arising from the activities of the contractor or any of its subcontractors or agents, and shall further provide that the contractor

shall furnish the COMPANY a Railroad Protective Liability Insurance policy providing for protection of the COMPANY, in accordance with the Federal-Aid Policy Guide, Title 23, Part 140, Subpart 1 and any supplements to or revisions unless otherwise noted. The limits of the policy shall be not less than \$2,000,000 combined single limit per occurrence for bodily injury, death, property damage and physical damage to property, with an aggregate limit of not less than \$6,000,000 per policy period. The insurance policy shall be delivered to and approved by the COMPANY prior to entry upon or use of its property to commence work upon, over, under, across or adjacent to COMPANY tracks by the contractor.

6. Subsequent to the award of any contract, and before any work is started on this project, a conference shall be held between the representatives of the ROAD AUTHORITY, the COMPANY, and the interested contractor at a time and place designed by the ROAD AUTHORITY for the purpose of coordinating the work to be performed by the several parties and at such time a schedule of operation will be adopted.

7. The COMPANY will credit the ROAD AUTHORITY for the salvage value of all track, communication and signal line material used on a temporary basis during the construction of the project and accepted by the COMPANY for return to its stock. The ROAD AUTHORITY shall be afforded a reasonable opportunity to inspect materials recovered by the COMPANY prior to disposal by sale of scrap.

8. When the roadway is to be closed to vehicular traffic while the railroad work is being performed, the ROAD AUTHORITY at its expense shall furnish, erect, maintain and remove the traffic control devices necessary to detour highway traffic after the COMPANY gives two weeks' advance notice to the ROAD AUTHORITY'S engineer.

When the COMPANY is to perform its work while maintaining highway traffic, the ROAD AUTHORITY shall furnish or cause to be furnished, at its expense, the signs, barricades, and traffic control devices for erection by the COMPANY after two weeks' advance notice is given to the ROAD AUTHORITY'S engineer. The COMPANY, at the expense of the ROAD AUTHORITY, shall erect, maintain, relocate, and remove the signs, barricades, and other traffic control devices, including the furnishing of flagmen, as required to maintain highway traffic throughout the time the railroad work is being performed.

EXHIBIT D

ESTIMATED QUANTITIES						
ITEM NO.	ITEM DESCRIPTION	UNITS	UNIT COST	TOTAL ESTIMATED QUANTITY	STEELE COUNTY SCHOOL STREET	
					EST. QUANT.	EST. COST
2011.601	CONSTRUCTION SURVEYING	LUMP SUM	\$ 6,000.00	1	1	\$ 6,000.00
2011.601	AS BUILT	LUMP SUM	\$ 3,000.00	1	1	\$ 3,000.00
2021.501	MOBILIZATION	LUMP SUM	\$ 8,000.00	1	1	\$ 8,000.00
2101.502	GRUBBING	EACH	\$ 400.00	1	1	\$ 400.00
2104.502	REMOVE SIGN	EACH	\$ 65.00	6	6	\$ 390.00
2104.502	SALVAGE SIGN	EACH	\$ 64.00	1	1	\$ 64.00
2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	\$ 4.80	15	15	\$ 72.00
2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	\$ 2.10	252	252	\$ 529.20
2104.503	REMOVE CURB	LIN FT	\$ 11.00	37	37	\$ 407.00
2104.503	REMOVE CURB AND GUTTER	LIN FT	\$ 5.20	309	309	\$ 1,606.80
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	\$ 6.80	42	42	\$ 285.60
2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$ 5.20	893	893	\$ 4,643.60
2104.518	REMOVE CONCRETE WALK	SQ FT	\$ 1.70	304	304	\$ 516.80
2106.507	EXCAVATION - COMMON	CU YD	\$ 9.00	1620	1620	\$ 14,580.00
2106.507	SELECT GRANULAR EMBANKMENT (CV)	CU YD	\$ 16.00	720	720	\$ 11,520.00
2106.507	COMMON EMBANKMENT (CV)	CU YD	\$ 7.10	204	204	\$ 1,448.40
2211.507	AGGREGATE BASE (CV) CLASS 5	CU YD	\$ 35.00	291	291	\$ 10,185.00
2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)	TON	\$ 78.00	236	236	\$ 18,408.00
2451.507	FINE AGGREGATE BEDDING (CV)	CU YD	\$ 41.00	4	4	\$ 164.00
2501.502	15" RC PIPE APRON	EACH	\$ 1,300.00	1	1	\$ 1,300.00
2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS V	LIN FT	\$ 102.00	53	53	\$ 5,406.00
2506.502	CASTING ASSEMBLY	EACH	\$ 1,100.00	2	2	\$ 2,200.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	LIN FT	\$ 610.00	2.6	2.6	\$ 1,586.00
2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SD-48	LIN FT	\$ 880.00	3.0	3.0	\$ 2,640.00
2521.518	6" CONCRETE WALK	SQ FT	\$ 10.00	56	56	\$ 560.00
2521.518	3" BITUMINOUS WALK	SQ FT	\$ 2.00	971	971	\$ 1,942.00
2521.602	DRILL AND GROUT REINF BAR (EPOXY COATED)	EACH	\$ 21.00	35	35	\$ 735.00
2521.618	CONCRETE CURB RAMP WALK	SQ FT	\$ 18.00	817	817	\$ 14,706.00
2531.503	CONCRETE CURB AND GUTTER DESIGN B618	LIN FT	\$ 24.00	165	165	\$ 3,960.00
2531.503	CONCRETE CURB AND GUTTER DESIGN B624	LIN FT	\$ 31.00	227	227	\$ 7,037.00
2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$ 89.00	13	13	\$ 1,157.00
2231.509	BITUMINOUS PATCHING MIXTURE	TON	\$ 180.00	15	15	\$ 2,700.00
2531.603	CONCRETE CURB AND GUTTER	LIN FT	\$ 47.00	38	38	\$ 1,786.00
2531.618	TRUNCATED DOMES	SQ FT	\$ 64.00	112	112	\$ 7,168.00
2563.601	TRAFFIC CONTROL	LUMP SUM	\$ 8,000.00	1	1	\$ 8,000.00
2564.602	INSTALL SIGN	EACH	\$ 630.00	1	1	\$ 630.00
2564.618	SIGN	SQ FT	\$ 73.00	68	68	\$ 4,964.00
2573.502	STORM DRAIN INLET PROTECTION	EACH	\$ 190.00	4	4	\$ 760.00
2573.502	CULVERT END CONTROLS	EACH	\$ 160.00	1	1	\$ 160.00
2573.503	SILT FENCE; TYPE MS	LIN FT	\$ 2.70	280	280	\$ 756.00
2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	LIN FT	\$ 3.50	40	40	\$ 140.00
2575.501	TURF ESTABLISHMENT	LUMP SUM	\$ 3,000.00	1	1	\$ 3,000.00
2582.503	24" SOLID LINE MULTI-COMPONENT GROUND IN	LIN FT	\$ 31.00	57	57	\$ 1,767.00
2582.503	4" DOUBLE SOLID LINE MULTI-COMPONENT GROUND IN	LIN FT	\$ 4.00	158	158	\$ 632.00
2582.518	PAVEMENT MESSAGE MULTI-COMPONENT GROUND IN	SQ FT	\$ 13.00	124	124	\$ 1,612.00
				CONSTRUCTION	\$	159,524.40
				CONSTRUCTION ENGINEERING / CONTRACT ADMINISTRATION (ASSUMES 8%)	\$	12,761.95
				GRAND TOTAL	\$	172,286.35

STEELE COUNTY PERSONNEL AGENDA ITEM
June 10, 2025

JUNE EMPLOYEE ANNIVERSARIES
(Information Only – No Action Required)

Name:	Position:	Department:	Anniversary Date:	Years of Service:
Teresa Dudley	Victim Services Coordinator	Attorney	June 2 nd	21
Steven Schroht	Director of Parks & Recreation	Parks and Recreation	June 3 rd	29
Alison Ellingson	GIS Technician	GIS	June 3 rd	1
Anthony Buttera	Jail Administrator	Detention Center	June 4 th	18
Travis Avelar	Correctional Officer	Detention Center	June 4 th	18
Kolten Flynn	Correctional Officer	Detention Center	June 4 th	1
Robert Jarrett	County Attorney	Attorney	June 5 th	1
Campbell Housh	Assistant County Attorney II	Attorney	June 6 th	3
Nikola Miller	Custodian	Facilities and Fleet	June 7 th	3
Tanner Wobschall	Maintenance Worker	Facilities and Fleet	June 10 th	12
Tara Pitzl	Adult Probation Officer II	Community Corrections	June 12 th	8
Mark Holm	Deputy Sheriff Patrol	Sheriff	June 13 th	2
Renae Fry	County Administrator	Administration	June 17 th	1
Kristen Sailer	Emergency and Risk Management Director	Emergency Management	June 21 st	4
Karen Meier	Administrative Assistant	Sheriff	June 22 nd	27
Timothy Larson	Landfill Operator	Landfill	June 22 nd	15
Karson Vigeland	Deputy Sheriff Patrol	Sheriff	June 24 th	1
Sarah Danielson	Adult Probation Officer I	Community Corrections	June 24 th	1
Sierra Gleason	Engineering Technician I	Highway	June 26 th	2
Katya Krueger	Correctional Officer	Detention Center	June 26 th	2



Steele County Agenda Item

Request for Board Action

Subject: Abatement of penalty for late payment of taxes request from taxpayer

Department: Finance Department

Committee: Choose an item.

Committee Meeting Date: Enter a date.

Work Session Date: June 10, 2025

Board Meeting Date: June 10, 2025

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Enter the recommendation from the Committee to the Board of Commissioners. This must be filled out for all Board Meeting agenda items. If the item did not go to a committee list as "N/A" or a reason why.

Recommendation:

The due date for taxes is May 15, 2026. The Board has the authority under Statutes 270C.86 as part of the Power of Commissioners to *"Subdivision 1. Powers of commissioner; application for abatement; orders. (a) Except for matters delegated to the various boards of county commissioners under section 375.192, and except as otherwise provided by law, the commissioner shall have power to grant such reduction or abatement of net tax capacities, taxes imposed by the property tax laws, or special assessments, and of any costs, penalties, or interest thereon as the commissioner may deem just and equitable, and to order the refundment, in whole or in part, of any taxes or special assessments, and costs, penalties, or interest thereon which have been erroneously or unjustly paid."*

Background (Including Budget Impact):

The taxpayer is requesting an abatement of their penalty for two properties. The taxpayer is stating they mailed their taxes in on May 15th, but the postmark on the envelop is May 16th, the payment arrived to the County office after the May 15th deadline. The taxpayer did go to the Post office to investigate why the letter was not stamped May 15th.

Attachments:

Copy of letter from LZL Holdings, LLC and Lee Foundation

Statute 270C.86

270C.86 POWER TO ABATE; CORRECTION OF ERRORS.

Subdivision 1. **Powers of commissioner; application for abatement; orders.** (a) Except for matters delegated to the various boards of county commissioners under section 375.192, and except as otherwise provided by law, the commissioner shall have power to grant such reduction or abatement of net tax capacities, taxes imposed by the property tax laws, or special assessments, and of any costs, penalties, or interest thereon as the commissioner may deem just and equitable, and to order the refundment, in whole or in part, of any taxes or special assessments, and costs, penalties, or interest thereon which have been erroneously or unjustly paid. Application therefor shall be submitted with a statement of facts in the case and the favorable recommendation of the county board or of the board of abatement of any city where any such board exists, and the county auditor of the county wherein such tax was levied or paid. No reduction, abatement, or refundment of any special assessments made or levied by any municipality for local improvements shall be made unless it is also approved by the board of review or similar taxing authority of such municipality.

(b) The commissioner shall forward to the county auditor a copy of the order made by the commissioner in all cases in which the approval of the county board is required.

(c) An appeal may not be taken to the Tax Court from any order of the commissioner made in the exercise of the discretionary authority granted in paragraph (a) with respect to the reduction or abatement of real or personal property taxes in response to an application for an abatement, reduction, or refund of taxes, net tax capacities, costs, penalties, or interest.

Subd. 2. **Examination of application; reductions; appeals.** (a) The commissioner shall examine all applications submitted by a county board pursuant to section 375.192, subdivision 3. If the applicant has previously submitted a claim for property tax relief pursuant to chapter 290A based on the property taxes payable prior to receiving the abatement, the commissioner may approve the application in an amount reduced by the relief provided pursuant to chapter 290A.

(b) An appeal may be taken to the Tax Court from an order of the commissioner made pursuant to this subdivision.

Subd. 3. **Correction of errors.** On application of the county auditor with the approval of the county board, the commissioner may order the correction of any administrative and clerical errors in the assessment, levy, and extension of taxes under the property tax laws, other than valuation.

History: 2005 c 151 art 1 s 93

June 3rd, 2025, Owatonna, MN

Candi Lemarr,
Finance Director
Steele County
630 Florence Ave.
Owatonna, Mn 55060

Dear Candi,

I would like to thank you very much for your call yesterday as regarding my concerns over the Part I 2025 tax penalties related to properties of following address:

2300 Park Dr., Owatonna, MN 55060
545 Florence Ave., Owatonna, MN 55060
622 Hoffman Dr., Owatonna, MN 55060, and
138 West Front Street, Owatonna, MN 55060

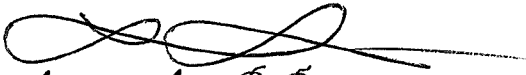
Owned by LZL Engineering, LLC, LZL Holding, LLC, and Lee Foundation, all of which I am handling the tax liabilities. As I mentioned, we received letters from Steele County by surprised on May 31st, (last Saturday) that late tax payments for {Part 1, 2025) and extra penalty fees were generated. Monday morning, I went to county finance office. Thank you for your explanations/options and your willingness to helps.

I did visit Postal office this morning, inquired and talked to Rochelle Plummer (Postmaster/Owatonna), regarding the situation. As I explained that mid-morning May1th, I drop a stamped letter with two checks tax payments total of \$39,383, dated May15th (attached copies both were deposited May 27/28, respectively). As Rochelle told me that all mails were transferred to their Eagan MN facility for sorting out, that day was a congestion day. Possible as the reason the envelop was official postal stamped as May 16th (as seen copy). She was very helpful, and I mentioned your name, and she said you can call her, or event call her mobile phone (her biz card copy included). She did explain for future dated handlings and options (as you have suggested), very helpful, hope this was the last time this will happen again.

This incident does likely happen most of time in recent years, this time on May 15th, I was so business on the floor engaging a new product test, so I rushed to mail it by drive thru mail box at Owatonna postal office. As a small manufacturing biz, we are struggling to strike running a sustainable business currently provide 20 plus fulltime jobs in Owatonna. Meanwhile our education foundation supports local school district, Riverland college, U of Mankato State, South MN college and UoM scholarships and research/lab supports. The associated tax late penalty of \$1,000 plus, can be saved for good purposes, here I would like to plea the county committee members, can waive this penalty if possible. I sincerely hope a such decision can be made prior the end of June, or early.

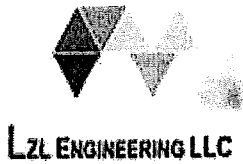
I would like to thank you again, for all the supports for resolving this request, regardless the outcome, I do much appreciated of your support and assistance, and please let me know if you have any questions.

Sincerely yours,

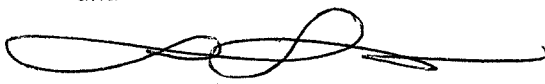


Laurence Lee Ph.D.

President/CEO
LZL Engineering, LLC
2300 Park Drive, Suite 300
(office entry Suite 200)
Owatonna MN 55060
M: 612 930 7330



and



Presidents of
LZL Holding, LLC and Lee Foundation

ROCHELE PLUMMER
POSTMASTER
OWATONNA, MN 55060



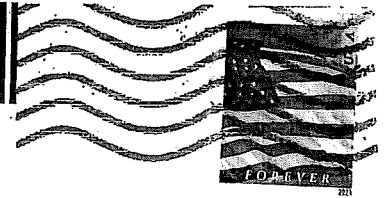
209 E BROADWAY ST
OWATONNA, MN 55060
OFFICE: (507) 451-3507 CELL: (507) 219-1863
EMAIL: rochele.plummer@usps.gov

www.usps.com

— LZL ENGINEERING LLC
2300 Park Dr Ste 300
Owatonna MN 55060-8802

SAINT PAUL MN 550
16 MAY 2025 PM 5 L

50/10



STEELE COUNTY FINANCE
630 FLORENCE AVE
PO BOX 890
OWATONNA MN 55060-0890



STEELE COUNTY FINANCE OFFICE
630 FLORENCE AVENUE
OWATONNA, MN 55060
507-444-7420

LEE FOUNDATION
760 CRESTVIEW LN
OWATONNA

MN 55060

TAXP # 42657
PARCEL # 17-302-0205

545 FLORENCE AVE

WEST HILLS # 2
BLK 2 LOT 5 WEST HILLS
#2

Dear Taxpayer:

This is a reminder that you may have overlooked paying your
2025 Real Estate Taxes.

According to our records they are unpaid as of May 27, 2025.

To avoid additional penalty, please pay on or before:

If paid ON or BEFORE 6/30/2025, please pay: \$107.71

If, for some reason, you are not responsible for these taxes
please notify our office so that our records can be corrected.
If you have sold/purchased property and taxes haven't been paid
both parties involved will receive a notice. Please check your
purchase agreement or contact your attorney or closing company.

Please disregard this statement if payment has been made.

Thank You.

Steele County
Finance

6/02/25

-PARCEL INQUIRY-

INQ010 11/24/09

TAX VALUES UNPAID REAL ESTATE

2024 PAY 2025

PARCEL # 17-009-1239

NAME- LZL ENGINEERING LLC

INT DATE- 6/02/2025

YEAR/HALF	TAX DUE	SPEC ASMT	PENALTY	INTEREST	COST	TOTAL DUE
2025-1	155.12		12.41			167.53
2025-2	7,911.00					7,911.00
TOTAL	8,066.12		12.41			8,078.53

ENTER PRCL#/YR 17 - / 2025 INT DATE AMT PD YR
F1-RETURN F2-INQ F3-EQJ F6-NEXT PRCL F8-NEW YR F12-PRV SCRN F18-PRV PRCL

6/02/25

-PARCEL INQUIRY-

INQ010 11/24/09

TAX VALUES UNPAID REAL ESTATE

2024 PAY 2025

PARCEL # 17-221-0301

NAME- LZL ENGINEERING LLC

INT DATE- 6/02/2025

YEAR/HALF	TAX DUE	SPEC ASMT	PENALTY	INTEREST	COST	TOTAL DUE
2025-1	569.96		45.60			615.56
2025-2	29,068.00					29,068.00
TOTAL	29,637.96		45.60			29,683.56

ENTER PRCL#/YR 17 - / 2025 INT DATE AMT PD YR
F1-RETURN F2-INQ F3-EQJ F6-NEXT PRCL F8-NEW YR F12-PRV SCRN F18-PRV PRCL



Steele County Agenda Item

Request for Board Action

Subject: IUP 2025-02 (Lauver – 2nd Home)

Department: Planning & Zoning

Committee: Planning Commission

Committee Meeting Date: June 2, 2025

Work Session Date: Enter a date.

Board Meeting Date: June 10, 2025

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends approving IUP #2025-06 with six conditions based on the findings of fact.

.

Background (*Including Budget Impact*):

This request is from Loren Lauver to allow a 2nd dwelling on the property. The property is located in the NW 1/4 of the NW 1/4, of Section 18, in Medford Township. The property address is 4051 66th St. NW.

Attachments:

Findings of Fact

Location Map

Site Map

Proposed Dwelling

Staff Report

Draft Permit

**COUNTY OF STEELE
FINDINGS OF FACT
INTERIM USE PERMIT #2025-02**

Applicant:

Loren Lauver

Landowner:

Loren and Rita Lauver

Project Description:

Allow a 2nd dwelling on the property.

Zoning District:

Agricultural District

Ordinance Section:

Section 703.1 of the Steele County Zoning Ordinance allows one additional dwelling as an interim use in the agricultural district.

Property Address:

4051 66th St. NW
Medford, MN 55049

Property Legal Description:

All that part of the NW 1/4 of the NW 1/3 of Section 18, Township 108 North, Range 20 West, Described by: Beginning at the Northwest corner thereof, thence North 90 degrees East, assumed bearing, 1014 feet along the North line thereof, thence South 0 degrees 32 minutes West 600 feet, thence North 90 degrees West 1014 feet to the West line thereof, thence North 0 degrees 32 minutes East 600 feet to beginning, Steele County, Minnesota

General Criteria for considering a Conditional Use Permit:

- 1) The use will not create a burden on parks, schools, streets, public facilities or utilities:**
The planning commission finds there will be no burden on parks, schools or utilities as those are already provided to the site.
- 2) The use is compatible, separated, or screening from adjacent agricultural or residential land so it will not deter development or depreciated the value of existing properties:**
The planning commission finds the surrounding land contains the Lazy U Mobile Park and is otherwise predominately agricultural.
- 3) The appearance will not have an adverse effect on adjacent properties:**
The planning commission finds the appearance will not have an adverse effect on adjacent properties.
- 4) The use is related to the needs of the county and the existing land use:**
The planning commission finds the existing land use is rural building site. The addition of a temporary 2nd home is consistent with this use.

5) The use is consistence with the purpose of the zoning ordinance and zoning district:

The planning commission finds a second home will be consistent with the ordinance while the occupants are onsite to care for the property and principal residents.

6) The use will not creation a traffic hazards or congestion:

The planning commission finds the use will not create a traffic hazard if the primary access is used.

7) Existing businesses will not be adversely affected because of curtailment of customers trade:

The planning commission finds the location of a second home will not affect nearby businesses.

8) Adequate utilities, access roads, drainage and other facilities will be provided:

The planning commission finds:

Utilities: Electricity is already provided to the site. Water will be provided by a private well. Sewage will need to be treated by a compliant private septic system.

Access Roads: The existing primary access to the site shall be used.

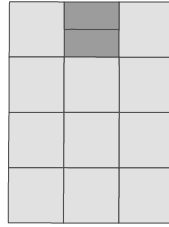
Drainage: Drainage should not change from present.

Planning Commission Recommendations:

Based on the information provided, the Steele County Planning Commission recommends approval of IUP #2025-02 with the following 6 conditions.

1. Both homes must be occupied by family members.
2. The original home must be removed when Loren Lauver or Rita Lauver no longer occupies the existing dwelling.
3. The property cannot be subdivided so the homes are on different parcels.
4. The new home must be connected to a septic system compliant with the State of Minnesota Rules and Steele County Septic Ordinances.
5. The new home must obtain a building permit and meet the requirements of the State Building Code.
6. The occupants must utilize the existing primary drive as the access to the home.

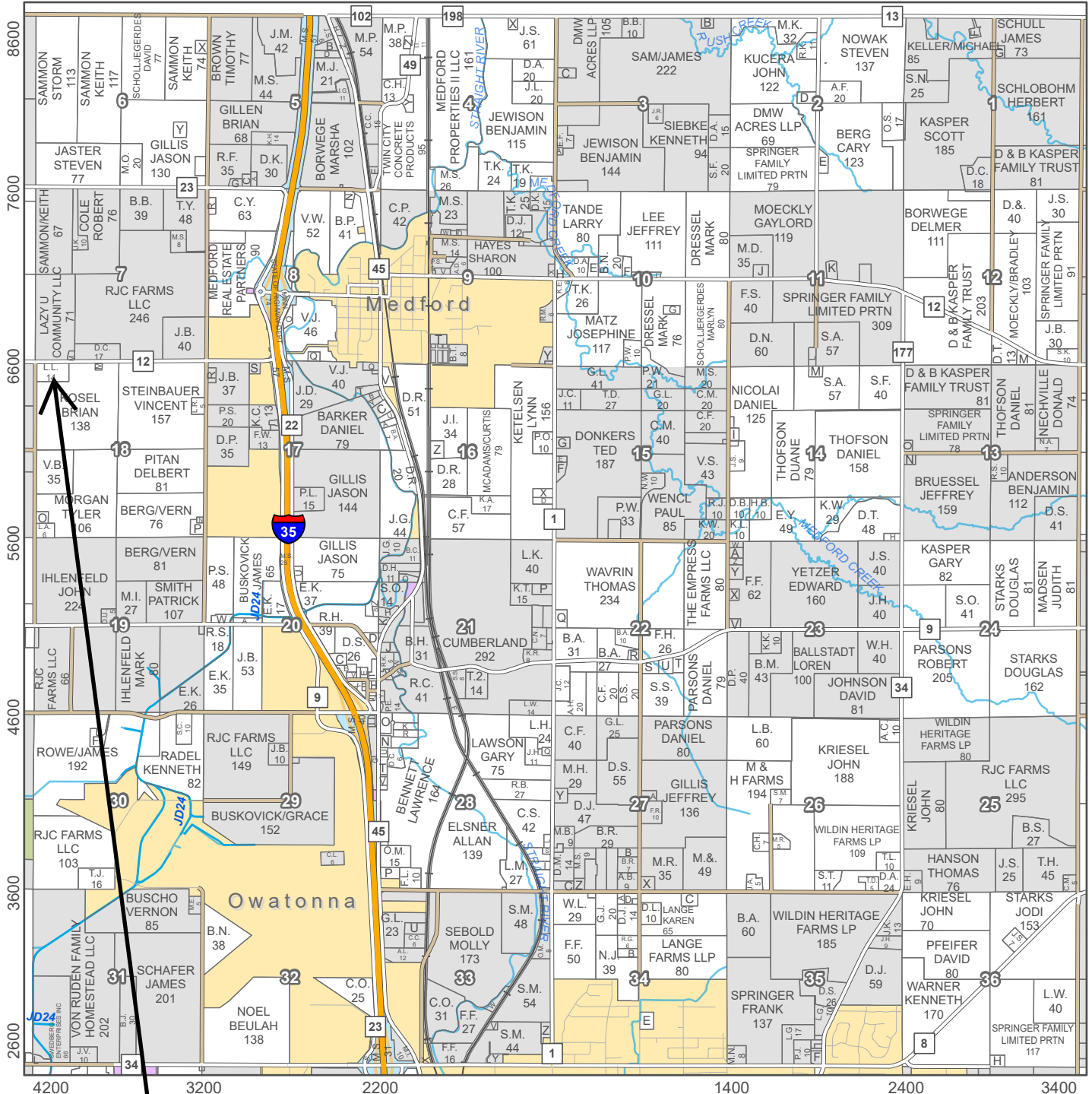
Medford & Clinton Falls



T.108N. - R.20W.

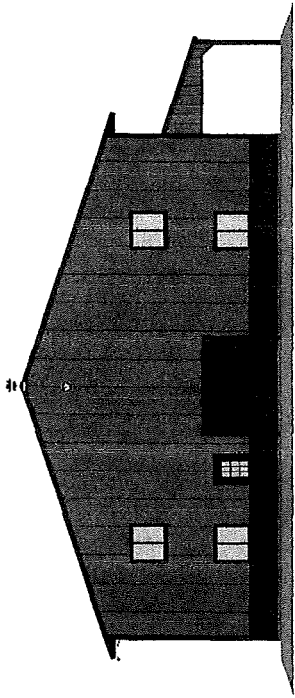


Rice Co.

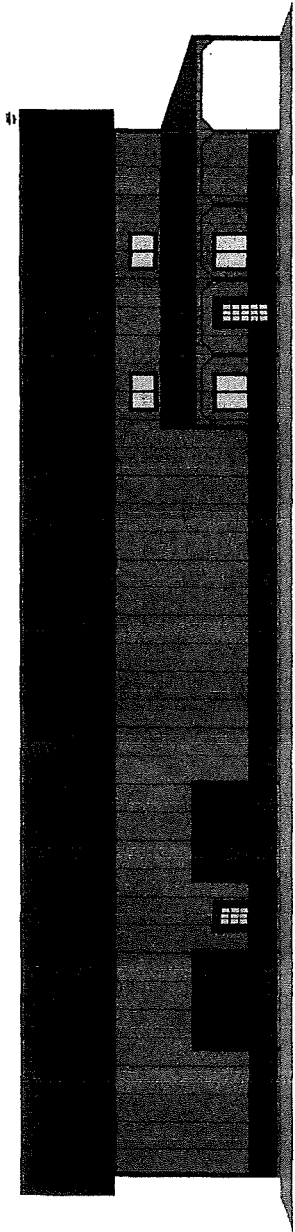


IUP 2025-02
2nd Dwelling Request Location
4051 66th st NW

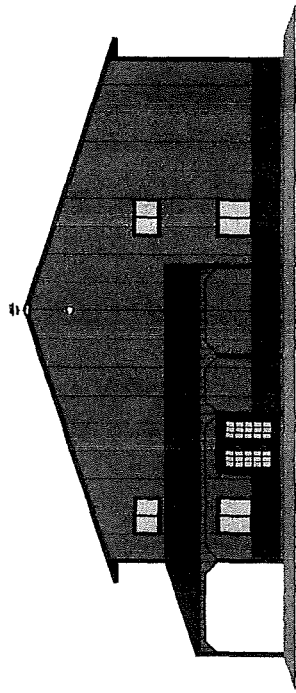




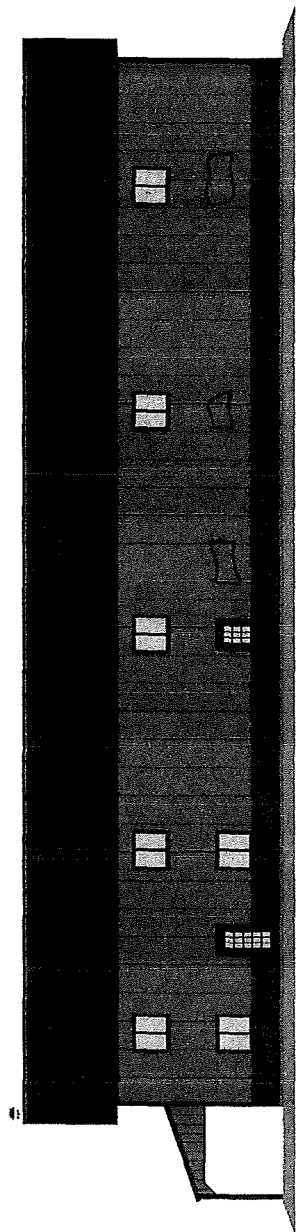
Right Elevation



Top Elevation



Left Elevation



Bottom Elevation

WickBuildings.com Date: 3-19-2025 Time: 9:30 AM	Loren Lauver 2025 54'-0" x 112'-0" x 17'-4" ICH	Customer Signature Loren Lauver 4051 Nw 66th St Medford, MN 55049
DO NOT SCALE		

Staff Report
for
Interim Use Permit #2025-02
Lauver - 2nd Dwelling

Applicant:

Loren Lauver

Property Owner:

Loren & Rita Lauver

Site Address:

4051 66th St. NW
Medford, MN 55049

Legal Description of Property:

All that part of the NW 1/4 of the NW 1/3 of Section 18, Township 108 North, Range 20 West, Described by: Beginning at the Northwest corner thereof, thence North 90 degrees East, assumed bearing, 1014 feet along the North line thereof, thence South 0 degrees 32 minutes West 600 feet, thence North 90 degrees West 1014 feet to the West line thereof, thence North 0 degrees 32 minutes East 600 feet to beginning, Steele County, Minnesota

Project Description:

Allow a second dwelling on the property.

Zoning District:

Agricultural

Reason for Interim Use Permit Application:

Section 703.1 of the Steele County Zoning Ordinance allows one additional dwelling as an interim use in the agricultural district: Given his health limitations, the applicant intends for the additional dwelling to house his nephew, and his family, who will assume responsibility for the ongoing property maintenance. The long-term plan is for his nephew to inherit the property.

General Criteria for Issuing Conditional Use Permit:

- 1) The use will not create a burden on parks, schools, streets, public facilities or utilities:**
Public utilities servicing this dwelling will be electricity and roads, both of which are already provided. The applicant has indicated the existing driveway will be used for both dwellings.
- 2) The use is compatible, separated, or screening from adjacent agricultural or residential land:**
This site is located across the road from the Lazy U Mobile Park and otherwise surrounded by agricultural land and scattered rural residences. There are also a few businesses located 1 mile east.

3) The appearance will not have an adverse effect on adjacent properties:

The appearance of the second home will be similar to other properties with a second home allowed in the county. Typically, it's the maintenance and upkeep of structures that is objectionable to neighboring properties.

4) The use is related to the existing land use and the needs of the county:

The existing land use is a rural residential building site on 13.97 acres. Approximately 4 acres of the property is wetland and much of the remainder is wooded. The building site contains the existing house, a barn, a couple of sheds, and a few other outbuildings.

5) The use is consistence with the zoning ordinance and zoning district:

Section 703.1 of the Steele County Zoning Ordinance allows one additional dwelling meeting the requirements of the Septic ordinance provided:

- a) The occupants are involved in farm operations;
- b) The dwelling will not be split off of the farm or from the first residence;
- c) There is a farm activity which requires additional farm workers or health limitations of the owner.

The applicants have not provided a farming reason, but do state their need of assistance in maintaining the property due to their health limitations.

6) The use will not creation a traffic hazards or congestion:

Traffic generated by the second home should not increase substantially, but it will increase some, nonetheless.

7) Existing businesses will not be adversely affected because of curtailment of customers trade brought about by intrusion of noise, glare, vibration or other nuisances:

The nearest businesses are the Medford Ultra Outlets and Design Homes located approximately 1 mile away to the east. Locating a second home on the property should have no effect on these businesses.

8) Adequate utilities, access roads, drainage and other facilities will be provided:

Utilities: Electricity is already provided to the site. Water will be provided by a private well. Sewage will need to be treated by a private septic system. A new system is planned to put in for the additional dwelling.

Access Roads: The applicant has indicated they will use the existing primary access to the property.

Drainage: Drainage should not change from present.

Staff Comments:

If the planning commission recommends approval of this permit they may want to consider the following conditions.

- 1. Both homes must be occupied by family members.
- 2. The original home must be removed when Loren Lauver or Rita Lauver no longer occupies the existing dwelling.
- 3. The property cannot be subdivided so the homes are on different parcels.
- 4. The new home must be connected to a septic system compliant with the State of Minnesota Rules and Steele County Septic Ordinances.
- 5. The new home must obtain a building permit and meet the requirements of the State Building Code.
- 6. The occupants must utilize the existing primary drive as the access to the ~~manufactured~~ home.

INTERIM USE PERMIT**Permit # 2025-02**

PARCEL #:	<u>11-018-4404</u>	HEARING DATE:	<u>06/02/25</u>
DISTRICT:	<u>Agricultural</u>	DECISION DATE:	<u>06/10/25</u>

APPLICANT:	<u>Loren Lauver</u>	LANDOWNER:	<u>Loren & Rita Lauver</u>
ADDRESS:	<u>4051 NW 66th St</u>	ADDRESS:	<u>4051 NW 66th St</u>
	<u>Medford, MN 55019</u>		<u>Medford, MN 55019</u>

LEGAL DESCRIPTION OF PROPERTY:

All that part of the NW 1/4 of the NW 1/3 of Section 18, Township 108 North, Range 20 West, Described by: Beginning at the Northwest corner thereof, thence North 90 degrees East, assumed bearing, 1014 feet along the North line thereof, thence South 0 degrees 32 minutes West 600 feet, thence North 90 degrees West 1014 feet to the West line thereof, thence North 0 degrees 32 minutes East 600 feet to beginning, Steele County, Minnesota

REFERENCE ORDINANCE FOR IUP:

Section 703.1 of the Steele County Zoning Ordinance allows one additional dwelling meeting the requirement of the Sanitary Ordinance by interim use permit in the agricultural district.

PROPOSED USE(S):

One additional single-family dwelling.

DECISION OF BOARD OF COMMISSIONERS

Deny ☐

Approve ☒ with six conditions.

Findings recommended by the Planning Commission are hereby adopted to be the Findings of the Steele County Board of Commissioners.

Chair, Steele County Board of Commissioners

Date

Conditions

- 1 Both homes must be occupied by family members.
- 2 The original home must be removed when Loren Lauver or Rita Lauver no longer occupies the existing dwelling.
- 3 The property cannot be subdivided so the homes are on different parcels.
- 4 The new home must be connected to a septic system compliant with the State of Minnesota Rules and Steele County Septic Ordinances.
- 5 The new home must obtain a building permit and meet the requirements of the State Building Code.
- 6 The occupants must utilize the existing primary drive as the access to the new home.

CERTIFICATION

I hereby certify that the above is a true and correct copy of the decision approved by the Steele County Board of Commissioners on the _____ day of _____, 2025.

Steele County Administrator

Date

This document prepared by Steele County Building Official

Building Official, Steele County Planning & Zoning

Date



Steele County Agenda Item

Informational

Subject: 2025 County Road Safety Plan

Department: Highway

Committee: Public Works

Committee Meeting Date: June 10, 2025

Work Session Date: NA

Board Meeting Date: June 10, 2025

Purpose:

Receive the 2025 County Road Safety Plan

Background:

Steele County has been working with MnDOT and their consultant under an agreement the Board approved in 2023 to update the Steele County Road Safety Plan (CRSP). The first-generation of CRSPs were completed in 2012 as part of a statewide initiative of moving Minnesota Towards Zero Deaths through reduction of fatal and serious injury crashes on county roadways. These plans resulted in the implementation of nearly \$60 million of road safety improvements from 2012 to 2014. During the same timeframe, Minnesota's county system fatality crash rate decreased 25%.

With the 2012 Plan, the County has been able to receive about \$0.55 million in Highway Safety Improvement Program funding to implement several low cost and high impact safety improvement projects including edgeline improvements, striping, rumble stripes, and chevron signing, with most projects completed in the past 7 years. Most of these strategies have been implemented to reduce or prevent run-off the road accidents in the rural areas, which are the most common cause of serious and fatal crashes on rural two-lane highways.

With the 2025 update, the County will be able to continue to apply for additional HSIP funding to continue work to make additional safety improvements. With this update, the plan included improvements to urban areas as well.

The full 458-page 2025 County Road Safety Plan Report is available for viewing at the Highway Department.

Financial Impacts:

NA

Attachments:

2025 County Road Safety Plan Summary Report



Steele

County Roadway Safety Plan

MOVING TOWARD **ZERO DEATHS** | **MAY 2025**

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1. Introduction

2. The Problem: County Roadways are at Higher Risk

Focus on High-Severity Crash Risk

3. The CRSP Process: Proactive Safety Planning

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Crash Focus Areas

Crash Types and Locations

County Roadway Risk Assessment.....

5. Solutions: Safety Strategies and Recommended Projects

6. Making it Happen: Funding for Safety Projects

7. For More Information.....

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1. Introduction

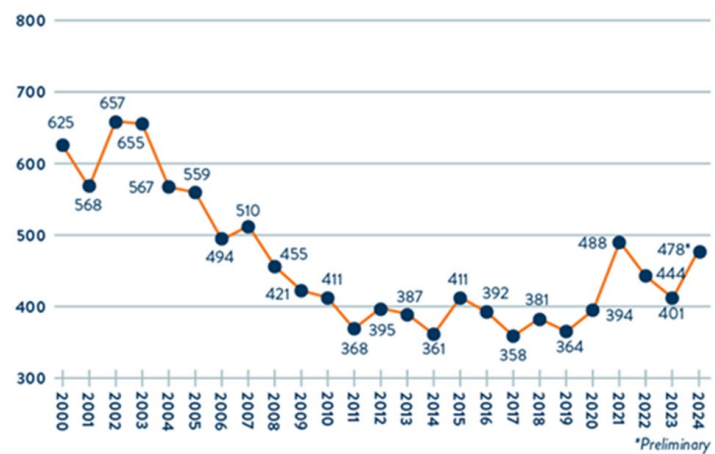
This summary report describes the updated the 2025 Steele County Roadway Safety Plan (CRSP) and explains why it is important and how it is used to improve roadway safety in the county.

A County Roadway Safety Plan (CRSP) identifies safety concerns on county roads and suggests improvements that the county can implement. The Minnesota Department of Transportation (MnDOT), in partnership with county engineers around the state and the Federal Highway Administration, has been continuously updating CRSPs since the first plans were completed for each of Minnesota's 87 counties in 2014.

The goal of CRSP is to support the statewide initiative of moving Minnesota Toward Zero Deaths through continued reduction of fatal and serious injury crashes – together called “severe” crashes –on county roadways. This involves identifying safety problems and solutions and funding to get them implemented.

Over the years, CRSPs have resulted in millions of road safety improvements around that state. However, crashes on county roadways are still a problem. In fact, since the COVID-19 pandemic in 2019, roadway fatalities statewide have remained at elevated levels, with 478 fatalities in 2024, significantly more than the 2011 low of 368.

Minnesota Traffic Deaths: 2000-2024



2. The Problem: County Roadways are at Higher Risk

The commitment to create CRSPs for each of Minnesota's 87 counties was based on the higher crash risk on county roadways compared to elsewhere:

Roadways operated by Minnesota's counties have the most severe crashes of any jurisdiction type.

Approximately 60% of severe crashes – those involving a fatality or serious injury – occur on local roadways.

Local agencies – cities, counties, and townships – are responsible for more than 90% of the state's roadway miles

FOCUS ON HIGH-SEVERITY CRASH RISK

National research consistently shows that not all crashes pose equal risk. Fatal and serious injury crashes, though less frequent than more minor crashes, have far greater human and economic impacts. Therefore, the safety plan prioritizes these high-severity crashes over minor incidents.

LOCAL ROAD CRASH FACTS

- Nearly 50% of severe crashes involve lane departure
 - 42% of these crashes occurred along a curve
 - 37% of these involve hitting a fixed object
- Over 40% of severe crashes are intersection-related
 - 43% of these are angle crashes

3. The CRSP Process: Proactive Safety Planning

With CRSP, Minnesota pioneered a new approach, proactive approach to traffic safety that has become common around the country. Instead of just reacting to crashes after they occur, CRSP seeks to prevent the most serious crashes by identifying high-risk locations where roadway characteristics indicate a greater likelihood of those types of crashes occurring.

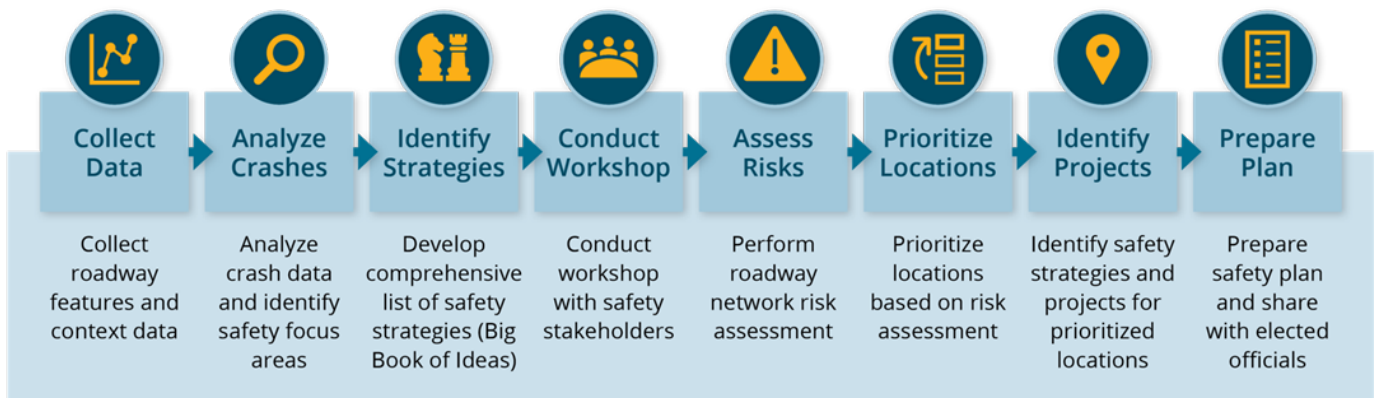
The CRSP approach views the presence of a crash as complementary to the risk analysis, rather than the sole influencer. This combination helps increase the potential impact of roadway improvements on the county system.

The CRSP process involves the steps shown below. Although the CRSP relies heavily on data, individualized engagement with local safety stakeholder helps ensure the plan reflects unique county needs.



Steele County Safety Workshop

CRSP Process



SAFE SYSTEM APPROACH

Aligned with FHWA's Safe System principles, the CRSP analysis targets risk reduction through a holistic framework. By focusing on fatal and serious injury crashes, the strategy directs resources where they can save the most lives—supporting a proactive, system-level safety culture.



4. Steele County Summary

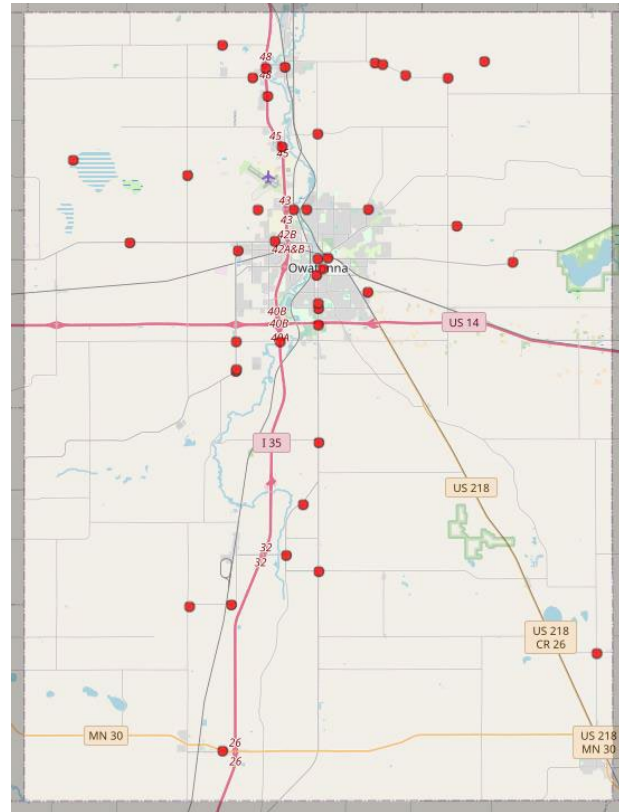
The data-driven safety planning process includes a detailed analysis of where crashes have happened in the past to help understand what types of locations might be at risk in the future. The analysis points to crash types and roadway environments where improvements are most likely to help reduce fatal and serious injury crashes.

CRASH FOCUS AREAS

Minnesota records and analyzes traffic crashes according to the most frequent contributing factors, called “focus areas.” Tracking crashes by focus area helps reveal patterns in crash types and locations that can lead to targeted strategies to address them.

Based on analysis of crash data, the percent of crashes on the Steele County system exceeds the statewide or district average in all the focus areas listed below. In other words, each of these categories has a disproportionately high percentage of crashes in the county.

- Intersection Incidents (45 percent)
- Lane Departures (run-off-road and head-on) (41 percent)
- Older Drivers (36 percent)
- Motorcyclists (36 percent)



In the last 10 years, 49 fatal and serious injury crashes occurred on roads owned by Steele County.

Of those focus areas that are above average, rural roadways, lane departure, and right-angle crashes were the most elevated. Rural crashes are the most prevalent in the county, representing 74% of all crashes on the county system.

CRASH TYPES AND LOCATIONS

Further analysis shows the following crash types or locations are priorities for Steele County:

- Rural roadways (74 percent of severe crashes)
- Lane departure crashes along segments (50 percent of rural segment crashes), including both single-vehicle run-off road (83 percent) and multi-vehicle head-on (17 percent)
- Rural stop-control intersections (40 percent of rural intersection crashes)

COUNTY ROADWAY RISK ASSESSMENT

The Steele County CRSP assessed the complete county roadway system for crash risk, analyzing all 367.3 miles of roads by pavement type. The initial analysis revealed that, consistent with statewide trends, a significantly higher proportion of fatal and serious injury crashes occurred on paved roads compared to unpaved roads. Based on this finding, the crash risk analysis was refined to focus specifically on the paved roadway network, where the majority of severe crashes are concentrated.

A more detailed assessment of the paved roads was then conducted, incorporating roadway features such as segments, curves, and intersections. This phase of the analysis allowed for the identification and prioritization of specific high-risk locations based on crash history and roadway characteristics. These high-risk areas were then used to identify location-specific traffic safety countermeasures, with the goal of reducing severe crashes and improving overall roadway safety in the county.

5. Solutions: Safety Strategies and Recommended Projects

The CRSP approach often leads to recommendations for low-cost but high-impact safety projects like shoulder improvements, enhanced pavement markings, rumble strips, rural segment striping, chevrons on curves, upgraded traffic signs and intersection markings at intersections, rural intersection lighting, and other proven countermeasures. The result is the ability to address more at-risk locations throughout the county system, maximizing the impact of limited Highway Safety Improvement Program (HSIP) and other funds.

Steele County's updated CRSP includes a catalogue of safety strategies – called the Big Book of Ideas – that was customized to the County's needs and preferences during the planning process. Combining the at-risk locations with appropriate strategies results in a prioritized list of safety projects for the county to implement.



*Example Proven Safety Strategy:
Chevron Curve Warning*

STEELE COUNTY SAFETY PROJECTS: 2025 CRSP UPDATE

322 total projects with an estimated cost of \$24 million, including clear zone enhancements, reviewing signs and markings, access management, and more.

222 rural safety projects at a cost of \$9.9 million

100 urban safety projects at an estimated cost of \$14.1 million

The table on the next page provides a more detailed look at the type, number, and estimated cost of the recommended roadway safety improvements.



Summary of Steele County Recommended Safety Projects

Project Type Category	Number of Projects	Estimated Cost
RURAL		
Segments	53	\$2,453,630
Curves	82	\$4,296,000
Intersections	87	\$3,188,000
Total Rural	222	\$9.9 million
URBAN		
Segments	19	\$2,731,950
Intersections (Vehicle)	22	\$9,143,000
Intersections (Ped/Bike)	59	\$2,225,000
Total Urban	100	\$14.1 million
Total	322	\$24.0 million

6. Making it Happen: Funding for Safety Projects

To date, nearly 97 percent of Minnesota counties have participated in the federal Highway Safety Improvement Program (HSIP), with more than \$173 million in safety improvements deployed across the county system.

Since the completion of Steele County's initial safety plan, the county secured approximately \$0.55 million in HSIP funding to support implementation of 5 safety projects on roadway segments and intersections. These safety projects included edgeline improvements, striping, rumble stripes, and chevrons

The updated CRSP includes a Highway Safety Improvement Program (HSIP) submission form for every recommended safety project. Each form includes a location description, crash history, risk factor summary, alternative strategies considered, the recommended project, and estimated project cost. The sheets make it easy for counties to apply for HSIP funding.

The information in the HSIP forms also can be used to support funding applications for other state and federal grant programs, including Safe Routes to Schools, Active Transportation, and Local Partnership Program, and others.

Curve along CSAH 15

Roadway Information

Segment Start: Intersection of CSAH 15 (168th St SE) and CSAH 24 (SE 54th Ave)
 Segment End: 400 feet west of the intersection of CSAH 15 (168th St SE) and SE 84th Ave
 Area Type: Rural
 County: Steele
 Route System: CSAH
 Route No: 15
 Curve Length (ft): 0
 Curve Radius (ft): 721
 AADT (vpd): 510
 Lane Width (ft): 12
 Shoulder Type: Paved
 Shoulder Width (ft): 5.0

Crash Data

5-year Crash History (2019-2023)

	Total	Severe	Total Lane Departure	Severe Lane Departure
Crash Frequency:	0	0	0	0
Density (per mile per yr):	0.0	0.0	0.0	0.0
Rate (per MVM):	0.0	0.0	0.0	0.0

*Construction project in 2022

Systemic Safety Risk Factors

	Value	Threshold	Star Assignment
Radius (ft):	721	500 ≤ xx ≤ 1,400	★
AADT (vpd):	510	150 ≤ xx ≤ 800	★
Lane Width (ft):	12	xx < 12	★
High Side Shoulder Type:	Paved	None, Gravel, Composite	★
Total Cross Section Width (ft):	34	28 ≤ xx ≤ 34	★
Adjacent Intersection:	Intersection	Intersection, Railroad	★
Visual Trap:	Present	Present	★
Outside Edge Risk:	2C	25 or 3	★
		Total Stars	★★★★★

☐ Priority Location

List of Strategies Considered

	Type	Unit Cost	Unit	Quantity	Total Cost
Clear Zone Enhancements	Proactive	\$100,000	per curve	1.00	\$100,000
Chevrons or Arrow Board	Proactive	\$3,000	per curve		
Curve Warning Sign	Proactive	\$2,000	per curve		
Curve Warning Sign w/Speed Advisory Sign	Proactive	\$2,000	per curve		
High-Friction Surface Treatment	Proactive	\$36	per sq yd		
Curve Lighting	Proactive	\$25,000	per light/curve		
Reconstruct TT to a Single T	Proactive	\$400,000	per curve	1.00	\$400,000
				Total Estimated Project Cost:	\$500,000

☐ Systemic Project

The CRSP includes an HSIP funding sheet for each identified project.

7. For More Information

For more information on the Steele County Roadway Safety Plan, please contact Steele County Highway Department at Hwy@SteeleCountyMN.gov.



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, June 3, 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, Administrator Renae Fry, County Attorney Robert Jarrett, and Executive Assistant Rebecca Kubicek.

Consent Agenda

1. Committee recommends approving delegation of power to abate current year late payment penalty to County Finance Director.

Information

2. Commissioners Glynn and Brady will serve on the P & Z Director Position search committee. HR is accepting applications through June 22, 2025.
3. Public Works Director and County Engineer – Job descriptions are almost complete. Looking at hiring Public Works Director (PWD) first, then County Engineer (CE). At this time, it will be unknown if it is budget neutral until the two positions PWD and CE are hired, and this staff will determine how the team will look. Commissioners Krueger and Glynn will serve on the interview committees for these two searches.

Department Head Reports

Finance: Candi reported that transition is going well with Carrie taking the accounting role in Finance. The search to fill the highway accounting position is in interview stage. Starting over with the procurement staff member search. Field audit will begin in July. Working through some software issues with OpenGov. Investments are performing well with returns in the 4% to 5% range.

Extension Office: Lisa gave an update regarding current programming conducted by the Extension Office. SNAP Ed is looking at being eliminated. It needs to be reviewed by the Federal Government.

Human Resources: Gina reported that union negotiations have started, with 6 out of 7 bargaining units having agreed to meet. Three of these have already completed their first meeting with Gina and Renae.

Administration: Renae reported that the state legislature appears to have approved a change to the language allowing the use of firearms during the deer hunting season. The amendment gives county's

the right to limit the use of certain firearms, such as rifles, but the board must do so via resolution, following a public hear and the resolution must be sent to the DNR prior to October 1 for any changes that would go into effect the following calendar year. Eligibility changes for medical assistance and federal level changes to Medicaid may require more staff time. Goodhue and Steele where on a list as being a sanctuary County. Steele has never declared itself a sanctuary county and is it seeking formal documentation from Homeland Security as to why and how the county was named by DHS.

Attorney: Rob reported that he is in the middle of the hiring process for one position. His office received a formal complaint from the ESC regarding Data Practices.