



STEELE COUNTY BOARD AGENDA

Administration Center – 630 Florence Avenue – Owatonna, MN 55060

Steele County's Mission:

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

TUESDAY, APRIL 13, 2021 at 5:00 PM

County Boardroom, Steele County Administration Center

Persons with background material for agenda items are asked to provide them to the Administrator's Office 5 days prior to the meeting date so that the material can be linked to the online agenda. If handouts at the Board meeting are necessary, please bring enough copies for the Board, county staff, the press and the public. Generally, 15 copies should be sufficient.

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Approve Agenda

Public Comment

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

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

Correspondence

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.*

4. Approve March 23, 2021 Board Minutes (pg. 4)
5. Approve Bills and Journal Entries (pg. 7)
6. Approve Personnel Report (pg. 50)
7. Approve Resolution for Donation for Veteran's Service Van (pg. 51)

8. Approve Steele County Community Correction Lease – One-Year Extension (pg. 52)
9. Approve Steele County Preparedness Plan (pg. 54)
10. Approve Access Variance Request – CSAH 4: Justin Andreasen (pg. 63)
11. Award 2021 Maintenance Overlays Contract CP 074-021-002 to Crane Creek Asphalt (pg. 65)
12. Award 2021 Pavement Marking Contract CP 074-021-001 to Sir Lines-A-Lot, LLC (pg. 66)
13. Approve Steele County Detention Center Security Upgrades Advertisement for Bids (pg. 67)
14. Approve Purchase of Wheel Loader Replacement from RDO Mankato (pg. 71)

General

15. April Anniversaries (pg. 77)
16. Schedule Work Session for Transportation Plan review (pg. N/A)
17. Update on Jail Collaborative effort with Rice County (pg. N/A)
18. Renewal of CUP #210 (RDS Trucking Inc./O'Connor Pit) with 12 conditions and Findings of Facts (pg. 78)
19. CUP #423 (Blooming Prairie County Club) with 3 conditions and Findings of Facts (pg. 87)
20. CUP #424 (Crystal Valley Coop) with 5 conditions and Findings of Facts (pg. 96)
21. IUP 2021-02 (Landfill) with 7 conditions and Findings of Facts (pg. 112)
22. IUP 2021-03 (Ulland Bros/Bituminous Crushing) with 2 Conditions and Finding of Facts (pg. 124)
23. IUP 2021-05 (JJJ Companies/Bauer Pit) with 18 Conditions and Finding of Facts (pg. 133)
24. Access Variance Request – CSAH 4: Jeremy Bauer / JJJ Companies LLC (pg. 146)
25. Amendment to CUP #410 (Riverview Campground) (pg. 148)

Internal Central Services Committee – Wednesday, April 7, 2021

26. Hard Liquor License for Monterey Ballroom (pg. 170)

Information Items

27. Planning Commission Meeting Minutes - Monday, April 5, 2021 (pg. 172)

28. Internal Central Services Policy Committee Meeting Minutes – Wed. , April 7, 2021 (pg. 181)

29. Public Works Policy Committee Meeting Minutes – Thursday, April 8, 2021 (pg. 182)

Presentations:

30. Owatonna Partners for Economic Development (OPED) Presentation: (pg. 183)
Brad Meier, President/CEO of the Chamber of Commerce &
Bill Owens, Executive Director of Owatonna Area Business Development Center

Commissioner Reports:

Next Meeting Notices:

Public Safety Committee - April 14th at 8 a.m. in the Boardroom

Land Use/Records Committee – April 20th at 8 a.m. in the Boardroom

Internal Central Services Committee – April 21st at 8 a.m. in the Boardroom (Tentative)

Community Services Committee – April 22nd at 8 a.m. in the Boardroom

County Board Meeting – April 27th at 5:00 p.m. in the Boardroom

*****Closed session under the attorney-client privilege pursuant to Minn. Stat. § 13D.05, subd. 3(b), to discuss the following pending litigation: Coffey, et al. v Sheriff Lon Thiele, Court File number 20-cv-2237.*****

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.

Township or City	Description of Property for Sale	Basic Sale Price	Assessment Before Forfeiture
10242 Bixby Place Blooming Prairie, MN 55917	04-103-0007 Lot Seven (7), T.H. Kelly's Addition to the Village of Bixby	\$1,000.00	\$2,252.00
221 SW 2 nd St Blooming Prairie, MN 55917	14-107-0803 Lot 3 and E5' of Lot 4, Block 8, Virtues Addition to the Village, now City, of Blooming Prairie, Minnesota, Steele County, Minnesota	\$15,000.00	\$1,343.76

- I. Approve four Fujitsu scanners for the Auditor’s office in the amount of \$3,520 to be paid for by the Compliance Fund
- J. Authorize the chair to sign the 2020 Feedlot Officer Annual Report
- K. Approve the extension of the Families First Coronavirus Response Act Emergency Sick Leave through June 30, 2021

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve the 2021-2025 Strategic Plan, Mission Statement, Core Values and Vision Statement. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve a policy for requested Resolutions and Proclamations. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to appoint a committee consisting of Commissioners Abbe and Krueger, County Attorney, Administrator and Finance Director to provide planning and implementation oversight for the Federal American Rescue Plan Act. Ayes all.

Commissioner Reports:

Commissioner Krueger reported his attendance at Economic Relief Grant Committee meeting, Steele/Waseca Drug Court Steering Committee, South Country Health Alliance Executive Committee meeting, Public Works meeting and a Work Session

Commissioner Abbe reported his attendance at Economic Relief Grant Committee meeting, JD6 meeting, Land Use & Records Committee meeting and a Work Session.

Commissioner Gnemi reported his attendance at Drug Court meetings, Workforce meetings, Semcac meeting, Public Works meeting, Steele County Historical Society meeting, Mn Prairie Board meeting, Law Enforcement Center meeting with the Emergency Medical Team, Work Session, Drug Court meeting and South Central Human Relations Center meeting.

Commissioner Glynn reported his attendance at Internal Central Services meeting, Fair Board meeting, JD6 meeting and a Work Session.

Commissioner Brady reported his attendance at Soil & Water meeting, MN Prairie, Land Use & Records meeting, Work Session and South Central Human Relations Center meeting.

LISTING OF BILLS
3/23/2021

Advanced Correctional Healthcare Inc	9,498.84
Ancom Technical Center Inc	16,131.00
Block Plumbing & Heating Inc	4,118.27
Cellebrite Inc	4,300.00
Counties Providing Technology	4,382.00
CRK Properties LLC	6,640.06
Ehlers	15,000.00
Erickson Engineering Co LLC	2,705.00
Faribo Plumbing & Heating Inc	6,998.22
High Point Networks	21,056.00
Honeywell Inc	4,763.75
ICS Consutling Inc	32,205.68

Kappy's Collision Center	3,197.12
Kronos Incorporated	3,529.59
L & L Street Rods & Sport Trucks	2,933.90
Local Government Information Systems	48,982.23
M-R Sign Company, Inc	2,410.00
Mayo Clinic	2,000.00
Metro Sound & Lighting Inc	2,170.00
Mike's Repair	2,131.00
Moore Md/Kellyanna J	3,536.33
Nuss Truck & Equipment	7,948.95
Owatonna Filters	2,925.78
Paape Companies Inc	4,129.00
SCR	2,417.78
Short Elliott Hendrickson Inc	2,760.42
SRF Consulting Group Inc	20,641.91
Steele County Treasurer	6,358.25
Summit Food Services LLC	12,610.23
Thomson Reuters – West	2,208.94
US Prisoner Transport	2,312.50
77 Payments less than \$2,000	<u>32,623.44</u>
Final Total:	\$295,626.19

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to adjourn to the call of the chair at 5:22 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR

NGRITZ
4/7/21

2:35PM

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

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Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

	Vendor Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
301	DEPT			Administration			
	61505 Gopher State One-Call						
31	10-301-000-0000-6260		12.15	March locates	1031435	Consultants/Admin Fee	N
	61505 Gopher State One-Call		12.15	1 Transactions			
	37025 Innovative Office Solutions LLC						
34	10-301-000-0000-6410		35.76	Storage boxes & pens	IN3293263	Office Supplies	N
35	10-301-000-0000-6410		72.40	(2) cases paper	IN3293263	Office Supplies	N
36	10-301-000-0000-6410		8.44	Expandable file	IN3303141	Office Supplies	N
	37025 Innovative Office Solutions LLC		116.60	3 Transactions			
	51300 Metro Sales Inc						
44	10-301-000-0000-6301		244.74	Qtrly base changes for copier	INV1783306	Equip/Software Maint	N
	51300 Metro Sales Inc		244.74	1 Transactions			
	61527 Owatonna Peoples Press						
50	10-301-000-0000-6410		194.45	Annual subscription	OPP-9023	Office Supplies	N
	61527 Owatonna Peoples Press		194.45	1 Transactions			
	4247 RT Vision Inc						
66	10-301-000-0000-6301		260.00	OneGov permit software fees	2021101439	Equip/Software Maint	N
	4247 RT Vision Inc		260.00	1 Transactions			
301	DEPT Total:		827.94	Administration	5 Vendors	7 Transactions	
302	DEPT			Road & Bridge Maintenance Expense			
	87765 3D Specialties						
69	10-302-000-0000-6534		1,057.65	Sign supplies	221005	Supplies - Signing	N
	87765 3D Specialties		1,057.65	1 Transactions			
	13110 City Of Owatonna						
53	10-302-000-0000-6534		34.16	2020 Signal Maintenance	6650	Supplies - Signing	N
54	10-302-000-0000-6534		34.16	2020 Signal Maintenance	6650	Supplies - Signing	N
55	10-302-000-0000-6534		187.88	2020 Signal Maintenance	6651	Supplies - Signing	N
56	10-302-000-0000-6534		108.89	2020 Signal Maintenance	6652	Supplies - Signing	N
57	10-302-000-0000-6534		117.99	2020 Signal Maintenance	6654	Supplies - Signing	N
58	10-302-000-0000-6534		98.21	2020 Signal Maintenance	6657	Supplies - Signing	N
59	10-302-000-0000-6534		202.91	2020 Signal Maintenance	6662	Supplies - Signing	N
60	10-302-000-0000-6534		55.51	2020 Signal Maintenance	6663	Supplies - Signing	N

NGRITZ
4/7/21 2:35PM
10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
61	10-302-000-0000-6534		2020 Signal Maintenance	6666	Supplies - Signing	N
62	10-302-000-0000-6534		2020 Signal Maintenance	6668	Supplies - Signing	N
63	10-302-000-0000-6534		2020 Signal Maintenance	6670	Supplies - Signing	N
64	10-302-000-0000-6534		2020 Signal Maintenance	6672	Supplies - Signing	N
13110	City Of Owatonna	1,748.49	12 Transactions			
2982	Falkstone LLC					
26	10-302-000-0000-6525	146.87	1/4 washed chips CSAH 7	462	CSAH Supplies - Aggregate/Asphalt	N
27	10-302-000-0000-6525	146.86	1/4 washed chips CSAH 18	462	CSAH Supplies - Aggregate/Asphalt	N
28	10-302-000-0000-6525	146.86	1/4 washed chips CSAH 12	462	CSAH Supplies - Aggregate/Asphalt	N
29	10-302-000-0000-6525	146.86	1/4 washed chips CSAH 45	462	CSAH Supplies - Aggregate/Asphalt	N
2982	Falkstone LLC	587.45	4 Transactions			
23800	Fastenal Company					
30	10-302-000-0000-6534	20.36	Sign supplies	OWA232103	Supplies - Signing	N
23800	Fastenal Company	20.36	1 Transactions			
5010	Loken Excavating & Drainage					
40	10-302-000-0000-6523	2,047.04	Washed sand	130608	Supplies - Road Salt & Sand	N
5010	Loken Excavating & Drainage	2,047.04	1 Transactions			
8701	Valley Asphalt Products Inc					
70	10-302-000-0000-6525	1,461.07	Winter mix CSAH 44	12619	CSAH Supplies - Aggregate/Asphalt	N
71	10-302-000-0000-6525	1,461.07	Winter mix CSAH 18	12619	CSAH Supplies - Aggregate/Asphalt	N
72	10-302-000-0000-6525	1,461.08	Winter mix CSAH 12	12619	CSAH Supplies - Aggregate/Asphalt	N
73	10-302-000-0000-6525	1,461.08	Winter mix CSAH 7	12619	CSAH Supplies - Aggregate/Asphalt	N
8701	Valley Asphalt Products Inc	5,844.30	4 Transactions			
302	DEPT Total:	11,305.29	Road & Bridge Maintenance Expense	6 Vendors	23 Transactions	
303	DEPT		Construction Expense			
524	Kecks Repair Inc					
38	10-303-000-0000-6510	76.44	Truck light	295505	Engineering & Surveying Supplies	N
524	Kecks Repair Inc	76.44	1 Transactions			
303	DEPT Total:	76.44	Construction Expense	1 Vendors	1 Transactions	
304	DEPT		Equipment Maintenance & Shops			

Steele County



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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
1	7846 Boss Supply Co		Parts, unit#2122	30562	Machinery/Vehicle Parts	N
	10-304-000-0000-6520	92.29				
	7846 Boss Supply Co	92.29	1 Transactions			
2	10150 Carquest Auto Parts		Parts, unit#2146	400062	Machinery/Vehicle Parts	N
	10-304-000-0000-6520	7.79				
3	10-304-000-0000-6520	56.53	Parts, unit#2171	400257	Machinery/Vehicle Parts	N
4	10-304-000-0000-6540	249.96	Parts, unit#2022	400335	Fuel & Lubricants	N
5	10-304-000-0000-6520	217.56	Return parts, unit#2022	400415	Machinery/Vehicle Parts	N
6	10-304-000-0000-6520	9.99	Parts, unit#9998	400474	Machinery/Vehicle Parts	N
7	10-304-000-0000-6520	41.94	Parts, unit#2131	400625	Machinery/Vehicle Parts	N
8	10-304-000-0000-6520	19.48	Parts, unit#2022	400659	Machinery/Vehicle Parts	N
9	10-304-000-0000-6511	35.27	Brake cleaner & clamp	400757	Maint Shop Supplies & Materials	N
10	10-304-000-0000-6520	11.49	Parts, unit#2146	400836	Machinery/Vehicle Parts	N
11	10-304-000-0000-6520	12.99	Parts, unit#2023	401050	Machinery/Vehicle Parts	N
12	10-304-000-0000-6540	30.79	Parts, unit#2201	401720	Fuel & Lubricants	N
13	10-304-000-0000-6520	411.44	Parts, unit#2065	401927	Machinery/Vehicle Parts	N
14	10-304-000-0000-6520	23.96	Parts, unit#2065	401945	Machinery/Vehicle Parts	N
15	10-304-000-0000-6520	35.77	Parts, unit#2065	402013	Machinery/Vehicle Parts	N
16	10-304-000-0000-6520	28.31	Parts, unit#2194	402131	Machinery/Vehicle Parts	N
17	10-304-000-0000-6520	6.49	Parts, unit#2130	402287	Machinery/Vehicle Parts	N
18	10-304-000-0000-6511	5.99	Garage door lube	402385	Maint Shop Supplies & Materials	N
19	10-304-000-0000-6520	25.68	Parts, unit#2077	402431	Machinery/Vehicle Parts	N
20	10-304-000-0000-6540	325.38	Parts, unit#2145	402744	Fuel & Lubricants	N
	10150 Carquest Auto Parts	1,121.69	19 Transactions			
21	8702 Community Co-op Oil Assn		Diesel fuel	92278	Supplies-Diesel Fuel	N
	10-304-000-0000-6521	8,280.00				
22	10-304-000-0000-6540	8,560.00	Unleaded fuel	92278	Fuel & Lubricants	N
	8702 Community Co-op Oil Assn	16,840.00	2 Transactions			
23	16480 Crysteel Truck Equipment Inc		Parts, unit#2131	LP202815	Machinery/Vehicle Parts	N
	10-304-000-0000-6520	1,211.57				
24	10-304-000-0000-6600	206.61	Parts, unit#2210	LP203231	Capital Outlay	N
25	10-304-000-0000-6520	360.16	Parts, unit#2131	LP203325	Machinery/Vehicle Parts	N
	16480 Crysteel Truck Equipment Inc	1,778.34	3 Transactions			
32	33550 Hillyard-Hutchinson		Janitorial supplies	604287111	Maint Shop Supplies & Materials	N
	10-304-000-0000-6511	285.98				

NGRITZ
4/7/21 2:35PM
10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
33550	Hillyard-Hutchinson		285.98	1 Transactions		
33	35020 Huber Supply Co Inc					
	10-304-000-0000-6513		187.28	Right angle impact wrench	3011000	Tools N
	35020 Huber Supply Co Inc		187.28	1 Transactions		
37	4710 Interstate Power Systems Inc					
	10-304-000-0000-6512		245.00	Inspection "A" generator	R001172573	Bldg Repair & Maintenance N
	4710 Interstate Power Systems Inc		245.00	1 Transactions		
39	8418 Linquist/Kevin					
	10-304-000-0000-6512		34.98	Tree reimbursement	Lowe's Ret	Bldg Repair & Maintenance N
	8418 Linquist/Kevin		34.98	1 Transactions		
41	49625 Matejcek Implement Co					
	10-304-000-0000-6520		8.16	Parts, unit#2130	IB17561	Machinery/Vehicle Parts N
	49625 Matejcek Implement Co		8.16	1 Transactions		
42	50510 McNeilus Steel Inc					
	10-304-000-0000-6520		138.86	Parts, unit#2122	1641504	Machinery/Vehicle Parts N
43	10-304-000-0000-6520		22.81	Parts, unit#2122	1644446	Machinery/Vehicle Parts N
	50510 McNeilus Steel Inc		161.67	2 Transactions		
45	51630 Mike's Repair					
	10-304-000-0000-6252		48.00	Parts, unit#2131	91630	Contracted Services N
	51630 Mike's Repair		48.00	1 Transactions		
46	4097 Nuss Truck & Equipment					
	10-304-000-0000-6520		41.88	Parts, unit#2130	1201513P	Machinery/Vehicle Parts N
47	10-304-000-0000-6520		100.24	Parts, unit#2130	2213309P	Machinery/Vehicle Parts N
	4097 Nuss Truck & Equipment		142.12	2 Transactions		
48	61520 Owatonna Motor Company					
	10-304-000-0000-6252		873.06	Custom labor, unit#2052	661542	Contracted Services N
49	10-304-000-0000-6520		720.00-	Parts, unit#2053	CM147749	Machinery/Vehicle Parts N
	61520 Owatonna Motor Company		153.06	2 Transactions		
52	61560 Owatonna Public Utilities					
	10-304-000-0000-6514		4,345.17	Utilities - 3000 Hoffman Drive	718562	Utility Services N

NGRITZ
4/7/21 2:35PM
10 Road & Bridge Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
61560	Owatonna Public Utilities		4,345.17	1 Transactions		
3314	Ronco Engineering Sales					
65	10-304-000-0000-6520		124.80	Parts, unit 2122	3240248	Machinery/Vehicle Parts N
3314	Ronco Engineering Sales		124.80	1 Transactions		
4283	Southern Mn Inspection					
67	10-304-000-0000-6512		847.30	Annual hoist inspection	17369	Bldg Repair & Maintenance N
4283	Southern Mn Inspection		847.30	1 Transactions		
85167	Stewart Sanitation					
68	10-304-000-0000-6514		107.63	March services	0000648951	Utility Services N
85167	Stewart Sanitation		107.63	1 Transactions		
304	DEPT Total:		26,523.47	Equipment Maintenance & Shops	17 Vendors	41 Transactions
309	DEPT			Flood Disaster Shop		
61560	Owatonna Public Utilities					
51	10-309-000-0000-6514		104.37	Utilities - 828 Hoffman Drive	718553	Utility Services N
61560	Owatonna Public Utilities		104.37	1 Transactions		
309	DEPT Total:		104.37	Flood Disaster Shop	1 Vendors	1 Transactions
10	Fund Total:		38,837.51	Road & Bridge Fund		73 Transactions
	Final Total:		38,837.51	30 Vendors	73 Transactions	

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
10	38,837.51	Road & Bridge Fund	
All Funds	38,837.51	Total	Approved by,
			
			

NGRITZ
4/8/21

1:17PM

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

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

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
3	DEPT		County Wide			
	2189 Further					
111	01-003-000-0000-6893		252.25	Patricipant fee - March	15629687	Unallocated Insurance N
	2189 Further		252.25	1 Transactions		
	8729 McKesson Medical - Surgical					
68	01-003-010-0000-6820		133.51	Test Strips - Wellness	18083529	Wellness Grant Expense N
	8729 McKesson Medical - Surgical		133.51	1 Transactions		
	85100 Skala/Linda					
199	01-003-565-0000-6801		69.99	Damage uniform pants	2/25/2021	General Expense - COVID 19 N
	85100 Skala/Linda		69.99	1 Transactions		
3	DEPT Total:		455.75	County Wide	3 Vendors	3 Transactions
5	DEPT			Board Of Commissioners		
	7866 Brady/James					
243	01-005-000-0000-6331		16.80	Mileage - March		Mileage Reimbursement N
	7866 Brady/James		16.80	1 Transactions		
	8241 Gnemi/Rick A					
11	01-005-000-0000-6331		13.20	Mileage January-March 16		Mileage Reimbursement N
	8241 Gnemi/Rick A		13.20	1 Transactions		
	51300 Metro Sales Inc					
69	01-005-000-0000-6410		568.49	Printer/Copier contract - 62%	1783803	Office Supplies N
	51300 Metro Sales Inc		568.49	1 Transactions		
5	DEPT Total:		598.49	Board Of Commissioners	3 Vendors	3 Transactions
13	DEPT			Law Library		
	70550 Thomson Reuters - West					
200	01-013-000-0000-6501		958.60	West Info charges - March	844089792	Books N
	70550 Thomson Reuters - West		958.60	1 Transactions		
13	DEPT Total:		958.60	Law Library	1 Vendors	1 Transactions
31	DEPT			County Administrator		

Steele County



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	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
2	4319 Association Of Mn Counties						
	01-031-000-0000-6261		129.00	Practical Leadership - Scott G	58435	Conference & Training	N
	4319 Association Of Mn Counties		129.00	1 Transactions			
70	51300 Metro Sales Inc						
	01-031-000-0000-6410		64.18	Printer/Copier contract - 7%	1783803	Office Supplies	N
	51300 Metro Sales Inc		64.18	1 Transactions			
22	4879 Shred Right						
	01-031-000-0000-6801		5.00	Shredding service	547473	General Expense	Y
195	01-031-000-0000-6801		5.00	Shredding service	547917	General Expense	Y
	4879 Shred Right		10.00	2 Transactions			
31	DEPT Total:		203.18	County Administrator	3 Vendors	4 Transactions	
32	DEPT			Human Resources			
1	4319 Association Of Mn Counties						
	01-032-000-0000-6261		129.00	Practical Leadership - Gina M	58435	Conference & Training	N
	4319 Association Of Mn Counties		129.00	1 Transactions			
71	51300 Metro Sales Inc						
	01-032-000-0000-6410		284.25	Printer/Copier contract - 31%	1783803	Office Supplies	N
	51300 Metro Sales Inc		284.25	1 Transactions			
23	4879 Shred Right						
	01-032-000-0000-6801		5.00	Shredding service	547473	General Expense	Y
196	01-032-000-0000-6801		5.00	Shredding service	547917	General Expense	Y
	4879 Shred Right		10.00	2 Transactions			
120	8338 Verified First LLC						
	01-032-000-0000-6260		34.50	BKG Check - B Hager	000300083	Background Checks	Y
	8338 Verified First LLC		34.50	1 Transactions			
32	DEPT Total:		457.75	Human Resources	4 Vendors	5 Transactions	
41	DEPT			Auditor			
36	8589 Baker Tilly US, LLP						
	01-041-000-0000-6279		2,500.00	2020 Audit progress fee	B1743803	Audit Costs	Y

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	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	8589 Baker Tilly US, LLP		2,500.00	1 Transactions		
	4212 Bussler Publishing Inc					
106	01-041-000-0000-6242		285.60	2020 Delinquent Tax listing	31008	Publishing N
	4212 Bussler Publishing Inc		285.60	1 Transactions		
	50117 Marco Technologies LLC					
58	01-041-000-0000-6410		124.13	Printer charges - Auditor	8577255	Office Supplies N
	50117 Marco Technologies LLC		124.13	1 Transactions		
41	DEPT Total:		2,909.73	Auditor	3 Vendors	3 Transactions
61	DEPT			Information Technology		
	4319 Association Of Mn Counties					
3	01-061-000-0000-6261		129.00	Practical Leadership - Dave P	58435	Conference & Training N
	4319 Association Of Mn Counties		129.00	1 Transactions		
	10018 CDW Government Inc					
37	01-061-000-0000-6413		39.90	Fiber cables - New servers	9406610	Computer Supplies N
108	01-061-000-0000-6413		79.80	Fiber cable-New servers	9738891	Computer Supplies N
	10018 CDW Government Inc		119.70	2 Transactions		
	83500 Steele County Highway Dept					
29	01-061-000-0000-6540		13.17	Fuel - February	1742	Gas & Oil N
	83500 Steele County Highway Dept		13.17	1 Transactions		
61	DEPT Total:		261.87	Information Technology	3 Vendors	4 Transactions
62	DEPT			Central Services		
	8499 Counties Providing Technology					
155	01-062-000-0000-6301		4,191.00	Gen Tech Assit/Support - April		Equip/Software Maint Y
156	01-062-000-0000-6301		50.00	Form update - Tax Stmt		Equip/Software Maint Y
	8499 Counties Providing Technology		4,241.00	2 Transactions		
	16282 Crosstown Cartage Inc					
8	01-062-000-0000-6802		75.00	Additional mail service	3/19/2021	Internal Chargeback N
7	01-062-000-0000-6801		297.00	Contracted mail service	3/19/2021	General Expense N
246	01-062-000-0000-6801		297.00	Contracted mail service	4/2/2021	General Expense N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
247	01-062-000-0000-6802		Additional mail service	4/2/2021	Internal Chargeback	N
16282	Crosstown Cartage Inc		4 Transactions			
37025	Innovative Office Solutions LLC					
12	01-062-000-0000-6410	36.20	Copy paper	3296494	Office Supplies	N
13	01-062-000-0000-6410	5.86	Supplies	3296494	Office Supplies	N
37025	Innovative Office Solutions LLC	42.06	2 Transactions			
4419	Matrix Communications Inc					
115	01-062-000-0000-6210	753.46	Phone system mainten - April	M002785	Telephone	N
4419	Matrix Communications Inc	753.46	1 Transactions			
3778	SHI International Corp					
21	01-062-000-0000-6301	465.44	Annual renewal-Service License	B13086892	Equip/Software Maint	N
3778	SHI International Corp	465.44	1 Transactions			
62	DEPT Total:	6,275.96	Central Services	5 Vendors	10 Transactions	
91	DEPT		County Attorney			
14420	Culligan Inc					
158	01-091-000-0000-6315	34.50	Water service delivery	15133397	County Attorney Forfeiture Expenditu	N
14420	Culligan Inc	34.50	1 Transactions			
50117	Marco Technologies LLC					
57	01-091-000-0000-6410	0.26	Printer charges - Attorneys	8577255	Office Supplies	N
50117	Marco Technologies LLC	0.26	1 Transactions			
90675	Us Postal Service					
201	01-091-000-0000-6215	500.00	Postage	25650870	Postage	N
90675	Us Postal Service	500.00	1 Transactions			
91	DEPT Total:	534.76	County Attorney	3 Vendors	3 Transactions	
101	DEPT		County Recorder			
20385	Einhaus Mattison Carver & Haberman PA					
249	01-101-000-0000-6286	300.00	Qrt1 - Examiner fee	136266	Exam Of Title Fee	Y
20385	Einhaus Mattison Carver & Haberman PA	300.00	1 Transactions			

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	Vendor Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
64	50117 Marco Technologies LLC						
	01-101-000-0000-6401		299.22	Printer charges - Recorder	8577255	Copies	N
	50117 Marco Technologies LLC		299.22	1 Transactions			
117	69675 Pro-West & Associates Inc						
	01-101-000-9306-6480		3,685.00	LINK maintenance	005205-B	Non-Capitalized Inv - Compliance Fu	N
	69675 Pro-West & Associates Inc		3,685.00	1 Transactions			
101	DEPT Total:		4,284.22	County Recorder	3 Vendors	3 Transactions	
102	DEPT			Surveyor			
	39600 Jones Haugh & Smith Inc						
55	01-102-000-0000-6801		2,850.00	Section corner remonumentation	41706	General Expense	N
	39600 Jones Haugh & Smith Inc		2,850.00	1 Transactions			
102	DEPT Total:		2,850.00	Surveyor	1 Vendors	1 Transactions	
103	DEPT			Assessor			
	37025 Innovative Office Solutions LLC						
53	01-103-000-0000-6410		87.24	Wrist rest/Mesh cup/Stapler et	3299234	Office Supplies	N
164	01-103-000-0000-6410		48.46	Postit notes/Stapler/P Sheets	3307834	Office Supplies	N
	37025 Innovative Office Solutions LLC		135.70	2 Transactions			
103	DEPT Total:		135.70	Assessor	1 Vendors	2 Transactions	
105	DEPT			Planning & Zoning			
	4212 Bussler Publishing Inc						
107	01-105-000-0000-6242		19.04	Public Notice - Noxious weeds	30999	Publishing	N
244	01-105-000-0000-6242		14.88	PC Notice	31126	Publishing	N
245	01-105-000-0000-6242		17.26	PC Notice	31127	Publishing	N
	4212 Bussler Publishing Inc		51.18	3 Transactions			
	13000 City Of Blooming Prairie						
105	01-105-000-0000-6805		51.87	Bldg permit reimb - March		Bl Pr Reimb-Bldg Permit	N
	13000 City Of Blooming Prairie		51.87	1 Transactions			
	13025 City Of Ellendale						
109	01-105-000-0000-6837		86.68	2021 Qrt 1-Bldg Permit Reimb		Ellendale Reimb-Bldg Permit	N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
13025 City Of Ellendale		86.68	1 Transactions		
669 City Of Medford					
116 01-105-000-0000-6806		440.32	2021 Qrt 1 - Bldg permit reimb		Medford Reimb-Bldg Permit N
669 City Of Medford		440.32	1 Transactions		
37025 Innovative Office Solutions LLC					
114 01-105-000-0000-6410		64.99	Paper/Postits/Tape	3303478	Office Supplies N
37025 Innovative Office Solutions LLC		64.99	1 Transactions		
83500 Steele County Highway Dept					
118 01-105-000-0000-6540		8.25	Fuel - February	1734	Gas & Oil N
83500 Steele County Highway Dept		8.25	1 Transactions		
105 DEPT Total:		703.29	Planning & Zoning	6 Vendors	8 Transactions
111 DEPT			Buildings & Grounds		
3738 Arrow Ace Hardware					
242 01-111-043-0000-6300		5.28	Bolts/Hardware	265418	Bldg Repairs & Maintenance N
3738 Arrow Ace Hardware		5.28	1 Transactions		
6980 Block Plumbing & Heating Inc					
104 01-111-040-0000-6300		254.96	Repair mop sink - Admin	58087	Bldg Repairs & Maintenance N
6980 Block Plumbing & Heating Inc		254.96	1 Transactions		
14420 Culligan Inc					
248 01-111-044-0000-6300		305.35	Repair system - Detention Ctr	15215749	Bldg Repairs & Maintenance N
14420 Culligan Inc		305.35	1 Transactions		
8492 Danilyuk/Lyudmila					
110 01-111-000-0000-6331		86.80	Mileage Jan-Feb		Mileage Reimbursement N
8492 Danilyuk/Lyudmila		86.80	1 Transactions		
33550 Hillyard-Hutchinson					
112 01-111-045-0000-6560		140.61	Cleaners/TP/Towels	604280298	Janitorial Supplies N
113 01-111-043-0000-6560		282.90	Soap/Towels/TP	604280299	Janitorial Supplies N
250 01-111-040-0000-6560		5.86	Mop heads - Admin	604283872	Janitorial Supplies N
252 01-111-045-0000-6560		55.38	Scrim - CCA	604287107	Janitorial Supplies N
255 01-111-043-0000-6560		83.07	Scrim - COB	604287108	Janitorial Supplies N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
254	01-111-042-0000-6560		Cleaners/Towels/Liners - CH	604287109	Janitorial Supplies	N
253	01-111-044-0000-6560		Cleaners/Liners - Detention Ct	604287110	Janitorial Supplies	N
251	01-111-041-0000-6560		Towels/Cleaners - Annex	604287112	Janitorial Supplies	N
33550	Hillyard-Hutchinson	1,599.16	8 Transactions			
32300	Honeywell Inc					
257	01-111-040-0000-6300	3,305.01	Controls Contract - Admin	5255499648	Bldg Repairs & Maintenance	N
258	01-111-041-0000-6300	3,305.00	Controls Contract - Annex	5255499648	Bldg Repairs & Maintenance	N
256	01-111-042-0000-6300	6,610.00	Controls Contract - CH	5255499648	Bldg Repairs & Maintenance	N
32300	Honeywell Inc	13,220.01	3 Transactions			
36550	IFACS					
40	01-111-040-0000-6300	11.54	Water pump repair	5234577	Bldg Repairs & Maintenance	N
36550	IFACS	11.54	1 Transactions			
37025	Innovative Office Solutions LLC					
54	01-111-000-0000-6410	21.51	Heavy duty stapler	3296405	Office Supplies	N
37025	Innovative Office Solutions LLC	21.51	1 Transactions			
41700	Karow/Karen					
259	01-111-000-0000-6331	148.96	Mileage - Jan to March		Mileage Reimbursement	N
41700	Karow/Karen	148.96	1 Transactions			
8155	Link Support Services LLC					
260	01-111-044-0000-6300	1,050.00	UPS & Battery Maintenance	1579	Bldg Repairs & Maintenance	N
8155	Link Support Services LLC	1,050.00	1 Transactions			
52550	MEI Total Elevator Solutions					
261	01-111-042-0000-6300	182.63	Elevator Serv Contract - CH	903935	Bldg Repairs & Maintenance	N
262	01-111-040-0000-6300	182.60	Elevator Serv Contract - SCAC	903936	Bldg Repairs & Maintenance	N
52550	MEI Total Elevator Solutions	365.23	2 Transactions			
585	Olympic Fire Protection Corp					
73	01-111-044-0000-6300	2,255.92	Replace pipe - Det Ctr	25439291	Bldg Repairs & Maintenance	N
585	Olympic Fire Protection Corp	2,255.92	1 Transactions			
62700	Owatonna Fire & Safety LLC					
79	01-111-040-0000-6300	152.00	Fire Ext Mnt/Insp - Admin	41958	Bldg Repairs & Maintenance	Y
78	01-111-041-0000-6300	80.00	Fire Ext Mnt/Insp - Annex	41959	Bldg Repairs & Maintenance	Y

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
76 01-111-043-0000-6300	60.00	Fire Ext Mnt/Insp - Garage	41960	Bldg Repairs & Maintenance	Y
74 01-111-042-0000-6300	76.00	Fire Ext Mnt/Insp - CH	41961	Bldg Repairs & Maintenance	Y
77 01-111-043-0000-6300	28.00	Fire Ext Mnt/Insp - Attorney	41963	Bldg Repairs & Maintenance	Y
80 01-111-046-0000-6300	20.00	Fire Ext Mnt/Insp - Towers	41964	Bldg Repairs & Maintenance	Y
81 01-111-044-0000-6300	720.00	Fire Ext Mnt/Insp - Det Ctr	41967	Bldg Repairs & Maintenance	Y
62700 Owatonna Fire & Safety LLC	1,136.00	7 Transactions			
62815 Owatonna Groundsmasters Inc					
89 01-111-040-0000-6386	751.45	Sand/Salt & plow - Admin	142802	Parking Lot Maintenance	N
90 01-111-041-0000-6386	423.70	Sand/Salt & plow - Admin	142803	Parking Lot Maintenance	N
88 01-111-044-0000-6386	1,339.02	Sand/Salt & plow - Det Ctr	142804	Parking Lot Maintenance	N
91 01-111-042-0000-6386	522.97	Sand/Salt & plow - Admin	142806	Parking Lot Maintenance	N
87 01-111-043-0000-6386	224.20	Sand/Salt & plow - COB	142807	Parking Lot Maintenance	N
85 01-111-047-0000-6386	491.62	Sand/Salt & plow - Gym	142809	Parking Lot Maintenance	N
62815 Owatonna Groundsmasters Inc	3,752.96	6 Transactions			
61520 Owatonna Motor Company					
264 01-111-000-0000-6320	237.52	Repair damage	659102	Fleet Vehicle Maintenance	N
263 01-111-000-0000-6320	263.26	Repair damage - Balance	662068	Fleet Vehicle Maintenance	N
61520 Owatonna Motor Company	500.78	2 Transactions			
61560 Owatonna Public Utilities					
269 01-111-047-0000-6250	62.89	Utilities - Gymnastics	716285	Utilities	N
266 01-111-042-0000-6250	4,248.93	Utilities - CH	718555	Utilities	N
267 01-111-041-0000-6250	2,507.16	Utilities - Annex	718556	Utilities	N
265 01-111-040-0000-6250	5,663.06	Utilities - SCAC	718557	Utilities	N
268 01-111-044-0000-6250	13,808.05	Utilities - Detention Ctr	718563	Utilities	N
61560 Owatonna Public Utilities	26,290.09	5 Transactions			
71066 R & K Electric Inc					
92 01-111-044-0000-6300	170.00	Boiler room repair - Admin	58227	Bldg Repairs & Maintenance	N
71066 R & K Electric Inc	170.00	1 Transactions			
83500 Steele County Highway Dept					
99 01-111-000-0000-6562	314.99	Fuel - Jan & Feb	1738	Fuel And Gas	N
101 01-111-043-0000-6386	1,003.11	Haul snow - COB	1739	Parking Lot Maintenance	N
83500 Steele County Highway Dept	1,318.10	2 Transactions			
85167 Stewart Sanitation					

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
270	01-111-041-0000-6300		Trash/Recycling - Annex	648949	Bldg Repairs & Maintenance	N
272	01-111-042-0000-6300		Trash/Recycling - CH	648952	Bldg Repairs & Maintenance	N
271	01-111-043-0000-6300		Trash/Recycling - COB	648952	Bldg Repairs & Maintenance	N
273	01-111-040-0000-6300		Trash/Recycling - Admin	649231	Bldg Repairs & Maintenance	N
85167	Stewart Sanitation	396.48	4 Transactions			
5967	Wobschall/Tanner					
103	01-111-000-0000-6331	98.56	Mileage Jan - March 7		Mileage Reimbursement	N
5967	Wobschall/Tanner	98.56	1 Transactions			
99250	Zep Sales & Service					
276	01-111-042-0000-6560	122.49	Air freshner - CH	9006128920	Janitorial Supplies	N
99250	Zep Sales & Service	122.49	1 Transactions			
111	DEPT Total:	53,110.18	Buildings & Grounds	21 Vendors	51 Transactions	
121	DEPT		Veteran Service			
14420	Culligan Inc					
159	01-121-000-0000-6301	15.00	Water - March	15391516	Repairs/Maintenance	N
14420	Culligan Inc	15.00	1 Transactions			
50117	Marco Technologies LLC					
65	01-121-000-0000-6410	32.75	Printer charges - Veterans	8577255	Office Supplies	N
50117	Marco Technologies LLC	32.75	1 Transactions			
83500	Steele County Highway Dept					
30	01-121-000-0000-6540	251.00	Fuel - February	1736	Gas & Oil	N
83500	Steele County Highway Dept	251.00	1 Transactions			
121	DEPT Total:	298.75	Veteran Service	3 Vendors	3 Transactions	
201	DEPT		Sheriff			
8919	ArchKey Technologies					
4	01-201-000-0000-6425	3,962.00	LEC Camera Evid Room Addition	91454	Investigation Expense	N
8919	ArchKey Technologies	3,962.00	1 Transactions			
1967	Batteries Plus Bulbs					
6	01-201-000-0000-6410	24.00	AAA Batteries - 2 pk	P37327996	Office Supplies	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
1967	Batteries Plus Bulbs		24.00	1 Transactions		
37025	Innovative Office Solutions LLC					
52	01-201-000-0000-6293	2,186.00	Chairs/Raise Desks-4-Recorders	CIN100579	Gun Permit Expenses	N
165	01-201-000-0000-6410	2,936.60	Office desk/2 chairs	CIN100635	Office Supplies	N
37025	Innovative Office Solutions LLC	5,122.60	2 Transactions			
4877	L & L Street Rods & Sport Trucks					
14	01-201-000-0000-6480	2,583.90	7408-New squad equipment	3160	Non-Capitalized Inventory	N
4877	L & L Street Rods & Sport Trucks	2,583.90	1 Transactions			
50117	Marco Technologies LLC					
62	01-201-000-0000-6381	139.79	Printer charges - LEC	8577255	Cpu Usage & Network Support	N
50117	Marco Technologies LLC	139.79	1 Transactions			
18450	Office of MN IT Services					
16	01-201-000-0000-6210	96.56	Sheriff telecom - Febraury	W21020545	Telephone	N
18450	Office of MN IT Services	96.56	1 Transactions			
68350	Pitney Bowes Inc					
175	01-201-000-0000-6293	138.48	Postage meter rental fee	1017832673	Gun Permit Expenses	N
68350	Pitney Bowes Inc	138.48	1 Transactions			
8859	Quadient Leasing USA Inc					
176	01-201-000-0000-6215	119.97	Post meter lease Apri - July	N8800958	Postage	N
8859	Quadient Leasing USA Inc	119.97	1 Transactions			
1663	Sign Pro Of Owatonna, Inc.					
197	01-201-000-0000-6480	325.00	7418 - Graphics for squad	21187	Non-Capitalized Inventory	N
198	01-201-000-0000-6480	325.00	7416 - Graphics for squad	21187	Non-Capitalized Inventory	N
1663	Sign Pro Of Owatonna, Inc.	650.00	2 Transactions			
83500	Steele County Highway Dept					
31	01-201-000-0000-6562	3,693.58	Fuel - February	1741	Gas & Oil Squads	N
83500	Steele County Highway Dept	3,693.58	1 Transactions			
84035	Tri-M Graphics					
33	01-201-000-0000-6410	53.65	Business cards - 500- David	94628	Office Supplies	N

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	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	84035 Tri-M Graphics		53.65	1 Transactions		
201	DEPT Total:		16,584.53	Sheriff	11 Vendors	13 Transactions
251	DEPT			Jail		
9	3134 Dash Medical Gloves					
	01-251-000-0000-6451		1,687.20	Latex gloves - 8 cases	1229840	Operating Supplies N
	3134 Dash Medical Gloves		1,687.20	1 Transactions		
60	50117 Marco Technologies LLC					
	01-251-000-0000-6410		409.13	Printer charges - Detention Ct	8577255	Office Supplies N
	50117 Marco Technologies LLC		409.13	1 Transactions		
18	18450 Office of MN IT Services					
	01-251-000-0000-6410		96.56	Jail Telecom - February	W21020545	Office Supplies N
	18450 Office of MN IT Services		96.56	1 Transactions		
24	4879 Shred Right					
	01-251-000-0000-6304		20.00	Shredding service	547264	Contract Serv./Bldg Maint Y
	4879 Shred Right		20.00	1 Transactions		
28	83500 Steele County Highway Dept					
	01-251-000-0000-6562		163.21	Fuel - February	1744	Gas & Oil N
	83500 Steele County Highway Dept		163.21	1 Transactions		
32	8247 Summit Food Services LLC					
	01-251-000-0000-6441		3,982.59	Inmate meals 3/13-19/2021	2000107102	Prisoner Meals N
119	01-251-000-0000-6441		3,804.63	Inmate meals 3/20-26/2021	2000107666	Prisoner Meals N
	8247 Summit Food Services LLC		7,787.22	2 Transactions		
34	618 Turnkey Corrections					
	01-251-000-0000-6418		314.28	Inmate cups	19858	Lock-Up Supplies N
35	01-251-000-0000-6418		25.66	Freight charges	19858	Lock-Up Supplies N
	618 Turnkey Corrections		339.94	2 Transactions		
251	DEPT Total:		10,503.26	Jail	7 Vendors	9 Transactions
252	DEPT			Community Corrections		

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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	Vendor Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
	No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
59	50117 Marco Technologies LLC						
	01-252-000-0000-6381		6.62	Printer charges - Com Correcti	8577255	Cpu Usage	N
	50117 Marco Technologies LLC		6.62	1 Transactions			
25	4879 Shred Right						
	01-252-000-0000-6410		10.00	Shredding service	547494	Office Supplies	Y
	4879 Shred Right		10.00	1 Transactions			
252	DEPT Total:		16.62	Community Corrections	2 Vendors	2 Transactions	
253	DEPT			Law Enforcement Center			
	33550 Hillyard -Hutchinson						
161	01-253-000-0000-6560		1,293.67	Cleaner/Tissue/Soap etc	604280297	Janitorial Supplies	N
	33550 Hillyard -Hutchinson		1,293.67	1 Transactions			
	4710 Interstate Power Systems Inc						
166	01-253-000-0000-6300		245.00	Semi-annual inspection/Generat	R001172574	Bldg Repairs & Maintenance	N
	4710 Interstate Power Systems Inc		245.00	1 Transactions			
	50117 Marco Technologies LLC						
63	01-253-000-0000-6304		172.42	Printer charges - LEC Jt	8577255	Contract Services/Bldg Mtce	N
	50117 Marco Technologies LLC		172.42	1 Transactions			
	52550 MEI Total Elevator Solutions						
172	01-253-000-0000-6304		384.22	Monthly service - April	901668	Contract Services/Bldg Mtce	N
	52550 MEI Total Elevator Solutions		384.22	1 Transactions			
	18450 Office of MN IT Services						
17	01-253-000-0000-6211		75.98	LEC Telecom - February	W21020545	Radio And Telephone	N
	18450 Office of MN IT Services		75.98	1 Transactions			
	585 Olympic Fire Protection Corp						
19	01-253-000-0000-6300		2,825.00	Replaced sprinkler heads	68028	Bldg Repairs & Maintenance	N
	585 Olympic Fire Protection Corp		2,825.00	1 Transactions			
	62700 Owatonna Fire & Safety LLC						
82	01-253-000-0000-6300		284.00	Fire Ext Mnt/Insp - LEC	41966	Bldg Repairs & Maintenance	Y
	62700 Owatonna Fire & Safety LLC		284.00	1 Transactions			

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
62815	Owatonna Groundsmasters Inc						
84	01-253-000-0000-6380		356.72	Sand/Salt & plow - LEC	142810	Grounds Maintenance	N
62815	Owatonna Groundsmasters Inc		356.72	1 Transactions			
4879	Shred Right						
26	01-253-000-0000-6254		40.50	Shredding service	547495	Garbage Disposal	Y
194	01-253-000-0000-6254		40.50	Shredding service	547939	Garbage Disposal	Y
4879	Shred Right		81.00	2 Transactions			
83500	Steele County Highway Dept						
100	01-253-000-0000-6380		618.82	Haul snow - LEC	1737	Grounds Maintenance	N
83500	Steele County Highway Dept		618.82	1 Transactions			
253	DEPT Total:		6,336.83	Law Enforcement Center	10 Vendors	11 Transactions	
391	DEPT			Environmental Services			
4955	Waste Management Of Wi-Mn						
275	01-391-000-0000-6548		52,613.09	Recycling contract	719684104917	Recycling	N
4955	Waste Management Of Wi-Mn		52,613.09	1 Transactions			
391	DEPT Total:		52,613.09	Environmental Services	1 Vendors	1 Transactions	
481	DEPT			Public Health Nursing			
115	Aaseth/Amber						
121	01-481-460-6009-6331		42.00	Mileage - March		Mileage Reimbursement	N
115	Aaseth/Amber		42.00	1 Transactions			
3282	Aaseth/Nijole						
122	01-481-460-6009-6331		22.96	Mileage - March		Mileage Reimbursement	N
3282	Aaseth/Nijole		22.96	1 Transactions			
8204	Adams/Penny						
123	01-481-460-6009-6331		24.64	Mileage - March		Mileage Reimbursement	N
8204	Adams/Penny		24.64	1 Transactions			
6032	APG Media of Southern Minnesota LLC						
153	01-481-460-6011-6243		230.00	Kids Connect - Run of Site	13052-0321	Advertising,Marketing & Promotional	N

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
6032	APG Media of Southern Minnesota LLC		230.00	1 Transactions			
2574	Archambault/Kristi						
124	01-481-460-6009-6331		184.24	Mileage - March		Mileage Reimbursement	N
125	01-481-464-6061-6331		8.96	COVID - Mileage - March		Mileage Reimbursement	N
2574	Archambault/Kristi		193.20	2 Transactions			
8205	Avery/Jamie						
126	01-481-460-6009-6331		68.32	Mileage - March		Mileage Reimbursement	N
8205	Avery/Jamie		68.32	1 Transactions			
7	Bartsch/Christine						
127	01-481-460-6009-6331		70.56	Mileage - March		Mileage Reimbursement	N
7	Bartsch/Christine		70.56	1 Transactions			
8486	Baumgartner/Ann						
128	01-481-460-6009-6331		15.12	Mileage - March		Mileage Reimbursement	N
8486	Baumgartner/Ann		15.12	1 Transactions			
8440	Braaten/Beverly A						
129	01-481-460-6009-6331		10.08	Mileage - March		Mileage Reimbursement	N
8440	Braaten/Beverly A		10.08	1 Transactions			
4212	Bussler Publishing Inc						
154	01-481-464-6061-6243		499.00	COVID - Get Vaccinated Ad	31106	Advertising,Marketing & Promotional	N
4212	Bussler Publishing Inc		499.00	1 Transactions			
7933	Caron/Amy						
131	01-481-464-6061-6331		26.88	COVID-Mileage essentials-March		Mileage Reimbursement	N
130	01-481-465-6057-6331		188.16	Mileage - March		Mileage Reimbursement	N
7933	Caron/Amy		215.04	2 Transactions			
12590	Christenson/Yukari						
132	01-481-460-6009-6331		121.52	Mileage - March		Mileage Reimbursement	N
12590	Christenson/Yukari		121.52	1 Transactions			
8789	Dahle/Teya F						
38	01-481-461-6034-6261		75.00	Reflective Consultation	1242	Conference & Training	Y
39	01-481-461-6059-6261		75.00	Reflective Consultation	1242	Conference & Training	Y

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No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
8789 Dahle/Teya F		150.00	2 Transactions		
8076 Fast/Heather					
133 01-481-460-6009-6331		53.76	Mileage - March		Mileage Reimbursement N
8076 Fast/Heather		53.76	1 Transactions		
8389 Healthcarefirst					
160 01-481-460-6009-6383		104.74	HHCAHPS fee - April	5195007	Contract Services N
8389 Healthcarefirst		104.74	1 Transactions		
5987 Hoffmann/Christine A					
134 01-481-464-6061-6331		16.80	COVID-Mileage-Feb & March		Mileage Reimbursement N
135 01-481-465-6057-6331		2.24	Mileage - March		Mileage Reimbursement N
5987 Hoffmann/Christine A		19.04	2 Transactions		
37025 Innovative Office Solutions LLC					
41 01-481-460-6009-6410		25.45	Office supplies	3301698/329459	Office Supplies N
42 01-481-460-6011-6410		1.47	Office supplies	3301698/329459	Office Supplies N
43 01-481-461-6025-6410		2.45	Office supplies	3301698/329459	Office Supplies N
44 01-481-461-6030-6410		1.47	Office supplies	3301698/329459	Office Supplies N
45 01-481-461-6032-6410		1.47	Office supplies	3301698/329459	Office Supplies N
46 01-481-461-6034-6410		0.98	Office supplies	3301698/329459	Office Supplies N
47 01-481-461-6040-6410		34.17	Office supplies	3301698/329459	Office Supplies N
48 01-481-461-6059-6410		1.47	Office supplies	3301698/329459	Office Supplies N
49 01-481-462-6047-6410		1.47	Office supplies	3301698/329459	Office Supplies N
50 01-481-464-6061-6410		28.55	Office supplies - COVID 19	3301698/329459	Office Supplies N
51 01-481-465-6057-6410		7.82	Office supplies - COVID 19	3301698/329459	Office Supplies N
162 01-481-461-6040-6410		9.00	Copyholder non-magntic	3309707	Office Supplies N
163 01-481-464-6061-6410		17.27	COVID - Red pens/Labels	3309707	Office Supplies N
37025 Innovative Office Solutions LLC		133.04	13 Transactions		
5960 Kaiser/Rosalva					
136 01-481-464-6061-6331		106.40	COVID - Mileage - March		Mileage Reimbursement N
137 01-481-465-6057-6331	1	2.90	Mileage - 2019		Mileage Reimbursement N
5960 Kaiser/Rosalva		109.30	2 Transactions		
3256 Kofstad/Melissa					
138 01-481-460-6009-6331		33.60	Mileage - March		Mileage Reimbursement N
139 01-481-464-6061-6331		24.08	Mileage - March		Mileage Reimbursement N

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No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
3256 Kofstad/Melissa		57.68	2 Transactions		
41040 KOWZ-KRUE Radio					
167 01-481-460-6011-6243		180.00	Raido Airtime - March	5500-3	Advertising,Marketing & Promotional N
41040 KOWZ-KRUE Radio		180.00	1 Transactions		
50117 Marco Technologies LLC					
56 01-481-460-6009-6410		13.28	Printer charges - PHN	8577255	Office Supplies N
56 01-481-460-6011-6410		0.77	Printer charges - PHN	8577255	Office Supplies N
56 01-481-461-6025-6410		1.28	Printer charges - PHN	8577255	Office Supplies N
56 01-481-461-6030-6410		0.77	Printer charges - PHN	8577255	Office Supplies N
56 01-481-461-6032-6410		0.77	Printer charges - PHN	8577255	Office Supplies N
56 01-481-461-6034-6410		0.51	Printer charges - PHN	8577255	Office Supplies N
56 01-481-461-6040-6410		2.30	Printer charges - PHN	8577255	Office Supplies N
56 01-481-461-6059-6410		0.77	Printer charges - PHN	8577255	Office Supplies N
56 01-481-462-6047-6410		0.77	Printer charges - PHN	8577255	Office Supplies N
56 01-481-464-6052-6410		0.26	Printer charges - PHN	8577255	Office Supplies N
56 01-481-465-6057-6410		4.09	Printer charges - PHN	8577255	Office Supplies N
50117 Marco Technologies LLC		25.57	11 Transactions		
8729 McKesson Medical - Surgical					
66 01-481-460-6009-6434		27.04	Tape Adhsv Bandages	18083336	Medical Supplies N
67 01-481-464-6061-6464		57.67	Bandages-Adrenalin-COVID	18084421-18083	General Supplies & Outreach N
8729 McKesson Medical - Surgical		84.71	2 Transactions		
5754 McMann/Katy					
140 01-481-460-6009-6331		164.08	Mileage - March		Mileage Reimbursement N
141 01-481-464-6061-6331		5.04	COVID - Mileage - March		Mileage Reimbursement N
5754 McMann/Katy		169.12	2 Transactions		
8341 Mead/Kathleen					
142 01-481-460-6009-6331		18.48	Mileage - March		Mileage Reimbursement N
8341 Mead/Kathleen		18.48	1 Transactions		
51300 Metro Sales Inc					
168 01-481-460-6009-6322		49.92	Copier Meter contract	1783305	Service Agreements N
169 01-481-460-6009-6410		289.08	Print usage Apr - June	1783305	Office Supplies N
168 01-481-460-6011-6322		2.88	Copier Meter contract	1783305	Service Agreements N
168 01-481-461-6025-6322		4.80	Copier Meter contract	1783305	Service Agreements N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
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170	01-481-461-6025-6410	108.93	Print usage Apr - June	1783305	Office Supplies	N
168	01-481-461-6030-6322	2.88	Copier Meter contract	1783305	Service Agreements	N
168	01-481-461-6032-6322	2.88	Copier Meter contract	1783305	Service Agreements	N
168	01-481-461-6034-6322	1.92	Copier Meter contract	1783305	Service Agreements	N
168	01-481-461-6040-6322	8.64	Copier Meter contract	1783305	Service Agreements	N
168	01-481-461-6059-6322	2.88	Copier Meter contract	1783305	Service Agreements	N
168	01-481-462-6047-6322	2.88	Copier Meter contract	1783305	Service Agreements	N
171	01-481-462-6047-6410	20.94	Print usage Apr - June	1783305	Office Supplies	N
168	01-481-464-6052-6322	0.96	Copier Meter contract	1783305	Service Agreements	N
168	01-481-465-6057-6322	15.36	Copier Meter contract	1783305	Service Agreements	N
51300	Metro Sales Inc	514.95	14 Transactions			
52975	Minnesota Valley Testing Labs					
72	01-481-463-6049-6322	140.40	Lab water testing charges	1079049 & 50	Well Water Service Agreements	N
173	01-481-463-6049-6322	37.80	Lab water tesing charges	1081117	Well Water Service Agreements	N
52975	Minnesota Valley Testing Labs	178.20	2 Transactions			
55995	NACCHO					
174	01-481-460-6009-6261	240.00	LHD Membership dues		Conference & Training	N
55995	NACCHO	240.00	1 Transactions			
7848	Nelson/Connie					
143	01-481-460-6009-6331	37.52	Mileage - March		Mileage Reimbursement	N
7848	Nelson/Connie	37.52	1 Transactions			
2587	Piepho/Nancy J					
144	01-481-461-6034-6331	139.55	Mileage - March		Mileage Reimbursement	N
2587	Piepho/Nancy J	139.55	1 Transactions			
5252	Probst/Angie					
145	01-481-460-6009-6331	79.52	Mileage - March		Mileage Reimbursement	N
5252	Probst/Angie	79.52	1 Transactions			
8889	Rau/Terri					
146	01-481-461-6025-6331	4.48	Mileage - March		Mileage Reimbursement	N
147	01-481-461-6059-6331	63.50	Mileage - March		Mileage Reimbursement	N
8889	Rau/Terri	67.98	2 Transactions			
7944	Red Oxygen					

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177	01-481-460-6011-6210	14.07	Texting service	521184	Telephone	N
178	01-481-461-6040-6210	9.93	Texting service	521184	Telephone	N
7944	Red Oxygen	24.00	2 Transactions			
8237	Schroeder/Sue					
148	01-481-460-6009-6331	11.20	Mileage - March		Mileage Reimbursement	N
8237	Schroeder/Sue	11.20	1 Transactions			
4879	Shred Right					
183	01-481-460-6009-6322	7.01	Shredding service	547918	Service Agreements	Y
184	01-481-460-6011-6322	0.41	Shredding service	547918	Service Agreements	Y
185	01-481-461-6025-6322	0.68	Shredding service	547918	Service Agreements	Y
186	01-481-461-6030-6322	0.41	Shredding service	547918	Service Agreements	Y
187	01-481-461-6032-6322	0.41	Shredding service	547918	Service Agreements	Y
188	01-481-461-6034-6322	0.27	Shredding service	547918	Service Agreements	Y
189	01-481-461-6040-6322	1.21	Shredding service	547918	Service Agreements	Y
190	01-481-461-6059-6322	0.41	Shredding service	547918	Service Agreements	Y
191	01-481-462-6047-6322	0.41	Shredding service	547918	Service Agreements	Y
192	01-481-464-6052-6322	0.14	Shredding service	547918	Service Agreements	Y
193	01-481-465-6057-6322	2.14	Shredding service	547918	Service Agreements	Y
4879	Shred Right	13.50	11 Transactions			
83500	Steele County Highway Dept					
98	01-481-464-6061-6464	174.35	Clinics safety vests - COVID	1743	General Supplies & Outreach	N
97	01-481-465-6057-6540	13.43	Fuel - PHN	1743	Gas & Oil	N
83500	Steele County Highway Dept	187.78	2 Transactions			
8810	Stricklin/Katie					
149	01-481-460-6009-6331	71.12	Mileage - March		Mileage Reimbursement	N
8810	Stricklin/Katie	71.12	1 Transactions			
8907	Tappe/Jane					
150	01-481-460-6009-6331	28.56	Mileage - March		Mileage Reimbursement	N
8907	Tappe/Jane	28.56	1 Transactions			
74928	Waypa/Lisa A					
151	01-481-464-6061-6331	28.00	COVID - Mileage - Feb & March		Mileage Reimbursement	N
74928	Waypa/Lisa A	28.00	1 Transactions			

NGRITZ

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1 General Revenue Fund

Steele County

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
4100	Wencl/Dianne Marie					
152	01-481-460-6009-6331	16.24	Mileage - March		Mileage Reimbursement	N
4100	Wencl/Dianne Marie	16.24	1 Transactions			
481	DEPT Total:	4,256.00	Public Health Nursing	39 Vendors	96 Transactions	
502	DEPT		Steele Co Community Ctr			
62700	Owatonna Fire & Safety LLC					
75	01-502-000-0000-6300	20.00	Fire Ext Mnt/Insp - CC	41962	Bldg Repairs & Maintenance	Y
62700	Owatonna Fire & Safety LLC	20.00	1 Transactions			
85167	Stewart Sanitation					
274	01-502-000-0000-6300	35.80	Trash/Recycling - Com Ctr	648950	Bldg Repairs & Maintenance	N
85167	Stewart Sanitation	35.80	1 Transactions			
502	DEPT Total:	55.80	Steele Co Community Ctr	2 Vendors	2 Transactions	
550	DEPT		Four Seasons			
3738	Arrow Ace Hardware					
5	01-550-000-0000-6410	25.52	Concrete anchors/Screws	265322	Operating Supplies - Contracts	N
3738	Arrow Ace Hardware	25.52	1 Transactions			
8855	Decklever Mechanical					
10	01-550-000-0000-6410	1,040.43	Repairs-E Rooftop ventilation	218003049	Operating Supplies - Contracts	N
8855	Decklever Mechanical	1,040.43	1 Transactions			
50117	Marco Technologies LLC					
61	01-550-000-0000-6410	21.88	Printer charges - Four Seasons	8577255	Operating Supplies - Contracts	N
50117	Marco Technologies LLC	21.88	1 Transactions			
56125	NAPA Auto Parts					
15	01-550-000-0000-6410	16.29	Exhaust fan belt	887329	Operating Supplies - Contracts	N
56125	NAPA Auto Parts	16.29	1 Transactions			
8253	Owatonna Filters					
20	01-550-000-0000-6410	328.80	Dehumidifier filters - 48	3164	Operating Supplies - Contracts	N
8253	Owatonna Filters	328.80	1 Transactions			

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62815	Owatonna Groundsmasters Inc						
86	01-550-000-0000-6380		1,473.69	Sand/Salt & plow - Fair	142808	Snow Removal	N
83	01-550-000-0000-6380		252.22	Sand/Salt & plow - Fair	142810	Snow Removal	N
62815	Owatonna Groundsmasters Inc		1,725.91	2 Transactions			
1663	Sign Pro Of Owatonna, Inc.						
27	01-550-000-0000-6410		150.00	Rise modular wall sign	21165	Operating Supplies - Contracts	N
1663	Sign Pro Of Owatonna, Inc.		150.00	1 Transactions			
83500	Steele County Highway Dept						
102	01-550-000-0000-6380		264.29	Haul snow - Fairgrounds	1740	Snow Removal	N
83500	Steele County Highway Dept		264.29	1 Transactions			
550	DEPT Total:		3,573.12	Four Seasons	8 Vendors	9 Transactions	
602	DEPT			Co-Op Extension			
14420	Culligan Inc						
157	01-602-000-0000-6410		13.91	Water/Cooler Rent - March	15396671	Office Supplies	N
14420	Culligan Inc		13.91	1 Transactions			
72120	Univ Of Mn Regents						
93	01-602-000-0000-6306		330.00	Salary 2/15-28/21-Rugg	0300026718	Contracted Services	N
94	01-602-000-0000-6306		26.40	Benefits 2/15-28/21-Rugg	0300026718	Contracted Services	N
95	01-602-000-0000-6306		350.00	Salry 3./1-14/21-Rugg	0300026718	Contracted Services	N
96	01-602-000-0000-6306		28.00	Benefits 3/1-14/21-Rugg	0300026718	Contracted Services	N
179	01-602-000-0000-6306		18,814.00	Jan-Mar 100% MOA - Ignaszewski	0300026795	Contracted Services	N
180	01-602-000-0000-6306		6,271.00	Jan-Feb 100% MOA - Koch	0300026795	Contracted Services	N
181	01-602-000-0000-6306		12,088.50	Jan-Mar 50% MOA - LaCanne	0300026795	Contracted Services	N
182	01-602-000-0000-6306		1,854.48	18 dys March-25% MOA-Rettman	0300026795	Contracted Services	N
72120	Univ Of Mn Regents		39,762.38	8 Transactions			
602	DEPT Total:		39,776.29	Co-Op Extension	2 Vendors	9 Transactions	
1	Fund Total:		207,753.77	General Revenue Fund		256 Transactions	

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 10 Road & Bridge Fund

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Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Description		1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
301	DEPT			Administration				
	50117 Marco Technologies LLC							
277	10-301-000-0000-6410		8.60	Printer charges - Engineering	8577255	Office Supplies		N
	50117 Marco Technologies LLC		8.60	1 Transactions				
301	DEPT Total:		8.60	Administration	1 Vendors	1 Transactions		
10	Fund Total:		8.60	Road & Bridge Fund		1 Transactions		

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21 County Ditch Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099	On Behalf of Name
631	DEPT					Judicial Ditch 1						
	73300	Rinke-Noonan Attorney at Law										
239		21-631-000-0000-6273			6.68	Ditch Atty Monthly Retainer		325679		Attorney Fees	Y	
	73300	Rinke-Noonan Attorney at Law			6.68		1 Transactions					
631	DEPT Total:				6.68	Judicial Ditch 1		1 Vendors		1 Transactions		
633	DEPT					Judicial Ditch 10						
	73300	Rinke-Noonan Attorney at Law										
239		21-633-000-0000-6273			6.68	Ditch Atty Monthly Retainer		325679		Attorney Fees	Y	
	73300	Rinke-Noonan Attorney at Law			6.68		1 Transactions					
633	DEPT Total:				6.68	Judicial Ditch 10		1 Vendors		1 Transactions		
634	DEPT					Judicial Ditch 5						
	73300	Rinke-Noonan Attorney at Law										
239		21-634-000-0000-6273			6.68	Ditch Atty Monthly Retainer		325679		Attorney Fees	Y	
	73300	Rinke-Noonan Attorney at Law			6.68		1 Transactions					
634	DEPT Total:				6.68	Judicial Ditch 5		1 Vendors		1 Transactions		
635	DEPT					Judicial Ditch 6 & Imp						
	73300	Rinke-Noonan Attorney at Law										
239		21-635-000-0000-6273			6.68	Ditch Atty Monthly Retainer		325679		Attorney Fees	Y	
238		21-635-000-0000-6273			668.50	JD6 - Meeting - Repairs		325681		Attorney Fees	Y	
	73300	Rinke-Noonan Attorney at Law			675.18		2 Transactions					
635	DEPT Total:				675.18	Judicial Ditch 6 & Imp		1 Vendors		2 Transactions		
636	DEPT					Judicial Ditch 7						
	73300	Rinke-Noonan Attorney at Law										
239		21-636-000-0000-6273			6.68	Ditch Atty Monthly Retainer		325679		Attorney Fees	Y	
	73300	Rinke-Noonan Attorney at Law			6.68		1 Transactions					
636	DEPT Total:				6.68	Judicial Ditch 7		1 Vendors		1 Transactions		
637	DEPT					JD 11 (Ripley Ditch)						

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21 County Ditch Fund

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Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
73300	Rinke-Noonan Attorney at Law						
239	21-637-000-0000-6273		6.68	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.68	1 Transactions			
637	DEPT Total:		6.68	JD 11 (Ripley Ditch)	1 Vendors	1 Transactions	
638	DEPT			Judicial Ditch 12			
73300	Rinke-Noonan Attorney at Law						
239	21-638-000-0000-6273		6.68	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.68	1 Transactions			
638	DEPT Total:		6.68	Judicial Ditch 12	1 Vendors	1 Transactions	
639	DEPT			Judicial Ditch 23			
73300	Rinke-Noonan Attorney at Law						
239	21-639-000-0000-6273		6.68	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.68	1 Transactions			
639	DEPT Total:		6.68	Judicial Ditch 23	1 Vendors	1 Transactions	
640	DEPT			Judicial Ditch 24			
73300	Rinke-Noonan Attorney at Law						
239	21-640-000-0000-6273		6.68	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.68	1 Transactions			
640	DEPT Total:		6.68	Judicial Ditch 24	1 Vendors	1 Transactions	
641	DEPT			County Ditch 1 - Orig			
73300	Rinke-Noonan Attorney at Law						
239	21-641-000-0000-6273		6.68	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.68	1 Transactions			
641	DEPT Total:		6.68	County Ditch 1 - Orig	1 Vendors	1 Transactions	
642	DEPT			County Ditch 1 - Church Branch			
73300	Rinke-Noonan Attorney at Law						
239	21-642-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y

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21 County Ditch Fund

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
642	DEPT Total:		6.66	County Ditch 1 - Church Branch	1 Vendors	1 Transactions	
643	DEPT			County Ditch 2			
73300	Rinke-Noonan Attorney at Law						
239	21-643-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
643	DEPT Total:		6.66	County Ditch 2	1 Vendors	1 Transactions	
644	DEPT			County Ditch 4			
73300	Rinke-Noonan Attorney at Law						
239	21-644-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
644	DEPT Total:		6.66	County Ditch 4	1 Vendors	1 Transactions	
645	DEPT			County Ditch 5			
73300	Rinke-Noonan Attorney at Law						
239	21-645-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
645	DEPT Total:		6.66	County Ditch 5	1 Vendors	1 Transactions	
646	DEPT			County Ditch 19			
73300	Rinke-Noonan Attorney at Law						
239	21-646-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
646	DEPT Total:		6.66	County Ditch 19	1 Vendors	1 Transactions	
647	DEPT			County Ditch 20			
73300	Rinke-Noonan Attorney at Law						
239	21-647-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			

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	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
647	DEPT Total:		6.66	County Ditch 20	1 Vendors	1 Transactions	
648	DEPT			County Ditch 21			
	73300 Rinke-Noonan Attorney at Law						
239	21-648-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
648	DEPT Total:		6.66	County Ditch 21	1 Vendors	1 Transactions	
649	DEPT			County Ditch 22			
	73300 Rinke-Noonan Attorney at Law						
239	21-649-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
649	DEPT Total:		6.66	County Ditch 22	1 Vendors	1 Transactions	
650	DEPT			County Ditch 23			
	73300 Rinke-Noonan Attorney at Law						
239	21-650-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
	77449 Schultz Excavating						
240	21-650-000-0000-6305		490.00	CD23-Repairs-Sec 27 Lemond Twp	2986	Construction And Repairs	Y
	77449 Schultz Excavating		490.00	1 Transactions			
650	DEPT Total:		496.66	County Ditch 23	2 Vendors	2 Transactions	
651	DEPT			County Ditch 24			
	73300 Rinke-Noonan Attorney at Law						
239	21-651-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
651	DEPT Total:		6.66	County Ditch 24	1 Vendors	1 Transactions	
652	DEPT			County Ditch 25			
	73300 Rinke-Noonan Attorney at Law						
239	21-652-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
652	DEPT Total:		6.66	County Ditch 25	1 Vendors	1 Transactions	
653	DEPT			County Ditch 27			
73300	Rinke-Noonan Attorney at Law						
239	21-653-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
653	DEPT Total:		6.66	County Ditch 27	1 Vendors	1 Transactions	
654	DEPT			Public Tile Ditch 7			
73300	Rinke-Noonan Attorney at Law						
239	21-654-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
654	DEPT Total:		6.66	Public Tile Ditch 7	1 Vendors	1 Transactions	
655	DEPT			Public Tile Ditch 8			
73300	Rinke-Noonan Attorney at Law						
239	21-655-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
655	DEPT Total:		6.66	Public Tile Ditch 8	1 Vendors	1 Transactions	
656	DEPT			Public Tile Ditch 9			
73300	Rinke-Noonan Attorney at Law						
239	21-656-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			
656	DEPT Total:		6.66	Public Tile Ditch 9	1 Vendors	1 Transactions	
657	DEPT			Public Tile Ditch 10			
73300	Rinke-Noonan Attorney at Law						
239	21-657-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
73300	Rinke-Noonan Attorney at Law		6.66	1 Transactions			

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21 County Ditch Fund

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	<u>Vendor Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
657	DEPT Total:		6.66	Public Tile Ditch 10	1 Vendors	1 Transactions	
658	DEPT			Public Tile Ditch 11			
	39600 Jones Haugh & Smith Inc						
237	21-658-000-0000-6305		1,456.10	PTD11-Lateral B topog survey	41671	Construction And Repairs	N
	39600 Jones Haugh & Smith Inc		1,456.10	1 Transactions			
	73300 Rinke-Noonan Attorney at Law						
239	21-658-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
	77449 Schultz Excavating						
241	21-658-000-0000-6305		940.00	PTD11 -Repairs-Sec 13 Berlin T	2987	Construction And Repairs	Y
	77449 Schultz Excavating		940.00	1 Transactions			
658	DEPT Total:		2,402.76	Public Tile Ditch 11	3 Vendors	3 Transactions	
659	DEPT			Public Tile Ditch 17			
	73300 Rinke-Noonan Attorney at Law						
239	21-659-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
659	DEPT Total:		6.66	Public Tile Ditch 17	1 Vendors	1 Transactions	
660	DEPT			Public Tile Ditch 18			
	73300 Rinke-Noonan Attorney at Law						
239	21-660-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			
660	DEPT Total:		6.66	Public Tile Ditch 18	1 Vendors	1 Transactions	
665	DEPT			JD 2 Redetermination			
	73300 Rinke-Noonan Attorney at Law						
239	21-665-000-0000-6273		6.66	Ditch Atty Monthly Retainer	325679	Attorney Fees	Y
	73300 Rinke-Noonan Attorney at Law		6.66	1 Transactions			

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21 County Ditch Fund

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name		Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
665	DEPT Total:		6.66	JD 2 Redetermination	1 Vendors	1 Transactions
21	Fund Total:		3,754.60	County Ditch Fund		34 Transactions

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38 Capital Outlay Fund

Steele County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
111	DEPT			Buildings & Grounds		
	4683 Clark Equipment Co					
232	38-111-000-0000-6600		46,966.40	Bobcat 5600	1a	Capital Outlay - Buildings and Groun N
	4683 Clark Equipment Co		46,966.40	1 Transactions		
111	DEPT Total:		46,966.40	Buildings & Grounds	1 Vendors	1 Transactions
251	DEPT			Jail		
	9077 Justice Planners LLC					
233	38-251-000-0000-6600		16,500.00	Detention Center study	20-07-01	Capital Outlay - Detention Center Y
	9077 Justice Planners LLC		16,500.00	1 Transactions		
251	DEPT Total:		16,500.00	Jail	1 Vendors	1 Transactions
38	Fund Total:		63,466.40	Capital Outlay Fund		2 Transactions

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53 Landfill Fund

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
398 DEPT			Landfill		
5465 B To Z Hardware					
202 53-398-000-0000-6300		334.97	Entry leversets	B308646	Bldg Repairs & Maintenance N
5465 B To Z Hardware		334.97	1 Transactions		
11215 Central Farm Services					
203 53-398-000-0000-6540		2,095.65	675 gas diesel-100 gals unlead	21158	Machine Fuel N
205 53-398-000-0000-6540		1,632.00	600 gals diesel	21187	Machine Fuel N
206 53-398-000-0000-6540		841.64	350 gals diesel	21207	Machine Fuel N
207 53-398-000-0000-6540		865.44	360 gals diesel	21234	Machine Fuel N
204 53-398-000-0000-6540		1,002.00	55 gals-VG32/20 gals-VG46	5400313	Machine Fuel N
11215 Central Farm Services		6,436.73	5 Transactions		
14584 Continental Research Corp					
208 53-398-000-0000-6301		245.48	60 day mango/Air freshners	0024364	Equip Repairs N
14584 Continental Research Corp		245.48	1 Transactions		
18305 Dell Marketing LP					
209 53-398-000-0000-6410		986.40	Laptop	10459550119	Office Supplies N
18305 Dell Marketing LP		986.40	1 Transactions		
27350 Frontier Communications					
210 53-398-000-0000-6210		205.94	Phone & fax	50758377660801	Telephone N
27350 Frontier Communications		205.94	1 Transactions		
38160 J R's Advanced Recyclers Inc					
213 53-398-000-0000-6304		578.75	99 appliance	103425	Contract Services N
38160 J R's Advanced Recyclers Inc		578.75	1 Transactions		
38665 Joe's Repair Service, Inc.					
211 53-398-000-0000-6301		13.25	Eyebolt - Wing	46368	Equip Repairs N
38665 Joe's Repair Service, Inc.		13.25	1 Transactions		
39600 Jones Haugh & Smith Inc					
212 53-398-000-0000-6304		6,223.10	Landfill survey - January	41704	Contract Services N
39600 Jones Haugh & Smith Inc		6,223.10	1 Transactions		
50117 Marco Technologies LLC					
214 53-398-000-0000-6410		99.34	Printer charges - Landfill	8577255	Office Supplies N

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53 Landfill Fund

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Vendor Name		Rpt	Warrant Description		Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
50117	Marco Technologies LLC		99.34	1 Transactions			
52725	Mn Pollution Control Agency						
215	53-398-000-0000-6261		400.00	Water permit	10000119323	Conference & Training	N
52725	Mn Pollution Control Agency		400.00	1 Transactions			
61952	Overhead Door Co Of Albert Lea, Inc.						
216	53-398-000-0000-6300		785.10	Door repairs	66866-000	Bldg Repairs & Maintenance	N
61952	Overhead Door Co Of Albert Lea, Inc.		785.10	1 Transactions			
62700	Owatonna Fire & Safety LLC						
217	53-398-000-0000-6304		200.00	Annual inspection	41965	Contract Services	Y
62700	Owatonna Fire & Safety LLC		200.00	1 Transactions			
77570	Short Elliott Hendrickson Inc						
218	53-398-000-0000-6542		1,848.81	Well installation	400408	Testing & Monitoring	N
219	53-398-000-0000-6542		1,304.76	Landfill services	401968	Testing & Monitoring	N
77570	Short Elliott Hendrickson Inc		3,153.57	2 Transactions			
75502	Steele County Public Health						
220	53-398-000-0000-6215		14.52	Speedee charges-Water test	SCL032221	Postage	N
75502	Steele County Public Health		14.52	1 Transactions			
398	DEPT Total:		19,677.15	Landfill	14 Vendors	19 Transactions	
53	Fund Total:		19,677.15	Landfill Fund		19 Transactions	

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 72 State Collections Fund

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Vendor	Name	Rpt			Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
865	DEPT			Planning & Zoning Surcharge				
	7771 MN Dept of Labor & Industry							
234	72-865-000-0320-2100		655.16	2021 Qrt1 surcharge - Steele			Steele County Surcharge	N
236	72-865-000-0321-2100		16.68	2021 Qrt1 surcharge - Blo Pra			Bl Pr Surcharge	N
235	72-865-000-0332-2100		23.50	2021 Qrt1 surcharge - Medford			Medford Surcharge	N
	7771 MN Dept of Labor & Industry		695.34	3 Transactions				
865	DEPT Total:		695.34	Planning & Zoning Surcharge	1 Vendors		3 Transactions	
72	Fund Total:		695.34	State Collections Fund			3 Transactions	

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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
230 DEPT			Consolidated Dispatch		
4353 Bondhus/Jill A					
221 81-230-000-0000-6331		114.24	Mileage - March		Mileage Reimbursement N
222 81-230-000-0000-6331		32.48	Mileage - February		Mileage Reimbursement N
223 81-230-000-0000-6331		128.80	Mileage - January		Mileage Reimbursement N
4353 Bondhus/Jill A		275.52	3 Transactions		
2204 Bureau Of Criminal Apprehension					
224 81-230-000-0000-6381		300.00	RSC 911 charges - Jan - March	638891	Cpu Usage N
225 81-230-000-0000-6381		6,480.00	MDC charges - Jan - March	638891	Cpu Usage N
2204 Bureau Of Criminal Apprehension		6,780.00	2 Transactions		
2189 Further					
226 81-230-000-0000-6193		34.00	Participant fee - March	15631133	Fee-Flex Benefit Admin N
2189 Further		34.00	1 Transactions		
4879 Shred Right					
227 81-230-000-0000-6801		42.00	RSC Shredding service - March	547493	Misc. Expense Y
4879 Shred Right		42.00	1 Transactions		
5178 Viking Acoustical Corporation					
228 81-230-000-0000-6301		99.18	Fan	100413	Equip Maint N
229 81-230-000-0000-6301		80.00	Travel	100413	Equip Maint N
230 81-230-000-0000-6301		225.00	Labor	100413	Equip Maint N
5178 Viking Acoustical Corporation		404.18	3 Transactions		
9078 Virtual Academy					
231 81-230-000-0000-6261		1,225.00	VCT - Yearly	VA6216	Conference & Training N
9078 Virtual Academy		1,225.00	1 Transactions		
230 DEPT Total:		8,760.70	Consolidated Dispatch	6 Vendors	11 Transactions
81 Fund Total:		8,760.70	Consolidated Dispatch Fund		11 Transactions
Final Total:		304,116.56	202 Vendors	326 Transactions	

Steele County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	207,753.77	General Revenue Fund	
	10	8.60	Road & Bridge Fund	
	21	3,754.60	County Ditch Fund	
	38	63,466.40	Capital Outlay Fund	
	53	19,677.15	Landfill Fund	
	72	695.34	State Collections Fund	
	81	8,760.70	Consolidated Dispatch Fund	
	All Funds	304,116.56	Total	Approved by,
				
				

Steele County

JOURNAL ENTRIES



Description MH - FEB 2021 JE C3

RRN	Audit Date	Aud Seq	Account/Formula	Trans Amt	D/C	Desc 1	Desc 2	RC1	RC2	Basis
1	2/28/21	904	53-398-000-0000-5520 Landfill Tipping Fees	39.22	D	To Correct Receipt # 210320				1
2	2/28/21	904	53-000-000-0000-1001 Cash	39.22	C	To Correct Receipt # 210320				1
3	2/28/21	904	72-000-000-0000-1001 Cash	39.22	D	To Correct Receipt # 210320				1
4	2/28/21	904	72-862-000-0000-2100 Mn State Treasurer-Sales Tax	39.22	C	To Correct Receipt # 210320				1
Debit Total				78.44		Credit Total	78.44	Net:	0.00	

PERSONNEL REPORT
April 13, 2021 at 5:00 pm

ACTION ITEMS

1. Personnel Actions:

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

<i>Name</i>	<i>Position/Dept.</i>	<i>Rating/Step</i>	<i>Start Date</i>
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Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
David Hoffman	Corporal	Detention Center	April 13, 2021

Open Positions-Pending Board Approval:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Corporal	Detention Center	Backfill Hoffman

STAFFING STATUS <i>(Information Only – No Action Required)</i>

Open Positions - Approved to Fill:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Emergency & Risk Management Director	Emergency Management	Recruiting
Facilities Maintenance Worker	Bldg. & Grounds	Backgrounding Candidate
HR Generalist	Human Resources	Interviewing
Correctional Officers (4)	Det. Ctr./Sheriff's Office	On-hold/Assessing Needs
Assistant Program Coordinator	Det. Ctr./Sheriff's Office	On-hold

Open Positions – In Committee:

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

RESOLUTION

ACCEPTANCE OF DONATION FOR VETERAN'S SERVICE VAN

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

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

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

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

- \$75.00 from Ron & Diann Casper to the Veteran's Service van fund.

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 13th day of April, 2021.

Laura Ihrke, Steele County Auditor



Steele County Agenda Item

Subject: Community Corrections Lease

Department: Administrator's Office

Committee Meeting Date: April 7, 2021

Board Meeting Date: April 13, 2021

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Recommendation:

Recommend approving lease agreement for a one-year extension to 4/30/2023 at \$11.50 per square foot

Background (*Including Budget Impact*):

The current lease expires 4/30/22; county needs to serve notice of intentions by 4/30/2021. The Current five-year lease is at \$11.25 psf with no increases. Proposed lease amendment is a one-year extension to 4/30/2023 with \$.25 psf increase (\$1,545 total/year or \$129/month). Estimated timeline for new construction, if the county constructs a new building for CC is 18 months. If Board makes decision on the Master Plan by July 2021 that includes a new CC building, then the one-year lease extension would meet with this timeframe

Attachments:

Steele County Probation Office_First lease amendment

FIRST AMENDMENT TO THE LEASE AGREEMENT

Between

CRK PROPERTIES, LLC - LANDLORD

AND

STEELE COUNTY – TENANT

This First Amendment is made for the purpose of amending the lease agreement effective May 1, 2017, by and between CRK Properties, LLC a Minnesota Limited Liability Company, ("LANDLORD"), and Steele County, ("TENANT").

In Mutual consideration of the undertakings set forth in the Original Lease, and this First amendment, the parties agree to the following:

1. LEASE TERM:

Lease extension is for 1 (One) year.

Renewal term is May 1, 2022 – April 30, 2023

2. LEASE TERM BASE MONTHLY RENT AMOUNT:

	Term	Rate PSF	Annual	Monthly
Current	5/1/17 – 4/30/22	\$11.25	\$69,528	\$5,794.00
Renewal Term	5/1/22 – 4/30/23	\$11.50	\$71,067	\$5,922.00

3. Renewal option language in Original lease remains in effect with new dates as amendment by this agreement. Tenant will notify Landlord 12 months in advance of intent to extend occupancy or vacate the premises prior to new end date 4/30/2023.

Except as otherwise set forth in this First Amendment, all of the terms and conditions of the lease shall remain in full force and effect.

Both parties hereby agree to this renewal and extension by their signatures dates this ____ day of _____, 2021.

Christine Rotthoff, President
CRK Properties, LLC

By: _____
Steele County



Steele County Agenda Item

Subject: Steele County Preparedness Plan

Department: Administrator's Office

Committee Meeting Date: April 7, 2021

Board Meeting Date: April 13, 2021

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Recommend approving the Steele County Preparedness Plan

Recommendation:

Recommends approving the updated Preparedness Plan

Background (*Including Budget Impact*):

With the new Executive Order 21-11 announced in March, the Reopening Plans along with the Interim Policy were combined into one plan called the Preparedness Plan. This plan encompasses the following:

Reopening Plans 2020: Dated May 25, 2020

Reopening Plans 2020-1: Updated July 23, 2020 – EO 20-81 (Masks)

Reopening Plans 2020-2: Updated July 28, 2020 - Protections for drop-off/pick-up of mail & Pkgs

Reopening Plans 2020-3: Updated August 5, 2020 – Out of County Travel

Reopening Plans 2020-4: Updated December 8, 2020 – Executive Order 20-99

Steele County Interim Policy 2020-1: COVID-19 Program for Employees: April 10, 2020

Steele County Interim Policy 2020-2: COVID-19 Program for Employees

Federal Families First Coronavirus Response Act: Extended March 23, 2021

Attachments:

Steele County Preparedness Plan

Steele County
COVID-19 Preparedness Plan
April 5, 2021

Steele County is committed to providing a safe and healthy workplace for all our employees, customers, and visitors. To ensure we have a safe and healthy workplace, Steele County has developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Department Heads and Employees are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our workplaces and communities, and that requires full cooperation among our Employees and management. Only through this cooperative effort can we establish and maintain the safety and health of all persons in our workplaces.

The COVID-19 Preparedness Plan is approved by the Board of Commissioners and is administered by Administration and Human Resources who maintains the overall authority and responsibility for the plan which replaces the Steele County Reopening Plan 2020-04 from 2020. Steele County also realizes Department Heads and employees are equally responsible for supporting, implementing, complying with and providing recommendations to further improve all aspects of this COVID-19 Preparedness Plan. Steele County's Department Heads have our full support in enforcing the provisions of this plan.

Our employees are our most important assets. Steele County is serious about safety and health and protecting our Employees. Worker involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. We have involved our employees in this process by addressing concerns brought forward to the Department Heads and integrating suggestions into the developed plan.

Steele County's COVID-19 Preparedness Plan follows the industry guidance developed by the state of Minnesota, available at the Stay Safe Minnesota website (<https://staysafe.mn.gov>), which is based upon Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines for COVID-19, Minnesota Occupational Safety and Health Administration (MNOSHA) statutes, rules and standards, and Minnesota's relevant and current executive orders. It addresses:

- ensuring sick employees stay home and prompt identification and isolation of sick persons;
- social distancing – employees must be at least six-feet apart;
- worker hygiene and source controls, including face coverings;
- workplace building and ventilation protocol;
- workplace cleaning and disinfection protocol;
- drop-off, pick-up and delivery practices and protocol; and
- communications and training practices and protocol.

Steele County's preparedness plan also follows the Minnesota Occupational Safety and Health Act of 1973, Minnesota Statutes 2019, Chapter 182 ("Minnesota OSHA Standards"), in addition to guidelines related to COVID-19 set forth by the Minnesota Department of Health and the Centers for Disease Control and Prevention ("MDH and CDC Guidelines"). Other conditions and circumstances included in the industry guidance and addressed in the plan that are specific to our business include:

- protections and protocols for employees, customers, and visitors;
- protections and protocols for personal protective equipment (PPE)
- protections and protocol for distancing and barriers;
- protections and protocols for managing occupancy in each office area;
- protocols to limit face-to-face interaction.

HEALTH SCREENING AND “STAY AT HOME”

Screening:

Employees have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess Employees' health status prior to entering the workplace and for Employees to report when they are sick or experiencing symptoms.

- a. Employees have been asked to voluntarily self-monitor for temperature and symptoms of COVID-19 before coming to work each day.
- b. Keep your calendar/planner up to date each day, including who you're meeting or in contact with in case you contract COVID-19 and close contacts need to be identified and contacted.
- c. Each department is responsible to ask the health screening questions of the public when making appointments. (The screening questions are also posted on the entrance doors)
 - i. If a customer or visitor is experiencing any symptoms listed on the screening questioner (fever, shortness of breath or respiratory symptoms, etc.) the appointment should be rescheduled.

Stay at Home:

- a. Employees will use the MN Dept. of Health decision-tree developed for schools, child-care settings and their staff members and families as a resource when determining whether you should physically report to work or take a different precautionary measure.
- b. Employees will be required to report to supervisor if they will not be coming to work due to symptoms consistent with COVID-19. See Health Screening Checklist.
- c. Employees who develop symptoms during the workday such as fever or other -symptoms consistent with COVID-19 will immediately self-isolate and report to supervisor. Supervisor will send the employee home immediately.
- d. Employees will contact their health care provider, as appropriate.
- e. Employees quarantined or isolated need to contact Human Resources to discuss return to work.
- f. Interim Policy 2020-2 and other fact sheets addressing COVID-19 illness have been provided to all employees.

Leave Policy:

Steele County has implemented leave policies that promote Employees staying at home when they are sick, when household members are sick, or when required by a health care provider to isolate or quarantine themselves or a member of their household. Accommodations for Employees with underlying medical conditions or who have household members with underlying health conditions have been implemented.

We recognize that the evolving nature of the pandemic will likely create the need for this policy to be amended, updated, and replaced. This policy is numbered in order to identify the most current policy. It is expected that, in the event this policy is amended, updated, or replaced, a new policy number will be issued, and the prior policy will be automatically withdrawn. This policy is effective January 1, 2021 and replaces the *Steele County Interim Policy 2020-2: COVID-19 Program for Employees* that was effective on April 10, 2020.

Policy:

In response to the community spread of the novel coronavirus, COVID-19, Steele County has declared a local emergency. Steele County believes in the importance of a healthy workplace and wellness and wants to work together with employees to ensure that employees are supported to protect each other from disease transmission.

Federal Families First Coronavirus Response Act (FFCRA)

Steele County was charged with implementing the requirements of the FFCRA and the Emergency Paid Sick Leave Act that was effective March 23, 2020 - December 31, 2020. The County Board actions on 12-22-2021 & 03-23-2021 have extended the provisions of the Emergency Paid Sick Leave act through June 30, 2021. The following is a general summary of the provisions.

Emergency Paid Sick Leave: Emergency Paid Sick Leave is available to eligible employees who are unable to work (or telework) due to a need for leave because:

- The employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19 or is caring for an individual subject to such an order.
- The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19 or is caring for an individual advised to self-quarantine.
- The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis.
- The employee is caring for a son or daughter if the school or place of care of the son or daughter has been closed, or the childcare provider of such son or daughter is unavailable, due to COVID-19 precautions.
- The employee experiences side effects from a COVID-19 vaccine.

Full-time eligible employees will be paid for up to 80 hours of work. Part-time eligible employees will be paid for the equivalent of two weeks of their normal scheduled work. **The 80-hour allotment of Emergency Sick Leave is available only once to employees.** Therefore, employees who've already used some or all of the 80-hour allotment in 2020 would not receive a new 80-hour allotment in 2021. This allotment would also not be paid out in a severance or retirement pay-out.

Emergency Paid Sick Leave will be utilized prior to other leaves that may be available.

County Paid Leave Policy

In the event Emergency Paid Sick Leave, as stated above, is not available to an employee or an employee has exhausted this benefit, the Steele County Paid Leave Policy provisions would be permitted to the benefit of employees, as follows:

- An employee who has exhausted all paid leave may be authorized to accrue a negative balance of the equivalent of up to 10 days of paid sick leave or PTO (up to a maximum of 84 hours, unless a greater amount is approved at the discretion of the County Administrator) for an absence from work due to infection of the public health emergency or to care for a member of their immediate family who is infected; OR
- An employee may request an unpaid leave of up to 10 days (at the discretion of the County Administrator) for absences from work due to infection of the public health emergency or to care for a member of their immediate family who is infected; AND

- An employee may use any available paid leave, in the event a family member's school or place of care for their child(ren) has been closed due to public health emergency and their presence is required to provide care for their child(ren).

Procedures:

An employee may be authorized to accrue a negative balance of up to 10 days of paid sick leave or PTO if they meet the criteria below. The actual number of negative accruals of sick or PTO hours authorized will be based on the employee's usual work schedule, exclusive of overtime and may not exceed 84 hours, unless a higher level is approved by the County Administrator.

- County Administrator has declared activation of this policy consistent with a public health emergency declaration by the World Health Organization, Centers for Disease Control or by the Minnesota Department of Health; and
- Employee is within the time period the County Administrator has declared this policy to be active; and
- Employee has exhausted all his/her accumulated sick leave, vacation leave, compensatory time, PTO; and
- Employee has not already received the maximum negative accrual authorized under this policy; and
- Employee has requested the authorization to accrue negative sick leave or PTO hours in writing using the attached form.

Notifying Other Employees of a Confirmed Case of COVID-19

As recommended by the CDC, if an employee is confirmed to have COVID-19, coworkers who may have had a direct workplace exposure to this individual will be notified by the Human Resources Department. The County will complete case tracing to determine who is a close contact, using both CDC and MN Department of Health guidelines. Human Resources will notify an employee who's tested positive for COVID-19 and also any employee who's been deemed a close contact how long they will need to quarantine before being allowed to return to work. The County will protect the privacy of employees' health status and health information, as required by state and federal law throughout this process.

MAINTAIN SOCIAL DISTANCE BETWEEN PEOPLE

Social distancing of at least six feet will be implemented and maintained between employees, customers and visitors in the workplace through the following engineering and administrative controls:

- a) No visitors will be allowed in employee work areas. All visitors must remain at the customer side of the counter, behind the barrier or in designated areas, including family members of employees.
- b) Department to department and County building to County building employee transactions will be done at the office counter, behind the barriers, unless otherwise deemed necessary.
- c) Face to face meetings should be limited unless it is a small group and 6-foot distancing is maintained along with any other mandates.
- d) If the employees position requires two employees to be in close proximity, face masks must be worn at all times.

COMMUNICATION:

- a) Steele County will use signage to educate the public on controls to prevent the spread of disease during county business:
 - i) Signage will include:
 - (1) If the department operates by a "Service by appointment only", signs will be placed at the entrance of every building which includes the department contact information. The number of appointments shall be determined by each department head as dictated by each department space and on-site employees and posted in the appropriate department areas by the entrance and counters.
 - (2) Distancing stickers for the public clearly marking out 6-foot distancing in various areas supplied by the facilities department.
 - (3) Symptoms of COVID-19 shall be posted throughout each facility.
 - (4) Screening questions should be posted at front entrances of every facility.
 - (5) Cover Your Cough and Sneeze signage as reminders for employees and visitors to cover cough and sneezes will be posted at the entrance of each building and each department.
 - b) Other information:
 - i) Doors will be open in buildings where access and barriers are in place.
 - ii) Only 1 door will be used for public entrance and if possible, another door for exiting.
 - iii) All other doors will remain locked & employees will be reminded not to allow customers/visitors through these doors.

MEETINGS AND TRAVEL:

- a) Out of county business travel may commence on August 12, 2020 if your job requires you to travel out of county and you are unable to meet/attend virtually. When traveling out of county, all State and Steele County safety protocols (whichever is more stringent) must be followed. This includes but is not limited to the practice of social distancing, face masks, and washing of hands or use of hand sanitizer. Each employee must keep a record of their travels including whom they are meeting with, the location of the meeting, the date and time.
- b) In-person meetings shall follow the Steele County Facial Covering (Mask) Policy and adhere to the Governor's Executive order 20-81.
- c) Interviews (via conference call/videoconference/or with 6-foot social distancing and following the Facial Covering (Mask) Policy)
- d) Whenever possible conduct meetings with remote technology (i.e. MS Teams)
- e) Postpone nonessential in-person meetings (or use videoconference/conference calls)
- f) Individualized department protocols and changes where necessary and review with staff. Department protocols may be more stringent than the overall county policy based on services provided.

EMPLOYEE WORK SCHEDULE

- a. Department Heads will determine telework and working in office schedules with the intent to practice social separation of employees.
 - a. All employees teleworking must review and sign the Steele County Telework Policy During Emergencies (see HR)
- b. Stagger shifts and/or allow flexible work hours as much as possible.

RESPIRATORY ETIQUETTE: update July 23, 2020 Executive Order 20-81

Employees:

- a. According to Emergency Executive order 20-81 a face covering must be worn in indoor business and indoor public settings that cover the nose and mouth completely until such time it is deemed unnecessary during the COVID-19 health crisis. See the Steele County Facial Covering (Mask) Policy for full information.
- b. Masks will be available through department heads upon request.

Public:

- a. According to Emergency Executive order 20-81 a face covering must be worn in indoor business and indoor public settings that cover the nose and mouth completely until such time it is deemed unnecessary during the COVID-19 health crisis. If visitors do not have a mask, social distancing shall be practiced and/or business will be conducted at a barrier station. See the Steele County Facial Covering (Mask) Policy for full information.
- b. If visitors do not have a mask, masks will be provided by the county.

WORKER HYGIENE AND SOURCE CONTROLS

Basic infection prevention measures are always being implemented at our workplaces .

Employees are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of their shift, prior to any mealtimes and after using the restroom.

Customers, guests and visitors to the workplace are requested to wash or sanitize their hands prior to or immediately upon entering the facility. Hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) are at entrances and locations in the workplace so they can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled.

Employees and customers, guests and visitors are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing, and to avoid touching their face, particularly their mouth, nose and eyes, with their hands.

Employees and customers, guests and visitors are expected to dispose of tissues in provided trash receptacles and wash or sanitize their hands immediately afterward. Respiratory etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available to all Employees and other persons entering the workplace. Signs are posted as a reminder to follow these rules

WORKPLACE BUILDING AND VENTILATION PROTOCOL

All County buildings were assessed in 2020 including necessary sanitation, assessment and maintenance of building systems, including water, plumbing, electrical, and heating, ventilation and air conditioning (HVAC) systems. Assessment is on records with the facilities Director.

Building Systems located at the Administration, Detention, and Public Works allows the maximum amount of fresh air to be brought into the workplace, air recirculation is being limited, and ventilation systems are being properly used and maintained. Upgrades are scheduled for the courthouse in 2021 and additional review of the assessments are necessary at the Annex and the LEC. Steps have also been taken to minimize air flow blowing across people using diffusers.

WORKPLACE CLEANING AND DISINFECTION PROTOCOL

Regular practices of cleaning and disinfecting have been implemented, including a schedule for routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, vehicles and areas in the work environment, including restrooms, break rooms, lunch rooms, meeting rooms, checkout stations, fitting rooms, and drop-off and pick-up locations. Frequent cleaning and disinfecting are being conducted of high-touch areas, including phones, keyboards, touch screens, controls, door handles, elevator panels, railings, copy machines, credit card readers, delivery equipment, etc.

CLEANING/SANITIZING

Appropriate and effective cleaning and disinfecting supplies have been purchased and are available by request for each department for use in accordance with product labels, safety data sheets and manufacturer specifications, and are being used with required personal protective equipment for the product.

- a. Custodial Staff will continue cleaning/sanitizing in each building. This will include cleaning and disinfecting high-touch areas (i.e. doorknobs/handles, restroom fixtures, light switches) twice/day at approximately 8:00 a.m. and noon each day.
- b. Employees will be responsible for cleaning and disinfecting their respective public counters, conference rooms, and work area throughout the day. Upon request, cleaning supplies will be available to departments as needed.
- c. Facility Management will provide readily accessible tissues/garbage cans along with hand sanitizer stations for the public at entrances and/or inside each department.
- d. Department Heads will contact Facilities Director for further instructions if any cleaning guideline questions related to positive exposure cases in the work environment arise.
- e. In the event an employee tests positive for COVID-19 and has been in the workplace, the immediate work area will be closed off for 24 hours. After 24 hours, the area will be cleaned and disinfected by Facilities Maintenance.
- f. Employees shall notify their Department Head for any cleaning supplies that may be needed. The department Head shall email Facility Management for any supplies requested.

DROP-OFF, PICK-UP AND DELIVERY PRACTICES AND PROTOCOL

Inbound mail:

- a. All mail received at the Administration Center from the USPS will be delivered to the employee entrance.
 - i. All USPS letters and small packages will be routed the same day.
 - ii. For all large USPS packages, the appropriate department/employee will be notified of the delivery for pickup in the employee entrance.
- b. Packages delivered by other carriers will be dropped off at the receiving doors and will be routed to appropriate departments by the Facilities Department.
- c. All "Steele County Drop Box" mail will be held for one day prior to being routed.
- d. Internal Mail:
 - i. All outbound mail from internal departments needing postage will be processed for pick-up the same day following the timeframes as listed in the mailroom.
 - ii. Any mail already containing postage should be placed directly in the outbound mail basket in the mail room.
 - iii. Internal mail for other departments should be routed directly to the intended department.

Outbound mail:

- a. All outbound packages will leave the facility through the receiving area.
 - *Departments are encouraged to review the change in mail processing and if needed, set up departmental processes based on the needs of the department.*

Communications and training practices and protocol

This COVID-19 Preparedness Plan was communicated to all Employees on _____ and necessary training was provided. Additional communication and training will be ongoing based on changes necessary due to Executive Orders. Training will be provided to all Employees who did not receive the initial training and prior to initial assignment or reassignment.

Instructions will be communicated to all employees, temporary Employees, staffing and labor-pools, independent contractors, subcontractors, vendors and outside technicians, customers and visitors about protections and protocols, including: 1) social distancing protocols and practices; 2) drop-off, pick-up, delivery and general in-store shopping; 3) practices for hygiene and respiratory etiquette; 4) requirements regarding the use of face-coverings and/or face-shields by Employees, customers, and visitors. All Employees, customers, and visitors will also be advised not to enter the workplace if they are experiencing symptoms or have contracted COVID-19. Department Heads are expected to monitor how effective the program has been implemented. [Describe how the business will monitor the effectiveness of the program and identify successes, challenges and deficiencies.] All management and Employees are to take an active role and collaborate in carrying out the various aspects of this plan, and update the protections, protocols, work-practices and training as necessary. This COVID-19 Preparedness Plan has been certified by Steele County Commissioners and the plan was posted throughout the workplace and made readily available to employees _____. It will be updated as necessary by Administration.

Additional protections and protocols

Other conditions and circumstances addressed in this plan that are specific to our business include:

- Reopening Plans 2020: Dated May 25, 2020
- Reopening Plans 2020-1: Updated July 23, 2020 – EO 20-81 (Masks)
- Reopening Plans 2020-2: Updated July 28, 2020 - Protections for drop-off and pick-up of mail and packages
- Reopening Plans 2020-3: Updated August 5, 2020 – Out of County Travel
- Reopening Plans 2020-4: Updated December 8, 2020 – Executive Order 20-99
- *Steele County Interim Policy 2020-1: COVID-19 Program for Employees: April 10, 2020*
- *Steele County Interim Policy 2020-2: COVID-19 Program for Employees: updated Dec 22, 2020*
- Preparedness Plans: Updated March 15, 2021 – Executive Order 21-11
 - On April 5, 2021 the Reopening plans along with the Interim Policy were combined into one plan called the Preparedness Plan.

Certified by:



Steele County Agenda Item

Subject: Access Variance Request – CSAH 4: Justin Andreassen

Department: Highway

Committee Meeting Date: April 8, 2021

Board Meeting Date: April 13, 2021

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Move to Board for Approval

Recommendation:

Approve a variance, with conditions, for the proposed residential access, given the use, location, traffic volumes, and sight distances the access does not present a significant safety issue for the highway users.

Background (*Including Budget Impact*):

CSAH 4 is functionally classified as a Major Collector with a speed limit of 55 mph. The Access Management Policy requires a minimum spacing of 500 feet between private access points and from an intersection. CSAH 4 has an average daily traffic (ADT) count of 560.

There is currently one field access serving this property; the field access is in the south-west corner of the property. The applicant proposes building an access near the middle of the parcel. Another field entrance serving a different property would be approximately 270 feet west of the proposed access, therefore a variance is required.

Staff has reviewed this application and recommends approval due to the proposed use, location, existing traffic volumes and good sight distance. This variance should be approved with the following condition: The existing field entrance serving this property shall be removed.

Attachment: Aerial Image

06-023-4101

Lemond

Remove
Existing
Access

Proposed
Access

270'

SW 81ST ST

Disclaimer: Steele County, MN makes no representations or warranties, express or implied, with respect to the use or reuse of the data provided herewith, regardless of the format or the means of transmission. THE DATA IS PROVIDED "AS IS" WITH NO GUARANTEE OR REPRESENTATION ABOUT THE ACCURACY, CURRENCY, SUITABILITY, PERFORMANCE, MERCHANTABILITY, RELIABILITY, OR FITNESS OF THE DATA FOR ANY PARTICULAR PURPOSE. Steele County, MN, shall not be liable for any direct, indirect, special, incidental, compensatory or consequential damages or third party claims resulting in the use of this data, even if Steele County, MN, has been advised of the possibility of such potential loss or damage. This data may not be used in states that do not allow the exclusion or limitation of incidental or consequential damages.

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PR 21-002 Tax Parcel Viewer
5700 SW 81st St
CSAH 4

March 12, 2021



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Steele County Agenda Item

Subject: Contract Award – 2021 Maintenance Overlays, CP-074-021-002

Department: Highway

Committee Meeting Date: April 8, 2021

Board Meeting Date: April 13, 2021

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Move to Board for Approval

Recommendation:

Award a contract for the 2021 Maintenance Overlay projects on CSAH's 42 and 45, to Crane Creek Asphalt in the amount of \$1,293,999.64.

Background (*Including Budget Impact*):

These projects are located on CSAH 42 aka 5th Ave NE (Main St. E. to 3rd St. NE aka TH 30) in the City of Blooming Prairie and CSAH 45 (Freeborn County Line to CSAH 4). The projects will resurface the highways. The projects are programmed using State Aid Maintenance, Sales Tax, and Wheelage Tax funds.

The contract was advertised for bids, which were opened on Thursday, March 25, 2021. Two bids were received.

Bidder	Total Amount	Percent Over/Under Estimate
Engineer's Estimate	\$1,698,692.45	
Ulland Brothers Inc.	\$1,382,350.06	-18.62% (Under)
Crane Creek Asphalt	\$1,293,999.64	-23.82% (Under)

Crane Creek Asphalt is a responsible contractor capable of performing the work.

Attachments:

N/A



Steele County Agenda Item

Subject: Contract Award – 2021 Pavement Marking CP 074-021-001

Department: Highway

Committee Meeting Date: April 8, 2021

Board Meeting Date: April 13, 2021

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Move to Board for Approval

Recommendation:

Award contract for 2021 pavement marking, CP 074-021-001, to low bidder Sir Lines-A-Lot, LLC in the amount \$105,647.60.

Background (*Including Budget Impact*):

This project is an annual maintenance contract to paint pavement markings throughout the County. It was advertised for bids, which were opened on Thursday, March 25th. Four bids were received:

Bidder	Amount	% Over/Under Estimate
Engineer's Estimate	\$110,055.15	-
Fahrner Asphalt Sealers, LLC – Eau Claire	\$178,817.14	62.48% (Over)
Traffic Marking Service, Inc.	\$108,060.05	1.81 % (Under)
AAA Striping Service	\$107,121.64	2.67 % (Under)
Sir Lines-A-Lot, LLC	\$105,647.60	4.00 % (Under)

Sir Lines-A-Lot, LLC is a responsible contractor capable of performing the work.

Attachments:

N/A



Steele County Agenda Item

Subject: Steele County Detention Center Security Upgrades/Advertisement for Bids

Department: Building & Grounds

Committee Meeting Date: April 8, 2021

Board Meeting Date: April 13, 2021

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Recommends approving to Advertise for Bids for the Steele County Detention Center Security Upgrades Project

Recommendation:

To approve the Facilities and Fleet Director to Advertise for Bids for the Steele County Detention Center Security Upgrades Project.

Background (*Including Budget Impact*):

Previously the County authorized Dewberry to complete construction drawings for the Detention Center Security Upgrades Project. The plans are 95% complete with minor adjustments to make. The board authorized a budget of \$1,800,000.00 with funds available through the Reserves Fund. With plans near completion we would like to advertise for bids for the Detention Center Security Upgrades Project with Bids being received on May 13, 2021 at 2:00pm.

Attachments:

Advertisement for Bids

**SECTION 00 03 00
ADVERTISEMENT FOR BIDS**

TITLE: **Steele County Detention Center
Detention Center Integrator Upgrades**

LOCATION OF WORK: **Steele County Detention Center
2500 Alexander Street SW
Owatonna, MN 55060**

OWNER: **Steele County
630 Florence Avenue
Owatonna, MN 55060
(507) 444-7400**

**OWNER'S
REPRESENTATIVE:** **ICS
1331 Tyler Street NE Suite 101
Minneapolis, MN 55413
(763) 354-2670**

ARCHITECT: **Dewberry
401 SW Water Street #701
Peoria, IL 61602
(309) 282-8000**

PROJECT DESCRIPTION:

Work will consist of replacement of the existing cabling and security system, cameras, card access system and associated server equipment and programming to support new system. Work to include replacing selected doors and security control connections including high volume doors from intake to intake corridor and intake corridor to main corridor. Modifications to master control room and alternates that will include renovation at professional visitation and medical areas.

BID DATE AND LOCATION:

Sealed bids will be received at Steele County Administration Building, 630 Florence Avenue, Owatonna, MN 55060 then publicly opened and read aloud. Base Bids will be received and stamped-in prior to 2 PM local time on Tuesday May 13, 2021.

EXAMINATION OF DOCUMENTS:

Bidders may view drawings and specifications for the project by contacting the office of the Owners Rep.

For Electronic access to the bidding documents, please contact the Owner's Representative at (763) 354-2670. The Owner's Representative can also provide locations of Builders Exchange's holding plans for contractors to access. Bidders are responsible for any and all costs associated with the production of plans and specifications for their use.

BIDDING REQUIREMENTS:

Each bidder must comply with the following requirements to reassure acknowledgment recognition of their bids:

Bids must be accompanied by bid security in form of certified check, cashier's check, or bid bond in amount of 5% of base bid submitted, made payable to owner, as guarantee that bidder will, if awarded, enter into contract in accordance with contract documents and submitted bid.

Completely fill in all blank spaces on the Bid Form, in ink or typewriter, in both words and figures.

Sign in longhand, executed by a principal duly authorized to enter into an agreement. If a bidder is a co-partnership, then signatures on the bid shall be by an authorized member of the firm, with names and addresses of each member of partnership.

Base bid and all alternate bids shall be stated both in writing and in figures. In all cases, written and numerical figures must agree; otherwise at Owner's option, it shall be cause for rejection of bid. Complete form without alteration.

Submit alternate prices (bid) for either increasing or decreasing the cost as called for on bid form and Description of Alternates. Submit a bid for all alternates.

Owner may make such investigations as he deems necessary to determine the ability and responsibility of the bidder to perform the work, and any bidder shall furnish to Owner all such information and data for this purpose, as the Owner may request. Owner reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the Owner that such bidder is properly qualified to carry out the obligations of the contract and to complete the Work contemplated therein. The competence and responsibility of bidder will be considered in making an award, including, but not limited to: (1) proof of financial responsibility, (2) quality of similar work, (3) amount of experience with similar projects, (4) facilities, personnel and equipment, (5) reputation for performance, and (6) ability to complete the work within specified time. Owner reserves the right to reject any Bid where there is reasonable doubt as to the qualifications of the bidder.

Owner reserves the right to (1) accept bidder's Base Bid only, (2) accept any one or more of bidder's Alternate Bids, in any order regardless of the order in which they were listed, (3) reject all Bids, (4) award contract based on his investigation of bidders, as well as acceptance of alternates, all of which Owner deems to be in his best interest, (5) waive informalities or minor irregularities in bids and waive minor irregularities or discrepancies in bidding procedure.

Upon award of Contract, Contractor shall provide AIA A312 Performance and Payment Bonds in the amount of 100% of Contract Sum in accordance with General Conditions and Amendments to General Conditions.

BIDDING DOCUMENTS & SITE REVIEW:

Each bidder (including subcontract bidder where appropriate) is required to visit the site and to fully inform themselves and record their own investigations as to the extent of the Work, the extent of the work performed by other contractors under other construction packages, conditions under which the Work is to be performed, existing buildings and streets, conditions of the area, existing utilities and other features,

type of soil, available facilities and difficulties that may be encountered in connection therewith, and other relevant items which will affect their bid or the Work.

Prior to submitting a bid, each bidder is required to examine all of the bidding requirements, all Contract Documents, all drawings and specifications for the Project (including those primarily for other Subcontracts), become thoroughly familiar with the scope of the Project and all factors and items of work which will affect their bid or the Work, whether shown or specified in documents primarily for Work of others or Work of this Contract.

No extras will be allowed to the Contractor as a result of misunderstanding of the extent of scope of the Work as a result of his failure to study and record their own findings. Submission of a bid shall be proof that such examinations have been made and that bidder has recorded their own investigation and has become thoroughly familiar with all contract documents (including all addenda). The failure or omissions of any bidder to examine any form, instrument or document shall in no way relieve any bidder from any obligation in respect to his bid.

PRE-BID CONFERENCE:

A pre-bid conference will be held at 10:00 AM on Thursday April 22nd at Steele County Detention Center located at 2500 Alexander Street SW, Owatonna, MN 55060. Please enter at the main entry on the southeast side of the building for the pre-bid conference. No extras will be allowed because of the bidder's misinterpretation to the amount of work involved, bidder's own error, negligence, or failure to examine the site.

START DATE:

Work may begin after receipt of the signed contract from the Owner. Pre-construction and submittals work related to the project is to commence immediately after receipt of the signed contract. The work onsite is anticipated to begin July 18, 2021.

SUBSTANTIAL AND COMPLETION DATE:

Owner requires work to be substantially complete on or before milestone dates as listed in Summary of Work, Section 01 01 00. Bids shall reflect all costs necessary to meet this schedule requirement. Work is scheduled to be complete by July 1, 2022. Bids shall reflect all cost necessary to meet this schedule requirement.

END OF SECTION 00 03 00



Steele County Agenda Item

Subject: Wheel Loader Replacement

Department: Landfill

Committee Meeting Date: April 8, 2021

Board Meeting Date: April 13, 2021

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

Recommendation: Approve Purchase of 2020 John Deere 644L for \$201,440.00 from RDO Mankato

Background (*Including Budget Impact*):

Steele County Landfill is replacing the 1993 CAT 950F – S/N 8TK00435 with 12,530 hours that came originally from the Highway Department back in 2001. It has been a good machine, but now is acquiring more costly issues after 20 yrs. of Landfill work. The wheel loader is an essential part of daily operations with many uses at the Landfill as in pushing waste on the tipping floor into roll off boxes, dumping sand on loose loads during windy conditions, loading trucks with dirt or recycled concrete, pulling the hydro seeder with Alternative Daily Cover for spraying the MSW working face. The Landfill budgeted \$200,000 for replacement in 2020 but with the Covid-19 pandemic, we opted to push the purchase until spring of 2021. We requested lease return quotes from two venders on state bid, RDO John Deere of Mankato and Ziegler Cat of Rochester. Both venders have excellent parts and service from thier Rochester, Mankato or the Twin Cities locations in the event of needed services. We received two competitive quotes, RDO came in at \$201,440.00 on a 2020 John Deere 644L with approximately 417HRS, and Ziegler came in at \$210,022.00 on a 2019 Caterpillar 950GC with approximately 700HRS.

Attachments:

Quote Ziegler Cat

Quote RDO John Deere

Landfill Wheel Loader

Vender: RDO Equipment Mankato, MN

Sales Rep: Jerod Gadiant

2020 John Deere 644L (lease return) 417 approx. Hrs.

\$221,440.00 Total

\$20,000.00 Trade

\$201,440.00 Net Total

249 hp 42,182 lbs.

48MO / 4000HR PWR + HYD Thru 4/5/2025

Vender: Ziegler Cat Rochester, MN

Sales Rep: Chad Adams

2019 Caterpillar 950GC (lease return) 700 approx. Hrs.

\$232,522.00 Total

\$22,500.00 Trade

\$210,022.00 Net Total

225 hp 41,554 lbs.

4YR /4000HR PWR + HYD Warranty thru 4/29/2024

Replacing 1993 Cat 950F Wheel Loader with 12,530 hours



JOHN DEERE

Investment Proposal (Quote)

RDO Equipment Co.
1910 LorRay Drive
North Mankato MN, 56003
Phone: (507) 387-1836 - Fax: (507) 387-1838

Proposal for:
STEELE COUNTY LANDFILL
9420 64TH AVE SE
BLOOMING PRAIRIE, MN, 559175863
STEELE

Investment Proposal Date: 3/22/2021
Pricing Valid Until: 4/21/2021
Deal Number: 1424527
Customer Account#: 7766002
Sales Professional: Jerod Gadiant
Phone:
Fax:
Email: JGadiant@rdoequipment.com

Equipment Information

Quantity	Serial Number Stock Number	Hours (approx.)	Status / Year / Make / Model Additional Items	Cash Price
1	1DW644LZHL708140 X953675	417	New 2020 JOHN DEERE 644L 0924 JD POWERTECH ENGINE 1010 STANDARD WHEEL LOADER 1120 W/O AXLE DISC W/LUP 5 SPEED 1217 140 AMP ALTERNATOR 1310 FLAT BLACK CURVED STACK 1430 AIR INTAKE W PRECLEANER 1520 AUTOMATIC REVERSING HYD FAN 1610 FUEL TANK W STD FILTER 170C JDLINK ULT 5 YEAR SERVICE 1910 PREMIUM CAB 1940 7 INCH DISPLAY MONITOR 1975 HYDRAU XR HYDRAULIC FLUID 2010 STANDARD ZBAR 2120 STEERING WHEEL ONLY 2240 PREMIUM SEAT 2360 JOYSTICK CONTROLS 2403 THREE FUNCTION HYDRAULICS 2510 RIDE CONTROL 2605 ENGLISH DECALS & MANUALS 2715 15 AMP CONVERTER 2870 NO PAYLOAD SCALE W/ COUNTER 3049 AXLE,W/ HYD FRONT & REAR 3120 MANUAL DIFFERENTIAL LOCK 4621 23.5R25 L3 1 STAR MI-3PC RIM 5320 LESS TPMS SYSTEM 5530 STANDARD FRONT FENDERS 5610 LEFT SIDE STEPS ONLY 5840 NO FORK FRAME 5940 NO TINES 7140 PREMIUM LED LIGHT PACKAGE 8220 REAR HITCH & COUNTERWEIGHT 8240 REAR CAMERA ONLY 8290 LEFT BEACON BRACKET ONLY 8350 EXTERIOR MIRRORS-HEAT&POWER 8370 RADIO - PREMIUM 8450 AC CHARGE 8565 PIN-ON ATTCH READY PINS ONLY 8890 NO BUCKET EDGE OR TEETH 8960 NO BUCKET 9015 ENGINE BLOCK HEATER 9045 QUICK FLUID SERVICE W/ DRAIN 9140 FIRE EXTINGUISHER 9240 ENGINE COMPARTMENT LIGHT 9410 GUARDS-TRANSMISSION & BOTTOM MKT DEV FUND Warranty -John Deere Power Train & Hyd.-48 Months, 4000 Hours,Deductible: 0, Exp Date: 4/5/2025	\$199,540.00
1	J000133378-1 X961093	0	New 2020 JRB 644K4.25C	\$10,100.00
1	TBD TBD	0	New 2021 ROCKLAND MFG UCF2-50 60-60-96-QC	\$8,400.00

UCF2-50|60-60-96-QC UCF Utility Construction Fork
 3" x 7" x 60" Adjustable Tines
 96" Wide Backframe
 48.5" High
 36" Min. Width Over Tines
 90.25" Max. Width Over Tines
 96.5" Overall Width
 33,000 Lb Tin

Equipment Subtotal: \$221,440.00

Trade Information

Serial Number	Year / Make / Model	Payoff Information	Trade In Hours	Trade In Value
8TK00435	1993 CAT 950F II	\$0.00	11871	(\$20,000.00)
Total Trade in Value:				(\$20,000.00)
Trade Balance Owed:				\$0.00
Net Difference:				(\$20,000.00)

Purchase Order Totals

Balance:	\$201,440.00
MN STATE TAX:	\$0.00
MN CITY TAX:	\$0.00
MN SPECIAL TAX:	\$0.00
Sales Tax Total:	\$0.00
Sub Total:	\$201,440.00
Cash with Order:	\$0.00
Balance Due:	\$201,440.00

Date: 3/1/2021



6340 Hwy 63 South
Rochester, MN 55904

Customer:

STEELE COUNTY LANDFILL
9420 64TH AVE SE
BLOOMING PRAIRIE, MN
ATTN: BRUCE HOLLAND

Equipment:

CATERPILLAR 950GC
WHEEL LOADER
L7708

Expires:

November 30, 2021

Ziegler submits the following
State of Minnesota Contract #

description and price for your approval. The pricing is based off the
Release #

	<u>Description</u>	<u>Price</u>	<u>Repurchase</u>
1	CATERPILLAR 950GC WHEEL LOADER	\$192,350.00	
4.1.1	AIR CONDITIONER	INCLUDED	
4.1.3	AIR SUSPENSION SEAT	\$320.00	
4.1.6	RIDE CONTROL	\$2,100.00	
4.1.7	EXTERNAL MIRRORS	INCLUDED	
4.1.8	RADIO, AM/FM BLUETOOTH	\$280.00	
4.1.9	CONVERTER (24V TO 12V) FOR CB RADIO	\$580.00	
4.2.1	COLD START PACKAGE	INCLUDED	
4.2.4	AXLE, LIMITED SLIP FRONT & REAR	\$2,670.00	
4.2.7	REVERSING FAN	\$450.00	
4.3.3	LIGHTS, WORKING 4 HALOGEN	INCLUDED	
4.3.6	WARNING BEACON, LED	\$250.00	
4.4.1	23.5-R25 BRIDGESTONE VUT, L2 TIRES	INCLUDED	
4.5.3	HYDRAULICS, 3RD VALVE	\$2,610.00	
4.5.5	JOYSTICK CONTROL 3RD VALVE	\$320.00	
4.6.8	FUSION QUICK COUPLER	\$4,060.00	
4.6.11	BUCKET, PERFORMANCE 4CYD	\$9,290.00	
4.6.14	60" PALLET FORKS - 84" CARRIAGE	\$8,140.00	
4.7.1	STEEL FENDER EXTENSIONS	\$190.00	
4.7.4	TOOLBOX	\$190.00	
4.8.31	4YR / 4000HR PWR + HYD WARRANTY THRU 4/29/2024	\$3,090.00	
4.9.3	DELIVERY	\$500.00	
4.12	DISCOUNT FOR RENTAL HOURS - ASSUMES 700HRS	-\$17,368.00	

** MN STATE CONTRACT #: 171599 **

** RELEASE #: L-331(5) **

Net Total

\$210,022.00

0.00

Less Trade Allowance ON 1993 CAT 950F - S/N: 8TK00435

\$22,500.00

Total

\$232,522.00

Terms and Conditions

The prices quoted are current and subject to change to those in effect at the time of shipment. Caterpillar products are sold subject to the terms of the applicable Caterpillar warranty. Copies of the warranties applicable to this purchase are attached hereto, and the purchaser by signing this order acknowledges receipt of the Caterpillar Warranties. The Purchaser agrees to pay any and all taxes, assessments, licenses, and government charges of every kind and nature whatsoever upon said equipment by Purchaser. All provisions hereof are contingent upon government restrictions, strikes, accidents, delays of carrier and other delays unavoidable and beyond Seller's control. It is intended and understood that title and ownership of said equipment is and shall remain vested in the Seller, notwithstanding delivery or possession, until the entire price is paid by cash in full.

THIS PROPOSAL IS SUBJECT TO ALL PROVISIONS OF THE CONTRACT AND WARRANTY AS SPECIFIED HEREIN:

ACCEPTED:

By _____

Respectfully submitted, Chad Adams

Subject to approval by:

Ziegler Inc.

Approved:

By _____

STEELE COUNTY PERSONNEL AGENDA ITEM

April 13, 2021 at 5:00 pm

APRIL EMPLOYEE ANNIVERSARIES*(Information Only – No Action Required)***Anniversaries:**

<i>Name</i>	<i>Position-Dept</i>	<i>Anniv. Date</i>	<i>Yrs. Service</i>
Sean Grivette	Correctional Officer – Detention Center	04/01/21	5
Kimberly Saenz	Correctional Officer – Detention Center	04/01/21	2
Katelyn Tollefson	Correctional Officer – Detention Center	04/01/21	2
Matthew Gwin	Correctional Officer – Detention Center	04/03/21	15
Heather Fast	Public Health Nurse – Public Health	04/04/21	5
Anthony Cassen	Highway Maintenance Technician – Hwy	04/08/21	2
Sean Benz	Asst. Director – Parks & Recreation	04/09/21	16
Travis Ernste	Probation Officer III – Community Corr.	04/10/21	4
Benjamin Wilson	Correctional Corporal – Detention Center	04/13/21	6
Chad Forsystek	Licensed Sergeant – Sheriff's Office	04/13/21	23
Joyce Prusha	Correctional Sergeant – Detention Center	04/15/21	19
Leah Kent	Health Services Assistant – Detention Ctr.	04/15/21	13
Brock Nelson	Appraiser – Assessor's Office	04/16/21	3
Samantha Ahrens	Probation Officer III – Community Corr.	04/16/21	14
Melissa Bos	Accounting Support Asst. – Highway	04/16/21	3
William Effertz	County Assessor – Assessor's Office	04/18/21	10
Nancy Gjerald	Accounting Technician – Detention Center	04/19/21	17
Andrea Marshall	Health Educator – Public Health	04/23/21	3
Paul Sponholz	Assistant County Engineer - Highway	04/23/21	3
Marta Grieman	Project Engineer - Highway	04/25/21	5
June Piepho	Family Support Specialist – Public Health	04/26/21	15
Kyle Stanley	Building Inspector – Planning & Zoning	04/29/21	2
Jane Christenson	Tech Clerk II/Evidence Tech – Sheriff's	04/30/21	7



Steele County Agenda Item

Subject: Renewal of CUP 210 (RDS Trucking Inc. – O'Connor Pit)

Department: Planning & Zoning

Committee Meeting Date: April 5, 2021

Board Meeting Date: April 13, 2021

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends approval renewal with 12 conditions.

Background (*Including Budget Impact*):

This request is from RDS Trucking Inc. for the renewal of CUP #210 allowing the mining of sand and gravel and the stockpiling and processing of recyclable aggregate material on property owned by Mike O'Connor located in Section 8 of Blooming Prairie Township.

Attachments:

Findings of Fact

Location Map

Site Map

Staff Report

Draft Permit

**COUNTY OF STEELE
FINDINGS OF FACT
CONDITIONAL USE PERMIT #210**

RDS Trucking – O’Conner Pit

Applicant:

RDS Trucking

Land Owner:

Mike O’Connor

Project Description:

The mining of sand and gravel, crushing, screening, stockpiling of aggregate material, and the stockpiling and processing of recyclable aggregate material.

Zoning District:

Agricultural District

Ordinance Section:

Condition #3 requires this permit to be renewed.

Property Description:

The East ½ of the SW ¼, Section 8, Blooming Prairie Township.

And;

The West 500 feet of the SW ¼ of the SE ¼, Section 8, Blooming Prairie Township.

General Criteria for considering an Interim Use Permit:

1) The use will not create a burden on parks, schools, streets, public facilities or utilities:

The planning commission find the project will have no impact on parks and schools. No utilities or public facilities are used other than public roads. The site accesses onto CR 155 which is a paved County Road with a weight limit of 9 ton per axel. There have been no issues concerning the road from this site.

2) The use is compatible, separated, or screening from adjacent agricultural or residential land so it will not deter development or depreciated the value of existing properties:

The planning commission find the surrounding land use includes mostly agricultural land, and several rural residences. This project should not affect nearby agricultural operations. Existing conditions have been imposed to minimize any effect on neighboring residences. No issues have been reported concerning neighboring residences with the existing mining operation.

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

The planning commission find the appearance of the pit will be similar to others in the area and will not have an adverse effect on adjacent properties.

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

The planning commission find the existing land use is an existing active mine, cropland enrolled into CRP and a wind turbine. The proposed use shall be consistent with past mining operations. The

mining will not take place within the area enrolled into CRP and future mining will maintain the same separation distance to the wind turbine.

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

The planning commission finds gravel mining, the storage of aggregate material and the storage and processing of recyclable aggregate material is consistent with the Zoning Ordinance.

6) The use will not create a traffic hazard or congestion:

The planning commission finds the site accesses onto CR 155. There have been no issues regarding truck traffic creating hazards or congestion from this site.

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

The planning commission finds the operation does not affect nearby businesses.

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

The planning commission finds:

Access: The existing access road is adequate.

Drainage: Water drains into the site.

Wetland: There are no jurisdictional wetlands onsite.

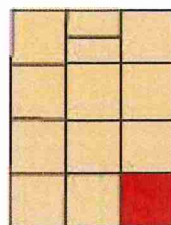
Planning Commission Recommendations:

Based on the information provided and comments received, the Steele County Planning Commission recommends approval of the review of CUP #210 with the following conditions.

(~~Strikethrough~~ is deleted, underlined is added.)

1. The applicant shall post temporarily "Truck Hauling" signs as deemed necessary by the Steele County Highway Engineer.
2. Dust control should be provided in the pit as deemed necessary by the Steele County Planning and Zoning Director and/or Steele County Highway Engineer.
3. Applicant is responsible to initiate renewal proceeding on or before January 1, ~~2018~~ 2026 or this permit becomes invalid.
4. No topsoil shall be removed from the site.
5. A 30 foot unexcavated buffer shall remain adjacent to all property lines, and road right-of-way. Any erosion to neighboring properties as a result of this mine shall be corrected by the applicant.
6. A 4:1 slope shall be maintained from the edge of the buffer strip to the bottom of the mine.
7. All accesses to the site shall be gated.
8. Hours of operation shall be between 6:00 AM and 7:00 PM. Monday thru Saturday.
9. Final reclamation shall be completed in phases that have been inactive for greater than five years. Final reclamation shall include grading slopes to a 4:1 slope or greater, replacing topsoil, and vegetating exposed areas not used for cropland or reclaimed to open water.
10. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
11. All truck traffic shall use the existing access onto County Road 155.
12. This permit remains valid during times when the owner/operator is current on all tax obligations owed to Steele County. If notified by the Auditor of a delinquency, the owner/operator is required to pay the tax or file an appropriate challenge within 30 days or the permit is null and void.

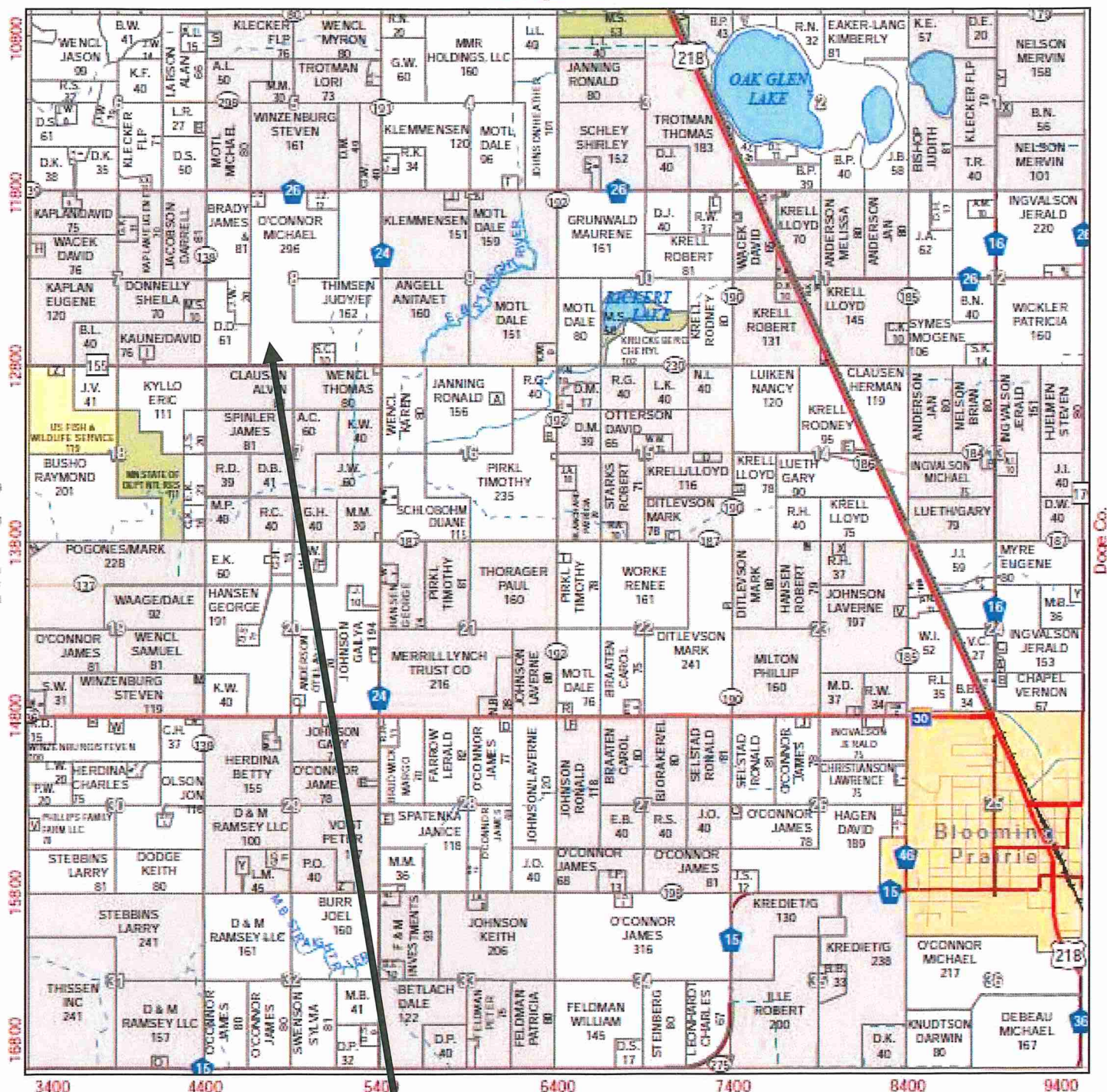
Blooming Prairie



T.105N. - R.19W.



See Pages 10 & 11



O'Connor Pit

 2019
 2013

Blooming
Prairie

Steele Co. Geo.



Disclaimer: Steele County, MN makes no representations or warranties, express or implied, with respect to the use or misuse of the data provided herewith, regardless of file format or the means of transmission. THE DATA IS PROVIDED "AS IS" WITH NO GUARANTEE OR REPRESENTATION ABOUT THE ACCURACY, CURRENTNESS, RELIABILITY, PERFORMANCE, MERCHANTABILITY, RELIABILITY, OR FITNESS OF THE DATA FOR ANY PARTICULAR PURPOSE. Steele County, MN, shall not be liable for any direct, indirect, special, incidental, compensatory or consequential damages or third party claims resulting in the use of this data, even if Steele County, MN, has been advised of the possibility of such potential loss or damage. This disclaimer shall be used in states that do not allow the exclusion or limitation of incidental or consequential damages.

0 55 110 220 ft

O'Conner Pit

March 27, 2021



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Staff Report
for
2021 Review of Conditional Use Permit #210
RDS Trucking – O’Connor Pit (Union Pit)

Operator: RDS Trucking

Owner(s): Mike O’Connor

Project Location: The East ½ of the SW ¼, Section 8, Blooming Prairie Township.
And;
The West 500 feet of the SW ¼ of the SE ¼, Section 8, Blooming Prairie Township.

Zoning District: Agricultural District

Permitted Uses: Mining of sand and gravel, crushing, screening, stockpiling of aggregate material, and the stockpiling and processing of recyclable aggregate material.

Permit History: 1996: Issued to David Spinler Construction
2004: Reviewed
2013: Reviewed

Conditions:

1. The applicant shall post temporarily “Truck Hauling” signs as deemed necessary by the Steele County Highway Engineer.
2. Dust control should be provided in the pit as deemed necessary by the Steele County Planning and Zoning Director and/or Steele County Highway Engineer.
3. Applicant is responsible to initiate renewal proceeding on or before January 1, 2018 or this permit becomes invalid.
4. No topsoil shall be removed from the site.
5. A 30 foot unexcavated buffer shall remain adjacent to all property lines, and road right-of-way. Any erosion to neighboring properties as a result of this mine shall be corrected by the applicant.
6. A 4:1 slope shall be maintained from the edge of the buffer strip to the bottom of the mine.
7. All accesses to the site shall be gated.
8. Hours of operation shall be between 6:00 AM and 7:00 PM. Monday thru Saturday.
9. Final reclamation shall be completed in phases that have been inactive for greater than five years. Final reclamation shall include grading slopes to a 4:1 slope or greater, replacing topsoil, and vegetating exposed areas not used for cropland or reclaimed to open water.
10. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
11. All truck traffic shall use the existing access onto County Road 155.
12. This permit remains valid during times when the owner/operator is current on all tax obligations owed to Steele County. If notified by the Auditor of a delinquency, the owner/operator is required to pay the tax or file an appropriate challenge within 30 days or the permit is null and void.

Total Area: 95 acres
Minable Acres: 40 acres
Active Areas: 20 acres.
Reclaimed Areas: 0 acres.

Natural Elev: 1270' – 1290'
Permitted Elev: Elevation not limited on permit.
Mining Elev: 1262' feet.

Road Access: County Road 155 (paved 9 ton county road)

Recyclable Amt: No recyclable material onsite.

Material Removed: 2020 – 1,432 yds
2019 - 5,898 yds
2018 – 9,936 yds
2017 – 2,521 yds
2016 – 0 yds
2015 – 2,510 yds
2014 – 1,568 yds

Other Permits: Nation Pollution Disposal Elimination System (NPDES): Permit MNG490064
DNR Water Appropriations: None

Comments: The site was operated by Dave Spinler Construction until he passed away in 2018. RDS Trucking took it over in 2019. Overall, the area of the mining has stayed approximately the same size. Some fill has been brought in over the years to fill in lower areas that have been mined.

Condition Considerations: Consider extending the permit out another 5 years from current.

3. The applicant is responsible to initiate renewal proceedings on or before July 1, ~~2018~~ 2026 or this permit becomes invalid.

CONDITIONAL USE PERMIT**PERMIT#** 210
review

	01-008-2200		
	01-008-3100	HEARING DATE:	04/05/21
DISTRICT:	Agricultural	DECISION DATE:	04/13/21

APPLICANT:	RDS Trucking Inc.	LANDOWNER:	Mike O'Connor
ADDRESS:	27739 890th Ave.	ADDRESS:	86973 310th St.
	Austin, MN 55912		Blooming Prairie, MN 55917

PROPERTY ADDRESS:
NA

LEGAL DESCRIPTION OF PROPERTY:

The East 1/2 of the SW 1/4, Section 8, T-108-N, R-19-W, Steele County, Minnesota.

And the West 500 feet of the SW 1/4 of the SE 1/4, Section 8, T-108-N, R-19-W, Steele County, MN.

REFERENCE ORDINANCE FOR CUP:

Section 1524.02 of the Steele County Zoning Ordinance requires a conditional use permit for mining.

PROPOSED USE(S):

Mining and processing of sand and gravel including crushing, screening, and the stockpiling of aggregate material and the stockpiling and processing of recyclable aggregate material.

DECISION OF BOARD OF COMMISSIONERSDeny ☐Approve ☒with twelve conditions.

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

Chair, Steele County Board of Commissioners

Date

CONDITIONAL USE PERMIT

PERMIT#

210
review

Conditions

- 1 The applicant shall post temporarily "Truck Hauling" signs as deemed necessary by the Steele County Highway Department.
- 2 Dust control should be provided in the pit as deemed necessary by the Steele County Planning and Zoning Director and/or Steele County Highway Engineer.
- 3 Applicant is responsible to initiate renewal proceeding on or before January 1, 2026 or this permit becomes invalid.
- 4 No topsoil shall be removed from the site.
- 5 A 30 foot unexcavated buffer shall remain adjacent to all property lines, and road right-of-way. Any erosion to neighboring properties as a result of this mine shall be corrected by the applicant.
- 6 A 4:1 slope shall be maintained from the edge of the buffer strip to the bottom of the mine.
- 7 All accesses to the site shall be gated.
- 8 Hours of operation shall be between 6:00 AM and 7:00 PM. Monday thru Saturday.
- 9 Final reclamation shall be completed in phases that have been inactive for greater than five years. Final reclamation shall include grading slopes to a 4:1 slope or greater, replacing topsoil, and vegetating exposed areas not used for cropland or reclaimed to open water.
- 10 Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
- 11 All truck traffic shall use the existing access onto County Road 155.
- 12 This permit remains valid during times when the owner/operator is current on all tax obligations owed to Steele County. If notified by the Auditor of a delinquency, the owner/operator is required to pay the tax or file an appropriate challenge within 30 days or the permit is null and void.

CERTIFICATION

I hereby certify that the above is a true and correct copy of the decision approved by the Steele County Board of Commissioners on the _____ day of _____, 2021

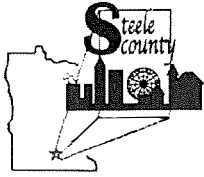
Steele County Auditor

Date

This document prepared by Steele County Planning and Zoning Director

Director, Steele County Planning & Zoning

Date



Steele County Agenda Item

Subject: CUP #423 (Blooming Prairie Country Club)

Department: Planning & Zoning

Committee Meeting Date: April 5, 2021

Board Meeting Date: April 13, 2021

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends approval with 3 conditions.

Background (*Including Budget Impact*):

This request is from the Blooming Prairie Country Club to re-align two holes on their course onto two parcels they own located south of SE 118th Street.

Attachments:

Findings of Fact

Location Map

Site Map

Staff Report

Draft Permit

COUNTY OF STEELE
FINDINGS OF FACT
CONDITIONAL USE PERMIT #423

Blooming Prairie County Club

Applicant:

Blooming Prairie Country Club

Land Owner(s):

Blooming Prairie Country Club

Project Description:

The Blooming Prairie County Club is requesting to expand their course onto land located south of SE 118th Street. They owned one parcel and have recently acquired another parcel. The expansion would include the construction of two new holes on the property.

Zoning District(s):

Agricultural

Ordinance Section:

Section 704.2 of the Steele County Zoning Ordinance allows Commercial Outdoor Recreation Areas, including private campgrounds, non-commercial recreational facilities, public and private clubs as a conditional use in the Agricultural District.

Property Address:

Requested site is not assigned an address.

Blooming Prairie County Club Address is 7701 SE 118th Street

Project Site Legal Description:

Parcel #01-011-4402

The West Half of the NW 1/4 of Section 11, Township 105 North, Range 19 West, Steele County, Minnesota, lying East of the East Right-of-way line of the Soo Line Railroad, formerly known as the Chicago, Milwaukee, St. Paul, and Pacific Railroad.

Parcel #01-011-4101

That part of the NE 1/4 of the NW 1/4 of Section 11, Township 105 North, Range 19 West, Steele County, Minnesota, described as follows:

Commencing at the northwest corner of said Sec. 11, 105N, R19W; thence East, assumed bearing, along the north line of said Sec. 11 1322.00 feet to the northwest corner of the NE 1/4, NW 1/4 said Sec. 11, said point hereinafter called the point of beginning;

thence continuing East 401.00 feet along said north line of Sec. 11, said line also being the centerline of a public roadway;

thence South 30 degrees 20 minutes 00 seconds West 199.15 feet;

thence South 84 degrees 59 minutes 00 seconds West 262.00 feet;

thence South 40 degrees 45 minutes 00 seconds West 57.00 feet to a point on the west line of the NE 1/4 NW 1/4 said Sec. 11; thence North 00 degrees 30 minutes 00 seconds West 238.00 feet along said west line to the point of beginning.

General Criteria for considering a Conditional Use Permit:

1) The use will not create a burden on parks, schools, streets, public facilities or utilities:

The planning commission finds the proposal will not have an impact on parks and schools. Traffic will enter via State Highway 218 and SE 118. The traffic is not expected to create a burden on the road as the amount of traffic is not expected to change from current.

2) The use is compatible, separated, or screening from adjacent agricultural or residential land so as not to depreciate their values or deter the development of vacant land:

The planning commission finds the surrounding land is mostly agricultural land with scattered rural residences. The proposed project should not affect the surrounding agricultural land. The nearest residence is located 800 feet west of the proposed expansion. This is only slightly closer than the distance it is located from the existing course which is at 975 feet. At this distance the proposed expansion should not negatively affect this neighbor.

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

The planning commission finds the appearance will be similar to the existing golf course as it is now. This appearance will not have an adverse effect on adjacent properties.

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

The planning commission finds the use is consistent with the existing land use.

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

Zoning Ordinance:

The planning commission finds the zoning ordinance allows Commercial Outdoor Recreation Areas as a conditional use in the agricultural district.

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

The planning commission find the proposal will not create traffic hazards or congestion.

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

The planning commission finds the proposal should not affect nearby businesses.

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

The planning commission finds:

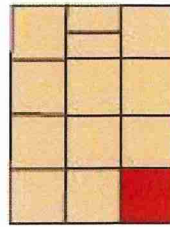
- Utilities are already provided to the site and should not change.
- The access road is already provided to the site and should not change.
- Drainage will not be substantially different than it is currently. The development will need to meet any requirements of the Wetland Conservation Act.

Planning Commission Recommendations:

Based on the information provided and comments received, the Steele County Planning Commission recommends approval of Conditional Use Permit request #423 with the following conditions.

1. Best Management Practices shall be used during construction and until permanent vegetation is established to prevent erosion into the lake.
2. Best Management Practices shall be used in the maintenance of the golf course to minimize any pollutant runoff into the ditch.
3. The construction shall comply with all requirement of the Minnesota Wetland Conservation Act.

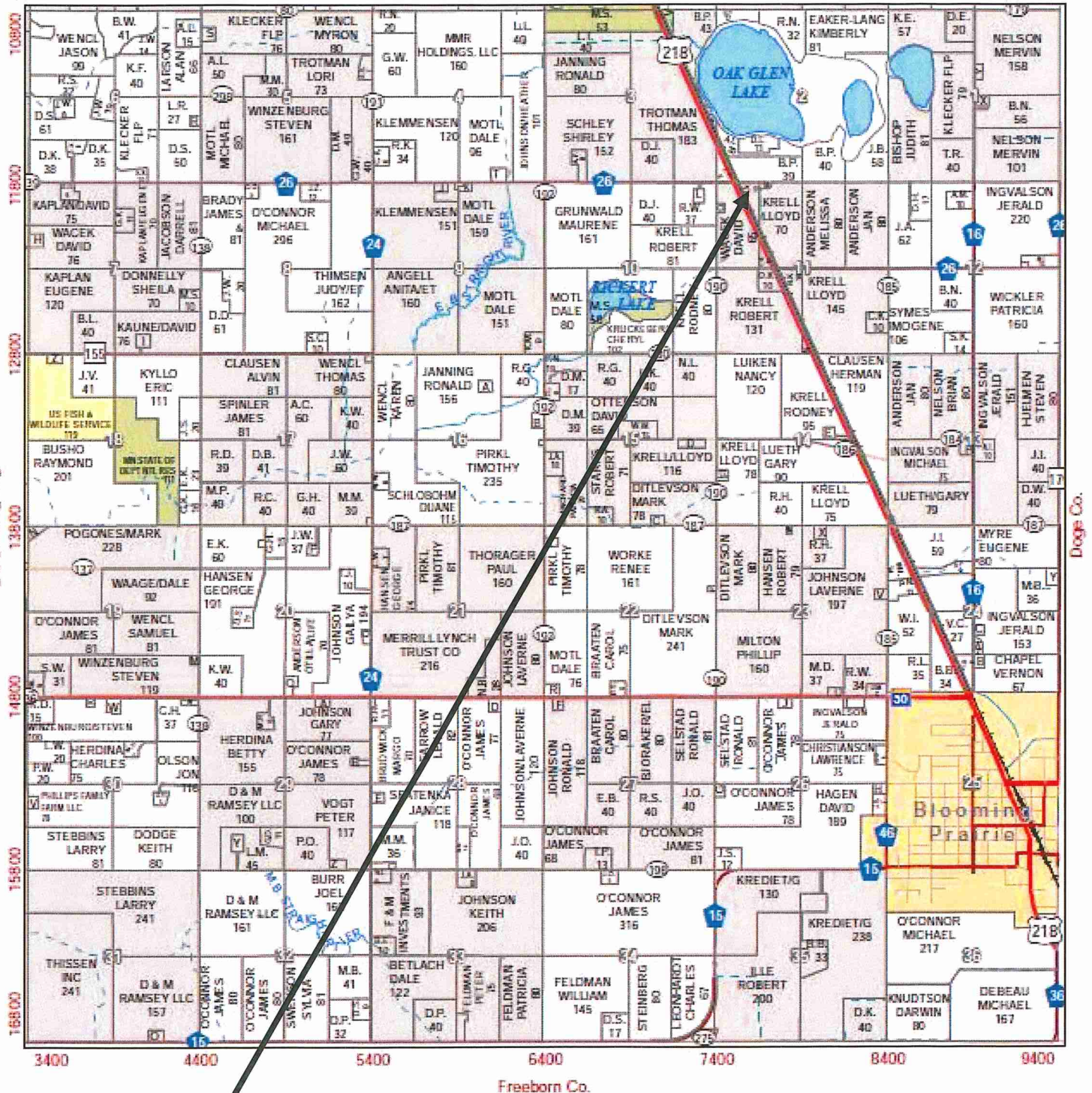
Blooming Prairie



T.105N. - R.19W.



See Pages 10 & 11



Blooming Prairie County Club Expansion Location

N



PARCELS, 2' CONTOURS, AND PHOTO FROM STEELE COUNTY

BPCC ADDITIONAL
GOLF HOLES

Staff Report
for
Conditional Use Permit Application #423
Blooming Prairie Country Club

Applicant:

Blooming Prairie County Club

Property Owner(s):

Blooming Prairie County Club

Property Address:

Not assigned

Blooming Prairie County Club Address is 7701 SE 118th Street

Project Site Legal Description:

Parcel #01-011-4402

The West Half of the NW 1/4 of Section 11, Township 105 North, Range 19 West, Steele County, Minnesota, lying East of the East Right-of-way line of the Soo Line Railroad, formerly known as the Chicago, Milwaukee, St. Paul, and Pacific Railroad.

Parcel #01-011-4101

That part of the NE 1/4 of the NW 1/4 of Section 11, Township 105 North, Range 19 West, Steele County, Minnesota, described as follows:

Commencing at the northwest corner of said Sec. 11, 105N, R19W; thence East, assumed bearing, along the north line of said Sec. 11 1322.00 feet to the northwest corner of the NE 1/4, NW 1/4 said Sec. 11, said point hereinafter called the point of beginning:

thence continuing East 401.00 feet along said north line of Sec. 11, said line also being the centerline of a public roadway;

thence South 30 degrees 20 minutes 00 seconds West 199.15 feet;

thence South 84 degrees 59 minutes 00 seconds West 262.00 feet;

thence South 40 degrees 45 minutes 00 seconds West 57.00 feet to a point on the west line of the NE 1/4 NW 1/4 said Sec. 11; thence North 00 degrees 30 minutes 00 seconds West 238.00 feet along said west line to the point of beginning.

Project Description:

The Blooming Prairie County Club is requesting to expand their course onto land located south of SE 118th Street. They owned one parcel and have recently acquired another parcel. The expansion would include the construction of two new holes on the property.

Zoning District:

Agricultural

Reason for Conditional Use Permit Application:

Section 704.2 of the Steele County Zoning Ordinance allows Commercial Outdoor Recreation Areas, including private campgrounds, non-commercial recreational facilities, public and private clubs as a conditional use in the Agricultural District.

General Criteria for Issuing Conditional Use Permit:

1) The use will not create a burden on parks, schools, streets, public facilities or utilities:

The use will not have an impact on parks and schools. Traffic will enter via State Highway 218 and SE 118. Traffic to and from the site is not expected to change from existing. The amount of traffic is not expected to create a burden on the road.

2) The use is compatible, separated, or screening from adjacent agricultural or residential land:

The surrounding land is mostly agricultural land with scattered rural residences. The proposed project should not affect the surrounding agricultural land. The nearest residence is located 800 feet west of the proposed expansion. This is only slightly closer than the distance it is located from the existing course which is at 975 feet. At this distance the proposed expansion should not negatively affect this neighbor.

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

The appearance of the property will be similar to the existing golf course.

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

The existing land use is and agricultural field. The golf course has been there for many years but has leased land from the gun club. They are re-aligning their course to be on their own property.

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

The zoning ordinance allows Commercial Outdoor Recreation Areas as a conditional use in the agricultural district and the county has previously permitted the expansion / realignment of this course and the construction of another.

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

The proposed new course layout will require the crossing of SE 118th Street with a cart path. This is a Blooming Prairie Township Road. Blooming Prairie Township has indicated they are agreeable to the proposal.

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

The nearest existing business are located in the community of Bixby or Blooming Prairie. This proposal should not have any effect on any of these businesses.

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

- Utilities are already provided to the site and should not change.
- The access road is already provided to the site and should not change.
- Drainage will not be substantially different than it is currently. The SWCD is reviewing the site to determine Wetland Conservation Act compliance.

Staff Comments:

The following conditions are on the previous permit issued for the former expansion. If the Planning Commission recommends approval of this application, they may wish to consider attaching the same conditions to this request as well:

1. Best Management Practices shall be used during construction and until permanent vegetation is established to prevent erosion into the lake.
2. Best Management Practices shall be used in the maintenance of the golf course to minimize any pollutant runoff into the ditch.
3. The construction shall comply with all requirement of the Minnesota Wetland Conservation Act.

CONDITIONAL USE PERMIT**PERMIT#****423**

PARCEL #:	01-011-4402	HEARING DATE:	04/05/21
	01-011-4101	DECISION DATE:	04/13/21
DISTRICT:	Agricultural		

APPLICANT:	Blooming Prairie County Club	LANDOWNER:	Blooming Prairie Country Club
ADDRESS:	6944 118th St. SE	ADDRESS:	
	Blooming Prairie, MN 55917		

PROPERTY ADDRESS:

7701 118th St. SE

Blooming Prairie, MN 55917

LEGAL DESCRIPTION OF PROPERTY:

The West Half of the NW 1/4 of Section 11, Township 105 North, Range 19 West, Steele County, Minnesota, lying East of the East Right-of-way line of the Soo Line Railroad, formerly known as the Chicago, Milwaukee, St. Paul, and Pacific Railroad.

And;

That part of the NE 1/4 of the NW 1/4 of Section 11, Township 105 North, Range 19 West, Steele County, Minnesota, described as follows:

Commencing at the northwest corner of said Sec. 11, 105N, R19W; thence East, assumed bearing, along the north line of said Sec. 11 1322.00 feet to the northwest corner of the NE 1/4, NW 1/4 said Sec. 11, said point hereinafter called the point of beginning:

thence continuing East 401.00 feet along said north line of Sec. 11, said line also being the centerline of a public roadway;

thence South 30 degrees 20 minutes 00 seconds West 199.15 feet;

thence South 84 degrees 59 minutes 00 seconds West 262.00 feet;

thence South 40 degrees 45 minutes 00 seconds West 57.00 feet to a point on the west line of the NE 1/4 NW 1/4 said Sec. 11; thence North 00 degrees 30 minutes 00 seconds West 238.00 feet along said west line to the point of beginning.

REFERENCE ORDINANCE FOR CUP:

Section 704.2 of the Steele County Zoning Ordinance.

PROPOSED USE(S):

Expansion of existing Golf Course.

CONDITIONAL USE PERMIT

PERMIT# 423

DECISION OF BOARD OF COMMISSIONERS

Deny ☐

Approve ☒ with 3 conditions.

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

Chair, Steele County Board of Commissioners

Date

Conditions

- 1 Best Management Practices shall be used during construction and until permanent vegetation is established to prevent erosion into the lake.
- 2 Best Management Practices shall be used in the maintenance of the golf course to minimize any pollutant runoff into the ditch.
- 3 The construction shall comply with all requirement of the Minnesota Wetland Conservation Act.

CERTIFICATION

I hereby certify that the above is a true and correct copy of the decision approved by the Steele County Board of Commissioners on the _____ day of _____, 2021.

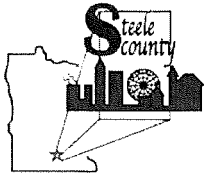
Steele County Auditor

Date

This document prepared by Steele County Planning and Zoning Director

Director, Steele County Planning & Zoning

Date



Steele County Agenda Item

Subject: CUP #424 (Crystal Valley Coop)

Department: Planning & Zoning

Committee Meeting Date: April 5, 2021

Board Meeting Date: April 13, 2021

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends approval with 5 conditions.

Background (*Including Budget Impact*):

Crystal Valley Cooperative is requesting to establish an agronomy sales facility on their property located south of SW 93rd Street, west of CR 14 and east of the railroad tracks. This facility would be in addition to the permit they currently have allowing the storage and distribution of grain and the storage and sales of propane from their site located west of the railroad tracks.

This permit would allow for:

The sales, storage and distribution of bulk pesticides, seed and liquid fertilizer.

The placement of six (6) 35,000 gallon liquid fertilizer tanks.

The placement of two (2) 30,000 gallon NH₃ tanks.

Attachments:

Findings of Fact

Location Map

Site Map(s)

Staff Report

Letters

Draft Permit

COUNTY OF STEELE
FINDINGS OF FACT
CONDITIONAL USE PERMIT #424

Crystal Valley Coop – Agronomy Sales

Applicant:

Crystal Valley Coop.

Land Owner(s):

Crystal Valley Coop.

Project Description:

Crystal Valley Cooperative is requesting to establish an agronomy sales facility on their property located south of SW 93rd Street, west of CR 14 and east of the railroad tracks. This facility would be in addition to the permit they currently have allowing the storage and distribution of grain and the storage and sales of propane from their site located west of the railroad tracks. This permit would allow for:

The sales, storage and distribution of bulk pesticides, seed and liquid fertilizer.

The placement of six (6) 35,000 gallon liquid fertilizer tanks.

The placement of two (2) 30,000 gallon NH₃ tanks.

Zoning District(s):

Agricultural

Ordinance Section:

Section 704.1 of the Steele County Zoning Ordinance lists Agricultural Related Businesses as a conditional use in the agricultural district.

Section 1518.02 of the Steele County Zoning Ordinance requires a conditional use permit for above ground liquid storage tanks having a capacity greater than 12,000 gallons.

Property Address:

Not assigned.

Project Site Legal Description:

All that part of the Northeast Quarter of the Southwest Quarter, Section 30, Township 106 North, Range 20 West, Steele county, Minnesota, excepting therefrom the following:

The South 7.81 rods of the Northeast Quarter of the Southwest Quarter, Section 30, Township 106 North, Range 20 West, Steele County, Minnesota

AND

the Chicago, Rock Island and Pacific Railroad Right of Way.

General Criteria for considering a Conditional Use Permit:

1) The use will not create a burden on parks, schools, streets, public facilities or utilities:

The planning commission finds the proposal will have no impact on parks and schools. Electricity will be provided to the site. The site accesses onto SW 93rd St. which is a paved township road to the east and a gravel township road to the west. The township has indicated the paved portion of the road is rated at a 10 ton per axel weight limit and is adequate to handle truck traffic.

2) The use is compatible, separated, or screening from adjacent agricultural or residential land so as not to depreciate their values or deter the development of vacant land:

The planning commission finds the surrounding land use is agricultural land, rural residences located south, southeast and northwest of the site, and the village of Hope located north of the site. The proposal should have no effect on the neighboring agricultural land. The nearest residences are approximately 800 feet away from facility including the liquid fertilizer tanks and as close as 1072 feet from the NH₃ tanks. The liquid fertilizer tanks and the NH₃ tanks are regulated by the MN Department of Agriculture. The MN Dept. of Ag. has a mandatory separation distance of 400 feet specifically between structures and NH₃ tanks. These tanks will meet the MDA mandatory setback requirements. The development of this facility will eliminate the use of a NH₃ tank located at the Pipeline Foods facility which are as close as 525 feet from a neighboring residence.

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

The planning commission finds the appearance will be similar to other facilities in the area including the Pipeline facility and Crystal Valley's grain facility.

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

The planning commission finds the use is consistent with the existing land use and serve the needs of the agricultural producers in the county.

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

Zoning Ordinance:

The planning commission finds the zoning ordinance allows agricultural related businesses and liquid storage tanks as a conditional use in the agricultural district .

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

The planning commission find the expected traffic to the site will be seasonal with the busiest times during the fall and spring. Estimated peak traffic is 30 to 40 vehicles per day. Safety arms are located on the railroad crossing to mitigate any hazard present from this crossing. The amount of traffic is not expected to cause traffic hazards or congestions.

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

The planning commission finds the proposal should not affect nearby businesses.

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

The planning commission finds:

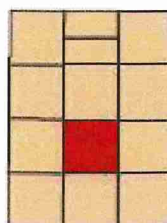
- Electricity would have to be provided to the site. Water and sewer would be provided by private systems.
- The access road would need the permission from Somerset Township.
- Drainage would be treated by constructed stormwater ponds and would be regulated by the MPCA.

Planning Commission Recommendations:

Based on the information provided and comments received, the Steele County Planning Commission recommends approval of Conditional Use Permit request #424 with the following conditions.

1. All tanks shall meet and be installed and maintained to the standards of the Minnesota Department of Agricultural and / or the Minnesota Pollution Control Agency.
2. Lighting shall be shielded or directed downward as not to shine directly onto neighboring properties.
3. The site shall obtain a separate 911 address.
4. The access shall be approved by Somerset Township.
5. The storage or distribution of NH3 on Pipeline Foods' property will not be allowed unless a separated Conditional Use Permit is approved for that property.

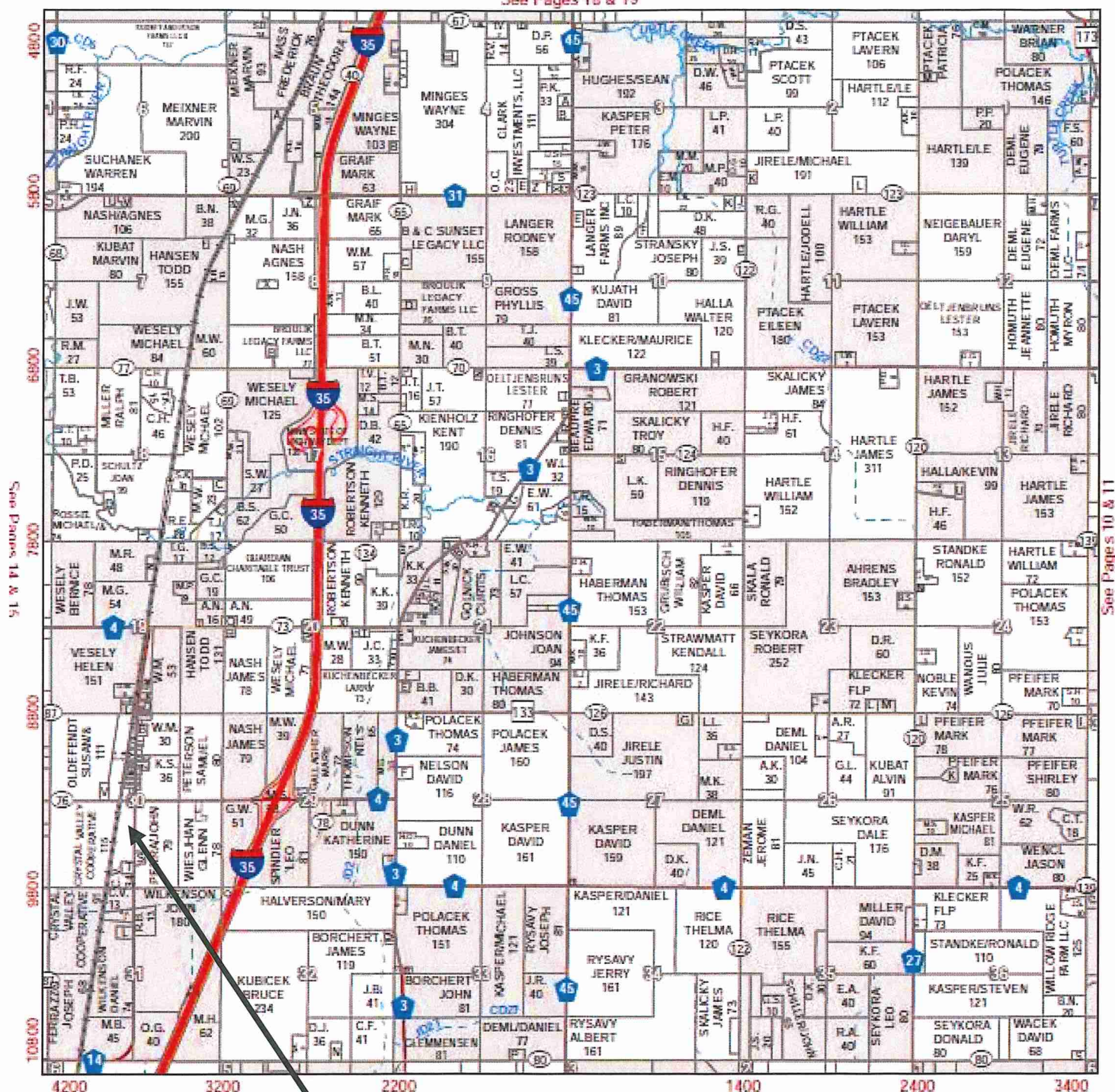
Somerset



T.106N. - R.20W.



See Pages 18 & 19



See pages 6 & 7

Proposed Agronomy Center Location

TOTAL SITE AREA: 1,861.31 SF (42.73 ACRES)
TOTAL DISTURBED AREA: 536,816 SF (12.32 ACRES)
TOTAL AREA EXISTING PAVEMENT: 0 SF (0 ACRES)
TOTAL AREA EXISTING BUILDING: 0 SF (0 ACRES)
TOTAL EXISTING IMPERVIOUS: 0 SF (0 ACRES)--00%
TOTAL PAVEMENT/DRIVES FOLLOWING DEVELOPMENT: 155,945 SF (3.58 ACRES)
TOTAL BUILDING AREA FOLLOWING DEVELOPMENT: 15,682 SF (0.36 ACRES)
(INCLUDES FUTURE BUILDING EXPANSION SHOWN)
TOTAL IMPERVIOUS FOLLOWING DEVELOPMENT: 171,626 SF (3.94 ACRES) 9.22 %



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1000

SEA

Date: _____
 Page: _____Project #: 322000015.000

Drawn by: SJA

Checked by: S

Street Title:

SITE LA

**TRUCK
PLAN**

PEARSON
Learning Technology

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of 183

103

Staff Report
for
Conditional Use Permit Application #424
Crystal Valley Agronomy Center

Applicant:

Crystal Valley Cooperative

Property Owner(s):

Crystal Valley Cooperative

Property Address:

Not assigned

Project Site Legal Description:

All that part of the Northeast Quarter of the Southwest Quarter, Section 30, Township 106 North, Range 20 West, Steele county, Minnesota, excepting therefrom the following:

The South 7.81 rods of the Northeast Quarter of the Southwest Quarter, Section 30, Township 106 North, Range 20 West, Steele County, Minnesota

AND

the Chicago, Rock Island and Pacific Railroad Right of Way.

Project Description:

Crystal Valley Cooperative is seeking a permit to establish an agronomy center on their property located south of Hope. This would be in addition to the permit they currently have allowing the storage and distribution of grain and the storage and sales of propane from their site. This site would be located east of the railroad and would allow for:

The sales, storage and distribution of bulk pesticides, seed and liquid fertilizer.

The placement of six (6) 35,000 gallon liquid fertilizer tanks.

The placement of two (2) 30,000 gallon NH3 tanks.

Zoning District:

Agricultural

Reason for Conditional Use Permit Application:

Section 704.1 of the Steele County Zoning Ordinance lists Agricultural Related Businesses as a conditional use in the agricultural district.

Section 1518.02 of the Steele County Zoning Ordinance requires a conditional use permit for above ground liquid storage tanks having a capacity greater than 12,000 gallons.

General Criteria for Issuing Conditional Use Permit:

1) The use will not create a burden on parks, schools, streets, public facilities or utilities:

The use will have no impact on parks and schools. Electricity will be provided to the site. The site accesses onto SW 93rd St. which is a paved township road to the east and a gravel township road to the west. The township has indicated the paved portion of the road is adequate to handle truck traffic and is rated at a 10 ton per axel weight limit. County Road #4 from the intersect to I-35 is also rated at 10 ton per axel. A comprehensive road analysis was completed when the grain terminal was permitted and showed the road is adequate to handle the type of traffic that is expected. In addition, Crystal Valley has an agreement in place with Somerset Township on future maintenance of the road. This agreement should also cover any traffic from this part of the facility.

- 2) **The use is compatible, separated, or screening from adjacent agricultural or residential land:**
The site is surrounded by agricultural land, rural residences located south, southeast and northwest of the site and the village of Hope located north of the site. The proposal should not have an effect on the neighboring agricultural land. The nearest residences are approximately 800 feet away from facility including the liquid fertilizer tanks and as close as 1072 feet from the NH3 tanks. The liquid fertilizer tanks and the NH3 tanks are regulated by the MN Department of Agriculture. The MN Dept. of Ag. has a mandatory separation distance of 400 feet between structures and NH3 tanks. The KFS store is the nearest structure and is approximately 750 feet from the NH3 tanks. Because of the nature of NH3, it raises some special concerns should there be a spill or release. The Emergency Response Guide has recommendations on Isolation and Protective Action Distances in case of a spill. For a spill such as from a nurse tank they recommend an immediate isolation distance of 200 feet and to protect downwind for 0.2 miles. For large spills such as a rail tanker they recommend an immediate isolation distance of 1000 feet and a to protect as far as 1.4 miles depending on weather conditions and time of day.
- 3) **The appearance will not have an adverse effect on adjacent properties:**
The appearance of the property will be similar to other facilities in the area including the Pipeline facility and Crystal Valley's grain facility. The addition of security lighting could be an annoyance to the nearest neighbors to the south. The planning commission could consider requiring the use of downward directed lighting or shields to minimize this issue.
- 4) **The use is related to the existing land use and the county needs of the county:**
The existing land use is cropland. The facility would service agricultural producers in the area.
- 5) **The use is consistence with the zoning ordinance and zoning district:**
The ordinance allows agricultural related businesses and liquid storage tanks as a conditional use in the agricultural district .
- 6) **The use will not creation a traffic hazards or congestion:**
Expected traffic to the site is expected to be seasonal with the busiest times during the fall and spring. Traffic during these periods is estimated at 30 to 40 vehicles per day. Traffic was a concern in this area when the grain facility was proposed. In addition to Crystal Valley's grain facility, Pipeline Foods also has a grain facility, the railroad lines crosses SW 93rd Street and KFS recently added a diesel pump. However, there have been no reported issues with traffic since the grain facility was constructed.
- 7) **Existing businesses will not be adversely affected because of curtailment of customers trade:**
The nearest existing business is KFS and Pipeline Foods located to the north. The addition of this facility should create more traffic for KFS. Crystal Valley Coop has purchased the agronomy business from Pipeline Foods and currently leases facilities including the existing 30,000 gallon NH3 tank on their property until a new facility is built. The NH3 tank on Pipeline Foods' property is 520 feet from the nearest house and the Nurse Tanks are often stored as close as 300 feet to residential houses. Pipelines Foods has indicated their tanks would no longer be used for NH3 after once Crystal Valley's site is constructed. The planning commission should consider making this a requirement of the permit.
- 8) **Adequate utilities, access roads, drainage and other facilities will be provided:**
- Electricity would have to be provided to the site. Water and sewer would be provided by private systems.
 - The access road would need the permission from Somerset Township. They were contacted but did not provide any comment at that time.
 - Drainage would be treated by constructed stormwater ponds and would be regulated by the MPCA.

Staff Comments:

If the Planning Commission recommends approval of this application, they may wish to consider the following conditions:

1. All tanks shall meet and be installed and maintained to the standards of the Minnesota Department of Agricultural and / or the Minnesota Pollution Control Agency.
2. Lighting shall be shielded or directed downward as not to shine directly onto neighboring properties.
3. The site shall obtain a separate 911 address.
4. The access shall be approved by Somerset Township.
5. The storage or distribution of NH3 on Pipeline Foods' property will not be allowed unless a separated Conditional Use Permit is approved for that property.



6499 University Ave NE, Suite 200
Fridley, MN 55432

March 29, 2021

To: Steele County Planning Commission
RE: Anhydrous Ammonia Service at Pipeline Foods Facility in Hope MN

In April of 2020, Pipeline Foods sold its conventional agronomy business based in Hope to Crystal Valley Coop. As part of that transaction we agreed to lease certain portions of our facility in Hope to Crystal Valley to facilitate the ongoing agronomy business while they built new facilities across the road to the South. We support Crystal Valley's request for Conditional Use permitting and agree to discontinue all conventional agronomy inputs operations, including the anhydrous ammonia storage and dispatch at our site when the lease terminates in 2022. We plan to dismantle and sell the tanks at that time. We consider the planned developments by Crystal Valley a significant improvement to the safety and welfare for our employees and our neighbors in the city of Hope.

Sincerely,

A handwritten signature in blue ink, reading 'Neil C Juhnke'.

Neil C Juhnke
SVP – Physical Operations
Pipeline Foods, LLC

3/29/2021

To Steele County Planning and Commission

I wish to express my concerns over the safety and risks to the town of Hope regarding Crystal Valley's planned liquid fertilizer, ammonia tanks and pesticide storage just south of the town of Hope in Somerset Twp, Steele County, Minnesota.

Some basic safety concerns in having 210,000 gallons of fertilizer and 60,000 gallons of ammonia (and bulk pesticides) stored so close to a residential area. If any of these tanks leaked or vented during the summer months, the prevailing south winds would blow that directly over the town of Hope, where many families reside.

Living in Hope, I have already had several instances over the past few summers of anhydrous tanks to the west of my residence leaking and blowing irritating fumes onto the property. Eyes water, throats itches. It has been infrequent and hasn't lasted more than a couple hours, so I hadn't reported it...yet. These smaller breaches give me great concern for large ammonia tanks to the south of Hope, as our winds tend to prevail from the south during the summer.

Safety Concern #1: Leak. If just one 35k tank of ammonia were to have a major leak just south of the small town of Hope, an evacuation radius would include the entire town and could be catastrophic to the safety of its residents. Ongoing small leaks or venting issues would impact the residents of Hope immediately and unknown long term health concerns.

Safety Concern #2, the ambiguous wording of 210k storage of "liquid fertilizer". What kind of fertilizer? What are the historical hazards of storing such large quantity of this "fertilizer". In a worse case scenario, if something were to happen with 210k of this fertilizer, what are the safety risks to the population of Hope? An entire port in Lebanon was obliterated from a neglected Ammonia Nitrate plant, resulting in 210 deaths and 7500 injured. An explosion just 1/8th of that size would wipe out the entire town of Hope.

Safety Concern #3: Added to the above concerns, Crystal Valley will be storing an unknown quantity and type of pesticides at the facility. No mention on what kind of pesticides. .

Living in Hope, I have already had several instances over the past few summers of anhydrous tanks leaking to the west of town and blowing irritating fumes onto the property. Eyes water, throats itches. It has been infrequent and hasn't lasted more than a couple hours, so I hadn't reported it (yet) however, this gives me great concern for large ammonia tanks to the south of Hope, as our winds tend to prevail from the south during the summer.

I would like to know from Crystal Valley what their planned safety protocol is for the new site as well as their safety record, how many leaks/accidents has the company had in the past. Have there been any fines or settlements due safety issues?

We are placing the safety and welfare of every man, woman and child in Hope in the hands of a private

company. I believe we need to proceed with safety and caution at the forefront.

Thank you for your time,

Sincerely,

Lynai Torabpour

8975 37th Ave SW, Hope, MN 56046

507-456-0275

STEELE COUNTY PLANNING COMMISSION

NOTICE IS HEREBY GIVEN: That on Monday, April 5th, 2021 starting at 7:00 pm., the Steele County Planning Commission will meet via conference call as allowed under MN Stat. 13D.021 to consider a request by Crystal Valley to sell, store, and distribute, bulk pesticides, seed, and liquid fertilizer including the placement of six 35,000 gallon liquid fertilizer tanks and two 30,000 gallon NH₃ tanks on their property located east of the railroad tracks in the NE ¼ of the SW ¼, Section 30, Somerset Township.

Due to the Governor's Emergency Executive Order, the meeting will be closed to the public for in-person attendance, but the public is encouraged to submit comments by mail or email and interested parties may receive packet material and / or a link by which they can monitor the meeting by contacting the Steele County Planning and Zoning Office.

Interested All persons interested are invited to attend said hearing and be heard on this matter.

I totally agree.
would be a
great addition to
our town

Dale E. Luecke

Dale Oolman
Steele County Zoning Director
630 Florence Ave. P.O. Box 890
Owatonna, MN 55060
(507) 444-7482

CONDITIONAL USE PERMIT**PERMIT#****424**

PARCEL(S) #:	<u>05-030-3300</u>	HEARING DATE:	<u>04/05/21</u>
DISTRICT:	<u>Agricultural</u>	DECISION DATE:	<u>04/13/21</u>
APPLICANT:	<u>Crystal Valley Cooperative</u>	LANDOWNER:	<u>Crystal Valley Cooperative</u>
ADDRESS:	<u>3829 SW 93rd Street</u> <u>Hope MN 56046</u>	ADDRESS:	<u>1911 Excel Drive</u> <u>Mankato, MN 56001</u>

PROPERTY ADDRESS:

3829 93rd Street SW
Hope, MN 56046

LEGAL DESCRIPTION OF PROPERTY:

All that part of the Northeast Quarter of the Southwest Quarter, Section 30, Township 106 North, Range 20 West, Steele County, Minnesota, excepting therefrom the following:

The South 7.81 rods of the Northeast Quarter of the Southwest Quarter, Section 30, Township 106 North, Range 20 West, Steele County, Minnesota

AND

the Chicago, Rock Island and Pacific Railroad Right of Way.

REFERENCE ORDINANCE FOR CUP:

Section 704.1 of the Steele County Zoning Ordinance lists Agricultural Related Businesses as a conditional use in the agricultural district.

Section 1518.02 of the Steele County Zoning Ordinance requires a conditional use permit for above ground liquid storage tanks having a capacity greater than 12,000 gallons.

PROPOSED USE(S):

The sales, storage and distribution of bulk pesticides, seed and liquid fertilizer.

The placement of six (6) 35,000 gallon liquid fertilizer tanks.

The placement of two (2) 30,000 gallon NH3 tanks.

CONDITIONAL USE PERMIT

PERMIT#

424

DECISION OF BOARD OF COMMISSIONERS

Deny ☐

Approve ☒ with 5 conditions.

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

Chair, Steele County Board of Commissioners

Date

Conditions

- 1 All tanks shall meet and be installed and maintained to the standards of the Minnesota Department of Agricultural and / or the Minnesota Pollution Control Agency.
- 2 Lighting shall be shielded or directed downward as not to shine directly onto neighboring properties.
- 3 The site shall obtain a separate 911 address.
- 4 The site shall obtain a separate 911 address.
- 5 The access shall be approved by Somerset Township.
- 6 The storage or distribution of NH3 on Pipeline Foods' property will not be allowed unless a separated Conditional Use Permit is approved for that property.

CERTIFICATION

I hereby certify that the above is a true and correct copy of the decision approved by the Steele County Board of Commissioners on the _____ day of _____, 2021.

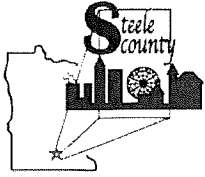
Steele County Auditor

Date

This document prepared by Steele County Planning and Zoning Director

Director, Steele County Planning & Zoning

Date



Steele County Agenda Item

Subject: IUP 2021-02 (Landfill)

Department: Planning & Zoning

Committee Meeting Date: April 5, 2021

Board Meeting Date: April 13, 2021

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends approval with 7 conditions.

Background (*Including Budget Impact*):

The Steele County landfill is requesting to excavate fill to be used as cover material on the landfill as part of their daily cover requirements at their location in Section 28 of Aurora Township.

Attachments:

Findings of Fact

Location Map

Site Map

Staff Report

Draft Permit

**COUNTY OF STEELE
FINDINGS OF FACT
INTERIM USE PERMIT #2021-02**

Steele County Landfill

Applicant:

Steele County Landfill

Land Owner(s):

Steele County

Project Description:

The Steele County landfill is requesting to excavate fill to be used as cover material on the landfill as part of their daily cover requirements. There are two sites that may eventually get excavated. Site #1 is a 9 acre field. Existing topography is rolling with elevations ranging from 1276 feet to 1306 feet. Material would be excavated in the area to constant slope from elevation 1276 feet in the northwestern corner to 1300 feet on the southern and eastern edge.

Site #2 was permitted in 2018 but never excavated. This area has 1.25 acres where excavation could occur. Existing elevations range from 1250 feet to 1276 feet. Approximately 16 feet of material would be excavated from the higher side with the area sloped toward the west. Final reclamation will be reseeding both areas to grass.

Zoning District(s):

Agricultural

Ordinance Section:

Section 703.2 and 1524.02 of the Steele County Zoning Ordinance requires an Interim Use Permit for excavations.

Property Address:

9420 SE 64th Ave.

Blooming Prairie, MN 55917

Project Site Legal Description:

All that part of the South Half of the NE 1/4 of Section 28, Township 106 North, Range 19 West, Steele County, Minnesota, described by:

Commencing at the southeast corner of said S1/2 of NE 1/4;

thence North 89°29'10" West, assumed bearing, 877.10 feet along the south line of said S1/2 of NE1/4 to the True Point of Beginning;

thence North 89°29'10" West 1769.89 feet to the southwest corner of said S1/2 of NE1/4;

thence North 0°33'13" East 1327.32 feet to the northwest corner of said S1/2 of NE1/4;

thence South 89°19'37" East 1777.43 feet along the north line of said S1/2 of NE1/4 to the westerly right of way line of the Chicago, Milwaukee and Pacific Railroad;

thence South 30°01'19" East 1009.36 feet along the westerly right of way line of said railroad to a point, last said point being North 30°01'19" West 525.94 feet from the south line of said S1/2 of NE1/4;

thence South 64°44'52" West 665.08 feet;

thence South 24°50'35" East 181.36 feet to said True Point of Beginning.

AND;

All that part of the North Half of the SE ¼ of Section 28, T 106 N, R 19 W, Steele County, Minnesota, described by:

Commencing at the northeast corner of said N ½ of SE ¼; thence 0° 33' 32" W, assumed bearing, 150 feet along the east line of said N ½ of SE ¼ to a point on the westerly right of way line of the Chicago, Milwaukee and Pacific Railroad, last said point being the True Point of Beginning;
thence S 0° 33' 32" W 1169.78 feet to the southeast corner of said N ½ of SE ¼;
thence N 89° 43' 34" W 2646.90 feet to the southwest corner of said N ½ of SE ¼;
thence N 0° 33' 13" E 1330.86 feet to the northwest corner of said N ½ of SE ¼;
thence S 89° 29' 10" E 1769.89 feet along the north line of said N ½ of SE ¼ to a point, last said point being N 89° 29' 10" W 877.10 feet from the northeast corner of said N ½ of SE ¼;
thence S 24° 50' 35" E 344.89 feet;
thence N 76° 22' 56" E 185.87 feet;
thence N 13° 03' 22" W 146.21 feet;
thence N 77° 04' 32" E 80.10 feet;
thence S 84° 38' 29" E 322.25 feet to the westerly right of way line of U.S. Highway No. 218;
thence N 62° 59' 06" E 150.21 feet to the westerly right of way line of said railroad;
thence S 30° 01' 19" E 100.63 feet along the westerly right of way line of said railroad to said True Point of Beginning.

General Criteria for considering a Conditional Use Permit:

1) The use will not create a burden on parks, schools, streets, public facilities or utilities:

The planning commission finds the proposal will not have an impact on parks, schools, streets, or other public facilities. It will provide a source of cover material for the operation of the Steele Count Landfill thereby reducing cost to run the publicly operated facility.

2) The use is compatible, separated, or screening from adjacent agricultural or residential land so as not to depreciate their values or deter the development of vacant land:

The planning commission finds the surrounding land use is the landfill itself, agricultural land, and gravel pits. The use should have no effect on the agricultural land. There is one residence located 1600 feet to the east of the closest site. The excavation will only occur during normal business hours so noise will be confined during the day. Also, HWY 218 separates the existing residence from the site and the residence is surrounded by a property that has been mined for years, so the sound of equipment and vehicles is already occurring.

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

The planning commission finds the appearance will be similar to the landfill and the mining operations in the area so the site will not have an adverse effect on adjacent properties.

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

The planning commission finds the request is reasonable to the existing land use and the needs of the county.

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

Zoning Ordinance:

The planning commission finds excavations are allowed in the agricultural district by issuance of an interim use permit.

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

The planning commission find traffic will occur internally so the proposal will not create traffic hazards or congestion.

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

The planning commission finds the proposal should not affect nearby businesses.

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

The planning commission finds:

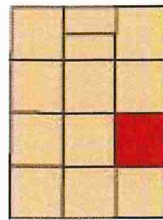
- Access: All material will be hauled internally so no additional accesses are needed.
- Runoff: The applicant shall follow their storm water pollution prevention plan regarding any erosion of the site or erosion into protected areas.
- Wetlands: The excavating shall not be in areas that contains wetlands.

Planning Commission Recommendations:

Based on the information provided and comments received, the Steele County Planning Commission recommends approval of Interim Use Permit request #2021-02 with 7 conditions.

1. Excavation for the purposes of providing cover material is limited to the areas identified in the application.
2. Excavations shall be limited to 1276 feet on site #1 and 1252 feet on site #2
3. A 100 feet unexcavated buffer shall remain next to State Highway 218. The excavated slope along this road shall be no steeper than a 3 to 1 slope unless a 4 feet tall berm is installed parallel to the road. This berm shall be located outside the road right of way and vegetated to prevent erosion.
4. Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
5. Operator is responsible to maintain dust control in the pit and on any access road so excessive dust does not negatively affect neighboring properties or highway traffic.
6. The applicant shall follow their submitted reclamation plan. Final reclamation shall include grading slopes to a 4:1 slope or flatter and reseeding to vegetation. Re-vegetation shall be completed with six months following completion of the excavation.
7. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.

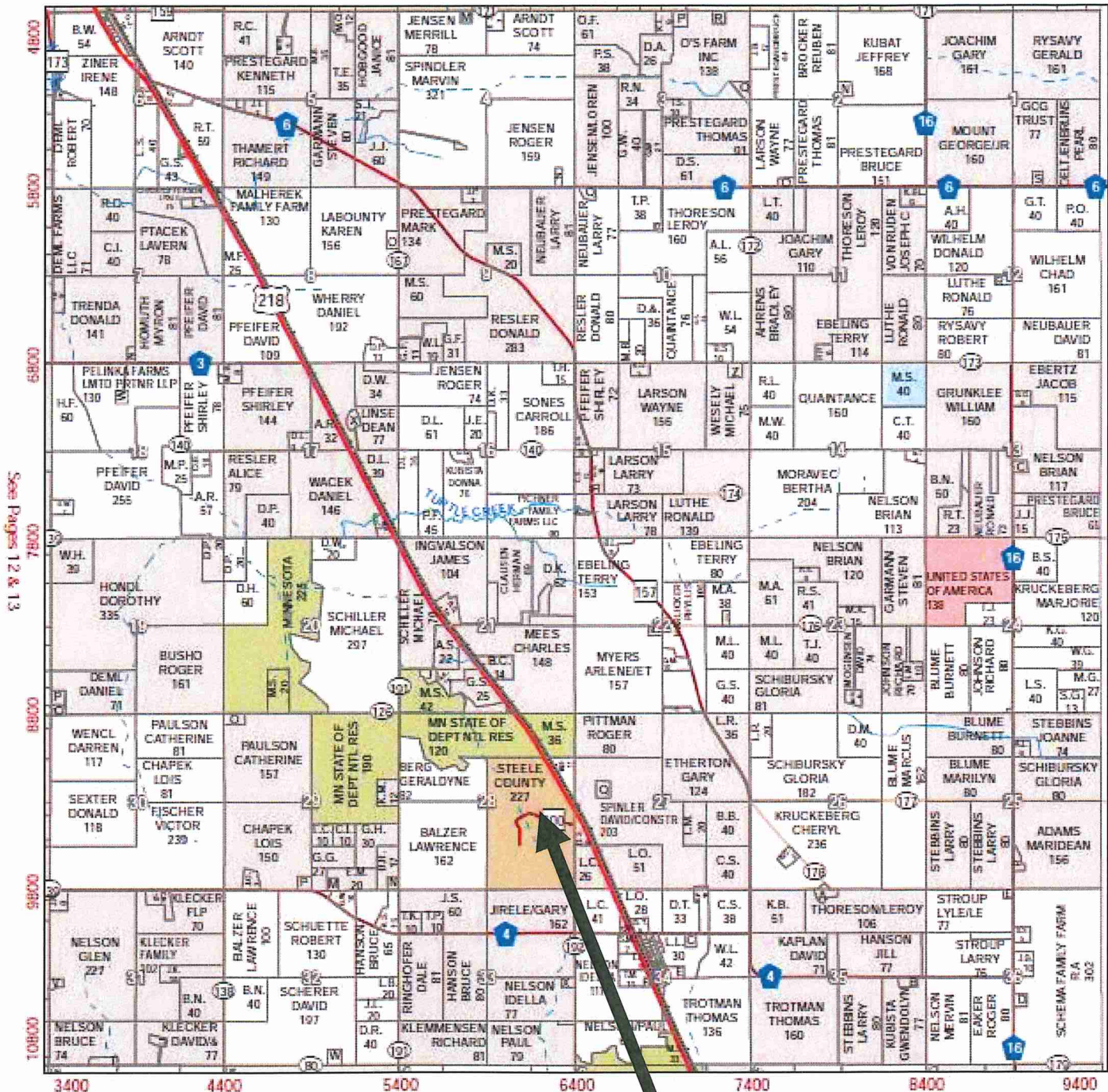
Aurora



T.106N. - R.19W.



See Pages 16 & 17



Steele County Borrow Pit Location



Disclaimer: Steele County, MN makes no representations or warranties, express or implied, with respect to the use or reuse of the data provided herewith, regardless of the format or the means of transmission. THE DATA IS PROVIDED "AS IS" WITH NO GUARANTEE OR REPRESENTATION ABOUT THE ACCURACY, CURRENTNESS, AVAILABILITY, PERFORMANCE, MERCHANTABILITY, RELIABILITY OR FITNESS OF THE DATA FOR ANY PARTICULAR PURPOSE. Steele County, MN, shall not be liable for any direct, indirect, special, incidental, consequential or reasonable damages or third party claims resulting in the use of this data, even if Steele County, MN, has been advised of the possibility of such potential loss or damage. This disclaimer shall be deemed to be a part of the contract for the use of the data and shall survive the termination or expiration of the contract.

Landfill

0 165 330 660
ft

March 23, 2021 117 of 183



Staff Report
for
Interim Use Permit #2021-02
Steele County Landfill – Borrow Sites

Applicant:
Steele County Landfill

Land Owner:
Steele County

Zoning District:
Agricultural District

Address:
9420 SE 64th Ave.
Blooming Prairie, MN 55917

Property Legal Description:

All that part of the South Half of the NE 1/4 of Section 28, Township 106 North, Range 19 West, Steele County, Minnesota, described by:

Commencing at the southeast corner of said S1/2 of NE 1/4;
thence North 89°29'10" West, assumed bearing, 877.10 feet along the south line of said S1/2 of NE1/4 to the True Point of Beginning;
thence North 89°29'10" West 1769.89 feet to the southwest corner of said S1/2 of NE1/4;
thence North 0°33'13" East 1327.32 feet to the northwest corner of said S1/2 of NE1/4;
thence South 89°19'37" East 1777.43 feet along the north line of said S1/2 of NE1/4 to the westerly right of way line of the Chicago, Milwaukee and Pacific Railroad;
thence South 30°01'19" East 1009.36 feet along the westerly right of way line of said railroad to a point, last said point being North 30°01'19" West 525.94 feet from the south line of said S1/2 of NE1/4;
thence South 64°44'52" West 665.08 feet;
thence South 24°50'35" East 181.36 feet to said True Point of Beginning.

AND;

All that part of the North Half of the SE ¼ of Section 28, T 106 N, R 19 W, Steele County, Minnesota, described by:

Commencing at the northeast corner of said N ½ of SE ¼; thence 0° 33' 32" W, assumed bearing, 150 feet along the east line of said N ½ of SE ¼ to a point on the westerly right of way line of the Chicago, Milwaukee and Pacific Railroad, last said point being the True Point of Beginning;
thence S 0° 33' 32" W 1169.78 feet to the southeast corner of said N ½ of SE ¼;
thence N 89° 43' 34" W 2646.90 feet to the southwest corner of said N ½ of SE ¼;
thence N 0° 33' 13" E 1330.86 feet to the northwest corner of said N ½ of SE ¼;
thence S 89° 29' 10" E 1769.89 feet along the north line of said N ½ of SE ¼ to a point, last said point being N 89° 29' 10" W 877.10 feet from the northeast corner of said N ½ of SE ¼;
thence S 24° 50' 35" E 344.89 feet;
thence N 76° 22' 56" E 185.87 feet;
thence N 13° 03' 22" W 146.21 feet;

thence N 77° 04' 32" E 80.10 feet;
thence S 84° 38' 29" E 322.25 feet to the westerly right of way line of U.S. Highway No. 218;
thence N 62° 59' 06" E 150.21 feet to the westerly right of way line of said railroad;
thence S 30° 01' 19" E 100.63 feet along the westerly right of way line of said railroad to said True Point of Beginning;

AND;

The South ½ of the SE ¼, Section 28, Township 106 North, Range 19 West, Steele County, Minnesota.

Project Description:

Excavate fill material to be used as cover material on the landfill as part of their daily cover requirements. There are two sites that may eventually get excavated. Site #1 is a 9 acre field. Existing topography is rolling with elevations ranging from 1276 feet to 1306 feet. Material would be excavated in the area to constant slope from elevation 1276 feet on the northwestern side to 1300 feet on the southern and eastern edge.

Site #2 was permitted in 2018 but never excavated. This area has 1.25 acres where excavation could occur. Existing elevations range from 1250 feet to 1276 feet. Approximately 16 feet of material would be excavated from the higher side with the area sloped toward the west. Final reclamation will be reseeding both areas to grass.

Reason for Conditional Use Permit Application:

Section 703.2 and 1524.02 of the Steele County Zoning Ordinance requires an Interim Use Permit for excavations.

General Criteria for Issuing Conditional Use Permit:

- 1) The use will not create a burden on parks, schools, streets, public facilities or utilities:**
The project will have no impact on park, schools, streets, or other public facilities. It will provide a source of cover material for the operation of the Steele Count Landfill thereby reducing cost to run the publicly operated facility.
- 2) The use is compatible, separated, or screening from adjacent agricultural or residential land:**
The site is predominately surrounded by the landfill, agricultural land, and gravel pits. The use should have no effect on the agricultural land. There is one residence located 1600 feet to the east of the closest site. The excavation will only occur during normal business hours so noise will be confined during the day. Also, HWY 218 separates the existing residence from the site and the residence is surrounded by a property that has been mined for years, so the sound of equipment and vehicles is already occurring.
- 3) The appearance will not have an adverse effect on adjacent properties:**
The appearance will be that of excavation equipment. This will be similar in appearance to the landfill and the mining operations in the area.
- 4) The use is related to the existing land use and the needs of the county:**
The existing areas are seeded to grass and mowed for grass hay. Once the excavation is complete the reclamation plan is to slope the area to no greater than a 4:1 slope and reseed the area back to grass. For gravel mines, the county has begun requiring bonds to ensure reclamation is completed. It would seem redundant and a poor use of funds for the county to require a bond by itself to itself.

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

Excavations are allowed in the agricultural district by issuance of an interim use permit.

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

Material is proposed to be hauled internally so public roads are not expected to be use.

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

There are no existing permitted businesses located in the area of the excavation.

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

Access: All material will be hauled internally. .

Runoff: The applicant shall follow their storm water pollution prevention plan regarding any erosion of the site or erosion into protected areas.

Wetland: The excavating will not be in an area that contains wetlands. They are proposing to construct a temporary internal access through a wetland for site #2.

Staff Comments:

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

1. Excavation for the purposes of providing cover material is limited to the areas identified in the application.
2. Excavations shall be limited to 1276 feet on site #1 and 1252 feet on site #2
3. A 100 feet unexcavated buffer shall remain next to State Highway 218. The excavated slope along this road shall be no steeper than a 3 to 1 slope unless a 4 feet tall berm is installed parallel to the road. This berm shall be located outside the road right of way and vegetated to prevent erosion.
4. Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
5. Operator is responsible to maintain dust control in the pit and on any access road so excessive dust does not negatively affect neighboring properties or highway traffic.
6. The applicant shall follow their submitted reclamation plan. Final reclamation shall include grading slopes to a 4:1 slope or flatter and reseeding to vegetation. Re-vegetation shall be completed with six months following completion of the excavation.
7. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.

INTERIM USE PERMIT**Permit # 2021-02**

PARCEL #:	04-028-1200	HEARING DATE:	04/05/21
DISTRICT:	Agricultural	DECISION DATE:	04/13/21
APPLICANT:	Steele County Landfill	LANDOWNER:	Steele County
ADDRESS:	9420 SE 64th Ave. Blooming Prairie, MN	ADDRESS:	PO Box 870 Owatonna, MN 55060

LEGAL DESCRIPTION OF PROPERTY:

All that part of the South Half of the NE 1/4 of Section 28, Township 106 North, Range 19 West, Steele County, Minnesota, described by:
Commencing at the southeast corner of said S1/2 of NE 1/4;
thence North 89°29'10" West, assumed bearing, 877.10 feet along the south line of said S1/2 of NE1/4 to the True Point of Beginning;
thence North 89°29'10" West 1769.89 feet to the southwest corner of said S1/2 of NE1/4;
thence North 0°33'13" East 1327.32 feet to the northwest corner of said S1/2 of NE1/4;
thence South 89°19'37" East 1777.43 feet along the north line of said S1/2 of NE1/4 to the westerly right of way line of the Chicago, Milwaukee and Pacific Railroad;
thence South 30°01'19" East 1009.36 feet along the westerly right of way line of said railroad to a point, last said point being North 30°01'19" West 525.94 feet from the south line of said S1/2 of NE1/4;
thence South 64°44'52" West 665.08 feet;
thence South 24°50'35" East 181.36 feet to said True Point of Beginning;
AND;
The South ½ of the SE ¼, Section 28, Township 106 North, Range 19 West, Steele County, Minnesota.

REFERENCE ORDINANCE FOR CUP:

Section 703.2 and 1524.02 of the Steele County Zoning Ordinance requires an Interim Use Permit for Primary Excavations.

PROPOSED USE(S):

Excavate fill to be used as cover material in the landfill.

DECISION OF BOARD OF COMMISSIONERSDeny ☐Approve ☒ with 7 conditions.

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

Chair, Steele County Board of Commissioners

Date

Conditions

- 1 Excavation for the purposes of providing cover material is limited to the areas identified in the application.
- 2 Excavations shall be limited to 1276 feet on site #1 and 1252 feet on site #2.
- 3 A 100 feet unexcavated buffer shall remain next to State Highway 218. The excavated slope along this road shall be no steeper than a 3 to 1 slope unless a 4 feet tall berm is installed parallel to the road. This berm shall be located outside the road right of way and vegetated to prevent erosion.
- 4 Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
- 5 Operator is responsible to maintain dust control in the pit and on any access road so excessive dust does not negatively affect neighboring properties or highway traffic.
- 6 The applicant shall follow their submitted reclamation plan. Final reclamation shall include grading slopes to a 4:1 slope or flatter and reseeding to vegetation. Re-vegetation shall be completed with six months following completion of the excavation.
- 7 Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.

INTERIM USE PERMIT

Permit # 2021-02

CERTIFICATION

I hereby certify that the above is a true and correct copy of the decision approved by the Steele County Board of Commissioners on the _____ day of _____, 2021.

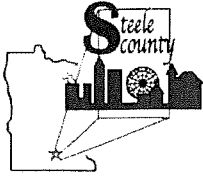
Steele County Auditor

Date

This document prepared by Steele County Planning and Zoning Director

Director, Steele County Planning & Zoning

Date



Steele County Agenda Item

Subject: IUP 2021-03 (Ulland Bros – Bituminous Crushing)

Department: Planning & Zoning

Committee Meeting Date: April 5, 2021

Board Meeting Date: April 13, 2021

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends approval with 2 conditions.

Background (*Including Budget Impact*):

Ulland Brothers are requesting to store and crush bituminous material as part of the construction on Highway 30 during the 2021 construction season.

Attachments:

Findings of Fact

Location Map

Site Map

Staff Report

Draft Permit

**COUNTY OF STEELE
FINDINGS OF FACT
INTERIM USE PERMIT #2021-03**

Ulland Brothers – Bituminous Crushing

Applicant:

Ulland Brothers

Land Owner(s):

Dave Brovold

Project Description:

Store and crush bituminous material as part of the construction on Highway 30.

Zoning District(s):

Agricultural

Ordinance Section:

Section 703.3 of the Steele County Zoning Ordinance allows temporary processing of concrete and/or bituminous material as Interim Uses in the Agricultural District.

Property Address:

3598 Highway 30 West
Ellendale, MN 56026

Project Site Legal Description:

That part of the West Half of the Northeast Quarter of Section 30 Township 105 North, Range 20 West, described as follows:

Starting at the southwest corner, thence northerly 42.32 feet at a right angle from the east and west Quarter line of said section; thence easterly 797.94 feet at a deflection angle of 89 degrees 59 minutes 30 seconds right, which point is hereinafter called the point of beginning; thence northerly 375.00 feet at a deflection angle of 90 degrees 00 minutes left, thence westerly 609.19 feet at a deflection angle of 90 degrees 00 minutes left on a line parallel to the north right-of-way line of said Highway No. 30, to the northeasterly right-of-way line of Interstate Highway No. 35; thence southeasterly along the Northeast line of Interstate Highway No. 35 right-of-way line a distance of 399.06 feet to the center line of said Highway No. 30; thence easterly along the center line of said State Highway No. 30 a distance of 472.70 feet to the point of beginning.

General Criteria for considering a Conditional Use Permit:

1) The use will not create a burden on parks, schools, streets, public facilities or utilities:

The planning commission finds the proposal will have no impact on parks, schools or utilities. The purpose of the project is for the construction on Highway 30.

2) The use is compatible, separated, or screening from adjacent agricultural or residential land so as not to depreciate their values or deter the development of vacant land:

The planning commission finds the surrounding land use is predominately agricultural land, MNDOT's salt shed, a few rural residences, and some businesses in Ellendale. This proposal should not have any effect on the agricultural land or MNDOT's property. The nearest residences are located approximately 800 feet east of the site. These residences will be temporarily inconvenienced from traffic to and from the site. This

inconvenience will be temporary in nature and some disturbance will occur as part of the road project regardless of the site. To mitigate some of these inconveniences, a limit shall be placed on the hours the facility can operate.

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

The planning commission finds the appearance will be stockpiles and crushing equipment but this will be temporary and will not have any long term adverse effects on neighboring properties.

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

The planning commission finds the request is reasonable to the existing land use and the needs of the county.

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

Zoning Ordinance:

The planning commission finds the zoning ordinance allows temporary storage, crushing and processing of concrete and/or bituminous material as an Interim use permit in the agricultural district.

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

The planning commission find the proposal will not create traffic hazards or congestion.

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

The planning commission finds the proposal should not affect nearby businesses.

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

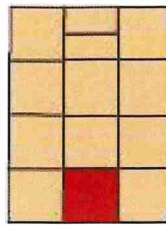
The planning commission finds the access road, drainage and other facilities are adequate.

Planning Commission Recommendations:

Based on the information provided and comments received, the Steele County Planning Commission recommends approval of Interim Use Permit request #2021-03 with 3 conditions.

- 1) This permit is for the 2021 construction season.
- 2) Plant operation hours shall be limited to the hours of 6:00 am to 7:00 pm. Monday thru Saturday.
- 3) All material must be remove by the end of 2021.

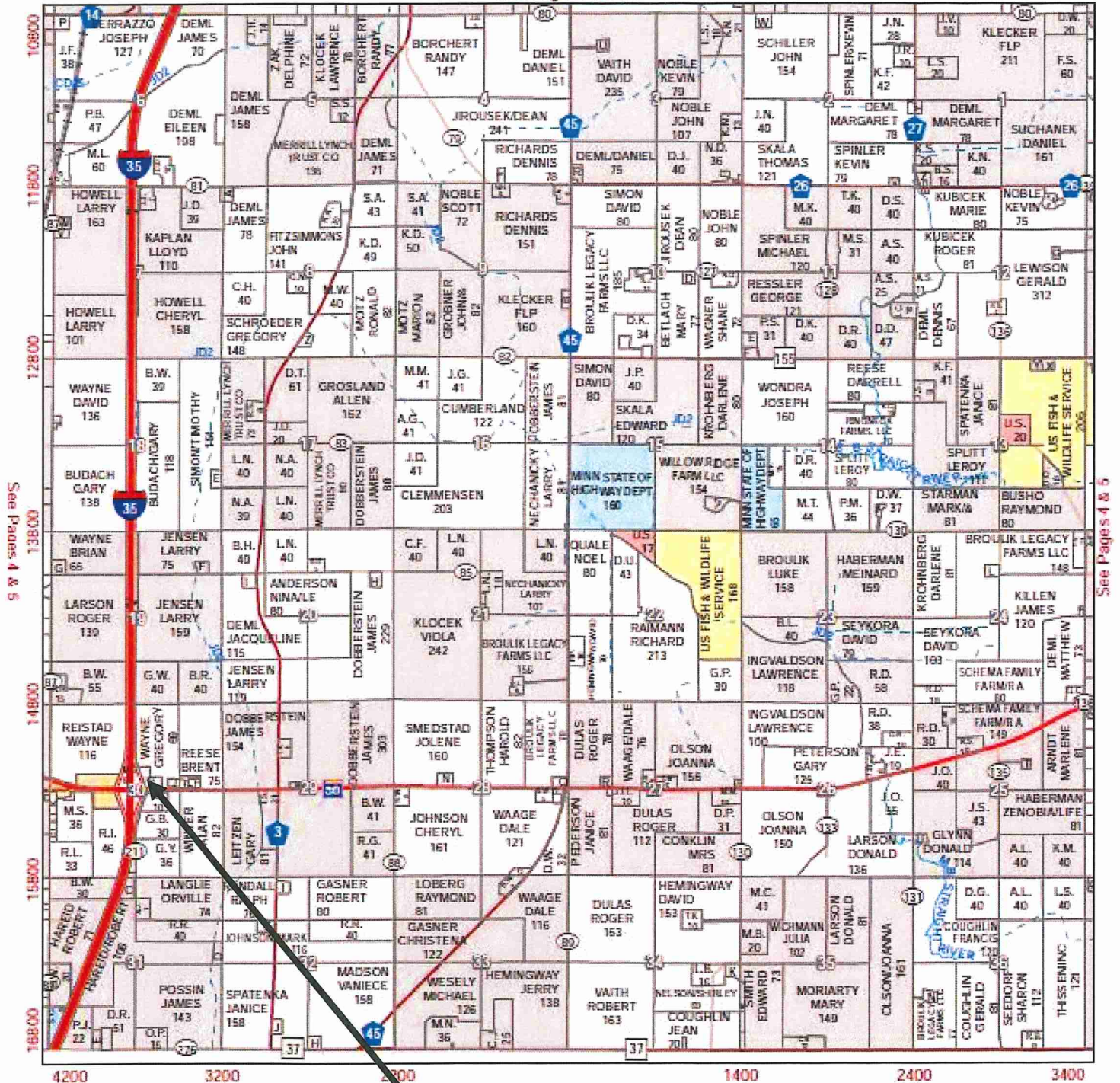
Summit



T.105N. - R.20W.



See Pages 12 & 13





Steele Co., Geo.

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Bituminous Crushing Site

April 05, 2021

128 of 183



Staff Report
for
Interim Use Permit #2021-03
Ulland Brothers - Bituminous Stockpiling and Crushing

Applicant:
Ulland Brothers

Property Owner:
Dave Brovold

Site Address:
3598 Highway 30 West
Ellendale, MN 56026

Legal Description of Property:

That part of the West Half of the Northeast Quarter of Section 30 Township 105 North, Range 20 West, described as follows:

Starting at the southwest corner, thence northerly 42.32 feet at a right angle from the east and west Quarter line of said section; thence easterly 797.94 feet at a deflection angle of 89 degrees 59 minutes 30 seconds right, which point is hereinafter called the point of beginning; thence northerly 375.00 feet at a deflection angle of 90 degrees 00 minutes left, thence westerly 609.19 feet at a deflection angle of 90 degrees 00 minutes left on a line parallel to the north right-of-way line of said Highway No. 30, to the northeasterly right-of-way line of Interstate Highway No. 35; thence southeasterly along the Northeast line of Interstate Highway No. 35 right-of-way line a distance of 399.06 feet to the center line of said Highway No. 30; thence easterly along the center line of said State Highway No. 30 a distance of 472.70 feet to the point of beginning.

Project Description:

Store and crush bituminous material as part of the construction on Highway 30 from west of Ellendale to 1 mile east of County Road 45.

Zoning District:
Agricultural District

Reason for Interim Use Permit Application:

Section 703.3 of the Steele County Zoning Ordinance allows temporary processing of concrete and/or bituminous material as Interim Uses in the Agricultural District.

General Criteria for Issuing an Interim Use Permit:

- a) **The use will not create a burden on parks, schools, streets, utilities or public facilities:**
There will be no burden on parks, schools or utilities. Access to and from the site will be Highway 30 which is the road under construction.
- b) **The use is compatible, separated, or screening from adjacent agricultural or residential land so it will not deter development or depreciated the value of existing properties:**
The surrounding land is predominately agricultural land, MNDOT's salt shed, a few rural residences and businesses in Ellendale. This proposal should not have any effect on the agricultural land or MNDOT's property. The nearest residences are located approximately 800 feet east of the site. These residences will be temporarily inconvenienced from traffic to and from the site. This inconvenience will be temporary in nature and some disturbance will occur as part of the project regardless of the site. To mitigate some of these inconveniences from

noise we have limited operation hours in the past on gravel pits and similar operations from 6:00 am to 7:00 pm. Presumably there is no limit set on activity on the road construction project.

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

The appearance of the stockpiles and crushing will be temporary and will not have any long term adverse effects on neighboring properties.

d) The use is related to the needs of the County and to the existing land use:

The existing land use is former C-Store . This site was presumable chosen because of its proximity to the road project.

e) The use is consistence with the purpose of the zoning ordinance and zoning district.

The zoning ordinance allows temporary storage, crushing and processing of concrete and/or bituminous material as an Interim use permit in the agricultural district. If approved the use would be consistent with the zoning district.

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

The use will create short term heavy truck traffic on Highway 30. Because the project is on Highway 30, standard safety precautions and signage will be occurring.

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

The nearest businesses include Casey's General Store in Ellendale on the west side of I-35 and Crystal Springs RV Park located 1700 feet south of the proposed plant. The location of stockpiles and crushing equipment should not effect Casey's nor should it effect the RV Park as trucks will not be traveling by that location.

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

Access roads, drainage, and other necessary facilities appear to be adequate.

Staff Comments:

If the planning commission recommends approval, they may wish to consider the following conditions.

- 1) This permit is for the 2021 construction season.
- 2) Plant operation hours shall be limited to the hours of 6:00 am to 7:00 pm. Monday thru Saturday.

INTERIM USE PERMIT**Permit # 2021-03**

PARCEL #:	<u>02-030-1301</u>	HEARING DATE:	<u>04/05/21</u>
DISTRICT:	<u>Agricultural</u>	DECISION DATE:	<u>04/13/21</u>
APPLICANT:	<u>Ulland Brothers Inc.</u>	LANDOWNER:	<u>Dave Brovold</u>
ADDRESS:	<u>2400 Myers Road</u> <u>Albert Lea, MN 56187</u>	ADDRESS:	<u>2875 Percheron Road</u> <u>Wickenburg, Arizona 85390</u>

LEGAL DESCRIPTION OF PROPERTY:

That part of the West Half of the Northeast Quarter of Section 30 Township 105 North, Range 20 West, described as follows:

Starting at the southwest corner, thence northerly 42.32 feet at a right angle from the east and west Quarter line of said section; thence easterly 797.94 feet at a deflection angle of 89 degrees 59 minutes 30 seconds right, which point is hereinafter called the point of beginning; thence northerly 375.00 feet at a deflection angle of 90 degrees 00 minutes left, thence westerly 609.19 feet at a deflection angle of 90 degrees 00 minutes left on a line parallel to the north right-of-way line of said Highway No. 30, to the northeasterly right-of-way line of Interstate Highway No. 35; thence southeasterly along the Northeast line of Interstate Highway No. 35 right-of-way line a distance of 399.06 feet to the center line of said Highway No. 30; thence easterly along the center line of said State Highway No. 30 a distance of 472.70 feet to the point of beginning.

REFERENCE ORDINANCE FOR CUP:

Section 703.3 of the Steele County Zoning Ordinance allows temporary processing of bituminous material as an Interim Use in the Agricultural District.

PROPOSED USE(S):

The storage, crushing and processing of recyclable bituminous material.

INTERIM USE PERMIT

Permit # 2021-03

DECISION OF BOARD OF COMMISSIONERS

Deny ☐

Approve ☒ with 3 conditions.

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

Chair, Steele County Board of Commissioners

Date

Conditions

- 1 This permit is for the 2021 construction season.
- 2 Plant operation hours shall be limited to the hours of 6:00 am to 7:00 pm. Monday thru Saturday.
- 3 All material shall be removed by the end of 2021.

CERTIFICATION

I hereby certify that the above is a true and correct copy of the decision approved by the Steele County Board of Commissioners on the _____ day of _____, 2021.

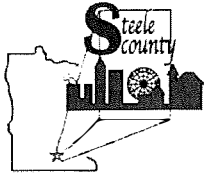
Steele County Auditor

Date

This document prepared by Steele County Planning and Zoning Director

Director, Steele County Planning & Zoning

Date



Steele County Agenda Item

Subject: IUP 2021-05 (JJD Companies – Bauer Pit)

Department: Planning & Zoning

Committee Meeting Date: April 5, 2021

Board Meeting Date: April 13, 2021

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends approval with 18 conditions.

Background (*Including Budget Impact*):

JJD Companies have requested to mine sand and gravel on property owned by Jeremy Bauer located in the NW ¼, SW ¼, Section 29, Somerset Township. Total size of the pit will be 3.0 acres. They expect to be completed in 2 years.

Attachments:

Findings of Fact

Location Map

Site Map

Staff Report

Draft Permit

**COUNTY OF STEELE
FINDINGS OF FACT
INTERIM USE PERMIT #2021-05**

JJD – Bauer Pit

Applicant:

JJD Companies LLC

Land Owner(s):

Jeremy Bauer

Project Description:

JJD Companies have requested to mine sand and gravel material which will involve the excavation and stockpiling of aggregate material. The total property size is 8 acres including the building site. They propose to mine 3 acres of the property. The elevation in the area to be mined is at 1176 feet and they propose to mine down to an elevation of 1156 feet (20 feet deep). Final reclamation will be sloping the sides and the creation of a pond. Ground water in the area is at an elevation of approximately 1166 feet which would give them a 10 feet deep pond. The applicant expects to be completed in 2 years.

Zoning District(s):

Agricultural

Ordinance Section:

Section 703.2 of the Steele County Zoning Ordinance lists mining and gravel extraction as Interim Uses in the Agricultural District.

Property Address:

2483 93rd street SW
Owatonna, MN 55060

Project Site Legal Description:

All that part of the SE 1/4 of Section 29-106-20, Steele County, Minnesota, described by:
Commencing at the NE corner of said SE 1/4; thence N 90 degrees 00' W, assumed bearing, 1284.00 feet along the north line of said SE 1/4 to a point on the centerline of Judicial Ditch No. 2, last said point being the True Point of Beginning;
thence N 90 degrees 00' W 709.22 feet along the north line of said SE 1/4;
thence S 0 degrees 00' E 470.31 feet;
thence N 90 degrees 00' E 773 feet, more or less, to the centerline of said ditch;
thence northerly 404 feet , more or less, along the centerline of said ditch to said True Point of Beginning; Containing 8.00 acres, more or less.

General Criteria for considering a Conditional Use Permit:

1) The use will not create a burden on parks, schools, streets, public facilities or utilities:

The planning commission finds the proposal will have no impact on parks and schools. The proposed access will be onto SW 93rd St. (CSAH #4). This is a paved county road with a 9 ton per axel legal load limit and able to handle this type of traffic.

2) The use is compatible, separated, or screening from adjacent agricultural or residential land so as not to depreciate their values or deter the development of vacant land:

The planning commission finds the surrounding land use includes mostly agricultural land and several rural residences. The proposed use should have no effect on the surrounding agricultural land. The nearest residence is the owner of the site. Other residences are located 900 feet to the west and ¼ mile to the northeast. Steele County has not seen a correlation in property values next to gravel mines in the County, however the mining and processing of sand and gravel does have the potential to cause some temporary inconveniences in the form of noise, dust and an increase in truck traffic to the nearest of the neighbors. To mitigate these inconveniences, a limitation shall be placed on hours of operation, trucks shall be prohibited from using “jake brakes” and dust shall be controlled in the gravel pit and on the access road so that it is not negatively affecting these neighbors.

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

The planning commission finds the appearance will include areas of excavation and potentially some stockpiles of materials. At a separation distance of 900 feet or greater from the neighboring residences, the appearance should not have an adverse effect on these properties.

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

The planning commission finds the project is reasonable and related to the needs of the county. To ensure reclamation is completed, a bond shall be required as a condition of the permit.

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

Zoning Ordinance:

The planning commission finds gravel mining is allowed as an interim use in the agricultural district.

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

The planning commission find the proposal will require additional truck traffic on County Road 4. The location of the proposed access will require a variance from the Steele County Access Control Policy, however the highway department will support the variance as a temporary access. The operator shall also be required to utilize truck hauling signs if required by the highway department.

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

The planning commission finds the nearest business is the Hope Knoll campground located 1700 feet to the south east. The site is somewhat buffered from this campground by vegetation along the Straight River. A limit on the hours of operation shall also be imposed to mitigate potential noise.

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

The planning commission finds:

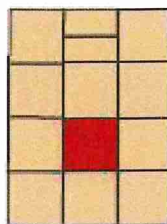
- **Access road:** The establishment of an access shall require a variance and permit by the Steele County Highway department. The operator shall comply with the requirements of the access permit.
- **Water appropriation:** The applicant indicated they will not be pumping water. Water shall not be allowed to be discharged offsite.
- **Drainage:** Surface drainage will be towards the pit.
- **Wetland:** No wetlands have been identified on site in the area of the mining.
- **Floodplain:** The entire area is located in the flood fringe area of the Straight River. No hazardous materials such as fuels shall be allowed to be stored at the site.

Planning Commission Recommendations:

Based on the information provided and comments received, the Steele County Planning Commission recommends approval of Interim Use Permit request #2021-05 with 18 conditions.

1. Mining and processing is limited to the areas identified in the application.
2. Mining is limited to a bottom elevation of 1156 feet. (approximately 20 feet deep)
3. Before excavation can begin, the permittee or operator shall furnish bond or other financial surety as approved by the county, for potential haul road repair and for site restoration. The bond or other financial surety shall be in an amount of \$5,000 per permitted acre for a total amount of \$15,000 and remain in place for 3 years from the from date of issuance of the permit.
4. Before excavation can begin the permittee shall obtain an access permit from the Steele County Highway Department and comply with all conditions of that permit. This access shall be removed when mining is complete or at the expiration of this permit.
5. The excavation of material shall be setback a minimum of 30 feet from all property lines and road right of way. Any erosion within this setback shall be immediately corrected by the permittee. Overburden may be stored within the setback area but cannot be done in a manner that causes water runoff or siltation onto neighboring property, impedes the natural overland flow of water, or backs water up onto neighboring properties.
6. Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
7. The access shall be gated to deter unauthorized access.
8. Signage warning of truck traffic shall be located along County Road #4 if required by the County Highway Department. The size and placement of these signs shall be at the direction of Steele County Highway Department.
9. Trucks shall not track material from the pit onto the public road.
10. Trucks hauling material to and from this site shall not use "jake brakes"
11. Operator is responsible to maintain dust control in the pit and on the access road so it does not negatively affect neighboring properties or highway traffic.
12. No hazardous material may be stored on the site.
13. Stockpiles of aggregate material shall not be placed in a manner that will impede water flow during a flood event.
14. Any pumping of water shall comply with DNR requirements. Water cannot be discharged directly or indirectly into Judicial Ditch #2 (Straight River)
15. The applicant shall follow their submitted reclamation plan. Final reclamation shall include grading slopes to a 4:1 slope or flatter and replacing topsoil on areas not developed into a pond.
16. This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
17. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
18. This permit expires on June 1st, 2023. All reclamation shall be completed unless the permittee has initiated the renewal of this permit before this date.

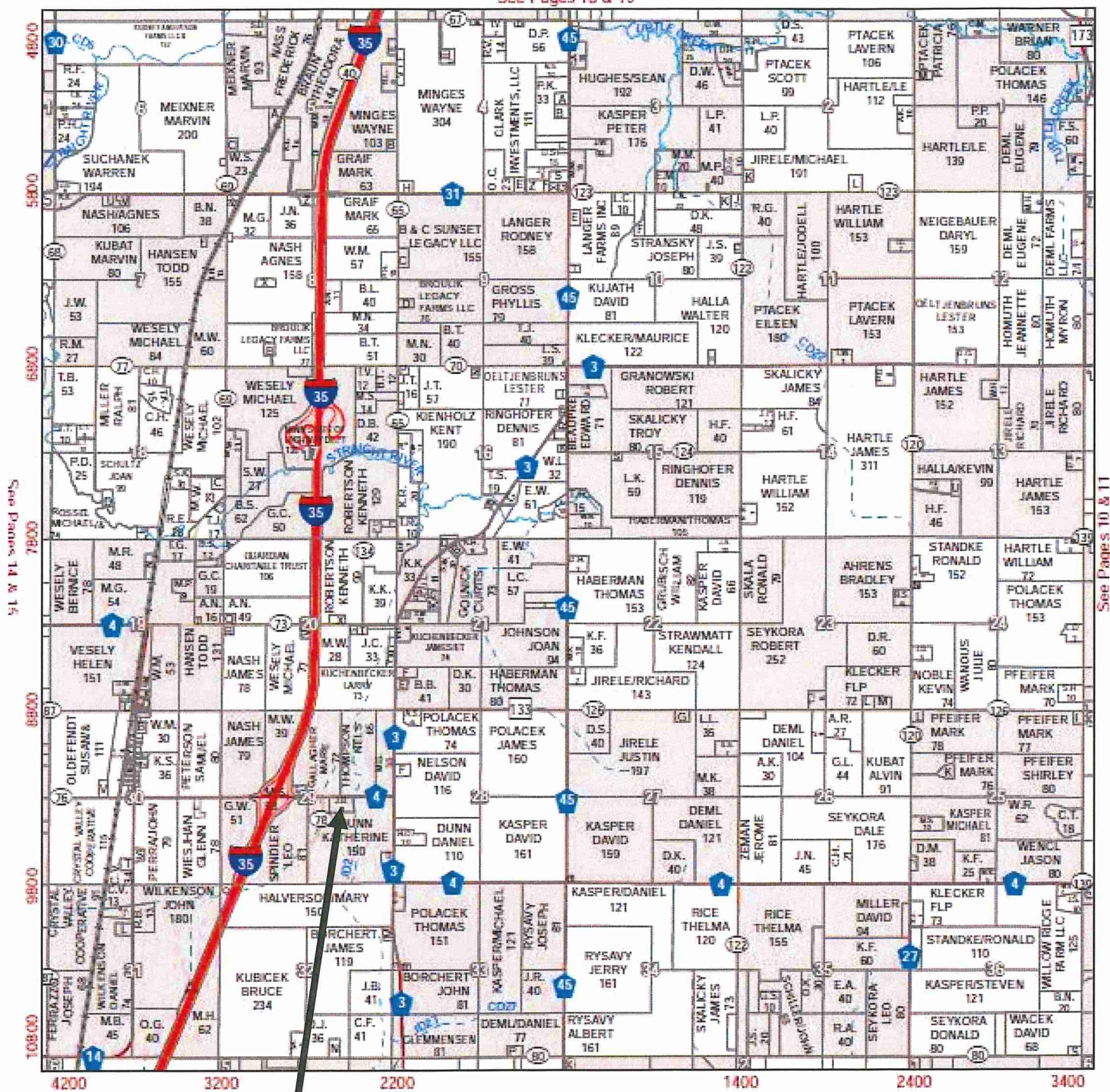
Somerset



T.106N. - R.20W.



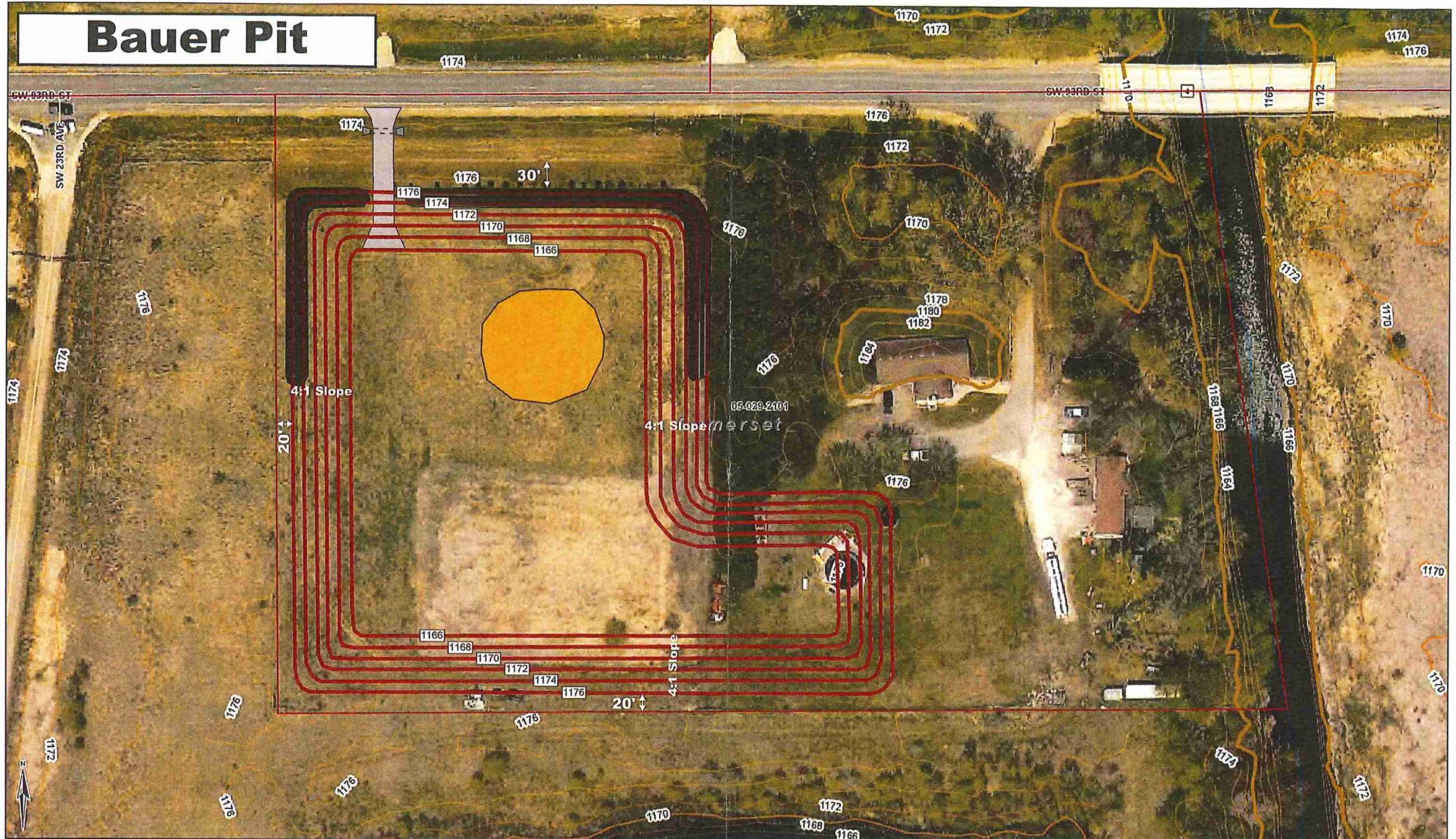
See Pages 18 & 19



See pages 6 & 7

Proposed JJD Gravel Pit Location

Bauer Pit



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LEGEND:

- - Proposed Contour Elevation
- - Mined Material Stock Pile

- Topsoil Strip
- Entrance Driveway

- Culvert

March 10, 2021



Staff Report
for
Interim Use Permit #2021-05
JJD Companies LLC
(Bauer Pit)

Applicant:

JJD Companies LLC.

Owner:

Jeremy Bauer

Property Legal Description:

All that part of the SE 1/4 of Section 29-106-20, Steele County, Minnesota, described by:
Commencing at the NE corner of said SE 1/4; thence N 90 degrees 00' W, assumed bearing, 1284.00 feet along the north line of said SE 1/4 to a point on the centerline of Judicial Ditch No. 2, last said point being the True Point of Beginning;
thence N 90 degrees 00' W 709.22 feet along the north line of said SE 1/4;
thence S 0 degrees 00' E 470.31 feet;
thence N 90 degrees 00' E 773 feet, more or less, to the centerline of said ditch;
thence northerly 404 feet , more or less, along the centerline of said ditch to said True Point of Beginning;
Containing 8.00 acres, more or less.

Project Description:

The applicant is proposing to mine sand and gravel material which will involve the excavation and stockpiling of aggregate material. They also request to operate a small wash plant on the site. The total property size is 8 acres including the building site. They propose to mine 3 acres of the property. The elevation in the area to be mined is at 1176 feet and they propose to mine down to an elevation of 1156 feet (20 feet deep). Final reclamation will be sloping the sides and the creation of a pond. Ground water in the area is at an elevation of approximately 1166 feet which would give them a 10 feet deep pond. The applicant expects to be completed in 3 years.

Reason for Interim Use Permit Application:

Section 703.2 of the Steele County Zoning Ordinance lists mining and gravel extraction as Interim Uses in the Agricultural District.

General Criteria for Issuing an Interim Use Permit:

a) The use will not create a burden on parks, schools, streets, utilities or public facilities:

Potential public impacts from this project will be on the roads. The proposed access will be onto SW 93rd St. (CSAH #4). This is a paved county road with a 9 ton per axel legal load limit. From there material will either be trucked west to I-35 or east to CSAH 3 both of which have a 10 ton per axel weight limit. The access will require an access permit from the Steele County Highway Department which may have specific conditions attached to it. Because of the distance between the proposed access and other accesses, a variance from the Access Policy may be required. The county also has enacted a gravel tax to supplement the maintenance of county and township roads.

b) The use is compatible, separated, or screening from adjacent agricultural or residential land so it will not deter development or depreciated the value of existing properties:

Surrounding land use includes mostly agricultural land, several rural residences, and other reclaimed gravel pits. The proposed use should not affect the surrounding agricultural land or the reclaimed gravel pits. The nearest residence is onsite and is the property owners. Other residences are located 900 feet to the west and ¼ mile to the northeast. Steele County has not seen a correlation in property values next to gravel mines in the County, however the mining and processing of sand and gravel does have the potential to cause some temporary inconveniences to the nearest of the neighbors. This can be in the form of noise, dust and an increase in truck traffic. To mitigate these inconveniences, we have typically placed a limitation on hours of operation, prohibited trucks from using “jake brakes” and required that dust be controlled in the gravel pit and on the access road so that it is not negatively affecting these neighbors.

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

The appearance of the project will be areas of excavation and potentially some stockpiles of materials. At a separation distance of 900 feet or greater from the neighboring residences, the appearance should not have an adverse effect on these properties. Also, mining has occurred on neighboring properties for years before being reclaimed several years ago. Complaints concerning appearance from other gravel pits usually come from either the presence of junk that has been dropped off or large stockpiles of recyclable concrete or asphalt that remains for several years. Since the land owner will continue to live onsite, junk drop off is not expected to be a problem. The stockpiling and processing of recyclable material is not being requested at this site.

d) The use is related to the needs of the County and to the existing land use:

The existing land use is farmland. Gravel from the site is proposed to be used on High School project and others. Once the area is mined the applicant proposes to reclaim the area into a pond. To ensure that reclamation be completed to a minimal public safety level, the planning commission has developed a condition requiring a bond or other financial assurance be required as a condition of the permit.

e) The use is consistent with the purpose of the zoning ordinance and zoning district.

Gravel mining is consistent with the Zoning Ordinance if approved as an Interim Use.

f) The use will not create a traffic hazard or congestion:

The applicant is proposing to construct a separate access onto County Road 4. The highway department has reviewed the proposed location of the access road and determined the site lines are adequate to accommodate the increase traffic that will come from this site. Since the access does not meet the separation distances established in the Access Control Policy a variance will be needed. Once mining is completed, the access should be removed. We have typically included a condition that gives the highway department the authority to require truck hauling signs if they feel that these may be beneficial to safety.

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

The nearest permitted business is the Hope Knoll campground located 1700 feet to the south east. The site is somewhat buffered from this campground by vegetation along the Straight River. Noise has the potential to be an annoyance to users of this campground. To mitigate noise, Steele County has typically placed a limit on the hours of operation of gravel mines in the county.

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

- **Access road:** The establishment of an access shall require a permit by the Steele County Highway department.

- **Water appropriation:** The applicant has indicated they may set up a small wash plant onsite. If the operation utilizes more than 10,000 gallons per day or 1,000,000 gallons a year, they will need to obtain a DNR Water Appropriations permit. The known depths of nearby wells indicated they are all deeper than the proposed mine, so no effect is expected on these wells. The applicant has not indicated they are going to discharge water offsite. However, that portion of the Straight River is actually classified as Judicial Ditch #2. Where dewatering of gravel pits occurs into Judicial Ditches, Steele County has charged an “industrial discharge” fee. For these reasons, the planning commission should consider a condition that prohibits direct or indirect discharge into the river.
- **Drainage:** Surface drainage will be towards the pit.
- **Wetland:** No wetlands have been identified on site in the area of the mining.
- **Floodplain:** The entire area is located in the flood fringe area of the Straight River. The floodplain rules do not prohibit mining, however they do prohibit the storage of hazardous materials such as fuels, and require that all equipment can be easily removed if floodwaters occur. They also prohibit the storage of material in a manner that may increase flood stage. The planning commission should consider conditions that these procedures.

Staff Comments:

If the planning commission recommends approval of this request, they may wish to consider the following conditions.

1. Mining and processing is limited to the areas identified in the application.
2. Mining is limited to a bottom elevation of 1156 feet. (approximately 20 feet deep)
3. Before excavation can begin, the permittee or operator shall furnish bond or other financial surety as approved by the county, for potential haul road repair and for site restoration. The bond or other financial surety shall be in an amount of \$5,000 per permitted acre for a total amount of \$15,000 and remain in place for 4 years from the date of issuance of the permit.
4. Before excavation can begin the permittee shall obtain an access permit from the Steele County Highway Department and comply with all conditions of that permit. This access shall be removed when mining is complete or at the expiration of this permit.
5. The excavation of material shall be setback a minimum of 30 feet from all property lines and road right of way. Any erosion within this setback shall be immediately corrected by the permittee. Overburden may be stored within the setback area but cannot be done in a manner that causes water runoff or siltation onto neighboring property, impedes the natural overland flow of water, or backs water up onto neighboring properties.
6. Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
7. The access shall be gated to deter unauthorized access.
8. Signage warning of truck traffic shall be located along County Road #4 if required by the County Highway Department. The size and placement of these signs shall be at the direction of Steele County Highway Department.
9. Trucks shall not track material from the pit onto the public road.
10. Trucks hauling material to and from this site shall not use “jake brakes”
11. Operator is responsible to maintain dust control in the pit and on the access road so it does not negatively affect neighboring properties or highway traffic.
12. No hazardous material may be stored on the site.
13. Stockpiles of aggregate material shall not be placed in a manner that will impede water flow during a flood event.

14. Any pumping of water shall comply with DNR requirements. Water cannot be discharged directly or indirectly into Judicial Ditch #2 (Straight River)
15. The applicant shall follow their submitted reclamation plan. Final reclamation shall include grading slopes to a 4:1 slope or flatter and replacing topsoil on areas not developed into a pond.
16. This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
17. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
18. This permit expires on June 1st, 2025. All reclamation shall be completed unless the permittee has initiated the renewal of this permit before this date.

INTERIM USE PERMIT**Permit # 2021-05**

PARCEL #:	05-029-2101	HEARING DATE:	04/05/21
DISTRICT:	Agricultural	DECISION DATE:	04/13/21
APPLICANT:	JJD Companies, LLC	LANDOWNER:	Jeremy Bauer
ADDRESS:	11822 Co. Rd. 45 South Blooming Prairie, MN 55917	ADDRESS:	2493 93rd Street SW Owatonna, MN 55060

LEGAL DESCRIPTION OF PROPERTY:

All that part of the SE 1/4 of Section 29-106-20, Steele County, Minnesota, described by:
Commencing at the NE corner of said SE 1/4; thence N 90 degrees 00' W, assumed bearing, 1284.00 feet along the north line of said SE 1/4 to a point on the centerline of Judicial Ditch No. 2, last said point being the True Point of Beginning;
thence N 90 degrees 00' W 709.22 feet along the north line of said SE 1/4;
thence S 0 degrees 00' E 470.31 feet;
thence N 90 degrees 00' E 773 feet, more or less, to the centerline of said ditch;
thence northerly 404 feet , more or less, along the centerline of said ditch to said True Point of Beginning; Containing 8.00 acres, more or less.

ADDRESS OF PROPERTY:

2483 93rd Street SW
Owatonna, MN 55060

REFERENCE ORDINANCE FOR CUP:

Section 703.2 of the Steele County Zoning Ordinance requires an Interim Use Permit for excavations.

PROPOSED USE(S):

The mining of sand and gravel and the stockpiling of aggregate material.

INTERIM USE PERMIT

Permit # 2021-05

DECISION OF BOARD OF COMMISSIONERS

Deny ☐
Approve ☒ with 18 conditions.

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

Chair, Steele County Board of Commissioners

Date

Conditions

- 1 Mining and processing is limited to the areas identified in the application.
- 2 Mining is limited to a bottom elevation of 1156 feet. (approximately 20 feet deep)
- 3 Before excavation can begin, the permittee or operator shall furnish bond or other financial surety as approved by the county, for potential haul road repair and for site restoration. The bond or other financial surety shall be in an amount of \$5,000 per permitted acre for a total amount of \$15,000 and remain in place for 3 years from the from date of issuance of the permit.
- 4 Before excavation can begin the permittee shall obtain an access permit from the Steele County Highway Department and comply with all conditions of that permit. This access shall be removed when mining is complete or at the expiration of this permit.
- 5 The excavation of material shall be setback a minimum of 30 feet from all property lines and road right of way. Any erosion within this setback shall be immediately corrected by the permittee. Overburden may be stored within the setback area but cannot be done in a manner that causes water runoff or siltation onto neighboring property, impedes the natural overland flow of water, or backs water up onto neighboring properties.
- 6 Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
- 7 The access shall be gated to deter unauthorized access.
- 8 Signage warning of truck traffic shall be located along County Road #4 if required by the County Highway Department. The size and placement of these signs shall be at the direction of Steele County Highway Department.
- 9 Trucks shall not track material from the pit onto the public road.
- 10 Trucks hauling material to and from this site shall not use "jake brakes".
- 11 Operator is responsible to maintain dust control in the pit and on the access road so it does

- 12 No hazardous material may be stored on the site.
- 13 Stockpiles of aggregate material shall not be placed in a manner that will impede water flow during a flood event.
- 14 Any pumping of water shall comply with DNR requirements. Water cannot be discharged directly or indirectly into Judicial Ditch #2 (Straight River).
- 15 The applicant shall follow their submitted reclamation plan. Final reclamation shall include grading slopes to a 4:1 slope or flatter and replacing topsoil on areas not developed into a pond.
- 16 This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
- 17 Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
- 18 This permit expires on June 1st, 2023. All reclamation shall be completed unless the permittee has initiated the renewal of this permit before this date.

CERTIFICATION

I hereby certify that the above is a true and correct copy of the decision approved by the Steele County Board of Commissioners on the _____ day of _____, 2021.

Steele County Auditor

Date

This document prepared by Steele County Planning and Zoning Director

Director, Steele County Planning & Zoning

Date



Steele County Agenda Item

Subject: Access Variance Request – CSAH 4: Jeremy Bauer / JJD Companies LLC

Department: Highway

Committee Meeting Date: April 8, 2021

Board Meeting Date: April 13, 2021

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Move to Board for Approval

Recommendation:

Approve a variance, with condition, for the proposed commercial access, given the use, location, traffic volumes, and sight distances the access does not present a significant safety issue for the highway users.

Background (*Including Budget Impact*):

CSAH 4 is functionally classified as a Major Collector with a speed limit of 55 mph. The Access Management Policy requires a minimum spacing of 500 feet between private access points and from an intersection. CSAH 4 has an average daily traffic (ADT) count of 870.

There is an existing residential access serving this property. The applicant proposes building an access near the west edge of the parcel to serve as an access to a new aggregate pit. The proposed access would be approximately 250' east of SW 23rd Ave, therefore a variance is required.

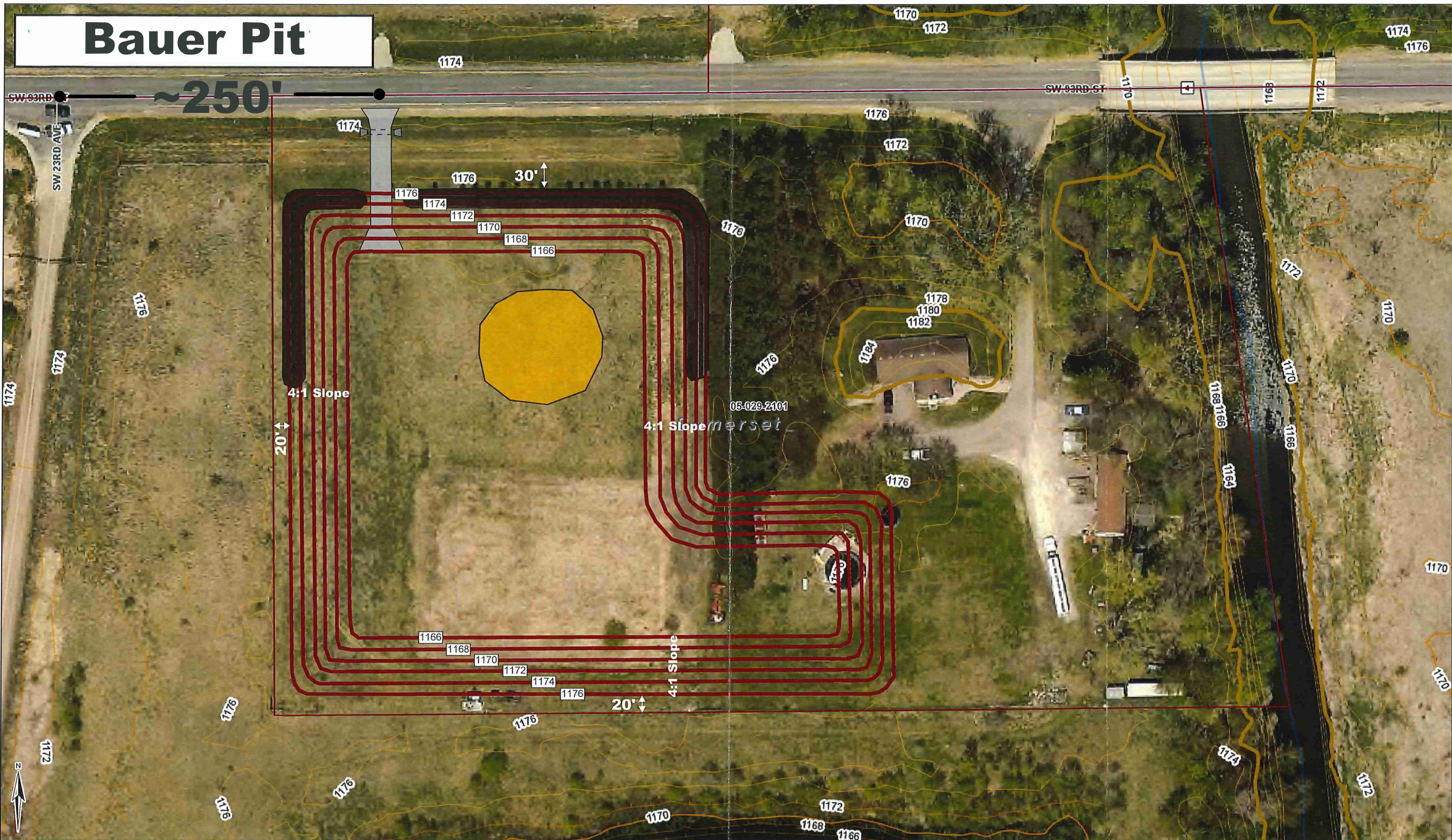
JJD Companies has applied for an IUP (#2021-05) for the pit. The Board will act on the IUP under another item on tonight's agenda. As stated, the variance is dependent on the approval of the IUP because the access is only needed if the IUP is approved. If the IUP is not approved an access permit won't be issued.

Staff has reviewed this application and recommends approval due to the proposed use, location, existing traffic volumes and good sight distance. This variance should be approved with the following condition: The access must be removed after the completion of mining activity or the expiration of the IUP.

Attachment: Aerial Image

Bauer Pit

~250'



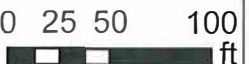
Disclaimer: Steele County, MN makes no representations or warranties, express or implied, with respect to the use or reuse of the data provided herein, regardless of the format or the means of transmission. THE DATA IS PROVIDED "AS IS" WITH NO GUARANTEE OR REPRESENTATION ABOUT THE ACCURACY, CURRENTCY, SUITABILITY, PERFORMANCE, MERCHANTABILITY, RELIABILITY, OR FITNESS OF THE DATA FOR ANY PARTICULAR PURPOSE. Steele County, MN, shall not be liable for any direct, indirect, special, incidental, compensatory or consequential damages or third party claims resulting in the use of this data, even if Steele County, MN, has been advised of the possibility of such potential loss or damage. This data may not be used in states that do not allow the exclusion or limitation of incidental or consequential damages.

LEGEND:

- Proposed Contour Elevation
- Mined Material Stock Pile

- Topsoil Strip
- Entrance Driveway

- Culvert



March 10, 2021



Steele County Agenda Item

Subject: Amendment to CUP 410 – Riverview Campground

Department: Planning & Zoning

Committee Meeting Date: April 5, 2021

Board Meeting Date: April 13, 2021

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Planning Commission recommends approval with the 10 conditions as originally stated in the Findings of Fact. However, if the Campground operators and the neighbor to the north can work out an agreeable solution between them to the fence issue, the Planning Commission is not opposed to changing condition #9.

Background (*Including Budget Impact*):

This request is from Wayne & Rebecca Cederberg to expand the Riverview Campground located in the SW ¼ of the SE ¼, Section 20 Owatonna Township. The expansion would add an additional 25 sites for a total of 167 sites.

Attachments:

Findings of Fact from 04-05-21

Location Map

Site Maps

Staff Report(s)

Correspondence

Draft Permit

COUNTY OF STEELE
FINDINGS OF FACT
AMENDMENT to CONDITIONAL USE PERMIT #410

Riverview Campground

Applicant:

Wayne & Rebecca Cederberg on behalf of Riverview Campground

Land Owner(s):

Wayne and Rebecca Cederberg.

Project Description:

Add an additional 25 new sites on approximately 4 acres of land that has been acquired by the campground for a total of 167 sites.

Zoning District(s):

Agricultural, Shoreland, Floodplain

Ordinance Section:

Section 704.2 of the Steele County Zoning Ordinance allows Commercial Outdoor Recreation Areas, including private campgrounds, non-commercial recreational facilities, public and private clubs as a conditional use in the Agricultural District.

Property Address:

2554 SW 28th St.
Owatonna, MN 55060

Project Site Legal Description:

The South two-thirds of the West one-fourth of the SE ¼ of the SE ¼ in Section 20, T 107 N, of R 20 W.

AND;

The South one-half of the SW ¼ of the SE ¼ of Section 20, T 107 N, of R 20 W;

EXCEPTING from above two described tracts that parcel which lies easterly of a line running parallel with and distant 184 feet westerly of the following described line:

Beginning at a point on the south line of said Section 20, distant 923.4 feet west of the southeast corner thereof; thence run northerly at an angle of 90°12'30" with said south section line (when measured from west to north) for 1000 feet and there terminating; Together with all that part of the two above described tracts adjoining and westerly of the above described strip and southerly of the following described line: Beginning at a point on the westerly boundary of the above described strip, distant 60 feet northerly of its intersection with the south line of said Section 20, thence run southwesterly to a point , distant 33 feet northerly (when measured at right angles) from a point on the south line of said Section 20, distant 735 feet westerly of its intersection with the above described line.

AND

All that part of the SW¼, SE¼ of Section 20, T 107 N, R 20 W, Steele County, Minnesota described as follows.

Commencing at the SW corner of said SE¼, thence North 00°15'16" East a distance of 666.67 feet, on an assumed bearing, on the west line of said SE¼, to the north line of S½, SW¼ of said SE¼; thence North 88°28'16" East a distance of 698.77 feet, on said north line, to the point of beginning; thence North 01°37'09" West a distance of 253.99 feet; thence North 88°28'10" East a distance of 690.83 feet, to the east line of SW¼ of said SE¼; thence South 00°03'51" West a distance of 254.11 feet, to north line of said S½; thence South 88°28'16" West a distance of 683.37 feet, to the point of beginning.

General Criteria for considering a Conditional Use Permit:

1) The use will not create a burden on parks, schools, streets, public facilities or utilities:

The planning commission finds the proposed use will have no impact on parks and schools. Road usage should not change substantially from current usage. The campground is connected to the City of Owatonna's sewage treatment system. The applicant shall obtain approval from the City of Owatonna and the state of Minnesota for the additional flow into the sewer system.

2) The use is sufficiently compatible, separated, or screening from adjacent agricultural or residentially zoned or used land so as not to depreciate their values or deter the development of vacant land:

The planning commission finds the new campsites are being placed adjacent to agricultural land and approximately 500 southeast of the nearest neighboring residence. Campground clients trespassing offsite has been an issue to this neighbor. A fence shall be required along the north side of the campground to restrict campers from trespassing on this residentially used property.

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

The planning commission finds the appearance will be similar to the existing land use.

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

The planning commission finds the use is consistent with the existing land use.

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

Zoning Ordinance:

The campground is located in the agricultural zone. Campgrounds are listed as a conditional use in the agricultural zone.

Floodplain:

Areas of the campground lie within the floodplain of the Straight River. None of the new sites will be within this floodplain. 10 -12 overflow sites in the floodplain located east of the river shall be eliminated as a condition of the permit.

Shoreland:

Land within 300 feet of the ordinary high-water level of the Straight River is considered shoreland area. None of the new sites will be within this shoreland area.

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

The planning commission find the additional of sites will create additional traffic but not significantly enough to cause hazards. While the new sites will create additional traffic to the main area, the reduction of overflow sites on the east side of the river will reduce the need for traffic onto County Road 18 to reach those sites which should improve safety.

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

The planning commission finds the proposal should not affect nearby businesses.

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

The planning commission finds:

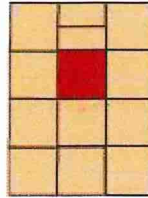
- Water service is provided to the campground by a private well.
- Sewer service from this campground is connected to the City of Owatonna. The campground must obtain approval from the City of Owatonna and the State of Minnesota.
- The access road is already provided to the site and will not change.
- Drainage will not be substantially different than it is currently.
- Campgrounds are licensed by the Minnesota Department of Health. They will need to meet MDH licensing criteria to expand their campground.

Planning Commission Recommendations:

Based on the information provided and comments received, the Steele County Planning Commission recommends by a vote of 7 to 0 to approve the amendment to CUP #410 with 10 conditions.

1. Loud or objectionable noise shall not be allowed between the hours of 10:00 pm. and 7:00 am.
2. Lighting shall not be directed at or illuminate neighboring residential properties.
3. The site shall be limited to 167 short term or seasonal camping sites for tents or recreational vehicle use. Seasonal shall be defined as site rental or lease lengths of less than 12 months in length.
4. The operator acknowledges the existing adjacent agricultural land uses and accepts such inconveniences that may be brought about by noise, dust, or odors, from these land uses.
5. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to MN Department of Health, MN Pollution Control Agency, and the MN DNR.
6. No new campsites can be constructed in designated floodplain areas.
7. The Campground shall discontinue the use of the overflow campsites located east of the river.
8. No new sites shall be developed within the shoreland areas of the Straight River. (300 feet from the Ordinary High Water Level) unless they obtain authority thru the Minnesota Department of Natural Resources thru their planned unit development process.
9. Applicant shall install a 6 feet tall chain length fence along the north property line.
10. Applicant shall get approval of the City of Owatonna and the State of Minnesota for the additional sewage flow into the sewage disposal system.

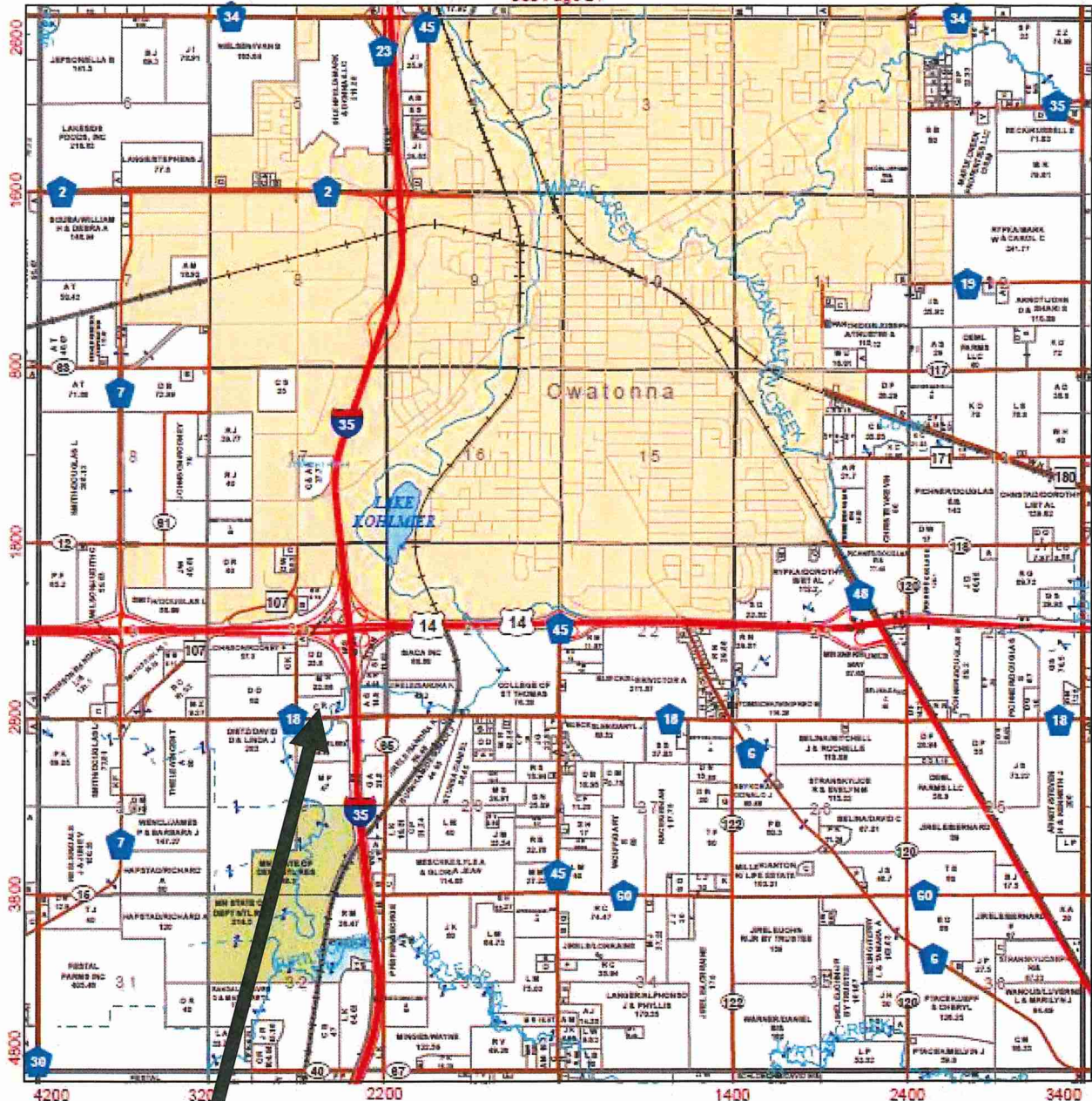
Owatonna



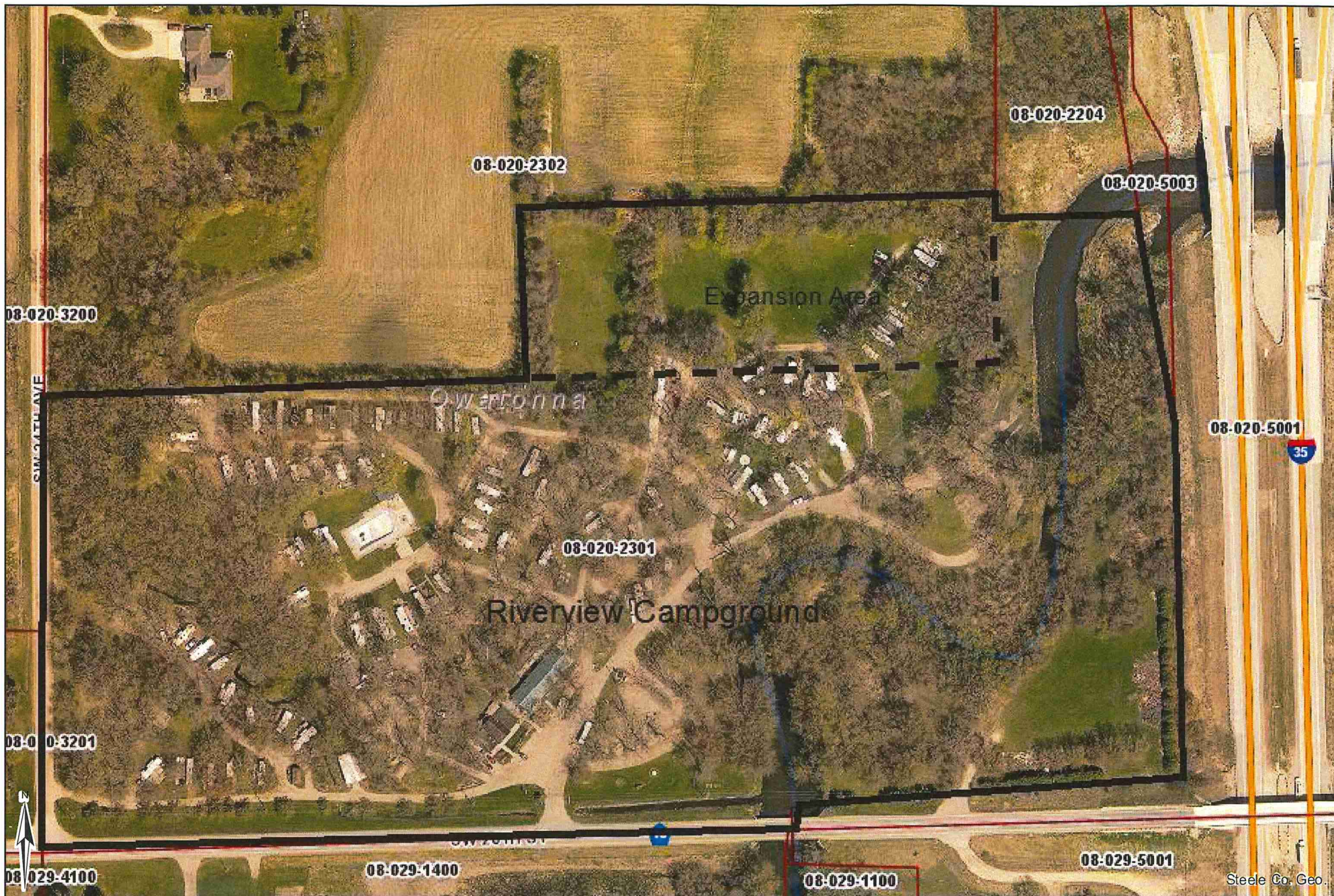
T.107N. - R.20W.



See Page 24



Riverview Campground Location



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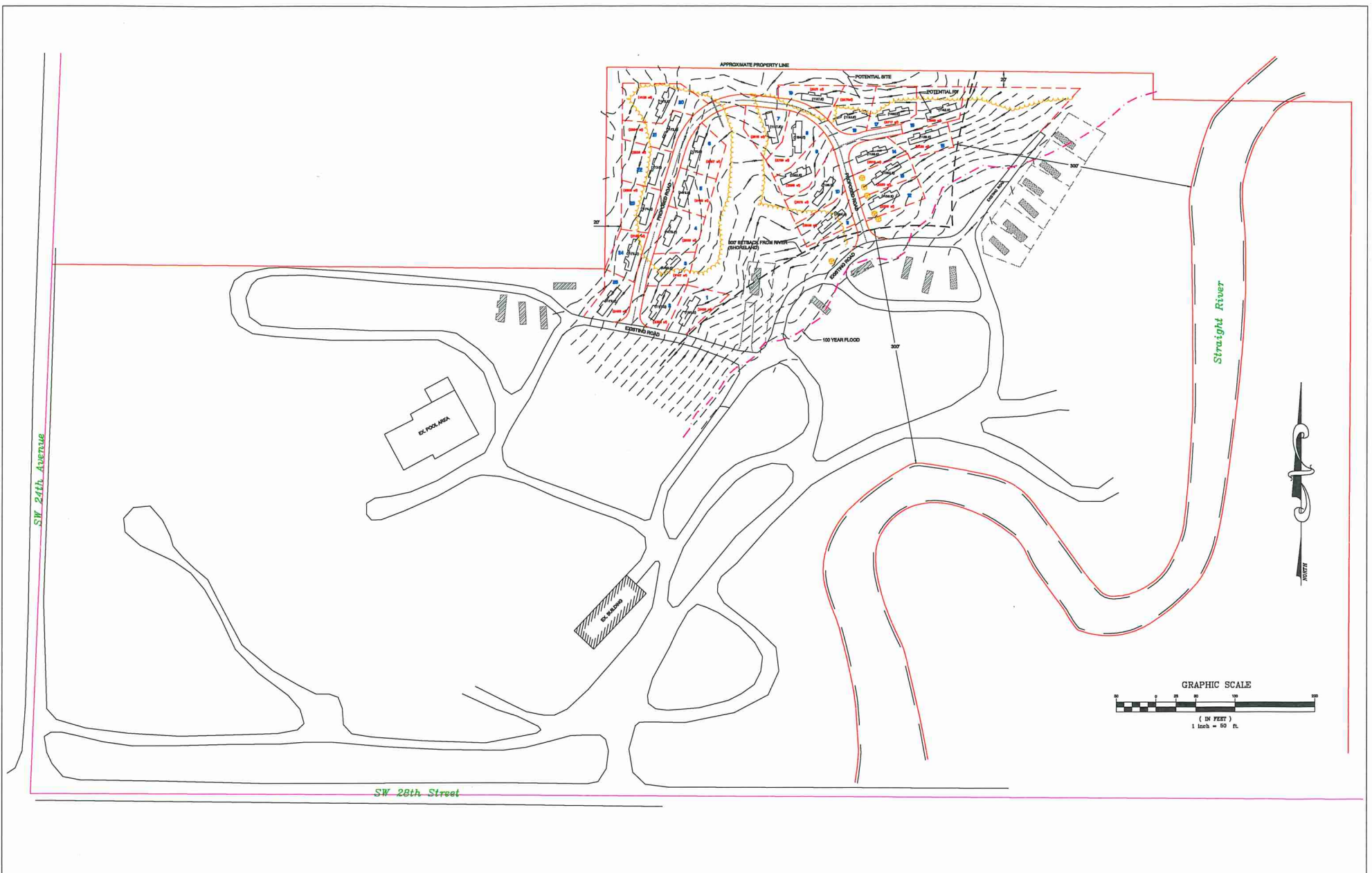
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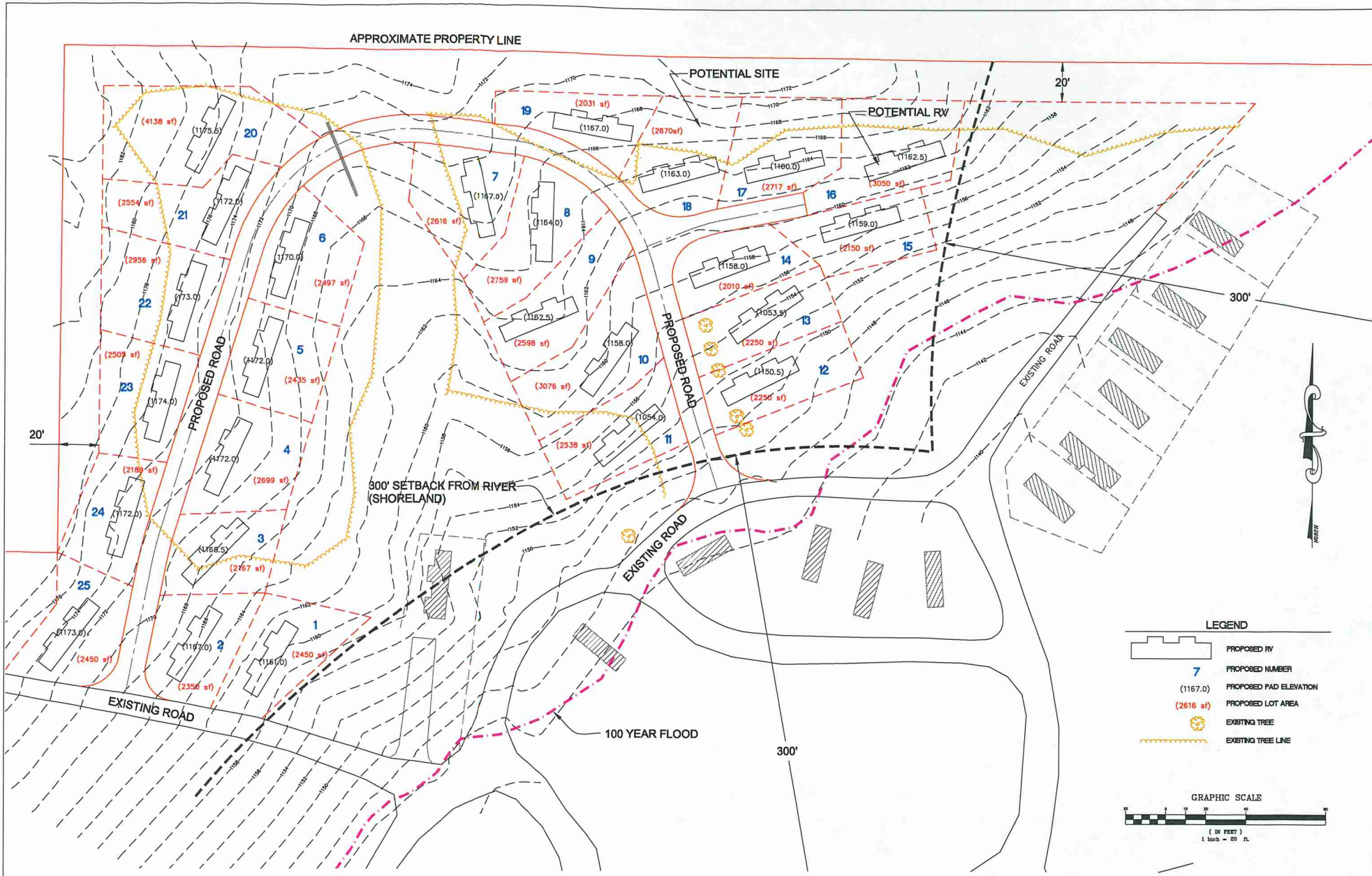
Riverview Campground

February 22, 2021

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MILLER'S SEWAGE TREATMENT SOLUTIONS
A division of WRM Services Inc.
9075 155th Street, Kimball, MN 55353
(320) 398-2705 cell (320) 980-1737

Location:
Part of the SE 1/4 of the SE 1/4 and the
SW 1/4 of the SE 1/4, Section 20, Township
107 N, Range 20, Steele County, Minnesota.

Revisions:

PROJECT:

River View Campground

Date:

2/15/2021

EXPANSION AREA CONCEPT PLAN

Staff Report
for
Amendment to Conditional Use Permit Application #410
W & R Resorts Inc. aka River View Campground

Applicant:

Wayne & Rebecca Cederberg on behalf of Riverview Campground

Property Owner(s):

Wayne and Rebecca Cederberg.

Property Address:

2554 SW 28th St.

Project Site Legal Description:

The South two-thirds of the West one-fourth of the SE $\frac{1}{4}$ of the SE $\frac{1}{4}$ in Section 20, T 107 N, of R 20 W.

AND;

The South one-half of the SW $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 20, T 107 N, of R 20 W;

EXCEPTING from above two described tracts that parcel which lies easterly of a line running parallel with and distant 184 feet westerly of the following described line:

Beginning at a point on the south line of said Section 20, distant 923.4 feet west of the southeast corner thereof; thence run northerly at an angle of 90°12'30" with said south section line (when measured from west to north) for 1000 feet and there terminating; Together with all that part of the two above described tracts adjoining and westerly of the above described strip and southerly of the following described line: Beginning at a point on the westerly boundary of the above described strip, distant 60 feet northerly of its intersection with the south line of said Section 20, thence run southwesterly to a point, distant 33 feet northerly (when measured at right angles) from a point on the south line of said Section 20, distant 735 feet westerly of its intersection with the above described line.

AND

All that part of the SW $\frac{1}{4}$, SE $\frac{1}{4}$ of Section 20, T 107 N, R 20 W, Steele County, Minnesota described as follows.

Commencing at the SW corner of said SE $\frac{1}{4}$, thence North 00°15'16" East a distance of 666.67 feet, on an assumed bearing, on the west line of said SE $\frac{1}{4}$, to the north line of S $\frac{1}{2}$, SW $\frac{1}{4}$ of said SE $\frac{1}{4}$; thence North 88°28'16" East a distance of 698.77 feet, on said north line, to the point of beginning; thence North 01°37'09" West a distance of 253.99 feet; thence North 88°28'10" East a distance of 690.83 feet, to the east line of SW $\frac{1}{4}$ of said SE $\frac{1}{4}$; thence South 00°03'51" West a distance of 254.11 feet, to north line of said S $\frac{1}{2}$; thence South 88°28'16" West a distance of 683.37 feet, to the point of beginning;

Project Description:

Add an additional 32 new sites on approximately 4 acres of land that has been added to the campground. This land has been leased for many years and currently contains open space. With the addition of the 32 new sites they would discontinue the use of 10 overflow sites located across the river for a total of 164 sites.

Zoning District(s):

Agricultural, Shoreland, Floodplain

Reason for Conditional Use Permit Application:

Section 704.2 of the Steele County Zoning Ordinance allows Commercial Outdoor Recreation Areas, including private campgrounds, non-commercial recreational facilities, public and private clubs as a conditional use in the Agricultural District. This site has been a campground for decades, but was not under a county CUP until 2017 when the owner at that time wanted to expand onto the 4 acres they had recently purchased. 23 additional sites were to be constructed on the 4 acres, but 23 other sites located in the floodplain and across the river were going to be abandoned for a total of 143 permitted sites. That plan was never implemented. Wayne and Rebecca Cederberg have now acquired the campground and want to implement an expansion. They are looking to add 32 additional sites on that 4 acres. They would still abandon the overflow tent sites across the river but would like to keep the other sites located in the floodplain that were originally going to be abandoned for a potential total of 164 sites.

General Criteria for Issuing Conditional Use Permit:

1) The use will not create a burden on parks, schools, streets, public facilities or utilities:

The use will not have an impact on parks and schools. Road usage should not change substantially from current usage. Electricity is already provided by Steele Waseca Coop.

2) The use is compatible, separated, or screening from adjacent agricultural or residential land:

The area where the new campsites are being placed is adjacent to agricultural land to the north and approximately 500 southeast of the nearest neighboring residence. These new sites should have no effect on the agricultural land. Rather the concern is that uses of the agricultural land may be an annoyance to the campground especially if manure or herbicides were ever applied on the land during the camping season and the operation of equipment during early morning hours. Noise from the campground also has the potential to be an annoyance to the nearest neighboring residence but this area has been used by the campground for many years.

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

The appearance of the property will be similar to the uses that have occurred on the site for many years.

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

The existing land use has been leased by the campground for years.

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

Zoning Ordinance:

- The campground is located in the agricultural zone. Campgrounds are listed as a conditional use in the agricultural zone.

Floodplain:

- It appears at least one new campsite may be proposed withing the floodplain area of the Straight River. Expansions of camp sites are not allowed in the floodplain if the site itself is not elevated above the base flood elevation and the access road is lower than 2 feet below regulatory flood protection level. It is unknown if the site can be elevated and the current access does not meet that level and appears to be costly to elevate. For this reason, it is recommended the permit prohibits any new sites within the floodplain area.
- The project is proposing to discontinue the use of 10 -12 overflow sites in the floodplain located east of the river which would be a good thing.

Shoreland:

- A portion of the new expansion is also located in the shoreland zone of the Straight River (within 300 feet) of the ordinary high-water level of the river but not within the structural setback of 100 feet from the river. As of the writing of this report, I have not received a written response from the DNR, but in discussing it with them verbally, they opposed any new expansion of the campground within this shoreland area as the number of current sites in shoreland already exceeds shoreland standards. I will provide written comment when I receive it.

6) The use will not create a traffic hazard or congestion:

The additional sites will create additional traffic but not significantly enough to cause hazards. While the new sites will create additional traffic to the main area, the reduction of overflow sites on the east side of the river will reduce the need for traffic onto County Road 18 as that is currently the only way to reach those sites from the main campground.

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

Nearby businesses should not be affected by this proposal.

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

- Water service is provided to the campground by a private well.
- Sewer service from this site is connected to the City of Owatonna. The City has been made aware of the project and may want to re-discuss their agreement.
- The access road is already provided to the site and will not change.
- Drainage will not be substantially different than it is currently.
- Campgrounds are licensed by the Minnesota Department of Health. They will need to meet the MDH criteria to expand their campground.

Staff Comments:

The following conditions were put on the permit when it was approved in 2017. If the planning commission recommends approval of this application, they may wish to consider these conditions with a few changes. (~~strikethrough~~ is deleted and underlined is added)

1. Loud or objectionable noise shall not be allowed between the hours of 10:00 pm. and 7:00 am.
2. Lighting shall not be directed at or illuminate neighboring residential properties.
3. The site shall be limited to 443 164 short term or seasonal camping sites for tents or recreational vehicle use. Seasonal shall be defined as site rental or lease lengths of less than 12 months in length.
4. The operator acknowledges the existing adjacent agricultural land uses and accepts such inconveniences that may be brought about by noise, dust, or odors, from these land uses.
5. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to MN Department of Health, MN Pollution Control Agency, and the MN DNR.
6. No new campsites can be constructed in designated floodplain areas.
7. The Campground shall discontinue the use of the overflow campsites located east of the river.
8. No new sites shall be developed within the shoreland areas of the Straight River. (300 feet from the Ordinary High Water Level)

Supplemental Staff Report
for
Amendment to Conditional Use Permit Application #410
W & R Resorts Inc. aka River View Campground

Applicant:

Wayne & Rebecca Cederberg on behalf of Riverview Campground

Property Owner(s):

Wayne and Rebecca Cederberg.

Property Address:

2554 SW 28th St.

Project Site Legal Description:

The South two-thirds of the West one-fourth of the SE ¼ of the SE ¼ in Section 20, T 107 N, of R 20 W.

AND;

The South one-half of the SW ¼ of the SE ¼ of Section 20, T 107 N, of R 20 W;

EXCEPTING from above two described tracts that parcel which lies easterly of a line running parallel with and distant 184 feet westerly of the following described line:

Beginning at a point on the south line of said Section 20, distant 923.4 feet west of the southeast corner thereof; thence run northerly at an angle of 90°12'30" with said south section line (when measured from west to north) for 1000 feet and there terminating; Together with all that part of the two above described tracts adjoining and westerly of the above described strip and southerly of the following described line: Beginning at a point on the westerly boundary of the above described strip, distant 60 feet northerly of its intersection with the south line of said Section 20, thence run southwesterly to a point, distant 33 feet northerly (when measured at right angles) from a point on the south line of said Section 20, distant 735 feet westerly of its intersection with the above described line.

AND

All that part of the SW¼, SE¼ of Section 20, T 107 N, R 20 W, Steele County, Minnesota described as follows.

Commencing at the SW corner of said SE¼, thence North 00°15'16" East a distance of 666.67 feet, on an assumed bearing, on the west line of said SE¼, to the north line of S½, SW¼ of said SE¼; thence North 88°28'16" East a distance of 698.77 feet, on said north line, to the point of beginning; thence North 01°37'09" West a distance of 253.99 feet; thence North 88°28'10" East a distance of 690.83 feet, to the east line of SW¼ of said SE¼; thence South 00°03'51" West a distance of 254.11 feet, to north line of said S½; thence South 88°28'16" West a distance of 683.37 feet, to the point of beginning;

Zoning District(s):

Agricultural, Shoreland, Floodplain

Revised Project Description:

The applicant originally applied to expand their campground by 32 units for a total of 164 sites. A public hearing was held on February 1st, at which time the commission had questions on several issues including questions on the layout, discrepancies on the total number of existing and requested sites, setbacks from property lines, and question on if the sewage disposal infrastructure was capable of handling the additional loads. Action was tabled on this request to give the applicant time to provide additional information. A letter from Allen Kaplan was also submitted but the commission did not discuss before the request was tabled. The planning commission may also wish to discuss this comment when the item is brought back before it.

Revised Site Layout:

The applicant has submitted a revised site layout of the proposed expansion. Along with this they have submitted revised number for what is existing and what they are requesting:

Existing sewer hook-up sites.	95
<u>Existing non-sewer sites.</u>	<u>47</u>
Total existing sites.	142

New requested sites with sewer	25
<u>Total sites after expansion.</u>	<u>167</u>

The revised layout has removed all new sites from the shoreland area (*300 ft. from top of bank*) and from the floodplain designated area. (*elevation 1145 feet*) the revised layout also shows a 20 setback from all sites to property lines.

Sewage Disposal / Treatment

The applicant has submitted info from Scott Swenson, Minnesota Pump Works/ Wisconsin Pump Works on his opinion of the sewage lift system and the capacity question. It appears from his correspondence that he believes it will work but it also appears that there are unknown variables that also need to be accounted for. Because the system is not a septic system but rather a lift station consisting of three Grinder Stations (2 of which are duplex stations) and a force main connecting to the city, the county is not the regulatory authority over the system and has no expertise in proper sizing of pumps, tanks, and force mains. In discussion with the MPCA in Rochester, the City will need to apply for a sewer extension permit with the MPCA to add additional flow to the system. The MPCA would then be the regulatory authority over any sizing / capacity issues.

Kaplan Comments:

Kaplan's letter is included for possible discussion.

Staff Comments:

The following conditions were included as part of the staff report they include conditions that were included when the permit was approved in 2017 that may be considered as part of this request. (~~strike through~~ is deleted and underlined is added)

- 1.Loud or objectionable noised shall not be allowed between the hours of 10:00 pm. and 7:00 am.
- 2.Lighting shall not be directed at or illuminate neighboring residential properties.
- 3.The site shall be limited to 443 167 short term or seasonal camping sites for tents or recreational vehicle use. Seasonal shall be defined as site rental or lease lengths of less than 12 months in length.
- 4.The operator acknowledges the existing adjacent agricultural land uses and accepts such inconveniences that may be brought about by noise, dust, or odors, from these land uses.
- 5.Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to MN Department of Health, MN Pollution Control Agency, and the MN DNR.
- 6.No new campsites can be constructed in designated floodplain areas.
- 7.The Campground shall discontinue the use of the overflow campsites located east of the river.
- 8.No new sites shall be developed within the shoreland areas of the Straight River. (300 feet from the Ordinary High Water Level)

Supplemental Staff Report
for
Amendment to Conditional Use Permit Application #410
W & R Resorts Inc. aka River View Campground

Applicant:

Wayne & Rebecca Cederberg on behalf of Riverview Campground

Property Owner(s):

Wayne and Rebecca Cederberg.

Property Address:

2554 SW 28th St.

Project Site Legal Description:

The South two-thirds of the West one-fourth of the SE $\frac{1}{4}$ of the SE $\frac{1}{4}$ in Section 20, T 107 N, of R 20 W.

AND;

The South one-half of the SW $\frac{1}{4}$ of the SE $\frac{1}{4}$ of Section 20, T 107 N, of R 20 W;

EXCEPTING from above two described tracts that parcel which lies easterly of a line running parallel with and distant 184 feet westerly of the following described line:

Beginning at a point on the south line of said Section 20, distant 923.4 feet west of the southeast corner thereof; thence run northerly at an angle of $90^{\circ}12'30''$ with said south section line (when measured from west to north) for 1000 feet and there terminating; Together with all that part of the two above described tracts adjoining and westerly of the above described strip and southerly of the following described line: Beginning at a point on the westerly boundary of the above described strip, distant 60 feet northerly of its intersection with the south line of said Section 20, thence run southwesterly to a point, distant 33 feet northerly (when measured at right angles) from a point on the south line of said Section 20, distant 735 feet westerly of its intersection with the above described line.

AND

All that part of the SW $\frac{1}{4}$, SE $\frac{1}{4}$ of Section 20, T 107 N, R 20 W, Steele County, Minnesota described as follows.

Commencing at the SW corner of said SE $\frac{1}{4}$, thence North $00^{\circ}15'16''$ East a distance of 666.67 feet, on an assumed bearing, on the west line of said SE $\frac{1}{4}$, to the north line of S $\frac{1}{2}$, SW $\frac{1}{4}$ of said SE $\frac{1}{4}$; thence North $88^{\circ}28'16''$ East a distance of 698.77 feet, on said north line, to the point of beginning; thence North $01^{\circ}37'09''$ West a distance of 253.99 feet; thence North $88^{\circ}28'10''$ East a distance of 690.83 feet, to the east line of SW $\frac{1}{4}$ of said SE $\frac{1}{4}$; thence South $00^{\circ}03'51''$ West a distance of 254.11 feet, to north line of said S $\frac{1}{2}$; thence South $88^{\circ}28'16''$ West a distance of 683.37 feet, to the point of beginning;

Zoning District(s):

Agricultural, Shoreland, Floodplain

Application History:

Wayne & Rebecca Cederberg originally applied to expand their campground in January of 2021. A public hearing was held on February 1st, 2021. At that time the planning commission tabled action and requested additional information. After some additional information was supplied to the planning commission, they re-opened discussion on the request at their March 1st, 2021 meeting and after discussion voted to recommend approval of the permit request to the County Board with 10 conditions.

1. Loud or objectionable noise shall not be allowed between the hours of 10:00 pm. and 7:00 am.
2. Lighting shall not be directed at or illuminate neighboring residential properties.
3. The site shall be limited to 167 short term or seasonal camping sites for tents or recreational vehicle use. Seasonal shall be defined as site rental or lease lengths of less than 12 months in length.
4. The operator acknowledges the existing adjacent agricultural land uses and accepts such inconveniences that may be brought about by noise, dust, or odors, from these land uses.
5. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to MN Department of Health, MN Pollution Control Agency, and the MN DNR.
6. No new campsites can be constructed in designated floodplain areas.
7. The Campground shall discontinue the use of the overflow campsites located east of the river.
8. No new sites shall be developed within the shoreland areas of the Straight River. (300 feet from the Ordinary High Water Level) unless they obtain authority thru the Minnesota Department of Natural Resources thru their planned unit development process.
9. Applicant shall install a 6 feet tall chain length fence along the north property line.
10. Applicant shall get approval of the City of Owatonna and the State of Minnesota for the additional sewage flow into the sewage disposal system.

This recommendation along with prepared findings was sent to the County Board to consider at their March 9th meeting. Before and during the March 9th meeting, the Cedarberg's opposed Condition #9 of the recommendation for a number of reasons including the cost which is estimated by the Cedarberg's to be \$50,000. They indicated they are agreeable to the other conditions as recommended by the planning commission.

At their March 9th, 2021 meeting, the County Board voted to send it back to the planning commission for more discussion. Specifically, they requested the planning commission create additional findings on the following:

- 1) Why a fence is required:
- 2) Why specifically was a 6 feet tall chain link fence required?
- 3) Are there other options to achieve the same purpose that are more cost effective?

2/1/2021

Allen Kaplan
2591 SW 24th Ave
Owatonna, MN 55060

Dear Steele County Planning Commission,

I am writing regarding the recent request from Wayne Cederberg on behalf of Crystal Resorts to expand the existing facility. I am asking for three conditions of the expansion prior to the completion of the additional camp sites.

First, is to Install a privacy fence, on the campground property, respecting current code rules applying to setbacks, where the campground property meets my land. This request is for the privacy and safety of my family and property as well as the campground facility.

I believe, a privacy fence is important because I have dealt with several trespassers over the last few years while living at this residence; ranging from children playing in my field, domestic disputes being settled in the early hours of the morning, individuals out on adventure walks through my woods, and finally campers helping themselves to my asparagus patch which is clearly on my property. These are all reasons a bold border would be important. Keep in mind, these are just the examples that I am aware of.

The campground has been there for years, why is this an issue now? The previous owners of my property planted white cedars on the property line where campsites already exist. This spring, when I allowed Crystal Resorts to complete a tiling project on my property to benefit their resort, many of the roots of those white cedars became exposed. It will only be a matter of time before they are completely dead and no longer provide a natural privacy barrier.

Second, lighting. With the expansion of the facility will come with a need for more lighting, although I do not have a solution on this issue, I am asking that the lighting be installed in a matter that will not be shining at my house.

And lastly, even with the installation of a fence, there is still a possibility that campground patrons could find their way on to my property. In this case, if someone were to be injured while on my property, I could be liable for injuries sustained. That is why I'm asking that Crystal Resorts insurance coverage includes a rider policy on for any such incidents. If this is already in place, I request a copy for my records.

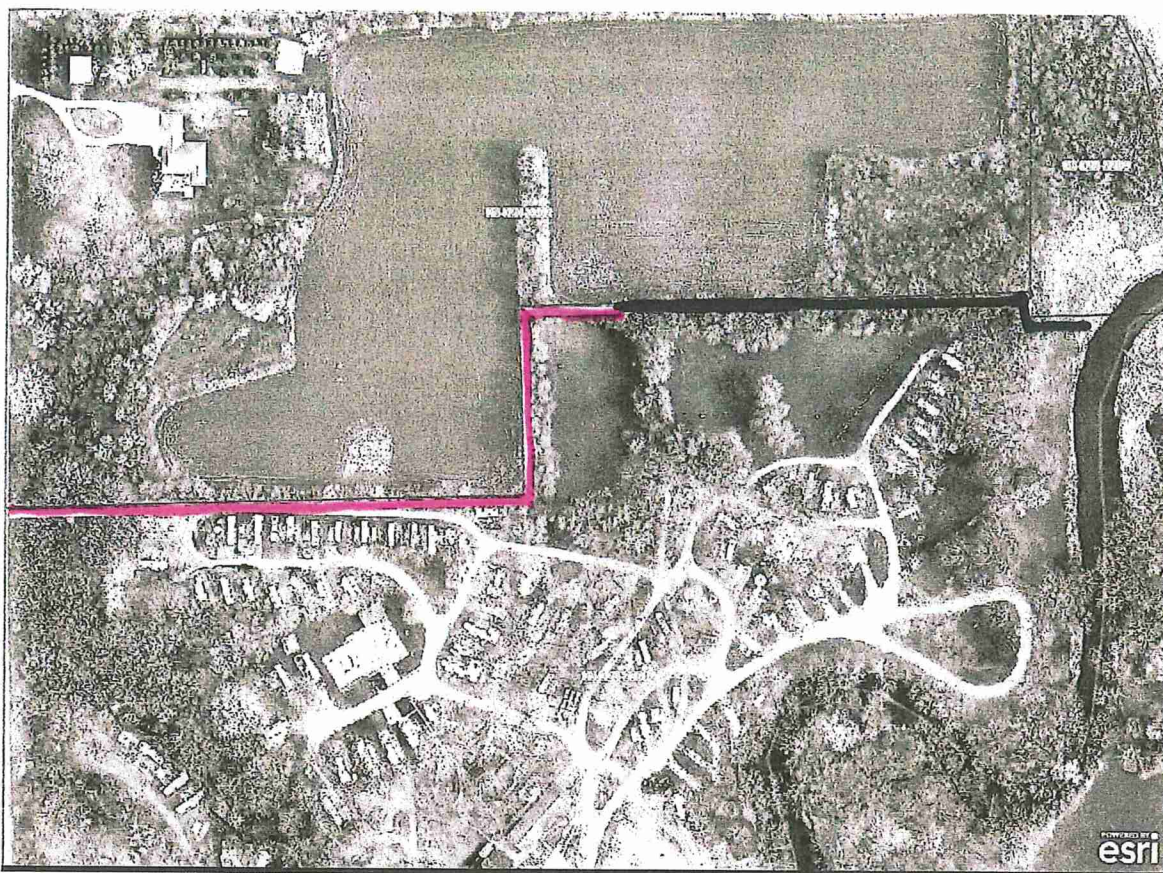
To be clear, I am not against this expansion. I believe the expansion speaks volumes for the owners and the way they conduct their business and they should be able to grow and prosper for the benefit of their patrons and themselves while keeping the safety of their neighbors a top priority.

Respectfully,

Allen Kaplan

Parcel data Attached





— CHAIN LINK W/SLATS PRIVACY 8'

— STANDARD CHAIN LINK 6'

Patton Hoversten & Berg

A Professional Association / Attorneys at Law

March 9, 2021

Deja L. Weber
Patton Hoversten & Berg, PA
150 W. Park Square
Owatonna, MN 55060

RE: River View Campground expansion
Objection to one recommendation of the Planning Commission

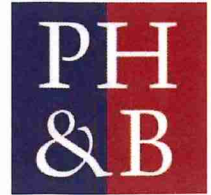
Dear County Board Members:

Please be advised that Wayne and Rebecca Cederberg are the owners of the River View Campground (W&R Resort Inc.). During the winter of 2020/2021, they evaluated expanding the campground and evaluated what it would cost to expand to the northeast portion of currently undeveloped land. The boundary there is wooded and screened from the agricultural land that adjoins the area.

The Cederbergs have owned and operated the campground since 2018. The campground was first opened in 1964 and has continuously operated as a campground since that time. To the best of our knowledge, Allen and Caitlynn Kaplan purchased the property in 2017 – the campground could be plainly seen to be adjacent to the real property he purchased. The Cederbergs and the Kaplans were friendly neighbors and Mr. Kaplan never made any complaints to the Cederbergs regarding alleged trespassers or regarding any issues with the campground or the campers who use the facility prior to the Cederbergs request to the Board to expand the campground.

On January 25, 2021, Allen Kaplan, who owns the parcel of land immediately to the west and north of the campground contacted the Cederbergs and requested a meeting. They all met on January 27, 2021 at Mr. Kaplan's home and that was the first time he proposed that a fence be erected on the boundary (or at the set back, as his letter requests). At that time, Mr. Kaplan proposed that he would either split the costs of the fence, or help in installing the fence. The Cederbergs thought that the matter was agreed to, only to be surprised by Mr. Kaplan's letter to the County Board.

On February 27, 2021, the Cederbergs asked Mr. Kaplan to meet with them prior to the March 1, 2021 Steele County Planning Meeting. The Cederbergs proposed that they would buy the materials, if Mr. Kaplan would agree to install the fence. Mr. Kaplan agreed to this proposal and indicated that he would like to have the agreement in writing and have it signed on March 1, 2021.



William L. Hoversten*
Perry A. Berg*
Daryl D. Bail*
Gregory C. Olson
Keith L. Deike
Russell E. Hardeman
Trisha Smith
Deja L. Weber
Ashley Thon

**Shareholders*

William B. Patton
1922-2001

Paralegals:
Linda R. Barnett
Stephanie R. Hayes
Maxine K. Hoehn

Waseca Office:
215 Elm Avenue East
PO Box 249
Waseca, MN 560093
(507) 835-5240
(888) 835-5244
Fax: (507) 835-1827

Owatonna Office:
150 West Park Square
PO Box 506
Owatonna, MN 55060
(507) 451-9000
(866) 451-9010
Fax: (507) 451-9007

Janesville Office:
216 North Main Street
PO Box M
Janesville, MN 56048
(507) 234-5106
(888) 980-1210
Fax: (507) 234-5704

Faribault Office:
302 First Avenue N.W.
PO Box 126
Faribault, MN 55021
(507) 332-7425
(507) 694-1204
Fax: (507) 331-7427

Website:
www.phblawoffice.com

On February 28, 2021, at 9:38 pm, Mr. Kaplan sent a text to Ms. Cederberg stating, "After thinking about it over the weekend, I've decided that its not a good idea for me to install the fence, It's not my profession, and there's no way I would have time."

Prior to the March 1, 2021 County Planning Meeting, Ms. Cederberg sent Mr. Kaplan a response text offering that the Cederbergs would install the fence if Mr. Kaplan purchased the materials. He responded, "I guess I'm just a little confused as to how you expanding your business and increasing your revenue is going to cost me money."

There is a wooded area that runs along the boundary between the Kaplan property and the campground. Mr. Kaplan's February 1, 2021 letter references "domestic disputes" by trespassers on to his property, but during conversations with the Cederbergs, he has acknowledged that event (one time incident, not plural) happened before they purchased the campground. There has been one time since 2018 that he could recall seeing someone "trespassing" in his section of the woods, and he 1) did not tell that person they were trespassing and 2) did not contact the Cederbergs about the incident. There is no habitual trespassing by campers onto Mr. Kaplan's property and there are less expensive mechanisms that can be used to ensure that campers know where the boundary is between the properties. Until 2021, the Cederbergs did not know that there was any complaint or problem between them and the Kaplans.

A fence does not in any way benefit the campground, it clearly is intended to benefit Mr. Kaplan – as articulated in his letter. To be good neighbors, the Cederbergs listened to Mr. Kaplan's request for a fence and offered to contribute one-half of the cost, materials or installation of the fence. The boundary between the properties runs for more than 1,100 feet. The materials for a 6' chain link fence will cost approximately \$15,000.00. It is the installation of the fence that will be the most costly. The entire cost of the materials and installation if professionally installed is estimated to be \$50,000.00. The expansion campsites will cost the Cederbergs between \$250,000.00 - \$300,000.00 and will not be completed until 2022.

If a fence is required in the Conditional Use Permit, the Cederbergs are considering whether or not the cost of the expansion will allow them to continue with this plan at this time.

The County has broad authority to issue Conditional Use permits. The area in question is zoned as agricultural land. It is not clear what authority or jurisdiction the County is operating under if it requires the campground owners to construct the fence and pay for it entirely in order to get the permit to expand.

Minnesota Statutes § 344 addresses Partition Fences and boundary fences would be under the jurisdiction of the township and the town board acting as fence viewers. If Mr. Kaplan insists that a fence must be erected, Chapter 344 says that if the parties do not agree otherwise, each owner must pay 1/2 the cost. *See Attached Minnesota House of Representatives Information Brief regarding Minnesota Partition Fence Law.* The Partition Fence Law also allows the fence to be placed on the boundary line and not with a set back. The existing northwest campsites and roadway make a set back impossible,

as the fence would need to be installed in the roadway. There is no fencing for the existing camp sites, an alternative would be to have a fence run only across the northwest border of the expansion sites (which is the most heavily wooded boundary between the two properties).

Mr. Kaplan says a “bold border” is important. Well, additional plantings and improved signage about no trespassing or respecting the property of the neighbor, including additional language on a brochure/map at check-in with a reminder to respect the property boundaries might be a less costly solution. In addition, the border is currently wooded. The speculation that some of the trees might die, is just that, speculation. New vegetation could be planted if it does appear as though the trees are dying off, young trees or shrubs would have time to grow and mature and be far less costly than a fence.

The Ordinance guidance for issuing a Conditional Use Permit makes the County Board the final authority for issuing a Permit. The Planning Commission recommendations are persuasive, but not binding. The real question is whether or not the expansion of the campground to the northeast would somehow depreciate the adjacent property. It is clear from the Planning Commission’s recommendations that is not the case, and in fact, the concern was that the adjacent farmland might in some way have a negative impact on the campground. This campground has existed for nearly fifty-seven years with no prior issues or problems. Mr. Kaplan has owned his property since 2017 and can only list four incidents, and none of them caused him enough concern or bother to contact the campground owners. The campsite expansion will bring more people into Steele County and for the positive activity of camping. The increase in the value of the campground, will require additional taxes to be paid by the commercial enterprise – the County and Mr. Kaplan will be benefited by increased land value, taxes, and with more people likely to spend money eating out, buying items from other local businesses, etc.

In 504.02 of the County Ordinance regarding the issuance of Conditional Use Permits requires that the Board not impose additional conditions that were not included in the permit without consideration of whether or not the condition/requirement is “necessary to protect the best interest of the surrounding area or the county as a whole.” It is not at all clear that a fence requirement is practical or affordable and in addition, the only possible benefit of a fence in the woods between these properties would run to Mr. Kaplan, not the overall County. In contrast, the benefit of the proposed expansion would be for the County as a whole.

Sincerely,

PATTON, HOVERSTEN & BERG, P.A.

/e/ *Deja L. Weber*

Deja L. Weber
Attorney at Law

CONDITIONAL USE PERMIT**PERMIT#** 410
amend

PARCEL #:	<u>08-020-2301</u>	HEARING DATE:	<u>02/01/21</u>
DISTRICT:	<u>Agricultural</u>	DECISION DATE:	<u>03/09/21</u>

APPLICANT:	<u>Wayne Cederberg</u>	LANDOWNER:	<u>Crystal Resorts Inc.</u>
ADDRESS:	<u>2554 SW 28th St.</u>	ADDRESS:	<u>2554 SW 28th St.</u>
	<u>Owatonna, MN 55060</u>		<u>Owatonna, MN 55060</u>

PROPERTY ADDRESS:

2554 SW 28th St.
Owatonna, MN 55060

LEGAL DESCRIPTION OF PROPERTY:

Exhibit "A"

REFERENCE ORDINANCE FOR CUP:

704.2 of the Steele County Zoning Ordinance lists commercial outdoor recreation areas including private campgrounds as a conditional use in the agricultural district.

PROPOSED USE(S):

167 unit campground

DECISION OF BOARD OF COMMISSIONERS

Deny ☐

Approve ☒ with 10 conditions.

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

Chair, Steele County Board of Commissioners

Date

CONDITIONAL USE PERMIT

PERMIT# 410
amend

Conditions

- 1 Loud or objectionable noised shall be limited between the hours of 10:00 pm. and 7:00 am.
- 2 Lighting shall not be directed at or illuminate neighboring residential properties.
- 3 The site shall be limited to 167 short term or seasonal camping sites for tents or recreational vehicle use. Seasonal shall be defined as site rental or lease lengths of less than 12 months in length.
- 4 The operator acknowledges the existing adjacent agricultural land uses and accepts such inconveniences that may be brought about by noise, dust, or odors, from these land uses.
- 5 Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to MN Department of Health, MN Pollution Control Agency, and the MN DNR.
- 6 No new campsites can be constructed in designated floodplain areas.
- 7 The Campground shall discontinue the use of the overflow campsites located east of the river.
- 8 No new sites shall be developed within the shoreland areas of the Straight River. (300 feet from the Ordinary High Water Level) unless they obtain authority thru the Minnesota Department of Natural Resources thru their planned unit development process.
- 9 Applicant shall install a 6 feet tall chain length fence along the north property line.
- 10 Applicant shall get approval of the City of Owatonna and the State of Minnesota for the additional sewage flow into the sewage disposal system.

CERTIFICATION

I hereby certify that the above is a true and correct copy of the decision approved by the Steele County Board of Commissioners on the _____ day of _____, 2021.

Steele County Auditor

Date

This document prepared by Steele County Planning and Zoning Director

Director, Steele County Planning & Zoning

Date



Steele County Agenda Item

Subject: Hard Liquor License

Department: Auditor's Office

Committee Meeting Date: April 7, 2021

Board Meeting Date: April 13, 2021

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Approve the annual On-Sale and Sunday Liquor License for the Monterey Ballroom

Bring forward to the full board for discussion to consider waiving the license fee.

Recommendation:

Approve the annual On-Sale and Sunday Liquor License for the Monterey Ballroom

Background (*Including Budget Impact*):

This is an annual renewal request for an On-Sale and Sunday Liquor License. All state required documents have been received.

Mike Remick is requesting that the 2021 On-Sale (\$2,500.00) license fee be waived due to COVID restrictions in 2020. See letter attached.

Once approved by the County Board, the license is then sent to the State for their approval. The cost of the On-sale license is \$2,500.00 and Sunday License \$200.00

Attachments:

Letter from Mike Remick

March 15, 2021

Steele County Board of Commissioners
630 Florence Avenue
Owatonna, MN 55060

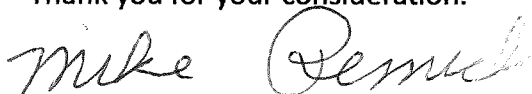
Re: Monterey Ballroom

Dear Commissioners:

My annual on-sale liquor license runs from May 1st of the current year to April 30th of the following year. Due to COVID restrictions I was unable to utilize my liquor license from March, 2020 until the Governor allows larger in-person events. I estimate that it will be approximately 16 months that I was unable to hold in-person events.(Did have one event on August 22,2020)

I am requesting the board to consider refunding my 2020 license fee of \$2,500.00 or to consider no fee be charged for the current license period of May 1, 2021 through April 30, 2022.

Thank you for your consideration.

A handwritten signature in cursive script that reads "Mike Remick". The ink is dark and the signature is fluid.

Mike Remick
Owner of Monterey Ballroom
(507) 444-9890

**Minutes of the
Steele County Planning Commission
April 5, 2021**

Call to Order:

The meeting was called to order by B. Schmidt at 7 pm. Present were B. Schmidt, Lammers, Esplan, Jaster, Spatenka, Ingvaldson, County Board member Brady, and staff member Oolman.

Agenda:

Motion by Lammers, second by Esplan to approve the agenda with the alteration of moving item #7 to the last item. Roll call taken. Motion passed unanimously.

Minutes:

Motion by Ingvaldson, second by Esplan to approve the March 1st, 2021 minutes as submitted. Roll call taken. Motion passed unanimously.

Building Permits:

The building permits for the months of February & March were reviewed.

County Board Action

Oolman reported the County Board approved the review of CUP 347 (Milestone Materials – Englested Pit), the review of CUP 194 (Milestone Materials – Lemond Quarry) and IUP 2021-01 (Crane Creek Asphalt Plant) as recommended. Rezone #82 (Redman – Medford Section 4) was withdrawn by the applicant. Amendment to CUP 410 (Riverview Campground) was tabled by the County Board for more input from the planning commission.

Review of CUP #210 (RDS Trucking – O’Conner Pit)

This request is from RDS Trucking Inc. to renew Conditional Use Permit #210 allowing the mining of sand and gravel on property owned by Mike O’Connor located in the E ½ of the SW ¼, Section 8, Blooming Prairie Township

Questions and comments of the commission.

- Spatenka – Has this been an on and off active pit?
Oolman replied, It has had activity since the 90’s. Some years more was taken out than other years.
- Spatenka – Is the gravel tax paid up?
Oolman answered, Yes

The public hearing was opened. As there were no questions or comments, the public hearing was closed.

Board Discussion:

- Spatenka – Has there been any complaints on this pit?
Not since this operator took over. There were some complaints about 4 wheelers years ago but not about the operation.
- Spatenka – Is there a gate now?
Oolman answered, Yes

Motion by Esplan, second by Ingvaldson to recommend approval of CUP #210 with the following 12 conditions: (~~strike through~~ is deleted, underlined is added).

1. The applicant shall post temporarily “Truck Hauling” signs as deemed necessary by the Steele County Highway Engineer.
2. Dust control should be provided in the pit as deemed necessary by the Steele County Planning and Zoning Director and/or Steele County Highway Engineer.
3. Applicant is responsible to initiate renewal proceeding on or before January 1, ~~2018~~ 2026 or this permit becomes invalid.
4. No topsoil shall be removed from the site.
5. A 30 feet unexcavated buffer shall remain adjacent to all property lines, and road right-of-way. Any erosion to neighboring properties as a result of this mine shall be corrected by the applicant.
6. A 4:1 slope shall be maintained from the edge of the buffer strip to the bottom of the mine.
7. All accesses to the site shall be gated.
8. Hours of operation shall be between 6:00 AM and 7:00 PM. Monday thru Saturday.
9. Final reclamation shall be completed in phases that have been inactive for greater than five years. Final reclamation shall include grading slopes to a 4:1 slope or greater, replacing topsoil, and vegetating exposed areas not used for cropland or reclaimed to open water.
10. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
11. All truck traffic shall use the existing access onto County Road 155.
12. This permit remains valid during times when the owner/operator is current on all tax obligations owed to Steele County. If notified by the Auditor of a delinquency, the owner/operator is required to pay the tax or file an appropriate challenge within 30 days or the permit is null and void.

Roll call taken. Motion passed unanimously.

CUP #423 (Blooming Prairie County Club)

This request is from the Blooming Prairie County Club to expand their golf course on property located in the NW ¼, NW ¼ and the NE ¼, NW ¼, Section 11, Blooming Prairie Township.

Questions and comments of the commission.

- Ingvaldson – Pointed out that the water flows away from the lake thru this property.
Spatenka – Asked if it was a concern about stray balls hitting vehicles on 218.
Discussion was held on the distance separating Hwy 218 and fairway. There was agreement that there haven't been any problems so far with the existing hole layout.
- Ingvaldson asked about teeing off over the township road.

Doug Johnson from the BPCC explained that this was a “black tee box” so most golfers would not use that tee box.

The public hearing was opened. As there were no questions or comments, the public hearing was closed.

Motion by Jaster, second by Spatenka to recommend approval of CUP 423 with the following 3 conditions:

1. Best Management Practices shall be used during construction and until permanent vegetation is established to prevent erosion into the lake.
2. Best Management Practices shall be used in the maintenance of the golf course to minimize any pollutant runoff into the ditch.
3. The construction shall comply with all requirement of the Minnesota Wetland Conservation Act.

Roll call taken. Motion passed unanimously.

CUP #424 (Crystal Valley Coop – Seed, Fertilizer and Chemical Distribution)

This request is from Crystal Valley Coop to sell, store, and distribute, bulk pesticides, seed, and liquid fertilizer including the placement of six 35,000 gallon liquid fertilizer tanks and two 30,000 gallon NH₃ tanks on their property located east of the railroad tracks in the NE ¼ of the SW ¼, Section 30, Somerset Township.

Questions and comments of the commission.

- Schmidt – What is the legal setback for a driveway from a railroad?
Oolman replied, Steele County does not have a specified setback for this. And I doubt the railroad has any requirements outside their right of way. This is a township road too so any access would not have to follow County Road rules.
- Schmidt – Expressed concerns about trucks blocking traffic. Traffic may not see a train coming until it's too late.
Jaster responded, there is an arm on that rail crossing and any vehicles coming from the west would be able to turn into the access.
- Schmidt – How long ago did we permit the NH₃ tank at the Pipeline facility?
Oolman replied, This was permitted within the last 10 years. At that time, they had a smaller tank, closer to the tracks & traded a larger tank further away.
- Schmidt – Reference the correspondence from Lynai Torapour. He felt this would help her because it would be moved the NH₃ tanks farther away from her house. NH₃ is not an explosion hazard so two tanks would not necessarily increase the risk.
- Spatenka – Is there an alarm that could warn the citizens of Hope if there is a spill?
Ingvaldson noted, cell phones have an emergency management system alarm. Oolman indicated that alarm must be sent out by emergency management, it does not automatically go off like a fire alarm.
- Spatenka – Are there any restrictions on how close a tank can be from railroad tracks in case of a derailment?
Oolman responded, a 50 feet setback from the railroad right of way is required.

- Spatenka – Asked how soon would the current tank go away?
Jeff Hendricks (Crystal Valley) replied, It depends on approval and final engineering– Hopefully start construction late summer, but certainly will be done by fall of 2022. The tank is Pipeline’s property, but we will no longer be using it once we put the new tanks in service.
- Jaster noted their grain facility and their facility in Janesville all are managed well.

The public hearing was opened.

- Bruce Jensen, neighbor to the south – Will there be a pond?
Jeff Hendricks answered, Yes, there will be a retention pond on the South end.
- Jensen – How close will the pond be to his property?
Trent Wadd (Crystal Valley) replied, that it will be located close to the old property line. [approx. 750 ft. from Jensen’s]

As there were no further questions or comments, the public hearing was closed.

Board Discussion:

- Ingvaldson – Will this be gated or secured when no one is there?
Jeff Hendricks replied, typically we don’t gate the facility, but we do lock everything up.

Motion by Esplan, second by Jaster to recommend approval of CUP #424 with the following 5 conditions:

1. All tanks shall meet and be installed and maintained to the standards of the Minnesota Department of Agricultural and / or the Minnesota Pollution Control Agency.
2. Lighting shall be shielded or directed downward as not to shine directly onto neighboring properties.
3. The site shall obtain a separate 911 address.
4. The access shall be approved by Somerset Township.
5. The storage or distribution of NH3 on Pipeline Foods’ property will not be allowed unless a separated Conditional Use Permit is approved for that property.

Roll call taken. Motion passed unanimously.

IUP 2021-02 (Steele County Landfill)

This request is from the Steele County Landfill to excavate fill to be used as cover material at the landfill. The excavation sites are located in the SE ¼ of the NE 1/4 & the SE ¼, Section 28, Aurora Township on property owned by Steele County.

Questions and comments of the commission.

- Schmidt – I assume site #2 would be using Hwy 218 as a haul route?
Oolman answered, material would all be hauled internally.
- Schmidt – Could we ask that they start on site #2 first & use one at a time?
Oolman replied, we can, but I think they want to start with site #1. The plan is to excavate the dirt & have a large stockpile to be available to use as they need it. Site #1 is closer to the active cell in the Landfill.
- Schmidt – How long would that take?

Bruce Holland, Landfill Manager answered, We can get approximately 35,000 cubic feet from site #1. I would anticipate 2 years, depending on projects at the landfill.

The public hearing was opened. As there were no questions or comments, the public hearing was closed.

Motion by Jaster, second by Spatenka to recommend approval of IUP 2021-02 with the following 7 conditions:

1. Excavation for the purposes of providing cover material is limited to the areas identified in the application.
2. Excavations shall be limited to 1276 feet on site #1 and 1252 feet on site #2
3. A 100 feet unexcavated buffer shall remain next to State Highway 218. The excavated slope along this road shall be no steeper than a 3 to 1 slope unless a 4 feet tall berm is installed parallel to the road. This berm shall be located outside the road right of way and vegetated to prevent erosion.
4. Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
5. Operator is responsible to maintain dust control in the pit and on any access road so excessive dust does not negatively affect neighboring properties or highway traffic.
6. The applicant shall follow their submitted reclamation plan. Final reclamation shall include grading slopes to a 4:1 slope or flatter and reseeding to vegetation. Re-vegetation shall be completed with six months following completion of the excavation.
7. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.

Roll call taken. Motion passed unanimously.

IUP 2021-03 (Ulland Brothers – Bituminous Stockpiling and Crushing)

This request is from Ulland Brothers Inc. to store and crush bituminous material on property located in the SW ¼, NE ¼, Section 30, Summit Township.

Questions and comments of the commission.

- Spatenka – Didn't we permit fertilizer on this site not too long ago?
Oolman replied, yes, but that project never happened.
- Schmidt – Can we assume the material be removed by end of year?
John Erickson, Ulland Bros, answered, yes, our lease is specific to 2021.

The public hearing was opened. As there were no questions or comments, the public hearing was closed.

Board Discussion:

- Jaster – Can we add that stockpile material be removed by end of 2021?
Schmidt agreed

Motion by Ingvaldson, second by Esplan to recommend approval of IUP 2021-03 with the following 3 conditions:

- 1) This permit is for the 2021 construction season.
- 2) Plant operation hours shall be limited to the hours of 6:00 am to 7:00 pm. Monday thru Saturday.
- 3) All material must be removed by the end of 2021.

Roll call taken. Motion passed unanimously.

IUP 2021-04 (Ulland Brothers – Bergland Pit)

This request is from Ulland Brothers Inc. to mine sand and gravel and process recyclable aggregate material on property located in the NW ¼, SE ¼, Section 15, Berlin Township. The property is owned by Brian Bergland.

Questions and comments of the commission.

- Schmidt – Do they want to mine 5 acres but the stockpile would be on additional land?
Oolman answered, no, the 5 acres would include the stockpile.
- Schmidt – Asked if the applicant had any comments.
John Erickson replied, we will be attending the meeting for Berlin township next Tuesday. They do have an ordinance that addresses many of their concerns regarding dust control, road maintenance and signage. We are agreeable to all those items. The property owner had concerns on how it was previously mined. We are going to leave this area much safer & better than before. We addressed the water pumping with neighbors and have agreed that there will be no pumping water off site.

The public hearing was opened.

- Chuck Crabtree – Berlin Township supervisor – I would like this tabled until we can have our meeting. We have requirements we want them to meet.
- Terry Holland – I have talked to Johnson about my water pumping concerns. If he does what he says he's going to do, we should be fine.

As there were no further questions or comments, the public hearing was closed.

Motion by Esplan, second by Spatenka to table IUP 2021-04 until after the applicant can meet with Berlin Township.

Roll call taken. Motion passed unanimously.

IUP 2021-05 (JJD – Bauer Pit)

This request is from JJD Companies LLC to mine and wash sand and gravel in the NE ¼, NW ¼, SE ¼, Section 29, Somerset Township. The property address is 2483 93rd Street SW and is owned by Jeremy Bauer.

Questions and comments of the commission.

- Schmidt – Asked if the landowner or JJD have anything to add?
Dan Niles (JJD) replied, I would like to amend #3 from 3 years to 2 years on the permit application. That would require a 3-year bond vs. 4-year bond.
- Oolman - This would also change condition #18 to 2023.
Esplan agreed, 2-year permit; 3-year bond
- Spatenka – This will mostly be used for the high school?
Dan Niles answered, correct, this pit spec is ideal for the new school.
- Dan Niles - Also, condition #14, we're not pumping or washing at this site.
Schmidt replied I think we still leave condition #14 because of the ditch.

The public hearing was opened. As there were no questions or comments, the public hearing was closed.

Motion by Esplan, second by Spatenka to recommend approval of IUP 2021-05 with the following 18 conditions:

1. Mining and processing is limited to the areas identified in the application.
2. Mining is limited to a bottom elevation of 1156 feet. (approximately 20 feet deep)
3. Before excavation can begin, the permittee or operator shall furnish bond or other financial surety as approved by the county, for potential haul road repair and for site restoration. The bond or other financial surety shall be in an amount of \$5,000 per permitted acre for a total amount of \$15,000 and remain in place for 3 years from the from date of issuance of the permit.
4. Before excavation can begin the permittee shall obtain an access permit from the Steele County Highway Department and comply with all conditions of that permit. This access shall be removed when mining is complete or at the expiration of this permit.
5. The excavation of material shall be setback a minimum of 30 feet from all property lines and road right of way. Any erosion within this setback shall be immediately corrected by the permittee. Overburden may be stored within the setback area but cannot be done in a manner that causes water runoff or siltation onto neighboring property, impedes the natural overland flow of water, or backs water up onto neighboring properties.
6. Equipment shall only be operated between the hours of 6:00 AM and 7:00 PM. Monday thru Saturday.
7. The access shall be gated to deter unauthorized access.
8. Signage warning of truck traffic shall be located along County Road #4 if required by the County Highway Department. The size and placement of these signs shall be at the direction of Steele County Highway Department.
9. Trucks shall not track material from the pit onto the public road.
10. Trucks hauling material to and from this site shall not use "jake brakes"
11. Operator is responsible to maintain dust control in the pit and on the access road so it does not negatively affect neighboring properties or highway traffic.
12. No hazardous material may be stored on the site.

13. Stockpiles of aggregate material shall not be placed in a manner that will impede water flow during a flood event.
14. Any pumping of water shall comply with DNR requirements. Water cannot be discharged directly or indirectly into Judicial Ditch #2 (Straight River)
15. The applicant shall follow their submitted reclamation plan. Final reclamation shall include grading slopes to a 4:1 slope or flatter and replacing topsoil on areas not developed into a pond.
16. This permit remains valid during times when the owner/operator is current on all tax obligations including but not limited to aggregate taxes. In addition, if notified by the Auditor of a delinquency, the owner/operator is required to either pay the tax or file an appropriate challenge within 30 days or else the permit is null and void.
17. Applicant is responsible to obtain and follow all other federal, state, and local permits and regulations including but not limited to NPDES permits, DNR Water Appropriation Permits, and Minnesota Wetland Conservation Act regulations.
18. This permit expires on June 1st, 2023. All reclamation shall be completed unless the permittee has initiated the renewal of this permit before this date.

Roll call taken. Motion passed unanimously.

Amendment to CUP 410 (Riverview Campground)

This request is from Wayne & Rebecca Cederberg on behalf of Riverview Campground to amend Conditional Use Permit #410 allowing them to expand their campground by up to 25 sites for a maximum of 167 sites on property located in the S ½ of the SE ¼, Section 20, Owatonna, Township. This item was sent back to the planning commission to have more discussion on condition # 9 requiring a fence.

Questions and comments of the commission.

- Schmidt – Are the applicant's available to comment?
- Ashley Steinberg-Thon (Attorney) answered, the Cederberg's & I are on.
- Schmidt – So this is not necessarily about the fence but the cost of the fence?
- Steinberg-Thon replied, the Cederberg's are looking for a more reasonable, less costly options ways to provide a screen between the two properties. Whether it be signage, landscaping, or providing maps to campers to help delineate where the campground ends to prevent concerns with trespassing.
- Schmidt – Did the applicant come up with a better idea of a fence since they are not opposed to the fence, just the cost.
- Steinberg-Thon – The Cederberg's are asking for an opportunity to try other avenues before going to this more costly fence that will limit their ability to add on to their campground.
- Schmidt - The board recommended the fence to mitigate trespassing concerns from the neighbor. He again asked if the Cederberg's looked at other types of fences?
Steinberg-Thon reiterated that the cost of fencing is prohibitive. They are asking to be allowed to try other options such as signage.
- Spatenka stated that he used to own the campground, and un-attended dogs could also be an issue. His concern with signage is that dogs can't read.
Steinberg-Thon responded that concerns with dogs has never been mentioned by Kaplan previously and the campground does have a dog policy in place to address dogs.
- Schmidt asked what occurs if the signage fails. The price of a fence is still the same.

Steinberg-Thon indicated if the signage fails to control trespassing, they would be willing to split the cost of a fence with Kaplan. When asked why the cost of the fence should be split between the landowners, Steinberg-Thon reference MN Statute 344.02 and also indicated that previous discussions between the land owners talked about splitting the cost. However, there is no current agreement in place to split the cost.

Additional discussion was held on the interpretation of the fence statute, location of the property line and the location of the internal road. and the location of the fence.

- Planning commission members did not feel like Kaplan should have to be responsible to pay for a fence.
- Steinberg-Thon reiterated that the Cederberg's are willing to work with Kaplan on a screen between the two properties but haven't had that chance.
- Kaplan stated that he stands by his request to require a fence. He has been hesitant to respond to the Cederberg's because of legal implications that may arise. He still believes that part of the fence needs to be chain link but other parts he is willing to work with the Cederberg's on.
- Schmidt ask if additional fence types were explored or did they just get a bid on the 6 feet chain link fence.

Kaplan believed that only a 6 feet chain link fence was priced.

- Discussion was held on allowing the two parties time to work out an agreement. Oolman pointed out that the "60 day rule" requires the County to reach a decision unless the Cederberg's were willing to waive that time frame. The Cederberg's declined to waive the deadline but were willing to have discussions with Kaplan.
- Steinberg-Thon suggested the planning commission give a recommendation and give the Cederberg's and Kaplan a change to come to an agreement between them.
- Discussion was held on recommending the findings as previously stated unless the two land owners can come to an agreement before the next County Board meeting.
The Cederberg's were agreeable with that recommendation.

Adjournment:

Motion by Esplan, second by Jaster to adjourn at 9:20 pm.



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.

Wednesday, April 7, 2021 at 8:00 a.m. – Board Room

Attendees: Commissioner Glynn, Commissioner Brady, IT Director Dave Purscell, Finance Director Cathy Piepho, Human Resource Director Julie Johnson, County Attorney Dan McIntosh, Auditor Laura Ihrke and Administrator Scott Golberg.

Consent Agenda

1. Recommend approval of Steele County Probation Office Lease Extension of one year.
2. Recommend approval of the Steele County Preparedness Plan

General

3. Recommend bring to the Board the request for a Hard Liquor License for the Monterey Ballroom

Information

4. Discussion regarding Personnel Policy: Professional Employees
5. Discussion regarding Labor-Employment Legal Counsel

Department Head Reports

Treasurer/Finance: Getting busy with collection of tax payments, auditors will be coming in May, and budget continues to be assembled.

Human Resources: There have been two negotiation meetings with probation officers, discussions on new HR services five-year contract with MNPrairie, health insurance update, brief overview of COVID-19 at the County, Emergency and Risk Management recruitment update, and the department continues process of filling vacancies.

Information Technology: Electronic refresh is moving forward from last year.

Auditor Office: Completed property taxes, April 19 at 10am is the forfeiture property sale, working on how to move forward with Ditch meetings, and licenses are coming up for renewal.



STEELE COUNTY
PUBLIC WORKS POLICY COMMITTEE MINUTES
Public Works Building – 3000 Hoffman Drive - Owatonna, MN 55060

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

Thursday, April 8, 2021 at 7:30 a.m. – Public Works Conference Room

Attendees: Commissioner Krueger, Commissioner Gnemi, Assistant Engineer Paul Sponholz, Engineer Greg Ilkka, Four Seasons Director Steve Schroht, Landfill Supervisor Bruce Holland, Facilities and Fleet Director Jake Rysavy, and Administrator Scott Golberg.

Consent:

- Recommend Steele County Detention Center Security Upgrades Advertised for Bids
- Recommend approval to order Wheel Loader Replacement – John Deere
- Recommend approval of Contract Award – 2021 Maintenance Overlays, CP-074-021-002
- Recommend approval of an Agreement with Clinton Falls Township for Removal of Bridge No. L5573 (Will go to Board on April 27th, Township is acting on it on April 19th)
- Recommend approval of Access Variance Request – CSAH 4: Justin Andreasen
- Recommend Approval of Contract Award – 2021 Pavement Marking CP 074-021-001

Information:

- Discussion regarding Disposition of County properties along 26th Street. Continue to move forward investigating available options.
- Discussion regarding Show Mobile.

Department Head Reports

Four Seasons: Ice is out of the West rink. Ice in the East rink will be removed in a few weeks. Several events are scheduled for April and May. Park winter clean will begin in a few weeks.

Highway: Review of the Draft Transportation Plan, request to bring to a Board Work Session for review. Discussion on a JJD CSAH 4 Access Variance request, application came in late for Committee RBA, however, move to Board for approval. Highway Engineer Re-Appointment is due in May, will go through ICS Committee. Pollinator Garden update was given. Discussion on Fairgrounds hard surface areas. Reminder for Joint Transportation Committee meeting April 15th, 7:30 am at the PW Facility.

Facilities: Discussion regarding putting together a proposal for the Courthouse air-handler, boiler and chillers.

**RECORD Breaking
Building Year \$100M+**

Develop

315 Students

- 65 Students directly connected to job shadow, internship or job
- 315 Students gain exposure to jobs through 'Made in Owatonna Days'
- 100 Local businesses working with the initiative



Talent

New

183 New Units

- Single Family Homes: 50
- Single Family Attached: 2
- Apartments: 131



Housing Units

New Industrial &

760,362 sq. ft.

- Commercial: 21,459
- Industrial: 739,903



Commercial sq. ft.

Major Project

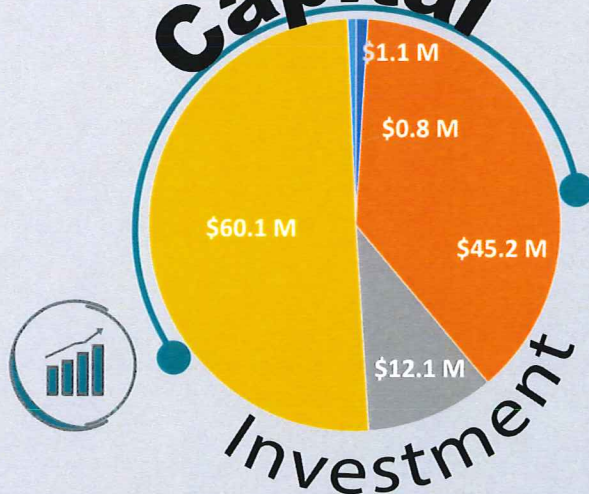
\$110 M Projects

- Costco Depot
- Minimizer
- Bosch Automotive Services
- Riverwood
- Eastgate



Developments

Capital



Investment

Capital Investment: \$119.3 M
 School Dist: \$1.1 M (dark blue)
 Residential: \$45.2 M (orange)
 Commercial: \$12.1 M (gray)
 Industrial: \$60.1 M (yellow)
 Ag: \$0.8 M (light blue)