



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, OCTOBER 14, 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.*

Steele County is committed to respectful behavior in its work environment and in its Boardroom. Speakers should show dignity and respect towards others. Speakers will address all comments to the Board as a whole and not one individual commissioner and will not make comments about any elected or appointed officials or staff. 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.

Comments from speakers may be curtailed by the Board Chair if the speaker is argumentative, disrespectful, redundant, or repetitive. There will be no name-calling or abusive language permitted. Disrespectful behavior will result in being asked to return to his/ her seat or to leave the Boardroom.

Correspondence

- 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 September 23, 2025: Board Minutes (pg. 4)

6. Approve September 23, 2025: Board Work Session Minutes (pg. 8)
7. Approve Bills (pg. 9)
8. Approve Personnel Report (pg. 54)
9. Approve increase to Out of County Boarding Fees from \$65.00 in 2025 to \$75.00 in 2026. (pg. 55)
10. Adopt **Resolution #2025-004b** approving the revised 2025 EFT Authorization due to personnel changes. This resolution shall become effective upon its passage and without further publication. (pg. 56)
11. Adopt revised **Resolution #2025-005b** Granting Authority to Designate Depositories and authorize others to conduct banking transactions due to personnel changes. This resolution shall become effective upon its passage and without further publication. (pg. 59)
12. Adopt revised **Resolution #2025-003b** designating UBS as Steele County's depository and authorize the persons stated to sign orders due to personnel changes. This resolution shall become effective upon its passage and without further publication. (pg. 62)
13. Adopt **Resolution #2025-040** Granting Authority to the Jail Administrator and Jail Assistant Administrator to issue and sign checks for the Detention Center at Old National Bank formerly Bremer Bank. This resolution shall become effective upon its passage and without further publication. (pg. 64)
14. Approve 2026 cost of living adjustment (COLA) of a 4% increase, & health insurance and HSA/VEBA contribution amounts for non-union employees as outlined in packet. (pg. 67)
15. Accept SF Enterprises, LLC bid (low bidder) to clean out County Ditch 5 in an amount of \$75,580. (pg. 69)
16. Approve Permitium platform for online Minnesota Vital Records Requests. (pg. 75)
17. Adopt **Resolution #2025-041** to withdraw from the Dodge-Steele CHB. This resolution shall become effective upon its passage and without further publication. (pg. 76)

Public Hearing: 5:15 pm

To gather public input on the 2026-2030 Highway Capital Improvement Plan (CIP) main sources of funding for construction on an annual basis.

Motion to open Public Hearing
Speaker: Public Works Director, Ronald Gaines
Chair opens for public testimony
Chair closes public testimony
Further Board discussion
Motion to close

18. Adopt **Resolution 2025-042** approving the 2026-2030 Highway Capital Improvement Plan and amending the use of the Transportation Sales Tax. (pg. 78)

General Agenda

19. October Anniversary Report (pg. 80)
20. Approve Road Use and Repair Agreement, by and between Steele County, MN and Dodge County Wind, LLC. (pg. 81)

County Board Work Session – October 14, 2025

21. Action Items

Internal Central Services Committee – October 7, 2025

22. Approve providing Minnesota Paid Leave benefits to employees via a private plan administered by Madison National Life. (pg. 104)
23. Adopt **Resolution #2025-039** in support and participation of Operation Green Light for Veterans. (pg. 106)

Information Items

24. Property & Maintenance Committee Minutes – Thursday, October 2, 2025 (pg. 110)
25. Internal Central Services Committee Minutes – Tuesday, October 7, 2025 (pg. 111)
26. Land Use & Records Committee Minutes – Thursday, October 9, 2025 (pg. 113)

Commissioner Reports:

Next Meeting Notices:

Public Safety & Health Committee – **Tuesday, October 21st at 8 a.m. in the Boardroom**

County Board Work Session – **Tuesday, October 28th at 4 p.m. in the Boardroom**

County Board Meeting – **Tuesday, October 28th at 5 p.m. in the Boardroom**

Adjourn

Disclaimer: This agenda has been prepared to provide information regarding an upcoming meeting of the Steele County Board of Commissioners. This document does not claim to be complete and is subject to change.

Notice: Steele County Commissioners may, at any time, participate by interactive technology per Minn. Stat. 13D.02 subs. 1 & 2.

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

September 23, 2025

STATE OF MINNESOTA }
 } ss
COUNTY OF STEELE }

The Steele County Board of Commissioners met in Regular Session at 5:00 p.m. on September 23, 2025 with Commissioner's Prokopec, Abbe, Krueger, Brady, and Glynn present. Also present were Human Resources Director Gina McGuire, Finance Director Candi Lemarr, IT Director Dave Purscell, Planning and Zoning Director Amber Brooks, GIS Coordinator Nick Flatgard, Public Works Director Ronald Gaines, County Assessor Brian Anderson, County Attorney Robert Jarrett, County Administrator Renae Fry and Executive Assistant Rebecca Kubicek.

Call to order and Pledge of Allegiance.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to approve the agenda with the reordering of the two closed sessions. Ayes all

Amendments to the agenda:

Change order of the Closed Sessions by moving Labor Negotiations first then Pending Litigation.
County Board Work Session – Tuesday, September 23, 2025

County Board Work Session – Tuesday, September 23, 2025

Motion by Commissioner Glynn, seconded by Commissioners Krueger to approve HMA Statement of work #2 as provided during the Work Session.

Presentation:

Sheanne Hediger, CPA at Bakertilly provided Steele County 2024 Audit Reports. She reviewed the reports and answered commissioner's questions.

Motion by Commissioner Krueger, seconded by Commissioner Abbe to accept the 2024 Audit Report as presented.

Comments and Correspondence:

Public Comment: 1 person spoke regarding the lack of transparency, accountability and trust in government. 1 person spoke regarding the lack of transparency and wanting to work together. One person spoke thanking the commissioners for listening and working with residents.

Consent Agenda:

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

- A. Approve September 4, 2025, Board Budget Minutes
- B. Approve September 9, 2025, Board Minutes
- C. Approve September 9, 2025, Board Work Session Minutes
- D. Approve September 15, 2025, Board Budget Minutes
- E. Approve Bills and Journal Entries
- F. Approve the Personnel Report

New Hires/Promotions/Demotions/Transfers:

Name	Position/Dept.	Rating/Step	Date
Kristi Jorgenson (Promotion)	Accounting Support Specialist	B22/3	9/06/2025
Brian Rinehart (Demotion)	Correctional Officer	B24/6	09/08/2025
John Anderson(Promotion)	Correctional Corporal	B25/3	09/20/2025
Jessica Bedney (Vol Transfer)	Records Specialist	B23/5	10/04/2025

General Agenda:

Commissioner Krueger offered the following **Resolution No. 2025-038 Setting the preliminary Tax Levy and Budget for 2026**, 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 Abbe, seconded by Commissioner Prokopec to approve CUP #443 Balzer Dog Kennel with 7 conditions based on the Findings of Fact. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Krueger to approve the purchase of a mastic machine from Cimline, Inc. in an amount of \$80,792.00. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to approve the use of compliance funds to update property sales program to omit sales data marked private, not to exceed \$1000. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to approve invoice for

emergency clean out on CD5 to SF Enterprises LLC in an amount of \$19,140.00, which is over the \$10,000 limit. Ayes all.

Commissioner Reports:

Commissioner Glynn reported his attendance at CCA meeting, Budget meeting, and Land Use and Records Committee meeting.

Commissioner Abbe reported his attendance at Budget meeting, Rice/Steele 911 JPB meeting, MNPrairie meeting, Intergovernmental Joint meeting, Land Use and Records, AMC Conference and Work Session.

Commissioner Krueger reported his attendance at SC Health Fair, Annual Farm Burro meeting, Budget meeting, Public Safety, MNP Joint Powers Board, SMART Bus meeting and Work Session.

Commissioner Brady reported his attendance at AMC Conference, Budget Meeting, 911, Sparrow and Work Session.

County Attorney had nothing to report.

County Administrator will be out of the office part of the day tomorrow to assist with the Real Estate Journal Micropolitan event being held in Owatonna.

LISTING OF BILLS September 23, 2025

Advanced Correctional Healthcare Inc	16,888.78
Baker Tilly US, LLP	11,161.50
Block Plumbing & Heating Inc	3,000.00
BRN Lawn & Landscape LLC	4,745.00
Central Farm Services	24,539.13
Counties Providing Technology	4,651.00
Election Systems & Software Inc	4,330.30
Erickson Engineering Co LLC	19,505.00
Government Forms and Supplies	2,402.50
Health Management Associates Inc	11,992.28
Houston Engineering Inc	4,000.00
I & S Group Inc	4,418.16
L & L Street Rods & Sport Trucks	5,950.00
M-R Sign Company, Inc	2,723.90
Mayo Clinic	66,600.00
Minnesota Counties Computer Coop	12,500.00
Moore Md/Kellyanna J	3,980.17
Owatonna Police Dept	2,716.23
Reynolds Jr/Daniel Patrick	14,000.00

Schwicker's Tecta America LLC	190,000.00
Sheriff Of Rice County	3,599.82
Stewart Sanitation	2,525.98
Streichers Inc	3,442.82
Summit Food Services LLC	7,020.48
Thomson Reuters - West	3,756.49
UKG Kronos Systems LLC	3,659.31
	3,315.00
WSB & Associates Inc	21,413.00
120 Payments less than 2000	<u>40,844.05</u>
Final Total:	499,680.90

At 5:56 pm, motion by Commissioner Abbe, seconded by Commissioner Krueger to go into closed session for the purpose of labor negotiations strategy for the purpose of labor negotiations strategy, per MN statute 179A.01, section 13D.03. Ayes all. Motion by Commissioner Krueger, seconded by Commissioner Prokopec to come out of closed session at 6:24 p.m. Ayes all. In closed session, the Board discussed labor requests and next steps in the negotiation process.

Motion by Commissioner Krueger, seconded by Commissioner Abbe to go into closed session for the purpose of discussing pending litigation strategy pursuant to MN Statute 13D, Subd. 3b at 6:25 p.m. Ayes all. Motion by Commissioner Krueger, seconded by Commissioner Prokopec to come out of closed session at 7:11 p.m. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Glynn to adjourn to the Call of the Chair at 7:12 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
ADMINISTRATOR

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

September 23, 2025

STATE OF MINNESOTA }
 } ss
COUNTY OF STEELE }

The Steele County Board of Commissioners held a Work Session at 4:00 p.m. on Date with Commissioner's Prokopec, Abbe, Krueger, Brady, and Glynn present. Also present were Human Resources Director Gina McGuire, IT Director Dave Purscell, Public Works Director Ronald Gaines, County Assessor Brian Anderson, County Attorney Robert Jarrett, County Administrator Renae Fry and Executive Assistant Rebecca Kubicek.

HMA presented the next Statement of Work related to their agreement to assist the County in setting up our own human services department. The second Statement of Work will include service model planning, development of a service model playbook, development of a position description for the new human services department head and recruiting plan, and ongoing support for the county during the transition year. By consensus, the Board moved this matter to the regular board meeting for action.

Rob provided a report on the county's options with regard to restricting firearms on county property. Due to federal pre-emption, our ability to prohibit firearms is limited by gun rights protected at the state and federal level. The Board is committed to enhancing employee safety as much as possible, but regardless, if a disgruntled individual wants access to county property with the intent to use a firearm, expanding prohibitions will not stop that person. Staff will report on any changes or updates to the current rules.

Commissioners Brady and Abbe reported on their attendance at the recent AMC Fall Policy Conference. The individual policy committees made mental health and systems modernization a priority for the next legislative session.

Chairman

ATTEST: _____
Administrator

SBENDORF

10/8/25

1:50PM

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

10/8/25 1:50PM

10 Road & Bridge Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 2

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
301	DEPT		Administration			
8251	BRN Lawn & Landscape LLC					
20	10-301-000-0000-6512	1,470.00	Sept lawn care	3813	Bldg Repair & Maintenance	Y
8251	BRN Lawn & Landscape LLC	1,470.00		1 Transactions		
61505	Gopher State One-Call					
23	10-301-000-0000-6260	17.55	September locates	5091507	Consultants/Admin Fee	N
61505	Gopher State One-Call	17.55		1 Transactions		
4710	Interstate Power Systems Inc					
24	10-301-000-0000-6512	777.00	B Inspection-generator	R001223841	Bldg Repair & Maintenance	N
4710	Interstate Power Systems Inc	777.00		1 Transactions		
585	Olympic Fire Protection Corp					
37	10-301-000-0000-6512	470.00	Annual Fire Protection	10006550	Bldg Repair & Maintenance	N
38	10-301-000-0000-6512	908.00	Annual Fire Protection	74357	Bldg Repair & Maintenance	N
585	Olympic Fire Protection Corp	1,378.00		2 Transactions		
4247	RT Vision Inc					
41	10-301-000-0000-6301	540.75	Annual OneGov & Official Paym	INV1192	Equip/Software Maint	N
4247	RT Vision Inc	540.75		1 Transactions		
4879	Shred Right					
43	10-301-000-0000-6410	42.53	Mobile shredding service	0052930	Office Supplies	Y
4879	Shred Right	42.53		1 Transactions		
85167	Stewart Sanitation					
46	10-301-000-0000-6250	120.69	Garbage services-September	948103	Utilities	N
85167	Stewart Sanitation	120.69		1 Transactions		
301	DEPT Total:	4,346.52	Administration	7 Vendors	8 Transactions	
302	DEPT		Road & Bridge Maintenance Expense			
2041	Bishop Excavating, Inc.					
11	10-302-000-0000-6525	7,788.69	807.12T Class 5 gravel CSAH #4	2834	CSAH Supplies - Aggregate/Asphalt	N
12	10-302-000-0000-6525	7,788.69	807.12 Class 5 gravel CSAH #16	2834	CSAH Supplies - Aggregate/Asphalt	N
13	10-302-000-0000-6525	7,788.69	807.12 Class 5 gravel CSAH #17	2834	CSAH Supplies - Aggregate/Asphalt	N
14	10-302-000-0000-6525	7,788.67	807.12T Class 5 gravel CSAH #6	2834	CSAH Supplies - Aggregate/Asphalt	N
9	10-302-000-0000-6529	6,925.50	956.89 Class 5 gravel Cty #179	2834	Co Rd Supplies	N

SBENDORF

10/8/25 1:50PM

10 Road & Bridge Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 3

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
10	10-302-000-0000-6529	9,234.00	956.89 Class 5 gravel Cty #157	2834	Co Rd Supplies	N
2041	Bishop Excavating, Inc.	47,314.24	6 Transactions			
8251	BRN Lawn & Landscape LLC					
15	10-302-000-0000-6537	150.00	CSAH#7 Mowing - Sept	3813	County Contracts	Y
16	10-302-000-0000-6537	150.00	CSAH#48 Mowing - Sept	3813	County Contracts	Y
17	10-302-000-0000-6537	150.00	CSAH#45 Mowing - Sept	3813	County Contracts	Y
18	10-302-000-0000-6537	150.00	CSAH#34 Mowing - Sept	3813	County Contracts	Y
19	10-302-000-0000-6537	150.00	CSAH#2 Mowing - Sept	3813	County Contracts	Y
8251	BRN Lawn & Landscape LLC	750.00	5 Transactions			
5217	Crane Creek Asphalt					
21	10-302-000-0000-6525	99.66	1.510T Crackfill CSAH #43	4800011102	CSAH Supplies - Aggregate/Asphalt	N
5217	Crane Creek Asphalt	99.66	1 Transactions			
8038	South Central College					
44	10-302-000-0000-6261	2,500.00	10 ppl excavating training	CI11178	Conference & Training	Y
8038	South Central College	2,500.00	1 Transactions			
9923	Steve James Excavating Inc					
45	10-302-000-0000-6524	23,000.00	FEMA Culvert Repairs	18803	Supplies - Culverts	N
9923	Steve James Excavating Inc	23,000.00	1 Transactions			
302	DEPT Total:	73,663.90	Road & Bridge Maintenance Expense	5 Vendors	14 Transactions	
303	DEPT		Construction Expense			
52513	Mn Dept Of Transportation					
30	10-303-000-0000-6260	117.82	Bridge insp non-federal	P00019872	Consultants/Admin Fee	N
31	10-303-000-0000-6260	1,811.69	Material test 074-628-007	P00020555	Consultants/Admin Fee	N
52513	Mn Dept Of Transportation	1,929.51	2 Transactions			
303	DEPT Total:	1,929.51	Construction Expense	1 Vendors	2 Transactions	
304	DEPT		Equipment Maintenance & Shops			
10067	Auto Value Owatonna					
1	10-304-000-0000-6520	23.25	Sealed battery #2198	197015288	Machinery/Vehicle Parts	N
2	10-304-000-0000-6520	74.15	Brake hose #2022	197017076	Machinery/Vehicle Parts	N
3	10-304-000-0000-6513	32.97	Digital inflator Gauge	197017146	Tools	N

SBENDORF

10/8/25 1:50PM

10 Road & Bridge Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 4

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
4	10-304-000-0000-6520		127.93	Batteries #2198	197018833	Machinery/Vehicle Parts	N
5	10-304-000-0000-6520		20.56	HD oil #2145	197019282	Machinery/Vehicle Parts	N
6	10-304-000-0000-6520		19.29	Fuel Cap #2193	197019619	Machinery/Vehicle Parts	N
7	10-304-000-0000-6520		2.57	Sep finance charge	FC-FinanceCh	Machinery/Vehicle Parts	N
8	10-304-000-0000-6520		1.55	Aug finance charge	FC-FinanceCh	Machinery/Vehicle Parts	N
10067	Auto Value Owatonna		302.27	8 Transactions			
3729	L & D Ag Service Inc						
25	10-304-000-0000-6520		103.87	Sprayer frame #4062	S22383	Machinery/Vehicle Parts	N
26	10-304-000-0000-6520		81.48	Sprayer frame #4062	S22781	Machinery/Vehicle Parts	N
3729	L & D Ag Service Inc		185.35	2 Transactions			
50510	McNeilus Steel Inc						
27	10-304-000-0000-6520		359.13	Sprayer frame #4062	01272538	Machinery/Vehicle Parts	N
50510	McNeilus Steel Inc		359.13	1 Transactions			
51630	Mike's Repair						
28	10-304-000-0000-6520		77.00	Valve stemn & patch #2170	112078	Machinery/Vehicle Parts	Y
29	10-304-000-0000-6520		1,747.00	Tire & stem #2153	112191	Machinery/Vehicle Parts	Y
51630	Mike's Repair		1,824.00	2 Transactions			
1199	Northern Safety Technology Inc						
32	10-304-000-0000-6520		184.67	Flasher kit #2216	59890	Machinery/Vehicle Parts	N
1199	Northern Safety Technology Inc		184.67	1 Transactions			
4097	Nuss Truck & Equipment						
33	10-304-000-0000-6520		120.61	Return wire harness & sensor	PSO1970512	Machinery/Vehicle Parts	N
34	10-304-000-0000-6520		625.71	Windshield & moulding #2171	PSO2418751	Machinery/Vehicle Parts	N
35	10-304-000-0000-6520		214.78-	Return shock absorber #2170	PSO2418752	Machinery/Vehicle Parts	N
36	10-304-000-0000-6520		164.35	Oil & fuel filter 2201	PSO2434321	Machinery/Vehicle Parts	N
4097	Nuss Truck & Equipment		454.67	4 Transactions			
74090	Rockmount Research & Alloys Inc						
39	10-304-000-0000-6511		248.33	Cutoff wheel grinding wheel	1296404	Maint Shop Supplies & Materials	N
40	10-304-000-0000-6511		56.63	Wire end brush	1296540	Maint Shop Supplies & Materials	N
74090	Rockmount Research & Alloys Inc		304.96	2 Transactions			
3897	Venture Hydraulics Inc						
47	10-304-000-0000-6520		225.76	Fitting & crimp fitting #2152	43424	Machinery/Vehicle Parts	N

SBENDORF

10/8/25 1:50PM

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	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
3897	Venture Hydraulics Inc		225.76	1 Transactions				
304	DEPT Total:		3,840.81	Equipment Maintenance & Shops	8 Vendors	21 Transactions		
310	DEPT			Capital Construction				
22460	Erickson Engineering Co LLC							
22	10-310-000-0000-6262		6,582.50	Prof services 074-599-045	17527	Sales Tax Consultants		Y
22460	Erickson Engineering Co LLC		6,582.50	1 Transactions				
77570	Short Elliott Hendrickson Inc							
42	10-310-000-0000-6262		42,193.22	CSAH 48 Oak to Grove	495271	Sales Tax Consultants		N
77570	Short Elliott Hendrickson Inc		42,193.22	1 Transactions				
9217	WHKS & Co							
48	10-310-000-0000-6262		10,202.83	Prof services 074-602-008	55341	Sales Tax Consultants		Y
49	10-310-000-0000-6262		2,631.52	Prof services 074-628-004	55449	Sales Tax Consultants		N
9217	WHKS & Co		12,834.35	2 Transactions				
310	DEPT Total:		61,610.07	Capital Construction	3 Vendors	4 Transactions		
10	Fund Total:		145,390.81	Road & Bridge Fund		49 Transactions		
	Final Total:		145,390.81	24 Vendors	49 Transactions			

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	10	145,390.81	Road & Bridge Fund	
	All Funds	145,390.81	Total	Approved by, ...
				
				

SBENDORF

10/8/25

1:51PM

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

10/8/25 1:51PM

1 General Revenue Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

	Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
3	DEPT				County Wide			
	8690	Kennedy & Graven, Chartered						
27		01-003-000-0000-6194		4,682.72	MNP legal fees-August 2025	ST625-00003	Personnel Policy	Y
28		01-003-000-0000-6194		182.00	Employment/labor matters	ST625-00004	Personnel Policy	Y
	8690	Kennedy & Graven, Chartered		4,864.72	2 Transactions			
	5458	Madison National Life Ins Co Inc						
135		01-003-000-0000-6354		712.64	2025 Q3 STD pmt for 941 filing	Policy #1997	Misc Insurance Acct	N
	5458	Madison National Life Ins Co Inc		712.64	1 Transactions			
	8814	MBO						
137		01-003-000-0000-6194		60.00	OHS Carolers - 2025	12/17/2025	Personnel Policy	N
	8814	MBO		60.00	1 Transactions			
	4879	Shred Right						
54		01-003-000-0000-6801		42.53	Shred documents	0057012	General Expense	Y
	4879	Shred Right		42.53	1 Transactions			
3	DEPT Total:			5,679.89	County Wide	4 Vendors	5 Transactions	
5	DEPT				Board Of Commissioners			
	4319	Association Of Mn Counties						
2		01-005-000-0000-6261		325.00	AMC Fall policy - Brady	74195	Conference & Training	N
1		01-005-000-0000-6261		325.00	AMC Fall policy - Abbe	74196	Conference & Training	N
3		01-005-000-0000-6261		325.00	AMC Fall policy - Fry	74197	Conference & Training	N
	4319	Association Of Mn Counties		975.00	3 Transactions			
	8238	Krueger/Gregory D						
133		01-005-000-0000-6330		161.12	Hotel reimb - SEMECB 9/29/25	09/29/2025	Travel Expenses	N
132		01-005-000-0000-6331		111.30	Mileage reimb July-Sept	09/29/2025	Mileage Reimbursement	N
	8238	Krueger/Gregory D		272.42	2 Transactions			
5	DEPT Total:			1,247.42	Board Of Commissioners	2 Vendors	5 Transactions	
31	DEPT				County Administrator			
	1371	NACO						
37		01-031-000-0000-6261		748.00	County dues - 2026	202543233	Conference & Training	N

SBENDORF

10/8/25 1:51PM

1 General Revenue 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	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
1371	NACO		748.00	1 Transactions				
31	DEPT Total:		748.00	County Administrator	1 Vendors	1 Transactions		
32	DEPT			Human Resources				
7757	Gallagher Benefits Services Inc							
20	01-032-000-0000-6295		250.00	Ongoing consulting	2025046791	Classification Requests		Y
7757	Gallagher Benefits Services Inc		250.00	1 Transactions				
3693	Loffler Companies Inc							
103	01-032-000-0000-6410		107.58	HR printers	5139130	Office Supplies		N
3693	Loffler Companies Inc		107.58	1 Transactions				
32	DEPT Total:		357.58	Human Resources	2 Vendors	2 Transactions		
41	DEPT			Auditor				
3693	Loffler Companies Inc							
98	01-041-000-0000-6410		13.10	PT&E printers	5139130	Office Supplies		N
3693	Loffler Companies Inc		13.10	1 Transactions				
84035	Tri-M Graphics							
64	01-041-000-0000-6410		30.75	Notary stamp - CLaue	108266	Office Supplies		N
84035	Tri-M Graphics		30.75	1 Transactions				
41	DEPT Total:		43.85	Auditor	2 Vendors	2 Transactions		
44	DEPT			Financial Administrator				
8589	Baker Tilly US, LLP							
220	01-044-000-0000-6279		23,690.00	2024 Financial audit	BT3341903	Audit Costs		Y
221	01-044-000-0000-6279		6,220.00	2024 Single audit	BT3341903	Audit Costs		Y
222	01-044-000-0000-6279		1,495.50	Technology fee - 2024 audit	BT3341903	Audit Costs		Y
8589	Baker Tilly US, LLP		31,405.50	3 Transactions				
3693	Loffler Companies Inc							
106	01-044-000-0000-6410		23.23	Finance printers	5139130	Office Supplies		N
3693	Loffler Companies Inc		23.23	1 Transactions				

SBENDORF

10/8/25 1:51PM

1 General Revenue Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 4

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
44	DEPT Total:		31,428.73	Financial Administrator	2 Vendors	4 Transactions
61	DEPT			Information Technology		
	3693 Loffler Companies Inc					
104	01-061-000-0000-6410		14.34	IT printers	5139130	Office Supplies N
	3693 Loffler Companies Inc		14.34	1 Transactions		
	18450 Office of MN IT Services					
40	01-061-000-0000-6212		1,631.16	Internet fees - August 2025	DV25080410	M-Net Expenses N
	18450 Office of MN IT Services		1,631.16	1 Transactions		
61	DEPT Total:		1,645.50	Information Technology	2 Vendors	2 Transactions
62	DEPT			Central Services		
	9983 CallTower					
88	01-062-000-0000-6210		1,028.24	Phone charges 9/26 - 10/25	202774336	Telephone N
	9983 CallTower		1,028.24	1 Transactions		
	8499 Counties Providing Technology					
90	01-062-000-0000-6301		4,651.00	Gen tech/assist/support-Sept	3191	Equip/Software Maint Y
	8499 Counties Providing Technology		4,651.00	1 Transactions		
	16282 Crosstown Cartage Inc					
298	01-062-000-0000-6801		324.00	Contracted mai services	09/26/2025	General Expense N
299	01-062-000-0000-6802		185.00	Additional mail services	09/26/2025	Internal Chargeback N
	16282 Crosstown Cartage Inc		509.00	2 Transactions		
	10311 Dell EMC Corporation					
17	01-062-000-0000-6301		35,775.44	Server storage-3 yr renewal	5201674486	Equip/Software Maint Y
	10311 Dell EMC Corporation		35,775.44	1 Transactions		
	5655 High Point Networks					
93	01-062-000-0000-6301		5,500.00	AuthPoint MFA 1 yr renewal	2797273	Equip/Software Maint Y
	5655 High Point Networks		5,500.00	1 Transactions		
	37025 Innovative Office Solutions LLC					
94	01-062-000-0000-6410		13.43	Paper 11 x 17	4939033	Office Supplies Y
95	01-062-000-0000-6410		37.73	9 x 12 envelopes	4942539	Office Supplies Y

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
37025	Innovative Office Solutions LLC		2 Transactions			
8975	Minnesota Counties Computer Coop					
38	01-062-000-0000-6301	625.00	2025 Finance/Gen Gov user	2509066	Equip/Software Maint	N
8975	Minnesota Counties Computer Coop	625.00	1 Transactions			
18450	Office of MN IT Services					
42	01-062-000-0000-6301	1,544.39	TVMU & CrowdStrike-Aug 2025	25080588	Equip/Software Maint	N
18450	Office of MN IT Services	1,544.39	1 Transactions			
3778	SHI International Corp					
113	01-062-000-0000-6301	156,312.37	Microsoft licensing 10/25-9/26	B20307379	Equip/Software Maint	N
142	01-062-000-0000-6301	1,724.08	Teams licensing 10/25-9/2026	B20327115	Equip/Software Maint	N
3778	SHI International Corp	158,036.45	2 Transactions			
62	DEPT Total:	207,720.68	Central Services	9 Vendors	12 Transactions	
63	DEPT		Auditor Elections			
4480	DS Solutions Inc					
13	01-063-000-0000-6410	500.00	Elec judge training fee-2025	14039	Office Supplies	N
4480	DS Solutions Inc	500.00	1 Transactions			
21920	Election Systems & Software Inc					
15	01-063-000-0000-6410	49.57	Test ballots - 761 election	CD2128910	Office Supplies	N
16	01-063-000-0000-6410	4,688.11	AB & ED ballots-761 election	CD2129209	Office Supplies	N
21920	Election Systems & Software Inc	4,737.68	2 Transactions			
63	DEPT Total:	5,237.68	Auditor Elections	2 Vendors	3 Transactions	
91	DEPT		County Attorney			
3901	Diligent Service Network					
10	01-091-000-0000-6343	265.00	Subpoena services	473594	Service Fees	Y
3901	Diligent Service Network	265.00	1 Transactions			
85820	Superior Foods & Catering					
62	01-091-000-0000-6315	500.00	SCAO meal share-Promote Peace	9-18-2025	County Attorney Forfeiture Expenditu	Y
85820	Superior Foods & Catering	500.00	1 Transactions			

SBENDORF

10/8/25 1:51PM

1 General Revenue Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 6

Vendor Name		Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
91	DEPT Total:		County Attorney	2 Vendors	2 Transactions	
101	DEPT		County Recorder			
3693	Loffler Companies Inc					
105	01-101-000-0000-6410	96.63	Recorder printers	5139130	Office Supplies	N
3693	Loffler Companies Inc	96.63		1 Transactions		
101	DEPT Total:	96.63	County Recorder	1 Vendors	1 Transactions	
105	DEPT		Planning & Zoning			
13000	City Of Blooming Prairie					
231	01-105-000-0000-6805	608.87	Bldg permit reimb - September	Sept Bldg Permits	Bl Pr Reimb-Bldg Permit	N
13000	City Of Blooming Prairie	608.87		1 Transactions		
13025	City Of Ellendale					
232	01-105-000-0000-6837	5,369.63	Bldg permit reimb - Q3	September 2025	Ellendale Reimb-Bldg Permit	N
13025	City Of Ellendale	5,369.63		1 Transactions		
669	City Of Medford					
233	01-105-000-0000-6806	615.75	Bldg permit reimb - Q3	September 2025	Medford Reimb-Bldg Permit	N
669	City Of Medford	615.75		1 Transactions		
10321	Cole/Steve					
274	01-105-000-0000-6265	210.00	Per Diem-Planning Commission	1st half	Per Diem-Board Member	N
275	01-105-000-0000-6331	46.20	Mileage - Planning Commission	1st half	Mileage Reimbursement	N
10321	Cole/Steve	256.20		2 Transactions		
10337	Gillis/Jason					
276	01-105-000-0000-6265	210.00	Per Diem - Planning Commission	1st half	Per Diem-Board Member	N
277	01-105-000-0000-6331	44.10	Mileage - Planning Commission	1st half	Mileage Reimbursement	N
10337	Gillis/Jason	254.10		2 Transactions		
8190	Hansen/Daniel M					
278	01-105-000-0000-6265	210.00	Per Diem-Board of Adjustments	1st half	Per Diem-Board Member	Y
279	01-105-000-0000-6331	48.30	Mileage-Board of Adjustments	1st half	Mileage Reimbursement	Y
8190	Hansen/Daniel M	258.30		2 Transactions		
38360	Jaster/Steve					

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	
280	01-105-000-0000-6265	210.00	Per Diem -Board of Adjustments	1st half	Per Diem -Board Member	N
281	01-105-000-0000-6331	39.90	Mileage-Board of Adjustments	1st half	Mileage Reimbursement	N
38360	Jaster/Steve	249.90	2 Transactions			
8301	Lammers/Greg					
282	01-105-000-0000-6265	210.00	Per Diem -Board of Adjustments	1st half	Per Diem -Board Member	Y
284	01-105-000-0000-6265	210.00	Per Diem - Planning Commission	1st half	Per Diem -Board Member	Y
283	01-105-000-0000-6331	18.90	Mileage-Board of Adjustments	1st half	Mileage Reimbursement	Y
285	01-105-000-0000-6331	18.90	Mileage - Planning Commission	1st half	Mileage Reimbursement	Y
8301	Lammers/Greg	457.80	4 Transactions			
3803	MACPZA					
31	01-105-000-0000-6261	225.00	MACPZA conference	09262025	Conference & Training	N
3803	MACPZA	225.00	1 Transactions			
9692	Pool Jr/Myron					
286	01-105-000-0000-6265	140.00	Per Diem - Planning Commission	1st half	Per Diem -Board Member	Y
287	01-105-000-0000-6331	33.60	Mileage - Planning Commission	1st half	Mileage Reimbursement	Y
9692	Pool Jr/Myron	173.60	2 Transactions			
8748	Queen/Lee Wallace					
288	01-105-000-0000-6265	210.00	Per Diem - Planning Commission	1st half	Per Diem -Board Member	Y
8748	Queen/Lee Wallace	210.00	1 Transactions			
5999	Schmidt/Brian					
289	01-105-000-0000-6265	210.00	Per Diem -Board of Adjustments	1st half	Per Diem -Board Member	N
290	01-105-000-0000-6331	44.10	Mileage-Board of Commission	1st half	Mileage Reimbursement	N
5999	Schmidt/Brian	254.10	2 Transactions			
10318	Smith/Jered					
291	01-105-000-0000-6265	210.00	Per Diem - Planning Commission	1st half	Per Diem -Board Member	N
292	01-105-000-0000-6331	86.10	Mileage - Planning Commission	1st half	Mileage Reimbursement	N
10318	Smith/Jered	296.10	2 Transactions			
8482	Spatenka/Gary					
293	01-105-000-0000-6265	210.00	Per Diem - Planning Commission	1st half	Per Diem -Board Member	Y
294	01-105-000-0000-6331	25.20	Mileage - Planning Commission	1st half	Mileage Reimbursement	Y
8482	Spatenka/Gary	235.20	2 Transactions			

SBENDORF

10/8/25 1:51PM

1 General Revenue Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 8

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
3138	Ulrich/Scott					
295	01-105-000-0000-6265		210.00	Per Diem -Board of Adjustments	1st half	Per Diem -Board Member
3138	Ulrich/Scott		210.00	1 Transactions		N
105	DEPT Total:		9,674.55	Planning & Zoning	15 Vendors	26 Transactions
111	DEPT			Buildings & Grounds		
9075	Access Tonna Lock Service					
83	01-111-042-0000-6300		292.00	Door closer	4555	Bldg Repairs & Maintenance
9075	Access Tonna Lock Service		292.00	1 Transactions		Y
8251	BRN Lawn & Landscape LLC					
223	01-111-040-0000-6380		900.00	Weekly mow & trim-Admin	3814	Grounds Maintenance
224	01-111-041-0000-6380		375.00	Weekly mow & trim-Annex	3814	Grounds Maintenance
225	01-111-042-0000-6380		350.00	Weekly mow & trim-CH	3814	Grounds Maintenance
226	01-111-043-0000-6380		150.00	Weekly mow & trim-Atty	3814	Grounds Maintenance
227	01-111-044-0000-6380		775.00	Weekly mow & trim-DC	3814	Grounds Maintenance
230	01-111-045-0000-6380		225.00	Weekly mow & trim-CCA	3814	Grounds Maintenance
228	01-111-049-0000-6380		225.00	Weekly mow & trim-Alex	3814	Grounds Maintenance
8251	BRN Lawn & Landscape LLC		3,000.00	7 Transactions		
8288	Four Seasons Electric					
19	01-111-044-0000-6300		105.00	Unhook & rehook flow sensor	15175	Bldg Repairs & Maintenance
8288	Four Seasons Electric		105.00	1 Transactions		N
33550	Hillyard -Hutchinson					
235	01-111-040-0000-6560		25.61	Blade squeegee	700681057	Janitorial Supplies
33550	Hillyard -Hutchinson		25.61	1 Transactions		N
9161	Kraft Mechanical LLC					
236	01-111-044-0000-6300		6,736.00	Preventative maint agreement	41650	Bldg Repairs & Maintenance
9161	Kraft Mechanical LLC		6,736.00	1 Transactions		N
3693	Loffler Companies Inc					
99	01-111-000-0000-6410		22.48	Bldg & Grounds printers	5139130	Office Supplies
3693	Loffler Companies Inc		22.48	1 Transactions		N
52550	MEI Total Elevator Solutions					
33	01-111-040-0000-6300		4,179.56	Elevator repair - Admin	1148096	Bldg Repairs & Maintenance

SBENDORF

10/8/25 1:51PM

1 General Revenue Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 9

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
52550	MEI Total Elevator Solutions					
		4,179.56	1 Transactions			
585	Olympic Fire Protection Corp					
45	01-111-044-0000-6300	300.00	Annual fire inspection-2025-DC	10006551	Bldg Repairs & Maintenance	N
46	01-111-042-0000-6300	360.00	Annual fire inspection-2025-CH	10006552	Bldg Repairs & Maintenance	N
47	01-111-043-0000-6300	185.00	Annual fire inspection-25-Atty	10006553	Bldg Repairs & Maintenance	N
48	01-111-044-0000-6300	867.06	Replace faulty 4" flow switch	10006594	Bldg Repairs & Maintenance	N
241	01-111-040-0000-6300	330.00	Annual fire system inspection	10006704	Bldg Repairs & Maintenance	N
585	Olympic Fire Protection Corp	2,042.06	5 Transactions			
3162	Safelite Fulfillment Inc					
243	01-111-000-0000-6304	809.15	Windshield - 401	01844-22152	Equipment Maintenance & Repairs	N
3162	Safelite Fulfillment Inc	809.15	1 Transactions			
10164	Singlewire					
55	01-111-040-0000-6300	2,414.50	IP speaker endpoint	68518	Bldg Repairs & Maintenance	Y
10164	Singlewire	2,414.50	1 Transactions			
9162	TGK Automotive/GB Auto Service Inc					
63	01-111-050-0000-6320	890.30	Tires - Unit 19204	239705	Vehicle Repairs & Maintenance	N
9162	TGK Automotive/GB Auto Service Inc	890.30	1 Transactions			
87305	Thompson Sanitation					
248	01-111-040-0000-6300	35.00	Recycling-Admin-September	97736	Bldg Repairs & Maintenance	N
247	01-111-041-0000-6300	35.00	Recycling-Annex-September	97737	Bldg Repairs & Maintenance	N
249	01-111-043-0000-6300	35.00	Recycling-Atty-September	97738	Bldg Repairs & Maintenance	N
246	01-111-042-0000-6300	35.00	Recycling-CH-September	97739	Bldg Repairs & Maintenance	N
87305	Thompson Sanitation	140.00	4 Transactions			
9183	Van Meter Inc					
254	01-111-040-0000-6300	111.57	LED lights for Admin building	S014064056.001	Bldg Repairs & Maintenance	N
252	01-111-040-0000-6300	139.46	LED lights for Admin building	S014064056.002	Bldg Repairs & Maintenance	N
253	01-111-040-0000-6300	27.89	LED lights for Admin building	S014064056.003	Bldg Repairs & Maintenance	N
251	01-111-040-0000-6300	26.78	LED lights for Admin building	S014074756.001	Bldg Repairs & Maintenance	N
255	01-111-040-0000-6300	80.35	LED lights for Admin building	S014074756.002	Bldg Repairs & Maintenance	N
256	01-111-040-0000-6300	106.06-	LED lights for Admin building	S014074756.004	Bldg Repairs & Maintenance	N
9183	Van Meter Inc	279.99	6 Transactions			
9107	Vertiv Corporation					

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
257	01-111-044-0000-6300		Battery replacements	126892	Bldg Repairs & Maintenance	N
9107	Vertiv Corporation	6,483.42	1 Transactions			
99250	Zep Sales & Service					
66	01-111-040-0000-6560	390.73	Dispensor & air freshener	9011491459	Janitorial Supplies	N
99250	Zep Sales & Service	390.73	1 Transactions			
111	DEPT Total:	27,810.80	Buildings & Grounds	15 Vendors	33 Transactions	
121	DEPT		Veteran Service			
9507	Bergquist/Mary Jo					
5	01-121-000-0000-6330	305.54	Mileage-MNCVCSO asst conf	09242025DUL	Travel Expenses	N
6	01-121-000-0000-6330	34.85	Meals-MNCVCSO asst conf	09242025DUL	Travel Expenses	N
9507	Bergquist/Mary Jo	340.39	2 Transactions			
14420	Culligan Inc					
127	01-121-000-0000-6301	11.45	Water - September	15391516-09302C	Repairs/Maintenance	N
14420	Culligan Inc	11.45	1 Transactions			
37025	Innovative Office Solutions LLC					
131	01-121-000-0000-6410	11.22	Post-its notes	4948364	Office Supplies	Y
37025	Innovative Office Solutions LLC	11.22	1 Transactions			
3693	Loffler Companies Inc					
107	01-121-000-0000-6410	139.43	Veterans printers	5139130	Office Supplies	N
3693	Loffler Companies Inc	139.43	1 Transactions			
121	DEPT Total:	502.49	Veteran Service	4 Vendors	5 Transactions	
201	DEPT		Sheriff			
8458	American Tower Corporation					
297	01-201-297-0000-6347	712.87	BP tower rent - Sept 2025	414037900	T-BI Pr Lease Payments	N
8458	American Tower Corporation	712.87	1 Transactions			
1967	Batteries Plus Bulbs					
4	01-201-000-0000-6410	35.70	2 3 volt lithium batteries	P85612866	Office Supplies	Y
1967	Batteries Plus Bulbs	35.70	1 Transactions			

SBENDORF

10/8/25 1:51PM

1 General Revenue Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 11

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
8864	Cellebrite Inc					
8	01-201-000-0000-6425		4,489.65	Physical analyzer subscription	INVUS290119	Investigation Expense Y
9	01-201-000-0000-6425		3,260.35	Physical extract subscription	INVUS290119	Investigation Expense Y
8864	Cellebrite Inc		7,750.00	2 Transactions		
9292	Faul Psychological					
18	01-201-000-0000-6801		665.00	Pre-employment eval - TC	2517	Misc Expense 6
9292	Faul Psychological		665.00	1 Transactions		
4877	L & L Street Rods & Sport Trucks					
29	01-201-000-0000-6480		5,310.00	Upfit squad 7407	4442	Non-Capitalized Inventory Y
4877	L & L Street Rods & Sport Trucks		5,310.00	1 Transactions		
5487	LexisNexis Risk Data Management					
300	01-201-000-0000-6425		200.00	Searches/reports - Sept 2025	1100208707	Investigation Expense N
5487	LexisNexis Risk Data Management		200.00	1 Transactions		
3693	Loffler Companies Inc					
109	01-201-000-0000-6381		203.37	Sheriff's office printers	5139130	Cpu Usage & Network Support N
3693	Loffler Companies Inc		203.37	1 Transactions		
10300	Maschka Personal Injury Law Firm					
32	01-201-000-0000-5520		25.00	Reimb records request	8/29/2025	Civil Fees Income N
10300	Maschka Personal Injury Law Firm		25.00	1 Transactions		
18450	Office of MN IT Services					
43	01-201-000-0000-6210		428.24	Sheriff telecom - July 2025	W25080606	Telephone N
18450	Office of MN IT Services		428.24	1 Transactions		
9996	Pitney Bowes Bank Inc Reserve Acct					
49	01-201-000-0000-6293		2,000.00	Refill postage machine	52412707	Gun Permit Expenses N
9996	Pitney Bowes Bank Inc Reserve Acct		2,000.00	1 Transactions		
9332	PITNEY BOWES INC					
301	01-201-000-0000-6293		128.97	Postage meter fee 10/20-1/19	1028224693	Gun Permit Expenses N
9332	PITNEY BOWES INC		128.97	1 Transactions		
8004	Radel/Allan R					
50	01-201-000-0000-5521		5,672.11	Wage levy	74-CV24165	Levy Income N

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
8004	Radel/Allan R					
		5,672.11	1 Transactions			
3162	Safelite Fulfillment Inc					
52	01-201-000-0000-6320	1,203.93	Windshield for 7406	05157-172622	Vehicle Maintenance	N
3162	Safelite Fulfillment Inc	1,203.93	1 Transactions			
1663	Sign Pro Of Owatonna, Inc.					
302	01-201-000-0000-6293	2,691.92	Office wall decals	1151746	Gun Permit Expenses	N
1663	Sign Pro Of Owatonna, Inc.	2,691.92	1 Transactions			
85300	Streichers Inc					
117	01-201-000-0000-6408	94.99	Duty shirt - KVigeland	I1735944	Uniforms/Uniform Reimbursement	N
118	01-201-000-0000-6408	1,570.00	Vest,carrier,plates-JGunther	I1776443	Uniforms/Uniform Reimbursement	N
119	01-201-000-0000-6408	1,071.82	Initial uniform issue-TCureton	I1779311	Uniforms/Uniform Reimbursement	N
58	01-201-000-0000-6408	209.98	2 shirts - TCureton	I1782952	Uniforms/Uniform Reimbursement	N
59	01-201-000-0000-6408	21.98	2 lanyards - TCureton	I1783206	Uniforms/Uniform Reimbursement	N
57	01-201-000-0000-6408	59.99	1 trouser - TCureton	I1783934	Uniforms/Uniform Reimbursement	N
120	01-201-000-0000-6408	386.97	Initial uniform issue-TCureton	I1784287	Uniforms/Uniform Reimbursement	N
305	01-201-000-0000-6408	1,282.77	Initial uniform issue-TLair	I1786818	Uniforms/Uniform Reimbursement	N
304	01-201-000-0000-6408	84.99	Initial uniform issue-TLair	I1787179	Uniforms/Uniform Reimbursement	N
85300	Streichers Inc	4,783.49	9 Transactions			
84035	Tri-M Graphics					
122	01-201-000-0000-6410	187.08	Business cards-TB,JH,TC	108209	Office Supplies	N
84035	Tri-M Graphics	187.08	1 Transactions			
10073	US Treasury					
306	01-201-000-0000-6304	600.00	Night vision goggles lease	N00164LE0411-25	Contracts	N
10073	US Treasury	600.00	1 Transactions			
201	DEPT Total:	32,597.68	Sheriff	17 Vendors	26 Transactions	
208	DEPT		Coroner			
5357	Bluhm/Christine					
124	01-208-000-0000-6801	312.50	Death investigations - 1	September 2025	General Expense	6
5357	Bluhm/Christine	312.50	1 Transactions			
8048	Edwardsen/Danette Marie					
14	01-208-000-0000-6801	200.00	Death investigations - 1	August 2025	General Expense	6

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
91	01-208-000-0000-6801		Death investigations-2	September 2025	General Expense	6
92	01-208-000-0000-6801		Reimb Forensic Seminar	September 2025	General Expense	6
8048	Edwardsen/Danette Marie		3 Transactions			
9860	Klapperich/Julie					
96	01-208-000-0000-6801		Death investigations - 8	September 2025	General Expense	6
97	01-208-000-0000-6801		Paperwork - 4	September 2025	General Expense	6
9860	Klapperich/Julie		2 Transactions			
51200	Michaelson Funeral Homes Inc					
110	01-208-000-0000-6801		Removal/transport-AHanson	09/24/2025	General Expense	Y
51200	Michaelson Funeral Homes Inc		1 Transactions			
4229	Moore Md/Kellyanna J					
111	01-208-000-0000-6801		Reimb Forensic Seminar	6300724	General Expense	6
4229	Moore Md/Kellyanna J		1 Transactions			
208	DEPT Total:	1,812.50	Coroner	5 Vendors	8 Transactions	
251	DEPT		Jail			
4346	Advanced Correctional Healthcare Inc					
84	01-251-000-0000-6270		Medical services - April & May	INV002885	Medical Services	6
86	01-251-000-0000-6269		Onsite mental health services	RINV007510	Site Mental Health Services	6
85	01-251-000-0000-6270		Onsite medical services	RINV007510	Medical Services	6
4346	Advanced Correctional Healthcare Inc		3 Transactions			
7798	Anchor Paper Company					
87	01-251-000-0000-6560		Toilet paper, liners, towels	10783445-00	Janitorial Supplies	N
7798	Anchor Paper Company		1 Transactions			
3134	Dash Medical Gloves					
7	01-251-000-0000-6451		Latex gloves	1338633	Operating Supplies	N
3134	Dash Medical Gloves		1 Transactions			
3692	Diamond Drugs Inc					
11	01-251-000-0000-6432		Pharmacy - August 2025	IN001528172	Medical Payments	6
12	01-251-000-0000-6432		Pharmacy - August 2025	IN001528172	Medical Payments	6
3692	Diamond Drugs Inc		2 Transactions			

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
10324	IFD Foodservice Distributor						
22	01-251-000-0000-6441		30.74	Salt shakers	INV 634979	Prisoner Meals	N
23	01-251-000-0000-6441		71.97	Pepper shakers	INV 634979	Prisoner Meals	N
10324	IFD Foodservice Distributor		102.71	2 Transactions			
3693	Loffler Companies Inc						
101	01-251-000-0000-6410		342.41	Detention Center printers	5139130	Office Supplies	N
3693	Loffler Companies Inc		342.41	1 Transactions			
9580	Mower County Jail						
39	01-251-000-0000-6439		585.00	Inmate boarding - 9/19/2025	9/19/2025	Prisoner Board	N
9580	Mower County Jail		585.00	1 Transactions			
58780	Northland Chemical Corp						
112	01-251-000-0000-6560		983.00	Vet plus 55 gallons	14154	Janitorial Supplies	N
58780	Northland Chemical Corp		983.00	1 Transactions			
18450	Office of MN IT Services						
41	01-251-000-0000-6211		42.50	Fiber mgmt fees - August 2025	DV25080410	Radio - Computers - Cameras	N
44	01-251-000-0000-6410		91.07	Jail telecom - July 2025	W25080606	Office Supplies	N
18450	Office of MN IT Services		133.57	2 Transactions			
4879	Shred Right						
114	01-251-000-0000-6304		44.75	Document shredding	56593	Contract Serv./Bldg Maint	Y
4879	Shred Right		44.75	1 Transactions			
4377	Skjeveland Enterprises						
303	01-251-000-0000-6254		45.00	Recycle cart Oct-Dec	345412	Garbage Disposal	Y
4377	Skjeveland Enterprises		45.00	1 Transactions			
85167	Stewart Sanitation						
116	01-251-000-0000-6254		262.86	Waste pick up - October 2025	947831	Garbage Disposal	N
85167	Stewart Sanitation		262.86	1 Transactions			
8247	Summit Food Services LLC						
60	01-251-000-0000-6441		3,473.98	Inmate meals 9/6 - 9/12/2025	INV2000253258	Prisoner Meals	N
61	01-251-000-0000-6441		3,460.80	Inmate meals 9/13 - 9/19/2025	INV2000253824	Prisoner Meals	N
121	01-251-000-0000-6441		3,500.34	Inmate meals 9/20 - 9/26/25	INV2000254377	Prisoner Meals	N

SBENDORF

10/8/25 1:51PM

1 General Revenue Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 15

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
8247	Summit Food Services LLC		10,435.12	3 Transactions		
10136	Sweet's Auto Repair					
65	01-251-000-0000-6320		452.35	Replace fan assembly	35550	Vehicle Maintenance N
10136	Sweet's Auto Repair		452.35	1 Transactions		
10161	Waseca Family Dentistry					
123	01-251-000-0000-6432		1,188.00	Extractions - Tarango	1680738037	Medical Payments N
10161	Waseca Family Dentistry		1,188.00	1 Transactions		
251	DEPT Total:		34,428.65	Jail	15 Vendors	22 Transactions
252	DEPT			Community Corrections		
14805	Corporate Recognition Inc					
89	01-252-000-0000-6410		190.98	Pens for college job fair	23804	Office Supplies N
14805	Corporate Recognition Inc		190.98	1 Transactions		
37025	Innovative Office Solutions LLC					
24	01-252-000-0000-6410		104.22	Paper & post-it notes	4938185	Office Supplies Y
37025	Innovative Office Solutions LLC		104.22	1 Transactions		
6884	Language Line Services Inc					
237	01-252-000-0000-6284		349.70	Translator services	11722229	Interpreter Services Y
6884	Language Line Services Inc		349.70	1 Transactions		
3693	Loffler Companies Inc					
100	01-252-000-0000-6381		3.34	Comm Corrections printers	5139130	Cpu Usage N
3693	Loffler Companies Inc		3.34	1 Transactions		
4879	Shred Right					
115	01-252-000-0000-6410		42.53	Paper shredding	57056	Office Supplies Y
4879	Shred Right		42.53	1 Transactions		
252	DEPT Total:		690.77	Community Corrections	5 Vendors	5 Transactions
281	DEPT			Emergency Management		
51300	Metro Sales Inc					
36	01-281-000-0000-6410		172.37	Copier use	INV2804131	Office Supplies N

	<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>	
	51300 Metro Sales Inc		172.37	1 Transactions			
	8423 Salamander Technologies LLC						
53	01-281-000-0000-6807		945.00	Rapid tag volunteer system	20938	CAER Expenditures	N
	8423 Salamander Technologies LLC		945.00	1 Transactions			
281	DEPT Total:		1,117.37	Emergency Management	2 Vendors	2 Transactions	
391	DEPT			Environmental Services			
	10206 GFL Environmental Services USA LLC						
21	01-391-000-0000-6550		75.00	Used oil pick-up	LQ03033095	Household Hazardous Waste	N
128	01-391-000-0000-6550		150.00	Used oil filters	LQ3036436	Household Hazardous Waste	N
	10206 GFL Environmental Services USA LLC		225.00	2 Transactions			
	72015 Recycling Assoc Of Minn						
51	01-391-000-0000-6241		300.00	2025 membership - KBarden	117	Membership Dues	N
	72015 Recycling Assoc Of Minn		300.00	1 Transactions			
	10304 Spatenka/Dave						
56	01-391-292-0000-6820		700.00	Well sealing grant-Bemis Well	09262025	Grant Expense	N
	10304 Spatenka/Dave		700.00	1 Transactions			
	87305 Thompson Sanitation						
250	01-391-000-0000-6548		75,722.74	Recycling contract-September	97794	Recycling	N
	87305 Thompson Sanitation		75,722.74	1 Transactions			
391	DEPT Total:		76,947.74	Environmental Services	4 Vendors	5 Transactions	
481	DEPT			Public Health Nursing			
	10287 Akers/Kenzie T						
188	01-481-461-6066-6464		20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
	10287 Akers/Kenzie T		20.00	1 Transactions			
	8815 Amazon Capital Services Inc						
171	01-481-461-6059-6464		380.03	Developmental toys	1vdr-1x4j-3q1k	General Supplies & Outreach	N
172	01-481-461-6066-6464		11.25-	Return easel	4047443	General Supplies & Outreach	N
	8815 Amazon Capital Services Inc		368.78	2 Transactions			

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
1650	American Lung Association of MN					
173	01-481-461-6066-6383	1,474.78	Vaping contract - August	06	Contract Services	N
1650	American Lung Association of MN	1,474.78	1 Transactions			
10327	Avalos/Arturo					
187	01-481-461-6066-6464	60.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10327	Avalos/Arturo	60.00	1 Transactions			
10289	Baldwin/Amelia D					
189	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10289	Baldwin/Amelia D	20.00	1 Transactions			
10286	Born/Avery J					
190	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10286	Born/Avery J	20.00	1 Transactions			
10249	Buttera/Anunda J.					
191	01-481-461-6066-6464	60.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10249	Buttera/Anunda J.	60.00	1 Transactions			
10332	Candullo/Lucas					
192	01-481-461-6066-6464	60.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10332	Candullo/Lucas	60.00	1 Transactions			
10084	Cardinal Health 110 LLC					
174	01-481-462-6047-6468	9,673.85	COVID vaccine	7440400697	COVID Vaccine	Y
10084	Cardinal Health 110 LLC	9,673.85	1 Transactions			
10200	Cedar Valley Services Inc					
175	01-481-460-6012-6465	32.00	Transit tickets - September	602699	Pass Thru - Patient Supplies & Service	N
10200	Cedar Valley Services Inc	32.00	1 Transactions			
9742	DeLaRosa/Aliyanna					
193	01-481-461-6066-6464	110.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
9742	DeLaRosa/Aliyanna	110.00	1 Transactions			
9741	DeLaRosa/Naomie					
194	01-481-461-6066-6464	70.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y

SBENDORF

10/8/25 1:51PM

1 General Revenue Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 18

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
9741	DeLaRosa/Naomie		70.00	1 Transactions		
10290	Ethen/Jacob W					
195	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	1
10290	Ethen/Jacob W	20.00	1 Transactions			
9999	Fandel/Kate Corinne					
196	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
9999	Fandel/Kate Corinne	20.00	1 Transactions			
10012	Fox/Vivien Lee					
197	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	N
10012	Fox/Vivien Lee	20.00	1 Transactions			
10210	Halverson/Ainsley Mae					
198	01-481-461-6066-6464	60.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	N
10210	Halverson/Ainsley Mae	60.00	1 Transactions			
10027	Hanson/Danika C					
199	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10027	Hanson/Danika C	20.00	1 Transactions			
8389	Healthcare First					
176	01-481-460-6009-6383	116.57	HHCAHPS survey	5549986	Contract Services	N
8389	Healthcare First	116.57	1 Transactions			
9770	Holmen/Molly					
200	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
9770	Holmen/Molly	20.00	1 Transactions			
37025	Innovative Office Solutions LLC					
177	01-481-000-0000-6410	19.32	Colored paper	4945721	Office Supplies	Y
37025	Innovative Office Solutions LLC	19.32	1 Transactions			
10288	Kelvie/Noelle					
201	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10288	Kelvie/Noelle	20.00	1 Transactions			
10284	Krampitz/Braelyn					

SBENDORF

10/8/25 1:51PM

1 General Revenue Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 19

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
202	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10284	Krampitz/Braelyn	20.00	1 Transactions			
10212	Leckner/Leah					
203	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	N
10212	Leckner/Leah	20.00	1 Transactions			
3693	Loffler Companies Inc					
108	01-481-000-0000-6322	214.25	Public Health printers	5139130	Service Agreements	N
3693	Loffler Companies Inc	214.25	1 Transactions			
10280	Louks/Pierce					
204	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10280	Louks/Pierce	20.00	1 Transactions			
9769	Maas/Carlin Ray					
205	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
9769	Maas/Carlin Ray	20.00	1 Transactions			
10306	Meyers/Carson					
206	01-481-461-6066-6464	110.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10306	Meyers/Carson	110.00	1 Transactions			
10282	Millar/Chloe					
207	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10282	Millar/Chloe	20.00	1 Transactions			
10281	Millar/Connor					
208	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10281	Millar/Connor	20.00	1 Transactions			
10310	Oakland/Mara Marie					
209	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10310	Oakland/Mara Marie	20.00	1 Transactions			
7944	Red Oxygen					
178	01-481-461-6011-6210	34.71	Texting services	3143662	Telephone	N
179	01-481-461-6040-6210	34.70	Texting services	3143662	Telephone	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	
7944	Red Oxygen		69.41	2 Transactions		
9703	Regents of the University of Minnesota					
259	01-481-461-6032-6464	2,131.23	CP award -demonstration garden	09292025	General Supplies & Outreach	G
9703	Regents of the University of Minnesota	2,131.23	1 Transactions			
10166	Roemhildt/Brenda					
180	01-481-460-6012-6383	4,190.00	Contracted hours - September	September 2025	Contract Services	N
10166	Roemhildt/Brenda	4,190.00	1 Transactions			
10267	Sanderson/Romie					
210	01-481-461-6066-6464	50.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10267	Sanderson/Romie	50.00	1 Transactions			
4597	Sanofi Pasteur Inc					
181	01-481-462-6047-6466	12,786.01	Flu vaccines	7143605070	Flu Vaccine	N
4597	Sanofi Pasteur Inc	12,786.01	1 Transactions			
10309	Schafer/Haylee Rose					
211	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10309	Schafer/Haylee Rose	20.00	1 Transactions			
9986	Schaner/Adalyn					
212	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
9986	Schaner/Adalyn	20.00	1 Transactions			
10292	Schiltz/Maya E					
213	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10292	Schiltz/Maya E	20.00	1 Transactions			
77316	Schroeder/Greg					
183	01-481-460-6009-6331	67.20	Mileage - September 2025	October 2025	Mileage Reimbursement	Y
182	01-481-460-6009-6383	1,126.65	Physical therapist - Sept 2025	October 2025	Contract Services	Y
77316	Schroeder/Greg	1,193.85	2 Transactions			
10283	Schultz/Olivia K					
214	01-481-461-6066-6464	20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
10283	Schultz/Olivia K	20.00	1 Transactions			

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
215	10013 Silva/Genesis 01-481-461-6066-6464		60.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	N
	10013 Silva/Genesis		60.00	1 Transactions			
216	10266 Simmons/Kaylynn 01-481-461-6066-6464		20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
	10266 Simmons/Kaylynn		20.00	1 Transactions			
258	10173 Spero 01-481-461-6032-6464		652.10	CP award - signs	09152025	General Supplies & Outreach	G
	10173 Spero		652.10	1 Transactions			
184	85147 Stericycle Inc 01-481-000-0000-6322		121.55	Hazardous waste	8011996911	Service Agreements	N
	85147 Stericycle Inc		121.55	1 Transactions			
185	9354 Straight River Taxi 01-481-460-6012-6465		580.00	Taxi tickets-October-58	168488	Pass Thru - Patient Supplies & Service	N
	9354 Straight River Taxi		580.00	1 Transactions			
186	10252 The MPX Group 01-481-461-6032-6464		147.76	Smoke-free indoor plaques	446505	General Supplies & Outreach	N
	10252 The MPX Group		147.76	1 Transactions			
217	10333 Thiel/Abigail 01-481-461-6066-6464		20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
	10333 Thiel/Abigail		20.00	1 Transactions			
218	10001 Wright/Megan Amelia 01-481-461-6066-6464		20.00	Tobacco grant student payment	September 2025	General Supplies & Outreach	Y
	10001 Wright/Megan Amelia		20.00	1 Transactions			
481	DEPT Total:		34,871.46	Public Health Nursing	48 Vendors	51 Transactions	
502	DEPT			Steele Co Community Ctr			
229	8251 BRN Lawn & Landscape LLC 01-502-000-0000-6380		175.00	Weekly mow & trim-CommCtr	3814	Grounds Maintenance	Y
	8251 BRN Lawn & Landscape LLC		175.00	1 Transactions			

SBENDORF

10/8/25 1:51PM

1 General Revenue Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 22

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
585	Olympic Fire Protection Corp					
242	01-502-000-0000-6300	235.00	Annual fire system inspection	10006703	Bldg Repairs & Maintenance	N
585	Olympic Fire Protection Corp	235.00	1 Transactions			
502	DEPT Total:	410.00	Steele Co Community Ctr	2 Vendors	2 Transactions	
521	DEPT		Park And Recreation			
8251	BRN Lawn & Landscape LLC					
126	01-521-000-0000-6304	160.00	Canoe landing mowings-Sept	3811	Lawn Mowing Contract	Y
125	01-521-000-0000-6304	380.00	Beaver Lake mowings-Sept	3812	Lawn Mowing Contract	Y
8251	BRN Lawn & Landscape LLC	540.00	2 Transactions			
87305	Thompson Sanitation					
245	01-521-000-0000-6823	190.27	Beaver Lake dumpster-Sept	97447	Beaver Lake	N
87305	Thompson Sanitation	190.27	1 Transactions			
521	DEPT Total:	730.27	Park And Recreation	2 Vendors	3 Transactions	
550	DEPT		Four Seasons			
1960	Amerigas - Owatonna Mn					
219	01-550-000-0000-6258	119.99	Monthly propane - Final bill	3181627300	LP Gas	N
1960	Amerigas - Owatonna Mn	119.99	1 Transactions			
33550	Hillyard-Hutchinson					
130	01-550-000-0000-6410	179.11	Deodorizer	605948840	Operating Supplies - Contracts	N
129	01-550-000-0000-6410	179.11	Deodorizer	605953046	Operating Supplies - Contracts	N
33550	Hillyard-Hutchinson	358.22	2 Transactions			
37025	Innovative Office Solutions LLC					
25	01-550-000-0000-6410	10.19	Calendar books -2026/2027	4933322	Operating Supplies - Contracts	Y
37025	Innovative Office Solutions LLC	10.19	1 Transactions			
4361	Legacy Signs Inc					
30	01-550-000-0000-6410	300.00	Hockey board signs	20184	Operating Supplies - Contracts	N
134	01-550-000-0000-6410	430.00	Hockey board signs	20224	Operating Supplies - Contracts	N
4361	Legacy Signs Inc	730.00	2 Transactions			
3693	Loffler Companies Inc					

SBENDORF

10/8/25 1:51PM

1 General Revenue Fund



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 23

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
102	01-550-000-0000-6410		Four Seasons printers	5139130	Operating Supplies - Contracts	N
3693	Loffler Companies Inc	144.79	1 Transactions			
52550	MEI Total Elevator Solutions					
136	01-550-000-0000-6410	248.62	Elevator service - Oct-Dec	1151311	Operating Supplies - Contracts	N
52550	MEI Total Elevator Solutions	248.62	1 Transactions			
9922	Owatonna Ace Hardware					
140	01-550-000-0000-6410	23.95	Screw bits	4034/5	Operating Supplies - Contracts	N
138	01-550-000-0000-6410	17.98	Drywall tape	4063/5	Operating Supplies - Contracts	N
139	01-550-000-0000-6410	62.51	Miscellaneous rink hardware	4064/5	Operating Supplies - Contracts	N
240	01-550-000-0000-6410	64.96	Batteries for air fresheners	4182/5	Operating Supplies - Contracts	N
9922	Owatonna Ace Hardware	169.40	4 Transactions			
8432	Prime Garage Doors & More LLC					
244	01-550-000-0000-6410	890.00	New seals under overhead door	14621	Operating Supplies - Contracts	N
8432	Prime Garage Doors & More LLC	890.00	1 Transactions			
74005	Sherwin-Williams Company					
141	01-550-000-0000-6410	76.62	Door paint	5250/6	Operating Supplies - Contracts	N
74005	Sherwin-Williams Company	76.62	1 Transactions			
550	DEPT Total:	2,747.83	Four Seasons	9 Vendors	14 Transactions	
602	DEPT		Co-Op Extension			
14420	Culligan Inc					
234	01-602-000-0000-6410	49.67	Water & cooler rent for Oct	15396671-09302C	Office Supplies	N
14420	Culligan Inc	49.67	1 Transactions			
37025	Innovative Office Solutions LLC					
26	01-602-000-0000-6410	98.96	Copy paper	4937201	Office Supplies	Y
37025	Innovative Office Solutions LLC	98.96	1 Transactions			
51300	Metro Sales Inc					
34	01-602-000-0000-6321	63.00	Base rate 9/21 - 12/20/25	INV2890808	Maintenance Agreements	N
35	01-602-000-0000-6410	635.51	Usage for 6/21 - 9/20/25	INV2890808	Office Supplies	N
238	01-602-000-0000-6321	835.97	2025 Fair copier rental	INV2902257	Maintenance Agreements	N
239	01-602-000-0000-6410	401.35	Copy overage	INV2902257	Office Supplies	N

SBENDORF

10/8/25 1:51PM

1 General Revenue Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 24

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
51300	Metro Sales Inc					
		1,935.83		4 Transactions		
72120	Univ Of Mn Regents					
146	01-602-000-0000-6306	7,219.00	2025 YD summer intern hire	0300037813	Contracted Services	N
147	01-602-000-0000-6306	12,587.00	2025 3 summer coordinators	0300037813	Contracted Services	N
143	01-602-000-0000-6306	50,000.00	Ignaszewski/Erf-Q3 2025	0300037898	Contracted Services	N
144	01-602-000-0000-6306	12,500.00	Lermon-Q3 2025 MOA .5 FTE	0300037898	Contracted Services	N
145	01-602-000-0000-6306	7,437.50	Rugg-Q3 2025 MOA .35 FTE	0300037898	Contracted Services	N
72120	Univ Of Mn Regents	89,743.50		5 Transactions		
602	DEPT Total:	91,827.96	Co-Op Extension	4 Vendors	11 Transactions	
1	Fund Total:	571,141.03	General Revenue Fund		252 Transactions	

SBENDORF
10/8/25 1:51PM
10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 25

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
301	DEPT			Administration				
	3693 Loffler Companies Inc							
148	10-301-000-0000-6410		12.33	Public Works printers	5139130	Office Supplies		N
	3693 Loffler Companies Inc		12.33	1 Transactions				
301	DEPT Total:		12.33	Administration	1 Vendors	1 Transactions		
10	Fund Total:		12.33	Road & Bridge Fund		1 Transactions		

SBENDORF

10/8/25 1:51PM

21 County Ditch Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 26

	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
631	DEPT			Judicial Ditch 1			
	73300 Rinke-Noonan Attorney at Law						
68	21-631-000-0000-6273		6.46	Ditch atty monthly retainer	400359	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.46	1 Transactions			
631	DEPT Total:		6.46	Judicial Ditch 1	1 Vendors	1 Transactions	
633	DEPT			Judicial Ditch 10			
	73300 Rinke-Noonan Attorney at Law						
68	21-633-000-0000-6273		6.45	Ditch atty monthly retainer	400359	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.45	1 Transactions			
633	DEPT Total:		6.45	Judicial Ditch 10	1 Vendors	1 Transactions	
634	DEPT			Judicial Ditch 5			
	73300 Rinke-Noonan Attorney at Law						
68	21-634-000-0000-6273		6.46	Ditch atty monthly retainer	400359	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			
	5345 Dahle Enterprises of Morristown LLC						
67	21-635-000-0000-6305		1,105.00	JD6 clean-Sec 10-Deerfield	14427	Construction And Repairs	N
	5345 Dahle Enterprises of Morristown LLC		1,105.00	1 Transactions			
	73300 Rinke-Noonan Attorney at Law						
68	21-635-000-0000-6273		6.46	Ditch atty monthly retainer	400359	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.46	1 Transactions			
	10244 Tree, Brush & Bare Ground Spraying Svc						
261	21-635-000-0000-6305		760.30	JD6 brush & tree spray	1112	Construction And Repairs	Y
	10244 Tree, Brush & Bare Ground Spraying Svc		760.30	1 Transactions			
635	DEPT Total:		1,871.76	Judicial Ditch 6 & Imp	3 Vendors	3 Transactions	
636	DEPT			Judicial Ditch 7			

SBENDORF

10/8/25 1:51PM

21 County Ditch Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 27

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
68	73300 Rinke-Noonan Attorney at Law					
	21-636-000-0000-6273	6.46	Ditch atty monthly retainer	400359	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					
68	21-637-000-0000-6273	6.45	Ditch atty monthly retainer	400359	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.45	1 Transactions			
637	DEPT Total:	6.45	JD 11 (Ripley Ditch)	1 Vendors	1 Transactions	
638	DEPT		Judicial Ditch 12			
	73300 Rinke-Noonan Attorney at Law					
68	21-638-000-0000-6273	6.45	Ditch atty monthly retainer	400359	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.45	1 Transactions			
638	DEPT Total:	6.45	Judicial Ditch 12	1 Vendors	1 Transactions	
639	DEPT		Judicial Ditch 23			
	73300 Rinke-Noonan Attorney at Law					
68	21-639-000-0000-6273	6.45	Ditch atty monthly retainer	400359	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.45	1 Transactions			
639	DEPT Total:	6.45	Judicial Ditch 23	1 Vendors	1 Transactions	
640	DEPT		Judicial Ditch 24			
	73300 Rinke-Noonan Attorney at Law					
68	21-640-000-0000-6273	6.45	Ditch atty monthly retainer	400359	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law	6.45	1 Transactions			
640	DEPT Total:	6.45	Judicial Ditch 24	1 Vendors	1 Transactions	
641	DEPT		County Ditch 1 - Orig			
	73300 Rinke-Noonan Attorney at Law					
68	21-641-000-0000-6273	6.45	Ditch atty monthly retainer	400359	Attorney Fees	Y

SBENDORF

10/8/25 1:51PM

21 County Ditch Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 28

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			
641	DEPT Total:		6.45	County Ditch 1 - Orig	1 Vendors	1 Transactions	
642	DEPT			County Ditch 1 - Church Branch			
73300	Rinke-Noonan Attorney at Law						
68	21-642-000-0000-6273		6.45	Ditch atty monthly retainer	400359	Attorney Fees	Y
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						
68	21-643-000-0000-6273		6.45	Ditch atty monthly retainer	400359	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						
68	21-644-000-0000-6273		6.45	Ditch atty monthly retainer	400359	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						
68	21-645-000-0000-6273		6.45	Ditch atty monthly retainer	400359	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
9239	SF Enterprises LLC						
260	21-645-000-0000-6305		19,140.00	CD5 emergency clean LE1/SO6	08252025	Construction And Repairs	Y
151	21-645-000-0000-6305		3,425.00	CD5 soil & seeding on buffer	1098	Construction And Repairs	Y
9239	SF Enterprises LLC		22,565.00	2 Transactions			
645	DEPT Total:		22,571.45	County Ditch 5	2 Vendors	3 Transactions	

SBENDORF

10/8/25 1:51PM

21 County Ditch Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 29

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
646	DEPT			County Ditch 19			
73300	Rinke-Noonan Attorney at Law						
68	21-646-000-0000-6273		6.45	Ditch atty monthly retainer	400359	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						
68	21-647-000-0000-6273		6.45	Ditch atty monthly retainer	400359	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
647	DEPT Total:		6.45	County Ditch 20	1 Vendors	1 Transactions	
648	DEPT			County Ditch 21			
73300	Rinke-Noonan Attorney at Law						
68	21-648-000-0000-6273		6.45	Ditch atty monthly retainer	400359	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
648	DEPT Total:		6.45	County Ditch 21	1 Vendors	1 Transactions	
649	DEPT			County Ditch 22			
73300	Rinke-Noonan Attorney at Law						
68	21-649-000-0000-6273		6.45	Ditch atty monthly retainer	400359	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
649	DEPT Total:		6.45	County Ditch 22	1 Vendors	1 Transactions	
650	DEPT			County Ditch 23			
73300	Rinke-Noonan Attorney at Law						
68	21-650-000-0000-6273		6.45	Ditch atty monthly retainer	400359	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
650	DEPT Total:		6.45	County Ditch 23	1 Vendors	1 Transactions	
651	DEPT			County Ditch 24			
73300	Rinke-Noonan Attorney at Law						

SBENDORF

10/8/25 1:51PM

21 County Ditch Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 30

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
68	21-651-000-0000-6273		6.45	Ditch atty monthly retainer	400359	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
651	DEPT Total:		6.45	County Ditch 24	1 Vendors	1 Transactions	
652	DEPT			County Ditch 25			
73300	Rinke-Noonan Attorney at Law						
68	21-652-000-0000-6273		6.45	Ditch atty monthly retainer	400359	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	
653	DEPT			County Ditch 27			
73300	Rinke-Noonan Attorney at Law						
68	21-653-000-0000-6273		6.45	Ditch atty monthly retainer	400359	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						
68	21-654-000-0000-6273		6.45	Ditch atty monthly retainer	400359	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						
68	21-655-000-0000-6273		6.45	Ditch atty monthly retainer	400359	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						
68	21-656-000-0000-6273		6.45	Ditch atty monthly retainer	400359	Attorney Fees	Y

SBENDORF

10/8/25 1:51PM

21 County Ditch Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 31

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			
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						
68	21-657-000-0000-6273		6.45	Ditch atty monthly retainer	400359	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						
68	21-658-000-0000-6273		6.45	Ditch atty monthly retainer	400359	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						
68	21-659-000-0000-6273		6.45	Ditch atty monthly retainer	400359	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						
68	21-660-000-0000-6273		6.45	Ditch atty monthly retainer	400359	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			
660	DEPT Total:		6.45	Public Tile Ditch 18	1 Vendors	1 Transactions	
662	DEPT			Judicial Ditch 19			
73300	Rinke-Noonan Attorney at Law						
68	21-662-000-0000-6273		6.45	Ditch atty monthly retainer	400359	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.45	1 Transactions			

SBENDORF
10/8/25 1:51PM
21 County Ditch Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 32

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
662	DEPT Total:		6.45	Judicial Ditch 19	1 Vendors	1 Transactions	
665	DEPT			JD 2 Redetermination			
73300	Rinke-Noonan Attorney at Law						
68	21-665-000-0000-6273		6.46	Ditch atty monthly retainer	400359	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:		24,630.30	County Ditch Fund		35 Transactions	

	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
11	DEPT			District Court Admin.			
	8087 Braun Intertec Eng Inc						
70	38-011-000-0000-6600		350.25	Concrete curb & gutter testing	B443533	Capital Outlay - District Court	Y
	8087 Braun Intertec Eng Inc		350.25	1 Transactions			
11	DEPT Total:		350.25	District Court Admin.	1 Vendors	1 Transactions	
111	DEPT			Buildings & Grounds			
	8919 ArchKey Technologies						
149	38-111-000-0000-6600		50,475.00	Alex bldg camera & security	S0006766318	Capital Outlay - Buildings and Groun	Y
	8919 ArchKey Technologies		50,475.00	1 Transactions			
	8087 Braun Intertec Eng Inc						
69	38-111-040-0000-6600		350.25	Concrete curb & gutter testing	B443533	Capital Outlay - SCAC	Y
	8087 Braun Intertec Eng Inc		350.25	1 Transactions			
	1240 Cole's Electric Inc						
266	38-111-045-0000-6600		2,000.00	Bore from CH to new CCA	44006	Capital Outlay - CCA Bldg	N
	1240 Cole's Electric Inc		2,000.00	1 Transactions			
	8288 Four Seasons Electric						
267	38-111-040-0000-6600		5,133.78	Locate underground lines	15219	Capital Outlay - SCAC	N
	8288 Four Seasons Electric		5,133.78	1 Transactions			
	9138 ICS Consulting LLC						
72	38-111-045-0000-6600		500.00	New CCA fac bill thru July	12864	Capital Outlay - CCA Bldg	Y
268	38-111-045-0000-6600		1,000.00	New CCA fac bill thru Sept	13073	Capital Outlay - CCA Bldg	Y
	9138 ICS Consulting LLC		1,500.00	2 Transactions			
111	DEPT Total:		59,459.03	Buildings & Grounds	5 Vendors	6 Transactions	
201	DEPT			Sheriff			
	9783 Alternative Business Furniture						
296	38-201-000-0000-6600		1,243.25	Table & stools-break room	72280	Capital Outlay - Sheriff	N
	9783 Alternative Business Furniture		1,243.25	1 Transactions			
	8288 Four Seasons Electric						
71	38-201-000-0000-6600		354.50	Install conduit - card reader	15164	Capital Outlay - Sheriff	N

SBENDORF

10/8/25 1:51PM

38 Capital Outlay Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 34

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
8288	Four Seasons Electric		354.50		1 Transactions			
201	DEPT Total:		1,597.75	Sheriff	2 Vendors	2 Transactions		
550	DEPT			Four Seasons				
4331	Athletica Sports Systems Unlimited Corp							
150	38-550-000-0000-6600		83,200.00	East rink side glass	424380	Capital Outlay - Four Seasons		N
4331	Athletica Sports Systems Unlimited Corp		83,200.00		1 Transactions			
8776	Schwickert's Tecta America LLC							
73	38-550-000-0000-6600		202,350.00	Four Seasons reroof thru Sept	App 2	Capital Outlay - Four Seasons		Y
8776	Schwickert's Tecta America LLC		202,350.00		1 Transactions			
550	DEPT Total:		285,550.00	Four Seasons	2 Vendors	2 Transactions		
38	Fund Total:		346,957.03	Capital Outlay Fund		11 Transactions		

SBENDORF

10/8/25 1:51PM

53 Landfill Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 35

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			
5465 B To Z Hardware					
262 53-398-000-0000-6410		250.81	Paper towels, bug spray	24968	Office Supplies N
263 53-398-000-0000-6301		5.90	Brass hose end	25007	Equip Repairs N
264 53-398-000-0000-6410		122.31	Towels, tissue, nuts, bolts	25473	Office Supplies N
5465 B To Z Hardware		379.02	3 Transactions		
11215 Central Farm Services					
154 53-398-000-0000-6540		308.04	Propane for June	188596	Machine Fuel N
152 53-398-000-0000-6540		1,902.80	625 gallons of diesel	29252	Machine Fuel N
153 53-398-000-0000-6540		224.93	75 gallons of fuel	29252	Machine Fuel N
74 53-398-000-0000-6540		1,886.40	600 gallons dyed diesel	8252	Machine Fuel N
155 53-398-000-0000-6540		4.62	Finance charge on June bill	9093025	Machine Fuel N
11215 Central Farm Services		4,326.79	5 Transactions		
8424 Cintas					
156 53-398-000-0000-6304		214.12	Rugs & soap	4242714800	Contract Services Y
8424 Cintas		214.12	1 Transactions		
14420 Culligan Inc					
163 53-398-000-0000-6304		4.00	Fuel charge	5402917	Contract Services N
157 53-398-000-0000-6304		29.80	Water for September	5609095	Contract Services N
162 53-398-000-0000-6304		4.00	Fuel charge	5609095	Contract Services N
158 53-398-000-0000-6304		12.05	Cooler rental for September	5703328	Contract Services N
159 53-398-000-0000-6304		37.15	Softener rental for September	5706237	Contract Services N
160 53-398-000-0000-6304		39.99	Softener rental for September	5715717	Contract Services N
161 53-398-000-0000-6304		72.27	Cooler rental for September	5735608	Contract Services N
14420 Culligan Inc		199.26	7 Transactions		
4329 Express Pressure Washers Inc					
164 53-398-000-0000-6301		98.47	Hose, cleaner, brush	I-136448	Equip Repairs N
75 53-398-000-0000-6301		47.74	Repair hose for sprayer	I-136457	Equip Repairs N
4329 Express Pressure Washers Inc		146.21	2 Transactions		
3693 Loffler Companies Inc					
165 53-398-000-0000-6410		97.70	Landfill printers	5139130	Office Supplies N
3693 Loffler Companies Inc		97.70	1 Transactions		
51630 Mike's Repair					

SBENDORF

10/8/25 1:51PM

53 Landfill Fund

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 36

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
265	53-398-000-0000-6301		Repair tire on unit 5305	112049	Equip Repairs	Y
51630	Mike's Repair		1 Transactions			
1308	Miner's Outdoor & Rec					
76	53-398-000-0000-6301		Premix fuel, parts for mower	229005	Equip Repairs	N
1308	Miner's Outdoor & Rec		1 Transactions			
56125	NAPA Auto Parts					
166	53-398-000-0000-6301		Oil filters	063853	Equip Repairs	N
78	53-398-000-0000-6301		HD QK release coupler	835509	Equip Repairs	N
77	53-398-000-0000-6301		HYD hose fittings/air filter	835906	Equip Repairs	N
167	53-398-000-0000-6301		Oil filters	836135	Equip Repairs	N
168	53-398-000-0000-6301		Oil, filters, clamps	836177	Equip Repairs	N
169	53-398-000-0000-6301		Fuel filter	836221	Equip Repairs	N
56125	NAPA Auto Parts		6 Transactions			
4097	Nuss Truck & Equipment					
79	53-398-000-0000-6301		Mack truck cruise switch	PS0239908-1	Equip Repairs	N
4097	Nuss Truck & Equipment		1 Transactions			
77570	Short Elliott Hendrickson Inc					
80	53-398-000-0000-6625		Landfill construction serv-Aug	494752	Capital Improvements	N
77570	Short Elliott Hendrickson Inc		1 Transactions			
398	DEPT Total:		Landfill	11 Vendors	29 Transactions	
53	Fund Total:		Landfill Fund		29 Transactions	

SBENDORF
10/8/25 1:51PM
72 State Collections Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 37

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Descripti		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
857	DEPT			Well Disclosure				
	4225 Mn Dept Of Health							
82	72-857-000-0000-2100		425.00	Well disclosure - Q2 2025	Apr - June 2025	Mn State Treasurer-Well Disclosure		N
81	72-857-000-0000-2100		212.50	Well disclosure - Q1 2025	Jan - March 2025	Mn State Treasurer-Well Disclosure		N
269	72-857-000-0000-2100		554.00	Q3 2025 well disclosure	Jul - Sept 2025	Mn State Treasurer-Well Disclosure		N
	4225 Mn Dept Of Health		1,191.50	3 Transactions				
857	DEPT Total:		1,191.50	Well Disclosure	1 Vendors	3 Transactions		
865	DEPT			Planning & Zoning Surcharge				
	7771 MN Dept of Labor & Industry							
270	72-865-000-0320-2100		2,333.40	Quarter 3 surcharge	September 2025	Steele County Surcharge		N
272	72-865-000-0321-2100		397.99	Quarter 3 surcharge	September 2025	Bl Pr Surcharge		N
271	72-865-000-0332-2100		66.12	Quarter 3 surcharge	September 2025	Medford Surcharge		N
273	72-865-000-0333-2100		1,993.56	Quarter 3 surcharge	September 2025	Ellendale Surcharge		N
	7771 MN Dept of Labor & Industry		4,791.07	4 Transactions				
865	DEPT Total:		4,791.07	Planning & Zoning Surcharge	1 Vendors	4 Transactions		
72	Fund Total:		5,982.57	State Collections Fund		7 Transactions		

SBENDORF
10/8/25 1:51PM
75 Other Trust Funds

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 38

Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
0	DEPT			...				
	10325 Data Trace Title							
170	75-000-000-0000-2270		150.00	Refund Laredo security deposit	October 2025	Security Deposits Accrued		N
	10325 Data Trace Title		150.00	1 Transactions				
0	DEPT Total:		150.00	...	1 Vendors	1 Transactions		
75	Fund Total:		150.00	Other Trust Funds		1 Transactions		
	Final Total:		966,027.19	235 Vendors	336 Transactions			

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	571,141.03	General Revenue Fund	
	10	12.33	Road & Bridge Fund	
	21	24,630.30	County Ditch Fund	
	38	346,957.03	Capital Outlay Fund	
	53	17,153.93	Landfill Fund	
	72	5,982.57	State Collections Fund	
	75	150.00	Other Trust Funds	
	All Funds	966,027.19	Total	Approved by, ...
				
				

PERSONNEL REPORT

October 14, 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>
Tyler Lair	Deputy Sheriff Patrol	C41/6	10/06/2025
Christina Steneman	Records Specialist	B23/3	10/13/2025
Tonya Ohm	Correctional Officer	B24/2	11/03/2025

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>
Patrol Deputy – 2 position	Sheriff's Office	Recruiting/Interviewing
Correctional Officer – 3 positions	Detention Center	Recruiting/Backgrounding
County Engineer	Highway	Recruiting
Director of Finance	Finance	DDA Recruiting in Process
Assistant Director of CC	Community Corrections	Recruiting
Adult Probation Officer	Community Corrections	Recruiting
Accounting Support Specialist	Landfill/Highway	Recruiting
Accounting Technician	Finance/Sheriff	On-hold
Procurement Specialist	Finance	On-hold
Engineering Techs I/II/III – 3positions	Highway	On-hold
Assistant County Engineer	Highway	On-hold
Technical Clerk II	PT & E	On-hold



Steele County Agenda Item

Request for Board Action

Subject: Increase Out of County Boarding Fees

Department: Sheriff's Office - Detention Center

Committee: Internal Central Services

Committee Meeting Date: October 7, 2025

Work Session Date: Enter a date.

Board Meeting Date: October 14, 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:

Recommendation is to increase the non-contracted inmate boarding rate to \$75.00 per day, per inmate. This increase will be effective 1/1/2026

- Increase of daily rate from \$65.00 per day to \$75.00 per day.

- Increase will keep us consistent with the district, which is collectively making the change effective 1/1/2026.

Attachments: Contract Amendment



Steele County Agenda Item

Subject: Resolution – EFT Authorization

Department: Finance Department

Committee Meeting Date: Click or tap to enter a date.

Board Meeting Date: October 14,2025

Consent Agenda: ☒ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation: n/a

Recommendation:

Adopt a Resolution approving the revised 2025 EFT Authorization due to personnel changes

Background (*Including Budget Impact*):

Due to change in personnel, attached is a revised resolution regarding EFT authorizations removing Candi Lemarr and Nancy Gjerald and adding Jennifer Mueller Property Tax & Elections Director.

One of the legal compliance standards required by the State Auditor's Office is that the County Board delegate authority on an annual basis to certain personnel to make electronic funds transfers. Attached is the resolution to comply with that standard stating the personnel authorized to initiate such transactions.



STEELE COUNTY RESOLUTION

Electronic Funds Transfer Resolution

Department: Finance Department

Date: 10/14/2025

Resolution No: 2025-004b

WHEREAS, Steele County will electronically transfer funds and establish appropriate internal controls to ensure compliance with Minnesota law. Therefore, electronic fund transfers will be made for the following types of transactions: claim for payment from an imprest payroll bank account or investment of excess money; payment of tax or aid anticipation certificates; payment of contributions to a pension or retirement fund; vendor payments; and payment of bond principal, bond interest, and a fiscal agent service charge from the debt redemption fund.

BE IT FURTHER RESOLVED, electronic funds transfers can be initiated by the following individuals: Jennifer Mueller, County Property Tax & Elections; Director; Madison Melcher, Financial Analyst; Erin Edel, Accountant; Barb Osmon, Financial Specialist; Carrie Holmen, Accounting Specialist; Karen Winter, Property Tax Specialist; Susan Bendorf, Accounting Technician; Bobbie Herzog, Human Resources Generalist; and Emma Schelling, Human Resources Generalist.

BE IT FURTHER RESOLVED, that the Finance Director shall establish internal controls to ensure compliance with Minn. Stat. §471.38, subd. 3 & 3a, to include without limitation, annually providing a certified copy of the delegation of authority to the disbursing bank(s), certifying to the Banks of Steele County the names and signatures of the persons named above and such certifying officer from time to time, hereafter, upon a change in the facts so certified, and immediately certifying to the Banks the names and signatures of the persons then authorized to sign or to act.

BE IT FURTHER RESOLVED, a listing of electronic funds transfers transactions will be submitted to the Board at every Board meeting.

A transfer of funds by wire or electronic funds transfer in any of the Banks used by Steele County shall be by the signatures of the following officers or their alternatives;

Jennifer Mueller, Property Tax & Elections Director _____

Madison Melcher, Financial Analyst _____

Erin Edel, Accountant _____

Barb Osmon, Financial Specialist _____

Carrie Holmen, Financial Specialist _____

Karen Winter, Property Tax Specialist _____

Susan Bendorf, Accounting Technician _____

Bobbie Herzog, Human Resources Generalist _____

Emma Schelling, Human Resources Generalist_____

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

Subject: Resolution Granting Authority to Designate Depositories and authorize others to conduct banking transactions.

Department: Finance Department

Committee Meeting Date: Click or tap to enter a date.

Board Meeting Date: October 14 ,2025

Consent Agenda: ☒ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation: n/a

Recommendation:

Adopt resolution Granting Annual Authority to the Property Tax & Elections Director to Designate Depositories and Authorize others to Conduct Banking Transactions and removing Candi Lemarr from the authorization.

Background (*Including Budget Impact*):

One of the legal compliance standards required by the State Auditor's Office is that the County Board delegate authority on an annual basis to certain personnel to make banking transactions. Change of personnel in finance department so we need to update banking resolutions.

Attachment:

Banking Resolution



STEELE COUNTY RESOLUTION

Granting Annual Authority to the Finance Director to Designate Depositories and Authorize others to Conduct Banking Transactions Amended

Department: Finance Department

Date: 10/14/2025

Resolution No: 2025-005b

WHEREAS, I, Renae Fry, County Administrator do hereby certify that I am the Clerk to the Board of Steele County, a county government organized under the laws of the State of Minnesota, and that the following is a true, complete and correct copy of resolutions duly adopted by the Board of Directors of this entity as of May 13th, 2025 and that said resolutions are in full force and effect and have not been rescinded or modified.

WHEREAS, THEREFORE BE IT RESOLVED, pursuant to Minnesota Statute 1 18A.02 the Finance Director is hereby authorized to designate depositories for the funds of the County or if the Finance Director is not available the Property Tax and Elections Director with a second signature by the Financial Specialist name below is hereby authorized to open or cause to be opened an account or accounts on behalf of and in the name of the County with the Bank according to the Bank's "Terms and Conditions of Deposit Accounts" and any modifications or amendments thereto, and to execute and enter into any other agreement with the Bank for the deposit, withdrawal or transfer of any funds from or to said account(s).

WHEREAS, BE IT FURTHER RESOLVED, that the Finance Director or two signatures by the person hereinafter named is hereby authorized for and on behalf of the county to endorse in the name of the county and to cash, negotiate or deposit in such account(s) any money, checks, drafts, orders, notes and any other instruments for the payment of money held by or payable to the county.

NOW, THEREFORE, BE IT RESOLVED BE IT FURTHER RESOLVED, that any checks, drafts, orders or any other withdrawal order including any withdrawal and/or transfer of funds requested to be made by electronic (Minnesota Statute 471.38 subds. 3 and 3a) or similar means and any and all other directions and instructions of any character with respect to funds of the County with the Bank may be signed or initiated with a signature by the Finance Director or two of the following authorized signatures:

Signature: _____

Printed Name: Jennifer Mueller

Title: Property Tax & Elections Director

Signature: _____

Printed Name: Madison Melcher

Title: Financial Analyst

Signature: _____

Printed Name: Carrie Holmen

Title: Accounting Specialist

And the Bank is hereby fully authorized to pay and charge to any such account(s) of the County any item, so signed or initiated, including those payable to the individual order of the person signing them or to the Bank or to any other person or corporation, which are applied in payment of any indebtedness owing to the Bank from the person or persons who signed same.

BE IT FURTHER RESOLVED that the Board of Commissioners of Steele County has full power and lawful authority to adopt the foregoing resolution and to confer the powers therein granted to the person's named.

IN WITNESS WHEREOF, I have hereunto subscribed my name, dated this ____ day of October, 2025.

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.



Steele County Agenda Item

Subject: Designating Depository and Persons Authorized to Sign Orders

Department: Finance

Committee Meeting Date:

Board Meeting Date: October 14, 2025

Consent Agenda: ☒ Yes ☐ No

Resolution: ☒ Yes ☐ No

Committee Recommendation:

N/A

Recommendation:

Adopt resolution to designate UBS as Steele County's depository and authorize the persons stated to sign orders

Background(*Including Budget Impact*):

The attached resolution is to name UBS as the County's depository for its investments. It also removes Candi Lemarr, Finance Director, to purchase, sell, receive, or transfer investment securities on behalf of Steele County. In the event the Finance Director is not available, the resolution requires two signatures of and authorizes both Jennifer Mueller, Steele County Property Tax and Elections Director, and Carrie Holmen, Steele County Accounting Specialist, Madison Melcher, Steele County Financial Specialist, to purchase, sell, receive, or transfer investment securities on behalf of Steele County, until a new Finance Director is in place.

Attachments:

Resolution – Designation of depository for the County of Steele and persons authorized to sign orders



STEELE COUNTY RESOLUTION
Designating a depository for the County of Steele and
persons authorized to sign orders thereon
Amended

Department: Finance Department

Date: 10/14/2025

Resolution No: 25-003b

WHEREAS, BE IT RESOLVED by the Board of Commissioners of Steele County Minnesota, that “UBS Financial Services, LLC,” be and hereby is designated as depository for deposits and safekeeping of said County for such amounts as may be deposited herein

WHEREAS, BE IT FURTHER RESOLVED that orders of the County of Steele drawn on said UBS Financial Services, LLC for funds to be transferred to another Steele County Depository in whatever form shall be signed by one if the following by two until a new Finance Director is named if signed by Jennifer Mueller, Steele County Property Tax and Elections Director, and Carrie Holmen, Steele County Accounting Specialist, and/or Madison Melcher, Steele County Financial Analyst.

NOW, THEREFORE, BE IT RESOLVED that all transfers of funds or investment securities to and from any Steele County accounts on behalf of Steele County as directed to UBS Financial Services LLC may only be made to another depository or account of Steele County in the name of Steele County.

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: Resolution Granting Authority to issue and sign checks for the Detention Center.

Department: Sheriff's Office - Detention Center

Committee: Internal Central Services

Committee Meeting Date: October 7, 2025

Work Session Date: Enter a date.

Board Meeting Date: October 14, 2025

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends approving

Recommendation:

Adopt resolution Granting Annual Authority to the Jail Administrator and Assistant Jail Administrator to issue and sign checks for the Detention Center. This authority will be limited to checks issued through Bremer Bank.

Background (*Including Budget Impact*):

-The detention center has absorbed financial responsibilities resulting in the need to be able to issue and sign checks.

- One of the legal compliance standards required by the State Auditor's Office is that the County Board delegate authority on an annual basis to certain personnel to make banking transactions.

Attachments: N/A



STEELE COUNTY RESOLUTION

Grant Authority to Issue and Sign Checks for the Detention Center

Department: Finance Department

Date: 10/14/2025

Resolution No: 2025- 040

WHEREAS, Steele County Board of Commissioners is granting authority to the Jail Administrator and Assistant Jail Administrator to issue and sign checks for the Detention Center.

WHEREAS, the detention center has absorbed financial responsibilities resulting in the need to be able to issue and sign checks for withdrawal at Old National Bank currently known as Bremer Bank.

WHEREAS, legal compliance standards required by the State Auditor's Office is that the County Board delegate authority to certain personnel to make banking transactions.

NOW, THEREFORE, BE IT RESOLVED that the Jail Administrator or designee & Assistant Jail Administrator or designee are hereby authorized to issue and sign checks for the Detention Center. This authority will be limited to checks issued through Old National Bank currently known as Bremer Bank.

Anthony Buttera, Jail Administrator

Paul Prissel, Assistant Jail Administrator

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

Dated this ____ day of _____, 2025.

STEELE COUNTY

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



Agenda Item

Request for Board Action

Subject: 2026 COLA, health insurance and HSA/VEBA contribution amounts for non-union employees.

Department: Human Resources

Committee: Internal Central Services

Committee Meeting Date: October 7, 2025

Work Session Date: Enter a date.

Board Meeting Date: October 14, 2025

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends approving.

Recommendation:

Approve 2026 cost of living adjustment (COLA), health insurance, and HSA/VEBA contribution amounts for non-union employees as outlined below.

Background (*Including Budget Impact*):

There is a long-standing practice of non-union employees receiving the same COLA, health insurance, and HSA/VEBA contribution amounts offered to union represented employees. Those amounts are as follows:

2026 COLA: 4% increase, effective 01/01/2026

2026 Health Insurance and HSA/VEBA monthly contributions:

Medica Choice Passport (HSA or VEBA)	Single Coverage	Emp + 1 Coverage	Family Coverage
Employee Monthly Premium	\$113.36	\$505.32	\$580.32
Employer Monthly Premium	\$1,141.92	\$2,618.74	\$2,543.74
Total Monthly Premium	\$1,255.28	\$3,124.06	\$3,124.06

HSA or VEBA	Single Coverage	Emp + 1/Family Coverage
Employer Contribution	\$141.68 per month	\$291.68 per month

Budget Impact: These amounts have been factored into the 2026 preliminary budget.

Attachments:



Agenda Item

Request for Board Action

Subject: Approve Estimates for CD5 Cleanout

Department: Property Tax & Elections

Committee: Land Use & Records

Committee Meeting Date: October 9, 2025

Work Session Date: Enter a date.

Board Meeting Date: October 14, 2025

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends accepting low bid from SF Enterprises

Recommendation:

Two estimates were received for CD5 cleanout. One from SF Enterprises for \$75,580 and one from DeCook Drainage for \$165,037.60. Ditch Inspector recommends approving the estimate from SF Enterprises, LLC for \$75,580 as the lowest

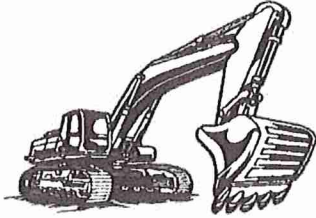
Background (*Including Budget Impact*):

The entire CD5 drainage system is in need of a cleanout due to the head of the ditch holding water and some fields experiencing flooding. Estimates provided by SF Enterprises break the system into 3 sections. Estimate from DeCook Drainage is one estimate for the 3 sections; however, a portion was omitted.

Attachments:

Estimates

SF Enterprises LLC



34662 Valleyview Rd
Waseca, MN 56093
P: 507-461-6455
sfenterprisesdigit@gmail.com

Bid

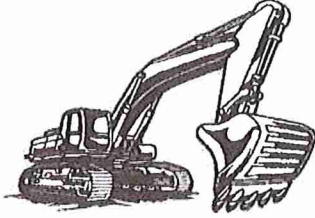
Bid date: 8/28/2025
Job: Ditch CD5
Between roads SW
51st st and SW 62nd
Ave

Bid to: Steele County
Address:

Phone:
Email:

<u>Date</u>	<u>Description</u>	<u>Qty</u>	<u>Unit price</u>	<u>Price</u>
	Mobilization	1	\$400.00	\$400.00
	Clean Bottom of Ditch	5436	\$2.85	\$15,495.00
	Level Spoil Bank	5436	\$0.50	\$2,720.00
			Subtotal:	\$18,615.00
			Total Due:	\$18,615.00

SF Enterprises LLC



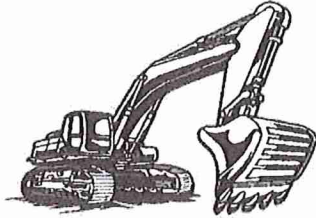
34662 Valleyview Rd
Waseca, MN 56093
P: 507-461-6455
sfenterprisesdigit@gmail.com

Bid

Bid date: 8/28/2025
Job: Ditch CD5
Between roads SW
62nd Ave and
Lemond RD
Bid to: Steele County
Address:
Phone:
Email:

<u>Date</u>	<u>Description</u>	<u>Qty</u>	<u>Unit price</u>	<u>Price</u>
	Mobilization	1	\$400.00	\$400.00
	Clean Bottom of Ditch	5965	\$2.65	\$15,810.00
	Clean Bottom of Ditch	3010	\$1.40	\$4,215.00
	Level Spoil Bank	8975	\$0.50	\$4,490.00
	Seed And Seeding	2	\$500.00	\$1,000.00
			Subtotal:	\$25,915.00
			Total Due:	\$25,915.00

SF Enterprises LLC



34662 Valleyview Rd
Waseca, MN 56093
P: 507-461-6455
sfenterprisesdigit@gmail.com

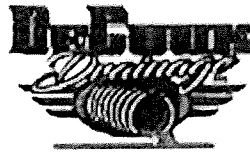
Bid

Bid date: 8/28/2025
Job: Ditch CD5
Between roads
Lemond Rd and Sw
46th St

Bid to: Steele County
Address:

Phone:
Email:

<u>Date</u>	<u>Description</u>	<u>Qty</u>	<u>Unit price</u>	<u>Price</u>
	Mobilization	1	\$400.00	\$400.00
	Clean Bottom of Ditch	5890	\$2.50	\$14,725.00
	Clean Bottom of Ditch	5355	\$1.40	\$7,500.00
	Level Spoil Bank	11245	\$0.50	\$5,625.00
	Seed And Seeding	2	\$500.00	\$1,000.00
	Mow Trees	1	\$1,800.00	\$1,800.00
			Subtotal:	\$31,050.00
			Total Due:	\$31,050.00



P (507)361-4871
F (507)361-2536

221 Country Club Rd SE
PO Box 69
Byron, MN 55920

PROPOSAL SUBMITTED TO:		DATE: 9/23/2025	
NAME:	Steele County	JOB NAME:	CD05 Ditch Cleanout
ATTN:	Eric Gulbrausen	STREET:	
CITY, ST:		SALESMAN:	
PHONE:	507-213-4839	ESTIMATOR:	Jesse Erickson
FAX/E-MAIL:			

	Qty	Rate	Subtotal
I Ditch Cleanout (Dipping The Bottom Only)			
Excavating of existing open channel @Per Ft	22,783	\$4.60	\$104,801.80
(Dipping of Bottom)			
Spreading and smoothing of spoils @Per Ft	22,783	\$2.60	\$59,235.80
Mobilization of Equipment	1	\$1,000.00	\$1,000.00

*Replacement of Culvert/Outlet Pipes will be billed Accordingly

* Price Does not Include any Seeding or Mulching

*Utility crossings are extra, Telephone 295.00, Sewer Line 395.00 Gas Line 395.00 And fiber optic 495.00

*Bid also assumes existing tile to be in good working condition and adequate depth to hook on to

Page 1
Page 2

GRAND TOTAL: \$165,037.60

*Unless specified, bid does not include rock or water excavation, electrical work, utility relocations, excavation observation services, soil/compaction testing, soil correctives, vapor barrier under slab or winter conditions. Permits are responsible by Landowner. Not responsible for private underground utilities.

We hereby propose to furnish labor and materials - complete in accordance with the above specifications, for the sums listed above, with payment to be made as follows:

Progress Payments and/or upon completion of work

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, liability and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Respectfully Submitted

NOTE: This proposal may be withdrawn by us if not accepted within 30 days

ACCEPTANCE OF PROPOSAL

FREELIEN NOTICE: (a) Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions. (b) Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due to them from us until 150 days after completion of the improvement unless we give you a lien waiver signed by person who supplied the labor or materials for the improvement and who gave you a timely notice.

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date _____

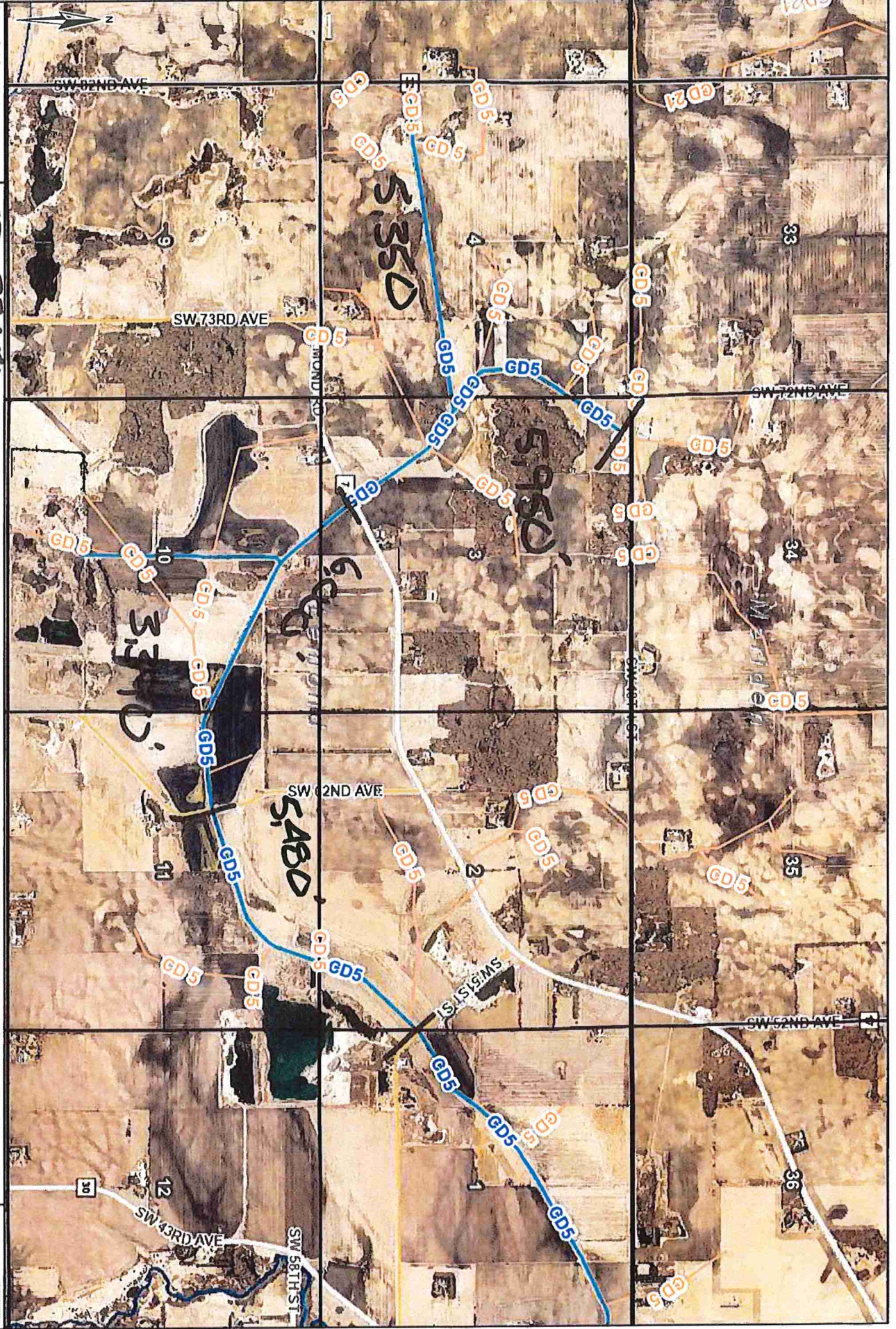
Disclaimer: Steele County has made no representation or warranty of the data provided. The data is provided for informational purposes only. It is not intended to be used for any purpose other than the one for which it was collected. The data is not to be used for any purpose other than the one for which it was collected. The data is not to be used for any purpose other than the one for which it was collected.

SF - 25.456
De - 22.783

CD 5 Confirming Lengths

26,170' Total
September 24, 2025

Steele County
GIS





Steele County Agenda Item

Request for Board Action

Subject: Permitium platform request

Department: Recorder's Office

Committee: Land Use & Records

Committee Meeting Date: October 9, 2025

Work Session

Board Meeting Date: October 14, 2025

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommends approving

Recommendation:

Approve the Permitium Contract for online Minnesota Vital Records Requests.

Background (*Including Budget Impact*):

Thru the Permitium Platform, people can request from Steele County online, a vital record if the subject was born or if the person passed away in Minnesota. The Steele County Attorney has approved the use of this platform

No budget impact.

Attachments:

Permitium Contract Attached



Steele County Agenda Item

Request for Board Action

Subject: Resolution of the Dodge-Steele CHB

Department: Public Health

Committee Choose an item.:

Committee Meeting Date: September 25, 2025

Work Session Date: October 14, 2025

Board Meeting Date: October 14, 2025

Consent Agenda: x Yes ☐ No

Resolution: x Yes ☐ No

Policy Committee Recommendation:

n/a

Recommendation:

- Approve the Resolution to withdraw from the Dodge-Steele CHB

Information (including rationale, if applicable):

Dodge and Steele County Public Health Departments have been working together to discuss the pros and cons of remaining as a CHB. There are many administrative hurdles, that slow the processes of the departments to complete Public Health work, while being a CHB. Both departments agree that the dissolution of the CHB, is in the best interest of both counties. As agreed on September 25, 2025 at the CHB meeting.

Background (*Including Budget Impact*):

No budget impact

Attachments:

Resolution to withdraw from the Dodge-Steele CHB



STEELE COUNTY RESOLUTION

Withdraw from the Dodge-Steele Community Health Board

Department: Public Health

Date: 10/14/2025

Resolution No: 2025-041

WHEREAS Steele County entered a joint powers agreement (JPA) with Dodge County in 1976, to form the Dodge-Steele Community Health Board (CHB) pursuant to Minnesota Statutes Chapter 145A and Minnesota Statutes section 471.59.

WHEREAS Steele County wishes to withdraw from the joint powers Dodge-Steele CHB pursuant to Section 5 of the JPA, Article IX of the JPA bylaws, and Minnesota Statutes section 145A.04 subdivision 1(c); and

WHEREAS the JPA and statute require withdrawal by resolution, and that a copy of the resolution be served (service by mail is permitted) upon the Chairperson of the Steele County Board and the Minnesota Commissioner of Health at least one year before the beginning of the calendar year in which the withdrawal takes place.

THEREFORE, BE IT RESOLVED, that the Steele County Board of Commissioners hereby:

1. Withdraw Steele County from the Dodge-Steele CHB.
2. Specify that the withdrawal is effective January 1, 2027; and
3. Require a copy of this resolution be mailed to Dodge County Chairperson and Minnesota Commissioner of Health, before January 1, 2026.

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: Adopt Resolution Approving the 2026-2030 Highway Capital Improvement Plan and Amending the Use of the Transportation Sales Tax

Department: Highway

Committee: Public Works

Committee Meeting Date: September 9, 2025

Work Session Date: NA

Board Meeting Date: October 14, 2025

Consent Agenda: ☐ Yes ☒ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

To conduct a Public Hearing to gather public input on the 2026-2030 Highway Capital Improvement Plan (CIP)

Recommendation:

Adopt Resolution Approving the 2026-2030 Highway Capital Improvement Plan and Amending the Use of the Transportation Sales Tax

Background~~(Including Budget Impact)~~:

The County Board will hold a public hearing for the proposed 2026-2030 Highway Capital Improvement Plan (CIP) at 5:15 pm on Tuesday, October 14, 2025 to receive comments regarding the plan. Also, the county will receive written comment by mail or email until October 10th. The Plan proposes additional projects to be funded by the transportation sales tax.

While the Highway CIP identifies funding sources for each project, the resolution provides for the use of the transportation sales tax on any of the projects. This allows greater funding flexibility in the event some projects come in higher than expected.

The proposed 2026-2030 Highway CIP is on the County website at:

https://www.steelecountymn.gov/highway/capital_improvement_plan_long_range_plans.php.

Board members have previously received a hard copy of the document.

Attachments:

Resolution



STEELE COUNTY RESOLUTION

Approving the 2026 – 2030 Highway Capital Improvement Plan and Amending the Use of the Transportation Sales Tax

Department: Highway

Date: 10/14/2025

Resolution No: 2025-042

WHEREAS, the Steele County Board of Commissioners annually reviews and updates its 5-year Highway Capital Improvement Plan and funding sources; and

WHEREAS, the 2019 Minnesota Legislature clarified, in section 297A.993, subd. 2, the process for a county to dedicate the proceeds of the tax to additional projects, and the purpose of this resolution is to conform to said process for proposed transportation sales tax projects; and

WHEREAS, the Steele County Board held a public hearing on October 14, 2025 regarding the 2026 - 2030 Highway Capital Improvement Plan and the use of the transportation sales tax.

NOW, THEREFORE, BE IT RESOLVED that the proposed 2026-2030 Highway Capital Improvement Plan is approved and adopted.

BE IT FURTHER RESOLVED that the proceeds of the transportation sales tax are additionally dedicated exclusively to the payment of the capital costs of any and all projects within the Steele County 202-2030 Highway Capital Improvement Plan.

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 PERSONNEL AGENDA ITEM
October 14, 2025

OCTOBER EMPLOYEE ANNIVERSARIES
(Information Only – No Action Required)

Name:	Position:	Department:	Anniversary Date:	Years of Service:
Sean Benz	Assistant Director Four Seasons	Parks and Recreation	October 3 rd	20
Karen Montplaisir	Accounting Technician	Public Health	October 3 rd	3
Ben Frear	Deputy Sheriff Patrol	Sheriff	October 6 th	11
Bryan Hannah	Appraiser	Assessor	October 7 th	1
Katy McMann	RN	Public Health	October 9 th	12
Jeremy Wiste	Deputy Sheriff Patrol	Sheriff	October 9 th	2
Carrie Holmen	Accounting Specialist	Highway	October 10 th	3
Todd Mogen	Highway Maintenance Technician	Highway	October 11 th	4
Kristi Jorgenson	Accounting Support Specialist	Landfill	October 13 th	5
Rene Gilormini	Director of Veteran Services	Veteran Services	October 24 th	20
Katelin Bahl	Correctional Officer	Detention Center	October 24 th	3
Tiffany Wentura	Technical Clerk I	Planning and Zoning	October 24 th	3
William Bromley	Adult Probation Officer II	Community Corrections	October 26 th	10
Kari Woltman	Investigator	Sheriff	October 27 th	14
Penny Miller	Technical Clerk II	Recorder	October 28 th	1
Chad Schlueter	Deputy Sheriff Patrol	Sheriff	October 29 th	11



Steele County Agenda Item

Request for Board Action

Subject: Road Use and Repair Agreement

Department: Highway

Committee: Public Works

Committee Meeting Date: October 14, 2025

Work Session Date: n/a

Board Meeting Date: October 14, 2025

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

N/A

Approve Road Use and Repair Agreement, by and between Steele County, MN and Dodge County Wind, LLC.

Background (*Including Budget Impact*):

The following background is from the Recitals from the proposed Road Use and Repair Agreement:

Dodge County Wind, LLC desires and intends to develop an approximately 259-megawatt large wind energy conversion system in Steele County and Dodge County, Minnesota. A site plan map outlining the boundaries of the Project is attached as Exhibit A in the Road Use and Repair Agreement.

Dodge County Wind, LLC has applied for a site permit for a large wind energy conversion system from the Minnesota Public Utilities Commission pursuant to Minnesota Statutes Chapters 216F. The rules implementing these LWECS permitting requirements are found in Minnesota Rules Chapter 7854.

Electricity from the Project will be transported via Transmission and Electrical Collection Systems (defined below) to a new substation located on 140th Avenue in Ripley Township in Dodge County where it will be stepped up to 161 kV gen-tie line that runs approximately 27 miles to the point of interconnection at the Pleasant Valley Substation located on County Highway 15 in Pleasant Valley Township in Mower County.

Dodge County Wind, LLC entered into agreements with the owners of the property within the Project Area, giving it control of this land for the purpose of, and authority to, develop the Project.

This Agreement specifies the commitments made by the Parties for the purpose of ensuring that the Project is consistent with the County's existing applicable policies and ordinances, and to ensure that all final approvals will be in the best interests of citizens within and adjacent to the Project Area.

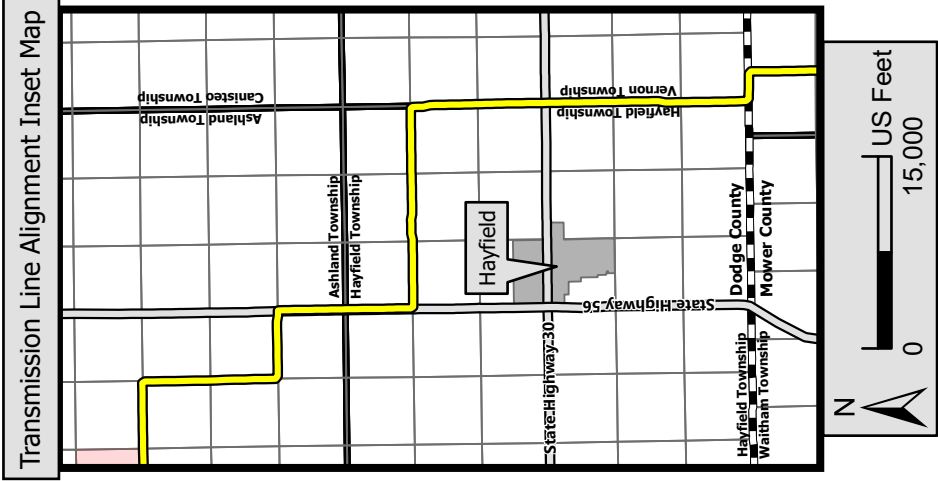
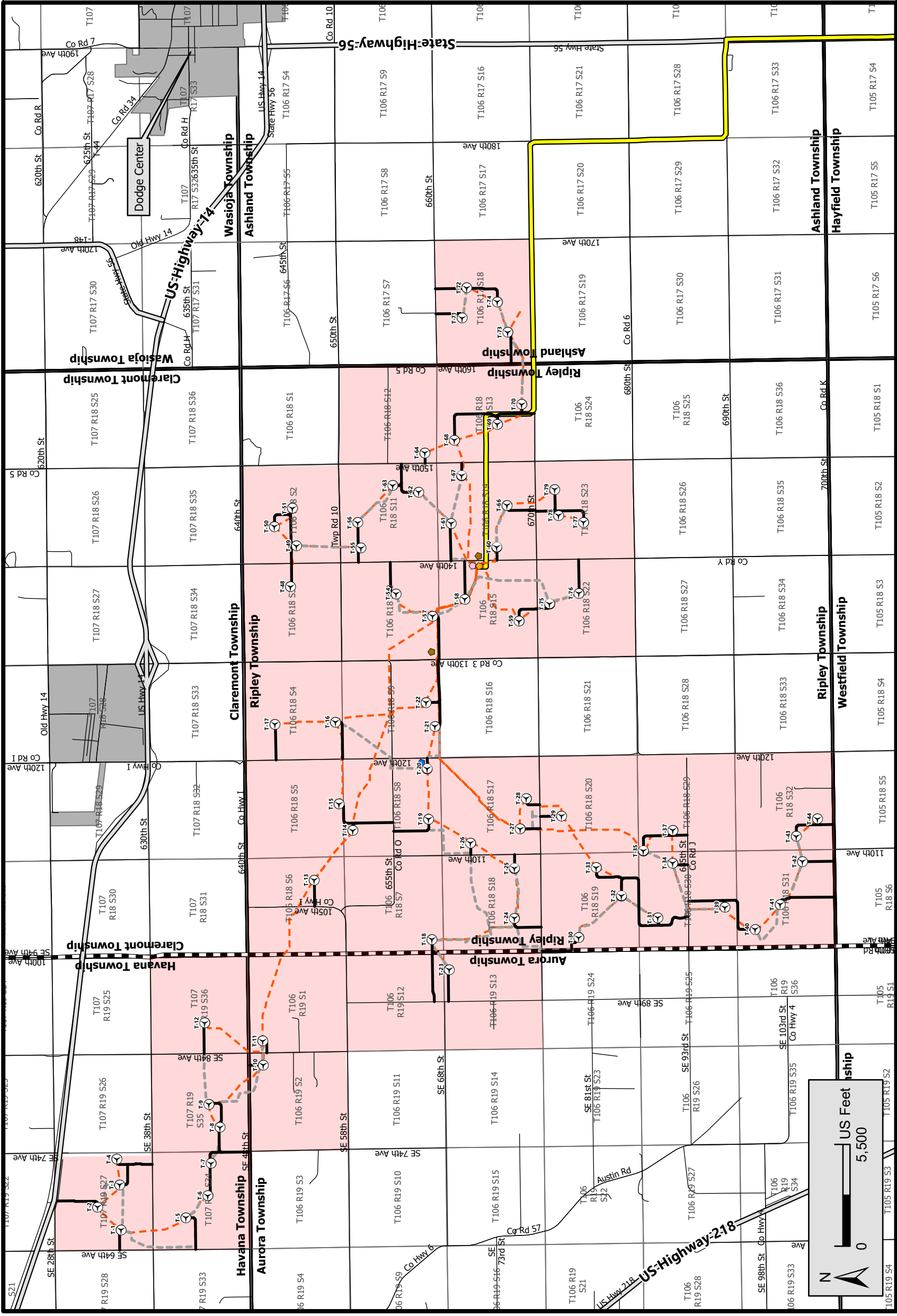
In connection with the development, construction and operation of the Project, it will be necessary for the Dodge County Wind, LLC, its affiliates and its and their respective employees, materialmen, contractors and other agents to: (i) transport heavy equipment and materials over Designated Roads and Haul Roads (each defined below) located in the Steele County, which may in certain cases be in excess of the design limits of such roads; (ii) transport certain locally sourced materials, such as concrete and gravel, on such roads; (iii) widen Designated Roads and make certain modifications and improvements (both temporary and permanent) to Designated Roads (including to certain culverts, bridges, traffic control devices, road shoulders and other related fixtures) to permit such equipment and materials to pass; and (iv) place wires, cables, conduits and/or lines (and associated poles, support structure and equipment) related to the transmission of electricity and data to and from the Project above, below and across certain roads for the purposes of carrying electrical current from the Project (collectively, "Transmission and Electrical Collection Systems"). As used in this Agreement, (A) the term "Designated Roads" refers to those portions of Public Roadway which are located within and adjacent to the Project Area, across which materials, supplies and/or equipment will be hauled by the Owner Parties in connection with the development, construction and operation of the Project; (B) the term "Haul Roads" refers to those portions of Designated Roads, across which materials, supplies and/or equipment will be hauled on overweight or oversized vehicles by the Owner Parties into the Project Area in connection with the development, construction and operation of the Project. The Designated Roads are identified in the attached Exhibit B-1 and Haul Roads are identified in the attached Exhibit B-2; and (C) the term "Public Roadway" shall refer to all public roads located within the jurisdiction of the Participating Road Authorities which are not state roads or federal roads.

The County Attorney has reviewed and approved the Road Use and Repair Agreement. There is no funding from Steele County.

Attachments:

Road Use and Repair Agreement
Map

Full Agreement with all Exhibits is available at the Highway office and online under this agenda.
The full agreement is 544 pages



Legend

- Turbines
- Batch Plant
- Laydown Yard
- O&M
- Substation
- Access Roads
- Crane Path
- Underground Collection Line
- Transmission Line Alignment
- Project Area
- Public Roads
- Municipalities
- County Boundary
- Section
- Township

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

NEXTERA
ENERGY
RESOURCES

Westwood
PROFESSIONAL SERVICES, INC.
Toll Free (888) 937-5150 westwoodps.com

Dodge County Wind Project

Steele & Dodge Counties, Minnesota

Exhibit A: Site Plan

June 4, 2025

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

Dated October 14, 2025

ROAD USE AND REPAIR AGREEMENT

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

RECITALS

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

Table 1: Project Area Location

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

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

- D. The Owner entered into agreements with the owners of the property within the Project Area, giving it control of this land for the purpose of, and authority to, develop the Project.
- E. This Agreement specifies the commitments made by the Parties for the purpose of ensuring that the Project is consistent with the County's existing applicable policies and ordinances, and to ensure that all final approvals will be in the best interests of citizens within and adjacent to the Project Area.

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

AGREEMENT

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

1. Use of Roads.

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

1.2 County Engineer to Enforce for Participating Road Authorities. For purposes of this Road Use and Repair Agreement, the Owner and the Participating Road Authorities have agreed that the County Engineer shall have the exclusive authority to enforce such agreements as they relate to the Designated Roads identified on Exhibit B-1, as may be amended from time to time. Resolutions authorizing the County Engineer to enforce the provisions of the Agreements, and by which the Participating Road Authorities consent to and agree to be bound by the terms of this Agreement, each as they relate to township roads shall be attached as Exhibit D to this Road Use and Repair Agreement. The County Engineer will regularly consult with the applicable Participating Road Authority(ies) with respect to any material decision-making related to this Road Use and Repair Agreement to the extent the subject of the decision-making concerns Designated Roads under the jurisdiction of such Participating Road Authority.

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

1.4 Evaluation of Designated Roads.

a. Initial Evaluations. Prior to the commencement of Project construction and before delivery of materials and equipment to the Project Area, the Owner shall, at its own expense,

hire a qualified independent engineer (“**Qualified Engineer**”) to inspect and structurally assess all Designated Roads and to provide a report (the “**Initial Evaluation**”). An enumeration of each Initial Evaluation for the Designated Roads shall be included as Exhibit C of this Road Use and Repair Agreement. The Initial Evaluation shall include or address the following:

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

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

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

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

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

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

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

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

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

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

1.6 Maintenance of Traffic. The Owner shall, throughout construction of the Project, provide and maintain all temporary traffic control devices as deemed necessary for the safe and

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

- a. To advise, warn, and alert the traveling public of construction in advance of the Project termini and on all roads, streets, and public trails approaching or crossing the Project.
- b. To control and guide traffic through the Project; and if necessary to provide necessary flag persons and pilot vehicles.
- c. Owner shall respond as soon as practicable, but during a bonafide emergency situation involving the imminent risk of personal injury, loss of life or significant property damage, in no event later than twenty-four (24) hours after actual receipt by Owner of any call from the County Engineer or his authorized designee concerning any request for improving or correcting safety related traffic control devices.
- d. If, at any time, Owner fails to properly furnish, install, maintain or remove any required traffic control devices in a timely manner, the County reserves the right to properly correct the deficiency. All reasonable, documented costs incurred by the County to correct the deficiency, without markup, shall be paid by Owner.

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

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

- a. Provide the County Engineer with a detailed map showing the total number of crossings along with coordinates for each.
- b. Complete two driveway permits for each crossing.
- c. The Owner shall supply a traffic control plan for the crane crossings detailing how the traffic shall be handled during each of the crossings, the time frame for all road closures, and detail how the closure shall be handled with the applicable County highway department and County law enforcement center.
- d. No roadway shall be closed without giving 24 hour notice to the County Engineer or his authorized designee and the applicable law enforcement center.
- e.

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

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

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

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

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

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

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

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

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

1.10 Maintenance of Roads During Construction. The Owner shall maintain all Designated and Haul Roads, as it pertains to Owner’s construction efforts, during construction to the reasonable satisfaction of the County Engineer. Maintenance during construction shall constitute continuous and effective work prosecuted day by day, with adequate equipment and

forces to the end that all roadways and structures are kept in such reasonably satisfactory condition at all times.

a. If, at any time, the Owner fails to comply with these provisions, the County Engineer will notify the Owner of the deficiencies. If the Owner fails to remedy unsatisfactory maintenance within a commercially reasonable time after receipt of written notice to do so, the County Engineer may immediately proceed to maintain the roadway and shall invoice the Owner for the reasonable and documented costs incurred in connection with the maintenance. Notwithstanding anything to the contrary, Owner's maintenance obligations with respect to Designated and Haul roads shall be limited only to dust control, sweeping, blading of gravel surfaces, aggregate surfacing and bituminous surfacing, and said maintenance obligations will remain in effect only during those times when Owner is actively engaged in construction activities within the Project Area. The County Engineer may, in its discretion and as staff time permits, make inspections of the Designated Roads to ensure compliance with the Owner's maintenance and safety obligations.

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

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

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

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

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

2. Repair of Designated Roads.

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

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

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

b.

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

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

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

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

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

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

2.3 Failure to Repair. If the Owner fails on its own to repair any Designated Road that is damaged by Hauling Activities conducted by the Owner Parties, the County Engineer may require in writing that the Owner repair such damage and return such roads to the condition such roads were in prior to such damage (as closely as is reasonably practicable having due regard for normal wear and tear). Prior to commencement of such repair, the County Engineer and the Owner shall meet to review the damage in relation to the Initial Evaluation or most recent subsequent evaluation, as applicable. After such review, the Owner shall repair (or cause to be repaired) such damage and restore the road to the standard set forth in Article 2.1, to the extent such damage was caused by Hauling Activities conducted by the Owner Parties. Any repair and restoration shall promptly be performed at such times as the County Engineer may reasonably determine, having due regard for safety, the presence of emergency conditions and the costs of such repairs. If the Owner fails to repair such roads within the agreed period, then, unless the Parties mutually agree otherwise, the County Engineer may make such repairs and shall invoice the Owner for the reasonable costs incurred by County in connection with the repair, without markup. Any such invoice shall be accompanied by reasonable supporting documentation sufficient to justify the amounts claimed due by the County. The Owner shall pay such invoiced amounts within thirty (30) days following Owner's receipt of the invoice and supporting documentation. If Owner fails to make timely payment for amounts owed under this Section, the County may access the security provided under Article 5 of this Agreement.

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

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

b. Owner makes no, and hereby disclaims all, representations, warranties, covenants and agreements of every kind and character, express or implied or arising by operation of law, with respect to County's, the other Participating Road Authority's or the Governmental Agents' respective efforts to cause the Damaged Property to be repaired, maintained, replaced or otherwise restored, including but not limited to, representations, warranties, covenants and

agreements as to: (i) matters of physical conditions, legal matters or any other matter or thing relating to or affecting the Damaged Property and/or the County's, the other Participating Road Authority's or the Governmental Agents' respective efforts to cause same to be repaired, maintained, replaced and/or otherwise restored; (ii) the experience, qualification or suitability of, or any other matter related to, those Governmental Agents who County or the applicable Participating Road Authorities select to complete the applicable repair, maintenance, replacement and/or restoration efforts; or (iii) the manner or quality of the construction or materials incorporated by the County, the Participating Road Authority or Governmental Agents into repairing, maintaining, replacing and/or restoring the Damaged Property.

3. Modifications to Designated Roads

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

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

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

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

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

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

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

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

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

3.2 Compliance with Law. The Owner agrees that all road modifications shall comply with all applicable laws except to the extent provided for in this Road Use and Repair Agreement.

County agrees that the weight restrictions imposed under the provisions of Minn. Stat. § 169.87(1) and (2) shall not be applicable to the Owner Parties' use of unpaved Designated Roads for Project-related purposes. No overweight vehicles shall be permitted on paved roads during the load restriction period pursuant to Minn. Stat. § 169.87, to include two (2) weeks beyond the State-designated period.

3.3 Transmission and Electrical Collection Systems. The County and each of the other Participating Road Authorities will issue a permit to Owner, its successors and assigns for the placement of Transmission and Electrical Collection Systems related to this Project over, under and/or across the public right of way for the Designated Roads, subject to the reasonable approval of the County Engineer of the location of the Transmission and Electrical Collection Systems within said public right of ways. The Owner shall file a 'Utility Permit' application to document the location of the Transmission and Electrical Collection Systems. The Owner agrees to meet the conditions of the Utility Permit with respect to such installations. Utility permit fees are set forth in Exhibit G of this agreement. Neither County nor the other Participating Road Authorities shall construct or place, or allow the construction or placement of, any buildings, structures, plants, or other obstructions within or near the right of way which would result in the violation of the minimum clearance requirements of the National Electric Safety Code or would interfere with the operation and maintenance of the Transmission and Electrical Collection Systems by Owner, its successors or assigns. The Participating Road Authorities shall not excavate or undertake or permit any action near or underneath the Transmission and Electrical Collection Systems installed that undermines or otherwise adversely affects their stability, operation and usability for the transmission of electrical power. Owner shall have the right to cut, prune and remove or otherwise dispose of any foliage or vegetation on or near the right of way that Owner deems a threat or potential threat to the Transmission and Collection Systems.

4. Completion of Repairs and Restoration and Certificate of Completion

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

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

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

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

5. **Security.**

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

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

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

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

6. General Provisions.

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

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

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

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

6.5 Participating Road Authorities' Representatives. The following individuals represent the Participating Road Authorities listed below regarding the matters set forth in Article 1.2 above. In the event any of the Participating Road Authorities wish to schedule a meeting or otherwise communicate directly with Owner, or vice versa, the County Engineer shall facilitate those efforts using good faith, diligent efforts, and the County Engineer shall join in those meetings and/or communications.

Aurora Township	
Havana Township	
Blooming Prairie Township	
Steele County	

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

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

7. Default and Remedies.

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

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

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

c. Draw on or utilize any funds or other security provided to the County pursuant to this Agreement to the extent reasonably necessary and provide payment due and owing to the County or complete any work to be done under this Agreement, including, without limitation, the inspection, repair or replacement of any Designated Road, or the remediation of any nuisance caused by Owner's failure to complete any of its obligations under this Agreement;

d. Seek injunctive relief;

e. Suspend any work or improvement relating to the Project by issuing a stop work order; and/or

f. Take any other reasonable, justifiable action at law or in equity which may be lawfully available to the County.

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

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

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

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

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

8. Indemnity.

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

9. Entire Agreement.

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

[Signatures follow on next page.]

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

DODGE COUNTY WIND, LLC

By: _____

Date: _____

STEELE COUNTY

By: _____
James Brady, Chairperson

Date: _____

ATTEST

And: _____
Renae Fry, County Administrator

Date: _____

RECOMMENDED FOR

By: _____
Ronald Gaines Public Works Director, County Engineer

Date: _____

**APPROVAL AS TO FORM AND
EXECUTION**

By: _____
Robert Jarrett, County Attorney

Date: _____

LIST OF EXHIBITS

Site Plan	Exhibit A
Designated Roads.....	Exhibit B-1
Haul Roads.....	Exhibit B-2
Initial Evaluation	Exhibit C
Township Resolutions.....	Exhibit D
Testing Protocol	Exhibit E
Recommendations Report.....	Exhibit F
Permit Fee Summary.....	Exhibit G
Moving Permit	Exhibit H

All Exhibits are available at th Highway Office or online located under the Board Meeting of October 14, 2025



Steele County Agenda Item

Request for Board Action

Subject: Minnesota Paid Leave Plan Selection

Department: Human Resources

Committee: Internal Central Services

Committee Meeting Date: October 7, 2025

Work Session Date: Enter a date.

Board Meeting Date: October 14, 2025

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Committee recommended moving item to the full board.

Recommendation:

Provide Minnesota Paid Leave benefits to employees via a private plan administered by Madison National Life.

Minnesota Paid Leave Law:

Minnesota's paid leave law takes effect January 1, 2026. The paid leave law provides partial wage replacement and job protection for employees on leave from employment due to qualifying medical and/or family reasons. The paid leave law allows eligible employees to take up to 12 weeks of medical leave and up to 12 weeks of family leave per year, totaling a maximum of 20 weeks if they take both types of leave.

Maximum weekly benefit an employee may be eligible to receive is \$1,423.00.

The State of Minnesota will be administering the plan; however, Minnesota does allow employers to substitute with a private equivalent plan approved by the state. Private plans must provide at least the same benefits and job protections as the state program and the cost for employee's share cannot be greater than an employee's portion on the state plan.

Funding for the leave program comes from a payroll tax. Employers are required to pay at least 50% of the tax and may charge employees up to 50% of the tax. The cost share must be bargained for unionized employees.

The premium rate is a percentage of an employee's wages. The state paid leave premium rate for 2026 is 0.88% payroll tax on employee wages up to the Social Security cap.

The premium rate for the state administered plan will be set annually by July 31st for the following year. According to DEED's website, the premium will be based on how the program is running, and best budgeting practices to keep the fund at a healthy level. The rate will be informed by an independent actuarial study. The premium rate cannot be more than 1.2% as set in Minnesota's Paid Leave law.

Private Plan Options:

Madison National

Madison National Life is a carrier offering private paid leave program administration in partnership with Alera. Madison National's rate is .83% of covered payroll, so it is lower than the state's premium rate. Staff are assuming better customer service from Madison National than the state plan due to existing experience working with Madison National on short-term and long-term disability insurance claims. Madison National Life is offering a one-year rate guarantee. If rates for 2027 will be higher than state plan premium, Steele County can join the state plan; however, the county would be required to stay on the state plan for at least three years.

MetLife

MetLife is another carrier that is offering private paid leave program administration. MetLife's rate is .79% for 50-200 employees. Because Steele has more than 200 benefit eligible employees, we'd be required to go through an underwriting process to determine the rate. MetLife is offering a 2-year rate guarantee; however, they also require employers to have two lines of other coverage with them and Steele County doesn't meet this criteria. To avoid disruption with our current plans, staff doesn't advise this option.

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: Participation and Support of Operation Green Light for Veterans

Committee: Internal Central Services

Committee Meeting Date: October 7, 2025

Work Session Date: Enter a date.

Board Meeting Date: October 14, 2025

Consent Agenda: ☐ Yes ☐ No

Resolution: ☒ Yes ☐ No

Policy Committee Recommendation:

.Committee recommends approving and bringing to the full board

Recommendation:

Adopt a Resolution in support and participation of Operation Green Light for Veterans

Background (*Including Budget Impact*):

America's counties have a long and proud history of serving our nation's veterans, a legacy that continues to this day as we work with our federal, state and local partners to ensure that the former service members in our communities have access to the resources they need to thrive.

For the past two years, Steele County has acknowledged Operation Green light for Veterans as a time to salute and honor the service and sacrifices of our men and women in uniform transitioning from active service.

Veterans Services would recommend lighting the front of the Steele County Administration Center, Public Works, and the County Courthouse SE entry way from November 4th through Veterans Day, November 11th 2025.

Attachments:

Resolution



STEELE COUNTY RESOLUTION

Supporting Operation Green Light for Veterans

Department: Administration Office

Date: 10/14/2025

Resolution No: 2025-039

WHEREAS, the residents of Steele County have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of those who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, Steele County seeks to honor individuals who have made countless sacrifices for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veterans Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability and compensation benefits each year; and

WHEREAS, approximately 200,000 service members transition to civilian communities annually; and an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, active military service members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, Steele County appreciates the sacrifices of our United States military personnel and believes specific recognition should be granted;

NOW, THEREFORE, BE IT RESOLVED, with designation as a Green Light for Veterans County, Steele County hereby declares November 4-11, 2025, as a time to salute and honor the service and sacrifices of those transitioning from active service; and

BE IT FURTHER RESOLVED, that in observance of Operation Green Light, Steele County by illuminating our buildings with green lights; and

BE IT FURTHER RESOLVED, that Steele County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying green lights in a window of their place of business or residence from November 4-11, 2025

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

**SHOWING OUR SUPPORT FOR
VETERANS BY ILLUMINATING
OUR COUNTY WITH
*GREEN LIGHTS!***



November 4th through November 11th has been designated as a time to salute and honor the service and sacrifice of our men and women in uniform.

As part of this nationwide initiative, Steele County will show support for our Veterans by illuminating our buildings with green lights and we ask you to join us by changing one light bulb at the entryway of your home or business to a green light or by displaying a green light in a window(s) of your home during this time.

**SHOWING OUR SUPPORT FOR
VETERANS BY ILLUMINATING
OUR COUNTY WITH
*GREEN LIGHTS!***

November 4th through November 11th has been designated as a time to salute and honor the service and sacrifice of our men and women in uniform.

As part of this nationwide initiative, Steele County will show support for our Veterans by illuminating our buildings with green lights and we ask you to join us by changing one light bulb at the entryway of your home or business to a green light or by displaying a green light in a window(s) of your home during this time.





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

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

Thursday, October 2, 2025, at 8:00 a.m. – Steele County Boardroom

Attendees: Commissioner Abbe, Commissioner Brady, Facilities and Fleet Director Jake Rysavy, and Executive Assistant Rebecca Kubicek.

Information:

- **SCFF Safety Project** – The project is completed. The state reviewed the work that was done. Working on the remaining punch list with R&K. Carrie Holmen is finishing the paperwork to receive final payment from the state grant. Will be working with Ag. Society for their portion of the work.
- **Four Seasons Centre roof** – Being worked on. East entrance and rink are complete. Working on condensing roof this week. All rock should be off this week. Should be done by the end of October.
- **Community Center** – The permit was applied for, and erosion control is needed. The city required plan will cost approximately \$3K.
- **Detention Center roof:** The project may not be done in 2026 unless the funds come out of reserves. There will be the cost of repair work till the project can be complete.
- **Space Study:** There are a couple surveys left to be submitted. Met with Wold to go over the surveys received.



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, October 7, 2025 at 8:00 a.m. – Steele County Boardroom

Attendees: Commissioner Brady, Commissioner Glynn, Human Resource Director Gina McGuire, Extension Office Director Lisa Dierks, Jail Administrator Anthony Buttera, IT Director Dave Purscell, PT&E Director Jennifer Mueller, Veteran Services Director Rene Gilormini, and Executive Assistant Rebecca Kubicek.

Consent Agenda

1. Committee recommends approving the increase to Out of County Boarding Fees from \$65.00 in 2025 to \$75.00 in 2026.
2. Committee recommends adopting a resolution granting authority to issue and sign checks for the Detention Center to Anthony Buttera and Paul Prissel.
3. Committee recommends approving COLA, health insurance and HSA/VEBA contribution amounts for non-union employee. 4% COLA increase and the same health insurance contribution as offered to the bargaining units.

General Agenda

4. MN Paid Leave - Private Plan Recommendation
Madison National premium is 1% lower than the state. We already have policies with this company, and we like their turn around times. Committee recommends bringing to the full board.
5. Operation Green Light – Committee recommends adopting the Resolution supporting Operation Green Light for Veterans and would like to bring to the full Board.

Information

6. Update on Network Security Analyst – Completed the interviews. Currently the position has not been filled at this time. This is a high demand position. After the interviews, IT is recommending taking a different route by hiring a network support analyst. This will help train someone in on County needs. They would then look at hiring from within and sending them to possible training for security analyst.

Department Head Reports

Human Resources: Open enrolment starts on 10-22. The Administrator will discuss at the 10-14 Work Session the plan for Finance Director. Gina gave a brief update on the status of the bargaining units.

PT&E Office: Public accuracy tomorrow for the coming election is tomorrow. There are two forfeitures remaining that the department is working on.

Veteran Services: Staying busy. More veterans are coming forward to claim benefits. They are seeing a decrease in pension based on the requirements as the current generation saved monies for retirement. However, they see an increase coming as the younger generations start to retire. Financial assistance is very hard to receive.

IT: The director talked about some of the more recent cyber-attacks (MCIT and Mower County). Steele County does not have the same issues because of the pieces we have in place. Discussion regarding grants that are available for training. Currently there are 250 tickets in the system. Normally there would be 100 tickets.

STEELE COUNTY
LAND USE & RECORDS COMMITTEE MINUTES
Steele County Administration Building – 630 Florence - Owatonna, MN 55060

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

Thursday, October 9, 2025, at 8:00 a.m. – Steele County Boardroom

Attendees: Commissioner Glynn, Commissioner Brady, County Assessor Brian Anderson, County Recorder Rick Kvien, PT&E Director Jennifer Mueller, GIS Coordinator Nick Flatgard, and Executive Assistant Rebecca Kubicek.

Consent:

1. Committee recommends approving SF Enterprises, LLC to clean out CD 5 in an amount of \$75,580. Eric Gulbransen, Steele County Ditch Inspector spoke regarding the cleanup for CD 5. The balance on account for CD 5 is currently \$40,176.00 less \$19K for the emergency work that was recently done. The account accumulates about \$40K per year so this account will be in the rears for a short while. Therefore, there will be no changes to the levy.
2. Committee recommends approving Permitium platform for online Minnesota Vital Records Requests. IT reviewed and found this to be okay since it is a web based platform.

Information:

3. Special AG Homestead Procedural Change: Need 40 acres or above to get Special Ag. Homestead. Any Non-contiguous parcels under 40 acres do not qualify. This is a change that will affect fewer than 25 parcels. (See attached)
4. There was a discussion regarding charging the public \$5.00 to have a document notarized where it is not a requirement of the document or other service being rendered. The committee thought this to be a good idea. The fee will be added to the 2026 Fee Schedule for review and approval by the Board of Commissioners.

Department Head Reports

Assessor: Have been working on commercial inspections with approximately inspections left to complete. New construction inspection letters will go out today. There were approximately 1200 permits pulled that they will be visiting the property for review in the next few months. The Department just completed a refreshed their web page. Just got back from the Assessor Fall Conference. It was a great conference.

GIS: Completed their Route Smart training for the highway departments routing software. They have set everything up and are now making adjustments so they can start running scenarios. They attend the state GIS conference last week. Learned how other counties are using GIS for emergency evacuation events. DNR is working on aggregate resources by county. If we want Steele County to be moved up on the list, we need to pass a resolution.

PT&E: JD11 redetermination is ready. Working on setting landowner meetings. Affects 180 Dodge County Landowners and 90 Steele County landowners. Recommending 3 landowner meetings to discuss issues. JD5 and 10 have been reviewed and now need bid for work.

Recorder: 52 marriages complete this year. Completed 81 marriages in 2024. They now use a graphic design on the Boardroom screens for their marriages. This has been well received.

Special Agricultural Homestead Overview

Eligibility Criteria:

To qualify for the Special Agricultural Homestead (for farmers no longer living on the "home place"), all of the following must apply:

1. Minimum Acreage:

- Agricultural property must be at least 40 acres.
- *Note:* Non-contiguous parcels under 40 acres do not qualify, even though some have incorrectly received this benefit in prior years.

2. No Duplicate Homesteads:

- Neither the applicant nor their spouse may claim another agricultural homestead anywhere in Minnesota.

3. Residency Proximity:

- The applicant and their spouse must reside within four cities or townships of agricultural property.

4. Minnesota Residency:

- The applicant must be a Minnesota resident.

Application Process:

• Annual Mailing:

Applications are sent out in August each year.

• Reminder Notice:

A second reminder is sent in mid-October to those who haven't returned their application.

• Volume:

Approximately 100 applications are processed annually.

Required Documentation:

Applicants must submit:

FSA 156EZ form

- IRS Schedule F

Additionally, **it is required to know who is farming the land.**

2026 Payable Tier Limits & Class Rates:

- Tier limit: \$3,800,000
- For value under the tier limit: 0.5% class rate
- For value over the tier limit: 1.0% class rate

Important Note for 2025 Assessment for 2026 Payable Review:

- After the initial August mailing, 7 property owners have been identified who may no longer qualify for Special Ag Homestead due to ineligible parcels (e.g., under 40 acres and non-contiguous).
- It's estimated that fewer than 25 parcels will be impacted.
- I will call each of the property owners who we will be removing this benefit from. We will then send a letter explaining why they do not qualify for this program on specific parcels.